

LETTER OF UNDERSTANDING
BETWEEN THE
ANAHEIM MUNICIPAL EMPLOYEES ASSOCIATION
CLERICAL UNIT
AND THE
CITY OF ANAHEIM

The Anaheim Municipal Employees Association (AMEA), Clerical Unit, and the City of Anaheim, after meeting and conferring, have reached an understanding on the wages, hours, and other terms and conditions of employment for employees assigned by management to work the Police Communications Twelve Plan, as follows:

POLICE COMMUNICATIONS TWELVE PLAN

ANAHEIM and AMEA agree that employees may be assigned to a Police Communications Twelve Plan alternate work schedule in order to reduce trips to and from work. Such an alternate work schedule shall not reduce service to the public.

ANAHEIM and the Anaheim Municipal Employees Association agree that the regular work schedule for employees assigned to the Police Communications Twelve plan by management shall be six (6) twelve (12) hour work days and one (1) eight (8) hour work day in each bi-weekly pay period. A one-half (1/2) hour non-paid meal period shall be scheduled each work day. The schedule shall be designed and implemented by management. A work period of seven consecutive calendar days shall be assigned to each employee assigned to the Police Communications Twelve Plan. Each employee will be scheduled by management to work a regular work schedule of forty hours in each work period. Employees may be assigned to or from the police Communications Twelve Plan work schedule only effective at the beginning of a bi-weekly pay period.

Employees who perform authorized work in excess of the regular work day or work week as defined in the Letter of Understanding and who are otherwise eligible for overtime pay shall be compensated for such work at the rate of one and one-half (1-1/2) times their regular hourly rate of pay.

Employees who do not work on the holiday or day observed in lieu of the holiday as set forth in Article 34 of the Memorandum of Understanding shall be required to submit a vacation request for four (4) hours for each holiday not worked. Any employee required to work on the holiday or day observed in lieu of the holiday shall receive an additional twelve (12) hours pay at his regular rate of pay or shall accrue twelve (12) hours holiday time per holiday.

Employees eligible for "immediate family" bereavement leave in accordance with Article 33.1 shall be granted bereavement leave with pay for up to maximum of thirty-six (36) working hours.

Employees eligible for "other family members" bereavement leave in accordance with Article 33.1.1. shall be granted bereavement leave with pay for up to a maximum of twelve (12) working hours.

Employees shall have one (1) hour deducted from their accrued sick leave, vacation, or industrial accident leave for each hour of leave taken. Employees with a regular work day of twelve (12) hours shall be twelve (12) hours deducted from their accrued sick leave, vacation, or industrial accident leave for each regularly scheduled working day that they are on paid leave.

The Police Communications Twelve Plan work schedule will be subject to a six month trial period beginning December 3, 1993. During the trial period an intensive evaluation will be made of effectiveness, efficiency, sick leave use, overtime use, employee safety and fatigue.

The Police Communications Twelve plan work schedule may be revoked at any time by either party upon written notice to the other party. Return to a work schedule of ten (10) eight (8) hour shifts each bi-weekly pay period will occur at the beginning of the first pay period after the notice of revocation has been received.

STAFF OFFICIALS OF THE
CITY OF ANAHEIM, a Municipal
Corporation

By: David Hill

By: _____

By: _____

Dated: December 1, 1993

ANAHEIM MUNICIPAL EMPLOYEES
ASSOCIATION, Clerical Unit

By: Ashon A. Gresson

By: [Signature]

By: _____

Dated: Dec 1, 1993