

## Compensable Travel Time

July 2001

If.....	...and....	....then...
You are going to be out of town for one day,	You are taking a train, bus, or plane,	Travel time from portal to portal is considered compensable. Eating time and travel time to airport or bus/train station is not compensable.
You drive all night,		Drive time from portal to portal is considered compensable time.
You are going out of town more than one day,	You are driving,	Drive time from portal to portal is considered compensable time.
You are going out of town more than one day,	You are a passenger (in a plane, bus, train, or car) and you are not working while being a passenger,	Travel time during your normal work hours (except meal periods) on working days, as well as normal work hours during non-working days (i.e. Saturdays, Sundays, and holidays) is considered compensable time. Travel time outside of those regular working hours is non- compensable.
You are going out of town more than one day,	You are a passenger (in a plane, bus, train, or car) and you are working while being a passenger,	Time spent working is considered compensable time.

Note: In order to be eligible for compensatory time the total hours worked in a week must be greater than 40.