



City of Bowling Green

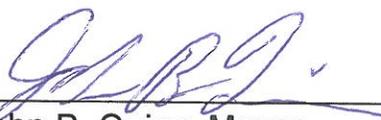
Administrative Instruction No. 3

Paid Meal Time During Emergency Conditions

These Administrative Instructions set forth procedures for providing paid meal breaks for non-bargaining hourly employees during emergencies. This policy supercedes Administrative Instruction No. 3, dated January 19, 1981.

INSTRUCTIONS

Non-bargaining, hourly employees who work four (4) or more consecutive hours of mandatory or emergency overtime will receive a paid meal break of one-half (1/2) hour. If overtime begins immediately following an employee's regular workday, the meal break shall be provided two (2) hours after the end of the normal workday if the overtime shall be at least four (4) hours in duration.



John B. Quinn, Mayor



Date