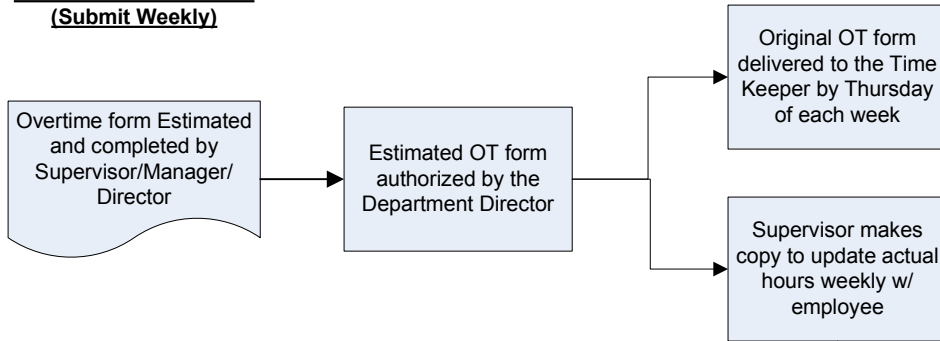
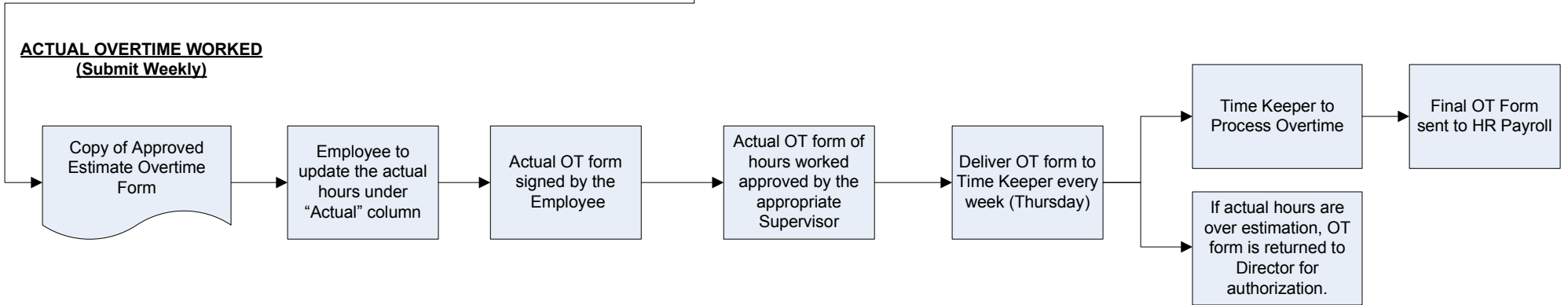


Approval of Extra Hours Flowchart

ESTIMATED OVERTIME (Submit Weekly)



ACTUAL OVERTIME WORKED (Submit Weekly)



EMERGENCY & CALL BACK OVERTIME (Submit the Next Day after the Overtime)

