



PPB MONEY MATTERS

Graveyard Shift FAQs

There will be some impacts on the graveyard shift as the new SAP system comes on line. A significant difference between SAP and IBIS is what date a night shift is considered to be worked. SAP considers the date the shift starts as the date worked. In IBIS the date the shift ended was considered the date worked. Employees are encouraged to keep their paycheck statements from June 18 to compare to their first paycheck on July 2. There are some key implications listed below.

Does the work date change the night shift employee's regular work days?

The actual day and time worked does not change, but the date SAP considers as worked does.

For example, an employee who works from 2200 to 0800 with a work week starting Monday night and ending Friday morning – that was considered a Tuesday to Friday schedule. Now it is considered a Monday to Thursday schedule.

What is the change regarding holiday worked?

A shift must start on the holiday to be considered working the holiday. A shift start of 2200 on December 31 that ends at 0800 on January 1 is not considered to work the holiday. A shift that starts at 2200 on January 1 is considered to work the holiday.

What is the impact on overtime?

Overtime is considered to be worked on the date the overtime starts. Employees must continue to enter the date the overtime began as well as the overtime hours worked on their overtime slips.

What is the impact for court vs. non-court overtime?

Employees will not see any changes.

Does OT appended to a shift pay differently?

No.

Are there SAP workarounds that will drive date-related changes?

No. The changes are internal workarounds for Fiscal Timekeepers. Employees need to date their overtime and regular shifts worked for the beginning of shift/overtime.

Will there be an impact to employees on this first check if their shift is graveyard on the last or first date of pay period?

Shift differential (for DCTU employees) for shifts ending after 2300 hours on June 24th will show on the next pay period's paycheck. This is because the pay period closes prior to knowing if the employee has worked the full shift for June 24th.

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