# **BULLETIN INFORMATION**



DATE:	February 1, 2022	TYPE:	Information	NUMBER:	LR-002-22
SUBJECT:	Tie Up Scenarios Involving Over 10 Hours – Re-Issue				

## **DETAILS**

Attention: T&E Employees

All employees are required to read and apply these important instructions in connection with the provisions of Article 18 (Road Service Rest Provisions) of the Collective Agreement.

## Scenario #1

If Arrival Time is greater than 10hrs from on-duty time, an \$80 NR payment will automatically be generated. This only applies in unassigned service as per article 18.14.

```
0030 04
            0030 04
                                                             04
                                                                     04
CONTROL/DH: 0145 04
                                                             EN
                                                                     ΕN
DEPRT OMTS: 0445 04
                       0445 04
                                               WRKG UNITS :
                                                             03
                                                                     03
                                                             06392
                                                                     000
                        1033 04
                                                                     000
ARRVL OMTS:
                        1050 04
            1050 04
                        0000
                                               VIA CODES
                        0000 000
OVERTIME :
            0000 000
                       0000 0000
                                                             000
                                                                     000
                                                                     0250
```

If off duty time is greater than 10hrs from Order Time, but the arrival time is under 10hrs, no payment will be generated.

Not entitled to \$80 in this instance.

```
ORGN STN: 07330 FINAL STN:
                             08200 INT STN:
                                    SUPV
                                                                               SUPV
                                                 FIXED
              1900 29
                         1900 29
                                                                       04
                                                 JOB TYPE
                                                               04
                                                                       ΕN
                                                               EN
              2002 29
                         2002 29
                                                                       03
                                                                       Y
                                                               10135
                                                                       10135
                                                                       000
                                                               000
ARRVL OMTS: 0450 30
                         0450 30
                                                               000
                                                                       000
              0520 30
                         0520 30
OFF DUTY
                                                                       Y /
                         0000
              0000
                00 0
                           00 0
              N 00 0
                         N 00 0
              0000 000
                         0000 000
                                                               200
                                                                       200
                                                                       200
              0000 000
                         0000 0000
                                                 ACT MLS RUN: 200
 OVERTIME
              0000 0000
                         0000 0000
                                                               000
                                                                       000
                                                                       0233
                                                               0200
```

## Scenario #3

If Arrival Time has to be adjusted to reflect the correct time, comments **MUST** be entered as to why the change was made.

A claim with an adjusted ARRVL OMTS without comments is not correctly submitted and not payable.

```
04995 FINAL STN:
                             06300 INT STN:
                                                                              SUPV
                                    SUPV
                                                FIXED
                                                              SYSTEM EMP
             1410 04
                                                                      04
                        1410 04
                                                              04
                                                              EN
                                                                      EN
                                                              02
DEPRT OMTS: 1656 04
                        1650 04
                                                                      02
                                                              06259
                                                                      06259
                                                              000
                                                                      000
ARRVL OMTS: 2338 04
                        0012 05
                                                              000
                                                                      000
                        0105 05
             0105 05
                        0000
               00 0
                           00 0
             N 00 0
                        N 00 0
             0000
                              000
                                                              207
                                                                      207
                  000
                        0000
             0000 000
                        0000
                              000
                                                              207
                                                                      207
             0000 000
                        0000 000
                                                              000
                                                                      000
OVERTIME :
                                                              0207
                                                                      0207
```

If employee gives proper notice of rest, **and** has not departed the relief point (TURN OR WRK>DH STN) to facilitate being in and off within 10 hours based on the transit times designated **and** has not arrived at the objective terminal with 10 hours, will be entitled to \$80 penalty (NG) payment (auto-generated).

#### **Example:**

- employees are called in straightaway service from terminal A to terminal Z and properly provide notice of rest
- the employees are relieved at station T and the normal transit time from station T to terminal Z by taxi is 1 hour and 30 minutes
- if the employees have not departed the relief point by 8 hours and 30 minutes into their tour of duty (based on the transit times outlined above) **and** have not arrived at the objective terminal within the 10 hours, they will be entitled to the \$80.00 penalty payment

#### **IMPORTANT NOTE:**

Employees MUST input the time that they depart in the taxi as the RELVD RESP start time in order to go into Non-Fixed service. Crews who are relieved enroute and tie-up at the objective terminal with an Arrival but with no relieved time (RELVD RESP field), have tied up incorrectly and may be inappropriately generating 80\$ pay.

```
09500 FINAL STN: 08200 (INT STN:
                                            08222
                                   SUPV
                                            NON-FIXED
ORDER TIME: 0530 31
                        0530 31
                                                          04
                                                                    04
            0545 31
                                                            EN
                                                                    EN
                        0908 31
                                                                    04
                       1422 31
                                                                    10506
                                                             000
                                                                    000
                                                             000
                                                                    000
             1530 31
                        1545 31
                                                             Y /
            0000
                        0000
               00 0
                          00 0
            N 00 0
                        N 00 0
            0000 000
                                                                    001
                        0338 045
                                               RUN MILES
                                                             166
            0000 000
                        0000 000
                                                             166
                                                                    045
            0000 000
                        0000 000
                                                             000
                                                                    038
                                                            0166
```

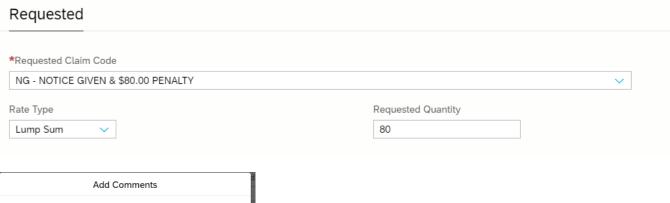
\*Per Article 9 – For Expanded Crew Change Locations

## **Running Short**

In order to be paid the Fixed rate employees will have to enter the time you got into the cab as the Arrival Time. If it is under ten hours, and subsequently you go over ten hours, you will have to enter an IP claim with comments saying where and when you were relieved. The auditor will then investigate, and calculate the transit time to see if you qualify for \$80 payment.



Example of IP Claim in IP System





\*Per Article 9 – For Expanded Crew Change Locations

## **Running Long**

If running long and required to operate your engine to return to the objective terminal, \$80 NG payment will apply at the arrival of OMTS 2 upon return from the Turn point. If running long and taxied (deadhead) back to the objective terminal, \$80 payment will apply upon arrival at the tie up location at the objective terminal.

```
TIE UP SCREEN
TRAIN: ( 199-08 -
                      ) OF: 210810 - 0450 JOB TYPE: 04 ROUTE:
                                                                  COND-ONLY: Y
METHOD OF PAY: FIXED
                             AFHT FACILITY CD: BNK - ALYTH BUNKHOUSE
TRAIN ORIGIN STN: 07330
                               TURN OR WRK>DH STN:
                                                             TIEUP STN : 08200
                     HELD OUT:
DOMTS
         : 0527
                                         AOMTS DATE-TIME
WRK BEGAN:
                     HELDAWAY:
                                         RELVD RESP DATE-TIME:
  TRAIN
          > 3000 WORK
                        FINAL
                               ACTUAL
                                        START RL
                                                      RETURN RL
                                                                          F-125
                                                                   SWTCH
LENGTH
          HRSPWR UNITS
                        INSPC
                               MILES
                                        RM
                                               RM
                                                      RM
                                                             RM
                                                                   ENRTE
                                                                          FAXED
( 07704 ) ( Y ) ( 02 ) ( N ) ( 200 ) (
                                                  ) (10) (
START OMTS2 DEPT
                      ARR TURN
                                    DEPT TURN
                                                   OMTS2 ARR
RETRN OMTS2 DEPT 1430 ARR TURN 1435 DEPT TURN 1440 OMTS2 ARR 1500 TAXI ARR 1500
```

Called in straight-away service from the home terminal, relieved en route, and deadheaded back to the home terminal.

How to tie it up:

Change the <u>FINAL</u> destination station to 55555. This will remove you from fixed service.

Order Time – Time you were ordered.

DOMTS – Time you departed home terminal.

AOMTS – Time you arrived at turning point.

Off Duty – Time you departed turning point in taxi.

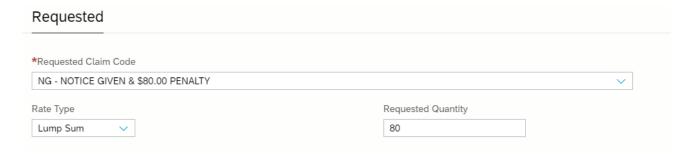
```
07700 FINAL STN: 55555 INT STN:
                                             NON-FIXED
             1600 02
                        1600 02
                                                             04
                                                                     04
                                               CRAFT CODE : EN
                                                                     ΕN
DEPRT OMTS: 1748 02
                        1748 02
                                                             02
                                                                     02
                                                             Y
                                                                     Y
                                                             02484
                                                                     02484
                                                             000
                                                                     000
                        2320 02
                                                             000
                                                                     000
             2320 02
                        2320 02
             0000
                        0000
               00 0
                          00 0
            N 00 0
                        N 00 0
             0000 000
                        0148 022
                                                             000
                                                                     001
             0000 000
                        0000 000
                                                             000
                                                                     069
                        0000 000
             0000 0000
                                                             100
                                                                     031
                                                             0100
                                                                     0122
```

Contact the Crew Dispatcher after you tie up, and ask them to show you called on a DH home from 55555 using your off duty time at the turning point for the order time. Once you tie that up you will have two straight-away trips.

```
RGN STN: 55555 FINAL
                            07700 INT STN
                                            NON-FIXED
                                                                           SUPV
             2320 02
                       2320 02
                                                            99
                                                                    99
                                              CRAFT CODE : EN
                                                                    ΕN
                        2320 02
                                                                    Ζ
                                              RUN LONG 1 : 000
                                                                    000
                       0040 03
                                                            000
                                                                    000
            0040 03
                       0040 03
                                                            Y
WORK-TRAIN: 0000
                       0000
               00 0
                          00 0
                                                            DH
                                                                    DH
FINAL INSP: N 00 0
                       N 00 0
INITE TIME: 0000 000
                       0000 0000
                                                            100
                                                                    100
             0000 000
                       0000 000
                                                            100
                                                                    100
             0000 000
                        0000 000
                                                            000
                                                                    000
                                                            0100
                                                                    0100
```

**NOTE:** You cannot enter 55555 in the INT STN to determine eligibility for an \$80 NG payment. If you think you are entitled, enter a claim in the IP (Interpretive claims) system for \$80, and in the comments, advise if you gave notice, where you were relieved, and what time you departed in taxi.

#### **Example of IP Claim in IP System**



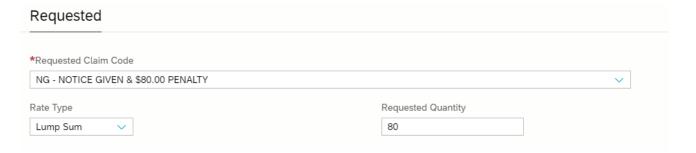
## Scenario #8

Road Switchers - Relieved of Responsibility and Entering Notice Given

## Over 10 Hrs on Duty (Notice Given and Relieved of Responsibility)

If notice was given, you were relieved en route and have not departed the relief point (based on agreed upon transit times) in order to arrive at the objective terminal within the 10 hours and ultimately do not arrive at the objective terminal within 10 hours, you may submit a claim in the IP (Interpretive claims) system for \$80, and in the comments, advise if you gave notice, where you were relieved, and what time you departed in taxi.

If notice was given, ensure that you enter an Arrival Time when tying up a road switcher. Do not populate the RLVD RESP field on your tie-up.



If you are experiencing issues with entering the appropriate flag in the NG field of the tie-up screen, please ensure you contact the on duty CMC supervisor for assistance/guidance.

All employees are reminded of their responsibility under the Honour System to ensure that their wage claims are submitted accurately. You are your own timekeeper. You are responsible for your timeslips (even if submitted by a fellow employee).

You must make every effort to understand and apply your Collective Agreement, Method of Pay, Instructional Bulletins, and Local Rules correctly.

Labour Relations T&E Payroll Audit Canadian Pacific