

using the time, and provided the Cabinet Member/Divisional Executive or designee of the transferee division approves.

9. Managerial employees may not earn compensatory time for work performed at any location other than the Managerial employee's regular or temporarily assigned place of employment.

10. Managerial employees shall not approve their own timesheet.

Review History:

	Date
Procedure Administrator	2/6/2020
Divisional Executive	2/6/2020
General Counsel	2/19/2020
Cabinet	4/23/2020
President	4/27/2020