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SCHEDULE 4

Travel and Subsistence for Outside Work (Clause 9)

The following provisions will apply in respect of Outside Work covered under clause 9 of this agreement:

For the avoidance of doubt, 'Outside Work' means UK work outside of the M25.

1. Travel

Wherever possible, the Company will provide and pay for transportation for the Musician.

1.1 Where the Musician is required to travel within the Home Counties, where alternative transport is not provided and paid for by the Company, the Musician shall be paid a sum equivalent to the lowest standard class return rail fare available on the day the Musician is engaged, and up to 4 days after, and advertised to the public for the relevant journey. For the avoidance of doubt no subsistence is paid unless outside the M25.

1.2 Where the Musician is required to travel outside the Home Counties, where alternative transport is not provided and paid for by the Company, the Musician shall be paid £0.45 per mile from the London Coliseum to the destination and the return journey. If alternative transport is provided a reduced travelling allowance of £0.21 shall be paid. Alternative transport shall not include the shared use of another musician's car.

1.3 Where alternative transport is provided and paid for by the Company, any Musician who wishes to use his or her own transport will do so at their own expense.

1.4 Where a musician uses public transport and, due to the early start of late finish of a call, or any other exceptional reason, public transport is unavailable, a taxi fare will be reimbursed by the company up to and including the Home Counties. For the avoidance of doubt, ENO management will usually book the taxi, permission needs to be granted if a musician books directly. All taxis must be shared with other musicians who live nearby where possible.

1.5 Travel by coach shall not exceed 250 miles during any period of twenty-four hours.

1.6 Alternative travel arrangements may be discussed between any individual Musician and the Orchestra Manager.

1.7 In cases of dispute, the shortest recommended AA mileage shall be taken as the authority for distances.

1.8 Any Free Days on a UK tour where the musician is captive, they will be paid one of the following;

(a) Opera, Ballet or Musical tour – A single 3 hour session
(b) Concert tour – a rehearsal session

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1.9 International touring will be negotiated with the MU.

2. Subsistence Allowances

2.1 Where the Musician is required to travel between Zone 3 and the M25 no subsistence is paid.

2.2 Where the Musician is required to travel to Outside Work outside the M25-where a meal is not provided by the Company, the following subsistence rates apply:

Length of trip	Total allowance
Trip between 4 and 8 hours	£6.83
Trip between 8 and 12 hours	£13.62
Trip between 12 and 16 hours	£23.19
Trip over 16 hours or overnight – **maximum amount to be claimed per 24 hours**	£31.68

2.3 When food is provided for a whole day this will include at least one hot main meal.

2.4 For foreign tours, a separate allowance will be agreed prior to the tour.

2.5 This agreement does not apply to work offered to the Musician by ENO Engage department. The rates of pay for ENO Engage work will be given at the time of booking.

2.6 Overnight Stay

Where an overnight stay is scheduled, the Company shall where possible source and provide the Musician with overnight accommodation of not less than three-star or equivalent grade, with breakfast, in single room accommodation as available and if required by the Musician. Such accommodation shall be within easy reach of the performance venue. In the event that such suitable accommodation is unavailable, the Company shall provide transfer transport to the nearest suitable hotel.

(i) If an option is available for a Musician to choose to opt-out of the accommodation provided by the Company, they will receive a reimbursement of the actual cost of their accommodation upon production of a receipt. This will be up to a maximum of the cost of the hotel accommodation provided by the Company.

(ii) If an option is available for a Musician to choose to opt-out of the accommodation provided by the Company and chooses to stay with friends/family, or stays at an alternative hotel and cannot provide a receipt, a sum of £31.68 will be paid.

(iii) For the avoidance of doubt, if two Musicians choose to share a room in the hotel provided by the Company, it is assumed that one Musician has opted to stay

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with friends / family, and, as such a sum of £31.68 will be paid as outlined in 2.4(ii), to be divided equally between the two Musicians.

An overnight stay will always be provided where, otherwise, travel by land would exceed 250 miles or return to the London Coliseum would be after 2:00am.

2.8 Late Return

(a) In the event that the Company wishes to schedule a return to the London Coliseum after midnight the Company must agree with the Orchestra (a majority of the Musicians who would be affected by such late return) to determine whether to schedule an overnight stay or a late return.

(b) In the event that the Musicians agree to a scheduled time of return to London Coliseum between midnight and 2am or the actual (but not scheduled) return is between midnight and 2am, the following additional payments shall be made by the Company:

(i) Return between midnight and 12.30am: £5.25
(ii) Return between 12.30am and 1.00am: £10.50
(iii) Return between 1.00am and 2.00am: £15.75

(c) The following day will be scheduled in the normal way subject to the provision of 2.8(b).

2.9 Early Calls

When the Musician is required to travel to Outside Work before 8.30am, and/or to be present at a performance or rehearsal before 8.30am, an early call payment shall be made, calculated at the rate of **£3.50 per half hour** or part thereof, subject to a **minimum of £7.00** for all necessary travelling or working time prior to 8.30am.

If the Musician's departure time from the London Coliseum is defined as being before 6.00am, the early call payment shall be replaced by an overnight stay payment.