

WEST VIRGINIA DIVISION OF HIGHWAYS
MAINTENANCE MANAGEMENT SYSTEM PERFORMANCE STANDARDS
STUDY GUIDE
GROUP XI SERVICE FUNCTION
Activity Codes 801-817

#	ANSWER	QUESTION
1		When charging leave time, Annual Plan organizations should use Activity Code _____. Non-Annual plan organizations should use Activity Code _____.
2		What Activity Code should be used for a maintenance worker preparing for or attending grievances. _____
3		True or False. Full days of unproductive equipment must be reported as Non-Participating (N) on Federally funded projects.
4		Flaggers should wear proper _____ and _____.
5		Grounds Maintenance at WVDOH Facilities should be charged to what Activity Code? _____

EMPLOYEE NAME: _____

DATE COMPLETED: _____

SUPERVISOR: _____