

ARTICLE 32-OVERTIME IMPLEMENTATION EXAMPLES

Work Schedule for Examples #1 - #7

	M	Tu	W	Th	F	Sat	Sun	
Employee Schedule	8	8	8	8	8	off	off	

EXAMPLE #1:

	M	Tu	W	Th	F	Sat	Sun	
Actual Hours Worked	8	8	8	8	8	4	off	40 RG 4 OT

No change. Employee would receive overtime for hours worked over 40. Since no sick leave involved, the issue of mandatory or voluntary work on a regularly scheduled day off is not an issue.

EXAMPLE #2:

Employee Sched Same as Example #1	M	Tu	W	Th	F	Sat	Sun	
Actual Hours Worked	2SL 6RG + 1 Extra (1AST*)	8	8	8	8	off	off	38 RG 2 SL 1 AST

Sick leave does not count toward computation of overtime since the employee was not mandated to work on a day off.

*AST = Payroll code of unscheduled straight time which reflects straight time paid at the hourly rate beyond regular schedule

EXAMPLE #3:

Employee Sched Same as Example #1	M	Tu	W	Th	F	Sat	Sun	
Actual Hours Worked	2SL 6RG+ 8 Extra (2AST & 6OT)	8	8	8	8	off	off	38 RG 2 SL 2 AST 6 OT

EXAMPLES #4-8: **a)** Since employee was mandated to work on a regularly scheduled day off, paid sick leave is counted toward the computation of overtime at the end of the work week. **b)** Since employee volunteered or agreed at the Employer's request to work on a regularly scheduled day off, paid sick leave is not counted toward the computation of overtime.

EXAMPLE #4 :

Employee Sched Same as Example #1	M	Tu	W	Th	F	Sat	Sun	
a) Actual Hours Worked	8SL	8	8	8	8	4 mandatory (4OT)	off	32 RG 8 SL 4 OT
b) Actual Hours Worked	8SL	8	8	8	8	4 voluntary (4AST)	off	32 RG 8 SL 4 AST

EXAMPLE #5:

Employee Sched Same as Example #1	M	Tu	W	Th	F	Sat	Sun	
a) Actual Hours Worked	4SL 8RG	8	8	8	8 (4 RG + 4 OT)	4 mandatory (4OT)	off	36 RG 4 SL 8 OT
b) Actual Hours Worked	4SL 4RG + 4 Extra (4AST)	8	8	8	8	4 voluntary (4OT)	off	36 RG 4 SL 4 AST 4 OT

EXAMPLE #6:

Employee Sched Same as Example #1	M	Tu	W	Th	F	Sat	Sun	
a) Actual Hours Worked	4SL 6RG	10	8	8	8 (4 RG + 4 OT)	4 mandatory (4OT)	off	36 RG 4 SL 8 OT
b) Actual Hours Worked	6RG 4SL	10	8	8	8 (4RG + 4AST)	4OT voluntary	off	36 RG 4 SL 4 AST 4 OT

EXAMPLE #7:

Employee Sched Same as Example #1	M	Tu	W	Th	F	Sat	Sun	
a) Actual Hours Worked	2SL 6RG + 8 Extra (2AST & 6OT)	8	8	8	8 (6RG & 2 OT)	4 mandatory (4 OT)	off	36 RG 2 SL 2 AST 12 OT
b) Actual Hours Worked	2SL 6RG + 8 Extra (2AST & 6OT)	8	8	8	8	4 voluntary (4OT)	off	38 RG 2 SL 2 AST 10 OT

Work Schedule for Example #8:

	M	Tu	W	Th	F	Sat	Sun	
Employee Schedule	8	off	off	8	8	8	8	40 RG

Example #8:

Employee Schedule Same as Example #8	M	Tu	W	Th	F	Sat	Sun	
a) Actual Hours Worked	8RG + 1hr.Extra (1 OT)	4 mandatory (4 OT)	off	8SL	8	8	8	32 RG 8 SL 5 OT
b) Actual Hours Worked	8RG + 1hr extra (1 hr OT)	4 voluntary (4 AST)	off	8SL	8	8	8	32 RG 8 SL 4 AST 1 OT

Note: If vacation is approved as substitute for sick leave (when exhausted), treat the same way as with sick leave