

LETTER OF AGREEMENT
between the
STATE OF ALASKA
and the
ALASKA CORRECTIONAL OFFICERS ASSOCIATION
representing the
CORRECTIONAL OFFICERS UNIT

42-Hour/4-Day Alternate Workweek and Overtime

16-CO-003

It is agreed between the parties that the following terms and conditions of employment shall apply to correctional officers assigned to a forty-two (42) hour work schedule and a four (4) day workweek. No provisions of the July 1, 2015 to June 30, 2018 Master Agreement not specifically referenced herein are modified by this agreement.

1. Employees working a forty-two (42) hour work schedule and a four (4) day workweek shall establish a specific schedule with supervisor approval using the attached assignment form.
2. The parties agree to add an exception to Article 13.1 (B) – Forty-two (42) Hour Schedule, as it pertains to the above referenced employees, as follows:

During a pay period containing a holiday, an employee who is scheduled for four (4) ten and one-half (10.5) hour shifts can either:

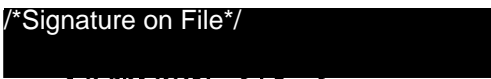
- a) Take two and one-half (2.5) hours of personal leave to make up the additional hours between the eight (8) hour holiday pay and the remaining two and one-half (2.5) hours the employee is not otherwise scheduled to work during the workweek, or;
- b) With supervisor approval, work an additional two and one-half (2.5) hours on non-holiday days during the same workweek in which the holiday falls. These additional hours will be considered as part of the employee's normal scheduled workday(s), and accordingly, the employee will not receive overtime for those additional hours.

This agreement supersedes 11-CO-071 and 13-CO-218 and is in effect from July 1, 2015 until June 30, 2018, except that it may be cancelled by either party with fifteen (15) days' written notice. Assignment sheets referencing 13-CO-218 and expiring June 30, 2015 are hereby extended and will continue to be valid under this Letter of Agreement for correctional officers continuing to work on 4-day/42-hour Alternate Workweeks.

This agreement is entered into solely to address the specific circumstance of this particular situation. It does not establish any practice or precedent between the parties. This agreement shall not be referred to in any other dispute, grievance, arbitration, hearing, or any other forum, except as may be necessary for the execution of its terms.

FOR THE STATE OF ALASKA:

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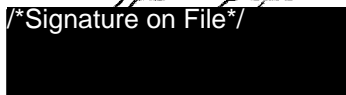

for Kate Sheehan, Director
Division of Personnel & Labor Relations
Department of Administration

Date

6/24/16

FOR THE ASSOCIATION:

/*Signature on File*/


Brad Wilson
Business Manager

Date

6/24/16