



## Judicial Branch of the Virgin Islands' Personnel Rules-AMENDMENT

Section: **3-Employee Relations**

Sub-section: 3.10 Overtime

Effective: **July 4, 2020**

Section 3.10 of the Judicial Branch of the Virgin Islands' Personnel Rules is amended by adding subsection f and the new language as Section 3.10(f):

New Rule Effective August 7, 2020:

**Emergency Overtime.** Notwithstanding any policy to the contrary and budget permitting, in the event the Governor of the Virgin Islands or the Chief Justice of the Virgin Islands, or their designees, proclaims a state of emergency as a result of a natural disaster, pandemic, or other emergency, and an employee is required to report to his or her duty station while all non-essential employees remain on paid administrative leave or have been directed to work from a remote location, the employee shall receive overtime pay in the amount of time and one-half (1 1/2) for the time required to perform his or her duties during the period of emergency that exceed forty (40) hours in any one seven day workweek. An employee seeking overtime pay under this rule bears the burden of maintaining sufficiently detailed time-keeping records, including work performed while assigned to another governmental entity and securing the proper approvals from the supervisor. The supervisor, Chief Financial Officer and the Administrator of Courts shall be responsible for approving overtime payments under this rule.

This amendment **shall take effect** on the date written above.

  
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Honorable Rhys S. Hodge  
Chief Justice

July 4, 2020

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Date