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## **Employee Commute Option Program**

### **Secs. 13b-38o-1—13b-38o-11.**

Repealed, April 1, 1999.

## **Voluntary Traffic Reduction Program**

### **Sec. 13b-38o-12. Definitions**

The following terms, as used in sections 13b-38o-12 to 13b-38o-17, inclusive, of the regulations of Connecticut State Agencies shall have the meanings provided below:

- (1) **“Affected employer”** means an affected employer as defined in the section 13b-38o of the Connecticut General Statutes;
- (2) **“Department”** means the Connecticut Department of Transportation;
- (3) **“Commissioner”** means the Commissioner of Transportation;
- (4) **“Employee”** means employee as defined in section 13b-38o of the Connecticut General Statutes;
- (5) **“Employer”** means employer as defined in section 13b-38o of the Connecticut General Statutes;
- (6) **“Traffic Reduction Program”** means traffic reduction program as defined in section 13b-38o of the Connecticut General Statutes;
- (7) **“Traffic reduction plan”** means a plan submitted pursuant to section 13b-38p of the Connecticut General Statutes; and
- (8) **“Work location”** means work location as defined in section 13b-38o of the Connecticut General Statutes.

(Adopted effective April 1, 1999)

### **Sec. 13b-38o-13. Participation**

(a) Employers who elect to participate shall submit to the department the following information:

- (1) The legal name of the employer and the address of its principal place of business within the State of Connecticut;
- (2) The name, title and address of the designated contact person to receive all additional information and forms;
- (3) The employer’s Connecticut tax registration number and Federal employer identification number;
- (4) The address of each work location which the employer is preparing a Traffic Reduction Program; and
- (5) The number of employees at the participating work location.

(b) For employers who participate, the department shall issue materials to assist employers in the development of a Traffic Reduction Program.

(Adopted effective April 1, 1999)

### **Sec. 13b-38o-14. Traffic reduction plan**

(a) An affected employer shall prepare and submit a traffic reduction plan to the department to be eligible for incentive programs.

(b) Each plan shall use the format set forth by the department and shall contain the following:

- (1) A work location description that includes the physical transportation-related characteristics of the work location, transportation facilities and their location, the

parking facilities at the work location, access to major roads and highways, access to mass transit, and proximity to other employers;

(2) A list and description of the measures to be implemented to reduce the number of vehicle trips arriving at the work location;

(3) The name, title, telephone number, business mailing address, and signature of the person designated as the employee transportation coordinator for the work location; and

(4) A list and description of any traffic reduction programs under which the affected employer provides or intends to provide commuter benefits or allowances.

(Adopted effective April 1, 1999)

### **Sec. 13b-38o-15. Reporting**

(a) Within one (1) year of the date on which an original traffic reduction plan is submitted pursuant to section 13b-38o-16, of the regulations of Connecticut State Agencies each affected employer shall prepare and submit to the Department an annual update of the traffic reduction plan for each work location, detailing the results of implementing a traffic reduction program.

(b) The annual update shall describe the measures which the affected employer may implement in the next year to reduce vehicle trips to and from the work location of such an employer.

(Adopted effective April 1, 1999)

### **Sec. 13b-38o-16. Document production and recordkeeping**

Each affected employer shall, upon request by the Commissioner, provide copies of all records generated by or on behalf of an affected employer pursuant to sections 13b-38o-12 to 13b-38o-17, inclusive, of the regulations of Connecticut State Agencies. Records shall be maintained in the office for a period of at least five (5) years after they are first generated.

(Adopted effective April 1, 1999)

### **Sec. 13b-38o-17. Applicability**

Sections 13b-38o-12 to 13b-38o-17, inclusive, of the regulations of Connecticut State Agencies shall apply to any affected employer with respect to any and all registered work locations.

(Adopted effective April 1, 1999)