



Republic of the Marshall Islands
Office of the Public Service Commission

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PUBLIC SERVICE INSTRUCTION 2020/01

STATE OF EMERGENCY OVERTIME WORKING HOURS

By virtue of the statutory functions and powers vested under the Constitution, Article VII, Section 9, and the Public Service Regulation, the Commission hereby issue **Instruction 2020/01 “State of Emergency”**. This Instruction put forth into effect shall read as follows:

This instruction is designed to ensure of PSC guidelines for the accommodation and be readily responding to process overtime working hours occurred during emergency. This includes disaster and Health emergencies, and/or **declared State of Emergency only**, and such imminent event that affects or threatens the health, safety or welfare of the people, property and infrastructure.

1. PSC Regulation 26: (1)(2)(3). Emergency Appointment:

- (1) When a disaster has occurred, or is about to occur, ministries needing additional staff to deal with the state of emergency will inform the Commission of their requirements;***
- (2) the Commission will direct other ministries to release suitable employees to affected ministries, and arrangements will be made, with the approval of Cabinet to recruit additional staff from outside the service for the period of emergency,***
- (3) such emergency appointments will terminate when the condition ceases to exist, and will be phased out as needs diminish.***

2. Personnel Compensation:

Notwithstanding **Instruction No. 2017/005**, public service employees who are involved and/or providing public services during the duration of the declared ***State of Emergency*** shall be compensated under the following terms and conditions and in the manner as prescribed:

1. Employees required to worked 80 working hours shall be compensated at their based rate only.
2. Overtime hours in excess of 80 working hours shall be compensated at time and one-half (1.5), excess hours not to exceed 64 hours per pay period, or 32 earned overtime hours per week.
3. Employees who are asked by their supervisors to work on weekends (Saturday and/or Sunday) and/or on holidays shall be compensated at double time (2x) their based rate.

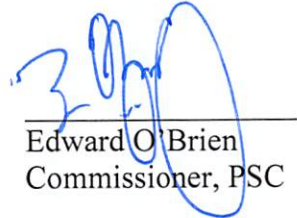
4. The Overtime requirements as prescribed in **Instruction 2017/005** shall be deemed adhered and enforced accordingly.

This Public Service Instruction 2020/01 shall take effect immediately and shall be the prevailing norm. All Ministries and Agencies of government are to ensure that the prescribed instruction be observed as stipulated above.



Kenneth Anitok
Chairman, PSC

Justina R. Langidrik
Commissioner, PSC



Edward O'Brien
Commissioner, PSC