



TEAMSTERS LOCAL 2750

Scheduling Teaching Topic: Vacation & the ol' "Slide"

This educational document discusses your vacation and how to slide it to maximize your time off. Our CBA, as modified by two addendum, allows for the opportunity for an awarded vacation to be modified, within certain restrictions. For example, suppose you want the first seven days of a month off, but those days happen to fall on a Wednesday through Tuesday - that doesn't quite fit the Sunday-Saturday calendar week of vacation that you were awarded. Here's how you can "slide" your awarded vacation days to match up with the days you want off, or maximize your days off in a month. Remember, it may not seem pertinent to you now, but one day we bet you'll need it!

This is a quick and dirty break down of some of your most frequently asked questions regarding the Vacation MOU. The information below is meant to be a quick refresher or first-time guide to vacation bidding and vacation adjustment, a.k.a., the slide. We can't stress enough the importance for each crew member to review the information in the Vacation Training MOU, which has many excellent diagrammed examples of what is (and is not) allowed, and the Vacation MOU Clarification letter, both found on the Local 2750 union website. Here are the links to the two documents:

- [Vacation Training MOU](#)
- [Vacation and Training Letter of Clarification \(LOC\)](#)

General sliding rules and guidelines:

- You must stay "anchored" when sliding, meaning that at least one of your original vacation days must remain after the slide.
- Vacation days can only slide as far as an X day, a.k.a abut days off. **Abut:** be next to or have a common boundary with. To touch or lean upon.
- Three or less work days abutting your vacation can be designated as Award days! Don't get too greedy, you can only have one set of award days and they cannot occur in exempt weeks! The company can designate four weeks

to be exempt from sliding. Historically those weeks have been weeks 25, 26, 46, and 51 (Thanksgiving, Christmas, & other busy times). **NOTE: You can slide OUT OF exempt weeks, but NOT into an exempt week.**

- The examples provided in the Vacation Training MOU, pages 5-9, are very useful! Please refer to them when you are working on your own slide.

Question: What type of lines should I bid for and, more appropriately, what type of lines should I avoid bidding if I am trying to maximize my days off?

Answer: If you are trying to maximize your day off, you may want to avoid VTO lines! The problem – to slide your vacation, you must submit your slide request within 24 hours of the initial bid awards. This occurs before the VTO bidding window opens. Due to this technicality, VTO lineholders are not included in the Vacation MOU. The company can allow you to move your vacation at their discretion for VTO lineholders. Let us be clear though, **they are not required to**. For this reason you may wish to avoid them!

Question: How do I get a full month off?

Answer: Crew members who have 14 days of vacation in a single bid month are eligible to take the entire month off. You need to submit this request in a manner determined by the company, currently via email to BIDDING@AtlasAir.com

The deadline for submitting a request is prior to the start of the Bid Awards for that applicable bid period. This is covered in one little sentence in the Letter of Clarification in Paragraph 7, *“A crewmember with at least 14 days of vacation in a Bid Month may elect to be free from all duty for the entire Bid Month.”*

Caution: The company may limit your ability to bid for lines in a month where you elect this provision, including 60-day lines in the second month. This provision is not defined anywhere in the CBA, MOU, or LOC. Expect the company to build a work day ‘footprint’ in this month so they can accurately account for your vacation time. You will be assigned X-days, “Vacation days”, and AWARD days on your schedule. Should you elect to do ANY work (Training, flying, VX, etc.) or be extended INTO this month, normal scheduling and pay rules will apply according to your published schedule. Make sure you take into account all variables before accepting the “full month off” option, and very carefully read the “Full MonthOff Instructions” on GlobalNet as the rules around this are controlled by the company and are not defined by agreement with the union!

The Extra Goodies

- You can elect to be released from duty at 1200z the day before your awarded vacation begins.
- You can elect to have your first work day after vacation scheduled as R-1. Remember to designate a contact method!

General Deadlines

- Yearly Vacation Bidding begins on or before October 1. Now would be a good time to set a reminder! Vacation bidding instructions and documents

can be found on GlobalNet in Crew Corner under the Bidding tab. Instructions will be sent by the company prior to the bid opening.

- Vacation Bidding closes on November 1 and awards are published by November 15.
- Vacation Adjustment (Slide) timeframe: Opens each month for the following month(s) when initial bid awards are published, and closes 24 hours later. There is a form on GlobalNet under “Bid Awards and Packages/Bid Package” in the “General” folder of each bid month called MOU Adjustment Form – PDF Format. Use this form to communicate your slide preferences.

Adjustments to your awarded vacation can be made via email bidding@AtlasAir.com, referencing the available vacation weeks in your equipment and position. Current open weeks can be found on GlobalNet under “Bid Awards and Packages/Vacation/Atlas20xx Vacation – Current Rebid/20xx Vacation – Remaining Available Weeks”. Adjusting your awarded vacation is allowed per CBA Section 7.C.8.