

CHRONIC TACOS

10-Minute Paid Break Log Sheet (California)

Company Name: _____ Date: _____

This log is used to record employee paid 10-minute rest breaks in compliance with California Labor Code §226.7 and applicable Wage Orders. Employees are entitled to a paid, duty-free 10-minute rest break for every 4 hours worked or major fraction thereof.

No.	Employee Name	Shift Start	Shift End	Break 1 In	Break 1 Out	Break 2 In	Break 2 Out	Total Minutes	Supervisor Initials
1									
2									
3									
4									
5									
6									
7									
8									

Supervisor Signature: _____ Date: _____

Manager Review: _____ Date: _____

Note

- Breaks must be duty-free and separate from meal periods.
- Employees should record their actual break times daily.
- Keep completed logs on file for at least 3 years as required by law.