

West Virginia Joint Committee on Government and Finance

Biweekly Time Sheet - Per Diem Employees

Employee:

Pay period start date: 4/6/2024

Pay period end date: 4/19/024

Day	Date	In	Lunch Out	Lunch In	Out	Full or Half Day Supervisor Use Only
Saturday	4/6/2024					
Sunday	4/7/2024					
Monday	4/8/2024					
Tuesday	4/9/2024					
Wednesday	4/10/2024					
Thursday	4/11/2024					
Friday	4/12/2024					
Saturday	4/13/2024					
Sunday	4/14/2024					
Monday	4/15/2024					
Tuesday	4/16/2024					
Wednesday	4/17/2024					
Thursday	4/18/2024					
Friday	4/19/2024					

Comments: _____

 Employee signature Date

 Manager signature Date