

AMONDS 206.01

1. REQUEST FOR <input type="checkbox"/> LOCAL LOOKOUT <input type="checkbox"/> INTERSTATE TT <input checked="" type="checkbox"/> ADMINISTRATIVE TT <input type="checkbox"/> DETAIL (See Reverse)	2. TYPE <input checked="" 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 October 20, 2006
		4. UNIT NUMBER 727-4261	7. REQUESTING ELEMENT Office of Human Services
		5. <input type="checkbox"/> NOT FOR THE PRESS	8. <input type="checkbox"/> FLASH TT REQUESTED

9. TO
SUPERVISORY PERSONNEL

10. NAME OF WANTED PERSON	11. WANTED BY	12. CHARGE
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13. COMPLAINANT=S NAME	14. COMPLAINANT=S ADDRESS
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15. DESCRIPTION OF WANTED PERSON OR MESSAGE

The purpose of this teletype is to advise you of a policy determination made by the Mayor concerning the payment of overtime to non-union civilian employees occupying positions designated as Fair Labor Standards Act (FLSA) exempt ("FLSA-exempt"); and to address the practice of granting "DC Compensatory Time", more commonly known as "DC Comp Time".

Effective immediately, no overtime pay shall be authorized for FLSA-exempt non-union civilian employees who work hours in excess of their normal tour of duty. This applies to all Career, Excepted, and Management Supervisory Service FLSA-exempt non-union civilian employees.

Section 1139 of Chapter 11 of the D.C. personnel regulations, Classification and Compensation, allows for the granting of "Exempt Time Off", as follows:

Exempt Time Off: FLSA-exempt employees at grades 14 or below may be granted Exempt Time Off, which is additional time off earned on an hour-for-hour basis as compensation for work actually performed that is in excess of 80 hours in a pay period up to 80 hours in any consecutive 12-month period. Exempt Time Off is forfeited if not used by the end of the leave year following the year in which it is earned.

Please be advised that if you have any civilian employees under your supervision who are subject to FLSA, they must use any accumulated D.C. Compensatory Time by **December 31, 2006 or the closing out of pay period 26.**

If you have any questions regarding this mater, please call the Office of Human Services at 727-4261.

SENDER-BADGE-ORG. ELM. A/C Shannon P. Cockett Office of Human Services	AUTHORIZED BY-BADGE-ORG.ELM. A/C Shannon P. Cockett Office of Human Services	BUREAU HEAD APPROVAL Eric Coard, SED Corporate Support
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COMMUNICATIONS DIVISION USE ONLY	
REMARKS	DATE AND TIME
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	TT#10-090-06 TELETYPE NUMBER TT 10-090-06

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