

22. Rest Breaks

Although not required, it is encouraged for supervisors to grant employees fifteen minute mid-morning and mid-afternoon rest breaks per each eight-hour workday. Breaks shall not be combined. Breaks shall not be taken before one hour after the employee arrives at work, or one hour before the employee leaves work. Breaks are considered work time. Scheduling of these periods is at the discretion of the supervisor, based on working conditions.

Amended 7-16-03; amended 7-9-15.
