



## Employees are only paid for travel time when it's directly related to their job

**Travel to work** In most cases, travelling to work is a commute. It's not work – even if:

- The employee is driving a vehicle provided by the employer
- The employee has been picked up by the employer or another employee

Commute time is considered work if an employee:

- Is providing a service to the employer by bringing employer-provided tools, equipment, supplies or material to the worksite
- Is asked by the employer to pick up other employees and bring them to the worksite

Employees do not need to be paid their usual hourly rate for travel time, but they must be paid at least minimum wage.

**Travel to a remote worksite** If employees are required to meet at a location and take transportation to a remote worksite, the trip from the meeting location (marshalling point) to the worksite is paid travel time.

**Examples:** Employees meet at the airport at 5:30 a.m. to fly into a logging site. The trip from the airport to the worksite is paid travel time.

Farm workers are picked up at a specific location and driven to the worksite. The trip from the meeting location to the worksite and back is paid travel time.

**Travel between worksites** Employees are paid for the time spent going from one job site to another during their workday – this is work time. Time spent getting to the first site is unpaid commute time.

**Travel out of town** Employees are paid for travel time if they are sent out of town for work.

**Example:** An employee who works in Burnaby is asked to attend a meeting in Kelowna. They are paid for the time spent driving or flying to and from Kelowna.