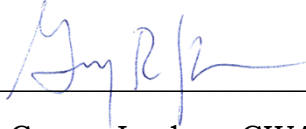


PER DIEM GRIEVANCE SETTLEMENT AGREEMENT

In settlement of the “per diem” grievance in District 3, CWA and the Staff Union agree to the following:

1. Staff Union bargaining unit members are not required to use the corporate American Express cards provided by CWA for business expenses. However, notwithstanding Section 2 below, to the extent employees choose to use these corporate account cards, they must provide receipts for those expenses, regardless of the amounts, so that federal reporting requirements will be met.
2. When not using the American Express card, the parties agree that Article 18 of the Collective Bargaining Agreement provides that certain expenses up to the allowable IRS per diem rates and other certain expenses up to \$17.50 per day will be reimbursed without providing a receipt. If the expenses exceed these amounts, receipts must be provided.
3. The phrase “up to” in Article 18 does not mean an employee is entitled to the maximum each time regardless of expenses but is entitled to actual expenses of any amount up to the maximum without receipts. Moreover, only actually incurred expense amounts may ever be submitted for reimbursement, in accordance with CWA’s Employment Standards.
4. The Staff Union withdraws the above-mentioned “per diem” grievance (no. D3-001-2022) and withdraws any pending information requests concerning it.

FOR STAFF UNION:



Garry Jordan, CWA Staff Union

Date: May 26, 2022

FOR CWA:



Jody Calemine, Chief of Staff, CWA

Date: May 26, 2022