

**EMPLOYEE WORK SCHEDULE CHANGE**

*"This form contains information that requires protection from unauthorized disclosure"*

SSAN:	NAME (Last, First, MI)	PAS CODE:	OFFICE SYMBOL:					
EFFECTIVE DATE:	T&A STATUS CODE:	WORK SCHEDULE CODE:						
<b>NEW PAY PERIOD WORK SCHEDULE</b>								
	SUN	MON	TUE	WED	THU	FRI	SAT	SUN PAY (Y/N)
1st Week Hours	_____	_____	_____	_____	_____	_____	_____	
Shift	_____	_____	_____	_____	_____	_____	_____	
Night Diff	_____	_____	_____	_____	_____	_____	_____	_____
2nd Week Hours	_____	_____	_____	_____	_____	_____	_____	
Shift	_____	_____	_____	_____	_____	_____	_____	
Night Diff	_____	_____	_____	_____	_____	_____	_____	_____
Ungraded (WG, WL, WS) Employee:				Rotating Shift Hours (1) _____ (2) _____ (3) _____				
SIGNATURE OF INDIVIDUAL AUTHORIZING CHANGE:				PHONE:		DATE:		

**SHEPPARD AFB FORM 360, AUG 95 (IMT-V1) (FMAL)**

**EMPLOYEE WORK SCHEDULE CHANGE**

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EFFECTIVE DATE:	T&A STATUS CODE:	WORK SCHEDULE CODE:						
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1st Week Hours	_____	_____	_____	_____	_____	_____	_____	
Shift	_____	_____	_____	_____	_____	_____	_____	
Night Diff	_____	_____	_____	_____	_____	_____	_____	_____
2nd Week Hours	_____	_____	_____	_____	_____	_____	_____	
Shift	_____	_____	_____	_____	_____	_____	_____	
Night Diff	_____	_____	_____	_____	_____	_____	_____	_____
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### **About the ITAOP/savePDF Method**

The traditional Field-by-Field creation process is extremely ineffective and slow.

The only realistic option to create high-quality forms is the Insert-Text-Anywhere-on-Page (ITAOP) method.

The field creation process is about 10,000 times faster than the traditional method; the list of ITAOP features is not even available for the traditional method.

ITAOP savePDF method proved to be very simple and completely reliable for millions of users all over the world (incl. individuals, companies, organizations, government employees).