



CITY OF HOUSTON

ADDITIONAL PAY RATES/ACCRUALS

Rates reflected for all non-exempt municipal employees



Standard Overtime Pay

Hours worked in excess of 40 hours in a work week

1.5 x
hourly rate



Standard Overtime Accrual (Comp Time)

Hours worked in excess of 40 hours in a work week

1.5 x
OT hours



Special Event Pay

Hours worked during events that are in excess of 40 hours in a work week

1.5 x
hourly rate



7-Day Schedule Pay

Second off day worked when the employee works seven consecutive days in a work week (Sat-Fri)

2 x
hourly rate



Emergency Activation Pay

Hours worked during a Mayor-declared emergency that are in excess of 40 hours in a work week

2 x
hourly rate

Rates reflected for full-time non-exempt municipal employees



Holiday Pay/Accrual

Hours worked during a City Observed Holiday

2 x
hourly base rate
(or accrue at 1 x holiday hours worked + 1 x hourly base rate)



Premium Actual Holiday Pay

Hours worked during New Year's Day, July 4th, Christmas Eve, or Christmas Day when the actual date of the holiday is not observed

2 x
hourly rate



Holiday Overtime Pay

Hours worked during a holiday that are in excess of 40 hours in a work week

2.5 x
hourly base rate



Holiday Short-Noticed Pay/Accrual

Hours worked during a Holiday with less than 24-hour notice

2.5 x
hourly base rate
(or accrue at 1.5 x holiday hours worked + 1 x hourly base rate)

- Regular hourly rate of pay includes **base pay**, **longevity**, **shift differential**, and **assignment pay**.
- Department Directors have discretion to award **comp time/accrual** instead of Overtime/Holiday pay.
- **Consult HR** for questions about exempt employees or rates for special circumstances.