

Section: Employee/Labor
Relations

Section Number: 4.9.12

Subject: Other Working
Conditions: Rest
Periods

Date of Present Issue: 03/01/87

Date of Previous Issues:
01/79, 11/81

POLICY:

Employees may take a rest period of not more than fifteen (15) minutes for each half day of work at times scheduled by the University. The rest period is intended to be a recess to be preceded and followed by an extended work period. It may not be used to cover an employee's late arrival to work or early departure, nor may it be regarded as accumulative if not taken.