




**COMMUNICATIONS PERSONNEL
POLICY/PROCEDURE**

Policy No. 2024	Date Issued: May 1, 2001
Section: 2000 – Personnel Policies	Date Revised: March 6, 2019
Accreditation Standards:	
SUBJECT: OVERTIME REQUIREMENTS FOR NEWLY RELEASED DISPATCHERS	
APPROVED:	
	Dennis Kidd, General Manager

1.0 Purpose

- 1.1 The purpose of this procedure is to define the overtime and on-call requirements for dispatchers recently released to Operations from the training program.
- 1.2 The intent is to limit a newly released dispatcher's overtime requirement so that s/he may gradually adjust to a work schedule with overtime/on-call requirements.
- 1.3 This procedure applies to Dispatcher I's and Dispatcher II's who are recently released to Operations from their initial training program.

2.0 Procedure

- 2.1 For the first 30 days after his/her release to Operations, a newly released dispatcher will not be required to participate in mandatory overtime and/or on-call.
- 2.2 For the 30 days after his/her release to Operations, a newly released dispatcher is responsible for ½ of the required overtime and/or on-call shifts.
- 2.3 60 days after his/her release to Operations, a newly released dispatcher is responsible for the entire required overtime and/or on-call shifts.