

12.1 Hours of Work

Eight (8) hours of work shall constitute a normal work shift, and eighty (80) hours a normal payroll period. The appointing authority shall determine the employees' actual work schedule and lunch break consistent with the Rules and may change such schedule at any time. Employees shall normally be granted two rest periods limited to fifteen (15) minutes each in an eight (8) hour work shift.

All nonexempt employees shall be paid at an hourly rate for actual hours worked.

Necessary essential services which are required beyond the normal work period shall be compensated for by premium overtime pay as allowed under Section 12.2. ~~Special Leave Without Pay (SLWOP) and a~~ All paid leave hours except sick leave hours, ~~and Special Leave Without Pay (SLWOP),~~ shall be considered time worked for the purposes of computing premium overtime pay. Special Leave Without Pay (SLWOP) hours shall not be considered time worked for the purposes of computing premium overtime pay.