

Flight Attendant Surplus/Base Reduction

Questions and Answers

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Please note that the Transfer and Moving Package can be found on Flying Together. Please also ensure you review the Guam specific transfer package.

TRANSFER STATUS AND BIDDING

Q: When the Company announces a surplus exists at my base location, what is my status?

A: That depends on your seniority. As provided in Section 17.J., in the event a surplus of flight attendants exists at any base, the Company may move any flight attendants at that base, who desire to move, in order of seniority from the base at which the surplus exists or, if none desire to move, the Company may then move the surplus flight attendants out of such base, to other bases, in inverse order of seniority. The surplus notice will enable you to determine if your seniority is affected.

Q: What is the process?

A: A surplus exists when the Company has posted notice of the surplus on the flight attendant bulletin board at the affected base(s), and all bases on the system.

- The notice is posted no fewer than forty-five (45) days before the effective date of report to a new base and includes the vacancies available for placement across the system.
- The notice will state the number of vacancies, the location of the vacancies, the place where bids are to be sent including the last date, or deadline, by which they must be received. You will be given a minimum of fifteen (15) days after the notice is posted to submit a bid.
- Flight Attendants deemed to be affected by the surplus are permitted to put a normal transfer bid on file for all bases on the system.
- Following the deadline date posted in the notice of surplus, the Company will begin processing system transfers on a seniority basis. Transfers will be processed to the vacancies posted in the surplus notice up to the posted surplus number. This process is completed within fifteen (15) days. If you are based at the affected base, and awarded a transfer during this process, you will be considered voluntarily surplus and all surplus rights, including a paid relocation will apply.
- At the end of the fifteen (15) days allowed for processing transfers, the Company will then process transfers filed by flight attendants deemed to be surplus, which have not yet been processed, to vacancies posted in the surplus notice or to vacancies resulting from transfer activity. At this point, you would be involuntarily surplus.
- Any flight attendant transferring to fill such a vacancy shall be available to begin the assignment on the date set by the Company, which shall not be less than fifteen (15) days from the date notified of the base assignment.

Q: Will I have recall rights back to my old base?

A: Yes. A flight attendant who transfers or is transferred due to a base surplus has special rights to return to the former base for 540 days. This applies whether the move from the surplus domicile was voluntary or involuntary. If within the 540 days you voluntarily transfer to some other domicile, recall rights to the original domicile are cancelled.

Q: Will I be entitled to moving expenses if I relocate to my new base?

A: Yes. Moving expenses are paid in accordance with Section 26 of the Agreement, provided you change your permanent residence, and complete your move to the defined geographic area of your new base within one (1) year of the effective date of your new assignment, and you must remain in the new residence for six (6) months.

Q: If I am recalled, will my return move be paid for?

A: No. A flight attendant accepting recall after having been surplused is not eligible for a paid move back to the original base.

Q: If recalled, do I have to accept, or can I wait for a later recall?

A: You must accept recall at the first opportunity recall is offered or you will lose your recall rights.

Q: During the system transfer process, what are my choices of bases?

A: You may bid for any base. However, transfers will only be processed to those bases listed in the surplus notice.

Q: London is listed as one of the options on the Guam Surplus Bid Screen. Does the Company anticipate that there will be vacancies in London?

A: Under the terms of Section 17.J.3.b., Flight Attendants deemed surplus must be permitted to put a bid on file for all Bases. There are not currently, and we do not expect, vacancies in London.

Q: How many bid choices will flight attendants be able to submit?

A: During the system transfer process you may bid a maximum of two (2) bases (Section 17.A.1). Following the system transfer, if you are among those who will be involuntarily surplused, you may bid on any and all of the bases identified as available for transfer which will include any vacancies created as a result of the system transfer. In addition, you will be able to express a bid to "remain" at the current location.

Q: If enough active people senior to me volunteer to be surplused, will I still be involuntarily surplused?

A: No, consistent with other surpluses, only the required number of active flight attendants will be surplused.

Q: How will I be notified of my base award?

A: System transfer awards will be posted as normal. A CCS notification is sent to each FA awarded a transfer, and the transfer award is posted on Flying Together, Inflight Services, Crew Scheduling. Surplus transfer activity will have a separate transfer sheet to be posted in the base as well as Flying Together that will clearly identify the award as pertaining to the Guam Surplus.

Q: What happens if I am awarded a transfer during the system transfer process?

A: After the notice of surplus has been posted, flight attendants who are based at the affected bases, and who are awarded a voluntary transfer as a result of the surplus, will be considered as transferred at Company request. Moving expenses shall be paid by the Company (in accordance with Section 26 of the Agreement) to the base to which you would have been assigned if your involuntary transfer had been completed or to the base bid, whichever is closer.

Q: What happens if a base I bid for has no openings?

A: You cannot be awarded a transfer to a base that does not have openings.

Q: What happens if my choice of base is filled before my bid is considered, or I fail to bid?

A: You will be assigned to a base based on your seniority, the availability of remaining base vacancies, and where the Company needs you most. Bid all locations offered in preference order and please ensure you make adequate choices for your seniority.

Q: I'm on voluntary furlough or a Leave of Absence. What should I be doing?

A: Flight attendants impacted by the January 2021 Guam Base Reduction/Surplus on Voluntary Furlough and Leave of Absence will receive written notification by e-mail to Company email and sent by FedEx to their address of record. If your base seniority is within the range of those to be surplus, you should bid for openings as part of the involuntary surplus process and you will report to the new base at the end of your voluntary furlough or Leave of Absence. If you fail to bid, you will be assigned based on your seniority to a remaining base vacancy and where the Company needs you most. You will report to the new base at the end of your Voluntary Furlough or Leave of Absence.

Q: I'm on Involuntary Furlough Mitigation Partnership (IVFMP), am I subject to surplus?

A: Flight attendants on IVFMP are considered active employees and are subject to the Base Surplus for GUM. IVFMP participants will participate in the process and may submit bid to transfer to other base locations. Vacancies for IVFMP participants have been identified in the base surplus announcement.

Q: I'm on Occupational Sick Leave/Illness Leave of Absence. What should I be doing?

A: If your seniority is within the range of those to be surplus, you should bid for the involuntary surplus vacancies and you would report to the new base once you are able to return to work. If you fail to bid, you will be assigned a base based on your seniority to a remaining base vacancy and where the Company needs you most. You would report to your new base once you are able to return to work.

Q: Will my moving expenses still be paid if I delay moving until after I return from Voluntary Furlough/Occupational Sick Leave/Illness Leave of Absence?

A: The move must be completed within twelve (12) months of the effective date of the new assignment, as provided for in Section 26.B.2., to be eligible for expense reimbursement.

Q: After reporting to my new base, will I be inhibited from placing transfers on file for the next six (6) months as provided for in Section 17.A.3.

A: No. The six (6) month restriction will be waived for surplus flight attendants and you may immediately place a transfer bid on file. Keep in mind that a voluntary transfer to another base prior to being recalled to the base from which you were surplus will waive your recall rights.

Q: How are flight attendants on an emergency transfer affected?

A: If you are on emergency transfer from a base at which a surplus exists and your seniority is within the range of those to be surplus, you should bid for the involuntary surplus vacancies, and you would report to the new base upon the conclusion of your emergency transfer. If you fail to bid, you will be assigned a base based on your seniority to a remaining base vacancy and where the Company needs you most. You would report to your new base at the conclusion of your emergency transfer.

Q: I don't want to move, and I don't want to commute. Can I take an involuntary furlough now that I am surplus?

A: Since all furloughs are based on system seniority, this is not an option.

EXPENSES

Q: Do I qualify for moving expenses if I am surplus?

A: Yes. The moving expenses set forth in Section 26 of the Agreement shall be paid to flight attendants who are required to change geographic location at Company request. Please see the Transfer and Moving information for further details.

Q: Does my relocation have to be to the new base to receive a paid move?

A: Yes. You must relocate your permanent residence to the defined geographic area of your new base. The geographic area(s) for each base offered is provided in the Transfer and Moving Information on Flying Together.

Q: How can I ship personal and household effects?

A: You will be entitled to moving expenses connected with the shipping of personal and household effects as long as you relocate your permanent residence to the defined geographic area of the new base and the shipping is completed within twelve (12) months of the effective date of the new assignment. Complete details of the paid move can be found in the Transfer and Moving information on Flying Together.

Q: Am I entitled to settling time?

A: Yes. If you are actually moving from your current residence to a new residence, you will be permitted to use up to three (3) days paid settling time. The move and associated settling time can take place anytime within 12 months after the effective date of the award. After you report to the new base, you must contact your (new) supervisor to request the settling time. The Company may delay such time not more than seven (7) days based on the needs of operational service. The settling days must be consecutive, so they may include scheduled days off and you must be involved in relocation related activities, such as attending a closing, arranging for hook-up of utilities, or moving furnishings to the new residence. The Company may require proof that a move either has or will take place. Using settling time for any other purpose will result in discipline, up to and including termination.

Q: Will I receive a mileage allowance?

A: See the Transfer and Moving information on Flying Together for details.

Q: Will storage be provided?

A: See the Transfer and Moving information on Flying Together for details.

Q: Will I be reimbursed for other expenses related to the move?

A: Yes. See the Transfer and Moving Information on Flying Together.

Q: What travel time and expenses are allowed?

A: See the Transfer and Moving Information on Flying Together.

Q: Will the Company provide a clothing allowance?

A: No, a clothing allowance is not provided.

Q: Will the Company pay for personal financial obligations such as club memberships at the old location if I relocate?

A: No. These are not reimbursable expenses under the relocation policy.

Q: Will flight attendants who are married to each other/registered domestic partners each be eligible to receive paid moving benefits?

A: No. Paid moving benefits are based on moving a single residence to a single location. Therefore, spouses/registered domestic partners moving from one single residence to another single residence only qualify for one set of moving benefits. However, flight attendants in this situation are eligible for individual pass benefits and COMAT.

Q: How do I claim my expenses?

A: See the Transfer and Moving information provided.

Q: What if I relocate and three (3) months later decide to move back and commute to my new base?

A: To qualify for a paid move, you must maintain your new permanent residence for six (6) months. Otherwise, all expenses must be repaid to United.

Q: Can United offer an advance to cover out of pocket expenses rather than waiting for expense reimbursement?

A: No, advances are not part of the Transfer and Moving Policy. However, we have arranged for many covered expenses to be direct billed to United through NuCompass

HOUSEHOLD GOODS

Q: What type of priority are COMAT shipments given? How will I be able to tell if my belongings have been shipped and when the shipment will arrive at the destination?

A: COMAT shipping is on a space available basis. Each flight attendant transferring within the United States is eligible for up to 750 pounds, if you are relocating your permanent residence. UA Air Freight will notify you when your COMAT arrives at your new location.

HOME SALE

Q: When selling my home, will the Company pay for newspaper ads?

A: No. This is not part of the transfer and moving policy.

TRANSPORTATION

Q: Will I be provided space available and/or positive space passes?

A: Yes. As provided in Section 17.J.4., during the initial one hundred eighty days (180) following the effective date of your new assignment, you will be given unlimited space available SA1P passes and two (2) round trip positive space PS5B passes per month for travel between the base to which you transferred to and your former base. You must be on active status to utilize these passes.

In addition, if you relocate to the defined geographic area, the Transfer and Moving Policy provides you and your spouse/registered domestic partner one (1) space available SA0B for house hunting at your new location. If you fly versus drive to your new assignment, one-way positive space business pass(es) PS5B, on UA flights only, will be issued to you, your spouse or qualified domestic partner, and your eligible dependents to be used exclusively for this purpose.

See the Transfer and Moving information for complete details.

EQUIPMENT QUALIFICATION

Q: When will I receive training on aircraft/services for which I am not currently qualified? Where will this training take place?

A: This will be determined, if it is needed, once new base assignments have been made.

COMMUTING

Q: If I keep my current residence and commute to my new domicile, which taxes will be withheld from my paycheck?

A: Payroll will deduct taxes based on the permanent address indicated in your PeopleSoft Employee Profile, and subject to local legal requirements at your base.

Q: Can I ship my car to my new domicile at Company expense if I am not planning to move, but will be commuting and need a car at the new location?

A: No, you must move your permanent residence to the defined geographic area of the new domicile in order for expenses to be reimbursed and to be eligible for any relocation benefits.

MISCELLANEOUS

Q: How long do we have to move?

A: Your relocation must be completed within one (1) year of the effective date of your new assignment. In addition, you must maintain your new permanent residence in the defined geographic area for six (6) months. The six-month period is measured from the date you change your address in your PeopleSoft Employee Profile.

Q: What happens to my monthly guarantee when I report to my new domicile?

A: A flight attendant who is involuntarily transferred is eligible for her/his normal monthly guarantee as existed in their line at the time of their bid award.

Q: Is the paid move to the new domicile or to the location of the flight attendant's choice?

A: The paid move is limited to the defined geographic area of the new domicile. Moving anywhere else is at the employee's expense.

Q: What happens if my last ID in December 2020 overlaps into the January 2021 schedule month?

A: Flight attendants who are surplus will be expected to complete an overlap ID. Sufficient time will be allowed to report to your new domicile.

Q: What happens to my vacation(s) scheduled for 2021??

A: Your awarded 2021 vacation will carry with you to the new base.

Q: If I go house hunting, but decide to commute instead of move, will I be reimbursed for my expenses?

A: No. In order to have your expenses reimbursed, you must actually relocate.

Q: If awarded a subsequent transfer within the twelve-month period, would I be able to use any unused paid move benefits?

A: No, once your paid move benefits begin, you must meet the paid move requirements to that geographic area.

Q: Who handles items that will be sent COMAT?

A: You are responsible for packing, delivery, drop off/pickup at Air Freight, and unpacking COMAT if it is not used as your primary relocation means.

Q: Can COMAT go to a new permanent residence if you are not using any other means of moving your personal belongings?

A: Yes. But it can only be sent to the nearest online station. See the Transfer and Moving information for more details.

Q: Can I rent furniture while waiting for mine to arrive, and expense the cost?

A: No, you would not be reimbursed. You may want to consider using COMAT for some furniture items, until your remaining household goods arrive.

Q: What will be the status of my medical/dental benefit changes if I relocate after open enrollment?

A: If your current plan is available no changes are required. If your relocation is to an area where your current HMO or DHMO coverage is not available your coverage will default to the Traditional medical and dental plan or you can elect an HMO (if available) at your new location. Once your change of address is processed, benefits information is automatically sent to the address on file with United. You will have 45 days to make benefit changes.

Q: Will the Reserve letters be adjusted as a result of the surplus?

A: Once the surplus process is complete, we will evaluate the need to re-designate the reserve letters.

Please e-mail questions to InflightBaseSurplus@united.com.