

IAM Air Transport District 142

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> Date: January 16, 2024 File: WN – 2024

2024 - 13

## IAM/SOUTHWEST AIRLINES IMPORTANT COMPANY POLICY REMINDERS

Dear Sisters and Brothers:

We would like to bring awareness of this HOT button topic to our members at Southwest Airlines:

Please be mindful of Southwest Airlines Company Policy regarding the following:

**3.1.3** "Processing unauthorized transactions, manipulating the fare and/or time limit structure without authorization, or booking fictitious reservations, or blocking seats is strictly prohibited."

**3.1.13** "Any theft including but not limited to the removal of, or converting to your own use, any Company property without written permission from Leadership."

\* This includes but is not limited to: Altering a reservation, fare manipulation, and unauthorized use or issuing of LUV vouchers to someone you associate with (ex. yourself, family, friend, or co-worker past or present) without approval from Leadership.

If you have any questions, please reach out to a Shop Steward or General Chair for further assistance.

Sincerely and fraternally,

John M. Coveny, Jr. President/Directing General Chair IAM District 142

April Butler General Chair IAM District 142 Lollie Beecher General Chair IAM District 142 Kenny Champagne General Chair IAM District 142 Lorraine Fraser General Chair IAM District 142 Carrie Lessley General Chair IAM District 142

JC/et al/td

cc: R. Johnsen, General Vice-President, Air Transport Territory
E. Fraser, Chief of Staff, Air Transport Territory
T. Regan, Airline Coordinator, Air Transport Territory
J. Carlson, Air Transport Coordinator
DL 142 Executive Board

## POST ON ALL IAM BULLETIN BOARDS