

**POLICY FOR WORK WEEK, WORK DAY, AND WORK
SCHEDULE FOR MAINTENANCE PERSONNEL
G-28**

The official workweek for maintenance personnel including custodial staff begins at 12:01 a.m. on Monday through Midnight on Sunday.

The workday for maintenance personnel consists of eight hours, not including a lunch period of at least thirty minutes. An employee's workday is scheduled by his or her immediate supervisor.

Adopted: October 12, 1992

Revised: November 13, 2000