



Employee Calendar 2013-2014

D - Discretionary **I** - Insurance Opt Out
V - Vacation/ETO **O** - Other
F - Funeral Leave **U** - Unpaid
H - Holiday **VOL** - Volunteer Time
J - Jury Duty **FLX** - Flex Time

Discretionary Days _____ **FT**
Vacation/ETO _____ **FT/PT**
Insurance Opt Out Days _____

FMLA For HR Use Only
LOA For HR Use Only
STD For HR Use Only

Name
Address
Phone #
Hire Date

September 2013

Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.
	1 H		3	4	5	6
7	8	9	10	11	12	13
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October 2013

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November 2013

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December 2013

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January 2014

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February 2014

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March 2014

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April 2014

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May 2014

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June 2014

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July 2014

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August 2014

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December 2013

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February 2014

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April 1, 2014

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