

**Alana Odawa      20 Vacation Days per Year/140 hrs per Year**

**26 Pay Periods per Year      260 Days (10 working Days/PP)**

Calendar Year	Working Days	Prorated Vacation Days	Leave of Absences	Vacation Days Balance
Sept. 9, 2023 - Mar. 31, 2024	145.00	2.79		2.79
April 1, 2024 - Mar. 31, 2025	260.00	15.00		15.00

**Converted to Hours      Hours Worked - 1820/year      Hours Earned      Vacation Hours Used      Vacation Hours Balance**

Calendar Year	Hours Worked - 1820/year	Hours Earned	Vacation Hours Used	Vacation Hours Balance
Sept. 9, 2023 - Mar. 31, 2024	1015.00	19.52		19.52
April 1, 2024 - Mar. 31, 2025	1820.00	105.00		105.00

**@1.25 days/month as per Policy      - 15 days/12 mths = 1.25 days/month**

