

ARTICLE 12 - PROMOTIONS AND ~~JOBS TO BE POSTED~~TRANSFERS

(a) A promotion to a classification, which is subject to bidding, will be made by the appointment of the most senior qualified employee who bids for the vacancy. Qualifications for promotion will be established by the Company and may include such reasonable measurable standards as are beneficial to the efficiency of the Company's operations and to the employees. Additionally, a successful candidate must demonstrate his ability to speak, read and write English fluently.

To be considered eligible for promotion to a Crew Chief vacancy in San Juan, Puerto Rico, an employee must demonstrate his ability to speak fluently both English and Spanish.

(b) After the provisions of Article ~~4546~~ (One-Station Agreement) have been exhausted, subsequent vacancies in the following classifications will be subject to bidding: Crew Chief Fleet Service Clerk, and Crew Chief Ground Serviceman. Notices of such vacancies will be posted via the Automated Crew Chief System which is accessible on Jetnet on all bulletin boards in all shops and work units at stations within the United States and San Juan, Puerto Rico where employees covered by this Agreement are employed. The notice of vacancy will state whether the vacancies or jobs are expected to be regular or temporary, the number of jobs to be filled, the station or location, and will specify a deadline date (bid closing date) for submission of bids. The closing date will be ten (10) calendar days after the posting date. Bids ~~will~~may only be submitted via United States Postal Service using Certified Mail, Registered Mail or Express mail and return receipt requested~~the Automated Crew Chief System by the closing date. Bids postmarked after the closing date or sent via other means will not be considered.~~

(c) An employee bidding for more than one vacancy will indicate the order of his preference on each bid, and if he is the senior bidder for more than one vacancy he will have the opportunity to qualify only for the vacancy ranked highest in his preference. Bid preferences will only be considered for vacancies that have the same closing date. All bids are awarded in bid number order.

(d) ~~After ten (10) calendar days after from~~One (1) days after from the closing date ~~and no longer than fifteen (15) calendar days,~~ an employee will be awarded the posted job. The Company will post the award via the Automated Crew Chief System, within fifteen (15) calendar days, of the award send each station a notice to be posted on the bulletin board at the station showing the name and seniority date of the employee selected to fill the job. The employee will have seventy two (72) hours to accept or decline the award. Once an employee has accepted a bid award ~~in~~via the Automated Crew Chief System~~writing~~ he may neither refuse the award and must report nor may the Company rescind the bid. The effective date of reclassification will be the date the employee accepts the bid award for those employees awarded locally. For those employees

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outside the station accepting the bid award, the effective date of reclassification will be the report date.

(e) If the selected employee is based in a station other than the station where the posted job is to be filled, the Company will furnish space-available transportation for the employee and for the members of his immediate family, to the extent permitted by law, from his current station to his new station. Other expenses incident to the transfer will be the responsibility of the employee.

(f) An employee who has successfully bid for a posted job and who successfully completes the qualifying test(s), and meets all other requirements and qualifications will not be held on a trial basis on his new assignment for a period longer than one hundred eighty (180) calendar days and may be demoted or returned to his former assignment in the event of his inability to perform his duties in a satisfactory manner. All employees successfully bidding a Crew Chief position will be required to have their performance evaluated by a review panel prior to the last day of their one hundred eighty (180) calendar day trial period. The Transport Workers Union is invited to participate on this panel in accordance with procedures to be decided upon. Employees who fail to meet performance expectations will be demoted as outlined below. The decision of the review panel will be final and binding, not subject to review under the grievance procedures. In the event that he is demoted, he may return at his own expense to his former classification and station. He may also, at his own expense, opt to be demoted to his former classification at his current station or take a vacancy that exists on the system in his former classification for which he is qualified provided he has the necessary seniority to obtain the vacancy. Additionally, he will not, for a period of twelve (12) months after the demotion, bid for a vacancy in the same classification.

(g) An employee has the right to bid in his own classification at any other station or work unit, but having filled a posted vacancy will not bid another vacancy in his classification for a period of twelve (12) months.

(h) During the interim required to post and fill a bid vacancy, the Company may select an employee to fill the vacancy on an acting basis. The Company will maintain pre-qualified lists in each of its work units at each station comprised of those employees regularly assigned to that work unit who successfully complete the qualifying test(s), meet all other requirements and qualifications and signifies their desire to be considered for the filling of acting Crew Chief vacancies under this paragraph. An employee on a pre-qualified list who is regularly assigned to that work unit / shift will be proffered an acting bid vacancy in order of his Occupational seniority. In the event there are insufficient volunteers, the most junior employee on the pre-qualified list will be assigned.

(1) The Company will periodically administer qualifying tests for the positions involved to the employees who have indicated a desire for pre-qualification, subject to operational needs. Additionally, an employee who has not been provided an opportunity to take the qualifications test will be considered to

fill acting vacancies in accordance with his seniority, until he is provided an opportunity to test. An employee so situated who repeatedly refuses an acting assignment will be removed from the pre-qualified list for a period of six (6) months.

(2) In the event there are no such employees, the most senior qualified employee regularly assigned to that work unit/shift will be selected to fill the vacancy on an acting basis.

(3) Employees selected to fill vacancies on an acting basis will be entitled during the period so assigned to compensation at a rate not less than that at which the job is rated. An employee assigned during the bidding procedure to an acting job in a lower classification than at which he is rated, will not have his compensation reduced to that of the lower classification.

(4) Qualifying tests may be conducted at any station where the necessary personnel and equipment are available. Testing will normally be accomplished during an employee's regular working hours. If an employee is required to take a test at any station other than his base station, or outside the employee's regular working hours his compensation and travel expenses will be authorized and paid in accordance with Article 23 and the appropriate Company regulations.

(i) When a bid vacancy is not expected to exceed sixty (60) calendar days, the Company may select an employee to fill the vacancy on an acting basis without posting the job. This bid vacancy will be filled in accordance with Article 12(h).

(1) When a bid vacancy is expected to exceed sixty (60) calendar days, or is filled continuously for sixty (60) calendar days under Article 12(h), the Company may select an employee to fill the vacancy by posting it for bid and only qualified full time and part time employees blended in occupational seniority order at the airport or work unit where the vacancy exists will be eligible to bid. No temporary bid vacancy filled by a local bid will be filled for longer than one year unless extended by mutual agreement between the Company and the Union.

(2) An employee selected to fill a vacancy temporarily will be entitled, during the period so assigned, to compensation at a rate not less than that at which the job is rated.

(3) If, at any time a bid vacancy filled on acting or temporary basis becomes regular the Company must post the vacancy on the system. Furthermore, at the end of a temporary bid the Company must either no longer fill the vacancy or post the vacancy on the system.

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(4) Nothing in this Article will require the Company to call in an employee on an overtime basis to fill any bid vacancy, whether acting or temporary.

(5) The provisions of Article 12(f) will apply when an employee has successfully bid for a temporary vacancy under this paragraph.

(j) An employee who is assigned to a temporary or acting bid vacancy under the provisions of this Article will, upon discontinuance of the temporary or acting position, be returned to his former position.

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(k) An employee who is transferred from one point station to another at the request of the Company will be transferred at Company expense, in accordance with Company regulations.

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Transfers

Eligibility

(l) An employee may request a transfer ~~within his current classification from one station to another~~ to fill a regular full time or part time vacancy not subject to bidding, provided that the employee's qualifications are sufficient for the conduct of the work to which he is to be assigned. An employee will be permitted to transfer before a new employee is hired at that station, ~~in accordance with Attachment A, B and C of this Article,~~ provided:

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(1) He has successfully completed the probationary period.

(2) He has ~~submitted a written an active transfer request on file via the online transfer system on Jetnet for transfer to his supervisor not less than fifteen (15) calendar days prior to transfer date,~~

(3) He has not completed ~~or refused~~ a transfer within the six-month period preceding the transfer date ~~(See Attachment B).~~

~~(4) — Each January 1 and July 1 a request for transfer not submitted within the preceding thirty (30) days will be voided and it will be necessary for a new request to be submitted, and~~

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~~(5) — Once a~~ An employee ~~has accepted will be notified of his transfer award via the online transfer system and a transfer award in writing he may neither refuse and his Supervisor will arrange for his release and report date as outlined in Attachment 12.4. must report to his new station, nor may t~~ The Company may not rescind the transfer once awarded.

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~~(6)~~—The Company at its option may fill a vacancy created by the transfer of an employee.

~~(7)~~—The transfer restrictions outlined in paragraph ~~(2)~~ and ~~(3)~~ will be waived before hiring new employees in accordance with Attachment B of this Article.

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The Company will, upon granting an employee's request for transfer, furnish space-available transportation for the employee and for the members of his immediate family, to the extent permitted by law, from his current station to his new station. Other expenses incident to the transfer will be the responsibility of the employee. A copy of each request for transfer from one station to another will be furnished the ranking local Union representative at the station to which a transfer is being requested. Crew Chiefs will be permitted under this provision to transfer to an appropriate non-bid classification in their Occupational Title Group in accordance with the Attachment A and C of this Article.

Order of Filling a Full Time Vacancy in Fleet Service

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Full time vacancy(s) will be filled by the most senior qualified employee(s) requesting to fill such a vacancy(s) in accordance with the following order of preference:

1. Apply One Station Agreement provisions under Article 46;

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2. System surplus employees (either full time or part time) in the same classification provided they are senior to the most senior employee holding recall rights to that full time classification;

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System surplus part time employees electing a full time vacancy will also be subject to the following:

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a. Any part time employee selecting a full time vacancy as an option on this bump sheet will be blended with the tentatively awarded 12(lx) at that city.

b. The Company will match those tentative awards outlined above for those part time employees against those employees requesting a full time position in that city with a full time vacancy. The full time vacancy will be given to the senior employee(s) (either those part time employees affected by the reduction in force or the local part time employees with a valid 12(lx) on file for a full time position at that city).

c. If the vacancy is awarded to the local employee, the employee out of the station that was affected by the reduction in force and elected that vacancy as an option on his bump sheet will be allowed to exercise his next option on their bump sheet.

3. Employee with recall rights to the full time Fleet Service Clerk position;

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4. The following blended in seniority order:

a. Employees in a full time bid classification status in the same station requesting a voluntary demotion under the provisions of Article 12(n).

b. Transfer requests of full time employees currently on payroll in the same classification in other stations (Article 12(l)) blended in seniority order with part time employees' transfer requests (12(ix)) in the same classification within the station with the vacancy.

c. Active part time employee in the same classification outside the station and have a transfer on file to the station with the vacancy.

5. Active employee who has a valid transfer from one classification to another at their own station (12m).

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6. Active employee who has a valid transfer from one classification to another at another station.

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7. Employee on layoff status in the same classification in which the vacancy exists and who submits a transfer request after being laid off adhering to all procedural and qualification requirements under Article 12(l).

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8. Employee on layoff status in a classification other than the classification in which the vacancy exists who submits a transfer request after being laid off and who meets all procedural and qualification requirements under Article 12(m).

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9. Transfer requests by an employee currently in the Simulator Technician or Instructor Agreements.

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10. New hire.

Order for Filling A Full Time Vacancy in Ground Service

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Full time vacancy(s) in Ground Service will be filled according to Attachment 12.5.

(m) Subject to the provisions of -the Agreement to which an employee desires a transfer, -and after the provisions of Article 12(l) of this Agreement have been exhausted an employee may request a transfer from a classification covered by this Agreement to fill a regular full time or part time non-bid vacancy in the Maintenance

Agreement, Stores Agreement, Simulator Technician Agreement, Instructor Agreement or the Technical Specialist Agreement, provided he first meets the following requirements pursuant to the terms and conditions of that particular agreement.

(1) He has successfully completed his probationary period.

~~(2) He has submitted a written request for transfer not less than fifteen (15) calendar days prior to the date of a transfer award.~~

~~(3) He has not completed or refused a transfer within the six-month period preceding the transfer date.~~

~~(4) Each January 1 and July 1 a request for transfer not submitted within the preceding thirty (30) calendar days will be voided and it will be necessary for a new request to be submitted.~~

~~(5) A vacancy created by the transfer of an employee may be filled or left unfilled by the Company at its option.~~

~~(6) Once an employee has accepted a transfer award in writing, he may neither refuse and must report to his new station nor may the Company rescind the transfer, and.~~

~~(7) The transfer restrictions outlined in paragraph (2) and (3) will be waived before hiring new employees in accordance with Attachment B of this Article.~~

Selection for the vacancies described in Article 12(m) will initially be confined to employees in the title group in which the vacancy exists in the order of their relative seniority, but will be filled as follows:

(1) The first group to be considered for the transfer will be those employees within the same Occupational Title Group and located at the same station or stations covered under the one-station agreement as the vacancy.

(2) The second group to be considered for the transfer will be those employees within the same Occupational Title Group as the vacancy but located at a different station than the vacancy.

(3) The third group to be considered for the transfer will be those employees in a different Occupational Title Group as the vacancy, but located in the same station or stations covered under the one station agreement as the vacancy.

(4) The final group to be considered for the transfer will be those employees in a different Occupational Title Group and located at a different station than the vacancy.

In the event two or more employees have the same Occupational Title Group seniority, Company seniority will determine the selection.

Employees transferring into the Fleet Service Agreement will be considered for regular full time or part time non-bid vacancies in accordance with Attachments A, B and C provided:

(1) He has successfully completed his probationary period;

~~(2) He has submitted a written request for transfer not less than fifteen (15) calendar days prior to the date of a transfer award;~~

~~(3) He has not completed or refused a transfer within the six-month period preceding the transfer date;~~

~~(4) Each January 1 and July 1 a request for transfer not submitted within the preceding thirty (30) calendar days will be voided and it will be necessary for a new request to be submitted;~~

~~(5) A vacancy created by the transfer of an employee may be filled or left unfilled by the Company at its option;~~

~~(6) Once an employee has accepted a transfer award in writing, he may neither refuse and must report to his new station nor may the Company rescind the transfer; and~~

~~(7) The transfer restrictions outlined in paragraph (2) and (3) will be waived before hiring new employees in accordance with Attachment B of this Article.~~

(n) An employee may request a demotion from the position of Crew Chief, in accordance with Attachments ~~A, B and~~ C in this Article. An employee successfully requesting this demotion will not be permitted to bid for another vacancy in that classification for a period of twelve (12) months following the effective date of the demotion.

(1) An employee demoted for cause, will not be permitted to bid for another vacancy in this classification or serve in an Acting Crew Chief position for a period of twelve (12) months following the effective date of such demotion and must successfully complete the qualifying test(s), meet all other requirements and qualifications to act or bid on future vacancies.

When demoted for cause an employee will be returned to his former classification at his current station.

(2) ~~Fleet Service~~—The Company will offer a fifteen (15) day open window in March every twelve (12) months for any Crew Chief to self-demote. Following this self-demotion window, the jobs to be vacated by the self-demotion process will be posted for bid and awarded on a local airport basis only. If more employees desire to self-demote, than those bidding for the jobs at that airport, self- demotions will be limited to the number requesting to backfill the positions from that airport. If insufficient local bidders are available, the self-demotions will be permitted in seniority order up to the number of bidders. The effective date of this reclassification will be the first day of work in the new job.

Crew Chiefs self demoting through the special self demotion process will be required to wait for a period of twelve (12) months to bid another regular or temporary vacancy or function as an Acting Crew Chief.

~~(3)Ground Service—The Company will offer a fifteen (15) day open window in March every 3 years, beginning in March 2002, for any Crew Chief to self demote. Following this self demotion window, the jobs to be vacated by the self demotion process will be posted for bid and awarded on a local city basis only. If more employees desire to self demote, than those bidding for the jobs at that city, self demotions will be limited to the number requesting to back fill the positions from that city. If insufficient local bidders are available, the self demotions will be permitted in seniority order up to the number of bidders.~~

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~~A Crew Chief who exercises the self demotion process will be prohibited from bidding a Crew Chief position, and from serving as an acting Crew Chief for two (2) years from date of demotion.~~

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(o) An employee who desires to promote to a higher classification under the provisions of Article 12(m) must pre-qualify by successfully completing the required pre-qualification test for that classification in accordance with the Qualification Administration Manual.

(p) The attachments on the following pages are agreed to by the parties and are incorporated as part of this Agreement.

ATTACHMENT A

(April 2, 1996 revised)

~~Full time vacancy(s) will be filled by the most senior qualified employee(s) requesting to fill such a vacancy(s) in accordance with the following order of preference:~~

~~a. System surplus employees (either full time or part time) in the same classification, provided they are senior to the most senior employee holding recall rights to that full time classification. System surplus part time employees electing a full time vacancy will also be subject to the following:~~

~~1. Any part time employee selecting a full time vacancy as an option on this bump sheet will be tentatively awarded the vacancy in order of seniority of those employees affected by the reduction in force. The options of all other employees will be awarded in order of seniority.~~

~~2. After the awards are completed, the Company will match those tentative awards outlined above for those part time employees successfully electing a full time position against those employees requesting a full time position in that city with a full time vacancy. The full time vacancy will be given to the senior employee(s) (either those part time employees affected by the reduction in force or the local part time employees with a valid 12(lx) on file for a full time position at that city).~~

~~3. If the vacancy is awarded to the local employee, the employee out of the station that was affected by the reduction in force and elected that vacancy as an option on his bump sheet, will be assigned a resulting part time vacancy at the receiving city. This employee must, at this time, agree to take the position or take layoff. If the employee awarded the position fails to relocate to the elected city, he will be terminated and will forfeit recall rights and relocation expenses.~~

~~b. Employee with recall rights to a full time position.~~

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~~c. The following blended in seniority order:~~

~~1. Employees in a full time bid classification status in the same city requesting a voluntary demotion under the provisions of Article 12(n) will be offered full time vacancies.~~

~~2. Transfer requests of employees currently on payroll in the same classification in other cities (Article 12(l)) blended in seniority order with part time employees' transfer requests in the same classification within the city with the vacancy.~~

~~3. Active part time employees in the same classification and city as the vacancy and have a 12(lx) transfer on file.~~

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~~d. Transfer requests under Article 12(m) have been processed (active or laid off employees who have a valid transfer from one classification to another at their own station).~~

~~e. — Transfer requests by employees on the payroll who desire to fill a vacancy in another classification at another station have been processed, this expands on the current terms of Article 12(m).~~

~~f. — Transfer request by an employee on layoff status in the same classification in which the vacancy exists and who submits a transfer request after being laid off adhering to all procedural and qualification requirements under Article 12(l).~~

~~g. — Transfer request by an employee on layoff status in a classification other than the classification in which the vacancy exists who submits a transfer request after being laid off and who meets all procedural and qualification requirements under Article 12(m).~~

~~h. — Transfer requests by an employee covered by an Agreement other than the Fleet Service, Stores, Technical Specialist or Maintenance Agreements.~~

~~i. — New hire.~~

ATTACHMENT A (Revised)

September 16, 2005DOS

Mr. ~~John M. Conley~~Dennis L. Burchette
American Airlines System Coordinator
International ~~Representative~~Vice President
Transport Workers Union, AFL-CIO
1791 Hurstview Drive
Hurst, TX 76054

Re: PROCEDURES FOR TRANSFERS
TITLE III
TITLE IV

JohnDennis.

The Company and the TWU have agreed to implement the following procedures in order to clarify the transfer process. Due to the criticality of verifying employees background history, many employees have transferred to stations only to be informed by outside agencies that they have not been approved with credentials to work at their new station. This new procedure will ensure that an employee is aware of their status of clearance prior to the employee relocating to the new station.

1. The procedures only apply to transfers.
2. The procedures apply to those employees covered under the agreement between American Airlines and the Transport Workers Union covering Fleet Service and Ground Service employees.
3. The procedures will be handled between the stations (as they are today) i.e., report dates, report locations, etc.
4. On the date the employee is notified of the transfer award and accepts it ~~via the online transfer system~~in writing, the employee must report to his new station for the purpose of completing all necessary requirements to work at that station no later than his first days off following the notification. This includes, but is not limited to, fingerprinting for SIDA access and criminal history background checks for U.S. Customs and approved U.S. Customs seals. The employee may also be required to complete any AA administrative information during this visit.
5. Upon completion of #4 as noted above, the employee will return to his/her station and await approval of all background checks, etc.
6. Once approved, the employee will be given a report date by his/her Supervisor.
7. If not approved, the employee will remain in his/her station. Under the AA/TWU agreement, this will not be treated as a refusal of transfer by the employee or a rescission of transfer by the Company.
8. If the employee fails to complete the process in a timely manner, as outlined above and the employee does not complete the transfer, this will be considered as a voluntary resignation by the employee.

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- 9. Employees will be provided a round trip A12 Company business pass for the purpose of completing the administrative requirements as outlined above.
- 10. All travel will be completed on the employee's own time. The employee may either complete the requirements on his days off or seek other unpaid opportunities, i.e., Change of Shift (CSO).
- 11. Since security offices are closed on weekends, for those employees who have Saturday/Sunday off, the Company may change the employee's days off for that specific week to Sunday/Monday unless other arrangements are made.
- 12. It is understood and agreed that this procedure will be in effect for six (6) months from the date of signing as indicated below. Additionally, the parties agree to meet and discuss the procedures within sixty (60) days of the end of the six (6) month period. At that time, the parties may mutually amend the policy or, in the event the parties are unable to agree, either party may elect to terminate the procedure in its entirety.

Agreed to:

<u>Dennis L. Burchette</u>	<u>Chris Alexander</u>	<u>James B. Weel</u>
<u>AA System Coordinator</u>	<u>Senior Principal</u>	<u>Managing Director</u>
<u>Transport Workers Union, AFL-CIO</u>		<u>Employee Relations</u>

cc: Tim Gillespie
TWU/ATD

| ATTACHMENT B

| (July 16, 1991 [DOS](#) revised)

A review of the applications of Articles 12(l), 12(m) and 12(lx) and the requirement to wait 6 months after completing one of these transfers prior to submitting and/or eligibility for another. The parties agreed that each of these paragraphs is a separate and distinct contractual right. The following is a simplified chart outlining our understandings:

1. An employee who desires a 12(lx) - Part Time to Full Time/Full Time to Part Time transfer at his station:

An employee who:	Six-month wait required:
Has not completed probation	No
Completed or refused a previous 12(lx) at the station	Yes
Completed or refused a 12(l) transfer into the station	No
Completed or refused a 12(m) transfer within or outside into another the station	No

2. An employee who desires a 12(l)-Station to Station transfer:

An employee who:	Six-month wait required:
Has not completed probation	Yes
Completed or refused a 12(lx) transfer at the station	No
Completed or refused a 12(l) transfer into the station	Yes
Completed or refused a 12(m) transfer within the station	No
Completed or refused a 12(m) transfer in from outside the station	Yes

3. An employee who desires a 12(m) Change of Classification at his station:

An employee who:	Six-month wait required:
Has not completed probation	Yes
Completed or refused a 12(lx) transfer at the station	No
Completed or refused a 12(l) transfer into the station	No
Completed or refused a 12(m) transfer from within or outside the station	Yes

4. We have agreed that employees affected by a reduction in force and located to a different city, may 12(m) back to their original city without any waiting period.

5. We have agreed that where a six month wait is required above, this requirement may be waived upon mutual agreement between Employee Relations, the applicable operating management and the International TWU prior to hiring new employees. The Union must receive a written request from an employee who desires this exception.

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ATTACHMENT C

(March 24, 1999 revised)

Crew Chiefs may self demote under 12(n), after they have successfully completed the 180 day trial period, by exercising their seniority under ~~Attachment A of~~ Article 12(l) and the provisions outlined in Article 43(c).

The following identifies the appropriate six month wait requirements for transfer following the corresponding 12(n) self demotion:

1. You have self-demoted within classification and station:
Six-month wait not required to transfer under 12(l), 12(m) or Shop to Shop.
2. You have self-demoted within classification, out of station:
Six-month wait required to transfer under 12(l), 12(m) or Shop to Shop.
3. You have self-demoted out of classification, within station:
Six-month wait required to transfer under 12(l), 12(m) or Shop to Shop.
4. You have self-demoted out of classification and station:
Six-month wait required to transfer under 12(l), 12(m) or Shop to Shop.

Note: Eligibility for transfer with regard to changes in status [12(lx)] is covered in the Attachment B of Article 12.

Examples of self-demotions and transfer requests as outlined in Attachment C above:

1. Within classification and station:
 - a. Crew Chief -Fleet Service at DFW self demotes 12(n) to Fleet Service Clerk at DFW. Self-demotion is within classification and station. Six-month wait not required to transfer 12(l) Fleet Service out of DFW or 12(m) to another classification within DFW or out of DFW.
 - b. Crew Chief- Stock Clerk at TULE self demotes 12(s) to Stock Clerk at TULE. Self-demotion is within classification and Station. Six-month wait not required to transfer 12(l) Stock Clerk out of TULE, 12(m) to another classification within TULE or out of TULE or Shop to Shop at TULE.
 - c. Crew Chief-AMT at TULE self demotes 12(n) to AMT at TULE. Self-demotion is within classification and station. Six month wait not required to transfer 12(l) AMT out of TULE or 12(m) to another classification within TULE or out of TULE or Shop to Shop at TULE.

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2. Within classification, out of station:

- a. Crew Chief- Automotive at SJC self demotes 12(n) to Automotive Mechanic at SF0. Self-demotion is within classification, but is out of station. Six-month wait required to transfer 12(l) Mechanic (Facilities or Automotive) out of SF0 or 12(m) to another classification within SF0 or out of SF0.
- b. Crew Chief- Fleet Service at DFW self demotes 12(n) to Fleet Service Clerk at LAS. Self-demotion is within classification, but is out of station. Six-month wait required to transfer 12(l) Fleet Service Clerk out of LAS or 12(m) to another classification within LAS or out of LAS.
- c. Crew Chief- Cabin Cleaner at ORD self demotes 12(n) to Cabin Cleaner at DFW. Self-demotion is within classification, but is out of station. Six-month wait required to transfer 12(l) Cabin Cleaner out of DFW or 12(m) to another classification at DFW or out of DFW.

3. Within station, out of classification:

- a. Crew Chief- Aircraft Cleaner at AFW self demotes 12(n) to Parts Washer at AFW. Self-demotion is within station but out of classification. Six-month wait required to transfer 12(l) Parts Washer out of AFW, 12(m) to another classification at AFW or out of AFW or Shop to Shop at AFW.
- b. Crew Chief- Stock Clerk at TULE self demotes 12(s) to SRP at TULE. Self-demotion is within station, but out of classification. Six-month wait required to transfer 12(l) SRP out of TULE, 12(m) to another classification at TULE or out of TULE or Shop to Shop at TULE.
- c. Crew Chief- Fleet Service Clerk SAN self demotes 12(n) to Aircraft Cleaner SAN. Self-demotion is within station, but out of classification. Six-month wait required to transfer 12(l) Aircraft Cleaner out of SAN, 12(m) to another classification at SAN or out of SAN.

4. Out of classification and station:

- a. Crew Chief- Fleet Service at DFW self demotes 12(n) to SRP at AFW. Self-demotion is out of classification and station. Six-month wait required to transfer 12(l) SRP out of AFW, 12(m) to another classification at AFW or out of AFW or Shop to Shop at AFW.
- b. Crew Chief- Stock Clerk at LAX self demotes 12(s) to Automotive Mechanic at DFW. Self-demotion is out of classification and station. Six-month wait required to transfer 12(l) Mechanic (Automotive or Facilities) out of DFW, 12(m) to another classification at DFW or out of DFW.

- | c. Crew Chief- Fleet Service Clerk at MIA self demotes 12(n) to Aircraft Cleaner at SJU. Self-demotion is out of classification and station. Six-month wait required to transfer 12(l) Aircraft Cleaner out of SJU, 12(m) to another classification at SJU or out of SJU.

ATTACHMENT 12.1

January 22, 1988

Mr. E. R. Koziatek
International Vice President
Transport Workers Union of America, AFL-CIO
Building "A" - Norwood Office Park
1501 No. Norwood Drive - Suite 125
Hurst, Texas 76053

Dear Mr. Koziatek:

This is to confirm our discussions specifically addressing the question of whether an employee who bids and is awarded a Crew Chief position at his own station may bid for and be awarded a Crew Chief position in another station before completing twelve (12) months of service as a Crew Chief at his own station.

We hereby agree that a Crew Chief who bids and is awarded a Crew Chief position in his own city, may bid and be awarded a Crew Chief job in another station within the regular twelve (12) month lock-in period, provided that such Crew Chief shall have successfully completed the 180 day probationary period as required by the Agreement.

This is not intended to modify in any way the past application of provisions of the Agreement or any arbitration decision heretofore issued clarifying the intent and practice with respect to filling of bid vacancies.

Sincerely,

James Enright
Managing Director

Employee Relations

Agreed:

E. R. Koziatek

ATTACHMENT 12.2 – BIDS & ELIGIBILITY

September 22, 1999

Mr. James C. Little
AA System Coordinator
Transport Workers Union of America, AFL-CIO
1848 Norwood Plaza, Suite 112
Hurst, Texas 76054

Reference: Bids & Eligibility

Dear Jim,

As discussed at the July 28, 1999 President’s Council meeting in San Francisco, this letter will serve as a means of clarification and understanding regarding eligibility for a bid job. Bid jobs include Technical Crew Chief, Crew Chief and Inspector vacancies.

Currently, basic eligibility requires that an employee be eligible for award on the date the bid opens.

Example 1: Employee awarded a bid 1/1/99 is not eligible for a future bid that opens on or before 1/1/00.

An exception is made when employees are bidding to change status “at their own station”. For a change of status bid at their own station, there is no waiting period. Moreover, this award is made based on where the employee is located on the date of the award, not when the bid opens.

By way of this memorandum, eligibility for bid vacancies shall be determined based on whether or not the employee is eligible during the ten days the vacancy is posted.

Example 2: Employee awarded a bid 1/1/99 is eligible for a future bid that closes after 1/1/00.

An exception will continue to be made for change of status bids. However, the award date will no longer be used to determine eligibility. An employee must have reported to the station where the vacancy exists prior to a bid closing in order to be considered eligible.

Sincerely,

Agreed:

James. B. Weel
Managing Director
Employee Relations- Ground

James C. Little
AA System Coordinator
Transport Workers Union

ATTACHMENT 12.3 — CREW CHIEF SELF DEMOTION PROCESS

~~April 12, 2000~~

~~Mr. James C. Little
International Representative
Transport Workers Union of America, AFL-CIO
1848 Norwood Plaza, Suite 112
Hurst, TX 76092~~

~~Crew Chief Self Demotion Process~~

~~Dear Jim,~~

~~During the 1995 AA/TWU negotiations the order for filling "Full time vacancies" was modified. Prior to the 1995 agreement, Crew Chiefs, within the classification of the vacancy, who wanted to self demote were higher on the pecking order than 12(l) and 12(lx) transfers. The 1995 agreement was modified to blend in seniority order, Crew Chiefs wanting to self demote with 12(l) and 12(lx) transfers.~~

~~As you know, 12(l), 12(lx) and 12(m) transfers are handled through the transfer process. Employees submit or enter into ATAB their request to transfer. Prior to 1995, Crew Chiefs who wanted to self demote would submit an AOI (Avoid oral instruction). Since Crew Chiefs at that time were accommodated ahead of 12(l) and 12(lx) transfers, this process was handled independently from the transfers. With the change in 1995, it is now required that Crew Chiefs, who are requesting to self demote submit or enter a transfer into ATAB, so that the system can blend them in seniority order with the 12(l) and 12(lx) transfers. In addition, the Crew Chiefs will have to meet the eligibility criteria as outlined in Article 12(l) i.e. 15 days on file, etc. We have communicated this as part of the ATAB rollout and in most locations it is handled this way, however, we may have missed some of the stations. Therefore, I am writing this so that the Local Presidents can communicate this to the membership. In addition, this will be distributed to management as well, so that we are all on the same page.~~

~~If you should have any questions, please contact me.~~

~~Sincerely,~~

~~James B. Weel
Managing Director
Employee Relations—Ground~~

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ATTACHMENT 12.4-3 – TRANSFERS TO JOB VACANCIES AT TUL/AFW/MCI MAINTENANCE BASES

TRANSFERS TO JOB VACANCIES AT TUL/AFW/MCI MAINTENANCE BASES

(revised 4/15/2003)

When vacancies are approved which will result in an addition to a shop or job/skill area, an employee at the TUL/AFW/MCI Maintenance Bases will be provided an opportunity to fill the vacancy.

Each vacancy as defined above will be posted on all bulletin boards at TUL/AFW/MCI for a period of five (5) days (exclusive of Saturday and Sunday). Responses to the posting must be received by Bid and Qualifications, TUL/AFW/MCI, no later than the closing date indicated on the posting. All employees whose qualifications are sufficient for the conduct of the work or job to which the employees are to be assigned are eligible to bid on the vacancy provided:

1. The employee has a minimum of one (1) year with the Company.
2. The employee has not completed a transfer to another vacancy within the classification during a twelve (12) month period preceding the date the vacancy bid closes. If the previous transfer was a 12(l) into the base, the waiting period is six (6) months.
3. The Company will post the name of each individual who is selected to fill the vacancy under the posting procedures. The senior qualified bidder will be reassigned to the vacancy and may not refuse such assignment.
4. Qualifications for vacancies to be filled by intra-station transfers are deemed to be satisfied when an employee:
 - (a) Passes or has previously passed the applicable qualifying test within the previous five (5) years, or
 - (b) Has been previously assigned to the job test area for a continuous period of three (3) months within the past three (3) years.
 - (c) Was hired into that type of work within the previous four (4) years with the required creditable experience.
 - (d) The senior qualified bidder will be assigned to the vacancy and may not refuse such assignment.
5. After the selection has been made, it will be the Company's option to fill the resulting vacancy as follows:

- (a) The procedure outlined above will be utilized to fill the (secondary) resulting vacancy, then:
- (b) Filled at or by management option.
- (c) Filled by reassigning volunteers from job test areas where employees are available.
- (d) Filled by reassigning employees in reverse order of seniority from job test areas where employees are available.
- (e) Filled by employees with requests to transfer under Article 12 (l).
- (f) Filled by employees with requests to transfer under Article 12 (m).
- (g) Filled by new hires.

6. At the Tulsa/ AFW/MCI Maintenance Bases, a Crew Chief or Inspector will be allowed to transfer in his non-bid classification, as outlined above, provided his seniority will allow. Upon passing the applicable qualifying test (if applicable) the Crew Chief or Inspector will then be ineligible to bid or serve in an acting capacity in that classification for a period of twelve (12) months (6 months for inspector). Additionally, he will be restricted from transferring to another vacancy within his non-bid classification for a period of 12 months. If the Crew Chief or Inspector fails the qualification test he will be returned to his prior Classification.

7. In the event of a reduction in force, the reassignment of employees surplus to the work needs will be accomplished in accordance with the provisions of Article 15 (f) of this Agreement within thirty (30) calendar days following the crew change in which the reduction in force was effected.

8. Within thirty (30) calendar days following the crew change in which a recall is effected, the Company may at its option make adjustments in its manning requirements to meet its needs.

9. Temporary assignments (labor loans) will normally be made for a period of twenty-eight (28) calendar days and will not exceed ninety (90) calendar days. Temporary assignments for the period of more than twenty-eight (28) calendar days will be made on the basis of available qualified personnel as defined by the above qualifications criteria from within a shop or job/skill area where available qualified employees are assigned. In the event there are not sufficient qualified employees, the Company may accept volunteers or effect the labor loan of employees in the reverse order of seniority from that shop or job/skill area.

Temporary assignments of twenty-eight (28) calendar days or less will be effected in the reverse order of seniority from the shop or job/skill area. Requirements for periods exceeding ninety (90) calendar days will be filled through the applicable transfer procedures.

10. This memorandum will not apply when movement of unusual number of employees is required, such as, shutdown or opening of a shop/line or within thirty (30) calendar days following the crew change in which a recall is effected. Under these conditions the Company may, at its option, make adjustment in its manning requirements to meet its needs.

Attachment 12.4

DOS

Dennis L. Burchette
International Vice President TWU
AA System Coordinator
1791 Hurstview
Hurst, Texas 76054

Dear Dennis,

During the 2008 AA/TWU Negotiations, the parties have agreed to implement changes to the transfer process under Articles 12 and 46 of the agreement that will provide greater flexibility on eligibility and notification. In addition the process provides a window of opportunity that will allow the employee to accept or refuse the vacancy through the ability to add or remove his name from the transfer list. The revised process eliminates the fifteen day waiting period and the ineligibility restriction for refusing. It also allows the employee the opportunity to set standing transfer requests with assigned preferences in real time via the web based application. The online transfer system will be available 24 hours a day from any Company or non-company location.

The process will be conducted on a weekly cycle as follows:

- On Saturday of each week at 0001 CST, the Company will post an online notification list of the stations/locations declaring vacancies for that week.
- The transfer list for those listed vacancies will be closed on the following Friday at 2359 CST and a snapshot of the list will be taken at that time.
- The employee may add or remove his standing transfer request or change his order of preference anytime up to the following Friday at 2359 CST.
- Any employee whose name appears on the list after Friday at 2359 CST may refuse the transfer by removing his name from the list by Sunday at 2359 CST.
- The employee will be notified via the online tool of the final award the following Monday.
- Once an employee is awarded the vacancy, he will be notified of the report date which will be two (2) weeks from the date of the award.

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- The employee must report to the station awarded on the specified date unless mutually agreed to by the Company and the local TWU.

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The Company and TWU will jointly develop an implementation plan to include the effective date, communication (including a process for telephonic support), an appropriate grace period and training so that all TWU represented employees may benefit fully from the enhancement. Following implementation, the Company and TWU will meet quarterly [or as mutually agreed] to discuss and develop resolutions to issues pertaining to the new process.

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Sincerely,

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James B. Weel
Managing Director
Employee Relations

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Agreed to:

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Dennis L. Burchette
International Vice President TWU
AA System Coordinator

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ATTACHMENT 12.5 GROUND SERVICE EMPLOYEES

March 1, 2001

Mr. James C. Little
International Vice President
Transport Workers Union of America, AFL-CIO
1848 Norwood Plaza, Suite 112
Hurst, Texas 76054

RE: GROUND SERVICE EMPLOYEES

Dear Jim,

During the discussions leading to the agreement of March 1, 2001, the following was agreed to and revised as indicated below during the discussions leading to the agreement signed March 1, 2001:

A. Effective date of ratification, all Title IV Ground Service Employees will continue accruing Title III seniority. They will be identified by an asterisk, and their placement on the Title III list will be based on their occupational seniority standing on the March 15, 1991, Title IV seniority list. Such employees will continue accruing concurrent Title III and Title IV seniority from the effective date of October 7, 1991. Title III Occupational Seniority accrued by a Title IV Ground Serviceman may only be exercised in the event of a Reduction of Force. A Title IV Ground Serviceman may exercise his/her Title IV occupational seniority to transfer into Title III Fleet Service and once transferred into Fleet Service will be allowed to exercise their accrued Title III occupational seniority for the purposes of bidding shifts and days off.

B. The employees identified in accordance with Paragraph A may elect, at their option, to exercise their accrued Title III seniority rights in lieu of their Title IV seniority rights, in order to maintain employment at their station or within the American Airlines system.

C. An employee having Title IV seniority who permanently transfers at his own request to a classification of work in another Title group or under the Stores Agreement shall retain seniority in the classification and Title group from which he transferred for a period of time not exceeding his service in the former title group. Such retained seniority may be exercised only in the event of a reduction in force pursuant to the provisions of Article 15(B).

D. Title III employees will fill all future Title IV vacancies not filled by a 12L transfer. Employees hired into or transferring into Ground Service will be "locked" into that classification for a two- (2) year period unless they are bumped

out by a more senior employee. Employees assigned (involuntarily) into Ground Service are not restricted to the two- (2) year lock-in period.

All Title III voluntary reassignments and successful bidders to fueling will have a two (2) year lock in. The exceptions to this two (2) year lock in period would be allowed if you transferred to another station, transferred to a different classification, or changed status (i.e. full time to part time).

The Company acknowledges that in the event a Title III employee is awarded a Title III – Fueler vacancy or displaces into Title III – Fueler as a result of a reduction in force, the employee would not be subject to the two (2) year lock in period. However, a Title III employee who is recalled to a Title III – Fueler vacancy will be subject to the two (2) year lock in period.

E. Title IV vacancies assigned to Title III employees will be bid by seniority. Title III employees working in the Ground Service classification will select/bid their shifts and days off in accordance with their Title III seniority after the Title IV Ground Service employees. No station protected Title III or Title IV employee will be displaced by the application of this Letter of Agreement. Current Title IV employees will be allowed to bump or fill vacancies within their title group.

Title III employees working in the Ground Service classification will be placed on the overtime standing list in accordance with station practice (highest overtime standing etc.), and will be offered overtime in accordance with their overtime standing.

F. Title IV Ground Service Crew Chief vacancies not bid on by Ground Service employees will be posted for bid to the Fleet Service Title III employees. Title III awardees will be required to pass qualifying test and successfully complete required training.

G. Vacation selection/bidding will be based on the station practice. If by Company Seniority blended in order with Ground Service employees. If by Occupational Seniority, selection will be of that remaining after the Ground Service employees.

H. A two-member panel consisting of the AA Vice President, Employee Relations, and the TWU Director, Air Transport Division, or their respective designees, will review any claims regarding the application of this Letter of Agreement. In the event the panel cannot reach a decision regarding such claim, the employee may appeal to the System General Board of Adjustment for final resolution.

EXAMPLE (1): A Title IV Employee Being Displaced

* Can exercise either seniority in accordance with the Agreement.

* Cannot displace a station-protected employee.

* If laid off with no retention of employment option in either Title group will retain recall rights in both title groups.

EXAMPLE (2): Procedure for filling a Title IV vacancy

- 1. IV (the most senior of) RIF/Recall
- 2. IV (blended in seniority order) 12 (N) CC Demotion/
12 (L) Transfer/
12(Lx) Upgrade to FT

Once the Title IV incumbents have been exhausted, the vacancy will be re-designated as a Title III vacancy (which will be assigned to the fueling function) and will be filled as follows:

- 3. III (the most senior of) RIF/Recall
- 4. III (blended in seniority order) *12 (N) CC Demotion/
*12 (L) Transfer/
*12 (Lx) Upgrade to FT
*12 (LM) FSC Transfer
- 5. III (the most senior of) *12 (L) Transfer from Lay Off
 - a. Title IV
 - b. Title III
 - c. Other Title groups

6. New Hire

Additionally, it should be noted that an employee who declines an offer of recall to the Title III vacancy (at step 3) would forfeit recall rights to all Title III vacancies except as otherwise provided in Article 16 of the basic agreement.

Sincerely, _____ Agreed to this date:

James B. Weel
Managing Director
Employee Relations

James C. Little

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