

## **DFW OVERTIME POLICY**

**Article 11 of the Labor Agreement describes what overtime is and indicates the manner in which Technicians shall be paid, but does provide a distribution method. In the absence of such language, the Company and Local Union are establishing the following guidelines to be followed for the awarding of overtime to all employees in the Title 1 - Aviation Maintenance Classification.**

1. All overtime accrued by an Employee will be computed and added to the overtime accumulation log.
2. The Company will make available a bi-weekly overtime accumulation log of overtime accrued by all Employees at that station.
3. An Employee wishing to be considered for overtime at the line shall enter their name into the overtime book located in the line Supervisor's office. An Employee wishing to be considered for overtime at the hangar shall enter their name into the overtime book located in the hangar Supervisor's office. Nothing shall prohibit an Employee from signing up in both locations.
4. When signing up for overtime, all Employees will enter their name, a working phone number, and preferred shift to work ensuring that such time will not result in a "short turn" situation that would include overtime rates on their next succeeding shift.
5. Employees cannot sign up to work on days designated as "CSO" or "VC".
6. The Company will call in Employees signed up in the overtime book for that shift, date, job classification or shop using inverse order of accrued overtime hours.
7. A call out log will be utilized and retained for fourteen days. This log will include the Employee's name, date, time called, and Employee's answer or reason they could not be contacted. The supervisor and a union member (shop steward preferred) will sign this log. If an Employee calls back before the required number of technicians has been reached, they will be offered the overtime.
8. No Employee is to sign up for overtime seven and one-half (7 1/2) hours before or after a scheduled shift, a vacation day, or on a regular scheduled workday.
9. If an Employee who entered his name into the overtime book is called and offered overtime but refuses the overtime; the overtime hours actually worked by the mechanic who did accept the overtime, will be added to the overtime accumulation hours of the person who refused.  
NOTE: This would not apply if the employee is contacted two (2) or more hours after the start of the shift being asked to work.
10. A new hire or transferee will assume the base's average overtime accrued when placed on the overtime accumulation log in reference to their classification.

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11. If overtime is needed at the line, the Employees signed up for the line's overtime will be considered first. After using the line's overtime book and additional Employees are still required, the Employees signed up in the hangar's overtime book will then be considered.

12. If overtime is needed at the Hangar, the Employees signed up for the Hangar's overtime will be considered first. After using the Hangar's overtime book and additional Employees are still required, the Employees signed up in the Line's overtime book will then be considered.

13. Employee's called in and working their preferred shift and location may be reassigned to perform work either at the line or at the hangar as the workload dictates.

14. If no Employees are signed up or all signed up in both overtime books have been called, the Company may ask for on-duty volunteers (by least amount of accrued overtime). Finally, volunteers can be contacted via phone to work early or on their day off.

15. Per the TWU Agreement, the Company may mandate Employees in inverse order of seniority to work past their stop time. The Company will use its best efforts to provide Employees a minimum of two (2) hours notice in writing. This time will be utilized to attempt to contact volunteers who have signed up for overtime on their days off to relieve those mandated to stay over.

16. If a Crew Chief is required for overtime, Crew Chiefs signed up for overtime for that day and shift will be called first before stepping up or calling in a Mechanic.

17. If an Avionics Technician is required for overtime, avionics personnel signed up for overtime for that day and shift will be called first before stepping up or calling in other personnel.

18. For Aircraft Maintenance purposes, Mechanics signed up for overtime for that day and shift will be called first. If additional Mechanics are required, Crew Chiefs, Tech. Crew Chiefs, Coordinators and Avionics Technicians will be offered the overtime. Finally, QC personnel may be offered the overtime.

**Provisions of the TWU contract remain applicable and unchanged and are not in any way deemed to be voided or amended by this policy. The above guidelines are agreed upon by the two individuals below.**

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GARY HILL  
President, Local 576  
DFW  
Transport Workers Union

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OTIS DEBOARD  
Managing Dir. Line Maintenance  
DFW  
American Eagle Airlines Inc.