

2017 2 Week Leave Periods START Pay Date			A - Annual Leave		CRW - Cr Hrs Worked		CE - Comp Earned		X - AWS							
			S - Sick Leave		CRT - Cr Hrs Taken		CA - Comp Absent		O - Other **							
			H - Holiday		L - Leave Without Pay		CL - Court									
			Leave Record For All Pay Period													
Example: If you are ill and take four hours of sick time, you would mark S-4 on the corresponding day																
If you take a day of annual leave, enter A-8 for that day.																
			SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
1	Jan 13 - Jan 26	25-Jan-17									H					
2	Jan 27 - Feb 9	08-Feb-17														
3	Feb 10 - Feb 23	22-Feb-17									H					
4	Feb 24 - Mar 9	08-Mar-17														
5	Mar 10 - Mar 23	22-Mar-17														
6	Mar 24 - Apr 6	05-Apr-17														
7	Apr 7 - Apr 20	19-Apr-17														
8	Apr 21 - May 4	03-May-17														
9	May 5 - May 18	17-May-17														
10	May 19 - Jun 1	31-May-17									H					
11	Jun 2 - Jun 15	14-Jun-17														
12	Jun 16 - Jun 29	28-Jun-17														
13	Jun 30 - Jul 13	12-Jul-17					H									
14	Jul 14 - Jul 27	26-Jul-17														
15	Jul 28 - Aug 10	09-Aug-17														
16	Aug 11 - Aug 24	23-Aug-17														
17	Aug 25 - Sep 7	06-Sep-17									H					
18	Sep 8 - Sep 21	20-Sep-17														
19	Sep 22 - Oct 5	04-Oct-17														
20	Oct 6 - Oct 19	18-Oct-17									H					
21	Oct 20 - Nov 2	01-Nov-17														
22	Nov 3 - Nov 16	15-Nov-17									*H					
23	Nov 17 - Nov 30	29-Nov-17												H		
24	Dec 1 - Dec 14	13-Dec-17														
25	Dec 15 - Dec 28	27-Dec-17											H			
26	Dec 29 - Jan 11	27-Dec-17														
		27-Dec-17														

*Observed Holidays ** Other leave such as furloughs, etc.