

ARTICLE 14

VACATIONS

1. COMPUTING VACATION

A Flight Attendant will be entitled to and will receive vacations with pay as follows:

- A. Employment begins with the first day a Flight Attendant is placed on the Company payroll. A Flight Attendant, who as of December 31 of any year, has had less than one (1) calendar year of employment with the Company will be entitled to a vacation on the basis of one and one-sixth (1 1/6) days for each month of employment, rounded to the nearest full day.
- B. Vacation days will accrue at the following rate:
 - 1. As of December 31 of any year, a Flight Attendant who has had one (1) year or more of employment, but less than five (5) years, will receive fourteen (14) days.
 - 2. As of December 31 of any year, a Flight Attendant who has had five (5) years or more of employment, but less than ten (10) years, will receive twenty-one (21) days.
 - 3. As of December 31 of any year, a Flight Attendant who has had ten (10) years or more of employment, but less than eighteen (18) years, will receive twenty-eight (28) days.
 - 4. As of December 31 of any year, a Flight Attendant who has had eighteen (18) years or more of employment will receive thirty-five (35) days.
- C. For purposes of computing vacation, fifteen (15) days or more of employment in a calendar month will be considered a full month and less than fifteen (15) days will not be considered a full month.

2. VACATION NOTICE AND BIDDING

- A. During the first week of July of each year, the list of available vacation slots will be posted via electronic means. Flight Attendants will be given fifteen (15) days in which to bid for available vacation slots during the first round, and seven (7) days in each round thereafter. Vacation slots will be granted on a seniority basis. Flight Attendants not bidding or who have not designated a floating vacation week will be assigned a vacation slot after the last round of vacation bids is awarded. Open vacation slots will be

posted and released for trade into Vacation Open Time by noon central time during the first week of November each year.

- B. Vacation bidding for all domiciles will open and close at noon central time and will be posted by noon central time.
- C. Vacations may be traded an unlimited number of times, provided however that the trade must be approved by the 1st day of the month preceding the month in which the slot falls. No vacation slots may be traded between domiciles. Any vacation slots for which a pairing has been pulled will not be available for trade.
- D. Vacations shall not be cumulative and a vacation to which a Flight Attendant becomes entitled on December 31 of any year shall be forfeited unless taken during the following calendar year. However, a Flight Attendant may be requested by the Company to forego her/his vacation if such request is in writing and agreed to by the affected Flight Attendant. In such event, the Flight Attendant shall be paid double, with vacation time to be taken later in the year at the Flight Attendant's choosing or accumulated to be used during the succeeding year. If, due to error by the Company, the Flight Attendant is not given accrued vacation to which she/he is entitled, such Flight Attendant shall be deemed to have been requested by the Company to forego her/his vacation and will be treated accordingly.
- E. Flight Attendants with two (2) weeks or more vacation may split vacation into increments of not less than seven (7) days. Any Flight Attendant splitting fourteen (14) days or more will receive their first two (2) choices in order of seniority. Splits will be designated on the lead bid sheet. Any Flight Attendant splitting their vacation into more than two (2) segments will bid the remaining slots after all other slots have been awarded.
- F. There will be available vacation slots in all fifty-two (52) weeks of the year. The percentage of available slots will vary during the thirty (30) day months. The start dates for vacation slots will vary during the month.
- G. No vacation slots may be traded between domiciles.

3. FLOATING VACATION

Changes were negotiated to floating vacation weeks so that all trips that overlap the floating vacation will now be pulled.

- A. Bidding and using a floating week:
 - 1. Floating Vacations: A Flight Attendant with three (3) weeks or more

vacation is allowed to take one (1) week as a floating vacation. A Flight Attendant will notify Inflight Crew Planning she/he is designating a week of vacation as a floating week no later than the last round of vacation bids. All trips encompassing and overlapping a floating vacation week will be pulled. A floating vacation week will pay 26.25 TFP (straight pay) regardless of TFP pulled.

2. Planning will post all available weekly floating vacation slots. No less than one (1) slot per week will be made available, except for the period incorporating Thanksgiving Day and the last two (2) vacation weeks of December, which are blackout periods. In domiciles with two hundred (200) or more bid lines, two (2) slots per week will be made available.
3. Flight Attendants with floating vacation available may bid an available seven (7) day vacation slot in their respective domicile prior to the posting of monthly bids. Such available vacation slots shall be posted by noon Central Time two days prior to the last day of the month and will close at noon (Central time) on the last day of the month (for the bid period after the following month). For example, vacation slots for June will be posted by noon Central Time on April 28th and will close at noon Central Time on April 30th.
4. Floating vacation slots will be awarded in order of seniority no later than noon (central time) on the 1st of the month (for the following month) prior to monthly bids being posted.
5. If a Flight Attendant is unsuccessful in bidding a floating vacation week she/he may bid again in later bid periods that calendar year.
6. The Flight Attendant has the option to turn in her/his floating vacation for pay only at any point during the calendar year prior to being awarded a specific floating vacation slot. If Inflight Crew Payroll is notified at least ten (10) days before payday, such floating vacation pay will be included in the next paycheck.
7. A floating vacation cannot be taken in a Reserve month.
8. A floating vacation not taken in the calendar year will be paid on the last paycheck of that year.

B. No floating vacation slots may be traded between domiciles.

4. VACATION PAY

A. A Flight Attendant, while on vacation, shall be paid for all trips lost from

her/his bid line, or three and three quarter (3.75) standard trips per day, whichever is greater. Pay shall be at the Flight Attendant's applicable trip rate at her/his current bid month and bid position.

- B. Flight Attendants may request early vacation pay. The request must be made at least seven (7) days before vacation. Scheduled vacation days must fall on a payday (5th/20th) before a Flight Attendant may request an early check. The check that will be issued early will be the proper check for that pay period. If scheduled vacation does not fall on a payday, no early check will be issued.

A settlement letter between the Union and the Company from 8/14/02 was incorporated to clarify how pay is handled in vacation overlap situations.

- C. If there is an overlap situation on vacation, you will be paid for the greater of the two days that overlap. If it would be physically possible (not contractually or FAR legal) for one person to fly both trips on that day (i.e., an a.m. trip that ends at 1530 and a p.m. that pushes at 1600), you will be paid for the trip pay for both of those assignments for that day.

5. VACATION PROCEDURES

- A. A Flight Attendant with five (5) days or less vacation may slide her/his vacation so that her/his vacation will begin on the first scheduled working day after any day or days off that may fall during her/his scheduled vacation.
- B. The Flight Attendant may fly the entire pairing and drop her/his vacation down equivalent to the amount of days the Flight Attendant flew into her/his scheduled vacation.
- C. Unscheduled RON on Vacation, see Article 9.5.
- D. When a pairing overlaps the beginning of a vacation period and the Flight Attendant does not choose to drop her/his vacation down to fly the entire pairing, or when a pairing overlaps the end of a vacation period, the following will apply:
 - 1. A Flight Attendant may choose not to fly any of the pairing, and be paid for trips on vacation days only; or
 - 2. A Flight Attendant may choose to fly the pairing overlapping the beginning of her/his vacation period, and the following will apply:
 - a. A Flight Attendant must be scheduled to return to her/his domicile by 2400 hours the day prior to her/his vacation beginning.

- b. All trips passing through the domicile after 1800 hours and for the last time prior to the RON will be broken in order to recover the Flight Attendant.
- c. Pairings which do not pass through the domicile after 1800 hours will be broken prior to 1800 hours (domicile time), in order to facilitate timely recovery of each Flight Attendant to her/his domicile by 2400 hours on the day prior to her/his vacation beginning. All trips lost by the above procedure will be paid by the Company. Deadheads will not be paid, unless they are part of a bid pairing.
- d. Vacation commences at 0000 Local Time on the first day of the vacation until 2359 Local Time on the last day of vacation. The Company will not schedule a Flight Attendant more than twelve and one-half (12½) hours for vacation recovery to home domicile. A Flight Attendant that arrives back to her/his domicile after 2400 hours will receive another day of vacation which will be added at the end of the vacation block.

This clarification of policy is for vacation purposes only and will not apply to any other article of the contract.

- 3. If the Flight Attendant has a pairing beginning during her/his vacation that flies into the days past the scheduled vacation time the Flight Attendant:
 - a. is not responsible for picking up the remainder of the pairing and will not be paid for the remainder of that pairing; or
 - b. may pick up the remainder of the pairing and the following will apply:
 - i. If there is a SIP on the first day following the vacation, the Flight Attendant will be allowed to pick up the pairing at the SIP and will be paid for the entire pairing.
 - ii. If there is no SIP on the first day following the vacation, the Flight Attendant will be allowed to pick up her/his bid line at the earliest possible point staying within all duty limitations and be paid for the entire pairing. The Flight Attendant may elect to waive contractual duty limitations. All trips lost by the above procedures will be paid by the Company. Deadheads will not be paid,

unless they are part of a bid pairing.

6. GENERAL

- A. A Flight Attendant may pick up from other Flight Attendants or Open Time during vacation. She/he may fly such trips during her/his vacation as well as utilize her/his trip trading and give away privileges with other Flight Attendants and Open Time during vacation.
- B. Any Flight Attendant taking vacation which interferes with recurrent training will reschedule recurrent training in order to stay legal.
- C. A Flight Attendant who has been employed by the Company for six (6) months or more and resigns with two (2) weeks or more notice or is furloughed by the Company due to reduction in force shall receive pay at her/his applicable rate as of such date for all vacation accrued and unused to the date of resignation or furlough.
- D. A Flight Attendant awarded a vacation slot which includes the week(s) of Thanksgiving and/or the last two (2) weeks of December, must be based in the domicile in which such vacation slots are awarded for at least six (6) consecutive months immediately preceding, or six (6) months immediately after being awarded such vacation slots, in order to voluntarily transfer such vacation slots to an existing domicile. If a Flight Attendant voluntarily transfers to an existing domicile and could not have held a vacation slot which includes the week(s) of Thanksgiving and/or the last two (2) weeks of December in the new domicile or does not meet the previous criteria, she/he will forfeit such vacation slots, and must choose vacation slots from vacation Open Time in the domicile to which she/he voluntarily transfers. Such forfeited vacation slots will go into vacation Open Time in the domicile in which the slots were forfeited. If there are no available vacation slots to make up for the forfeited vacation slots, she/he will be paid 26.25 TFP for each week of vacation forfeited on the last paycheck of the year. A Flight Attendant awarded a vacation slot which includes the week(s) of Thanksgiving and/or the last two (2) weeks of December, may voluntarily, or involuntarily transfer such vacation slots to a newly established domicile.

(See following chart.)

In Base From	In Base Until	OR	In Base From	In Base Until
January 1	June 30		July 1	December 31

A Letter of Understanding (LOU) regarding holiday weeks for base transfer purposes from 9/23/11 was incorporated.

A Flight Attendant who is awarded a 7-day, 14-day, 21-day, or 28-day vacation slot, which includes Thanksgiving Day, will be considered a week of Thanksgiving for the purpose of holiday vacation weeks affected by base transfer.

A Flight Attendant who is awarded a 7-day, 14-day, 21-day, or 28-day vacation the last two weeks of December and has any 7-day vacation slot completely encompassed within the last 14 days of December will be considered part of the last two weeks of December for the purpose of holiday vacation weeks affected by base transfer.

Inflight Crew Planning will add the vacation slots affected by the above definition to the vacation cover letter.

- E. All vacation slots vacated will be placed into vacation Open Time in the domicile in which the slot was vacated. A vacation slot will not be deemed to be vacated unless the Flight Attendant has been paid for it.