**Section 1545.200 Shelter**

a) When an employee works regularly at a location (other than a repair track) where shelter is not otherwise available, an employee requesting that shelter be provided shall contact his/her immediate supervisor, and the parties shall make a reasonably good faith effort to resolve the matter.

b) If the matter is not resolved, the employee may contact his/her authorized employee representative and identify the specific location and reasons for the request.

c) If appropriate, the employee representative may initiate an Informal Complaint with the Commission staff under 83 Ill. Adm. Code 200.160. Commission staff shall conduct a joint informal investigation with parties to determine whether shelter should be provided at the location.

d) If, following Commission staff's investigation, the matter remains unresolved, a Formal Complaint under 83 Ill. Adm. Code 200.170 may be initiated.

(Source: Amended at 33 Ill. Reg. 13802, effective October 1, 2009)