



# eTRIP Measure Resource and Guidance Manual Phase 3



## Rule 9410

### Employer Trip Reduction Implementation Plan

An eTRIP (Employer Trip Reduction Implementation Plan) is a set of measures an employer chooses that will encourage employees at the worksite to use alternative transportation and ridesharing for their morning and evening commutes. Each measure contributes to a workplace where it is easier for employees to choose to use ridesharing or alternative transportation. Employers have the flexibility to choose the options that work best for their employees and work environments, and employers also have the option of suggesting measures that are not yet on the list. Each eTRIP measure has a point value. An employer's eTRIP plan needs to meet the point targets specified in the rule.



# INTRODUCTION TO eTRIP MEASURES RESOURCE AND GUIDANCE MANUAL

To our partners in cleaner air:

Each day throughout the San Joaquin Valley air basin, more than 93 million miles are driven in and around our communities. A significant number of these miles result from work-related commutes, and the majority of those are conducted by people driving alone.

In order to address these commute-related emissions, the San Joaquin Valley Air Pollution Control District developed the eTRIP rule (Rule 9410, Employer Based Trip Reduction) as a critical step in reaching our health-based, clean air goals.

With the adoption of the eTRIP rule, larger employers are now required to establish an Employer Trip Reduction Implementation Plan (eTRIP). An eTRIP is a set of measures, chosen by an employer, designed to encourage employees at the worksite to use alternative transportation and ridesharing for their morning and evening commutes, thus reducing pollutant emissions associated with work commutes. Attaining these standards is a crucial part of improving the quality of life for everyone in the Valley.

This collection of guidance documents was designed to assist employers in complying with the eTRIP Rule by helping to determine which eTRIP measures are appropriate for their worksites and by demonstrating how to easily implement those measures. These strategies are presented in a concise, logical, easy-to-follow format with accompanying resources and guidelines. On the title for each measure you will find the point value for that given measure.

The Valley's business community has been, and continues to be, an important and valued partner in our common work of cleaning up our air. It is our desire to provide you with information that is useful and easy implemented, regardless of your workplace configuration.

As always, we welcome your feedback and look forward to continuing to work with you to make our Valley a better place to live.

*For more information or assistance in submitting your eTRIP plan, please visit [www.valleyair.org/tripreduction.htm](http://www.valleyair.org/tripreduction.htm) or contact the eTRIP Rule Small Business Assistance office by email at [tripreduction@valleyair.org](mailto:tripreduction@valleyair.org) or by phone at (559) 230-6000.*



# Guidance and Resource Manual

## Phase 3

### **eTRIP MEASURES**

### **Page #**

MEASURE 42-49	COMPRESSED WORK WEEK	1
MEASURE 50	TELECOMMUNITING PROGRAM	2
MEASURE 51	COMPREHENSIVE VANPOOL PROGRAM	3
MEASURE 52	COMPREHENSIVE CARPOOL PROGRAM	3
MEASURE 53	COMPREHENSIVE BICYCLE PROGRAM	4
MEASURE 54	SHUTTLES	4
MEASURE 55-56	FLEX TIME SCHEDULES	5
MEASURE 57	STAGGERED WORK SCHEDULES	5
MEASURE 58	MONETARY INCENTIVES	6
MEASURE 59	EXTRA TIME OFF	6
MEASURE 60	VANPOOL SUBSIDY	7
MEASURE 61	TRANSIT SUBSIDY	7
MEASURE 62	BICYCLE SUBSIDY	8
MEASURE 63	STARTUP INCENTIVE	8
MEASURE 64	DISCOUNT TRANSIT PASSES	9
MEASURE 65	MONTHLY DISCOUNTED/FREE MEALS	9
MEASURE 66	PREFERENTIAL PARKING	10
MEASURE 67	POINTS PROGRAM	10
MEASURE 68	PRIZE DRAWING	11
MEASURE 69	PRE-TAX COMMUTER BENEFIT SAVINGS PROGRAM	11
MEASURE 73	ONSITE CARWASH	12



# COMPRESSED WORK WEEK

## I. eTRIP MEASURE DESCRIPTION

### Rule Definition (Rule reference: 3.15)

A regular, full-time work schedule which eliminates at least one round-trip commute trip (both home-to-work and work-to-home) at least once every two (2) weeks for participating employees. A Compressed Work Week (CWW) schedule must be implemented in a manner that reduces trips to the worksite, as an alternative to completing the basic work requirement of five eight-hour workdays in one week, or ten eight hour workdays in two weeks. CWW examples include, but are not limited to, working three twelve-hour days (3/36) or four ten-hour days (4/10) within a one week period; or eight nine-hour days and one eight-hour day (9/80) within a two week period.

## II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by eliminating at least one round-trip commute at least once every two weeks.
- This can be achieved by implementing any of the following types of work week:
  - Three twelve-hour days
  - Four ten-hour days
  - Eight nine-hour days and one eight-hour day within a two week period

## III. SUPPORT MATERIALS

- Not applicable

## GUIDANCE

*Employers can gain up to fifteen (15) points depending on the participation rate (see table below) toward their eTRIP point total by providing a compressed work week to their Eligible Employees. Compressed work week includes eliminating at least one round-trip commute trip (both home-to-work and work-to-home).*

Measure	Description	Points
42	CWW for all Eligible Employees; 75% participation	15
43	CWW for all Eligible Employees; 50% participation	12
44	CWW for all Eligible Employees; 25% participation	9
45	CWW for all Eligible Employees; 10% participation	6
46	CWW for all Eligible Employees excluding production workers; 75% participation	8
47	CWW for all Eligible Employees excluding production workers; 50% participation	6
48	CWW for all Eligible Employees excluding production workers; 25% participation	4
49	CWW for all Eligible Employees excluding production workers; 10% participation	2



# TELECOMMUTING PROGRAM



## **I. eTRIP MEASURE DESCRIPTION**

### **Rule Definition (Rule reference: 3.71)**

A system of working at home, offsite, or at a telecommuting center for a full workday. Telecommuting should eliminate the trip to work or reduce the travel distance to the worksite by more than 80 percent. The employer should make telecommuting available to at least 10 percent of its Eligible Employees excluding production workers, and employees who spend 20 percent or less of their work time per week at the worksite. In making telecommuting available to at least 10 percent of applicable employees, the employer can claim eTRIP points for this measure even if the possible participants do not take advantage of the program. Each participant who telecommutes should be allowed to telecommute at least one day per week.

## **GUIDANCE**

*Employers can gain nine (9) points toward their eTRIP point total by providing a telecommuting program. The telecommuting program should allow an Eligible Employee to perform their regular work duties at home, offsite, or at a telecommuting center for a full workday.*

---

---

## **II. KEY ELEMENTS**

- Employers can gain nine (9) points toward their eTRIP point total by providing a telecommuting program. The telecommuting program should allow an Eligible Employee to perform their regular work duties at home, offsite, or at a telecommuting center for a full workday.
- Telecommuting should eliminate the trip to work or reduce the travel distance to the worksite by at least 80 percent.
- The Employer should make telecommuting available to at least 10 percent of its Eligible Employees and each participant should be allowed to telecommute at least one day per week.

---

---

## **III. SUPPORT MATERIALS**

- Not applicable

## MEASURE 51 8 points

# COMPREHENSIVE VANPOOL PROGRAM

### I. eTRIP MEASURE DESCRIPTION

#### **Rule Definition (Rule reference: 3.14)**

Employer-promoted program designed to encourage the use of existing vanpools or the development of new vanpools. This is intended to be a multi-faceted program that includes information on vanpool availability, benefits of vanpooling, and any incentives offered by the employer or an outside agency.

### GUIDANCE

*Employers can gain eight (8) points toward their eTRIP point total by creating or promoting an existing program that provides Eligible Employees with information regarding vanpools. The information provided by the program must include, but is not limited to, information on vanpool availability, benefits of vanpooling, and any incentives offered by the employer or an outside agency.*

### II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by encouraging Eligible Employees to create or use existing vanpools.
- This measure does allow the Employer to promote a third party program that provides information as defined in the rule. However, multiple forms of promotion should be publicized in order to satisfy this measure.
- Examples of promotion include, but are not limited to, bulletin boards, e-mail, flyers, or newsletters.

### III. SUPPORT MATERIALS

- Valleyrides: <http://www.valleyrides.com>



## MEASURE 52 8 points

# COMPREHENSIVE CARPOOL PROGRAM

### I. eTRIP MEASURE DESCRIPTION

#### **Rule Definition (Rule reference: 3.13)**

Employer-promoted program designed to encourage the use of existing carpools or the development of new carpools. This is intended to be a multi-faceted program that includes internal ride matching or personalized commute assistance, ridesharing information, and resources on how to start a carpool. The employer should also publicize any local ridesharing events to its employees.

### GUIDANCE

*Employers can gain eight (8) points toward their eTRIP point total by creating or promoting an existing program that provides Eligible Employees with information pertaining to carpools. The resources provided by the program must include, but are not limited to, internal ride matching or personalized commute assistance, ridesharing information, and resources on how to start a carpool.*

### II. KEY ELEMENTS

- The purpose of this measure is to reduce vehicle trips by encouraging Eligible Employees to create or use existing carpools for their works commutes.
- This measure does allow the Employer to promote a third party program that provides information as defined in the rule. However, multiple forms of promotion should be publicized in order to satisfy this measure.
- Examples of promotion include, but are not limited to, bulletin boards, e-mail, flyers, or newsletters.

### III. SUPPORT MATERIALS

- Valleyrides: <http://www.valleyrides.com>

## MEASURE 53 7 points

# COMPREHENSIVE BICYCLE PROGRAM

### **I. eTRIP MEASURE DESCRIPTION**

#### **Rule Definition (Rule reference: 3.12)**

Employer-promoted program which encourages bicycle commuting. This is intended to be a multi-faceted program that includes bicycle racks, information (such as bicycle lanes and safety considerations), and a repair kit or tools (such as a tire pump). The employer should also publicize any local Bike to Work events, typically held in May, to its employees.

### **GUIDANCE**

*Employers can gain seven (7) points toward their eTRIP point total creating or promoting an existing program that provides Eligible Employees with information pertaining to commuting by bicycle. The resources provided by the program must include, but are not limited to, bicycle racks, information about bicycle lanes and bicycle safety, and a repair kit or tools. Bike to Work events must also be promoted as part of the comprehensive bike program.*

### **II. KEY ELEMENTS**

- The purpose of this measure is to reduce vehicle trips by encouraging Eligible Employees to use bicycles for their work commutes.
- Employer can also promote a third party program that provides information as defined in the rule.
- The program must be multi-faceted and include the following:
  - Bicycle racks
  - Information on bicycle lanes and safety considerations
  - Repair kit or tools such as tire pump

### **III. SUPPORT MATERIALS**

- Not applicable



## MEASURE 54 5 points

# SHUTTLES



### **I. eTRIP MEASURE DESCRIPTION**

#### **Rule Definition (Rule reference: 3.67)**

Employers provide a shuttle for daily work commutes between employer worksites or between transportation stations and the worksite.

### **GUIDANCE**

*Employers can gain five (5) points toward their eTRIP point total by providing shuttles to their Eligible Employees.*

### **II. KEY ELEMENTS**

- The purpose of this measure is to reduce vehicle trips by providing shuttles for daily work commute between employer worksites or between transportation stations and the worksite.
- The Employer is required to periodically evaluate Eligible Employee demand for using shuttles and to ensure that the demand is being met.

### **III. SUPPORT MATERIALS**

- Not applicable

# FLEX TIME SCHEDULES

## **I. eTRIP MEASURE DESCRIPTION**

### **Rule Definition (Rule reference: 3.38)**

Eligible Employees are permitted to adjust their work hours in order to accommodate alternative commute schedules or arrangements.

## **GUIDANCE**

*Employers can gain three (3) points toward their eTRIP point total by providing flex time schedules to Eligible Employees that are not production workers (i.e. office staff) and an additional three (3) points by providing flex time schedules to Eligible Employees who are also production workers (see definition below). Employers must allow Eligible Employees to adjust their work hours to accommodate alternative commute schedules or arrangements.*

## **II. KEY ELEMENTS**

- The purpose of this measure is to reduce vehicle trips by allowing Eligible Employees to accommodate alternative commute schedules or arrangements by adjusting their work hours.
- Adjusting an Eligible Employees' work hours should not impact the total number of hours worked by the Eligible Employees.
- A production worker is an employee whose wage and working conditions at a facility are regulated under Industrial Welfare Commission Wage Orders 1-2001 (Manufacturing Industry), 3-2001 (Canning, Freezing, and Preserving Industry), or 8-2001 (Industries Handling Products After Harvest) excluding those whose job responsibilities are professional, administrative, legal, clerical, sales, or accounting.

## **III. SUPPORT MATERIALS**

- Not applicable



# STAGGERED WORK SCHEDULES

## **I. eTRIP MEASURE DESCRIPTION**

### **Rule Definition (Rule reference: 3.69)**

The employer selects different start and stop times for departments or individuals within the company to promote ridesharing and accommodate public transit.

## **GUIDANCE**

*Employers can gain three (3) points toward their eTRIP plan point total by providing staggered work schedules. This includes the Employers choosing the start and stop time for departments or individuals.*

## **II. KEY ELEMENTS**

- The purpose of this measure is to reduce vehicle trips by having the Employers choose the start and stop times for Eligible Employees work schedules to promote ridesharing and accommodate public transit.
- This measure allows the Employer to choose a schedule that would fit best with each department or individual while accommodating ridesharing and public transit.

## **III. SUPPORT MATERIALS**

- Not applicable





## MEASURE 58 12 points

# MONETARY INCENTIVES

### **I. eTRIP MEASURE DESCRIPTION**

#### **Rule Definition (Rule reference: 3.46)**

The employer, or other funding sources, provides Eligible Employees with cash subsidies, at least on a quarterly basis, for participation in the trip reduction program. This can include, but is not limited to, providing a monetary incentive to Eligible Employees who use alternative transportation a predetermined, minimum number of times per month or pay period.

### **GUIDANCE**

*Employers can gain twelve (12) points toward their eTRIP plan point total by providing monetary incentives to Eligible Employees who use alternative transportation for their work commute. The minimum number of times that an Eligible Employees must use alternative transportation per month or per pay period must be determined by the Employer.*

### **II. KEY ELEMENTS**

- The purpose of this measure is to reduce vehicle trips by providing monetary incentive to Eligible Employees who use alternative transportation a predetermined minimum number of times per month or pay period.
- Alternative transportation can include, but is not limited to bike, walk, using public transit, carpool, and vanpool.
- The District recommends that the monetary incentive equal at least two times the state minimum wage and be awarded at least once per month. However, employers can determine an appropriate amount based on their available resources.

### **III. SUPPORT MATERIALS**

- Not applicable

## MEASURE 59 7 points

# EXTRA TIME OFF

### **I. eTRIP MEASURE DESCRIPTION**

#### **Rule Definition (Rule reference: 3.33)**

The employer provides Eligible Employees additional time off for participation in the trip reduction program. This can include, but is not limited to, allowing Eligible Employees to accrue time off for every time they use alternative transportation or ridesharing.

### **GUIDANCE**

*Employers can gain seven (7) points toward their eTRIP plan point total by awarding additional time off to Eligible Employees for using alternative transportation or ridesharing. The amount of time awarded should be sufficient to provide Eligible Employees with adequate incentive to use alternate transportation or ridesharing, as determined by the employer.*

### **II. KEY ELEMENTS**

- The purpose of this measure is to reduce vehicle trips by offering Eligible Employees time off when they use of alternative transportation and/or ridesharing to get to and from work.

### **III. SUPPORT MATERIALS**

- Not applicable

# VANPOOL SUBSIDY

## **I. eTRIP MEASURE DESCRIPTION**

### **Rule Definition (Rule reference: 3.75)**

Employers pay for all or part of the cost of commuting by vanpool for Eligible Employees that use these services. The employer must provide information on the eTRIP regarding the monetary value of the vanpool subsidy and the frequency of distribution to Eligible Employees.

## **GUIDANCE**

*Employers can gain five (5) points toward their eTRIP plan point total by providing Eligible Employees with a subsidy to pay, or help pay, for the cost of commuting by vanpool. Information about the value of the subsidy and the frequency of its distribution must be provided to Eligible Employees on at least a quarterly basis. The value of the subsidy should be sufficient to provide Eligible Employees with adequate incentive to use vanpool services, as determined by the Employer.*

## **II. KEY ELEMENTS**

- The purpose of this measure is to reduce vehicle trips by offering Eligible Employees cash subsidies to pay for all or part of the cost of commuting to and from work by vanpool.
- The Employer is required to provide Eligible Employees with information about the value and distribution frequency of the vanpool subsidy on a quarterly basis.

## **III. SUPPORT MATERIALS**

- Not applicable



# TRANSIT SUBSIDY

## **I. eTRIP MEASURE DESCRIPTION**

### **Rule Definition (Rule reference: 3.74)**

Employers pay for all of the cost of commuting by local transit, commuter rail or train for Eligible Employees that use these services. The employer must provide information on the eTRIP regarding the monetary value of the transit subsidy and the frequency of distribution to Eligible Employees.

## **GUIDANCE**

*Employers can gain five (5) points toward their eTRIP plan point total by providing Eligible Employees with a subsidy to pay for the cost of commuting by local transit, commuter rail, or train. Information about the value of the subsidy and the frequency of its distribution must be provided to Eligible Employees on at least a quarterly basis. The value of the subsidy should be sufficient to provide Eligible Employees with adequate incentive to use local transit, commuter rail, or train, as determined by the Employer.*

## **II. KEY ELEMENTS**

- The purpose of this measure is to reduce vehicle trips by offering Eligible Employees cash subsidies to pay for all of the cost of commuting to and from work by local transit, commuter rail, or train.
- The Employer is required to provide Eligible Employees with information about the value and distribution frequency of the transit subsidy on a quarterly basis.

## **III. SUPPORT MATERIALS**

- Not applicable

## MEASURE 62 5 points

# BICYCLE SUBSIDY

### **I. eTRIP MEASURE DESCRIPTION**

#### **Rule Definition (Rule reference: 3.40)**

Employers pay for all or part of the purchase of a bicycle and/or bicycle improvements, repair, and storage for Eligible Employees that use these services and regularly commute by bicycle, as determined by the employer. The employer must provide information on the eTRIP regarding the monetary value of the bicycle subsidy and the frequency of distribution to Eligible Employees.

### **GUIDANCE**

*Employers can gain five (5) points toward their eTRIP plan point total by providing Eligible Employees with a subsidy to pay for all or part of the cost of the purchase of a bicycle and/or bicycle improvements, repair, and storage for Eligible Employees that use these services and regularly commute by bicycle. Information about the value of the subsidy and the frequency of its distribution must be provided to Eligible Employees on at least a quarterly basis. The value of the subsidy should be sufficient to provide Eligible Employees with adequate incentive to use a bicycle for their work commute, as determined by the Employer.*

### **II. KEY ELEMENTS**

- The purpose of this measure is to reduce vehicle trips by offering Eligible Employees cash subsidies to pay for all or part of the cost of commuting to and from work by bicycle.
- The Employer is required to provide Eligible Employees with information about the value and distribution frequency of the bicycle subsidy on a quarterly basis.

### **III. SUPPORT MATERIALS**

- Not applicable



## MEASURE 63 3 points

# STARTUP INCENTIVE

### **I. eTRIP MEASURE DESCRIPTION**

#### **Rule Definition (Rule reference: 3.70)**

Designed to reward Eligible Employees who previously commuted via single occupancy vehicle by offering a one-time or short-term incentive when they begin using ridesharing or alternative transportation on a regular basis.

### **GUIDANCE**

*Employers can gain three (3) points toward their eTRIP plan point total by offering Eligible Employees a one-time or short-term startup incentive when they transition from commuting via a single occupancy vehicle to commuting via ride sharing or alternative transportation, and continue to do so, on a regular basis. The value of the startup incentive should be sufficient to provide Eligible Employees with adequate incentive to use ride sharing or alternative transportation for their work commute, as determined by the Employer.*

### **II. KEY ELEMENTS**

- The purpose of this measure is to reduce vehicle trips by offering Eligible Employees a startup incentive as a reward for changing their commute method from a single occupancy vehicle to alternative transportation or ridesharing.
- The Employer is required to provide Eligible Employees with information about the value of the startup incentive and the criteria that must be met to receive the incentive.

### **III. SUPPORT MATERIALS**

- Not applicable

## MEASURE 64 3 points

# DISCOUNT TRANSIT PASSES



### **I. eTRIP MEASURE DESCRIPTION**

#### **Rule Definition (Rule reference: 3.16)**

Employers pay for part of the cost of commuting by local transit, commuter rail or train for Eligible Employees that use these services.

### **GUIDANCE**

*Employers can gain three (3) points toward their eTRIP plan point total by paying part of the public transit commute cost for Eligible Employees or by providing public transit passes to their Eligible Employees at a discounted price. The value of the discount should be sufficient to provide Eligible Employees with adequate incentive to purchase and use local transit, as determined by the Employer.*

### **II. KEY ELEMENTS**

- The purpose of this measure is to reduce vehicle trips by encouraging the use of public transit by offering Eligible Employees free or discounted transit passes.
- The Employer is required to make passes available to Eligible Employees at their worksite.

### **III. SUPPORT MATERIALS**

- Fresno Area Express Website (<http://www.fresno.gov/DiscoverFresno/Public-Transportation/default.htm>)



## MEASURE 65 3 points

# MONTHLY DISCOUNTED/FREE MEALS

### **I. eTRIP MEASURE DESCRIPTION**

#### **Rule Definition (Rule reference: 3.17)**

Employers provide participating Eligible Employees with meals free or at least fifty (50) percent discounted for their participation in the trip reduction program. The employer must offer meals to all participating Eligible Employees at least once per month.

### **GUIDANCE**

*Employers can gain three (3) points toward their eTRIP plan point total by providing free or discounted meals to Eligible Employees on a monthly basis for their participation. The level of participation required for the free or discounted meal shall be determined by the Employer. The value of the meal should be sufficient to provide Eligible Employees with adequate incentive to use ride sharing or alternative transportation for their work commute, as determined by the Employer.*

### **II. KEY ELEMENTS**

- The purpose of this measure is to reduce vehicle trips by encouraging Eligible Employees to remain onsite for lunch/dinner.
- Meals shall be offered to Eligible Employees at least once per month.
- Meals can be catered onsite, or prepared offsite and delivered onsite.

### **III. SUPPORT MATERIALS**

- Not applicable

## MEASURE 66 1 point

# PREFERENTIAL PARKING



### **I. eTRIP MEASURE DESCRIPTION**

#### **Rule Definition (Rule reference: 3.58)**

The employer provides preferential parking spaces for use by Eligible Employees when they participate in ridesharing. These spaces must be clearly posted or marked in a manner that identifies them for carpool or vanpool use only. Of all parking spaces available for Eligible Employees (not including spaces reserved for management, visitors, or employer fleet), at least five (5) percent should be permanently designated as carpool/vanpool spaces.

### **GUIDANCE**

*Employers can gain one (1) point toward their eTRIP plan point total by permanently designating 5 percent of a worksite's parking spaces as preferential parking spaces to be used by Eligible Employees participating in ridesharing.*

### **II. KEY ELEMENTS**

- The purpose of this measure is to reduce vehicle trips by encouraging Eligible Employees to use a carpool or vanpool for their work commute.
- Parking spaces shall be clearly designated as carpool or vanpool only spaces.

### **III. SUPPORT MATERIALS**

- Not applicable



## MEASURE 67 1 point

# POINTS PROGRAM

### **I. eTRIP MEASURE DESCRIPTION**

#### **Rule Definition (Rule reference: 3.56)**

A Program where Eligible Employees earn points for each day of participation in the trip reduction program. As defined by the employer, points are redeemed for rewards such as, but not limited to: time off, gift certificates, cash or merchandise.

### **GUIDANCE**

*Employers can gain one (1) point toward their eTRIP plan point total by implementing a Points Program through which Eligible Employees can earn points for participating in ridesharing or using public transportation. The Points Program shall also allow Eligible Employees to exchange earned points for rewards. The value of rewards should be sufficient to provide Eligible Employees with adequate incentive to use ride sharing or alternative transportation for their work commute, as determined by the Employer.*

### **II. KEY ELEMENTS**

- The purpose of this measure is to reduce vehicle trips by encouraging Eligible Employees to rideshare or use public transit in exchange for the opportunity to participate in a rewards points program.
- Employer shall provide all Eligible Employees information regarding the Points Program, including information about rewards and details about how to earn points.

### **III. SUPPORT MATERIALS**

- Not applicable



## MEASURE 68 1 point

# PRIZE DRAWING

### **I. eTRIP MEASURE DESCRIPTION**

#### **Rule Definition (Rule reference: 3.59)**

Eligible Employees are provided with a chance to win prizes, at least quarterly, for participation in the trip reduction program.

### **GUIDANCE**

*Employers can gain one (1) point toward their eTRIP plan point total by conducting a quarterly drawing in which Eligible Employees are given a chance to win prizes for participating in ridesharing or using public transportation. The value of the prizes should be sufficient to provide Eligible Employees with adequate incentive to use ride sharing or alternative transportation for their work commute, as determined by the Employer.*

### **II. KEY ELEMENTS**

- The purpose of this measure is to reduce vehicle trips by encouraging Eligible Employees to rideshare or use public transit in exchange for the opportunity to participate in a quarterly prize drawing.
- The Employer shall provide Eligible Employees with information about the value of the startup incentive and the criteria that must be met to receive the incentive.

### **III. SUPPORT MATERIALS**

- Not applicable



## MEASURE 69 4 points

# PRE-TAX COMMUTER BENEFIT SAVINGS PROGRAM

### **I. eTRIP MEASURE DESCRIPTION**

#### **Rule Definition (Rule reference: n/a)**

This measure was proposed to the District by an eTRIP employer.

### **GUIDANCE**

*Employers can gain four (4) points toward their eTRIP plan point total by implementing a Pre-Tax Commuter Benefit Savings Program. This program will allow eligible employees to set aside vanpool, bus, or other public transit fares in a pre-tax savings account. The program, and estimated value of the benefit, should be promoted through onsite resources, email, etc.*

### **II. KEY ELEMENTS**

- The purpose of this measure is to reduce vehicle trips by encouraging Eligible Employees to use public transit by providing a pre-tax savings account used to pay for transit fares.
- The Employer shall provide Eligible Employees with information about the value of the Pre-Tax Commuter Benefit Savings Program and the criteria that must be met to receive the benefit.

### **III. SUPPORT MATERIALS**

- Not applicable



## MEASURE 73 5 points

# ONSITE CARWASH

### **I. eTRIP MEASURE DESCRIPTION**

#### **Rule Definition (Rule reference: n/a)**

This measure was proposed to the District by an eTRIP employer.

### **GUIDANCE**

*This measure consists of establishing a commuter incentive program that allows Eligible Employees who routinely carpool to work the opportunity to use an onsite carwash.*

### **II. KEY ELEMENTS**

- The purpose of this measure is to reduce vehicle trips by encouraging Eligible Employees to carpool by offering free onsite carwash services.
- The Employer shall provide Eligible Employees with information about the value of the carwash benefit and the criteria that must be met to receive the incentive.

### **III. SUPPORT MATERIALS**

- Not applicable

**Northern Region**

*Serving San Joaquin, Stanislaus and Merced counties*

4800 Enterprise Way, Modesto, CA 95356-8718

Tel: 209-557-6400 FAX: 209-557-6475

Complaint Line: 1-800-281-7003

**Central Region (Main Office)**

*Serving Madera, Fresno and Kings counties*

1990 E. Gettysburg Avenue, Fresno, CA 93726-0244

Tel: 559-230-6000 FAX: 559-230-6061

Complaint Line: 1-800-870-1037

**Southern Region**

*Serving Tulare and Valley air basin portions of Kern counties*

34946 Flyover Court, Bakersfield, CA 93308

Tel: 661-392-5500 FAX: 661-392-5585

Complaint Line: 1-800-926-5550



**San Joaquin Valley**  
AIR POLLUTION CONTROL DISTRICT  
[www.valleyair.org](http://www.valleyair.org)



**HEALTHY AIR LIVING™**  
[www.healthyairliving.com](http://www.healthyairliving.com)