



UC SANTA CRUZ 2024 – 2025 ANNUAL OVERTIME COMPENSATION

ELECTION FORM

FOR THE FOLLOWING BARGAINING UNITS: HX, RX, SX, TX, CX

If you wish to make a change to your current overtime compensation election, please indicate the change below, sign, and submit this form to your supervisor for signature. Submit the completed and approved form to your **Operations Specialist no later than July 3, 2024**. If you do not wish to make a change to your overtime election, no action is necessary and your current overtime election will remain in place.

Please Note:

- The effective date of this change is July 7, 2024 and will remain in effect through June 30, 2025.
- All overtime must be pre-approved by your supervisor prior to being worked.

PLEASE SELECT ONE OPTION BELOW AND SUBMIT TO YOUR SUPERVISOR

- I wish to be compensated for overtime in the form of compensatory time off (CTO)
- I wish to be compensated for overtime in the form of pay

Employee Signature

Date

Print Name

Employee ID# _____

Position# _____

Supervisor Signature

Date

Print Name