

TEXAS DEPARTMENT OF PUBLIC SAFETY

5805 N LAMAR BLVD • BOX 4087 • AUSTIN, TEXAS 78773-0001

512/424-2000

www.dps.texas.gov



STEVEN C. McCRAW
DIRECTOR
DAVID G. BAKER
ROBERT J. BODISCH, SR.
DEPUTY DIRECTORS



COMMISSION
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MANNY FLORES
FAITH JOHNSON
STEVEN P. MACH
RANDY WATSON

July 31, 2015

Via Email

Terri Langford
The Texas Tribune
tlangford@texastribune.org

RE: Public Information Request for employment records for Brian Encinia (PIR # 15-3495)

Ms. Langford:

The Department received your above-referenced request on July 17, 2015. Please find enclosed the information the Department located in response to your request. These records are provided to you at no cost.

Please note that section 411.00755 of the Government Code limits the information that can be released from the personnel record of a commissioned officer of the Department of Public Safety. A "personnel record" is defined in section 411.0075(a)(1) as:

any letter, memorandum, or document maintained by the department that relates to a commissioned officer of the department, including background investigations, employment applications, employment contracts, service and training records, requests for off-duty employment, birth records, reference letters, letters of recommendation, performance evaluations and counseling records, results of physical tests, polygraph questionnaires and results, proficiency tests, the results of health examinations and other medical records, workers' compensation files, the results of psychological examinations, leave requests, requests for transfers of shift or duty assignments, commendations, promotional processes, demotions, complaints and complaint investigations, employment-related grievances, and school transcripts.

Section 411.00755(b) states that the personnel records of a commissioned officer of the department may not be disclosed or otherwise made available to the public, except the department shall release:

- (1) any letter, memorandum, or document relating to:
 - (A) a commendation, congratulation, or honor bestowed on the officer for an action, duty, or activity that relates to the officer's official duties; and
 - (B) misconduct by the officer, if the letter, memorandum, or document resulted in disciplinary action;
- (2) the state application for employment submitted by the officer, but not including any attachments to the application;
- (3) any reference letter submitted by the officer;
- (4) any letter of recommendation for the officer;
- (5) any employment contract with the officer;
- (6) any periodic evaluation of the officer by a supervisor;
- (7) any document recording a promotion or demotion of the officer;
- (8) any request for leave by the officer;
- (9) any request by the officer for transfers of shift or duty assignments;
- (10) any documents presented to the commission in connection with a public hearing under Section 411.007(f);
- (11) the officer's:
 - (A) name;
 - (B) age;
 - (C) dates of employment;
 - (D) positions held; and
 - (E) gross salary; and
- (12) information about the location of the officer's department duty assignments.

Unless the provisions in section (c) apply, only the information listed in subsections (b)(1)-(12) may be released. In addition, the Department has received a previous determination from the Attorney General's office allowing us to withhold the excepted information without requesting a ruling. Open Records Letter Ruling 2010-12863; *see* Gov't Code § 552.301(a); *see also* Open Records Decision No. 673 at 7 (2001). As none of the release provisions in section (c) are applicable in this instance, only the information specified in subsections (b)(1)-(12) is available to you at this time, and those records are enclosed.

Section 411.00755(b)(1)(B) requires the disclosure of "any letter, memorandum, or document relating to...misconduct by the officer, if the letter, memorandum, or document resulted in disciplinary action." In addition, "disciplinary action" is defined as "discharge, suspension, or demotion." Section 411.0072(a)(1). Some of the responsive records include investigations that did not result in disciplinary action being taken against a commissioned officer; therefore, the Department must withhold those records.

The information you requested contains the home address, home telephone number, emergency contact information, social security number, and/or family member information of a public employee or official. As allowed by section 552.024 of the Texas Government Code, this public employee or official has chosen to make this personal information confidential. Our office is prohibited by law from releasing this personal information to you, and therefore we have removed this information from the enclosed information we are providing to you.

Normally, we must request a ruling from the Texas Attorney General before we can withhold any of the information you requested. However, section 552.024 allows us to withhold this specific information without requesting a ruling from the attorney general.

You have the right to appeal our decision to withhold this information from you. Instructions for appeal are at the end of this letter. If you do not want to appeal, you do not need to do anything else. Please note that we are only withholding the specific categories of information that are confidential under section 552.024. We will process the rest of your request for information in accordance with the terms of the Public Information Act.

The information you requested contains information that relates to:

- a motor vehicle operator's or driver's license or permit issued by an agency of this state or another state or country; or
- a motor vehicle title or registration issued by an agency of this state or another state or country; or
- a personal identification document issued by an agency of this state or another state or country or a local agency authorized to issue an identification document.

This information is confidential under section 552.130 of the Texas Government Code. Our office is prohibited by law from releasing this information to you, and therefore we have removed this information from the enclosed information we are providing to you.

Normally, we must request a ruling from the Texas Attorney General before we can withhold any of the information you requested. However, section 552.130 allows us to withhold this specific information without requesting a ruling from the attorney general.

You have the right to appeal our decision to withhold this information from you. Instructions for appeal are at the end of this letter. If you do not want to appeal, you do not need to do anything else. Please note that we are only withholding the specific categories of information that are confidential under section 552.130. We will process the rest of your request for information in accordance with the terms of the Public Information Act.

The provided records also include one or more email addresses protected from public disclosure under section 552.137 of the Government Code. The attorney general's office has issued a previous determination authorizing all governmental bodies to withhold this information without the necessity of requesting a ruling from their office. Accordingly, we have redacted this information from the records we are providing to you. *See* Open Records Decision No. 684 (2009); *see also* Gov't Code§ 552.301(a); Open Records Decision No. 673 at 7 (2001).

If you have any questions regarding this request, please contact the Media and Communications Office at media@dps.texas.gov. Thank you.

Cordially,

A handwritten signature in cursive script that reads "Molly Cost". The ink is dark and the signature is written in a fluid, connected style.

Molly Cost
Assistant General Counsel

\\hqogcs001\ORA\2015 requests\15-3495\15-3495 (15-07-31) letter to requestor

TEXAS DEPARTMENT OF PUBLIC SAFETY

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FAITH JOHNSON
STEVEN P. MACH
RANDY WATSON

How to Appeal the Withholding of Information Without an AG Ruling Requested

If you wish to appeal the withholding of information discussed on the previous page, you must send the following to the attorney general:

- (1) a signed, written statement indicating your wish to appeal the withholding of information;
- (2) the name of the governmental body that withheld information from you;
- (3) the date you made your original request for information; and
- (4) a copy of your original request for information, or if you are unable to provide a copy, a description of your original request for information.

You may also submit written comments stating why you think the information should be released to you, but you are not required to do so.

Send your appeal by mail to the attorney general at:

Open Records Division
PO Box 12548
Austin, Texas 78711-2548

Within forty-five business days after receiving all of the above-listed items necessary to file your appeal, the attorney general will issue a written ruling on the matter. You will receive a copy of this ruling in the mail.

From: Terri Langford <tlangford@texastribune.org>
Sent: Friday, July 17, 2015 3:56 PM
To: OGC Webmaster
Subject: Brian Encinia

This is a request for a copy of all files, documents related to the employment of Brian Encinia, age 30, a trooper hired on 1.12/14



Terri Langford
The Texas Tribune - Reporter
823 Congress Ave., Suite 1400 Austin, TX 78701
www.texastribune.org

M (713).876.0854 O (512) 716.8636
twitter: @tlangford

Corrected Copy

TEXAS DEPARTMENT OF PUBLIC SAFETY
HUMAN RESOURCES ACTION

TAI
020/2007

Indicate what is being corrected

EFFECTIVE DATE OF ACTION: Jun 20 2015 8.00AM Current Date: 04/30/2015

Reason for Recommended Action: Completed 1 yr probationary period, Salary Increase and Advanced to Trooper I Promotion (Career Progression)

Date and Type of Last Action: 09/01/2014 LSI Comm 6-2014 20.79

SECTION 1 - PROPOSED STATUS AND LOCATION

Name: ENCINIA, BRIAN T. ✓ SSN: [REDACTED] ID#: 14271 ACID: [REDACTED] 312
Organization (L0): LAW ENFORCEMENT L0
Division (L1): TEXAS HIGHWAY PATROL HP L1
Program (L2): HIGHWAY PATROL FIELD HP L2
Region (L3): HOUSTON REGION R2 L3
Unit/District (L4): 2C CONROE (HP) L4
L5: 2C SUB DISTRICT 2 L5
L6: 2C04 L6
L7: N/A L7

City: BROOKSHIRE ✓ County: Waller ✓ County Code: 237 - C1 ✓ Index Code: 52231 ✓
Class: 9928 ✓ Class Title: Trooper R23 ✓
Group: C3 ✓ Step: 1 ✓ Salary: \$4,328.58 ✓ Position Control#: 1P203664 ✓
Working Title: THP/R-5 ✓ Working Title: Highway Patrol Trooper ✓
FLSA Status: Non-Exempt ✓ Employment Status: Full-Time ✓ If part-time, what percent: _____ %
Hazardous Duty: YES ✓ Clothing Allowance: 41.66 ✓ Career Progression: Yes ✓ Supervisor: No ✓
Employee's Supervisor: SGT. DARREN VACEK
HR-25 completed by (name): JACKLYN F. ROGERS Phone number: 281/517-1202

SECTION 2 - NEW HIRES, SEPARATIONS AND LEAVE ACTIONS

1) New Hire Actions: _____ a) If action results from selection process indicate job regulation number _____
b) Check box if "Yes": Previous DPS employee Retiree Returning to state employment Veteran ERS - LECOS
2) Separation Actions: _____
3) Leave Actions: _____
a) For Leave Without Pay FMLA, indicate: FMLA start date: _____ FMLA expiration date: _____
4) For all New Hires, Separations, Leave Without Pay and Return from Leave Without Pay, please complete the following:
a) Total number of hours to be compensated for: _____ Work Week Days: _____ Work Week Hours: _____ am _____ pm _____

SECTION 3 - SALARY ACTIONS

5) Salary Actions: Promotion - Career Progression a) Metro Pay included (DL only) Yes No N/A
b) For all salary changes, indicate previous monthly salary: \$ 3,583.91 ✓
c) If action results from selection process indicate job regulation number _____
d) If Merit Increase, indicate date of last Merit Increase _____
e) If Equity Adjustment, indicate date of Equity Adjustment: _____
f) For Commissioned Officers, indicate date of qualifying PRT or APT: 03/23/2015

SECTION 4 - NON SALARY ACTIONS

6) Transfer Actions: _____
a) If Detached Duty, indicate proposed index: _____
7) Name/Title Actions: _____
a) If name Change, previous name/provide documentation: _____
8) Index/PCN Actions: _____ a) If PCN Change, indicate previous PCN: _____
9) Other: _____

Continued on next page

RECEIVED
JUN 16 2015
HUMAN RESOURCES

TEXAS DEPARTMENT OF PUBLIC SAFETY
HUMAN RESOURCES ACTION

HR-25 (Rev
Page 2 of 2

Name: ENCINIA, BRIAN T.

SSN: [REDACTED]

Effective date and reason for recommended action:

Jun 20 2015

Completed 1 yr probationary period, Salary increase and Advanced

SECTION 5 - DPS ISSUED ITEMS/COMPUTER ACCESS

COMPLETE ONLY WHEN THE EMPLOYEE IS BEING PROMOTED AND/OR TRANSFERRED TO ANOTHER AREA

1) Computer access changed or revoked:

a) USPS: Yes No N/A To update employee information, fill out HR-89

b) MSA: Yes No N/A To update employee information, fill out HR-89

c) Other(s): Yes No N/A

2) DPS Issued Items surrendered or transferred:

a) ComData Card: Yes No N/A To update index, fill out ACT-87

b) Procurement Card: Yes No N/A To update address, e-mail: CitiBankApplications@dps.texas.gov

c) Travel Credit Card: Yes No N/A To update address, e-mail: CitiBankApplications@dps.texas.gov

d) Aircard: Yes No N/A To update, contact the Point of Contact for your area

e) Cell Phone: Yes No N/A To update, contact the Point of Contact for your area

f) Capital Assets of Inventory Item(s): Yes No N/A To update, contact the Property Custodian for your area

g) Items specific to your area: Yes No N/A

List Items

2) Badge access to area changed/revoked: Yes No N/A

SECTION 6 - APPROVAL SIGNATURES

Executive Duty Officer
[Signature]
Manager, Deputy Administrator or Area Director 06-11-15
Date

[Signature]
Deputy Assistant Director 6/15/15
Date

Ron Joy

Printed name of Deputy Assistant Director

Printer name of Manager, Deputy Administrator or Area Director

Regional Commander _____ Date _____

Assistant Director _____ Date _____

Deputy Director _____ Date _____

Director _____ Date _____

SECTION 7 - HUMAN RESOURCES/PAYROLL USE ONLY

Payroll Certification & Date: _____

ETA entered (if applicable): _____

NEOGOV access changed/revoked (if applicable): _____

USPS entered: 06-16-15

USPS Verified: 7/6 6-17-15

Date & Time HR-25 was sent to Payroll: 6-16-15 11:48

Date HR-25 was sent to Compliance Specialist (if applicable): _____

MSA entered: 06-16-15

MSA Verified: 7/6 6-17-15

Amy Retueck
HR Certification 6-16-15
Date

Norman J. Conroy
Classification Officer 6-16-15
Date

LEGISLATIVE SALARY INCREASE
EFFECTIVE DATE
SEPTEMBER 01, 2014

NAME: ENCINIA, BRIAN T ✓✓

SS# [REDACTED] ✓✓

CURRENT INFORMATION

L1 HP L2 HP L3 R2 Position 1P203664 ✓ EEO R ✓ HZ Y ✓ INDEX : 52231 ✓
GROUP C02 ✓ STEP 01 ✓ FLSA NON-EXEMPT ✓ SALARY 3,421.00 ✓

WORKING TITLE PROBATIONARY TROOPER

WORKING TITLE # THP-17

CLASSIFICATION TITLE PROBATIONARY TROOPER ✓

CLASSIFICATION TITLE # 9922 ✓

HUMAN RESOURCES ONLY

NEW INFORMATION

L1 HP L2 HP L3 R2 Position 1P203664 ✓ EEO R ✓ HZ Y ✓ INDEX : 52231 ✓ ✓
GROUP C02 ✓ ✓ STEP 01 ✓ ✓ FLSA NON-EXEMPT ✓ ✓ SALARY 3,583.91 ✓ ✓

WORKING TITLE PROBATIONARY TROOPER ✓

WORKING TITLE # THP-17 ✓

CLASSIFICATION TITLE PROBATIONARY TROOPER ✓ ✓

CLASSIFICATION TITLE # 9922 ✓ ✓

TYPE OF ACTION

EQUITY ADJUSTMENTS

PROMOTION/CAREER PROGRESSION

LEGISLATIVE SALARY INCREASE

REALLOCATIONS

MERIT INCREASE

RECLASSIFICATIONS

NUMBER CHANGE

SALARY SCHEDULE CHANGE

OTHER INCREASE

TITLE CHANGE

10/10/14 10/13/14
MS MP MS MP
VERIFIED BY (IF NEEDED)

CLASSIFICATION OFFICER (IF NEEDED)

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TEXAS DEPARTMENT OF PUBLIC SAFETY
HUMAN RESOURCES ACTION

HR-25 (Rev
Page 1 of 2

Indicate what is being corrected

EFFECTIVE DATE OF ACTION:

Jun 20 2014

8:00AM

Current Date:

05/29/2014

Reason for Recommended Action:

Promotion - Career Progression and Transfer

Date and Type of Last Action:

01/12/2014

New Hire - A-2014 Recruit School

SECTION 1 - PROPOSED STATUS AND LOCATION

Name: ENCINIA, BRIAN T. SSN: [REDACTED] ID#: 14271 ACID: [REDACTED]

Organization (L0): LAW ENFORCEMENT LE L0

Division (L1): TEXAS HIGHWAY PATROL HP L1

Program (L2): HIGHWAY PATROL FIELD HP L2

Region (L3): HOUSTON REGION 335 R2 L3

Unit/District (L4): 2C CONROE (HP) H2C L4

L5: 2C SUB DISTRICT 2 2CS L5

L6: 2C04 2C04 L6

L7: N/A 00 L7

City: BROOKSHIRE County: Waller County Code: 237 Index Code: 52231

Class#: 9922 Class Title: Probationary Trooper

Group: C2 Step: 1 Salary: \$3,421.00 Position Control#: 1P203664

Working Title: THP-17 Working Title: Probationary Trooper

FLSA Status: Non-Exempt Employment Status: Full-Time If part-time, what percent: 5

Hazardous Duty: YES Clothing Allowance: 41.66 Career Progression: Yes Supervisor: No

Employee's Supervisor: SGT. DARREN VACEK

HR-25 completed by (name): JACKLYN P. ROGERS Phone number: 281/517-1202

SECTION 2 - NEW HIRES, SEPARATIONS AND LEAVE ACTIONS

1) New Hire Actions: a) If action results from selection process indicate job requisition number

b) Checkbox if "Yes": Previous DPS employee Retiree Returning to state employment Veteran ERS - LECOS

2) Separation Actions:

3) Leave Actions:

a) For Leave Without Pay FMLA, indicate: FMLA start date: _____ FMLA expiration date: _____

4) For all New Hires, Separations, Leave Without Pay and Return from Leave Without Pay, please complete the following:

a) Total number of hours to be compensated for: _____ Work Week Days: _____ Work Week Hours: _____ am _____ pm _____

SECTION 3 - SALARY ACTIONS

5) Salary Actions: Promotion - Career Progression a) Metro Pay included (DL only) Yes No N/A

b) For all salary changes, indicate previous monthly salary: \$ 3,131.33

c) If action results from selection process indicate job requisition number CB1/01

d) If Merit Increase, indicate date of last Merit Increase _____

e) If Equity Adjustment, indicate date of Equity Adjustment: _____

f) For Commissioned Officers, indicate date of qualifying PRT or APT: 05/12/2014

SECTION 4 - NON SALARY ACTIONS

6) Transfer Actions: Transfer

a) If Detached Duty, indicate proposed index: _____

7) Name/Title Actions

a) If name Change, previous name/provide documentation: _____

8) Index/PCN Actions: _____ a) If PCN Change, indicate previous PCN: 4T040046

9) Other: _____

Continued on next page

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JUN 10 2014

HUMAN RESOURCES

**TEXAS DEPARTMENT OF PUBLIC SAFETY
HUMAN RESOURCES ACTION**

Name: ENCINIA, BRIAN T. SSN: [REDACTED]
 Effective date and reason for recommended action: Jun 20 2014 Promotion - Career Progression and Transfer

**SECTION 5 - DPS ISSUED ITEMS/COMPUTER ACCESS
COMPLETE ONLY WHEN THE EMPLOYEE IS BEING PROMOTED AND/OR TRANSFERRED TO ANOTHER AREA**

- 1) Computer access changed or revoked:
- a) USPS: Yes No N/A To update employee information, fill out HR-89
 - b) MSA: Yes No N/A To update employee information, fill out HR-89
 - c) Other(s): Yes No N/A _____
- 2) DPS issued items surrendered or transferred:
- a) ComData Card: Yes No N/A To update index, fill out ACT-67
 - b) Procurement Card: Yes No N/A To update address, e-mail: CitiBankApplications@dps.texas.gov
 - c) Travel Credit Card: Yes No N/A To update address, e-mail: CitiBankApplications@dps.texas.gov
 - d) Aircard: Yes No N/A To update, contact the Point of Contact for your area
 - e) Cell Phone: Yes No N/A To update, contact the Point of Contact for your area
 - f) Capital Assets of Inventory Item(s): Yes No N/A To update, contact the Property Custodian for your area
 - g) Items specific to your area: Yes No N/A _____
List Items
- 3) Badge access to area changed/revoked: Yes No N/A

SECTION 6 - APPROVAL SIGNATURES

[Signature] 06/04/14 John W. Madden 06-09-14
 Manager, Deputy Administrator or Area Director Date Deputy Assistant Director Date

Printer name of Manager, Deputy Administrator or Area Director John W. Madden
 Printed name of Deputy Assistant Director

Regional Commander _____ Date _____ Assistant Director _____ Date _____

Deputy Director _____ Date _____ Director _____ Date _____

SECTION 7 - HUMAN RESOURCES/PAYROLL USE ONLY

Payroll Certification & Date: _____ ETA entered (if applicable): _____
 NEOGOV access changed/revoked (if applicable): _____ USPS entered: UB 6/18/14 USPS Verified: JB 6/23
 Date & Time HR-25 was sent to Payroll: 06/18/14 UPS
 Date HR-25 was sent to Compliance Specialist (if applicable): _____ MSA entered: By 6-24-14 MSA Verified: JB 7/10/14
[Signature] 6/22/14 [Signature] 6-17-14
 HR Certification Date Classification Officer Date

TEXAS DEPARTMENT OF PUBLIC SAFETY

5805 N LAMAR BLVD • BOX 4067 • AUSTIN, TEXAS 78773-0001
512/424-2000

www.dps.texas.gov



STEVEN C. McCRAW
DIRECTOR
DAVID G. BAKER
ROBERT J. BODISCH, SFL
CHERYL McBRIDE
DEPUTY DIRECTORS

6/20/2014

COMMISSION
A. CYNTHIA LEON, CHAIR
MANNY FLORES
FAITH JOHNSON
STEVEN P. MACH
RANDY WATSON

Trooper **Brian T. Encinia** 14271
Texas Highway Patrol Division
Texas Department of Public Safety
PO Box 4336
Austin, Texas 78765-4336

Commission Date: 6/20/2014

Dear Trooper **Encinia**:

Congratulations on the successful completion of the Trooper Trainee Recruit School. You have been assigned to Region **2C04** in **Brookshire**. This is your chain of command for the region you have been assigned. The Regional Commander is **Philip Steen**, the Major is **Dwight D. Mathis**, the Captain is **Terry D. Truett**, the Lieutenant is **Daniel G. Terronez** and your immediate supervisor is Sergeant **Darren Vacek**.

Your formal training in the Law Enforcement Academy will end **6/20/2014** and you will report to Sergeant **Darren Vacek** in **Brookshire** on **07/14/14**. You must check with your Sergeant prior to your start date to determine the time of day that you should report.

Let me wish you every success in your new field of endeavor.

Sincerely,

Steven C. McCraw
Director

SCM: jh

Attachments

cc: Regional Commander **Philip Steen**
Major **Dwight D. Mathis**
Captain **Terry D. Truett**

Lieutenant **Daniel G. Terronez**
Sergeant **Darren Vacek**
Human Resources

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JUN 19 2014

HUMAN RESOURCES

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TEXAS DEPARTMENT OF PUBLIC SAFETY HUMAN RESOURCES ACTION

T2

Indicate what is being corrected

EFFECTIVE DATE OF ACTION

January 12, 2014 ✓

1:00 pm

Current Date: 1/12/2014

Date

Time

Reason for recommended action: New Hire - A-14 Recruit School ✓

Date and type of last action:

010/100

SECTION 1 - PROPOSED STATUS AND LOCATION

Name: Encinia, Brian T. ✓ ✓ SSN: [REDACTED] ID#: [REDACTED] ACID: [REDACTED]

Organization (L0): Services SS L0

Division (L1): Education, Training and Research ET L1

Program (L2): ETR Major MA L2

Region (L3): HQ HQ L3

Unit/District (L4): Recruit Training RT L4

L5: Recruit School FDSR L5

L6: Platoon 1 ETP2 L6

L7: N/A ☐☐ L7

City: Austin Di ✓ County: Travis ✓ County Code: 227 ✓ Index Code: 12041 ✓

Class #: 9920 24 Class Title: Trooper Trainee ✓

Group: CD1 ✓ Step: 1 ✓ Salary: 3131.33 ✓ Position Control #: 4T040046 ✓

Working Title #: THP-15 ✓ Working Title: Trooper Trainee ✓

FLSA Status: Non-Exempt ✓ Employment Status: Full-Time ✓ If part-time, what percent: _____ %

Hazardous Duty Pay: No ✓ Clothing Allowance: N/A ✓ Career Progression/Ladder: Yes ✓ Supervisor: No ✓

Employee's Supervisor: Lt. Charles Palcer

HR-25 completed by: Joanne Hamann Phone #: 512-913-4369

SECTION 2 - NEW HIRES, SEPARATIONS AND LEAVE ACTIONS

1) New Hire Actions: New Hire

a) If action results from selection process indicate job requisition number: DPS

b) Check box if "Yes":

Previous DPS employee Retiree returning to state employment Veteran ERS-LECOS (commission only)

2) Separation Actions: _____

3) Leave Actions: _____

a) For Leave Without Pay FMLA, indicate: FMLA start date: _____ FMLA expiration date: _____

4) For all New Hires, Separations, Leave Without Pay and Return from Leave Without Pay, please complete the following:

a) Total number of hours to be compensated for: 120:00

Work week days: Monday - Friday Work week hours: 8:00 am to 5:00 pm

SECTION 3 - SALARY ACTIONS

5) Salary Actions: _____ a) Metro Pay included (DL only): Yes No N/A

b) For all salary changes, indicate previous monthly salary: _____

c) If action results from selection process indicate job requisition number: DPS

d) If Merit Increase, indicate date of last Merit Increase: _____

e) If Equity Adjustment, indicate date of last Equity Adjustment: _____

f) For Commissioned Officers, indicate date of qualifying PRT or APT: _____

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JAN 14 2014
HUMAN RESOURCES

SECTION 4 - NON SALARY ACTIONS

6) Transfer Actions: _____

a) If Detached Duty, indicate proposed index: _____

7) Name/Title Actions: _____

a) If Name Change, indicate previous name (provide documentation): _____

8) Index/PCN Actions: _____ a) If PCN Change, indicate previous PCN: _____

9) Other: _____

Continued on next page

MMB EB

**TEXAS DEPARTMENT OF PUBLIC SAFETY
HUMAN RESOURCES ACTION**

Name: Encinia, Brian T.

SSN: [REDACTED]

Effective date and reason for recommended action: 1/12/14 New Hire – A-14 Recruit School

SECTION 5 – DPS ISSUED ITEMS/COMPUTER ACCESS

COMPLETE ONLY WHEN THE EMPLOYEE IS BEING PROMOTED AND/OR TRANSFERRED TO ANOTHER AREA

1) Computer access changed or revoked:

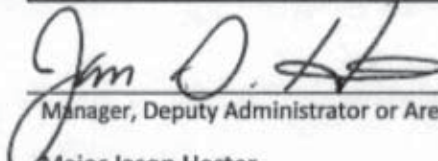
- a) USPS: Yes No N/A To update employee information, fill out HR-89
- b) MSA: Yes No N/A To update employee information, fill out HR-88
- c) Other(s): Yes No

2) DPS issued items surrendered or transferred:

- a) ComData Card: Yes No N/A To update index, fill out ACT-67
- b) Procurement Card: Yes No N/A To update address, e-mail: CitiBankApplications@dps.texas.gov
- c) Travel Credit Card: Yes No N/A To update address, e-mail: CitiBankApplications@dps.texas.gov
- d) Aircard: Yes No N/A To update, contact the Point of Contact for your area
- e) Cell phone: Yes No N/A To update, contact the Point of Contact for your area
- f) Capital Assets of Inventory item(s): Yes No N/A To update, contact the Property Custodian for your area
- g) Items specific for your area: Yes No N/A

3) Badge access to area changed/revoked: Yes No N/A List items

SECTION 6 – APPROVAL SIGNATURES

 01-13-14

 Manager, Deputy Administrator or Area Director Date
 Major Jason Hester
 Printed name of Manager, Deputy Administrator or Area Director

 Deputy Assistant Director Date

 Printed name of Deputy Assistant Director

 Regional Commander Date

 1-13-14

 Assistant Director Date

 Deputy Director Date

 Director Date

SECTION 7 – HUMAN RESOURCES/PAYROLL USE ONLY

Payroll certification and date: _____

Date entered in ETA (if applicable): 1/21/14

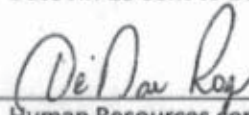
NEOGOV access changed/revoked (if applicable): _____

USPS entered: mmb 1/17/14 USPS verified: OB 1/29/14

Date and time HR-25 sent to Payroll: 5:33 1/15/14

Date HR-25 sent to Benefits (if applicable): 1/15/14

MSA entered: OC 1/28/14 MSA verified: BG 1/30/14
mmb 4516

 1/13/14

 Human Resources certification Date

 Classification Officer (if applicable) Date

TEXAS DEPARTMENT OF PUBLIC SAFETY

5805 N LAMAR BLVD • BOX 4087 • AUSTIN, TEXAS 78773-0001

512/424-2000

www.dps.texas.gov



STEVEN C. McCRAW
DIRECTOR
DAVID G. BAKER
CHERYL MacBRIDE
DEPUTY DIRECTORS



COMMISSION
A. CYNTHIA LEON, CHAIR
CARIN MARCY BARTH
RANDY WATSON

December 11, 2013

COPY

Brian T. Encinia

Dear Mr. Encinia:

You have been selected to attend the A-2014 Trooper Trainee Academy which begins at 7:00AM, on Sunday, January 12, 2014.

Contact the Recruiting Department by phone immediately to confirm or decline your acceptance to attend the A-2014 Trooper Trainee Academy. The phone number to call is toll free at 1-866-898-7667 or at (512) 424-7500.

If you accept, you must report to the Law Enforcement Academy Building location at 5805 North Lamar Boulevard, Austin, Texas at 7:00AM on Sunday, January 12, 2014. **Please come prepared and dressed in appropriate clothing to be re-tested on the Physical Readiness Test requirements.** If you do not meet these requirements, you will be disqualified from attending the school. Once the testing is completed, you will be given instructions on how to check-in. You will then be released for lunch; this meal will not be provided for you. Please refer to the enclosed pamphlet for additional information regarding the training academy.

Congratulations on your selection to the Trooper Trainee Academy. We look forward to your acceptance and arrival, and trust that this will be the beginning of a long and productive law enforcement career with the Texas Department of Public Safety.

Sincerely,

Steven C. McCraw
Director

SCM/tkp



Search

Joyce Baker

Class Post Benefits Reports CandidateTrack Tests Requisitions List

My HR

Application Detail

[View Exam Plan](#) [View All Applicants](#) [View Applicants By Step](#) [Education Scoring](#) [Work Experience Rating](#)
[Special Credit Rating](#) [Add Skills](#) [View Master Profile](#)

[Show Candidate Disposition](#)
[Print View](#)

Application 1 of 1

DPS02324 - Trooper Trainee	
Contact Information -- Person ID: 17497698	
Name: Brian T Encinia	Address: [REDACTED]
Home Phone: [REDACTED]	Alternate Phone: [REDACTED]
Email: [REDACTED]	Notification Preference: Email
Former Last Name: Encinia	Month and Day of Birth: [REDACTED]
Personal Information	
Driver's License:	Yes, [REDACTED]
Can you, after employment, submit proof of your legal right to work in the United States?	Yes
What is your highest level of education?	Bachelor's Degree
Preferences	
Preferred Salary:	\$60,000.00 per year
Are you willing to relocate?	Yes
Types of positions you will accept:	Katy, Rosenberg, Sealy, Houston
Types of work you will accept:	Regular
Types of shifts you will accept:	Full Time
	Day , Evening , Night , On Call (as needed)
Objective	
I want to serve Texas	
Education	
College: Texas A&M University	Did you graduate: Yes
9/2005 - 8/2008	College Major/Minor: Agricultural Leadership and Development
College Station, Texas	Units Completed: 9 Semester
	Degree Received: Bachelor's
Work Experience	
Supervisor	Hours worked per week: 45
8/2008 - 8/2013	Monthly Salary: \$4,666.00
Blue Bell Creameries	# of Employees Supervised: 47
1101 South Blue Bell Road	Name of Supervisor: Doug Middleton - Manager
Brenham, Texas 77833	May we contact this employer? Yes
(979) 451-2519	
Duties	
Supervise and lead employees in order to carry out the daily tasks of the company.	
Reason for Leaving	
Relocation, To Serve Texas	
Certificates and Licenses	
Skills	
Office Skills	
Typing: 100	
Data Entry: 0	
Languages	
English - Speak, Read, Write	
Additional Information	
Volunteer Experience	

I have had the honor of serving my community in the Brenham Fire Department for the past four years. I was elected as a District Fire Chief and have been serving the capacity for the past year.

References

Resume

Text Resume

Brian T. Encinia

Cell Phone: [REDACTED]

Objective: Seeking a full time position within the Katy or Houston area.

Summary: Graduate of Texas A&M University with five years of management experience. At Blue Bell my goal is to deliver an excellent product to a customer/client by using strategic planning, good manufacturing practices, quality assurance, and providing a positive work environment for my employees.

Education:

Texas A&M University: 2004-2008

- Bachelor of Science Degree Agricultural Leadership and Development:

Degree focuses on leadership and management in the agricultural industries with an emphasis in agricultural economics.

- Academic Certificate of Leadership Studies: 12 hours of leadership coursework, minimum of 3.0 GPA, focuses on the components of academics, applications, and experiences.

- Member of Corps of Cadets: A four year full time organization for students whom strive to have the highest level of honor, integrity, discipline, and selfless service to others.

Work Experience:

Blue Bell Creameries, L.P., Ingredient Processing Supervisor 2008-Present

- Supervise 47 employees (4 shifts) to carry out the daily/ weekly tasks to sustain production for the plant.

- Develop weekly and daily production scheduling for employee assignments, equipment, and materials needed.

- Proficient usage of Oracle R12/11i and RFGEN/Net Term database systems to develop scheduling reports and monitor inventories. (Master Scheduler Reports, Operator Sheets, Materials Required Reports, etc).

- Conduct employee evaluations, motivate employees in positive work environment, and monitor training needs.

- Develop new equipment and practices for operations, meet all OSHA/FDA requirements for operational /food environments, monitor quality control of all ingredients used, and conduct training workshops for personnel and management. This includes working with engineers in completing all PMs and strategic improvement for the department.
- Incorporated recycling programs in all four plants to make Blue Bell a green company with an income of 400K per year by eliminating trash from the waste stream.

- Interact, plan, and communicate within the multiple departments within the company to reach a common goal.

Stanley Autoplex, Internal Auditor/Accounts Payable 2007-2008

- Implemented new and efficient payroll system for sales personnel.

- Recuperated monies lost from wrongfully claimed incentives and warranty contracts on new vehicles.

Community Involvement:

Brenham Fire Department, District Chief, Volunteer Fire Fighter 2009-Present

- Respond to emergencies such as vehicle extrications, structure fires, collapses, grass fires, and aid county department at incidents in Washington County.

- Command of 14 paid staff and 37 volunteer firemen during fire/rescue operations.

Washington County A&M Club, President 2011-2013

- Serve alumni of Texas A&M University in Washington County to host various events and fundraisers in order to raise scholarships for students in Washington County.

References: Will be available upon request.

Attachments



Texas Department of Public Safety Performance Evaluation Trooper

Mission: Protect and Serve Texas

Goals:

- Combat Crime & Terrorism
- Enhance Public Safety
- Enhance State-wide Emergency Management
- Enhance Licensing & Regulatory Services

PART 1: Employee Information

a. Employee's Name (Last, First, Initial): Encinia, Brian

b. Last Four of Employee's SSN: [REDACTED]

c. I.D. No.: 14271

d. Position: Trooper
Level: 1

RECEIVED
11 12 13
COMMUNICATIONS

e. Division: THP

f. Region/District/Co: 2/C

g. Section/Bureau: N/A

h. Type of Evaluation: Annual Probationary Close-out Special

i. Period Covered: From 11/1/14 To 12/31/14

HR-reviewed by: <u>Norma J. Correy</u> Date _____
<input type="checkbox"/> Accepted <input type="checkbox"/> Rejected and returned to customer

Handwritten notes:
MSA
1/16/15
1 of 6

PART 2: Job Duties (Comments required for each evaluated Job Duty)**JOB DUTY 1: LEADERSHIP***Performance Rating:*

Exemplary Skilled/Effective Competent Marginal Ineffective

Comments:**Leadership**

- Trooper Encinia exhibits courage and appears to operate effectively under stress.
- Trooper Encinia continues to gain the respect of his co-workers through his attitude and actions.

Problem Solving/Judgment

- Trooper Encinia continues to use good problem solving skills and judgment while working patrol.

Initiative

- Trooper Encinia appears to have the ability to see what needs to be done and offers suggestions for improvement.
- Trooper Encinia continues to perform at an acceptable level for the tasks given to him.

Liaison

- Trooper Encinia is courteous and has developed a good working relationship with his co-workers and members of other agencies.

Flexibility/Adaptability

- Trooper Encinia has demonstrated flexibility/adaptability by adjusting to the styles and teachings of a new FTO during this reporting period.

Accountability

- Trooper Encinia thoroughly completes all assigned tasks in a timely manner.
- Trooper Encinia assumes responsibility for any failures and accepts direction for improvement.

Ethics and Integrity

- Trooper Encinia conducts his business in a professional manner.

Innovative Thinking

- Trooper Encinia appears to see opportunities for creative problem solving.

Teamwork

- Trooper Encinia appears to treat others in a respectful manner.
- Trooper Encinia is a team player and is willing to do what is necessary to accomplish the goals of the Department.

PART 2: Job Duties (Comments required for each evaluated Job Duty)

JOB DUTY 2: COMMUNICATION

Performance Rating:

Exemplary Skilled/Effective Competent Marginal Ineffective

Comments:

Communication

- Trooper Encinia actively listens and asks questions to ensure that he understands.
- Trooper Encinia possesses effective verbal skills.
- Trooper Encinia's reports are written clearly and understandably with minimal error.

Interpersonal skills

- Trooper Encinia is sincere in dealing with others.
- Trooper Encinia continues to gain the respect of his peers.
- Trooper Encinia accepts criticism professionally and constantly strives to improve himself.

Stress Tolerance

- Trooper Encinia responds effectively and rationally to stress.
- Trooper Encinia appears to be able to handle high workloads effectively and meets deadlines.

PART 2: Job Duties (Comments required for each evaluated Job Duty)**JOB DUTY 3: JOB KNOWLEDGE AND EXECUTION***Performance Rating:*

Exemplary Skilled/Effective Competent Marginal Ineffective

Comments:**Job Knowledge and Execution**

- Trooper Encinia continues to increase his knowledge of DPS policy and procedure, position responsibilities, and state law.

Planning and Organizing

- Trooper Encinia appears to be able to manage multiple tasks and to prioritize them according to their importance.

Analytical Reasoning/Attention to Detail

- Trooper Encinia continues to perform assigned tasks with care and thoroughness.

Confidentiality and Protected Information

- Trooper Encinia handles sensitive and confidential information and situations responsibly.

Development and Continuing Education

- Trooper Encinia appears to utilize feedback to improve his performance.
- Trooper Encinia demonstrates an ability to learn and to not repeat mistakes.
- Trooper Encinia successfully completed the practical examination and demonstration with the Radar during this reporting period.

Diversity and Inclusion

- Trooper Encinia appears to maintain objectivity when making decisions.
- Trooper Encinia seeks and considers different points of view.

Fiscal Accountability

- Trooper Encinia adheres to internal control procedures regarding spending.

Productivity

- Trooper Encinia completes assigned duties in an efficient and timely manner.

Safety

- Trooper Encinia practices good officer and fleet safety.

Technology

- Trooper Encinia has a good working knowledge of his assigned DPS technological equipment.

Name (Last, First, Initial): Encinia, Brian

Last Four of Employee's SSN [REDACTED]

PART 2: Job Duties (Comments required for each evaluated Job Duty)

JOB DUTY 4: TACTICAL READINESS

Performance Rating:

Exemplary Skilled/Effective Competent Marginal Ineffective

Comments:

Tactical Readiness

- Trooper Encinia appears mentally and physical prepared to respond with the appropriate level of intensity and in a timely manner for all situations.
- Trooper Encinia maintains a high degree of physical conditioning and has a professional appearance.

Name (Last, First, Initial): Encinia, Brian

Last Four of Employee's SSN: [REDACTED]

PART 3: Signatures & Comments

EMPLOYEE

I certify that this performance evaluation has been discussed with me. I understand that my signature does not necessarily indicate agreement.

Employee's Signature:  Date: 01-08-2015

Printed Name: Brian T. Encinia

Employee comments (optional)

Please check box if attaching additional pages

SUPERVISOR

I certify that this performance evaluation represents my best judgment of the employee's performance.

Supervisor Signature:  Date: 1/8/15

Printed Name: Darren Vaccaro

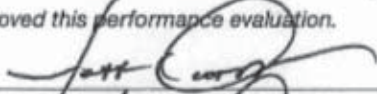
Supervisor comments

(This space is reserved for responding to any employee comments. It is not used for general comments.)

Please check box if attaching additional pages

REVIEWER

I have read and approved this performance evaluation.

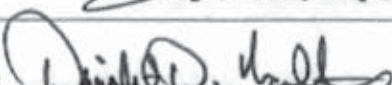
Reviewer:  Date: 1/13/2015

Printed Name: Matt Decker, Lt.

Reviewer comments (optional)

Please check box if attaching additional pages

In Line Review #1:  Date: 01-15-15
Printed Name: Terry Truett, Captain

In Line Review #2:  Date: 01/22/15
Printed Name: Major Dwight D. Mathis

Recommended for permanent employment (if applicable)



Texas Department of Public Safety Performance Evaluation Trooper

Mission: Protect and Serve Texas

Goals:

- Combat Crime & Terrorism
- Enhance Public Safety
- Enhance State-wide Emergency Management
- Enhance Licensing & Regulatory Services

PART 1: Employee Information

a. Employee's Name (Last, First, Initial): Encinia, Brian

b. Last Four of Employee's SSN: [REDACTED]

c. I.D. No.: 14271

d. Position: Trooper
Level: 1

e. Division: THP

f. Region/District/Co: 2/C

g. Section/Bureau: N/A

h. Type of Evaluation: Annual Probationary Close-out Special

i. Period Covered: From 9/1/14 To 10/31/14

HR-reviewed by: Norma J. Cortez

Date _____

Accepted Rejected and returned to customer

PART 2: Job Duties (Comments required for each evaluated Job Duty)**JOB DUTY 1: LEADERSHIP***Performance Rating:*

Exemplary Skilled/Effective Competent Marginal Ineffective

Comments:**Leadership**

- Trooper Encinia exhibits courage and appears to operate effectively under stress.
- Trooper Encinia continues to gain the respect of his co-workers through his attitude and actions.

Problem Solving/Judgment

- Trooper Encinia continues to use good problem solving skills and judgment while working patrol.

Initiative

- Trooper Encinia appears to have the ability to see what needs to be done and offers suggestions for improvement.
- Trooper Encinia is performing at an acceptable level for the tasks given to him.

Liaison

- Trooper Encinia is courteous and appears to have a good working relationship with his co-workers and members of other agencies.

Flexibility/Adaptability

- Trooper Encinia has demonstrated flexibility/adaptability by adjusting to the styles and teachings of a new FTO during this reporting period.

Accountability

- Trooper Encinia thoroughly completes all assigned tasks in a timely manner.
- Trooper Encinia assumes responsibility for any failures and accepts direction for improvement.

Ethics and Integrity

- Trooper Encinia was given a written counseling for unprofessional conduct during this reporting period for an incident occurring while at a school in Austin. In the future, Trooper Encinia should conduct himself at all times in a manner that will reflect well upon himself, the Department, and the State of Texas. This supervisor will ensure that this is done by meeting periodically with Trooper Encinia.

Innovative Thinking

- Trooper Encinia appears to see opportunities for creative problem solving.

Teamwork

- Trooper Encinia appears to treat others in a respectful manner.
- Trooper Encinia exhibits commitment to the team and achieving team goals.

Name (Last, First, Initial): Encinia, Brian

Last Four of Employee's SSN: [REDACTED]

PART 2: Job Duties (Comments required for each evaluated Job Duty)

JOB DUTY 2: COMMUNICATION

Performance Rating:

Exemplary Skilled/Effective Competent Marginal Ineffective

Comments:

Communication

- Trooper Encinia actively listens and asks questions to ensure that he understands.
- Trooper Encinia possesses effective verbal skills.
- Trooper Encinia's reports are written clearly and understandably.

Interpersonal skills

- Trooper Encinia is sincere in dealing with others.
- Trooper Encinia continues to gain the respect of his peers.
- Trooper Encinia accepts criticism professionally and strives to improve himself.

Stress Tolerance

- Trooper Encinia performed effectively and rationally while involved in a pursuit resulting in a firearms discharge during this reporting period.
- Trooper Encinia appears to be able to handle high workloads effectively and meet deadlines.

PART 2: Job Duties (Comments required for each evaluated Job Duty)**JOB DUTY 3: JOB KNOWLEDGE AND EXECUTION***Performance Rating:*

Exemplary Skilled/Effective Competent Marginal Ineffective

Comments:**Job Knowledge and Execution**

- Trooper Encinia continues to increase his knowledge of DPS policy and procedure, position responsibilities, and state law.

Planning and Organizing

- Trooper Encinia appears to be able to manage multiple tasks and to prioritize them according to their importance.

Analytical Reasoning/Attention to Detail

- Trooper Encinia continues to perform assigned tasks with care and thoroughness.

Confidentiality and Protected Information

- Trooper Encinia handles sensitive and confidential information and situations responsibly.

Development and Continuing Education

- Trooper Encinia successfully completed the breath test operator's class during this reporting period.
- Trooper Encinia appears to utilize feedback to improve his performance.
- Trooper Encinia demonstrates an ability to learn and to not repeat mistakes.

Diversity and Inclusion

- Trooper Encinia appears to maintain objectivity when making decisions.
- Trooper Encinia seeks and considers different points of view.

Fiscal Accountability

- Trooper Encinia adheres to internal control procedures regarding spending.

Productivity

- Trooper Encinia completes assigned duties in an efficient and timely manner.

Safety

- Trooper Encinia practices good officer and fleet safety.

Technology

- Trooper Encinia has a good working knowledge of his assigned DPS technological equipment.

Name (Last, First, Initial): Encinia, Brian

Last Four of Employee's SSN: 

PART 2: Job Duties (Comments required for each evaluated Job Duty)

JOB DUTY 4: TACTICAL READINESS

Performance Rating:

Exemplary Skilled/Effective Competent Marginal Ineffective

Comments:

Tactical Readiness

- Trooper Encinia appears mentally and physical prepared to respond with the appropriate level of intensity and in a timely manner for all situations.
- Trooper Encinia successfully completed his physical readiness test during this reporting period and earned a fitness star.
- Trooper Encinia successfully qualified with all issued weapons during this reporting period.

Name (Last, First, Initial): Encinia, Brian

Last Four of Employee's SSN: [REDACTED]

PART 3: Signatures & Comments

EMPLOYEE

I certify that this performance evaluation has been discussed with me. I understand that my signature does not necessarily indicate agreement.

Employee's Signature: Brian Encinia Date: 11/12/2014

Printed Name: Brian T. Encinia

Employee comments (optional)

Please check box if attaching additional pages

This continues to be a great experience and everyone is very helpful at our office.

SUPERVISOR

I certify that this performance evaluation represents my best judgment of the employee's performance.

Supervisor Signature: [Signature] Date: 11/12/14

Printed Name: Darren Vacek

Supervisor comments

Please check box if attaching additional pages

(This space is reserved for responding to any employee comments. It is not used for general comments.)

REVIEWER

I have read and approved this performance evaluation.

Reviewer: [Signature] Date: 11/17/2014

Printed Name: MATIAS OCHOA, III

Reviewer comments (optional)

Please check box if attaching additional pages

In Line Review #1: [Signature] Date: 12-17-14

Printed Name: Ferry Truett, Captain

In Line Review #2: [Signature] Date: 12/22/14

Printed Name: Major Dwight D. Mathis

Recommended for permanent employment (if applicable)



Texas Department of Public Safety Performance Evaluation Trooper

Mission: Protect and Serve Texas

Goals:

- Combat Crime & Terrorism
- Enhance Public Safety
- Enhance State-wide Emergency Management
- Enhance Licensing & Regulatory Services

PART 1: Employee Information

a. Employee's Name (Last, First, Initial): Encinia, Brian

b. Last Four of Employee's SSN: [REDACTED]

c. I.D. No.: 14271

d. Position: Probationary Trooper

e. Division: THP

f. Region/District/Co: 2/C

g. Section/Bureau: N/A

h. Type of Evaluation: Annual Probationary Close-out Special

i. Period Covered: From 7/1/14 To 8/31/14

j. Date filed by HR:

1780
10.8.14

Handwritten signature/initials

Name (Last, First, Initial): Encinia, Brian

Last Four of Employee's SSN: [REDACTED]

PART 2: Job Duties (Comments required for each evaluated Job Duty)

a. Job Duty 1: Leadership/Liaison

Performance Rating:

Exemplary Skilled/Effective Competent Marginal Ineffective

Comments:

Trooper Encinia has developed good working relationships with his co-workers as well as personnel from other agencies.

b. Job Duty 2: Patrol

Performance Rating:

Exemplary Skilled/Effective Competent Marginal Ineffective

Comments:

Trooper Encinia is up to date on all required certifications. He continues to increase his knowledge of traffic and criminal law as he progresses in the FTO program. Trooper Encinia also practices good officer and fleet safety.

c. Job Duty 3: Investigation

Performance Rating:

Exemplary Skilled/Effective Competent Marginal Ineffective

Comments:

Trooper Encinia continues to increase his knowledge of search and seizure laws, US and Texas constitutions, federal and state statutes, and department policy as he progresses in the FTO program. He is becoming proficient at detecting intoxicated drivers. Trooper Encinia also continues to gain knowledge and experience at conducting complex crash investigations as well as roadside interviews with violators.

Name (Last, First, Initial): Encinia, Brian

Last Four of Employee's SSN: [REDACTED]

PART 2: Job Duties (Comments required for each evaluated Job Duty)

d. Job Duty 4: Tactical Readiness

Performance Rating:

Exemplary Skilled/Effective Competent Marginal Ineffective

Comments:

Trooper Encinia appears mentally and physically ready to do the job.

e. Job Duty 5: Intelligence

Performance Rating:

Exemplary Skilled/Effective Competent Marginal Ineffective

Comments:

Trooper Encinia continues to develop a good working knowledge of his assigned area as well as any potential threats within it.

f. Job Duty 6: Communication

Performance Rating:

Exemplary Skilled/Effective Competent Marginal Ineffective

Comments:

Trooper Encinia is properly and consistently utilizing the Seven Step Violator Contact in a professional manner. He is able to communicate clearly both verbally and in writing. His reports are timely, accurate, and have minimal error.

Name (Last, First, Initial): Encinia, Brian

Last Four of Employee's SSN: [REDACTED]

PART 2: Job Duties (Comments required for each evaluated Job Duty)

g. Job Duty 7: Specialized Function:

Performance Rating:

Exemplary Skilled/Effective Competent Marginal Ineffective

Comments:

h. Job Duty 8: Specialized Function:

Performance Rating:

Exemplary Skilled/Effective Competent Marginal Ineffective

Comments:

Name (Last, First, Initial): Encinia, Brian

Last Four of Employee's SSN: [REDACTED]

PART 2: Job Duties (Comments required for each evaluated Job Duty)

Overall Performance Rating:

Exemplary Skilled/Effective Competent Marginal Ineffective

Comments:

Trooper Encinia is doing very well on the FTO program. He appears to be receptive to constructive criticism and is a team player. He maintains a positive attitude and is catching on quickly to the basic job duties of a trooper.

Parameters for Overall Performance Rating

1. An Ineffective rating for any job skill requires an overall Ineffective rating.
2. An Marginal rating for any job skill requires an overall Marginal rating (unless #1).
3. The same rating in greater than 50% of total job skills requires that rating as the overall rating (unless #1 or #2).
4. When there is no majority in any one rating category, the rating that represents the average should be selected (unless #1 or #2) (Ex: three Exemplary/two Skilled/four Competent, equals an overall Skilled rating). If the average is exactly halfway between two categories, the lower category should be selected (unless #1 or #2) (Ex. five Skilled/five Competent, equals an overall Competent rating).

Name (Last, First, Initial): Encinia, Brian

Last Four of Employee's SSN: [REDACTED]

PART 3: Signatures & Comments

EMPLOYEE

I certify that this performance evaluation has been discussed with me. I understand that my signature does not necessarily indicate agreement.

Employee's Signature: Brian Encinia Date: 09-05-2014

Printed Name: Brian T. Encinia

Employee comments (optional)

Please check box if attaching additional pages

SUPERVISOR

I certify that this performance evaluation represents my best judgment of the employee's performance.

Supervisor Signature: [Signature] Date: 9/5/14

Printed Name: Darren Vaccaro

Supervisor comments

(This space is reserved for responding to any employee comments. It is not used for general comments.)

Please check box if attaching additional pages

REVIEWER

I have read and approved this performance plan.

Reviewer: Daniel Terronez Date: 9-8-14

Printed Name: Daniel Terronez, Lieutenant

Reviewer comments (optional)

Please check box if attaching additional pages

In Line Review: [Signature] Date: 09-16-14

Printed Name: Terry Truett, Captain

9/23/14
6 of 6

16:42:41 Friday, July 17, 2015

> GUH 405,

ON HOBUS
LEVEL 05 LINK FROM HM7XX

----- EMPLOYEE STATUS INFORMATION -----

AGENCY----> 00405 EMPLOYEE SSN->
NAME> ENCINIA, BRIAN T ORG-> 52231000000

EMPLOYEE STATUS> 01 ACTIVE STATUS CHANGE DATE----> 01/12/2014
REASON CODE/EXT> 020 207 PROMOTION PROBATIONARY TROOPER TO TROOPER
TERM DT> 00/00/0000 POSITION INACTIVE DT> 00/00/0000 ELEC SERV MOS-> 0
 HRS DOCK-----> .00 LAST HRS DOCK-----> .00
LWOP REASON> NOT DEFINED BEGIN DATE----> 00/00/0000
EXP RETURN DT-> 00/00/0000 RET DT> 00/00/0000 LWOP MONTHS--> 0

LAST CHECK DATE-----> 07/14/2015 POSITIONS----> 1
LAST CHANGE DATE----> 07/13/2015 NOT PAID FOR JUL
EMPLOYMENT DATE-----> 01/12/2014 6 MOS CONT SERV AS OF-> 07/11/2014
START PAY DATE-----> 00/00/0000
AGENCY EFF SERV DT--> 01/12/2014 YRS> 1 MOS> 6 DAYS> 4
STATE EFF SERV DT---> 01/12/2014 YRS> 1 MOS> 6 DAYS> 4
HAZ DTY EFF SERV DT-> 06/20/2014 YRS> 1 MOS> 0 DAYS> 28
CUR HAZ DTY BEG DT--> 06/20/2014 CUR HAZ LWOP MOS--> 0

07/17/15 16:36:49 1 M3LL PARJ _____

Age: 30
Salary: \$ 4,328.58

16:43:30 Friday, July 17, 2015

> GUH 405,

ON HP9U2
LEVEL 05 LINK FROM HM7XX

-----SICK LEAVE POOL ACTIVITY-----

AGENCY-> 00000 EMPLOYEE SSN->
NAME->

-----CURRENT SICK LEAVE BALANCES (DISPLAY ONLY)-----
SICK-> 0:00 SL CONTR-> 0:00 SLP AWARD-> 0:00 EXT SICK-> 0:00

ACTY	ST	HOURS	ENTRY DATE	OPID	CHG
---	---	0:00	00/00/0000		
---	---	0:00	00/00/0000		
---	---	0:00	00/00/0000		
---	---	0:00	00/00/0000		
---	---	0:00	00/00/0000		
---	---	0:00	00/00/0000		
---	---	0:00	00/00/0000		
---	---	0:00	00/00/0000		
---	---	0:00	00/00/0000		
---	---	0:00	00/00/0000		
---	---	0:00	00/00/0000		

07/17/15 16:43:25 1 M3LL PARJ _____

16:43:47 Friday, July 17, 2015

> GUH 405,

ON H08U1
LEVEL 05 LINK FROM HM7XX

----- EMPLOYEE FMLA/PARENTAL LEAVE AUTHORIZATION -----

AGENCY--> 00405 EMPLOYEE SSN--> _____ EVENT NUMBER-> 00
NAME-----> ENCINIA, BRIAN T
LEAVE CATEGORY-> __ RSN CODE--> __
LEAVE TAKEN FOR EVENT-----> 00:00 TOTAL AVAIL BAL-----> 00:00
EVENT DT--> 00/00/0000 LV START DT-> 00/00/0000 LV EXPIR DT-> 00/00/0000
SPOUSE SSN> 00000000000 SPOUSE EVENT> 00 SPOUSE HOURS TKN-> 00:00

A287W-NO RECORD/S FOUND

07/17/15 16:43:39 1 M3LL PARJ _____

16:44:00 Friday, July 17, 2015

> GD 00405, ,2015,VC

ON HM8U2
LEVEL 05 LINK FROM HM7XX

-----LEAVE BALANCE INQUIRY-----

AGENCY---> 00405 EMPLOYEE SSN->
LAST ACCR DT-> 07/01/2015
NAME-> ENCINIA, BRIAN T

FISCAL YR-> 2015

LEAVE TYPE	AVAILABLE BALANCE	BEGIN YR BAL	TAKEN YTD MTD	EARNED YTD MTD	PAID YTD MTD	LOST YTD MTD	REQST HOURS
COMP TIME	25:00	18:15	8:00	25:00	N/A	10:15	
CT			0:00	0:00	N/A	0:00	0:00
HLDAY COMP	120:00	48:00	29:00	112:00	N/A	11:00	
HC			0:00	0:00	N/A	0:00	0:00
OVERTIME	214:23	246:23	5:20	511:15	527:15	0:00	
OT			0:00	0:00	0:00	0:00	0:00
SICK LEAVE	152:00	64:00	0:00	88:00	0:00	0:00	
SL			0:00	8:00	0:00	0:00	0:00
VACATION	152:00	64:00	0:00	88:00	0:00	0:00	
VC			0:00	8:00	0:00	0:00	0:00

A211W-GU INVALID FOR THIS SCREEN DBID

07/17/15 16:43:55 1 M3LL PARJ _____

16:44:04 Friday, July 17, 2015

> GD 00405, ,2014,VC

ON HM8U2
LEVEL 05 LINK FROM HM7XX

-----LEAVE BALANCE INQUIRY-----

AGENCY---> 00405 EMPLOYEE SSN->
LAST ACCR DT-> 08/01/2014
NAME-> ENCINIA, BRIAN T

FISCAL YR-> 2014

LEAVE TYPE	AVAILABLE BALANCE	BEGIN YR BAL	TAKEN YTD MTD	EARNED YTD MTD	PAID YTD MTD	LOST YTD MTD	REQST HOURS
COMP TIME	18:15	0:00	0:00	18:15	N/A	0:00	
CT			0:00	0:00	N/A	0:00	0:00
HLDAY COMP	48:00	0:00	0:00	48:00	N/A	0:00	
HC			0:00	0:00	N/A	0:00	0:00
OVERTIME	246:23	0:00	78:00	381:00	138:45	0:00	
OT			0:00	0:00	0:00	0:00	0:00
SICK LEAVE	64:00	0:00	0:00	64:00	0:00	0:00	
SL			0:00	0:00	0:00	0:00	0:00
VACATION	64:00	0:00	0:00	64:00	0:00	0:00	
VC			0:00	0:00	0:00	0:00	0:00

07/17/15 16:44:00 1 M3LL PARJ _____

16:44:07 Friday, July 17, 2015

> C 00405, ,2014,VC

ON HM8U2
LEVEL 05 LINK FROM HM7XX

-----LEAVE BALANCE INQUIRY-----

AGENCY--->	EMPLOYEE SSN->	FISCAL YR->					
LAST ACCR DT->							
NAME->							
LEAVE	AVAILABLE	BEGIN	TAKEN	EARNED	PAID	LOST	REQST
TYPE	BALANCE	YR BAL	YTD	YTD	YTD	YTD	HOURS
			MTD	MTD	MTD	MTD	

A205W-END OF LIST

07/17/15 16:44:03 1 M3LL PARJ _____

16:44:58 Friday, July 17, 2015

> GUH 405,

ON HMCU1
LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE ACCRUALS-----

AGENCY--> 00405 EMPLOYEE SSN-->
NAME-> ENCINIA, BRIAN T

FISCAL YEAR--> 2015

LAST ACCR DT-----> 07/01/2015
TERMINATION DATE--> 00/00/0000
ST EFF SVC DATE----> 01/12/2014

NEXT ACCRUAL FTE-----> 01.000
SCHEDULE PATTERN CODE--> 10
SCHEDULE TIME SHIFT----> 08:00-17:00
OT WARNING HOURS-----> 0:00

-----FISCAL YEAR ACCRUALS-----

	FLAG	VAC	SICK		FLAG	VAC	SICK
SEP	A	8:00	8:00	MAR	A	8:00	8:00
OCT	A	8:00	8:00	APR	A	8:00	8:00
NOV	A	8:00	8:00	MAY	A	8:00	8:00
DEC	A	8:00	8:00	JUN	A	8:00	8:00
JAN	A	8:00	8:00	JUL	A	8:00	8:00
FEB	A	8:00	8:00	AUG	-	0:00	0:00

07/17/15 16:44:52 1 M3LL PARJ _____

16:45:09 Friday, July 17, 2015

> GUH 405,

ON HM9U1

LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
VACATION---> 152:00 OT (AT 1.5)--> 214:23 COMPENSATORY-----> 25:00
SICK-----> 152:00 OT (AT 1.0)--> 142:55 HOLIDAY COMP-----> 120:00
SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
EXT SICK---> 0:00 MILITARY LV-> 0:00

-----START----- -----END-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
CT	L	P	06/30/2015	00:01	10:15	06/30/2015		RPT597	
HC	L	P	06/30/2015	00:01	3:00	06/30/2015		RPT597	
OT	E	P	06/26/2015	FR 00:00	2:00	06/26/2015	FR	RPT515	
OT	P	P	06/26/2015	FR 00:00	2:00	06/26/2015	FR	RPT515	
OT	E	P	06/25/2015	TH 00:00	4:00	06/25/2015	TH	RPT515	
OT	P	P	06/25/2015	TH 00:00	4:00	06/25/2015	TH	RPT515	
OT	E	P	06/24/2015	WE 00:00	10:00	06/24/2015	WE	RPT515	
OT	P	P	06/24/2015	WE 00:00	10:00	06/24/2015	WE	RPT515	
OT	E	P	06/22/2015	MO 00:00	4:00	06/22/2015	MO	RPT515	
OT	P	P	06/22/2015	MO 00:00	4:00	06/22/2015	MO	RPT515	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:45:04 1 M3LL PARJ _____

> GU 00405, ,06/22/2015,OT,P,00:00

ON HM9U1
LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
 NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
 EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
 VACATION---> 152:00 OT (AT 1.5)--> 214:23 COMPENSATORY-----> 25:00
 SICK-----> 152:00 OT (AT 1.0)--> 142:55 HOLIDAY COMP-----> 120:00
 SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
 EXT SICK---> 0:00 MILITARY LV-> 0:00

-----START-----END-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
CT	L	P	06/30/2015	00:01	10:15	06/30/2015		RPT597	
HC	L	P	06/30/2015	00:01	3:00	06/30/2015		RPT597	
OT	E	P	06/26/2015	FR 00:00	2:00	06/26/2015	FR	RPT515	
OT	P	P	06/26/2015	FR 00:00	2:00	06/26/2015	FR	RPT515	
OT	E	P	06/25/2015	TH 00:00	4:00	06/25/2015	TH	RPT515	
OT	E	P	06/25/2015	TH 00:00	4:00	06/25/2015	TH	RPT515	
OT	E	P	06/24/2015	WE 00:00	10:00	06/24/2015	WE	RPT515	
OT	P	P	06/24/2015	WE 00:00	10:00	06/24/2015	WE	RPT515	
OT	E	P	06/22/2015	MO 00:00	4:00	06/22/2015	MO	RPT515	
OT	P	P	06/22/2015	MO 00:00	4:00	06/22/2015	MO	RPT515	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:45:18 1 M3LL PARJ _____

> GU 00405, ,06/17/2015,OT,P,00:00

ON HM9U1

LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
 NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
 EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
 VACATION---> 152:00 OT (AT 1.5)--> 214:23 COMPENSATORY----> 25:00
 SICK-----> 152:00 OT (AT 1.0)--> 142:55 HOLIDAY COMP-----> 120:00
 SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
 EXT SICK---> 0:00 MILITARY LV-> 0:00

-----START-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT E	P	06/21/2015	SU 00:00	4:00	06/21/2015	SU		RPT515	
OT P	P	06/21/2015	SU 00:00	4:00	06/21/2015	SU		RPT515	
OT E	P	06/20/2015	SA 00:00	2:00	06/20/2015	SA		RPT515	
OT P	P	06/20/2015	SA 00:00	2:00	06/20/2015	SA		RPT515	
HC E	P	06/19/2015	FR 00:00	8:00	06/19/2015	FR		RPT515	
OT E	P	06/19/2015	FR 00:00	5:00	06/19/2015	FR		RPT515	
OT P	P	06/19/2015	FR 00:00	5:00	06/19/2015	FR		RPT515	
OT E	P	06/18/2015	TH 00:00	4:00	06/18/2015	TH		RPT515	
OT P	P	06/18/2015	TH 00:00	4:00	06/18/2015	TH		RPT515	
OT P	P	06/17/2015	WE 00:00	10:00	06/17/2015	WE		RPT515	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:45:23 1 M3LL PARJ

> GU 00405,

,06/10/2015,OT,P,00:00

ON HM9U1

LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
 NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
 EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
 VACATION---> 152:00 OT (AT 1.5)--> 214:23 COMPENSATORY----> 25:00
 SICK-----> 152:00 OT (AT 1.0)--> 142:55 HOLIDAY COMP-----> 120:00
 SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
 EXT SICK---> 0:00 MILITARY LV-> 0:00

-----START-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT E	P	06/14/2015	SU 00:00	4:00	06/14/2015	SU		RPT515	
OT P	P	06/14/2015	SU 00:00	4:00	06/14/2015	SU		RPT515	
OT E	P	06/13/2015	SA 00:00	4:00	06/13/2015	SA		RPT515	
OT P	P	06/13/2015	SA 00:00	4:00	06/13/2015	SA		RPT515	
OT E	P	06/12/2015	FR 00:00	4:00	06/12/2015	FR		RPT515	
OT P	P	06/12/2015	FR 00:00	4:00	06/12/2015	FR		RPT515	
OT E	P	06/11/2015	TH 00:00	4:00	06/11/2015	TH		RPT515	
OT P	P	06/11/2015	TH 00:00	4:00	06/11/2015	TH		RPT515	
OT E	P	06/10/2015	WE 00:00	4:00	06/10/2015	WE		RPT515	
OT P	P	06/10/2015	WE 00:00	4:00	06/10/2015	WE		RPT515	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:45:38 1 M3LL PARJ

16:45:45 Friday, July 17, 2015

> GU 00405, ,05/31/2015,OT,P,00:00

ON HM9U1

LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
 NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
 EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
 VACATION---> 152:00 OT (AT 1.5)--> 214:23 COMPENSATORY-----> 25:00
 SICK-----> 152:00 OT (AT 1.0)--> 142:55 HOLIDAY COMP-----> 120:00
 SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
 EXT SICK---> 0:00 MILITARY LV-> 0:00

-----START-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT E	P	06/06/2015	SA 00:00	4:00	06/06/2015	SA		RPT515	
OT P	P	06/06/2015	SA 00:00	4:00	06/06/2015	SA		RPT515	
OT E	P	06/05/2015	FR 00:00	2:00	06/05/2015	FR		RPT515	
OT P	P	06/05/2015	FR 00:00	2:00	06/05/2015	FR		RPT515	
OT E	P	06/04/2015	TH 00:00	4:00	06/04/2015	TH		RPT515	
OT P	P	06/04/2015	TH 00:00	4:00	06/04/2015	TH		RPT515	
OT E	P	06/03/2015	WE 00:00	2:00	06/03/2015	WE		RPT515	
OT P	P	06/03/2015	WE 00:00	2:00	06/03/2015	WE		RPT515	
OT P	P	06/02/2015	TU 00:00	10:00	06/02/2015	TU		RPT515	
OT P	P	05/31/2015	SU 00:00	2:00	05/31/2015	SU		RPT515	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:45:41 1 M3LL PARJ

16:45:47 Friday, July 17, 2015

> GU 00405,

,05/25/2015,HC,E,00:00

ON HM9U1

LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
 NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
 EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
 VACATION---> 152:00 OT (AT 1.5)-> 214:23 COMPENSATORY-----> 25:00
 SICK-----> 152:00 OT (AT 1.0)-> 142:55 HOLIDAY COMP-----> 120:00
 SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
 EXT SICK----> 0:00 MILITARY LV-> 0:00

-----START-----

-----END-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT P	P	05/30/2015	SA 00:00	2:00	05/30/2015	SA		RPT515	
OT E	P	05/29/2015	FR 00:00	5:00	05/29/2015	FR		RPT515	
OT P	P	05/29/2015	FR 00:00	5:00	05/29/2015	FR		RPT515	
OT E	P	05/28/2015	TH 00:00	3:00	05/28/2015	TH		RPT515	
OT P	P	05/28/2015	TH 00:00	3:00	05/28/2015	TH		RPT515	
OT E	P	05/27/2015	WE 00:00	3:00	05/27/2015	WE		RPT515	
OT P	P	05/27/2015	WE 00:00	3:00	05/27/2015	WE		RPT515	
OT E	P	05/26/2015	TU 00:00	4:00	05/26/2015	TU		RPT515	
OT P	P	05/26/2015	TU 00:00	4:00	05/26/2015	TU		RPT515	
HC E	P	05/25/2015	MO 00:00	8:00	05/25/2015	MO		RPT515	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:45:44 1 M3LL PARJ

16:45:49 Friday, July 17, 2015

> GU 00405, ,05/13/2015,OT,P,00:00

ON HM9U1
LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
VACATION---> 152:00 OT (AT 1.5)--> 214:23 COMPENSATORY-----> 25:00
SICK-----> 152:00 OT (AT 1.0)--> 142:55 HOLIDAY COMP-----> 120:00
SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
EXT SICK---> 0:00 MILITARY LV-> 0:00

-----START-----END-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT E	P	05/25/2015	MO 08:00	5:00	05/25/2015	MO		RPT515	
OT P	P	05/25/2015	MO 08:00	5:00	05/25/2015	MO		RPT515	
HC T	P	05/19/2015	TU 09:01	8:00	05/20/2015	WE		RPT515	
HC T	P	05/18/2015	MO 09:00	5:00	05/18/2015	MO		RPT515	
OT E	P	05/15/2015	FR 00:00	2:00	05/15/2015	FR		RPT515	
OT P	P	05/15/2015	FR 00:00	2:00	05/15/2015	FR		RPT515	
OT E	P	05/14/2015	TH 00:00	2:00	05/14/2015	TH		RPT515	
OT P	P	05/14/2015	TH 00:00	2:00	05/14/2015	TH		RPT515	
OT E	P	05/13/2015	WE 00:00	10:00	05/13/2015	WE		ROB933	
OT P	P	05/13/2015	WE 00:00	10:00	05/13/2015	WE		RPT515	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:45:46 1 M3LL PARJ

16:45:51 Friday, July 17, 2015

> GU 00405, ,05/06/2015,OT,P,00:00

ON HM9U1

LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
 NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
 EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
 VACATION---> 152:00 OT (AT 1.5)-> 214:23 COMPENSATORY-----> 25:00
 SICK-----> 152:00 OT (AT 1.0)-> 142:55 HOLIDAY COMP-----> 120:00
 SK POOL AW-> 0:00 ADMIN LV----> 0:00 OPT HOLIDAY TKN-> 0:00
 EXT SICK---> 0:00 MILITARY LV-> 0:00

-----START-----

-----END-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT E	P	05/10/2015	SU 00:00	5:00	05/10/2015	SU		RPT515	
OT P	P	05/10/2015	SU 00:00	5:00	05/10/2015	SU		RPT515	
OT E	P	05/09/2015	SA 00:00	4:00	05/09/2015	SA		RPT515	
OT P	P	05/09/2015	SA 00:00	4:00	05/09/2015	SA		RPT515	
OT E	P	05/08/2015	FR 00:00	4:00	05/08/2015	FR		ROB933	
OT P	P	05/08/2015	FR 00:00	4:00	05/08/2015	FR		RPT515	
OT E	P	05/07/2015	TH 00:00	4:00	05/07/2015	TH		ROB933	
OT P	P	05/07/2015	TH 00:00	4:00	05/07/2015	TH		RPT515	
OT E	P	05/06/2015	WE 00:00	4:00	05/06/2015	WE		ROB933	
OT P	P	05/06/2015	WE 00:00	4:00	05/06/2015	WE		RPT515	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:45:48 1 M3LL PARJ

16:45:54 Friday, July 17, 2015

> GU 00405, ,04/26/2015,OT,E,00:00

ON HM9U1

LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
 NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
 EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
 VACATION--> 152:00 OT (AT 1.5)--> 214:23 COMPENSATORY-----> 25:00
 SICK-----> 152:00 OT (AT 1.0)--> 142:55 HOLIDAY COMP-----> 120:00
 SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
 EXT SICK----> 0:00 MILITARY LV-> 0:00

-----START-----END-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT E	P	05/04/2015	MO 00:00	2:00	05/04/2015	MO		ROB933	
OT P	P	05/04/2015	MO 00:00	2:00	05/04/2015	MO		RPT515	
HC L	P	04/30/2015	00:01	8:00	04/30/2015			RPT597	
OT E	P	04/29/2015	WE 00:00	2:00	04/29/2015	WE		RPT515	
OT P	P	04/29/2015	WE 00:00	2:00	04/29/2015	WE		RPT515	
OT E	P	04/28/2015	TU 00:00	2:00	04/28/2015	TU		RPT515	
OT P	P	04/28/2015	TU 00:00	2:00	04/28/2015	TU		RPT515	
OT E	P	04/27/2015	MO 00:00	2:00	04/27/2015	MO		RPT515	
OT P	P	04/27/2015	MO 00:00	2:00	04/27/2015	MO		RPT515	
OT E	P	04/26/2015	SU 00:00	2:00	04/26/2015	SU		RPT515	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:45:50 1 M3LL PARJ

> GU 00405, ,04/21/2015,HC,E,00:00

ON HM9U1

LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
 NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
 EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
 VACATION---> 152:00 OT (AT 1.5)--> 214:23 COMPENSATORY-----> 25:00
 SICK-----> 152:00 OT (AT 1.0)--> 142:55 HOLIDAY COMP-----> 120:00
 SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
 EXT SICK---> 0:00 MILITARY LV-> 0:00

-----START-----

-----END-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT P	P	04/26/2015	SU 00:00	2:00	04/26/2015	SU		RPT515	
OT E	P	04/25/2015	SA 00:00	7:00	04/25/2015	SA		RPT515	
OT P	P	04/25/2015	SA 00:00	7:00	04/25/2015	SA		RPT515	
OT E	P	04/24/2015	FR 00:00	8:00	04/24/2015	FR		RPT515	
OT P	P	04/24/2015	FR 00:00	8:00	04/24/2015	FR		RPT515	
OT E	P	04/23/2015	TH 00:00	2:00	04/23/2015	TH		RPT515	
OT P	P	04/23/2015	TH 00:00	2:00	04/23/2015	TH		RPT515	
OT E	P	04/22/2015	WE 00:00	2:00	04/22/2015	WE		RPT515	
OT P	P	04/22/2015	WE 00:00	2:00	04/22/2015	WE		RPT515	
HC E	P	04/21/2015	TU 00:00	8:00	04/21/2015	TU		RPT515	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:45:52 1 M3LL PARJ _____

16:45:58 Friday, July 17, 2015

> GU 00405, ,04/15/2015,OT,P,00:00

ON HM9U1

LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
 NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
 EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
 VACATION--> 152:00 OT (AT 1.5)--> 214:23 COMPENSATORY-----> 25:00
 SICK-----> 152:00 OT (AT 1.0)--> 142:55 HOLIDAY COMP-----> 120:00
 SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
 EXT SICK---> 0:00 MILITARY LV-> 0:00

-----START-----END-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT E	P	04/19/2015	SU 00:00	7:00	04/19/2015	SU		ROB933	
OT P	P	04/19/2015	SU 00:00	7:00	04/19/2015	SU		RPT515	
OT E	P	04/18/2015	SA 00:00	3:00	04/18/2015	SA		RPT515	
OT P	P	04/18/2015	SA 00:00	3:00	04/18/2015	SA		RPT515	
OT E	P	04/17/2015	FR 00:00	2:00	04/17/2015	FR		RPT515	
OT P	P	04/17/2015	FR 00:00	2:00	04/17/2015	FR		RPT515	
OT E	P	04/16/2015	TH 00:00	5:00	04/16/2015	TH		RPT515	
OT P	P	04/16/2015	TH 00:00	5:00	04/16/2015	TH		RPT515	
OT E	P	04/15/2015	WE 00:00	3:00	04/15/2015	WE		RPT515	
OT P	P	04/15/2015	WE 00:00	3:00	04/15/2015	WE		RPT515	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:45:55 1 M3LL PARJ

> GU 00405,

,04/06/2015,OT,P,00:00

ON HM9U1

LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
 NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
 EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
 VACATION---> 152:00 OT (AT 1.5)-> 214:23 COMPENSATORY-----> 25:00
 SICK-----> 152:00 OT (AT 1.0)-> 142:55 HOLIDAY COMP-----> 120:00
 SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
 EXT SICK---> 0:00 MILITARY LV-> 0:00

-----START-----

-----END-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT E	P	04/14/2015	TU 00:00	3:00	04/14/2015	TU		RPT515	
OT P	P	04/14/2015	TU 00:00	3:00	04/14/2015	TU		RPT515	
OT E	P	04/13/2015	MO 00:00	2:00	04/13/2015	MO		RPT515	
OT P	P	04/13/2015	MO 00:00	2:00	04/13/2015	MO		RPT515	
OT E	P	04/08/2015	WE 00:00	2:00	04/08/2015	WE		RPT515	
OT P	P	04/08/2015	WE 00:00	2:00	04/08/2015	WE		RPT515	
OT E	P	04/07/2015	TU 00:00	3:00	04/07/2015	TU		RPT515	
OT P	P	04/07/2015	TU 00:00	3:00	04/07/2015	TU		RPT515	
OT E	P	04/06/2015	MO 00:00	3:00	04/06/2015	MO		RPT515	
OT P	P	04/06/2015	MO 00:00	3:00	04/06/2015	MO		RPT515	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:45:57 1 M3LL PARJ _____

16:46:02 Friday, July 17, 2015

> GU 00405, ,03/29/2015,OT,E,00:00

ON HM9U1

LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
 NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
 EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
 VACATION---> 152:00 OT (AT 1.5)--> 214:23 COMPENSATORY-----> 25:00
 SICK-----> 152:00 OT (AT 1.0)--> 142:55 HOLIDAY COMP-----> 120:00
 SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
 EXT SICK---> 0:00 MILITARY LV-> 0:00

-----START-----

-----END-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT E	P	04/05/2015	SU 00:00	4:00	04/05/2015	SU		RPT515	
OT P	P	04/05/2015	SU 00:00	4:00	04/05/2015	SU		RPT515	
OT E	P	04/04/2015	SA 00:00	2:00	04/04/2015	SA		RPT515	
OT P	P	04/04/2015	SA 00:00	2:00	04/04/2015	SA		RPT515	
CT E	P	04/03/2015	FR 00:00	4:00	04/03/2015	FR		RPT515	
OT E	P	03/31/2015	TU 00:00	4:00	03/31/2015	TU		RPT515	
OT P	P	03/31/2015	TU 00:00	4:00	03/31/2015	TU		RPT515	
OT E	P	03/30/2015	MO 00:00	4:00	03/30/2015	MO		ROB933	
OT P	P	03/30/2015	MO 00:00	4:00	03/30/2015	MO		RPT515	
OT E	P	03/29/2015	SU 00:00	4:00	03/29/2015	SU		ROB933	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:45:59 1 M3LL PARJ

16:46:04 Friday, July 17, 2015

> GU 00405, ,03/23/2015,OT,E,00:00

ON HM9U1

LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
VACATION---> 152:00 OT (AT 1.5)-> 214:23 COMPENSATORY-----> 25:00
SICK-----> 152:00 OT (AT 1.0)-> 142:55 HOLIDAY COMP-----> 120:00
SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
EXT SICK---> 0:00 MILITARY LV-> 0:00

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-----END-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT P	P	03/29/2015	SU 00:00	4:00	03/29/2015	SU		RPT515	
OT E	P	03/28/2015	SA 00:00	5:00	03/28/2015	SA		ROB933	
OT P	P	03/28/2015	SA 00:00	5:00	03/28/2015	SA		RPT515	
OT E	P	03/27/2015	FR 00:00	3:00	03/27/2015	FR		RPT515	
OT P	P	03/27/2015	FR 00:00	3:00	03/27/2015	FR		RPT515	
OT E	P	03/25/2015	WE 00:00	2:00	03/25/2015	WE		RPT515	
OT P	P	03/25/2015	WE 00:00	2:00	03/25/2015	WE		RPT515	
OT E	P	03/24/2015	TU 00:00	3:00	03/24/2015	TU		RPT515	
OT P	P	03/24/2015	TU 00:00	3:00	03/24/2015	TU		RPT515	
OT E	P	03/23/2015	MO 00:00	4:00	03/23/2015	MO		RPT515	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:46:00 1 M3LL PARJ _____

16:46:06 Friday, July 17, 2015

> GU 00405, ,03/14/2015,OT,E,00:00

ON HM9U1

LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
 NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
 EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
 VACATION--> 152:00 OT (AT 1.5)--> 214:23 COMPENSATORY-----> 25:00
 SICK-----> 152:00 OT (AT 1.0)--> 142:55 HOLIDAY COMP-----> 120:00
 SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
 EXT SICK---> 0:00 MILITARY LV-> 0:00

-----START-----END-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT P	P	03/23/2015	MO 00:00	4:00	03/23/2015	MO		RPT515	
OT E	P	03/18/2015	WE 00:00	7:00	03/18/2015	WE		RPT515	
OT P	P	03/18/2015	WE 00:00	7:00	03/18/2015	WE		RPT515	
OT E	P	03/17/2015	TU 00:00	3:00	03/17/2015	TU		RPT515	
OT P	P	03/17/2015	TU 00:00	3:00	03/17/2015	TU		RPT515	
OT E	P	03/16/2015	MO 00:00	7:00	03/16/2015	MO		RPT515	
OT P	P	03/16/2015	MO 00:00	7:00	03/16/2015	MO		RPT515	
OT E	P	03/15/2015	SU 00:00	2:00	03/15/2015	SU		RPT515	
OT P	P	03/15/2015	SU 00:00	2:00	03/15/2015	SU		RPT515	
OT E	P	03/14/2015	SA 00:00	2:00	03/14/2015	SA		RPT515	

U0781-BALANCES ARE FOR FY 2015

07/17/15 16:46:03 1 M3LL PARJ

16:46:08 Friday, July 17, 2015

> GU 00405

,03/07/2015,OT,E,00:00

ON HM9U1

LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REOUEST-----

AGENCY-----> 00405 SSN----->
 NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
 EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
 VACATION---> 152:00 OT (AT 1.5)--> 214:23 COMPENSATORY-----> 25:00
 SICK-----> 152:00 OT (AT 1.0)--> 142:55 HOLIDAY COMP-----> 120:00
 SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
 EXT SICK---> 0:00 MILITARY LV-> 0:00

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-----END-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT P	P	03/14/2015	SA 00:00	2:00	03/14/2015	SA		RPT515	
OT E	P	03/13/2015	FR 00:00	2:00	03/13/2015	FR		RPT515	
OT P	P	03/13/2015	FR 00:00	2:00	03/13/2015	FR		RPT515	
OT E	P	03/12/2015	TH 00:00	2:00	03/12/2015	TH		RPT515	
OT P	P	03/12/2015	TH 00:00	2:00	03/12/2015	TH		RPT515	
OT E	P	03/09/2015	MO 00:00	3:00	03/09/2015	MO		RPT515	
OT P	P	03/09/2015	MO 00:00	3:00	03/09/2015	MO		RPT515	
OT E	P	03/08/2015	SU 00:00	3:00	03/08/2015	SU		RPT515	
OT P	P	03/08/2015	SU 00:00	3:00	03/08/2015	SU		RPT515	
OT E	P	03/07/2015	SA 00:00	2:00	03/07/2015	SA		RPT515	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:46:05 1 M3LL PARJ

> GU 00405, ,03/01/2015,OT,P,00:00

ON HM9U1

LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
 NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
 EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
 VACATION---> 152:00 OT (AT 1.5)--> 214:23 COMPENSATORY-----> 25:00
 SICK-----> 152:00 OT (AT 1.0)--> 142:55 HOLIDAY COMP-----> 120:00
 SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
 EXT SICK---> 0:00 MILITARY LV-> 0:00

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-----END-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT	P	03/07/2015	SA 00:00	2:00	03/07/2015	SA		RPT515	
OT	E	03/06/2015	FR 00:00	2:00	03/06/2015	FR		RPT515	
OT	P	03/06/2015	FR 00:00	2:00	03/06/2015	FR		RPT515	
OT	E	03/05/2015	TH 00:00	6:00	03/05/2015	TH		RPT515	
OT	P	03/05/2015	TH 00:00	6:00	03/05/2015	TH		RPT515	
OT	E	03/04/2015	WE 00:00	11:00	03/04/2015	WE		ROB933	
OT	P	03/04/2015	WE 00:00	11:00	03/04/2015	WE		RPT515	
HC	E	03/02/2015	MO 00:00	8:00	03/02/2015	MO		RPT515	
OT	E	03/01/2015	SU 00:00	4:00	03/01/2015	SU		ROB933	
OT	P	03/01/2015	SU 00:00	4:00	03/01/2015	SU		RPT515	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:46:06 1 M3LL PARJ

16:46:12 Friday, July 17, 2015

> GU 00405, ,02/24/2015,OT,P,00:00

ON HM9U1
LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
VACATION----> 152:00 OT (AT 1.5)-> 214:23 COMPENSATORY-----> 25:00
SICK-----> 152:00 OT (AT 1.0)-> 142:55 HOLIDAY COMP-----> 120:00
SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
EXT SICK----> 0:00 MILITARY LV-> 0:00

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-----END-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT E	P	02/28/2015	SA 00:00	4:00	02/28/2015	SA		ROB933	
OT P	P	02/28/2015	SA 00:00	4:00	02/28/2015	SA		RPT515	
OT E	P	02/27/2015	FR 00:00	4:00	02/27/2015	FR		RPT515	
OT P	P	02/27/2015	FR 00:00	4:00	02/27/2015	FR		RPT515	
OT E	P	02/26/2015	TH 00:00	4:00	02/26/2015	TH		RPT515	
OT P	P	02/26/2015	TH 00:00	4:00	02/26/2015	TH		RPT515	
OT E	P	02/25/2015	WE 00:00	4:00	02/25/2015	WE		RPT515	
OT P	P	02/25/2015	WE 00:00	4:00	02/25/2015	WE		RPT515	
OT E	P	02/24/2015	TU 00:00	7:00	02/24/2015	TU		RPT515	
OT P	P	02/24/2015	TU 00:00	7:00	02/24/2015	TU		RPT515	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:46:08 1 M3LL PARJ _____

16:46:15 Friday, July 17, 2015

> GU 00405 ,02/16/2015,HC,E,00:00

ON HM9U1

LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
 NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
 EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
 VACATION---> 152:00 OT (AT 1.5)-> 214:23 COMPENSATORY-----> 25:00
 SICK-----> 152:00 OT (AT 1.0)-> 142:55 HOLIDAY COMP-----> 120:00
 SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
 EXT SICK---> 0:00 MILITARY LV-> 0:00

-----START-----

-----END-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT E	P	02/21/2015	SA 00:00	2:00	02/21/2015	SA		RPT515	
OT P	P	02/21/2015	SA 00:00	2:00	02/21/2015	SA		RPT515	
OT E	P	02/20/2015	FR 00:00	4:00	02/20/2015	FR		ROB933	
OT E	P	02/19/2015	TH 00:00	2:00	02/19/2015	TH		RPT515	
OT P	P	02/19/2015	TH 00:00	2:00	02/19/2015	TH		RPT515	
OT E	P	02/18/2015	WE 00:00	4:00	02/18/2015	WE		RPT515	
OT P	P	02/18/2015	WE 00:00	4:00	02/18/2015	WE		RPT515	
OT E	P	02/17/2015	TU 00:00	4:00	02/17/2015	TU		RPT515	
OT P	P	02/17/2015	TU 00:00	4:00	02/17/2015	TU		RPT515	
HC E	P	02/16/2015	MO 00:00	8:00	02/16/2015	MO		RPT515	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:46:11 1 M3LL PARJ

16:46:17 Friday, July 17, 2015

> GU 00405, ,02/06/2015,OT,P,00:00

ON HM9U1
LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
VACATION---> 152:00 OT (AT 1.5)--> 214:23 COMPENSATORY-----> 25:00
SICK-----> 152:00 OT (AT 1.0)--> 142:55 HOLIDAY COMP-----> 120:00
SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
EXT SICK---> 0:00 MILITARY LV-> 0:00

-----START-----

-----END-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT E	P	02/16/2015	MO 08:00	4:00	02/16/2015	MO		RPT515	
OT P	P	02/16/2015	MO 08:00	4:00	02/16/2015	MO		RPT515	
OT E	P	02/15/2015	SU 00:00	8:00	02/15/2015	SU		ROB933	
OT P	P	02/15/2015	SU 00:00	8:00	02/15/2015	SU		RPT515	
OT E	P	02/14/2015	SA 00:00	2:00	02/14/2015	SA		RPT515	
OT P	P	02/14/2015	SA 00:00	2:00	02/14/2015	SA		RPT515	
CT E	P	02/13/2015	FR 00:00	1:00	02/13/2015	FR		RPT515	
HC T	P	02/07/2015	SA 22:32	8:00	02/07/2015	SA		RPT515	
OT E	P	02/06/2015	FR 00:00	4:00	02/06/2015	FR		RPT515	
OT P	P	02/06/2015	FR 00:00	4:00	02/06/2015	FR		RPT515	

U0781I-BALANCES ARE FOR FY 2015

07/17/15 16:46:13 1 M3LL PARJ _____

16:46:19 Friday, July 17, 2015

> GU 00405, ,01/28/2015,OT,P,00:00

ON HM9U1
LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
VACATION---> 152:00 OT (AT 1.5)--> 214:23 COMPENSATORY-----> 25:00
SICK-----> 152:00 OT (AT 1.0)--> 142:55 HOLIDAY COMP-----> 120:00
SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
EXT SICK---> 0:00 MILITARY LV-> 0:00

-----START----- -----END-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT E	P	02/05/2015	TH 00:00	3:00	02/05/2015	TH		RPT515	
OT P	P	02/05/2015	TH 00:00	3:00	02/05/2015	TH		RPT515	
OT E	P	02/04/2015	WE 00:00	4:00	02/04/2015	WE		RPT515	
OT P	P	02/04/2015	WE 00:00	4:00	02/04/2015	WE		RPT515	
OT E	P	02/03/2015	TU 00:00	2:00	02/03/2015	TU		RPT515	
OT P	P	02/03/2015	TU 00:00	2:00	02/03/2015	TU		RPT515	
OT E	P	02/02/2015	MO 00:00	3:00	02/02/2015	MO		ROB933	
OT P	P	02/02/2015	MO 00:00	3:00	02/02/2015	MO		RPT515	
OT E	P	01/28/2015	WE 00:00	2:00	01/28/2015	WE		RPT515	
OT P	P	01/28/2015	WE 00:00	2:00	01/28/2015	WE		RPT515	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:46:15 1 M3LL PARJ _____

16:46:21 Friday, July 17, 2015

> GU 00405, ,01/22/2015,OT,E,00:00

ON HM9U1
LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
 NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
 EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
 VACATION---> 152:00 OT (AT 1.5)--> 214:23 COMPENSATORY-----> 25:00
 SICK-----> 152:00 OT (AT 1.0)--> 142:55 HOLIDAY COMP-----> 120:00
 SK POOL AW-> 0:00 ADMIN LV----> 0:00 OPT HOLIDAY TKN-> 0:00
 EXT SICK---> 0:00 MILITARY LV-> 0:00

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		-----START-----				-----END-----			
ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT E	P	01/27/2015	TU 00:00	8:00	01/27/2015	TU		RPT515	
OT P	P	01/27/2015	TU 00:00	8:00	01/27/2015	TU		RPT515	
OT E	P	01/26/2015	MO 00:00	2:00	01/26/2015	MO		ROB933	
OT E	P	01/25/2015	SU 00:00	4:00	01/25/2015	SU		RPT515	
OT P	P	01/25/2015	SU 00:00	4:00	01/25/2015	SU		RPT515	
OT E	P	01/24/2015	SA 00:00	4:00	01/24/2015	SA		RPT515	
OT P	P	01/24/2015	SA 00:00	4:00	01/24/2015	SA		RPT515	
OT E	P	01/23/2015	FR 00:00	4:00	01/23/2015	FR		RPT515	
OT P	P	01/23/2015	FR 00:00	4:00	01/23/2015	FR		RPT515	
OT E	P	01/22/2015	TH 00:00	4:00	01/22/2015	TH		RPT515	

U0781-BALANCES ARE FOR FY 2015

07/17/15 16:46:17 1 M3LL PARJ _____

16:46:23 Friday, July 17, 2015

> GU 00405, ,01/17/2015,OT,E,00:00

ON HM9U1
LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
VACATION---> 152:00 OT (AT 1.5)--> 214:23 COMPENSATORY-----> 25:00
SICK-----> 152:00 OT (AT 1.0)--> 142:55 HOLIDAY COMP-----> 120:00
SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
EXT SICK---> 0:00 MILITARY LV-> 0:00

-----START-----

-----END-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT P	P	01/22/2015	TH 00:00	4:00	01/22/2015	TH		RPT515	
OT E	P	01/21/2015	WE 00:00	4:00	01/21/2015	WE		RPT515	
OT P	P	01/21/2015	WE 00:00	4:00	01/21/2015	WE		RPT515	
OT E	P	01/20/2015	TU 00:00	2:00	01/20/2015	TU		RPT515	
OT P	P	01/20/2015	TU 00:00	2:00	01/20/2015	TU		RPT515	
HC E	P	01/19/2015	MO 00:00	8:00	01/19/2015	MO		RPT515	
OT E	P	01/19/2015	MO 00:00	2:00	01/19/2015	MO		ROB933	
OT E	P	01/18/2015	SU 00:00	10:00	01/18/2015	SU		RPT515	
OT P	P	01/18/2015	SU 00:00	10:00	01/18/2015	SU		RPT515	
OT E	P	01/17/2015	SA 00:00	4:00	01/17/2015	SA		RPT515	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:46:19 1 M3LL PARJ _____

> GU 00405, ,01/12/2015,OT,E,00:00

ON HM9U1

LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
VACATION---> 152:00 OT (AT 1.5)--> 214:23 COMPENSATORY----> 25:00
SICK-----> 152:00 OT (AT 1.0)--> 142:55 HOLIDAY COMP----> 120:00
SK POOL AW-> 0:00 ADMIN LV----> 0:00 OPT HOLIDAY TKN-> 0:00
EXT SICK---> 0:00 MILITARY LV-> 0:00

-----START-----

-----END-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT	P	01/17/2015	SA 00:00	4:00	01/17/2015	SA		RPT515	
OT	E	01/16/2015	FR 00:00	4:00	01/16/2015	FR		RPT515	
OT	P	01/16/2015	FR 00:00	4:00	01/16/2015	FR		RPT515	
OT	E	01/15/2015	TH 00:00	2:00	01/15/2015	TH		RPT515	
OT	P	01/15/2015	TH 00:00	2:00	01/15/2015	TH		RPT515	
OT	E	01/14/2015	WE 00:00	2:00	01/14/2015	WE		RPT515	
OT	P	01/14/2015	WE 00:00	2:00	01/14/2015	WE		RPT515	
OT	E	01/13/2015	TU 00:00	2:00	01/13/2015	TU		RPT515	
OT	P	01/13/2015	TU 00:00	2:00	01/13/2015	TU		RPT515	
OT	E	01/12/2015	MO 00:00	2:00	01/12/2015	MO		RPT515	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:46:21 1 M3LL PARJ _____

16:46:27 Friday, July 17, 2015

> GU 00405, ,01/04/2015,OT,E,00:00 ON HM9U1
LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
VACATION--> 152:00 OT (AT 1.5)--> 214:23 COMPENSATORY-----> 25:00
SICK-----> 152:00 OT (AT 1.0)--> 142:55 HOLIDAY COMP-----> 120:00
SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
EXT SICK--> 0:00 MILITARY LV-> 0:00

-----START-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT	P	01/12/2015	MO 00:00	2:00	01/12/2015	MO		RPT515	
OT	E	01/08/2015	TH 00:00	10:00	01/08/2015	TH		RPT515	
OT	P	01/08/2015	TH 00:00	10:00	01/08/2015	TH		RPT515	
OT	E	01/07/2015	WE 00:00	6:00	01/07/2015	WE		ROB933	Y
OT	P	01/07/2015	WE 00:00	6:00	01/07/2015	WE		RPT515	
OT	E	01/06/2015	TU 00:00	4:00	01/06/2015	TU		RPT515	
OT	P	01/06/2015	TU 00:00	4:00	01/06/2015	TU		RPT515	
OT	E	01/05/2015	MO 00:00	4:00	01/05/2015	MO		RPT515	
OT	P	01/05/2015	MO 00:00	4:00	01/05/2015	MO		RPT515	
OT	E	01/04/2015	SU 00:00	4:00	01/04/2015	SU		RPT515	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:46:23 1 M3LL PARJ

> GU 00405, ,12/25/2014,HC,E,00:00

ON HM9U1
LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
VACATION---> 152:00 OT (AT 1.5)--> 214:23 COMPENSATORY-----> 25:00
SICK-----> 152:00 OT (AT 1.0)--> 142:55 HOLIDAY COMP-----> 120:00
SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
EXT SICK---> 0:00 MILITARY LV-> 0:00

-----START-----

		-----START-----			-----END-----				
ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT	P	01/04/2015	SU 00:00	4:00	01/04/2015	SU		RPT515	
OT	E	01/03/2015	SA 00:00	4:00	01/03/2015	SA		ROB933	
OT	P	01/03/2015	SA 00:00	4:00	01/03/2015	SA		RPT515	
OT	E	01/02/2015	FR 00:00	12:00	01/02/2015	FR		HAL453	Y
OT	P	01/02/2015	FR 00:00	12:00	01/02/2015	FR		RPT515	Y
HC	E	01/01/2015	TH 00:00	8:00	01/01/2015	TH		RPT515	Y
OT	E	01/01/2015	TH 00:00	4:00	01/01/2015	TH		HAL453	Y
OT	P	01/01/2015	TH 00:00	4:00	01/01/2015	TH		RPT515	Y
HC	E	12/26/2014	FR 00:00	8:00	12/26/2014	FR		RPT515	
HC	E	12/25/2014	TH 00:00	8:00	12/25/2014	TH		RPT515	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:46:26 1 M3LL PARJ _____

16:46:31 Friday, July 17, 2015

> GU 00405, ,11/29/2014,OT,E,00:00

ON HM9U1

LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
 NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
 EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
 VACATION---> 152:00 OT (AT 1.5)-> 214:23 COMPENSATORY-----> 25:00
 SICK-----> 152:00 OT (AT 1.0)-> 142:55 HOLIDAY COMP-----> 120:00
 SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
 EXT SICK---> 0:00 MILITARY LV-> 0:00

-----START-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
HC	E	P	12/24/2014 WE 00:00	8:00	12/24/2014 WE			RPT515	
OT	E	P	12/14/2014 SU 00:00	1:00	12/14/2014 SU			RPT515	
OT	P	P	12/14/2014 SU 00:00	1:00	12/14/2014 SU			RPT515	
CT	T	P	12/10/2014 WE 20:57	8:00	12/10/2014 WE			RPT515	
HC	T	P	12/09/2014 TU 10:31	8:00	12/09/2014 TU			RPT515	
OT	E	P	12/03/2014 WE 00:00	5:00	12/03/2014 WE			RPT515	
OT	P	P	12/03/2014 WE 00:00	5:00	12/03/2014 WE			RPT515	
OT	E	P	12/02/2014 TU 00:00	10:00	12/02/2014 TU			ROB933	
OT	P	P	12/02/2014 TU 00:00	10:00	12/02/2014 TU			RPT515	
OT	E	P	11/29/2014 SA 00:00	1:00	11/29/2014 SA			RPT515	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:46:28 1 M3LL PARJ _____

> GU 00405, ,11/06/2014,OT,E,00:00 ON HM9U1
LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
VACATION---> 152:00 OT (AT 1.5)--> 214:23 COMPENSATORY-----> 25:00
SICK-----> 152:00 OT (AT 1.0)--> 142:55 HOLIDAY COMP-----> 120:00
SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
EXT SICK---> 0:00 MILITARY LV-> 0:00

-----START-----

		-----START-----				-----END-----			
ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT P	P	11/29/2014	SA 00:00	1:00	11/29/2014	SA		RPT515	
HC E	P	11/28/2014	FR 00:00	8:00	11/28/2014	FR		RPT515	
HC E	P	11/27/2014	TH 00:00	8:00	11/27/2014	TH		RPT515	
CT E	P	11/26/2014	WE 00:00	4:00	11/26/2014	WE		RPT515	
OT E	P	11/26/2014	WE 04:00	2:30	11/26/2014	WE		RPT515	
OT P	P	11/26/2014	WE 04:00	2:30	11/26/2014	WE		RPT515	
HC E	P	11/11/2014	TU 08:00	8:00	11/11/2014	TU		RPT515	
OT E	P	11/07/2014	FR 00:00	3:00	11/07/2014	FR		RPT515	
OT P	P	11/07/2014	FR 00:00	3:00	11/07/2014	FR		RPT515	
OT E	P	11/06/2014	TH 00:00	2:00	11/06/2014	TH		ROB933	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:46:30 1 M3LL PARJ _____

16:46:36 Friday, July 17, 2015

> GU 00405, ,10/10/2014,OT,E,00:00

ON HM9U1
LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
VACATION---> 152:00 OT (AT 1.5)--> 214:23 COMPENSATORY-----> 25:00
SICK-----> 152:00 OT (AT 1.0)--> 142:55 HOLIDAY COMP-----> 120:00
SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
EXT SICK---> 0:00 MILITARY LV-> 0:00

-----START-----

		-----START-----		-----END-----					
ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT	P	11/06/2014	TH 00:00	2:00	11/06/2014	TH		RPT515	
OT	E	10/29/2014	WE 00:00	0:30	10/29/2014	WE		RPT515	
OT	P	10/29/2014	WE 00:00	0:30	10/29/2014	WE		RPT515	
OT	E	10/26/2014	SU 00:00	1:00	10/26/2014	SU		RPT515	
OT	P	10/26/2014	SU 00:00	1:00	10/26/2014	SU		RPT515	
OT	T	10/18/2014	SA 14:43	8:00	10/18/2014	SA		RPT515	
OT	E	10/17/2014	FR 00:00	4:00	10/17/2014	FR		RPT515	
OT	P	10/17/2014	FR 00:00	4:00	10/17/2014	FR		RPT515	
CT	E	10/13/2014	MO 00:00	16:00	10/13/2014	MO		RPT515	
OT	E	10/10/2014	FR 00:00	5:00	10/10/2014	FR		ROB933	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:46:32 1 M3LL PARJ _____

16:46:38 Friday, July 17, 2015

> GU 00405, ,09/26/2014,OT,E,00:00

ON HM9U1
LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
VACATION---> 152:00 OT (AT 1.5)--> 214:23 COMPENSATORY-----> 25:00
SICK-----> 152:00 OT (AT 1.0)--> 142:55 HOLIDAY COMP-----> 120:00
SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
EXT SICK---> 0:00 MILITARY LV-> 0:00

-----START-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT P	P	10/10/2014	FR 00:00	5:00	10/10/2014	FR		RPT515	
OT E	P	10/08/2014	WE 00:00	2:00	10/08/2014	WE		RPT515	
OT P	P	10/08/2014	WE 00:00	2:00	10/08/2014	WE		RPT515	
OT E	P	10/06/2014	MO 00:00	1:00	10/06/2014	MO		RPT515	
OT P	P	10/06/2014	MO 00:00	1:00	10/06/2014	MO		RPT515	
OT E	P	10/01/2014	WE 00:00	5:00	10/01/2014	WE		ROB933	
OT P	P	10/01/2014	WE 00:00	5:00	10/01/2014	WE		RPT515	
OT E	P	09/27/2014	SA 00:00	1:45	09/27/2014	SA		ROB933	
OT P	P	09/27/2014	SA 00:00	1:45	09/27/2014	SA		RPT515	
OT E	P	09/26/2014	FR 00:00	2:00	09/26/2014	FR		RPT515	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:46:34 1 M3LL PARJ

16:46:40 Friday, July 17, 2015

> GU 00405, ,09/01/2014,HC,E,00:00

ON HM9U1
LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
 NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
 EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
 VACATION--> 152:00 OT (AT 1.5)--> 214:23 COMPENSATORY-----> 25:00
 SICK-----> 152:00 OT (AT 1.0)--> 142:55 HOLIDAY COMP-----> 120:00
 SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
 EXT SICK--> 0:00 MILITARY LV-> 0:00

-----START-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT P	P	09/26/2014	FR 00:00	2:00	09/26/2014	FR		RPT515	
OT E	P	09/15/2014	MO 00:00	6:30	09/15/2014	MO		ROB933	
OT P	P	09/15/2014	MO 00:00	6:30	09/15/2014	MO		RPT515	
OT E	P	09/13/2014	SA 00:00	1:00	09/13/2014	SA		ROB933	
OT P	P	09/13/2014	SA 00:00	1:00	09/13/2014	SA		RPT515	
OT E	P	09/12/2014	FR 00:00	2:00	09/12/2014	FR		ROB933	
OT P	P	09/12/2014	FR 00:00	2:00	09/12/2014	FR		RPT515	
OT E	P	09/11/2014	TH 00:00	1:00	09/11/2014	TH		ROB933	
OT P	P	09/11/2014	TH 00:00	1:00	09/11/2014	TH		RPT515	
HC E	P	09/01/2014	MO 00:00	8:00	09/01/2014	MO		RPT515	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:46:36 1 M3LL PARJ

16:46:42 Friday, July 17, 2015

> GU 00405, ,08/15/2014,OT,E,10:46

ON HM9U1
LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
VACATION---> 152:00 OT (AT 1.5)--> 214:23 COMPENSATORY-----> 25:00
SICK-----> 152:00 OT (AT 1.0)--> 142:55 HOLIDAY COMP-----> 120:00
SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
EXT SICK---> 0:00 MILITARY LV-> 0:00

-----START-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT E	P	08/28/2014	TH 00:00	4:00	08/28/2014	TH		RPT515	
OT P	P	08/28/2014	TH 00:00	4:00	08/28/2014	TH		RPT515	
HC E	P	08/27/2014	WE 00:00	8:00	08/27/2014	WE		RPT515	
OT E	P	08/23/2014	SA 00:00	4:00	08/23/2014	SA		RPT515	
OT P	P	08/23/2014	SA 00:00	4:00	08/23/2014	SA		RPT515	
OT E	P	08/20/2014	WE 00:00	8:00	08/20/2014	WE		ROB933	
OT P	P	08/20/2014	WE 00:00	8:00	08/20/2014	WE		RPT515	
OT E	P	08/16/2014	SA 00:00	2:00	08/16/2014	SA		RPT515	
OT P	P	08/16/2014	SA 00:00	2:00	08/16/2014	SA		RPT515	
OT E	P	08/15/2014	FR 10:46	2:45	08/15/2014	FR		ROB933	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:46:39 1 M3LL PARJ _____

16:46:44 Friday, July 17, 2015

> GU 00405,

,07/07/2014,OT,T,14:26

ON HM9U1

LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->

NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015

EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000

VACATION---> 152:00 OT (AT 1.5)--> 214:23 COMPENSATORY----> 25:00

SICK-----> 152:00 OT (AT 1.0)--> 142:55 HOLIDAY COMP----> 120:00

SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00

EXT SICK---> 0:00 MILITARY LV-> 0:00

-----START----- -----END-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT P	P	08/15/2014	FR 00:00	2:45	08/15/2014	FR		RPT515	
OT E	P	08/14/2014	TH 00:00	3:00	08/14/2014	TH		ROB933	
OT P	P	08/14/2014	TH 00:00	3:00	08/14/2014	TH		RPT515	
OT E	P	08/13/2014	WE 00:00	2:00	08/13/2014	WE		ROB933	
OT P	P	08/13/2014	WE 00:00	2:00	08/13/2014	WE		RPT515	
OT E	P	07/30/2014	WE 00:00	4:00	07/30/2014	WE		PAR455	
OT P	P	07/30/2014	WE 00:00	4:00	07/30/2014	WE		RPT515	
OT E	P	07/29/2014	TU 00:00	4:00	07/29/2014	TU		PAR455	
OT P	P	07/29/2014	TU 00:00	4:00	07/29/2014	TU		RPT515	
OT T	P	07/07/2014	MO 14:26	40:00	07/11/2014	FR		RPT515	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:46:41 1 M3LL PARJ _____

16:46:46 Friday, July 17, 2015

> GU 00405, ,05/01/2014,OT,E,00:00

ON HM9U1

LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
 NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
 EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
 VACATION---> 152:00 OT (AT 1.5)--> 214:23 COMPENSATORY-----> 25:00
 SICK-----> 152:00 OT (AT 1.0)--> 142:55 HOLIDAY COMP-----> 120:00
 SK POOL AW--> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
 EXT SICK---> 0:00 MILITARY LV-> 0:00

-----START-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT	T	P	07/01/2014 TU 14:20	24:00	07/03/2014 TH			RPT515	Y
OT	T	P	06/30/2014 MO 14:19	8:00	06/30/2014 MO			RPT515	
OT	T	P	06/23/2014 MO 14:13	40:00	06/27/2014 FR			RPT515	
OT	T	P	06/20/2014 FR 10:46	5:00	06/20/2014 FR			RPT515	
HC	E	P	06/19/2014 TH 00:00	8:00	06/19/2014 TH			RPT515	
CT	E	P	06/07/2014 SA 16:00	16:00	06/07/2014 SA			RPT515	
OT	E	P	06/05/2014 TH 00:00	25:00	06/13/2014 FR			SIN334	
OT	P	P	05/31/2014 SA 00:00	105:00	05/31/2014 SA			SIN334	
HC	E	P	05/26/2014 MO 00:00	8:00	05/26/2014 MO			RPT515	
OT	E	P	05/01/2014 TH 00:00	69:30	05/30/2014 FR			SIN334	

-----END-----

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:46:43 1 M3LL PARJ

16:46:48 Friday, July 17, 2015

> GU 00405, ,03/07/2014,OT,E,00:00

ON HM9U1
LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
 NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
 EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
 VACATION---> 152:00 OT (AT 1.5)--> 214:23 COMPENSATORY-----> 25:00
 SICK-----> 152:00 OT (AT 1.0)--> 142:55 HOLIDAY COMP-----> 120:00
 SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
 EXT SICK---> 0:00 MILITARY LV-> 0:00

-----START-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
HC	E	P	04/21/2014 MO 00:00	8:00	04/21/2014 MO			RPT515	
CT	E	P	04/18/2014 FR 05:45	2:15	04/18/2014 FR			RPT515	
OT	E	P	04/04/2014 FR 00:00	75:30	04/25/2014 FR			SIN334	
OT	E	P	03/28/2014 FR 00:00	10:00	03/28/2014 FR			SIN334	
OT	E	P	03/27/2014 TH 00:00	2:00	03/27/2014 TH			RPT515	
OT	E	P	03/21/2014 FR 00:00	10:15	03/21/2014 FR			RPT515	
OT	E	P	03/20/2014 TH 00:00	6:30	03/20/2014 TH			RPT515	
OT	E	P	03/14/2014 FR 00:00	9:30	03/14/2014 FR			SIN334	
OT	E	P	03/13/2014 TH 05:15	4:45	03/13/2014 TH			RPT515	
OT	E	P	03/07/2014 FR 00:00	9:30	03/07/2014 FR			RPT515	

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:46:45 1 M3LL PARJ _____

16:46:50 Friday, July 17, 2015

> GU 00405, ,02/06/2014,OT,E,00:00 ON HM9U1
 LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
 NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
 EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
 VACATION---> 152:00 OT (AT 1.5)-> 214:23 COMPENSATORY-----> 25:00
 SICK-----> 152:00 OT (AT 1.0)-> 142:55 HOLIDAY COMP-----> 120:00
 SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
 EXT SICK---> 0:00 MILITARY LV-> 0:00

-----START----- -----END-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C			
	OT	E	P	03/06/2014	TH	00:00	5:00	03/06/2014	TH	_____	_____	RPT515
	OT	E	P	02/28/2014	FR	00:00	9:30	02/28/2014	FR	_____	_____	RPT515
	OT	E	P	02/27/2014	TH	00:00	10:00	02/27/2014	TH	_____	_____	RPT515
	OT	E	P	02/21/2014	FR	00:00	9:30	02/21/2014	FR	_____	_____	RPT515
	OT	E	P	02/20/2014	TH	00:00	9:00	02/20/2014	TH	_____	_____	RPT515
	HC	E	P	02/17/2014	MO	00:00	8:00	02/17/2014	MO	_____	_____	RPT515
	OT	E	P	02/14/2014	FR	00:00	9:00	02/14/2014	FR	_____	_____	RPT515
	OT	E	P	02/13/2014	TH	00:00	4:30	02/13/2014	TH	_____	_____	RPT515
	OT	E	P	02/07/2014	FR	00:00	6:30	02/07/2014	FR	_____	_____	RPT515
	OT	E	P	02/06/2014	TH	00:00	6:00	02/06/2014	TH	_____	_____	RPT515

U078I-BALANCES ARE FOR FY 2015

07/17/15 16:46:47 1 M3LL PARJ _____

16:47:03 Friday, July 17, 2015

> C 00405, ,01/15/2014,OT,E,00:00 ON HM9U1
LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE REQUEST-----

AGENCY-----> 00405 SSN----->
NAME-----> ENCINIA, BRIAN T LAST ACCR DT--> 07/01/2015
EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT-----> 00/00/0000
VACATION---> 152:00 OT (AT 1.5)-> 214:23 COMPENSATORY-----> 25:00
SICK-----> 152:00 OT (AT 1.0)-> 142:55 HOLIDAY COMP-----> 120:00
SK POOL AW-> 0:00 ADMIN LV-----> 0:00 OPT HOLIDAY TKN-> 0:00
EXT SICK---> 0:00 MILITARY LV-> 0:00

-----START-----END-----

ACTY	ST	DATE	TIME	LVHRS	DATE	TIME	REASN	OPID	C
OT	E	P	01/31/2014 FR 00:00	10:00	01/31/2014 FR			RPT515	
OT	E	P	01/30/2014 TH 00:00	5:15	01/30/2014 TH			RPT515	
OT	E	P	01/24/2014 FR 00:00	9:15	01/24/2014 FR			RPT515	
OT	E	P	01/23/2014 TH 00:00	6:15	01/23/2014 TH			RPT515	
HC	E	P	01/20/2014 MO 00:00	8:00	01/20/2014 MO			RPT515	
OT	E	P	01/17/2014 FR 00:00	10:00	01/17/2014 FR			RPT515	
OT	E	P	01/16/2014 TH 00:00	11:30	01/16/2014 TH			RPT515	
OT	E	P	01/15/2014 WE 00:00	3:30	01/15/2014 WE			RPT515	
			00/00/0000	0:00	00/00/0000				
			00/00/0000	0:00	00/00/0000				

U078I-BALANCES ARE FOR FY 2015

A205W-END OF LIST

07/17/15 16:46:49 1 M3LL PARJ