

**POLICY 9
HOLIDAY PAY**

Rule 9.04 - Payment for Work Required on a Holiday

In the event that work is required on any recognized holiday, i.e., the day recognized as the holiday based on an individual employee's regular work schedule, eligible employees, including part-time employees, will be paid time and one-half their regular hourly rate of pay for each hour worked; or, if mutually agreed to, by time off at the rate of time and one-half; or any combination thereof. Pay for work on a holiday is in addition to any holiday pay an employee may receive.

There will be no pyramiding of premium rates due to holiday overtime, e.g., if an employee whose holiday work premium is one and one-half (1 1/2) times the hourly rate is required to work ten (10) hours on a holiday, the employee will receive ten (10) hours at time and one-half as full compensation for hours worked.

A. Exception - Prevailing Rate Employees

When a University holiday is also a holiday designated in the appropriate multi-employer area agreement, prevailing rate employees paid in accordance with the provisions of that agreement will be compensated for work on that holiday at the rate specified by that particular agreement.

B. Exception - Exempt Employees

An employee in a class designated as exempt under the Fair Labor Standards Act and not otherwise declared eligible for overtime compensation will receive no additional compensation for work performed on a holiday. However, in order to provide holiday recognition, such an employee who works on a holiday will receive another day off as a holiday or additional compensation equal to one-fifth (1/5) of the employee's weekly salary as holiday pay. Well in advance of the recognized holiday, the supervisor or unit head shall advise each employee of the alternative to be followed.