

RHONDDA CYNON TAF COUNTY COUNCIL ANNUAL LEAVE CARD FOR THE YEAR 2023/2024 SERVICE AREA:

D <i>F</i>	ASIC LEAVE ENT	ITLEMENT:	STAFF NO:					
	BROUGHT FORWARD FROM PREVIOUS YEAR (if agreed):							
NUMBER OF DAYS	BALANCE OF LEAVE	SIGNATURE OF AUTHORISING OFFICER	DATE CERTIFIED	UPDATED				
	NUMBER	BROUGHT NUMBER BALANCE	NUMBER BALANCE SIGNATURE OF AUTHORISING	NUMBER BALANCE SIGNATURE OF DATE AUTHORISING CERTIFIED				

COMPENSATORY FLEXI – TIME

SETTLEMENT PERIOD	DATE	ALL DAY	HOURS ACCRUED	AUTHORISING OFFICER	DATE	UPDATED
PERIOD 1 03/04/23 - 28/04/23						
PERIOD 2 01/05/23 - 26/05/23						
PERIOD 3 29/05/23 - 23/06/23						
PERIOD 4 26/06/23 – 21/07/23						
PERIOD 5 24/07/23 - 18/08/23						
PERIOD 6 21/08/23 – 15/09/23						
PERIOD 7 18/09/23 – 13/10/23						
PERIOD 8 16/10/23 – 10/11/23						
PERIOD 9 13/11/23 - 08/12/23						
PERIOD 10 11/12/23 – 05/01/24						
PERIOD 11 08/01/24 - 02/02/24						
PERIOD 12 05/02/24 - 01/03/24				_		
PERIOD 13 04/03/24 - 29/03/24						

TIME OFF IN LIEU

DATE HRS WORKED	NO. HRS WORKED	DATE TOIL TAKEN	NO. HOURS TAKEN	BALANCE	AUTHORISING OFFICER	DATE	UPDATED
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