

Battalion Officer Reporting Form

1/12/2009 to 2/22/09

6 Week Blocks

Battalion Officer Name \_\_\_\_\_

Battalion Officer SSN (last 4) \_\_\_\_\_

Week	Monday 1900-0700hrs	Tuesday 1900-0700hrs	Wednesday 1900-0700hrs	Thursday 1900-0700hrs	Weekend 1900-1900hrs	Sunday 1900-0700hrs
1/12 - 1/18	C	A	B	C	A,B	C
	1/12/2009	1/13/2009	1/14/2009	1/15/2009	1/16/2009	1/18/2009
1/19 - 1/25	A	B	C	A	B,C	A
	1/19/2009	1/20/2009	1/21/2009	1/22/2009	1/23/2009	1/25/2009
1/26 - 2/1	B	C	A	B	C,A	B
	1/26/2009	1/27/2009	1/28/2009	1/29/2009	1/30/2009	2/1/2009
2/2 - 2/8	C	A	B	C	A,B	C
	2/2/2009	2/3/2009	2/4/2009	2/5/2009	2/6/2009	2/8/2009
2/9 - 2/15	A	B	C	A	B,C	A
	2/9/2009	2/10/2009	2/11/2009	2/12/2009	2/13/2009	2/15/2009
2/16 - 2/22	B	C	A	B	C,A	B
	2/16/2009	2/17/2009	2/18/2009	2/19/2009	2/20/2009	2/22/2009

**Policy:** On the days that an individual pulls a Battalion Shift, he or she will be allowed payment of expenses for fuel, uniforms, and other misc. cost associated with being on shift for the given period of time. For each single 1900 hours to 0700hours weeknight shift on Monday, Tuesday, Wednesday, Thursday, and Sunday, the Battalion shall receive \$12 for their expenses. For each weekend shift, starting Friday night at 1900 hours to Sunday night at 1900 hours, the Battalion shall receive \$48 for their expenses. If a weekend shift is split, the Battalion Office would be compensated on an apportionment of hours of coverage.

**Procedure:** Indicate on this reporting form the shifts worked buy handwriting in your name on the days covered (by calendar date). Reporting Forms are due at the end of the 6 week block, and payment of the expenses will be made during the next bill payment cycle.

Submitted By:

Approved:

\_\_\_\_\_  
Battalion Officer (sign)

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Cameron Wohlford, Chief