



**POLICY:** GCQA  
**SUBJECT:** TRANSPORTATION ALLOWANCE  
**APPROVAL DATE:** December 8, 1987  
**REVISION DATE:**  
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**1. Transportation Allowance**

- 1.1 The Chief Superintendent shall have the authority to determine and authorize transportation allowances for employees when employees are required by the Division to use their private automobile for public transportation for Division business.
- 1.2 Employees of the Division shall receive either a per kilometer or a flat monthly allowance based on average kilometers travelled, at the discretion of the Superintendent, when using their private automobile for Division business.
- 1.3 Where employees of the Division use their private automobile for Division business, the employees shall be held responsible for complying with the rules and regulations of the Highway Traffic Act and the Manitoba Public Insurance Corporation regarding the operation and insurance of their private automobiles.
- 1.4 Where provisions regarding transportation allowance exist within a collective agreement, they shall apply.