**Unity Area Regional Recycling Center**

95 Leonard Rd Phone: 568.3117

Thorndike, ME 04986 Fax: 568.3319

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**Cold Weather Policy**

During the winter months, staff members will be allocated extra paid break time to warm up and avoid cold weather medical problems such as frost bite. If these additional breaks are abused and overused, the employee’s hours will be docked, and disciplinary action will be taken. ALL cold weather breaks MUST be used for warming up only, not for smoking, eating lunch, etc.

* Temperature above 30°:
  + No extra break times
* Temperature 30° - 20°:
  + extra 10 min break at 10:30 am and 2:30pm
* Temperature 19° - 0°:
  + extra 10 min break every hour except lunch break.
* Temperature below 0°:
  + Staff member is not expected to be outside except to serve customers and receive trucks; or to keep Gaylord boxes and barrels empty. Baling equipment should not be used.

Facility Manager