



# Slippery Rock University Police Department



|   |            |            |            |             |            |             |            |                    |            |            |             |            |              |            |              |
|---|------------|------------|------------|-------------|------------|-------------|------------|--------------------|------------|------------|-------------|------------|--------------|------------|--------------|
| <b>NAME:</b>                              |            |            |            |             |            |             |            | <b>EMPLOYEE #:</b> |            |            |             |            |              |            |              |
| <b>DAY</b>                                | <b>SAT</b> | <b>SUN</b> | <b>MON</b> | <b>TUES</b> | <b>WED</b> | <b>THUR</b> | <b>FRI</b> | <b>SAT</b>         | <b>SUN</b> | <b>MON</b> | <b>TUES</b> | <b>WED</b> | <b>THURS</b> | <b>FRI</b> | <b>TOTAL</b> |
| <b>DATE</b>                               |            |            |            |             |            |             |            |                    |            |            |             |            |              |            |              |
| <b>REGULAR HOURS</b>                      |            |            |            |             |            |             |            |                    |            |            |             |            |              |            |              |
| <b>SHIFT WORKED</b>                       |            |            |            |             |            |             |            |                    |            |            |             |            |              |            |              |
| <b>TOTAL OVERTIME HOURS</b>               |            |            |            |             |            |             |            |                    |            |            |             |            |              |            |              |
| <b>SHIFT WORKED OVERTIME</b>              |            |            |            |             |            |             |            |                    |            |            |             |            |              |            |              |
| <b>SUPERVISOR/<br/>O.I.C<br/>INITIALS</b> |            |            |            |             |            |             |            |                    |            |            |             |            |              |            |              |

| OVERTIME                    |                       |                       |
|-----------------------------|-----------------------|-----------------------|
| DATE _____ TIME _____       | DATE _____ TIME _____ | DATE _____ TIME _____ |
| JUSTIFICATION _____         | JUSTIFICATION _____   | JUSTIFICATION _____   |
|                             |                       |                       |
| DATE _____ TIME _____       | DATE _____ TIME _____ | DATE _____ TIME _____ |
| JUSTIFICATION _____         | JUSTIFICATION _____   | JUSTIFICATION _____   |
|                             |                       |                       |
| <b>SUPERVISOR INITIALS:</b> |                       |                       |