



PUBLIC SERVICE UNION OF BELIZE
CIRCULAR 7 OF 2021
July 14, 2021

CALCULATION OF OVERTIME PAYMENT FOR WORK DONE IN EXCESS OF 34.5 HOURS

Greetings to our fellow members of the Public Service Union of Belize!

References: Public Service Emoluments and Allowances Reduction Bill No. 59 of 2021; Ministry of Finance (MOF) Circular Memo No.3 and No. 4 of 2021; Ministry of Public Service (MPS) Circular Memo No. 34 of 2021.

Following several complaints and inquiry from Public Officers with reference to overtime payment for work done in excess of 34.5 hours, the Public Service Union has found it fit to inform general membership of the following:

1. The Statutory work week of 39.5 hours was not changed by the new Regulations or by any of the Circulars.
2. MPS Circular No. 34 of 2021 approves the reduction in the working hours contained at Regulation 32 of the Belize Constitution (Public Service) Regulations by five (5) hours per week.
3. MOF Circular No. 4 of 2021 at point 18 clarifies that effective June 14th, 2021 officer will continue to earn time at ordinary rates beyond the minimum reduced work hours, (34.5 hrs), and earn overtime rates in excess of the statutory work week, (39.5 hrs).

The reduced emoluments therefore compensate for work done up to 34.5 hours. Therefore, work done in excess of 34.5 hours and up to 39.5 hours should be paid at ordinary (regular) rate as additional compensation and work in excess of 39.5 hours should be paid at overtime rates.

Example: If an officer's reduced emoluments is \$10 per hour (\$395.00 per week), **in addition to** present wages, he/she will be paid \$10.00 per hour for work done in excess of 34.5 hours and up to 39.5 hours and \$15.00 per hour for work done in excess of 39.5 hours.

Assuming an Officer works 15 hours in excess of the 34.5 hours reduced work week:

Week's wages	= \$395.00
Five hours work done between 34.5 hours and 39.5 hours @ \$10...	= \$50.00
Ten hours work done in excess of 39 ½ hours @ \$15.....	= <u>\$150.00</u>
Total Payment	= \$595.00

It is the Unions hope that this dispels any notion of officers being denied compensation between the 34.5 hour and 39.5 hour.

Solidarity Forever!

UNITY IS STRENGTH