

Dear NCR crew Rev. 3 12/2022

Below you may find some required interpretation, of the hotel and transportation / taxi part of the Union Agreement, between NCR and FPU:

Interpretation of Clause 8.3.k):

This point in the union agreement is unique.

We see the need to have the written interpretation for all parties involved, both crew, employer, and other departments.

Therefore, we would again like to highlight the agreements.

It is of utmost importance, that you familiarize yourself with the below interpretation, as it is your personal responsibility to check that your entitlements for reimbursement are valid BEFORE you settle/ request it.

1. Clause 8.3.k) stipulates:

"If check-in/check-out takes place at hours with no available public transportation on the whole or parts of the distance, any costs for other transportation are reimbursed limited to the company's costs for a hotel room; alternatively, hotel accommodation is paid. This applies to all employees who do not have a parking space at the airport (CPH).

Between 22:00 and 08:00 on working days and between 21:00 and 10:00 on Danish holidays incl June 5th (including Saturday/Sunday).

The following rules must be adhered to:

- You may take a taxi, if check-in/ check-out takes place at hours with no available public transportation overall, or parts of the distance. Any costs for other transportation are reimbursed limited to the company's costs for a hotel room alternatively, hotel accommodation is refunded (not booked by the company). Crew should inform of temporarily address when sending in the receipts for reimbursement, if having a home address in Netline, not within the recommended 90 minutes away from the terminal.
- You can only use taxi paid by the company between 22:00 and 08:00 on workdays and between 21:00 and 10:00 on public holidays (incl. Saturday/Sunday, except if taxi is approved by IOCC, outside this schedule.
- Keep in mind, that the definition of public holidays is the definition, which is valid in the country in which you are employed.
- Also, you can **only** use the taxi **agreement, if you do not have a parking agreement**, at your home base airport.
- 15 minutes' walk to or from nearest public transportation (Google Maps)
- 20 minutes waiting time between 2 public transportations
- 40 minutes waiting time before CI or after CO at the airport.
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- Expenses older than 3 months sent to Concur for reimbursement, will be rejected

- Please note that the company reviews all receipts and itineraries. Any misuse will be considered fraud and will have consequences for your employment, including termination of employment.

2. Clause 5.a. stipulates:

Definition night flight: check-out after 00:30 hours and check-in before 05:30 hours. "

It has been agreed that, below rules must be followed:

As per **Ramp-up protocol** from 9th Jun 21 – 31st Dec 22, aligning with EASA definition of a night flight, the following rule should be followed:

"Definition of a night flight (EASA FTL): "night duty" is a duty period encroaching any portion of the period between 02:00 and 04:59 in the time zone to which the employee is acclimatized."

"The company must make available to the employee the hotel between night flights, if two or more night flights are planned in conjunction. The employee must request the company for the hotel at least 7 days in advance."

3. Clause 5.b. stipulates:

"For flights with check-out after 00:50 hours, a hotel room shall be provided if requested by the employee 7 days before the flight. The time limit does not apply to callout on standby. A minimum of 12 hours rest before new check-in shall be provided at the home base, and a minimum of 10 hours at a non-home base"

It has been agreed that, below rules must be followed:

- Ramp-up protocol overrules Clause 5.b from the original CBA, with regards to the timeframes, therefore crew are entitled to hotel provided by the company whenever it is requested, latest 7 days prior to the flight, after check-out 02:00 and prior to 04:59 (EASA regulation of night flight).
- In case of, Standby call out/ roster change – the deadline of 7 days prior is not applicable
- It is an EASA FTL recommendation, that crew members have an address, within 90 minutes from the home base.

Valid until next revision.

Heidi Bluhme

Director Cabin Crew

Sign *Heidi F. Bluhme*

Sign 
NCD