



DESIGN BUILD
LIC# 812448

Meals and Breaks: California Law

The most important things to understand are:

1. You must clock out for 30 minutes for a break after no more than 5 hours of work.
2. This break is (by law, unfortunately) unpaid. This means that to get paid for an 8 hour day, you must be at work for 8 ½ hours.

Now, the details:

MEAL BREAK RULES (California Law)

- If you work more than 5 hours, you must be given a 30-minute unpaid meal break.
- If you work more than 10 hours, you must be given a second 30-minute meal break.
- The first meal break must begin before the end of the 5th hour.
- The second meal break must begin before the end of the 10th hour.

Meal Break Pay

Meal breaks are unpaid unless:

- You are required to remain on duty
 - You are not fully relieved of all work duties
 - There is a written on-duty meal agreement
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REST BREAK RULES (PAID)

- One 10-minute paid rest break for every 4 hours worked (or major fraction).
 - Examples:
 - 4 hours = 1 rest break
 - 8 hours = 2 rest breaks
 - Rest breaks should be taken near the middle of the work period when possible.
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TYPICAL 8-HOUR SHIFT EXAMPLE

7:00 AM – Start Work
9:00 AM – 10-minute Paid Rest Break
12:00–12:30 PM – Meal Break (Unpaid)
2:30 PM – 10-minute Paid Rest Break
3:30 PM – End of Shift

Total Time On Site: 8.5 Hours
Paid Time: 8 Hours

EMPLOYEE RESPONSIBILITIES

- **Clock out for your lunch break.**

Date

Signature