

ARTICLE 23: OVERTIME

A. Definition

Overtime is time worked by a unit employee which exceeds eight (8) hours in a workday (for employees not on an Alternate Work Schedule or AWS), or forty (40) hours in their assigned workweek. Overtime for unit employees on a 9/80 AWS is time which exceeds nine (9) hours in a workday or anytime on a scheduled “off” day. Overtime for unit employees on a 4/10 AWS is time which exceeds ten (10) hours in a workday or anytime on a scheduled “off” day.

B. Pay for Overtime

Unit employees not on an approved Alternate Work Schedule are paid at the premium rate of 1-1/2 times their regular rate for time actually worked in excess of eight (8) hours in a workday or forty (40) hours in their assigned workweek.

Unit employees on an approved Alternate Work Schedule are paid overtime according to their Alternate Workweek Agreement, to include:

- All work performed in any workday beyond the schedule established by their agreement up to ten (10) hours a day or beyond forty (40) hours in any workweek will be paid at 1-1/2 times their regular hourly rate. All work performed in excess of twelve (12) hours in any workday will be paid at double the employee’s regular hourly rate.
- All hours for work performed on a scheduled off day are paid at the premium rate of 1-1/2 times the regular hourly rate for the first eight (8) hours and double the regular hourly rate over eight (8) hours.
- Overtime for work on holidays is paid at 1-1/2 times the regular hourly rate for the first eight (8) hours, plus eight (8) hours holiday pay at the regular hourly rate.

Any hours worked by a unit employee over eight (8) on the 7th consecutive day of a workweek are paid at double the regular hourly rate.

1. Approval to Work Overtime

Unit employees may request overtime hours and receive them subject to the Employer’s process for approval.

2. Pay for an Extended Workweek Schedule

Unit employees normally on a 5/8 work schedule who are placed on an Extended Workweek Schedule (as defined in Article 20, Hours of Work) are paid for hours worked in excess of eight (8) in a workday or forty (40) in a workweek.

3. Special Approval for Excess Overtime

Unit employee work schedules shall afford a minimum of days off to permit adequate rest. Unit members shall not be compelled to work beyond the following without prior approval from the Associate Director for Facilities and Infrastructure, or the Security Director.

- a. A total of twelve (12) hours in a twenty-four (24) period.
- b. Sixteen (16) hours of overtime in a workweek.
- c. Fourteen (14) consecutive days without at least two (2) days of rest before the next workday prior to the next scheduled shift.
- d. Overtime in each workweek for four (4) consecutive weeks.