

ARTICLE 26 - EXPENSES

- (a) When an employee is required to perform work away from his base station on his regularly scheduled workdays, he will be paid at least eight (8) hours at his regular hourly rate for each regularly scheduled workday while away from his base station, whether traveling, on call or working.
- (b) When an employee is required to perform work away from his base station on his off duty period, he will be paid at least eight (8) hours compensation at overtime rates, whether traveling, on call or working.
- (c) An employee required to travel in excess of eight (8) hours will be compensated for all travel time required in accordance with Article 6. Compensated travel will be considered as time worked.
- (d) When an employee is required to perform work away from base station on a day during which he reported for work at his base station, all continuous time, whether traveling or working, will be computed as working time for all purposes.
- (e) During such assignment, the employee will, while away from base, be paid actual expenses for meals, lodging and transportation. All expenses must be approved and paid for by the Company. Whenever receipts are not provided, the employee will be paid in accordance with the NavigAAtor.
- (f) Expense Reports must be prepared on the form provided by the Company and filed promptly at the end of each trip.
- (g) Employees on an International Route check will be reimbursed for actual and reasonable costs of one day's hotel and meal expenses. In the event of irregular operations or unforeseen circumstances, Dispatchers must contact the Center Manager to discuss any alternative arrangements or additional expenses which may be incurred.
- (h) The Dispatcher holding an International Division bid will be reimbursed only one time for Passport Fees, and for all expenses for required Visas. Mailing expenses and photo expenses will not be covered. If it is required that the Dispatchers route check enters an area where inoculations are required, AA Medical will provide them.
- (i) To address questions or issues not foreseen at this time, it is agreed that the Managing Director Dispatch Operations and the President TWU Local 542 will meet to review and resolve such questions or issues.