

	LANE COUNTY SHERIFF'S OFFICE POLICY	Number: G.O. 6.39
		Issue Date: June 4, 2007
		Revision Date: June 26, 2007; November 29, 2022
CHAPTER: Human Resources		Related Policy:
SUBJECT: "Off-Duty" Sheriff's Office Work Is Prohibited Without Pay		Related Laws:

POLICY: In accordance to FLSA, Oregon State law, and applicable labor contracts, employees will not perform any work related activities "off-duty" without receiving appropriate compensation.

RULE:

1. All work performed by non-exempt employees and sergeants of the Sheriff's Office will be done while on duty, in a paid status.
 - a. When working outside normal work hours is necessary, approval to work overtime must be obtained from a supervisor.
 - b. Non-exempt Sheriff's Office employees and sergeants will not read or answer job related emails while "off-duty".
 - c. Failure to adhere to these rules will subject the employee to discipline.
 - d. Compensation for all such "approved" work will be in accordance with applicable labor contracts, the FLSA, and State Law.

PROCEDURE: None