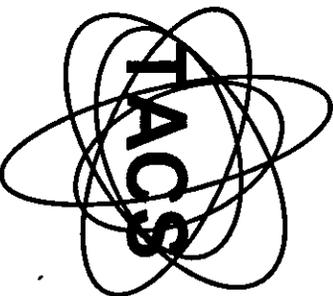


**HOURS CODES (payroll code)**

- 010 Begin Tour
- 011 Move
- 012 Out to Lunch
- 013 In from Lunch
- 014 End Tour
- 024 AWOL
- 028 Holiday Annual Leave Exchange
- 035 Extra Straight Time
- 043 Penalty Overtime Payment (POP)
- 044 Military LWOP
- 046 Donated Leave - Personal
- 048 Holiday Schedule Premium
- 052 Work Hours
- 053 Overtime Hours
- 054 Night Work Premium Hours
- 055 Annual Leave
- 056 Sick Leave
- 057 Holiday Work
- 058 Holiday Leave
- 059 Part Day LWOP
- 060 Full Day LWOP
- 061 Court Leave
- 062 Guarantee Time
- 063 TE cross-foot (also for code 035)
- 065 Meeting Time
- 067 Military Leave
- 068 Guarantee Overtime
- 069 Blood Donor Leave

**REASON CODES (Hours / Payroll /Reason)**

- 024 00 AWOL
- 024 09 AWOL - Late
- 028 00 Holiday Annual Leave Exchange - Regular
- 049 00 OWCP - Regular
- 055 00 Annual Leave - Regular
- 055 01 Annual Leave - In Lieu of Sick Leave
- 055 09 Annual Leave - Late
- 055 10 Annual Leave - Emergency
- 055 99 Annual Leave - Family Medical Leave
- 056 00 Sick Leave - Regular
- 056 09 Sick Leave - Late
- 056 11 Sick Leave - Restricted
- 056 97 Sick Leave - Dependent Care
- 056 98 Sick Leave - FMLA Dependent Care
- 056 99 Sick Leave - Family Medical Leave
- 059 00 Part Day LWOP
- 059 01 Part Day LWOP in Lieu of Sick Leave
- 059 02 Part Day LWOP - Proffered
- 059 03 Part Day LWOP - Personal
- 059 04 Part Day LWOP - Other
- 059 05 Part Day LWOP - Maternity
- 059 06 Part Day LWOP - Suspension
- 059 08 Part Day LWOP - Suspending Term
- 059 09 Part Day LWOP - Late
- 059 59 Part Day LWOP - Generated
- 059 99 Part Day LWOP - Family Medical Leave
- 060 00 Full Day LWOP
- 060 01 Full Day LWOP - In Lieu of Sick Leave
- 060 02 Full Day LWOP - Proffered
- 060 03 Full Day LWOP - Personal
- 060 04 Full Day LWOP - Other
- 060 05 Full Day LWOP - Maternity
- 060 06 Full Day LWOP - Suspension
- 060 08 Full Day LWOP - Suspension Pending Term.
- 060 09 Full Day LWOP - Late
- 060 99 Full Day LWOP - Family Medical Leave



**UNITED STATES  
POSTAL SERVICE**

**Rate Schedule Codes:**  
 P - Clerks  
 M - Mailhandlers  
 Q - Carriers  
 E - EAS Employees  
 S - PCES