FAMILY VISIONS INCORPORATED
POLICY AND PROCEDURE MANUAL

POLICY: **BREAK PERIOD**		POLICY NO: HR-007
	DATE Issued: September 28, 2011	PREVIOUS POLICY NO/NAME: BREAK PERIOD HR03-20
	DATE Reviewed: March 16, 2022	RELATED DOCUMENTS:
APPROVED BY: Board of Directors	DISTRIBUTION: Human Resources APPLICATION: FV Employees	

POLICY:

To ensure Family Visions Inc. employees receive work breaks in compliance with the Manitoba Employment Standards Code or in accordance with an approved Manitoba Labor Board Variance Letter or in accordance with the negotiation contract.

PROCEDURE:

1. All residential meal periods and rest periods shall be taken with the clients as required and be paid time. The employee may take a reasonable lifestyle break provided the health and safety of the clients are not jeopardized, as long as the arrangements are not being abused by the employee.