

# TIME ANALYSIS & LITIGATION

## Time Analysis

A time analysis is conducted to determine the amount of time it takes individuals to perform tasks. The process of conducting a time analysis consists of **5 distinct phases**.

- ◇ Requirement Analysis
- ◇ Data Collection
- ◇ Data Analysis
- ◇ Statistical Analysis
- ◇ Reporting



## Time Analysis & Litigation

JFAssociates conducts time analyses for a large number of high profile class action lawsuits most often filed under the Fair Labor Standards Act (FLSA). Our clients rely on us to determine how much time employees spend on activities. We have provided consultation expertise in numerous trials, settlements, arbitrations, and mediations. We provide expert witness services to law firms and companies in a variety of litigation cases across a broad range of industries. Some industries are listed below:

- ⇒ Aerospace
- ⇒ Automobile
- ⇒ Call centers
- ⇒ Computer chip manufacturing
- ⇒ Electronic manufacturing
- ⇒ Entertainment
- ⇒ Financial institutions
- ⇒ Food processing
- ⇒ Foundries
- ⇒ Healthcare
- ⇒ Hospitality
- ⇒ Parcel and Post
- ⇒ Pharmaceutical
- ⇒ Plastics manufacturing
- ⇒ Retail
- ⇒ Security
- ⇒ Small and large assembly
- ⇒ Warehouse



## JFAssociates Approach to FLSA Projects

- Design the time analysis study
- Collect time analysis data
- Prepare deliverables for client as needed (declarations, depositions, reports, presentations, etc.)
- Provide expert consultation and witness testimony



### Pre & Post Shift Work

- Determine time recording ("clocking") procedures specific to departments within each facility
- Breakdown activities into specific elements
- Determine elements that are performed "off the clock"
- Conduct time analysis of elements

### Donning & Doffing

- Conduct time analysis: items donned/doffed, walk distances (departmental basis), sanitation procedures, and washing procedures

### Security & Bag Checks

- Determine security procedures specific to facility
- Analyze procedures on an elemental basis and provide time values

### Misclassification of Employees

- Consider all job tasks completed by workers allegedly misclassified
- Determine allocation of exempt work vs. non-exempt work

## JFAssociates Achievements

- JFAssociates has conducted time analysis in over 100 FLSA claims and cases, working with leading law firms throughout the country
- JFAssociates has provided expert consultation for a number of "Fortune 500" companies
- JFAssociates results have been used in a number of cases litigated in the Supreme Court with favorable results.
- JFAssociates has an extensive record of favorable case outcomes

Our experience with labor litigation includes but is not limited to "Off the Clock" and employee misclassification lawsuits. Our current and past "Off the Clock" projects include: Donning & Doffing, Missed or Short Rest Breaks & Meal Periods, Pre & Post Shift Work, Security Checks, and Bag Checks. Our services include consultation in regards to decertification of class, risk mitigation, mediation, and settlement.

**JFAssociates, Inc.**  
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