

Dana Kautz

Pay Period

10/1/2022 to

10/15/2022

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									0.00	
Saturday	10/1/2022								0.00	
<b>Total Week</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
Sunday	10/2/2022								0.00	
Monday	10/3/2022	2.88							2.88	
Tuesday	10/4/2022								0.00	
Wednesday	10/5/2022								0.00	
Thursday	10/6/2022	2.78							2.78	
Friday	10/7/2022								0.00	
Saturday	10/8/2022								0.00	
<b>Total Week</b>		<b>5.66</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5.66</b>	
Sunday	10/9/2022								0.00	
Monday	10/10/2022								0.00	
Tuesday	10/11/2022	2.68							2.68	
Wednesday	10/12/2022								0.00	
Thursday	10/13/2022	2.63							2.63	
Friday	10/14/2022								0.00	
Saturday	10/15/2022								0.00	
<b>Total Week</b>		<b>5.31</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5.31</b>	
<b>Total Pay Period</b>		<b>10.97</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10.97</b>	

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:

# Dana Kautz

10/01/2022 to 10/15/2022

Regular	PTO	OT	DT	Total Hours
<b>10.97</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10.97</b>

Time in	Time out	Duration	
<b>October 3, 2022</b>			
12:41pm (MDT)	3:34pm (MDT)	2.88	ADM > ADM - Customer Relations
<b>October 6, 2022</b>			
12:45pm (MDT)	3:32pm (MDT)	2.78	ADM > ADM - Customer Relations
<b>October 11, 2022</b>			
12:35pm (MDT)	3:15pm (MDT)	2.67	ADM > ADM - Customer Relations
<b>October 13, 2022</b>			
12:50pm (MDT)	3:28pm (MDT)	2.63	ADM > ADM - Customer Relations