

Standard Practice Guide Policies

Call-Back Pay

201.06

Applies to: Regular, non-exempt staff members except those covered by the terms of a collective bargaining agreement

I. POLICY

Employees who are required to return to work after they have left the University premises upon completion of their assigned schedule of work will receive "call-back" pay as prescribed in Section IIA.

II. REGULATIONS AND DEFINITIONS

- A. Employees will receive overtime premium for time worked, and shift premium, if applicable, or will receive a minimum of four (4) hours pay at their regular rate, and shift differential, if applicable, whichever amount is greater.
- B. Time used for the calculation of "call-back" pay begins upon the staff member's arrival at an assigned place of work and ends upon the completion of assigned work. Travel time to and from work is not "time worked".
- C. Employees in an "on call" status (as defined in SPG 201.36) are not eligible for "call-back" pay.
- D. Employees called in to begin work prior to the start of their assigned schedule and who work continuously, except for a lunch period, into their schedule are not eligible for "call-back" pay.

Procedure: <https://hr.umich.edu/working-u-m/my-employment/uhr-procedures/20106-call-back-pay> (<https://hr.umich.edu/working-u-m/my-employment/uhr-procedures/20106-call-back-pay>)

Notes

This SPG was updated in October 2023 to add related links and policies.

This SPG was reviewed in January 2017 with no changes.

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Owner:

Office of the Provost and Executive Vice President for Academic Affairs and University Human Resources

Primary Contact:

Office of the Provost and Executive Vice President for Academic Affairs and University Human Resources

Related Policies:

On-Call Pay (/policy/201.36)

Overtime (/policy/201.38)

Shift Premium (/policy/201.55)

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