

ARTICLE 36

OVERTIME

- A. Except for Community Mental Health employees in Pay Grade 19 and above, overtime work, including emergency overtime work, scheduled and authorized by the Department Head shall be compensated at a rate of time and one-half (1 1/2) for work in excess of the employee's daily Regular Work Schedule as described in Article 35. For Community Mental Health employees, in Pay Grade 19 and above, see Section A, 2 of Appendix C, Supplement To Master Agreement.

Approved and paid Sick Days, Annual Leave Days and Personal Days shall be recognized in this Article as time worked for purposes of overtime calculation.

- B. An employee called in for work at times other than his/her regular scheduled shift, shall receive a minimum of four (4) hours compensation at a rate of time and one-half (1 1/2). Said employee may be required to perform a minimum of four (4) hours work within his/her classification. When an employee is assigned to begin a shift earlier than normal and/or to end a shift later than normal, the overtime provision in Article 36, Overtime, Section E.1, shall apply.
- C. An employee who works a twenty-four (24) hour shift at the 8 1/2 Mile Pumping Station shall be compensated at a rate of time and one-half (1 1/2) for work performed if his/her sleeping period has been interrupted, according to provisions of Article 35, Regular Work Schedule.

D. Compensation as used in this Article shall mean either cash payment or compensatory time. The Employer has the right to offer overtime compensation either in the form of cash payment or compensatory time. An employee has the right to refuse overtime if it is offered as compensatory time; however, the Employer may then offer the overtime, in the form of compensatory time, to other employees.

E. Overtime Rotation:

1. Overtime hours shall be divided as equally as possible among employees in the same classification in the same division, in the same department. Overtime distribution will be by seniority until the first overtime assignments are made. Once the first overtime assignments are made, future assignments shall be on a rotation basis. All overtime assignments refused shall be considered as if the overtime had been worked. In an emergency situation, Custodians at Facilities and Operations Department assigned to the location where the emergency exists, shall be afforded the overtime assignment. The overtime worked shall be counted as part of the rotation basis. Further, when a Custodian is scheduled to work a Holiday, the Custodian normally assigned to the location where the Holiday overtime is required shall be afforded the overtime assignment. The overtime worked shall be counted as part of the rotation basis.
2. Whenever overtime is required, the employee with the least number of overtime hours will be asked first to perform the work. If this employee declines, the next employee on the posted list shall be contacted, and so on, until an employee is available.
3. Employees in other classifications in the same division, in the same department may be called for overtime if there is a shortage of employees in the classification needed, provided they are capable of performing the work with minimal instruction.