

**EGYPTIAN ELECTRIC COOPERATIVE ASSOCIATION  
POLICY BULLETIN NO. 201**

**SUBJECT: REGULAR WORK HOURS - EMPLOYEES OTHER THAN EXECUTIVE**

**POLICY:**

**A. NON-UNION**

1. Five consecutive days, Monday through Friday, shall constitute a work week on all jobs. Eight (8) hours shall constitute a workday with the hours of 8:00 a.m. and 4:00 p.m. as starting and quitting times, respectively. Employees shall be entitled to thirty (30) minutes time out for lunch.
2. For the purpose of managing the workforce, the General Manager has authority to amend these work hours as needed. This includes the creation of procedures for flexible work hours and/or remote work.

**B. UNION**

Work hours and compensation for union employees are governed by the bargaining unit agreement with IBEW 702.

Adopted: 7/28/70  
Revised: 8/24/2004  
Revised: 03/27/2012  
Revised: 01/25/2022

Attested: Gilbert Kroening, Secretary  
Attested: Kevin Liefer, Secretary  
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