

BRAZORIA COUNTY POLICY WORK SCHEDULE AND WORKWEEK

WORK SCHEDULE

1. The normal hours of work for most positions in the County are from 8 a.m. until 5 p.m. Monday through Friday.

EXCEPTIONS

2. In order to meet the needs of the County, certain department employees may be required to work a schedule that varies from the normal work schedule. Certain employees may be subject to call-out in case of emergency or special need.
3. The need for schedules that vary from the normal schedule will be determined by each department head.

WORKDAY

4. The workday for the County will begin at 12:01 a.m. each day and end 24 consecutive hours later.

WORKWEEK

5. For purposes of recordkeeping and to determine overtime in compliance with the Fair Labor Standards Act (FLSA), the workweek for the County will begin at 12:01 a.m. on each Saturday and end at midnight on the following Friday, for a total of 168 hours per week.
6. Pursuant to Section 207(k) of the Federal Fair Labor Standards Act (FLSA) and 29 C.F.R. Part 553, a “14 Consecutive-Day Work Period” shall apply to all regular full-time, non-exempt law enforcement personnel assigned to the Sheriff’s Office Enforcement and Detention Divisions, and any personnel in positions designated by an elected Constable, who are required to work a twelve (12) hour shift schedule or who are regularly required to provide essential law enforcement services. Under this work period, a maximum of eighty-six (86) hours shall be worked during each fourteen (14) consecutive-day work period before compensatory time and/or overtime compensation is applied.