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Governor Lemanu Establishes Overtime and Compensatory Time Policy

“The management of overtime and compensatory time is essential to the stability, management, and financial stewardship of the American Samoa Government.”

On Thursday, January 5, 2023, the Lemanu-Talauega Administration issued an executive order to establish Overtime and Compensatory Time Policy. This order supersedes Executive Order 07-2017 and shall be **effective immediately**.

Governor Lemanu stated that, “The management of overtime and compensatory time is essential to the stability, management, and financial stewardship of the American Samoa Government.” As mentioned in the EO, agencies developed a practice of only submitting 80 hours per pay period and then maintaining internal logs to keep hours in excess of the standard 80 hour pay period. This practice shall not be resumed and is forbidden under this EO. Time cards are to reflect all of the hours worked during the indicated pay period.

This policy is not to incur overtime or compensatory time if **avoidable**. However, when unavoidable, the use of overtime and compensatory time shall be in compliance with the Fair Labor Standards Act. The Director and management staff are responsible for preparing weekly work schedules to ensure that forty (40) hours will not be exceeded and anticipate whether overtime will be required.

“I commend the work of the men and women who have gone above and beyond to ensure the continued success in the last two years of this administration,” remarked Governor Lemanu. “And I encourage all directors to accommodate and compensate accordingly to your respective agencies' budget and the law.”

To access the Executive Order, please visit www.americansamoa.gov/press-media

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