

CHICAGO TRANSIT AUTHORITY
ADDITIONAL PAY INFORMATION
FOR DIVISIONS 241 AND 308
HOURLY RATED EMPLOYEES

1. VACATION PAY:

You are paid 8 hours pay (plus shift pay, if any) for each day of your vacation.

The length of your vacation depends on your length of service and the number of days you have worked between June 1st of one year and May 31st of the next year. Check the chart below for the amount of vacation you should be entitled to.

Length of Service	And You Worked At Least	Amount of Vacation
During the First Year:		
With 73 thru 145 calendar days	40 days	1 day (8 hours)
With 146 thru 218 calendar days	80 days	2 days (16 hours)
With 219 thru 291 calendar days	120 days	3 days (24 hours)
With 292 thru 364 calendar days	160 days	4 days (32 hours)
Effective June 1, 1975:		
With 1 year of service	200 days	1 week (5 days)
With 2 thru 4 years	200 days	2 weeks (10 days)
With 5 thru 13 years	200 days	3 weeks (15 days)
With 14 thru 19 years	200 days	4 weeks (20 days)*
With 20 thru 29 years	200 days	5 weeks (25 days)
With 30 or more years	200 days	6 weeks (30 days)
*Note: Effective June 1, 1976:		
With 13 thru 19 years	200 days	4 weeks (20 days)
*Note: Effective June 1, 1977:		
With 12 thru 19 years	200 days	4 weeks (20 days)

2. PAY FOR JURY DUTY:

When you are forced off work due to being summoned for jury duty, you shall receive pay equal to pay you would have earned. No jury duty allowance will be paid on your scheduled day off or when you are absent from work due to sickness or injury or during a vacation period. You are required to reimburse the Authority with the jury service fee received from the Jury Commission for the number of days paid by the Authority. However, the Authority will return to you all transportation fees provided by the Jury Commission.

3. PAY FOR ATTENDING COURT, MEETING LAWYERS, ETC.:

When you are required to meet with attorneys, attend court, or participate in other similar proceedings pertaining to CTA business during scheduled work hours, you shall be paid by the Authority for the time so spent. If you are required to appear on your scheduled day off, you shall be paid a minimum of twelve hours pay.

Employees required to appear in traffic court in response to a summons in a non-accident incident (moving traffic violation) will not be compensated for time so spent.

4. PAY FOR MILITARY DUTY DUE TO CIVIL DISORDERS:

When you are called to Active State Service relating to civil disorders within the State of Illinois you will be paid the difference between the daily pay received from the state agency and the pay you would have earned with the Authority.

5. PAYMENT FOR BEREAVEMENT LEAVE, DEATH IN THE FAMILY:

An employee will be granted an allowance of three (3) days off with pay for attending the funeral of his or her spouse or child. Two (2) days off with pay are granted to employees attending the funeral of a mother or father, a parent of a spouse, brother, sister or any dependant relative domiciled in the employee's home.

6. "DISABILITY BENEFITS" FOR TIME LOST DUE TO ILLNESS OR INJURY OFF DUTY:

"Disability Benefits" for time lost due to illness or injury off duty can be "7 Day Wages" alone (full pay up to a maximum of 7 days) or a combination of "7 Day Wages" and "Weekly Indemnity" (up to a maximum of 26 weeks for any one disability). "Weekly Indemnity" is based on a seven-day period. Therefore, each day's pay of the seven-day period is one-seventh of the total seven-day amount.

To be eligible for "Disability Benefits," you must meet three requirements:

1. You must have completed one year of service and have at least one day of ACTIVE EMPLOYMENT in your second year of service. ACTIVE EMPLOYMENT means you are working, you are on your scheduled day off, or you have a day off with pay (such as a holiday, vacation, jury duty, etc.)
2. You must send in your Disability Notice on the first day you are unable to work.
3. You must be under the care of a licensed physician for the duration of your disability. (Claims start the first day you are under the physician's care.)

PAY WHEN OFF DUE TO ILLNESS:

- Off 7 calendar days or less:
 1. First 2 scheduled working days off - NO PAY
 2. Next 5 scheduled working days off - FULL PAY
- Off 8 calendar days thru 13 calendar days:
 1. First scheduled working day off - FULL PAY
 2. Second scheduled working day off - NO PAY
 3. Next 5 scheduled working days off - FULL PAY
 4. Starting on 8th calendar day off - WEEKLY INDEMNITY
- Off 14 calendar days or more:
 1. First 7 scheduled working days off - FULL PAY
 2. Starting on 8th calendar day off - WEEKLY INDEMNITY

PAY WHEN OFF DUE TO INJURY OFF DUTY:

- Off 1 day or more:

1. First scheduled working day off thru 7th scheduled working day off - FULL PAY FOR EACH DAY OFF
2. Starting on 8th calendar day off - WEEKLY INDEMNITY

NOTES:

1. Full pay means pay equal to what you would have received if you were working.
2. Weekly indemnity is \$110.00. Effective December 1, 1975, the weekly indemnity is \$115.00.

7. "DISABILITY BENEFITS" FOR TIME LOST DUE TO INJURY ON DUTY:

"Disability Benefits" for time lost due to injury on duty can be "7 Day Wages" alone (full pay up to a maximum of 7 days) or a combination of "7 Day Wages" and "Workmen's Compensation." "Workmen's Compensation" is based on a seven-day period and each day's pay of the seven-day period is equal to one-seventh of the total seven day amount.

To be eligible for "Disability Benefits," you must meet two requirements:

1. You must have suffered an accidental bodily injury as a result of performing your assigned duties. (Such injury should be reported on the date of the injury.)
2. You must be under the care of a licensed physician for the duration of the disability. (Medical attention by a CTA-approved physician is at CTA expense.)

WITH LESS THAN 91 DAYS OF SERVICE:

- Off 14 days or less:

1. 1 calendar day through 7 calendar days off - NO PAY
2. Starting on the 4th calendar day off - WORKMEN'S COMPENSATION.

- Off 14 days or more:

- Starting on the 1st calendar day off - WORKMEN'S COMPENSATION.

WITH 91 DAYS OR MORE OF SERVICE

- Off 1 day or more:

1. First scheduled working day off through 7th scheduled working day off - FULL PAY FOR EACH DAY OFF (FULL PAY IN LIEU OF DAILY COMPENSATION FOR 4th, 5th, 6th, and 7th day.)

NOTES:

1. Full pay means pay equal to what you would have received if you were working.
2. The amount of Workmen's Compensation is determined by the CTA Insurance Department in accordance with the Illinois Workmen's Compensation Act.

NOTE CONCERNING OVERLAPPING OF "DISABILITY BENEFIT" DAYS FOR ELIGIBLE EMPLOYEES WHO ARE OFF EIGHT OR MORE CALENDAR DAYS DUE TO ILLNESS OR DUE TO INJURY ON DUTY OR OFF DUTY:

When you are receiving "7 Day Wages," pay is based on the first seven scheduled working days that you are off. However, your pay for "Weekly Indemnity" or "Workmen's Compensation" always begins on the eighth calendar day that you are off. Thus, there are usually one or more days when pay from "7 Day Wages" overlaps with days when pay from "Weekly Indemnity" or "Workmen's Compensation" applies. You cannot receive both full pay from "7 Day Wages" and pay from "Weekly Indemnity" or "Workmen's Compensation" on these overlapping days. Therefore, you will be paid as follows:

- "Weekly Indemnity" or "Workmen's Compensation" Pay - A check will be mailed to your home for the full amount due, including pay for the overlapping days.
- "7 Day Wages" - This pay, along with any wages earned before you were sick or injured, is included on your regular bi-weekly pay check available at your work location. Deducted from this check is "Weekly Indemnity" or "Workmen's Compensation" pay for the overlapping days.

CHICAGO TRANSIT AUTHORITY
PERSONNEL DEVELOPMENT

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