

HAWAIIAN AIRLINES
FLIGHT ATTENDANT AGREEMENT

TABLE OF CONTENTS

U. [Intentionally Left Blank]	2-4
V. Grouping	2-4
W. Interisland/International Flying	2-4
X. Line Value Protection	2-4
Y. Longevity	2-4
Z. Month	2-4
AA. On-Duty/Duty Period	2-5
AB. Reserve Flight Attendant.....	2-5
AC. Open Flying	2-6
AD. Reserve Run	2-6
AE. Part-Time Flight Attendant	2-6
AF. Pay and Credit/Paid and Credited.....	2-6
AG. Printed Daily Schedule	2-6
AH. Probationary Flight Attendant.....	2-6
AI. Red Circle Days	2-6
AJ. Released Flight Attendant.....	2-6
AK. Reposition	2-6
AL. Re-Routing	2-7
AM. Reserve Duty	2-7
AN. Rest Period	2-7
AO. Round Trip.....	2-7
AP. Scheduled Trip	2-7
AQ. Scheduling Policy.....	2-7
AR. Segment.....	2-7
AS. Standby Reserve Flight Attendant.....	2-7
AT. Substitution of equipment.....	2-7
AU. Trainee	2-8
AV. Trip	2-8
AW. Trip Hours or Time Away From Base (TAFB).....	2-8
AX. Trip Rig.....	2-8
AY. What she/he normally would have earned	2-8
AZ. Vacated Flight	2-8
BA. Extended Range Flight.....	2-8

HAWAIIAN AIRLINES
FLIGHT ATTENDANT AGREEMENT

TABLE OF CONTENTS

<u>SECTION 3</u>	<u>COMPENSATION</u>
A. Hourly Rates of Pay.....	3-1
B. Monthly Guarantees	3-1
C. Premium Pay Positions	3-3
D. Equipment Substitution.....	3-4
E. Special Non-Flying Assignments	3-4
F. Understaffing Pay - International	3-5
G. Ground Holding Pay	3-6
H. Interisland Pay Protection.....	3-8
I. Removal from Trips with Pay Protection.....	3-8
J. Segment, Duty and Trip Rig Credit.....	3-8
K. FA Removed from bid at Company Request	3-9
L. Holiday Pay	3-9
M. Delay in Return to Domicile Pay (DIRTD) - Intl	3-9
N. Paychecks	3-11
O. Bid FA Not Printed	3-12
P. FA replaced through no fault of her/his own	3-12
Q. Flight time on a segment basis.....	3-12
R. Pay and Credit Provisions	3-12
S. Canceled Flights - International.....	3-17
T. Published Schedule.....	3-17
U. International - Augmented Crew.....	3-18
V. FA asked to perform duties by Company prior/after duty period.....	3-18
W. Part-time Flight Attendant Longevity	3-18
X. Part-time Flight Attendant Compensation.....	3-18
<u>SECTION 4</u>	<u>EXPENSES</u>
A. Hourly Expense Allowance.....	4-1
B. FA on Company temporary/special duty.....	4-2
C. Transportation/Hotel Accommodations.....	4-2
D. Expense Reports	4-3
E. Transportation.....	4-3

HAWAIIAN AIRLINES
FLIGHT ATTENDANT AGREEMENT

TABLE OF CONTENTS

F. Parking	4-3
G. Crew Meals	4-4
H. Crew Water Bottles	4-4

SECTION 5

MOVING

A. Qualifying for Moving Expenses.....	5-1
B. Moving Expenses.....	5-1
C. Paid Bid Move.....	5-5
D. Shipping of Household Goods	5-5
E. Travel Provisions and Allowances.....	5-5
F. Settling Expense	5-6
G. Relocation Time	5-7
H. New Hires.....	5-8

SECTION 6

UNIFORMS

A. Wearing of Uniform	6-1
B. Basic Uniform.....	6-1
C. Uniform Point Allowance Program	6-1
D. Alterations	6-3
E. Payroll Deductions	6-3
F. New Hire Initial Uniform	6-4
G. Dry Cleaning	6-4
H. Uniform Repurchase upon Termination.....	6-4
I. Maternity Uniform.....	6-4
J. FA Uniform Committee.....	6-4
K. Wings	6-4
L. Association (AFA-CWA) Emblem/Pin.....	6-5
M. Old Uniform Return/Disposal	6-5
N. Termination during Probation	6-5
O. No Surname on Nametag	6-5
P. Special Winter Coat.....	6-5
Q. Accessories Color	6-5
R. Uniform Changes	6-5

HAWAIIAN AIRLINES
FLIGHT ATTENDANT AGREEMENT

TABLE OF CONTENTS

S. Wings, Name Tags, Aprons	6-5
T. Uniform Life Expectancy.....	6-5
U. Uniform for FAs Involuntarily assigned to domicile/operation	6-5
V. Jacket Requirement.....	6-6
W. Fire Retardant Fabrics for Future Uniforms.....	6-6

SECTION 7

HOURS OF SERVICE

A. Flight time limitations shall include credited hours	7-1
B. Monthly Maximums.....	7-1
C. Duty Periods	7-5
D. Legal Rest Minimums	7-11
E. Removal of FA from Delayed Trip.....	7-18
F. Exceeding Duty Periods	7-20
G. Last Trip of Month.....	7-26
H. Minimum Days Off in the Domicile	7-26
I. Recalling FA Days Off	7-27
J. Reassigning of FAs.....	7-29
K. Assigning Open Flying.....	7-37
L. Check-in Away from Domicile/FA Request to Deadhead Earlier.....	7-42
M. Proration for Leave without Pay	7-42
N. Minimum Pay Report for Duty	7-42
O. Displacement Pay.....	7-42
P. Displacement by Supervisory Personnel.....	7-43
Q. Insufficient Legal Rest	7-43
R. [Intentionally Left Blank]	7-43
S. Part-Time Flight Attendants	7-44
T. Maximum Landings - Interisland.....	7-45
U. Interisland Meal Break.....	7-45
V. Boarding Aircraft.....	7-46
W. Additional Flying During Layover - International.....	7-46
X. End of Month Legalities	7-47

HAWAIIAN AIRLINES
FLIGHT ATTENDANT AGREEMENT

TABLE OF CONTENTS

Y. Bid FAs Not Required to Check Out.....	7-48
Z. Non-Published International Charter Flights	7-48
AA. B-767 Flying Interisland	7-49

SECTION 8

RESERVES

A. Reserve Categories	8-1
B. Reserve Monthly Maximums.....	8-2
C. Assigning of Open Flying	8-3
D. Reserve Duty at Airport.....	8-3
E. Standby Reserve.....	8-5
F. Days Off in Domicile.....	8-7
G. Reserve to Notify Scheduling if Leaving Interisland Lounge	8-8
H. Reserve Check Out.....	8-8

SECTION 9

SENIORITY

A. Period of Probation	9-1
B. Seniority	9-1
C. FA System Seniority List	9-2
D. Transfer to Non-Flying or Supervisory Duties	9-2
E. Loss of Seniority.....	9-3
F. FA Seniority upon Transfer to Another Department	9-3
G. Part-Time FA Drop from Seniority List.....	9-3
H. Part-time FA offered full-time position by seniority	9-3
I. Part-time longevity accrual.....	9-3
J. Longevity Accrual on Special Assignment	9-3

SECTION 10

**PREPARATION, BIDDING AND AWARDING
OF FLIGHT SCHEDULES UNDER PBS**

A. Awarding of Schedules	10-1
B. Preparation of Groupings and Bid Runs	10-1
C. Preferential Bidding System (PBS) Parameters.....	10-3
D. Monthly Run Bidding Options.....	10-7
E. Low/Reduced Time Positions.....	10-9

HAWAIIAN AIRLINES
FLIGHT ATTENDANT AGREEMENT

TABLE OF CONTENTS

F. Monthly Bid Packet.....	10-9
G. Submitting Bids.....	10-9
H. Awarding and Assignment of Monthly Runs.....	10-10
I. Final Bid Errors.....	10-12
J. Vacating a Bid Run.....	10-12
K. Premium Positions.....	10-12
L. Foreign Language FA Positions - Interisland.....	10-13
M. Foreign Language FA Positions - International.....	10-15
N. General.....	10-17
O. Prorated Absence Table.....	10-18

SECTION 11

SCHEDULING POLICY

A. Purpose of the Policy.....	11-1
B. Scheduling Committee.....	11-1
C. Scheduling Policy.....	11-1
D. Copy of the Policy.....	11-2
E. Scheduling Protests.....	11-2
F. Printed Daily Schedule (Daily Flight Schedule).....	11-3
G. Association Scheduling Review Committee.....	11-4

SECTION 12

PICK UPS, DROPS, TRADES AND EXCHANGES

A. FAs Permitted to Trade.....	12-1
B. Company Non-Approval.....	12-1
C. Request Submittal.....	12-1
D. Requests After Final Bids.....	12-1
E. FA Guarantee Adjustment after Requests.....	12-2
F. Reserve FAs Red Circle Day Trades.....	12-2
G. Parameters.....	12-2
H. Frequency.....	12-2
I. Printed Schedule Errors.....	12-2
J. Interdomicile/Intradomicile Grouping Pick ups/Drops/Trades.....	12-2
K. Pick up Understaffed Flight Segments.....	12-3
L. Segment Pick ups/Drops.....	12-3

HAWAIIAN AIRLINES
FLIGHT ATTENDANT AGREEMENT

TABLE OF CONTENTS

F. Personal Emergency Leave	17-3
G. Union Leave	17-3
H. Order of Granting of Leave Applications	17-3
I. Disability due to Pregnancy.....	17-3
J. Active Military Leave	17-5
K. Longevity Accrual.....	17-6
L. Current Address Requirement while on Leave	17-6
M. Return from Leave Right to Bid	17-6
N. Leave Program HNL/LAX.....	17-6
O. FMLA/HFLL Leave	17-9
P. FMLA/HFLL Minimums Requirements	17-9

SECTION 18

VACATIONS

A. Accrual, Vacation Extension Dates	18-1
B. Accrual while on Leave	18-2
C. Vacation Bidding, Vacation Slots.....	18-2
D. Minimum Bidding, Carry Over, Assigning, Leave Provision	18-4
E. Bidding and Awarding	18-5
F. Changes after November 15	18-9
G. FA Vacation Change Request	18-9
H. Foregoing Vacation at Company Request.....	18-9
I. Vacation Pay upon Termination.....	18-9
J. Vacation Pay Check Prior to Vacation Period	18-9
K. Pay and Credit for FA on Vacation	18-9
L. Vacation Cancellation.....	18-10
M. Vacation Make-up for Bid FAs	18-12
N. Additional Days off (Supplemental Vacation Days).....	18-12
O. FA Not Required to Inform Company of Whereabouts...	18-12
P. Vacation Pay-out for Death or Retirement	18-13
Q. Part-Time FA Vacation Accrual	18-13
R. No Training Requirement during Vacation	18-13
S. Vacation Cash Out	18-13

HAWAIIAN AIRLINES
FLIGHT ATTENDANT AGREEMENT

TABLE OF CONTENTS

T. Transferring Domicile Vacation..... 18-13
U. Vacation Donation Program..... 18-13

SECTION 19

SICK LEAVE

A. Sick Leave Compensation..... 19-1
B. Sick Leave Accrual 19-1
C. Accrual on Leave..... 19-1
D. Sick Leave Hours Definition 19-1
E. Pay and Credit - Bid/Reserve 19-1
F. Credit for FA Who Has Not Bid for Month..... 19-2
G. Doctor's Note, Reporting of Illness 19-2
H. Calling in Well..... 19-4
I. Compensable Sick Leave..... 19-4
J. Sick Leave Make-up 19-5
K. Workers' Compensation and Occupational Injury Pay 19-5
L. Company Responsibility for Record Keeping
and Posting..... 19-8
M. Debiting Sick Leave Bank..... 19-8
N. Immediate Credit after Sick Call 19-8
O. Sick Leave Bonus..... 19-8
P. Accelerated Accrual for Extended Sick Leave..... 19-8
Q. Company Notification to MECP on Occupational
Injuries 19-9
R. Sick Leave Monitor Program 19-9
S. Doctor's Note Examples 19-13

SECTION 20

PHYSICAL EXAMINATIONS

A. Routine or Required Physical Examinations 20-1
B. Confidentiality 20-1
C. Failure to Pass Examination..... 20-1
D. Denial of Flying Status upon Return from Medical Leave 20-2
E. Sick Leave Hours Restoration 20-2
F. Company Pay for Company Requested Medical
Services..... 20-2

HAWAIIAN AIRLINES
FLIGHT ATTENDANT AGREEMENT

TABLE OF CONTENTS

G. Physical/Psychological Examination Timeframe20-3
H. No Exams within 12 Hours of Duty20-3
I. Department of Transportation Drug/Alcohol Testing20-3

SECTION 21

ORDERS IN WRITING

Change in Status, Furloughs, Vacations, Leaves,
Promotions and Demotions Shall be Stated in Writing21-1

SECTION 22

ASSOCIATION PROVISIONS

A. Bulletin Boards22-1
B. LEC and MEC Offices22-1
C. AFA-CWA Access to Employee Mail Boxes22-2
D. AFA-CWA Flight Pay Loss22-2
E. Address to Trainees22-3
F. Travel for AFA-CWA Staff22-3
G. Monthly Utilization Report22-3
H. Pass Travel on AFA-CWA Leave22-3
I. Quarterly Meeting between MEC and Management22-3
J. AFA-CWA Non-Revenue Business Passes22-4
K. Hotel Committee22-4
L. Association Bank22-4

SECTION 23

GRIEVANCE PROCEDURE

A. Disciplinary Suspension and Discharge23-1
B. Disciplinary Letters (Letters of Warning)23-3
C. Non-Disciplinary Grievances23-5
D. MEC Grievances23-6
E. General23-6

SECTION 24

SYSTEM BOARD OF ADJUSTMENT

A. Establishment of Board24-1
B. Board Composition24-1
C. Jurisdiction24-1
D. Board Responsibilities24-1

HAWAIIAN AIRLINES
FLIGHT ATTENDANT AGREEMENT

TABLE OF CONTENTS

E. Meeting Locales	24-2
F. Submissions	24-2
G. Representatives/Witnesses	24-2
H. Panel of Arbitrators	24-3
I. General	24-4

SECTION 25

**ASSOCIATION MEMBERSHIP
AND DUES CHECK-OFF**

A. Union Membership Requirements	25-1
B. Payroll Deduction of Union Dues	25-1
C. Company Remittance of Dues to AFA-CWA	25-1
D. AFA-CWA Check-off Authorization Form	25-2
E. Dues Check-off upon Return to Active Status	25-4

SECTION 26

TRAINING

A. FAs Not Required to Pay for Training	26-1
B. Training Class Hours	26-1
C. Training Pay and Credit	26-1
D. Bidding for Training	26-3
E. Training Only Allowed after Legal Rest	26-5
F. Training while on Leave	26-5
G. FAs Illegal Due to Company Failure to Provide Training ..	26-5
H. Additional Duties on Day of Training	26-5
I. Training Out of Uniform	26-5
J. Home Study Course	26-6
K. Travel Time	26-6
L. Training Curriculum	26-6
M. FA Right to Audit FAA Training	26-7
N. Rest Following Training	26-7
O. MEC President Input	26-8

SECTION 27

GENERAL

A. Copy of Agreement	27-1
B. FA Rights under Railway Labor Act	27-1

HAWAIIAN AIRLINES
FLIGHT ATTENDANT AGREEMENT

TABLE OF CONTENTS

C. Acquiring Aircraft.....	27-1
D. Domiciles.....	27-2
E. Company Notification to AFA-CWA of Consolidation/Merger	27-2
F. Lounges	27-3
G. Right to Inspect Files.....	27-3
H. Crew Complement	27-4
I. FA Not Required to Pay for Lost or Damaged Equipment.....	27-4
J. FA Leaving Company - Paycheck, Records, IDs, Company Property	27-4
K. Pay Discrepancies	27-5
L. Non-FA Vacancies.....	27-5
M. Jury Duty	27-6
N. FA Called As Witness for Company	27-6
O. Company Provided Legal Representation for FA.....	27-6
P. Equal Rights under the Law	27-7
Q. Company May Not Use Recording Device for Discipline/Discharge.....	27-7
R. Release of FA Information to Government Agency	27-7
S. FA Operations Manual	27-7
T. FA Death Away from Domicile	27-7
U. Pay Benefits to Missing FAs.....	27-7
V. FAs Right to Privacy.....	27-8
W. FA Sitting in Unoccupied Passenger Seats.....	27-8
X. FAs on Ground Duty.....	27-8
Y. Company Allowance of One Yearly Unpaid FA Meeting ..	27-8
Z. Passports and Inoculations	27-9
AA. Company Shall Not Denigrate FA Occupation	27-9
AB. Federal Wage Controls	27-9
AC. Crew Baggage	27-9
AD. Replacement of Lost Items	27-10
AE. Separate Operations (Interisland and International)	27-10

HAWAIIAN AIRLINES
FLIGHT ATTENDANT AGREEMENT

TABLE OF CONTENTS

AF. Limitations on International Flying	27-10
AG. AFA-CWA Seat on Company Board of Director	27-10
AH. Ability to Conduct Business without Using Company Forms	27-11
AI. Inflight Evaluation	27-11
AJ. Inflight Observers	27-11
AK. FlightPAC and Pegasus.....	27-11
AL. Wings of Hope	27-12
AM. Employee Coordinating Committee	27-12
AN. Staffing Formula	27-13

SECTION 28

SAFETY

A. Health and Safety Programs	28-1
B. HAL-FAA Emergency Evacuations.....	28-1
C. Standardization of Equipment with AFA-CWA Input	28-1
D. AFA-CWA Safety Committee Quarterly Meetings with Company.....	28-1
E. AFA-CWA Safety Chair Access to Accident Site	28-1
F. Onboard Emergency Procedures Checklist	28-2
G. Bomb Search.....	28-2
H. Release after Emergency	28-2
I. Post Accident/Incident/Hostage Situation Procedures	28-2
J. OSHA 200 Report.....	28-3
K. Company Notification of Hostilities, Political Disruptions.	28-3

SECTION 29

CABIN SERVICE

A. FA Not Required to Stand at Bottom of Aircraft Stairs	29-1
B. No Full Beverage Service for Segments Less than 20 Minutes	29-1
C. Aircraft Cleaning	29-1
D. Carrying/Loss of Company Mail, Money, Material	29-1
E. Handling of Carry-on Items.....	29-1
F. Notification of Change in Cabin Service	29-1
G. Cabin Service Committee.....	29-2

HAWAIIAN AIRLINES
FLIGHT ATTENDANT AGREEMENT

TABLE OF CONTENTS

H. Cabin Service and Equipment.....	29-2
I. Agreement for Service Changes	29-3
J. Ticket Taking	29-3

SECTION 30

BENEFITS

A. Most Liberal Pass Policy	30-1
B. Travel Privileges while on Leave.....	30-1
C. Medical/Dental Services Requested by Company	30-1
D. Employee Cards.....	30-1
E. Insurance Benefits for FAs who Accept Part-time in Lieu of Furlough	30-1
F. Pass Policy.....	30-1
G. Cabin Jump Seat Authority	30-2
H. Emergency Travel	30-3
I. Passes while on Leave of Absence	30-3
J. Health - Foreign Destination	30-4
K. Employee Credit Cards	30-4
L. Taxation of Benefits.....	30-4

SECTION 31

DEADHEADING

A. Pay and Credit	31-1
B. Expenses while Deadheading.....	31-1
C. Deadheading Not Considered Rest	31-1
D. Waiving Legal Rest - International	31-2
E. Deadhead Seating Priority	31-2
F. Deadhead Duty Periods	31-3
G. Consumption of Alcohol while Deadheading.....	31-3
H. Smoking while Deadheading.....	31-3

SECTION 32

INSURANCE AND BENEFITS

A. Group Life	32-1
B. Long Term Disability.....	32-2
C. Health and Dental	32-6
D. Domestic Partner Benefits	32-12

HAWAIIAN AIRLINES
FLIGHT ATTENDANT AGREEMENT

TABLE OF CONTENTS

E. Long Term Care Option 32-12
F. Protection Provision..... 32-13

SECTION 33

RETIREMENT

A. Establishment of Retirement Board 33-1
B. Powers of the Board 33-3
C. Functions of the Board 33-3
D. Duties of the Company, the Trustee and/or Insuring
Company 33-5
E. Implied Powers of the Board 33-8
F. Retirement Plan - 401K 33-8
G. Retirement Age..... 33-9
H. Retirement Travel Benefits 33-9
I. Retirement Entitlement List 33-9
J. Medical Retirement Travel Benefits 33-9
K. Retired FA Benefits..... 33-9

SECTION 34

LETTERS OF AGREEMENT

#1 Sibling Passes 34-1-1
#2 Zulu Time..... 34-2-1
#3 Grievance Mediation..... 34-3-1
#4 Grievance Review Board..... 34-4-1
#5 DC-10-30 34-5-1
#6 Exhibit F from 2003 Agreement..... 34-6-1
#7 American Eagle Code Share 34-7-1
#8 Reserve Focus Groups..... 34-8-1
#9 Bonus Compensation Provisions 34-9-1
#10 Interisland Jumpseat Procedures 34-10-1
#11 LAX Domicile 34-11-1
#12 PBS Letter of Agreement..... 34-12-1
#13 Modified Light Duty 34-13-1
#14 Language Qualified FAs for Asia 34-14-1
#15 2011-2012 Contract Negotiations 34-15-1
#16 JetBlue Codeshare 34-16-1

HAWAIIAN AIRLINES
FLIGHT ATTENDANT AGREEMENT

TABLE OF CONTENTS

#17 SLMP Modifications	34-17-1
#18 Narrowbody Single Aisle Agreement.....	34-18-1

SECTION 35

DURATION

Effective Date of the Agreement.....	35-1
--------------------------------------	------