

UW Facilities Overtime Policy

UW Facilities follows the University of Washington policy on overtime, including the requirement for employees to obtain and document advance supervisory approval to work more than their regular work schedule. Overtime eligible employees must be paid for all hours worked whether overtime has been approved or not. However, employees who work unauthorized overtime hours may be subject to corrective action. For more information, refer to the University's Overtime for Non-Academic Staff policy at: <http://hr.uw.edu/comp/overtime-for-non-academic-staff/overtime-compensation/>

For information about Compensatory Time accrual, please go to Compensatory Time listed under Attendance.