

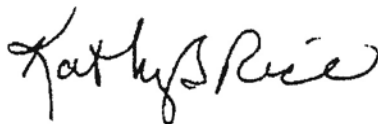
CITY OF WACO

A. Statement of Purpose

To establish the City's policy concerning employees who volunteer their time to assist the City an other local government, public or quasi-public agencies and nonprofit services oriented organizations.

B. General Policy

1. The City of Waco values and supports the efforts of employees who choose to volunteer their time to assist eh City in conducting City events and activities, and in assisting other local government, public or quasi-public agencies, and non-profit public service oriented organizations. Employees are encouraged to volunteer and engage in community service, both within and outside of the City of Waco, subject to the following:
 - a. Pursuant to the Fair Labor Standards Act, (FLSA) non-exempt employees may not volunteer their time to work for the City if the work in any way involves the performance of their regular job duties. Non-exempt employees must be paid for such work under the FLSA.
 - b. Employees who volunteer to work for the City outside of their regular job duties and work hours on City projects or City sponsored events, are not eligible to be covered by the City's Workers' Compensation benefits in case of any injury or illness incurred while performing such work. However, regular medical expenses may be covered under the City's Workers' Compensation plan for volunteers, subject to any applicable exclusion therein.
 - c. Employees who do volunteer work for, including but not limited to, other local governments, public or quasi-public agencies, or non-profit public service organizations are also not eligible to be covered by the City's Workers' Compensation benefits, but may be covered under a City group medical plan, subject to any applicable exclusion therein.



Kathy S. Rice, City Manager
August 4, 1999