



Lac La Biche County
welcoming by nature.

LAC LA BICHE COUNTY POLICY

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| TITLE: Shift Differential | POLICY NO: CS-03-018 |
| RESOLUTION:18.1019 | EFFECTIVE DATE: January 1, 2018 |
| LEAD ROLE: Human Resources | NEXT REVIEW DATE: January 1, 2019 |
| SPECIAL NOTES/CROSS REFERENCE: Shift Differential Procedure | AMENDMENT DATE: |

POLICY STATEMENT:

Lac La Biche County recognizes that they provide services and programs to the residents of the County. To provide these services and programs many County employees have to work shifts in the evenings and weekends. The evening and weekend shifts are less desirable for many staff, many employees prefer to work daytime hours from Monday to Friday, leaving the evening and weekend hours for family and other recreation activities. It would be advantageous to provide a financial incentive for staff to work the undesirable hours in the evening or weekends.

Policy:

1. All County staff will be provided an additional \$1.00/hr for all hours worked at regular rate, on Monday to Friday from 6pm to 6am and all hours worked on Saturday & Sunday.
2. This rate will not be applied to hours that are already compensated with overtime, statutory pay, or on call pay.
3. This pay applies to all County employees, but does not apply to Managers, Coordinators, Foreman or Volunteers Fire Fighters.
4. Shift Differential will not be applied to hours attending out of town conference or workshops.

“Original Signed”

Chief Administrative Officer

August 31, 2018

Date

“Original Signed”

Mayor

September 4, 2018

Date