

**TENTATIVE AGREEMENT**

**LETTER OF UNDERSTANDING NO. 22**

**SUBJECT: PART-TIME WORK SCHEDULES**

As a means of extending their commitment to employment stabilization, the parties have agreed to explore alternate work schedules which could serve the purposes of potentially reducing the number of layoffs and responding to the needs of individual employees. One of these alternate work schedules is a "part-time work schedule" which, for purposes of this Letter of Understanding, shall mean a fixed weekly work schedule which is less than the regular forty (40)-hour week. No minimum or maximum number of hours will be required, but fixed days (other than Saturdays or Sundays) and hours of work must be established. This Letter of Understanding is strictly limited to those part-time work schedules which are voluntary by an employee.

Participation in a voluntary part-time work schedule is subject to management approval which shall be effective for a minimum of ninety (90) days. In the event that more employees in a particular job classification in a shop volunteer than can be accommodated, selections will be made on the basis of seniority. Employees on part-time work schedules covered by this Letter of Understanding will be subject to all provisions of the parties' Collective Bargaining Agreement, except as follows:

**1. Holidays**

Employees are eligible for holiday pay if they are scheduled to work twenty (20) or more hours in a seven (7)-day cycle or forty (40) or more hours in a fourteen (14)-day cycle. Payment will be four (4) hours of holiday pay for each Company holiday, regardless of calendar day or hours scheduled on the respective holiday. Employees required to work on a holiday will receive double their regular rate for the time worked in addition to any holiday pay to which they are entitled.

**2. Overtime**

For the first ten (10) hours worked in excess of forty (40) hours in a workweek, the employee will receive one and one-half times the base rate; for hours worked in excess of fifty (50) hours in a workweek, the employee will receive double the base rate. No overtime will be paid when less than forty (40) hours have been worked during the workweek. Notwithstanding any provision in the parties' Collective Bargaining Agreement, employees on part-time work schedules will not be asked, or permitted, to work on a Saturday or a Sunday unless all other employees in the same classification in that shop have been offered the opportunity to perform the work.

**3. Other Pay Practices**

Employees are eligible for jury duty and witness service pay if they are scheduled to work twenty (20) or more hours in a seven (7)-day cycle or forty (40) or more

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hours in a fourteen (14)-day cycle. Payment will be four (4) hours for each day served, regardless of calendar day or hours scheduled on each day served. For purposes of bereavement leave and report time, the phrase "assigned shift" will be substituted for "eight (8) hours." Employees on third shift who are approved for part-time work schedules will be reassigned to second shift.

**4. Group Benefits**

Employees on part-time work schedules will be offered an insurance package consisting of the Traditional Medical Plan and Incentive Dental Plan. All normal Plan provisions will apply. Premiums will be paid by the Company on a pro-rated basis, as determined by scheduled weekly hours as follows:

**Pro-Rated Schedule  
Medical and Dental Coverage**

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1-19 hours	Not Eligible for Group Insurance
20-32 hours	70% Paid by Company
33 or more hours	100% Paid by Company

Employees eligible for group insurance may either pay the balance of the premium by payroll deduction or decline coverage entirely.

This Letter of Understanding may be cancelled by either party by giving written notice to the other upon each six (6)-month anniversary of its execution.

Dated: September 4, 2008