

## **SECTION 32 - UNION BUSINESS**

- A. The Company shall provide each active Flight Attendant with an electronic copy of this Agreement, including any existing Side Letters of Agreement. The electronic version will be available on the Flight Attendant EFB and the Company intranet (including a QR code). The Company shall provide a limited number of contracts (fifteen percent (15%) of the total Flight Attendant population by base) that will be available by request only. In addition, the APFA National Headquarters will be provided five hundred (500) copies for Flight Attendant distribution. The printed and electronic version of the agreement will be made available within ninety (90) days of the signing of this Agreement.

The Company shall consult with the APFA National President regarding the selection of a format, cover, and binding for the printed Agreement. Any Side Letters of Agreement, as jointly agreed to by the APFA and the Company, shall be posted to the Company intranet.

### **B. REPORTS**

#### **1. Active/Inactive Report**

The Company shall provide the APFA National President and the National Treasurer a sortable monthly electronic list containing Flight Attendant names, employee numbers, addresses, primary phone contact numbers, crew base, date of hire, status (i.e., active status, furlough, Company position, Flight Attendants on Company business for a cumulative period of ninety (90) days, probationary status, type of leave or other inactive status), date of commencement and actual date of return from leave, and date of birth. This report shall be due by the twentieth (20<sup>th</sup>) of the month following the month being reported.

#### **2. Monthly Attrition Report**

The Company shall provide the APFA National President and the National Treasurer a sortable monthly electronic list of Flight Attendant resignations, retirements, terminations and transfers. Such report shall be in alphabetical order and reflect employee number, date of resignation, terminations or transfer, the crew base from which the Flight Attendant was transferred, and the crew base where they are now located shall be noted. A Flight Attendant transferred to or from management or other Company position shall be so identified. This report shall be due by the twentieth (20<sup>th</sup>) of the month following the month being reported.

#### **3. Scheduling/Reserve Reports**

The Company shall provide the APFA National President with Scheduling reports or access to the information, as needed and as mutually agreed upon by the Company and National Scheduling Chair.

- C. A glass covered, locked bulletin board will be provided by the Company in the crew lounges/Inflight check-in facilities at each crew base for posting of APFA notices. Size and placement of such boards shall be determined by mutual agreement of the APFA Base President and the Manager, Inflight Operations.
- D. As long as the Company maintains Flight Attendant mailboxes in a base, official APFA bulletins may be distributed in the Flight Attendants' mailboxes if they have been approved for such distribution by the appropriate Manager, Inflight Operations or their designee.
- E. APFA representatives shall be afforded an opportunity at the end of each new-hire Flight Attendant training program to address the new-hire class for a maximum of two (2) hours. This is in addition to any time allotted for base indoctrination.

#### **F. TRAVEL FOR UNION BUSINESS**

Should the Company extend improvements in its union business pass policy to other union representatives, such improvements shall likewise be extended to APFA representatives.

#### **G. MONTHLY UNION BUSINESS**

1. A request by the APFA for the release of a Flight Attendant from duty to conduct Union business shall be made to the Director of Crew Schedule or their designee. Such request(s) shall be made by the APFA National President, any APFA National Officer or designee for Flight Attendant in their crew base. The APFA National or Base President or designee may supply the Company with a list of Flight Attendants authorized to request their release from duty to conduct Union business. Such requests for release shall be made to the Company as far in advance as practicable. A request by the APFA for the release of a Flight Attendant to conduct Union business will not be unreasonably denied.
2. A Lineholder removed from schedule to conduct Union business prior to the closing of PBS will be paid a daily rate equal to the minimum day as pay and credit. After the closing of PBS, a Lineholder removed to conduct Union Business on a day scheduled for duty will receive a daily rate equal to the minimum day or trips missed. A Lineholder conducting Union business on a day off will be paid an amount as determined by the APFA and such time will be paid as pay no credit.
3. A Reserve removed from schedule on a RSV day to conduct Union business will be paid at a daily rate equal to the minimum day as pay and credit. A Reserve conducting Union business on a day off will be paid an amount as determined by the APFA and such time will be paid as pay no credit.
4. The Company shall invoice the APFA each month for flight pay loss provided for in Paragraphs G.1.-3.
5. The APFA will not be invoiced for Flight Attendants released from duty:
  - a. To inspect hotels pursuant to Crew Accommodations, Section 6.A.4;
  - b. To serve as a Safety and Security Department (SSD) Committee member for accident investigations pursuant to Section 34.H.2;
  - c. To attend the Scheduling Committee meetings pursuant to Scheduling, Section 10.A.2.
6. A Flight Attendant dropping her/his line for the entire bid period shall receive a pay purposes only (paper bid) line.
7. If any Company requested meeting is cancelled by the Company with less than two (2) calendar days, the Company will reimburse the APFA for flight pay loss for the cancelled meeting day.

#### **H. APFA LOCK-BOX**

The Company will provide at base stations, a suitable lock-box for APFA mail. The size and type shall be dependent upon the location at each base station.