

**Overtime Compensation for Supervisory Personnel**  
City of Tulare – Policy No. ~~85-04~~ HR-01  
07/85

**OVERTIME COMPENSATION FOR SUPERVISORY PERSONNEL**

Overtime compensation rules shall not apply to employees designated as Management and Confidential except as provided by the City Council in Section 415 of the Rules and Regulations for the Administration of the City of Tulare Merit Personnel System.

It should be clearly understand that managers and supervisory personnel often work beyond 40 hours per week as they perform their ordinary supervisory duties. Overtime compensation is not to be used to compensate first line supervisors for “ordinary” supervisory overtime since extra vacation time is accrued and salary levels take into account those extra hours. In addition, executive leave may be granted as partial recognition of extra time worked by first line supervisory personnel. Simply stated, first line supervisors are not eligible for “hour for hour” overtime compensation.

Section 415 of the Rules and Regulations states that overtime compensation, by pay or compensatory time off, may be granted by department heads to first line supervisory employees who work an extraordinary amount of extra time as a result of “unusual” or “emergency circumstances”. This policy clearly differentiates overtime considered as part of one’s general management obligation and overtime which is over and above ordinary expectations.

Some examples of unusual or emergency circumstances may include an extended police investigation, unusual and extended call-outs for public works services, such as flooding conditions, call-outs for major fire situations and for working double 24-hour shifts and other circumstances considered by the department head as “extraordinary or particularly unusual”.