# TITLE 5

# Transportation

**5.1** Company or public transportation shall be furnished all employees requiring, at the discretion of the Company, transportation in the performance of their duties. In the event an employee is asked to use his own automobile for Company business, he shall be reimbursed at the current rate sanctioned by the Internal Revenue Code, Section 274, Treasury Regulations and Administrative Interpretations. (Amended 1/1/95)

* 1. ~~Regular full-time Reno area Meter Readers shall be required to use their personal vehicles in the performance of their assigned duties within the Reno/Sparks metropolitan area for which they shall be reimbursed at the rate of One Hundred Eighty Dollars ($180.00) effective 5/1/96 per month for each month personal vehicles are so used. An allowance has been included in the reimbursement for the difference in cost between pleasure and business vehicle insurance coverage. As a condition of employment, personal vehicle insurance coverage shall be provided by the employee in an amount not less than the minimum state insurance requirements for such vehicle's use, and; a certificate of insurance with a thirty (30) day cancellation clause shall be required from each employee's insurance Company naming Sierra Pacific Power Company as an "Additional Insured Non-Owner" for each such vehicle used. Reno area Meter Readers shall not be required to use their personal vehicles outside the Reno/Sparks Metropolitan area. (Amended 1/1/98)~~

**5.3 (a)** Any employee who may be required to operate Company vehicles and/or equipment while performing duties pertinent to his job classification must possess and maintain the appropriate licenses or permits required by applicable laws and/or Company policy. (Amended 5/1/82)

1. An employee incumbent in any such job who is unable to maintain the necessary driver's license, shall be returned to his former classification and rate of pay or, by mutual agreement between the Company and Union, shall be placed in another classification. (Amended 5/1/82)

In the specific event of where an employee is unable to maintain the necessary driver’s license for driving under the influence or controlled substance abuse, the following shall apply: (Added 1/1/98)

1. Said employee for a 1st occurrence shall retain his rate of pay but may be required to work in another classification by mutual agreement between the Company, and Union. However, a return to work agreement will be made between the Company, Union, and employee specifically addressing terms and conditions of continued employment. (Added 1/1/98)

2. In the event of a 2nd occurrence, the Company is not obligated to accommodate said employee in any position and this could result in termination. (Amended 9/23/13)

3. (Deleted 9/23/13)

1. A successful bidder on any job requiring vehicle and/or equipment operation will be given a thirty (30) day period beyond the date of the job to obtain the proper licenses and/or permits. **Company and Union may mutually agree to extend time period on a showing hardship.** Additional training must be arranged through Department Management. Bidder must be trained and/or evaluated prior to receiving approval to operate Company vehicles and/or equipment. (Amended **~~1/1/98~~** **09/23/2022**)
2. Any employee who is considered for an upgrade to a position requiring the operation of Company vehicles or equipment must be qualified by training or experience prior to upgrade. Employee will be subject to the provisions of Section (a) and (b) above. (Added 5/1/83)
3. The provisions of Sections (a), (b), and (c) shall also apply to any employee operating a personal vehicle while being compensated by the Company for its use. (Added 5/1/82)

**5.4** Employees shall be authorized to utilize Company vehicles only for the purpose of performing their assigned duties. Use of such vehicles for personal reasons is prohibited.