

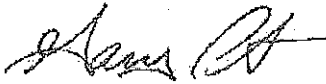
Transport Workers Union of America

Air Transport Local 591

I want to welcome you to Local 591, as a new hire to American Airlines, you will also become a member of the Transport Workers Union of America. As your Union advocates, Local 591 representatives are here to provide you with answers to questions and provide the needed support that comes with a new job; however to be most effective your participation in Local 591 is important. Once you have completed your orientation, please sign up for access to our website at www.local591.com. The Local 591 website contains important information and updates for our membership. It is also important that you participate in membership meetings and support the Local in our effort to gain members, like you, increases in wages, better work rules, and a safe work environment.

As a new hire in a represented bargaining unit, you are required to join the Union within sixty days of employment and, as a condition of employment, maintain Union membership through your payment of dues. As a new hire, there is an initiation fee of fifty dollars; if you are transferring from another TWU Local at AA, your initiation fee is waived. Monthly membership due are two times your hourly rate of pay on the first of the month, \$10.50, whichever is greater; as established in the Constitution of the Transport Workers Union of America.

Fraternally,



Gary Peterson
President

Transport Workers Union of America

Air Transport Local 591

TRANSPORT WORKERS UNION OF AMERICA POLICY ON AGENCY FEE OBJECTIONS

TWU's Policy on Agency Fee Objections, as amended, is based upon decisions of the United States Supreme Court.

1. Employees who are members of TWU are eligible to engage in a broad range of activities by virtue of their membership. This includes, for example, the right to run for and vote in Union elections, to vote on ratification of collective bargaining agreements, and to attend and participate in Union meetings and activities that are pertinent to their employment. Employees represented by TWU can elect to be non-members, but if they do, they lose these and other rights and benefits that go along with membership in good standing in TWU.

2. A TWU-represented nonmember employee who is subject to a union security clause conditioning continued employment on the payment of dues or fees -- referred to as 'agency fees' for nonmembers -- has the right to object to expenditures by TWU or the employee's Local Union that are not related to collective bargaining, contract administration, grievance adjustment or other expenditures that are considered "chargeable" to nonmember objectors. A nonmember objector's agency fees shall be calculated in accordance with this Policy.

3. To become an objector, a TWU-represented nonmember employee shall notify the International Secretary Treasurer in writing of her/his objection by mail postmarked during the month of January in the first year for which the employee elects to be an objector. The written notification shall be signed by the employees and include the objector's current home address and TWU Local Union number, if known. The nonmember objector shall also mail a copy of this notice to her/his Local Union. A nonmember employee who first becomes subject to a TWU union security clause after January in a particular year and who desires to be an objector must submit written signed notification to the International Secretary Treasurer, with copy to the employee's Local Union, including the objector's current home address and TWU Local Union number, if known, within thirty (30) days after the employee has become subject to union security obligations and been provided notice of these procedures.

a. A current TWU member who chooses to become an objector must first resign from TWU membership before she/he can file an objection through these procedures. A member who resigns from membership during the course of the year shall have 30 days following resignation in which to elect to become an objector by utilizing the procedures set forth in paragraph 3 above.

b. A TWU-represented nonmember employee, who provides notice in accordance with the procedures set forth in paragraph 3 above, will be considered an objector for each subsequent calendar year after the first year for which the employee elected to be an objector, unless and until the employee notifies the International Secretary Treasurer in writing that she/he no longer desires to be an objector.

4. Expenditures in the following categories are among those chargeable to nonmember objectors.

a. Negotiation of agreements, practices and working conditions

b. Administration of agreements, practices and working conditions, including grievance handling, all activities related to arbitration, and discussion with employees in the bargaining unit or

- employer representatives regarding working conditions, benefits and contract rights.
- c. Conventions, Union business meetings, and other Union internal governance and related expenses.
 - d. Social activities.
 - e. Publications, to the extent related to chargeable activities.
 - f. Litigation before courts and administrative agencies related to contract administration, collective bargaining rights or other chargeable activities.
 - g. Legislative, executive branch and administrative agency activities on legislative or regulatory matters related to the negotiation or administration of contracts and working conditions.
 - h. Education and training of members, officers and staff intended to prepare the participants to better perform chargeable activities or otherwise related to chargeable activities.
 - i. . Activities related to group cohesion and economic action of or by TWU represented employees, e.g., demonstrations, general strike activity, informational picketing.
 - j. Overhead and administration related to or reflective of TWU or TWU Local Union chargeable activities.

5. Expenditures in the following categories arguably are non-chargeable to nonmember objectors:

- a. Community service and charitable contributions.
- b. Affiliations with non-TWU organizations.
- c. Support for political candidates.
- d. Member-only benefits.
- e. Lobbying to the extent not chargeable as per paragraph 4.g. above.
- f. Publications, litigation and for overhead and administration to the extent related to arguably non-chargeable activities.
- g. external recruitment of new members.

6. The TWU Policy on Agency Fee Objections shall be reprinted in each December issue of the EXPRESS. The International shall also send a copy of this Policy to each nonmember who objected during that calendar year to inform such person of the right to elect to again object in a succeeding year. Any Local Union that is required by law to have an agency fee policy, but which has failed to adopt such a policy, shall be deemed to have adopted this "Policy on Agency Fee Objections" as its own, and such Locals shall be identified in the December issue of the EXPRESS.

7. The International shall retain an independent auditor who shall submit an annual report verifying the breakdown of chargeable and arguably non-chargeable expenditures (the "Report"). Similarly, if a Local Union has determined to apply this Policy for its expenditures, the Local Union shall arrange for an independent audit of the breakdown of the Local's chargeable and arguably non-chargeable expenditures. Any Local Union which fails in a given year to conduct an independent audit of expenditures shall be deemed to have spent the same percentage of its expenditures on chargeable activities as the international

expended as reflected in the auditor's Report. The Report(s) of the independent auditor(s) for the International and, where applicable, the Locals shall be completed promptly after the end of the fiscal year. The most recent Report of the international's expenditures shall be reprinted in the December issue of the EXPRESS. The Local Union shall provide to the nonmembers it represents a copy of the Report of the breakdown of the Local Union's expenditures.

8. The fees paid by nonmember objectors shall be handled as follows:

a. Nonmember objectors who pay fees directly and not by check off shall pay an amount equal to the full amount of agency fees reduced by the percentage of agency fees ascribed by the audit Report(s) (described in paragraph 7 above) to arguably non-chargeable activities (the latter amount referred to hereafter as the "non-chargeable amount"). An amount equal to 50% of the non-chargeable amount shall be placed in an interest bearing escrow account.

b. With regard to nonmember objectors who pay agency fees by check-off, promptly following receipt of the checked-off fees, the non-chargeable amount, both for the International and the Local that is utilizing this Agency Fee Objection Policy, plus an additional 50% of that amount, shall be placed in an interest bearing escrow account. Promptly following each calendar quarter, the non-chargeable amount for the preceding calendar quarter, plus the interest accrued thereon, shall be paid to each such nonmember Objector.

c. The International shall bill each Local for the monies return to objectors from escrow in connection with the Local's arguably non-chargeable expenditures.

9. A nonmember objector may challenge the last audited breakdown of chargeable and arguably non-chargeable expenditures contained in the independent accountants' Report(s) by filing a challenge with the International Secretary-Treasurer, together with notice to the employee's Local Union, postmarked no later than thirty (30) days after mailing of the December issue of the EXPRESS that includes the Report(s).

a. All such timely challenges shall be referred to an impartial arbitrator appointed by the American Arbitration Association ("AAA") under its rules for impartial determination of Union fees. TWU will request that the AAA appoint an arbitrator to promptly consider and make a determination regarding the challenges in a single consolidated hearing to take place in Washington, D.C.. TWU will provide the AAA with the names and addresses of the nonmember objectors who have filed timely challenges.

b. Challengers, the International and, if a participant, the Local Union(s) shall each bear its/their own costs related to the arbitration. The challengers shall have the option of paying a pro rata portion of the arbitrator's fees and expenses; if they decline that option, the Union parties to the proceeding will pay the full fees and expenses of the arbitrator and not just their pro rata portion of such fees and expenses.

c. Challengers may, at their expense, be represented by counsel or other representative of choice. Challengers need not appear at the hearing for their challenges to be considered. Challengers who elect not to appear at the hearing may file written statements with the arbitrator, provided they do so by no later than the beginning of the hearing before the arbitrator. Challengers who appear but elect not to present evidence or otherwise participate in the hearing may also submit written statements at or before the beginning of the hearing.

d. Fourteen (14) days prior to the start of the arbitration, challengers shall be provided with copies of all exhibits or a list of all such exhibits that a Union party then intends to introduce at the arbitration and a list of all witnesses the Union party then intends to call, except for exhibits and witnesses the Union party may introduce for rebuttal. If copies of exhibits have not otherwise been

provided, a challenger may request that the Union forward a copy to the requesting challenger(s) during this 14-day pre-hearing period. Copies of all exhibits shall also be available for review by challengers at the hearing.

e. A court reporter shall make a transcript of all proceedings before the arbitrator. This transcript shall be the only official record of the proceedings and may be purchased by the challengers. The parties shall be informed when the transcript is available for purchase and/or review. If challengers do not purchase a copy of the transcript, a copy

shall be available for purposes of inspection by them at the Union party's/parties' headquarters during normal business hours.

f. The arbitrator may determine all procedural matters affecting the arbitration consistent with the dual objectives of providing for an informed and an expeditious arbitration.

g. Each party to the arbitration shall have the right to file a post-hearing statement by no later than fifteen (15) days after the parties have been provided notice that the transcript has been completed and is available for purchase or review. Neither challengers nor Union parties may include or refer in the post-hearing statements to any evidence that was not previously introduced and accepted by the arbitrator during the arbitration proceeding.

h. The arbitrator, taking account of the record presented, shall issue a decision on the challenges to the validity of the auditor's Report of the "chargeable" percentage of Union expenditures. The arbitrator's decision shall be issued within forty-five (45) days after the final date for submission of post-hearing statements or within such other reasonable period as is consistent with the AAA rules and the requirements of law. The decision of the arbitrator shall be final and binding.

i. Upon receipt of the arbitrator's award, the escrowed funds, as referenced above, shall be distributed in accordance with the arbitrator's decision, with the remaining balance, if any, after any required payments to challengers, returned to the internationals's or Local Union's general funds.

10. The provisions of this Policy on Agency Fee Objections shall be considered legally separable. Should any provision or portion thereof be held contrary to law by a court or tribunal of competent jurisdiction, the remaining provisions or portions thereof shall continue to be legally effective and binding.

Local 591 EAP / Member Assistance Representatives

Ken Morse- (815) 483-8585 - k.morse@local591.com

Central Region National EAP and Benefits–Member Assistance Program Coordinato

Tony Lepore- (940) 538-8817 - t.lepore@local591.com

Southwest Region National Benefits and EAP-Member Assistance Coordinator

Danny Wilson-(631) 334-0933 - d.wilson@local591.com

Northeast Region Member Assistance Program EAP and Benefits Coordinator

Rawle_Skeet-(954) 559-7505 - r.skeete@local591.com

Southeast Region Member Assistance Program EAP Coordinator

Sean Bruno-(310)594-2025 - s.bruno@local591.com

West Region Member Assistance Program EAP and Benefits Contact

For Assistance Please call above.

The Local 591 EAP / Member Assistance Program is committed to assisting members and their families, with all their needs including but not limited to: Drugs, Alcohol, Depression, Bi-Polar Disorder and Marriage & Family needs. When necessary we have qualified professionals we can refer you to, who will address your needs accordingly. We are also available to assist you with other benefit questions; including AA, STD, LTD, FMLA and IOD.



Transport Workers Union LOCAL 591 Veteran's Registration Form

Date _____

Name _____ Employee # _____

Spouse's Name _____

Address _____

City _____ State _____ Zip Code _____

Home Phone _____ Cell Phone _____

Shop _____ Ext. _____ Shift _____

Column # _____

E-mail Address _____

Branch of Service _____

Status ; Active Reserve Inactive Reserve ___ Discharged Retired Military Would
like to receive information regarding veteran's rights, benefits, etc.?
(Circle one)

Mail E-mail In Person

Comments;



TWU LOCAL 591 MEMBER INFORMATION SHEET

To be returned to your Union Local 591 Representative
or mail to
Local 591
4005 Gateway Drive Ste 200
Colleyville, TX 76034

Date _____

Name: (Mr., Mrs., Ms.) _____

Mailing Address: Street _____

City _____ State _____ Zip _____

Employee Number _____

Station _____

Telephone Numbers

Home (____-____-____) Work (____-____-____) Cell (____-____-____)

E-mail Address _____

Circle one (1)

Department: Mechanic Facilities MLS MCT

Have you previously been a member of Transport Workers Union?

Seniority Dates: Occupation Date _____ Company Date _____

Birth Date _____

Do you currently have TWU- LTD Insurance Coverage? _____

Gender: Male _____ Female _____

If this is used as an Address Change only form please check here

**TWU LOCAL 591 ASSIGNMENT AND AUTHORIZATION FOR
CHECK-OFF OF UNION DUES**

To:
American Airlines Payroll

E- Mail Address: payroll@aa.com
CC to: G.Olsen@Local591.com

I, _____
(Full Name: Do Not Use Initials)

I hereby assign to the Transport Workers Union of America, AFL-CIO, and my Union dues from any wages earned or to be earned by me as your employee. I authorize and direct you to deduct the flat sum of (applicable rate) , which is the bi-weekly equivalent of my monthly membership dues, or such bi-weekly equivalent as may hereafter be established by the Union as my membership dues, from each bi-weekly paycheck and to remit the same to the Union.

This assignment, authorization, and direction may be revoked by me, in writing, after the expiration of one year from the date hereof, or upon the termination date of the labor agreement in effect at the time this is signed, whichever occurs sooner.

This authorization and direction is made subject to the provisions of the Railway Labor Act, as amended, and in accordance with the existing Agreement between the Union and the Company.

Employee Name (Print): _____

Employee Signature: _____

AA Employee Number: _____

Cost Center: _____ Station _____

Department: _____

Local Union Number: **TWU LOCAL 591**

Date: _____



Transport Workers Union of America ***Air Transport Local 591***

IMPORTANT INFO

New Hires & Long Term Disability Insurance

Welcome,

Long Term Disability (LTD) insurance is a benefit offered to New Hires as members of Transport Workers Union Local 591. New members should read and understand the benefit that the TWU-LTD policy provides and consider purchasing the policy as a new hire. This benefit is an automatic enrollment to new hires if you do not select the “*decline LTD*” box on the new hire enrollment form provided in your TWU new member packet. Insurance Premiums will show on your payroll record as TWU-LTD. Members can cancel the policy at any time by filling out the TWU- LTD withdrawal form. The withdrawal forms and policy information are provided in your TWU Local 591 new member packet and are also located on the local591.com website.

This is the only time the New Hires will be eligible for TWU-LTD at a Guarantee of Issue. If it is not selected at this time or canceled later, eligibility will be assessed through a medical evaluation and application. If there are any health concerns, members could be denied coverage and ineligible for a policy with this carrier.

Fraternally,
Anthony Lepore
National Benefits Coordinator