

# CIVILIAN MARINE PERSONNEL INSTRUCTIONS

CMPI 610 - COVER SHEET 83

HOURS OF WORK AND PREMIUM PAY

NAVEXOS P-833-610-83

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Attached is a revision of CMPI 610, HOURS OF WORK AND PREMIUM PAY, which should be substituted for the present issue in the CMPI volume. The "Record of Cover Sheets Received" should be initialed and this cover sheet should be filed.

## REASONS FOR REVISION

Includes changes adopted in the maritime industry, clarifies existing provisions, and incorporates changes previously approved by other media. The following new provisions or major changes should be particularly noted.

CMPI 610.1-2.--This paragraph has been amended to cite the latest authority governing the compensation of civilian marine employees.

CMPI 610.1-4u.--This subparagraph which defined "clerical and abstract work" has been deleted as being no longer necessary. The existing subparagraph "v" has been re-lettered as "u".

CMPI 610.1-12.--Amended to provide that when deck and engine non-officers (Pacific Schedule) are called for work outside their regular schedule, they must report within 30 minutes with premium pay beginning when called to report. The 15 minute time period remains in effect for all other categories of personnel.

CMPI 610.1-20e.--This former subparagraph has been deleted as the recently approved amendment to provide overtime to Damage Control Instructors no longer makes this rating subject to the provisions of CMPI 610.1-20.

CMPI 610.1-25.--Amended to the extent that premium pay for diving duties now applies to personnel of the Pacific Schedule as well as the Atlantic Schedule.

CMPI 610.1-26.--A new paragraph which sets forth the premium pay conditions for all personnel (both schedules) when required for the operation of sponsor's equipment in project ships during regular working hours.

CMPI 610.2-1a.--Amended by setting forth the conditions for payment of overtime to deck officers (Atlantic Schedule) for work in excess of eight hours when port time, or a combination of port time and sea time, is in effect.

CMPI 610.2-1c.--Amended by requiring the payment of \$5.11 per hour (in lieu of the overtime rate) to deck officers (Atlantic Schedule) when required to supervise liquid cargo operations in dry cargo and passenger ships during overtime hours.

CMPI 610.2-1f.--Amended to provide overtime, rather than penalty time, to deck officers (Atlantic Schedule) for rest periods earned but not granted. Also amended to require such overtime payments, formerly denied, when deprived of the rest period due to standing a regular watch on days of departure.

CMPI 610.2-1h.--A new paragraph prescribing the optional hours of work, after sea watches have been broken, for a licensed deck officer (Atlantic Schedule) between 0800 and 1700 on arrival day after standing a watch at sea. The intent of this paragraph is to prevent a split shift assignment in order to complete an eight hour work day.

CMPI 610.2-3e.--Modified to the extent that the overtime paid to licensed deck officers (Atlantic Schedule) during a docking and undocking operation will not apply when such personnel are required to remain on the bridge.

CMPI 610.2-3f.--A new paragraph which authorizes overtime to deck officers (Atlantic Schedule) when required to manually open or close hatches or spot or trim cargo gear. Double premium pay is not authorized nor will overtime apply in an emergency.

CMPI 610.2-5c.--Amended to clarify the sanitary duties required to be performed by deck nonofficers (Atlantic Schedule) in cargo ships.

CMPI 610.2-6p.--Amended to delete any reference to cargo ships. The cleaning of quarters, washrooms, etc., of deck nonofficers (Atlantic Schedule), by a crewman on duty, applies both to passenger and cargo ships.

CMPI 610.2-6s.--Amended to clarify that the extra compensation of \$10.00 payable to deck nonofficers (Atlantic Schedule), when securing the ship for sea under the cited conditions, is in addition to any overtime received when on overtime hours.

CMPI 610.2-7c(2).--A sentence added which clarifies the requirement as to whether or not a radio officer (Atlantic Schedule) is to be aboard during a shift of ship.

CMPI 610.2-8c.--A new paragraph which provides for two hours' minimum overtime to be paid to radio officers (Atlantic Schedule) when called out to perform radio communications work at sea outside of regular watch hours.

CMPI 610.2-8d.--A new paragraph which provides for two hours' minimum overtime to be paid radio officers (Atlantic Schedule) when called out to perform radiotelephone operation at sea outside of regular watch hours.

CMPI 610.2-8e.--A new paragraph which provides two hours' minimum overtime to radio officers (Atlantic Schedule) in passenger ships for handling press at sea during regular watch hours. Concurrent with this action the last sentence in COMSTS INSTRUCTION P3120.2C, 1-5-12 (News Broadcasts), subparagraph f is cancelled.

CMPI 610.3-1c.--A clause added which exempts the Chief Engineer in tankers (Atlantic Schedule) from receiving compensatory time or base pay in lieu thereof for a shift of ship. Such personnel will be subject to the premium pay provisions of CMPI 610.3-1f.

CMPI 610.3-1f.--A new subparagraph which provides premium pay to Chief Engineers (Atlantic Schedule) in tankers for shifting ship. This is in lieu of compensatory time or additional base pay that was formerly authorized.

CMPI 610.3-2b.--Rewritten to amplify the conditions under which premium pay is payable to licensed assistant engineers (Atlantic Schedule) for relieving for supper and to clarify which categories of licensed assistant engineers may be required to perform this work.

CMPI 610.3-3e(3).--Amended to clarify that watchstanding Chief Engineers (Atlantic Schedule) are entitled to compensatory time when required to be on board in port outside their regular watches without regard to the time limitation applicable to nonwatchstanding Chief Engineers.

CMPI 610.5.--The provisions pertaining to hours of work and premium pay for medical personnel (Atlantic Schedule) in port or at sea have been amended to set forth the changes previously approved by separate correspondence.

CMPI 610.6-1a.--Amended by setting forth the conditions for payment of overtime to deck officers (Pacific Schedule) for work in excess of eight hours when port time, or a combination of port time and sea time, is in effect.

CMPI 610.6-1h.--This paragraph, pertaining to prohibited work for deck officers (Pacific Schedule), has been amended and relocated as 6-3e.

CMPI 610.6-1h.--A new paragraph prescribing the optional hours of work, after sea watches have been broken, for a licensed deck officer (Pacific Schedule) between 0800 and 1700 on arrival day after standing a watch at sea. The intent of this paragraph is to prevent a split shift assignment in order to complete an eight hour work day.

CMPI 610.6-3e.--This paragraph, formerly 6-1h, is amended to apply to deck officers (Pacific Schedule) both at sea and in port and also requires payment of the \$5.00 per hour in addition to, rather than in lieu of, any other premium compensation they may be receiving for performing the stated prohibited work.

CMPI 610.6-4d.--Contains new and revised subparagraphs to clarify overtime payments to deck nonofficers (Pacific Schedule) during shift of ship operations.

CMPI 610.6-5e.--Amended to clarify the sanitary duties required to be performed by deck nonofficers (Pacific Schedule) in cargo ships.

CMPI 610.6-6b.--A clause added whereby deck nonofficers (Pacific Schedule) will receive overtime during straight time hours when required to handle, connect or disconnect bunker oil hoses.

CMPI 610.6-6d.--A clause added which provides that deck nonofficers (Pacific Schedule) shall not be required to use mechanical chipping equipment aloft.

CMPI 610.6-6e.--A clause added which states that ventilation shall be provided when deck nonofficers (Pacific Schedule) apply shellac in confined spaces.

CMPI 610.6-6g.--A clause added which provides that when deck nonofficers (Pacific Schedule) clean cargo holds and the hatch is not open, proper ventilation must be provided.

CMPI 610.6-6i.--Amended by the insertion of additional work situations connected with the preparation of cargo holds which require premium payments to deck nonofficers (Pacific Schedule).

CMPI 610.6-6j.--Amended by an additional subparagraph which requires steward personnel to clean quarters, make bunks, etc., of deck nonofficers (Pacific Schedule) in passenger ships.

CMPI 610.6-6l.--Clauses added which require ventilation to be provided when deck nonofficers (Pacific Schedule) spray paint and also provides, when practicable, that the work of spray painting will be assigned either to men off watch or men on watch in order to avoid men performing the same type of work at different rates of pay.

CMPI 610.6-7c(2).--A sentence added which clarifies the requirement as to whether or not a radio officer (Pacific Schedule) is to be aboard during a shift of ship.

CMPI 610.6-8c.--A new paragraph which provides for two hours' minimum overtime to be paid to radio officers (Pacific Schedule) when called out to perform radio communications work at sea outside of regular watch hours.

CMPI 610.6-8d.--A new paragraph which provides for two hours' minimum overtime to be paid radio officers (Pacific Schedule) when called out to perform radiotelephone operation at sea outside of regular watch hours.

CMPI 610.6-8e.--A new paragraph which provides two hours' minimum overtime to radio officers (Pacific Schedule) in passenger ships for handling press at sea during regular watch hours. Concurrent with this action the last sentence in COMSTS INSTRUCTION P3120.2C, 1-5-12 (News Broadcasts), subparagraph f is cancelled.

CMPI 610.7-1d.--A clause added which exempts the Chief Engineer in tankers (Pacific Schedule) from receiving compensatory time or base pay in lieu thereof for a shift of ship. Such personnel will be subject to the premium pay provisions of CMPI 610.7-1f.

CMPI 610.7-1f.--A new subparagraph which provides premium pay to Chief Engineers (Pacific Schedule) in tankers for shifting ship. This is in lieu of compensatory time or additional base pay that was formerly authorized.

CMPI 610.7-3e(3).--Amended to clarify that watchstanding Chief Engineers (Pacific Schedule) are entitled to compensatory time when required to be on board in port outside their regular watches without regard to the time limitations applicable to nonwatchstanding Chief Engineers.

CMPI 610.7-3f.--A new paragraph which prohibits licensed engineers (Pacific Schedule) from doing unlicensed work, but if required to do so, they shall be paid overtime during straight time hours.

CMPI 610.7-5d.--A new paragraph setting forth the premium pay requirements for electricians (Pacific Schedule) for operation of electric cargo handling machinery at sea when cargo holds are being cleaned.

CMPI 610.7-6a.--A sentence added which grants one hour off to engine nonofficers (Pacific Schedule) for cleaning clothes and washing up after performing work in the spaces as outlined in this paragraph.

CMPI 610.7-6c.--Amended by an additional subparagraph which requires steward personnel to clean quarters, make bunks, etc., of engine nonofficers (Pacific Schedule) in passenger ships.

CMPI 610.7-6f.--Amended by including additional work situations for electricians (Pacific Schedule) for duties connected with various electrical and mechanical equipment and delineates whether or not premium pay is applicable.

CMPI 610.7-6g.--Amended to provide that when no refrigerated cargo is aboard and refrigeration engineers and refrigeration oilers (Pacific Schedule) are assigned to day work they may be assigned work on ship's electrical "equipment," rather than on electrical "systems" as previously stated.

CMPI 610.7-6o.--A new subparagraph which provides penalty time during straight time hours to engine nonofficers (Pacific Schedule) when required to perform welding and lathe work. This provision will not apply to the various machinist ratings.

CMPI 610.7-6p.--A new subparagraph which requires Wipers (Pacific Schedule) in cargo ships to paint and clean fiddlely behind and on top of boiler spaces as part of their regular duties. It further states that this work shall not be done while the ship is in the tropics.

CMPI 610.7-6q.--A new paragraph which requires the payment of penalty time to electricians (Pacific Schedule) during straight time hours when required to work aloft on range lights and running lights that are located on king posts or masts.

CMPI 610.8-1e.--Amended by the addition of a sentence to provide that if the stated time required by steward personnel (Pacific Schedule) to handle linen during overtime hours cannot be adhered to such work shall be completed within the regular hours of work without additional premium pay.

CMPI 610.8-3b.--Amended to provide that steward personnel (Pacific Schedule), in all ships, who provide service to passengers, crew-members or noncrewmembers shall be allowed at least one-half hour for meals either before or after scheduled meal hours. It also provides that when no passengers are aboard, steward personnel scheduled on an 0800-1700 basis shall receive one hour off for the noon meal.

CMPI 610.8-3e.--Amended to clarify the two-hour minimum overtime provision to steward personnel (Pacific Schedule) when called out to work after completion of a regular day's work spread and prior to the beginning of the next day's regular work spread.

CMPI 610.9.--The provisions pertaining to hours of work and premium pay for medical personnel (Pacific Schedule) in port or at sea have been amended to set forth the changes previously approved by separate correspondence.

CMPI 610.15-1f.--Amended to include area bonus payments for sick leave taken ashore, in addition to when aboard ship, if the area of confinement ashore is actually in the bonus area.

CMPI 610.15-2a.--Amended to clarify the entitlement to an area bonus when ashore on annual leave or absent from duty without authorization. Also amended to require that a marine employee must actually be aboard ship to be eligible for the vessel attack bonus.

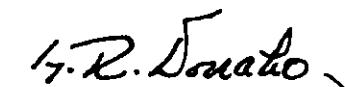
CMPI 610.15-9b.--Amended to include guidelines for computing area bonus.

CMPI 610.16-Encl. 1.--Amended to provide that a completed Premium Pay Dispute Form will be furnished the employee concerned.

EFFECTIVE DATE

The above changes to this Instruction are effective upon receipt.

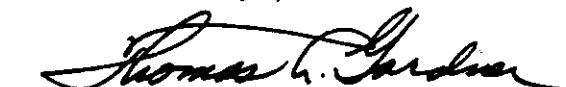
Authorized  
for MSTS:



GLYNN R. DONAHO  
Commander  
Military Sea Transportation Service

By direction of the Secretary of the Navy:

Approved: 6 March 1967



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