



NEW MEXICO DEPARTMENT OF PUBLIC SAFETY
GRANTS MANAGEMENT BUREAU

Overtime Certification

On behalf of _____, I as the Certifying Official certify that I have read, understand and agree to abide by all of the conditions for Overtime Pay as set forth in the current rules of the Fair Labor Standards Act (FLSA) regulations, the OJP Financial Guide and the GMB Financial Guide.

LAW ENFORCEMENT OFFICERS/COMMISSIONED EMPLOYEES

In accordance with _____ overtime policy/Union Contract/Bargaining Agreement, I certify that our law enforcement officers work week consists of _____ hours in a _____ day period.

Overtime Premium Pay

I certify that law enforcement officers shall become eligible to be compensated at one and one half (1 ½) times their regular rate of pay for all actual hours worked in excess of _____ hours in a _____ day period.

I certify that any _____ Holiday, _____ Vacation, _____ Comp time, _____ Sick leave, _____ Annual leave, _____ Other (specify) _____, shall be considered as time worked for calculating actual hours worked for above specified work period.

CIVILIAN/NON-COMMISSIONED EMPLOYEES

In accordance with _____ overtime policy/Union Contract, I certify that our civilian employees work week consists of _____ hours in a _____ day period.

Overtime Premium Pay

I certify that civilian employees shall become eligible to be compensated at one and one half (1 ½) times their regular rate of pay for all actual hours worked in excess of _____ hours in a _____ day period.

I certify that any _____ Holiday, _____ Vacation, _____ Comp time, _____ Sick leave, _____ Annual leave, _____ Other (specify) _____, shall be considered as time worked for calculating actual hours worked for above specified work period.

Full Name of Sub-recipient

Signature of Certifying Official

Date

Printed Name and Title of Certifying Official

Signature of Sub-recipient Program Representative

Date

Printed Name and Title of Program Representative

Signature of Sub-recipient Fiscal Representative

Date

Printed Name and Title of Fiscal Representative