

Overtime Accrual Examples for State Employees

EXAMPLE 1 FLSA Overtime Only - A nonexempt employee works more than 40 hours in one week.

Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total Hours Recorded	Total Hours Worked	Difference
NS	8 - W	8 - W	8 - W	8 - W	8 - W	8 - W	48	48	0
NS= Not Scheduled W = Worked PL = Paid Leave							Hours in a work week	- 40	
							Difference	8	x 1.5 = 12

FLSA Comp Time Balance				
Beginning Balance	Earned	Taken	Ending Balance	
0	+ 12	- 0	= 12	

State Comp Time Balance				
Beginning Balance	Earned	Taken	Ending Balance	
0	+ 0	- 0	= 0	

EXAMPLE 2 State Comp Time Only - A nonexempt employee works no more than 40 hours in one week but time recorded exceeds 40 hours because of paid leave or holiday.

Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total Hours Recorded	Total Hours Worked	Difference
NS	8 - W	8 - W	8 - PL	8 - W	8 - W	8 - W	48	40	8
NS= Not Scheduled W = Worked PL = Paid Leave							Hours in a work week	- 40	
							Difference	0	x 1.5 = 0

FLSA Comp Time Balance				
Beginning Balance	Earned	Taken	Ending Balance	
0	+ 0	- 0	= 0	

State Comp Time Balance				
Beginning Balance	Earned	Taken	Ending Balance	
0	+ 8	- 0	= 8	

EXAMPLE 3 Combination of FLSA Overtime and State Comp Time – A nonexempt employee works more than 40 hours in one week and time recorded exceeds total number of hours worked because of paid leave or holidays.

Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total Hours Recorded	Total Hours Worked	Difference
NS	8 - W	8 - W	8 - PL	8 - W	8 - W	10 - W	50	42	8
NS= Not Scheduled W = Worked PL = Paid Leave							Hours in a work week	- 40	
							Difference	2	x 1.5 = 3

FLSA Comp Time Balance				
Beginning Balance	Earned	Taken	Ending Balance	
0	+ 3	- 0	= 3	

State Comp Time Balance				
Beginning Balance	Earned	Taken	Ending Balance	
0	+ 8	- 0	= 8	