

February 4, 2015

David J. Virella
International Representative
AA System Coordinator
Transport Workers Union of America AFL-CIO
1791 Hurstview Drive
Hurst, Texas 76054

RE: Electronic Transfer and Bid System

Dear David,

During the 2012 AA/TWU Restructuring discussions, the Company and the TWU agreed to a structured electronic transfer process under the Mechanic and related (M&R Att. 12.2), Material Logistics Specialists (MLS Att. 12.11), and Fleet Service (FSC Att.12.3) agreements. As a result of this change, there are several issues that need to be clarified as we begin the implementation of the process. The planned effective date for implementation is March 7, 2015. In order to easily explain the issues, the clarifications have been added under the applicable bullet from the original Attachment. See below.

The process will be conducted on a weekly cycle as follows for all applicable classifications:

- On March 7, 2015, all transfer lists will be cleared.
- On Saturday of each week at 0001 CST, the Company will post an online notification list of the stations/locations/shops declaring vacancies for that week.
 - The list will include the actual number of declared vacancies.
 - The Company may adjust the number of declared vacancies up or down during the second week of posting period (Saturday to Friday) if necessary.
 - The transfer list standing will be dynamic during the week and will be shown via the online tool in seniority order.
- The transfer list for those listed vacancies will be closed on the following Friday at 2359 CST and a snapshot of the list will be taken at that time.
 - The snapshot list will reside with Talent Services.

- The employee may add or remove his standing transfer request or change the order of preference anytime during the above timeframe (Sat. 0001 CST to Fri. 2359 CST).
 - Due to this provision, it is no longer necessary for employees under the M&R and MLS agreement to renew transfer requests every January and July as outlined in Article 12(I)(4) of those agreements.
 - All necessary paperwork (e.g. Work Experience Review form and supporting documents) will be required to be complete online prior to the vacancy being awarded;
 - Employees will have 7 days after the posting closes (Sunday at 2359 CST) to provide the necessary paperwork. Note: Employees do not have to wait until the posting closes; they may send the documents at the time that they add their name to the transfer list.
 - Employees without paperwork will not be considered qualified, and will not be awarded a vacancy.
 - Employees with incomplete paperwork, or who do not meet the experience requirements, as determined by the WER Panel, will not be considered qualified, and will not be awarded the vacancy.
- Any employee whose name appears on the list after Friday at 2359 CST may refuse the transfer by removing his name from the list by Sunday at 2359 CST. If the employee does not remove his name from the list during this forty-eight (48) hour period, and is awarded a vacancy, he will be considered to have accepted the position.
- The employee will be notified during JetNet sign-in of the final award.
 - Employees will also be sent an email notification to their aa.com email address.
 - Once the final award has been posted and employee notified via Jetnet, the Company cannot subsequently rescind the award.
 - Once an employee is awarded the vacancy, he will be notified of the report date which will be two (2) weeks from the date of the award.
- The employee must report to the station awarded on the specified date unless mutually agreed to by the Company and the TWU.



Vacancies will be posted for at least two consecutive weeks before new hires will be solicited.

- Employees who are in a "lockout" will be permitted to add their name to a transfer list on the second week of the vacancy posting.
- If an employee in a "lockout" tries to add their name to the list during the first week of posting, they will receive a pop up that states they are in a "lockout".
- Filing a transfer waiver will no longer be necessary.

With this new process certain contractual provisions/applications will become part of the new process and will no longer require action by an employee.

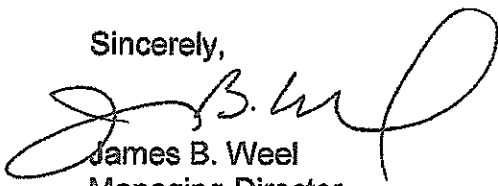
Examples are:

- Transfer waivers - Vacancies at a location will be posted at least twice before attempts to hire from the street will be conducted. When vacancies are posted for a second week, employees who are in a lockout status will have their lockout removed and the online tool will accept their transfer request. This will negate the necessity of an employee to file a waiver.
- Movement between a one station set – Employees do not have to file a written request for reassignment to the other station.

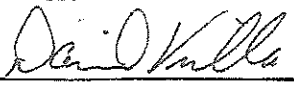
The Company and TWU will jointly develop an implementation plan to include communication and training so that all TWU represented employees may benefit fully from the enhancement. Following implementation, the Company and TWU will meet quarterly [or as mutually agreed] to discuss and develop resolutions to issues pertaining to the new process.

If the above accurately reflects your understanding of the clarifications, please indicate by signing below.

Sincerely,


James B. Weel
Managing Director
Labor Relations

Agreed to:


David J. Virella
International Representative
AA System Coordinator
Transport Workers Union of America, AFL-CIO

James B. Weel
Managing Director – Labor Relations



cc: A. Hemenway
T. Vaughn
T. Herschell

Labor Managers
S. Doyle
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