

APPENDIX 24A
(See Rule 24101)

EMPLOYEES NORMALLY ELIGIBLE FOR OVERTIME PAYMENTS

Ministries	Employees
Trade	1. Draughtsmen 2. Timekeepers
Industries	1. Draughtsmen 2. Timekeepers
Veterinary Services	1. Laboratory Technician
Information	1. Driver-Projectionists 2. Telex Operators
Printing Division	1. Press Engineers, Office equipment Engineer, Technical Officer and Assistant Technical Officer-in- Training. Press Superintendents of all Grades.
	Readers of all Grades
	2. Overseers of all Grades
	3. Printers of all Grades
	4. Learner Printers
	5. Apprentice Printers
	6. Technical Assistants
	7. Press Attendants
	8. Book-binding Assistants
	9. Senior Foreman
	10. Assistant Foreman
	11. Mechanics and Craftsmen
	12. Office Equipment Mechanics
	13. Electricians of all Grades
Transports-in-Land Water-Ways	1. Boatswains
	2. Floating Staff Serving ashore
	3. Timekeepers
	4. Ferry Attendants
	5. Crews of Harbour Craft
	6. Turnstile Operators
	7. Wireless Operators
	8. Patrolmen
	9. Technical Assistants
	10. All Technical Staff – Hydrological Assistants,
Draughtsmen, Laboratory Technicians, <i>etc</i>	11. Marine Engineers of all Grades
	12. Marine Engineering Assistants of all Grades
	13. Canoe Boys of all Grades

Works and Housing

Public Works	<ol style="list-style-type: none">1. Works Superintendents (Roads, Building, Mechanical, Electrical and Waterworks) Assistant Work Superintendents; Woodworking Officers, Technical Officers, Assistant Technical Officers.2. Technical Assistants3. Timekeepers, Grade I and II4. Mechanics and Craftsmen5. Road Overseers of all Grades6. Miscellaneous Subordinate Staff All Staff in the Technical Grades including...
Survey	<ol style="list-style-type: none">1. Survey Assistants2. Air Mapping Assistants3. Air Survey Attendants4. Draughtsmen5. Drawing Office Attendants6. Map Mounters and Letter Press Operators.7. Lithographic Mechanics and Lithographic Attendants8. Lithographers9. Survey Photo Assistants10. Photographic Attendants11. Technical Assistants, Computing
Agriculture	<ol style="list-style-type: none">1. Produce Officers and Assistant Produce Officers/Superintendents of all Grades.2. Produce Inspectors/Assistants of all Grades3. Quality Control Officers/Assistants of all Grades.
All Ministries/Departments	<ol style="list-style-type: none">1. All Stores Staff who work a normal 40 – hours week2. Standard Technical Grade Officers3. Other Tradesmen4. Artisans (including Chargemen)5. Craftsmen6. Technical Officers of all Grades, except those mentioned in Civil Service Rule 24103 (ii) and (iii)7. Foremen and Assistant Foremen8. Gatemen and Watchmen

APPENDIX 24b
(See Rule 24111)

SCHEDULE OF CATEGORIES OF STAFF ELIGIBLE
FOR ALLOWANCES IN LIEU OF OVERTIME PAYMENTS

<i>Ministry/Department</i>	<i>Categories of Workers</i>	<i>Rate of Allowance</i>	<i>Remarks</i>
Fisheries Research Vehicle	Crew of Motor Vehicle in respect of days when the crews are at sea for more than eight hours. Fisheries Assistants and Fishery Artisans when serving in motor-fishing vessels or in sea canoes for more than eight hours a day on condition that they also function as crew members.	30% of wages (night duty allowance) plus 33½% of wages (Condition of Service Allowance).	Night Duty allowance payable to crews on patrol and night duties
Inland Waterways	Crews of Buoyage Vessel whilst engaged on patrol and buoyage duties. Hydrological and Technical Assistants. Touring by River Craft or Dinghy.	30% of wages (buoyage allowance) plus 33½% of wages (Condition of Service Allowance).	Condition of service allowance payable for each night the vessel is away from her station but not payable on the night of arrival at the station.
	Cooks and Stewards in Inland Waterways where vessels are in Commission. Crews of all vessels whilst in Dockyard hands away from their station. Crews who do not receive overtime allowance and who work in turn as watchmen when such duties are performed in addition to working through the preceding or succeeding day.	12½% or 17½% of salary for 3 or 2 Staff workers respectively.	Ordinary rates overtime should be reverted to when the members of Inland Waters vessels are posted temporarily to other duties of a different nature.

<i>Ministry/Department</i>	<i>Categories of Workers</i>	<i>Rate of Allowance</i>	<i>Remarks</i>
Medical	Health Superintendents (Ports) Junior Port Health Officer working at Air, Sea Ports. Hospitals Orderlies and Mortuary Attendants Ambulance Drivers, Technical Assistants employed on Heat Research Experiments, Medical Laboratory Technicians and Technologists assigned to duties connected with the blood transfusion services.	12½% or 17½%, 27½% salary for 3, 2 and 1 shift workers respectively.	
Social	1. Welfare Assistants of all Grades. 2. Artisans Instructors	12½% and 17½% of salary for 3 and 2 shift workers respectively.	
State House	Cooks, Stewards	12½%, 17½% of salary for 3 and 2 shift workers respectively.	
All Ministries/ Departments	Hall Porters, Motor Drivers and River Mechanics of all grades.	12½% of basic salary 3 shift workers, 17½% of basic salary for 2 shift workers respectively	
Works	Ferryman at Bansara-Mamfe Water-Works section and those engaged on other pontoons than in Bansara-Mamfe works section. Staff employed at the Ministry of Works Toll Gates.	12½% of basic salary for 3 shift duty workers, 17½% of basic salary for 2 shift duty workers.	

