STATE OF CALIFORNIA ARNOLD SCHWARZENEGGER, *GOVERNOR*

DEPARTMENT OF INDUSTRIAL RELATIONS
DIVISION OF LABOR STATISTICS & RESEARCH
455 Golden Gate Avenue, 9th Floor
San Francisco, CA 94102

ADDRESS REPLY TO:
P.O. Box 420603
San Francisco CA 94142-0603

TRAVEL AND SUBSISTENCE PROVISION

FOR

MODULAR FURNITURE INSTALLER (CARPENTER)

IN

46 Northern California Counties

2004-2008

OFFICE MODULAR SYSTEMS ADDENDUM

to the

46 NORTHERN CALIFORNIA COUNTIES CARPENTERS
MASTER AGREEMENT FOR NORTHERN CALIFORNIA

between the

MODULAR INSTALLERS ASSOCIATION

and the

CARPENTERS 46 NORTHERN CALIFORNIA COUNTIES CONFERENCE BOARD

RECEIVED
Department of Industrial Relations
JUL 27 2004
Div. of Labor Statistics & Research
Chief's Office

SECTION 8
EMPLOYEE RATIO

8.01.00 Employee Ratio: The ratio of employees shall be based on increments of ten (10) employees. It is understood that the employee ratios shall apply on a company-wide basis. For every ten (10) employees, the employer shall employ:

Master Installer	One (1)
Lead Installer	Three (3)
Installer I	Three (3)
Installer II	Three (3)

The following chart shall be applied to the ratio in the event that crew sizes do not meet the ratios described in this section:

NUMBER OF EMPLOYEES	MASTER INSTALLER	LEAD INSTALLER	INSTALLER I	INSTALLER II
10	1	3	3	3
11	1	3	3	4
12	1	3	4	4
13	1	4	4	4
14	1	4	4	5
15	1	4	5	5
16	1	5	5	5
17	1	5	5	6
18	1	5	6	6
19	1	6	6	6
20	2	6	6	6

8.02.00 Notification: Each employer shall provide the Union with an updated list of employees, grouped by classification, every six (6) months.

SECTION 9
TRAVEL

9.01.00 Travel Pay: On job sites or projects located over fifty (50) road miles from the employer's warehouse or shop to the furthermost job site, travel pay shall be paid one (1) way only for travel over fifty (50) miles, at an amount equal to the individual employee's applicable straight time hourly rate. Fringe benefits are not to be included for travel pay. Travel between jobs during work day shall be considered as hours worked without regard to distance of job from warehouse or shop.

9.02.00 **Out-of-Town Work:** Job sites exceeding fifty (50) miles from the employer's warehouse or shop, or job sites which the employer requires overnight stays, shall be known as "out of town" work. When "out of town" work is required, the employer is responsible for providing the employee(s) with adequate room and board. On jobs or projects where the employer provides the employee(s) with room and board, travel pay shall only be required on the first and last day the employee(s) is/are on the job or project, as well as one (1) trip home per month on jobs or projects where the employee(s) is/are required to stay thirty (30) days or longer.

9.03.00 **Mileage Reimbursement:** During the course of the regular work shift, any employee required to travel from job to job utilizing their personal vehicle shall be reimbursed at the appropriate federal mileage reimbursement rate(currently $.375/mile). Employees required by the Employer to use personal vehicles to transport company equipment or product for work will be compensated at the appropriate federal mileage reimbursement rate (currently $.375/mile).

SECTION 10
TOOLS

10.01.00 **Liability for Tool Loss:** If the employee's kit of tools are left in the possession of the employer and are lost due to theft, fire or natural disaster, the employer shall reimburse the employee up to $500 for each individual loss. As a pre-condition of reimbursement under this section, the employee shall furnish the employer a current list of his/her tools at the start of the job.

10.02.00 **Tool Lists:** Modular Installer employees will be required to furnish tools as set forth on the following list, as agreed upon by the Employer and the union:

INSTALLER II

1. Tool Box or carry Bag
2. Tool Belt/Pouch
3. ¼" or 3/8" Ratchet Set
4. Allen Wrenches (varied sizes)
5. Open End Wrenches
6. Screw Drivers (Phillips and Slot)
7. Wonder Bar
8. Dead Blow Hammer (2lb size)
9. Torpedo Level, Magnetic
10. 25' x 1" Tape Measure
11. Retractable utility knife
12. Channel Locks and Pliers

INSTALLER I, LEAD & MASTER

In addition to the Installer II list:

1. Hacksaw
2. Receptacle Tester (Polarity type)
3. Assorted Drill Bits for Metal
4. Speed Ratchet Type Pliers
5. Vice Grips
6. Magnetic Bit Extension
7. Fastener Driver Tips (P1, P2, P3, Slotted, Robertson and Star)
8. Ratchet Screw Driver

This is a required tool list for Installer II employees upon completion of no more than 160 hours.