

If an employee believes that he/she has been assigned out of class work, the employee may file an out-of-class claim with the Executive Director of Human Resources (or designee) within ten (10) business days of discovering he/she may be working out of class, or within thirty (30) calendar days after the assignment ends, whichever is later.

If the out of class claim is found valid, the remedy shall be: pay the employee 5% for the out of class work performed and for the District to exercise discretion to discontinue. Out of class claims are not subject to the grievance process as outlined in Article 6. (Problem, Resolution and Grievances) the higher classification for the work performed.

Nothing contained in this section may be grieved.

17.7 PROJECT PAY

Project pay may be authorized at the discretion of management to temporarily assign projects where such work is typically outside of the scope of duties of the employee's assigned classification specification, and is related to overseeing projects of significant operational impact and/or complexity and performed on a limited-term basis in order to maintain operational continuity or meeting critical project deadlines.

- A. The assignment is generally greater than 30 days in duration and not to exceed one (1) year unless due to exigent circumstances and approved by the General Manager (or designee).
- B. The appointee must be able to perform the requires duties of the position with minimal to no training.
- C. Project Pay is discretionary and will be paid up to ten percent (10%) of the employee's base pay depending on the scope and significance of the project.
- D. Project Pay assignments require pre-approval. Requests by the hiring manager are reviewed and subject to approval by the Department Head, the Executive Director, Human Resources and approved by the General Manager.
- E. The District shall have the right to unilaterally end the project assignment along with associated project pay without recourse to the grievance arbitration procedure.

17.8 TRAINING ASSIGNMENTS