

Monthly shift schedule

January 2026

Company / site

Manager

#	Employee	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	Planned hours	Shifts
		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		
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Staff on shift																																		

Shifts and hours

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OFF

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 Vacation

S

 Sick

Approved by (signature and date)

Monthly shift schedule

February 2026

Company / site

Manager

#	Employee	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S				Planned hours	Shifts
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Staff on shift																																		

Shifts and hours E Early D Day L Late N Night OFF Day off V Vacation S Sick

Approved by (signature and date)

Monthly shift schedule

March 2026

Company / site

Manager

#	Employee	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	Planned hours	Shifts
		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		
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Shifts and hours

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OFF

 Day off

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 Vacation

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 Sick

Approved by (signature and date)

Monthly shift schedule

April 2026

Company / site

Manager

#	Employee	W 1	T 2	F 3	S 4	S 5	M 6	T 7	W 8	T 9	F 10	S 11	S 12	M 13	T 14	W 15	T 16	F 17	S 18	S 19	M 20	T 21	W 22	T 23	F 24	S 25	S 26	M 27	T 28	W 29	T 30		Planned hours	Shifts
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Shifts and hours **E** Early __:__:__ **D** Day __:__:__ **L** Late __:__:__ **N** Night __:__:__ **OFF** Day off **V** Vacation **S** Sick

Approved by (signature and date)

Monthly shift schedule

May 2026

Company / site

Manager

#	Employee	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	Planned hours	Shifts
		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		
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Shifts and hours **E** Early __: __: __ **D** Day __: __: __ **L** Late __: __: __ **N** Night __: __: __ **OFF** Day off **V** Vacation **S** Sick

Approved by (signature and date)

Monthly shift schedule

June 2026

Company / site

Manager

#	Employee	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	Planned hours	Shifts
		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		
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Shifts and hours **E** Early __: __-__: __ **D** Day __: __-__: __ **L** Late __: __-__: __ **N** Night __: __-__: __ **OFF** Day off **V** Vacation **S** Sick

Approved by (signature and date)

Monthly shift schedule

July 2026

Company / site

Manager

#	Employee	W 1	T 2	F 3	S 4	S 5	M 6	T 7	W 8	T 9	F 10	S 11	S 12	M 13	T 14	W 15	T 16	F 17	S 18	S 19	M 20	T 21	W 22	T 23	F 24	S 25	S 26	M 27	T 28	W 29	T 30	F 31	Planned hours	Shifts
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Shifts and hours **E** Early __:__:__ **D** Day __:__:__ **L** Late __:__:__ **N** Night __:__:__ **OFF** Day off **V** Vacation **S** Sick

Approved by (signature and date)

Monthly shift schedule

August 2026

Company / site

Manager

#	Employee	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	Planned hours	Shifts
		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		
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Approved by (signature and date)

Monthly shift schedule

September 2026

Company / site

Manager

#	Employee	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W		Planned hours	Shifts
		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			
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Shifts and hours **E** Early __: __-__: __ **D** Day __: __-__: __ **L** Late __: __-__: __ **N** Night __: __-__: __ **OFF** Day off **V** Vacation **S** Sick

Approved by (signature and date)

Monthly shift schedule

October 2026

Company / site

Manager

#	Employee	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	Planned hours	Shifts
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Approved by (signature and date)

Monthly shift schedule

November 2026

Company / site

Manager

#	Employee	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M		Planned hours	Shifts
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Shifts and hours **E** Early __: __-__: __ **D** Day __: __-__: __ **L** Late __: __-__: __ **N** Night __: __-__: __ **OFF** Day off **V** Vacation **S** Sick

Approved by (signature and date)

Monthly shift schedule

December 2026

Company / site

Manager

#	Employee	T 1	W 2	T 3	F 4	S 5	S 6	M 7	T 8	W 9	T 10	F 11	S 12	S 13	M 14	T 15	W 16	T 17	F 18	S 19	S 20	M 21	T 22	W 23	T 24	F 25	S 26	S 27	M 28	T 29	W 30	T 31	Planned hours	Shifts
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Shifts and hours

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Approved by (signature and date)

Monthly shift schedule

Month / Year _____

Company / site _____

Manager _____

#	Employee	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	Planned hours	Shifts
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