



AGREEMENT

between

ALASKA AIRLINES, INC.

and the

AIRCRAFT MECHANICS FRATERNAL ASSOCIATION

for

Technicians and Related Crafts Employees

October 17, 2023 ending October 17, 2028



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**2023** AMENDMENT

TO THE WORKING

AGREEMENT

between

ALASKA AIRLINES, INC.

and

AIRCRAFT MECHANICS FRATERNAL ASSOCIATION

Hereinafter, ALASKA AIRLINES, INC., will be referred to as the “Company,” and the AIRCRAFT MECHANICS FRATERNAL ASSOCIATION will be referred to as **“AMFA,” or the “Union” or “Association”.** **Collectively, the Company and the Union will be referred to as the “Parties.”** **Alaska Airlines, Inc. employees covered by this Agreement will be referred to as “Employees.”**

PREAMBLE

Alaska has earned a decades-long reputation for providing distinctive, quality service. In order to continue to outpace the competition in this rapidly changing industry we must strive every day to provide a safe and reliable operation as well as a great experience for our passengers. We recognize that // Employees are core to our operation, and having them willingly engaged is critical to our future success.

AMFA and Alaska Airlines management recognize that an effective partnership based on mutual respect, trust, and candor // will improve the long term profitability and competitiveness of Alaska Airlines and is beneficial to the // Employee group. In order to take full advantage of all opportunities, labor and management must embrace collaboration as the means to build an innovative and effective team; a team fully focused on the future.

Alaska and AMFA jointly strive to elevate the moral, intellectual, and social conditions of its Aircraft Technicians and Airline Support Personnel by maintaining a "Safety First" culture. We recognize that AMFA members are highly skilled and responsible individuals with a public trust, who continually strive for higher standards in aircraft maintenance, servicing, and handling in the interest of safety.

Alaska's AMFA Employees should be well compensated and enjoy a high standard of living and job security. In order to make our career a continued success in this intensely competitive industry, we must be committed to constantly making our business stronger and more successful.

Our mission is to be universally recognized as a great Company with a high performance culture. Alaska management and AMFA encourage a small company feel where employees demonstrate genuine care and concern for one another which will foster open, honest conversations between employees at all levels. Leadership, employee relations, work rules and incentives should reflect this objective, and it will take the dedicated and unified efforts of leaders for both the Company and AMFA to make this goal a reality.

Neither party, through these principles, relinquishes any rights protected by the law or the Agreement.

1 ARTICLE 1

2 PURPOSE OF AGREEMENT

- 3 A. The purpose of this Agreement is, in the mutual interest of the Company and of the  
4 Employees, to provide for the operation of the services of the Company under methods  
5 which will further, to the fullest extent possible, the safety of air transportation, the  
6 efficiency of operation, and the continuation of the employment under conditions of  
7 reasonable hours, proper compensation, and reasonable working conditions. It is // the duty  
8 of the Company and of the Employees, to cooperate fully both individually and  
9 collectively, for the advancement of that purpose. The Company recognizes the Employees  
10 // to be highly skilled individuals who are dedicated to the progress of commercial aviation  
11 and to the safety of flight by the practice of quality aircraft maintenance.
- 12 B. No Employee // will be interfered with, restrained, coerced, or discriminated against by the  
13 Company, its officers or agents because of membership in or lawful activity on behalf of  
14 the Union. //
- 15 C. //Neither the Company nor the Union will discriminate against any Employee because of  
16 race, color, ancestry or national origin, citizenship or immigration status, religion or  
17 creed, age, disability, sex or gender, pregnancy, sexual orientation, gender identity or  
18 gender expression, military or veteran status, marital or parental status, or medical or  
19 genetic information, or any other basis protected by applicable law.

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## ARTICLE 2

### SCOPE OF AGREEMENT

- A. In accordance with the National Mediation Board certification in Case No. R-6572, March 30, 1998, the Company recognizes //AMFA as the sole and exclusive bargaining agent for all Employees of Alaska Airlines, Incorporated, composing the class and craft as covered under this Agreement.
- B. The Company's General Policy, Operating, Maintenance Manuals and the Company's System Regulation, Customer Service, and General Maintenance Manuals // will be made available to all Employees. Employees // will be responsible for knowledge of their location and contents. The Company // will advise all Employees of changes in rules and/or regulations that could result in disciplinary action. Employees // will be governed by such Manuals and by all applicable rules, regulations and orders issued by properly designated authorities of the Company, which are not in conflict with the terms of this Agreement. The Company // will have the right to modify these manuals, policies, and System Regulations during the term of the Agreement. The Company will ensure that these rules, regulations, and orders, together with such amendments or changes as may be made from time to time, are made available to all Employees.
- C. The Company agrees that all work normally performed by // Employees // in its Maintenance Shops, Airport Stations, or other facilities is recognized as coming within the jurisdiction of // AMFA and is covered by this Agreement. The Parties agree that the Company may: (1) continue to contract out work heretofore customarily farmed out; (2) return equipment, parts, or assemblies to the manufacturers or to a manufacturer-approved repair station for repair or replacement; (3) purchase necessary parts, equipment or facilities including but not limited to the installation of fixed equipment and new facilities construction; (4) contract out any work when the Company's facilities, equipment or personnel are not sufficient or available or where Employees // do not have the experience and ability to satisfactorily perform the work required or warranty agreements exist; (5) contract out work for which the Company's cost exceeds the vendor charges, less material; (6) reserve the right to contract out other work with the approval of the Union.
- D. The Company and at least one (1) member of the Airline Contract Committee(s) from each Local, at their option, will meet on a bimonthly basis unless mutually deferred. The subject of the meeting will be a discussion of items, which have been subcontracted or are forecast for future subcontracting.

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ARTICLE 3

STATUS OF AGREEMENT

- A. This collective bargaining agreement, effective October 17, 2023, and all letters of agreement and memoranda of understanding between the Company and the // Union, or as adopted after the effective date of this collective bargaining agreement, collectively constitute the “Agreement”. In the event the Company opens a new base, such base // will be considered the same as a new department of the Company and // will come under the Agreement.
- B. The right to hire, promote, discharge or discipline for cause and to maintain discipline and efficiency of Employees is the sole responsibility of the Company, provided it is not in conflict with any paragraph in this Agreement. // The routes to be flown, the equipment to be used, the location of plants, hangars, facilities, stations, and offices; the scheduling of // aircraft, the scheduling of overhaul, repair and servicing of equipment; and methods to be followed in the overhaul, repair and servicing of // aircraft are the sole and exclusive function and responsibility of the Company.
- C. It is the intent of the Parties // that the procedures herein // will serve as a means of peaceful settlement for all disputes that may arise between them. During the life of this Agreement the Company will not lock out any Employee; the Union will not cause or permit its members to cause nor will any member of the Union take part in any sit-down, stay-in, or slow-down in any plant, hangar or facility of the Company, or in any curtailment or restriction of operation, overhaul, repair or servicing of // aircraft, or any work of the Company. The Union will not cause or permit its members to cause, nor will any member of the Union take part in any strike or stoppage of any of the Company's operations, or picket any of the Company plants or premises until the bargaining procedures outlined in this Agreement and provided for in the Railway Labor Act have been exhausted; and in no case where a grievance or dispute comes under the jurisdiction of the System Board of Adjustment as provided for herein. The Company reserves the right to discipline any Employee taking part in any violation of this provision of the Agreement.
- D. No Employee // will in any way cause malicious damage to either the property or the reputation of the Company. Any such action // will be cause for immediate discharge. The Union agrees that it will cooperate in preventing such actions.
- E. This Agreement // will be binding upon any successor (including the Company where it is the acquiring entity), assign, assignee, transferee, administrator, executor and/or trustee (a “Successor”) of the Company resulting from any transaction that involves transfer (in a single transaction or a multi-step transaction) to any individual, group or entity of control of the Company or of ownership of a majority or greater of the assets of the Company. A Successorship Transaction is defined as a single step or multi-step transaction that gives rise to a Successor. The Company agrees that it // will not consummate any Successorship Transaction that involves a transfer as defined herein until the Successor agrees in writing to be bound by the terms of this Agreement and to continue to operate the Company in accordance with this Agreement.

1 1. For purposes of this Paragraph E, control of a corporation means ownership of or  
2 power to exercise fifty percent (50%) or more of the common stock of the  
3 corporation or of securities with fifty percent (50%) or more of the voting power of  
4 all securities entitled to vote generally in the election of the corporation's board of  
5 directors or equivalent governing body, or the power to appoint or elect or prevent  
6 the appointment or election of a majority of the corporation's board of directors or  
7 equivalent governing body. Control of an entity other than a corporation means  
8 ownership or beneficial interest in fifty percent (50%) or more of the value of the  
9 aggregate interests in such entity.

10 2. The // Union will be provided with reasonable advance notice of any transaction  
11 described in Paragraph E above followed by disclosure of the details of any material  
12 agreements related to such transactions in a timely manner, provided that no  
13 financial or other confidential business information needs to be disclosed unless  
14 suitable arrangements for confidentiality are established.

15 F. The following provisions apply in the case of a Successorship Transaction, as described in  
16 Paragraph E. above, in which the Successor is an air carrier or any corporate affiliate,  
17 alliance or acquisition of an air carrier. The technicians and related groups // will be merged  
18 in accordance with the following:

19 1. The integration of the seniority lists of the technicians and related // will be governed  
20 by Sections 2.a., 3 and 13 of the Allegheny-Mohawk LPP's. The Successor // will  
21 accept the integrated seniority list, including any conditions and restrictions  
22 established through the LPP proceedings, as applicable; and

23 2. The respective technicians and related collective bargaining agreements // will be  
24 merged into one (1) agreement as the result of negotiations with the technician and  
25 related groups and the Successor.

26 a. The parties // will negotiate until such time as they have either reached  
27 agreement on a single collective bargaining agreement, or alternatively, are  
28 determined to have reached an impasse by a mediator employed by the  
29 National Mediation Board. Should an impasse be declared, the parties will  
30 submit all open issues to a panel of three (3) neutral arbitrators selected from  
31 a list of seven (7) arbitrators with airline industry experience who are National  
32 Academy members provided by the National Mediation Board. The interest  
33 arbitration hearing // will be completed within three (3) months of the date of  
34 submission to the panel of arbitrators and the panel's decision // will be issued  
35 no later than thirty (30) days after the close of the hearing.

36 b. There // will be no system wide realignment of technician and related group  
37 positions, or system rebid, resulting from the integration of the seniority lists  
38 or the implementation of a single collective bargaining agreement  
39 contemplated by this Paragraph F that results in Employees on the Alaska  
40 Airlines Seniority List being involuntarily displaced/"bumped" from their  
41 station by a pre-transaction employee of the Successor. This Subparagraph



1 F.2.b // will not restrict the Successor from the furloughing of employees from  
2 the integrated seniority list due to the closure of a station or reduction in  
3 operations at a station.

- 4 c. The aircraft (including all orders and options to purchase aircraft) and the  
5 maintenance operations of each pre-transaction air carrier // will remain  
6 separate until such time as the seniority lists for the technician and related  
7 groups are integrated and the collective bargaining agreements are combined  
8 in accordance with Subparagraphs F.1 and F.2 // herein.

- 9 G. In the event of a transaction in which the Successor is not an air carrier or any corporate  
10 affiliate of an air carrier, the Successor // will, in addition to assuming all obligations under  
11 the Agreement, provide the technicians and related with Labor Protection Provisions as  
12 specified in // Paragraph F of this Article.

- 13 H. Any and all disputes concerning alleged violations of // Paragraph F of this Article not  
14 resolved by conference // will be resolved by final and binding arbitration. The Company  
15 and the // Union agree to arbitrate any grievance filed by the // Union or the Company  
16 alleging violation of Paragraph F of this Article on an expedited basis directly before a  
17 neutral arbitrator. The dispute // will be heard no later than thirty (30) days following the  
18 filing of the dispute with the System Board and decided no later than sixty (60) days after  
19 such filing unless the Parties agree otherwise in writing. The Parties agree to abide by any  
20 arbitration award that is issued.

1 ARTICLE 4

2 **CLASSIFICATION OF WORK**

3 A. Lead Inspector

4 The work of a Lead Inspector will consist of supervising, leading and directing the work  
5 of other Inspectors and performing such inspection work as may be required, including  
6 handling Company paperwork and **Federal Aviation Administration (FAA)** liaison. A  
7 Lead Inspector must have a valid **Airframe and Powerplant (A & P)** license and have had  
8 at least six (6) years of aircraft experience. Whenever more than three (3) A&P Inspectors  
9 are on duty and on the same shift within a bid location, one **(1) // will** be **Lead**.

10 B. Inspector

11 The work of an Inspector will consist of the overall inspection of Company aircraft  
12 (including powerplant) in connection with minor or major repairs and/or overhaul at any  
13 point of the Company's system. The work of an Inspector may also include the inspection  
14 of materials, parts and sub-assemblies as necessary. Inspectors must be capable of  
15 performing the inspection work assigned to the satisfaction of the Company and must hold  
16 such licenses as are required by the Company to fulfill their duties as Inspectors. Persons  
17 employed as **Inspectors // will** have had at least six (6) years' experience on aircraft, and **//**  
18 **will** have had inspectional experience. When it is necessary to temporarily upgrade to the  
19 classification of **Inspector**, the senior qualified **Technician // will** be upgraded. A **Lead**  
20 **Technician // will** not be eligible for such appointments unless no qualified **Technicians**  
21 are present, except that if there are two (2) or more **Leads** on duty with fifteen (15) or less  
22 **Technicians**, the **Leads** may be assigned to perform the inspections functions.

23 C. **Lead Technician / Machinist**

24 The Lead will be a working member of the group. The work of the Lead **// will** consist of  
25 all of the duties and responsibilities of the working members of that group. In addition, the  
26 Lead is tasked with leading, directing and approving the work of the other members of the  
27 group including, but not limited to, assigning tasks to individual members of the group,  
28 interfacing between the supervisors and/or managers and the group members, coordinating  
29 with production control and the maintenance coordinator(s), providing technical support  
30 and advice to the group members, coordinating with management on staffing and overtime,  
31 checking and updating progress on tasks and ready times, researching technical issues for  
32 the group and expediting parts availability. If requested, Leads will conduct periodic  
33 reviews of **Employees** during probation periods. In addition to the description in this  
34 **Paragraph**, the Lead position for each of the classifications will be further defined  
35 below. Subject to the minimums set **forth //** in this Article, the Company **// will** determine  
36 when the assignment of a Lead in a work area is necessary.

37 **1. Lead Aircraft Technician**

38 A Lead Aircraft Technician **// will** be a licensed A & P Technician who, as a working  
39 member of the group is charged with the responsibility of leading, directing and

1 approving the work of other Employees not exceeding a group totaling more than  
2 fifteen (15) other Employees. At all locations where more than // six (// 6) Technicians  
3 are on duty and on the same shift within a bid location or shop, one (1) // will be Lead.

4 **2.** Lead Avionics Technician

5 A Lead Avionics Technician // will hold a valid // A&P license and, **if required by**  
6 **law to perform specific task(s) in a bid location, a General Radio-Telephone**  
7 **Operators License. A**s a working member of the group, **a Lead Avionics Technician**  
8 // will be charged with the responsibility of leading, directing, and approving the work  
9 of Avionics Technicians not exceeding a group totaling more than fifteen (15) other  
10 Avionics Technicians. Where more than five (5) Avionics Technicians are on duty  
11 and on the same shift, one (1) // will be Lead. //

12 **3.** Lead Automotive Technician

13 A Lead Automotive Technician // will be a journeyman in the automotive trade and,  
14 as a working member of the group, // will be charged with the responsibility of leading,  
15 directing, and approving the work of Automotive Technicians not exceeding a group  
16 totaling more than fifteen (15) other Automotive Technicians. Where more than five  
17 (5) Automotive Technicians are on duty and on the same shift, one (1) // will be Lead.

18 **4.** Lead Facilities Technician

19 A Lead Facilities Technician // will be a journeyman in one of the building trades,  
20 who, as a working member of the group, is charged with the responsibility of leading,  
21 directing and approving the work of Facilities Technicians not exceeding a group  
22 totaling more than fifteen (15) Facilities Technicians. At all locations where more than  
23 five (5) Facilities Technicians are on duty and on the same shift, one (1) // will be  
24 Lead.

25 **5.** Lead Aircraft Machinist

26 A Lead Aircraft Machinist // will be a journeyman machinist who, as a working  
27 member of the group, is charged with the responsibility of leading, directing and  
28 approving the work of Aircraft Machinists not exceeding a group totaling more than  
29 fifteen (15) other Aircraft Machinists. At all locations where more than five (5)  
30 Aircraft Machinists are on duty and on the same shift within a bid location or shop,  
31 one (1) // will be Lead.

32 **D.** On the Job Trainer

33 The work of an On the Job Trainer (OJT) // will consist of training Employees // in topics  
34 that are generally recognized as informal training. Such position will be selected from  
35 volunteers based upon a combination of classification seniority and qualifications such as:  
36 communication and organizational skills, technical skills and training ability. When an OJT  
37 is working in // their basic classification // they will be counted in that basic classification  
38 towards the Lead minimums as stated in Article 4. The // OJT, when directed by a

supervisor, will be removed from the work group (Article 4, **Subparagraph //K.2.**) and the Lead's responsibility. **// They** will be under the direction of the Supervisor to perform the required training. Assignment of OJT duties **// will** be at the discretion of management. If an assignment will cause extraordinary hardship, management **// will** consider any **Employee** request not to be assigned on a case-by-case basis and will exercise managerial discretion in making the assignment. This required training **// will** include limited classroom; video; CBT; operational requirement initial and recurrent training, (i.e., engine run, taxi, LWMP, cold weather procedures, fueling procedures); and specialized technical procedures training. The above is not a classification, simply a description of the basic functions of the various OJT classifications (i.e., **Maintenance Controller OJT**, Inspection OJT, Avionics OJT, Aircraft OJT, Facilities OJT, Automotive OJT, and Fleet Service OJT).

1. With **// seven (7) days'** notice, or by mutual consent to shorten the notice, the OJT may be required to train off-shift if there is no qualified OJT on that shift.
2. When a qualified **// OJT** is not available at a station, selection to cover the required training at that station **// will** be made **// pursuant to** Article 8, Field Service.
3. At management's discretion, to satisfy the training requirements of a bid location, an OJT position may be utilized on a full-time basis. In all other instances, the **// OJT** will work in **// their** basic classification as a working member of the group and **// will** continue to receive the **// OJT** premium.

#### **E. Technician**

The work of Technicians **// will** consist of any and all work generally performed by the Company in and about shops, maintenance bases, Company buildings or equipment. In addition, when performed by the Company and not contracted to an outside contractor, the work of a Technician **// will** include the dismantling, repairing, assembling and erecting of machinery and mechanical devices and automotive and building maintenance and repair work. Technicians must be capable of performing their work satisfactorily and hold valid licenses as required by Federal Law for specific jobs. Technicians may be required to inspect and test parts in the shop to which they are assigned and the work they perform. The above is not a classification, simply a description of the basic functions of the various technician classifications (i.e., Avionics, Aircraft, Facilities and Automotive).

##### **1. Aircraft Technician**

Aircraft Technicians' work **// will** consist of all phases of repair and maintenance of aircraft and the dismantling, repairing, assembly, and erection of machinery and mechanical devices and may also include minor building maintenance, automotive repair, the repair and maintenance, exchange and replacement of electronics or electrical components. Technicians entering the classification of Aircraft Technician **// will** possess:

- a. A valid A & P license; **and**

- b. **Two (2)** years transport category aircraft maintenance experience which may be waived by the Company.

2. Avionics Technician

The work of **an** Avionics Technician **// will** consist of the repair and maintenance of aircraft electrical and electronic equipment, maintenance of the work area. Technicians entering the classification **// will** possess:

- a. A valid **// A&P** License;
- b. **// Two (2) years of transport category aircraft maintenance experience, which may be waived by the Company; and**
- c. **// A valid General Radio-Telephone Operators License if required by law to perform specific task(s) in a bid location.**

**// The //Avionics Technician A&P** license requirement would not apply to current Avionics Technicians as of **// date of ratification of this Agreement.**

3. Facilities Technician

The work of a Facilities Technician **// will** consist of the alteration, maintenance, modification and repair of Company facilities. A Facilities Technician **// will** have at least **thirty (30)** months' experience working in an applicable building trade, a working knowledge and capability to perform a wide range of construction and repair work, and the ability to secure all necessary licenses within a six (6) month period.

4. Automotive Technician

The work of an Automotive Technician **// will** consist of all work generally recognized as that of an automotive technician including the maintenance, service, repair, assembly, erection and overhaul of automotive and other ground handling equipment including passenger loading bridges.

5. Aircraft Machinist

The work of an Aircraft Machinist **// will** consist of all phases of machining, including reading of blueprints, layout and setup; may also consist of all phases of repair and maintenance of aircraft; and the dismantling, repairing, assembly, and erection of machinery and mechanical devices. A minimum of two (2) years' experience on machining of aircraft parts and tooling is required as a qualification. Machinists **// will** also hold a valid **// A&P** license; **provided** however, this requirement may be waived by the Company.

**F.** Lead Fleet Service

A Lead Fleet Service Employee // will, as a working member of the group, be responsible for leading, directing, and approving the work of other Fleet Service Employees not exceeding a group totaling more than fifteen (15) other Fleet Service Employees. Where more than five (5) Fleet Service Employees are on duty on the same shift, one (1) // will be Lead. In addition, a Lead may perform coordinating functions which will include coordinating the daily workload on the shift with those Employees scheduled on duty for that shift. // They will coordinate with a manager or supervisor on coverage and overtime assignments. Assignment of overtime will be at the specific direction and be the sole responsibility of the supervisor or manager. These Leads will not perform management functions such as applying discipline or signing of timecards.

**G.** Fleet Service

The work of Fleet Service // will include the cleaning and polishing of the interior of the aircraft, including the cabin, buffets, lavatories, and cockpit area, and cleaning and arranging, in the aircraft, passenger service equipment. In addition, they may be assigned other general cleaning and preparation of passenger service items, including changing of seat covers and rug sections, servicing the aircraft lavatory and water systems. // For purposes of the NMB certification of this class and craft the word Fleet Service is synonymous with the word Cleaners.

**H.** Technician Helper

The work of a Technician Helper // will include the washing, paint stripping, cleaning or polishing of the interior and/or exterior of an aircraft, aircraft parts, engine or engine parts, ramp, shop and hangar equipment and the performing of miscellaneous unskilled duties in and about shops, hangars, and buildings, and operating and servicing the equipment used in the performance of their work.

**I.** Lead Janitor

A Lead Janitor, as a working member of the group, // will be charged with the responsibility of leading, directing, and approving the work of other Janitors not exceeding a group totaling more than fifteen (15) other Janitors. Where more than five (5) Janitors are on duty and on the same shift, one (1) // will be Lead.

**J.** Janitor

The Company may, at its option, either utilize Janitors or subcontract the function. At locations where the Company elects to hire Janitors such classifications will come under this Agreement. The Janitor work will consist of cleaning the inside and outside of buildings and hangars, hangar equipment, sweeping floors and other work generally performed by janitors.

**K.**

1. Supervisors and higher-ranking officials of the Company // will not be permitted to perform work on an hourly rated job covered by this Agreement except in emergencies, instructing or training of Employees in accordance with Article 12. Directing work of Employees is not considered to be work on an hourly rated job covered by this Agreement. // The servicing of late flights where qualified personnel are not available and the performance of necessary work caused by unusual circumstances in order to maintain flight schedules, or the protection of Company property against the elements may be considered an emergency. Each emergency will be reported in writing to the local Union Shop Representative or local Airline/Area Representative when there is no Shop Representative, upon receipt by the Company of a request in writing. The Company will respond in writing within twenty-four (24) hours of the written request, excluding Saturdays and Sundays.

2. To avoid confusing or contradictory instructions, assignments or directives to Employees, whenever a Lead is on duty, management personnel // will make every reasonable effort to work through the Lead and to keep // them informed so that // they will have full knowledge of the utilization of the crew.

**L.** All Employees awarded a Lead or Lead Inspector position who are being evaluated in accordance with the requirements // set forth in Article 10, // will pass an applicable Lead test upon completion of the required Lead training course. The current Lead tests, as // agreed upon by the Union and the Company, // will be applicable to all Company locations. A minimum passing grade is seventy percent (70%). Prior to implementation, any changes in the current test // will be agreed to by // AMFA.

**M.** When a Lead bid is awarded by Central Bidding, a copy of the bid award will be sent to Maintenance training.

**N.** Employees // may be cross\_utilized in other classifications for which they are qualified provided they are paid their normal wage or the wage of the classification in which they are working, whichever is greater. (see Article 23, Paragraph G.)

**O.** // The word technician is synonymous with the word mechanic as used in all Company, governmental and manufacturer manuals, policies, documents and other materials.

**P.** In addition to the duties and responsibilities contained in Article 4, Paragraphs A. through O., Employees will also be responsible in each classification as a portion of their regular duties for accomplishing all aspects of hazardous material responsibilities for which they have been properly trained.

1 ARTICLE 5

2 HOURS OF SERVICE

3 A. Work Day

- 4 1. Employees at all locations will be assigned a specific shift and days off schedule. The  
5 required schedule // will be established by the Company. Selection of shifts and days  
6 off // will be by // Category Seniority. Eight (8) consecutive hours of service exclusive  
7 of meal periods will constitute a work shift, except as otherwise specifically provided  
8 for herein.
- 9 2. A ten (10) hour day, four (4) day week may be established by the Company at all bid  
10 locations as identified by the Company. // Ten (10) consecutive hours, exclusive of a  
11 meal period not to exceed thirty (30) minutes, // will constitute a modified workday. A  
12 ten (10) hour day may not be discontinued less than thirty (30) days after instituted  
13 unless by // agreement of the Parties.
- 14 3. Eight (8) hours or ten (10) hours inclusive of a meal period not to exceed thirty (30)  
15 minutes // will constitute a full day of work on the // night shift (i.e., third shift) as  
16 defined below in Paragraph J.
- 17 4. In a twelve (12) month period, Employees will be allowed up to six (6) events of  
18 clocking in up to six (6) minutes after their scheduled shift start time without being  
19 considered as having reported late for work.

20 B. Work Week

- 21 1. A standard work week consists of a seven (7) day period with five (5) consecutive work  
22 days and two (2) consecutive days off and // will commence with the first day of work  
23 following the scheduled days off.
- 24 2. A modified work week will consist of a seven (7) day period with four (4) consecutive  
25 ten (10) hour work days and three (3) consecutive days off and // will commence with  
26 the first day of work following the scheduled days off.

- 27 C. All Employees // scheduled to work five (5) hours or more will be scheduled to have a meal  
28 period of not less than one-half (½) hour. The meal period will be scheduled to start within  
29 one (1) hour before and one (1) hour after the middle of the shift unless otherwise required  
30 by law in that location.

31 1. Late Lunch

32 If because of the operation, the Employee receives // their lunch after the period as set  
33 forth above, // they will be entitled to straight time pay, not to exceed thirty (30) minutes  
34 (unless otherwise required by law in that location), for the late lunch period, and will be  
35 permitted to receive // their full lunch period as soon as possible. The Company may direct



the Employee to leave work thirty (30) minutes early, without loss of pay, in lieu of pay for the lunch period.

## 2. Missed Lunch

a. If because of the operation, an Employee fails to receive // their lunch period (missed lunch), // they will receive thirty (30) minutes straight time pay for // their missed lunch (**unless otherwise required by law in that location**) and also receive pay for all hours worked (overtime if applicable). A // night shift Employee who misses // their lunch will receive the applicable rate of pay for all hours actually worked plus thirty (30) minutes straight time pay and thirty (30) minutes at time and one-half (**1½x**) as compensation for the missed lunch (**unless otherwise required by law in that location**).

b. The Company may direct the Employee to leave work one (1) hour early, without loss of pay, in lieu of pay for the missed lunch period. Or, the Company may direct the Employee to leave work thirty (30) minutes early, without loss of pay, plus the Employee will receive thirty (30) minutes straight time pay as compensation for the missed lunch.

D. A bid location is any work area established by the Company wherein the Employees perform a similar function (e.g., Hangar, Engine Build-up, Line Maintenance //). All Employees will be assigned a specific bid location.

E. All Employees // will be on fixed shifts and days off. // Category Seniority // will be utilized for the selection of shifts and days off.

## F. Shift Bidding

1. For **purposes of shift** realignment of the work force, // the following procedure will apply:

a. //Notice of a shift **realignment // will be // provided** a minimum of // twenty-eight (28) calendar days **in advance of the bid effective date. //**

b. The // shift realignment // will be posted a minimum of seven (7) calendar days **for review purposes. // An additional seven (7) calendar days will be provided for** bidding purposes. // The results of the bidding will be posted a minimum of **// fourteen (14)** calendar days prior to placing the schedule into effect.

c. // The new schedule // will not be placed into effect and Employees // will not be required to change days off or shifts without such notice. If fourteen (14) days' notice of shift or days off change is given and this results in an Employee working more than five (5) consecutive days or more than one (1) shift within a twenty-four (24) hour period, such excess days and/or shifts // will be paid at the straight time rate **or the Employee may be directed by the Company to alter their next reporting time to achieve rest without loss of pay.**

2. When an Employee vacates a shift or there is an increase in the work force at a bid location that causes a vacant shift between shift realignments, the vacant shift will be opened for trickle bidding by Category Seniority to existing Employees in that bid location on other shifts (including relief shifts) in the same classification.

a. Each subsequent vacant shift will follow the trickle bid process until a vacancy, as defined in Article 10, Subparagraph A.5. results.

b. The trickle bid process (e.g., bid submittal, awarding, timing) will be jointly designed in partnership between AMFA and the Company within ninety (90) days following ratification of this Agreement.

G.

1. All shifts and days off will be re-bid as set forth in Paragraph F. above // twice per year effective in May and September. //

a. Additional bids may be required due to operational requirements (e.g., flight schedule change, workload changes). Advance notice to the Airline Representative(s) will be provided when additional shift realignment bids become necessary.

b. Shift realignments are not required for changes in start times of two (2) hours or less. No Employee // will be denied the right to select // their shift and days off except as otherwise provided for in this Article.

2. If there is a shift realignment or trickle bid during the time of an Employee's absence, it is the obligation of the Employee to keep // their manager/supervisor informed of // their preference for shift and days off. Failure to do so will result in the Employee, upon return, being assigned to a position (shift and days off) until the next shift realignment.

3. All bidding provisions of these Paragraphs F. and G. apply only to days off and shifts, and specifically do not provide for change in a bid location or filling of a vacancy as defined in Article 10, Subparagraph A.5.

H. // The Company will assign a probationary employee and Employees on a trial period entering Category 1 from Category 2 to a shift within their bid location. The Company may, for training purposes, temporarily distribute such assignments evenly across all shifts within the bid location until they are released from training and/or eligible for shift realignment or trickle bid. "Probationary" // will be defined as set forth in Article 9, Paragraph C.

I.

1. The Company may, from time to time, establish or eliminate bid locations. The Union may request in writing, the reason(s) for changes in bid locations. The Company will respond in writing within three (3) days excluding Saturday, Sunday and holidays.

2. Employees affected by the elimination of a bid location which does not result in a reduction of Employees at the station, will be permitted to exercise their Category Seniority in accordance with Article 9, Paragraph K.

3. When a new bid location is established by the Company, the positions within it will be bulletined as set forth in Article 10, Paragraph B. Only bids from Employees at the new bid location's station and currently within the // Category bulletined will be accepted unless there is an increase of positions within the // Category at the station. If there is an increase, the increased position(s) will be available for bid system\_wide.

J. The scheduled starting times for regular shifts at maintenance facilities existing at the date of this Agreement will be as follows: //

1. The day shift will start no earlier than 4:30 a.m. and no later than 9:00 a.m.

2. The afternoon shift will start no earlier than 12:00 p.m. and no later than 4:30 p.m.

3. The night shift will start no earlier than 7:00 p.m. and no later than 11:30 p.m.

4. The Parties will first meet and discuss should other shift start times be needed by the Company outside the hours set forth in this Paragraph J. //

K. // There may be multiple **scheduled** starting times within // the shift **starting times set forth in Paragraph J of this Article. //**

L. Except as may be provided in Paragraph K. above or Article 7, Paragraph D., no full-time Employee will be called to work or required to report to work for less than eight (8) hours of work or pay therefore, except when recalled on overtime. All Employees in the service of the Company will be provided with a minimum of forty (40) hours of work each week, except for part-time Employees.

M. Part-Time Employees

1. Part-time Employees can be utilized for overtime coverage.

2. Part-time Employees may be placed in permanent full-time positions by preference bidding or may be assigned full-time temporarily. Preference bids will be used to fill vacancies to and from full-time and part-time positions.

3. Part-time Employees may be utilized // for holiday coverage.

4. Full-time Employees // will have the right to replace part-time positions in the event of layoff but // will not be required to do so.

5. Part-time Employees // will accrue seniority as if they worked full-time and // will accrue all benefits the same as full-time based upon number of hours worked.

6. Part-time Employees may be utilized as outlined below:

a. Part-time Employees may be utilized in // any classification // in Category 2.

b. For classifications // within Category 1:

- i. Part-time Employees may be used in any // classifications in Category 1 under this Agreement during the establishment and operation of any new maintenance station (a station where Alaska maintenance personnel are not currently employed in that classification) opened after July 25, 2003.
- ii. When a newly established maintenance station operates more than ten (10) flight arrivals per day or more than two (2) RONS, the part-time positions will convert to an equivalent (not equal) number of full-time positions.
- iii. When there are more than five (5) part-time positions at any new station the Company will convert to an equivalent (not equal) number of full-time positions and utilize the bidding procedure to award these positions as a full-time position.
- iv. Stations that are currently staffed by Employees in any of the // Category 1 classifications, prior to date of signing, will not have any part-time positions in that classification at that station.

7. No more than thirty percent (30%) of the Employees // in the system in each // Category covered by this Agreement may be employed for less than forty (40) hours per week. A standard work week for part-time Employees will consist of a seven (7) consecutive day period with a minimum of two (2) consecutive days off. Part-time Employees will be scheduled to work no less than sixteen (16) hours per week.

8. Leads and part-time Employees // will be included in the // Category in determining the allowable number of part-time Employees. The calculation // will be made using whole numbers only.

9. Part-time Employees // will be compensated at the overtime rate of time and one-half (1½x) and double time (2x) rates of pay as follows:

a. For calculating daily overtime, for Employees scheduled eight (8) hours or less, the overtime rate of time and one-half (1½x) // will apply for the first four (4) hours of work performed in excess of eight (8) hours in any one (1) twenty-four (24) hour period commencing with the scheduled starting time, either before or after regularly scheduled hours. The double time (2x) rate of pay // will apply for all hours worked in excess of twelve (12) hours.

b. For calculating daily overtime, for Employees scheduled more than eight (8) hours and up to ten (10) hours, the overtime rate of time and one-half (1½x) // will apply for all work performed in excess of ten (10) hours and up to fourteen (14) hours in any one (1) twenty-four (24) hour period commencing with the scheduled starting time, either before or after regularly scheduled hours. The double time (2x) rate of pay // will apply for all hours worked in excess of fourteen (14) hours.

10. In the event hours are worked in excess of the work day/week as a result of schedule bidding, **Subparagraphs** M.9.a. and b. above // **will** not apply (see Article 5, **Paragraph** F.).

11. For calculating weekly overtime, part-time **E**mployees working on their days off // **will** be paid at the time and one-half (1½x) rate for hours worked in excess of forty (40) regular hours within the work week. All hours worked on the seventh (7<sup>th</sup>) day worked // **will** be paid at the double time (2x) rate.

N. The regular starting and stopping time for work shifts **and** days off will be scheduled and posted at all locations. The notice will include the effective date of the last re-bid.

O. All **E**mployees // will be granted a ten (10) minute rest period during the first half of a work shift and a ten (10) minute rest period during the second half of a work shift without loss of time, for the purpose of relaxation. The time of the rest periods will be regularly scheduled insofar as possible and posted by the Company at all locations.

**P. // Trades of Shifts and Days**

1. **All shift/day trade agreements must be in writing, signed by both Employees involved and the supervisor within the bid location of the Employee initiating the trade. Upon approval of the trade, the Employee(s) involved are required to fulfill the terms of the trade and each Employee is solely responsible to cover the agreed upon traded shift(s). An Employee may request a self-trade or alternative working day(s) with the approval of the Employee's supervisor.**

2. **Failure to show up or cover the shift/day trade may result in disciplinary action unless the Employee is on a rest period after working twenty (20) or more consecutive hours. For a non-probationary Employee's first offense, a thirty (30) day shift/day trade suspension accompanied by a trade violation warning letter will be issued, and for additional offenses, progressive disciplinary action may be taken.**

3. **In the event a shift/day trade causes an Employee to work two (2) shifts in a row, provided they are in compliance with the General Procedures Manual (GPM), provisions of this Agreement regarding mandatory off-duty rest periods will not apply. The insufficient rest penalty will not be paid as a result of a trade.**

4. **Overtime will not be paid because of any shift/day trade; provided however, all other applicable premiums will apply.**

5. **Employees may, for pay purposes only, use earned vacation and/or banked holiday hours in conjunction with an approved trade day off.**

6. **Partial shift/day trades of four (4) hours or more will be permitted.**

7. **Trade day off hours will be counted as straight time hours worked for the purpose of vacation accruals, sick leave accruals, and insurance premium eligibility.**

1 Q. Relief Schedules and Relief Shift Schedules

2 1. Relief Schedules:

- 3 a. In order to provide coverage for scheduled/planned or other extended absence,  
4 (e.g., vacation, jury duty //), relief schedules may be created at the discretion of  
5 the Company. Employees bidding a relief schedule will bid a home shift and days  
6 off. Assignments to cover absences by such relief Employees, where such  
7 assignments result in a change in days off or shift must be made at least seven (7)  
8 days in advance. Any Employee working a relief schedule // will be paid the relief  
9 differential as set forth // in Article 28. The advance notice to assign the relief  
10 Employee to another shift/days off may be shortened by the consent of the relief  
11 Employee.
- 12 b. As stated in Article 28 for pay purposes, any Employee who works a schedule  
13 with two (2) or more starting times in a work week will be considered to be  
14 working a relief schedule and will be entitled to the relief differential in Article  
15 28.

16 2. Relief Shift Schedules:

17 The Company, at its discretion, may create relief shift schedules. Relief shift schedules will  
18 be defined as a schedule, which has two (2) or more starting times during a work week.  
19 Employees working a relief shift schedule will be paid in accordance with Article 28.

20 3. Geographical Relief Schedules:

21 The Company, at its discretion, may create geographical (defined here as multiple  
22 maintenance stations within a one hundred ten (110) mile radius of each other) relief  
23 schedules in order to provide coverage for scheduled/planned or other extended absence,  
24 (e.g., vacation, jury duty //). Employees bidding a geographical relief schedule will bid a  
25 home location, shift and days off. Assignments to cover absences by such geographical  
26 relief Employees, where such assignments result in a change in days off or shift must be  
27 made at least seven (7) days in advance. Any Employee working a relief schedule // will  
28 be paid the relief differential as set forth // in Article 28. The advanced notice to assign the  
29 relief Employee to another location/shift/days off may be shortened by the consent of the  
30 geographical relief Employee.

31 R. Lead Relief Schedules (For Lead Technicians and above)

- 32 1. Lead relief schedules may be created at the discretion of the Company. The Lead  
33 working the relief schedule will work in the role as a Lead only in those instances where  
34 a Lead is unavailable. In all other instances, the Lead will work in the basic  
35 classification as a working member of the group, unless otherwise assigned; **provided**  
36 however, // they // will continue to receive **the** Lead differential //. Where necessary, a  
37 Lead working a relief schedule will be assigned a schedule to cover for a Lead who is  
38 unavailable.

1           2. Leads bidding relief schedules will bid a home shift and days off. Assignments to cover  
2           for the absences of Leads on other shifts will be made at least seven (7) days in advance.  
3           The advanced notice to assign the relief Lead to another shift may be shortened with  
4           the consent of the relief Lead.

5           S. Notwithstanding other seniority provisions within the Agreement, during each shift  
6           realignment, each of the three (3) members of the Airline Contract Committee (consisting  
7           of the Airline Representative and two (2) elected members from the // Union) at each  
8           AMFA Local will, if there are sufficient positions, be assigned to day shift by displacing  
9           the most junior Employee on day shift at // their bid location in // their // Category. The  
10          Employee thus displaced will be permitted to exercise // their seniority in accordance with  
11          this Agreement. The Airline Representative will, at // their option, if a position is available,  
12          be allowed to displace the most junior Employee in // their // Category on day shift with  
13          a Saturday and/or Sunday off for the purposes of conducting Union business.

14          T. Representatives' Freedom to Act

15           1. Recognizing the importance of the role of the Airline Representative(s), or // their  
16           official designee, in resolving problems or disputes between the Company and its  
17           Employee, the Company reaffirms its commitment to the active involvement of the  
18           Airline Representative(s). The Parties also recognize that the operation of the airline is  
19           of paramount importance, which may, when necessary, result in the need to reschedule  
20           meetings, investigations, and/or grievance processing.

21           2. The Airline Representative will be provided with full time off with pay at any Local  
22           where there are two hundred (200) or more Employees // and will be allocated available  
23           office space on Company property. At Locals with less than two hundred (200)  
24           Employees //, the Airline Representative time off will be based on need and // will not  
25           exceed eight (8) hours pay per week, for every fifty (50) Employees to be arranged  
26           mutually with // their supervisor. The Airline Representative's time off will be used to  
27           attend to Association/Company business. When not involved in representation  
28           activities, the Airline Representative(s) will work in their classification and bid  
29           location.

30           3. Hours worked as the Airline Representative will be paid at the straight time rate up to  
31           forty (40) hours a week. However, the Airline Representative, or // their designee, //  
32           will be allowed to flex // their work schedule during the workweek with advanced  
33           notice to // their supervisor.

**ARTICLE 6**  
**OVERTIME**

A. Overtime

Overtime rate for overtime // will be time and one-half (1 ½) and // will be paid for all work performed in excess of eight (8) hours in any one **(1)** twenty-four (24) hour period commencing with the scheduled starting time either in advance of or after regularly scheduled hours. The hours of the working day // will be divided into ten (10) periods of six (6) minutes each for the purpose of computing the pay of the Employees. For Employees assigned to ten (10) hour shifts, an overtime rate of time and one-half (1 ½) // will be paid for hours in excess of ten (10) hours up to fourteen (14) hours//.

B. Double Time

1. For Employees assigned to eight (8) hour shifts, the rate of double time (2x) // will be paid for all time worked in excess of twelve (12) hours in any twenty-four (24) hour period. For double time (2x) purposes the twenty-four (24) hour period // will begin with the starting time of the Employee's regularly assigned shift and // will continue until the Employee has completed // their tour of duty and had at least eight and one-half (8½) consecutive hours of rest. For the purpose of achieving the eight and one-half (8½) hour rest period, an Employee's release or next reporting time may be altered by direction of the Company prior to the beginning of the rest period. However, // they // will receive // their regular pay starting with the beginning of // their regular shift as straight time hours worked for pay purposes.
2. For Employees assigned to eight (8) hour shifts, the first scheduled day off worked // will be at overtime (time and one-half (**1½x**)) for any hours in excess of forty (40) regular hours during the work week for the first eight (8) hours worked, at double time (2x) thereafter and the second day off worked // will be double time (2x).
3. For Employees assigned to ten (10) hour shifts, hours beyond fourteen (14) hours in any twenty-four (24) hour period will be paid at the double time (2x) rate. The first day off worked // will be paid at time and one-half (1½x) for all hours worked in excess of forty (40) regular hours within the work week. Hours worked in excess of ten (10) on the first day off worked // will be paid at the double time (2x) rate. All hours worked on the second and third days off worked // will be paid at the double time (2x) rate provided the Employee has worked // their first day off.
4. All Employees in the classification at the bid location may be utilized at the overtime rate (1½x) before utilizing Employees at the double time (2x) rate.

C. Hours used in computing the forty (40) hour work week, other than straight time hours worked, include the following:

1. Sick leave hours paid;
2. Vacation hours paid;



3. Holiday not worked hours paid;
4. // **H**oliday falls on Employee's scheduled work day;
5. Banked Holiday hours used on Employee's scheduled work day;
6. Holiday hours worked;
7. OJI (As long as the Employee has been released to duty and the doctor has cleared the Employee to perform the overtime work [type of work and duration]).
8. Training hours paid; //
9. Union leave (hours paid by the Company later reimbursed by the Union.);
10. Trade days off (trade days worked will not count); and
11. **Jury Duty hours paid.**

D. On fixed shift operations, if as a result of a shift change by the Company, an Employee does not receive eight and one-half (8 ½) hours of rest, the applicable overtime rate will apply until such rest is obtained, unless the Employee changes shifts/days off and // their seniority would have allowed // them to remain on // their existing shift, no overtime will apply. To obtain the eight and one-half (8 ½) hours rest the Company may adjust the Employee's release or next reporting time. This Paragraph does not apply to the schedule changes as set forth in Article 5, **Paragraph F.**

E.

1. When an Employee // has been relieved for the day and is recalled to work, // they will be paid not less than two (2) hours pay at the applicable overtime rate, unless the Employee agrees to work less than the two (2) hours.
2. When an Employee // works on one **(1)** of // their two **(2)** regularly scheduled days off, // they will be paid not less than five (5) hours pay at the **applicable** overtime rate // unless the Employee agrees to work less than the five (5) hours.

F.

1. Employees held in continuous service for more than three and one-half (3½) hours before or after their regular working hours, will then be allowed a thirty (30) minute paid lunch period.
2. Employee(s) held in continuous service for more than four (4) hours after the first lunch period in **Subparagraph F.1.** above, will be granted an additional paid lunch period of thirty (30) minutes and an additional lunch period of thirty (30) minutes for each succeeding four (4) hours.
3. The lunch period for regular day off (RDO) overtime // will be in accordance with Article 5, **Paragraph C.** Hours worked in excess of an eight (8) or ten (10) hour shift on RDO will fall under **Subparagraphs F.1.** and 2. above for any additional lunch period(s).

1 G. A standard list of Employees for all classifications // will be maintained by // Category  
2 Seniority date, for each shift and bid location for the purpose of volunteering for overtime  
3 (the “Overtime List(s)”) (example list attached).

4 1. Employees will indicate their willingness to work overtime on any given day by  
5 including their name on the Overtime List and by indicating the type of overtime  
6 they are willing to work. The types of overtime will be as set forth below:

7 a. Post-Shift Overtime will indicate an Employee’s willingness to work  
8 continuous overtime hours connected to the end of their shift that is  
9 anticipated to be four (4) hours or less and will start immediately following  
10 conclusion of the Employee’s shift.

11 b. Pre-Shift Overtime will indicate an Employee’s willingness to work  
12 continuous overtime hours connected to the beginning of their shift that is  
13 anticipated to be four (4) hours or less and will start immediately prior to  
14 the start of the Employee’s shift.

15 c. Over Four Overtime (“OFO”) will indicate an Employee’s willingness to  
16 work overtime anticipated to be more than four (4) hours following their  
17 regular shift or on their RDO. An Employee willing to work their RDO  
18 outside of their regular shift will put their name on the bottom of the  
19 Overtime List for the other shift(s) they are willing to work.

20 d. Call Back Overtime will indicate an Employee’s willingness to be called  
21 back to work overtime following completion and departure from their  
22 regular shift.

23 e. Any Available Overtime (“AAO”) will indicate an Employee’s willingness  
24 to work any overtime set forth in Subparagraphs G.1(a)-(d).

25 f. Employees may include their preference on the Overtime List to work one  
26 (1) or more of the types of overtime set forth in this Subparagraph G.1.

27 2. The Company will offer and award overtime by classification pursuant to  
28 Category Seniority to Employees on the Overtime List for that day in the bid  
29 location who have the ability to perform the work. When the Employee is not on  
30 shift, the requirement to offer the overtime is satisfied when contact attempt is  
31 made to the phone number listed by the Employee on file with the Company, or  
32 if the Employee is on shift, direct contact (i.e., face-to-face; voice-to-voice) is  
33 required (e.g., phone, radio, or in-person).

34 3. If an insufficient number of Employees accept the overtime offer, the Company  
35 will award the overtime to the required number of Employees in the bid location  
36 in the classification on the Overtime List by inverse Category Seniority.

37 4. Employees may add or remove their name from the Overtime List for any day,  
38 at any time; provided however, Employees may not remove their name if it is on

1 the current Overtime List, and they have already been offered the overtime.  
2 Overtime will not be cancelled by the Company or an Employee within twelve  
3 (12) hours of the start of the overtime shift once awarded by the Company.

4 5. The Company will maintain Overtime Lists a minimum of fourteen (14)  
5 calendar days in advance of possible overtime offer dates. The Company will  
6 maintain a complete record of the Overtime Lists in rolling thirty (30) day  
7 periods for review by the // Union.

8 6. The Company will bargain the effects with the Union prior to implementing any  
9 changes to the current electronic overtime system.

10 7. Overtime will be offered by the types set forth in Subparagraphs G.1(a)-(e) and  
11 awarded to qualified Employees as follows: //

12 a. Post-Shift Overtime, as set forth in Subparagraph G.1.(a), will be offered  
13 and awarded to Employees on the Overtime List at the bid location on that  
14 shift who have indicated a willingness to work Post-Shift Overtime, or it  
15 will be awarded to the Employee // performing the actual work during the  
16 shift if it is impractical to break the continuity of work.

17 b. Pre-Shift Overtime, as set forth in Subparagraph G.1.(b), will be offered  
18 and awarded to Employees on the Overtime List at the bid location on that  
19 shift who have indicated a willingness to work Pre-Shift Overtime.

20 c. Over Four Overtime (“OFO”), as set forth in Subparagraph G.1.(c), will  
21 be offered and awarded to Employees on the Overtime List at the bid  
22 location on that shift who have indicated a willingness to work OFO. OFO  
23 will be offered and awarded in the following order:

24 i. Any Employee on their RDO who would normally work that shift will  
25 be offered and awarded the overtime by Category Seniority.

26 ii. Any Employee from another shift on their RDO who is on the  
27 Overtime List for the shift requiring the overtime will be offered and  
28 awarded the overtime by Category Seniority. An Employee from  
29 another shift may be bypassed if it would result in an insufficient rest  
30 situation.

31 iii. If the overtime is not filled in accordance with Subparagraphs  
32 G.7.(c)(i)-(ii) above, it may be offered and awarded in accordance with  
33 G.7.(a)-(b) by equally splitting (as close as possible) the OFO between  
34 Post- and Pre-Shift Overtime.

35 iv. If, after exhausting the procedures set forth in Subparagraphs  
36 G.7.(c)(i)-(iii), the overtime remains unfilled, the OFO will be offered  
37 and awarded to any Employee on the Overtime List who has indicated  
38 a willingness to work OFO in accordance with Category Seniority.

- d. If after exhausting the procedures set forth in Subparagraphs G.7.(a)-(c), the overtime remains unfilled, the overtime may be offered and awarded to an Employee on the Overtime List who has indicated a willingness to work Call Back Overtime pursuant to Category Seniority.
8. Overtime will be offered and awarded by shift (i.e., First Shift; Second Shift; Third Shift), type (see Subparagraphs G.1(a)-(e)), and by classification pursuant to Category Seniority in accordance with this Article regardless of whether the shift has multiple start/end times. An Employee may be considered ineligible to work overtime if it would result in an insufficient rest situation.
9. An Employee working a relief shift schedule, per Article 5, Subparagraph Q.2., will be eligible for regular day off (RDO) overtime opportunities based on the shift of their last scheduled day of work.
10. When the Company has the need to call an Employee in on a regular day off (RDO), the Company will inform the Employee of the hours anticipated to be worked.
11. When the Company is aware of a requirement for overtime two (2) or more hours before the end of a shift, Employees should be given at least two (2) hours' notice of the contemplated overtime.
12. The Company will not offer or award any overtime more than seventy-two (72) hours ahead of the contemplated overtime.
13. Lead overtime will be offered to Leads signed up on the volunteer Overtime List.
- a. If there are no Leads available to fill the overtime need at the time and one-half (1½x) or double time (2x) rate, or if no Leads sign up on the // Overtime List, the Lead schedule may be filled by upgrading the most senior qualified volunteer regularly scheduled for that shift. If no volunteers are available, the supervisor will assign a qualified // Employee regularly scheduled for the shift.
- b. Notwithstanding the above, in those instances where the Lead requirement triggers are not met as set forth // in Article 4, the Company may use its discretion in determining whether or not to call in Lead overtime.
- c. In those instances where the Company does not call in Lead overtime, Employees in the // basic classification will not be required to perform Lead duties as set forth // in Article 4.
14. In the event there are insufficient volunteers available to work the overtime, the Company will solicit Employees at the affected station to voluntarily work the overtime. Overtime will be awarded among solicited volunteers in the classification pursuant to Category Seniority order first by bid location and then by other bid locations within the station. If no Employees at the affected station accept the solicitation, the Company may call a field trip to cover the overtime.

15. **If the overtime cannot be covered pursuant to Paragraph 14, the Company may declare an overtime emergency //.** The term "**overtime** emergency" as used in this Paragraph means an unforeseen combination of circumstances or the resulting state that calls for immediate action **to cover the overtime**. Such emergency **// will** be stated in writing prior to the **Employee** beginning the overtime assignment, with a copy to the Airline Representative upon written request. The Company may **mandatorily** assign any qualified **Employee in the classification, by inverse Category Seniority order first at the bid location and then the station,** to perform the work utilizing the order **//** set forth below **at the applicable rate of pay //**:

a. Holdover: In the event of an emergency, **Employees** on duty at the bid location may be held over and assigned overtime. In no event will this **Employee** be assigned for more than eight (8) hours past the end of **// their** shift. This eight (8) hour restriction will not apply in the event of weather disruptions or other extreme situations such as accidents or natural disasters.

b. Call-in: Overtime work prior to the beginning of a shift **// will** be assigned by call-in of the **Employees** on that shift in the bid location required.

c. Call-in on Day Off: After utilizing **Subparagraph G.//14** above, and in the event additional overtime is required, overtime **// will** be assigned to those **Employees** on their day off who would normally work that shift in the bid location required.

16. In the event an **Employee** is by-passed **as a result of the Company not following the overtime process set forth in this Article, they will be paid at the applicable rate for all hours bypassed. //**

H. No overtime **// will** be worked except by direction of the proper supervisory personnel of the Company, or **// their** designee, **which could be a Lead.**

I. **// Overtime // hours will only be paid at one rate of overtime pay (e.g., time and one-half (1½x); double time (2x)) provided for in this Agreement //**

J. An **Employee** who is required to report to work after traveling will have **// their** travel time considered as time worked and will be paid the **applicable** overtime rate **//**, except **Employees** assigned to Prudhoe Bay.

K.

1. An **Employee** is required to inform **// their** supervisor in advance, in writing, if any insufficient rest may be incurred. The supervisor may direct the **Employee** in writing to report late to receive sufficient rest. If there are two (2) hours or less remaining in the shift after receiving the required rest the **Employee** will not be required to report for duty and will be paid for the entire shift. If the **Employee** has such an adjusted report time, **// they** will receive straight time pay from **// their** originally scheduled start time. If the specified rest is not received and the **Employee** reports for **// their** next shift at the regular time, the applicable rate of pay will be paid until the rest is

1 obtained provided // **their** supervisor was notified as **set forth** // above. If the  
2 **E**mployee does not advise // **their** supervisor and returns to work at // **their** regularly  
3 scheduled time after an insufficient rest, // **they** may not be paid the applicable  
4 overtime rate.

- 5 2. When an **E**mployee performing aircraft related maintenance approaches a rest  
6 violation, as defined by FAR 121.377, // **they** will advise // **their** supervisor.

1 ARTICLE 7

2 HOLIDAYS

3 A. Employees // will observe the following holidays on the actual day, or at the Company's  
4 option, on the day designated as such by the Federal Government: New Year's Day, Martin  
5 Luther King Day, President's Day, Memorial Day, Independence Day, Labor Day,  
6 Veteran's Day, Thanksgiving Day, the day after Thanksgiving Day, and Christmas Day.

7 B. Operational needs permitting, // the Company will offer at least ten percent (10%) of the  
8 Employees (on each shift, by classification, bid location) the holiday off where there are  
9 ten (10) or more Employees. Management will make every reasonable attempt to  
10 provide additional Employees above the ten percent (10%) off on the holidays  
11 including use of Employees on the Overtime List. Where there are fewer than ten (10)  
12 Employees as defined above, management will make every reasonable attempt to provide  
13 time off on the holidays. The Employee count is based on Employees actually scheduled  
14 to work on that day excluding Employees absent due to vacation, leaves, etc. Any  
15 fractional points will be rounded down.

16 1. The Company will, no later than seven (7) calendar days in advance of a holiday, post  
17 a sign-up sheet requesting volunteers who would like to have the holiday off. The sign-  
18 up sheet // will remain posted for a minimum of three (3) calendar days. All volunteers  
19 selected to have the holiday off // will be notified at least three (3) calendar days in  
20 advance.

21 2. Selection // will be based on the Employee's // Category Seniority commencing with  
22 those who would have worked on the shift and day were it not a holiday. If there are  
23 no volunteers, those not necessary to fulfill the needs will be assigned to have the day  
24 off starting with the Employee(s) with the lowest Category Seniority // within the  
25 classification, bid location, and shift.

26 C.

27 1. Full-time Employees will be compensated with eight (8) hours' pay at the straight  
28 time rate for each day observed as a holiday. Any Employee who works on a day  
29 observed as a holiday will be compensated at the double time and one-half ( $2\frac{1}{2}x$ ) rate  
30 for all hours worked on the holiday, except when the work is immediately preceding  
31 or following a regular shift which is not on the holiday, in which case it // will be at  
32 the applicable overtime rate of pay.

33 2. An Employee working a ten (10) hour holiday shift // will be compensated at the  
34 double time and one-half ( $2\frac{1}{2}x$ ) rate for all hours worked with a minimum of ten (10)  
35 hours, except as provided in Paragraph D. A ten (10) hour shift Employee, whose  
36 regular days off coincide with a holiday, will be paid eight (8) hours at their regular  
37 rate of pay. A ten (10) hour shift Employee who is scheduled to work the holiday, but  
38 not required, will be paid ten (10) hours at // their regular rate of pay.

39 3. Part-time Employees observing the holiday // will receive the straight time rate for the

hours they were scheduled to work on the holiday. If a holiday falls on a part-time Employee's day off, such part-time Employee // **will** be paid holiday pay at the straight time rate for the daily average number of hours the Employee was scheduled to work during the week. To calculate this daily average, the Employee's total scheduled hours during the workweek will be divided by five (5). Part-time Employees who work on a day observed as a holiday will be compensated at the double time and one-half (2½~~x~~) rate for all hours worked on the holiday.

D. When an Employee // is called out to work on a holiday, // **they** will be paid not less than four (4) hours pay at the applicable holiday rate unless the Employee elects to work less than four (4) hours. Holiday work may be scheduled for less than four (4) hours, but an Employee may not be paid for less than four (4) hours' work at the applicable holiday rate.

E. A holiday which falls during an Employee's vacation period will be compensated as a holiday. The Employee's vacation credits will not be charged for the holiday; **provided** however, // **their** vacation period will not be extended because of the reduced number of vacation days charged.

F. Optional Banking of Holiday Hours:

At the Employee's option, they may elect to be paid for holidays as **set forth** // in **Paragraph** C. above or they may elect to bank hours as outlined below. Employees may:

1. Elect to receive time and one-half (1½~~x~~) pay for their regularly scheduled hours worked on the holiday and bank the equivalent holiday hours; or
2. Elect to bank holiday hours not worked in lieu of pay when the holiday falls on their regular day off. **Employees may bank the same number of hours equivalent to their regularly scheduled shift length.**
3. An Employee who works the holiday on their Regular Day Off (RDO) may elect to receive time and one-half (1½~~x~~) pay for their scheduled hours worked and bank the equivalent holiday hours.
  - a. For example, an Employee scheduled to work eight (8) hours on their RDO would be paid eight (8) hours' time and one-half (1½~~x~~) pay and bank eight (8) hours, totaling the equivalent of double time and one-half (2½~~x~~) pay.
  - b. For example, an Employee scheduled to work ten (10) hours on their RDO would be paid ten (10) hours' time and one-half (1½~~x~~) pay and bank ten (10) hours, totaling the equivalent of double time and one-half (2½~~x~~) pay.
4. When a holiday falls on a regular workday and the Employee is given the day off, // **they** will be paid for the day and there // **will** be no hours banked.
5. Overtime hours worked in excess of the scheduled holiday shift (eight (8) or ten (10) hours) // **will** be paid at the holiday rate of pay.



1 G. The Employee // will have the following options for use of banked holiday hours.

2 1. Take Day at a Time vacation (DAT) time, subject to management approval.

3 2. When the Employee bids // their vacation, // they may elect to be paid for // their  
4 banked holiday hours at the straight time rate.

5 3. With at least fifteen (15) days' written notice to // their supervisor, the Employee will  
6 be allowed to use a banked holiday or vacation day to take // their birthday as a paid  
7 day off. Any Employee, whose birthday falls on February 29, may observe // their  
8 birthday on February 28, except during the leap year.

9 4. Any unused-banked time as of the last pay period of the year will be added to the  
10 Employee's vacation accrual with the exception of Employees that have not  
11 completed one (1) year of service with the Company, not to exceed the annual accrual  
12 in accordance with Article 13, Subparagraph B.3.

1 ARTICLE 8

2 **FIELD SERVICE AND SPECIAL PROJECTS**

3 A.

4 1. When Employees // are required to engage in field or emergency work away from their  
5 base, they // will be paid for such work // as set forth in this Article.

6 2. When a field trip // situation arises at a station where Alaska Airlines Technicians are  
7 based, first consideration to perform the work // will be given to all qualified personnel  
8 at that station prior to awarding a field trip //. In the event of safety policy concerns,  
9 unavailability of local resources, manpower depletion and/or operational needs, the  
10 Company may go to other stations. Upon written request from the Airline  
11 Representative, or // their designee in // their absence, within seventy-two (72) hours  
12 of completion of the trip/project, the Local Manager, or // their designee in // their  
13 absence, // will give a written response within seventy-two (72) hours as to the reason(s)  
14 for utilizing personnel from other stations.

15 B. Upon completion of a field or emergency work assignment an Employee // will return to //  
16 their home station in accordance with the orders received at the time // they left // their  
17 home station, or in accordance with the orders // they received from the person to whom //  
18 they were ordered to report in the field.

19 C. // When two (2) or more Technicians are assigned to a field service trip, the most senior  
20 qualified Employee will be appointed as the point of contact and be paid a premium equal  
21 to a Lead if no Lead is available at the station.

22 D. // The Company will reimburse Employees traveling away from their base station for  
23 a field trip and/or CIMF with meals and incidental expenses (M&IE) per diem in  
24 accordance with applicable U.S. Governmental Services Administration (GSA) rates.  
25 Employees will not be required to use their personal automobile for Company business.  
26 Employees traveling away from their base station for a field trip and/or CIMF will  
27 be provided hotel accommodations and travel to/from the hotel in accordance with  
28 Article 21, Paragraph T.

29 E. When an Employee is away from // their home station on a field // trip and/or CIMF //  
30 they // will be paid time and three quarters (1.75x) for all hours from the time they  
31 depart their home station until the time they return to their home station. An  
32 Employee assigned to work during a holiday on a field trip and/or CIMF will be  
33 compensated at the holiday rate of pay for the holiday worked only. //

34 F. An Employee having completed a field // trip away from // their base station, beyond //  
35 their regular shift, // will have at least eight and one-half (8 ½ //) hours' rest before being  
36 required to report for work. An Employee having completed a field // trip // will not be  
37 paid less money, exclusive of expenses, then // they would have received had // they  
38 worked // their regular shift at // their home base. If on return from a multiple day field  
39 trip an Employee has two (2) hours or less remaining in // their shift, // they // will be

1 released from duty for the day with pay.

2 G. When Employees are required to engage in field or emergency work, their tool boxes, tools  
3 and luggage will be protected by the Company at // full dollar value against fire, theft or  
4 damage at base or bases or during shipment. The Company may require the valuation to be  
5 certified in advance of the Employee departing. **In the event a Technician's tools are**  
6 **delayed upon return from a field trip, the Employee will not be required to perform**  
7 **work task(s) requiring the use of those tools, unless the tooling is provided by the**  
8 **Company.**

9 H. Employees traveling or waiting in pay status are prohibited from partaking of alcoholic  
10 beverages.

11 I. Any Employee // required by properly designated Company authority to participate in test  
12 flights or to travel in connection with // their job for all hours away from // their base or  
13 station // will be covered by standard travel accident insurance policy with a death benefit  
14 of **one hundred thousand dollars (\$100,000)** at no cost to the Employee. The Group  
15 Insurance beneficiary will apply unless the Employee designates a beneficiary in a letter  
16 to the Personnel Office.

17 J. Field Trip and Charter/Irregular Maintenance Flight (CIMF) Procedures: **// The Company**  
18 **has the right to determine** when a field trip is required to restore // aircraft or equipment  
19 to service or CIMF. The responsible station Maintenance Manager or // their designee will  
20 be contacted regarding specifics of a potential trip. **The Company will dispatch**  
21 **Employees on a field trip under the following circumstances:**

- 22 a. **Restoration of an aircraft(s) // for return to service has an estimated repair**  
23 **time of three (3) hours or more;**  
24 b. **The arrival time of the Technician(s) selected for the field trip will not delay**  
25 **the estimated return to service time of the aircraft; and**  
26 c. **A rotatable part(s) is required to restore aircraft // to service and is sent from**  
27 **ANC, SEA, PDX, SFO or LAX inventory. //**

28 1. General: **It** will be the Maintenance Manager's, **or their designee's** responsibility to  
29 ensure the **criteria set forth in Paragraph J are met and the** process is conducted in  
30 accordance with the following procedures:

31 a. **Employees //** desiring to be considered for field trips or CIMF must indicate their  
32 preference by signing up on the appropriate volunteer list.

33 b. The volunteer lists will be posted and maintained at each location. **Employees //**  
34 will have the option to add or delete their names at any time prior to the selection  
35 process **beginning. Once the selection process begins, the volunteer list is**  
36 **considered final and names will not be removed.**

37 c. Field Trip-**Employees //** on a temporary upgrade to Lead Technician will be  
38 eligible for field trip considerations as a Technician. Because of the need for

operational continuity, Employees // on a temporary upgrade to supervisor will not be eligible.

d. CIMF-Employees // on a temporary upgrade to supervisor will not be eligible.

e. Those Employees who are on leave of absence, vacation, sick leave, jury duty, on the job injury/modified duty, military leave, classroom training, etc., will not be eligible for consideration for Field Trips or CIMF.

## 2. Field Trip Selection

a. Employees // will be selected by classification from the field trip volunteer list in order of // Category Seniority from the appropriate category of field trips as specified in each station's policy. A notice of any change in the station field trip policy will be given to the Local Airline Representative prior to that change going into effect. Employees // who are or will be present and working at least one (1) hour prior to the planned departure time for the field trip will be eligible for the field trip with priority given to the on-coming shift when two (2) shifts will be eligible.

b. When the field trip is at a remote location, or if there is no help available and the project is of a nature where more than one (1) // Employee is required for safety purposes, at least two (2) // Technicians will be sent on the field trip.

c. Personnel must be qualified on aircraft type and category of field trip (e.g., structures, avionics, engine change and A & P) and possess the required qualification(s).

d. The station(s) supplying Employees // for a field trip will be determined by the Company, considering geographical location and manpower availability.

e. Current overtime status will not prohibit an Employee from being selected.

f. Acceptance of a field trip constitutes implied acknowledgment that the Employee // selected possesses the necessary skill(s). Employees // who volunteer and accept a trip are responsible for their own qualifications and are responsible for the tools that are required for the task in question. Special tools will be supplied by the Company.

g. Unless released by the Manager/Supervisor in charge, field trip assigned Employee(s) // will stay with the task until it is completed.

h. Employees will maintain a neat and clean appearance when flying. Dress code will be in accordance with the Pass Policy.

i. The supervisor will offer the assignment to Employees on the volunteer list and if // they do not have enough volunteers, // they will then assign Employees from the volunteer list in inverse Category Seniority // order. If no volunteers are on

1 the list, the supervisor will assign the field trip to the most junior qualified  
2 **Employee(s) // Employees** may request that they not be assigned to a field trip  
3 if such assignment will cause extraordinary hardship. The manager **// will**  
4 consider such requests on a case by case basis and will exercise managerial  
5 discretion in making the assignment.

### 6 3. CIMF Selection

- 7 a. Personnel will be selected by classification from the CIMF volunteer list in order  
8 of **// Category Seniority** from the appropriate category of CIMF as specified in  
9 each station's policy. A notice of any change in the station CIMF policy will be  
10 given to the Local Airline Representative prior to that change going into effect.
- 11 b. Personnel must be qualified on aircraft type and category of CIMF (**//e.g.,**  
12 **avionics, // A & P//**) and possess the required qualification(s).
- 13 c. The station(s) supplying personnel for a CIMF will be determined by the  
14 Company, considering geographical location and manpower availability.
- 15 d. Overtime status at time of CIMF departure will not prohibit an **Employee** from  
16 being selected.
- 17 e. Acceptance of a CIMF constitutes implied acknowledgment that the **Employee**  
18 **//** selected possesses the necessary skill(s). **// Employees** who volunteer and  
19 accept a trip are responsible for their own qualifications and are responsible for  
20 the tools that are required for the task in question. Special tools will be supplied  
21 by the Company.
- 22 f. Unless released by the Manager/Supervisor in charge, CIMF assigned  
23 **Employees //** will stay with the task until it is completed.
- 24 g. Employees will maintain a neat and clean appearance when flying. Dress code  
25 will be in accordance with the Pass Policy.
- 26 h. The supervisor will offer the assignment to **Employees** on the volunteer list and  
27 if **// they do** not have enough volunteers, **// they** will then assign **Employees** from  
28 the volunteer list in inverse **Category Seniority //** order. If no volunteers are on  
29 the list, the supervisor will assign the CIMF to the most junior qualified  
30 **Employee(s) // Employees** may request that they not be assigned to a CIMF if  
31 such assignment will cause extraordinary hardship. The manager **// will** consider  
32 such requests on a case-by-case basis and will exercise managerial discretion in  
33 making the assignment.

### 34 K. Special Projects

- 35 1. A Special Project is a repair or modification within a station or bid location which  
36 requires specific skills and a dedicated crew to return an aircraft or equipment to  
37 service. The manager responsible for the project will determine when a Special Project

1 crew will be assigned and is responsible for ensuring the selection process is conducted  
2 in accordance with the following procedure. During the selection process, the manager  
3 will brief the Employee(s) of the nature and expected duration of the project.

- 4 2. // Employees desiring to be considered for Special Projects must indicate their  
5 preference by signing on one (1) or more of the three (3) project type volunteer lists:  
6 Structures, Avionics, A & P. The volunteer lists will be posted and maintained in  
7 Category Seniority // order at each station. // Employees will have the option to add  
8 or delete their names at any time prior to the selection process beginning. Once the  
9 selection process begins, the volunteer list is considered final, and names will not  
10 be removed.

11 3. General Requirements:

- 12 a. // Employees must be on the Special Project volunteer list.
- 13 b. // Employees must be qualified and possess the required skills to accomplish the  
14 task.
- 15 c. Current overtime status will not prohibit an Employee from being selected.
- 16 d. Those Employees who are on leave of absence, vacation, sick leave, jury duty,  
17 on the job injury/modified duty, military leave, training, etc., will not be eligible  
18 for consideration for Special Projects.

19 4. Special Project Selection

- 20 a. The selection for the special project will be offered within the bid location, by //  
21 Category Seniority, from the bid location in which the work normally would  
22 have been performed. In the event manpower depletion becomes unmanageable  
23 in the bid location, the Company may bypass the remaining volunteers on the list  
24 from that bid location.
- 25 b. If a Special Project cannot be contained within a bid location, Employees // will  
26 be selected by Category Seniority //, for the remaining open slots, by project  
27 type as stated below. The supervisor will offer the assignment to Employees on  
28 the Special Project volunteer list and if // they do not have enough volunteers, //  
29 they will then assign Employees from the Special Project volunteer list in inverse  
30 // Category Seniority order from the originally identified bid location list. In the  
31 event manpower depletion becomes unmanageable in a specific bid location, the  
32 Company may bypass the remaining volunteers on the list from that bid location  
33 and go to other bid locations (pooled as defined below) or stations.

34 Project Types:

35 Structures:

- 36 1) Other classifications from Sheet Metal bid location pooled together using //

1                    **Category Seniority** as defined in Article 9, **Subparagraph** A.4.

2                    2) All other qualified volunteers within the station pooled together using **//**  
3                    **Category Seniority** as defined in Article 9, **Subparagraph** A.4.

4                    3) All other qualified volunteers from other stations per their field trip list.

5                    Avionics

6                    1) Other Avionics bid Locations (pooled together).

7                    2) All other qualified volunteers within the station pooled together using **//**  
8                    **Category Seniority** as defined in Article 9, **Subparagraph** A.4.

9                    3) All other qualified volunteers from other stations per their field trip list.

10                  A & P

11                  1) Other Aircraft Technician Bid Locations (pooled together) as defined in  
12                  Article 9, **Subparagraph** A.4.

13                  2) All other qualified volunteers within the station pooled together using **//**  
14                  **Category Seniority** as defined in Article 9, **Subparagraph** A.4.

15                  3) All other qualified volunteers from other stations per their field trip list.

16                  **5.** Once a dedicated crew has been assigned to a Special Project, all overtime related to  
17                  that project will be handled within that dedicated crew first.

18  
19                  **6.** Acceptance of a Special Project constitutes implied acknowledgment that the  
20                  **Employee //** selected possesses the necessary skill(s). **Employees //** who volunteer  
21                  and accept a Special Project are responsible for accurately advising the Company of  
22                  their level of experience/qualifications.

1 ARTICLE 9

2 SENIORITY

3 A. Company Seniority of present Employees will include total length of continuous service  
4 with the Company or any of its predecessor companies **for the purposes of obtaining**  
5 **benefits, bidding vacation, and travel boarding priority regardless of departmental**  
6 **transfers. //**

7 B. **Union Category Seniority (“Category Seniority”) will be defined as the length of**  
8 **service for which an Employee receives credit in any of the classifications set forth in**  
9 **Article 4 and will accrue from the date upon which an Employee enters such**  
10 **Category.**

11 1. **Initial Category Seniority for Employees employed in any of the classifications**  
12 **set forth in Article 4 at the date when this Agreement is ratified will be calculated**  
13 **using the Employee’s Technician and Related seniority.**

14 2. **Category Seniority will govern as provided for in this Agreement.**

15 3. **The Union Categories to be recognized for seniority purposes will be as ranked**  
16 **below:**

17 a. **Category 1**

- 18 i. **Lead/OJT Maintenance Controller.**  
19 ii. **Maintenance Controller.**  
20 iii. **Lead/OJT Inspector.**  
21 iv. **Inspector.**  
22 v. **Lead/OJT Technician (Aircraft, Machinist, Avionics, Facilities,**  
23 **Automotive).**  
24 vi. **Technician (Aircraft, Machinist, Avionics, Facilities, Automotive).**

25 b. **Category 2**

- 26 i. **Lead/OJT Fleet Service.**  
27 ii. **Fleet Service.**  
28 iii. **Technician Helper.**  
29 iv. **Lead Janitor.**  
30 v. **Janitor.**

31 **//**

32 C.

33 1. New Employees **// will** be regarded as probationary Employees for the first **one**  
34 **thousand forty (1,040)** hours worked during their employment. Prior to the



1 completion of // their probationary period, the Company may administer a written  
2 and/or practical trade test to help measure the probationary Employee's skills and  
3 abilities. The Company // will have the right to unilaterally terminate any Employee  
4 during the probationary period.

- 5 2. If retained in the service of the Company after the probationary period, the names of  
6 such Employees // will then be placed on the Seniority List in the order of the date of  
7 their original hiring. The date of hire will be the Employee's first day of paid service.  
8 To decide the position of two (2) or more Employees on the Seniority List, whose  
9 hiring date or date of entering a // Category is the same, the following procedure will  
10 be used in sequence as outlined below:

- 11 a. Date of entering // Category;  
12 b. Hiring date;  
13 c. Chronological age.

- 14 3. Any Employee who has had a break in service during their // probationary period and  
15 who is re-employed within three hundred sixty-five (365) days from the last day  
16 worked prior to their // break in service will be credited with previous Company  
17 service in the // Category and their // seniority date will be adjusted by excluding the  
18 break in service time. All hours worked by a probationary Employee in a temporary  
19 position will count towards completion of the probationary hours.

- 20 D. Seniority lists, showing the // Category and Company Seniority dates of all Employees  
21 // are made a part of this Agreement, corrected to December 1, April 1 and August 1 will  
22 be posted by January 1, May 1 and September 1 of each year on the M&E website.

- 23 1. The Company will supply the Seniority List to each Airline Representative and the  
24 AMFA Administrative Office electronically.
- 25 2. The lists will be arranged and numbered in seniority order by // Category and will  
26 show each Employee's name and // Category date, Company Seniority date,  
27 current bid location, classification, and will be subject to correction upon protest, if  
28 complaint is filed within thirty (30) calendar days after the Local Contract Committee  
29 or Local designated Shop Representative and the Company Supervisor have  
30 electronically received the seniority list.

- 31 a. Protests // will be filed through the Local Contract Committee and directed to  
32 the Airline Representative and the Company Personnel Department.

- 33 b. The Airline Representative and the Company // will meet within ten (10)  
34 calendar days of receipt of the protest to resolve the protest and reply to the  
35 Local Contract Committee. If no protest is filed within the aforementioned  
36 thirty (30) calendar days from the initial time the Employee's name appears  
37 on a particular list, such list // will be presumed beyond question to be correct;  
38 and no protest, grievance suit, or other means // will thereafter be commenced  
39 or entertained to change said date for any Employee unless a subsequent list

- 1 alters their // seniority date.
- 2 E. Employees promoted to positions within the Company not covered by the Agreement will  
3 retain and continue to accrue seniority in their current Category(ies) // from which  
4 promoted for a period of ninety (90) calendar days from the time of the promotion. //  
5 During such time they // will // have the option of returning to // their former position  
6 under the Agreement.
- 7 1. After completion of the aforementioned ninety (90) calendar day period, // they //  
8 will cease to accrue, but will retain their former // Category Seniority for a period  
9 not to exceed two (2) years on a cumulative // basis.
- 10 2. If during the aforementioned two (2) year period, // they are laid off as a management  
11 employee, they // will be permitted to exercise // their retained Category Seniority to  
12 bid a vacancy, or to displace the most junior Employee in the highest // Category in  
13 which // they hold seniority at the location from which promoted.
- 14 3. After the two (2) year period set forth in Subparagraph E.1., their // name will be  
15 removed from all seniority lists.
- 16 F. Employees who are selected to fill a temporary management position within the Company,  
17 not covered by this Agreement, will retain and continue to accrue seniority in their current  
18 Category(ies) // from which promoted for a period not to exceed ninety (90) days worked  
19 in such position(s) on a cumulative basis per rolling twelve (12) month period. //
- 20 1. During such time, // they // will have the option of returning to their // former position  
21 under the Agreement without penalty or loss of Category Seniority.
- 22 2. While filling a temporary upgrade to a management position, such Employee is not  
23 eligible for overtime under this // Agreement.
- 24 3. // After completion of the ninety (90) days as outlined in this // Paragraph F., an  
25 Employee selected for an additional upgrade to a temporary management position not  
26 covered by this Agreement will retain but not accrue // Category Seniority. //  
27 Category Seniority accrual will cease during this additional time spent in management  
28 for the remainder of the calendar year.
- 29 4. On a quarterly basis the Company will furnish the Airline Representative(s) with a  
30 report of all temporary management days worked in accordance with this //  
31 Paragraph F. //
- 32 G. Employees // will lose their seniority status and their names will be removed from the  
33 seniority list under the following conditions:
- 34 1. // They quit // or resign //;
- 35 2. // They are discharged for cause;

3. // They are absent from work for // five (5) consecutive work days without properly notifying the Company for the reason of // their absence unless a satisfactory reason is given for not notifying the Company;
4. // They do not inform the Company in writing // of // their intention to return to service within seven (7) calendar days of receipt of notice offering actual or potential re-employment; or
5. // They do not return to the service of the Company on or before a date specified in the notice from the Company offering them // re-employment which date // will not be prior to fifteen (15) calendar days after sending such notice. The date or re-employment may be earlier if // agreed upon by the Employee accepting recall and the Company. // This Subparagraph G.5. // will not apply to work offers of less than ninety (90) calendar days.
6. All notices required to be sent under // Subparagraphs G.(4)-(5). // will be sent by registered mail, return receipt requested, to the Employee at the last address filed by them // with the Company. // Employees will promptly advise the Company of any change of address.

H. Any Employee holding seniority in a Category // higher than their // present // Category and failing to bid on a posted job in such higher // Category for which // they have previously qualified, // will lose all seniority in such // Category, except, at no time // will an Employee be compelled to bid on a vacancy at another station. The same // will apply if their // bid is withdrawn prior to the bid award or failure to accept after the award.

1. // These provisions of Paragraph H. may not apply for a period of six (6) months after an Employee has been transferred to their // present station if they // receive an exemption from the local Airline Representative(s). The Airline Representative(s) // will advise the Company in writing of such exemptions prior to the awarding of the bid.
2. When an Employee successfully bids from a higher Category // to a lower Category //, // they // will lose // their seniority in all // Categories which are rated higher than the one to which // they have successfully bid.

I. Employees who have given long and faithful service in the employ of the Company and who have become unable to handle their normal assignments, may request to be given preference for such other available work as they are able to handle.

J. Employees successfully bidding // to a higher // Category // will retain and accrue seniority in the Category // from which they advanced //.

K. In the event of a vacancy in a Category 1 position // as set forth in Subparagraph B.3.a. // above, those Employees // having the proper qualifications within Category 2 // will be allowed to bid on that job before a non-Employee // is hired into that vacancy. If an Employee who does not already have // Category 1 seniority // fills such a vacancy, they // will begin to accrue Category 1 seniority // and // will retain and continue to accrue

Category 2 seniority. //

L. When it becomes necessary to reduce the number of Employees in any classification //, the Company will reduce the Employees in that classification with the least Category Seniority at the affected station in any given bid location.

1. Prior to a reduction in force (RIF) of five (5) or more Employees, or more than twenty percent (20%) at a station, the Company will meet with the Local Airline Representative(s) to discuss their plans including any possible relocation impact to affected Employees. The discussion may include whether additional relocation assistance should be considered beyond what is // set forth in Article 15, Subparagraph C.1.

2. In the event of // a RIF of Employees who have completed their probationary period, two (2) calendar weeks' notice (or such longer period as may be required by law) // will be given by the Company, or pay in lieu thereof, with a copy of such notice furnished to the Local Airline Representative(s) and to the AMFA National Administrative Office. If employment is temporarily interrupted because of a strike or picketing of Company premises, an act of God, a national war emergency, revocation of the Company's operating certificate(s), or grounding of the // Company's aircraft by government order, the notice will not apply.

3. The Employee(s) affected by a // RIF // will, within seven (7) calendar days, give written notice on a furlough option sheet to the Company and the Union exercising // their Category Seniority in the following manner or their // name // will be stricken from all seniority lists. Reference Subparagraph N.1//.

a. They // must displace the most junior Employee in // their current classification in any bid location at their // station, or accept a vacancy in their // current Category // at their // station.

b. If unable to exercise their // current // Category Seniority in // their own station, they // must further exercise their // Category Seniority by one (1) of the options outlined below.

i. Displace the most junior Employee at any station in their // current // Category // system wide //. Employee(s) who have exercised their Category Seniority by this Subparagraph will have first right of recall to the station from which they were furloughed.

ii. Displace the most junior Employee in any // Category in which // they hold seniority at // their station, or accept a vacancy in any // Category // they hold seniority in at their // station.

iii. Provided the Employee is unable to exercise seniority in // Subparagraph 3.b.ii above, // they may displace the most junior Employee at any station in any // Category in which // they hold seniority or accept a vacancy in any // Category in which // they hold

seniority. This option will entitle the Employee to first right of recall to the station from which they were // furloughed.

- iv. An Employee may go on layoff status at the station // affected by a // RIF, providing // they have exercised seniority within their Category to fullest extent possible. // An Employee who is unable to exercise seniority in their Category may, but is not required to, exercise their seniority in a lower Category, and // may elect to go on // layoff status rather than exercise seniority in a lower Category classification, in which event // they will lose severance pay and seniority in // the lower Category. //

//

4. Employees given layoff notice and accepting a layoff at their station will be required to inform the Company and the Union in writing if they will accept re-employment of less than ninety (90) calendar days. An Employee will be allowed to change their // intentions with another letter mailed prior to the mailing date of the letter from the Company offering re-employment.
5. Employees electing to exercise the above options will not be permitted to displace a junior Employee at some later date.
6. Employees on layoff will continue to accrue seniority in all // Categories from which laid off for up to two (2) years provided // they abide by // Subparagraph 3.b. above and // will have recall rights for ten (10) years from the date of // layoff, unless otherwise relinquished per this Article.

M. In the event of the geographical relocation in whole or in part of any of the work performed by any of the Employees //, the Employees affected will have the option of following the work or exercising their seniority rights as provided for in Paragraph // L. above. In the case of geographical relocation of work between maintenance stations within a fifty (50) mile radius, the Employees in the affected station(s) will first be offered the opportunity to voluntarily follow the work in seniority order. If // an insufficient number voluntarily elect to follow the work, the remaining number will be selected in reverse seniority order and have the option of following the work or exercising their seniority rights as provided for in Paragraph // L. above. // In the event of a geographical relocation, an insufficient number of // Employees transfer to such jobs, the remaining vacancies will be filled in accordance with the Agreement.

N. Recall of Laid off Employee(s) - An Employee on “layoff”, for the purpose of Article 9, is // an Employee who has been displaced from their // station // and is not employed in any position covered by this Agreement.

1. At the time of // RIF notice, the affected Employee(s) will indicate on // their RIF option sheet the stations to which // they will accept recall. A recall form must be filed by January 15th of each year, pursuant to Article 9, in order to remain eligible for recall. Subsequently, a preference bid pursuant to Article 10 may be utilized to identify

additional stations to which // they wish to be recalled.

Example: An Employee on station layoff, who submits a preference bid and accepts recall to a station other than one indicated on // their RIF option sheet/recall form will be removed from the recall list but will not be subject to the restrictions // set forth in Article 10, Paragraph I. In order to return to // their original station they // must submit a preference bid.

Example: An Employee on station layoff, who submits a preference bid but declines recall to a station other than one indicated on // their // RIF option sheet/recall form will be subject to the restriction outlined in Article 10, Subparagraph A.1.

2. An Employee on layoff who fails to accept recall to a selected station will lose their // seniority and // they will be considered to have resigned from the Company.
3. An Employee on layoff who is recalled // will be given notice by certified mail, return receipt requested, to the last known address of record. A copy of this notice // will also be sent to their // Airline Representative(s). The Employee must notify the Company in writing // within seven (7) days of receipt as to whether // they intend to report for work at the designated time. Failure to notify the Company within the seven (7) days and report at the designated time will result in the loss of all seniority rights and the Employee will be considered to have resigned.
4. Concurrent with notice of recall referenced in Subparagraph N.3. // above, the Company may send a notice of potential recall to other laid off Employee(s) who have designated the same station. Such notice // will be by certified mail, return receipt requested to the last known address of record. A copy of this notice // will also be sent to their // Airline Representative(s). The Employee must notify the Company in writing or electronic mail within seven (7) days of receipt as to whether // they intend to accept recall to such station if offered. Failure to notify the Company within the seven (7) days will result in the loss of all seniority rights and the Employee will be considered to have resigned.
5. An Employee who elects to take a station layoff in lieu of exercising their // seniority to the fullest extent on the system, will be eligible to be awarded a vacancy according to their // Category Seniority. This Employee does not have first recall rights.
6. There will be no preference bids awarded at a station until all Employees in that // Category with first recall rights have either been returned or refused recall to that station. If an Employee refuses recall // they // will forfeit all of their // recall rights.
7. If a new bid location or station is opened, the Company will notify the Airline Representative(s) in writing prior to the posting of the bid.

Q. Furloughed Employees Bidding Parameters - An Employee on “furlough” for the purpose of Article 9, is // an Employee who has been displaced from // their station or // Category but continues to be employed in another station or different // Category covered by this Agreement.

1. A furloughed Employee may preference bid to other bid locations at // their station without losing // their recall rights to // their original station.
  2. An Employee who has exercised // their Category Seniority rights to bid to any other station after the initial move caused by the furlough, will forfeit all recall rights to the original station from which they were furloughed.
  3. An Employee who has been furloughed and exercises // their Category Seniority to another station at the time of furlough will have first recall rights back to the station from which // they were furloughed for a period of two (2) years in any // Category in which // they hold seniority.
  4. An Employee who has exercised // their Category Seniority to stay within // their station at the time of furlough will not have first recall rights to the position from which // they were furloughed.
- P.** An Employee who has passed probation and transfers to another bargaining unit // will retain and continue to accrue seniority under this Agreement during // their probationary period in the new position, provided // they continue to pay dues to the Union //. If the Employee does not complete said probationary period for any reason, the Employee // will be returned to // their previous classification under this // Agreement if a vacancy exists // for which // they are qualified, without loss of seniority. If no vacancy exists, the Employee will be placed on layoff status and must place a preference bid on file. In order to claim this right of return, the Employee must deliver a written notification of intent to return to the supervisor of their // former bid location within fourteen (14) calendar days of either notice to the Employee of failure to pass probation or the Employee's notice to the Company of their // intent to resign from the new position. Successful completion of their // probationary period // will be cause to remove the Employee from the seniority list covered by this Agreement.

1 ARTICLE 10

2 VACANCIES

3 A. Employees // who desire to move to another station, bid location, or classification will place  
4 a preference bid on file with the Company. The Employee may specify part-time, full-time,  
5 shift and days off. An Employee filing a preference bid for a position in which they // hold  
6 seniority is not required to list any qualifications. The preference bid may be submitted at  
7 any time to // Centralized Bidding // at which time the bid will be time/dated and //will  
8 become effective //immediately. When vacancies are posted, (reference Paragraph H) bids  
9 may be filed electronically by the closing date of the posting. Electronic bids will only  
10 remain active until the posted position is filled.

11 1. Preference bids may be withdrawn at any time. The procedure for withdrawal will be  
12 electronic via Centralized bidding, // at which time the withdrawal will be  
13 time/dated. Employees with bids on file must renew them between January 1 and  
14 January 15 of each year to keep them valid. If an Employee refuses to accept a  
15 preference bid award, they // will not be awarded another preference bid for a period  
16 of six (6) months unless furloughed per Article 9, Subparagraph K.2.

17 2. Preference bids // will be utilized for bidding vacancies, // from furlough to a vacancy,  
18 and // vacancies to and from full-time and part-time positions. Movement between  
19 full-time and part-time positions within a bid location will also be allowed on a shift  
20 realignment. However, such movement will not require use of a preference bid.  
21 Preference bids // will not be used for bidding days off, shifts or starting times within  
22 a bid location.

23 3. If an Employee is not awarded an upgrade to a premium position (i.e., Lead,  
24 Inspector, OJTI, a Maintenance Control position) or to a higher Category // due  
25 to a lack of qualifications (not seniority), the Company // will, within seven (7) days  
26 of the award, give the reason(s) in writing to the Employee not receiving the award.  
27 Whether an Employee is presently working in the premium position at issue will  
28 be factored into consideration of qualifications.

29 4. Vacancies projected to be ninety (90) days or longer in the // Categories covered by  
30 this Agreement // will be awarded to those Employees who have a valid preference  
31 bid on file for the vacancy.

32 5. "Vacancy" for purpose of this Article 10 // will be defined as an open position  
33 established by the Company which resulted from // an unfilled trickle bid following  
34 either an Employee leaving a bid location or an increase in the number of Employees  
35 at a bid location. If the un-bid vacancy is abolished or moved to another location,  
36 the Company will provide written notice to the Airline Representative(s).

37 6. New Employee(s) may not submit preference bids during their probationary period.

38 7. Preference bids // will be // time-stamped // by the receiving Company representative.  
39 The original // preference bid // will be retained by the Company //. The // Airline



Representative(s) **will be granted access to view posted and awarded preference bids in all locations.** If the Union questions a bid award, it may review all preference bids on file for that position.

8. No bid on file **// will** be altered in any way. Changes **// will** be made by submitting a new bid.

9. If an **Employee** is, on the same day, awarded two (2) or more awards by preference bid and accepts a vacancy and thereby rejects other bid awards, **// they** will not be restricted from filing additional preference bids as set forth in **Subparagraph A.1.**, above.

10. Within ten (10) days, the Company **// will** post at each job location a notification showing the name and seniority date of the **Employee** awarded the preference bid. The award **// will** remain posted for five (5) days.

11. The Company **// will** release the **Employee** within thirty (30) days of the acceptance of the bid award, unless the original vacancy posting identified an effective date, or an alternative release date is **//** agreed to.

B. All vacancies **//** at any new station, or **vacancies within** classifications not currently utilized at a station, **// will** be bulletined **via Central Bidding //**. The bulletin **// will** state the number of vacancies to be filled, the classification of the job, the station, the qualifications for the job, duties to be performed, the place where bids are to be sent, and the last date on which they will be submitted. Such date will be a minimum of seven (7) days after the bulletin is posted. Any **Employee** selected to fill such a vacancy **// will** be available to begin the assignment within the maximum of ten (10) days after being released from **their //** job. An **Employee** may, at **// their** option, utilize earned vacation (excluding Article 13, **Subparagraph C.5.** to defer loss of pay during the ten (10) days). Employees who are on vacation when a job is bulletined will be allowed to bid on the position within three (3) days after their return to work.

C. Ability, plus **Category //**Seniority **// will** govern when filling vacancies. Employees**//** who have been awarded a bid and are subject to the provisions of **Subparagraph D.1** below, will be notified in writing.

D. Employees entering into a vacancy will be afforded an assessment period as defined in **Subparagraphs 1. or 2. below:**

1. Except as provided in **Subparagraph D.2.** below, **an Employee** who does not hold seniority in the **// Category** or who does hold seniority but has not demonstrated **// their** ability to perform the work on the present type of equipment or present methods of work will be permitted to hold the job for a minimum of **one hundred twenty (120)** hours worked and **// a maximum of four hundred eighty (480)** hours worked on a trial basis in order to demonstrate **// their** ability to perform the work required by the job **(the "trial period"). //** **Employees** may be given written evaluations **during the trial period.** Additionally, there will be a requirement for at least one **(1)** written evaluation at the mid-point of the trial period. **// If the Employee is unable, during**

1 the trial period, to demonstrate // their ability to perform the work required by the  
2 job, they // may:

- 3 a. Return to // their previous station and assignment;//
- 4 b. Exercise // their seniority to a classification in which they // already hold  
5 Category Seniority by bidding a vacancy; or
- 6 c. Exercise // their seniority to a classification other than the one in which they  
7 // were // unable to demonstrate // their ability by bidding to a vacancy.

- 8 2. An Employee who does not hold seniority in // Category 1 or moving from a  
9 Category 1 position to Maintenance Controller will be permitted to hold the job for  
10 a minimum of one hundred twenty (120) hours worked and a maximum of one  
11 thousand forty // (1,040) hours worked on a trial basis in order to demonstrate //  
12 their ability to perform the work required by the job (the “trial period”). //  
13 Employees may be given written evaluations. Additionally, there will be a  
14 requirement for at least one (1) written evaluation at the mid-point of the trial period.  
15 // If the Employee is unable, during the trial period to demonstrate // their ability to  
16 perform the work required by the job, they // may:

- 17 a. Return to // their previous station and assignment;//
- 18 b. Exercise // their seniority to a // lower Category // than Technician by  
19 bidding to a vacancy; or
- 20 c. Exercise // their seniority to a different basic // classification within their  
21 Category other than the one in which they // were unable to demonstrate //  
22 their ability by bidding to a vacancy.

- 23 3. If an Employee is unsuccessful in // their // trial period as provided for in  
24 Subparagraphs D.1. or D.2. above, they // will not, for a period of six (6) months be  
25 permitted to bid for another vacancy in the classification // in which they // were  
26 unable to demonstrate // their ability. // The Employee will be allowed a reasonable  
27 period from the time they // are relieved of // their duties until // they // are required  
28 to report for work at // their station established as set forth in Paragraph D, above.  
29 // Station changes due to the provisions above will have allowances provided for in  
30 Article 15, Subparagraph C.1.a.

- 31 4. A successful bidder entering into a classification, whose employment in that  
32 classification is interrupted because of reasons other than an inability to demonstrate  
33 the “ability to perform the work,” as provided in Subparagraph D.1. or 2., will retain,  
34 but not continue to accrue // Category // Seniority for a period of eighteen (18)  
35 months. However, such seniority accrual will not be awarded until they have //  
36 successfully completed the hours as required in Subparagraph D.1. or D.2. for this  
37 trial period, at which time // their Category // Seniority will be adjusted to reflect all  
38 hours worked.

- 39 E. During the interim required to fill a vacancy, the Company may select an Employee to fill  
40 the vacancy temporarily. Employees temporarily transferred from their regular work to the

work of any other classification covered by this Agreement // will receive their regular rate of pay or the minimum rate of the classification, whichever is higher, for performing such work.

F.

1. In the case of vacancies not expected to exceed ninety (90) calendar days or vacancies of less than ninety (90) calendar days when an Employee will not accept recall as provided in Article 19, Paragraph F., the Company may select an Employee to fill this vacancy on a temporary basis. The selection will be based on Category Seniority and ability insofar as practical. At the end of ninety (90) calendar days the vacancy will be awarded in accordance with Subparagraph A.4. above.
2. At un-staffed locations (bid locations or stations), where the Company is considering creating vacancies, or temporary operational needs require the staffing of Technicians, the Company may select an Employee, utilizing the preference bidding procedures, to work at that location on a temporary basis, not to exceed one hundred eighty (180) days. The assignment to an un-staffed station will be posted for bid for the station or stations deemed able to support the coverage, and selection will be based on Category Seniority and ability insofar as practical.
3. At staffed locations, the Company may offer temporary duty (TDY) assignments to stations with temporary staffing needs on a voluntary basis. The assignment will not exceed thirty (30) calendar days. The Company may cover housing, per diem, and other expenses for the duration of the assignment, as defined in the posting of the TDY assignment. TDY assignments will be posted for bid for the station or stations deemed able to support the coverage, and selection will be based on Category Seniority and ability insofar as practical.

G. An Employee // assigned to a temporary job // as set forth in Paragraphs E. and F. of this Article // will, upon such discontinuance of such temporary job, be returned to the job in their // former position // and bid location that their // seniority entitles // them.

H. In the event a vacancy // exists at any location on the Company's system, the Company will post the vacancy electronically. Employees // will be given a minimum of seven (7) days to bid on the position. If no qualified Employee bids, the Company may hire a new Employee or offer the position to any existing Employee.

I. When an Employee has been transferred (not furloughed) or hired to fill a vacancy, // they // will not be entitled to receive an award of a preference bid to a different station for a six (6) month period, unless // they are bidding into a premium position // or a newly opened station.

J. All preference bids will be awarded by using a centralized bidding procedure.

K. Lead Selection

1. Leads // will be selected from those Employees who // have worked least two (2)

1 years **in the** basic classification **(e.g., two (2) years worked as an Aircraft**  
2 **Technician to be a Lead Aircraft Technician; two (2) years worked as an**  
3 **Inspector to be a Lead Inspector)** // and who hold all of the applicable licenses as  
4 required by this Agreement or by law.

5 **2.** Selection of Leads // **will** be based on possession of the qualifications necessary to  
6 direct and lead the members of the group in the following areas: technical skills,  
7 leadership skills, organizational and communication skills. A selection committee  
8 composed of an equal number (minimum of two **(2)** each) of management and AMFA  
9 appointed **E**mployees from the basic classification in the bid location where the  
10 vacancy exists will interview the candidates to evaluate their qualifications.

11 **3.** The **selection** committee will determine whether the candidates meet the minimum  
12 qualifications, and the committee will select the most overall qualified candidate to  
13 fill the vacancy.

14 **4.** If a tie emerges **as to the most overall qualified candidate, Category** // **Seniority**  
15 will prevail **and the candidate with the most Category Seniority will be selected**  
16 **to fill the vacancy.** //

1 ARTICLE 11

2 LEAVE OF ABSENCE

- 3 A. All Leaves of Absence (LOA) // will be without pay.
- 4 B. All requests for // LOA must be made through the Employee's immediate supervisor. After  
5 their // initial probation period, // an LOA may be granted upon written request, such  
6 request being made at least fifteen (15) calendar days prior to commencement of a desired  
7 LOA //, except in an emergency. The Company // will give fourteen (14) days' written  
8 notice to rescind // an LOA that has been approved. An Employee on // an LOA desiring  
9 to return prior to the expiration of such an LOA must give fourteen (14) days' written  
10 notice and may return with Company approval.
- 11 C. Where a justifiable reason exists and requirements of the service will permit, an Employee  
12 // will be granted // an LOA in writing for a period not in excess of ninety (90) days. Under  
13 such // LOAs the Employee // will retain and continue to accrue seniority. Copies of the  
14 approval // will be forwarded to the Personnel Department and the appropriate Airline  
15 Representative of the Union. Such LOAs // may be extended for additional periods not to  
16 exceed thirty (30) days when approved in writing by both the appropriate supervisor and  
17 the Airline Representative. During such extension the Employee will retain, but not  
18 continue to accrue seniority except where the // LOA has been granted because of health,  
19 injury, or special assignment by the Company, in which case seniority // will accrue during  
20 the entire period of the LOA //. No LOA // for sickness or injury may exceed a total  
21 continuous period of three (3) years. Military, Maternity and Medical Leave // will be  
22 excluded from the ninety (90) day limitation as set forth above.
- 23 D. // Maternity LOA.
- 24 Employees who are certified as unable to work during pregnancy by a healthcare  
25 provider of their choice will be considered on a Medical LOA. Employees who are  
26 granted an LOA after the birth of a child, or after a miscarriage, will be required to  
27 return to work within one hundred twenty (120) days after the birth of the child or of  
28 a miscarriage, unless an extension is granted. Said extension may not exceed an  
29 additional sixty (60) days. At the conclusion of the LOA, the Employee must give the  
30 Company three (3) weeks' advance notice of the date they intend to return. Employees  
31 who are granted a Maternity LOA will retain and accrue seniority for the duration  
32 of the LOA. If federal, state and/or local laws or regulations provide Maternity LOA  
33 and/or pregnancy benefits in excess of what is provided for in this Agreement, such  
34 laws or regulations will control.
- 35 E. When more than one (1) Employee requests // LOA over the same period of time and the  
36 reasons for requesting the LOAs // are similar, Company Seniority // will apply. Once  
37 granted, the // LOA will not be rescinded due to a request by a more senior Employee.
- 38 F. The // Parties will abide by the Uniformed Services Employment and Reemployment  
39 Rights Act (USERRA). //

- 1 G. Employees elected to positions in the service of the Government of the United States or  
2 any political subdivision thereof, // will be granted an indefinite // LOA by the Company.  
3 An Employee on // LOA for this purpose // will retain and continue to accrue seniority but  
4 // will have no other Employee benefits. The Employee will be compensated for any  
5 accrued vacation and will retain whatever sick and occupational injury accruals // they  
6 had at the time the // LOA began. Thirty (30) days after the expiration of // their term of  
7 Government office, the Employee // will report to work or forfeit // their seniority.
- 8 H. Employees // will, upon returning from an authorized // LOA or extension thereof, be  
9 returned to the bid location, // position (shift and days off) that they held at the time they  
10 left on // LOA. If there is a shift realignment during the time of the Employee's // LOA, //  
11 the Employee // must keep // their manager/supervisor informed of // their preference for  
12 position(s). Failure to do so will result in the Employee, upon return, being assigned to a  
13 position (shift and days off) until the next shift realignment.
- 14 I. Any Employee // who engages in gainful employment while on // LOA without prior  
15 written permission from the Company and Union, except Employees on special  
16 assignments in the interests of the Company, // will be deemed to have resigned from the  
17 Company's service and // their name will be stricken from the seniority roster.
- 18 J. Employees who lose time due to being released from duty for authorized // Union Business  
19 will be paid for the time lost for which they had been scheduled to work and the Company  
20 will bill the // Union for the time lost as a result of such release.
- 21 1. Each month, the Company will supply // the Union with a list of Employees who  
22 received wages and benefits, covered by this Agreement, during the previous month.  
23 In addition to the amount of reimbursement for wages, an additional payment in the  
24 amount of // twenty-eight point sixty-eight percent (28.68%) // will be added for  
25 those fringe benefits accrued by the Employee while on // Union Business.
- 26 2. The Employees on // Union Business are considered active Employees and will  
27 continue to receive and accrue all Employee benefits at the same rate as if they were  
28 on the job as active Employees. //
- 29 3. Employees on the // Union Negotiating Committee will be covered under this  
30 Paragraph. While in negotiations, members of the // Union Negotiating Committee  
31 will be on // Union business. Employees covered under this Subparagraph, J.3., will  
32 be considered on day shift with Saturdays and Sundays off during periods of actual  
33 negotiations or voting in conjunction with negotiations. Their work week will start  
34 and end at midnight between Friday and Saturday; provided however, if // negotiation  
35 sessions are scheduled // more than thirty (30) days apart, the Employee should return  
36 to // their normal work schedule.
- 37 4. Authorized // Union Business will be requested by the National Director or the Airline  
38 Representative(s) through written notification to // Labor Relations.
- 39 5. Employees accepting a full-time // position with the Union as representatives of  
40 Employees // will be granted // an LOA in accordance with this Paragraph. Thirty

1 (30) calendar days after // conclusion of // their full-time Union position //, the  
2 Employee // will report for work or forfeit // their seniority.

3 K. During periods of furlough, consideration will be given to requests for LOA // from senior  
4 Employees, when granting such leaves will result in the retention of qualified junior  
5 Employees.

6 1. When it becomes necessary to reduce staff by furloughing Employees, an Employee  
7 with more // Category Seniority who would not otherwise be furloughed may, at the  
8 Company's discretion, be granted an // LOA of up to two (2) years to enable  
9 Employees with less Company service to work.

10 2. Employees with more // Category Seniority, accepting a leave in lieu of furlough  
11 (LILOF) under the circumstances described above, will retain limited on-line travel  
12 privileges as outlined in System Regulations.

13 3. Under such leaves the Employee // will retain and continue to accrue seniority.

14 4. Employees involuntarily furloughed and/or those on an approved LILOF, who would  
15 have subsequently been furloughed, are not eligible for this type of leave.

16 5. LILOF may be granted upon written request and will be considered in seniority order.  
17 Copies of the approval // will be forwarded to the Personnel Department and to the  
18 appropriate Airline Representative of the Union.

19 6. Employees // will, upon return from an authorized LILOF, be returned to the bid  
20 location from which they left and the position (shift and days off) they held at the time  
21 they left on said leave.

22 7. If a shift realignment takes place while an Employee is on an approved LILOF, it is  
23 the obligation of the Employee to keep // their manager/supervisor informed of //  
24 their preference for position(s). Failure to do so will result in the Employee, upon  
25 return, being assigned to a position (shift and days off) until the next realignment.

26 8. Employees // will be exempt from the provisions of Article 11, Paragraph I above,  
27 and may seek any gainful employment during the leave. All other provisions of Article  
28 11 will apply.

1 ARTICLE 12

2 TRAINING

- 3 A. Hours spent in training, or in traveling to and from training, // will be treated the same as  
4 hours spent at work for all purposes under the Agreement. Travel time will be based on  
5 published travel time, including delayed flight time, plus two (2) hours each way.
- 6 B. An Employee may, with Company approval, volunteer to attend non-required training  
7 without pay.
- 8 C. When an Employee attends training away from // their station, the Company will provide  
9 the Employee with meals and incidental expenses (M&IE) per diem in accordance  
10 with applicable U.S. Governmental Services Administration (GSA) rates. Employees  
11 attending training away from their station will be provided hotel accommodations  
12 and travel to/from the hotel/training in accordance with Article 21, Paragraph T. //
- 13 D. When any new equipment is put into service by the Company, Employees // will be given  
14 an opportunity to become familiar with such new equipment without change in  
15 classification or rate of pay; provided~~//~~ however, that the Company may fix a reasonable  
16 time within which such Employees must become familiar with such new equipment. All  
17 Employees assigned to work in the ramp work area will receive proper training in ramp  
18 safety and the use of equipment they are required to operate as set forth in Company  
19 regulations.
- 20 E. The Company may train students and prospective Employees on the job site if it does not  
21 prevent or take work away from regular Employees.
- 22 F. The following procedures will be used to select an OJT:
- 23 1. A selection committee will be assembled to review the potential trainers. The selection  
24 committee will be composed of an equal number of Union and Company appointed  
25 representatives //.
- 26 2. The selection committee will use all of the following criteria in determining which  
27 Employee fills the training positions.
- 28 a. Classification Seniority
- 29 b. Qualifications
- 30 c. Completion of a Company and Union generated Training Skill assessment.
- 31 3. The OJT must have competently performed the work for which they // are training. //  
32 They will have at least two (2) years of basic classification seniority. In the event there  
33 are no candidates meeting the two (2) year minimum requirement or the candidate(s)  
34 that met the two (2) year requirement did not meet the criteria for selection, then  
35 candidates meeting the following criteria will be considered.
- 36 a. For aircraft maintenance, four (4) years of heavy transport maintenance  
37 experience.



- 1                   b. For GSE, Facilities, and Fleet Service, four (4) years of applicable job  
2                   experience.
- 3                   4. A trainer will be paid the training premium over and above their // normal rate of pay.
- 4                   5. While performing the training duties, a trainer will continue to accrue seniority in their  
5                   // basic classification.
- 6                   G. If there are insufficient OJT trainers at the station or on the system willing to perform the  
7                   training, a management trainer may perform on the job training duties.
- 8                   H. The Company will make every reasonable effort to schedule an Employee for training  
9                   within the Employee's normal work schedule. However, the Employee can be scheduled  
10                  to attend training off shift with a minimum of seven (7) days' notice and out of the station  
11                  with a minimum of fourteen (14) days' notice. Once an Employee is scheduled for training,  
12                  they will be required to attend unless the training would cause an extraordinary hardship at  
13                  that time. The manager will work with the Employee on rescheduling such requests on a  
14                  case-by-case basis and will exercise managerial discretion in making the decision. No  
15                  Employee will receive less pay than they would normally receive when they attend classes  
16                  on their regularly scheduled work day(s) or work week.
- 17                  1. If an Employee is scheduled for training for one (1) week or more, their // work week  
18                  // may be modified from their // regular schedule. (For example, for a one (1) week  
19                  class, they may go to training Monday through Friday and have the preceding  
20                  Saturday and Sunday off.) The Employee // will be notified of their // training by  
21                  management. //
- 22                  2. An Employee may be required to attend training on their regular days off when  
23                  training is scheduled for less than one (1) week. The Employee will be paid double  
24                  time (2x) for regular days off spent attending training under these circumstances.
- 25

1 ARTICLE 13

2 VACATIONS

3 A. The calendar year will be used to compute vacation allowances. Employees // will accrue  
4 vacation credits based on their length of service with the Company under this Agreement  
5 on the basis of the scale set forth in Paragraph B. below. Vacation credits // will be accrued  
6 for each month of employment prorated on the basis of the number of straight time hours  
7 worked. **Accrued vacation will be available for use at the beginning of the first pay**  
8 **period of each year.** No vacation credits may be earned in other ways except that the  
9 Company may, at its discretion, approve personal leaves of absence up to eighty (80) hours  
10 per month with accrual for those hours not worked. Vacation credits will be compensated  
11 for at the Employee's base rate of pay.

12 B.

13 1. On completion of one (1) year 6.67 hours  
14 On completion of four (4) years 10.0 hours  
15 On completion of ten (10) years 13.34 hours  
16 On completion of eighteen (18) years 16.67 hours  
17 On completion of twenty-four (24) years 20.00 hours

18 2. No vacation // will be accrued in any calendar month that an Employee is on layoff,  
19 work stoppage, personal leave of absence, extended military leave or suspension for a  
20 period exceeding fifteen (15) calendar days. Vacation // will continue to be accrued  
21 for periods of up to ninety (90) consecutive calendar days when an Employee is absent  
22 due to sick leave, workmen's compensation, Medical leave of absence, Union leave of  
23 absence and special leaves granted by the Company in cases of death, serious illness  
24 or emergency conditions within an Employee's immediate family or in the special  
25 interest of the Company; further provided that such periods will be treated individually  
26 and // will not be accrued as a total in regard to the ninety (90) days limitations.

27 3. Employees // will accrue no more than three (3) years' annual vacation subject to the  
28 provisions of Subparagraphs D.1. and D.2. of this Article (**"Maximum Vacation**  
29 **Accrual"**).

30 a. **Vacation accrued by an Employee above the Maximum Vacation Accrual**  
31 **will be automatically paid out following the last pay period of each year**  
32 **and subject to applicable state and federal income tax withholding and**  
33 **reporting requirements.**

34 i. **Following the last pay period of each year, vacation accrued above**  
35 **the Maximum Vacation Accrual will be automatically paid out up**  
36 **to a maximum equal to one (1) year's vacation accrual (i.e., the**  
37 **amount of vacation that will become available for use in the**  
38 **following year).**

1                   ii. The amount of vacation will be paid out and treated as eligible  
2 compensation under the 401(k) Plan. In other words, if an  
3 Employee has a deferral election in place, their deferral percentage  
4 will be applied to the cash out amount and such percentage will be  
5 deposited in the 401(k) plan and will be eligible for the matching  
6 contribution in accordance with Plan provisions and the remaining  
7 portion will be paid to the Employee in cash. If the Employee is  
8 eligible for a Company contribution, such contribution will be  
9 made to the Plan on the entire dollar amount of the cash, regardless  
10 of whether a portion is deferred or taken in cash. Such cash  
11 payment, Company and 401(k) contribution(s), if applicable, will  
12 be made on or after January 1st of the year the vacation is accrued  
13 for use but no later than January 31st of such year.

14                   iii. All payments hereunder will be subject to all applicable state and  
15 federal income tax withholding and reporting requirements. All  
16 401(k) deferrals, Company and matching contributions will be  
17 subject to all limitations imposed by the Internal Revenue Code  
18 and IRS Regulations.

19                   b. The Parties do not intend the payout of accrued vacation above the  
20 Maximum Vacation Accrual to be a reason for which the Company may  
21 deny Employees' vacation requests.

22                   C. Vacation Scheduling/Bidding

23                   1. On October 1 of each year, Employees will be notified of the amount of vacation they  
24 should be entitled to bid during the forthcoming calendar year, and all Employees will  
25 bid for their vacation preference in weekly increments during the months of October  
26 and November by bid group according to their Company Seniority, by classification  
27 at each bid location, on each shift, at each station. The shift for bidding purposes will  
28 be determined based on the Employee's shift on October 1. Leads will bid vacation  
29 separately from the basic classification, and all Lead shifts will be bid together by bid  
30 location, at each station. In locations with ten (10) or less Employees, all  
31 classifications may be combined for bidding purposes. An Employee // will make //  
32 their selection in person or by proxy according to // their assigned appointment time,  
33 or // they // will forfeit // their right to select in turn and // will follow the last  
34 Employee who has selected. Such appointments will be a one (1) // hour period  
35 scheduled during their normal shift hours including days off. First round appointments  
36 will be posted at least seven (7) days in advance. Any subsequent round appointments  
37 will be made at the time of bidding. In each classification, if there are four (4) or less  
38 on a shift, all shifts may be combined for the bidding of vacation. Approved vacation  
39 selections will be posted at the various stations by December 21, and once posted a  
40 senior Employee will not be permitted to take a vacation already assigned a junior  
41 Employee. Ten (10) hour shift Employees // will take their vacation in four (4) day  
42 increments and the Employee // will be charged ten (10) hours for each vacation day  
43 paid.

2.

a. Vacation will be granted at time(s) most desired by Employees, based on Company Seniority by classification, but the right of allotment of any vacation period is reserved to the Company in order to insure the orderly operation of its business. For allotment purposes, no month or week within the year will be blocked from vacation selection.

b. When the total accrued vacation weeks to be bid as outlined in Subparagraph C.1 above exceeds full bid line(s) increments (52 weeks), the Company will open an additional full bid line (52 weeks) for vacation bidding. However, after the initial bid has closed, open weeks in the last line may be blocked, with exception of one (1) week per month regardless if it is bid or vacant.

c. Full line vacation weeks that were not bid as outlined in Subparagraph C.1. above will remain available, but must be bid in writing more than fourteen (14) days prior to the start of the vacation week. Fourteen (14) days or less prior to the start of an un-bid vacation week the time will only be available as DAT vacation pursuant to // Subparagraph C.5.b. below.

3. A vacation period // will not be less than a work week. There will be three (3) vacation bidding rounds. Vacation bidding for the first and second rounds will consist of one (1) block which // will be consecutive weeks. In the third and final round, an Employee will be allowed to split // their remaining vacation hours for any weekly increments still available to bid.

4. An extra day will be added to an Employee's vacation accrual if a paid holiday falls within // their vacation period.

5.

a. Vacation // will commence with shift change closest to twelve // midnight (12:00 a.m.) on the first day of an Employee's scheduled work week as defined in Article 5, Subparagraphs B.1 and B.2, which is closest to the beginning of the bid vacation week.

b. An Employee may take additional days of vacation // they hold at the beginning or end of // their vacation period. Those additional days may not exceed three (3) days for eight (8) hour Employees and two (2) days for ten (10) hour Employees.

c. Employees may use day at a time vacation, subject to the approval of their supervisor. Requests for DAT vacation will be on a first-come, first-served basis, and no request may be made more than fourteen (14) calendar days in advance of the day requested. The supervisor // will notify the Employee if // they can have the day off no later than four (4) calendar days prior to the day requested unless // the supervisor and Employee agree otherwise. // If two (2)

1                    Employees request the same day off on the same day, Company Seniority // will  
2                    govern.

- 3                    6. Employees will be allowed to donate earned vacation to another Employee to use as  
4                    paid time off for a catastrophic event subject to management approval.

5                    D. Cancellations

- 6                    1. If any Employee changes shifts, bid locations or classifications, and // their previous  
7                    vacation period cannot be covered by a relief schedule Employee and / or the selection  
8                    conflicts with the interest of the service in connection with // their new position, //  
9                    they // will select a new vacation period or with Company approval place // their  
10                    vacation in accrual even though it may exceed the three (3) year limit.

- 11                    2. If a vacation period is cancelled, in writing by the Company, the Employee may select  
12                    an open vacation period which // will not be cancelable or may place // their vacation  
13                    in accrual even though it exceeds the three (3) year limit; **provided** however, it must  
14                    be taken prior to the end of the following calendar year. If a vacation period is  
15                    cancelled in writing by the Company, at least two (2) weeks' notice must be given,  
16                    except in the case of an emergency as set forth in Article 4, **Subparagraph** P.1. The  
17                    Employee must submit // their time card(s) covering // their vacation period at least  
18                    two (2) weeks in advance of the start of the vacation period.

- 19                    3. Employees will, with Company approval, be allowed to cancel their vacation periods  
20                    provided they give notice in writing to their supervisor at least fourteen (14) days prior  
21                    to the beginning of **the pay week (Saturday) in which** their vacation period **starts**.

- 22                    4. When an Employee vacates // their vacation period as set forth in **Subparagraphs**  
23                    D.1., D.2., or D.3. above, Employees in the same bid group, commencing with those  
24                    junior to the Employee vacating // their vacation period and those transferring into  
25                    the bid group subsequent to the original vacation bidding, will be allowed to bid for  
26                    the vacated period, in order of Company Seniority. A notice of the vacated period will  
27                    be posted and Employees must notify their supervisor of their desire for the vacated  
28                    period within seven (7) days of the posting. If not selected within seven (7) days, it  
29                    will be considered an open period available to the first Employee who requests it  
30                    within the bid group. Vacation periods which in turn are vacated by this procedure  
31                    will become open periods.

- 32                    E. Employees // will receive, on the day prior to the commencement of their vacation, the pay  
33                    which would normally be payable on paydays falling within the Employee's vacation  
34                    period provided that the Employee makes a written request fifteen (15) days prior to the  
35                    commencement of // their vacation.

- 36                    F. In the event of death of an Employee who has completed twelve (12) months of service,  
37                    payment will be made to // their estate for all accrued vacation.

- 38                    G. At the time the Employee is given a layoff notice, // they may notify the Company, in  
39                    writing, within seven (7) calendar days if // they desire to receive // their vacation pay. If

- 1 no notice is given, // **they** will receive payment for accrued vacation at the first pay period  
2 occurring **ninety (90)** days after the last day worked.
- 3 H. Employees who are on a scheduled vacation week, exclusive of RDO's, are not eligible for  
4 overtime, field trips, CIMF or trades.

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4. Routine dental and physical examinations will not be considered a basis for paid sick leave. However, one (1) day per twelve (12) month period will be granted **and paid from the Employee's sick leave bank** for an annual physical examination, provided the Employee substantiates the usage with a doctor's slip, and has given at least **// one (1) pay period** advance notice to **// their** immediate supervisor. Annual physical examination time off will be granted **//**. Routine dental examinations mean checkups, cleanings, fillings, x-rays, etc. Emergency dental needs **// will** be considered for paid sick leave. Urgent and/or emergency dental treatment which results in the Employee being impaired and unable to return to work and perform the duties of **// their** job will be considered non-routine and eligible for paid sick leave.

5. Only days absent due **to** illness of the Employee **// will** be paid for from such allowed sick leave, except that sick leave of up to forty (40) hours in each calendar year will be allowed an Employee due to serious illness or hospitalization of **// their** spouse or dependent child where **// they** can show that such leave is necessary. Serious illness **// will** be defined as those situations where the spouse or dependent child is medically incapacitated and **// will** be considered to mean time for the Employee to care for the spouse or dependent child. The Company may require verification in writing of such incapacitation. The four (4) days in each year for children may be expanded by Company policy or law. (For current information on Company policy, please contact Employee Benefits-SEAHB.)

#### C. Sick Leave Reporting

1. Employees **// will** report to their supervisor that they are ill and unable to work at least two (2) hours prior to the start of their shift, if at all possible (i.e., Employee injured on way to work, unable to communicate).
2. Employees may be required to furnish the Company with a doctor's verification in writing to substantiate absences due to illness or injury when:
  - a. An Employee has any single absence of (3) three days or more;
  - b. An Employee has more than six (6) absences in a (12) twelve month period. (One [1] absence is defined as one [1] or more consecutive days of illness or injury); **or**
  - c. At any time the facts and circumstances surrounding a sick call or an attendance record indicates abuse of sick leave.

The **Company's** **//** written notice of the requirement for a written doctor's verification must be on an individual basis prior to further paid sick leave. A doctor's verification for an illness or injury **// will** be accepted as justification for sick leave pay.

3. The Company **// will** have the privilege of investigating the circumstances of any absence due to illness or injury. Any fraudulent absence **// will** be cause for discipline up to and including dismissal. Any Employee remaining at **// their** residence or a hospital during the period **// will** be deemed to be sick unless found otherwise by registered medical personnel.



1 D. Occupational Injury Leave

- 2 1. Each Employee // will, on an annual non-cumulative basis, be awarded occupational  
3 injury leave to be utilized in the event of absence due to occupational injury or illness  
4 during that calendar year. Full-time Employees // will receive one hundred twenty  
5 (120) hours and part-time Employees // will receive eighty (80) hours of occupational  
6 injury leave (OJI) per calendar year.
- 7 2. The leave // will be expended on the basis of one **(1)** hour increment(s) for time absent  
8 from work and // will compensate the individual for the difference between Workers'  
9 Compensation and regular straight time rate (including licenses and longevity, but  
10 excluding overtime).
- 11 3. After the exhaustion of said leave, an Employee may utilize accumulated sick leave  
12 on a proratedd basis.

13 E. The Employee and the Union recognize their obligations to prevent absence for other  
14 reasons than illness and injury or other abuses of sick leave privileges, and pledge their  
15 wholehearted cooperation to the Company to prevent abuse.

16 F. If the Company, at any time at its discretion, grants additional sick leave or assistance to  
17 any Employee, it // will not constitute a precedent requiring additional sick leave or  
18 assistance in any other case.

19 G. Employees will be allowed to use forty (40) hours' sick leave with pay or, for part-time  
20 Employee, the number of hours in their current scheduled work week, when it is necessary  
21 for the Employee to be absent due to a death in the immediate family. Immediate family //  
22 will be defined as // parent, stepparent, spouse, **qualified registered domestic partner,**  
23 // sibling, child, stepchild, grandparents, grandchild, **// qualified domestic**  
24 **partner's/spouse's parent, grandchild, and child.**

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## TRANSPORTATION

- A. 1. Employees // will be granted the same transportation privileges on the Company system as may be established by Company regulations for all personnel. The service charge will be the same as for other employees of Alaska Airlines.
2. All // Employees that are qualified to ride jump seat // will have jump seat authorization in accordance with applicable laws and regulations.
- B. The Airline Representative and National Officers of the Union will be furnished with free annual positive space over the Company's system during their term of office for use when needed in connection with Union business related to this Agreement. The Local Executive Councils of the Union will be furnished with space available transportation. Employees officially representing the Union as a member of the contract negotiating committee // will receive on-line, Company business, positive space (without displacing a revenue passenger), service charge waived passes for the purpose of traveling to and from negotiating sessions.
- C. 1. Employees transferring to another location at their own request due to bidding or exercise of seniority // will be provided with service charge waived, space available transportation for self and family.
- a. Employees bidding to another station // will be provided with on-line, space available transportation of personal effects up to ten thousand (10,000) pounds at no cost to the Employee.
- b. Employees transferring to another station located in excess of fifty (50) miles from the currently assigned station to avoid layoff resulting from a reduction in force which results in a change to the Employee's physical address registered with the Company // will have the option to be provided with:
- i. on-line space available transportation of personal effects up to fifteen thousand (15,000) pounds at no cost to the Employee; or
- ii. to receive a lump sum payment of six thousand dollars (\$6000.00) after taxes with the next scheduled pay cycle following official notification of intent to move. Should the Employee not move within ninety (90) calendar days (unless extended by the divisional Vice President), the lump sum payment will be returned to the Company in full within thirty (30) calendar days.
- c. All shipments under either Subparagraphs C.1.a. or C.1.b. above // will be limited to size by the type of aircraft normally operated between the two (2) locations and // will be on an airport to airport basis. All other expenses // will be borne by the Employee.

- 1           2. Employees will be allowed a reasonable period, not to exceed ten (10) working days,  
2           between the time they are relieved of their duties until they are required to report at  
3           the new location. Such period // will be without pay and // will be established in  
4           advance and be dependent upon the means of travel.

5           **D. Commuters**

- 6           1. **Commuter pass privileges allow an Employee to travel over the Company system**  
7           **from their permanent residence to their work location. Employees will be eligible**  
8           **for commuter pass privileges subject to the following:**

9           a. **Employees must apply for commuter pass privileges and be approved**  
10           **annually by the Vice President of Maintenance and Engineering. If the**  
11           **Company denies an Employee's commuter pass privilege application, the**  
12           **denial will be reviewed with the Employee and their Airline Representative,**  
13           **and following such review, the Company will reconsider the Employee's**  
14           **commuter pass privilege application.**

15           b. **Employees must, to be eligible for commuter pass privileges, be assigned to**  
16           **work at a location different than their permanent residence. The**  
17           **Employee's permanent residence will be as reflected in the Company**  
18           **recordkeeping system. The Employee will notify the Company if their**  
19           **eligibility changes.**

20           c. **Employees may only use commuter passes when traveling to and from**  
21           **work.**

22           d. **Commuter passes are valid only for travel on Alaska mainline flights**  
23           **between the Employee's permanent residence and the Employee's assigned**  
24           **station.**

25           e. **Misuse of the commuter pass program is subject to revocation of commuter**  
26           **privileges.**

- 27           2. **If another represented employee group, (e.g., Pilots, Flight Attendants,**  
28           **Dispatchers, COPS, RSSA) receives the ability to commute on other airline**  
29           **(OAL) operated flights, the same OAL commuting ability will be provided to**  
30           **Employees. If another represented employee group (excluding pilots) receives a**  
31           **more favorable commuter boarding priority than what is provided to Employees**  
32           **herein, the same commuter boarding priority will be provided to Employees.**

1 ARTICLE 16

2 GRIEVANCE PROCEDURE

3 A. In order to properly administer this Agreement and to dispose of all disputes or grievances  
4 which may arise under this Agreement or between the // Parties, the following procedure  
5 // will be followed:

- 6 1. The // Union will be represented by not more than one (1) properly designated Shop  
7 Representative in each department or shop at each point on the system on each shift  
8 where necessary.
- 9 2. The // Union will be further represented at each point where a Local exists by an  
10 Airline Contract Committee, consisting of the Airline Representative and two (2)  
11 members elected by the local membership. This committee will deal with officials of  
12 the Company.
- 13 3. The Company will designate a representative at each location where Employees // are  
14 employed who is empowered to settle all local grievances.
- 15 4. The // Union and Company, will, at all times, keep the other party advised through  
16 written notice of any change in authorized representatives.
- 17 5. The Airline Representative(s) // or // their designee // will be permitted, at any time,  
18 to enter shops and facilities of the Company for the purpose of investigating  
19 grievances and disputes arising under this Agreement after contacting the Company //  
20 and advising // it of the purpose of // the visit. Such visits // will not be used to call  
21 meetings during work periods that interfere with routine production of the Employees.

22 B. For the presentation and adjustment of disputes or grievances not involving discipline  
23 (covered by Paragraph C. of this Article) or discharge of Employees, the following  
24 procedures will apply.

25 The Shop Representative and/or Employee will discuss the matter with the Employee's  
26 immediate supervisor and endeavor to arrive at a satisfactory settlement of the matter. If  
27 the matter remains unsettled, the procedure // will be as follows:

28 Step 1: Any Employee or Employees having a complaint or grievance in connection with  
29 the terms of this Agreement // will, within fourteen (14) calendar days of the  
30 occurrence, or fourteen (14) calendar days of reasonable first knowledge thereof,  
31 present // their claim or grievance to // their Shop Representative and the  
32 Employee's manager, or in // their absence a designee, on a standard grievance  
33 form. The Shop Representative and manager, or in // their absence a designee, //  
34 will meet within seven (7) calendar days from the day the manager, or designee,  
35 receives the grievance, and every effort // will be made to arrive at a satisfactory  
36 adjustment of same. The manager or designee will give // their decision in writing  
37 to the Shop Representative and Grievant, with a copy to the Airline

Representative, within five (5) business (Monday-Friday, exclusive of holidays) days after the meeting.

Step 2. If the Shop Representative or Employee is not satisfied with the decision rendered in Step 1 above, the Airline Representative may appeal the decision to the Vice President of // their division or // their designee within twenty (20) calendar days of the date of the decision rendered in Step 1. A meeting will be held within ten (10) calendar days and a decision rendered by the Vice President or // their designee within five (5) business days. In the event the issue(s) is not settled satisfactorily, the grievance may be appealed to the System Board of Adjustment for determination as provided in Article 17.

C. In the case of action involving discharge, suspension, or discipline to the extent of loss of pay, the following procedure // will apply:

1. No Employee who has completed // their probationary period will be disciplined to the extent of loss of pay, suspended or discharged without first being advised of the charges and extent of discipline, in writing with a copy to the Airline Representative within fourteen (14) calendar days of the alleged incident or fourteen (14) calendar days of reasonable first knowledge of the incident. The fourteen (14) calendar days does not include days in which the Employee is not available // (e.g., vacation, Workers' Compensation time off, leave of absence, sickness)//. Not later than five (5) business days after receipt of the above notice, the Employee may request a hearing and such hearing will be conducted not later than five (5) business days after the Employee's request. The Employee may be represented at such hearing by the Airline Contract Committee and/or the Airline Representative. The Company representative conducting such hearing // will not be the person preferring the charges. Oral and written evidence may be introduced at such investigations and hearings and witnesses may be required to testify under oath. In case of a hearing involving an Employee's past record, the Employee and the // Union may examine the Employee's personnel record prior to such hearing. During the above procedure the Employee may be held out of service pending the decision of the hearing. With the exception of investigations of potential unlawful activity (e.g., // theft, intoxication, fighting //) or situations that pose a threat to the safety of the workplace, an Employee held out of service by the Company will be withheld without loss of pay pending completion of the hearing.

2. Within five (5) business days after the close of such hearing, the Company // will render its decision in writing and // will furnish the Employee and // their // Airline Representative a copy thereof. If the decision reached as a result of the hearing is not satisfactory or if the decision is not forthcoming within the five (5) business day period, the case may then be appealed to the System Board of Adjustment for determination as set forth in Article 17.

3. If, as a result of any investigation, hearing or appeals, it is found the suspension or discharge was not justified, the Employee // will be reinstated without loss of seniority and made whole for any loss of pay // they suffered by reason of // their suspension or discharge and // their personnel records // will be corrected and cleared of such

1 charge. If the decision rendered by the hearing results in the removal of the Employee  
2 from the payroll, such removal // will begin immediately after the decision. The time  
3 an Employee may have been held out of service prior to the decision will be  
4 considered as part of the discipline. In determining the amount of back wages due an  
5 Employee who is reinstated as a result of the procedures outlined in this Agreement,  
6 the maximum liability of the Company // will be limited to the amount of normal  
7 wages // they would have earned at straight time pay in the service of the Company  
8 had // they not been discharged or suspended.

9 D. If any dispute is settled in any of the steps as outlined in Paragraphs B. or C. above, the //  
10 Union // will so advise the Company, in writing, within five (5) business days of the receipt  
11 of said decision.

12 E. When // the Parties agree that a stenographic report is to be taken by a public stenographer  
13 of any investigation or hearing provided for in this Agreement, the cost will be borne  
14 equally by both // Parties to the dispute. When the Parties do not agree // that a  
15 stenographic report of the proceedings be taken by a public stenographer, the stenographic  
16 record of any such investigation or hearing may be taken by either of the // Parties to the  
17 dispute. A copy of such stenographic record will be furnished to the other party to the  
18 dispute upon request at pro rata cost. The cost of any additional copies requested by either  
19 party // will be borne by the party requesting them whether the stenographic record is taken  
20 by // agreement of the Parties or otherwise.

21 F. The time limits set forth in this Article may be extended by // agreement of the Parties.  
22 The Parties may, upon written agreement, escalate a grievance to start above Step1.

23 G. Non-compliance with the time limits set forth in the grievance procedure as outlined // will  
24 result in the granting of the grievance, if by the Company, and the denial of the grievance  
25 if by the // Union or the aggrieved.

26 H. Shop Representatives and local Airline Contract Committee // members will be permitted  
27 after reporting to their supervisor, a reasonable amount of time during working hours to  
28 investigate or present grievances without loss of pay. In the event it is necessary to go to  
29 another shop they will report in with the supervisor of the other shop.

30 I. Necessary hearings and investigations called by the Company // will, insofar as possible,  
31 be conducted during regular business hours and all Shop Representatives, local Airline  
32 Contract Committee // members and witnesses necessary for a proper hearing or  
33 investigation will be compensated at straight time rate for all time spent attending such  
34 hearing or investigation.

35 J. // Notices of discipline not involving suspension (i.e., Oral Warning, Written Warning,  
36 Final Written Warning) will be null and void and will be considered removed from  
37 the Employee's personnel file after one (1) year following the date of issuance if no  
38 further progressive discipline has been issued.

1 **Notices of discipline involving a suspension/loss of pay will be null and void and will**  
2 **be considered removed from the Employee's personnel file after two (2) years**  
3 **following the date of issuance if no further progressive discipline has been issued.**

4 K. No Employee will be discharged, suspended or disciplined without just cause.

5 L. 1. Rejected offers made by the Company or the // Union for settlement of Employee  
6 complaints and grievances will be of no value and will be inadmissible in any  
7 grievance or System Board of Adjustment hearing.

8 2. Settlements of complaints and grievances will not, unless expressly so stated in writing  
9 and approved by the Union // and the Company, be of any value in the interpretation  
10 of this Agreement, nor will they set or be of any value as precedent for the handling  
11 of other similar matters, and they will be without prejudice to either the position of the  
12 Company or the // Union on the issues raised.

13 3. This Paragraph L. // will not apply to System Board decisions.

14

1 ARTICLE 17

2 SYSTEM BOARD OF ADJUSTMENT

- 3 A. In compliance with Section 204, Title 2 of the Railway Labor Act, as amended, there is  
4 hereby established a System Board of Adjustment, hereinafter referred to as "The Board,"  
5 for the purpose of adjusting and deciding disputes or grievances which may arise under the  
6 terms of this Agreement, and which are properly submitted to it after exhausting the  
7 procedure for settling disputes, as set forth in Article 16 "Grievance Procedure."
- 8 B. The Board // will be composed of a Company member, // a Union member and a neutral  
9 referee selected by the Company and the // Union. Unless the Company and the Union //  
10 agree upon a combination of cases to be presented, each case presented to the Board // will  
11 be treated as a separate case.
- 12 C. The Board // will have jurisdiction over disputes between any Employee or Employees //  
13 and the Company growing out of grievances or out of interpretation or application of any  
14 of the terms of this Agreement. The jurisdiction of the Board // will not extend to proposed  
15 changes in hours of employment, basic rates of compensation or working conditions  
16 covered by this Agreement or any Amendment hereto.
- 17 D. The Board // will consider any dispute properly submitted to it by the authorized  
18 representative of the // Union, or by the Representative of the Company. Disputes  
19 introduced by the // Union // will have been processed in accordance with the terms  
20 provided for in this Agreement, under Grievance Procedure, Article 16.
- 21 E. All disputes properly referred by the // Union to the Board for consideration // will be filed  
22 with the Company's Vice President in charge of Labor Relations by a Notice of Appeal  
23 which must be postmarked within thirty (30) days after final decision in the last step of the  
24 grievance procedure set forth in Article 16. A copy of the submission as defined below will  
25 be included with the notice of appeal sent to the Company's Vice President in charge of  
26 Labor Relations. All disputes properly referred by the Company to the Board for  
27 consideration // will be filed with the // Airline Representative(s) of the Local by a Notice  
28 of Submission which must be postmarked within thirty (30) days after the Vice President  
29 in charge of Labor Relations knew or should reasonably have been expected to know of  
30 the cause giving rise to the dispute. At the time of the Three // Person Board hearing, the  
31 party referring the dispute will submit to the Board a statement of the case which // will  
32 include:
- 33 1. Question or questions at issue;
  - 34 2. Statement of facts;
  - 35 3. Position of Employee or Employees and relief requested; and
  - 36 4. Position of Company and/or // Union.
- 37



- 1 F. Employees // may be represented at Board hearings by such person or persons as they may  
2 choose and designate, in conformance with the constitution of the // Union. The Company  
3 may be represented by such person or persons as they may choose and designate. Evidence  
4 may be presented either orally or in writing, or both.
- 5 G. A majority vote of all members of the Board // will constitute a decision which // will be  
6 final and binding on the // Parties. The decision of the Board // will be rendered within  
7 sixty (60) days of the close of the hearing, or if briefs are filed, within sixty (60) days of  
8 receipt of briefs.
- 9 H. 1. The Board // will meet and consider each Grievance properly appealed to it at a time  
10 and place set by // agreement of the // Parties no later than one hundred twenty (120)  
11 days subsequent to the proper submission of a case to the Board as set forth in  
12 Paragraph E. above. If either the Company or the Union consider the matter of  
13 sufficient urgency and importance, the Board // will meet not more than sixty (60)  
14 days after request of either party in accordance with the provisions of Paragraph E.  
15 above. If either party fails to appear, the grievance // will be deemed settled in favor  
16 of the other party.
- 17 2. The neutral member of the Board // will preside at meetings and hearings of the Three  
18 Person Board. It // will be the responsibility of the neutral to guide the // Parties in the  
19 presentation of testimony, exhibits and argument at hearings // so that a fair, prompt  
20 and orderly hearing to the dispute is afforded. The Board // will meet in the city where  
21 the general offices of Alaska Airlines are maintained unless a different place of  
22 meeting is agreed upon by the Board and the // Parties.
- 23 3. a. The Company and the // Union // will meet periodically to agree upon the  
24 selection of neutral members to sit with the Board in the consideration and  
25 disposition of pending cases and to establish mutually agreeable hearing  
26 dates. If by the time a case is scheduled for hearing date(s) no agreement has  
27 been reached on the neutral member, then either the Company or the // Union  
28 may direct a request to the Chairman of the National Mediation Board for the  
29 appointment of a panel of five (5) neutral members from which the // Parties  
30 // will select.
- 31 b. The // Parties will maintain a mutually agreed upon panel of seven (7)  
32 arbitrators from which the neutral member will be selected. In the event this  
33 number is deemed insufficient to satisfy the requirements in Subparagraph  
34 H.1. above, the // Parties // will meet and select additional panel members.
- 35 4. The selection of a neutral // will be by alternately striking nominees from the panel.  
36 The initial strike // will be determined by flipping a coin. If the neutral thus chosen is  
37 not available during the one hundred twenty (120) day period set forth in Paragraph  
38 H. above, the neutral next below // them on the list // will be contacted, in turn, until  
39 an available neutral is secured (bottom rotates to top). If no neutral is available in the  
40 one hundred twenty (120) day period, the first available // will be selected.

- 1           5. Upon the selection or the appointment of a neutral member, the appealing party // will  
2 forward a copy of the submission to the neutral member. All subsequent documents  
3 to be filed with the Board // will be addressed to all three (3) members of the Board.
- 4           6. No matter // will be considered by the Board which has not first been fully processed  
5 in accordance with the grievance and appeal provisions of this Agreement.
- 6           I. Nothing herein // will be construed to limit, restrict or abridge the rights or privileges  
7 accorded either to the Employees or to the Company, or to their duly accredited  
8 representatives, under the provision of the Railway Labor Act, as amended.
- 9           J. The Board // will maintain a complete record of all matters submitted to it for its  
10 consideration and of all findings and decisions made by it.
- 11          K. Each of the // Parties hereto will assume the compensation, travel expense and other  
12 expenses of the Board members selected by it.
- 13          L. Each of the // Parties hereto will assume the compensation, travel expense and other  
14 expenses of the witnesses called or summoned by it. Witnesses who are Employees // will  
15 receive positive space transportation over the lines of the Company from the point of duty  
16 or assignment to the point at which they must appear as witnesses and return, to the extent  
17 permitted by law.
- 18          M. The Company Board member and the // Union Board member, acting jointly, // will have  
19 the authority to call witnesses and to incur such other expenses as in their judgment may  
20 be deemed necessary for the proper conduct of the business of the Board, and such expense  
21 // will be borne one-half (½) by each of the // Parties hereto. Board members who are  
22 Employees // will be granted necessary time for the performance of their duties as Board  
23 members. Board members // will be furnished positive space transportation over the lines  
24 of the Company for the purpose of attending meetings of the Board, to the extent permitted  
25 by law.
- 26          N. // Each Board member // will be free to discharge // their duty in an independent manner,  
27 without fear that // their individual relations with the Company or with the // Union may  
28 be affected in any manner by any action taken by // them in good faith in // their capacity  
29 as a Board member.
- 30          O. Either party may withdraw a grievance at any time, and this // will not set a precedent on  
31 the merits of grievances.
- 32          P. All time limits in this Article may be extended due to a substantiated emergency such as  
33 an accident, death or serious illness, or by // agreement between the Parties.
- 34          Q. Expedited Arbitration
- 35               1. Company and // Union representatives will meet quarterly to identify specific cases  
36 which the // Parties agree to arbitrate under the expedited rules contained in this  
37 Article.

2. The // Parties // will agree to both a date(s) and a neutral referee to hear these cases under the expedited rules.
3. No discharge or suspension case may be heard under this procedure.
4. All decisions will be final and binding in the same manner as if the case had been heard and decided under the normal application of this Article.
5. All decisions will be without precedent.
6. Each party will be limited to a maximum of two (2) hours of presentation in each case. This includes opening statement, direct, cross, re-direct, re-cross, summation, etc. Each party may decide how to allocate its own time. A stopwatch system will be employed.
7. No transcripts will be taken.
8. No written briefs may be filed.
9. Decisions will be rendered without opinions within three (3) work days of the close of the hearing.
10. Executive sessions may be waived by // the Parties' agreement, but if conducted will be limited to thirty (30) minutes per case.
11. A Company appointed Board member and a Union appointed Board member will hear these cases with the neutral referee.
12. The // Parties will meet after each expedited case session to discuss the mutual benefit of adding to, deleting from, or amending these rules to further expedite the proper resolution of the case.

1 ARTICLE 18

2 SAFETY AND HEALTH

- 3 A. Employees entering the service of the Company may be required to take a physical  
4 examination specified by the Company. The cost of such examination will be paid for by  
5 the Company. Thereafter, the Company may request an Employee to submit to further  
6 physical examination during the course of // their employment or recall to service after a  
7 layoff due to reduction in force. The cost of such further examination // will be paid by the  
8 Company. If it becomes necessary to hold an Employee out of service due to // their  
9 physical condition, the Employee // will have the right to a second opinion with a health  
10 care provider of // their choice. The Employee will be responsible for any cost incurred  
11 (not covered by the Employee's insurance) in obtaining the second opinion. The Union  
12 will, on the Employee's request, be fully informed of the circumstances and every effort  
13 will be made to return the Employee to service at the earliest possible date.
- 14 B. The Company agrees that our highest priority is the safety of the Employees and the general  
15 public. The Company // will maintain safe, sanitary and healthful conditions in all work  
16 areas, and // will maintain on all shifts emergency first aid equipment. // This does not  
17 require the Company to maintain a nurse or doctor to fulfill the requirements of the  
18 foregoing clause.
- 19 C. The Company // will furnish good drinking water and sanitary fountains; the toilets and  
20 washrooms will be kept in good repair and in a clean, dry, sanitary condition. Employees  
21 will cooperate in maintaining the foregoing conditions. Shops and washrooms will be  
22 lighted and heated in the best manner possible consistent with the source of heat and light  
23 available. Individual lockers will be provided for all Employees where space is available.  
24 Upon written request, from the Airline Representative(s) // to the Safety Division, the  
25 Company and Union will meet to evaluate whether the conditions of this provision are  
26 being met.
- 27 D. No Employee will be required to work under unsafe or unsanitary conditions. In order to  
28 eliminate as far as possible accidents and illness, a joint safety committee ("Safety  
29 Committee") composed of an equal number of Union representatives and Company  
30 representatives will be established at each location on the system // where Employees // are  
31 employed. It // will be the duty of the Safety Committee to determine if applicable State  
32 and Municipal safety and sanitary regulations are complied with, and to make  
33 recommendations for the maintenance of appropriate safety and sanitary standards. The  
34 committee members // will receive and investigate complaints regarding unsafe and  
35 unsanitary working conditions, and // will meet on a monthly basis to make  
36 recommendations concerning such complaints.
- 37 E. The Company // will furnish all necessary safety devices for Employees working on  
38 hazardous or unsanitary work, and Employees will be required to wear such devices in  
39 performing such work. The Company will make a pair of knee pads available to an  
40 Employee upon request. Replacements will be provided to the Employee at one-half (½)  
41 the cost upon // them turning in the worn out or damaged knee pads. The Company will  
42 make hearing protectors available to all Employees.

- 1 F. The Company will furnish appropriate aprons, overshoes and gloves to all Employees  
2 required to work with acids and chemicals that are injurious to clothing while such  
3 Employees are engaged in such activities, and Employees will be required to wear such  
4 equipment.
- 5 G. Employees injured while at work // will be given medical attention as promptly as  
6 reasonably practical. The Company // will secure or direct round trip transportation for any  
7 initial emergency medical attention required.
- 8 H. The Company will // provide appropriate cold weather clothing (e.g., arctic parkas,  
9 insulated boots) // for protection against the elements to all Employees required to //  
10 work emergency winter field trips. No Employee will be required to work such  
11 emergency winter field trips if the appropriate cold weather clothing is not provided  
12 by the Company. //
- 13 I. All Employees will be required to wear a standard uniform, which may vary from station  
14 to station and between job classifications. The Company will furnish the initial uniforms  
15 at no cost to the Employee and provide either all cleaning of required items, or a cleaning  
16 allowance of twenty dollars (\$20.00) // per month per Employee, at the option of the  
17 Company. Employees will be provided a minimum annual uniform allotment of three  
18 hundred fifteen dollars (\$315) to purchase replacement and/or additional items.  
19 Uniforms // will not be modified or altered in any way. The Employee, through payroll  
20 deduction, // will authorize and reimburse the Company for any intentionally damaged,  
21 modified or lost uniform. The Company // will provide and approve an AMFA patch which  
22 will be attached to all uniforms. The size of the patch and the patch's placement // will be  
23 at the discretion of the Company.
- 24 J. The Company will provide parkas and gloves for all Company designated, cold-weather  
25 station (i.e., State of Alaska, PDX, JFK, and SEA) // based Employees on an individual  
26 basis. Such clothing // will remain the property of the Company and // will be of a quality  
27 equal to that in use on the effective date of this Agreement. The Company will meet with  
28 the // applicable Airline Representative(s) to review the condition of the parkas prior to  
29 each winter's operation.
- 30 K. When Employees work on, load, unload or examine aircraft in the presence of dangerous  
31 materials or devices (e.g., bomb threats, hijackings), the Company // will provide hazardous  
32 duty life insurance. The insurance coverage // will be up to two hundred thousand dollars  
33 (\$200,000) per life with a maximum of one million dollars (\$1,000,000) total coverage  
34 per accident, (e.g., if five (5) lives are lost in a single accident, the coverage is \$200,000  
35 per life; if ten (10) lives are lost, the coverage is \$100,000 per life).
- 36 L. The Company may establish reasonable personal standards for appearance and safety.
- 37 M. Personnel required to perform the servicing of the Aircraft lavatories will not be utilized to  
38 clean the interior without being given a reasonable opportunity to clean up.
- 39 N. Aircraft Accident and Incident Investigation

1 The Company will include an AMFA representative in their emergency response  
2 notification system. AMFA must provide the Company with their twenty-four (24) hour  
3 contact information. **Should AMFA be designated as a party to an investigation by the**  
4 **National Transportation Safety Board (NTSB), Employees assigned to the Aircraft**  
5 **Accident Investigation Team will be kept whole by the Company and will not suffer**  
6 **any loss of compensation or benefits during the investigation.**

1 ARTICLE 19

2 SEVERANCE ALLOWANCE

- 3 A. Any **non-probationary** Employee // whose employment is involuntarily interrupted while  
4 // they are in a position covered by this Agreement // will be paid the severance allowance  
5 // set forth in Paragraph B. of this Article/, subject, however, to the limitations and  
6 qualifications and in accordance with the terms set out in Paragraphs B. through F.
- 7 B. The Company will pay non-probationary Employees two (2) weeks of severance per  
8 year of service up to a maximum of sixteen (16) weeks. //  
9
- 10 C. Computation and method of payment -- A week of severance allowance // will be computed  
11 on the basis of the Employee's regular straight time hourly rate at the time of their //  
12 employment interruption multiplied by forty (40) hours. Severance allowances // will be  
13 paid at the successive payroll periods immediately following the date employment is  
14 interrupted and // will continue to be paid until the Employee is recalled or the severance  
15 allowance entitlement is exhausted, whichever occurs sooner. Holiday pay, as outlined in  
16 Article 7 of this Agreement, // will not apply when computing severance pay.
- 17 D. Disallowance -- Severance allowances // will not be paid when the Employee:
- 18 1. is discharged for just cause, retires or resigns;
- 19 2. has their // employment temporarily interrupted because of a strike or picketing of  
20 Company premises, an act of God, a national war emergency, revocation of the //  
21 Company's operating certificate(s) or grounding of the // Company's aircraft by  
22 governmental order; or
- 23 3. fails to exercise any seniority, bumping, or transfer rights afforded // the Employee  
24 under this Agreement to remain in active service with the // Company, or accepts other  
25 employment offered by the // Company.
- 26 E. The severance allowances provided herein // will be in addition to any or all other benefits  
27 provided under this Agreement.
- 28 F. An Employee who has received a severance allowance under this Article and who has been  
29 recalled to work under the provisions of this Agreement and whose employment is again  
30 involuntarily interrupted under conditions which entitle the // Employee to severance  
31 allowance // will be paid the amount specified for their // total years of service with the //  
32 Company. For any Employee accepting a recall to a temporary job (less than sixty (60)  
33 calendar days) this Paragraph will not apply.





- 1           5. Under no circumstances // will an Employee receive a benefit under this plan that is  
2           less than that // they would have received under the Agreement dated March 25, 1974.
- 3       B. A participant whose employment terminates for reasons other than death or retirement after  
4       completion of five (5) years vested service, // will be entitled to a deferred pension at  
5       retirement age.
- 6       C. // The full text of the Plan dated October 1, 1962 will incorporate the basic provisions  
7       herein outlined. A copy of the Plan Document will be furnished to the // AMFA  
8       Administrative offices, who will be furnished with a copy of the annual actuarial report  
9       covering the plan. It is understood that AMFA // will bear no fiduciary responsibility under  
10      the plan.
- 11      D. Booklets explaining the plan will be distributed to all eligible Employees.
- 12      E. Employees retiring may continue participating in the Group Medical Plan under this  
13      Agreement for themselves and their dependents at their own expense until they are eligible  
14      for Medicare.
- 15      F. Employees required to terminate their employment with the Company due to physical  
16      disability // will be eligible for retirement benefits on an actuarially reduced basis subject  
17      to the following requirements:
- 18           1. Mental or psychological disorders, alcoholism, self-inflicted injuries, or injuries  
19           sustained in the commission of a crime // will not qualify.
- 20           2. The Employee must be adjudged to be permanently disabled from performing // their  
21           job or any similar job within the Company. If there is a dispute concerning validity  
22           of the disability claim, such disability to be determined by majority vote of a panel of  
23           three (3) medical doctors; one (1) physician to be appointed by the Company, one (1)  
24           by the Union, and the third to be jointly selected by the two (2) aforementioned  
25           physicians. The expense of the third physician // will be jointly borne by the Parties.
- 26           3. The Employee must be fully vested as of the first day of // their disability. To be fully  
27           vested, an Employee // will have completed ten (10) years of credited service under  
28           the plan.
- 29           4. The Employee // will be forty (40) years of age or older as of the first day of // their  
30           disability.
- 31      G. Effective August 1, 1999, Employees // will be entitled to participate in a 401(k) plan  
32      established by the Company subject to the terms and conditions of such plan. The Company  
33      will match the participant's pre-tax contribution to the 401(k) Plan maintained by the  
34      Company, at the rate of fifty cents (\$.50) for each one dollar (\$1.00) contributed by the  
35      Employee, up to a maximum Employee contribution of six percent (6%). All Company  
36      matching contributions will be used to purchase shares of Alaska Air Group Common  
37      Stock.

1 H. Eligible // Employees who are active participants of the Retirement Plan for // Employees  
2 on December 31, 2006, may elect (on a one-time only basis) to continue their participation  
3 in that plan and their current 401(k) matching formula OR elect to freeze their benefit  
4 accrual under the MRP Retirement Plan as of December 31, 2006, and become eligible for  
5 an enhanced Company matching contribution under the COPS/MRP/Dispatch 401(k) plan,  
6 effective January 1, 2007, that provides a Company contribution of **three percent (3%)** of  
7 eligible compensation (in cash) plus a **fifty percent (50%)** Company matching contribution  
8 (in Alaska Air Group stock) of up to the first **six percent (6%)** of participant's pre-tax  
9 contributions (maximum Company contribution, including match, is **six percent (6%)** of  
10 eligible compensation). Participants who elect to freeze their benefit accrual under the  
11 MRP Retirement Plan will receive no additional credited service in that Plan after  
12 December 31, 2006.

13 I. // Employees who are eligible for participation in the COPS/MRP/Dispatch 401(k) plan  
14 and who are not active participants of the Retirement Plan for // Employees as of October  
15 17, 2005 will be provided the **three percent (3%)** Company contribution and **fifty percent**  
16 **(50%)** matching contribution described in Paragraph H above as soon as administratively  
17 practicable after October 17, 2005.

18 J. Effective **as soon as administratively feasible, // Employees** participating in the COPS,  
19 MRP & Dispatch 401(k) plan will be entitled to an additional matching contribution in  
20 cash equal to **fifty percent (50%)** of up to an additional // five percent (5%) of the  
21 participant's deferrals "i.e., maximum Employee contribution to receive all Company  
22 match **// as of DOR will be // eleven percent (11%)** of an Employee's deferrals, and the  
23 match will be a maximum of **// five and one-half percent (5.5%)** of eligible  
24 compensation".

25 **K.**

26 1. **Certain Retirement Plan terms, as expressly set forth in this Article, vary in**  
27 **Employee applicability, and solely for the purposes of this Paragraph K.,**  
28 **depending on that applicability, Employees will be referred to as "Applicable**  
29 **Retirement Employees."** If, following DOR, any unionized employee group at  
30 **Alaska Airlines (excluding pilots) receives an increase to their total Company**  
31 **401(k) contribution that causes the total to be more favorable than what is**  
32 **provided to Applicable Retirement Employees (a "More Favorable**  
33 **Contribution"), then that More Favorable Contribution will be provided to**  
34 **Applicable Retirement Employees as follows:**

35  
36 a. **If the More Favorable Contribution results from an increase in the**  
37 **unionized employee group's Company non-elective contribution ("NEC"),**  
38 **the Airline Representative(s) may decide to have the more favorable NEC**  
39 **rate applied to the Applicable Retirement Employees' Company NEC,**  
40 **which will be equal to the More Favorable Contribution; or**

41  
42 b. **If the More Favorable Contribution results from an increase in the**  
43 **unionized employee group's Company matching contribution, the Airline**

1 Representative(s) may decide to have the more favorable matching  
2 contribution rate applied to the Applicable Retirement Employees'  
3 Company matching contribution, which will be equal to the More  
4 Favorable Contribution.

5 c. Under no circumstances will this Paragraph K cause any Applicable  
6 Retirement Employee(s)' total Company contribution to be greater than  
7 that of the More Favorable Contribution.

8 2. The Company will, within ten (10) business days following ratification of any  
9 Alaska Airlines' collective bargaining agreement (excluding pilots) that contains  
10 a More Favorable Contribution, provide notice to the Airline Representative(s) of  
11 the More Favorable Contribution details (e.g., employee group; total contribution  
12 rate, NEC, matching contribution rate).

13 3. Within forty-five (45) days following receipt of the notice set forth in  
14 Subparagraph K.2., the Parties will meet and confer regarding details related to  
15 the More Favorable Contribution for Employees.

16 4. If the Airline Representative(s) decide(s) to apply the higher contribution rates as  
17 set forth in Subparagraph K.1(a) and/or (b), the Airline Representative(s) will  
18 notify the Company in writing and the Company will implement the chosen More  
19 Favorable Contribution rate(s) as soon as administratively feasible with  
20 appropriate notice sent to the Employees.

21 **L.** Retiree Medical Coverage:

22 Beginning at age 62, Employees // who voluntarily retire from the Company ("retired  
23 employees") may use accrued, unused sick leave to offset monthly health care costs for  
24 themselves and/or spouse and/or eligible dependents in accordance with the following  
25 terms:

26 1. Employees who Retire between Age 62 up to Age 65:

27 a. Employees must be eligible and enrolled in retiree health care coverage upon  
28 retirement. Eligibility under this Paragraph also extends to persons covered  
29 under the retiree health plan as eligible family members at the time of the  
30 Employee's retirement unless they cease to be an eligible family member  
31 during the period of coverage for the retired employee.

32 b. Retired employees may trade sick leave for continued medical coverage in the  
33 retiree medical plan at the rate of twenty-five (25) hours of sick leave accrued  
34 per one **(1)** month of medical coverage for themselves until the **retired**  
35 employee reaches Age 65.

36 c. Retired employees may also trade sick leave for continued medical coverage  
37 in the retiree medical plan at the rate of twenty-five (25) hours of sick leave  
38 accrued per month of medical coverage for their spouse and/or eligible

dependents until the earlier of: (i) for a spouse, the spouse's **sixty-fifth** (65<sup>th</sup>) birthday and, for eligible dependent(s), until the dependent(s) cease to be eligible family member(s) under the plan, or (ii) a maximum of five (5) years.

- d. The maximum credit for trading sick leave is twenty-five (25) hours per month regardless of whether the credit is used to cover costs for the retired employee, the retired employee's spouse, the retired employee's dependent(s), or a combination thereof.
- e. The maximum period of time the retired employee may trade sick leave under this **// Paragraph L.** is five (5) years regardless of whether the credit is used to cover costs for the retired employee, the retired employee's spouse, the retired employee's dependent(s), or a combination thereof. If the retired employee dies or reaches age 65 prior to the expiration of the five (5) years set forth in Article 20, **Subparagraph L.1.c** above, any remaining credit may be used to offset the monthly health care contributions for the retired employee's surviving spouse and/or eligible dependent(s).

2. Employees who Retire Age 65 and older:

- a. Retired employees may trade accrued, unused sick leave for a one-time, lump sum payment upon retirement, less any applicable withholdings and deductions, to offset their costs of medical coverage for the retired employee's eligible spouse and/or eligible dependent(s).
- b. The maximum amount of accrued, unused sick leave the retired employee may trade **// pursuant to Subparagraph //L.2.a** above **// will** be calculated at the rate of twenty-five (25) hours of sick leave per month for the lesser of: (i) for a spouse, the number of months remaining until their spouse's **sixty-fifth** (65<sup>th</sup>) birthday and, for eligible dependent(s) the number of months remaining until the dependent(s) cease to be eligible family member(s) under the plan, or (ii) a maximum of five (5) years.
- c. Nothing in this **Subparagraph //L.2** is meant to imply that the retired employee may continue in the retiree health care plan beyond age 65 or that the retired employee's spouse/eligible dependent(s) may continue beyond the maximum coverage periods as set forth in the plan documents.

- 3. Death of Employee Prior to Age 62: If an **// Employee** dies prior to age 62, the available credit from **// their** unused sick leave, calculated as provided in **Subparagraph //L.1** above will be used to offset monthly health care contributions for the **Employee's** surviving spouse and/or eligible dependent(s) during the period the spouse and/or eligible dependent(s) are eligible for COBRA health care continuation.

1 ARTICLE 21

2 GENERAL AND MISCELLANEOUS

- 3 A. If there is any change during the life of this Agreement in the license(s) Employees // are  
4 required to have, all Employees affected // will be given three (3) months from date of such  
5 change to obtain such licenses and there // will be no change in their status or pay during  
6 said three (3) months period.
- 7 B. Service records // will be maintained for all Employees by the Company which may be  
8 reviewed by the Employee upon request. An Employee may review these files as well as  
9 the Supervisor's Records of Discussion regarding job performance and attendance upon  
10 request. Nothing of a derogatory nature // will be entered into an Employee's personnel  
11 file without first giving the affected Employee the opportunity to sign such material and  
12 provide a copy of the material to the Employee. When an Employee // leaves the Company  
13 for any reason, // they will, upon request, be furnished with a copy of // their service record.  
14 In case of investigations or hearings involving an Employee's past record, the Employee  
15 // will be furnished, on request, a copy of // their record prior to such investigations or  
16 hearings.
- 17 C. All orders or notices to an Employee // involving a transfer, promotion, layoff or leave of  
18 absence // will be given in writing. In the event of the layoff of Employees who have  
19 completed their probationary period, two (2) weeks' notice // will be given by the Company  
20 and a copy of such notice // will be furnished to the Union Airline Contract Committee(s).  
21 In addition, each month the Company will furnish AMFA with a list showing the  
22 Employees at each location in each classification.
- 23 D. Bulletin Boards will be provided by the Company in the vicinity of each time clock card  
24 rack assigned to Employees // at all Maintenance Bases for posting notices restricted to:
- 25 1. Notices of Union Recreational and social affairs;
  - 26 2. Notices of Union elections;
  - 27 3. Notices of Union appointments and results of Union elections;
  - 28 4. Notices of Union meetings;
  - 29 5. Notices from // AMFA specifically designated to be posted;
  - 30 6. There // will be no posting of material derogatory or detrimental to the Company or  
31 of a political, or personal nature;
  - 32 7. There // will be no other general distribution or posting by the Union or Employees of  
33 advertising or political matter, notice, or any kind of literature upon the Company's  
34 property other than herein provided.
  - 35 8. The // Union may use an electronic bulletin board on the Company's intra-net system  
36 for posting notices of // Union recreation and social affairs, elections, membership  
37 meetings, and official notices from the // Union. Posted notices // will not contain  
38 anything of a defamatory or personal nature attacking the Company or its  
39 representatives or employees. Should the // Union and the Company become involved

1 in a labor dispute the Company may restrict the operation of the electronic bulletin  
2 board assigned to the // Union.

3 E. Employees // will not be required to pay damages or repairs occasioned by any cause  
4 beyond their control.

5 F. No Employee // will reveal, except to proper representatives of the Company, any  
6 confidential matter of the Company, or give any information concerning business of the  
7 Company, which // they may acquire on account of // their position or the nature of // their  
8 employment.

9 G. Employees // will notify the Company in writing of their current address and phone number  
10 and notify the Company of any change within ten (10) days of such change.

11 H. Each Employee // will be issued a printed, pocket-size copy of this Agreement. The booklet  
12 // will be printed and distributed within sixty (60) days of the signing of the Agreement //.  
13 Each Employee will be required to sign a receipt for // their copy of the Agreement.

14 I. For security reasons, the Company may issue and require Employees to carry or wear  
15 Company provided identification cards or badges.

16 J. The Company agrees to pay Employees on jury duty the difference between the jury pay  
17 actually received, exclusive of travel expense, and normal straight-time pay which would  
18 have been earned during the period of such duty. Employees selected for jury duty will be  
19 assigned to day shift with the preceding Saturday and Sunday off. Employees will // return  
20 to work on those days when excused from jury duty prior to 12:00 noon.

21 K. Except in the case of unusual workloads, no more than eight (8) individuals from the  
22 following list of elected // Union officials may attend regular monthly Local meetings  
23 which occur at their station while such officials are on shift: President, Vice President,  
24 Treasurer, Secretary, Airline Representative(s), Safety and Standards Chairman and Shop  
25 Representative(s). Such attendance // will be without loss of pay for a period of up to two  
26 (2) hours.

27 L. Employees' tools and toolboxes will be protected by the Company at full dollar value  
28 against fire or catastrophe while on Company premises, providing the Employee has a  
29 current inventory of tools on file with the Company.

30 M. Company selected free parking will be provided for an Employee's car while at work or  
31 on field trips.

32 N. The Company // will have the right to establish and revise the minimum required tool list  
33 for technicians.

34 O. The Company // will have the right to inspect an Employee's toolbox and contents from  
35 time to time.

- 1 P. The Company may utilize Vendor fueling at all present and future locations to perform all  
2 fueling functions. At a location where Vendor fueling is not used, the fueling may be done  
3 by Technicians//.
- 4 Q. // Employees // stationed at Ketchikan who must commute to work by ferry // will receive  
5 a ferry pass.
- 6 R. The Company // will, on a monthly basis, provide the National Administration office of the  
7 // Union an electronic copy of the corresponding records of all members in the class and  
8 craft // with the following information: current addresses or contact information on file  
9 with the Company, employee number, current status (i.e., full-time, part-time, date of leave  
10 of absence), and Dues check-off status for all Employees //.
- 11 S. Alaska Airlines uses a video surveillance system to provide a safe and secure environment  
12 for Employees and visitors, including customers, contractors and suppliers. The Company  
13 will have a video surveillance policy that will be accessible to Employees. Should Alaska  
14 Airlines' video or information contained on the Alaska Airlines' video be relied upon to  
15 issue discipline, AMFA will be provided opportunities, upon each request, to review the  
16 video or information contained on the video prior to the Company issuing any discipline.
- 17 T. The Company will provide single occupancy hotel accommodations from the same  
18 sourced list as crews at the Company's expense when Employees travel away from  
19 their home station. The Company will, when selecting a hotel, consider safety, cost  
20 proximity to food, distance from the airport, and availability of transportation.  
21 Where a hotel shuttle is not available, the Company will reimburse Employees for  
22 reasonable expenses to/from hotels. The Company will consider availability of  
23 extended stay accommodations with kitchens and refrigerators for stays scheduled  
24 for a full work week or longer.

1 ARTICLE 22

2 INSURANCE

- 3 A. Group Insurance Plan - Effective // October 17, 2023. There will be no diminution of  
4 benefits from the Medical, Dental, Life and A.D.&D., and Vision benefits effective  
5 August 1, 2023.

6 1. Medical Plan – (PPO and HMO)

- 7 a. Eligibility: All active full-time and part-time // Employees, their spouse and  
8 dependents up to age twenty-six (26), and those age twenty-six (26) or older who  
9 are incapable of self-support because of a developmental disability or physical  
10 handicap provided proof of // their incapacity is furnished to the Company or claims  
11 administrator within thirty-one (31) days of the date that the dependent's coverage  
12 would normally terminate. An // Employee's spouse who has coverage through //  
13 their own employer and who waives such coverage will not be eligible for Alaska  
14 Airlines coverage. When both a husband and wife work for the Company, there //  
15 will be coordination of medical insurance benefits for the spouses and other  
16 dependents (e.g. children), when both have elected coverage for each other and  
17 dependents. Newly eligible dependents must be enrolled in the plan within thirty-  
18 one (31) days after they first become eligible, or wait until the next open enrollment  
19 to be enrolled.

- 20 b. Enrollment: Effective the first day of the month following the first full month of  
21 employment. Each year // Employees will be allowed to select or change their  
22 enrollment in the PPO, or HMO plans during the November period for each  
23 subsequent calendar year coverage.

- 24 c. Discontinuance: Last day of the month in which termination of employment takes  
25 place, subject to COBRA continuation rules. Coverage is subject to disability  
26 continuation as outlined in the Employee benefits handbook.

27 d. Contributions and Deductibles

- 28 i. Contributions: Employee contributions in 2024 will not increase by more  
29 than eight percent (8.0%) from the contributions effective on August 1,  
30 2023. In each subsequent year, Employee contributions will not  
31 increase by more than eight percent (8.0%) from the prior year. //

32  
33 At no point will the premiums exceed an eighty percent (80%) / twenty  
34 percent (20%) cost split with the Company, with the Employee's portion  
35 of the premiums not exceeding twenty percent (20%) of the total cost of  
36 the Alaska Airlines // Group Insurance Plan.

37  
38 ii. Deductibles:

39 Individual In-network: \$250.00  
40



Family In-network:	<u>\$500.00</u>
Individual Out of Network:	<u>\$350.00*</u>
Family Out of Network:	<u>\$700.00*</u>

\* If an in-network provider is available.

iii. Out of Pocket Max

Individual In- network:	<u>\$2,000.00</u>
Family In-network:	<u>\$4,000.00</u>
Individual Out of Network:	<u>\$3,000.00*</u>
Family Out of Network:	<u>\$6,000.00*</u>

**\* If an in-network provider is available.**

Seventy-five dollars (\$75) emergency room deductible (waived if emergency due to accident or requires hospitalization). All benefits shown below subject to the deductible unless otherwise stated.

Office visit co-pays for network physicians will be twenty dollars (\$20.00) per visit.

- e. Co-Insurance: Plan pays **eighty percent (80%)** of covered, medically necessary, reasonable and customary expenses for the treatment of an illness or injury.
- f. Surgical Schedule: Plan pays **eighty percent (80%)** or **sixty percent (60%)** (depending on plan and provider type) of usual and customary charges for covered expenses.
- g. Maternity: Benefits for the // Employee and // their spouse // will be treated as any other illness under the surgical schedule.
- h. Chiropractic care // will be limited to **twelve (12)** visits per person per calendar year. The number of visits will be increased to **twenty-four (24)** visits per person per calendar year when prescribed by a medical doctor.
- i. Hearing Aid Expenses: Limited to three thousand **dollars (\$3,000)** every twenty-four **(24)** months.
- j. Substance Abuse: **eighty percent (80%)** or **sixty percent (60%)** (depending on provider type) at an approved treatment center.
- k. Mental Health benefits will pay covered expenses for mental illness treatment, check your Employee Benefits Handwork for specifics.
- l. The Company will offer a carved-out prescription drug program, the co-pays will be the same as all other groups in the Alaska Airlines Employees Health Care Plan but no greater than the following.

*Retail / Mail*

Generic:	\$10 / <u>\$20</u>
Brand (formulary):	\$25 / <u>\$50</u>
Brand (non-formulary)	50%/50% ( <u>\$40/\$100</u> & <u>\$80/\$200</u> )

- m. HMO options, where applicable, with // Employee paying the excess cost over the conventional rating of the PPO medical plan. Such excess cost // will not be lower than the PPO cost set forth in Subparagraph A.1.d.i above.
- n. Healthcare spending account and Dependent Day Care account will be offered.
- o. A High Deductible Group Insurance Plan will be offered to the AMFA membership.

2. Dental Plan

- a. **Eligibility:** Employees // will be offered a "Group Dental Plan" as part of the group Insurance Plan. All active full-time and part-time // Employees, their spouse, and unmarried dependents up to age twenty-six (26) and those age twenty-six (26) or older and are incapable of self-support because of a developmental disability or physical handicap, provided proof of // their incapacity is furnished to the Company or claims administrator within thirty-one (31) days of the date that the dependent's coverage would normally terminate. Such plan is to be based on the following provisions:
  - 1. **twenty-five dollars (\$25)** calendar year deductible per individual with a maximum of **fifty dollars (\$50)** per family;
  - 2. **eighty percent (80%)** of usual and customary charges;
  - 3. **eighty percent (80%)** of usual and customary charges on prosthetics;
  - 4. **one thousand seven hundred fifty dollars (\$1,750)** per calendar year maximum.
- b. The Dental Plan // will include orthodontics for Employees and dependents at **eighty percent (80%)** of usual and customary charges with a **two thousand dollars (\$2,000)** lifetime maximum.

3. Life and A.D. & D. Insurance

**The life insurance and A.D.&D. benefit calculation will equal one and one-half times (1½ x) the Employee's basic annual wages (inclusive of applicable license, line, longevity, and premiums) rounded up to the nearest one thousand dollars (\$1,000), subject to approval by the Company's insurance carrier and in no event less than the table set forth below.**

	<u>Basic Monthly Earnings</u>	<u>Life Insurance</u>	<u>Accidental Death And Dismemberment</u>
1			
2			
3			
4	\$1,000.00 but less than <u>\$2,000.00</u>	\$36,000.00	\$36,000.00
5	\$2,000.00 but less than <u>\$3,000.00</u>	<u>\$54,000.00</u>	<u>\$54,000.00</u>
6	\$3,000.00 but less than <u>\$4,000.00</u>	<u>\$72,000.00</u>	<u>\$72,000.00</u>
7	\$4,000.00 but less than <u>\$5,000.00</u>	<u>\$90,000.00</u>	<u>\$90,000.00</u>
8	\$5,000.00 but less than <u>\$6,000.00</u>	<u>\$108,000.00</u>	<u>\$108,000.00</u>
9	\$6,000.00 but less than <u>\$7,000.00</u>	<u>\$126,000.00</u>	<u>\$126,000.00</u>
10	\$7,000.00 and over	<u>\$150,000.00</u>	<u>\$150,000.00</u>

11 An Employee may, at // their option, increase // their life insurance coverage by  
 12 purchasing at group rates, Supplemental Life and A.D. & D. insurance coverage. //  
 13 They may also purchase // Life Insurance coverage for // their spouse and children.  
 14 Purchase of Life Insurance will be subject to open enrollment rules and evidence  
 15 of insurability.

16 4. Vision Care for Employees and Dependents:

17 Employees // will be offered a "Group Vision Plan" as part of the Group Insurance  
 18 Plan. Such plan is to be based on the following provisions:

19 Employee will be eligible for one (1) examination, one (1) pair of lenses in a twelve  
 20 (12) month period and one (1) frame in a twenty-four (24) month period.

21 The plan is to provide up to forty-five dollars (\$45.00) per examination.

22 Lenses: Network, one (1) pair lenses every twelve (12) months, subject to a  
 23 twenty-dollar (\$20.00) co-pay;

24 Non-Network one (1) pair every twelve (12) months subject to current  
 25 allowance.

26 Contacts: Network, seventy-five dollars (\$75.00) reimbursement per twelve (12)  
 27 months;

28 Non-Network, forty-five dollars (\$45.00) reimbursement every twelve  
 29 (12) months.

30 If medically necessary, Network covered in full after VSP approval  
 31 once every twelve (12) months; Non-Network, one hundred and one  
 32 dollars (\$101.00) reimbursement once every twelve (12) months.

33 Frames: Network, one hundred fifty dollars (\$150.00) reimbursement every  
 34 twenty-four (24) months;

35 Non-Network, ninety dollars (\$90.00) reimbursement every twenty-  
 36 four (24) months.

37 B. Employees on leave of absence (including medical leave) or layoff may elect to continue  
 38 their Group Medical, Life, and Dental insurance coverage by paying to the Company a  
 39 monthly fee covering the cost of such coverage according to COBRA but not less than a

1 period of up to three (3) months. Employees on Workman's Compensation who have  
2 expended all injury leave and sick leave as set forth in Article 14, Paragraph D., // will have  
3 their Group Insurance (Life, Medical, and Dental) premiums paid by the Company for a  
4 period of ninety (90) days subsequent to the expiration of their injury and sick leave  
5 benefits. After the above coverage has been expended, the Medical and Life insurance may  
6 be converted to individual plans within thirty (30) days. Employees on a medical or  
7 parental leave of absence may continue their Group Insurance (Life, Medical, Vision  
8 and Dental) at active rates for an additional month following the month in which their  
9 active rate coverage was set to end.

10 C. Employees retiring may continue participating in the Group Medical Plan under this  
11 Agreement for themselves and their dependents at their own expense until they are eligible  
12 for Medicare.

13 D. Short Term Disability coverage will be provided by the Company in the amount of forty  
14 percent (40%) of weekly basic earnings up to a maximum of five hundred dollars (\$500.00)  
15 per week. The Company // will offer an Optional Short-Term Disability Plan. The cost to  
16 the Employee of optional short-term coverage will be determined by the Company and this  
17 amount may change from year to year. The optional short-term disability plan will provide  
18 benefits equal to twenty percent (20%) of the weekly // earnings up to a maximum benefit  
19 of two hundred dollars (\$200.00) // per week. All terms and conditions which apply to the  
20 Basic Short-Term Disability Plan // will apply to the Optional Short-Term Disability Plan.

21 E. If all the Unions at the Company agree to participate in an all-union "Benefits  
22 Coalition" for the sole purpose of negotiating common Medical, Dental, and Vision  
23 plans at rates for all labor groups, AMFA will also agree to participate. This does not  
24 obligate AMFA to reach any agreement as a result of participating in any such  
25 "Benefits Coalition".

1 ARTICLE 23

2 WAGE RULES

- 3 A. The minimum hourly rates set forth on Schedule A, attached hereto and made a part of this  
4 Agreement // will prevail on and after November 1, 1981, and subject to change on  
5 successive dates as specified in said schedule.
- 6 B. No Employee // will suffer any reduction in hourly rate as a result of this Agreement. //  
7 The hourly rates set forth in Article 26 - Schedule A will prevail, except that the  
8 Company may recognize prior experience or the local job market when hiring and/or  
9 place an Employee in their applicable Article 26 – Schedule A progression scale at a  
10 rate above the applicable minimum (“Higher Rate Step”).
- 11 1. The Company will provide AMFA with a minimum of fourteen (14) days’ written  
12 notice of its intention to hire and/or place an Employee at a Higher Rate Step, and  
13 the written notice will include the classification(s) and location(s) affected and the  
14 progression step it intends to place the Employee(s).
- 15 2. In the event the Company hires and/or places an Employee at a Higher Rate Step,  
16 any other current Employee(s) in that same classification whose wage rate is below  
17 the Higher Rate Step will be placed, by the next full pay period following the  
18 Higher Rate Notice, at the Higher Rate Step.
- 19 3. Any newly hired Employee placed, or current Employee moved to a Higher Rate  
20 Step will proceed to the next higher step on the applicable progression scale (i.e.,  
21 Employee hired or placed at Step 4 would progress to Step 5) at the conclusion of  
22 each anniversary date or other date as set forth in Subparagraph B.4, and will  
23 not, under any circumstances, be returned to any lower scale step or frozen at any  
24 scale step.
- 25 4. Any current Employee moved to a Higher Rate Step in accordance with this  
26 Paragraph will have their anniversary date, solely for step increase purposes,  
27 modified to the date upon which they are moved to the Higher Rate Step.
- 28 5. The Company may, with notice to the Airline Representative(s), provide hiring  
29 (i.e., attraction) incentive(s) as part of preemployment offer(s). The Company will  
30 meet and confer with the Airline Representative(s) to gain insight and perspective  
31 before making a final decision if retention incentive(s) are being considered for  
32 active Employees.
- 33 C. Employees // will be paid on alternate Fridays during their regular working hours. The  
34 payment on such Fridays // will include all wages due through the preceding Friday.  
35 Afternoon // shift Employees // will receive their pay at the end of their shift which  
36 commences on the Thursday preceding the pay date.
- 37 D. Should the regular payday fall on a holiday recognized by this Agreement, Employees will  
38 be paid on the day preceding // such holiday.
- 39 E. Pay checks will include a statement of all wages and deductions made for the pay period.  
40 All retroactive Cost of Living or general wage increase adjustments reflected in a paycheck

will be accompanied by an explanatory sheet giving description, hours and rate applied to the adjustment.

F. Employees leaving the service of the Company (**e.g., retirement, termination, resignation**) will be given their final check (**or electronic deposit equivalent**) within forty-eight (48) hours after final clearance **//** or earlier when possible, exclusive of Saturdays, Sundays and holidays. **An Employee's final pay statement will be sent by U.S. Mail and e-mail to the personal e-mail address listed by the Employee on file with the Company.**

G. Employees working in a higher **Category or** classification **// will** be paid the rate of pay for that classification for all hours worked and **//**when on a regular shift will be paid as such for the entire shift. Employees temporarily upgraded to a higher **Category or** classification may be returned to work in the lower **Category or** classification when no longer required in the higher **Category or** classification. Employees working in the lower **Category or** classification will continue to receive their higher rate of pay unless demoted through a force reduction as set forth in Article 9, Paragraph K. Technicians upgraded for limited Required Inspection Authorization (R.I.I.) **// will** be paid a differential over and above their normal rate of pay of **// two dollars and seventy-five cents (\$2.75) per hour, increasing to three dollars (\$3.00) per hour on October 17, 2026.**

#### H. License and Skill Premiums

##### 1. Technician and higher classification

a. Employees in the Technician and higher classifications (**excluding Employees in Maintenance Control positions**) who hold, and thereafter continue to hold, a valid, applicable Airframe License, Powerplant License; General Radio-Telephone Operators License **// will** be paid **// four dollars (\$4.00)** per hour for the first license and **// four dollars (\$4.00)** per hour for a second license **//**. **Employees holding three (3) licenses will be paid four dollars (\$4.00) per hour for the third license only if the third license is required by the Company.** Those Employees as of June 28, 1999 currently receiving a premium for a Repairman's certificate will continue to receive that premium.

b. Employees in the classifications of Aviation, Facilities, and Automotive, Technicians **// will** be paid a skill premium of **// four dollars (\$4.00)** per hour for a maximum of **// two (2)** qualifying certificates. Qualifying certificates **// will** be:

- i. ASE certificate (Automotive Technician)
- ii. Journeyman's license (Facilities Technician)
- iii. Welder's certificate (Automotive and Aircraft Technician)
- iv. Boilerman's certificate (Facilities Technician)
- v. Machinist certificate (Machinist Technician)

Each certificate/license // will be reviewed by the Company and the // Union to determine qualification under this Article. Certificates must be for the applicable state.

2. Technician Helper classification

Employees in the Technician Helper classification who hold, and thereafter continue to hold, a valid, Airframe License and/or Powerplant License // will be paid // four dollars (\$4.00) per hour. But they // will not exercise the Airframe License and/or Powerplant License while working in the Technician Helper Classification.

3. License and skill premiums will be added to the Employee's base rate and are, therefore, subject to multiplication. In order to be eligible for license and skill premium pay such license and skill certificate must be registered with the Maintenance Department. Notwithstanding any of the foregoing, no // Employee // will be entitled to more than // eight dollars (\$8.00) per hour in combination of license/skill premiums, unless a third license is required by the Company, and then upon such requirement, twelve dollars (\$12.00) per hour.

I. Where there is a shortage equal to one-half ( $\frac{1}{2}$ ) day's pay or more in the pay of an Employee, and such shortage is the result of a Company error, a special check will be issued at the Company's General Offices by the Company within four (4) accounting working days after notification to the Company regarding the shortage.

J. Employees in the Technician and higher classifications who hold a permanent bid position within line maintenance // will be paid sixty cents (\$0.60) per hour as a line differential. The line differential // will be added to the Employee's base rate and is //, therefore, subject to multiplication. If an Employee is assigned to line maintenance for less than four (4) hours in a work day, // they // will not be entitled to the line differential. If the Employee is assigned to line maintenance for four (4) hours or more in a work day, // they // will be paid the line differential for the entire shift if worked.

K. When an Employee // moves from // a classification in Category 2 to // a classification in Category 1, the Employee // will be assigned the base hourly rate of pay in the higher // Category which is equal to // their rate of pay in the lower classification. If no such equal rate exists, the Employee // will receive the next higher rate in the higher classification. Thereafter, the Employee will progress on the pay scale accordingly.

L. Leads will be paid a premium of two dollars and seventy-five cents (\$2.75) per hour, increasing to three dollars (\$3.00) per hour on October 17, 2026. //

M. When an Employee has been designated as a non-management trainer, // they will receive two dollars and seventy-five cents (\$2.75) per hour, increasing to three dollars (\$3.00) per hour on October 17, 2026, // as a trainer premium, pursuant to Article 12, Paragraph E.

1 N. // If, after the date of ratification of this Agreement, the Company opens a  
2 maintenance station above the Arctic Circle, the Parties will bargain over an hourly  
3 Arctic differential for Employees working in such station.

4 O. // Employees // will participate in the Alaska Air Group Performance Based Pay (PBP)  
5 plan with a target payout of five percent (5%) of eligible earnings. The terms of the PBP  
6 plan will be made available to Employees // annually.

7 P. An Employee required to perform a Hazwoper Spill Clean Up // will receive a pay premium  
8 of four dollars (\$4.00) per hour for all time spent physically accomplishing the clean up  
9 and related paperwork. The following items are excluded from this Paragraph: fuel,  
10 hydraulic fluid, grease, engine oil and lavatory service fluid (contaminated and non-  
11 contaminated). Risk Management will be responsible for determining the appropriate  
12 method to clean up a Hazwoper spill (i.e., in house or specialized biohazard agency).

13 Q. Article 26 – Schedule A lists the pay progression steps under this // Agreement for all  
14 classifications. For purposes of progressing onto the next pay step in Article 26 – Schedule  
15 A, an Employee will reach the next pay step by reaching // their anniversary date. //

16 R. The Company's pay philosophy is to pay all employees market-based wages and desires to  
17 be consistent with this philosophy for all employees. In a mutual desire to confirm our  
18 commitment, the Company and AMFA agree to open the contract on an annual basis,  
19 within thirty (30) days of the anniversary date of the Agreement, to review the //  
20 Technicians' relative position both within the Company and the Market (the "Annual  
21 Wage Review Meeting"). //

22 1. If Aircraft Maintenance Technician wages set forth in this Agreement fall below  
23 the middle of the market, as defined below, the Company will adjust the wage  
24 scales to the middle of the market as defined in this Paragraph R; provided  
25 however, the annual increase will not be less than two and one-half percent (2.5%)  
26 above the current year's rates. This "market-based" methodology is only for  
27 determining rates of pay for the purposes of the Annual Wage Review. It is not  
28 intended to reflect the methodology for determining rates of pay in future  
29 collective bargaining negotiations toward successor Agreements.

30 2. Competitor Wage Review

31 a. For purposes of the Annual Wage Review process set forth in this Paragraph  
32 R, Competitor Airline wages (actually paid on the date of the Annual Wage  
33 Review Meeting) will include wages from: Southwest, Jet Blue (if covered by  
34 a CBA), American, Frontier, Delta, United, Spirit, Hawaiian, and Allegiant  
35 ("Competitor Airlines"). The all-in wage rate of the Competitor Airlines will  
36 be used and will consist of:

- 37 i. The maximum base wage;  
38 ii. Up to two (2) license premiums (if applicable);  
39 iii. Maximum longevity (if applicable); and



1                   iv. Line premium(s) (if applicable).

2                   b. In the event a Competitor Airline ceases to exist they will be removed from the  
3 list. Additional Competitor Airline(s) may be added by written agreement of  
4 the Parties.

5                   c. If the Technician top-of-scale all-in wage as set forth in this Agreement on the  
6 date of the Annual Wage Review Meeting is below the mid-point of the fourth  
7 and fifth ranked Competitor Airlines, the Technician top-of-scale all-in wage  
8 will be reset to the mid-point of the fourth and fifth ranked Competitor  
9 Airlines and, if necessary, rounded up to the nearest cent.

10           3. Intra-Company Wage Review

11                   a. Current comparator work groups used to conduct the intra-Company  
12 comparison for purposes of the Annual Wage Review are: Pilots, Reservations  
13 Agents, Customer Service Agents, Dispatch, Ramp, Stores, and Flight  
14 Attendants (the “Comparator Work Groups”). If another work group is  
15 subsequently covered by a CBA, it will be added.

16                   b. If a collective bargaining agreement between the Company and any of the  
17 Comparator Work Groups is ratified and becomes effective since the previous  
18 Wage Review Meeting, an intra-Company ranking comparison will be  
19 conducted and performed as follows:

20                           i. For each Comparator Work Group, the Comparator Work Group rank  
21 among the Competitor Airlines is computed. The average rank is taken  
22 and, if necessary, rounded to the higher rank (“Comparator Work  
23 Group Average Rank”).

24                           ii. If the Comparator Work Group Average Rank is 1, the Technician top-  
25 of-scale all-in wage will be reset to equal the highest top-of-scale all-in  
26 Technician wage of the highest Competitor Airline. Otherwise, the  
27 Technician all-in wage will be reset to the midpoint between the two (2)  
28 nearest Competitor Airlines aircraft maintenance technician wages  
29 corresponding to the Comparator Work Group Average Rank (for  
30 example: if the Comparator Work Group Average Rank is 2, the  
31 Technician all-in wage will be reset to the midpoint between the first and  
32 second Competitor Airline technician wage).

33                   4. The highest Technician wage of the computations set forth in Subparagraphs 1,  
34 2, and 3 of this Paragraph R. will prevail. After subtracting: (i) maximum  
35 longevity set forth in Article 29; (ii) the Line Differential set forth in Article 23,  
36 Paragraph J; and (iii) two (2) License Premiums set forth in Article 23,  
37 Paragraph H, the base pay percentage increase for the highest step of the  
38 Technician base pay scale will be applied to all Steps of the Technician base pay  
39 scale and to all other base pay scales set forth in Article 26 – Schedule A. The new  
40 base pay scales will be effective on the next October 17.

1 **ARTICLE 24**

2 **SAVINGS CLAUSE**

3 Should any part or provision of this Agreement be rendered invalid by reason of any existing or  
4 subsequently enacted legislation, such invalidation of any part or provision of this Agreement //  
5 **will** not invalidate the remaining portions thereof and they // will remain in full force and effect.  
6 In the event of any invalidation, either party may, upon thirty (30) days' notice, request  
7 negotiations for modification or amendment of this Agreement with regard to only the invalidated  
8 parts or provisions directly or indirectly affected.

1 ARTICLE 25

2 **EFFECTIVE DATE AND DURATION**

3 Except as may otherwise be specifically provided, this Agreement // will become effective  
4 **October 17, 2023**, and // will remain in full force and effect for the period ending **October 17,**  
5 **2028** and // will automatically be renewed under the same terms and conditions for consecutive  
6 yearly periods thereafter unless notice of intended change is served as provided herein. Either party  
7 desiring to amend or modify any provision of this Agreement // will serve notice in writing on the  
8 other party at least twelve (12) months preceding **October 17, 2028** or October 17th of any year  
9 thereafter; specifically mentioning any amendments or modifications desired, and no other  
10 provisions of this Agreement // will be affected by such notice, except to the extent that other  
11 provisions must be revised to conform with the amendments or modifications agreed upon. When  
12 any notice of desired amendment or modifications of any provisions hereof is served, the Parties  
13 hereto // will meet within thirty (30) days from receipt of said notice to negotiate concerning such  
14 desired amendments or modifications.

15 IN WITNESS WHEREOF, the Parties hereto have signed this Amendment to Agreement this **22<sup>nd</sup>**  
16 day of **May 2024**.

17  
18 WITNESS:

FOR ALASKA AIRLINES, INC.

19 **s/Don Wright**

**s/Sonia Alvarado**

20 **VP, Maintenance & Engineering**

**Managing Director, Labor Relations**

21 **s/Scott Harman**

22 **Managing Director, Line Maintenance**

23  
24 WITNESS:

AIRCRAFT MECHANICS FRATERNAL  
ASSOCIATION

26 **s/Earl Clark**

**s/Wilber "Will" Abbott**

27 **AMFA Region 1 Director**

**AMFA Region 2 Director**

28 **s/Brandon Statfield**

**s/Jeff Heard**

29 **AMFA Local 14 Airline Representative**

**AMFA Local 32 Airline Representative**

## ARTICLE 26

### SCHEDULE A

- A. Each annual increase will be no less than **the percentages set forth in Paragraph E of this Article computed from the previous year's "all-in rates."** // The tables below reflect the minimum **base rates, exclusive of premiums and differentials.** Annual review of Schedule A rates will be in accordance with the provisions outlined in Article 23.

Lead Inspector      Inspector + **// \$2.75 per hour; \$3.00 per hour effective 10-17-26**

Inspector              Technician + **// \$2.75 per hour; \$3.00 per hour effective 10-17-26**

Lead Technician      Technician + **// \$2.75 per hour; \$3.00 per hour effective 10-17-26**

#### Technician

	<u>17-Oct-23</u>	<u>17-Oct-24</u>	<u>17-Oct-25</u>	<u>17-Oct-26</u>	<u>17-Oct-27</u>
<b><u>Step 1</u></b>	<b><u>\$ 33.75</u></b>	<b><u>\$ 34.55</u></b>	<b><u>\$ 35.56</u></b>	<b><u>\$ 36.61</u></b>	<b><u>\$ 37.67</u></b>
<b><u>Step 2</u></b>	<b><u>\$ 34.27</u></b>	<b><u>\$ 35.08</u></b>	<b><u>\$ 36.11</u></b>	<b><u>\$ 37.17</u></b>	<b><u>\$ 38.25</u></b>
<b><u>Step 3</u></b>	<b><u>\$ 35.74</u></b>	<b><u>\$ 36.58</u></b>	<b><u>\$ 37.66</u></b>	<b><u>\$ 38.76</u></b>	<b><u>\$ 39.90</u></b>
<b><u>Step 4</u></b>	<b><u>\$ 37.28</u></b>	<b><u>\$ 38.16</u></b>	<b><u>\$ 39.28</u></b>	<b><u>\$ 40.43</u></b>	<b><u>\$ 41.61</u></b>
<b><u>Step 5</u></b>	<b><u>\$ 38.89</u></b>	<b><u>\$ 39.81</u></b>	<b><u>\$ 40.98</u></b>	<b><u>\$ 42.18</u></b>	<b><u>\$ 43.41</u></b>
<b><u>Step 6</u></b>	<b><u>\$ 40.56</u></b>	<b><u>\$ 41.52</u></b>	<b><u>\$ 42.74</u></b>	<b><u>\$ 43.99</u></b>	<b><u>\$ 45.28</u></b>
<b><u>Step 7</u></b>	<b><u>\$ 43.34</u></b>	<b><u>\$ 44.36</u></b>	<b><u>\$ 45.67</u></b>	<b><u>\$ 47.01</u></b>	<b><u>\$ 48.38</u></b>
<b><u>Step 8 / Thereafter</u></b>	<b><u>\$ 55.75</u></b>	<b><u>\$ 57.07</u></b>	<b><u>\$ 58.75</u></b>	<b><u>\$ 60.47</u></b>	<b><u>\$ 62.23</u></b>

#### Technician Helper / Janitor

Lead Janitor      Janitor + **// \$2.75 per hour; \$3.00 per hour effective 10-17-26**

	<u>17-Oct-23</u>	<u>17-Oct-24</u>	<u>17-Oct-25</u>	<u>17-Oct-26</u>	<u>17-Oct-27</u>
<b><u>Step 1</u></b>	<b><u>\$ 20.40</u></b>	<b><u>\$ 21.00</u></b>	<b><u>\$ 21.62</u></b>	<b><u>\$ 22.25</u></b>	<b><u>\$ 22.90</u></b>
<b><u>Step 2</u></b>	<b><u>\$ 21.42</u></b>	<b><u>\$ 22.05</u></b>	<b><u>\$ 22.70</u></b>	<b><u>\$ 23.36</u></b>	<b><u>\$ 24.04</u></b>
<b><u>Step 3</u></b>	<b><u>\$ 22.49</u></b>	<b><u>\$ 23.16</u></b>	<b><u>\$ 23.83</u></b>	<b><u>\$ 24.53</u></b>	<b><u>\$ 25.25</u></b>
<b><u>Step 4</u></b>	<b><u>\$ 23.62</u></b>	<b><u>\$ 24.31</u></b>	<b><u>\$ 25.03</u></b>	<b><u>\$ 25.76</u></b>	<b><u>\$ 26.51</u></b>
<b><u>Step 5</u></b>	<b><u>\$ 24.80</u></b>	<b><u>\$ 25.53</u></b>	<b><u>\$ 26.28</u></b>	<b><u>\$ 27.04</u></b>	<b><u>\$ 27.83</u></b>
<b><u>Step 6</u></b>	<b><u>\$ 26.04</u></b>	<b><u>\$ 26.81</u></b>	<b><u>\$ 27.59</u></b>	<b><u>\$ 28.40</u></b>	<b><u>\$ 29.22</u></b>
<b><u>Step 7</u></b>	<b><u>\$ 27.34</u></b>	<b><u>\$ 28.15</u></b>	<b><u>\$ 28.97</u></b>	<b><u>\$ 29.82</u></b>	<b><u>\$ 30.69</u></b>
<b><u>Step 8</u></b>	<b><u>\$ 28.70</u></b>	<b><u>\$ 29.55</u></b>	<b><u>\$ 30.42</u></b>	<b><u>\$ 31.31</u></b>	<b><u>\$ 32.22</u></b>
<b><u>Step 9</u></b>	<b><u>\$ 30.14</u></b>	<b><u>\$ 31.03</u></b>	<b><u>\$ 31.94</u></b>	<b><u>\$ 32.87</u></b>	<b><u>\$ 33.83</u></b>
<b><u>Step 10</u></b>	<b><u>\$ 31.65</u></b>	<b><u>\$ 32.58</u></b>	<b><u>\$ 33.54</u></b>	<b><u>\$ 34.52</u></b>	<b><u>\$ 35.52</u></b>

<u>Step 11 / Thereafter</u>	<u>\$ 34.85</u>	<u>\$ 35.89</u>	<u>\$ 36.94</u>	<u>\$ 38.01</u>	<u>\$ 39.12</u>
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Lead Fleet Service Fleet Service + // \$2.75 per hour; \$3.00 per hour effective 10-17-26

Fleet Service

	<u>17-Oct-23</u>	<u>17-Oct-24</u>	<u>17-Oct-25</u>	<u>17-Oct-26</u>	<u>17-Oct-27</u>
<u>Step 1</u>	<u>\$ 17.29</u>	<u>\$ 17.80</u>	<u>\$ 18.32</u>	<u>\$ 18.86</u>	<u>\$ 19.41</u>
<u>Step 2</u>	<u>\$ 18.23</u>	<u>\$ 18.77</u>	<u>\$ 19.32</u>	<u>\$ 19.88</u>	<u>\$ 20.46</u>
<u>Step 3</u>	<u>\$ 19.21</u>	<u>\$ 19.78</u>	<u>\$ 20.36</u>	<u>\$ 20.95</u>	<u>\$ 21.56</u>
<u>Step 4</u>	<u>\$ 20.15</u>	<u>\$ 20.75</u>	<u>\$ 21.35</u>	<u>\$ 21.98</u>	<u>\$ 22.62</u>
<u>Step 5</u>	<u>\$ 21.09</u>	<u>\$ 21.71</u>	<u>\$ 22.35</u>	<u>\$ 23.00</u>	<u>\$ 23.67</u>
<u>Step 6</u>	<u>\$ 22.27</u>	<u>\$ 22.93</u>	<u>\$ 23.60</u>	<u>\$ 24.29</u>	<u>\$ 25.00</u>
<u>Step 7</u>	<u>\$ 23.40</u>	<u>\$ 24.09</u>	<u>\$ 24.80</u>	<u>\$ 25.52</u>	<u>\$ 26.27</u>
<u>Step 8</u>	<u>\$ 24.54</u>	<u>\$ 25.27</u>	<u>\$ 26.01</u>	<u>\$ 26.76</u>	<u>\$ 27.55</u>
<u>Step 9</u>	<u>\$ 25.66</u>	<u>\$ 26.42</u>	<u>\$ 27.19</u>	<u>\$ 27.99</u>	<u>\$ 28.80</u>
<u>Step 10</u>	<u>\$ 26.84</u>	<u>\$ 27.63</u>	<u>\$ 28.44</u>	<u>\$ 29.27</u>	<u>\$ 30.13</u>
<u>Step 11 / Thereafter</u>	<u>\$ 28.93</u>	<u>\$ 29.79</u>	<u>\$ 30.66</u>	<u>\$ 31.55</u>	<u>\$ 32.47</u>

### Maintenance Control

Lead Maintenance Controller Maintenance Controller + \$2.75 per hour; \$3.00  
per hour effective 10-17-26

	<u>17-Oct-23</u>	<u>17-Oct-24</u>	<u>17-Oct-25</u>	<u>17-Oct-26</u>	<u>17-Oct-27</u>
<u>Step 1</u>	<u>\$ 62.99</u>	<u>\$ 64.85</u>	<u>\$ 66.75</u>	<u>\$ 68.70</u>	<u>\$ 70.70</u>
<u>Step 2</u>	<u>\$ 65.12</u>	<u>\$ 67.05</u>	<u>\$ 69.01</u>	<u>\$ 71.02</u>	<u>\$ 73.10</u>
<u>Step 3</u>	<u>\$ 67.25</u>	<u>\$ 69.24</u>	<u>\$ 71.27</u>	<u>\$ 73.35</u>	<u>\$ 75.49</u>
<u>Step 4</u>	<u>\$ 69.37</u>	<u>\$ 71.42</u>	<u>\$ 73.51</u>	<u>\$ 75.66</u>	<u>\$ 77.87</u>
<u>Step 5</u>	<u>\$ 71.50</u>	<u>\$ 73.62</u>	<u>\$ 75.77</u>	<u>\$ 77.98</u>	<u>\$ 80.26</u>
<u>Step 6</u>	<u>\$ 73.63</u>	<u>\$ 75.81</u>	<u>\$ 78.03</u>	<u>\$ 80.30</u>	<u>\$ 82.65</u>
<u>Step 7</u>	<u>\$ 75.75</u>	<u>\$ 77.99</u>	<u>\$ 80.28</u>	<u>\$ 82.62</u>	<u>\$ 85.03</u>
<u>Step 8 / Thereafter</u>	<u>\$ 79.49</u>	<u>\$ 81.84</u>	<u>\$ 84.24</u>	<u>\$ 86.69</u>	<u>\$ 89.23</u>

Consistent with the terms of Article 23, Paragraph K, if an Employee bids  
Maintenance Control, they will not suffer a loss in all-in hourly wage.

- 1 B. **If an Employee accepts a position on a lower pay scale set forth in this Article, their**  
2 **Years of Service in the lower Category plus any equal or higher Category Position**  
3 **will control placement on the Employee's new pay scale.**
- 4 C. The Lead premium // will be a differential over and above the normal rate in the progression  
5 step. For pay purposes it // will be considered as part of the basic rate for calculations.
- 6 D. The Performance Based Pay as outlined in Article 23 will not be included as part of "pay"  
7 as referenced in this Article 26.
- 8 E. **For the purposes of this Article and Article 23, annual "all-in" pay rates will be**  
9 **computed inclusive of: (i) base rate; (ii) line premium as set forth in Article 23,**  
10 **Paragraph J; (iii) License Premium(s) as set forth in Article 23, Paragraph H; and**  
11 **(iv) the Longevity Premium as set forth in Article 29. Annual all-in pay rates will**  
12 **increase by no less than:**

	<u>17-Oct-2024</u>	<u>17-Oct-2025</u>	<u>17-Oct-2026</u>	<u>17-Oct-2027</u>
<u>Technician</u>	<u>2.0%</u>	<u>2.5%</u>	<u>2.5%</u>	<u>2.5%</u>
<u>Technician Helper / Janitor</u>	<u>2.5%</u>	<u>2.5%</u>	<u>2.5%</u>	<u>2.5%</u>
<u>Fleet Service</u>	<u>2.5%</u>	<u>2.5%</u>	<u>2.5%</u>	<u>2.5%</u>
<u>Maintenance Control</u>	<u>2.5%</u>	<u>2.5%</u>	<u>2.5%</u>	<u>2.5%</u>

1 ARTICLE 27

2 **LETTERS OF AGREEMENT**

3 This Agreement // **will** succeed and take precedence over all Agreements, Supplemental  
4 Agreements, Amendments, Letters of Understanding and any similar related documents executed  
5 between the Company and the Union heretofore, except the following documents listed below.  
6 Any such agreements between the // **Parties** signed during the term of this Agreement // **will** be  
7 printed in the same size as the pocket-sized Agreement booklet and be issued to each **Employee** //

- 8 1. Letter of Agreement – [Intentionally Left Blank]  
9 2. Letter of Agreement - Military Charters  
10 3. Letter of Agreement - License Requirement  
11 4. Letter of Agreement - "COPS" Utilization  
12 5. Letter of Agreement - Prudhoe Bay  
13 6. Letter of Agreement - Chemical Dependency  
14 7. Letter of Agreement - Airport Service  
15 8. Letter of Agreement – ASAP  
16 9. Letter of Agreement - Job security  
17 10. Letter of Agreement - Electronic Preference Bidding Process  
18 11. Letter of Agreement - Flexible / Alternate Work Schedules  
19 12. Letter of Agreement – Vacation Buy Back Program  
20 13. Letter of Agreement – Medical Plan Collaboration to Cut Costs and Establish Wellness  
21 Plans  
22 14. Letter of Agreement – Alaska Air Group  
23 //  
24 **15. Letter of Agreement – Towing Work**  
25 **16. Letter of Agreement – Maintenance Control One-Time Transition Items**  
26 **17. Letter of Agreement – 2024 Retroactive Compensation**  
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1 ARTICLE 29

2 LONGEVITY ALLOWANCE

3 Effective June 28, 1999, Employees having // nine (9) or more years of service // will receive a  
4 length of service adjustment for years of service under this Agreement as stated below. For  
5 purposes of progressing onto // their longevity step, an Employee will reach the next longevity  
6 step by reaching // their anniversary date. //

7 Nine (9) years

\$0.25 per hour;

8 Ten (10) through twenty (20) years

\$0.05 per hour additional for each  
9 subsequent year until the 20<sup>th</sup>  
10 year;

11 Twenty-one (21) through twenty-four (24) years

\$1.00 per hour;

12 Twenty-five (25) or more years

\$1.50 per hour.

13 This bonus is part of the wage rate and, therefore, // will be included in the computation of pay for  
14 hour of overtime, holidays, vacation, sick leave, etc.

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**ARTICLE 30**

**OPEN**

(Intentionally left blank)

1 ARTICLE 31

2 UNION SHOP

- 3 A. Each Employee, now or hereafter covered by the // Agreement between the // Parties, as  
4 it may have been supplemented or amended, as a condition of continued employment,  
5 within sixty (60) work days following completion of the required probation period or the  
6 effective date of this Agreement, whichever is later, // will become a member of  
7 (membership is voluntary provided that non-members // will pay agency fees as a condition  
8 of employment -- see the // Union for more information or seek independent legal advice),  
9 and thereafter maintain membership in good standing (as herein defined) in the // Union,  
10 provided that such condition // will not apply with respect to any Employee to whom such  
11 membership is not available upon the same terms and conditions as are generally applicable  
12 to any other member covered by this Agreement, or with respect to whom membership is  
13 denied or whose membership is terminated for any reason other than the failure of the  
14 Employee to tender the initiation fees and monthly dues uniformly required of other  
15 Employees as a condition of acquiring or retaining membership.
- 16 B. For the purpose of this Agreement, "membership in good standing in the // Union" // will  
17 mean that the Employee is a member of the // Union and is not more than sixty (60)  
18 calendar days in arrears in the payment of initiation or reinstatement fees or membership  
19 dues or assessments uniformly required of other Employees in the same // Union.
- 20 C. If a member becomes delinquent in the payment of // their initiation fee or membership  
21 dues (or if a non-member becomes delinquent in the payment of agency fees), such  
22 Employee // will be notified by registered mail, return receipt requested, copy to the  
23 Company, that // they are delinquent in the payment of initiation fee, membership dues or  
24 agency fees as specified herein and is subject to discharge as an Employee of the Company.  
25 Such letter // will also notify the Employee that // they must remit the required payment  
26 within a period of fifteen (15) calendar days, or be discharged.
- 27 D. If upon the expiration of the fifteen (15) days, the Employee still remains delinquent, the  
28 // Union // will certify in writing to the Company, copy to the Employee, that the Employee  
29 has failed to remit payment within the grace period allowed, and is, therefore, to be  
30 discharged. The Company // will then take proper steps to discharge such Employee from  
31 the services of the Company. Such discharge // will be deemed to be for just cause.
- 32 E.
- 33 1. An Employee discharged by the Company under the provisions herein // will be  
34 deemed to have been "discharged for cause" within the meaning of the terms and  
35 provisions of this Agreement.
- 36 2. The // Union // will indemnify and hold the Company harmless against any and all  
37 claims, demands, suits or other forms of liability that may arise out of or by reason  
38 of the provisions of this Article. The Company // will promptly notify the // Union  
39 of any such claims of liability made against the Company.

1 F. Upon receipt of a signed authorization of the Employee involved, the Company // will  
2 deduct from the Employee's paycheck the dues payable by // them to the // Union during  
3 the period provided for in said authorization. The Company on the second regular paycheck  
4 of each month // will make all deductions for dues.

5 G. Deduction provided for in the preceding Paragraph // will be remitted no later than the  
6 tenth (10<sup>th</sup>) day of the month following the month in which the deductions were made, and  
7 // will be remitted to the Treasurer of the // Union. The Company // will furnish the assigned  
8 // Union Representative and the // Union Treasurer each month a copy of the record of  
9 those Locals for whom deductions have been made and the amounts of the deductions. //  
10 The check-off authorization forms // will be in an approved form which // will be prepared  
11 and furnished by the // Union.

12 H. AIRCRAFT MECHANICS FRATERNAL ASSOCIATION

13  
14 ASSIGNMENT AND AUTHORIZATION FOR VOLUNTARY CHECK-OFF OF  
15 ASSOCIATION DUES

16  
17 I. \_\_\_\_\_, hereby authorize Alaska Airlines, to deduct from  
18 my earnings once each month the standard monthly membership Union Dues (2~~x~~ base  
19 hourly rate, or such standard monthly membership dues as may hereafter be established by  
20 the Union), service charges, initiation fees, and assessments. Such amount so deducted is  
21 hereby assigned to the Aircraft Mechanics Fraternal Association, subject to all of the terms  
22 and conditions of the Railway Labor Act, as amended, and the provisions of the applicable  
23 collective bargaining Agreement. This Agreement and authorization may be revoked by  
24 me in writing after the expiration of one (1) year from the date hereof, or upon the  
25 termination date of the Agreement in effect at the time this is signed, whichever occurs  
26 sooner. A copy of such revocation will be sent to the Treasurer of the Association.

27  
28 Signature of Employee: \_\_\_\_\_

29  
30 Employee Number: \_\_\_\_\_

31  
32 // Category Seniority Date: \_\_\_\_\_

33  
34 Location: \_\_\_\_\_

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**Letter of Agreement #1**  
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between  
ALASKA AIRLINES, INC.  
and

It is hereby mutually understood and agreed, by and between the parties of this Letter of Agreement, that:

An Aircraft Technician recalled from furlough or bidding a position requiring an A & P license, who does not possess a valid A & P license shall be given a period of ninety (90) calendar days from the effective date of his recall notice or bid award to secure such licenses. Failure to secure such licenses within this time period shall result in the employee being returned to his layoff status or being denied the bid.

An employee being recalled or bidding such a position will not be placed in the position until he obtains such licenses.

The license requirement will only apply until there are two (2) licensed Technicians on the shift. Thereafter, any aircraft technician may be awarded the bid or recalled to such a position.

Signed this 25th day of June, 1999.

WITNESS:

s/Steve K. Zerda

s/Kurtis R. Kinder

s/Gail L. Neufeld

FOR ALASKA AIRLINES, INC.

s/Thomas R. O'Grady

Assistant V.P., Labor Relations

WITNESS: AIRCRAFT MECHANICS FRATERNAL ASSOCIATION

s/Curtis K. Levenson  
s/Earl Clark  
s/Kirsten Mountjoy  
s/Louie Key

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between  
ALASKA AIRLINES, INC.  
and

The Company may utilize employees covered by the "C.O.P.S." contract to perform ramp service functions at Petersburg, Wrangell and Glacier Bay, and may utilize employees covered by the "Technician and Related" contract to perform work covered by the "C.O.P.S." contract at Cordova and Yakutat. When there are six (6) or more full time (or equivalent) hourly rated employees at any of the above stations, additional employees hired into the station shall be covered by the Agreement not in effect upon signing at that location, however, the Employees may continue to perform the functions covered under both Agreements.

No employees shall be furloughed to achieve the above procedure, nor shall C.T.O.'s be included within a station for this purpose.

WITNESS:  
s/Steve K. Zerda  
s/Kurtis R. Kinder  
s/Gail L. Neufeld

WITNESS:  
s/Curtis K. Levenson  
s/Earl Clark  
s/Kirsten Mountjoy  
s/Louie Key

110



1 **Letter of Agreement #5**

2 LETTER OF AGREEMENT

3 between

4 ALASKA AIRLINES, INC.

5 and

6 AIRCRAFT MECHANICS FRATERNAL ORGANIZATION

7 for

8 Technicians, & Related Crafts

9 at

10 PRUDHOE BAY, ALASKA

11  
12 WHEREAS, it is the Company's desire to initiate a station at Prudhoe Bay, Alaska; and,

13 WHEREAS, it is the Union's desire that its members be utilized to staff that station; and,

14 WHEREAS, the remote location of Prudhoe and the lack of normal living facilities present unique  
15 working conditions not contemplated in the Labor Agreement between the parties;

16 NOW, THEREFORE, it is agreed that the provisions of the basic Labor Agreement shall apply to  
17 the Prudhoe Bay Station with the following modifications:

18 1. Article 4, Classification of Work

- 19 a. Employees in the classification of Aircraft Technician may assist Ramp Servicemen  
20 in their duties (i.e. loading and unloading baggage and air freight), but may not replace  
21 Ramp Servicemen in a regular schedule.
- 22 b. Management personnel will not normally perform work in the Classifications covered  
23 by the basic Agreement except for assisting employees in those instances when due to  
24 an unforeseeable peak period, where time is of the essence, and no other arrangement  
25 is feasible to alleviate the situation, or if there are insufficient volunteers for overtime,  
26 or in the case of an emergency. It is agreed that the servicing of late flights, the  
27 performance of necessary work to maintain flight Schedules, or the protection of  
28 Company or customer property against the elements may be considered emergencies.  
29 Each emergency may be explained in writing to the local Airline Contract Committee  
30 or local shop representative when there is no Airline Contract Committee, upon receipt  
31 by the Company of a request in writing. The Company will respond in writing within  
32 forty-eight (48) hours of the written request, exclusive of Saturdays and Sundays.
- 33 c. The Company may not subcontract work normally covered by the Basic Agreement  
34 except when specific skills, equipment or facilities are not present at the station, when  
35 customers require the use of their own or a subcontractor's employees, and in  
36 emergency situations beyond the Company's control.

37 2. Article 5, Hours of Service

- 38 a. The Work Day shall be twelve (12) hours of work, except for the day rotated into and  
39 out of the station to commence and end a tour of duty, with an unpaid lunch period(s)  
40 not to exceed two (2) hours in aggregate. One-half hour of lunch period shall be  
41 scheduled to be within one hour of the middle of the shift.
- 42 b. The Work Week shall be seven (7) consecutive twelve (12) hour days (except as set  
43 forth in 2.a. above) totaling eighty-four (84) hours.
- 44 c. A normal tour of duty shall be fourteen (14) consecutive days (168 hours) followed  
45 by fourteen (14) consecutive days free from duty away from the station.

- 1 d. There shall be no shift differential.
- 2 e. Part-time employees (working less than twelve (12) hours per day) may be utilized,  
3 but shall work a minimum of six (6) hours per day.
- 4 f. Vacation, sick leave and Workmen's Compensation absences may be covered by relief  
5 shift employees working irregular tours at normal compensation.
- 6 g. A shift realignment will occur once a year at the Prudhoe station during the month of  
7 September and will be awarded by classification seniority within the classification.
- 8 3. Article 6, Overtime
- 9 a. Overtime shall apply to any work performed in excess of twelve (12) hours in any  
10 work day. It shall be paid at the time and one-half (1-1/2) rate.
- 11 b. Employees unable to leave the station at the end of their fourteen (14) day tour of duty  
12 because of lack of Company transportation from Prudhoe to FAI/ANC will, for pay  
13 purposes, be considered to be on actual duty. If required to work, overtime at the time  
14 and one-half rate shall apply. Those employees unable to return to work through no  
15 fault of their own because of a lack of Company transportation from FAI/ANC to  
16 Prudhoe will be considered to be on actual duty and will be paid at their normal rate  
17 of pay.
- 18 4. Article 7, Holidays
- 19 Holidays shall not apply to the station, except that Prudhoe Bay employees who work the  
20 holiday shall be compensated at the double time (2x) rate for all hours worked. Prudhoe  
21 Bay employees who are not on their tour of duty shall receive holiday pay which is a daily  
22 average of the number of hours the employee worked during their last tour of duty.
- 23 5. Article 10, Vacancies
- 24 a. The bidding of vacancies shall be by "permanent" or "preference" bid as set forth in  
25 Section 10.J., of the Agreement but shall apply to all classifications.
- 26 b. When an employee covered by this Agreement is not available to fill a vacancy, after  
27 exhausting procedure set forth in the basic Agreement and after the Company has first  
28 asked for volunteers to fill the vacancy temporarily until a new employee is hired,  
29 management employees may perform any necessary functions for thirty (30) days.
- 30 c. If an employee is unable to cope with the environment or working conditions within  
31 ninety (90) days of being awarded the bid, he will be allowed to return to his former  
32 position (if his seniority so allows) with a thirty (30) calendar day written notice to the  
33 Company.
- 34 d. For vacancies of thirty (30) days or less the Company shall have the option of the  
35 following procedures in any order:
- 36 1) Hire a new employee on a temporary basis.
- 37 2) Select any volunteer at any station on the system.
- 38 3) Offer the position to those employees who have preference bids on file for the  
39 Classification and station, in seniority order. If none accept, the Company shall  
40 have the right to assign the junior employee with a preference bid on file.
- 41 e. Any employee who is absent from the Prudhoe station for reasons other than vacation  
42 or approved personal LOA for more than two (2) work rotations in a twelve month  
43 period shall be considered unfit for assignment to the station and shall be furloughed.

6. Article 13, Vacations

Vacations shall be bid in increments of at least one-half (1/2) a tour of duty; that is, seven (7) consecutive days. It shall be paid for on the basis of the employee's normal scheduled hours per day and shall be accrued on the basis of the same relative accrual as set forth in the basic Agreement reduced to an hourly rate.

Accrual Rate in Minutes per Straight Time Hour Worked	Years of Service
2.50	0 - 4
4.65	5 - 11
6.94	12 - 20
7.50	21 and over

7. Article 14, Sick Leave

Sick Leave shall be accrued at the rate of 2.75 minutes for each straight time hour worked and shall be expended at the rate of the employee's normal scheduled hours per day. B.4. shall not apply. Employees who are ill and unable to report for their assigned tour shall contact the Customer Service Manager at least 24 hours prior to the report time.

8. Article 15, Transportation

- a. The Company will provide "Positive Space, Service Charge Waived" transportation (subject to displacement for over-sales) between Prudhoe and the employee's home of record on Alaska Airlines system for normal rotation of tours of duty.
- b. Section 15, C. 1-4, shall not apply for transfers to the Prudhoe Station.
- c. The Company's Pass Policy, System Regulations 6.000- 6.600, shall not apply to transportation to and from the Prudhoe Station.
- d. Transfer and moving expenses shall not apply to the Prudhoe Bay Station.

9. Article 21, General and Miscellaneous

- a. All employees shall be provided uniforms at Company expense. Parkas and gloves will be provided for all employees required to work out of doors. The employee shall be responsible for maintaining his uniform in a clean, presentable condition. Cleaning facilities will be provided by the Company.
- b. The Company shall prepare and maintain "Station Rules" which shall govern the operation of the station and the conduct of the employees at the station. The rules shall not discriminate nor coerce the employee and shall not conflict with this Agreement or the basic Agreement. Each employee shall receive and sign for a set of these rules attesting his compliance prior to being awarded a position at the station.
- c. Room and board at Prudhoe shall be furnished to employees assigned to the station at Company expense.

Signed this 25th day of June, 1999.

WITNESS:  
s/Steve K. Zerda  
s/Kurtis R. Kinder  
s/Gail L. Neufeld

FOR ALASKA AIRLINES, INC.  
s/Thomas R. O'Grady  
Assistant V.P., Labor Relations

1 WITNESS:  
2  
3 s/Curtis K. Levenson  
4 s/Earl Clark  
5 s/Kirsten Mountjoy  
6 s/Louie Key  
7

AIRCRAFT MECHANICS  
FRATERNAL ASSOCIATION  
s/O. V. Delle-Femine  
National Director

## Letter of Agreement #6

TO ALL TECHNICIANS  
AND RELATED EMPLOYEES

Chemical dependency abuse is one of the leading health problems, resulting in human tragedy and economic loss. We believe that Chemical dependence is an illness, which can be successfully treated. The Employee Assistance Program (EAP) will help any employee who needs and accepts treatment. To accomplish this, the Employee Assistance Program, in conjunction with the AMFA and with the cooperation of the Alaska Airlines management, offers a program to diagnose and treat this disease.

YOUR JOB SECURITY WILL NOT BE JEOPARDIZED BY  
REQUESTING AND/OR ACCEPTING HELP AND TREATMENT

The benefits under our Group Hospitalization and Medical Insurance Plan, as well as Alaska Airlines' Sick Leave benefits, will be provided for those employees requiring treatment for a chemical dependence problem.

The importance of this program to the afflicted individual cannot be over-emphasized. The need for his cooperation in responding to treatment by trained professionals also cannot be over-emphasized.

THE ALTERNATIVE in failing to accept help and treatment could be loss of job and, finally, life itself. Unfortunately, the problem may not be obvious to the person struggling with this terrible disease. It may be more evident to their family, friends and fellow employees. All employees must accept a responsibility in the control of this disease among their peers.

ALL INQUIRIES WILL BE HANDLED IN THE STRICTEST CONFIDENCE. Should you desire assistance, please contact your Employee Assistance Program Coordinator or Airline Representative.

Signed this 25th day of June, 1999.

s/O.V. Delle-Femine	s/Thomas R. O'Grady
O. V. Delle-Femine	Thomas R. O'Grady
National Director	A.V.P., Labor Relations

1 **Letter of Agreement #7**

2 LETTER OF AGREEMENT

3 between

4 ALASKA AIRLINES, INC.

5 and

6 AIRCRAFT MECHANICS FRATERNAL ORGANIZATION

7 for

8 Technicians, & Related Crafts

9 Establishing an Amendment Covering

10 Airport Services for Other Carriers

11  
12 WHEREAS, it is the desire of the Company to provide ground support services to other  
13 Carriers and,

14 WHEREAS, it is the desire of the Union to assist the Company in this endeavor and,

15 WHEREAS, the current scope clause within the Agreement is not clear as to work  
16 performed for other carriers,

17 NOW, THEREFORE, it is agreed that this Understanding will modify Article 2, the  
18 Scope of Agreement to include subcontracts from other carriers as follows:

19  
20 C. The Company further agrees that all work, wherever performed within the  
21 United States and its possessions, involving the maintenance, inspection, repair, modification  
22 and servicing of aircraft of other airlines for which Alaska Airlines has contracted to perform  
23 one or more of these functions, it recognized as coming within the jurisdiction of the Aircraft  
24 Mechanics Fraternal Association, and is covered by the provisions of this Amendment to  
25 the Agreement, and will be performed by employees listed in the appropriate classifications as  
26 provided for in the Agreement. Further, it is agreed that said work may be performed by either  
27 the employees covered by the Amendment to the Agreement establishing Airport Service for  
28 Other Carriers or the employees covered by the basic agreement.

29  
30 WHEREAS, some provisions within the Agreement are incompatible with providing ground  
31 support to other carriers.

32 NOW, THEREFORE, it is agreed that all provisions of the basic Agreement will apply  
33 except as follows.

34 Article 3.C. Status of Agreement

35 A work stoppage by any labor organization against Alaska Airlines, including those  
36 classifications under the basic Agreement, shall not affect the continuation of work to provide  
37 ground support services to any other carriers to which the Company has contracted to supply  
38 such services. It is understood and agreed that those employees will not be required to perform  
39 any work or services on Alaska Airlines aircraft in the event of a work stoppage on Alaska  
40 Airlines. In the event of a strike against any one of the carriers for which Alaska Airlines has  
41 contracted Ground Services, employees under this Agreement will not be required to perform  
42 work for that struck carrier.

43  
44 Article 5. Hours of Service

45 There shall be no rotated Shifts, and for purposes of bidding shifts and days off, employees

under this Amendment shall be a separate bid location.

#### Article 5.M. Part Time Employees - Airport Services Only

1. At least two (2) consecutive hours, but not more than ten (10) hours shall constitute a work day for the part time employee. 24
2. The part time employee's work week shall not be scheduled to exceed twenty-four (24) hours in any seven (7) consecutive days.
3. Part time employees shall accrue active service time for computing seniority and employee benefits on a pro rated basis. Part time employees scheduled to work 20 or more hours shall be included in the group insurance program. Part time employees working less than twenty (20) hours may elect to be included in the program with the Company paying one-half (1/2) of the cost.
4. There shall be no part time inspectors or Lead Technicians. The number of part time employees will not exceed twelve and one-half (12 ½) percent of the employees in the classification of technician and above without the mutual agreement of the Company and AMFA.
5. The following rules shall govern the establishment of part time positions consistent with Articles 9 And 10:
  - a. Full time employees being furloughed need not accept part time positions in lieu of furlough.
  - b. Prior to hiring part time employees, furloughed employees (full and part time) must be offered the positions.
  - c. Furloughed part time employees must accept part time openings or forfeit seniority.
  - d. Full time employees on furlough need not accept part time openings.
6. There shall be no split shifts except for part time employees assigned to work days with an overall span of ten (10) (or more) hours, but not to exceed eleven (11) hours.
7. For the assignment of Holiday and Overtime work, full time employees will be offered/assigned those hours which would normally accrue to full time work, and part time employees will be offered/assigned those hours which would normally accrue to part time work.

#### Article 9. Seniority

Employees transferred from the Company's airline operation to the Airport Service operation who accepts and receives specialized training (e.g. 747, DC-10 training) shall be prohibited from bidding back into the Airline operation for a period of twenty-four (24) months from their initial transfer except to a higher classification. Employees hired directly into the Airport Service operation may be permitted to bid openings in the Airline Operation at the discretion of management or after 24 months employment. However, to ensure the continuity of operation, no more than 25% (or a minimum of one [1] employee(s) in any classification may be allowed to bid out within a 90 day period. All employees under the Airport Service operation may exercise their seniority rights under the basic Agreement in the event of a layoff.

1 Article 19.D.4. Severance Disallowance

2 Cancellation of an Airport Service contract, or portion thereof, with the Company by another  
3 carrier.

4  
5 In order to promote harmony, trust, confidence, and a positive productive effort by  
6 management and the representatives of other carriers and the employees covered by this  
7 Agreement, every effort shall be made by the Company to instruct the representatives of the  
8 other carriers to work through the Leads except in an unusual or emergency situation.

9  
10 This Memorandum of Understanding shall become effective on date of signing. It shall  
11 run concurrent with the next basic Agreement between the parties and shall remain in full force  
12 and effect until mutually amended by the Company and the Union.

13  
14 Signed this 25th day of June, 1999.

15  
16 WITNESS: FOR ALASKA AIRLINES, INC.

17  
18 s/Steve K. Zerda s/Thomas R. O'Grady  
19 s/Kurtis R. Kinder Assistant V.P., Labor Relations  
20 s/Gail L. Neufeld

21  
22 WITNESS: AIRCRAFT MECHANICS FRATERNAL  
23 ASSOCIATION

24  
25 s/Curtis K. Levenson s/O. V. Delle-Femine  
26 s/Earl Clark National Director  
27 s/Kirsten Mountjoy  
28 s/Louie Key



1 **Letter of Agreement #8**

2 LETTER OF AGREEMENT

3 between

4 ALASKA AIRLINES, INC.

5 and

6 AIRCRAFT MECHANICS FRATERNAL ORGANIZATION

7 for

8 Technicians & Related Crafts

9 This Letter of Agreement is made and entered into in accordance with the provisions of the  
10 Railway Labor Act, as amended, by and between ALASKA AIRLINES, INC. (hereinafter referred  
11 to as the "Company") and the AIRCRAFT MECHANICS FRATERNAL ASSOCIATION  
12 (hereinafter referred to as the "Association").

13 WHEREAS, In an effort to recognize the need to promote Aviation Safety and to prevent accidents  
14 and incidents by encouraging employees to voluntarily report safety issues and events that  
15 may otherwise be unobtainable. An Aviation Safety Action Program (ASAP) provides a vehicle  
16 whereby employees of participating air carriers can identify and report safety issues to  
17 management and to the FAA for resolution, without fear that the FAA will use reports accepted  
18 under the program to take legal enforcement action against them, or that the company will use such  
19 information to take disciplinary action.

20 The elements of the ASAP are set forth in a Memorandum of Understanding (MOU)  
21 between the FAA, Company, and the Association.

22 NOW, THEREFORE, the parties agree to voluntarily participate in an ASAP program under the  
23 guidance of the MOU. Any party may opt out of the program at any time and therefore  
24 terminating this LOA.

25 An Association Event Review Committee (ERC) representative and Alternate ERC  
26 representative will be elected by the Alaska Airlines AMFA Membership. The Alternate ERC  
27 representative will assume the duties of the Primary ERC representative in his/her absence.

28 The Company shall pay and provide the Associations Primary (ERC) representative or Alternate  
29 in his/her absence the time to perform the duties under the ASAP MOU.

30 The normal work schedule for the Primary ERC representative will be Day shift Monday  
31 through Friday, but starting times may vary to accommodate schedule variations.

32 The Company will provide the Association's ASAP Representative like travel privileges as the  
33 Company and FAA ERC Representatives receive over the Company's system while performing his  
34 ASAP duties.

35 WITNESS: FOR ALASKA AIRLINES, INC.

36  
37 s/Dave Schwartz

s/Cathryn V. Dammel  
Staff V.P./Labor and Employment Law  
s/Brian Hirshman  
Staff V.P./Maintenance

41  
42 WITNESS: AIRCRAFT MECHANICS FRATERNAL  
43 ASSOCIATION

44  
45 s/Earl Clark

s/Louie Key

1	s/Brian E. Holl	Region 1 Director
2	s/Alan Templeman	
3		s/Frank Boksanske
4		National Safety & Standard
5		
6		

1 Letter of Agreement #9

2 AGREEMENT

3 between

4 ALASKA AIRLINES, INC.

5 and

6 AIRCRAFT MECHANICS FRATERNAL ASSOCIATION

7  
8 WHEREAS, Alaska Airlines, Inc. (the "Company") and the Aircraft Mechanics Fraternal  
9 Association (**the "Union" or "AMFA" collectively, the "Parties"**) desire to establish job  
10 security for the // members of the bargaining unit as of date of ratification of the Parties'  
11 **collective bargaining agreement ("CBA") and this Letter of Agreement #9.**

12 NOW, THEREFORE, the // Parties agree:

- 13 1. // The Company will not // contract out any scheduled line maintenance work currently  
14 performed by // Employees, // nor will the Company lower the classification of any //  
15 station in the General Procedures Manual (GPM), provided // the Company continues  
16 to operate at that station. //
- 17 2. **The Company will not reduce in force, furlough and/or lay off any Employees covered**  
18 **by the CBA at the date of ratification ("Job Security"); provided however, this**  
19 **Paragraph will not apply to Employees staffed at heavy maintenance vendor**  
20 **locations.**
- 21 3. **For the avoidance of doubt, the Job Security set forth herein will restrict the**  
22 **Company from forcing Employee(s) to move work locations (i.e., station, bid**  
23 **location).**
- 24 4. **The Job Security set forth herein will continue in full force and effect until the date**  
25 **upon which a successor CBA is ratified, and unless extended or renegotiated by**  
26 **written agreement of the Parties, will terminate upon ratification of any successor**  
27 **CBA.**
- 28 5. // The Company // will be excused from compliance with the above // Job Security to the  
29 extent that a circumstance over which it does not have control is the cause of such non-  
30 compliance. The term "circumstance over which it [i.e., the Company] does not have  
31 control" includes a natural disaster; an act of terrorism; work disruption or stoppage that  
32 prevents the Company from operating its planned schedule for thirty (30) days or more;  
33 grounding of a substantial number of the Company's aircraft by or through the actions of  
34 a government agency; reduction in flying operations because of the unavailability of an  
35 adequate fuel supply; revocation of the Company's operating certificate; or military action  
36 or a national emergency that prevents the Company from operating its planned schedule  
37 for thirty **(30)** days or more. //
- 38 6. **Any disputes arising under the terms of this Letter of Agreement #9 will be resolved**  
39 **in accordance with Articles 16 and 17 of the CBA.**

- 1 This Letter of Agreement // will become effective // at the date of ratification of the Parties'  
2 CBA. It // will remain in full force and effect according to its terms as above-stated.
- 3 Signed this \_\_\_\_ day of \_\_\_\_\_.

WITNESS:

FOR ALASKA AIRLINES, INC.

WITNESS:

FOR AMFA

Brandon Statfield, Airline Representative,  
Local 14

Earl Clark, AMFA Region 1 Director

Jeff Heard,

Airline Representative, Local 32

4  
5

1 **Letter of Agreement #10**

2 LETTER OF AGREEMENT

3 between

4 ALASKA AIRLINES, INC.

5 and

6 AIRCRAFT MECHANICS FRATERNAL ORGANIZATION

7 for

8 Technicians & Related Crafts

9  
10 This Letter of Agreement is made and entered into in accordance with the provisions of the  
11 Railway Labor Act, as amended, by and between ALASKA AIRLINES, INC. (hereinafter  
12 referred to as the "Company") and the AIRCRAFT MECHANICS FRATERNAL  
13 ASSOCIATION (hereinafter referred to as the "Association").

14 Whereas the parties are interested in implementing an electronic preference bidding system  
15 consistent with the intent of Article 10, Vacancies, both parties agree to the following:

- 16 1. The Company may implement an electronic bidding system for use in all aspects of  
17 vacancy bidding as outlined in Article 10, utilizing approved electronic media, with the  
18 following provisions:
- 19 2. A Technician who does not have access to such media may place a preference bid by  
20 contacting their local Union Representative or local management and requesting that they  
21 place a bid for them through the established system. A copy of that bid will be forwarded  
22 to the requesting Technician.
- 23 3. All bids will be effective immediately, and the receipt of such bid shall be the printed  
24 screen indicating that the bid has been sent or accepted.
- 25 4. Bids submitted for a posted position will only remain active until the posted position is  
26 filled. All other bids will be considered annual bids and must be renewed between January  
27 1 and January 15 of each year to remain in effect.
- 28 5. No paper bids will be accepted after the implementation of the approved electronic  
29 system.
- 30 6. All other rules as outlined in Article 10 shall apply.

31  
32 Signed this 31<sup>st</sup> day of August, 2009.

33  
34 WITNESS:

FOR ALASKA AIRLINES, INC.

35  
36 s/Kurt Kinder  
37 Managing Director, Line Maintenance

s/Dennis Hamel  
VP Employee Services

38  
39 s/Sonia Alvarado  
40 Manager, Labor Services

s/Fred Mohr  
VP Maintenance and Engineering

1 WITNESS:  
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3  
4 s/Mark Dahl  
5 Airline Representative  
6 Local 32  
7  
8 s/Timothy Cullen  
9 Airline Representative  
10 Local 14

AIRCRAFT MECHANICS  
FRATERNAL ASSOCIATION  
  
s/Earl Clark  
AMFA Region 1 Director

1 **Letter of Agreement #11**

2 LETTER OF AGREEMENT

3 between

4 ALASKA AIRLINES, INC.

5 and

6 AIRCRAFT MECHANICS FRATERNAL ORGANIZATION

7 for

8 Technicians & Related Crafts

9  
10 This Letter of Agreement is made and entered into in accordance with the provisions of the  
11 Railway Labor Act, as amended, by and between ALASKA AIRLINES, INC. (hereinafter referred  
12 to as the "Company") and the AIRCRAFT MECHANICS FRATERNAL ASSOCIATION  
13 (hereinafter referred to as the "Association").

14 Whereas, the parties are interested in providing alternate/flexible work schedules in an effort to  
15 protect current positions, foster future job growth, provide optimum support of the Alaska  
16 Airlines flight schedule, as well as provide a better quality of life for employees, both parties  
17 agree to implement the following:

18 Flexible/Alternate work schedule provision:

19 The parties agree to discuss, develop and implement flexible/alternate work schedule proposals  
20 and all associated work rules and responsibilities, including overtime, vacancy bidding, and  
21 any other which would apply to each unique proposal.

22 Upon approval of a newly established station utilizing a mutually agreed to flexible/alternate  
23 schedule, the established schedule will be included in the vacancy posting.

24 Any subsequent vacancy posting for a location that utilizes a flexible/alternate schedule  
25 will include a notification that a flexible/alternate schedule agreement exists.

26 Either party may submit proposals at the local level, which will then require approval by  
27 mutual agreement of the Company Senior Leadership and the appropriate AMFA Airline  
28 Representative.

29 Should the parties fail to agree on a proposal, existing collective bargaining agreement  
30 language shall apply.

31 Discussion and resolution of proposals will occur in a timely manner.

32  
33 Signed this 31<sup>st</sup> day of August, 2009.

34  
35 WITNESS:

FOR ALASKA AIRLINES, INC.

36  
37 s/Kurt Kinder  
38 Managing Director, Line Maintenance

s/Dennis Hamel  
V P Employee Services

39  
40 s/Sonia Alvarado  
41 Manager, Labor Services

s/Fred Mohr  
V P Maintenance & Engineering

1 WITNESS:  
2  
3  
4 s/Mark Dahl  
5 Airline Representative  
6 Local 32  
7  
8 s/Timothy Cullen  
9 Airline Representative  
10  
11

AIRCRAFT MECHANICS  
FRATERNAL ASSOCIATION  
  
s/Earl Clark  
AMFA Region 1 Director



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between  
ALASKA AIRLINES, INC.  
and

## Representing Technicians & Related Crafts

WHEREAS, it is in the best interests of the Company, the Association and employees to enhance the options for utilizing vacation benefits.

As an alternative to the vacation options listed in Article 13, for vacation bidding the following option will apply:

Hours cashed out during the year will not be used to calculate available lines for vacation bidding as outlined in paragraph C. of Article 13.

Either party can request to meet to assess the process for its effectiveness and to consider and implement any mutually agreed to changes for the following year.

WITNESS:

s/Jenny Wetzel  
VP Labor Relations

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1	WITNESS:	AIRCRAFT MECHANICS
2		FRATERNAL ASSOCIATION
3		
4	s/Bret Oestreich	s/Earl Clark
5	AMFA National Director	AMFA Region 1 Director
6		
7	s/Jarod Mills	s/Mark Dahl
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2 WITNESS:  
3 s/Timothy Cullen  
4 s/Mark Dahl  
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AIRCRAFT MECHANICS  
FRATERNAL ASSOCIATION  
s/Earl Clark  
AMFA Region 1 Director  
s/Louie Key  
AMFA National Director

**Letter of Agreement #14**

Letter of Agreement  
by and Between  
Alaska Air Group, Inc.,  
Alaska Airlines, Inc.,  
and

Aircraft Mechanics Fraternal Association  
as representative of the Mechanics and Related Employees  
employed by Alaska Airlines, Inc.

Alaska Air Group, Inc. ("AAG"), Alaska Airlines, Inc. ("Alaska"), and the Aircraft Mechanics Fraternal Association ("AMFA"), as representative of the Mechanics and Related Employees employed by Alaska (the "Employees"), agree as follows:

1. AAG, as parent of Alaska, desires to join with Alaska and AMFA in protecting and preserving the work of the Employees because doing so enhances the value of AAG's investment in Alaska by providing additional protection to the ongoing stability in the relationship between Alaska and the Employees and providing greater financial strength to Alaska.

2. AAG has reviewed and is familiar with the terms of Section 3 (Status of the Agreement) of the 2011 Collective Bargaining Agreement between Alaska and AMFA (the "Agreement").

3. AAG will comply with, and will require Alaska and any Successor, as defined in Section 3 of the Agreement, to comply with Sections 3.E, 3.F, 3.G, and 3.H of the Agreement.

4. This Letter of Agreement becomes effective on the effective date of the Agreement and will remain in effect concurrent with the Agreement and any status quo period applicable to the Agreement under the Railway Labor Act (RLA).

The parties have attested to their agreement to all of the foregoing terms by signing this Letter of Agreement effective this 1<sup>st</sup> day of December, 2011.

WITNESS: FOR ALASKA AIRLINES, INC.

s/William S Ayer  
Chairman & CEO

s/Bradley D Tilden  
President

WITNESS: AIRCRAFT MECHANICS  
FRATERNAL ASSOCIATION

s/Louie Key  
AMFA National Director

1 Letter of Agreement #15

2 LETTER OF AGREEMENT

3 between

4 ALASKA AIRLINES, INC.

5 and

6 AIRCRAFT MECHANICS FRATERNAL ASSOCIATION

7 As representative of the Technicians and Related Crafts

8  
9 This Letter of Agreement ("LOA") is made and entered into in accordance with the  
10 provisions of the Railway Labor Act, as amended, by and between ALASKA AIRLINES,  
11 INC. (hereinafter referred to as the "Company") and the AIRCRAFT MECHANICS  
12 FRATERNAL ASSOCIATION (hereinafter referred to as "AMFA" or the "Union")  
13 (collectively, the "Parties").

14 WHEREAS, the Parties desire to memorialize their agreement regarding terms and  
15 conditions related to certain Towing Work as defined herein.

16 NOW, THEREFORE, the Parties agree as follows:

- 17 1. Towing Work for the purpose of this LOA will be defined as the surface movement  
18 of aircraft by an individual operating a tug, tractor or similar vehicle and may include  
19 individuals performing the role of wing walker and/or tug guide. Towing Work will  
20 not include brake-riding work or the surface movement of an aircraft into or out of a  
21 hangar at a line maintenance staffed location.
- 22 2. AMFA hereby consents to allow the Company to contract out some or all Towing  
23 Work at all locations.
- 24 3. Towing Work may be performed by individuals other than AMFA represented  
25 Employees.
- 26 4. The Company has no current plan to contract out Towing Work at the Anchorage  
27 location; provided however, it may do so in the future in accordance with this LOA.
- 28 5. The Company will not furlough any Employees as a direct result of the contracting  
29 out of some or all Towing Work.
- 30 6. There will be no material change in shift staffing levels / percentages on any shift at  
31 any location as a direct result of Towing Work being reassigned for a minimum of  
32 twenty-four (24) months from date of ratification of the Parties' collective bargaining  
33 agreement ("CBA"); or twenty-four (24) months from the date when the Company  
34 notifies the Union of its intent to reassign Towing Work, whichever is later.
- 35 7. The Company will not assign or direct AMFA represented Employees to work in a  
36 single intermingled crew together with non-AMFA represented individuals; provided  
37 however, brake riding will be performed by AMFA represented Employees at all line  
38 maintenance staffed locations.



1 Letter of Agreement #16

2 LETTER OF AGREEMENT

3 between

4 ALASKA AIRLINES, INC.

5  
6 and

7 AIRCRAFT MECHANICS FRATERNAL ASSOCIATION

8 As representative of the Technicians and Related Crafts

9 This Letter of Agreement (“LOA”) is made and entered into in accordance with the  
10 provisions of the Railway Labor Act, as amended, by and between ALASKA AIRLINES,  
11 INC. (hereinafter referred to as the “Company”) and the AIRCRAFT MECHANICS  
12 FRATERNAL ASSOCIATION (hereinafter referred to as “AMFA” or the “Union”)  
13 (collectively, the “Parties”).

14 WHEREAS, the National Mediation Board (“NMB” or “Board”) confirmed by decision in  
15 Case No. R-7572, dated February 16, 2022, that the Maintenance Controllers employed by  
16 Alaska are part of the Mechanics (i.e., Technicians) and Related craft or class and therefore  
17 covered by AMFA’s existing certification;

18 WHEREAS, the Parties reached tentative agreement on an Appendix for Maintenance  
19 Controllers (the “MOC Appendix”) as part of their negotiations toward the Parties’  
20 successor collective bargaining agreement (“CBA”); and

21 WHEREAS, there are certain one-time issues for which the Parties desire to memorialize  
22 their agreement regarding transition of Employees in the Lead Maintenance Controller,  
23 Maintenance Controller and Maintenance Controller On-the-Job Trainer (“MOC OJT”)  
24 classifications (together, “Maintenance Control Employees”) into the CBA.

25 NOW, THEREFORE, the Parties agree as follows:

- 26 1. The Company will, on a one-time basis and in support of Maintenance Control  
27 Employees’ transition to the CBA, provide each Maintenance Control Employee with  
28 one (1) year of sick leave accruals based on hours worked in 2023 in accordance with  
29 Article 14, Paragraph A.1. of the CBA.
- 30 2. The Company will, on a one-time basis and in support of Maintenance Control  
31 Employees’ transition to the CBA, convert each Maintenance Control Employee’s  
32 Extended Illness Leave (“EIL”) as of date of ratification of the CBA (“DOR”) and  
33 credit such conversion to their Article 14 sick leave accruals.
- 34 3. The Company will, on a one-time basis and in support of Maintenance Control  
35 Employees’ transition to the CBA, convert each Maintenance Control Employee’s  
36 Personal Time Off (“PTO”) as of DOR and credit such conversion to their Article 13  
37 vacation accruals with at least one (1) year of vacation accruals, less any PTO hours  
38 used from January 1, 2024 through DOR.



4. **Company retirement plans and contributions for Maintenance Control Employees will transition, as soon as administratively feasible following DOR, as follows:**

	<b><u>Maintenance Control Employees with Current Retirement Terms (Summary)</u></b>	<b><u>Pension(s) upon DOR</u></b>	<b><u>401(k) Contributions upon DOR (<del>CMD</del>) (COPS, MRP &amp; Dispatch)</u></b>
<b><u>A.</u></b>	<b><u>1. Pension as set forth in Article 20 (MRP);</u></b> <b><u>2. Management Pension (frozen) (SAL); and</u></b> <b><u>3. 401(k) 9% Non-Elective Contribution (Alaskasaver*); and</u></b> <b><u>4. 401(k) 3.5% (50% of 7%) Company Match (Alaskasaver*)</u></b>	<b><u>1. Pension Reactivated (MRP) (time through DOR in Maintenance Control and/or management not credited); and</u></b> <b><u>2. Management Pension (frozen) (SAL)</u></b>	<b><u>1. 401(k) 9% Non-Elective Contribution; and</u></b> <b><u>2. 401(k) 5.5% (50% of 11%) Company Match</u></b>
<b><u>B.</u></b>	<b><u>1. Pension as set forth in Article 20 (MRP);</u></b> <b><u>2. 401(k) 4% Non-Elective Contribution (Alaskasaver*); and</u></b> <b><u>3. 401(k) 3.5% (50% of 7%) Company Match (Alaskasaver*)</u></b>	<b><u>Pension Reactivated (MRP) (time through DOR in Maintenance Control and/or management not credited)</u></b>	<b><u>1. 401(k) 4% Non-Elective Contribution; and</u></b> <b><u>2. 401(k) 5.5% (50% of 11%) Company Match</u></b>
<b><u>C. All other Maintenance Control Employees</u></b>	<b><u>1. 401(k) 4% Non-Elective Contribution (Alaskasaver*); and</u></b> <b><u>2. 401(k) 3.5% (50% of 7%) Company Match (Alaskasaver*)</u></b>	<b><u>n/a</u></b>	<b><u>1. 401(k) 4% Non-Elective Contribution; and</u></b> <b><u>2. 401(k) 5.5% (50% of 11%) Company Match</u></b>

**\*Future changes in the Alaskasaver Plan will not apply to Maintenance Control Employees**

5. **If, following DOR, a Maintenance Control Employee transfers to a position in the Company not covered by the CBA, and they subsequently return to a position covered by the CBA, their retirement benefit(s) will be in accordance with Article 20 of the CBA and no longer governed by this LOA.**
6. **Any disputes arising under the terms of this LOA will be resolved in accordance with Articles 16 and 17 of the CBA.**

**IN WITNESS WHEREOF, the Parties have signed this LOA this 22nd day of May, 2024**

1	<u>WITNESS:</u>	<u>FOR ALASKA AIRLINES, INC.</u>
2	<u>s/Don Wright</u>	<u>s/Sonia Alvarado</u>
3	<u>VP, Maintenance &amp; Engineering</u>	<u>Managing Director, Labor Relations</u>
4	<u>s/Scott Harman</u>	
5	<u>Managing Director, Line Maintenance</u>	
6		
7	<u>WITNESS:</u>	<u>AIRCRAFT MECHANICS</u>
8		<u>FRATERNAL ASSOCIATION</u>
9	<u>s/Earl Clark</u>	<u>s/Wilber “Will” Abbott</u>
10	<u>AMFA Region 1 Director</u>	<u>AMFA Region 2 Director</u>
11	<u>s/Brandon Statfield</u>	<u>s/Jeff Heard</u>
12	<u>AMFA Local 14 Airline Representative</u>	<u>AMFA Local 32 Airline Representative</u>
13		

1 Letter of Agreement #17

2 LETTER OF AGREEMENT

3 between

4 ALASKA AIRLINES, INC.

5 and

6 AIRCRAFT MECHANICS FRATERNAL ASSOCIATION

7 As representative of the Technicians and Related Crafts

8  
9 This Letter of Agreement ("LOA") is made and entered into in accordance with the  
10 provisions of the Railway Labor Act, as amended, by and between ALASKA AIRLINES,  
11 INC. (hereinafter referred to as the "Company") and the AIRCRAFT MECHANICS  
12 FRATERNAL ASSOCIATION (hereinafter referred to as "AMFA" or the "Union")  
13 (collectively, the "Parties").

14 The purpose of this LOA is to confirm the details of the Retroactive Compensation, which is  
15 a term of the Parties' Tentative Agreement ("TA") for a successor collective bargaining  
16 agreement ("CBA").

17 The Parties hereby agree as follows:

18  
19 A. Retroactive Compensation

- 20 1. The Company will recompute compensation earned by Employees beginning  
21 October 17, 2023, and ending one (1) day before the pay period that  
22 commences immediately following implementation of the successor CBA  
23 wage rates as set forth in Articles 23; 26 Schedule-A; 28; and 29 of the CBA.  
24 The recomputed compensation amount, less any amount already paid to the  
25 Employee for the same payroll periods, will constitute "Retroactive  
26 Compensation."
- 27 2. The Company will pay the Retroactive Compensation through its payroll  
28 system no later than ninety (90) days following DOR.
- 29  
30 3. Each Employee's Retroactive Compensation, as set forth in this LOA, will  
31 constitute Performance Based Pay ("PBP") eligible earnings for 2024 and will  
32 be included in computation of the Employee's 2024 PBP.

33 B. Terminated Employee(s)

- 34 1. An Employee whose employment with the Company is terminated for any  
35 reason between DOR and the actual date of payment as set forth in  
36 Paragraph A of this LOA will be paid their due amounts under the terms of  
37 this LOA.

2. An Employee whose employment with the Company was terminated prior to DOR and who is subsequently reinstated will be made whole under the applicable terms of Paragraph A of this LOA.

### C. USERRA

**Compensation upon which a Retroactive Compensation payment is determined for an Employee on continuous military leave will include USERRA deemed compensation without regard to whether such Employee has returned to active service with the Company. The timing of payments for Employees on continuous military leave will be paid upon their return to active service with the Company in accordance with applicable law(s).**

### D. Retirement

**The Retroactive Compensation set forth in Paragraph A of this LOA will be eligible for 401(k) contributions in accordance with Article 20 of the CBA for the 2024 plan year.**

### E. Accounting

**The Company will, within thirty (30) days following a request by AMFA, provide the Union with a detailed accounting of the hours worked, the applicable rate(s) for hours worked, and the total amount(s) of Retroactive Compensation paid to each Employee as set forth in Paragraph A of this LOA.**

## F. Disputes

**Any disputes by an Employee and/or AMFA regarding the terms of this LOA will be resolved in accordance with the grievance and arbitration provisions set forth in Articles 16 and 17 of the CBA.**

**IN WITNESS WHEREOF**, the Parties have signed this LOA this 22nd day of May, 2024.

**WITNESS:** \_\_\_\_\_ **FOR ALASKA AIRLINES, INC.**

<b><u>s/Don Wright</u></b>	<b><u>s/Sonia Alvarado</u></b>
<b>VP, Maintenance &amp; Engineering</b>	<b>Managing Director, Labor Relations</b>

**s/Scott Harman**  
**Managing Director, Line Maintenance**

1	<b><u>WITNESS:</u></b>	<b><u>AIRCRAFT MECHANICS</u></b>
2		<b><u>FRATERNAL ASSOCIATION</u></b>
3	<b><u>s/Earl Clark</u></b>	<b><u>s/Wilber “Will” Abbott</u></b>
4	<b><u>AMFA Region 1 Director</u></b>	<b><u>AMFA Region 2 Director</u></b>
5	<b><u>s/Brandon Statfield</u></b>	<b><u>s/Jeff Heard</u></b>
6	<b><u>AMFA Local 14 Airline Representative</u></b>	<b><u>AMFA Local 32 Airline Representative</u></b>

1  
2  
3 [LOI re: PBP as 401(k) Eligible]  
4

5 LETTER OF INTENT  
6 between  
7 ALASKA AIRLINES, INC.  
8 and  
9 AIRCRAFT MECHANICS FRATERNAL ASSOCIATION  
10 As representative of the Technicians and Related Crafts  
11

12 Re: Performance Based Pay as 401(k) eligible.  
13

14 The Parties will engage in a joint process to explore the feasibility of making Performance  
15 Based Pay (PBP), as set forth in Article 23, Paragraph O. of the Parties' collective bargaining  
16 agreement, eligible for 401(k) contributions.  
17  
18

19 Signed this 22nd day of May, 2024.  
20

21 WITNESS: FOR ALASKA AIRLINES, INC.  
22 s/Don Wright s/Sonia Alvarado  
23 VP, Maintenance & Engineering Managing Director, Labor Relations  
24 s/Scott Harman  
25 Managing Director, Line Maintenance  
26

27 WITNESS: AIRCRAFT MECHANICS  
28 FRATERNAL ASSOCIATION  
29 s/Earl Clark s/Wilber "Will" Abbott  
30 AMFA Region 1 Director AMFA Region 2 Director  
31 s/Brandon Statfield s/Jeff Heard  
32 AMFA Local 14 Airline Representative AMFA Local 32 Airline Representative  
33

**APPENDIX**  
**For**  
**MAINTENANCE CONTROLLERS**

**I. PREAMBLE**

**This Appendix A to the Collective Bargaining Agreement between Alaska Airlines and the Technicians in the service of Alaska Airlines as represented by the Aircraft Mechanics Fraternal Association (“Agreement” or “CBA”) is intended to set forth certain terms and conditions of employment, which are unique to and therefore applicable only to the Lead Maintenance Controller, Maintenance Controller and Maintenance Controller On-the-Job Trainer (“MOC OJT”) classifications (together, the “Maintenance Control Position(s)"). Unless otherwise expressly set forth within this Appendix, all terms of the Parties’ CBA will apply with full force and effect to the Maintenance Control Positions.**

**II. ARTICLE 4 – CLASSIFICATIONS**

**A. Lead Maintenance Controller**

**A Lead Maintenance Controller will be a Maintenance Controller who, as a working member of the group, is charged with the responsibility of leading, directing, and approving the work of the other members of the group including, but not limited to, assigning tasks to individual members of the group, interfacing between the Supervisors and/or Managers and the group members, providing technical support and advice to the group members, coordinating with Management on staffing and overtime, checking and updating progress on tasks and ready times, researching technical issues for the group, final return to service determination for service interruptions and coordination with shift Supervisor of maintenance requirements related to significant events. A Lead Maintenance Controller will be assigned for each shift.**

**B. Maintenance Control On-The-Job Trainer (MOC OJT)**

**The work of an MOC OJT will consist of training Lead Maintenance Controllers and Maintenance Controllers in topics that are generally recognized as informal training. Such position will be selected from volunteers based upon a combination of Category Seniority and qualifications such as: communication and organizational skills; technical skills; and training ability. The MOC OJT, when directed by management, will be removed from the work group (Article 4, Subparagraph P.2.) and their Lead’s responsibility, and will be under the direction of management to perform the required training. Assignment of MOC OJT duties will be at the discretion of management. If an assignment causes extraordinary hardship, management will consider any Employee request, on a case-by-case basis, to not be assigned and will exercise managerial discretion in making the assignment. This required training may include**

1 limited classroom; video; CBT; operational requirement initial and recurrent  
2 training.

- 3 1. With seven (7) days' notice, or upon agreement between the MOC OJT and the  
4 Company to shorten the notice, the MOC OJT may be required to train off-  
5 shift if there is no qualified MOC OJT on that shift.
- 6 2. To satisfy the training requirements of the Maintenance Control Positions,  
7 MOC OJT position(s) may be utilized on a full-time basis at management's  
8 discretion.
- 9 3. In all other instances, the MOC OJT will work as a Maintenance Controller, as  
10 a working member of the group, and will continue to receive the OJT premium.

### 11 C. Maintenance Controller

12 Maintenance Controllers will possess a valid FAA A&P certificate and their duties  
13 will include all work customarily performed by Maintenance Controllers in the past,  
14 including but not limited to duties generally recognized as Maintenance Controller  
15 work and those described below:

- 16 1. The work of a Maintenance Controller will consist of the performance of  
17 maintenance control functions, which includes researching technical issues and  
18 providing of technical and logistical support for aircraft maintenance,  
19 compliance with regulatory materials and Company maintenance/operational  
20 manuals and procedures, monitoring of all unscheduled events and maintenance  
21 being performed on all aircraft, providing direct oversight of on-call  
22 maintenance providers, the issuance and control of maintenance discrepancies  
23 (e.g., MEL, CDL, ETOPS, CATIII Alert recommendations), and the research  
24 and preparation of reports pertaining to a Maintenance Controller's assigned  
25 fleet activities. Changes to the work of a Maintenance Controller not typically  
26 performed by such positions in the industry (e.g., work from Records, work  
27 from Planning) must be agreed to by the Company and designated Maintenance  
28 Control Area Representative.
- 29 2. Maintenance Controllers must be capable of performing the duties described  
30 above in connection with the Maintenance Controller work assigned.

### 31 III. ARTICLE 5 – HOURS OF SERVICE

- 32 A. Shifts and days off in Maintenance Control Positions will be bid annually.
- 33 B. All Maintenance Control Position shifts will be inclusive of a lunch period and  
34 breaks.
- 35 C. The Company will not utilize relief schedules and/or relief shift schedules ("Relief  
36 Schedules") for Maintenance Control Positions without first meeting with the  
37 Airline Representatives and agreeing, in writing, to the terms and conditions  
38 related to such Relief Schedules.



1 IV. ARTICLE 6 – OVERTIME

- 2 A. Overtime will only be worked by Employees in Maintenance Control Positions and  
3 Employees in Maintenance Control Positions will not work overtime in any other  
4 classification or bid location.
- 5 B. Time on duty for Employees in Maintenance Control Positions will not exceed sixteen  
6 (16) consecutive hours, with a minimum of eight (8) hours scheduled off after sixteen  
7 (16) consecutive hours worked.

8 V. ARTICLE 9 – SENIORITY

- 9 A. Article 9, Paragraph B of the CBA will be modified for purposes of this Appendix to  
10 read:

11  
12 Union Category Seniority will include Employees in the classification of Inspector,  
13 Aircraft Technician, Avionics Technician, Automotive Technician, Machinist  
14 Technician, Facilities Technician, Lead Technician, Lead Inspector and OJT where  
15 applicable; and Maintenance Controller, Lead Maintenance Controller and MOC  
16 OJT.

- 17 B. Notwithstanding the definition of seniority set forth in Subparagraph V.A. above, the  
18 following will apply when determining seniority for Employees in Maintenance  
19 Control Positions:

- 20 1. An Employee working in a Maintenance Control Position for Alaska  
21 Airlines as of February 16, 2022, will have their length of service in that  
22 position counted towards their Maintenance Control seniority during such  
23 time as they work in a Maintenance Control Position for Alaska Airlines.  
24 Maintenance Control seniority will be forfeited if the Employee bids out of  
25 a Maintenance Control Position; and
- 26 2. An Employee working in a Maintenance Control Position will accrue  
27 Category Seniority from the later of February 16, 2022 or their date of hire  
28 at Alaska Airlines; provided however, an Employee working in a  
29 Maintenance Control Position as of February 16, 2022, who previously  
30 worked as a Technician for Alaska Airlines will have their length of service  
31 as a Technician counted toward their Maintenance Control and Category  
32 Seniority.

- 33 C. Should an Employee in a Maintenance Control Position bid to a classification other  
34 than a Maintenance Control Position, the Employee's Category Seniority will control.

- 35 D. A seniority list implementing the provisions set forth in Subparagraph V.B. of this  
36 Appendix will be attached to this Appendix as Exhibit A. If an Employee in a  
37 Maintenance Control Position objects to their placement on the seniority list, the  
38 Employee may file a complaint and protest pursuant to the seniority dispute

1 resolution procedure set forth in Article 9, Paragraph D of the CBA within thirty (30)  
2 days following ratification of a successor CBA that includes this Appendix.

3 **VI. ARTICLE 10 – FILLING OF VACANCIES**

4 **A. Vacancies in the Maintenance Controller classification will be filled as follows:**

- 5 1. Vacancies will be bulletined for a minimum of seven (7) days.
- 6 2. Successful Bidders of a bulletined vacancy will be assessed and tested by a  
7 committee consisting of the following:
  - 8 a. Two (2) Employees appointed by AMFA currently working in a  
9 Maintenance Control Position and two (2) Departmental Leaders.
  - 10 b. Eligible Maintenance Controller candidates will be subject to a  
11 technical assessment to include any combination of oral, practical,  
12 or written testing to be agreed upon and administered by a team of  
13 management and Union representatives and to include a scoring  
14 protocol with a pre-defined minimum score to be determined  
15 eligible.
  - 16 c. Eligible Maintenance Controller candidates that obtain the  
17 minimum pre-defined score will be considered qualified Employees  
18 for the purpose of this Appendix. The award will be made to the  
19 senior qualified Employee who bid for the position.
  - 20 d. Qualifications will be valid for a period of one (1) year.
- 21 3. If the vacancy is not filled through the procedure outlined above, the  
22 Company may choose to hire a new Employee for the position.

23 **B. A Maintenance Control Lead vacancy will be bid and filled by a qualified**  
24 **Maintenance Controller with a minimum of two (2) years' Controller experience**  
25 **from within the Maintenance Controller classification.**

- 26 1. Qualification to be considered for a Maintenance Control Lead vacancy  
27 will consist of twenty-four (24) hours on-the-job training by an MOC OJT,  
28 after which, at least two (2) current Maintenance Control Leads must  
29 provide written verification that the Maintenance Controller has  
30 demonstrated the ability to satisfactorily perform the Maintenance Control  
31 Lead function.
- 32 2. Maintenance Control Lead positions will be awarded based on Category  
33 Seniority or Maintenance Control seniority, whichever is greater, to  
34 Maintenance Controllers that express interest. The Company will ensure  
35 at least two (2) Maintenance Controllers have current Maintenance

1 Control Lead training at any given time.

2 C. Employees awarded a Maintenance Control Position will be ineligible for bidding to  
3 other classifications for a period of one (1) year unless authorized by the Company.

4 D. Any Employee in a Maintenance Control Position awarded a bid to a job outside of  
5 Maintenance Control will be placed on said job within thirty (30) days unless an  
6 extension is agreed to by the Union and the Company.

7 1. No more than one (1) Employee will be awarded a bid out of a Maintenance  
8 Control Position within a ninety (90) day period. If additional Employees  
9 are awarded a bid out of a Maintenance Control Position within such (90)  
10 day period, the effective date of the award may be delayed for a period not  
11 to exceed one hundred twenty (120) days.

12 2. If the bid involves a promotion, the rate of pay and seniority will start  
13 immediately upon award if the job involves an existing vacancy. If the job  
14 involves an anticipated vacancy, the posting will state an award date. In  
15 such case, the award and pay will start on the stated award date.

16 E. For bidding purposes, a successful bidder of a bulletined job covered by this  
17 Appendix will be considered to hold the job from the award date of the bid, not the  
18 effective date of the bid.

19 VII. ARTICLE 12 – TRAINING

20 In addition to GPM-required training, the Company may require each Employee in a  
21 Maintenance Control Position to work at least one (1) shift of “observation” training in an  
22 operational environment (e.g., operational familiarization flights, aircraft maintenance  
23 operations) each twenty-four (24) month period. Fleet type or desk specific training will be  
24 offered and filled in Category Seniority order with priority given to Employees in  
25 Maintenance Control Positions assigned to work the affected fleet type or desk.

26 VIII. ARTICLE 18 – SAFETY & HEALTH

27 Employees in Maintenance Control Positions will abide by the general appearance code for  
28 maintenance Employees.

29 IX. ARTICLE 20 – RETIREMENT PLAN

30 In the event an Employee in a Maintenance Control Position has more favorable retirement  
31 and/or 401(k) terms than those set forth in Article 20 of the Parties’ CBA, the more favorable  
32 terms will continue.

33 X. ARTICLE 21 – GENERAL & MISCELLANEOUS

34 The Company will not utilize the Resource Planning Group (RPG), or a similar  
35 group/department regardless of name, for Employees in Maintenance Control Positions.

1    **XI.    ARTICLE 26 – SCHEDULE A**

2    **Employees in Maintenance Control Positions at date of ratification of the Parties' CBA will**  
3    **be converted into the Maintenance Control pay scale set forth in Article 26, Schedule A, by**  
4    **conversion of their current salary into an hourly rate (i.e., dividing current salary by 2080);**  
5    **thereafter applying an 8.13% increase; and then place them at the step of the Maintenance**  
6    **Control pay scale set forth in Article 26, Schedule A, that is at or above (and closest to) that**  
7    **hourly rate.**

8    **XII.    ARTICLE 29 – LONGEVITY ALLOWANCE**

9    **Longevity allowance for Employees in Maintenance Control Positions will be computed**  
10   **using the Employee's total length of service working in a Maintenance Control position for**  
11   **Alaska Airlines; and if applicable, all time spent working as a Technician for Alaska Airlines**  
12   **prior to February 2022.**

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**Appendix A – Maintenance Control Appendix Exhibit A**

Last	First Name	Company Start Dt.	Union Cat. Sen. Date	Maint. Ctrl. Seniority Dt.
Warren	Philip	4/1/85	9/2/94	4/1/85
Smith	Marcus	2/23/90	4/6/01	2/1/91
Phinney	Darren	7/9/90	3/2/05	4/1/91
Garrett	Lance	5/2/89	7/31/10	6/14/95
Willott	Scott	4/6/85	3/23/14	2/5/97
Rausch	Andrew	6/1/98	1/29/03	6/1/98
Martin	Edward	11/6/89	1/2/19	4/1/00
Cody	Ronald	10/5/01	12/25/05	10/5/01
Hess	Todd	8/14/90	2/29/12	12/18/04
Mecham	Daan	9/18/06	1/12/19	9/18/06
Quaratiello	Patrick	4/30/07	2/16/22	4/30/07
Worley	Robert	9/4/07	2/16/22	9/4/07
Jack	Michael	1/15/01	2/16/22	9/10/07
Bautista	Darwin	11/19/07	2/16/22	5/16/10
Del Rosario	Joey	7/7/08	12/21/17	11/21/10
Rosado Santini	Carlos	1/9/12	9/7/16	1/9/12
Hall	Mark	12/17/12	4/29/16	12/17/12
Aguilar	William	6/10/13	8/10/16	6/10/13
Forry	Mitchell	12/16/13	2/16/22	12/16/13
Elford	Jeremy	9/28/15	2/10/21	9/28/15
Hurtgen	Jeffery	6/4/07	2/16/22	2/2/16
Ray	LaMont	5/16/16	2/16/22	5/16/16
Abatayo	Amulfo	8/22/16	3/24/21	8/22/16
Welninski	David	6/19/17	2/16/22	6/19/17
Wynkoop	Christopher	6/19/17	2/16/22	6/19/17
Tekle	Yared	6/19/17	2/16/22	6/19/17
Castro	Joseph	1/8/18	2/16/22	1/8/18
Marcano	Felix	7/23/18	2/16/22	7/23/18
Hart	Austin	3/21/22	3/21/22	3/21/22
Lawrence	Peter	4/11/22	4/11/22	4/11/22
Schmidt	Carl	5/2/22	5/2/22	5/2/22
Mohamed Elamin	Ashraf	8/1/22	8/1/22	8/1/22
Turay	Douglas	10/31/22	10/31/22	10/31/22
Siclován	Aaron	12/5/22	12/5/22	12/5/22

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**APPENDIX B**

**NOTE: Overtime Process Will be Completed Following Ratification**

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**HOLD – INDEX**

**Note: Index pages will be created as a separate document.**