Over40 Comp Time II Pilot Program
Enrollment Form – 2013-2014 Program Year

***Directions**: To participate in the 2013-2014 Over40 Comp Time II Pilot Program (Over40 II), please complete and submit this form to your payroll office no later than **May 15, 2013**. Please print.*

Name: _____

Agency: _____

Work Location: _____

Title: _____ **Salary Grade:** _____

Bargaining Unit (circle one): ASU ISU OSU DMNA PS&T

I am an employee in an overtime-eligible position in salary grade 22 or below in one of the above-listed bargaining units. I understand that under the overtime rules, I am eligible to be compensated in cash at the time and one-half rate for time worked in excess of 40 hours per workweek. However, I have read the Over40 II description and wish to earn Over40 II credits at the time and one-half rate for hours worked in excess of 40 hours per workweek in lieu of overtime pay. (For firefighters in the Division of Military and Naval Affairs, hours in excess of 106 in a biweekly pay period will earn Over40 II credits.)

I understand that the maximum accumulation of Over40 II credits is 240 hours each program year, including any credits carried forward from Over40 I under the 2003-2007 State-CSEA agreements. Such credits carried forward will become subject to the provisions of Over40 II, including prohibition on use as a leave accrual. If I reach the 240-hour maximum of Over40 II credits during the program year, any additional hours of overtime will be paid at the time and one-half overtime rate and Over40 II credits will not be earned until my balance is reduced below the 240-hour maximum.

My election to earn Over40 II credits will remain in effect for 26 pay periods beginning on June 20, 2013 (Administration Payroll), or from June 27, 2013 (Institution Payroll).

Signature: _____

Submit this form to your agency personnel or payroll office no later than May 15, 2013.