
Local Training Schedule

OBJECTIVE:

To provide direction on assigning overtime for training classes that are being held within the Juneau Area.

GUIDELINE:

50.2.1 This guideline is intended to provide direction on how overtime assignments will be made for training that is located within the Juneau area. This direction specifically concerns Section 11.3 of the labor agreement.

50.2.2 The intent is:

- to provide fair and consistent application of the contract provisions
- to ensure staff are able to attend the class without undue fatigue
- to ensure the department's ability to respond to emergencies with adequate personnel

50.2.3 These provisions are restricted to classes that are conducted within Juneau.

50.2.4 The overtime method should be included in the course announcement whenever possible.

50.2.5 For classes four (4) or more days in length, the staff member will be placed upon a 40 hour work week in accordance with Section 11.3 of the labor agreement.

- If the staff member's normal shift is during the day immediately prior to the class, the staff member will be relieved at 8:00 pm the day of their shift.
- The staff member's shift(s) during the class will be covered for the full 24 hours.
- If the staff member's normal shift occurs on the last day of the class, the staff member will complete the balance of their shift remaining after the end of the class plus reasonable travel time.

50.2.6 For classes three (3) days or less in length, the staff member will remain on a 56 hour work week.

- If the class occurs during the staff member's shift, coverage will be provided for the time they are in class plus travel time.

- If the class occurs on their off days, the staff member will be paid time and one half OT for the hours they attend the class. Travel time will not be paid.

50.2.7 If insufficient personnel are available to provide coverage for staff members participating in the class, Sections 50.12.5 and 50.12.6 may be modified provided that compliance with the IAFF Local 4303 agreement and Personnel Regulations are made.