

TIME AND ATTENDANCE CONTROL REGISTER

EMPLOYEE CONTROL

TYPE	NUMBER OF EMPLOYEES						NORMAL HOURS				
	PREVIOUS NORMAL	ADDITIONS	DELETIONS	NEW NORMAL	NON PAY STATUS	DELETIONS PAID	EMPLOYEES PAID	PREVIOUS NORMAL	ADDITIONS	DELETIONS	NORMAL HOURS
Full Time											
Standby											
Part Time											
Other											
TOTAL											

TIME AND ATTENDANCE CONTROL REPORT

CONTROL ITEM	TIME & ATTENDANCE REPORT		ADJUSTMENTS		PAID	
	HOURS	MIN.	HOURS	MIN.	HOURS	MIN.
H O U R S A N D M I N U T E S W O R K E D	Regular Hours Total					
	Overtime					
	Overtime (<i>Compensatory</i>)					
	Night Differential					
	Holiday Worked					
	Compensatory					
	Sunday Premium					
	Hazard Duty					
	Lump Sum Leave					
	Environmental Duty					
	TOTAL					
L E A V E	Annual					
	Compensatory					
	Sick					
	Other					
	AWOP					
	TOTAL					

REMARKS