

LABOR AGREEMENT INTERPRETATION

SUBJECT: Transfer to a New Location

TITLE 301 - Expenses

In order to clarify the intent of Section 301.11 with respect to travel time and transportation expense on transfer to a new location, Company and Union have agreed to the following interpretation of Section 301.11:

- (a) When an employee is transferred to a new job location on a regular assignment, he shall be paid for time actually spent travelling, exclusive of stopovers, provided that he travels by transportation facilities furnished by Company. When transportation is not furnished by Company, he shall be paid travel time computed at the rate of 45 road miles an hour, rounded to the next higher hour. Travel time between job locations shall be paid at the same straight-time rate as for the classification at which he will work at the new location.
- (b) When transportation is not furnished by the Company or other mode of transportation is not authorized in advance, transportation expense shall be paid at the rate of 10¢ a mile.
- (c) Both travel time and transportation expense shall be computed over the shortest normally travelled route.
- (d) A transfer wholly within the boundaries of an employee's Residence Area does not ordinarily require that he move his living quarters. Therefore, travel time and transportation expense is not payable, unless it is confirmed that the employee did move his living quarters as a result of the transfer, or unless the employee is required to report to more than one headquarters on the same day.
- (e) The provisions of this Section do not apply to special assignments. On a special assignment travel time shall be considered time worked and will be paid for accordingly. Actual travel time will always be paid, not that computed by the "45 road mile an hour" formula.

For Union \_\_\_\_\_  
Its Business Manager

For Company W. Boulbright  
Its Manager of  
Industrial Relations

Date \_\_\_\_\_