Question 1:

An employee who is on-call is required to return to work during the on-call period. Is the on-call salary additive discontinued for the actual time the employee is called back to work?

Interpretation:

No. For administrative ease, the employee will be paid the "on-call" additive for the entire on-call period, including the call-back hours worked. Any call back hours are recorded as "Work - Call Back" using the appropriate hours type code for each occurrence.

Question 2:

If an employee is scheduled to be on-call at the end of his normal workday and the employee is required to work beyond the end of his normal workday, when does payment for the on-call salary additive begin?

Interpretation:

The on-call salary additive will begin when the employee is released from work and actually goes on-call. An employee cannot receive the on-call additive while still performing "regularly scheduled" or "normal work." However, as described in Question #1, an employee may receive the on-call additive while working call-back hours.

Question 3:

If an off-duty employee is contacted for assistance (whether on-call or not) and the employee is not required to return to the assigned work site, is the employee entitled to the minimum call-back?

Interpretation:

No. The minimum call back is only applicable if the employee is actually required to travel to the
work site. If the employee is already present at the assigned work site or is able to render

assistance without returning to the assigned work site, the employee is entitled only to the actual
hours worked.

**Question 4:**

If an employee is on-call and is called back to work, does the call-back period begin when the
employee leaves his place of residence or when the employee arrives at the work site?

**Interpretation:**

All collective bargaining contracts indicate actual time worked. Travel time to the work site is not
considered actual time worked.

**Question 5:**

Does an employee who has not been placed on-call but is called back to work beyond their
scheduled hours of work receive pay for the actual time worked or for the minimum of two hours
of work whichever is greater?

**Interpretation:**

Unless otherwise provided in an applicable collective bargaining agreement, the employee
would only be credited for the actual time worked since the employee has not been placed on-
call.

**PLEASE NOTE:** FOR ALL QUESTIONS RELATING TO ON-CALL/CALL-BACK, PLEASE ALSO
REVIEW ARTICLE 24, “ON-CALL ASSIGNMENT AND CALL-BACK”, OF THE APPLICABLE
COLLECTIVE BARGAINING AGREEMENT.

**Statute Citation:**

Section 110.2035, F.S., Classification and compensation program.

(6) The department shall establish and maintain an equitable pay plan applicable to all
occupations and shall be responsible for the overall review, coordination, and
administration of the pay plan.

(c) The department shall establish, by rule, guidelines with respect to, and shall
delegate to the employing agencies, where appropriate, the authority to
administer the following:

2. On-call fees.
Rule Citation:

Rule 60L-32.0012, F.A.C., Salary Additives.

(1) Salary additives are temporary increases to the base rate of pay. Employees filling positions for which a salary additive has been approved shall receive the salary additive. A salary additive shall be removed or adjusted upon a change in the conditions upon which it was granted.

(2) For career service employees, salary additives include the following:

(b) On-Call Additive – Agencies may approve positions to be placed on-call. Agencies may assign individual positions this additive when all of the following conditions are satisfied.

1. The employee has been instructed by the appropriate management to remain available to work during an off duty period.

2. The employee must leave word where the employee may be reached by phone or electronic signaling device.

3. The employee is available to return to the work location on short notice to perform assigned duties.

Rule 60L-34.0031, F.A.C., Regular Time and Overtime.

(5) Unless otherwise provided in an applicable collective bargaining agreement, when a Career Service employee is on-call pursuant to Chapter 60L-32, F.A.C., and is called back to the assigned or other designated work location beyond the employee’s scheduled hours of work for that day, the employee shall be credited with actual time worked or a minimum of two hours of work, whichever is greater. Only the actual time worked during the call back shall be counted as hours worked for the purposes of computing overtime compensation.