

Board of Police Commissioners of Kansas City, Missouri		Section: 500 Resolution
Subject: RECORD KEEPING REQUIRED BY FAIR LABOR STANDARDS ACT		Number: 75-1
Rescinds:	Date Approved:	Page: 1 of 2

1. A. That the work week for nonexempt civilian employees be established as a calendar week, beginning on Sunday morning and ending on Saturday night.
- B. That, for the purposes of meeting the recordkeeping requirements, the work week be established retroactive to December 29, 1974. (This is necessary in order to include the first four days of January.)

Reference: Par. 2-30, 2-41 (5) & (7), and 3-11, Staff Report: The Fair Labor Standards Act.

2. That the work period for all nonexempt law enforcement employees of this Department be established as a twenty-eight day period, the first period starting on Sunday, December 29, 1974, and extending through Saturday, January 25, 1975. The work period will be each recurring twenty-eight day period thereafter.

Reference: Par. 2-35, 2-41 (5) & (7), and 3-12, Staff Report: The Fair Labor Standards Act.

3. That the Department change from the present semi-monthly payroll period to a bi-weekly pay period. (The recordkeeping requirements of the Fair Labor Standards Act dictate that records of hours worked must be recorded on a daily basis and totalled by work week or work period. Although there is no requirement that the work week or work period be the same as the pay period, from a practical standpoint, the two should be compatible in order to minimize any possible errors.)

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Reference: Par. 2-22, 2-30 (3), 2-35 (2), 2-41, 2-43 and 2-45 (2),
Staff Report: The Fair Labor Standards Act.

NOTE: This Resolution is a part of and contained in the official minutes of February 11, 1975.