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**LETTER OF AGREEMENT
by and between
ALASKA AIRLINES, INC.
and the
FLIGHT ATTENDANTS
in the service of
ALASKA AIRLINES, INC.,
as represented by the
ASSOCIATION OF FLIGHT ATTENDANTS-CWA, AFL-CIO**

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**AVIATION SAFETY ACTION PROGRAM (ASAP) ADDITIONAL
PROVISIONS**

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17 This Letter of Agreement is made and entered into in accordance with the provisions of
18 Title II of the Railway Labor Act, as amended, and pursuant to Agreements reached by
19 and between Alaska Airlines, Inc. ("Company") and the Flight Attendants in the service
20 of Alaska Airlines, Inc., as represented by the Association of Flight Attendants-CWA,
21 AFL-CIO ("Association").
22

23 WHEREAS, the Company and the Association are mutually committed to a voluntary,
24 cooperative, remedial and non-punitive approach to air safety, and
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26 WHEREAS, to that end, the Company and the Association desire to participate in the
27 Federal Aviation Administration's Aviation Safety Action Program (ASAP),
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29 WHEREAS, the Company and the Association share the goal of operating with the
30 highest degree of safety and agree that the ASAP contributes to that goal, and
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32 NOW, THEREFORE, it is mutually agreed by and between the parties to this Letter of
33 Agreement that:
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- 35 A. The Company and the Association will participate in the ASAP program, attached
36 hereto.
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38 B. The Company will compensate the AFA ASAP representative for time spent in
39 participation in ASAP activities, including but not limited to attending ERC
40 meetings, attending ASAP trainings or other ASAP events. Such compensation
41 will be in accordance with §27.P of the collective-bargaining agreement.
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43 C. The Company will cover the travel costs associated with any ASAP activities,
44 including but not limited to positive space transportation and any necessary hotel
45 accommodations and meals.
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47 D. It is further understood by the parties that the Company or the Association may
48 terminate the program at any time for any reason.

49
50 E. NASA ASRS Reporting

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52 Voluntary participation in the ASAP program also guarantees participation in the
53 NASA Aviation Safety Reporting System (ASRS), as described in FAA Advisory
54 Circular 00-46, as amended. Upon receipt of an ASAP report from a Flight
55 Attendant the ASAP Manager will immediately forward a copy of the report to
56 NASA for inclusion in ASRS. The ASAP Manager assumes the responsibility of
57 fulfilling the ten-day ASRS reporting requirement on all reports that meet the
58 ASAP 24 hour reporting deadline.

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60 F. ASAP Reports

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62 The Company and the Association agree that information gathered in the course
63 of Flight Attendant participation in ASAP will be shared with the Association of
64 Flight Attendants – CWA.

65
66 If a Flight Attendant submits a report to ASAP that does not involve a safety
67 concern or possible FAR violation that would be more appropriately handled by
68 another specific company department, then that report shall be returned to the
69 individual without entering it into the ASAP program. However, this action
70 requires the unanimous consensus of the ERC. If subsequent investigation
71 reveals evidence of a possible FAR violation and the original submission meets
72 program acceptance criteria, the individual retains ASAP submission status.

73
74 If the ERC determines that the investigation performed by the Company's Safety
75 Department is incomplete in any respect, it will conduct further investigation of
76 any matter before it.

77
78 The ERC will have sole discretion to determine what constitutes "extraordinary
79 circumstances" for the purpose of accepting non-sole source reports.

80
81 G. ASAP and Discipline

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83 All employees are encouraged to report any event or observation they feel
84 identifies a potential safety hazard. One of the key ingredients to reporting is an
85 incentive for individuals to report these events so that appropriate risk
86 identification and hazard correction is done. Flight Attendants participating in
87 the ASAP program, whether reporting or non-reporting as defined in the ASAP
88 Memorandum of Understanding (MOU), will not be subject to disciplinary actions.
89 Additionally, accepted non-sole source reports shall also not be subject to
90 disciplinary actions. Neither the written ASAP report nor the content of the
91 written ASAP report will be used to initiate or support any company disciplinary
92 action.

93

94 Each and every corrective action, coaching/skill enhancement session
95 recommended by the ERC shall be treated as a learning tool for the flight
96 attendant and these recommended coaching/skill enhancement sessions shall not
97 be considered a test or check of skills relevant to a pass/fail criteria or outcome.
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99 H. Conversations or Interviews

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101 The Company and the Association agree that any conversations or interviews
102 prior to acceptance of an ASAP report and any written contents or interviews
103 conducted that are relevant to such ASAP report will not be used in disciplinary
104 actions.
105

106 All other provisions of the collective-bargaining agreement remain in full force and effect.
107

108 IN WITNESS WHEREOF, the parties hereto have signed this Letter of Agreement this 3rd
109 day of October 2017.

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111 FOR:
112 ASSOCIATION OF FLIGHT
113 ATTENDANTS-CWA, AFL-CIO
114

FOR:
ALASKA AIRLINES, INC.

115
116 /s/ _____
117 Sara Nelson
118 International President
119

/s/ _____
Jeff Butler
Vice President, Inflight & Call Centers

120
121 /s/ _____
122 Jeffrey Peterson
123 Master Executive Council President
124

/s/ _____
Elizabeth Ryan
Managing Director, Labor Relations