

Best and Final Offer  
August 28, 2008

**TENTATIVE AGREEMENT**

**LETTER OF UNDERSTANDING NO. 29**

**SUBJECT: USE OF CAREER GUIDES**

The purpose of this Letter of Understanding is to define the scope and usage of Career Guides as developed by Joint Programs, ~~the Quality Through Training Program (QTTP)~~.

~~QTTP~~ Joint Programs is responsible for creating and maintaining Career Guides. Career Guides are based on a review of the work requirements for each job covered by the parties' Collective Bargaining Agreement in the ~~Seattle-Renton~~, Puget Sound, Wichita and Portland units.

The parties agree that the purpose of the Career Guides is to provide up-to-date career development and training information for each job. Career Guides do not redefine Standard Factory Job Descriptions currently utilized in the existing job classification system. Use of the Guides shall be limited to ~~QTTP~~ Joint Programs career development programs or other programs as agreed to by the Union and the Company.

The parties further agree that no portion of the Career Guides shall be used as the basis for, or as evidence in, any proceedings under Articles 13, 19, 22, the Rules Governing Application of Job Descriptions, or the Glossary of Terms and Phrases of the parties' Collective Bargaining Agreement.

Dated: September 4, 2008