



Wesley Woods Senior Living, Inc.

SUBJECT: Shift Differential

THIS POLICY

Policy Number: 308

Effective Date: 11/01/02

PAGE: 1 of 1

REPLACES POLICY

Policy Number: 308

Effective Date: 09/13/92

POLICY:

Wesley Woods Senior Living, Inc., will pay shift differential to employees in designated positions in designated locations based on competitive market conditions.

GUIDELINES:

1. Human Resources is responsible for determining the positions that are eligible for shift differential.
2. Employees in designated positions who work during the evening and/or night shift are to be paid a shift differential based upon department shift definitions in the Wage and Salary Administration Manual.
3. Employees in designated positions who work a shift on Saturday or Sunday are paid a weekend differential as defined in the Wage and Salary Administration Manual.

Approved By: Kenneth Weber, President/CEO, Wesley Woods Inc.

Margaret Bloomquist, Associate Administrator, Wesley Woods Human Resources

Date Reviewed: 11/01/02 Last Reviewed: 09/01/2007 Adair Maller, Director Human Resources