



BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT

Compliance Advisory

February 27, 2017
Commuter Benefits Regulation

This Compliance Advisory is provided to inform you about activities of the Air District which may affect your organization's operation. It will assist you in your effort to achieve and maintain compliance with applicable air pollution rules and regulations.

ATTENTION: EMPLOYERS WITH MORE THAN 50 BAY AREA EMPLOYEES

SUBJECT: COMMUTER BENEFIT PROGRAM IS NOW PERMANENT

The Bay Area Commuter Benefits Program (Program) is now a permanent program (per Senate Bill 1128). **Employers not yet compliant with the requirements of the Program are subject to financial penalty as per Air District Regulation 14-1 (<http://www.baaqmd.gov/rules-and-compliance/current-rules>).**

The Program requires employers with 50 or more employees who work at least 30 hours per week (full-time) within Air District boundaries to provide commuter benefits to all of their employees who work at least 20 hours per week (covered employees). The number of full-time employees excludes the number of field employees (see Air District Compliance Advisory).

To comply with the Program requirements, an employer must:

- Register via the web-based registration system through www.511.org (the **Employer ID** can be found on the mailing label),
- Designate a Commuter Benefits Coordinator,
- Select a pre-approved commuter benefits option or propose an alternative,
- Notify employees of the commuter benefit option selected and how to use the benefit,
- Maintain records to document how and when employees were notified about the commuter benefit(s), and
- Complete annual registration update.

To learn more about the Program, as well as to register, visit the 511.org website at: <http://511.org/employers/commuter/overview>. The website provides additional resources, including an Employer Guide and Frequently Asked Questions.

If you need help with registration, please contact the 511 Commuter Benefits Specialist at commuterbenefits@511.org, or call 511 and say "Commuter Benefits". If your organization is exempt because current employee count is less than 50 full-time employees, then update your employee count at the Program's registration website.

If you have further questions, contact the Air District at: commuterbenefits@baaqmd.gov.

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