

As a supervisor of classified employees, you are responsible for approving payable time. Different types of payable time will be distinguished using Time Reporting Codes. For further information about Time Reporting Codes, contact Human Resources.

## Non-Exempt Time Reporting Codes:

- CB200, Call Back 2 Hour Minimum
- CT050, Comp Time Earned .5
- CT100, Comp Time Earned 1.0
- CT150, Comp Time Earned 1.5
- CT200, Comp Time Earned 2.0
- CTFML, Comp Time for FMLA
- CTPAY, Comp Time Payout
- CTUSE, Comp Time Taken
- FLHOL, Floating Holiday
- HOLWK, Holiday Worked
- LHFML, Legal Holiday for FMLA
- ND045, Night Differential
- NOHOL, No Legal Holiday
- OJCFT, Overtime Crafts
- OT050, Overtime .5 (Holiday premium for working on a legal holiday)
- OT100, Overtime 1.0
- OT150, Overtime 1.5
- OT200, Overtime 2.0
- REG00, Regular Hours
- SD225, Standby (2.25 per hour)
- TRMCT, Term Pay-Comp Time
- WD060, Weekend Differential

## Exempt Time Reporting Codes:

- CB200, Call Back 2 Hour Minimum
- CTFML, Comp Time for FMLA
- CTPAY, Comp Time Payout
- CTUSE, Comp Time Taken
- EC250, Exempt Nursing Resp Pay 2.50
- ECT10, Exempt Comp Time Earned 1.0
- ECT15, Exempt Comp Time Earned 1.5
- EN045, Exempt Night Differential
- EN140, Exempt Night Diff Nurse Sup
- EOT10, Exempt Overtime 1.0
- EOT15, Exempt Overtime 1.5
- ER140, Exempt Nurse Resp 1.40
- EW060, Exempt Weekend Diff
- FLHOL, Floating Holiday
- HOLWK, Holiday Worked
- LHFML, Legal Holiday for FMLA
- NOHOL, No Legal Holiday
- REG00, Regular Hours
- SD225, Standby (2.25 per hour)
- TRMCT, Term Pay-Comp Time