Overtime Accrual Examples for State Employees

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

<table>
<thead>
<tr>
<th>Mon</th>
<th>Tue</th>
<th>Wed</th>
<th>Thu</th>
<th>Fri</th>
<th>Sat</th>
<th>Sun</th>
<th>Total Hours Recorded</th>
<th>Total Hours Worked</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>8 - W</td>
<td>8 - W</td>
<td>8 - W</td>
<td>8 - W</td>
<td>8 - W</td>
<td>8 - W</td>
<td>NS</td>
<td>48</td>
<td>48</td>
<td>0</td>
</tr>
</tbody>
</table>

NS= Not Scheduled  
W = Worked  
PL = Paid Leave

![FLSA Comp Time Balance](image)

![State Comp Time Balance](image)

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.

<table>
<thead>
<tr>
<th>Mon</th>
<th>Tue</th>
<th>Wed</th>
<th>Thu</th>
<th>Fri</th>
<th>Sat</th>
<th>Sun</th>
<th>Total Hours Recorded</th>
<th>Total Hours Worked</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>8 - W</td>
<td>8 - W</td>
<td>8 - W</td>
<td>8 - PL</td>
<td>8 - W</td>
<td>8 - W</td>
<td>NS</td>
<td>48</td>
<td>40</td>
<td>8</td>
</tr>
</tbody>
</table>

NS= Not Scheduled  
W = Worked  
PL = Paid Leave

![FLSA Comp Time Balance](image)

![State Comp Time Balance](image)

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.

<table>
<thead>
<tr>
<th>Mon</th>
<th>Tue</th>
<th>Wed</th>
<th>Thu</th>
<th>Fri</th>
<th>Sat</th>
<th>Sun</th>
<th>Total Hours Recorded</th>
<th>Total Hours Worked</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>8 - W</td>
<td>8 - W</td>
<td>8 - W</td>
<td>8 - PL</td>
<td>8 - W</td>
<td>10 - W</td>
<td>NS</td>
<td>50</td>
<td>42</td>
<td>8</td>
</tr>
</tbody>
</table>

NS= Not Scheduled  
W = Worked  
PL = Paid Leave

![FLSA Comp Time Balance](image)

![State Comp Time Balance](image)