



University of California
San Francisco

UCSF COMPENSATORY TIME OFF ELECTION FORM FOR TECHNICAL (TX) UNIT EMPLOYEES

Employees who work in departments that offer compensatory time off (CTO) will be afforded the opportunity to elect to be compensated for overtime hours worked upon hire and thereafter during the month of June. An employee may file a written preference in that department according to the applicable UC/UPTE Agreement, Hours of Work article.

If the employee does not make an election during the June period, the previous election will remain in place through the expiration of the contract unless the employee makes a different election in June of subsequent years according to the applicable UC/UPTE agreement.

I elect compensation for overtime in the form of compensatory time off (CTO).

Print Name

Signature

Date

I choose to receive pay for overtime worked. I do not want to receive CTO.

Print Name

Signature

Date

Received by:

Supervisor / Manager

Date