

EXECUTIVE ORDER NO. 25-05

(Civil Service and Exempt Employees Excluded from Bargaining Units 2, 3, 4, 9, and 13)

WHEREAS, under chapter 89C of the Hawaii Revised Statutes (HRS), the Governor is granted the authority to make adjustments to the wages, hours, benefits, and other terms and conditions of employment for elected and appointed officials, and employees in the executive branch who are excluded from collective bargaining coverage; and

WHEREAS, for excluded employees who are civil service employees under the same classification systems as employees within collective bargaining units, HRS chapter 89C requires that the adjustments be “not less than” those provided under the collective bargaining agreements for employees hired on a comparable basis; and

WHEREAS, HRS chapter 89C also requires that the adjustments for excluded civil service employees result in compensation and benefit packages that are “at least equal to” the compensation and benefit packages provided under collective bargaining agreements for counterparts and subordinates within the Employer’s jurisdiction; and

WHEREAS, HRS chapter 89C provides that each appropriate authority shall determine the adjustments that are relevant for their respective excluded employees who are exempt from civil service in consideration of the compensation and benefit packages provided for other employees in comparable agencies; and

WHEREAS, the State, Judiciary, Hawai'i Health Systems Corporation, City and County of Honolulu, and counties of Hawai'i, Maui and Kauai have entered into tentative agreements with the Hawaii Government Employees Association (HGEA), as the exclusive representative for Bargaining Units (BUs) 2, 3, 4, 9, and 13 for the

collective bargaining agreement covering July 1, 2025 through June 30, 2029; and which terms and conditions have been accepted and ratified by the respective bargaining units; and

WHEREAS, consistent with the agreed-upon terms and conditions, the Director of Human Resources Development has recommended to the Governor the adjustments specified in this executive order for civil service and exempt employees within the executive branch who are excluded from BUs 2, 3, 4, 9, and 13.

NOW, THEREFORE, I, Josh Green, M.D., Governor of Hawai'i, pursuant to my executive authority under articles V and VII of the Constitution of the State of Hawai'i, the provisions of chapters 37 and 89C of the Hawaii Revised Statutes, and all other applicable authority, do hereby order effective July 1, 2025 through June 30, 2029, the following for elected and appointed officials; civil service and exempt employees excluded from BUs 2, 3, 4, 9, and 13; and Excluded Managerial Compensation Plan (EMCP) employees excluded from BUs 2, 4, 9, and 13.

A. Salaries

1. Adjustments for non-EMCP civil service and exempt employees excluded from BU 2 ([Attachment A](#)).
2. Adjustments for non-EMCP civil service and exempt employees excluded from BU 3 ([Attachment B](#)).
3. Adjustments for non-EMCP civil service and exempt employees excluded from BU 4 ([Attachment C](#)).
4. Adjustments for non-EMCP civil service and exempt employees excluded from BU 9 ([Attachment D](#)).
5. Adjustments for non-EMCP civil service and exempt employees excluded from BU 13 ([Attachment E](#)).

B. Working Condition Differential

1. This adjustment is applicable to civil service and exempt employees excluded from BU 2 and EMCP employees excluded from BU 2 ([Attachment F](#)).
2. This adjustment is applicable to civil service and exempt employees excluded from BU 3 ([Attachment G](#)).

C. Travel

1. This adjustment is applicable to civil service and exempt employees excluded from BU 2 and EMCP employees excluded from BU 2 ([Attachment H](#)).
2. This adjustment is applicable to civil service and exempt employees excluded from BU 3 ([Attachment I](#)).
3. This adjustment is applicable to civil service and exempt employees excluded from BU 4 and EMCP employees excluded from BU 4 ([Attachment J](#)).
4. This adjustment is applicable to civil service and exempt employees excluded from BU 9 and EMCP employees excluded from BU 9 ([Attachment K](#)).
5. This adjustment is applicable to elected and appointed officials, civil service and exempt employees excluded from BU 13, and EMCP employees excluded from BU 13 ([Attachment L](#)).

D. Uniforms and Equipment

This adjustment is applicable to civil service and exempt employees excluded from BU 3 ([Attachment M](#)).

E. Meals

This adjustment is applicable to civil service and exempt employees excluded from BU 3 ([Attachment N](#)).

F. Hawai'i Employer-Union Health Benefits Trust Fund (EUTF)

This adjustment is applicable to elected and appointed officials; civil service and exempt employees excluded from BUs 2, 3, 4, 9, 13; and EMCP employees excluded from BUs 2, 4, 9, 13 ([Attachment O](#)).

G. Duration – EUTF Reopener

1. Adjustments for civil service and exempt employees excluded from BU 2 and EMCP employees excluded from BU 2 ([Attachment P](#)).

2. Adjustments for civil service and exempt employees excluded from BU 3 ([Attachment Q](#)).
3. Adjustments for civil service and exempt employees excluded from BU 4 and EMCP employees excluded from BU 4 ([Attachment R](#)).
4. Adjustments for civil service and exempt employees excluded from BU 9 and EMCP employees excluded from BU 9 ([Attachment S](#)).
5. Adjustments for civil service and exempt employees excluded from BU 13 and EMCP employees excluded from BU 13 ([Attachment T](#)).

IT IS FURTHER ORDERED that this executive order does not apply to:

(1) employees of public charter schools, the Department of Education and the University of Hawai'i; (2) 89-day non-civil service appointments and exempt appointments less than or equal to 89 days; and (3) those executive branch employees whom I later determine shall not receive the aforementioned adjustments; and

IT IS FURTHER ORDERED that this executive order is not intended to create, and does not create, any rights or benefits, whether substantive or procedural, or enforceable at law or in equity, against the State of Hawai'i or its agencies, departments, entities, employees, or any other person; and

IT IS FURTHER ORDERED that these provisions are subject to amendment by executive order.

The Director of Human Resources Development shall be responsible for the uniform administration of this executive order and is authorized to make any interpretations concerning the applicability of these adjustments to the employees of the State government executive branch who are excluded from collective bargaining coverage.

DONE at the State Capitol, Honolulu,
State of Hawai'i, this 18th day of
December, 2025.



JOSH GREEN, M.D.
Governor

APPROVED AS TO FORM:

Anne E. Lopez

ANNE E. LOPEZ
Attorney General

1 **1. The salary schedule designated as Exhibit B shall be amended to**
2 **reflect a three and seventy-nine hundredths percent (3.79%) increase and such**
3 **amended schedule shall be designated as Exhibit C.**

4
5 **2. Following C.1. above, Employees shall be placed on the**
6 **corresponding pay range and step of Exhibit C.**

7
8 **3. Employees who were on Steps B1 and C1 as of June 30, 2020, shall**
9 **receive a three and seventy-nine hundredths percent (3.79%) pay increase.**

10
11 **4. Employees who were on Step L5 as of June 30, 2015, shall receive a**
12 **three and seventy-nine hundredths percent (3.79%) pay increase.**

13
14 **5. Employees not administratively assigned to the salary schedule shall**
15 **receive a three and seventy-nine hundredths percent (3.79%) pay increase.**

16
17 **D. Subject to the approval of the respective legislative bodies and**
18 **effective July 1, 2027:**

19
20 **1. The salary schedule designated as Exhibit C shall be amended to**
21 **reflect a four percent (4%) increase and such amended schedule shall be**
22 **designated as Exhibit D.**

23
24 **2. Following D.1. above, Employees shall be placed on the**
25 **corresponding pay range and step of Exhibit D.**

26
27 **3. Employees who were on Steps B1 and C1 as of June 30, 2020, shall**
28 **receive a four percent (4%) pay increase.**

29
30 **4. Employees who were on Step L5 as of June 30, 2015, shall receive a**
31 **four percent (4%) pay increase.**

1 **5. Employees not administratively assigned to the salary schedule shall**
2 **receive a four percent (4%) pay increase.**

3
4 **E. Subject to the approval of the respective legislative bodies and**
5 **effective July 1, 2028:**

6
7 **1. The salary schedule designated as Exhibit D shall be amended to**
8 **reflect a four percent (4%) increase and such amended schedule shall be**
9 **designated as Exhibit E.**

10
11 **2. Following E.1. above, Employees shall be placed on the**
12 **corresponding pay range and step of Exhibit E.**

13
14 **3. Employees who were on Steps B1 and C1 as of June 30, 2020, shall**
15 **receive a four percent (4%) pay increase.**

16
17 **4. Employees who were on Step L5 as of June 30, 2015, shall receive a**
18 **four percent (4%) pay increase.**

19
20 **5. Employees not administratively assigned to the salary schedule shall**
21 **receive a four percent (4%) pay increase.**

22 **F. Employees on Step L5 as of June 30, 2015, and Steps B1 and C1 as**
23 **of June 30, 2020, shall have their compensation administered in a separate**
24 **Memorandum of Agreement.**
25

This adjustment is applicable to non-EMCP civil service and exempt employees excluded from BU 3.

Bargaining Unit 03
TENTATIVE AGREEMENT
Employer _____
Union CP
Date 10/21/25

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26

ARTICLE 53 – SALARIES

Delete the existing language in its entirety and replace with the following:

A. The salary schedule in effect on June 30, 2025 shall be designated as Exhibit A.

B. Subject to the approval of the respective legislative bodies and effective July 1, 2025:

1. The salary schedule designated as Exhibit A shall be amended to reflect a three and five-tenths percent (3.5%) increase and such amended schedule shall be designated as Exhibit B.

2. Following B.1. above, Employees shall be placed on the corresponding pay range and step of Exhibit B.

3. Employees not administratively assigned to the salary schedule shall receive a three and five-tenths percent (3.5%) pay increase.

C. Subject to the approval of the respective legislative bodies and effective July 1, 2026:

1. Employees on Step C to Step L as of June 30, 2026, shall be placed on the next step of the corresponding pay range.

1 **2. Lump Sum Payment. The following Employees shall receive a one-**
2 **time lump sum payment; provided that Employees who are less than full-time**
3 **shall receive a prorated amount of the lump sum payment:**

4
5 **a. Employees on Step M as of June 30, 2026, shall receive a one-**
6 **time lump sum payment equal to four percent (4%) of the employee's**
7 **annual basic rate of pay as of June 30, 2026.**

8
9 **b. Employees not administratively assigned to the salary**
10 **schedule shall receive a one-time lump sum payment equal to four percent**
11 **(4%) of the employee's annual basic rate of pay as of June 30, 2026.**

12
13 **D. Subject to the approval of the respective legislative bodies and**
14 **effective July 1, 2027:**

15
16 **1. The salary schedule designated as Exhibit B shall be amended to**
17 **reflect a four percent (4%) increase and such amended schedule shall be**
18 **designated as Exhibit C.**

19
20 **2. Following D.1. above, Employees shall be placed on the**
21 **corresponding pay range and step of Exhibit C.**

22
23 **3. Employees not administratively assigned to the salary schedule shall**
24 **receive a four percent (4%) pay increase.**

25
26 **E. Subject to the approval of the respective legislative bodies and**
27 **effective July 1, 2028:**

28
29 **1. Employees on Step C to Step L as of June 30, 2028, shall be placed**
30 **on the next step of the corresponding pay range.**

1 **2. The salary schedule designated as Exhibit C shall be amended to**
2 **reflect a thirty-seven one-hundredths percent (0.37%) increase and such**
3 **amended schedule shall be designated as Exhibit D.**

4
5 **3. Following E.2. above, Employees shall be placed on the**
6 **corresponding pay range and step of Exhibit D.**

7
8 **4. Employees not administratively assigned to the salary schedule shall**
9 **receive a thirty-seven one-hundredths percent (0.37%) pay increase.**

10
11 **5. Lump Sum Payment. The following Employees shall receive a one-**
12 **time lump sum payment; provided that Employees who are less than full-time**
13 **shall receive a prorated amount of the lump sum payment:**

14
15 **a. Employees on Step M as of June 30, 2028, shall receive a one-**
16 **time lump sum payment equal to four percent (4%) of the employee's**
17 **annual basic rate of pay as of June 30, 2028.**

18
19 **b. Employees not administratively assigned to the salary**
20 **schedule shall receive a one-time lump sum payment equal to four percent**
21 **(4%) of the employee's annual basic rate of pay as of June 30, 2028.**

1 **3. Employees not administratively assigned to the salary schedule shall**
2 **receive a three and seventy-nine hundredths percent (3.79%) pay increase.**

3
4 **D. Subject to the approval of the respective legislative bodies and**
5 **effective July 1, 2027:**

6
7 **1. The salary schedule designated as Exhibit C shall be amended to**
8 **reflect a four percent (4%) increase and such amended schedule shall be**
9 **designated as Exhibit D.**

10
11 **2. Following D.1. above, Employees shall be placed on the**
12 **corresponding pay range and step of Exhibit D.**

13
14 **3. Employees not administratively assigned to the salary schedule shall**
15 **receive a four percent (4%) pay increase.**

16
17 **E. Subject to the approval of the respective legislative bodies and**
18 **effective July 1, 2028:**

19
20 **1. The salary schedule designated as Exhibit D shall be amended to**
21 **reflect a four percent (4%) increase and such amended schedule shall be**
22 **designated as Exhibit E.**

23
24 **2. Following E.1. above, Employees shall be placed on the**
25 **corresponding pay range and step of Exhibit E.**

26
27 **3. Employees not administratively assigned to the salary schedule shall**
28 **receive a four percent (4%) pay increase.**

This adjustment is applicable to non-EMCP civil service and exempt employees excluded from BU 9.

Bargaining Unit 09
TENTATIVE AGREEMENT
Employer _____
Union RP
Date 10/21/25

ARTICLE 56 – SALARIES

Delete the existing language in its entirety and replace with the following:

A. The salary schedule in effect on June 30, 2025 shall be designated as

Exhibit A.

B. Subject to the approval of the respective legislative bodies and effective July 1, 2025:

1. Step Movement:

a. For the period July 1, 2025 through June 30, 2026, Employees who become eligible for step movements shall receive their step movements on their step movement dates. Step movements shall occur as provided in F. below.

2. Salary Schedule:

a. The salary schedule designated as Exhibit A shall be amended to reflect a two and seven tenths percent (2.7%) pay increase and such amended schedule shall be designated as Exhibit B.

b. Following B.2.a. above, Employees shall be placed on the corresponding pay range and step of Exhibit B.

c. Employees not administratively assigned to the salary schedule shall receive a two and seven tenths percent (2.7%) pay increase.

1 **3. Lump Sum Payment:**

2
3 **Employees on Step L5 or not administratively assigned to the salary**
4 **schedule as of June 30, 2025, shall receive a one-time lump sum payment of one**
5 **thousand five hundred dollars (\$1500). Employees who are less than full-time**
6 **shall receive a prorated amount of this lump sum payment.**

7
8 **C. Subject to the approval of the respective legislative bodies and**
9 **effective July 1, 2026:**

10
11 **1. Step Movement:**

12
13 **a. For the period July 1, 2026 through June 30, 2027, Employees**
14 **who become eligible for step movements shall receive their step**
15 **movements on their step movement dates. Step movements shall occur as**
16 **provided in F. below.**

17
18 **2. Salary Schedule:**

19
20 **a. The salary schedule designated as Exhibit B shall be amended**
21 **to reflect a three and twenty-nine hundredths percent (3.29%) increase and**
22 **such amended schedule shall be designated as Exhibit C.**

23
24 **b. Following C.2.a. above, Employees shall be placed on the**
25 **corresponding pay range and step of Exhibit C.**

26
27 **c. Employees not administratively assigned to the salary**
28 **schedule shall receive a three and twenty-nine hundredths percent (3.29%)**
29 **pay increase.**

1 **D. Subject to the approval of the respective legislative bodies and**
2 **effective July 1, 2027:**

3
4 **1. Step Movement:**

5
6 **a. For the period July 1, 2027 through June 30, 2028, Employees**
7 **who become eligible for step movements shall receive their step**
8 **movements on their step movement dates. Step movements shall occur as**
9 **provided in F. below,**

10
11 **2. Salary Schedule:**

12
13 **a. The salary schedule designated as Exhibit C shall be amended**
14 **to reflect a three and forty-two hundredths percent (3.42%) increase and**
15 **such amended schedule shall be designated as Exhibit D.**

16
17 **b. Following D.2.a. above, Employees shall be placed on the**
18 **corresponding pay range and step of Exhibit D.**

19
20 **c. Employees not administratively assigned to the salary**
21 **schedule shall receive a three and forty-two hundredths percent (3.42%)**
22 **pay increase.**

23
24 **E. Subject to the approval of the respective legislative bodies and**
25 **effective July 1, 2028:**

26
27 **1. Step Movement:**

28
29 **a. For the period July 1, 2028 through June 30, 2029, Employees**
30 **who become eligible for step movements shall receive their step**

1 movements on their step movement dates. Step movements shall occur as
2 provided in F. below.

3
4 **2. Salary Schedule:**

5
6 **a. The salary schedule designated as Exhibit D shall be amended**
7 **to reflect a three and forty-three hundredths percent (3.43%) increase and**
8 **such amended schedule shall be designated as Exhibit E.**

9
10 **b. Following E.2.a. above, Employees shall be placed on the**
11 **corresponding pay range and step of Exhibit E.**

12
13 **c. Employees not administratively assigned to the salary**
14 **schedule shall receive a three and forty-three hundredths percent (3.43%)**
15 **pay increase.**

16
17 **F. Step Movement Plan: Following B.1, C.1, D.1. and E.1. above,**
18 **Employees shall move to their appropriate step on the salary schedule in**
19 **accordance with the following step movement plan:**

20
21 **1. All Employees at SR 18 B shall remain at that range and step until**
22 **their positions are reallocated.**

23
24 **2. Step movements. All Employees at SR 20 and above, shall move as**
25 **follows:**

26
27 **a. Step B to Step C upon completion of three (3) or more months**
28 **of satisfactory service with the Employer to equal at least twelve (12)**
29 **months of registered professional nurse experience, including the three (3)**
30 **months with the Employer; provided that the previous registered**

1 **professional nurse experience was gained within the preceding five (5)**
2 **years.**

3
4 **b. Step B to Step D upon completion of three (3) or more months**
5 **of satisfactory service with the Employer to equal at least eighteen (18)**
6 **months registered professional nurse experience, including the three (3)**
7 **months with the Employer; provided that the previous registered**
8 **professional nurse experience was gained within the preceding five (5)**
9 **years.**

10
11 **c. Step B to Step E upon completion of three (3) or more months**
12 **of satisfactory service with the Employer to equal at least twenty-four (24)**
13 **months registered professional nurse experience; provided that the**
14 **previous registered professional nurse experience was gained within the**
15 **preceding five (5) years.**

16
17 **d. Step C to Step D upon completion of the required months of**
18 **satisfactory service with the Employer to equal to at least eighteen (18)**
19 **months registered professional nurse experience, including time with the**
20 **Employer; provided that the previous registered professional nurse**
21 **experience was gained within the preceding five (5) years.**

22
23 **e. Step C or Step D to Step E upon completion of the required**
24 **months of satisfactory service with the Employer to equal to at least**
25 **twenty-four (24) months of registered professional nurse experience,**
26 **including time with the Employer; provided the previous registered**
27 **professional nurse experience was gained within the preceding five (5)**
28 **years.**

29
30 **f. Longevity (5 years). All Employees with at least five (5) years**
31 **of creditable service but less than ten (10) years of creditable service as a**

1 registered professional nurse with the Employer, and who are on Step D or
2 Step E, shall move to Step L-1 of their respective salary ranges.

3
4 g. Longevity (10 years). All Employees with at least ten (10)
5 years of creditable service but less than fifteen (15) years of creditable
6 service as a registered professional nurse with the Employer, and who are
7 on Step E or Step L-1, shall move to Step L-2 of their respective salary
8 ranges.

9
10 h. Longevity (15 years). All Employees with at least fifteen (15)
11 years of creditable service but less than twenty (20) years of creditable
12 service as a registered professional nurse with the Employer, and who are
13 on Step L-1 or Step L-2, shall move to Step L-3 of their respective salary
14 ranges.

15
16 i. Longevity (20 years). All Employees with at least twenty (20)
17 years of creditable service but less than twenty-five (25) years of creditable
18 service as a registered professional nurse with the Employer, and who are
19 on Step L-1, Step L-2 or Step L-3, shall move to Step L-4 of their respective
20 salary ranges.

21
22 j. Longevity (25 years). All Employees with at least twenty-five
23 (25) years of creditable service as a registered professional nurse with the
24 Employer, and who are on Step L-1, Step L-2, Step L-3 or Step L-4, shall
25 move to Step L-5 of their respective salary ranges.

26
27 G. For purposes of this Article, satisfactory service is defined as
28 receiving a satisfactory or meets expectations rating in the Employees'
29 performance evaluations made by the respective Employer. Creditable service
30 shall include service in all Employer jurisdictions and incorporates all leaves of
31 absences with pay and the following authorized leaves without pay (LWOP).

- 1
- 2 **1. LWOP to pursue a course of instruction relating to the Employee's**
- 3 **work;**
- 4
- 5 **2. LWOP to engage in research, relating to the Employee's work;**
- 6
- 7 **3. LWOP to render service at the State Legislature;**
- 8
- 9 **4. LWOP to serve on loan by contract to other governments;**
- 10
- 11 **5. Sabbatical Leave;**
- 12
- 13 **6. Military Leave;**
- 14
- 15 **7. LWOP to recuperate from an injury for which weekly workers'**
- 16 **compensation payments are made;**
- 17
- 18 **8. LWOP to work in an exempt position.**

1 increase; or be adjusted at the discretion of the appointing authority from
2 funds allowed for this purpose, provided that the pay increase shall be no
3 less than two and twelve hundredths percent (2.12%). Discretionary
4 adjustments shall apply only to base pay adjustments and not lump sum
5 payments.

6
7 **3. Lump Sum Payment:**

8
9 Employees who are not eligible for step movements for the duration of the
10 contract period or not administratively assigned to the salary schedule as
11 of June 30, 2025, shall receive a one-time lump sum payment of two
12 thousand dollars (\$2000),. Employees who are less than full-time shall
13 receive a prorated amount of this lump sum payment.

14
15 **C. Subject to the approval of the respective legislative bodies and**
16 **effective July 1, 2026:**

17
18 **1. Step Movement:**

19
20 **a. Employees eligible for step movements from July 1, 2026**
21 **through June 30, 2027 in accordance with Paragraph P. of Article 14,**
22 **Compensation Adjustment, shall receive their step movements on their**
23 **step movement dates.**

24
25 **2. Salary Schedule:**

26
27 **a. The salary schedule designated as Exhibit B shall be amended**
28 **to reflect a two and ninety-five hundredths percent (2.95%) increase and**
29 **such amended schedule shall be designated as Exhibit C.**

1 **b. Following C.2.a. above, Employees shall be placed on the**
2 **corresponding pay range and step of Exhibit C.**

3
4 **c. Employees not administratively assigned to the salary**
5 **schedule shall receive a two and ninety-five hundredths percent (2.95%)**
6 **pay increase; or be adjusted at the discretion of the appointing authority**
7 **from funds allowed for this purpose, provided that the pay increase shall**
8 **be no less than two and ninety-five hundredths percent (2.95%).**
9 **Discretionary adjustments shall apply only to base pay adjustments and**
10 **not lump sum payments.**

11
12 **D. Subject to the approval of the respective legislative bodies and**
13 **effective July 1, 2027:**

14
15 **1. Step Movement:**

16
17 **a. Employees eligible for step movements from July 1, 2027**
18 **through June 30, 2028 in accordance with Paragraph P. of Article 14,**
19 **Compensation Adjustment, shall receive their step movements on their**
20 **step movement dates.**

21
22 **2. Salary Schedule:**

23
24 **a. The salary schedule designated as Exhibit C shall be amended**
25 **to reflect a two and seventy-seven hundredths percent (2.77%) increase**
26 **and such amended schedule shall be designated as Exhibit D.**

27
28 **b. Following D.2.a. above, Employees shall be placed on the**
29 **corresponding pay range and step of Exhibit D.**

1 **c. Employees not administratively assigned to the salary**
2 **schedule shall receive a two and seventy-seven hundredths percent**
3 **(2.77%) pay increase; or be adjusted at the discretion of the appointing**
4 **authority from funds allowed for this purpose, provided that the pay**
5 **increase shall be no less than two and seventy-seven hundredths percent**
6 **(2.77%). Discretionary adjustments shall apply only to base pay**
7 **adjustments and not lump sum payments.**

8
9 **E. Subject to the approval of the respective legislative bodies and**
10 **effective July 1, 2028:**

11
12 **1. Step Movement:**

13
14 **a. Employees eligible for step movements from July 1, 2028**
15 **through June 30, 2029 in accordance with Paragraph P. of Article 14,**
16 **Compensation Adjustment, shall receive their step movements on their**
17 **step movement dates.**

18
19 **2. Salary Schedule:**

20 **a. The salary schedule designated as Exhibit D shall be amended**
21 **to reflect a three and seventeen hundredths percent (3.17%) increase and**
22 **such amended schedule shall be designated as Exhibit E.**

23
24 **b. Following E.2.a. above, Employees shall be placed on the**
25 **corresponding pay range and step of Exhibit E.**

26
27 **c. Employees not administratively assigned to the salary**
28 **schedule shall receive a three and seventeen hundredths percent (3.17%)**
29 **pay increase; or be adjusted at the discretion of the appointing authority**
30 **from funds allowed for this purpose, provided that the pay increase shall**
31 **be no less than three and seventeen hundredths percent (3.17%).**

1 **Discretionary adjustments shall apply only to base pay adjustments and**
2 **not lump sum payments.**

3

This adjustment is applicable to civil service and exempt employees excluded from BU 2 and EMCP employees excluded from BU 2.

Bargaining Unit 02
TENTATIVE AGREEMENT
Employer W
Union ICP
Date 10/21/25

1

2

ARTICLE 31 - WORKING CONDITION DIFFERENTIAL

3

4 A. All Employees at Hawai'i State Hospital will be entitled to a differential
5 because of unusual or unique working conditions in having contact with patients who
6 are ordered by the courts pursuant to Chapters 704 and 706, HRS, to be in the custody
7 of the Director of Health or who are adult inmates who were transferred from a
8 correctional institution under Chapter 334, HRS. Employees shall be paid in addition to
9 their basic compensation, a differential of [~~fifty cents (\$.50)~~] **one dollar (\$1.00)** per hour
10 for each hour of work performed.

11

12 B. Employees of the Hawai'i Health Systems Corporation (HHSC) shall be
13 entitled to a differential because of unusual or unique working conditions whenever
14 working with a patient who is sent to an HHSC facility because of an order by the courts
15 pursuant to Chapters 704 and 706, HRS, to be in the custody of the Director of Health;
16 or when an adult inmate is transferred from a correctional institution under Chapter 334,
17 HRS, to an HHSC facility; or when a patient that has been recommended for placement
18 into the Hawai'i State Hospital is placed temporarily in the HHSC facility. All Employees
19 assigned to such patient care unit shall be entitled to a differential of [~~fifty cents (\$.50)~~]
20 **one dollar (\$1.00)** per hour for each hour of work performed while on such assignment.
21 The differential will remain until such time as the patient is removed from the location or
22 is released from said custody into regular patient status.

23

24 C. For the purpose of granting differential pay for a portion of an hour in
25 paragraphs A and B above, the Employee will be paid [~~twenty five cents (\$.25)~~] **fifty**
26 **cents (\$.50)** for one-half (1/2) hour or less of work and [~~fifty cents (\$.50)~~] **one dollar**
27 **(\$1.00)** for more than one-half (1/2) hour of work.

28

1 D. Employees assigned to correctional facilities shall be entitled to a
2 differential because of unusual or unique working conditions. Such Employees shall be
3 paid, in addition to their basic compensation, a differential of [~~fifty cents (\$.50)~~] one
4 dollar (\$1.00) per hour for each hour of work performed at such location.

5
6 E. In administering paragraph D above, and for purposes of granting
7 differential pay for a portion of an hour, the Employee will be paid [~~twenty five cents~~
8 ~~(\$.25)] fifty cents (\$.50) for one-half (1/2) hour or less of work and [~~fifty cents (\$.50)~~]
9 one dollar (\$1.00) for more than one-half (1/2) hour of work.~~

10
11 F. The Employer, in consultation with the Union, may terminate the
12 differentials provided by this section upon reclassification of an affected Employee's
13 position to a higher classification because of the unusual or unique working conditions
14 which qualified the Employee for the differential or because such conditions cease to
15 exist.

1 D. Employees assigned to correctional facilities shall be entitled to a
2 differential because of unusual or unique working conditions. Such Employees shall be
3 paid, in addition to their basic compensation, a differential of [~~fifty cents (\$.50)~~] **one**
4 **dollar (\$1.00)** per hour for each hour of work performed at such location.

5
6 E. In administering paragraph D above, and for purposes of granting
7 differential pay for a portion of an hour, the Employee will be paid [~~twenty-five cents~~
8 ~~(\$.25)~~] **fifty cents (\$.50)** for one-half (1/2) hour or less of work and [~~fifty cents (\$.50)~~]
9 **one dollar (\$1.00)** for more than one-half (1/2) hour of work.

10
11 F. The Employer, in consultation with the Union, may terminate the
12 differentials provided by this section upon reclassification of an affected Employee's
13 position to a higher classification because of the unusual or unique working conditions
14 which qualified the Employee for the differential or because such conditions cease to
15 exist.

This adjustment is applicable to civil service and exempt employees excluded from BU 2 and EMCP employees excluded from BU 2.

Bargaining Unit 02
TENTATIVE AGREEMENT
Employer _____
Union 20
Date 10/21/25

ARTICLE 41 – TRAVEL

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28

A. Applicable rules, ordinance, and policies. Except as modified by this Article, Chapter 3-10, Hawai'i Administrative Rules, in the case of the State, and applicable rules, regulations, ordinances, or policies, in the case of the county jurisdictions, shall remain applicable for the duration of this Agreement.

B. Travel occurring on same island. When an Employee is required to work in locations which make it impracticable and undesirable to return home at the end of a workday, with prior approval one of the following shall apply:

1. If commercial lodging is utilized, the Employee shall be paid a travel allowance pursuant to Paragraph D.

2. If commercial lodging is not available, such as in mountainous or other remote areas, the Employer shall provide cabins or tentage and needed camping supplies and equipment. At the Employee's option, the Employer shall also provide adequate stores of food or pay the Employee twenty dollars (\$20.00) per day in lieu thereof. The twenty dollars (\$20.00) per day shall be applicable for each twenty-four (24) hour period or portion thereof, calculated from the beginning of the Employee's work day until the Employee's return to the Employee's permanent workplace from the mountainous or other remote area.

3. If non-commercial lodging is available, the Employer shall have the option to select such lodging for the Employee's use. At the Employee's option, the Employer shall also provide adequate stores of food or pay the Employee twenty dollars (\$20.00) per day in lieu thereof. The twenty dollars (\$20.00) per day shall be applicable for each twenty-four (24) hour period or portion thereof, calculated from the beginning of the

1 Employee's work day until the Employee's return to the Employee's permanent
2 workplace from the non-commercial lodging.

3
4 C. Off-island travel to mountainous or other remote areas.

5
6 1. Whenever an Employee is required to travel on official business to
7 mountainous or other remote areas where no commercial lodging is available, the
8 Employer shall provide cabins, tentage, or shall arrange for lodging within available
9 facilities, and shall provide adequate stores of food or pay the Employee twenty dollars
10 (\$20.00) per day in lieu thereof.

11
12 2. Notwithstanding the provisions of this paragraph, a mutual agreement may
13 be arranged among Employees with the Employer to provide for per diem expenses
14 pursuant to Paragraph D in lieu of this paragraph.

15
16 D. Intra-state travel.

17
18 1. When an Employee is required to travel on official business to another island
19 the Employee shall be provided with a per diem of ninety dollars (\$90.00) per twenty-four
20 (24) hour day.

21
22 2. In the case of official travel time involving a fraction of a day, the allowable
23 claim shall be in terms of quarter-day periods, with the quarter-day periods measured from
24 midnight. In computing the amount of per diem, the official travel time shall begin one (1)
25 hour before the scheduled flight departure time and shall end upon the Employee's return
26 to the Employee's home airport. This computation shall be applicable to all trips, except
27 one-day trips (leaving and returning on the same day). In the case of one-day trips, the
28 Employee shall be entitled to a meal allowance of twenty dollars (\$20.00) in lieu of per
29 diem.

1 3. When an authorized leave is added before or after the official travel, the per
2 diem amount shall be the same as that which would have been allowed if the authorized
3 leave had not been taken.

4
5 E. Out-of-state travel.

6
7 1. When an Employee is required to travel on official business to areas outside
8 the State of Hawai'i, the Employee shall be provided a per diem of one hundred forty-five
9 dollars (\$145.00) per twenty-four (24) hour day.

10
11 2. In the case of official travel time involving a fraction of a day, the allowable
12 claim shall be in terms of quarter-day periods, with the quarter-day periods measured from
13 midnight. In computing the amount of per diem, the official travel time shall begin no later
14 than twenty-four (24) hours prior to the time the Employee is to be at work at the
15 out-of-state destination. The Employee shall be scheduled to arrive at the out-of-state
16 destination (applicable airport) at least ten (10) hours before reporting for duty. The official
17 travel time shall end upon the Employee's return to the Employee's home airport. All
18 calculations will be based on Hawaiian Standard Time.

19
20 3. When an authorized leave is added before or after the official travel, the per
21 diem amount shall be the same as that which would have been allowed if the authorized
22 leave had not been taken.

23
24 F. Reimbursement for commercial lodging expenses in excess of the lodging
25 allowance.

26
27 Included in the per diem rate designated in paragraphs D. and E. shall be a daily
28 allowance for commercial lodging except for one-day trips. For intra-state travel, this
29 lodging allowance shall be fifty dollars (\$50.00) per twenty-four (24) hour day. For
30 out-of-state travel, this allowance shall be eighty-five dollars (\$85.00) per twenty-four (24)
31 hour day.

1 Whenever an Employee's commercial lodging cost exceeds the applicable lodging
2 allowance, the Employee shall be entitled to an additional amount added to the
3 Employee's per diem. This amount shall be equal to the difference of the actual daily cost
4 of commercial lodging and the applicable allowance provided herein, multiplied by the
5 number of days spent on commercial lodging. Unless otherwise waived by the Employer,
6 request for commercial lodging expenses in excess of the lodging allowance shall be
7 made in advance of the Employee's trip.

8
9 G. Advanced per diem and reimbursements.

10
11 Whenever possible, an Employee shall receive advanced per diem for official
12 travel. The Employer shall reimburse Employees who request reimbursement for excess
13 lodging expenses as soon as possible.

14
15 H. Furnished meals and lodging.

16
17 When lodging or meals are provided at no cost to the Employees, the Employer
18 shall continue its existing practices in adjusting the per diem amounts. However, the per
19 diem allowance provided herein shall not be adjusted when meals are included in
20 conference programs.

21
22 I. Mileage Reimbursement.

23
24 1. The term "vehicles" as used in this paragraph only applies to automobiles,
25 trucks, vans, or buses.

26
27 2. Employees who are authorized to use their private vehicles to carry out their
28 duties and responsibilities shall be reimbursed at the standard mileage rate prescribed by
29 the Internal Revenue Service for each mile traveled for business purposes.

1 3. Employees who are presently being provided automobile allowance for the
2 required use of their private vehicles in the performance of their official duties shall
3 continue receiving such allowances, provided that the amount of the allowance may be
4 modified through a separate memorandum of agreement mutually agreed to by the Union
5 and the Employer concerned. However, allowances shall be terminated when the
6 Employer no longer requires the Employees to use their private vehicles in the
7 performance of their official duties.

8
9 4. Mileage reimbursement to and from home to work site shall be allowed for
10 all call back work and for overtime work on scheduled days off and holidays, except for
11 Employees whose normal work hours include the holiday.

12
13 **Effective July 1, 2026, all of the above shall be replaced in its entirety with the**
14 **following:**

15
16 **A. Professional Meetings/Trainings.**

17
18 **In recognition of the value in Employees attending professional**
19 **meetings/trainings as part of their normal professional activity and their**
20 **professional development, the Employer will endeavor to facilitate the travel of**
21 **Employees to professional meetings/trainings, as determined by the Employer**
22 **insofar as is possible without interfering with maintaining the efficiency of**
23 **operations within available funds.**

24
25 **B. Applicable rules, ordinances, and policies. Except as modified by**
26 **this Article, Chapter 3-10, Hawai'i Administrative Rules, in the case of the State,**
27 **and applicable rules, regulations, ordinances, or policies, in the case of the**
28 **county jurisdictions, shall remain applicable for the duration of this Agreement.**

1 **C. Overnight Travel On-Island, Inter-Island and Out-of-State.**

2
3 **The Employer's present rules and regulations on Travel Policies and**
4 **Procedures shall be amended to provide for the following:**

5
6 **1. When Employees are required to travel on official business and such**
7 **travel requires an overnight stay, they shall be provided with a travel allowance**
8 **consisting of: (1) the applicable federal (U.S. General Services Administration)**
9 **allowance for meals and incidental expenses (M&IE); plus (2) reimbursement of**
10 **actual lodging expenses, which shall not exceed the federal (U.S. General**
11 **Services Administration) lodging allowance. Lodging expenses in excess of the**
12 **federal lodging allowance may be requested on an exception basis. Such**
13 **requests for lodging expenses in excess of the applicable federal rate shall be**
14 **reasonable, shall be approved in advance of the Employee's trip, and shall**
15 **require submittal of receipts prior to reimbursement.**

16
17 **2. Nothing in this paragraph shall preclude Employees from accepting**
18 **M&IE and reimbursement for actual lodging expenses which are less than the**
19 **federal allowable rates.**

20
21 **3. In the case of official travel time involving a fraction of a day, the**
22 **allowable claim for M&IE shall be prorated in terms of quarter-day periods**
23 **measured from midnight. In computing the amount of per diem, the official travel**
24 **time shall begin ninety (90) minutes before the scheduled flight departure time**
25 **and shall end thirty (30) minutes after the return to the Employee's home airport.**
26 **Unless otherwise authorized by the Employer, allowable travel time is the time**
27 **necessary to travel by the most direct route to and from the points specified in**
28 **the approved travel plan or request, plus the time necessary to conduct the**
29 **required official business.**

1 **D. Inter-Island Travel not involving an Overnight Stay.**

2
3 **For inter-island travel not involving an overnight stay, the Employer will**
4 **provide the Employee with an allowance of thirty dollars (\$30.00).**

5
6 **E. Travel to mountainous or other remote areas.**

7
8 **1. Whenever an Employee is required to travel on official business to**
9 **mountainous or other remote areas where no commercial lodging is available, the**
10 **Employer shall provide cabins, tentage, or shall arrange for lodging within**
11 **available facilities, and shall provide adequate stores of food or pay the Employee**
12 **thirty dollars (\$30.00) per day in lieu thereof.**

13
14 **2. Notwithstanding the provisions of this paragraph, a mutual**
15 **agreement may be arranged among Employees with the Employer to provide for**
16 **M&IE expenses in lieu of this paragraph.**

17
18 **F. Advanced M&IE and Reimbursements.**

19
20 **Whenever possible, an Employee shall receive advanced M&IE for official**
21 **travel. The Employer shall reimburse Employees who request reimbursement for**
22 **lodging expenses as soon as possible.**

23
24 **G. Furnished Meals and Lodging.**

25
26 **When lodging or meals are provided at no cost to the Employees, the**
27 **Employer shall continue its existing practices in adjusting the M&IE amounts.**
28 **However, the M&IE allowance provided herein shall not be adjusted when meals**
29 **are included in conference programs.**

1 **H. Mileage Reimbursement.**

2
3 **1. The term "vehicles" as used in this paragraph only applies to**
4 **automobiles, trucks, vans, or buses.**

5
6 **2. Employees who are authorized to use their private vehicles to carry**
7 **out their duties and responsibilities shall be reimbursed at the standard mileage**
8 **rate prescribed by the Internal Revenue Service for each mile traveled for**
9 **business purposes.**

10
11 **3. Employees who are presently being provided with automobile**
12 **allowance for the required use of their private vehicles in the performance of their**
13 **official duties shall continue receiving such allowances, provided that the amount**
14 **of the allowance may be modified through a separate memorandum of agreement**
15 **mutually agreed to by the Union and the Employer concerned. However,**
16 **allowances shall be terminated when the Employer no longer requires the**
17 **Employees to use their private vehicles in the performance of their official duties.**

18
19 **4. Mileage reimbursement to and from home to work site shall be**
20 **allowed for all call back work and for overtime work on scheduled days off and**
21 **holidays, except for Employees whose normal work hours include the holiday.**

This adjustment is applicable to civil service and exempt employees excluded from BU 3.

Bargaining Unit 03
TENTATIVE AGREEMENT
Employer W
Union PP
Date 10/21/25

ARTICLE 44 – TRAVEL

1

2

3

4

5

6

7

8

9

10

11

12

13

14

15

16

17

18

19

20

21

22

23

24

25

26

27

28

A. Applicable rules, ordinance, and policies. Except as modified by this Article, Chapter 3-10, Hawai'i Administrative Rules, in the case of the State, and applicable rules, regulations, ordinances, or policies, in the case of the county jurisdictions, shall remain applicable for the duration of this Agreement.

B. Travel occurring on same island. When an Employee is required to work in locations which make it impracticable and undesirable to return home at the end of a workday, with prior approval one (1) of the following shall apply:

1. If commercial lodging is utilized, the Employee shall be paid a travel allowance pursuant to Paragraph D.

2. If commercial lodging is not available, such as in mountainous or other remote areas, the Employer shall provide cabins or tentage and needed camping supplies and equipment. At the Employee's option, the Employer shall also provide adequate stores of food or pay the Employee twenty dollars (\$20.00) per day in lieu thereof. The twenty dollars (\$20.00) per day shall be applicable for each twenty-four (24) hour period or portion thereof, calculated from the beginning of the Employee's work day until the Employee's return to the Employee's permanent workplace from the mountainous or other remote area.

3. If non-commercial lodging is available, the Employer shall have the option to select such lodging for the Employee's use. At the Employee's option, the Employer shall also provide adequate stores of food or pay the Employee twenty dollars (\$20.00) per day in lieu thereof. The twenty dollars (\$20.00) per day shall be applicable for each twenty-four (24) hour period or portion thereof, calculated from the beginning of the

1 Employee's work day until the Employee's return to the Employee's permanent
2 workplace from the non-commercial lodging.

3
4 C. Off-island travel to mountainous or other remote areas.

5
6 1. Whenever an Employee is required to travel on official business to
7 mountainous or other remote areas where no commercial lodging is available, the
8 Employer shall provide cabins, tentage, or shall arrange for lodging within available
9 facilities, and shall provide adequate stores of food or pay the Employee twenty dollars
10 (\$20.00) per day in lieu thereof.

11
12 2. Notwithstanding the provisions of this paragraph, a mutual agreement may
13 be arranged among Employees with the Employer to provide for per diem expenses
14 pursuant to Paragraph D in lieu of this paragraph.

15
16 D. Intra-state travel.

17
18 1. When an Employee is required to travel on official business to another
19 island, the Employee shall be provided with a per diem of ninety dollars (\$90.00) per
20 twenty-four (24) hour day.

21
22 2. In the case of official travel time involving a fraction of a day, the allowable
23 claim shall be in terms of quarter-day periods, with the quarter-day periods measured from
24 midnight. In computing the amount of per diem, the official travel time shall begin one (1)
25 hour before the scheduled flight departure time and shall end upon the Employee's return
26 to the Employee's home airport. This computation shall be applicable to all trips, except
27 one-day trips (leaving and returning on the same day). In the case of one-day trips, the
28 Employee shall be entitled to a meal allowance of twenty dollars (\$20.00) in lieu of per
29 diem.

1 3. When an authorized leave is added before or after the official travel, the per
2 diem amount shall be the same as that which would have been allowed if the authorized
3 leave had not been taken.

4
5 E. Out-of-state travel.

6
7 1. When an Employee is required to travel on official business to areas outside
8 the State of Hawai`i, the Employee shall be provided a per diem of one hundred forty-five
9 dollars (\$145.00) per twenty-four (24) hour day.

10
11 2. In the case of official travel time involving a fraction of a day, the allowable
12 claim shall be in terms of quarter-day periods, with the quarter-day periods measured from
13 midnight. In computing the amount of per diem, the official travel time shall begin no later
14 than twenty-four (24) hours prior to the time the Employee is to be at work at the
15 out-of-state destination. The Employee shall be scheduled to arrive at the out-of-state
16 destination (applicable airport) at least ten (10) hours before reporting for duty. The official
17 travel time shall end upon the Employee's return to the Employee's home airport. All
18 calculations will be based on Hawaiian Standard Time.

19
20 3. When an authorized leave is added before or after the official travel, the per
21 diem amount shall be the same as that which would have been allowed if the authorized
22 leave had not been taken.

23
24 F. Reimbursement for commercial lodging expenses in excess of the lodging
25 allowance.

26
27 Included in the per diem rate designated in paragraphs D and E shall be a daily
28 allowance for commercial lodging except for one-day trips. For intra-state travel, this
29 lodging allowance shall be fifty dollars (\$50.00) per twenty-four (24) hour day. For
30 out-of-state travel, this allowance shall be eighty-five dollars (\$85.00) per twenty-four (24)
31 hour day.

1 Whenever an Employee's commercial lodging cost exceeds the applicable lodging
2 allowance, the Employee shall be entitled to an additional amount added to the
3 Employee's per diem. This amount shall be equal to the difference of the actual daily cost
4 of commercial lodging and the applicable allowance provided herein, multiplied by the
5 number of days spent on commercial lodging. Unless otherwise waived by the Employer,
6 request for commercial lodging expenses in excess of the lodging allowance shall be
7 made in advance of the Employee's trip.

8
9 G. Advanced per diem and reimbursements.

10
11 Whenever possible, an Employee shall receive advanced per diem for official
12 travel. The Employer shall reimburse Employees who request reimbursement for excess
13 lodging expenses as soon as possible.

14
15 H. Furnished meals and lodging.

16
17 When lodging or meals are provided at no cost to the Employees, the Employer
18 shall continue its existing practices in adjusting the per diem amounts. However, the per
19 diem allowance provided herein shall not be adjusted when meals are included in
20 conference programs.

21
22 I. Mileage Reimbursement.

23
24 1. The term "vehicles" as used in this paragraph only applies to automobiles,
25 trucks, vans, or buses.

26
27 2. Employees who are authorized to use their private vehicles to carry out their
28 duties and responsibilities shall be reimbursed at the standard mileage rate prescribed by
29 the Internal Revenue Service for each mile traveled for business purposes.

1 3. Employees who are presently being provided automobile allowance for the
2 required use of their private vehicles in the performance of their official duties shall
3 continue receiving such allowances, provided that the amount of the allowance may be
4 modified through a separate memorandum of agreement mutually agreed to by the Union
5 and the Employer concerned. However, the allowance shall be terminated when the
6 Employer no longer requires the Employees to use their private vehicles in the
7 performance of their official duties.

8
9 4. Mileage reimbursement to and from home to work site shall be allowed for
10 all call back work and for overtime work on scheduled days off and holidays, except for
11 Employees whose normal work hours include the holiday.

12
13 **Effective July 1, 2026, all of the above shall be replaced in its entirety with the**
14 **following:**

15
16 **A. Professional Meetings/Trainings.**

17
18 **In recognition of the value in Employees attending professional**
19 **meetings/trainings as part of their normal professional activity and their**
20 **professional development, the Employer will endeavor to facilitate the travel of**
21 **Employees to professional meetings/trainings, as determined by the Employer**
22 **insofar as is possible without interfering with maintaining the efficiency of**
23 **operations within available funds.**

24
25 **B. Applicable rules, ordinances, and policies. Except as modified by**
26 **this Article, Chapter 3-10, Hawai'i Administrative Rules, in the case of the State,**
27 **and applicable rules, regulations, ordinances, or policies, in the case of the**
28 **county jurisdictions, shall remain applicable for the duration of this Agreement.**

1 **C. Overnight Travel On-Island, Inter-Island and Out-of-State.**

2
3 **The Employer's present rules and regulations on Travel Policies and**
4 **Procedures shall be amended to provide for the following:**

5
6 **1. When Employees are required to travel on official business and such**
7 **travel requires an overnight stay, they shall be provided with a travel allowance**
8 **consisting of: (1) the applicable federal (U.S. General Services Administration)**
9 **allowance for meals and incidental expenses (M&IE); plus (2) reimbursement of**
10 **actual lodging expenses, which shall not exceed the federal (U.S. General**
11 **Services Administration) lodging allowance. Lodging expenses in excess of the**
12 **federal lodging allowance may be requested on an exception basis. Such**
13 **requests for lodging expenses in excess of the applicable federal rate shall be**
14 **reasonable, shall be approved in advance of the Employee's trip, and shall**
15 **require submittal of receipts prior to reimbursement.**

16
17 **2. Nothing in this paragraph shall preclude Employees from accepting**
18 **M&IE and reimbursement for actual lodging expenses which are less than the**
19 **federal allowable rates.**

20
21 **3. In the case of official travel time involving a fraction of a day, the**
22 **allowable claim for M&IE shall be prorated in terms of quarter-day periods**
23 **measured from midnight. In computing the amount of per diem, the official travel**
24 **time shall begin ninety (90) minutes before the scheduled flight departure time**
25 **and shall end thirty (30) minutes after the return to the Employee's home airport.**
26 **Unless otherwise authorized by the Employer, allowable travel time is the time**
27 **necessary to travel by the most direct route to and from the points specified in**
28 **the approved travel plan or request, plus the time necessary to conduct the**
29 **required official business.**

1 **D. Inter-Island Travel not involving an Overnight Stay.**

2
3 **For inter-island travel not involving an overnight stay, the Employer will**
4 **provide the Employee with an allowance of thirty dollars (\$30.00).**

5
6 **E. Travel to mountainous or other remote areas.**

7
8 **1. Whenever an Employee is required to travel on official business to**
9 **mountainous or other remote areas where no commercial lodging is available, the**
10 **Employer shall provide cabins, tentage, or shall arrange for lodging within**
11 **available facilities, and shall provide adequate stores of food or pay the Employee**
12 **thirty dollars (\$30.00) per day in lieu thereof.**

13
14 **2. Notwithstanding the provisions of this paragraph, a mutual**
15 **agreement may be arranged among Employees with the Employer to provide for**
16 **M&IE expenses in lieu of this paragraph.**

17
18 **F. Advanced M&IE and Reimbursements.**

19
20 **Whenever possible, an Employee shall receive advanced M&IE for official**
21 **travel. The Employer shall reimburse Employees who request reimbursement for**
22 **lodging expenses as soon as possible.**

23
24 **G. Furnished Meals and Lodging.**

25
26 **When lodging or meals are provided at no cost to the Employees, the**
27 **Employer shall continue its existing practices in adjusting the M&IE amounts.**
28 **However, the M&IE allowance provided herein shall not be adjusted when meals**
29 **are included in conference programs.**

1 **H. Mileage Reimbursement.**

2
3 **1. The term "vehicles" as used in this paragraph only applies to**
4 **automobiles, trucks, vans, or buses.**

5
6 **2. Employees who are authorized to use their private vehicles to carry**
7 **out their duties and responsibilities shall be reimbursed at the standard mileage**
8 **rate prescribed by the Internal Revenue Service for each mile traveled for**
9 **business purposes.**

10
11 **3. Employees who are presently being provided with automobile**
12 **allowance for the required use of their private vehicles in the performance of their**
13 **official duties shall continue receiving such allowances, provided that the amount**
14 **of the allowance may be modified through a separate memorandum of agreement**
15 **mutually agreed to by the Union and the Employer concerned. However,**
16 **allowances shall be terminated when the Employer no longer requires the**
17 **Employees to use their private vehicles in the performance of their official duties.**

18
19 **4. Mileage reimbursement to and from home to work site shall be**
20 **allowed for all call back work and for overtime work on scheduled days off and**
21 **holidays, except for Employees whose normal work hours include the holiday.**

This adjustment is applicable to civil service and exempt employees excluded from BU 4 and EMCP employees excluded from BU 4.

Bargaining Unit 04
TENTATIVE AGREEMENT
Employer U
Union CP
Date 10/21/25

ARTICLE 44 – TRAVEL

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28

A. Applicable rules, ordinances, and policies. Except as modified by this Article, Chapter 3-10, Hawai'i Administrative Rules, in the case of the State, and applicable rules, regulations, ordinances, or policies, in the case of the county jurisdictions, shall remain applicable for the duration of this Agreement.

B. Travel occurring on same island. When an Employee is required to work in locations which make it impracticable and undesirable to return home at the end of a workday, with prior approval, one of the following shall apply:

1. If commercial lodging is utilized, the Employee shall be paid a travel allowance pursuant to Paragraph D.

2. If commercial lodging is not available, such as in mountainous or other remote areas, the Employer shall provide cabins or tentage and needed camping supplies and equipment. At the Employee's option, the Employer shall also provide adequate stores of food or pay the Employee twenty dollars (\$20.00) per day in lieu thereof. The twenty dollars (\$20.00) per day shall be applicable for each twenty-four (24) hour period or portion thereof, calculated from the beginning of the Employee's work day until the Employee's return to the Employee's permanent workplace from the mountainous or other remote area.

3. If non-commercial lodging is available, the Employer shall have the option to select such lodging for the Employee's use. At the Employee's option, the Employer shall also provide adequate stores of food or pay the Employee twenty dollars (\$20.00) per day in lieu thereof. The twenty dollars (\$20.00) per day shall be applicable for each twenty-four (24) hour period or portion thereof, calculated from beginning of the

1 Employee's work day until the Employee's return to the Employee's permanent
2 workplace from the non-commercial lodging.

3
4 C. Off-island travel to mountainous or other remote areas.

5
6 1. Whenever an Employee is required to travel on official business to
7 mountainous or other remote areas where no commercial lodging is available, the
8 Employer shall provide cabins, tentage, or shall arrange for lodging within available
9 facilities, and shall provide adequate stores of food or pay the Employee twenty dollars
10 (\$20.00) per day in lieu thereof.

11
12 2. Notwithstanding the provisions of this paragraph, a mutual agreement may
13 be arranged among Employees with the Employer to provide for per diem expenses
14 pursuant to Paragraph D in lieu of this paragraph.

15
16 D. Intra-state travel.

17
18 1. When an Employee is required to travel on official business to another
19 island the Employee shall be provided with a per diem of ninety dollars (\$90.00) per
20 twenty-four (24) hour day.

21
22 2. In the case of official travel time involving a fraction of a day, the allowable
23 claim shall be in terms of quarter-day periods with the quarter-day periods measured
24 from midnight. In computing the amount of per diem, the official travel time shall begin
25 one (1) hour before the scheduled flight departure time and shall end upon return to the
26 Employee's home airport. This computation shall be applicable to all trips, except
27 one-day trips (leaving and returning on the same day). In the case of one-day trips, the
28 Employee shall be entitled to a meal allowance of twenty dollars (\$20.00) in lieu of per
29 diem.

1 3. When an authorized leave is added before or after the official travel, the
2 per diem amount shall be the same as that which would have been allowed if the
3 authorized leave had not been taken.

4
5 E. Out-of-state travel.

6
7 1. When an Employee is required to travel on official business to areas
8 outside the State of Hawai'i, the Employee shall be provided a per diem of one hundred
9 forty-five dollars (\$145.00) per twenty-four (24) hour day.

10
11 2. In the case of official travel time involving a fraction of a day, the allowable
12 claim shall be in terms of quarter-day periods, with the quarter-day periods measured
13 from midnight. In computing the amount of per diem, the official travel time shall begin
14 no later than twenty-four (24) hours prior to the time the Employee is to be at work at
15 the out-of-state destination. The Employee shall be scheduled to arrive at the
16 out-of-state destination (applicable airport) at least ten (10) hours before reporting for
17 duty. The official travel time shall end upon return to the Employee's home airport. All
18 calculations will be based on Hawaiian Standard Time.

19
20 3. When an authorized leave is added before or after the official travel, the
21 per diem amount shall be the same as that which would have been allowed if the
22 authorized leave had not been taken.

23
24 F. Reimbursement for commercial lodging expenses in excess of the lodging
25 allowance.

26
27 Included in the per diem rate designated in paragraphs D and E shall be a daily
28 allowance for commercial lodging except for one-day trips. For intra-state travel, this
29 lodging allowance shall be fifty dollars (\$50.00) per twenty-four (24) hour day. For
30 out-of-state travel, this allowance shall be eighty-five dollars (\$85.00) per twenty-four
31 (24) hour day.

1 Whenever an Employee's commercial lodging cost exceeds the applicable
2 lodging allowance, the Employee shall be entitled to an additional amount added to the
3 Employee's per diem. This amount shall be equal to the difference of the actual daily
4 cost of commercial lodging and the applicable allowance provided herein, multiplied by
5 the number of days spent on commercial lodging. Unless otherwise waived by the
6 Employer request for commercial lodging expenses in excess of the lodging allowance
7 shall be made in advance of the Employee's trip.

8
9 G. Advanced per diem and reimbursements.

10
11 Whenever possible, an Employee shall receive advanced per diem for official
12 travel. The Employer shall reimburse Employees who request reimbursement for
13 excess lodging expenses as soon as possible.

14
15 H. Furnished meals and lodging.

16
17 When lodging or meals are provided at no cost to the Employee, the Employer
18 shall continue its existing practices in adjusting the per diem amounts. However, the
19 per diem allowance provided herein shall not be adjusted when meals are included in
20 conference programs.

21
22 I. Mileage reimbursement.

23
24 1. The term "vehicles" as used in this paragraph only applies to automobiles,
25 trucks, vans, or buses.

26
27 2. Employees who are authorized to use their private vehicles to carry out
28 their duties and responsibilities shall be reimbursed at the standard mileage rate
29 prescribed by the Internal Revenue Service for each mile traveled for business
30 purposes.

1 3. Employees who are presently being provided automobile allowance for the
2 required use of their private vehicles in the performance of their official duties shall
3 continue receiving such allowance, provided that the amount of the allowance may be
4 modified through a separate memorandum of agreement mutually agreed to by the
5 Union and the Employer concerned. However, the allowance shall be terminated when
6 the Employer no longer requires the Employees to use their private vehicles in the
7 performance of their official duties.

8
9 4. Mileage reimbursement to and from home to work site shall be allowed for
10 all call back work and for overtime work on scheduled days off and holidays, except for
11 Employees whose normal work hours include the holiday.

12
13 **Effective July 1, 2026, all of the above shall be replaced in its entirety with the**
14 **following:**

15
16 **A. Professional Meetings/Trainings.**

17
18 **In recognition of the value in Employees attending professional**
19 **meetings/trainings as part of their normal professional activity and their**
20 **professional development, the Employer will endeavor to facilitate the travel of**
21 **Employees to professional meetings/trainings, as determined by the Employer**
22 **insofar as is possible without interfering with maintaining the efficiency of**
23 **operations within available funds.**

24
25 **B. Applicable rules, ordinances, and policies. Except as modified by**
26 **this Article, Chapter 3-10, Hawai'i Administrative Rules, in the case of the State,**
27 **and applicable rules, regulations, ordinances, or policies, in the case of the**
28 **county jurisdictions, shall remain applicable for the duration of this Agreement.**

1 **C. Overnight Travel On-Island, Inter-Island and Out-of-State.**

2
3 **The Employer's present rules and regulations on Travel Policies and**
4 **Procedures shall be amended to provide for the following:**

5
6 **1. When Employees are required to travel on official business and such**
7 **travel requires an overnight stay, they shall be provided with a travel allowance**
8 **consisting of: (1) the applicable federal (U.S. General Services Administration)**
9 **allowance for meals and incidental expenses (M&IE); plus (2) reimbursement of**
10 **actual lodging expenses, which shall not exceed the federal (U.S. General**
11 **Services Administration) lodging allowance. Lodging expenses in excess of the**
12 **federal lodging allowance may be requested on an exception basis. Such**
13 **requests for lodging expenses in excess of the applicable federal rate shall be**
14 **reasonable, shall be approved in advance of the Employee's trip, and shall**
15 **require submittal of receipts prior to reimbursement.**

16
17 **2. Nothing in this paragraph shall preclude Employees from accepting**
18 **M&IE and reimbursement for actual lodging expenses which are less than the**
19 **federal allowable rates.**

20
21 **3. In the case of official travel time involving a fraction of a day, the**
22 **allowable claim for M&IE shall be prorated in terms of quarter-day periods**
23 **measured from midnight. In computing the amount of per diem, the official travel**
24 **time shall begin ninety (90) minutes before the scheduled flight departure time**
25 **and shall end thirty (30) minutes after the return to the Employee's home airport.**
26 **Unless otherwise authorized by the Employer, allowable travel time is the time**
27 **necessary to travel by the most direct route to and from the points specified in**
28 **the approved travel plan or request, plus the time necessary to conduct the**
29 **required official business.**

1 **D. Inter-Island Travel not involving an Overnight Stay.**

2
3 **For inter-island travel not involving an overnight stay, the Employer will**
4 **provide the Employee with an allowance of thirty dollars (\$30.00).**

5
6 **E. Travel to mountainous or other remote areas.**

7
8 **1. Whenever an Employee is required to travel on official business to**
9 **mountainous or other remote areas where no commercial lodging is available, the**
10 **Employer shall provide cabins, tentage, or shall arrange for lodging within**
11 **available facilities, and shall provide adequate stores of food or pay the Employee**
12 **thirty dollars (\$30.00) per day in lieu thereof.**

13
14 **2. Notwithstanding the provisions of this paragraph, a mutual**
15 **agreement may be arranged among Employees with the Employer to provide for**
16 **M&IE expenses in lieu of this paragraph.**

17
18 **F. Advanced M&IE and Reimbursements.**

19
20 **Whenever possible, an Employee shall receive advanced M&IE for official**
21 **travel. The Employer shall reimburse Employees who request reimbursement for**
22 **lodging expenses as soon as possible.**

23
24 **G. Furnished Meals and Lodging.**

25
26 **When lodging or meals are provided at no cost to the Employees, the**
27 **Employer shall continue its existing practices in adjusting the M&IE amounts.**
28 **However, the M&IE allowance provided herein shall not be adjusted when meals**
29 **are included in conference programs.**

1 **H. Mileage Reimbursement.**

2
3 **1. The term "vehicles" as used in this paragraph only applies to**
4 **automobiles, trucks, vans, or buses.**

5
6 **2. Employees who are authorized to use their private vehicles to carry**
7 **out their duties and responsibilities shall be reimbursed at the standard mileage**
8 **rate prescribed by the Internal Revenue Service for each mile traveled for**
9 **business purposes.**

10
11 **3. Employees who are presently being provided with automobile**
12 **allowance for the required use of their private vehicles in the performance of their**
13 **official duties shall continue receiving such allowances, provided that the amount**
14 **of the allowance may be modified through a separate memorandum of agreement**
15 **mutually agreed to by the Union and the Employer concerned. However,**
16 **allowances shall be terminated when the Employer no longer requires the**
17 **Employees to use their private vehicles in the performance of their official duties.**

18
19 **4. Mileage reimbursement to and from home to work site shall be**
20 **allowed for all call back work and for overtime work on scheduled days off and**
21 **holidays, except for Employees whose normal work hours include the holiday.**

This adjustment is applicable to civil service and exempt employees excluded from BU 9 and EMCP employees excluded from BU 9.

Bargaining Unit 09
TENTATIVE AGREEMENT
Employer _____
Union U
Date 10/21/25

ARTICLE 36 – TRAVEL

A. Applicable rules, ordinances, and policies. Except as modified by this Article, Chapter 3-10, Hawai'i Administrative Rules, in the case of the State, and applicable rules, regulations, ordinances, or policies, in the case of the county jurisdictions, shall remain applicable for the duration of this Agreement.

B. Travel occurring on same island. When Employees are required to work in locations which make it impracticable and undesirable to return home at the end of a workday, with prior approval one (1) of the following shall apply:

1. If commercial lodging is utilized, the Employee shall be paid a travel allowance pursuant to Paragraph D.

2. If commercial lodging is not available, such as in mountainous or other remote areas, the Employer shall provide cabins or tentage and needed camping supplies and equipment. At the Employee's option, the Employer shall also provide adequate stores of food or pay each Employee twenty dollars (\$20) per day in lieu thereof.

C. Off-island travel to mountainous or other remote areas.

1. Whenever Employees are required to travel on official business to mountainous or other remote areas where no commercial lodging is available, the Employer shall provide cabins, tentage, or shall arrange for lodging within available facilities, and shall provide adequate stores of food or pay each Employee twenty dollars (\$20) per day in lieu thereof.

1 2. Notwithstanding the provisions of this paragraph, a mutual agreement may
2 be arranged among Employees with the Employer to provide for per diem expenses
3 pursuant to Paragraph D in lieu of this paragraph.

4
5 D. Intra-state travel.

6
7 1. When an Employee is required to travel on official business to another
8 island the Employee shall be provided with a per diem of ninety dollars (\$90) per 24-
9 hour day.

10
11 2. In the case of official travel time involving a fraction of a day, the allowable
12 claim shall be in terms of quarter-day periods, with the quarter day periods measured
13 from midnight. In computing the amount of per diem, the official travel time shall begin
14 one (1) hour before the scheduled flight departure time and shall end upon the
15 Employee's return to his or her home airport. This computation shall be applicable to all
16 trips, except one-day trips (leaving and returning on the same day). In the case of one-
17 day trips, commencing May 1, 1998, the Employee shall be entitled to a meal allowance
18 of twenty dollars (\$20) in lieu of per diem.

19
20 3. When an authorized leave is added before or after the official travel, the
21 per diem amount shall be the same as that which would have been allowed if the
22 authorized leave had not been taken.

23
24 E. Out-of-state travel.

25
26 1. When Employees are required to travel on official business to areas
27 outside the State of Hawai'i, they shall be provided a per diem of one hundred forty-five
28 dollars (\$145) per 24-hour day.

29
30 2. In the case of official travel time involving a fraction of a day, the allowable
31 claim shall be in terms of quarter-day periods, with the quarter-day periods measured

1 from midnight. In computing the amount of per diem, the official travel time shall begin
2 no later than twenty-four (24) hours prior to the time the Employee is to be at work at
3 the out-of-state destination. The Employee shall be scheduled to arrive at the out-of-
4 state destination (applicable airport) at least ten (10) hours before reporting for duty.
5 The official travel time shall end upon the Employee's return to his or her home airport.
6 All calculations will be based on Hawaiian Standard Time.

7
8 3. When an authorized leave is added before or after the official travel, the
9 per diem amount shall be the same as that which would have been allowed if the
10 authorized leave had not been taken.

11
12 F. Reimbursement for commercial lodging expenses in excess of the lodging
13 allowance.

14
15 Included in the per diem rate designated in paragraphs D and E shall be a daily
16 allowance for commercial lodging. For intra-state travel, this lodging allowance shall be
17 fifty dollars (\$50) per 24-hour day. For out-of-state travel, this allowance shall be eighty-
18 five dollars (\$85) per 24-hour day.

19
20 Whenever an Employee's commercial lodging cost exceeds the applicable
21 lodging allowance, the Employee shall be entitled to an additional amount added to her
22 per diem. This amount shall equal to the difference of the actual daily cost of
23 commercial lodging and the applicable allowance provided herein, multiplied by the
24 number of days spent on commercial lodging. Unless otherwise waived by the
25 Employer, request for commercial lodging expenses in excess of the lodging allowance
26 shall be made in advance of the Employee's trip.

27
28 G. Advanced per diem and reimbursements.
29

1 Whenever possible, an Employee shall receive advanced per diem for official
2 travel. The Employer shall reimburse Employees who request reimbursement for
3 excess lodging expenses as soon as possible.

4
5 H. Furnished meals and lodging.

6
7 When lodging or meals are provided at no cost to the Employees, the Employer
8 shall continue its existing practices in adjusting the per diem amounts. However, the
9 per diem allowance provided herein shall not be adjusted when meals are included in
10 conference programs.

11
12 I. Mileage reimbursement.

13
14 1. The term "vehicles" as used in this paragraph only applies to automobiles,
15 trucks, vans, or buses.

16
17 2. Employees who are authorized to use their private vehicles to carry out
18 their duties and responsibilities shall be reimbursed at the standard mileage rate
19 prescribed by the Internal Revenue Service for each mile traveled for business
20 purposes.

21
22 3. Employees who are presently being provided automobile allowance for the
23 required use of their private vehicles in the performance of their official duties shall
24 continue receiving such allowances, provided that the amount of the allowance may be
25 modified through a separate memorandum of agreement mutually agreed to by the
26 Union and the Employer concerned. However, allowances shall be terminated when
27 the Employer no longer requires the Employees to use their private vehicles in the
28 performance of their official duties.

1 4. Mileage reimbursement to and from home to work site shall be allowed for
2 all call back work and for overtime work on scheduled days off and holidays, except for
3 Employees whose normal work hours include the holiday.

4
5 **Effective July 1, 2026, all of the above shall be replaced in its entirety with the**
6 **following:**

7
8 **A. Professional Meetings/Trainings.**

9
10 **In recognition of the value in Employees attending professional**
11 **meetings/trainings as part of their normal professional activity and their**
12 **professional development, the Employer will endeavor to facilitate the travel of**
13 **Employees to professional meetings/trainings, as determined by the Employer**
14 **insofar as is possible without interfering with maintaining the efficiency of**
15 **operations within available funds.**

16
17 **B. Applicable rules, ordinances, and policies. Except as modified by**
18 **this Article, Chapter 3-10, Hawai'i Administrative Rules, in the case of the State,**
19 **and applicable rules, regulations, ordinances, or policies, in the case of the**
20 **county jurisdictions, shall remain applicable for the duration of this Agreement.**

21
22 **C. Overnight Travel On-Island, Inter-Island and Out-of-State.**

23
24 **The Employer's present rules and regulations on Travel Policies and**
25 **Procedures shall be amended to provide for the following:**

26
27 **1. When Employees are required to travel on official business and such**
28 **travel requires an overnight stay, they shall be provided with a travel allowance**
29 **consisting of: (1) the applicable federal (U.S. General Services Administration)**
30 **allowance for meals and incidental expenses (M&IE); plus (2) reimbursement of**
31 **actual lodging expenses, which shall not exceed the federal (U.S. General**

1 Services Administration) lodging allowance. Lodging expenses in excess of the
2 federal lodging allowance may be requested on an exception basis. Such
3 requests for lodging expenses in excess of the applicable federal rate shall be
4 reasonable, shall be approved in advance of the Employee's trip, and shall
5 require submittal of receipts prior to reimbursement.

6
7 2. Nothing in this paragraph shall preclude Employees from accepting
8 M&IE and reimbursement for actual lodging expenses which are less than the
9 federal allowable rates.

10
11 3. In the case of official travel time involving a fraction of a day, the
12 allowable claim for M&IE shall be prorated in terms of quarter-day periods
13 measured from midnight. In computing the amount of per diem, the official travel
14 time shall begin ninety (90) minutes before the scheduled flight departure time
15 and shall end thirty (30) minutes after the return to the Employee's home airport.
16 Unless otherwise authorized by the Employer, allowable travel time is the time
17 necessary to travel by the most direct route to and from the points specified in
18 the approved travel plan or request, plus the time necessary to conduct the
19 required official business.

20
21 D. Inter-Island Travel not involving an Overnight Stay.

22
23 For inter-island travel not involving an overnight stay, the Employer will
24 provide the Employee with an allowance of thirty dollars (\$30.00).

25
26 E. Travel to mountainous or other remote areas.

27
28 1. Whenever an Employee is required to travel on official business to
29 mountainous or other remote areas where no commercial lodging is available, the
30 Employer shall provide cabins, tentage, or shall arrange for lodging within

1 available facilities, and shall provide adequate stores of food or pay the Employee
2 thirty dollars (\$30.00) per day in lieu thereof.

3
4 2. Notwithstanding the provisions of this paragraph, a mutual
5 agreement may be arranged among Employees with the Employer to provide for
6 M&IE expenses in lieu of this paragraph.

7
8 F. Advanced M&IE and Reimbursements.

9
10 Whenever possible, an Employee shall receive advanced M&IE for official
11 travel. The Employer shall reimburse Employees who request reimbursement for
12 lodging expenses as soon as possible.

13
14 G. Furnished Meals and Lodging.

15
16 When lodging or meals are provided at no cost to the Employees, the
17 Employer shall continue its existing practices in adjusting the M&IE amounts.
18 However, the M&IE allowance provided herein shall not be adjusted when meals
19 are included in conference programs.

20
21 H. Mileage Reimbursement.

22
23 1. The term "vehicles" as used in this paragraph only applies to
24 automobiles, trucks, vans, or buses.

25
26 2. Employees who are authorized to use their private vehicles to carry
27 out their duties and responsibilities shall be reimbursed at the standard mileage
28 rate prescribed by the Internal Revenue Service for each mile traveled for
29 business purposes.

1 **3. Employees who are presently being provided with automobile**
2 **allowance for the required use of their private vehicles in the performance of their**
3 **official duties shall continue receiving such allowances, provided that the amount**
4 **of the allowance may be modified through a separate memorandum of agreement**
5 **mutually agreed to by the Union and the Employer concerned. However,**
6 **allowances shall be terminated when the Employer no longer requires the**
7 **Employees to use their private vehicles in the performance of their official duties.**
8

9 **4. Mileage reimbursement to and from home to work site shall be**
10 **allowed for all call back work and for overtime work on scheduled days off and**
11 **holidays, except for Employees whose normal work hours include the holiday.**

1 applicable for each twenty-four (24) hour period or portion thereof, calculated from the
2 beginning of the Employee's work day until the Employee's return to the Employee's
3 permanent workplace from the non-commercial lodging.

4
5 C. Off-island travel to mountainous or other remote areas.

6
7 1. Whenever an Employee is required to travel on official business to
8 mountainous or other remote areas where no commercial lodging is available, the
9 Employer shall provide cabins, tentage, or shall arrange for lodging within available
10 facilities, and shall provide adequate stores of food or pay the Employee twenty dollars
11 (\$20.00) per day in lieu thereof.

12
13 2. Notwithstanding the provisions of this paragraph, a mutual agreement
14 may be arranged among Employees with the Employer to provide for per diem
15 expenses in lieu of this paragraph.

16
17 D. Intra-state travel.

18
19 1. When an Employee is required to travel on official business to another
20 island the Employee shall be provided with a per diem of ninety dollars (\$90.00) per
21 twenty-four (24) hour day.

22
23 2. In the case of official travel time involving a fraction of a day, the
24 allowable claim shall be in terms of quarter-day periods, with the quarter-day periods
25 measured from midnight. In computing the amount of per diem, the official travel
26 time shall begin one (1) hour before the scheduled flight departure time and shall end
27 upon the return to the Employee's home airport; provided that effective July 1, 2020,
28 the official travel time shall begin ninety (90) minutes before the scheduled flight
29 departure time and shall end thirty (30) minutes after the return to the Employee's
30 home airport. This computation shall be applicable to all trips, except one-day trips
31 (leaving and returning on the same day). In the case of one-day trips, the Employee

1 shall be entitled to a meal allowance of twenty dollars (\$20.00) in lieu of per diem.

2

3 3. When an authorized leave is added before or after the official travel, the
4 per diem amount shall be the same as that which would have been allowed if the
5 authorized leave had not been taken.

6

7 E. Out-of-state travel.

8

9 1. When an Employee is required to travel on official business to areas
10 outside the State of Hawai'i, the Employee shall be provided a per diem of one
11 hundred forty-five dollars (\$145.00) per twenty-four (24) hour day.

12

13 2. In the case of official travel time involving a fraction of a day, the
14 allowable claim shall be in terms of quarter-day periods, with the quarter-day periods
15 measured from midnight. In computing the amount of per diem, the official travel time
16 shall begin no later than twenty-four (24) hours prior to the time the Employee is to be
17 at work at the out-of-state destination. The Employee shall be scheduled to arrive at
18 the out-of-state destination (applicable airport) at least ten (10) hours before reporting
19 for duty. The official travel time shall end upon the Employee's return to the
20 Employee's home airport. All calculations will be based on Hawaiian Standard Time.

21

22 3. When an authorized leave is added before or after the official travel, the
23 per diem amount shall be the same as that which would have been allowed if the
24 authorized leave had not been taken.

25

26 F. Reimbursement for commercial lodging expenses in excess of the lodging
27 allowance. Included in the per diem rate designated in paragraphs D and E shall be a
28 daily allowance for commercial lodging except for one-day trips. For intra- state travel,
29 this lodging allowance shall be fifty dollars (\$50.00) per twenty-four (24) hour day. For
30 out-of-state travel, this allowance shall be eighty-five dollars (\$85.00) per twenty-four
31 (24) hour day.

1 Whenever an Employee's commercial lodging cost exceeds the applicable
2 lodging allowance, the Employee shall be entitled to an additional amount added to
3 the Employee's per diem. This amount shall equal to the difference of the actual
4 daily cost of commercial lodging and the applicable allowance provided herein,
5 multiplied by the number of days spent on commercial lodging. Unless otherwise
6 waived by the Employer request for commercial lodging expenses in excess of the
7 lodging allowance shall be made in advance of the Employee's trip.

8
9 G. Advanced per diem and Reimbursements.

10
11 Whenever possible, an Employee shall receive advanced per diem for official
12 travel. The Employer shall reimburse Employees who request reimbursement for
13 excess lodging expenses as soon as possible.

14
15 H. Furnished Meals and Lodging.

16
17 When lodging or meals are provided at no cost to the Employees, the
18 Employer shall continue its existing practices in adjusting the per diem amounts.
19 However, the per diem allowance provided herein shall not be adjusted when meals
20 are included in conference programs.

21
22 I. Mileage reimbursement.

23
24 1. The term "vehicles" as used in this paragraph only applies to
25 automobiles, trucks, vans, or buses.

26
27 2. Employees who are authorized to use their private vehicles to carry out
28 their duties and responsibilities shall be reimbursed at the standard mileage rate
29 prescribed by the Internal Revenue Service for each mile traveled for business
30 purposes.

31 3. Employees who are presently being provided automobile allowance for

1 the required use of their private vehicles in the performance of their official duties shall
2 continue receiving such allowances, provided that the amount of the allowance may be
3 modified through a separate memorandum of agreement mutually agreed to by the
4 Union and the Employer concerned. However, allowances shall be terminated when
5 the Employer no longer requires the Employees to use their private vehicles in the
6 performance of their official duties.

7
8 4. Mileage reimbursement to and from home to work site shall be allowed
9 for all call back work and for overtime work on scheduled days off and holidays, except
10 for Employees whose normal work hours include the holiday.

11
12 **Effective July 1, 2026, all of the above shall be replaced in its entirety with the**
13 **following:**

14
15 **A. Professional Meetings/Trainings.**

16
17 **In recognition of the value in Employees attending professional**
18 **meetings/trainings as part of their normal professional activity and their**
19 **professional development, the Employer will endeavor to facilitate the travel of**
20 **Employees to professional meetings/trainings, as determined by the Employer**
21 **insofar as is possible without interfering with maintaining the efficiency of**
22 **operations within available funds.**

23
24 **B. Applicable rules, ordinances, and policies. Except as modified by**
25 **this Article, Chapter 3-10, Hawai'i Administrative Rules, in the case of the State,**
26 **and applicable rules, regulations, ordinances, or policies, in the case of the**
27 **county jurisdictions, shall remain applicable for the duration of this Agreement.**

28
29
30
31

1 **C. Overnight Travel On-Island, Inter-Island and Out-of-State.**

2
3 **The Employer's present rules and regulations on Travel Policies and**
4 **Procedures shall be amended to provide for the following:**

5
6 **1. When Employees are required to travel on official business and such**
7 **travel requires an overnight stay, they shall be provided with a travel allowance**
8 **consisting of: (1) the applicable federal (U.S. General Services Administration)**
9 **allowance for meals and incidental expenses (M&IE); plus (2) reimbursement of**
10 **actual lodging expenses, which shall not exceed the federal (U.S. General**
11 **Services Administration) lodging allowance. Lodging expenses in excess of the**
12 **federal lodging allowance may be requested on an exception basis. Such**
13 **requests for lodging expenses in excess of the applicable federal rate shall be**
14 **reasonable, shall be approved in advance of the Employee's trip, and shall**
15 **require submittal of receipts prior to reimbursement.**

16
17 **2. Nothing in this paragraph shall preclude Employees from accepting**
18 **M&IE and reimbursement for actual lodging expenses which are less than the**
19 **federal allowable rates.**

20
21 **3. In the case of official travel time involving a fraction of a day, the**
22 **allowable claim for M&IE shall be prorated in terms of quarter-day periods**
23 **measured from midnight. In computing the amount of per diem, the official travel**
24 **time shall begin ninety (90) minutes before the scheduled flight departure time**
25 **and shall end thirty (30) minutes after the return to the Employee's home airport.**
26 **Unless otherwise authorized by the Employer, allowable travel time is the time**
27 **necessary to travel by the most direct route to and from the points specified in**
28 **the approved travel plan or request, plus the time necessary to conduct the**
29 **required official business.**

1 **D. Inter-Island Travel not involving an Overnight Stay.**

2
3 **For inter-island travel not involving an overnight stay, the Employer will**
4 **provide the Employee with an allowance of thirty dollars (\$30.00).**

5
6 **E. Travel to mountainous or other remote areas.**

7
8 **1. Whenever an Employee is required to travel on official business to**
9 **mountainous or other remote areas where no commercial lodging is available, the**
10 **Employer shall provide cabins, tentage, or shall arrange for lodging within**
11 **available facilities, and shall provide adequate stores of food or pay the Employee**
12 **thirty dollars (\$30.00) per day in lieu thereof.**

13
14 **2. Notwithstanding the provisions of this paragraph, a mutual**
15 **agreement may be arranged among Employees with the Employer to provide for**
16 **M&IE expenses in lieu of this paragraph.**

17
18 **F. Advanced M&IE and Reimbursements.**

19
20 **Whenever possible, an Employee shall receive advanced M&IE for official**
21 **travel. The Employer shall reimburse Employees who request reimbursement for**
22 **lodging expenses as soon as possible.**

23
24 **G. Furnished Meals and Lodging.**

25
26 **When lodging or meals are provided at no cost to the Employees, the**
27 **Employer shall continue its existing practices in adjusting the M&IE amounts.**
28 **However, the M&IE allowance provided herein shall not be adjusted when meals**
29 **are included in conference programs.**

1 **H. Mileage Reimbursement.**

2
3 **1. The term "vehicles" as used in this paragraph only applies to**
4 **automobiles, trucks, vans, or buses.**

5
6 **2. Employees who are authorized to use their private vehicles to carry**
7 **out their duties and responsibilities shall be reimbursed at the standard mileage**
8 **rate prescribed by the Internal Revenue Service for each mile traveled for**
9 **business purposes.**

10
11 **3. Employees who are presently being provided with automobile**
12 **allowance for the required use of their private vehicles in the performance of their**
13 **official duties shall continue receiving such allowances, provided that the amount**
14 **of the allowance may be modified through a separate memorandum of agreement**
15 **mutually agreed to by the Union and the Employer concerned. However,**
16 **allowances shall be terminated when the Employer no longer requires the**
17 **Employees to use their private vehicles in the performance of their official duties.**

18
19 **4. Mileage reimbursement to and from home to work site shall be**
20 **allowed for all call back work and for overtime work on scheduled days off and**
21 **holidays, except for Employees whose normal work hours include the holiday.**

This adjustment is applicable to civil service and exempt employees excluded from BU 3.

Bargaining Unit 03
TENTATIVE AGREEMENT
Employer ✓
Union PP
Date 10/21/25

1

ARTICLE 18 – UNIFORMS AND EQUIPMENT

2

3

I. General Application

4

5

6

A. A uniform shall be defined as those items of distinctive clothing which are required by the Employer and which meet the following conditions:

7

8

1. Used to identify a specific group of Employees.

9

10

11

12

13

2. Shirt and/or trousers, blouse and/or skirt, dress or other clothing must be of the same design, color, cut, and style, and made of similar material for a specific group of Employees.

14

15

16

17

B. Uniform accessories which are required by the Employer shall be furnished by the Employer and shall remain the property of the Employer while in the custody of the Employee. Accessories include, but are not limited to, the following:

18

19

20

21

22

23

24

- | | |
|--------------------|------------------------------|
| 1. Sam Browne belt | 7. Hat |
| 2. Holster | 8. Ammo pouch |
| 3. Handcuffs | 9. Name tag |
| 4. Handcuff case | 10. Flashlight and batteries |
| 5. Patches | 11. Whistle |
| 6. Badges | |

25

26

27

28

29

C. The Employer shall provide to Employees authorized and required to carry a firearm as part of their official duties while on duty status a weapons maintenance allowance for the proper care and maintenance of (1) Employer-issued weapons accessories and personal safety equipment, and (2) Employee-purchased supplemental weapons, including ammunition, approved by the Employer.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33

1. The weapons maintenance allowance shall be granted for each full month worked. It is provided that paid or unpaid leaves shall be considered as time worked, except that unpaid leaves, including suspensions, of five (5) or more days shall not be considered as time worked and the allowance shall be prorated accordingly for such month(s). It is further provided that the allowance shall be prorated when employment commences after the first day of a month or terminates before the last day of a month.

2. The weapons maintenance allowance shall be paid to eligible Employees on or about the end of each three-month period of a fiscal year. The amount of the weapons maintenance allowance shall be calculated at the rate of thirty-five dollars (\$35.00) per month.

D. The following items of apparel are not considered as part of a uniform:

1. Work clothing such as coveralls, aprons, smocks, etc.
2. Shoes, boots, socks, and ties. (Whenever the Employer requires the Employees to wear safety shoes or safety boots, the Employer shall provide such items.)
3. Shirts normally worn under a uniform coat or blouse. (Shirts of a distinctive uniform appearance normally worn as an outside garment in place of a uniform coat or blouse are considered as part of the uniform.)

E. Damaged or Lost Uniforms.

1. If an Employee's uniform is destroyed or damaged while worn in the performance of duty and without negligence, the Employer shall either replace the item or items of uniform destroyed, or reimburse the Employee for the cost of the item or items of uniform destroyed; provided that the Employee's supervisor recommends replacement or reimbursement and the Employer or its designee approves such recommendation.

Click to return to EO

1
2 2. Replacement or reimbursement shall not be made by the Employer when
3 a uniform is lost, stolen, destroyed or damaged due to negligence by the Employee, or
4 where the uniform is willfully destroyed or damaged by the Employee.

5
6 F. The Employer shall post on the bulletin board a list of approved vendors
7 where uniforms shall be purchased. A copy of this list shall also be furnished to the
8 Union.

9
10 G. Whenever an Employee is required by the Employer to wear a uniform,
11 the Employer shall have the option to (1) clean such uniforms or (2) provide a uniform
12 maintenance allowance of [~~\$20.00~~] \$25.00 per month provided:

13
14 1. if the uniform consists only of button shirt, trousers or jacket, the
15 allowance shall be [~~\$10.00~~] \$15.00 per month; or

16
17 2. if the uniform consists only of t-shirt or shorts or both, the allowance shall
18 be [~~\$6.00~~] \$10.00 per month.

19
20 Such allowance for each fiscal year shall be paid once annually on or about June
21 30 of the fiscal year. If the employment of the Employee commences or terminates
22 during the fiscal year, the sum paid shall be adjusted on a prorated basis. No allowance
23 shall be payable during periods of suspension of five (5) or more days or for periods
24 when the Employee is on any leave of absence without pay.

25
26 II. Existing Policies and/or Practices

27
28 A. All policies and/or practices existing on the effective date of the
29 Agreement which provide or require that the Employer either initially furnish uniforms to
30 Employees, or initially reimburse Employee for the cost of the uniforms which are
31 purchased from a vendor approved by the Employer shall be continued for the duration
32 of the Agreement.

1 B. All policies and/or practices of the Employer existing on the effective date
2 of the Agreement which provide for the replacement of uniforms due to normal wear and
3 tear, or which provide for a replacement allowance for uniforms due to normal wear and
4 tear shall be continued for the duration of the Agreement, except that the replacement
5 allowance shall be 75% of the actual replacement cost of the items of uniforms
6 purchased by the Employee.

7

8 III. Uniforms for New Groups of Employees

9

10 In the event that the Employer determines that a group of Employees, other than
11 those covered by existing policies and/or practices, be required to wear uniforms, the
12 following shall apply:

13

14 1. The Employer shall consult with the Union to determine the reasonable
15 number of sets of uniforms which specific groups of Employees are entitled to receive
16 on an initial basis.

17

18 2. The Employer shall either furnish the uniforms or reimburse Employees for
19 the cost of the uniforms which are purchased from a vendor approved by the Employer.

20

21 3. The replacement of uniforms due to wear and tear shall be by Employer
22 approval.

23

24 4. The Employer may choose to furnish such replacement or provide for
25 replacement allowance of seventy-five percent (75%) of the actual replacement cost of
26 the items of uniforms purchased by the Employee.

27

28 5. If the Employer opts for the replacement allowance, the items of uniform
29 being replaced shall be purchased from an approved vendor and substantiated by a
30 receipt.

31

This adjustment is applicable to civil service and exempt employees excluded from BU 3.

Bargaining Unit 03
TENTATIVE AGREEMENT
Employer _____
Union RP
Date 10/21/25

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29

ARTICLE 25 - MEALS

A. When Employees are required to work overtime, the Employer shall either furnish them with meals or compensate them for meals at the rate of [~~six dollars (\$6.00)~~] **eight dollars (\$8.00)** for breakfast, [~~eight dollars (\$8.00)~~] **ten dollars (\$10.00)** for lunch and [~~ten dollars (\$10.00)~~] **twelve dollars (\$12.00)** for dinner under the following situations:

1. Post-Shift Overtime. Employees who perform overtime work after their normal workday, shall be furnished or compensated for a meal after the first two (2) hours of actual overtime work performed and after intervals of five (5) hours following the first overtime meal.

2. Two or More Hours of Pre-Shift Overtime. When Employees are called to perform two (2) or more hours of pre-shift overtime work and are required to work continuously into their normal workday, they shall be entitled to meals for the period of the overtime work as well as their normal workday. Employees shall be furnished or compensated for a meal upon completion of two (2) hours of overtime work and at intervals of five (5) hours of continuous work performed following the first meal.

3. Less than Two Hours of Pre-Shift Overtime. When Employees are required to work less than two (2) hours of pre-shift overtime with less than twenty-four (24) hours prior notice and works continuously into the Employees' normal workday, they shall be furnished or compensated for a meal at the start of their normal workday and at their normal meal period during the workday.

4. Overtime During Off-Duty Hours, Scheduled Day Off or Holiday.

1 a. Less Than 24 Hours Prior Notice. When Employees are required to
2 work overtime during their off-duty hours (not post-shift or pre-shift), on a
3 scheduled day off or a holiday, with less than twenty-four (24) hours prior notice,
4 they shall be furnished or compensated for a meal upon completion of two (2)
5 hours of overtime work and at intervals of five (5) hours of continuous overtime
6 work performed following the first overtime meal. However, an Employee shall
7 not be entitled to a meal after two (2) hours of overtime work if the overtime work
8 commences within three (3) hours of a previous overtime meal. In such event,
9 the Employee shall be granted a meal after a period of five (5) hours from the
10 previous meal should the Employee continue working till this time, and shall be
11 entitled to additional meals at intervals of five (5) hours of continuous overtime
12 work thereafter.

13
14 b. 24 Hours or More Prior Notice. When Employees are required to
15 work overtime during the Employees' off-duty hours (not post-shift or pre-shift),
16 on a scheduled day off or a holiday with at least twenty-four (24) hours prior
17 notice, they shall be furnished or compensated for a meal upon completion of ten
18 (10) hours of such overtime work and at intervals of five (5) hours of overtime
19 work performed following the first overtime meal.

20
21 5. Overtime While on Standby. When Employees render service in response
22 to a call to work as provided under Article 26, Standby Pay, they shall be furnished or
23 compensated for a meal upon completion of two (2) hours of work and at intervals of
24 five (5) hours of continuous work performed following the first meal. However, an
25 Employee shall not be entitled to a meal after two (2) hours of overtime work if the
26 overtime work commences within three (3) hours of a previous overtime meal. In such
27 event, the Employee shall be granted a meal after a period of five (5) hours from the
28 previous meal should the Employee continue working till this time, and shall be entitled
29 to additional meals at intervals of five (5) hours of continuous overtime work thereafter.

30
31 B. Notwithstanding paragraph A, an Employee who is required to travel
32 inter-state or intra-state on official business and who receives a travel allowance

1 pursuant to Article 44, Travel, shall be furnished or compensated at the rate of [ten
2 ~~dollars (\$10.00)] **twelve dollars (\$12.00)** for a dinner meal after performing seven (7)
3 hours of overtime work.~~

4
5 C. For purposes of meal compensation, the following shall apply:

6
7 1. Breakfast shall mean any meal allowed an Employee from 3:00 a.m. to
8 9:00 a.m.

9
10 2. Lunch shall mean any meal allowed an Employee after 9:00 a.m. to
11 3:00 p.m.

12
13 3. Dinner shall mean any meal allowed an Employee after 3:00 p.m. but
14 before 3:00 a.m.

15
16 D. The Employer shall compensate Employees for meals within thirty (30)
17 days (approximately two pay periods) from the date on which the claim for
18 compensation is filed with the respective disbursing officer.

19
20 E. The term "pre-shift" is defined as that period of time immediately
21 preceding a workday.

22
23 The term "post-shift" is defined as that period of time immediately following a
24 workday.

This adjustment is applicable to elected and appointed officials; civil service and exempt employees excluded from BUs 2, 3, 4, 9, 13; and EMCP employees excluded from BUs 2, 4, 9, 13

HAWAI'I EMPLOYER-UNION HEALTH BENEFITS TRUST FUND

Delete the existing language in this Article in its entirety and replace with the following:

A. “Health Benefit Plan” shall mean the medical PPO, HMO, prescription drug, dental, vision and dual coverage medical plans.

B. Effective July 1, 2025

Subject to the applicable provisions of Chapter 87A and 89, Hawaii Revised Statutes, the Employer shall pay monthly contributions which include the cost of any Hawaii Employer-Union Health Benefits Trust Fund (Trust Fund) administrative fees to the Trust Fund effective July 1, 2025, not to exceed the monthly contribution amounts as specified below:

1. For each Employee-Beneficiary with no dependent-beneficiaries enrolled in the following Trust Fund health benefit plans:

<u>BENEFIT PLAN</u>	<u>TOTAL EMPLOYER MONTHLY CONTRIBUTION</u>
<u>a. Medical (PPO or HMO) (medical, drug & chiro)</u>	<u>\$534.36</u>
<u>b. Dental</u>	<u>\$ 24.22</u>
<u>c. Vision</u>	<u>\$ 2.52</u>
<u>d. Dual coverage (medical & drug)</u>	<u>\$ 21.58</u>

The Employer shall pay the same monthly contribution for each member enrolled in a self only medical plan (PPO or HMO), regardless of which plan is

1 chosen; provided that the dollar amount contributed by the Employer shall not
2 cause the employer share to exceed 90% of the total premium.

3
4 **2. For each Employee-Beneficiary with one dependent-beneficiary**
5 **enrolled in the following Trust Fund health benefit plans:**

<u>BENEFIT PLAN</u>	<u>TOTAL EMPLOYER</u> <u>MONTHLY CONTRIBUTION</u>
a. <u>Medical (PPO or HMO) (medical, drug & chiro)</u>	<u>\$1,297.92</u>
b. <u>Dental</u>	<u>\$ 48.46</u>
c. <u>Vision</u>	<u>\$ 4.68</u>
d. <u>Dual coverage (medical & drug)</u>	<u>\$ 38.50</u>

14
15 **The Employer shall pay the same monthly contribution for each member**
16 **enrolled in a two-party medical plan (PPO or HMO), regardless of which plan is**
17 **chosen; provided that the dollar amount contributed by the Employer shall not**
18 **cause the employer share to exceed 90% of the total premium.**

19
20 **3. For each Employee-Beneficiary with two or more dependent-**
21 **beneficiaries enrolled in the following Trust Fund health benefit plans:**

<u>BENEFIT PLAN</u>	<u>TOTAL EMPLOYER</u> <u>MONTHLY CONTRIBUTION</u>
a. <u>Medical (PPO or HMO) (medical, drug & chiro)</u>	<u>\$1,654.70</u>
b. <u>Dental</u>	<u>\$ 72.70</u>
c. <u>Vision</u>	<u>\$ 6.12</u>
d. <u>Dual coverage (medical & drug)</u>	<u>\$ 41.70</u>

1 The Employer shall pay the same monthly contribution for each member
2 enrolled in a family medical plan (PPO or HMO), regardless of which plan is
3 chosen; provided that the dollar amount contributed by the Employer shall not
4 cause the employer share to exceed 90% of the total premium.

5
6 4. For each Employee-Beneficiary enrolled in the Trust Fund group life
7 insurance plan, the Employer shall pay \$4.12 per month which reflects one
8 hundred percent (100%) of the monthly premium and any administrative fees.

9
10 C. Effective July 1, 2026

11
12 Subject to the applicable provisions of Chapter 87A and 89, Hawai'i
13 Revised Statutes, effective July 1, 2026 for plan year 2026-2027, with the
14 exception of items C1d., C2d., C3d., and C4., which shall be as described below,
15 the Employer shall pay a specific dollar amount equivalent to sixty percent (60%)
16 of the final premium rates established by the Trust Fund Board for the respective
17 health benefit plan, plus sixty percent (60%) of any administrative fees.

18
19 1. The amounts paid by the Employer shall be based on the plan year
20 2026-2027 final monthly premium rates established by the Trust Fund for each
21 Employee-Beneficiary with no dependent-beneficiaries enrolled in the following
22 Trust Fund health benefit plans:

23 BENEFIT PLAN

24 a. Dental

25 b. Vision

26 c. Dual coverage (medical & drug)

27 d. Medical (PPO or HMO) (medical, drug & chiro) - the Employer shall
28 pay the same monthly contribution for each member enrolled in a self only
29 medical plan, regardless of which plan is chosen. The amount shall be based on
30 60% of the total premium of the HMSA 80-20 medical plan (with drug & chiro),

1 provided that the dollar amount contributed by the Employer shall not cause the
2 employer share to exceed 90% of the total premium.

3
4 2. The amounts paid by the Employer shall be based on the plan year
5 2026-2027 final monthly premium rates established by the Trust Fund for each
6 Employee-Beneficiary with one dependent-beneficiary enrolled in the following
7 Trust Fund health benefit plans:

8
9 **BENEFIT PLAN**

10 a. Dental

11 b. Vision

12 c. Dual coverage (medical & drug)

13 d. Medical (PPO or HMO) (medical, drug & chiro) - the Employer shall
14 pay the same monthly contribution for each member enrolled in a two-party
15 medical plan, regardless of which plan is chosen. The amount shall be based on
16 60% of the total premium of the HMSA 80-20 medical plan (with drug & chiro),
17 provided that the dollar amount contributed by the Employer shall not cause the
18 employer share to exceed 90% of the total premium.

19
20 3. The amounts paid by the Employer shall be based on the plan year
21 2026-2027 final monthly premium rates established by the Trust Fund for each
22 Employee-Beneficiary with two or more dependent-beneficiaries enrolled in the
23 following Trust Fund health benefit plans:

24
25 **BENEFIT PLAN**

26 a. Dental

27 b. Vision

28 c. Dual coverage (medical & drug)

29 d. Medical (PPO or HMO) (medical, drug & chiro) - the Employer shall
30 pay the same monthly contribution for each member enrolled in a family medical
31 plan, regardless of which plan is chosen. The amount shall be based on 60% of

1 the total premium of the HMSA 80-20 medical plan (with drug & chiro), provided
2 that the dollar amount contributed by the Employer shall not cause the employer
3 share to exceed 90% of the total premium.

4
5 4. For each Employee-Beneficiary enrolled in the Trust Fund group life
6 insurance plan, the Employer shall pay one hundred percent (100%) of the
7 monthly premium and any administrative fees.

8
9 D. No later than three (3) weeks after the Trust Fund Board formally
10 establishes and adopts the final premium rates for Fiscal Year 2026 – 2027, the
11 Office of Collective Bargaining shall distribute the final calculation of the
12 Employers' monthly contribution amounts for each health benefit plan.

13
14 E. Payment for Plans Eliminated or Abolished. The Employer shall
15 make no payments for any and all premiums for any portion or part of a Trust
16 Fund health benefit plan that the Trust Fund Board eliminates or abolishes.

17
18 F. Rounding Employer's Monthly Contribution. Whenever the
19 Employer's monthly contribution (premium plus administrative fee) to the Trust
20 Fund is less than one hundred percent (100%) of the monthly premium amount,
21 such monthly contribution shall be rounded to the nearest cent as provided
22 below:

23 1. When rounding to the nearest cent results in an even amount, such
24 even amount shall be the Employer's monthly contribution. For example:

25
26 (a) \$11.397 = \$11.40 = \$11.40 (Employer's monthly contribution)

27 (b) \$11.382 = \$11.38 = \$11.38 (Employer's monthly contribution)

28
29 2. When rounding to the nearest cent results in an odd amount, round
30 to the lower even cent, and such even amount shall be the Employer's monthly
31 contribution. For example:

1
2
3
4
5
6
7
8
9
10
11
12
13
14

(a) \$11.392 = \$11.39 = \$11.38 (Employer's monthly contribution)

(b) \$11.386 = \$11.39 = \$11.38 (Employer's monthly contribution)

All employer contributions effective July 1, 2025 reflect the rounding described in item F. Employer contributions effective July 1, 2026 shall be rounded as described in item F. after the Trust Fund Board formally establishes and adopts the final premium rates for Fiscal Year 2026-2027.

G. If an agreement covering periods beyond the term of this Agreement is not executed by June 30, 2027, Employer contributions to the Trust Fund shall be the same monthly contribution amounts paid in plan year 2026-2027 for the Health Benefit Plan approved by the Trust Fund including any monthly administrative fees.

This adjustment is applicable to civil service and exempt employees excluded from BU 2 and EMCP employees excluded from BU 2.

Bargaining Unit 02
TENTATIVE AGREEMENT
Employer _____
Union CP
Date 10/21/25

ARTICLE 54 – DURATION

Delete the existing language in this Article in its entirety and replace with the following:

The Unit 02 Agreement shall be effective as of July 1, 2025 and shall remain in full force and effect to and including June 30, 2029. During the term of this Agreement, the parties shall meet on the Employer EUTF contributions for the plan years 2027-2028 and 2028-2029 by giving written notice to the other party of its intent to reopen by January 31, 2027.

In the event the parties reach agreement on the Employer’s contribution to EUTF, such amended article shall be effective no earlier than July 1, 2027, and shall remain in effect to and including June 30, 2029. The entire Unit 02 Agreement shall be renewed thereafter in accordance with statutes unless either party hereto gives written notice to the other party of its desire to modify, amend, or terminate the Unit 02 Agreement.

Notices and proposals shall be in writing and shall be presented to the other party between June 15 and June 30, 2028. When the notice is given, negotiations for a new Unit 02 Agreement shall commence on a mutually agreeable date following the exchange of written proposals.

This adjustment is applicable to civil service and exempt employees excluded from BU 3.

Bargaining Unit 03
TENTATIVE AGREEMENT
Employer W
Union PP
Date 10/21/25

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21

ARTICLE 56 – DURATION

Delete the existing language in this Article in its entirety and replace with the following:

The Unit 03 Agreement shall be effective as of July 1, 2025 and shall remain in full force and effect to and including June 30, 2029. During the term of this Agreement, the parties shall meet on the Employer EUTF contributions for the plan years 2027-2028 and 2028-2029 by giving written notice to the other party of its intent to reopen by January 31, 2027.

In the event the parties reach agreement on the Employer’s contribution to EUTF, such amended article shall be effective no earlier than July 1, 2027, and shall remain in effect to and including June 30, 2029. The entire Unit 03 Agreement shall be renewed thereafter in accordance with statutes unless either party hereto gives written notice to the other party of its desire to modify, amend, or terminate the Unit 03 Agreement.

Notices and proposals shall be in writing and shall be presented to the other party between June 15 and June 30, 2028. When the notice is given, negotiations for a new Unit 03 Agreement shall commence on a mutually agreeable date following the exchange of written proposals.

This adjustment is applicable to civil service and exempt employees excluded from BU 9 and EMCP employees excluded from BU 9.

Bargaining Unit 09
TENTATIVE AGREEMENT
Employer h
Union PP
Date 10/21/25

ARTICLE 61 – DURATION

Delete the existing language in this Article in its entirety and replace with the following:

The Unit 09 Agreement shall be effective July 1, 2025 and shall remain in full force and effect to and including June 30, 2029. During the term of this Agreement, the parties shall meet on Employer EUTF contributions for the plan years 2027-2028 and 2028-2029 by giving written notice to the to the other party of its intent to reopen by January 31, 2027.

In the event the parties reach agreement on the Employer’s contribution to EUTF, such amended article shall be effective no earlier than July 1, 2027, and shall remain in effect to and including June 30, 2029. The entire Unit 09 Agreement shall be renewed thereafter in accordance with statutes unless either party hereto gives written notice to the other party of its desire to modify, amend, or terminate the Unit 09 Agreement.

Notices and proposals shall be in writing and shall be presented to the other party between June 15 and June 30, 2028. When the notice is given, negotiations for a new Unit 09 Agreement shall commence on a mutually agreeable date following the exchange of written proposals.

This adjustment is applicable to civil service and exempt employees excluded from BU 13 and EMCP employees excluded from BU 13.

Bargaining Unit 13
TENTATIVE AGREEMENT
Employer [Signature]
Union [Signature]
Date 10/21/25

ARTICLE 54 – DURATION

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21

Delete the existing language in this Article in its entirety and replace with the following:

The Unit 13 Agreement shall be effective July 1, 2025 and shall remain in full force and effect to and including June 30, 2029. During the term of this Agreement, the parties shall meet on Employer EUTF contributions for the plan years 2027-2028 and 2028-2029 by giving written notice to the other party of its intent to reopen by January 31, 2027.

In the event the parties reach agreement on the Employer’s contribution to EUTF, such amended article shall be effective no earlier than July 1, 2027, and shall remain in effect to and including June 30, 2029. The entire Unit 13 Agreement shall be renewed thereafter in accordance with statutes unless either party hereto gives written notice to the other party of its desire to modify, amend, or terminate the Unit 13 Agreement.

Notices and proposals shall be in writing and shall be presented to the other party between June 15 and June 30, 2028. When the notice is given, negotiations for a new Unit 13 Agreement shall commence on a mutually agreeable date following the exchange of written proposals.