

**HAWAIIAN AIRLINES
2020 FLIGHT ATTENDANT AGREEMENT**

SECTION 11: SCHEDULING POLICY

E. Scheduling Protests

When a Flight Attendant questions the legality of a flight schedule assigned her/him by Crew Scheduling, she shall so notify the Crew Scheduler. The following procedure will then be implemented:

1. The Crew Scheduler who receives the verbal protest will immediately review the protested flight schedule with an available In-Flight Manager in an attempt to resolve the issue. In the absence of an In-Flight Manager, the Crew Scheduler will contact one of the following management officials in the order listed:
 - a. Senior Manager - Crew Scheduling (or designee)
 - b. Vice President – In-Flight (or designee)
2. If the Flight Attendant has not been relieved from the protested assignment she/he may verbally notify an In-Flight Manager who will make every reasonable effort to investigate the circumstances and legalities of the protested assignment.
3. The Flight Attendant will accept and comply with the protested flight schedule unless relieved therefrom by Crew Scheduling and she/he shall note on the flight report that she/he is flying the specific trips under protest. She/he should then file a Scheduling Clarification Request (SCR) online, or in writing with an In-Flight Manager, copy to the Flight Attendant's Scheduling Committee, within seven (7) days after completion of the protested flight schedule. The Company will provide an electronic acknowledgment of receipt for online filings and a copy of a written SCR to the Flight Attendant, time-stamped to acknowledge receipt.
4. The Senior Manager - Crew Scheduling (or designee) will make every reasonable effort to investigate the circumstances and legalities of the protested assignment and report electronically or in writing to the Flight Attendant, copy to Flight Attendant's Scheduling Committee, within seven (7) calendar days after receiving the Scheduling Clarification Request.
5. The purpose of filing Scheduling Clarification Requests is to reduce the need for filing grievances and to improve the quality of Flight Attendant scheduling. Promulgation of the above time limits shall in no way affect the Flight Attendant's right to grieve any scheduling action by the Company, nor shall it constitute a modification of the time limits set for filing a grievance in Section 23 of this Agreement.

F. Printed Daily Schedule (Daily Flight Schedule)

The Printed Daily Schedule shall be dated and the time of completion shall be stated thereon. Thereafter no changes shall be made in the Printed Daily Schedule except as provided in the Agreement. A separate Daily Flight Schedule will be issued for International flights and Inter-Island flights. The International Daily Flight Schedule will include all

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International flights for all domiciles. The Inter-Island Daily Flight Schedule will include all flights for the Honolulu domicile. The Inter-Island Daily Flight Schedule and the International Daily Flight Schedule will be posted in the Flight Attendant lounges not later than 1700 hours HST. Further, a copy of the Daily Flight Schedules as posted at 1700 HST, will be sent by email to the MEC President or designee. The Printed Daily Schedule will include the following:

1. Date
2. Type of Equipment
3. Flight Number
4. Published and/or Modified grouping numbers assigned to each Flight Attendant, dates, times and points of departure and arrival for each segment of each trip sequence. Where a trip sequence will result in a Flight Attendant(s) being away from her/his domicile for more than one (1) day, the schedule will show the entire trip sequence from initial departure to return to domicile.
5. Names of all crew members in order of seniority.
6. Names of all crew members “deadheading” under Company orders in order of Company seniority, trainees, and check Flight Attendants.
7. Names of standby and Reserve Flight Attendants and their availability periods and call out order.
8. Any special instructions from the Company to crew members regarding any of the trips listed.

G. Association Scheduling Review Committee

The purpose and responsibility of the Scheduling Review Committee is to monitor and review Crew Scheduling department's compliance with contract provisions and to examine Crew Scheduling records after each month has passed, on request, with the goal of reducing the number of grievances.