



SJIB Circular 9/2022
16 December 2022

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To all SJIB and SELECT Members

Dear Member,

SJIB NWR Rule B18 - Mileage Allowance and Mileage Rate The Calculation of Distance between the Shop and Job

SJIB NWR B18.3 refers to the measurement between the shop and job for mileage allowance and mileage rate purposes.

It was agreed as part of the [settlement for the 2022/2023](#) that, with effect **from Monday, 2 January 2023**, the calculation of the distance between the shop and the job will be by way of the **fastest route** on the [RAC Route Planner](#).

To help with the current RAC Route Planner interface and with a view to ensuring consistent use, the following guidance is offered for measurement purposes:

- - When the RAC Route Planner is launched, click on Directions
 - Select “Advanced options” before proceeding with the route details
 - From the “Advanced options” items, scroll down to “UK traffic information”
 - Ensure that the options in the “UK traffic information” section are un-ticked
 - Click back to “Plan your journey”
 - Input the shop’s post code into the “A – from” box
 - Input the given job/site post code into the “B – to” box
 - Complete the route by clicking “Plan my route”
 - From the route options offered choose the fastest
 - In the event that the RAC Route Planner provides more than one route of the same fastest time, the shortest of these routes should be used for measurement purposes.

Please note that this information is for guidance only and that it is the employer’s responsibility to ensure that employees are paid the correct mileage in accordance with the rules agreed by the SJIB and approved by HMRC.

Yours faithfully,

Fiona Harper
The Secretary

Pat Rafferty
For UNITE the Union

Alick Smith
For SELECT