



DFW GSE OVERTIME POLICY

Article 11 of the Labor Agreement describes what overtime is and indicates the manner in which Technicians shall be paid, but does not provide a distribution method. In the absence of such language, the Company and Local Union are establishing the following guidelines to be followed for the awarding of overtime to all employees in the Ground Support Technician Classification.

1. All overtime accrued by an Employee will be computed and added to the overtime accumulation log.
2. The Company will make available a bi-weekly overtime accumulation log of overtime accrued by all Employees at that station.
3. An Employee wishing to be considered for overtime shall enter their name into the overtime book located in the Supervisor's office.
4. When signing up for overtime, all Employees will enter their name, a working phone number, and preferred shift to work ensuring that such time will not result in a "short turn" situation that would include overtime rates on their next succeeding shift.
5. Employees cannot sign up to work on days designated as "CSO" or "VC".
6. The Company will call in Employees signed up in the overtime book for that shift and date using inverse order of accrued overtime hours.
7. A call out log will be utilized and retained for fourteen days. This log will include the Employee's name, date, time called, and Employee's answer or reason they could not be contacted. The supervisor and a union member (shop steward preferred) will sign this log. If an Employee calls back before the required number of technicians has been reached, they will be offered the overtime.
8. No Employee is to sign up for overtime seven and one-half (7 1/2) hours before or after a scheduled shift, a vacation day, or on a regular scheduled workday.
9. If an Employee who entered his name into the overtime book is called and offered overtime but refuses the overtime; the overtime hours actually worked by the mechanic who did accept the overtime, will be added to the overtime accumulation hours of the person who refused.
NOTE: This would not apply if the employee is contacted two (2) or more hours after the start of the shift being asked to work.
10. A new hire or transferee will assume the base's average overtime accrued when placed on the overtime accumulation log in reference to their classification.