

# California Break Rules

Last Modified on 03/22/2018 12:21 am MDT

## California Break Rules

### 10-Minute Break Requirements

Employees must be *offered* one paid 10-minute rest break for a shift greater than 3.5 hours. (A second break after 6 hours, and a third break after 10 hours)

- Upon Clock-Out, employees affirm that 10-min Break(s) were made available.

**Time Punch Verification**

Shift Start: 04/22/16 6:00 AM    Shift End: 04/22/16 4:01 PM    **10.0 Hours**

Break Start: 04/22/16 10:59 AM    Break End: 04/22/16 11:29 AM    **30 Minutes**

Location: **Cafe Downtown**  
Role: **None**

3 paid 10 min rest breaks were made available.

**My Time Punch is Correct**

Type Correction Notes Here

**Needs Correction!**

- NOTE: Employees are not required to *take the break* to satisfy the requirement, rather, it must be acknowledged that the break(s) were *offered*.
- NOTE: An employee must actively *uncheck* the checkbox to claim a break violation.
- NOTE: Employees do not clock-out for the 10-minute paid break(s).

### 30-Minute Break Requirements

Employees must take an uninterrupted, 30-minute break for shifts exceeding 5 hours in length. (A second break for shifts exceeding 12 hours).

- Break must begin **by the end of the 5th / 10th hour.**
- 30-Minute breaks can be unpaid
- Employees must clock-out for 30-minute breaks.

#### Waiving 30-Minute Breaks

- For shifts less than 6/12 hours, the 30-minute break can be waived by the employee (at clock-out).
  - Employers can waive individual or all discretionary 30-minute breaks if employee(s) signatures are on file.
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