

Mutual Consent to Waive Daily Overtime Agreement Form

Marine Engineer Beneficial Association Employees Only

In accordance with MEBA Master LOA 20-M-02 _____ (employee name) and _____ (supervisor) have mutually agreed to waive daily overtime provisions outlined in MEBA Article 11.4 Overtime Defined (a) (b) and will be paid overtime on a weekly basis in accordance with the Fair Labor Standards Act and MEBA Article 11.4 Overtime Defined (c).

Effective Date	Employee Name	Job Title	Work Schedule

The effective date of this agreement must be the first day of the pay period following approval by the Division Director. By signing this form the employee and department director agree that waiving the daily overtime provisions in accordance with the MASTER agreement 20-M-02 is mutually beneficial for both parties. This agreement can be cancelled on the first day of the pay period following notification to the employee’s supervisor.

X

 Employee DATE

X

 Department Director DATE

X

 Supervisor DATE

Cancellation of Agreement – cancellation must be prior to the first day of the pay and prior to the employee physically working or being scheduled hours within the pay period.

Date notified of cancellation	Employee signature	Supervisor signature

cc: Payroll
Human Resources