

# TENTATIVE AGREEMENT

## *Technical Unit*

### ARTICLE 5 VACATION PLAN

**Section 5.1 General.** Reasonable time away from the job is conducive to good health and well being and is considered in the best interest of the employee and the Company. Each employee should have the opportunity to schedule and take vacation each year and thereby use their vacation credits, allowing adequate staffing for Company operations.

**Section 5.2 Accumulation of Vacation.**

**5.2(a)** Vacation credits are accrued daily and awarded weekly, with credits increasing on the basis of established increments as follows:

<u>Company Service</u>	<u>Annual Vacation</u>
1 thru 4 years	80 hours
5 thru 9 years	96 hours
10 and 11 years	120 hours
12 and 13 years	128 hours
14 and 15 years	136 hours
16 and 17 years	144 hours
18 years or more	160 hours

Company service date will be used to determine the credits to be awarded. Vacation credits may accumulate to a maximum of two (2) years of credit (as determined from above schedule). No additional vacation credits will be accrued until the number of credits in the account drops below the two (2) year maximum. Deviations to the two (2) year maximum accrual must be approved by the business unit Compensation organization.

Vacation credits will not be accrued in excess of ninety (90) calendar days on a leave of absence.

**5.2(b)** Part-time employees are awarded vacation credits in accordance with the above schedule on a pro-rata basis. Vacation credits will be prorated based on hours paid (excluding overtime and short-term disability leave payments).

**5.2(c)** Vacation accounts will be maintained to the nearest tenth of an hour unit.

### **Section 5.3 Use of Vacation Credits.**

**5.3(a)** Subject to management approval based on Company work schedule requirements, previously awarded vacation credits may be used by the employee without limit. Management will encourage employee use of vacation for time off within the period credits are available. Use of vacation at times convenient to the employee will be arranged to the extent permitted by Company work schedule requirements.

**5.3(b)** Vacations are to be taken as time off and there will be no pay in lieu of time off.

**5.3(c)** Generally, vacation credits are to be used in units equal to the scheduled hours in the employee's normal workday; however, vacation credits may be used in lesser amounts to permit a partial day absence. Also, in cases when sick leave credits are exhausted, a partial day of absence for sick leave may be charged against vacation credits in any amount up to the scheduled hours in the employee's normal workday.

**5.3(d)** Part-time employees normally will use vacation credits in amounts comparable to their part-time work schedules. However, subject to the scheduling requirements of his or her organization, a part-time employee may request and receive vacation in eight (8) hour increments.

**5.3(e)** Holidays occurring while an employee is on vacation are not deducted from vacation credits.

**5.3(f)** Payment for vacations will be made at the employee's base rate in effect at the time vacation is taken plus, if applicable, any supplement to the base rate approved by the Company for inclusion in vacation pay.

**5.3(g)** An employee on leave of absence is eligible to use vacation credits.

**Section 5.4 Vacation Pre Load.** Employees hired or rehired into the Company will have their vacation account credited with one half their annual vacation accrual. Those hours may be used subject to 5.3 (a). Normal vacation accrual will commence after six months of employment.

**Section 5.54 Vacation Payment on Termination.** An employee who terminates for any reason will be paid for all unused credits in his or her vacation account and all accrued vacation through the last day worked.

**Section 5.65 Vacation Credits When Payroll Is Changed.** In all cases involving the transfer of an employee from one payroll to another, the provisions of the Company's procedures pertaining to vacations, as may be revised from time-to-time by the Company, shall be applicable.

**Society of Professional Engineering  
Employees in Aerospace**

**The Boeing Company**

By \_\_\_\_\_

By \_\_\_\_\_

Dated \_\_\_\_\_

Dated \_\_\_\_\_