



## **Freedom of Information Request**

## 5<sup>th</sup> December 2024

## Question

Can you provide details of what is the definition of SAS Staff Basic Enhanced Hours and also the definition of Extended Duty Hours. Please provide details of what is included with each with regard to calculation of pay for part time staff.

## **Answer**

Basic enhanced hours can only be claimed by staff who are part-time. They claim the basic enhanced rate for any scheduled overtime shifts undertaken up until the equivalent of full-time hours have been worked. Any scheduled overtime hours undertaken after full-time hours have been worked would be claimed as overtime.

Extended Duty can be claimed if staff are held back on a rostered shift due to unforeseen circumstances; this would include if a job over-runs etc.