

**City of Laramie
Fire Department
48/96 Work Schedule
Appendix B
July 1, 2018**

The CITY OF LARAMIE and the SWORN FIREFIGHTERS are hereby scheduled to transition from a 24/48 shift work schedule to a 48/96 work schedule. The work schedule transition date is agreed by both parties to start at the beginning of the first (1st) FLSA cycle in February of 2019. The date of the first (1st) FLSA cycle is **FEBRUARY 21, 2019**. The schedule will begin as assigned:

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It is recognized by both the CITY OF LARAMIE and the SWORN FIREFIGHTERS that it is inherent a change of work schedules will REQUIRE an update to the contract language and affected departmental policies. The updates that will be required (but may not be limited to) include:

1. Management shall retain the right to schedule the hours of work and have the ability to transition away from a 48/96 schedule should it be deemed necessary by said Management. (Reference – Section 2, Section 7.)
2. Departmental Policies shall be developed (adopt rules) prior to the February 21, 2019 work schedule transition, and if necessary after the transition occurs for the purpose of ensuring a smooth and successful schedule change. (Reference – Section 2.)
3. The schedule and hours of work will transition to a 48 hour “tour of duty” on a 3-platoon basis and a 24-day work cycle. The basic workweek will consist of twenty-four (24) hour shifts on a three (3) platoon basis. The City reserves the right to assign personnel to a forty (40) hour work week and schedule. (Reference – Section 7.)

Note: For the purpose of definition a “tour of duty” will be the 48 hour continuous time period that a shift is assigned to work. A “shift” time span will refer to a 24 hour period. Tour of duty change will remain at 0800.

4. Per the Fair Labor Standards Act, personnel with hours worked in excess of one hundred eighty-two (182) hours in the twenty-four (24) day work cycle shall be paid overtime at the rate of one and on-half (1 ½) times their regular hourly rate based on two thousand seven hundred sixty-three (2763) hours per year as reflected in the pay plan. (Reference – Section 8).
5. Vacation Accrual rates shall remain according to the current schedule based on years of service. (Expressed in terms of working shifts earned per month). Reference to the fire chief excluding a maximum of fifteen (15) dates per shift, per year, for one (1) position from eligibility as vacation choices remains as indicated for 24 hour periods. (Reference – Section 10.)
6. While on light duty assignments, the rate of pay will be based on two thousand seven hundred sixty-three (2763) hours per year as reflected in the pay plan and a 182 hour, 24 day FLSA cycle. (Reference – Section 12.)

7. Sick leave accrual rates will remain at one (1) shift (24 hour period) per month for shift personnel. Accrual rate for new employees remains the same. (Reference – Section 14.)
8. References to wellness leave criteria and leave of absence for one (1) shift equivalent will remain a 24 hour period. (Reference – Section 23.)
9. Personnel shall be permitted to trade work hours subject to the provisions of department policy concerning trades.