# Ohio Administrative Code Rule 3361:30-35-01 Work hours: policy for flexible work hours. <br> Effective: July 15, 2012 

The following rule applies to all employees exceptthose covered by a collective bargaining agreement addressing thistopic:

At the discretion of each vice president, flexibleworking hours may be instituted both to assist employees in their personalplanning and to maintain productivity.

The human resources department will issue one ormore policies establishing the practices and procedures through whichdepartments may implement flexible working hours pursuant to this rule.

