

Name (Last, First, MI)				EIN (8 digits)		Pay Loc.
Date (MM/DD/YYYY)	Ring Type (BT, OL, IL, MV, ET)	OPN-LU (6 digits)	Route (6 digits)	Finance No. (6 digits)	Time Hrs/100's	
Supervisor Name (Print)				Comment(s):		
Supervisor Signature & Date						

Time Conversion Table

Minutes	Hundredths
0	.00
1	.02
2	.03
3	.05
4	.07
5	.08
6	.10
7	.12
8	.13
9	.15
10	.17
11	.18
12	.20
13	.22
14	.23
15	.25
16	.27
17	.28
18	.30
19	.32

Minutes	Hundredths
20	.33
21	.35
22	.37
23	.38
24	.40
25	.42
26	.43
27	.45
28	.47
29	.48
30	.50
31	.52
32	.53
33	.55
34	.57
35	.58
36	.60
37	.62
38	.63
39	.65

Minutes	Hundredths
40	.67
41	.68
42	.70
43	.72
44	.73
45	.75
46	.77
47	.78
48	.80
49	.82
50	.83
51	.85
52	.87
53	.88
54	.90
55	.92
56	.93
57	.95
58	.97
59	.98

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