

Standard Practice Guide Policies

Lunch Periods

201.31

Applies to: Regular Staff with the exception of those covered by the terms of a collective bargaining agreement

I. POLICY

Departmental lunch periods when unpaid are either thirty (30) minutes or sixty (60) minutes in duration and are scheduled by the department. When the lunch period is a paid part of the regularly scheduled work day, it shall not exceed twenty (20) minutes. In these cases, staff members are expected to eat their lunch as time and the work schedule permit.

Notes

This SPG was reviewed in January 2017 with no changes.

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Related Policies:
[Rest Periods \(/policy/201.52\)](#)
[Work Rules and Conditions \(/policy/201.05\)](#)
[Work Schedules \(/policy/201.67\)](#)

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