

# KVEC WORK CALENDAR

## 2003 – 2004

Name: \_\_\_\_\_ Location: \_\_\_\_\_ Position: \_\_\_\_\_

W = Work Day   S = Sick Day   H = Holiday   P = Personal Day   **Blank** = Non-Contract Day

JULY 2003						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Days/Hours Projected = \_\_\_\_\_  
Actual Days/Hours = \_\_\_\_\_

AUGUST 2003						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Days/Hours Projected = \_\_\_\_\_  
Actual Days/Hours = \_\_\_\_\_

SEPTEMBER 2003						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Days/Hours Projected = \_\_\_\_\_  
Actual Days/Hours = \_\_\_\_\_

OCTOBER 2003						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Days/Hours Projected = \_\_\_\_\_  
Actual Days/Hours = \_\_\_\_\_

NOVEMBER 2003						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Days/Hours Projected = \_\_\_\_\_  
Actual Days/Hours = \_\_\_\_\_

DECEMBER 2003						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Days/Hours Projected = \_\_\_\_\_  
Actual Days/Hours = \_\_\_\_\_

JANUARY 2004						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Days/Hours Projected = \_\_\_\_\_

Actual Days/Hours = \_\_\_\_\_

FEBRUARY 2004						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29						

Days/Hours Projected = \_\_\_\_\_

Actual Days/Hours = \_\_\_\_\_

MARCH 2004						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Days/Hours Projected = \_\_\_\_\_

Actual Days/Hours = \_\_\_\_\_

APRIL 2004						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Days/Hours Projected = \_\_\_\_\_

Actual Days/Hours = \_\_\_\_\_

MAY 2004						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Days/Hours Projected = \_\_\_\_\_

Actual Days/Hours = \_\_\_\_\_

JUNE 2004						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Days/Hours Projected = \_\_\_\_\_

Actual Days/Hours = \_\_\_\_\_

Employee Signature \_\_\_\_\_ Date \_\_\_\_\_

Supervisor Signature \_\_\_\_\_ Date \_\_\_\_\_

Contract Length Days/Hours : \_\_\_\_\_

Total Work Days/Hours \_\_\_\_\_

Total Sick Days/Hours \_\_\_\_\_

Total Holidays \_\_\_\_\_

Total Personal Days \_\_\_\_\_

Total Work Days/Hours \_\_\_\_\_