

2 A-5 Hours of Work, Work Weeks and Work Periods, and Work Schedules

The normal hours of work for most positions in the County shall be 8 a.m. till 4 p.m., Monday thru Friday. Each department head shall determine the exact working schedules for their employees.

The workday for Sabine County shall begin at 12:01 a.m. each day and end 24 consecutive hours later.

For the purpose of record keeping and to determine overtime in compliance with the Fair Labor Standards Act (FLSA), the workweek for Sabine County shall begin at 12:01 a.m. on each Sunday and end seven (7) consecutive days later (168 hours).

In order to meet the needs of Sabine County, certain departments or employees may be required to work a schedule that varies from the normal work schedule of the County or may be subject to call in case of emergency or specific need.

The need for schedules that vary from the normal schedule shall be determined by each department head.

Law enforcement employees who fall under the FLSA 207(k) exemption shall have a work period of 28 days and 171 hours as established by the Sabine County Commissioner's Court.

Hours worked shall include all time actually spent in the service of the county as defined by the FLSA and its regulations.

Dave Zell

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Law enforcement employees who fall under the FLSA 207(k) exemption shall have a work period of 7 days and 43 hours as established by the Sabine County Commissioner's Court.

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