



DEPARTMENT OF PERSONNEL
209 East Musser Street, Room 101
Carson City, Nevada 89701-4204
(775) 684-0150
<http://dop.nv.gov>

MEMO PERD #15/08 (Corrected)
March 4, 2008

TO: All Payroll Clerks

FROM: Todd Rich, Director *T.R.R.*
Department of Personnel

SUBJECT: STANDARD DAYLIGHT TIME

Standard Daylight Time will begin on Sunday, March 9, 2008 at 2:00 am. Employees who are working a shift during this time will lose an hour of work.

As explained in NAC 284.220, subsection 1:

1. An employee, other than an exempt classified employee or exempt unclassified employee, who loses an hour of work during his scheduled shift because of a change of time to daylight saving time may, with the approval of the appointing authority, elect to take an hour of annual leave, compensatory time or leave without pay or must be scheduled to work an additional hour.

If you have additional questions, please contact the Department of Personnel's Central Payroll section at (775) 687-9077.

TR:vk

cc: Agency Personnel Liaisons
Agency Personnel Representatives