

POLICY NAME:	<b>606.08: Emergency Shelter Duty and Pay Provision</b>
EFFECTIVE:	April 10, 2019
SUPERSEDES:	
SOURCE:	<i>Code of Alabama 16-60-111.4</i>
CROSS REFERENCE:	

The Governor of Alabama will initially direct the emergency call for shelters and the Chancellor will dispense a directive to the select college Presidents to open an emergency shelter.

Each college will establish local policies or procedures for activating and administering emergency shelters in accordance with this policy.

The President or President's designee may assign employees to assist in managing and maintaining college facilities when such facilities are activated to provide shelter to disaster evacuees in accordance with applicable Federal Emergency Management Agency and Alabama Department of Emergency Management shelter regulations.

Employees assigned to emergency shelter duty shall, upon certification by the president, be paid:

- For non-exempt employees, the normal rate of pay up to 40 hours in the workweek and non-exempt employees shall be paid 1.5 times the normal rate of pay for time physically worked over 40 hours during the workweek when assigned to duty at an emergency shelter.
- For exempt employees, the normal rate of pay up to 45 hours during the workweek, and exempt employees (except Presidents and those on Salary Schedule B ) shall be awarded hour for hour compensatory time for physically working over 45 hours during the workweek when assigned to duty at an emergency shelter.