



DEPARTMENT OF POLICE SERVICES

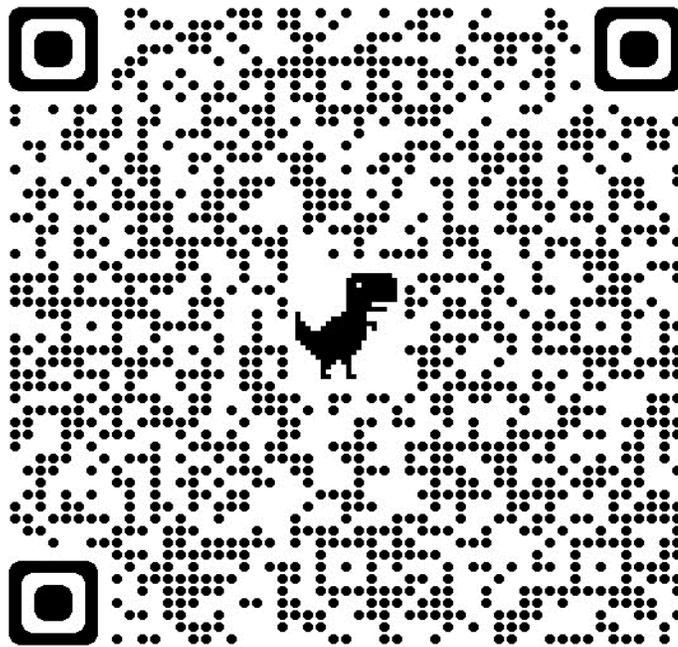
DPS CONTRACTED OVERTIME WITH EXTERNAL AGENCIES

Effective November 1, 2023

For all contracted Police personnel from external agencies working overtime hours at CSUN, Schedule Variance Requests must now be submitted electronically through Adobe Sign web form. An emailed copy will be provided to the employee upon supervisory and timekeeper approval.

To complete timesheet and enter overtime hours, complete Adobe Sign form using link or QR code:

[CSUN DPS Contracted Overtime with External Agencies form.](#)



For questions on completion or submission, contact Lisa Moon
lisa.moon@csun.edu (818)677-2010