FAIR LABOR STANDARDS ACT (FLSA): WHAT EVERY EMPLOYEE SHOULD KNOW
WHAT IS FLSA?

• The Fair Labor Standards Act (FLSA) is a federal law which establishes minimum wage, overtime pay eligibility, recordkeeping, and child labor standards affecting full-time and part-time workers in the private sector and in federal, state, and local governments.
  • Introduced the forty-hour work week
  • Established a national minimum wage
  • Guaranteed time-and-a-half for overtime in certain jobs
Impact of the FLSA change

• U.S. Department of Labor (DOL) released its final overtime rule changing the salary threshold from $455 per week ($23,660 per year) to $684 per week ($35,568 per year).

• Current Exempt Employees that fall under the salary threshold of $35,568 will become Salaried Non-exempt.

• Changes to the DOL Final Rule took effect on January 1, 2020.
New Earning Codes

• Hours Worked SM (semi-monthly)
• Overtime Worked SM
• Holiday SM
Time Reporting

June 21, 2020 to July 4, 2020

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Submitted for Approval By: You on Jul 05, 2020

Approved By: Angela Cameron

Waiting for Approval From:
Bi-weekly Reporting

• Beginning July 5, 2020, Leave Report schedule shifts to bi-weekly following the bi-weekly payroll calendar

• FLSA requires documentation of the work week. YSU workweek is defined as Sunday at 12:00am – Saturday at 11:59pm.

• Leave Report approvals occur on the bi-weekly schedule
Semi-monthly Pay

• Overtime accumulated will be paid in the next possible semi-monthly pay.

• Vacation/Sick accruals won’t change

• Salary is paid semi-monthly as usual, 15th and last day of the month.
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Presented by the
Office of Human Resources