

BID SHIFT GUIDELINES - AFW

In addition to the provisions under Article 21 of the AA/TWU basic Agreement the following guidelines will apply to those shop/dock/work units who choose to do so in accordance with the preference of the majority of employees within a particular shop/dock/work unit.

1. Subject to operational requirements, employees may bid for a bid cycle of fixed duration. Shifts will be bid by work unit. The duration of the bid cycle will be based on a preference of the majority of the employees in the work unit, subject to management approval. The duration of the cycle will be either *two* months, six months or one year unless operational requirements dictate otherwise or a shorter cycle is currently in effect.
2. All bids will be submitted, signed and dated, fourteen (14) days prior to the conclusion of the current rotation/bid.
3. Bids will be awarded by occupational seniority and posted no later than seven (7) calendar days prior to the commencement of the next rotation/bid.
4. Failure of an individual to submit a timely bid will result in assignment to remaining vacancies by management.
5. Vacancies in a shift that occur between bid periods will be available for employees within the work unit for a period of 5 business days (Wednesday to Wednesday) following the vacated shift. Selection for the vacated shift will be by occupational seniority. Once the employee is notified by management of the vacated shift selection, the employee will assume the shift at the beginning of the following workweek for the remainder of the current shift bid. Participation in the bid process will constitute notification for reassignment to the new shift.

Agreed:

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Date

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