

# STOCKTON UNIVERSITY



## PROCEDURE

### Emergency Overtime

Procedure Administrator: Associate Vice President for Human Resources  
Authority: Civil Service Commission Compensation Compendium  
Effective Date: November 11, 1974; February 3, 1975; May 30, 2009; August 10, 2010; August 15, 2019  
Index Cross-References:  
Procedure File Number: 6122  
Approved By: Harvey Kesselman, President

The Civil Service Commission outlines special rates for time worked done in excess of normal work hours on emergency, maintenance, construction, snow removal, or other activities in situations which constitute unreasonable safety hazards to the public, employees, other persons or property of the State ("Emergency Conditions").

The special rates for Emergency Conditions are published periodically in the State Compensation Compendium issued by the Civil Service Commission. These rates only apply outside of employee's scheduled work shifts and the work involved must be for Emergency Conditions that are vital to the safety and operation of the University.

Emergency overtime must be assigned on a rotational basis among those capable of performing the work. Any employee called in to work under emergency conditions is entitled to a minimum of two hours pay at the special rates.

### Review History:

Associate VP for Human Resources	06/26/2019
General Counsel	08/01/2019
Cabinet	08/01/2019
President	08/15/2019