

# GLENDALE COMMUNITY COLLEGE DISTRICT

## WEEKLY ABSENCE REPORT


1) DUE EVERY TUESDAY IN PAYROLL DEPT.

2) RETAIN COPY FOR YOUR FILES.

**DATE SUBMITTED**

**DEPT.** Student Affairs

**FROM:** 6/27/2022 **TO:** 7/1/2022

EMPLOYEE (In alphabetical order) LAST NAME FIRST NAME		DATES ABSENT AND CODE	Accounting Use Only		
			Absence		Remarks
				Paid	
Artuni	Marineh	None			
Avanousian	Aida	6/27-6/30(32hrs) V			
Cicuto	Christopher	6/27-6/28(16hrs) V			
Crawford	David	6/27-7/1(40hrs) V			
Cuevas	Martha	None			
Garcia	Yessenia	None			
Gomez	Jose	None			
Juan	Claudia	None			
Kakosian	Nane	None			
Leon	Alex	None			
Manukyan	Andranik	None			
Mnasaghanian	Ani	None			
Nersesian	Roxy	None			
Orejuela	Claudia	None			
Shamoyan	Karen	None			
Silva	Roger	None			
Tover	Olga	None			
Zariani	Hoover	None			
Villarreal	Jennifer	None			
<b>ABSENCE CODES</b> <b>B - BEREAVEMENT</b> <b>P - PERSONAL - UNPAID</b> <b>D - DISTRICT APPROVED</b> <b>PN - PERSONAL NECESSITY</b> <b>I - ILLNESS</b> <b>Q - QUARANTINE</b> <b>IA - INDUSTRIAL ACCIDENT</b> <b>S - SUBPOENA</b> <b>J - JURY DUTY</b> <b>V - VACATION</b> <b>M - MILITARY</b>		I hereby certify that the absence information shown above is true and complete and that all other employees under my control have worked their regular schedules.  <div style="text-align: center;">   <hr/> <b>Department Head Signature</b>  <b>Dr. Tzoler Oukayan</b>  <hr/>                     Print Name                 </div> <div style="text-align: right; margin-top: 10px;">                     Date: 7/7/2022                      Prepared by: Aida Avanousian      Checked by:                 </div>			