

Understanding Your Caterpillar Payslip

Fair Labor Standards Act (FLSA) Recognition Award



Purpose:

- This payslip guide is designed to help you understand your payslip, so you know how your pay and deductions are calculated each pay period.
- Our goal is to help you feel confident reviewing your payslip and know where to go if you have questions.

Understanding Your Payslip

Hours and Earning Section

Current Pay Period: May 18 – May 24, 2026

Payslip Example:

- ✓ Hourly Employee
- ✓ Paid Weekly

Hours & Earnings						
Description	Dates	Hours	Rate	Amount	YTD Hours	YTD Amount
Absence Pay	05/18/2026 - 05/24/2026	4	32.1	128.40	98	3,052.32
Double Time 2.0	05/11/2026 - 05/17/2026	11	-34.57	-380.27	103	7,793.23
Double Time 2.0	05/11/2026 - 05/17/2026	11	42.14	463.54	48	1,481.76
Holiday Pay		0			829	1,555.98
Night Shift	05/18/2026 - 05/24/2026	40	1.926	77.04	0	500.00
Overtime 1.5	05/11/2026 - 05/17/2026	15	-17.285	-259.28	107	5,809.96
Overtime 1.5	05/11/2026 - 05/17/2026	15	21.07	316.05	0	4,250.00
Recognition Award		0			0	767.43
Rec Award FLSA G05/11/2026 - 05/17/2026		0		500.00	0	
Rec Award FLSA N		0			0	
Regular Pay	05/18/2026 - 05/24/2026	36	32.1	1,155.60	683	21,396.63
STIP		0			0	1,157.11
NSPDT		0			103	385.60
NSP OT		0			107	301.89
Hours & Earnings				2,001.08		48,451.91

Note: Absence Pay = Paid Time Off (PTO)

3 Absence Pay
• 4 hours
• \$32.10

2 Night Shift Premium
• 40 hours
• \$1.926

1 Regular Pay
• 36 hours
• \$32.10



Employee received a recognition award that is Fair Labor Standards Act (FLSA) eligible

- The coverage period for the recognition award is May 11 to May 17, 2026

FLSA Award Pay Adjustments

- ▶ When a recognition award or other one-time payment is subject to FLSA rules, the system reviews the time period it covers and recalculates overtime if needed.
- ▶ Under the FLSA, overtime pay is determined by multiplying the employee's "straight time rate of pay" by all overtime hours worked, PLUS one-half of the employee's "hourly regular rate of pay" times all overtime hours worked.
- ▶ Receiving a one-time payment that is FLSA eligible will increase the overtime rates for that specific coverage period.

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3 Original Double Time Premium
• 11 hours
• -\$34.57

5 Adjusted Double Time Premium
• 11 hours
• \$42.14

2 Original Overtime
• 15 hours
• -\$17.285

4 Adjusted Overtime
• 15 hours
• \$21.07

1 FLSA Recognition Award
• May 11 – May 17

- ✓ You can see the original overtime pay at a rate of \$17.285 and a double time pay of \$34.57.
- ✓ You can view the line items showing the increased rate.
- ✓ The overtime pay increased to \$21.07 an hour and the double time increased to \$42.14.

Continue

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- = Removed
- = Added

- 1 Original Overtime and Double Time Pay

 - -\$259.28 (Overtime)
 - -\$380.27 (Double Time)
- 2 Adjusted Overtime and Double Time Pay

 - +\$316.05 (Overtime)
 - +463.54 (Double Time)

Note: Absence Pay = Paid Time Off (PTO)

- ✓ We had to deduct the original amount for the overtime and double time pay.
- ✓ We added back the increased pay for overtime and double time pay.
- ✓ By doing this, the difference in pay for the overtime was +\$56.77 and the difference for the double time pay was \$83.27.

Payslip Tips for Employees



- This is not duplicate pay
- This is a correction to the hourly rate
- Match the coverage period on the one-time payment to the dates of lines being adjusted
- Hours are not being adjusted, only your rates are being adjusted
- FLSA adjustments happen when your overtime or double time rate changes after payroll is already processed—usually due to bonuses, shift pay, or late earnings being included.

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If you have any further questions, please contact your local HR Business Partner.