COMPENSABLE TIME LOG

Supervisor approval MUST be granted PRIOR to working additional time

Attach a copy of this document to the Temporary Leave Request when using Comp Time

Comp Time balance cannot exceed 40 hours

Date Worked	Reason For Working Additional Time	Supervisor Approval	Time Worked	Total Hours Worked	1.5	Comp Time Hours (hrs x 1.5)	Date Used	Comp Time Hours Used	Comp Time Balance	Total Remaining
					1.5	0			0	0
					1.5	0			0	0
					1.5	0			0	0
					1.5	0			0	0
					1.5	0			0	0
					1.5	0			0	0
					1.5	0			0	0
					1.5	0			0	0
					1.5	0			0	0
					1.5	0			0	0
					1.5	0			0	0
					1.5	0			0	0
					1.5	0			0	0
					1.5	0			0	0
					1.5	0			0	0
					1.5	0			0	0
					1.5	0			0	0
					1.5	0			0	0
					1.5	0			0	0
					1.5	0			0	0
					1.5	0			0	0
					1.5	0			0	0
					1.5	0			0	0
					1.5	0			0	0
					1.5	0			0	0