

Diane Hunter

Pay Period

3/1/2024 to

3/15/2024

Day	Date	Regular	Paid OT	Comp Time			Holiday	PTO	VAC	Total
				Comp Time Earned (Straight)	Earned Comp Time Used	Comp Conversion Earned (Not in totals)				
Sunday									0.00	
Monday									0.00	
Tuesday									0.00	
Wednesday									0.00	
Thursday									0.00	
Friday	3/1/2024								0.00	
Saturday	3/2/2024								0.00	
Total Week		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Sunday	3/3/2024								0.00	
Monday	3/4/2024	9.66							9.66	
Tuesday	3/5/2024	9.55							9.55	
Wednesday	3/6/2024	10.30							10.30	
Thursday	3/7/2024	6.82							6.82	
Friday	3/8/2024	2.52							2.52	
Saturday	3/9/2024								0.00	
Total Week		38.85	0.00	0.00	0.00	0.00	0.00	0.00	38.85	
Sunday	3/10/2024								0.00	
Monday	3/11/2024	6.62							6.62	
Tuesday	3/12/2024	4.07							4.07	
Wednesday	3/13/2024	7.10							7.10	
Thursday	3/14/2024	7.14							7.14	
Friday	3/15/2024								0.00	
Saturday									0.00	
Total Week		24.93	0.00	0.00	0.00	0.00	0.00	0.00	24.93	
Total Pay Period		63.78	0.00	0.00	0.00	0.00	0.00	0.00	63.78	

I hereby certify the hours indicated above are true and correct and that I have not worked unauthorized overtime. I further certify and acknowledge the hours logged on the city's tracking system (as attached) are true and correct to the best of my knowledge. (Notes on T-Sheets)

Employee Signature: _____

Date: _____

Supervisor Signature: _____

Date: _____

Payperiod Notes:

Name	Clock in date	Clock in tin	Clock out date	Clock out ti	Break start	Break end	Break lengt	Break type	Actual vs. s	Total paid F	Regular ho	Unpaid breaks
Diane Ellen Hunter	March 4 2024	7:53am	March 4 2024	10:43am					2.83	2.83	2.83	0
Diane Ellen Hunter	March 4 2024	11:15am	March 4 2024	6:05pm					6.83	6.83	6.83	0
Diane Ellen Hunter	March 5 2024	7:56am	March 5 2024	6:00pm	12:12pm	12:43pm	31 min	30 min - Un	10.07	9.55	9.55	0.52
Diane Ellen Hunter	March 6 2024	7:57am	March 6 2024	6:40pm	12:12pm	12:37pm	25 min	30 min - Un	10.72	10.3	10.3	0.42
Diane Ellen Hunter	March 7 2024	8:00am	March 7 2024	3:30pm	12:12pm	12:53pm	41 min	30 min - Un	7.5	6.82	6.82	0.68
Diane Ellen Hunter	March 8 2024	7:58am	March 8 2024	10:29am					2.52	2.52	2.52	0
Diane Ellen Hunter	March 11 2024	8:00am	March 11 2024	3:15pm	12:05pm	12:43pm	38 min	30 min - Un	7.25	6.62	6.62	0.63
Diane Ellen Hunter	March 12 2024	8:00am	March 12 2024	12:04pm					4.07	4.07	4.07	0
Diane Ellen Hunter	March 13 2024	7:58am	March 13 2024	3:31pm	11:29am	11:56am	27 min	30 min - Un	7.55	7.1	7.1	0.45
Diane Ellen Hunter	March 14 2024	7:59am	March 14 2024	3:45pm	12:48pm	1:26pm	38 min	30 min - Un	7.77	7.14	7.14	0.63
Totals for Diane Ellen Hunter									67.11	63.78	63.78	3.33