

*A METERED E.O. 206-01*

1. REQUEST FOR <input type="checkbox"/> LOCAL LOOKOUT <input type="checkbox"/> INTERSTATE TT <input type="checkbox"/> ADMINISTRATIVE TT <input type="checkbox"/> DETAIL (See Reverse)	2. TYPE <input type="checkbox"/> ORIGINAL <input type="checkbox"/> EXPEDITE <input type="checkbox"/> ADDITIONAL <input type="checkbox"/> CANCEL <input type="checkbox"/> CORRECTION <input type="checkbox"/> REPEAT <input type="checkbox"/> REPLY	3. COMPLAINT NUMBER	6. DATE OF REQUEST April 14, 2006
		4. UNIT NUMBER 727-4363	7. REQUESTING ELEMENT OCOP
		5. <input type="checkbox"/> NOT FOR THE PRESS	8. <input type="checkbox"/> FLASH TT REQUESTED
9. TO			
10. NAME OF WANTED PERSON		11. WANTED BY	12. CHARGE
13. COMPLAINANT'S NAME		14. COMPLAINANT'S ADDRESS	
15. DESCRIPTION OF WANTED PERSON OR MESSAGE  Effective immediately, and notwithstanding the provisions of General Order 206.1 "Time and Attendance," all overtime worked in excess of a member's regularly scheduled tour of duty shall be compensated with overtime pay, unless the member has specifically notified his or her element commander that he or she elects to receive compensatory time and that notification has been received in advance of the overtime work performed. This policy shall apply regardless of the reason for the overtime work, including overtime for court appearances. If a member wants to receive compensatory time, the member shall complete a PD 267, "Request for Compensatory Time for Overtime to be Worked" (Rev. 4/06) and submit the notification to the commander of his or her organizational element. If a notification is not received before the work is performed, the member shall receive overtime pay at the appropriate rate.  The rate of compensation, whether through overtime pay or compensatory time, shall be calculated in accordance with the FLSA.			
SENDER-BADGE-ORG. ELM. Terrence D. Ryan General Counsel	AUTHORIZED BY-BADGE-ORG. ELM. Michael J. Fitzgerald Executive Assistant Chief of Police	BUREAU HEAD APPROVAL Charles H. Ramsey Chief of Police	
COMMUNICATIONS DIVISION USE ONLY			
REMARKS		DATE AND TIME	
		FILE	
		TELEPHONE NUMBER	

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2- Element File Copy

6-0-206-01

METROPOLITAN POLICE DEPARTMENT  
Washington, DC

TO: Commander \_\_\_\_\_

SUBJECT: Request for Compensatory Time for Overtime to be Worked

I request that I be granted compensatory time in lieu of monetary compensation

for the \_\_\_\_\_ hours of overtime I will work on \_\_\_\_\_  
*Date*

The purpose of my overtime assignment is \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ *Member's Signature Date*

\_\_\_\_\_ *Official's Signature Date*

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\_\_\_\_\_ *Official's Signature Date*