



Stand-by pay applies to non-exempt employees only, and only in those circumstances in which an employee is required to be available to be called-in or called-back to work within a specified response time. Employees who are required to carry an electronic paging device outside their normal working hours so as to be available to return to work when paged shall receive stand-by pay. While on stand-by an employee is to remain fit for duty. An employee must report to the facility within one hour of receiving the call.

Employees on stand-by are not eligible for call-in or call-back pay, but do receive their regular pay when working while on stand-by status. Employees out on any type of leave are not eligible to receive stand-by pay.

Any employee who is not available when called and who does not present reasonable justification for failure to report when called, shall lose compensation for that stand-by period and may be subject to disciplinary action.

*Reference: K.A.R. 1-5-26; 3.8 Employee Conduct*