



Ohio Administrative Code

Rule 3342-6-22.001 Operational procedures and regulations regarding rest periods for civil service employees.

Effective: March 1, 2015

(A) It is recognized and customary for supervisors to grant rest periods to employees as a brief pause in their work routine to care for whatever personal needs necessary.

(B) In an attempt to standardize this privilege throughout the university, the following suggestions are made:

(1) Rest periods should not exceed fifteen minutes during the morning and again in the afternoon.

(2) Rest periods should be carefully scheduled by the supervisor to insure that business activities are not curtailed.
