

TRAVEL AND SUBSISTENCE PROVISIONS

CRAFT/CLASSIFICATION

Roofer

ID

232-27-1

LOCALITY

Fresno, Kern, Kings, Madera, and Tulare Counties

TRAVEL AND SUBSISTENCE

ARTICLE XI Definitions

Section 11.01

(e) Free Zone: is the seventy-five (75) road miles from the starting point where the contractor is not required to pay the employees subsistence and or travel pay when not driving a company vehicle.

(f) Starting Point: one of two points used for calculating mileage used to determine what subsistence rate shall be paid. Starting point #1 located at Fresno City Hall 2600 Fresno St Fresno, CA 93721. Starting Point #2 located at Kern County Superior Courthouse located at 1415 Truxtun Ave Bakersfield CA 93301. Mileage will be calculated at a road mile distance.

ARTICLE XII Hours of Work

Section 12.08 Driving Time. Employees driving company owned vehicles shall be compensated at their applicable straight time rates of taxable wages and fringe benefit package. Driving Time shall be considered hours paid. At no time shall overtime rates be applicable to Driving Time.

ARTICLE XV Travel Pay/Travel Subsistence

Section 15.01 For the purpose of determining travel and subsistence reimbursement, all employees required to travel more than seventy-five (75) road miles from the starting point shall be paid travel reimbursement and subsistence as follows. The starting point shall be computed from Fresno City Hall located at 2600 Fresno St Fresno, CA 93721 or the Kern County Superior Courthouse located at 1415 Truxtun Ave Bakersfield CA 93301. The starting point to be used shall be the one which is closest to the Employers Principal Place of Business or the employees Point of Dispatch. The road mile distance shall be calculated using Google Maps as the default mapping software. Mileage is to be rounded up or down to the nearest mile.

- a) Employees who perform work outside the designated seventy-five (75) road mile Free Zone are entitled to receive taxable wages for all time spent traveling beyond seventy-five (75) road miles from the designated Starting Point to the jobsite and back. This system is based on employees reporting to their jobsite at their regular start time and working until their regular quitting time. When an employee is required to travel to more than one job location in a single day, travel

time between locations shall be considered as hours worked and will be compensated accordingly.

- b) When the employee is required to report to the contractor's shop before reporting to the job site, the employee shall receive travel pay from the contractor's shop to the job site.
- c) The Employer's principal place of business is the address recognized as such by the California State Contractors' Licensing Board. The employer's principal place of business must be a bona fide place of business, which is permanent and staffed fulltime. Temporary offices or other places of business established at or near the job site after the bid opening date shall not be recognized as principal places of business for purposes of this Article.
- d) Any individual Employer who has no principal place of business within the Counties of Madera, Fresno, Kings, Tulare, Kern, Mono, and Inyo covered by this Agreement, shall use the employer's principal place of business or a dispatched employees point of dispatch in place of the Starting Point for the purposes of this Article.
- e) It is understood and agreed that payment of travel time, meal pay, and subsistence, shall be by separate check indicating clearly and specifically the various items and amounts paid. If included in the payroll check, all such travel time, meal pay, and subsistence shall be indicated clearly and specifically as to the items and amounts paid on the payroll check stub, which shall be furnished to the employee.

Section 15.02 Living Away from Home

- a) When employees are required to live away from home, the employer shall provide one of the following options:
 - (i) *A room with a bed for each employee plus a daily meal pay of fifty (\$50) dollars per day.*
 - (ii) *A daily combined room and meal pay subsistence allowance of one-hundred and twenty (\$120) dollars per day.*
 - 1) The meal pay and subsistence allowance amounts are considered non-taxable travel expense payments, and employees are responsible for maintaining proper documentation for IRS purposes.
 - 2) Notification Requirement: The employer shall notify the employee by the Wednesday prior to the week the employee is required to live away from home. This notification will include the details of the requirement to live away from home, the option provided (room and meal pay or daily subsistence), and any other relevant information.

Section 15.03 Parking: All parking shall be arranged and/or paid for by the employer within 1/2 mile of the job site or transportation shall be provided to and from the job site.

Section 15.04 Employees shall not be required as a condition of employment to furnish the use of their personal automobile or other conveyance to transport men, tools (except issued hand tools), equipment, or materials from shop to job, from job to job, or from job to shop.