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**LETTER OF AGREEMENT
between
ALASKA AIRLINES, INC.
and the
ASSOCIATION OF FLIGHT ATTENDANTS-CWA, AFL-CIO**

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**MOVING VACATION DAYS WHILE ON A LEAVE OF ABSENCE AND
PRODUCTIVITY PREMIUM PROGRAM ELIGIBILITY**

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13 This LETTER OF AGREEMENT is made and entered into in accordance with the
14 provisions of the Railway Labor Act, as amended, by and between ALASKA AIRLINES,
15 INC. ("the Company") and the Flight Attendants in the service of the Company, as
16 represented by the ASSOCIATION OF FLIGHT ATTENDANTS, AFL-CIO ("the
17 Association").

18
19 WHEREAS, the Company and the Association wish to set forth procedures for Flight
20 Attendants who have vacation scheduled during an approved Leave of Absence including
21 but not limited to medical, maternity, parental, staffing adjustment, workers'
22 compensation, military;

23
24 NOW, THEREFORE, the parties agree to administer the repositioning of impacted
25 vacation/Longevity PTO days and the Productivity Premium Program (PPP) for such
26 Flight Attendants as follows:

- 27
- 28 1. Consistent with past practice, all Flight Attendants who have vacation/Longevity Paid
29 Time Off (PTO) days scheduled during an approved Leave of Absence (LOA) may, at
30 their discretion, trade such days with another Flight Attendant or with available
31 Vacation Open Time. The time constraints contained in Section (§) 14.B.2
32 [Vacation/Longevity PTO Bidding and Trading] do not apply to trades under this
33 provision when moving the vacation out of the month of the leave, however, they do
34 apply when moving the vacation to a future month.
 - 35
36 2. A Flight Attendant who chooses to trade vacation/Longevity PTO days pursuant to
37 Paragraph 1 above and is trading days out of a month in which the Flight Attendant
38 receives a bid award and into a month in which the Flight Attendant receives a bid
39 award, the days will be administered as follows:
 - 40
41 a. The vacation/Longevity PTO days will be included in the Flight Attendant's PBS
42 bid award and therefore in the calculation of the TFP equivalent of the Flight
43 Attendant's bid award for purposes of determining her/his individual Productivity
44 Premium Program (PPP) threshold pursuant to §21.R [Productivity Premium
45 Program (PPP)]. This will occur twice in the calendar year for the same
46 vacation/Longevity PTO days pursuant to this agreement: once in the bid month

47 out of which s/he has traded vacation/Longevity PTO and once in the bid month
48 into which s/he has traded vacation/Longevity PTO.

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50 b. The applicable paid or unpaid vacation credit (inclusive of Longevity PTO) for
51 such days will be applied to the bid month into which s/he has traded the
52 vacation/Longevity PTO.

53

54 *Example: A FA has bid for the month of July and s/he has vacation days in July. If the*
55 *FA moves the vacation days from July to December, then in order to achieve PPP in July*
56 *s/he will need to make up the vacation TFP in July plus 5 TFP (because July is an*
57 *individual month). For the purposes of determining the PPP threshold in December, the*
58 *moved vacation credit will now be applied to the month of December.*

59

60 3. A Flight Attendant who chooses to trade vacation/Longevity PTO days pursuant to
61 Paragraph 1 above who is trading days into and/or out of a full bid month in which
62 the Flight Attendant is on a "no-bid" status will have the vacation/Longevity PTO
63 days administered as follows:

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65 a. In a "no-bid" month the Flight Attendant's TFP equivalent of her/his bid award
66 for purposes of determining her/his individual (PPP) threshold will be seventy-
67 five (75.0) TFP regardless of the impact of vacation/Longevity PTO days traded.

68

69 b. If trading vacation/Longevity PTO days from or into a month in which a Flight
70 Attendant will receive a bid award, the vacation/Longevity PTO days will be
71 included in the Flight Attendant's PBS bid award and therefore in the calculation
72 of the TFP equivalent of the Flight Attendant's bid award for purposes of
73 determining her/his individual Productivity Premium Program (PPP) threshold
74 pursuant to §21.R [Productivity Premium Program (PPP)].

75

76 c. The applicable paid or unpaid vacation credit (inclusive of Longevity PTO) for
77 such days will be applied to the month into which s/he has traded
78 vacation/Longevity PTO.

79

80 *Example 1: If a FA has vacation days in July and moves the vacation days to August,*
81 *when s/he is on "no-bid" status, then s/he will need to make up the vacation TFP in the*
82 *original month (July) plus 5 TFP (because July is an individual month) in order to receive*
83 *PPP for that month. The threshold for August will remain 75 TFP as it is a no-bid month*
84 *and the moved vacation credit will be applied to the month of August.*

85

86 *Example 2: If a FA has vacation days and is on "no-bid" status in July and moves the*
87 *vacation days to September, a month in which s/he will receive a bid, then her/his*
88 *threshold for July will remain 75 TFP. The vacation days will be included in her/his*
89 *September bid and for purposes of determining the PPP threshold for the block months*
90 *(January, February, March, April, May, September, October and November. The*
91 *vacation credit will be applied to the month of September.*

92

93 4. Vacation/Longevity PTO days used to coordinate with a LOA under the provisions of
94 §15.M [Leaves with Coordination of Sick Leave or Vacation/Longevity PTO] will be
95 paid in the pay period in which the Flight Attendant coordinates. However, the paid-
96 out vacation/Longevity PTO days will remain in the vacation tracking system as
97 placeholders for required days off (i.e. free of duty). Such days will be included in
98 the Flight Attendant's PBS bid award and therefore in the calculation of the TFP
99 equivalent of the Flight Attendant's bid award for purposes of determining her/his
100 individual Productivity Premium Program (PPP) threshold pursuant to Section 21.R
101 [Productivity Premium Program (PPP)] at the appropriate time. The applicable
102 vacation credit (inclusive of Longevity PTO) will be applied accordingly for purposes
103 of determining the Flight Attendant's qualification for the PPP incentive payout.
104

105 *Example: If a FA has a medical leave of absence in June, July, August and September*
106 *and s/he uses vacation days from October to coordinate in those months, then the*
107 *payout for those coordinated vacation days will be in the months in which they are*
108 *coordinated. The credit toward PPP remains in the month of the original vacation bid, in*
109 *this case October.*
110

111 All other provisions of the collective bargaining agreement remain in full force and
112 effect.
113

114 IN WITNESS WHEREOF, the parties hereto have signed this LETTER OF AGREEMENT
115 this 20th day of November, 2019.
116

117 FOR:
118 ASSOCIATION OF FLIGHT
119 ATTENDANTS-CWA, AFL-CIO
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FOR:
ALASKA AIRLINES, INC.
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121
122 /s/ _____
123 Brian Palmer
124 Master Executive Council Vice President

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122 /s/ _____
123 Carmen Williams
124 Managing Director, Labor Relations