

Days of Rest for Auxiliary Employees

Days of rest for auxiliary employees will be calculated using the following formula:

hours paid divided by 5, minus days worked (usually four or five), will equal days of rest for the employee.

Where the formula calculates greater than .6 the number of days of rest will be rounded up and will equate to a day of rest. If calculation is .6 or less the number of days will be rounded down and will equate to another (fifth) day of work.

In accordance with article 14.4 of the Component Agreement, the formula will ensure there is a minimum of two days off in any seven day period. In addition, it will ensure that an auxiliary will not exceed 1827 in any given year.

Examples:

1) 30 hours (4 shifts X 7.5 hours), divided by 5, minus days worked (4), equals 2, which equates to 2 days of rest

2) 35 hours (5 shifts X 7 hours), divided by 5, minus days worked (5), equals 2, which equates to 2 days of rest

3) 28 hours (4 shifts X 7 hours), divided by 5, minus days worked (4), equals 1.6, which means an auxiliary is able to work a fifth day, followed by 2 days of rest

4) 28.5 hours (3 shifts X 7 hours, plus 1 shift 7.5 hours), divided by 5, minus days worked (4), equals 1.7, which equates to 2 days of rest

5) 24 hours (4 shifts X 6 hours), divided by 5, minus days worked (4), equals 0.8, which means an auxiliary is able to work a fifth day, followed by 2 days of rest

6) 31.5 hours (4 shifts X 6 hours, plus 1 shift 7.5 hours), divided by 5, minus days worked (5), equals 1.3, which equates to 2 days of rest *

7) 38.32 hours (4 shifts X 9.58 hours), divided by 5, minus days worked (4), equals 3.6, which equates to 4 days of rest.

8) 34.16 hours (2 shifts X 7.5 hours, plus 2 shifts X 9.58 hours), divided by 5, minus days worked (4), equals 2.8, which equates to 3 days of rest.

9) 31.08 hours (2 shifts X 7 hours, plus 1 shift X 7.5 hours, plus 1 shift X 9.58 hours), divided by 5 minus days worked (4), equals 2.2, which equates to 2 days of rest.

10) 35.58 hours (2 shifts x 7 hours, plus 1 shift X 4.5, plus 1 shift X 7.5, plus 1 X 9.58 hours), divided by 5 minus days worked (5), equals 2.11 which equates to 2 days of rest.

*Auxiliaries should receive not less than 2 days off in any 7 day period, and every reasonable effort shall be made to schedule such days off consecutively.

If you have any questions, please contact the Scheduling and Training Supervisor or myself.