**HR/Pay Shift Codes**

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| **Shift Codes** | **Shift Rate** | **Definition**  Shift codes are only eligible for FLSA Non-Exempt (Hourly) Unclassified Professional or University Support Staff positions. (Employees will only be in the CUN pay group.) |
| Not Applicable |  | Position is not eligible for shift differential.  This is a default value that should be on all FLSA Exempt (Salaried) and students, faculty, and academic staff positions. |
| 0 | 60 cents | KU Police Department only –when any part of the employee’s primary work shift falls before 6 am or after the hour of 6 pm. The shift rate is paid on all hours worked on the eligible shift day defined as the time between the In and Out punch types.  Police Chief & HRM apply the same shift rate to all covered and non-covered KUPD (7009000) employees. The rate and times are stated in the KUPOA MOA. |
| 1 | 30 cents | When any part of the employee’s primary work shift falls before 6 am or after the hour of 6 pm and the employee is not covered under other defined shift codes. The shift rate is paid on all hours worked on the eligible shift day defined as the time between the In and Out punch types.  (Mainly used by IT and Library.) |
| 2 | 40 cents | Applies to when any part of the employee’s primary work shift falls before 6 am or after the hour of 6 pm and are covered under the LIUNA MOA or are in Operations. The shift rate is paid on all hours worked on the eligible shift day defined as the time between the In and Out punch types.  (See shift 9 for other periods.)  Vice Provost-Operations & HRM apply the same shift rate to all covered and non-covered Operations employees. The rate and times are stated in the LIUNA MOA.  (Mainly in Operations, KLETC, Recreation Services & Edwards Campus.) |
| 9 | 60 cents | Applies to employees whose regular shift begins at or after 10:00 p.m. and ends by 8:00 am and are covered under the LIUNA MOA or are in Operations. The shift rate is only paid on the hours worked between 10 pm and 8 am.  (See shift 2 for other periods.)  Vice Provost-Operations & HRM apply the same shift rate to all covered and non-covered Operations employees. The rate and times are stated in the LIUNA MOA.  (Mainly in Operations, KLETC, Recreation Services & Edwards Campus.) |

MOA= Memorandum of Agreement

FLSA- Fair Labor Standards Act

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