

This report contains the results of a "Spot Survey" on Move Chargebacks and reflects the answers based on voluntary participation.  
 The survey can be found [here](#).

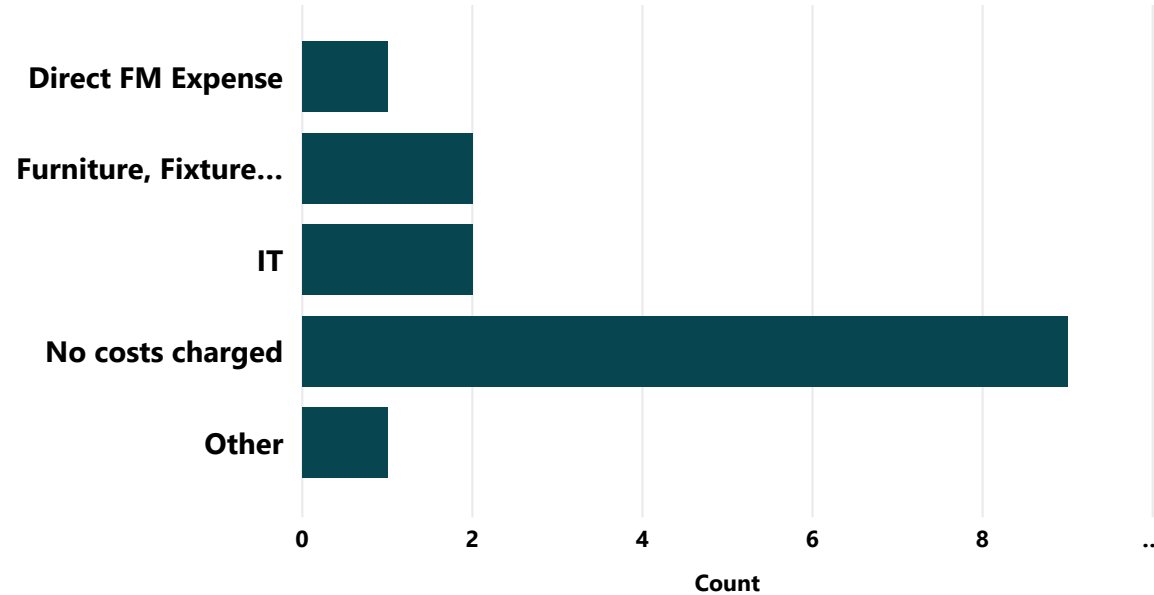


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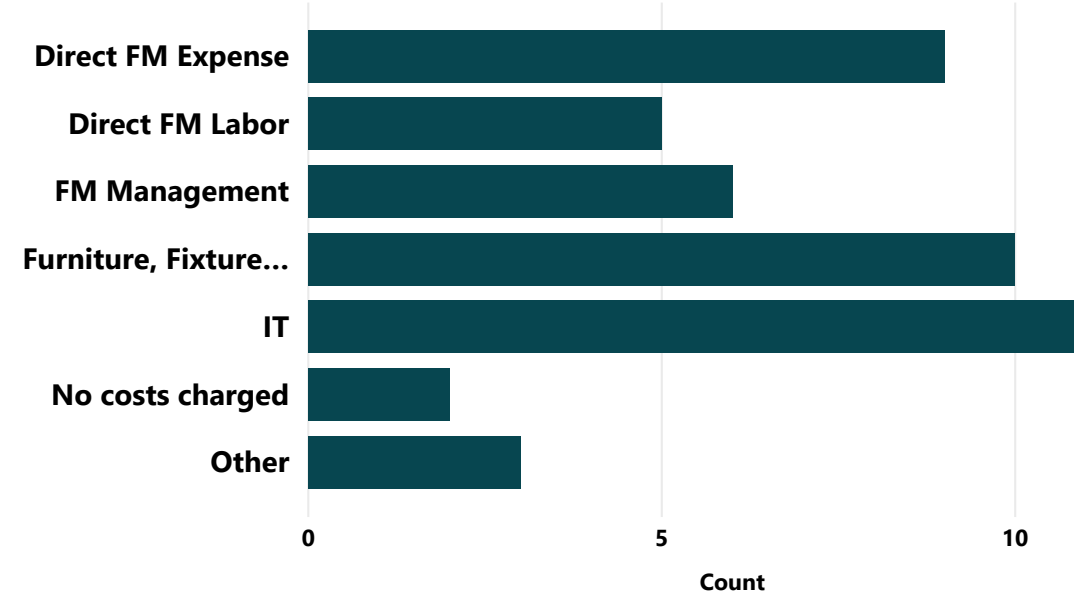
Total Responses

14

## FM Driven Moves



## Customer Driven Moves



### Comments

For So Cal Gas if a move project is funded by capital dollars we try to capture all related costs to the overall project budget. If a project is being considered as a O&M expense the costs can be a shared expense between the occupant and the facilities management department.

If Facilities is relocating and or renovating the space there is no charge back to our customers

If this is a project that is done as part of an overall remodel or new construction that impacts a department the costs will go to the overall construction project and not a specific internal department.

if we want the move, we do not charge

There are one offs where there is a charge back. Perhaps for a special piece of furniture.

we budget and pay for if part of a project

We do not have chargebacks on all projects

We do work for a sister company and all cost are charged back.

### Comments

At SoCal Gas we typically charge back move expenses when we have a move of three or more employees. Although in 2018 we are looking to charge back for all types of moves incur costs to the clients request.

If a department requests a change we will create a work order and ask for a fund transfer into our department then commence the work.

If new furniture needs to be ordered or extensive cost is included for electrical/data work then a charge back will be considered. Otherwise no costs charged generally.

IF the business has approval from their VP and approved by our VP then we will do the renovation and the customer pays since we have not have it in our budget

IT, telecommunication, furniture (non standard or new setup, and contractor moving company labor charged directly.

Move Supplies/Overtime Charges

Only on add and improve capital projects

We do work for a sister company and all cost are charged back.