

2015 Leave Record
for Part-Time Employee

U.S. Department of Housing and Urban Development
Office of Chief Human Capital Officer

Name		Employee ID					Leave Category				
Annual Leave () hours earned per () hours worked		Annual Leave Balance as of (mm/dd/yyyy)			Sick Leave 1 hr. earned per 20 hrs. worked			Sick Leave Balance as of			
No.	Pay Period Dates	a. Carryover hrs. from pror ppd	b. Total hrs. worked this ppd	c. Total hrs.	d. Annual leave earned this ppd	e. Carryover to next ppd.	a. Carryover hrs. from prior ppd.	b. Total hrs. worked this ppd	c. Total hrs.	d. Sick Leave earned this ppd	e. Carryover to next ppd
02	Dec 28 - Jan 10										
03	Jan 11 - Jan 24										
04	Jan 25 - Feb 7										
05	Feb 8 - Feb 21										
06	Feb 22- Mar 7										
07	Mar 8 - Mar 21										
08	Mar 22 - Apr 4										
09	Apr 5 - Apr 18										
10	Apr 19 - May 2										
11	May 3 - May 16										
12	May 17 - May 30										
13	May 31 - June 13										
14	June 14 - June 27 AAA										
15	June 28 - July 11										
16	July 12 - July 25										
17	July 26 - Aug 8										
18	Aug 9 - Aug 22 AAAAAAAAA										
19	Aug 23 - Sept 5										
20	Sept 6 - Sept 19										
21	Sept 20 - Oct 3 AAA										
22	Oct 4 - Oct 17										
23	Oct 18 - Oct 31										
24	Nov 16 - Nov 14										
25	Nov 15 - Nov 28										
26	Nov 29 - Dec 12 AA										
27	Dec 13 - Dec 26										