How Do I View My Comp Time Balance?

Navigation

- 1. Log into OneUSG Connect.
- 2. From Employee Self Service, click the Time and Absence tile.
- 3. On the Time page, click Absence Balances.
- On the Balances page, all of your various Absence Balances are listed.
 You will only see balance absence types that apply to you.
- Locate your Compensatory Time Balance, which is labeled Comptime Balance on this page.
- Note that the hours are current as of the date reflected. The balance does not reflect absence hours earned or taken, which have not yet been processed.

