

# Standard Practice Guide Policies

## Lunch Periods

201.31

**Applies to:** Regular Staff with the exception of those represented by a bargaining unit

### I. POLICY

Departmental lunch periods when unpaid are either thirty (30) minutes or sixty (60) minutes in duration and are scheduled by the department. When the lunch period is a paid part of the regularly scheduled work day, it shall not exceed twenty (20) minutes. In these cases, staff members are expected to eat their lunch as time and the work schedule permit.

### Notes

This SPG was reviewed in January 2017 with no changes.

### File Attachments

Printable PDF of SPG 201.31, Lunch Periods (</sites/default/files/201x31.pdf>)

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201.31

**Applies To:**

Regular Staff with the exception of those represented by a bargaining unit

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