



March 30, 2020

Mr. Cornelius Wojceichowski
Business Manager
UA Local 855
261 East Main Street
Somerville, N.J. 08876-3008

COVID-19 USE OF PERSONAL VEHICLES

In an effort to promote social distancing, the Company and the Union have agreed to the temporary use of employees' personal vehicles in the electric and gas utility to travel to job sites when practicable, as determined by local management. If an assignment is located in an area where parking is limited, the Company will endeavor to resolve the issues locally with the Union. Employees who utilize their personal vehicles while performing assigned duties must follow the guidelines set below:

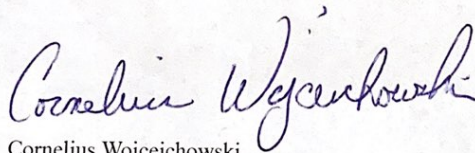
1. Employees who use their personal vehicle must have and maintain a valid driver's license and must have and maintain, in good operating condition, a motor vehicle for use in performing assigned duties. The employee's personal vehicle must meet all safety and insurance requirements provided by New Jersey State law, or applicable laws associated with the state in which the car is registered. Although the state laws require registered motor vehicles to maintain minimum insurance coverage, the Company encourages all employees who use their personal vehicle for use in performing Company business to maintain higher coverage limits. It is the responsibility of the employee to advise the Company of any change in license or vehicle status.
2. It is the responsibility of the employee to advise his/her insurance provider of any change in vehicle use.
3. The employee's motor vehicle insurance policy will become the primary insurance for any bodily injury or property damage arising from the use of a personal vehicle for Company business. In the event of a motor vehicle accident arising from the use of a personal vehicle for Company business, the Company will reimburse the employee for deductibles paid up to a maximum of \$1000.00. Any requests for amounts not covered by the employee's insurance coverage shall be reviewed by the Claims Department on a case-by-case basis. It is the responsibility of the employee to return to the Company any reimbursement of deductible that may be subsequently recouped from his/her insurance carrier. All claims for reimbursement from the Company pursuant to this paragraph shall be made to the Claims Department. All operating, maintenance and repair cost relating to the personal vehicle are the responsibility of the employee/vehicle owner. Tickets and moving violations incurred by the employee while using a personal vehicle for Company business are also the responsibility of the employee. Tickets received as a result of parking during emergency situations will be reviewed on a case-by-case basis to determine if reimbursement shall be

made, as determined by the Company.

4. When employees utilize their personal vehicle to perform an assignment and the employee's personal vehicle is under repair, and thus unavailable, the employee must notify the Company as soon as possible, prior to the start of the employee's shift. In such instances, the Company will offer the employee a Company vehicle (or alternative transportation at the Company's discretion).
5. Should the employee have a motor vehicle accident, or the employee's personal vehicle breaks down, while the employee is using his/her personal vehicle for Company business, the employee must immediately notify his/her Supervisor. In the event the employee's personal vehicle breaks down, the employee is personally responsible for repair of his/her vehicle.
6. Employees are required to comply with applicable state laws and all other Company policies and practices, including those governing the use of vehicles for Company business.
7. Employees will be reimbursed for the following incurred expenses as a result of this Agreement:
 - a. Mileage from the employees' reporting location to the job site and back calculated by the Company using the Federal standard mileage rate. The Federal standard mileage rate is reimbursed on a cents-per-mile basis and includes, among other items, standard maintenance, repairs, taxes, gas, insurance, and registration fees.
 - b. Tolls
 - c. Reasonable parking expenses

This agreement will remain in place during the business continuity activation period, which is determined by the Vice President-Operations for the respective line of business, and is not intended to set a precedent for the future or intended to permanently modify the terms and conditions of the Collective Bargaining Agreement.

It is the intention of the Parties to work together to implement this Agreement and to resolve any unforeseen problems. The Parties agree to meet and discuss any issues that may arise.



Cornelius Wojciechowski

Business Manager

U.A. Local 855

Jaclyn Gabriel

Labor Relations Manager