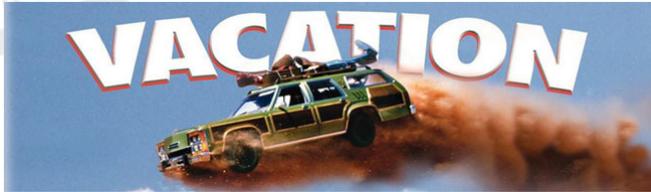


CORNER

VACATION DECLARATION ROUND

It's that time of year again. The 2016 vacation bidding rounds are on approach. You can find information covering the proper vacation bidding procedures in Article 14 of your contract and the Work Rule Interpretations (WRI). We highly encourage that you familiarize yourself with this part of your contract and WRI.



The vacation declaration round was created for the express purpose of

allowing our agents to determine how many block weeks versus how many DATs they wanted to use in the following calendar year. This declaration round must begin no later than Oct 15, must be open for at least 10 calendar days, and there must be at least 5 days between the close of the declaration round and the opening of the first week of block week bidding. **You will automatically be given all block weeks for the following calendar year if you fail to participate in the vacation declaration round.** The vacation declaration round is used to determine the number of block weeks and the numbers of DATs available for each day in your bid location. Don't ignore it!

During any round of vacation bidding, if an employee so chooses, he may bid two or more consecutive weeks, and if his seniority is enough to hold each of those consecutive weeks, he will be awarded all of the consecutive weeks in that round of bidding. If his seniority will not hold all the consecutive weeks, then the bid will not be awarded for any of those weeks. Please keep this in mind as you are listing your vacation priorities during a bid. Any of the other non-consecutive weeks he may wish to hold must be bid in succeeding rounds (i.e. 2nd round, 3rd round, and so on).

Note: agents on leaves of absence may bid.



LOCAL 555

FALL 2015

DAT DAYS

Contractually you have the option of setting aside all your vacation time as DATs. As mentioned earlier, you may only designate how much of your vacation you want as DAT days during the "vacation declaration" period prior to the first round of vacation bidding.

DAT days are awarded based on classification seniority. Employees may request a DAT any time after the bid closes. DATs requested with less than 24 hours notice are awarded at management's discretion. The company is contractually bound to award a DAT day if at least 24 hours notice is given and the minimum allotment of DATs for that day has not been met. The company cannot force you to use vacation time for qualifying FMLA leave. It is now your choice whether or not to use vacation time.

CALCULATING MINIMUM AVAILABLE VACATION TIME

Our contract also includes language on how many block weeks and how many DATs must be available each day for bidding:

Block week formula:

1. Number of block weeks bid during declaration round.
2. Divided by 52.
3. Answer rounded to the nearest whole number.

(In cases where the number is rounded down...)

4. Take the remaining fractional number.
5. Multiply by 52.
6. Answer, rounded up to the nearest whole number to determines the number of extra block weeks available on the bid.

Note: The Company will also include as many extra weeks as is operationally possible. See WRI for more information.

DAT day formula:

1. Number of total DAT days bid during declaration round.
2. Divided by 363.
3. Answer rounded up to the nearest whole number.



WORKING ON THE HOLIDAYS

Thanksgiving and Christmas days essentially take the place of freedays for the months of November and December. According to Article 22.C each employee will receive an eight (8) hour holiday bonus in the amount equal to his or her regular compensation rate. Each employee is scheduled off for those days (due to an arbitrator's decision in 1991).

If you are on vacation over the holiday, you will receive an additional day prior to or after your bid block. An employee who is scheduled to work on a holiday who does not report will lose all pay for such holidays unless the absence is due to sickness or is excused.

DAY OFF STATUS—THANKSGIVING AND CHRISTMAS

When it comes to who is awarded overtime on Thanksgiving and Christmas, voluntary or mandatory, every agent is considered to be on A (or first day off) status for those two holidays. The only exception regards an agent who has been awarded a DAT in conjunction with Thanksgiving or Christmas day...that agent would not be eligible for a mandatory overtime assignment.

RATE OF PAY—THANKSGIVING AND CHRISTMAS

If you sign up and are awarded a shift you will be paid time and a half for the first 8 hours and double time thereafter. If you're mandatoried for either holiday, you will be paid double time for the first 8 hours and triple time thereafter. This is in addition to the eight hour holiday bonus.

SIGNING UP FOR HOLIDAY OVERTIME

The standard overtime call book will be used to determine voluntary overtime awards for Thanksgiving and Christmas days. However, when you can sign up, when the book closes, and when agents must be notified of their awards is quite different...

1. The overtime call book must be closed two (2) weeks prior to the holiday.
2. Agents have at least fourteen (14) days to sign up for Thanksgiving or Christmas overtime.
3. Voluntary overtime assignments must be completed (and agents informed) no later than 72 hours after the overtime call book has closed. Mandatory overtime assignments shall commence immediately after voluntary assignments are completed.



GIVING AWAY MANDATORY OVERTIME ON HOLIDAYS

The Interpretations to Article 7 (question #28) states:

If an Employee is mandatoried for an overtime shift, can he give his assignment to another Employee? If so, what is his status if there is a sick call?

Yes. An Employee who finds a volunteer to work a mandatory assignment will be exempt from further mandatory overtime assignments on that day.

Here's where you need to pay attention: the arbitrator's decision in 1991 determined that when an agent picks up a shift trade on Thanksgiving or Christmas it will be paid at the straight time rate. Meaning, if you are mandatoried for either of the holidays and you are able to find someone who will work your mandatory assignment, do not use a shift trade form. Both agents should go to the appropriate supervisor and inform him/her of the mandatory OT giveaway.

TURNING IN A DOCTOR'S NOTE ON HOLIDAYS

Please take time to re-read Article 23.1.C of your contract. Though you are allowed 4 doctor's notes in a calendar year, you are allowed to use only one (to make your absence non-chargeable) during the period from Nov 1 through and including Jan 3. The Interpretations to Article 23 (question #5) addresses extended absences that occur partially during/partially outside of this time period.