

8.08 Overtime Pay

This policy sets out the rules for the payment of overtime for non-industrial Civil Servants, including what grades are excluded.

- Entitlement to overtime pay and which staff fall into overtime bands I and 2 is found in [Section 3 Entitlement for Overtime Pay](#)
- Eligibility for overtime payments for staff who work part-time is explained in [Section 4 Eligibility for Overtime Payments – Part-Time Officers](#)
- The rules for calculating overtime are found in [Section 7 Rules for Calculating Overtime](#)
- Entitlement to premium payments for attendance on a Saturday in excess of conditioned hours is set out in [Section 11 Premium Payments for Saturday Attendance](#)
- Attendance on external training courses on a weekend, public or bank holiday is dealt with in [Section 15 Attendance on External Training Courses](#)
- The methods for calculating any retrospective adjustments to overtime are set out in [Section 16 Effect of Retrospective Increase in Basic Pay](#)
- When your promotion involves a change in overtime conditions, the options for you are set out in [Section 17 Change in Entitlement on Promotion](#)
- [Section 19 Time Off in Lieu \(TOIL\) for Excess Hours Working](#) covers your entitlement to TOIL for hours worked on a privilege holiday
- Discretionary payments are covered in [Section 20 Discretionary Payments for Excess Hours Working](#) and [Section 21 Qualifying Circumstances for Discretionary Payments](#)
- [Annex A Overtime Rates](#) sets out the maximum hourly rates for overtime purposes and also sets out what is payable to grades in each overtime band.
- [Annex B](#) lists Deputy Principal, Grade 7 (Principal) and analogous grades.

The following terms within this policy are defined in the glossary:

Conditioned hours, night duty allowance, overtime grade, pension, shift disturbance, term time working

You may also be interested in the following policies:

8.01 Pay Award System, 8.02 Payment of Pay, 8.13 Travelling Time, 8.18 On Call/Standby Allowances, 8.24 Shift Disturbance and Night Allowance

This policy is version 2.0

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This homepage is only a guide to the policy, not the policy itself. In the event of any discrepancy between the content of this homepage and the associated policy, the wording of the policy shall apply.

8.08 OVERTIME PAY

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8.08 OVERTIME PAY

PAYMENT FOR ATTENDANCE ON SATURDAYS, SUNDAYS, PUBLIC AND BANK HOLIDAYS INCLUDING PROVISION FOR TIME OFF IN LIEU

1 Introduction

1.1 This policy of the HR Handbook sets out the rules for the calculation of and payment for hours worked by non-industrial civil servants with the prior approval of their Head of Branch in excess of their conditioned hours Monday to Friday, and includes the calculation of pay or time off in lieu (TOIL), payment for attendance on Saturdays, Sundays, Public, Bank and privilege holidays and TOIL for attendance on privilege holidays for non-industrial civil servants with the exception of those grades who:

- a. have no conditioned hours (known as “all hours worked” grades);
- b. follow externally negotiated schemes of compensation for excess hours, for example those of a single outside analogue, the National Health Service, and so on;
- c. have departmentally negotiated schemes of compensation for excess hours, which differ from the rules in this section.

1.2 These rules will not be applied automatically to those employed on individual terms of service but may be applied by analogy with the rules where to do so would be in accordance with the relevant provisions in an individual’s existing terms of service.

1.3 Guidance on the Working Time Directive and opt out arrangements should be adhered to as necessary.

2 Definition of Overtime

2.1 Hours worked at management’s request in excess of conditioned hours are regarded as overtime. These hours are voluntary in nature, except where they are part of the conditioned overtime for a post. Authorised overtime will, as far as possible, be worked on Monday to Friday. Overtime should only be worked at weekends if circumstances clearly justify this as necessary.

2.2 For the purposes of calculating overtime payments, Monday will be taken as the first day of the working week.

3 Entitlement to Overtime Pay

3.1 Entitlement to payment by the hour for all hours worked in excess of conditioned hours, Monday to Saturday inclusive is, subject to the appropriate overriding maxima, as follows:

- a.** Overtime Band 1: All grades up to and including EOI level and equivalents – hourly payment rate of Time and a Half;
- b.** Overtime Band 2: All grades at Staff Officer level and equivalents – hourly payment rate of Plain Time Rate.

3.2 Time spent in excess of conditioned hours by attendees on training courses should not attract any extra payment. If you are conducting the course you are entitled to overtime payment.

4 Eligibility for Overtime Payments – Part-Time Officers

4.1 If you work part-time you will not qualify for overtime payment until you have completed the full conditioned hours of a full time officer.

4.2 Additional hours worked by a part-time officer within the full time conditioned hours for the grade will attract payment at normal Plain Time Rate only.

4.3 If you work a number of hours per day (in other words part days) the hourly Plain Time Rate will be calculated as 1/37th of the rate for a full time officer.

4.4 Where a part-time officer works additional hours over and above the full time conditioned hours for the grade, the hourly rate of overtime payment for those hours should be calculated on the same basis as for equivalent full time officers. In such circumstances therefore the hourly overtime rate for a part time officer should be determined using the full time conditioned hours divisor, for example if 42 hours per week gross, a divisor of 42 hours should be used.

4.5 In the case of term time working, which is another form of part time working, additional hours worked above contracted hours and within the full time conditioned hours for the grade will attract Plain Time only, and those worked outside the full time conditioned hours will be paid at normal overtime rates calculated on the same basis as for equivalent full time officers.

5 Determining the Overtime Conditions of a Grade

5.1 The overtime conditions of a grade are determined by its Overtime Band (which in turn depends on job weight). The Overtime Band of a grade can only be changed if there is a significant change in the circumstances of a grade (for example as a result of a review of job weight) and only with the agreement of the Department of Finance and Personnel (Pay and Grading Unit).

6 Alternative to Payment by the Hour for Staff in Overtime Grades

6.1 At Departmental discretion, staff in overtime grades may, if they wish, be allowed time off in lieu of payment (TOIL) equivalent to the actual number of hours worked. Staff will not be required to take time off in lieu of payment for overtime hours worked from Monday to Friday.

6.2 When staff working a 5-day week are required to work overtime on a Saturday they will be paid at the appropriate overtime rates, but time off in lieu, as above, may be allowed, in accordance with section 3.11 of the HR Handbook, entitled 3.11 Hours and Attendance.

6.3 This arrangement does not apply to Saturday attendance within conditioned hours in the case of staff attending for work organised under a rota scheme or in the case of staff whose duties are performed on a Saturday as an ordinary working day. In these cases conditioned hours cover not only conditioned hours within a week, but also conditioned hours in the case of a rota scheme.

7 Rules for Calculating Overtime

7.1 Payment of overtime for hours worked in excess of conditioned hours is in addition to basic pay. Claims for overtime payments must be properly supported by a record of hours worked and all paid overtime must be authorised by an officer at Staff Officer level or above.

7.2 Payment for overtime will be calculated based on pay plus allowances in payment which are considered reckonable for overtime purposes (other than allowances in lieu of overtime, or for night duty, or shift disturbance, house, clothing, lodging, travelling and subsistence or similar out of pocket expenses).

8 Minimum 3 Hour Credit Rule

8.1 When you are called into the office to work for a short period outside normal hours and the attendance begins within three hours of normal starting time or ends within three hours of normal finishing time, the attendance should be treated as though it were continuous with normal duty (in other words as if no break had occurred).

8.2 When the attendance begins more than three hours before normal starting time, or ends more than 3 hours after normal finishing time, a minimum 3-hour credit should be counted towards overtime even though the work may have taken less than three hours.

8.3 Call Out Bonus - When you are unexpectedly called out in an emergency (whether or not on-call allowance is in payment), and the work exceeds two hours, a credit of one hour in addition to the hours worked may be allowed as an alternative to the minimum three hour credit, whichever is more favourable.

8.4 Two or more call-outs during a spell of on-call duty would not entitle you to greater credit than if attendance had been continuous (in other words as if no break had occurred from the beginning of the first period of call-out to the end of the second).

8.5 If an attendance attracting minimum overtime credit or call-out bonus is made within the period attracting Saturday premium (see section 11 below), the premium is calculated on the actual hours worked in other words not on the notional credit or bonus used to calculate overtime payment.

Example

Minimum overtime credit or call-out bonus for a grade eligible for overtime payment at the rate of Time and a Half:

OVERTIME

Actual work: 1 hour)
Overtime reckoning (“minimum credit”): 3 hours)
Payment for excess hours = 4 ½ hours’ pay))
) Total payment
PREMIUM PAYMENT) 5 hours’ pay
)
Actual work: 1 hour)
Premium Payment reckoning: 1 hour)
Saturday Premium Payment = ½ hours’ pay)

9 Overtime Grades Credits for Absence

9.1 For the purpose of determining overtime in any pay week, absence on paid leave – (whether annual leave, paid special leave), or sick absence - will be reckoned as hours worked. Absence on unpaid leave will not reckon as hours worked.

9.2 Overtime, which has been authorised and worked in the week, will be paid in full however in such instances the credits indicated above must not result in additional payment where overtime has not actually been worked.

9.3 Staff in overtime grades whose pay does not contain an element for working on Sundays, will have Sunday hours treated separately from hours worked during the rest of the week. Hours worked during the rest of the week will be aggregated and an attendance credit will be given:

- a. for any time off within conditioned hours taken in lieu of Sunday – in the case of staff who do not normally work on Sundays; and
- b. for the conditioned hours for the Sunday – in the case of staff conditioned to Sunday working.

9.4 When staff in overtime grades have worked overtime during the rest of the week the usual attendance credit is given for a Public, Bank or privilege holiday.

10 Calculation of Overtime Payment Rates

10.1 Hourly plain time rates of overtime, subject to overtime ceilings, will be calculated to the nearest 1p by the following formula:

$$\frac{\text{Annual Salary plus reckonable allowances}}{52.2 \times \text{conditioned hours}}$$

10.2 For payment of overtime for part time staff see section 4.4 above.

11 Premium Payments for Saturday Attendance

11.1 Staff in grades eligible for overtime will receive a premium payment of half the plain time rate for attendance between the hours of midnight Friday and midnight Saturday, whether within, or in excess of, conditioned hours.

11.2 The premium will be paid in addition to:

- a. basic pay – in the case of staff working within their conditioned hours;
- b. overtime pay – in the case of staff working in excess of their conditioned hours, subject to a limit of payment at the rate of double time, calculated at the maximum hourly rate applicable to grades in Overtime Band 2 for the total payment for excess hours on Saturday plus the Saturday attendance premium;
- c. shift disturbance and night duty allowances.

11.3 Part time staff are entitled to premium payments for Saturday (and Sunday). The premium payment is calculated in 1/42nds even if normal plain time hourly rate is worked out in 1/37ths.

11.4 Time off in lieu, as an alternative to the premium payment will not be granted.

11.5 In all cases the premium will be calculated in relation to an individual's basic pay plus any allowance reckonable for overtime purposes (see section 7.2) but will be subject to the overriding maximum hourly rate applicable.

11.6 If an attendance attracting minimum overtime credit or call-out bonus is made within the period attracting Saturday premium, the latter will be calculated on the actual hours worked (in other words not on the notional hours used to calculate overtime payment).

12 Payment for Attendance on Sundays

12.1 Staff in overtime grades, (except those for whom the retention of special conditions has been agreed) whose pay does not include an element for Sunday attendance, will be compensated at the rate of double time for attendance on Sundays in excess of conditioned hours.

12.2 Compensation will be comprised of:

- a.** Payment at Plain Time Rate for any Sunday hours worked plus a Sunday duty premium payment calculated at Plain Time Rate or;
- b.** Time off in lieu equivalent to the actual hours of attendance on the Sunday plus Sunday duty premium payment at Plain Time Rate for those hours.

12.3 Staff in overtime grades who work conditioned hours on a Sunday and whose pay does not contain an element for Sunday attendance will receive a Sunday duty premium payment at Plain Time Rate for the conditioned hours worked, unless they are members of grades for which the retention of special conditions has been agreed.

12.4 When however such staff work on the Sunday in excess of conditioned hours (including hours worked on the Sunday which exceed the normal or rostered Sunday hours), they will be compensated in line with section 12.2 above for those hours worked in excess of conditioned hours.

12.5 Staff in grades whose pay does include an element for Sunday working within conditioned hours should not have any extra payment for working on a Sunday within conditioned hours. If staff in these grades are required to work on a Sunday in excess of their conditioned hours, the excess hours should be compensated at Plain Time Rate or time off in lieu for those hours worked.

12.6 In all cases, Sunday duty pay will be calculated based on an individual's basic pay plus any allowance reckonable for overtime purposes (see section 7.2), but will be subject to the overriding maximum hourly rate applicable.

12.7 If an attendance attracting minimum overtime credit or call-out bonus is made on a Sunday, payment for the hours credited should be in line with sections 12.1 and 12.2 above.

13 Payments to Watchmen Cleaners and Strangford Lough Ferry Operatives for Attendance on Saturdays and Sundays

13.1 Where watchmen cleaners and Strangford Lough Ferry Operatives work a regular rota which includes, within conditioned hours, hours for which Saturday or Sunday premia are payable, these payments may be added to basic pay (after averaging over the full rota period, if necessary) as a regular allowance. In such circumstances the allowance may be combined with basic pay for the purpose of calculating overtime rates and would remain in payment during paid sick absence or annual leave.

14 Payment for Attendance on Public, Bank and Privilege Holidays

14.1 Staff who are required to be on duty on any Public, Bank or privilege holiday should be compensated wherever possible with time off in lieu (equal to the hours of attendance) plus a premium payment at Plain Time Rate for the hours of attendance. When time off in lieu cannot be given, payment for the hours of attendance should be given at Plain Time Rate plus a premium payment at Plain Time Rate.

14.2 When Christmas Day, Boxing Day or New Year's Day fall on a weekend and a substitute Public, Bank or privilege holiday is declared these provisions will apply for both the original and substitute days.

14.3 In all cases, payment for attendance on Public, Bank or privilege holidays will be calculated in relation to an individual's basic pay plus any allowance reckonable for overtime purposes but will be subject to the overriding maximum hourly rate applicable.

14.4 If an attendance attracting minimum overtime credit or call-out bonus is made on a Public, Bank or privilege holiday payment for the hours credited should be in accordance with sections 12.1 and 12.2 above.

15 Attendance at External Training Courses

15.1 Where staff on external training courses cannot be allowed time off in lieu of attendance on a Saturday, Sunday, recognised rest day, Public, Bank or privilege holiday no additional payment will be made.

16 Effect of Retrospective Increase in Basic Pay

16.1 Retrospective adjustment of overtime will be allowed from the beginning of the first overtime calculation period commencing on or after the operative date of a retrospective basic pay increase.

16.2 Retrospective adjustments to overtime pay following a basic pay increase will be calculated either by normal computer methods or as follows:

- a.** the annual basic pay increase will be calculated as a percentage of annual pay plus other emoluments reckonable for overtime purposes. This percentage will then be applied to the total amount of overtime earned from the beginning of the first overtime calculation period beginning on or after the operative date of the basic pay increase (subject to the restrictive effect of the overriding maximum hourly rates).
- b.** if reckonable pay has changed during the period of retrospection and the changed pay has been the basis of overtime payments, the arrears due in respect of the periods before and after the pay change will be calculated separately.

16.3 When maximum hourly overtime rates change, if your overtime rates were restricted by the old maximum but you have not received a coincident pay revision you will be eligible for a retrospective adjustment calculated by applying the percentage equivalent of the difference between the old and the new overriding maximum rate.

17 Change in Entitlement on Promotion

17.1 If promotion involves a change in overtime conditions you should be given the option of receiving, provided that any qualifying conditions of the higher grade are satisfied, whichever of the following would result in the higher total payment:

- a.** payment for excess hours and weekend attendance according to your new grade and current salary; or
- b.** such compensation for excess hours and weekend attendance as will bring your substantive salary plus excess hours or weekend premia payments up to the level that it would have been if your salary and overtime or weekend premia conditions were those applicable immediately before the date of promotion.

17.2 The options at a. and b. above will relate to all payments for excess hours and weekend attendance, in other words an individual will not be able to apply different options to the treatment of excess hours and weekend attendance during the same overtime period. The option must be exercised at the beginning of overtime period.

17.3 These arrangements apply only to the overtime period during which the date of promotion falls. For the purposes of this policy the overtime period is defined as one week (Monday to Sunday).

18 Requirement to Work on a Rest Day

18.1 Subject to the provisions of the Working Time Directive, staff who are required to work on a rest day which is not a Public, Bank or privilege holiday will receive compensation at the rate of payment appropriate for that day. The rest day is not re-allocated.

18.2 Staff who are required to work on a rest day which falls on a Public, Bank or privilege holiday (or on a day that has been designated in lieu of the Public or Bank holiday) will receive compensation at the rate of payment appropriate for that day. Saturday and/or Sunday premia will not be paid in addition to the Public, Bank or privilege holiday rate.

18.3 Where a rest day that falls on a Public, Bank or privilege holiday has to be worked, the rest day should be re-allocated. Where the rest day falls on a substitute day it is treated in accordance with section 18.1 above.

18.4 If the re-allocated rest day cannot be taken then payment should be made at the overtime rate appropriate to that day

Non-Overtime Grades – Deputy Principal and Grade 7 and Analogous

19 Time Off in Lieu (TOIL) for Excess Hours Working

19.1 Staff at Deputy Principal, Grade 7 and analogous grades who are required, with the prior approval of management, to work excess hours over and above their normal conditioned hours for a week are entitled to claim time off in lieu (TOIL) equivalent to the hours worked. This entitlement allows TOIL to be claimed for excess hours worked on weekdays, weekends, public or bank or privilege holidays – see relevant sections below for further details. Where it is not possible to use the time accrued and claimed as TOIL within a reasonable period no alternative payment may be made (however see section 26 below).

19.2 Any excess hours worked and claimed as TOIL can not also be counted towards the total number of qualifying hours required for a claim for discretionary payments (see sections 20 and 21 below for information on discretionary payments).

19.3 TOIL can not be claimed as an alternative to the premium payments available for working on a Saturday, Sunday, Bank, Public or privilege holiday (see sections 22, 23 and 24 below).

20 Discretionary Payments for Excess Hours Working

20.1 Staff at Deputy Principal, Grade 7 and analogous grades who are required to work exceptionally long hours for a sustained period due to the demands of the job may receive a discretionary payment. Management must be satisfied that the excess hours arise out of the demands of the job.

20.2 These arrangements will apply to all Deputy Principals, Grade 7s and equivalent grades listed in Annex 2, except those staff who are all hours worked grades or posts whose pay already compensates for long and unsocial hours working, whether that compensation is included in salary or as part of a separate allowance.

21 Qualifying Circumstances for Discretionary Payments

21.1 Discretionary payments may be considered in cases where 30 or more excess hours are worked over a 3-week period or where 60 or more excess hours are worked over a period of 6 weeks.

21.2 Hours worked on public, Bank or privilege holidays will not count towards the qualifying total of excess hours working for discretionary payment. Hours worked on public, bank or privilege holidays are compensated in line with section 26 below.

21.3 Excess hours will only qualify for payment when they are worked with the prior approval of Departmental management. The working of excess hours should therefore normally have been previously authorised (although it is recognised that there may be occasions when it is not possible to meet this requirement).

21.4 Time spent on official travel outside conditioned hours (except for weekends, Bank, public or privilege holidays) may count towards discretionary payments. TOIL may be taken as an alternative. For arrangements that apply to time spent on official travel outside conditioned hours see policy [8.13 Travelling Time](#).

22 Working at Home

22.1 Work carried out at home will not normally qualify for discretionary payment except where an individual is obliged to work at home and this is being done with the prior approval of management.

23 Calculation of Payment

23.1 Discretionary payments under these arrangements will be made in addition to premium payments for weekend working, which will continue to be calculated and paid separately (see sections 24 and 25 below).

23.2 Staff who are additionally compensated for excess hours working by a discretionary payment will lose the facility to take time off equivalent to the additional hours worked. However, staff who prefer to be compensated by time off in lieu for excess hours working may, where this is possible, do so, but these hours will not count towards the qualifying period for a discretionary payment.

23.3 Discretionary payments will not be paid in addition to the payments for working on public, Bank and privilege holidays (section 21.2 refers). Payment for working on Bank, public and privilege holidays will continue to be calculated and paid separately (see section 26).

23.4 Discretionary payments will be calculated on the basis of the total number of hours worked in excess of conditioned hours, including weekend hours, at the hourly rate contained within Annex 1. The lump sum payment in each case will be rounded to the nearest £1.

23.5 Discretionary payments are taxable, but are not reckonable for Principal Civil Service Pension Scheme contributions or for superannuation awarding purposes.

23.6 The cost of these provisions should be contained within Departments' existing Departmental Running Cost limits.

24 Payment for Attendance on Saturdays

24.1 Staff in Deputy Principal, Grade 7 and equivalent grades, who are required to attend between the hours of midnight Friday and midnight Saturday, should receive a Saturday premium payment at half plain time rate, subject to a limit calculated at the maximum hourly rate applicable to grades in Overtime Band 2, for attendance within conditioned hours.

24.2 Wherever possible if you work in excess of conditioned hours you should receive, in addition to the Saturday premium, time off equivalent to the additional hours worked.

24.3 Staff who claim TOIL for excess hours worked on a Saturday may not also count these hours towards the qualifying period for discretionary payment.

24.4 Time off should not be granted as an alternative to Saturday premium.

25 Payment for Attendance on Sundays

25.1 Staff in Deputy Principal, Grade 7 and equivalent grades whose pay does not include an element for Sunday attendance should receive a Sunday premium payment at Plain Time Rate, subject to a limit calculated at the maximum hourly rate applicable to grades in Overtime Band 2, for attendance on a Sunday within conditioned hours.

25.2 Wherever possible staff working in excess of conditioned hours should receive, in addition to Sunday premium, time off equivalent to the additional hours worked.

25.3 Staff who claim TOIL for excess hours worked on a Sunday may not also count these hours towards the qualifying period for discretionary payment.

25.4 Time off should not be granted as an alternative to Sunday premium payment.

26 Payment for Attendance on Public, Bank and Privilege Holidays

26.1 Staff in Deputy Principal, Grade 7 and equivalent grades who are required to be on duty on any Public, Bank or privilege holiday should be given time off in lieu equal to the hours of attendance plus a premium payment at plain time rate, subject to a limit calculated at the maximum hourly rate applicable to grades in Overtime Band 2, equal to the hours of attendance.

26.2 Where time off in lieu cannot be given, a payment at double time (Plain Time Rate plus premium payment at Plain Time Rate) should be made.

26.3 These arrangements do not apply to any post whose pay contains an element for attendance on Public, Bank or privilege holidays or when additional leave is granted in compensation. When Christmas Day, Boxing Day or New Year's Day fall on a weekend and a substitute Public or Bank holiday is declared these provisions should apply for both the original and substitute days.

27 Overtime – for all Hours Worked in Excess of Conditioned Hours

27.1 The following is payable:

Grade	Mon to Sat	Saturday	Sunday
Grades up to and including EOI and equivalent	Plain Time Rate plus a half (T+ 1/2)	In addition to T+1/2, a Saturday premium at half Plain Time Rate is payable (T+1/2 plus ½ PTR premium)	Double Time (Plain Time Rate plus Sunday duty premium at Plain Time Rate)
Staff Officer and equivalent Grades	Plain Time Rate	In addition to Plain Time Rate a Saturday premium at half Plain Time Rate is payable	Double Time (Plain Time Rate plus Sunday duty premium at Plain Time Rate)
DP, Grade 7 and equivalent Grades	TOIL for excess hours worked. Hours claimed as TOIL may not also be counted towards discretionary payments. Discretionary payment may be made where 30 or more excess hours are worked over a 3-week period or 60 or more excess hours over a period of 6 weeks.	A premium of half Plain Time Rate plus Time Off in Lieu	Sunday duty premium at Plain Time Rate plus Time Off in Lieu

Overtime Rates

1. Maximum Hourly Rates for Overtime Purposes

The overriding maximum hourly rates for overtime purposes are as follows:-

A. For grades in Overtime Band 1

wef 01 08 05	883p
wef 01 08 06	901p
wef 01 08 07	919p
wef 01 08 08	937p

B. For grades in Overtime Band 2

wef 01 08 05	1156p
wef 01 08 06	1179p
wef 01 08 07	1203p
wef 01 08 08	1227p

The overriding maximum hourly rates for premium payment purposes are as follows:-

A. For overtime grades and staff in grades up to and including Grade 7 and equivalent.

wef 01 08 05	1156p
wef 01 08 06	1179p
wef 01 08 07	1203p
wef 01 08 08	1227p

2. DISCRETIONARY PAYMENTS FOR EXCESS HOURS WORKING

wef 01 08 05	£10.79
wef 01 08 06	£11.01
wef 01 08 07	£11.23
wef 01 08 08	£11.45

Deputy Principal (NIO Grade B1), Principal (NIO Grade A) and Equivalent Grades

Alkali and Radiochemical Inspector	Management Accountant
Assistant Industrial Accountant	Management Training Advisor
Assistant Inspector (New Deal)	Mapping Manager
Associate Inspector	
Auditor (Environment)	Nurse Planning Adviser
	Nursing Officer
Catering Advisor	
Chief Educ. and Training Officer (NIO)	
Chief Examiner (CTO)	Principal Agricultural Economist
Chief Examiner (PSV)	Principal Auditor (Envir)
Computer Services Adviser	Principal Auditor (H&SS)
Chief Fisheries Officer	Principal Economist
Chief Inspector (TSB)	Principal Inspector (Health & Safety)
Chief Law Clerk	Principal Inspector (Hist. Monuments)
	Principal Pharmaceutical Officer
Deputy Principal Accountant	Principal Professional & Tech Officer
Deputy Chief Driving Examiner	Principal Research Officer
	Principal Scientific Officer
Deputy Chief Education Officer (NIO)	Principal Work Study Officer
Deputy Development Officer	Project Planner/Project Co-ordinator
Deputy Economist	Purchasing Officer
Deputy Principal	Principal
Deputy Principal Auditor (MIIA/BATS)	Registrar, Lands Tribunal
Deputy Principal Auditor IT (MIIA/BATS)	
Deputy Principal Information Officer	Senior Auditor (H&SS)
Deputy Principal Statistician	Senior Education Catering Officer
Deputy Principal Work Study Officer	Senior Environment Health Officer
Development Executive Principal Nurse	Senior Examiner
Divisional Officer (Forestry)	Senior Estates Officer
Divisional Veterinary Officer	Senior Fire Officer
Drawing Office Manager	Senior Management Training Officer
	Senior Occupational Health Nurse
Education Officer HOD II	Senior Systems Analyst
Environmental Health Officer	Senior Valuer
	Senior Veterinary Officer
	Superintending Systems Analyst
General Manager (GTC)	Supplies Officer

Northern Ireland Civil Service
HR Policy

Overtime Pay

ANNEX 2 (Cont'd)

Grade 7 Accountant (DHSS)
Grade 7 Accountant
Grade B1 NIO
Grade A (NIO)

Industrial Accountant
Inspector Grade I (Agric)
Inspector (Health & Safety)
Inspector (SSI)

Legal Assistant
Librarian (NI Assembly)

Training Service Manager

Veterinary Officer
Veterinary Research Officer