

# Fair Labor Standards Act: Executive, Administrative & Professional Exemptions

In this program you will learn about the Fair Labor Standards Act; including current minimum wage and overtime requirements as well as changes being implemented as of December 1, 2016. Attendees will also gain an understanding of the executive, administration, professional and outside sales exemptions and the tests utilized to determine the qualification of a position.

Attendees will be able to:

- Interpret how the changes and automatic salary level updates may impact their workforce.
- Administer the three tests for exemption (salary level, salary basis & job duties), so as to determine what jobs do/ do not qualify for exempt status.
- Determine which deductions are/are not permitted from an employee's salary. Access the new overtime rules, guidance documents, fact sheets, frequently asked questions via the Department of Labor's Wage & Hour homepage and the helpline.

#### Instructor:

**Melissa Wright**

Community Outreach & Planning Specialist (CORPS)  
US Department of Labor's Wage and Hour Division  
Iowa Division of Labor

## Meeting Details

When: Thursday, November 17, 2016  
9:00 am — 11:00 am

Where: NICC Calmar Campus  
Wilder Business Center  
Room 106  
Calmar, IA

Cost: \$29.00 per person

Space is limited so reserve a space today!



Recertification Credit Hours Applied for: 2 hours

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To register for: Class # 54006

go to: [www.nicc.edu/solutions](http://www.nicc.edu/solutions) or call 563.562.3263 ext. 399

Pre-registration is required.

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Refund Policy: If a class is cancelled by NICC, a full refund will be issued. No refund will be given if the participant cancels five business days or less prior to class start date. Note that some fees are not refundable.