

EMERGENCY CLOSURES

Purpose

If a County facility must be closed due to unforeseen circumstances, administrative leave pay at the employee's regular hourly rate of pay shall be granted to employees scheduled to work during those hours of closing.

Procedure

Employees who must report for duty in positions essential to the safety and comfort of citizens will receive their regular hourly rate of pay for all hours worked in addition to straight time pay (at their regular hourly rate of pay) for the hours when the facility would be closed due to the unforeseen circumstances.

If an employee reports to work and is excused from duty through circumstances beyond his/her control, such as a power failure or equipment breakdown, he/she may be granted administrative leave for the remainder of that workday only. In the event of an emergency call in (policy #1998-4-4), a minimum of two (2) hours overtime will be paid to the employee.

Policy Changes

The County reserves the right to delete, modify, amend or terminate this policy at any time, with or without prior notice.

Approved this 14 day of March, 2006.

Board of Commissioners
Rockdale County, Georgia

By: Roy J. Middlebrooks
Roy J. Middlebrooks, Chairman

Attest:

By: Jennifer Rutledge
Jennifer Rutledge, County Clerk