

Article 4 – Hours of Service & Overtime

Article 4.A

Article 4.B

A. The Workday and Workweek

1. The work week begins at 0000 hours Sunday and ends at 2359 hours on Saturday. A full-time work week consists of 40 hours, with a maximum of 10 & consecutive hours per day, inclusive of a 30 minute meal period.

B. Overtime

1. Basic Rules

a. Overtime is any time worked by an employee other than during the employee's scheduled shift. Overtime will be determined at Management's discretion based upon operational needs. Employees may not work overtime without prior Company approval except when not doing so would negatively impact a training class, customer service or operations.

b. Except as otherwise provided to accommodate computer system programming, overtime will be computed and paid for actual time worked. There will be no compounding or pyramiding of overtime or premium rates provided for in this Agreement and no employee will receive more than double the straight time rate for any hours worked.

c. Where any of these overtime provisions differ from federal, state or local law, the practices will be altered in that location to comply with the law.

d. For purposes of computing overtime, the 24 period begins with the starting time of the employee's regularly assigned shift.

e. Unpaid occupational or non-occupational sick time is not included in the computation of the 40 hour requirement for compensation of overtime on an employee's regularly scheduled days off.

f. Local management, in consultation with the Local Union Committee, may establish processes and procedures for offers of overtime so long as they are not inconsistent with this Agreement.

2. Compensation for Working Overtime

a. For employees assigned to an 8 hour shift:

(i) Overtime rate of time and 1/2 will be paid:

(A) For the first 4 hours worked in excess of 8 hours in any regular work day.

(B) For the first 8 hours worked on 1 of the 2 regularly scheduled days off each work week, if a minimum of 40 hours is worked during the work week.

(ii) Overtime rate of double time will be paid:

(A) For hours worked in excess of the first 8 hours worked on 1 of the 2 regularly scheduled days off each work week, if a minimum of 40 hours is worked during the work week.

(B) For all time worked on the second regularly scheduled day off if a minimum of 40 hours is worked during the work week and if a minimum of 4 hours is worked on the first regularly scheduled day off.

(C) For time worked in excess of 12 hours in any 24 hour period except when an employee, after bidding, voluntarily changes shifts.

b. For employees assigned to a 10 hour shift:

(i) Overtime rate of time and 1/2 will be paid:

(A) For the first 2 hours worked in excess of 10 hours worked in any regular work day.

(B) For the first 10 hours worked on 1 of the 3 regularly scheduled days off each work week, if a minimum of 40 hours is worked during the work week.

(ii) Overtime rate of double time will be paid:

(A) For all hours worked in excess of the first 10 hours worked on 1 of the 3 regularly scheduled days off each work week, if a minimum of 40 straight time hours is worked during the work week.

(B) For all time worked on the second regularly scheduled day off if a minimum of 40 hours is worked during the work week and if a minimum of 4 hours is worked at premium rate overtime on the first regularly scheduled day off, and for all time worked on the third regularly scheduled day off if a minimum of 40 hours is worked during the work week and if a minimum of 4 hours is worked at premium rate overtime on the first or second regularly scheduled day off

(C) For time worked in excess of 12 hours worked in any 24 hour period except when an employee, after bidding, voluntarily changes shifts.