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*Sarah Clark, Interim Secretary*

TO: Agency and Department Heads  
FROM: Sarah Clark, Interim Secretary of Administration  
CC: Business Managers, Payroll Delegates, and the Department of Human Resources  
Commissioner Beth Fastiggi  
DATE: July 19, 2024  
SUBJECT: Temporary Blanket Waiver of Prohibition Against Cash Overtime for Designated  
Managers and Supervisors in Pay Grades 25 and Above

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In light of the extraordinary demands upon State employees in responding to the State of Emergency declared by the Governor related to the flooding which began on July 10, 2024, the prohibition against overtime pay for designated managers and supervisors in pay grades 25 and above, is hereby temporarily waived for work related to emergency response or recovery.

Accordingly, designated managers and supervisors in pay grades 25 and above may receive cash compensation for overtime (pay) and are not limited to receiving compensatory time for work beyond their regular schedules for which the payment of overtime has been appropriately authorized by Appointing Authority. Thus, these employees may code appropriately authorized flood response and/or recovery related overtime for cash payment (CASH) on their timesheets using class code 80031.

This Directive temporarily supersedes the Directive dated June 30, 2022, addressing overtime compensation for designated managers and supervisors in pay grades 25 and above (copy attached).

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