California Break Rules

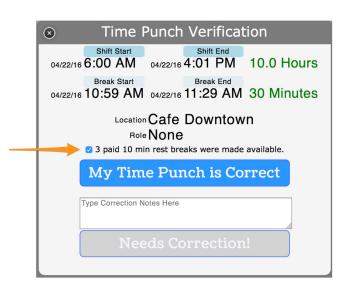
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California Break Rules

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.



- 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 meal break for shifts exceeding 5 hours in length. A second break is required for shifts exceeding 12 hours.

- Breaks 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 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.