

at 11th fl ID:718-595-4422

MAY 20'02

8:59 NO.001 P.02

D.E.P. OVERTIME AUTHORIZATION FORM

1. Bureau BEC2. Location 712-11

3. Distribution Number _____

4. Week Ending 5/20/02

5. Weekly Attendance						
S	M	T	W	T	F	S
	7	7	RS	7	7	

*This form is to be permanently filed in employee's personnel folder at location and Bureau headquarters.

6. Normal Work Week 35 Hours

7. Employee Name Rose Marshall 8. Civil Service Title Asst. Dir. of Adm. Serv. 9. Social Security No. 351

10. Total Overtime Previous 12 Months _____ Hours 11. 5% Annual Salary In Hours _____ 12. Has Employee Exceeded 5% in O.T.? (Yes/No) _____ 13. Retirement Eligibility: _____

14. Date(s)	15. Location(s) & CCR's / Job #'s (if Applicable)	16. Reason (s)	17. Time Allocation		
			STR	PREM	COMP
5-18-02	LEHMAN COLLEGE	See Block 2			
	UNIV. (AM) and	OVERALL ECON. DOW			
	RAMADA INN, FAIR	COAST GU. EXPT			
	FIRE, NJ CAPS	ACSE / MARINE M.L.			
		Per. Metro Fire Dept.			
	work 8:30-4:30				
	4:30-10 PM				5.5
18. Report Totals					5.5

19. Explanation: Specify in the space below the reason why this employee was permitted to earn in excess of 5% of his/her salary.

Authorized & Approval Signature(s):

Rose Marshall
20. Supervisor

5/20/02
Date

21. Bureau Chief/Commissioner's Designee



Approved



Disapproved

Date

LOCATION COPY PART 1