

P L E A S E P O S T

PUBLIC NOTICE
Minnesota Civil Service Department
August 11, 1966

Under provisions of Minnesota Statutes 1965, Section 15.0412, Subdivision 4, notice is hereby given of a public hearing before the Civil Service Board on proposed revisions to Civil Service Rules 5.5 and 13.2.

The hearing will be held at 11:00 a.m., Wednesday, September 21, 1966, in the offices of the Civil Service Department, 180 State Office Building, St. Paul, Minnesota.

The purpose of the proposed rule changes, a copy of which is attached, is to effect a change in policy with respect to overtime, effective at the beginning of the next fiscal year.

The present rules are printed in their entirety. There are no deletions. Proposed new material is underlined.

CIVIL SERVICE BOARD

Mr. Samuel S. Dikel, Chairman
Miss Edna L. Schwartz, Member
Mr. William D. Watters, Member

By:

John W. Jackson
John W. Jackson, Secretary

P L E A S E P O S T

9-66(3)

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MINNESOTA CIVIL SERVICE DEPARTMENT

PROPOSED REVISIONS TO CIVIL SERVICE RULES 5.5 AND 13.2.

Rule 5.5 Overtime

The director may approve the payment of cash for overtime on the basis of overtime schedules submitted under the provisions of rule 13.2. Compensation for overtime work shall be at rates which the director deems advisable which shall be based on the regular rates of pay provided in the salary plan.

Effective July 1, 1967, overtime schedules submitted under the provisions of Rule 13.2 shall provide for payment in cash or compensatory time off for overtime work at one and one-half times the regular rates of pay provided in the salary plan.

Rule 13.2 Overtime

Each appointing authority requiring or permitting work beyond the normal forty hour work week shall prepare written regulations governing such overtime which shall include the following:

- a. Conditions under which cash payment for overtime is authorized. Rates for cash payment shall be in accordance with rule 5.5.
- b. Conditions under which compensatory time off may be accrued, used or cancelled including the policies to be followed at the time an employee is separated from service. Rates for compensatory time off shall be in accordance with Rule 5.5.
- c. Conditions under which neither compensatory time off nor overtime payment in cash will be allowed.

Such regulations governing overtime shall be effective when approved by the commissioner of administration and the director and shall remain in effect until cancelled in writing by the appointing authority, the director, or the commissioner of administration.

The appointing authority shall post or distribute copies of regulations so approved in order to inform affected employees.

No compensatory time off or cash payment for overtime work ordered by the appointing authority or voluntarily performed by the employee shall be allowed unless regulations are effective as above provided.