



	January 6, 2020	TYPE:	Information	NUMBER:	LR-001-20	
SUBJECT:	Incorrect Time Values On CT Claim Resulted in Over Payment					

DETAILS

Attention – All Canadian T&E Employees

A recent audit identified that a train crew submitted a CT (Conductor Only Terminal Work) claim that was not consistent with the start time of the switching activity for which they were making the wage claim.

A Formal Investigation concluded that by entering the incorrect time values in their tie-up, the indicated duration of the work was inflated and as a direct consequence, the crew augmented their wages without justification.

All employees are reminded of their responsibility under the Honour System to ensure that their tie-ups and other wage claims are submitted accurately and in a manner that reflects actual events.

Important Reminders:

- 1) With the Honour System, you are responsible for your wage claims (even if they are submitted by a fellow employee).
- 2) If you intend to submit a claim where you are unsure of entitlement, you must use the interpretation claim code (IP) and ensure that complete details are included, such as location and times and other relevant information that will assist the Audit Team in determining if you are entitled to the claim.

Labour Relations
T&E Payroll Audit
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