



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

COUNCIL POLICY

**TITLE: Exempt Staff Compensation Policy –
EOC Activation**

NO. ADMIN – 75

PURPOSE

To establish an equitable means of compensation for those exempt staff who are required to work excessive hours in response to an emergency incident or disaster that is supported through an Emergency Operations Centre (EOC) under an Emergency Management BC (EMBC) task number.

PROCESS

1. When called in under the approval of the EOC Director to work in the Township of Esquimalt's EOC or to support a regional or provincially tasked deployment as approved by the Chief Administrative Officer, an exempt employee's time worked in excess of the regular scheduled working hours will be tracked separately and paid out to the exempt employee at the following rates:
 - 1 ½ times their calculated hourly rate for the first 3 hours worked beyond their regular scheduled working hours.
 - 2 times their calculated hourly rate for any hours worked in excess of 3 hours beyond their regular scheduled working hours.
2. The extra compensation paid to the exempt employee will be submitted to the appropriate agency under the Emergency Management BC (EMBC) task number for reimbursement to the Township.

EFFECTIVE DATE:
July 15, 2019

APPROVED BY:
Council

REFERENCE
ADM-19-019

AMENDS NO.

PAGE 1 OF 1