

Reclamation Manual

Directives and Standards

Comparison of Work Schedule Options

Work Schedules	Earn Credit Hours	Established Core Time/Hours	Flexible Time Bands	AWS Day Off	Flexi-Lunch with Supervisor Approval	“Swap” AWS Day Off	Holidays	Leave (Per Day)	Admin Leave (Per Day)
Fixed Full-time, and Seasonal Full-time	No	Yes	No	N/A	No	N/A	8 hours	8 hours	Up to 8 hours
Fixed PartTime, and Seasonal Part-time	No	Yes	No	N/A	No	N/A	Hours scheduled on the holiday	Up to the total hours scheduled to work on the leave day	TBD based on type of Admin Leave
Intermittent, including Seasonal Intermittent	No	No	No	N/A	No	N/A	Not Eligible	N/A	N/A

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Alternative Work Schedules (Flexible and Compressed)

Types of AWS	Earn Credit Hours	Established Core Time/Hours	Flexible Time Bands	Regular Day Off (RDO)	Flexi-Lunch with Supervisor Approval	“Swap” RDO	Holidays	Leave	Admin Leave
Gliding Schedule	Yes	Yes	Yes	None	Yes	N/A	8 hours	8 hours	Up to 8 hours
Maxiflex	Yes	Yes	Yes	No more than 2 per pay period	Yes	Yes	8 hours	Up to 12 hours	Up to 8 hours
Compressed 5/4-9	No	No	No	1 per pay period	No	No	Up to 9 hours	Up to 9 hours	Up to 9 hours
Compressed 4/10	No	No	No	1 per week	No	No	10 hours	Up to 10 hours	Up to 10 hours