

# VACATION & SICK TIME TRACKING

YEAR: 2024



| Christine Cox |      |   | Marketing Manager |   |   |   |   |   |   |   |   |   |   |      |      |
|---------------|------|---|-------------------|---|---|---|---|---|---|---|---|---|---|------|------|
| ID: 10052     | PLAN | 1 | 2                 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 1 | 1 | 1 | USED | LEFT |
| VACATION      | 25   |   | 1                 |   |   |   | 1 |   |   | 6 |   | 1 | 1 | 19   | 6    |
| SICK          | 10   | 1 | 2                 |   |   |   |   |   |   |   |   | 2 |   | 5    | 5    |

| Zoe Jason |      |   | HR Manager |   |   |   |   |   |   |   |   |   |   |      |      |
|-----------|------|---|------------|---|---|---|---|---|---|---|---|---|---|------|------|
| ID: 10059 | PLAN | 1 | 2          | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 1 | 1 | 1 | USED | LEFT |
| VACATION  | 22   |   | 5          |   |   |   |   |   |   |   |   |   |   | 5    | 17   |
| SICK      | 10   |   | 2          |   | 4 |   |   |   |   |   |   |   |   | 6    | 4    |

| Cloe Gilford |      |   | Machine Operator |   |   |   |   |   |   |   |   |   |   |      |      |
|--------------|------|---|------------------|---|---|---|---|---|---|---|---|---|---|------|------|
| ID: 10057    | PLAN | 1 | 2                | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 1 | 1 | 1 | USED | LEFT |
| VACATION     | 23   |   |                  |   |   |   |   |   | 1 |   | 8 |   |   | 18   | 5    |
| SICK         | 10   |   |                  |   |   |   |   |   |   |   |   |   |   | 0    | 10   |

| Terry Pixel |      |   | Designer |   |   |   |   |   |   |   |   |   |   |      |      |
|-------------|------|---|----------|---|---|---|---|---|---|---|---|---|---|------|------|
| ID: 10055   | PLAN | 1 | 2        | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 1 | 1 | 1 | USED | LEFT |
| VACATION    | 25   |   |          |   |   |   |   |   | 6 |   |   |   | 1 | 16   | 9    |
| SICK        | 10   |   |          |   | 5 |   |   |   |   | 3 |   | 2 |   | 10   | 0    |

|          |      |   |   |   |   |   |   |   |   |   |   |   |   |      |      |
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|          |      |   |   |   |   |   |   |   |   |   |   |   |   |      |      |
| ID:      | PLAN | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 1 | 1 | 1 | USED | LEFT |
| VACATION |      |   |   |   |   |   |   |   |   |   |   |   |   | 0    | 0    |
| SICK     |      |   |   |   |   |   |   |   |   |   |   |   |   | 0    | 0    |

|          |      |  |  |  |   |   |   |   |   |   |   |   |   |      |      |
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|          |      |  |  |  |   |   |   |   |   |   |   |   |   |      |      |
| ID:      | PLAN |  |  |  | 4 | 5 | 6 | 7 | 8 | 9 | 1 | 1 | 1 | USED | LEFT |
| VACATION |      |  |  |  |   |   |   |   |   |   |   |   |   | 0    | 0    |
| SICK     |      |  |  |  |   |   |   |   |   |   |   |   |   | 0    | 0    |

|          |      |   |   |   |   |   |   |   |   |   |   |   |   |      |      |
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|          |      |   |   |   |   |   |   |   |   |   |   |   |   |      |      |
| ID:      | PLAN | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 1 | 1 | 1 | USED | LEFT |
| VACATION |      |   |   |   |   |   |   |   |   |   |   |   |   | 0    | 0    |
| SICK     |      |   |   |   |   |   |   |   |   |   |   |   |   | 0    | 0    |

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|          |      |   |   |   |   |   |   |   |   |   |   |   |   |      |      |
| ID:      | PLAN | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 1 | 1 | 1 | USED | LEFT |
| VACATION |      |   |   |   |   |   |   |   |   |   |   |   |   | 0    | 0    |
| SICK     |      |   |   |   |   |   |   |   |   |   |   |   |   | 0    | 0    |

| Pol Houston |      |   | CEO |   |   |   |   |   |   |   |   |   |   |      |      |
|-------------|------|---|-----|---|---|---|---|---|---|---|---|---|---|------|------|
| ID: 10001   | PLAN | 1 | 2   | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 1 | 1 | 1 | USED | LEFT |
| VACATION    | 28   |   |     |   | 5 |   |   | 5 |   |   | 5 |   |   | 15   | 13   |
| SICK        | 10   |   |     |   |   |   |   |   |   |   |   |   |   | 0    | 10   |

| Martha Wilson |      |   | Vice President |   |   |   |   |   |   |   |   |   |   |      |      |
|---------------|------|---|----------------|---|---|---|---|---|---|---|---|---|---|------|------|
| ID: 10002     | PLAN | 1 | 2              | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 1 | 1 | 1 | USED | LEFT |
| VACATION      | 25   |   | 4              |   |   |   |   |   | 6 |   | 5 |   |   | 15   | 10   |
| SICK          | 10   |   |                |   | 3 |   |   |   |   |   |   | 5 |   | 8    | 2    |

| Luk Polard |      |   | Chief of Sales |   |   |   |   |   |   |   |   |   |   |      |      |
|------------|------|---|----------------|---|---|---|---|---|---|---|---|---|---|------|------|
| ID: 10087  | PLAN | 1 | 2              | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 1 | 1 | 1 | USED | LEFT |
| VACATION   | 21   |   | 1              |   |   |   |   | 5 |   |   |   |   |   | 15   | 6    |
| SICK       | 10   |   |                |   |   |   |   |   |   |   |   |   |   | 0    | 10   |

| Nick Rodick |      |   | Personal Assistant |   |   |   |   |   |   |   |   |   |   |      |      |
|-------------|------|---|--------------------|---|---|---|---|---|---|---|---|---|---|------|------|
| ID: 10078   | PLAN | 1 | 2                  | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 1 | 1 | 1 | USED | LEFT |
| VACATION    | 25   |   |                    |   |   |   | 1 |   |   |   |   |   |   | 10   | 15   |
| SICK        | 10   |   |                    |   |   |   |   |   |   |   | 7 |   |   | 7    | 3    |

| Oprah Joel |      |   | CFO |   |   |   |   |   |   |   |   |   |   |      |      |
|------------|------|---|-----|---|---|---|---|---|---|---|---|---|---|------|------|
| ID: 10066  | PLAN | 1 | 2   | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 1 | 1 | 1 | USED | LEFT |
| VACATION   | 20   |   |     |   | 8 |   |   |   | 1 |   |   |   |   | 18   | 2    |
| SICK       | 10   |   |     |   |   | 6 |   |   |   |   |   |   |   | 6    | 4    |

|          |      |   |   |   |   |   |   |   |   |   |   |   |   |      |      |
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|          |      |   |   |   |   |   |   |   |   |   |   |   |   |      |      |
| ID:      | PLAN | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 1 | 1 | 1 | USED | LEFT |
| VACATION |      |   |   |   |   |   |   |   |   |   |   |   |   | 0    | 0    |
| SICK     |      |   |   |   |   |   |   |   |   |   |   |   |   | 0    | 0    |

|          |      |   |   |   |   |   |   |   |   |   |   |   |   |      |      |
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|          |      |   |   |   |   |   |   |   |   |   |   |   |   |      |      |
| ID:      | PLAN | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 1 | 1 | 1 | USED | LEFT |
| VACATION |      |   |   |   |   |   |   |   |   |   |   |   |   | 0    | 0    |
| SICK     |      |   |   |   |   |   |   |   |   |   |   |   |   | 0    | 0    |

|          |      |   |   |   |   |   |   |   |   |   |   |   |   |      |      |
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|          |      |   |   |   |   |   |   |   |   |   |   |   |   |      |      |
| ID:      | PLAN | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 1 | 1 | 1 | USED | LEFT |
| VACATION |      |   |   |   |   |   |   |   |   |   |   |   |   | 0    | 0    |
| SICK     |      |   |   |   |   |   |   |   |   |   |   |   |   | 0    | 0    |

|          |      |   |   |   |   |   |   |   |   |   |   |   |   |      |      |
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|          |      |   |   |   |   |   |   |   |   |   |   |   |   |      |      |
| ID:      | PLAN | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 1 | 1 | 1 | USED | LEFT |
| VACATION |      |   |   |   |   |   |   |   |   |   |   |   |   | 0    | 0    |
| SICK     |      |   |   |   |   |   |   |   |   |   |   |   |   | 0    | 0    |

| ID:      | PLAN | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 1 | 1 | 1 | USED | LEFT |  |
|----------|------|---|---|---|---|---|---|---|---|---|---|---|---|------|------|--|
| VACATION |      |   |   |   |   |   |   |   |   |   |   |   |   | 0    | 0    |  |
| SICK     |      |   |   |   |   |   |   |   |   |   |   |   |   | 0    | 0    |  |