

POLICY AND PROCEDURE
UNION PUBLIC UTILITY DISTRICT

DATE REVISED: 6/21/2023	MANUAL	POLICY NO. 2115
APPROVED BY: Board of Directors	POLICY TITLE On-Call	Page 1

PURPOSE OF POLICY

It is the policy of Union Public Utility District to provide guidelines to employees who are required to maintain their availability after hours and be on-call to come back to work, or to otherwise be available to respond to emergency situations.

~~2010.7.1 A schedule shall be maintained by the District Manager whereby maintenance employees shall be assigned, on a rotational basis, to be "on-call" on weekends, holidays, and other times not considered regular hours of work for District employees.~~

2115.1 An on-call schedule shall be maintained by the Operations Manager to have employees assigned on a rotational basis, to be available and on-call after normal working hours, including nights, weekends, and holidays.

~~2010.7.2 When an employee is on-call, he/she shall be provided a pager which will provide notification in the event of an emergency repair/maintenance work need. Said pager shall be kept in the on-call employee's possession during the entire on-call period. Notification of an emergency repair/maintenance job may also be given verbally, in person or telephonically.~~

2115.2 Cell phones are issued to field staff and will be kept in the on-call employee's possession during the entire on-call period.

~~2010.7.3 When an employee is on-call, he/she shall be free to utilize his/her time as desired, but must remain within the general Union Public Utility District area, going no farther than thirty (30) minutes travel time away from any District facility. Said employee will be compensated as agreed upon in writing by policy for on-call days/time.~~

2115.3 When an employee is on-call, they must remain with the general Union Public Utility District area, going no further than 30 minutes travel time away from any District facility and be accessible by telephone.

~~2010.7.4 Employees scheduled for on-call duty will be compensated twenty dollars (\$20) per day for treatment and twenty dollars (\$20) per day for distribution. Treatment plant checks will be compensated at fifty-five dollars (\$55) per plant check.~~

2115.4 Employees scheduled for on-call duty will be compensated \$50 per weekday, and \$75 for weekends/holidays. If the employee must respond to work for an emergency, the pay rate is then changed to overtime pay (as per section 2010.4).