



Timbrook Public Safety Center
231 East Piccadilly Street, Ste. 330
Winchester, VA 22601

Telephone: (540) 662-2298
FAX: (540) 542-1318
Website: www.winchesterva.gov

TO: All Fire & Rescue Personnel
FROM: Scott Kensinger, Captain
RE: Spring Time Change
DATE: March 9, 2012

INFORMATIONAL BULLETIN IB-12009

This is a reminder that daylight savings time will occur on Sunday, March 11, 2012. This is the time when we "Spring Forward". The personnel that are scheduled to work on Saturday will only work a total of 23 hours. For timesheet purposes, the Saturday personnel will need to log their timesheets as twenty three (23) hours worked and one (1) hour of leave.

The personnel scheduled to work on Sunday are reminded to change their clocks the night before to ensure they arrive at work on time.