DOH 310
(Rev. 03/01/23)

EXCESS HOURS

List which here QTR REPORT

DIVISION NAME

Employee	Total Overtime	Total Excess Hours	Justified
Employee	2.00	8.00	Yes
			Yes
			Yes
			Yes
			Yes
			Yes
			Yes
			Yes
			Yes
			Yes
			Yes
			Yes
			Yes
			Yes
			Yes
			Yes
			Yes
			Yes
			Yes
Total	2.00 -	8.00 -	

_____ _____

Division Director/District Manager Date