

REMOTE CONTROL INSTRUCTOR

PAYROLL CLAIM CODES & GUIDELINES

- Code **RT** – DTRCO Instructor Pay
 - **\$222.77** per day
 - 100% Yard Foreman Rate (\$203.29)
 - Plus 46 min. special allowance (**\$19.48**)
- Code **R8** – DTRCO Training Allowance
 - One claim per tour of duty
- Both claims are reported on same '03' Miscellaneous Claims screen
 - Use NONE in Train/Job field
 - Use the Subdivision and Yard Code applicable to your work location (Local Official can supply this information.)
 - Use Occupation code FO
- Enter the exact dollars and cents in the amount field for Code RT
 - Include overtime in total amount (refer to overtime 'Quick Calculation' chart on the next page)
- Leave amount field blank for Code R8 (system generates proper amount)
- Enter \$ in the Q field for both codes