



DEPARTMENT OF PUBLIC SAFETY
INTRA-DEPARTMENTAL CORRESPONDENCE



DATE: SEPTEMBER 20, 2013

FROM: CHIEF PETE N. KASSETAS ^{PNK}
DPS DEPUTY SECRETARY - OPERATIONS

TO: ALL DPS PERSONNEL

SUBJECT: DIRECTIVE 2013-02
OVERTIME DURING A PAY PERIOD WITH SUSPENSION DAYS

Effective immediately employees will no longer be permitted to work any overtime during a pay period which the employee is serving suspension days. If the days of suspension span multiple pay periods, the employee will not work overtime in any of the pay periods in question.

If overtime has already been scheduled prior to receiving the dates of suspension, the employee will be replaced on the overtime project. Employees will not be allowed to offset suspension days with overtime compensation.

Your attention in this directive is expected and appreciated.

CC: Human Resource Office
Office of Legal Affairs ✓

PNK/djg