



LETTER OF AGREEMENT between
HORIZON AIR, INC.
and the
ASSOCIATION OF FLIGHT ATTENDANTS-CWA, AFL-CIO

**COMMUTER POLICY AND UTILIZING OTHER AIRLINE (OAL) CARRIERS DURING
COVID-19 SCHEDULE DISRUPTIONS**

This LETTER OF AGREEMENT is made between HORIZON AIR, INC. ("Company") and the ASSOCIATION OF FLIGHT ATTENDANTS-CWA, AFL-CIO ("Association").

WHEREAS, the Company and the Association (collectively "the parties") recognize that the COVID-19 virus has presented various unique and unprecedented challenges for running the operation; and

WHEREAS, the parties wish to continue to mitigate the burden to registered air commuters of traveling to work during the industry-wide schedule disruptions related to COVID-19;

NOW THEREFORE, the parties agree to continue to temporarily allow registered air commuters to utilize other airline (OAL) carriers to satisfy the "two (2) consecutive scheduled flights from the commuter's commuter city to the domicile/co-terminal" requirement in the Commuter Policy by administering §25.E [General: Commuter Policy] as follows:

E. Commuter Policy

1. General
 - a. Flight Attendants are responsible for reporting to assignments in a timely manner and rested for a full duty period. The following provisions are not intended to relieve Flight Attendants of that responsibility.
 - b. A Flight Attendant who is unable to report for Duty as a result of a delay or cancellations due to flight schedule disruptions or the unanticipated unavailability of a non-revenue seat and who has complied with the Listing and Travel provision of 2 and 3, below, shall not be subject to any disciplinary action as a result of his inability to report on time.
 - c. This commuter policy applies only if the Flight Attendant ~~commutes on Horizon Air or Alaska Airlines, carriers for which the Company has direct access to their computer reservation systems~~, has listed herself/himself



with the Inflight Services Department as a commuter and has designated an airport served by the Company or Alaska Airlines as her/his point of commuter origination. ~~A Flight Attendant who commutes on any other carrier is governed solely by 1.a above.~~

2. Listing for Travel

- a. Any Flight Attendant commuting to an assignment must list herself/himself in the FLY Paperless Employee Travel (PET)-reservation system or, if other than on an AAG-operated flight, the system used by the applicable carrier. The Flight Attendant must be listed on an appropriate flight, not more than forty-eight (48) but not less than twenty-four (24) hours in advance of the scheduled departure time for the flight she/he expects to use to commute to work. This flight is designated by the Flight Attendant as her/his primary flight.
- b. Flight Attendants may only list for travel on flights which have seats available when the listing is made.
- c. The primary flight on which the Flight Attendant elects to list must be scheduled to arrive at her/his Domicile (or other airport at which her/his duty will commence) at least 30 minutes before her/his show time. There must also be at least one "back-up" flight scheduled to depart from the same airport later than the primary flight on which she/he is listed. This back-up flight must also be scheduled to arrive prior to her/his show time and must also have seats available. The Flight Attendant must provide evidence in the form of PET FLY printout or electronic copy of the PET FLY screen that the flights were not overbooked at the time she/he listed as specified in paragraph 2.a above. The PET FLY system provides a date/time stamp on the print-out of its seat availability display screen. This proof will be provided at the time the Flight Attendant requests that the absence be covered under the Commuter Policy.

3. Travel Procedures

- a. Flight Attendants commuting to an assignment must arrive at the designated gate for the primary flight on which they are listed at least thirty (30) minutes prior to the scheduled departure time of that flight.
- b. After arriving at the departure gate, if the Flight Attendant becomes aware of a delay/cancellation or the unavailability of a non-revenue passenger seat on her/his primary flight, she/he will immediately notify crew scheduling. The Flight Attendant will provide the flight number and departure time of her/his back-up flight(s) and discuss any other possible travel alternatives, including the scheduled back-up flight.



- c. Following the delay or cancellation of, or the unavailability of a non-revenue passenger seat on, her/his primary flight, the Flight Attendant will report to the departure gate of her/his back-up flight at least thirty (30) minutes prior to the scheduled departure of that flight, unless impossible due to the time of closing of the primary flight and distance to the new departure gate.
 - d. As soon as the Flight Attendant becomes aware that she/he will not be able to report for Duty at or before her/his show time due to flight delays, cancellations or non-revenue seat availability of her/his primary and back-up flights, she/he will immediately contact crew scheduling which will replace the Flight Attendant on her/his scheduled Trip unless the Flight Attendant assures crew scheduling that she/he has other travel alternatives that will enable her/him to report in a timely manner.
 - e. The Flight Attendant will make every effort to report to the location at which she/he was scheduled to begin her/his pairing as soon as possible following her/his contact with crew scheduling unless the Flight Attendant and crew scheduler mutually agree to an alternate location to which the Flight Attendant will report, or to cancel the Flight Attendant's current reporting requirement.
 - f. For flights on non-AAG-operated airlines, the Flight Attendant will be required to provide the relevant flight information to Inflight Management for verification pursuant to this Section (e.g. air carrier, flight number, city pair, scheduled departure time, projected or actual departure time, reason for delay).
4. Reassignment Following a Missed Report Time
- a. When a Flight Attendant reports for Duty following a missed report time pursuant to the terms and conditions of this commuter policy, crew scheduling will reassign the Flight Attendant to her/his original Trip if the Flight Attendant's original pairing returns to the location at which she/he was scheduled to report for Duty on that day.
 - b. If the Flight Attendant's original pairing does not return to the location at which she/he was scheduled to report for Duty on that day, she/he shall be assigned to Airport Reserve. The minimum Airport Reserve assignment shall be four hours and the maximum shall be seven hours. During that time, she may be assigned to any other pairing (including a pairing that begins after the end of the airport Reserve period) that is scheduled to be completed at the same location and no later than her/his original pairing, or the Flight Attendant may voluntarily agree to be placed on Reserve beginning the next day, for the remaining days of her/his original pairing.
5. Compensation



Flight Attendants who are unavailable for Duty pursuant to the terms and conditions of this Section will be considered to be on time off without pay. The Flight Attendant's bid period guarantee will be reduced by, and her/his time off without pay shall be, an amount equal to the scheduled credit hours for the missed Trip, less the Credit Hours Flown (Block Hours or any Reserve credit) for any Duty performed if reassigned pursuant to paragraph 4. above.

The provisions herein will be effective immediately upon execution of this Letter of Agreement and will remain in effect through December 31, 2020, unless extended by mutual agreement. The remainder of Section 25.E and all other provisions of the collective bargaining agreement remain in full force and effect. This agreement is without precedent, and the circumstances described herein cannot be used by either party in any other forum.

IN WITNESS WHEREOF, the parties hereto have signed this LETTER OF AGREEMENT this 30th day of October 2020.

FOR THE ASSOCIATION OF FLIGHT
ATTENDANTS-CWA, AFL-CIO

Lisa Davis-Warren
MEC President
Relations

FOR HORIZON AIR INDUSTRIES, INC.

Rachael Mattioli
Managing Director of Inflight Services