

**§516.22**

**§516.22 Employees engaged in charter activities of carriers pursuant to section 7(n) of the Act.**

With respect to each employee employed in charter activities for a street, suburban or interurban electric railway or local trolley or motorbus carrier pursuant to section 7(n) of the Act, the employer shall maintain and preserve records containing all the information and data required by §516.2(a) and, in addition, the following:

- (a) Hours worked each workweek in charter activities; and
- (b) A copy of the employment agreement or understanding stating that in determining the hours of employment for overtime pay purposes, the hours spent by the employee in charter activities will be excluded and, also, the date this agreement or understanding was entered into.

**§516.23 Employees of hospitals and residential care facilities compensated for overtime work on the basis of a 14-day work period pursuant to section 7(j) of the Act.**

With respect to each employee of hospitals and institutions primarily engaged in the care of the sick, the aged, or mentally ill or defective who reside on the premises compensated for overtime work on the basis of a work period of 14 consecutive days pursuant to an agreement or understanding under section 7(j) of the Act, employers shall maintain and preserve.

- (a) The records required by §516.2 except paragraphs (a) (5) and (7) through (9), and in addition:
  - (1) Time of day and day of week on which the employee's 14-day work period begins,
  - (2) Hours worked each workday and total hours worked each 14-day work period,
  - (3) Total straight-time wages paid for hours worked during the 14-day period,
  - (4) Total overtime excess compensation paid for hours worked in excess of 8 in a workday and 80 in the work period.
- (b) A copy of the agreement or understanding with respect to using the 14-day period for overtime pay computations or, if such agreement or understanding is not in writing, a memo-

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randum summarizing its terms and showing the date it was entered into and how long it remains in effect.

**§516.24 Employees employed under section 7(f) "Belo" contracts.**

With respect to each employee to whom both sections 6 and 7(f) of the Act apply, the employer shall maintain and preserve payroll or other records containing all the information and data required by §516.2(a) except paragraphs (a) (8) and (9), and, in addition, the following:

- (a) Total weekly guaranteed earnings,
- (b) Total weekly compensation in excess of weekly guaranty,
- (c) A copy of the bona fide individual contract or the agreement made as a result of collective bargaining by representatives of employees, or where such contract or agreement is not in writing, a written memorandum summarizing its terms.

**§516.25 Employees paid for overtime on the basis of "applicable" rates provided in sections 7(g)(1) and 7(g)(2) of the Act.**

With respect to each employee compensated for overtime work in accordance with section 7(g)(1) or 7(f)(2) of the Act, employers shall maintain and preserve records containing all the information and data required by §516.2(a) except paragraphs (a) (6) and (9) and, in addition, the following:

- (a)(1) Each hourly or piece rate at which the employee is employed, (2) basis on which wages are paid, and (3) the amount and nature of each payment which, pursuant to section 7(e) of the Act, is excluded from the "regular rate,"
- (b) The number of overtime hours worked in the workweek at each applicable hourly rate or the number of units of work performed in the workweek at each applicable piece rate during the overtime hours,
- (c) Total weekly overtime compensation at each applicable rate which is over and above all straight-time earnings or wages earned during overtime worked,
- (d) The date of the agreement or understanding to use this method of compensation and the period covered. If the