

**SECTION 6
EXPENSES**

A. Per Diem

1. Domestic per diem shall be ~~One Dollar and Sixty Seven Cents (\$1.67)~~ two dollars and fifty cents (\$2.50) per hour beginning at the report time at the Flight Attendant's Base (or other point of report) and concluding at the time she/he is returned to the Flight Attendant's Base (arrival time plus applicable debrief), or at time of release when a Flight Attendant's request to be released from duty at a location other than her/his Base is granted, at the end of a trip or duty sequence within the contiguous United States. The per diem shall increase by fifty cents on the anniversary date of the contract each year.
2. International per diem shall be ~~Two Dollars and Seventeen Cents (\$2.17)~~ three dollars and fifty cents (\$3.50) per hour. International per diem shall begin at the report time for the first international segment of a flight and conclude at the time the Flight Attendant arrives back at a domestic United States location, except that any Trip that begins in the contiguous United States and involves an international layover of less than six hours (06:00) before ending back in the contiguous United States shall be paid at the domestic rate. The per diem shall increase by fifty cents on the anniversary date of the contract each year.
3. The Company may, from time to time, and at its sole discretion, elect to set a per diem rate greater than what is set forth in A.1. and A.2. above for certain destinations or TDY locations. The period of time that such greater rate may apply for a specific destination or TDY locations shall be determined by the Company. **Agreed**
4. In no event shall per diem for Flight Attendants be less than it is for pilots. A Flight Attendant will be provided with an additional fifteen dollars (\$15) if not provided with free breakfast.

B. Parking

1. Gateway Based Flight Attendants
A Flight Attendant who is gateway based will be provided with one hundred and fifty dollars per month or free parking if it is provided by the Company at that location to other Flight Attendants.
2. Non-Gateway Based Flight Attendants
A Flight Attendant who is not gateway based will be provided with free monthly parking if the Company is able to secure parking at that airport. If parking is not available, a Flight Attendant may purchase monthly parking at the base using the Company credit card or by personal means and submitting receipts for

reimbursement. If a monthly parking pass is not available, a Flight Attendant will use the Company credit card to pay for parking in the long term passenger parking lot.

3. A Flight Attendant who opts out of Company paid parking will be provided with one hundred and fifty dollars (\$150) to defray the cost of transportation to the airport.

A Flight Attendant will be provided parking at her/his domicile at no cost.

C. Passports, Visas, and Required Inoculations

1. The Company will reimburse Flight Attendants the cost charged by the U.S. Department of State for one necessary ~~non~~-expedited renewal of a U.S. passport during the life of this Agreement. For Flight Attendants holding a foreign passport, the Company will provide an equivalent amount for renewal of a foreign passport. In addition, the Company will reimburse Flight Attendants up to Fifteen Dollars (\$15.00), with receipt, for required passport renewal photos if photo cannot be taken by the Company. **Agreed**
2.
 - a. The Company will pay for all required inoculations and any required special work permits. **Agreed**
 - b. A Flight Attendant will not be required to receive any inoculations which her/his doctor certifies in writing that she/he should not receive. **Agreed**
3. The Company will pay for and obtain all required visas and reimburse the cost of visa photos. Notwithstanding this provision, should the visa application require information about a Flight Attendant which is unknown by the Company, it may be necessary for a Flight Attendant to obtain that visa. She/he may use the Company credit card or submit the expense for reimbursement. **Agreed**
4. No Flight Attendant will be disciplined for issues involving passport renewal, visa or background problems, provided she/he has taken all reasonable measures to prevent issues in a timely manner. The Company may remove the Flight Attendant from duty and place her/him in non-pay status until the Flight Attendant possesses all required passports and/or visas or has cleared any background problems. A Flight Attendant who iwill suffer no loss of pay if she/he is unable to renew her/his passport because her/his schedule. The Company will work with a Flight Attendant who is unable to renew her/his passport because of unforeseen circumstances by assigning domestic flying.
5. A Flight Attendant who obtains a second passport at Company request will be reimbursed for that passport and subsequent renewals, if the Company requests such renewals. **Agreed**

C. Layover Transportation

1. The Company shall provide for work-related transportation between aircraft and lodging facilities when such transportation is not provided by the lodging facility. The Company will make every effort to pre-arrange transportation; however, in the event it is not feasible to make these arrangements, on a case-by-case basis the Flight

Attendant will be allowed to utilize locally obtained transportation (e.g. taxi or the Company's Uber Business Account) after first contacting the Scheduling Department. Upon presentation of a receipt for the transportation, the Company shall reimburse the Flight Attendant for the cost of such transportation. Such expenses should be submitted to an Inflight Support Coordinator for reimbursement processing. **Agreed**

2. No Flight Attendant will be required to wait more than forty-five (45) minutes after block-in for Company arranged or complimentary transportation to a layover hotel. If the transportation arranged by the Company or the hotel does not or cannot arrive at the designated pick up point within forty-five (45) minutes, the Purser (or Flight Attendant in the event there is no Purser) may obtain transportation (e.g. taxi or limo) for the entire crew, after advising the Scheduling Department of the transportation problem. The Company will reimburse the Flight Attendant for expenses incurred for such transportation, as outlined in the previous paragraph or she/he may use the Company's Uber Business Account. Such expenses should be submitted to an Inflight Support Coordinator for reimbursement processing and will be paid on the second check for the Bid Month following the Bid Month in which submitted. **Agreed**

D. Luggage Policy for Commercial Travel

1. Normal Baggage Allowance: The Company will pay the cost of one (1) checked bag with a maximum weight of 50 lbs. (22.68 kg), one carry-on bag up to 40 lbs. (18.14 kg) and one personal item such as a city tote or computer bag. If a crewmember chooses to carry baggage in excess of this allowance, the extra charges incurred will be at her/his expense. **Agreed**
2. Flight Attendants are issued a credit card to pay for checked luggage charges. When traveling on Omni paid commercial travel, Flight Attendants use their Company issued card to pay for authorized checked luggage charges. Charges for luggage above the authorized limits will be at the Flight Attendant's expense. **Agreed**
3. The number and weight of baggage for which the Company will be financially responsible for bag charges is the same for International and domestic travel. Luggage policies differ considerably for each international carrier. In situations where passengers are allowed a maximum of one (1) carry-on bag, the Company will cover the cost for the second checked bag. **Agreed**

E. Hotel Accommodations

1. The Company will provide Flight Attendants single occupancy hotel rooms with the following standard amenities: ~~When the Company must deviate from this standard, it will provide an explanation of the circumstances that prevented compliance with the standard. The Company will makes its best effort to provide accommodations for all Flight Attendants in safe, clean, quiet hotels with adequate eating facilities in the hotel or nearby. The Company will also make its best effort to avoid smoking rooms, first floor accommodations and telephone deposits when contracting accommodations.~~ **Note: deviation from the standards is addressed below in 5.**

a. Single occupancy: **Agreed 1/16/24**

- b. Clean rooms in good repair; Agreed 1/16/24
 - c. Safe location and adequate security; Agreed 1/16/24
 - d. Equipped with a private bathroom that has a shower and/or bath; Agreed 1/16/24
 - e. Blackout drapes or equivalent; Agreed 1/16/24
 - f. Entrance to rooms via interior hallway entry doors; Agreed 1/16/24
 - g. Non-smoking rooms; Agreed 1/16/24
 - h. Away from known noisy areas, such as sports stadiums, train tracks, truck stops, nearby construction projects, etc. Generally, proximity to a commercial airport will satisfy this standard due to noise reduction construction; Agreed 1/16/24
 - i. On-site restaurant and/or restaurant within safe walking distance, or lodging that has contractually agreed to provide shuttle service to nearby restaurants; Agreed 1/16/24
 - j. In the United States, rooms with double or larger sized beds; Agreed 1/16/24
 - k. Air conditioning and heating; the control of which is in the room and may be manipulated by the Flight Attendant; Agreed 1/17/24
 - l. Internet access, preferably in-room and free; Agreed 1/16/24
 - m. Iron and ironing board (preferably provided in room); Agreed 1/16/24
 - n. Television; Agreed 1/16/24
 - o. Phone; Agreed 1/16/24
 - p. Onsite laundry facility (preferably free of charge);
2. The Company shall also use commercially reasonable efforts to secure rooms with the following desired amenities. It shall not be a violation of this Agreement if the Company is unable to secure lodging that meets these desired amenities after making commercially reasonable efforts. Agreed 1/16/24
- a. Within walking distance of shopping, stores and theatres. Agreed 1/16/24
 - b. Business center with computer, Internet access and printer; Agreed 1/16/24
 - c. Refrigerator; Agreed 1/16/24

- d. Microwave; Agreed 1/16/24
- e. Hair dryer; Agreed 1/16/24
- f. In-room safe or access to a safe located at the front desk; Agreed 1/16/24
- g. Alarm clock/radio; Agreed 1/16/24
- h. Pool; Agreed 1/16/24
- i. Onsite fitness center; Agreed 1/16/24
- j. Crew food and beverage discounts; Agreed 1/16/24
- k. Complimentary breakfast; Agreed 1/16/24
- l. Membership points; Agreed 1/16/24
- m. Onsite laundry (preferably free of charge) Agreed 1/17/24

~~m. Lodging with extended stay type amenities for longer term stays (e.g., initial new hire training, upgrade training, instructors assigned to simulator/ground instruction).~~

For example, the following hotel brands typically fulfill expectations for having the standard amenities specified above: Hilton, Hampton Inn, DoubleTree, Embassy Suites, Hilton Garden Inn, Homewood Suites, Hyatt Place, Hyatt House, Crowne Plaza, Staybridge Suites, Marriott, Courtyard by Marriott, Residence Inn, Springhill Suites, Sheraton, and Holiday Inn. Agreed 1/16/24

- 3. If a lodging facility provides room rates that include complimentary breakfast as a standard amenity for all guests, the Company shall secure rooms with such rates. The Company shall not select or negotiate for a room rate that excludes complimentary breakfast. Agreed 1/17/24

~~4. Lodging used during TDYs is further addressed in Section 18.L (Filling of Vacancies).~~

4.5. Booking Exceptions

- a. If lodging that meets the requirements of Section 6.B.1 is “unavailable” during the requested dates, the Company shall make commercially reasonable efforts to book lodging that meets as many of the requirements in subsection 6.B.1 as possible. For the purpose of this subsection “unavailable” means that no lodging within ten (10) miles of the airport meets the standards in subsection 6.B.1 and has sufficient vacancies to accommodate the Flight Attendants. (E.g., Ascension Island or Green Bay hosting the Super Bowl). Nothing in this subsection shall be understood to prevent the Company from booking lodging outside of ten (10) miles of the airport that meets the standards in subsection 6.B.1 if standards compliant

lodging is also available within ten (10) miles of the airport, or as otherwise agreed to in subsection 6.C.2, below.

- b. The Company and the Union Hotel Committee (UHC) may agree that a specific hotel may be utilized for booking that does not meet a standard above. ~~in subsection 6.B.~~ The parties will maintain a list of such agreed upon hotel(s). (e.g., The UHC and Company may agree that Crewmembers may be booked lodging in a beach bungalow that lacks an in-room telephone). **Agreed**

6. Lodging Coordination

- a. Upon request, the Company and the Union Hotel Committee shall jointly review the crew lodging facilities. The Committee may make recommendations to the Company at any time on current or prospective overnight lodging facilities. Such recommendations shall be given reasonable consideration by the Company in its overnight lodging facility selection process. In jointly reviewing lodging facilities or in considering Committee recommendations, the parties will use the standards ~~in subsection 6.B,~~ above. Upon request, the Company shall provide the UHC with a copy of a specific hotel contract where a complaint has been filed.

Agreed 1/17/24

- b. All Flight Attendants complaints concerning lodging with respect to the standards ~~in subsection 6.B,~~ above, shall first be submitted to the UHC. If the UHC Chairman or designee finds a complaint to have merit, it may forward a written complaint to the Company. The Company will provide a written response to the complaint within ten (10) days of the complaint being filed. If the Company does not respond or if the Union is not satisfied with the Company's response, it may file a grievance under Section 19 (Discipline, Grievances and System Board Resolution of Disputes) within thirty (30) days of the date of the Company's response or deadline for the response if not provided. Lodging that is found to be unsuitable as a result of a complaint or subsequent grievance shall be added to a Substandard Hotel List and shall no longer be used for Flight Attendants accommodations. The Union and the Company may add or remove hotels from the Substandard Hotel List by mutual agreement. **Agreed**

- c. If a Purser is scheduled to layover in a hotel that she/he does not believe will provide her/him with adequate rest, the Purser may, with the concurrence of the Vice President of Operations, relocate the Flight Attendants to an adequate single occupancy lodging facility. ~~upon notice to the Vice President of Operations.~~ **Agreed 1/16/24**

7. The Company is only responsible for the room rental cost and tax. A Flight Attendant shall notify the Company in advance of hotel check-in time if she/he does not intend to use the hotel accommodations arranged by the Company. **(Current F.2.) Agreed**

8. It is recognized that some accommodations on military bases or other government trips may not meet the requirements outlined above due to availability or security (i.e. staying in military facilities). However, no Flight Attendant will be required to

share rooms or bathrooms with a member of the opposite gender or be required share a bed. Prior to utilizing this provision, the Company will contact the MECP (or designee) beforehand in order to discuss the lodging situation.

9. A Flight Attendant is responsible for paying for the incidentals she/he charged to a room at the time of departure from the hotel. If the Company receives a bill from the hotel that includes an outstanding balance from a Flight Attendant's hotel stay, that Flight Attendant shall be given a copy of the bill in order to verify the charges. The Flight Attendant may contact the hotel directly to pay for the charges or she/he may have the charges deducted from her/his next paycheck. The Flight Attendant must present documentation within fifteen (15) days that the charges have been paid or resolved or the charges will be deducted from her/his next paycheck. **(Current F.8.) Agreed**
10. No Flight Attendant will be required to give her/his personal credit card to the hotel upon checking in. Should a hotel insist as a condition of check-in that a card be presented, the Flight Attendant may use the Company card. Charges applied to the card for incidentals not normally paid for by the Company shall be reimbursed promptly by the Flight Attendant. **(Current F.5.) Agreed**
11. While the selection of hotels remains a management decision, the Company will work with the Union's Hotel Committee to assess hotels utilized by the Company on an ongoing basis. **(Current F.6.) Agreed** *Note: is this supposed to be deleted?*
12. A Flight Attendant may fax her/his bid from an overnight hotel at the Company's expense if the website is not accessible or the internet is not provided at the hotel or is not free of charge. The Flight Attendants staying at the hotel shall make every effort to coordinate the faxing of the bids. **(Current F.7.) Agreed**
13. Where a Flight Attendant is assigned to a duty day of twelve (12) fourteen (14) 16 hours or more, The Company will ~~where possible~~ provide a hotel room or access to a VIP/First Class-Type lounge for any scheduled break of five hours (05:00) or more, or if ~~maintenance~~ delays are expected to exceed five hours (05:00). All requests for hotel or lounge must be directed to the Scheduling Department via telephone or CrewNet.
14. Airline or hotel points/mileage earned while on a commercial flight or layover, including TDY, shall be the property of the Flight Attendant. Nothing contained herein shall limit the Company's right to negotiate commercial travel and hotel rates which exclude points/mileage awards. Any taxes assessed on such points/awards are solely the responsibility of each Flight Attendant. **(Current G.) Agreed**

F. Known Crew Member

The Company shall enroll the Flight Attendants in the Known Crewmember Program at Company expense. **Agreed**

G. DOD Common Access Card

Flight Attendants will be provided with DOD Common Access Cards when flying into a military base.

H. Company Credit Card

A Flight Attendant will be provided with a Company credit card to use for Company business (including the cost of internet at hotels with prior Company approval). The Company credit card may be used to pay that portion of her/his personal cell phone bill for all charges incurred during international calls to/from the Company. Documentation of such usage and charges shall be submitted to the Company utilizing the Company's electronic receipt documentation program (from Vacancies). **Agreed**