

ALASKA DEPARTMENT OF

Transportation & Public Fac

Time & Attendance Report

Pay Period Start Date: November 10, 2025

Pay Period End Date: November 23, 2025

Document ID:

Certified By:

Date:

Entered By:

Employee Name: Employee, Alaska

Employee ID: 123456

Status: Full Time (FR)

Home Department: 25

Home Unit: Z263

Bargaining Unit: LL

Alt. Workweek: No

Overtime Eligible: Yes

Comp Time: No

Standard Start / Stop Times				Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	HOURS WORKED
				11/10	11/11	11/12	11/13	11/14	11/15	11/16	11/17	11/18	11/19	11/20	11/21	11/22	11/23	
Start	8:00												6:00	6:00	6:00	6:00	6:00	
Stop	12:00												12:00	12:00	12:00	12:00	12:00	
Start	12:30												12:30	12:30	12:30	12:30	12:30	
Stop	16:30												18:30	18:30	18:30	18:30	18:30	
Start																		
Stop																		
Start																		
Stop																		
Total	8:00			0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	12:00	12:00	12:00	12:00	12:00	60:00
Event Code	Event Code Description	LDP Override/ Ref #	LDP Description	Mon 11/10	Tue 11/11	Wed 11/12	Thu 11/13	Fri 11/14	Sat 11/15	Sun 11/16	Mon 11/17	Tue 11/18	Wed 11/19	Thu 11/20	Fri 11/21	Sat 11/22	Sun 11/23	TOTAL HOURS
100	REGULAR PAY												12:00	12:00	12:00	12:00	12:00	60:00
105	REG HOLIDAY			0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00
251Q	OT 1.5																	0:00
249Q	HOLIDAY WORKED																	0:00
251N	OT 1.5																	0:00
																		0:00
																		0:00
																		0:00
																		0:00
																		0:00
																		0:00
TOTAL				0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	12:00	12:00	12:00	12:00	12:00	60:00

If needed additional event lines are available at row 46 to 69. Totals will reflect all event rows filled out.

0:00

We certify that all time and hours of work recorded above on Page 1 and on Page 2 are true and correct.

Employee Signature: Employee Signature

Date: 1/1/1901

Supervisor Signature: Supervisor Signature

Date: 1/1/1901

Comments:

Saturday 10am Split time
2 week on work period
Wednesday to Tuesday

ALASKA DEPARTMENT OF

Transportation & Public Fac

Time & Attendance Report

Pay Period Start Date: November 24, 2025

Pay Period End Date: December 7, 2025

Document ID:

Certified By:

Date:

Entered By:

Employee Name: Employee, Alaska

Employee ID: 123456

Status: Full Time (FR)

Home Department: 25

Home Unit: Z263

Bargaining Unit: LL

Alt. Workweek: No

Overtime Eligible: Yes

Comp Time: No

Standard Start / Stop Times				Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	HOURS WORKED
				11/24	11/25	11/26	11/27	11/28	11/29	11/30	12/01	12/02	12/03	12/04	12/05	12/06	12/07	
Start	8:00			6:00	6:00	6:00	6:00	6:00	6:00	6:00	6:00	6:00						
Stop	12:00			12:00	12:00	12:00	12:00	12:00	12:00	12:00	12:00	12:00						
Start	12:30			12:30	12:30	12:30	12:30	12:30	12:30	12:30	12:30	12:30						
Stop	16:30			18:30	18:30	18:30	18:30	18:30	18:30	18:30	18:30	14:30						
Start																		
Stop																		
Start																		
Stop																		
Total	8:00			12:00	12:00	12:00	12:00	12:00	12:00	12:00	12:00	8:00	0:00	0:00	0:00	0:00	0:00	104:00
Event Code	Event Code Description	LDP Override/ Ref #	LDP Description	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	TOTAL HOURS
100	REGULAR PAY			12:00	8:00													20:00
105	REG HOLIDAY			0:00	0:00	0:00	8:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	8:00
251Q	OT 1.5				4:00	12:00		12:00	4:00									32:00
249Q	HOLIDAY WORKED						12:00											12:00
251N	OT 1.5								8:00	12:00	12:00	8:00						40:00
																		0:00
																		0:00
																		0:00
																		0:00
																		0:00
TOTAL				12:00	12:00	12:00	20:00	12:00	12:00	12:00	12:00	8:00	0:00	0:00	0:00	0:00	0:00	112:00

If needed additional event lines are available at row 46 to 69. Totals will reflect all event rows filled out.

We certify that all time and hours of work recorded above on Page 1 and on Page 2 are true and correct.

Employee Signature: Employee Signature

Date: 1/1/1901

Supervisor Signature: Supervisor Signature

Date: 1/1/1901

Comments:

Saturday 10am Split time
2 week on work period
Wednesday to Tuesday