

HORRY-GEORGETOWN TECHNICAL COLLEGE

POLICY

Number: 3.2.4
Title: Overtime Policy
Authority: Title 59, Chapter 53, Sections 810-860 of the
1976 Code of Laws of South Carolina, as Amended
Responsibility: Vice President, Human Resources and Employee Relations

Original Approval Date: 02-11-1993
Last Cabinet Review: 01-06-2016
Last Revision: 01-06-2016

Chairperson

DISCLAIMER

PURSUANT TO SECTION 41-1-110 OF THE CODE OF LAWS OF SC, AS AMENDED, THE LANGUAGE USED IN THIS DOCUMENT DOES NOT CREATE AN EMPLOYMENT CONTRACT BETWEEN THE EMPLOYEE AND THE AGENCY.

Overtime compensation will be paid to hourly and salaried non-exempt employees of the college in accordance with the Fair Labor Standards Act and appropriate state and federal law. Each college may establish local procedures consistent with the provisions of the State Board for Technical and Comprehensive Education policies and procedures. Such institutional procedures will be subject to review and/or audit by the State Human Resources Division to ensure compliance with Federal and State law, policies and procedures.