



ADMINISTRATIVE ORDER No. 5-2010

TO: All Employees

FROM: City Manager

RE: Definition of Work Periods

EFFECTIVE: Date of Signature

Sterling Police Officers – The work period shall be 28-day periods commencing at 12:01 a.m., Monday, July 19, 2010 with 171 hours worked as the overtime threshold.

Sterling Fire Engineers – The work period shall be 28-day periods commencing at 12:01 a.m., Monday, July 19, 2010 with 212 hours worked as the overtime threshold.

All other Non-Exempt Employees of the City not otherwise specified – Work period shall be seven continuous days commencing 12:01a.m., Sunday, August 1, 2010, and continuing through midnight the following Saturday with 40-hours worked as the overtime threshold.

Donald J. Selby
City Manager

11/5/2010
Date