



Office of General Services Business Services Center

Information Announcement

Over40 Comp Time II Pilot Program For CSEA, PEF or DC-37 Employees

The Governor's Office of Employee Relations (GOER) has recently announced the Over40 Comp Time II Pilot Program (Over40 II) for program year 2018-19.

Under this Program, employees are eligible if they are represented by CSEA (ASU, OSU and ISU), PEF (PS&T), or DC-37 (RRSU) in an overtime eligible position, allocated to a Grade 22 or below. Eligible employees may opt to earn compensatory time at the time and one-half rate in lieu of overtime pay for hours worked in excess of 40 in a work week, and will be provided the opportunity to cash-out that time at a later date.

Once enrolled, employees may not withdraw and must participate for the entire program year as long as they continue to be employed in an overtime-eligible position in a participating bargaining unit.

Employees may earn up to a total of 240 hours of Over40 II credits, and are not allowed to charge these credit hours as a leave accrual, even if all other accruals are exhausted.

Employees with Over40 II credits on their time records can cash out up to 120 hours each year. The annual cash-out election period is in October and the payment will be made in the payroll period closest to December 1. It will be paid at the employee's straight-time rate of pay at the time of cash-out. Election forms will be distributed before the start of the annual election period.

In issuing the guidelines for this program, GOER communicated that the determination of whether overtime is required remains a management prerogative, subject to an agency's operational and program needs. Over40 II does not create any new obligation to offer overtime to employees.

2017-18 Program Year Conclusion

The 2017-2018 Over40 II program year will conclude on June 28, 2018 for employees on the Administration pay cycle and June 21, 2018 for employees on the Institution pay cycle. Employees currently enrolled in the Program, who do not submit a new enrollment form for the 2018-2019 program year, will be removed from the Program. Those employees will be eligible to receive overtime pay at time and one-half for overtime worked beginning on June 29, 2018 for the Administration pay cycle and June 22, 2018 for the Institution pay cycle.

2018-19 Program Year Enrollment

Employees who enroll in the 2018-2019 program year will be eligible to receive Over40 II credits for overtime worked beyond 40 hours in a workweek for 26 pay periods beginning on June 29, 2018 for the Administration pay cycle and June 22, 2018 for the Institution pay cycle. To enroll in the 2018-2019 program year of the Over40 II, please complete the Over40 Comp Time II Pilot Program Enrollment Form that can be found on the BSC website at <http://bsc.ogs.ny.gov/content/time-attendance> under Time and Attendance Forms & Publications, For All Employees. Once completed, employees should return the form to the BSC Time and Attendance Unit no later than **May 15, 2018**, close of business.

Completed forms may be emailed to BSCTimeAdmin@ogs.ny.gov or mailed to:

OGS Business Services Center
Time & Attendance Unit
Building 5, W. Averell Harriman State Office Campus, 4th Floor
1220 Washington Avenue
Albany, NY 12226-1900

If you need assistance or have questions, please contact the BSC Time & Attendance Unit at (518) 457-4272 or BSCTimeAdmin@ogs.ny.gov.