

TENTATIVE AGREEMENT

LETTER OF UNDERSTANDING NO. 7

**SUBJECT: JOINT COMPANY-UNION ALCOHOL AND
DRUG DEPENDENCY PROGRAM**

The Company and the Union establish the following Joint Company-Union Alcohol and Drug Dependency Program, relating to an employee's voluntary entry into treatment in lieu of termination for attendance or performance, when deemed appropriate by the Company:

- A.** The following are basic essentials for an effective alcohol and drug dependency program:
1. Participation in the Program by an individual employee must be voluntary and will be kept confidential to preserve the employee's privacy.
 2. Effectiveness of the Program is directly dependent upon the degree to which the employee affirmatively seeks such voluntary participation.
 3. The Program is by its nature a progressive undertaking, and failure of an employee to participate in an earlier stage may eliminate the employee from subsequent stages.
 4. The Company's right to discipline an employee for unsatisfactory performance or attendance is not diminished or modified in any way by the fact that the employee may have an alcohol or drug problem. However, while discipline for other Company Rule violations shall not be affected by this Program, disciplinary action for unsatisfactory performance or attendance may be held in abeyance during the employee's cooperative participation in the Program, provided no further performance or attendance problems occur.
- B.** The Program is divided into the following stages:
1. Identification.
 2. Evaluation.
 3. Treatment.
 4. Return to work.

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C. Identification.

1. Identification of an employee as having an alcohol or drug problem which interferes with job performance or attendance can occur in several ways:
 - a. The individual employee acknowledges the problem and so advises a Company or Union representative.
 - b. Company management or Union representatives become aware of the employee's performance or attendance problems and have some reason to believe the problems are alcohol or drug related.
2. At this stage, a brief counseling session attended by the employee, his/her supervisor and, if agreeable to the employee, his/her personnel representative and Union representative, should be arranged and the following items covered: (If the employee so desires, a separate, private counseling session with his/her Union representative can be utilized as an alternative to the Union representative's participation in the supervisor's counseling session with the employee.)
 - a. The Program shall be clearly explained to the employee.
 - b. The facts that participation is purely voluntary and will be kept confidential should be emphasized.
 - c. It should be stressed that the extent of the employee's alcohol or drug problem, if any, has not yet been determined.
 - d. The employee should be advised that normal disciplinary action appropriate for his/her job performance or attendance problems may be held in abeyance so long as he/she cooperatively participates in the Program, provided no further performance or attendance problems occur.
 - e. The session will conclude by advising the employee that, if agreeable, an appointment will be arranged with the Company ~~Medical Department~~ Employee Assistance Program for a ~~medical—professional~~ evaluation of the problem.

D. Evaluation.

1. Because alcohol and drug problems vary considerably (their causes are innumerable, they may be temporary or of long duration, they may be acute or chronic, they may or may not involve serious physical deterioration), it is imperative that the scope of the employee's problem must be medically evaluated at the outset.

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2. At the appointment with the Company ~~Medical Department~~Employee Assistance Program, the employee will be advised that:
 - ~~a. Evaluation of his/her alcohol or drug problem can be conducted by his/her selection of one of the following:~~
 - ~~(i) Company Medical Department.~~
 - ~~(ii) Any one of a list of outside community resource organizations mutually agreed upon by the Company and the Union.~~
 - ~~(iii) His/her personal selection of a medical expert in the field who is satisfactory to the Company and the Union.~~
 - ~~b(a)~~ The results of the evaluation will ~~become part of the employee's Company medical record~~be retained by the Employee Assistance Program and by any outside medical evaluator, and will be provided to the employee and, if agreeable to him/her, to the Union.
 - ~~e(b)~~ If the evaluation concludes that the employee does not have a significant alcohol or drug problem requiring further treatment, no further participation in the Program is required.
 - ~~d(c)~~ If the evaluation concludes that the employee has an alcohol or drug problem requiring treatment, such treatment by an outside organization or medical expert from a list agreed upon by the Company and the Union will be arranged by the Company ~~Medical Department~~Employee Assistance Program.
 - ~~e(d)~~ The employee's participation in such treatment is voluntary. However, if the employee refuses such treatment, or fails to cooperate in its successful completion, any disciplinary action for his/her job performance or attendance problems which has been held in abeyance may be taken.

E. Treatment.

1. When the Evaluation Report indicates that treatment is necessary and the employee agrees in writing to participate, the Company's ~~Medical Department~~Employee Assistance Program will:
 - ~~a. Arrange with the employee and the selected treatment agency a schedule for treatment; and~~
 - ~~b. If necessary for treatment, the employee will arrange with the employee's Company organization for a medical leave of absence via Total Access under Subparagraph 15.1(a)(1) for the period of the treatment.~~

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23. If the employee continues to work during treatment, he/she will be subject to normal rules of conduct and performance.

F. Return to Work.

1. If a leave of absence is required for the treatment of the employee's alcohol or drug related condition, the employee's return to work must be approved by the Company ~~Medical Department~~Employee Assistance Program.
2. Such approval will depend, in large measure but not exclusively, on the recommendation of the outside treatment agency or expert as to the employee's successful completion of the treatment.
3. An employee's failure to successfully complete the recommended course of treatment may result in termination of employment unless, in the opinion of the Company ~~Medical Department~~Employee Assistance Program, the employee is able to return to work.

G. Costs incurred by the employee for medical evaluation and treatment will be reimbursed under the Company's Group Insurance Program subject to the requirements and limitations of that Program.

H. The Company and the Union are interested in exploring the desirability of organizing a Boeing Chapter of Alcoholics Anonymous comprised of eligible hourly employees who could provide counseling and other essential supporting services to employees participating in this Program.

Dated: September 4, 2008