

Diane Hunter

Pay Period

4/1/2024 to

4/15/2024

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	4/1/2024	8.65							8.65	
Tuesday	4/2/2024	7.25							7.25	
Wednesday	4/3/2024	6.65							6.65	
Thursday	4/4/2024	7.22							7.22	
Friday	4/5/2024	4.90							4.90	
Saturday	4/6/2024								0.00	
<b>Total Week</b>		<b>34.67</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>34.67</b>	
Sunday	4/7/2024								0.00	
Monday	4/8/2024	8.92							8.92	
Tuesday	4/9/2024	7.22							7.22	
Wednesday	4/10/2024	7.64							7.64	
Thursday	4/11/2024	7.58							7.58	
Friday	4/12/2024	3.64							3.64	
Saturday	4/13/2024								0.00	
<b>Total Week</b>		<b>35.00</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>35.00</b>	
Sunday	4/14/2024								0.00	
Monday	4/15/2024	7.38							7.38	
Tuesday									0.00	
Wednesday									0.00	
Thursday									0.00	
Friday									0.00	
Saturday									0.00	
<b>Total Week</b>		<b>7.38</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>7.38</b>	
<b>Total Pay Period</b>		<b>77.05</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>77.05</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:

Name	Clock in date	Clock in time	Clock out date	Clock out ti	Break start	Break end	Break lengt	Break type	Payroll ID	Actual vs. s	Total paid	Regular ho	Unpaid bre	No show reason
Diane Ellen Hunter	April 1 2024	7:59am	April 1 2024	12:26pm						4.45	4.45	4.45	0	
Diane Ellen Hunter	April 1 2024	1:00pm	April 1 2024	3:42pm						2.7	2.7	2.7	0	
Diane Ellen Hunter	April 1 2024	5:50pm	April 1 2024	7:20pm						1.5	1.5	1.5	0	
Diane Ellen Hunter	April 2 2024	7:48am	April 2 2024	3:34pm	12:27pm	12:58pm	31 min	30 min - Unpaid		7.77	7.25	7.25	0.52	
Diane Ellen Hunter	April 3 2024	7:55am	April 3 2024	3:25pm	10:37am	11:28am	51 min	30 min - Unpaid		7.5	6.65	6.65	0.85	
Diane Ellen Hunter	April 4 2024	8:00am	April 4 2024	3:40pm	12:34pm	1:01pm	27 min	30 min - Unpaid		7.67	7.22	7.22	0.45	
Diane Ellen Hunter	April 5 2024	7:36am	April 5 2024	12:30pm						4.9	4.9	4.9	0	
Diane Ellen Hunter	April 8 2024	8:00am	April 8 2024	3:42pm	10:30am	11:00am	30 min	30 min - Unpaid		7.7	6.97	6.97	0.73	
					12:26pm	12:40pm	14 min	30 min - Unpaid						
Diane Ellen Hunter	April 8 2024	5:57pm	April 8 2024	7:54pm						1.95	1.95	1.95	0	
Diane Ellen Hunter	April 9 2024	7:58am	April 9 2024	3:41pm	1:20pm	1:50pm	30 min	30 min - Unpaid		7.72	7.22	7.22	0.5	
Diane Ellen Hunter	April 10 2024	8:00am	April 10 2024	4:07pm	12:30pm	12:59pm	29 min	30 min - Unpaid		8.12	7.64	7.64	0.48	
Diane Ellen Hunter	April 11 2024	8:00am	April 11 2024	3:02pm	12:32pm	1:03pm	31 min	30 min - Unpaid		7.03	6.51	6.51	0.52	
Diane Ellen Hunter	April 11 2024	3:10pm	April 11 2024	4:14pm						1.07	1.07	1.07	0	
Diane Ellen Hunter	April 12 2024	1:56am	April 12 2024	2:06am						0.17	0.17	0.17	0	
Diane Ellen Hunter	April 12 2024	10:12am	April 12 2024	10:17am						0.08	0.08	0.08	0	
Diane Ellen Hunter	April 12 2024	10:25am	April 12 2024	11:38am						1.22	1.22	1.22	0	
Diane Ellen Hunter	April 12 2024	12:07pm	April 12 2024	12:25pm						0.3	0.3	0.3	0	
Diane Ellen Hunter	April 12 2024	3:08pm	April 12 2024	5:00pm						1.87	1.87	1.87	0	
Diane Ellen Hunter	April 15 2024	8:00am	April 15 2024	3:53pm	12:35pm	1:05pm	30 min	30 min - Unpaid		7.88	7.38	7.38	0.5	
Totals for Diane Ellen Hunter										81.6	77.05	77.05	4.55	