

**ARTICLE 18  
MOVING EXPENSES**

**A. LIMITATIONS**

Payment for moving expenses may be granted by the University when an employee moves from one University work location to another University work location at the University's request. No expenses shall be paid to an employee if the University determines that the new work location is within reasonable commuting distance of the previous location.

**B. EXPENSES TO BE PAID**

Expenses approved in advance by the University and supported by invoices and receipts may be paid for costs incurred for packing, insurance, transportation, storage in transit (not to exceed thirty (30) calendar days), unpacking, and installation of the employee's household effects at a new location. Actual travel expenses for the employee and the employee's immediate family may be paid by the University, not to exceed air coach transportation cost and/or the University allowance for individuals for the cost of meals en route for the employee and the employee's immediate family.

**C. Policies, procedures, definitions, qualifications, calculations and rates relative to moving expenses at the Lawrence Berkeley National Laboratory shall be in accordance with Laboratory policy for other staff employees at the Laboratory.**

**D. The terms of this Article are not subject to grievance and arbitration provisions of this Agreement.**