

ARTICLE V -TRAVEL ALLOWANCES AND EXPENSES AWAY FROM HOME

(a) Effective as of January 1, 2023, employees on traveling gangs who are assigned to work away from home shall be reimbursed for business travel expenses, lodging, and meal expenses (in lieu of any other travel and expense reimbursement) as follows:

(1) Mileage and Tolls

i. Each employee who drives a personal vehicle for travel between home and reporting or work locations, and between work locations will be provided mileage reimbursement at the then-current IRS mileage rate for business travel via the most direct highway route to and from the work location, as well as other miles driven in connection with the Employee's performance of work for the carrier including traveling to and from their home and carrier-provided lodging, designated assembly points, gang startups and break ups, midweek worksite moves, changes in worksite, or worksite reporting, and to and from lodging. Employees will not be reimbursed for mileage for transportation from carrier provided lodging to a worksite and back to that lodging when the carrier provides transportation between that lodging and the work site.

ii. When lodging is not provided by the carrier, mileage for *trips* between the lodging and designated assembly point will not exceed the distance between the nearest appropriate lodging location that falls *within* the GSA's standard CONUS lodging rates and the designated assembly point

iii. Each employee who drives a personal vehicle under Paragraph 1(a)(i) will be reimbursed for tolls as an expense by the carrier if the tolls are within the employee's most direct route of travel and are necessary to complete such travel and provided that the employee submits appropriate receipts to substantiate the costs of such tolls.

(2) Meals and Incidental Expenses

i. An employee who is assigned to work at a location away from the employee's home will receive an allowance for meals and incidental expenses at the then-current Government Services Administration (GSA) standard CONUS per diem rates; *provided*, the allowance will only be paid in those circumstances where non-taxable per diem payments may be made under IRS standards.

ii. The meals and incidental expense allowance will commence on the first day the employee travels, which shall be no earlier than the day prior to the employee's first work day, and will continue until the last day of the employee's work *week*; *provided*, the allowance will be extended to an additional travel day when traveling more than 300 miles in a partial day (provided the employee is eligible for and actually utilizes lodging under c(iii), below) or 750 miles in a full day.

(3) Lodging

i. The use of employer-provided camp cars and trailers to lodge Employees shall be discontinued and shall be replaced by appropriate single occupancy motels or hotels; *provided*, nothing will prevent the use of camp cars or trailers in a natural disaster or other emergency situation.

ii. An employee will be provided appropriate single-occupancy lodging at the carrier's expense or, if such appropriate lodging is not provided, reimbursed for lodging expenses not to exceed the then-current GSA standard CONUS scheduled amount for a single occupancy lodging room.

Lodging taxes paid by the employer are limited to the taxes on the reimbursable lodging costs of the current GSA standard CONUS scheduled amount for a single occupancy lodging room.

iii. The lodging described in subparagraph (ii) will be provided or reimbursed on the night preceding each workday in a work week (e.g., for a Monday to Thursday work week, lodging will be provided from Sunday through Wednesday nights). An additional lodging night will, at the employee's request, be provided or reimbursed along the route between an employee's work site and home: (1) on the last night of the employee's work week if the employee must drive more than 300 miles to get home; or (2) two nights preceding the employee's first work day if the employee must drive more than 750 miles (e.g., Saturday night lodging ahead of a Monday start).

iv. The carrier may condition reimbursement for lodging expenses upon submission of appropriate receipts from employees who work away from home.

(b) The IRS mileage rate, GSA standard CO NUS per diem rates, and GSA standard CONUS lodging allowance for single-occupancy hotel rooms described in this Article will be adjusted to reflect the then-current published rates.

(c) Employees will be provided a process to claim all expenses and substantiate lodging and mileage expenses described herein in compliance with IRS and/or GSA requirements. Payments will be made promptly by the carrier.

(d) A joint study of the adequacy of reimbursements will be conducted by the BMWED and the carriers beginning in early 2025 when data for the prior two full years will be available.

(e) The parties shall meet and confer at the local level to develop understandings that are necessary to implement this Article.

(f) This Article shall become effective on January 1, 2023, except on such carrier(s) where: (1) the Organization representative(s) elect, within 10 days of the effective date of this Agreement, to preserve all existing rules or practices concerning Travel and Expenses Away from Home in lieu of the provisions of this Article V; or (2) the carrier and the Organization representative(s) agree to alternative arrangements for Travel and Expenses Away from Home by December 31, 2022.

(g) Nothing in this Article will bar a carrier and the organization from entering local agreements that provide for different terms than are contained herein.

(h) Article XIV, Section 2 ("Fly Home Provisions") of the September 26, 1996, National Agreement will remain in effect on those properties where it was in effect immediately prior to the effective date of this Agreement.