



POLICIES AND PROCEDURES

CORPORATE POLICIES

Subject: Foundation Employee Meal Policy

Policy No.: 201

Orig. Date: 06/13/00

Last Revision Date: 01/01/11

Revision:

A. General Information / Policy

B. Procedures

A. General Information / Policy

It is the policy of the Cal Poly Pomona Foundation, Inc. to provide meals to employees working in Dining Service activities.

B. Procedures

- A. Employees working in food service are identified as those employees whose time is charged to a food service related operating budget.
- B. Employees must be on duty in excess of four continuous hours to qualify for employee meals.
- C. Employee meals shall be limited to a maximum of two meals per day.