

AMERICAN AIRLINES
TWU System Seniority List
Protest Form

Instructions for Employee

- Identify date of system seniority list with possible error.
- Prepare/collect information supporting protest (e.g. payroll history, PA messages, transfers, etc).
- Review protest with shop steward providing *supporting documents.

Instruction for Shop Steward

- Review protest with employee and determine whether or not provisions have been met.
- Forward this form and *supporting documents to Local Union office.

***The following supporting documents must accompany all protest:**

- **Seniority list where alleged error occurred**
- **Employee payroll history available through AA HR**
- **Detailed explanation of why you believe the date is incorrect**

Instructions for Local Union Office (e.g. Grievance committee, Executive Board, etc)

- Review and determine whether or not there are grounds for granting the protest.
- If there are no grounds to grant protest, follow up with employee. If grounds for granting protest have been established, forward this form and supporting documentation along with a recommendation to International Protest Panel Chairman.
- Follow-up on protest through the TWU-ATD website.

The International Protest Panel Chairman and the Managing Director, Employee Relations- Ground, or their designees, shall meet and determine that status of the protest. Once a determination has been made it shall be indicated on this form and on the TWU-ATD website. The form will be returned to the forwarding TWU Local office with copies routed to payroll.

**PROTEST FORM
TWU SYSTEM SENIORITY LIST**

Last Name: _____ First Initial: _____ Employee #: _____

Station: _____ Classification: _____ TWU Local #: _____

Required information:

Current Company Seniority Date: _____ (as reflected on system seniority list)

Current Occupational Seniority Date: _____ (as reflected on system seniority list)

Current Job Protection Status: (circle) **S P X** (as reflected on system seniority list)

Date of system seniority list posted with error: _____ Station Posted: _____

Protest

Company Seniority Date* you believe is correct: _____ (State Reason Below)

Occupational Date you believe is correct: _____ (State Reason Below)

Job Protection Status you believe is correct (circle one) **S P X**

State your reason for protest here. The Managing Director, Employee relations for the Company and the Protest Panel Chairman for the TWU or their designees shall indicate their determination and return it to the forwarding TWU local office. _____

THE FOLLOWING MUST ACCOMPANY ALL PROTEST:

- Seniority list where alleged error occurred
- Employee payroll history available through AA HR
- Detailed explanation of why you believe the date is incorrect

I understand that all decisions constitute final settlement of the issue and that deadlocked issues may be appealed to the System Board of Adjustment.

**An adjustment to Company Seniority Date is at the sole discretion of management and in accordance with the Employee Policy Guide.*

Signature of Protesting Employee

Date of Protest

Signature of TWU Local Representative

Date Reviewed

Date sent to International

Denied Granted Reason: _____

Company Member

Union Member