

## ULSTER COUNTY PERSONNEL DEPARTMENT

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> Ursula J. Henry Director of Personnel Services

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## NOTICE

## **TO: All Ulster County Employees**

Resolution # 193, unanimously approved June 11, 1987, as developed and recommended by the Joint Labor/Management Committee:

## COMPENSATORY TIME POLICY

- 1. Compensatory time shall not be accumulated in an amount to exceed thirty-five (35) hours, total.
- 2. For all compensatory time earned per individual in excess of the thirty-five (35) hour cap, the time must be paid in the next payroll period at the appropriate (straight time) hourly rate.
- Compensatory time is automatically carried over from year to year.
- Employees may request the use of their accumulated compensatory time as if it were vacation time, and may combine it with other types of leave time.
- 5. Compensatory time hours worked will be paid at the straight time rate.
- 6. Departments will be required to have time keeping records to monitor the compensatory time accrual.

Brenda Bartholomew Personnel Officer