

CALL BACK PAY PROGRAM OUTLINE

Rev. November 2009

OVERVIEW AND DEFINITION

Call Back is when an employee returns to work after completing their regular shift or when “called back” while participating in an On-Call Program to respond to unforeseen, unplanned, or emergency situations.

PURPOSE

The purposes of the Call Back Program is to:

1. Assist the City in cost effective staffing;
2. Respond to unforeseen, unplanned, or emergency demand for services; and
3. Provide flexibility and stability in scheduling and coverage.

GENERAL PROVISIONS

- a. When an employee is called back, the employee shall be compensated for a minimum of one (1) hour at one and one-half (1½) times their regular rate of pay and thereafter calculated on the one-quarter (1/4) hour at one and one-half (1½) times their regular rate of pay. Because Call Back is paid at one and one-half (1½) times the regular rate of pay, Call Back hours are not counted as hours worked for the calculation of overtime.
- b. Once called back, any additional work which may arise within the first hour does not constitute a new Call Back.