

### HOURS OF OPERATION

The normal hours of operation for each department are 8 a.m. to 5 p.m. with one (1) hour for lunch, Monday thru Friday. Alternative hours can be established by the Department Head/Elected Official with the approval of the Chairperson of the Board of Commissioners. Each Department Head/Elected Official shall schedule their full-time personnel for a minimum forty-hour workweek.

#### Policy Change

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

Approved this 14<sup>th</sup> day of March, 2006

Board of Commissioners  
Rockdale County, Georgia

By: *Roy J. Middlebrooks*  
Roy J. Middlebrooks

Attest:

By: *Jennifer Rutledge*  
Jennifer Rutledge, County Clerk