

Compensation

SALARIES AND WAGES

Project staff and certain members of administrative staff designated as salaried, exempt are paid on a salary basis and are exempt from statutory overtime, as the salary is intended to compensate for all hours worked in a workweek.

All employees designated as hourly, nonexempt are compensated on an hourly basis and are eligible for statutory overtime. These employees will be paid overtime in accordance with the requirements of applicable law. In most states, overtime is paid at time and one-half an employee's regular rate for any hours worked in excess of 40 in one workweek. Prior approval of overtime work by an employee's supervisor is required.

Each hourly, non-exempt employee is provided a one hour unpaid lunch break. An employee may waive his/her lunch break only in writing.