

ARTICLE 27 – STANDBY AND CALLBACK PAY

Section 1. Standby Duty. Employees working within the Bureau of Environmental Services, the Victims Services Advocate group in the Portland Police Bureau, and the Duty Officer(s) in the Portland Bureau of Emergency Management, may be assigned Standby Duty.

For the purpose of this article, Standby Duty is defined as a requirement that an employee remains available and fit for duty during nonworking time and must promptly respond if needed. The employee on Standby Duty must respond to the initial contact from the City within five (5) minutes, unless the work unit permits a longer period to respond. If the employee's presence at the worksite is required, the employee must be able to report for work within a period of sixty (60) minutes, absent unusual circumstances. Employees in the standby group are responsible for keeping their assigned telecommunications equipment in operation and for complying with their standby work assignment at all times.

Section 2. Standby Pay. Employees on standby will receive 0.13 hours of straight time in pay or as compensatory ("comp") time for every hour of time that they are expected to be on Standby Duty. It is the employee's choice whether to receive pay or comp time. This election applies to both FLSA-exempt and FLSA non-exempt employees. Comp time under this Section is subject to the provision of Article 25 - (Overtime), Section 2 (Compensatory Time), except that FLSA-exempt employees may accrue compensatory time for Standby Duty notwithstanding overtime eligibility.

Callback Pay. If an employee identified in Section 1 is required to physically report while in standby status, the employee will be paid at the rate of one and one-half (1.5) times their hourly rate for all time worked, beginning when the employee reports to the worksite and ending when the work is complete, or a minimum of one hour at the rate of one and one-half (1.5) times their hourly rate for the callout, whichever is greater. For all work performed remotely, the employee shall be entitled to flex their time. This provision does not apply when an employee is required to work additional time that is adjacent to their scheduled work hours.

Commented [MF1]: Standby is generally utilized and associated with time sensitive, emergency response type work - things related to public safety, infrastructure, continuity of ops functions. It is NOT intended for routine analytical, planning, financial, or advisory work.

Commented [MF2]: Provide clarity related to FLSA exempt ee being able to comp their standby pay

Intent: Standby Duty is intended to be utilized where the nature of the work requires immediate response outside of scheduled work hours and cannot reasonably be deferred to an ees next scheduled shift.

Expand to include PPB and PBEM

Clarify language to allow FLSA-Exempt ees that are eligible for Standby pay the choice to receive as comp time or pay.