

## 7-01/050.05 Overtime Limit

Department's Manual of Policy and Procedures governs work schedules and restrictions. Unless authorized due to applicable exceptions, deputies shall not:

- Work back-to-back doubles
- Work more than 12 consecutive days without a day off
- Work more than 19 hours consecutively
- Work in excess of 96 hours of overtime per calendar month (or whatever limit is established by the Unit Commander).

Personnel working pre-assigned overtime that is not in conjunction with their regular shift shall work a minimum of four hours of overtime. If there are no transportation duties at the conclusion of four hours, the deputy will go off duty until his/her next regular shift begins. Deputies on overtime shall not perform duties normally performed by limited duty personnel, unless there are no inmate transportation duties to perform, or they are working a pre-assigned overtime position, and the duty is within the four hour period.

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