

# Government of Alberta

## Bi-weekly Pay Calendar For Salaried Employees

### 2009

October						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

### 2010

January						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

July						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31



August						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				



September						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

-  Bi-weekly pay period
-  Oct 1-3, paid on Oct 16

-  Deadline for Time Approval
-  Pay Day

-  GoA Holiday

**Standardized Salary  
Leave and Absence Time Reporting  
Codes (TRC)**

SPECIAL LEAVE	
TRC	Description
AEP	Administration of Estate Paid
AFP	Attend Funeral Paid
BAP	Birth/Adoption Paid
BLP	Bereavement Leave Paid
CHP	Citizenship Hearing Paid
DCP	Disaster Conditions Paid
EXP	Examinations Paid
FSP	Family Sickness Paid
MHP	Moving Household Paid
NLV	Northern Leave

SICK LEAVE	
TRC	Description
APPT	Medical Appointment Paid
CIP	Casual Illness
CIW	Casual Illness w/o Pay
CCP	Contract Casual Illness Paid
MIP	Minor Illness Paid

VACATION	
TRC	Description
VAC	Vacation Taken
VSK	Management Supplement Taken

OTHER LEAVE	
TRC	Description
GLP	Grievance Leave Paid
LTW	Late Without Pay
MSCP	Miscellaneous Leave Paid
MSCW	Miscellaneous Leave w/o Pay
STDP	Staff Development Paid
UBP	Union Business Paid

**Please Note:**

This is a complete list of online time entry reporting codes. Only the time reporting codes assigned to each ministry group will be available for that group to use.

**Standardized Salary  
Other Pay Time Reporting Codes  
(TRC)**

OTHER PAY	
TRC	Description
BPH	Banked Paid Holiday Earned
BPHP	Banked Paid Holiday Paid
BPHT	Banked Paid Holiday Taken
CAC	Correct Allow (COR R1)
CAF	Correct Allow (COR R3)
CAG	Correct Allow (COR R2)
CAM	Correct Allow (COR R4)
CB1	Call Back Pay 1X Rate
CB2	Call Back Pay 1.5X Rate
CB3	Call Back Pay 2X Rate
CBPB	Call Back Pay Banked
CSA	Camp Staff Allowance - Sub 3
CSD	Camp Staff Allowance Day
CSO	Camp Staff Allow Overnight
CSW	Camp Staff Wilderness
CT1	Call Back Telephone 1X Rate
CT2	Call Back Telephone 1.5X Rate
FFA	Fire Fighter Allowance
PH1	Paid Holiday 1 X Rate
PH2	Paid Holiday 1.5 X Rate
PH3	Paid Holiday 2 X Rate
PHL	Paid Holiday 0.5 X Rate
PHP	Paid Holiday in Lieu Of
PHT	Paid Holiday Taken
SBH	Standby Pay Holiday
SBP	Standby Pay Regular
SBPB	Standby Pay Banked
SDN	Shift Differential Nights
SDW	Shift Differential Weekends
STC	Straight Time Training Course
STR	Straight Time Reporting Pay

OVERTIME PAY	
TRC	Description
BTE	Banked Overtime Earned
BTT	Banked Time Taken
DTO	Double Time Overtime
STM	Straight Time Meal
STO	Straight Time Overtime
THO	Time and One Half Overtime (1.5X)

For additional information visit MyAgent at  
<https://www.myagent.gov.ab.ca>  
 Or, visit the IMAGIS Upgrade website at  
[imags.servicealberta.gov.ab.ca](https://imags.servicealberta.gov.ab.ca)