

eTRIP Rule Implementation

<u>Phase</u>	<u>Date</u>	<u>Action</u>	<u>Details</u>
Online Registration	July 1 2010	eTRIP registration	<ul style="list-style-type: none"> • Worksites with > 100 Eligible Employees register with the District.
	Sept 1 2011	Phase I eTRIP plan submittal	<ul style="list-style-type: none"> • Employers submit eTRIP plans online • Phase I = measures that increase trip reduction program awareness and accessibility.
Phase I Marketing Program Support	Jan 1 2012	Phase I implementation	<ul style="list-style-type: none"> • e.g. CEO communication, bulletin boards, HAL partner, etc.
	Sept 1 2012	Phase II eTRIP plan submittal	<ul style="list-style-type: none"> • Phase II = measures that increase the convenience of program participation
Phase II Services and Facilities	Jan 1 2013	Phase II implementation	<ul style="list-style-type: none"> • e.g. picnic tables, direct deposit, bicycle racks, etc.
	Sept 1 2013	Phase III eTRIP plan submittal	<ul style="list-style-type: none"> • Phase III = measures that provide options to decrease VMT or encourage program participation through monetary based incentives.
Phase III Transportation, Alt Schedules, And incentives	Jan 1 2014	Phase III implementation	<ul style="list-style-type: none"> • e.g. Compressed Work Week, Comprehensive Car/Vanpool programs (3rd Party), Monetary Incentives, etc.
	Jan 1 - Dec 31 2014 And every year thereafter	Commute verification Survey	<ul style="list-style-type: none"> • Employers survey Eligible Employees' method of travel, to and from work, for one week per year.
Annual Reporting	Mar 1 2015 And every year thereafter	Commute verification results submittal	<ul style="list-style-type: none"> • Employers submit results of commute verification to the District.



Frequently Asked Questions

February 10, 2014

What is the eTRIP Rule?

The eTRIP Rule requires larger employers to establish an Employer Trip Reduction Implementation Plan (eTRIP) to encourage employees to reduce single-occupancy vehicle trips, thus reducing pollutant emissions associated with work commutes.

eTRIP applicability: Worksite employee numbers

The eTRIP Rule applies to employers with at least 100 **eligible employees** at a worksite. For the eTRIP Rule, a worksite includes any satellite buildings within one mile of a central location.

eTRIP applicability: Worksite location

The eTRIP Rule applies to worksites located in incorporated cities with a population of at least 10,000,

OR

worksites located in incorporated cities with a population of less than 10,000 people, and more than 50% of their employees work at least 2,040 hours or more per year,

OR

worksites located in unincorporated cities and more than 50% of their employees work at least 2,040 hours or more per year.

Who are eligible employees?

Eligible employees are any employees that are not defined as excluded employees. **Excluded employees** include but are not limited to:

- Employees who do not report to work between 6 AM and 10 AM
- Part-time employees who work fewer than 32 hours per week
- Emergency health and safety employees
- Farm workers
- Field personnel
- Etc.

eTRIP implementation phases

The eTRIP is phased in over a period of three years.

Phase I “Marketing” and “Program Support” strategies include measures that increase program awareness among employees to make ridesharing and alternative transportation easier.

Phase II “Services and Facilities” strategy includes measures deployed in the workplace so that employees are less likely to travel offsite for personal business or needs during work hours.

Phase III “Transportation, Alternative Schedules, and Incentives,” includes a wide range of options such as comprehensive carpool and vanpool programs, monetary incentives for ridesharing, subsidized transit passes, and telecommuting.

What is an eTRIP plan?

An eTRIP Plan is a set of measures an employer chooses that will encourage employees at the worksite to use alternative transportation and ridesharing for their commutes. Employers have the flexibility to choose the options that work best for their worksites and their employees.

Employer developed eTRIP measures

Employers also have the option of suggesting measures that are not on the existing list of measures. The District will work with employers to approve specific eTRIP measures (e.g. Electronic Bulletin Boards, onsite carwash, pre-tax commuter savings account, etc).

eTRIP plan requirements

Each eTRIP measure has an assigned point value. eTRIP plans must include sufficient measures from each of the strategies to reach the specified minimum point total for each phase.

For more information on the eTRIP rule, please visit www.valleyair.org/tripreduction.htm or contact the eTRIP Rule Small Business Assistance office by email at tripreduction@valleyair.org or by phone at (559) 230-6000.