

Call-In Pay Policy



Introduction: How to Use This Tool

Here's a policy for your employment manual that addresses the issue of call-in pay, i.e., minimum pay for employees who report to work upon being called to duty but don't actually work (or work limited hours) through no fault of their own. You should use this policy if you're in BC. Caveat: The policy is a vanilla, simple template designed to ensure compliance with the overtime requirements of the BC *Employment Standards Act*. It represents a minimum standard and you'll need to adapt it to reflect the specific payment policies and procedures of your own organization.

Call-In Pay

For any day they are required by the company to report for work and actually do report, employees will be paid at least 2 hours of regular wages for the day regardless of whether the employee actually works unless the employee is unfit for work or fail to comply with BC Occupational Health and Safety laws.

Regardless of whether they actually start work, employees that report in accordance with the above paragraph will be entitled to 4 hours of regular wages if the company had previously scheduled them to work more than 8 hours for the day, unless the employee is unfit for work, fails to comply with BC Occupational Health and Safety laws, or the work is suspended for unsuitable weather or other reasons completely beyond the company's control.