



VRWS - Examples of VR Time Work Schedule Alternatives

Below are several examples of ways VR time can be used. They are not intended to be restrictive. Combinations and variations should be considered for an employee's individualized schedule.

a. Shorter Workday

1. A 10 percent reduction on a 37 ½ hour per week schedule could produce a work week of 5 days at 6 ¾ hours each.
2. A 20 percent reduction on a 37 ½ hour per week schedule could produce a work week of 5 days at 6 hours each.

b. Shorter Workweek

1. A 10 percent reduction could produce a 4 ½ day work week.
2. A 10 percent reduction could produce a work week of 3 days at 8 ½ hours plus a fourth day of 8 ¼ hours on a 37 ½ hour work week; or 4 days of 9 hours each on a 40 hour work week.
3. A 20 percent reduction could produce a 4 day work week with no change in the length of the work day.
4. A 20 percent reduction could produce a 3 day work week at 10 hours per day on a 37 ½ hour work week; or 10 ⅔ hours per day on a 40 hour work week.

c. Block of Time (or extended vacation)

With a 20 percent reduction for 10 payroll periods, an employee can accumulate VR time to take off a month. By working the normal full schedule for 10 pay periods and banking VR time earned, an employee could take off 2 pay periods (a month). The employee would receive a paycheck representing a 20 percent reduction in pay for each of the 10 payroll periods. At the end of the agreement period, employee returns to normal work schedule and salary.

(earn 2 days VR time per pay period x 10 = 20 days)
(20 days ÷ 10 = 2 pay periods or 4 weeks off)

d. Intermittent Days/Time-Off

A 10 percent reduction produces 1 full day of VR time for each pay period, which could be taken intermittently in the same manner as annual leave.