

Dana Kautz

Pay Period

5/1/2024 to

5/15/2024

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	5/1/2024	2.03							2.03	
Thursday	5/2/2024	2.10							2.10	
Friday	5/3/2024								0.00	
Saturday	5/4/2024								0.00	
Total Week		4.13	0.00	0.00	0.00	0.00	0.00	0.00	4.13	
Sunday	5/5/2024								0.00	
Monday	5/6/2024								0.00	
Tuesday	5/7/2024	2.01							2.01	
Wednesday	5/8/2024	2.40							2.40	
Thursday	5/9/2024								0.00	
Friday	5/10/2024								0.00	
Saturday	5/11/2024								0.00	
Total Week		4.41	0.00	0.00	0.00	0.00	0.00	0.00	4.41	
Sunday	5/12/2024								0.00	
Monday	5/13/2024	1.83							1.83	
Tuesday	5/14/2024	2.57							2.57	
Wednesday	5/15/2024	2.68							2.68	
Thursday									0.00	
Friday									0.00	
Saturday									0.00	
Total Week		7.08	0.00	0.00	0.00	0.00	0.00	0.00	7.08	
Total Pay Period		15.62	0.00	0.00	0.00	0.00	0.00	0.00	15.62	

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 time	Actual vs. sch	Total paid hour	Regular hours
Dana Kautz	May 1 2024	12:36pm	May 1 2024	2:38pm	2.03	2.03	2.03
Dana Kautz	May 2 2024	1:09pm	May 2 2024	3:15pm	2.1	2.1	2.1
Dana Kautz	May 7 2024	12:53pm	May 7 2024	2:46pm	1.88	1.88	1.88
Dana Kautz	May 7 2024	3:06pm	May 7 2024	3:14pm	0.13	0.13	0.13
Dana Kautz	May 8 2024	12:51pm	May 8 2024	3:15pm	2.4	2.4	2.4
Dana Kautz	May 13 2024	6:30pm	May 13 2024	8:20pm	1.83	1.83	1.83
Dana Kautz	May 14 2024	12:41pm	May 14 2024	3:15pm	2.57	2.57	2.57
Dana Kautz	May 15 2024	12:40pm	May 15 2024	3:21pm	2.68	2.68	2.68
Totals for Dana Kautz					15.62	15.62	15.62

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