



Edina Police Operations Manual

Policy Number
420.00

Subject:

MEAL AND REST BREAKS

Effective Date
06/01/1993

Revised Date
01/18/2019

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PURPOSE:

To establish a policy for the use of meal and rest breaks for the patrol division.

420.01

GENERAL STATEMENT

- Subd. 1** All officers that are assigned to the patrol division will be allowed to take one meal break of no longer than 45 minutes and two rest breaks of no longer than 15 minutes during the course of a 12-hour working day.
- Subd. 2** Officers on break are considered to be on duty and are subject to call. They are required to maintain radio contact with the communication specialist and to respond to calls as needed.

420.02

PROCEDURE

- Subd. 1** When an officer requests a 45-minute meal break, the officer will check out by using the radio code "10-30" and give the specific location of the break.
- Subd. 2** When an officer requests a 15-minute rest break, the officer will check out by using the radio code "10-15" and give the specific location of the break.

420.03

RESTRICTIONS

- Subd. 1** All officers shall pay the same price as charged to the general public for all food and beverages.
- Subd. 2** No more than 40% of the on-duty police officers for a shift may be checked out on a meal or rest break at the same time. For purposes of this percentage, all patrol officers and one supervisor are considered. Any additional supervisors that are on duty do not count.
- Subd. 3** There must be at least a one-hour interval between the times an officer clears from one break and checks out on another.
- Subd. 4** No more than two-marked patrol units may be checked out for a meal or rest break at any single location.
- Subd. 5** All meal and rest breaks must be taken within the geographic boundaries of the City of Edina. Officers may go two blocks outside the city for a meal pickup.
- Subd. 6** Officers are not to take a break in the last hour of their shift.
- Subd. 7** No officer scheduled to work 1000 to 2200 hours shall take a meal or rest break between 1700 hours and 1815 hours.