

Duties and Responsibilities

System Board of Adjustment

Qualifications and Expectations:

Prior Grievance processing experience and a working knowledge of the Agreement is necessary. Strong communication, effective leadership, organizational and computer skills is desired.

AFA representation on the System Board of Adjustment consists of serving on the System Board of Adjustment to arbitrate any disputes or grievances that may arise under the terms of the Agreement between Hawaiian Airlines and its Flight Attendants. Board Members shall assist in the development and presentation of Annual Grievance training. They also are responsible for updating the System Board Index every six months.

1. SCOPE:

a. Members are to serve on the System Board of Adjustment for the purpose of arbitrating any disputes or grievances that may arise under the terms of the Agreement between Hawaiian Airlines and its Flight Attendants.

2. POLICY/RESPONSIBILITIES:

a. There shall be one member and at least one alternate selected by the MEC from active members in good standing to represent the Association. Members will be selected at-large without regard to Local Council or domicile.

b. Any person seeking a position as a System Board of Adjustment Member must submit a resume. Candidates must interview with the MEC.

c. System Board Members shall be selected for a three (3) year appointment period in accordance with the AFA Constitution and Bylaws. The appointment will be reviewed in June of each year. Selection shall be made, insofar as possible, to ensure that one of the appointments will not be new at the time.

d. The System Board Members will act in the best interest of the membership and the Association and will be consistent with the Agreement between the Flight Attendants and Hawaiian Airlines.

e. The MEC President shall have the ability, in the event of an emergency, to appoint a qualified member in good standing to fill an ad hoc position on the Board, should the alternate not be available.

f. The MEC on an ad hoc basis, by majority vote, may appoint an expert as a substitute for one member of the System Board of Adjustment.

3. ADMINISTRATIVE POLICY

a. Subsequent to the Union's receipt of the Arbitrator's written final decision, copies of the System Board of Adjustment transcripts, if they exist and have been ordered by AFA-CWA, will only be provided to the individual grievant(s), upon request, and after payment of the cost of copying and shipping.

b. Subsequent to the Union's receipt of the Arbitrator's written final decision, AFA-CWA representatives may be able to review transcripts at the MEC office, if the transcripts have been ordered by AFA-CWA and if the representative can adequately demonstrate an administrative need to do so.

c. Members of the System Board involved in the case will be provided copies of the transcripts prior to the Executive session

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