

## 2019 - Work Weeks in Pay Period - 12 Month

| <u>Pay Check Date</u> |           | <u>Pay Period (Semi-Monthly)</u> | <u>FLSA Work Weeks for OT Calculation</u> |               |               |
|-----------------------|-----------|----------------------------------|---|---------------|---------------|
|                       |           |                                  | <u>week 1</u>                             | <u>week 2</u> | <u>week 3</u> |
| <b>January</b>        | <b>15</b> | 12/16/18 - 12/31/18              | 12/16 - 12/22                             | 12/23 - 12/29 |               |
|                       | <b>31</b> | 01/01/19 - 01/15/19              | 12/30 - 1/5                               | 1/6 - 1/12    |               |
| <b>February</b>       | <b>15</b> | 01/16/19 - 01/31/19              | 1/13 - 1/19                               | 1/20 - 1/26   |               |
|                       | <b>28</b> | 02/01/19 - 02/15/19              | 1/27 - 2/2                                | 2/3 - 2/9     |               |
| <b>March</b>          | <b>15</b> | 02/16/19 - 02/28/19              | 2/10 - 2/16                               | 2/17 - 2/23   |               |
|                       | <b>29</b> | 03/01/19 - 03/15/19              | 2/24 - 3/2                                | 3/3 - 3/9     |               |
| <b>April</b>          | <b>15</b> | 03/16/19 - 03/31/19              | 3/10 - 3/16                               | 3/17 - 3/23   | 3/24 - 3/30   |
|                       | <b>30</b> | 04/01/19 - 04/15/19              | 3/31 - 4/6                                | 4/7 - 4/13    |               |
| <b>May</b>            | <b>15</b> | 04/16/19 - 04/30/19              | 4/14 - 4/20                               | 4/21 - 4/27   |               |
|                       | <b>31</b> | 05/01/19 - 05/15/19              | 4/28 - 5/4                                | 5/5 - 5/11    |               |
| <b>June</b>           | <b>14</b> | 05/16/19 - 05/31/19              | 5/12 - 5/18                               | 5/19 - 5/25   |               |
|                       | <b>28</b> | 06/01/19 - 06/15/19              | 5/26 - 6/1                                | 6/2 - 6/8     | 6/9 - 6/15    |
| <b>July</b>           | <b>15</b> | 06/16/19 - 06/30/19              | 6/16 - 6/22                               | 6/23 - 6/29   |               |
|                       | <b>31</b> | 07/01/19 - 07/15/19              | 6/30 - 7/6                                | 7/7 - 7/13    |               |
| <b>August</b>         | <b>15</b> | 07/16/19 - 07/31/19              | 7/14 - 7/20                               | 7/21 - 7/27   |               |
|                       | <b>30</b> | 08/01/19 - 08/15/19              | 7/28 - 8/3                                | 8/4 - 8/10    |               |
| <b>September</b>      | <b>13</b> | 08/16/19 - 08/31/19              | 8/11 - 8/17                               | 8/18 - 8/24   | 8/25 - 8/31   |
|                       | <b>30</b> | 09/01/19 - 09/15/19              | 9/1 - 9/7                                 | 9/8 - 9/14    |               |
| <b>October</b>        | <b>15</b> | 09/16/19 - 09/30/19              | 9/15 - 9/21                               | 9/22 - 9/28   |               |
|                       | <b>31</b> | 10/01/19 - 10/15/19              | 9/29 - 10/5                               | 10/6 - 10/12  |               |
| <b>November</b>       | <b>15</b> | 10/16/19 - 10/31/19              | 10/13 - 10/19                             | 10/20 - 10/26 |               |
|                       | <b>29</b> | 11/01/19 - 11/15/19              | 10/27 - 11/2                              | 11/3 - 11/9   |               |
| <b>December</b>       | <b>13</b> | 11/16/19 - 11/30/19              | 11/10 - 11/16                             | 11/17 - 11/23 | 11/24 - 11/30 |
|                       | <b>31</b> | 12/01/19 - 12/15/19              | 12/1 - 12/7                               | 12/8 - 12/14  |               |