

REQUEST FOR VARIABLE WORK SCHEDULE

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REQUESTED WORK SCHEDULE

Per NAC 284.524: A ½ - to 1 -hour meal period must be provided during each period of work that exceeds 6 hours. Insofar as practicable, the meal period must occur in the middle of the work shift.

	Begin	Lunch Start	Lunch End	End	Total Hours
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
Sunday					
Total Hours					

~~NAC 284.160, subsection 1, states: "For employees who choose and are approved for a variable workday, overtime will~~

Employee Signature	Date
The following signatures indicate endorsement of this request:	
Supervisor Signature	Date
Appointing Authority Signature	Date
Approved:	
Human Resources Signature	Date