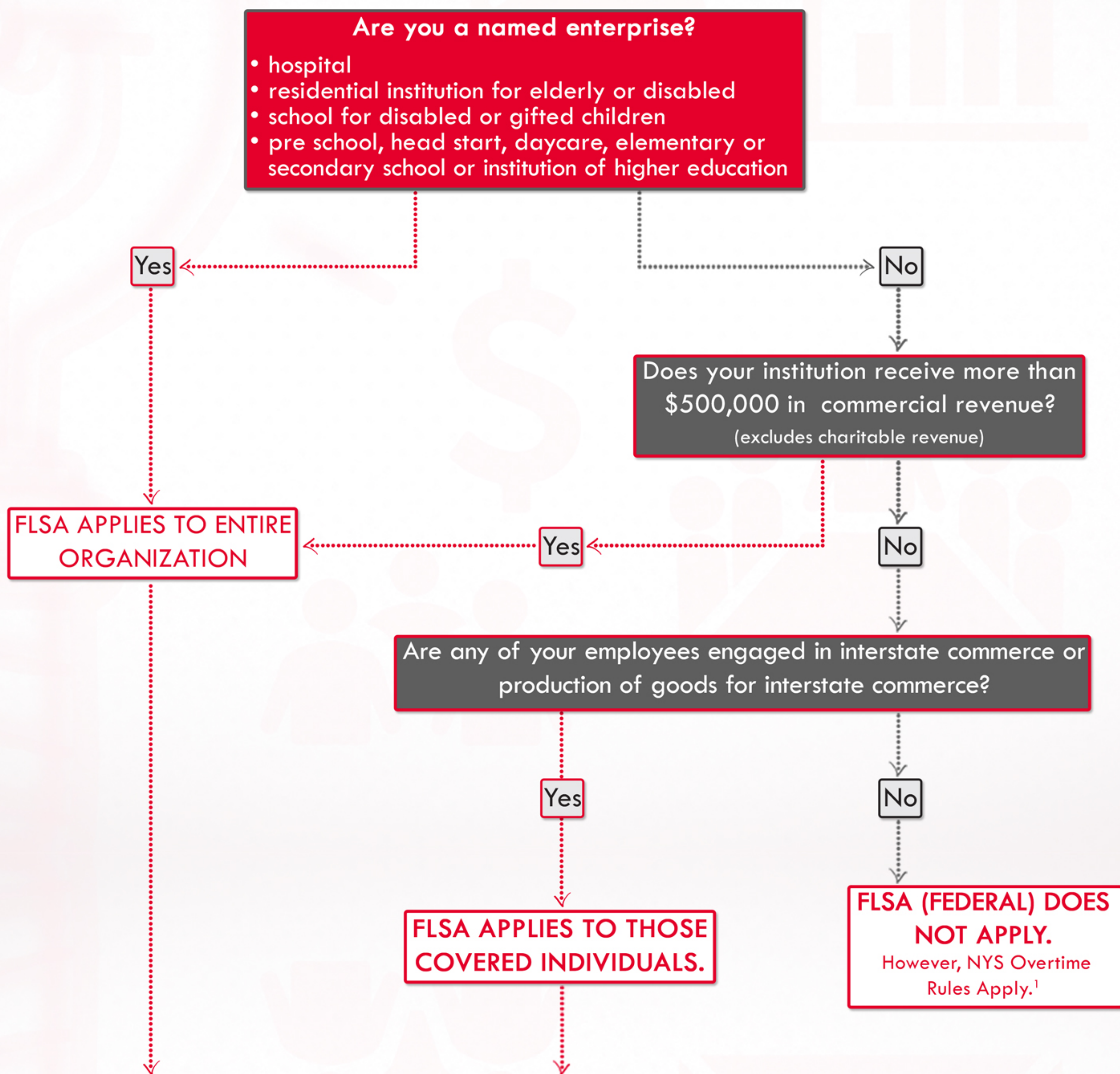
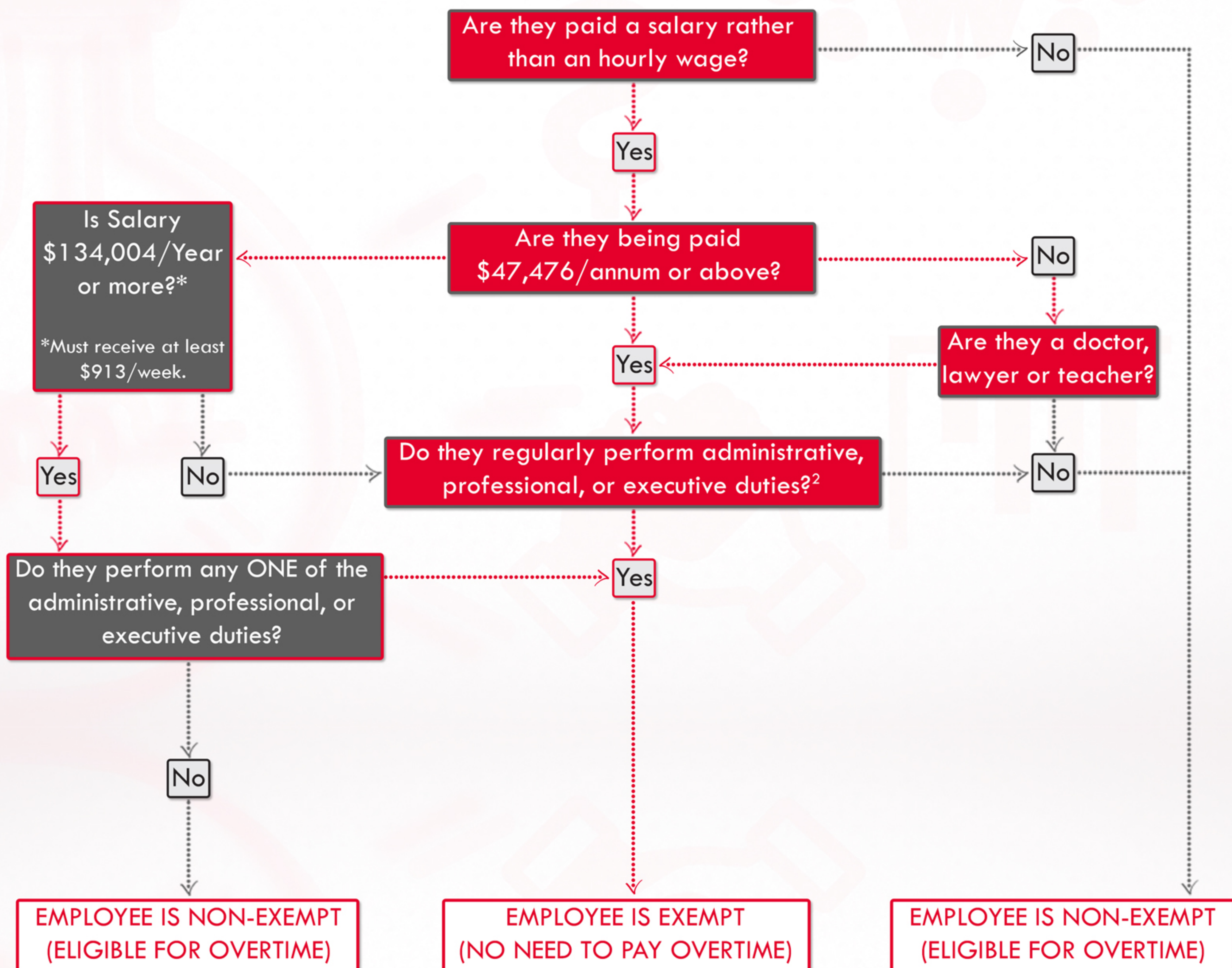


# Overtime Regulations in a Nutshell

## Do Federal Overtime Rules Apply To Your Organization?



## Are Your Employees EXEMPT or NON-EXEMPT?



### STILL HAVE QUESTIONS?

- Lawyers Alliance Helpline: [http://lawyersalliance.org/apb\\_intake\\_form.php](http://lawyersalliance.org/apb_intake_form.php)
- Lawyers Alliance Resource Guide: [http://www.lawyersalliance.org/pdfs/news\\_legal/New\\_Overtime\\_Rules\\_Legal\\_Alert\\_September\\_2016\\_FINAL.pdf](http://www.lawyersalliance.org/pdfs/news_legal/New_Overtime_Rules_Legal_Alert_September_2016_FINAL.pdf)
- Lawyers Alliance Questionnaire: [http://www.lawyersalliance.org/docs/Screening\\_OTNewMatter.docx](http://www.lawyersalliance.org/docs/Screening_OTNewMatter.docx)

<sup>1</sup>New York is currently in the process of updating state overtime laws which will provide even more overtime protections than federal law. Stay aware by by visiting <http://npccny.org> or by [joining our mailing list](#).

<sup>2</sup>**Administrative duties test** - Do they perform work related to general operating of business and use discretion and independent judgment in matters of significance?

**Professional duties test** - Do they primarily perform work that requires advanced knowledge and skill or artistic skill and use discretion and independent judgment?

**Executive duties test** - Do they primarily manage an organization or department, regularly supervise at least two full-time employees or the equivalent, and have authority to hire and fire?