Time Interval Standards (TIS)

Primary Role
To classify each day and time block in a way that supports attendance tracking, order processing, and permit turnaround SLAs, with clear boundaries that exclude weekends and holidays from all timesensitive calculations.

📊 Day Types

Each calendar day is classified as one of the following:

Day Type	Description
Workday	A regular business day (Mon–Fri) that is not a holiday
Weekend	Saturday or Sunday
Holiday	Recognized federal holidays (automatically detected)

Federal holidays are programmatically detected using the federalHolidays.php logic.

📐 Time Segments

Each Workday is further divided based on operational roles:

Office Staff (7:30 AM – 3:30 PM)

Time Segment	Time Range	Purpose
Before Worktime	12:00 AM – 7:29 AM	Preshift, early access or scheduling prep
Worktime	7:30 AM – 3:30 PM	Core business operations, meetings, correspondence
After Worktime	3:31 PM – 11:59 PM	Followups, admin review, delayed responses

Shop Staff (6:00 AM – 2:00 PM)

Codex Information Sheet – Time Interval Standards

Created by Skyesoft – 09/08/2025

Time Segment	Time Range	Purpose
Before Worktime	12:00 AM – 5:59 AM	Prep, loadouts, early material handling
Worktime	6:00 AM – 2:00 PM	Fabrication, installations, service dispatch
After Worktime	2:01 PM – 11:59 PM	Cleanup, restock, shop admin work

Exclusion of Weekends & Holidays

Weekend and Holiday time is not classified into time segments and is fully excluded from all turnaround time calculations and attendance requirements.
This clean boundary ensures:

- SLA compliance is measured only within active business windows
- Leave tracking and approvals remain fair and consistent
- Work planning is aligned with staffing expectations

✅ Integration

These time segments can be programmatically accessed and used in:

- Smart scheduling
- Permit submission timelines
- Order deadline calculations
- Attendance validation reports
- Realtime SSE monitoring triggers

⚙ Dependencies

- federalHolidays.php for holiday detection logic
- Server time must be synchronized with local timezone (AZ)

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