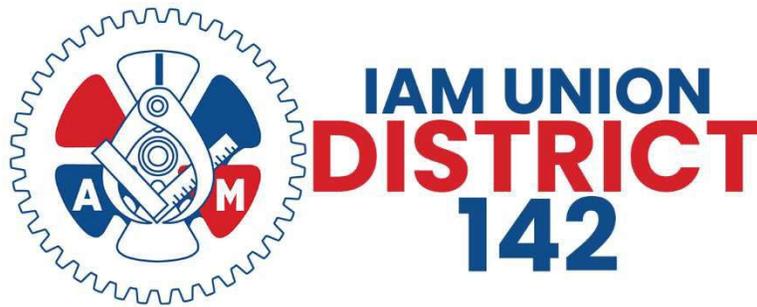


TENTATIVE AGREEMENT

Between

INTERNATIONAL ASSOCIATION OF MACHINISTS  
AND AEROSPACE WORKERS  
AIR TRANSPORT DISTRICT 142



And

ATLANTIC AVIATION CORPORATION  
(Teterboro, New Jersey)



Maintenance, Service, Office and Clerical Employees

Effective: June 16 , 2025

**ARTICLE V DUES CHECK OFF**

During the life of this Agreement, the Company agrees to deduct from the pay of any employee hereunder who is a member of the Union, the standard initiation and reinstatement fees and monthly dues uniformly levied in accordance with the Constitution and by-Laws of the Union, provided such member of the Union voluntarily executes and delivers to the Company, as hereinafter prescribed, a standard "Assignment and Authorization for Check-off of union Dues" hereinafter referred to as "Check-Off Form" in the following form, subject to the conditions stated therein and as may be stated elsewhere in this Agreement from the first pay of the employee after receipt of Authorization. **Prior to an employee's termination, the Union shall notify Management of non-compliance when a written notification is given to the employee, with the intent of bringing the employee into compliance with the requirements of the Union.**

**ASSIGNMENT AND AUTHORIZATION FOR CHECK-OFF OF UNION INITIATION AND REINSTATEMENT FEES AND MONTHLY DUES**

**TO: ATLANTIC AVIATION CORPORATION**

**I, \_\_\_\_\_, hereby authorize and direct Atlantic Aviation Corporation to deduct from my earnings, beginning with the current month, initiation and reinstatement fees and monthly Union dues. The initiation fee is to be deducted in three installments from my earnings during my probation period on account of membership in Lodge 1445, International Association of Machinists and Aerospace Workers, AFL-CIO. Such amount, as deducted, is hereby assigned to the International Association of Machinists and Aerospace Workers, AFL-CIO. This Assignment and authorization may be revoked by me by written notice to the Company after the expiration date of one year from the date hereof (or any anniversary date thereof) or upon the expiration date of the labor agreement in effect at the time this is signed (or any subsequent expiration dates established for such labor agreement), whichever occurs first. It is understood any such revocation must be received by the Company not later than thirty (30) days prior to any anniversary date or expiration as set forth above. A copy of any such revocation will be sent to the Secretary-Treasurer of Local Lodge 1445 of the Union.**

**Signature of Employee  
and Employee Number \_\_\_\_\_  
Classification \_\_\_\_\_ Department \_\_\_\_\_ Local  
Lodge No. \_\_\_\_\_**

**1. Any notice of revocation as set forth in the "Check-Off" form must be in writing, signed by the employee and delivered by registered mail addresses to Atlantic Aviation Corporation, Teterboro Airport, Teterboro, New Jersey, with a copy to the District and/or Local Lodge Secretary-Treasurer. "Check-Off" Forms and notices so received by the Company will be stamp-dated on the date received and will constitute notice to the Company on the date received and not when mailed.**

**2. In the event of termination of employment, the obligation of the Company to collect dues shall not extend beyond the pay period in which the employee's last day of work occurs.**

**The Company agrees to deduct Union dues, agency or dues objector fees from the wages of each employee who has authorized such deductions, pursuant to applicable law. These deductions shall be made from the first and second paycheck of each month, unless only one paycheck for the month is earned, then a full month deduction will be made and shall be transmitted to the Union no later than the fifteenth (15th) day of the following month.**

**Each monthly remittance shall be accompanied by an electronic dues deduction report submitted directly to the IAM Air Transport District 142. The report shall include a detailed breakdown of dues or fees deducted for each employee, and shall include, at a minimum, the following information:**

- **Employee full name**
- **Employee identification number**
- **Total amount of dues/fees deducted**
- **Pay period(s) covered**
- **Station code or location**
- **Job classification or title**

**The report shall be transmitted in an editable electronic format (such as Excel or CSV) to a designated representative of the Union.**

## **Section 2. Monthly Employee Roster**

**In addition to the dues deduction report, the Company shall furnish to the Union a complete roster of all employees covered under this Agreement, regardless of Union membership status. This roster shall be provided once per month, concurrently with the dues report, and shall be submitted in a secure electronic format.**

**The roster shall include the following information for each employee:**

- **Full name**
- **Employee identification number**
- **Date of birth**
- **Date of hire**
- **Current wage rate or classification pay scale**
- **Station code or base location**
- **Job title or classification**
- **Full mailing address**
- **Personal phone number**
- **Company email address (if applicable)**
- **Employment status (e.g., full-time, part-time, leave of absence, terminated)**

**The Union agrees to maintain the confidentiality of this data and use it solely for the purpose of representing bargaining unit employees, administering the collective bargaining agreement, and fulfilling its duties as the exclusive bargaining representative.**

### Section 3. Correction and Compliance

If either the dues deduction report or the employee roster is not provided in accordance with this Article, or is incomplete, the Company shall provide the missing or corrected data within ten (10) business days of written notice from the Union. Repeated non-compliance may be subject to the grievance and arbitration provisions of this Agreement.

## **ARTICLE VI – CLASSIFICATIONS**

### GSE Mechanic

The work of a GSE Mechanic shall consist of all work generally recognized as that of a GSE Mechanic including the inspection, maintenance, service, repair, overhaul and operation of GSE equipment and forklifts. He shall monitor and perform routine inspection of boilers at the facility in accordance with the Company's prescribed boiler operations procedures. He shall complete all necessary records required in conjunction with his job. He shall possess proper licenses. He must possess a "black seal" Boiler Operator's License. He shall not perform any work which is outside the mechanic's or Company's capabilities by virtue of equipment or experience. He shall be paid a license premium of **two thousand dollars (\$2,000)** per year for the "black seal" license. The Company will pay for the annual cost of license renewal and any training required in the renewal process for the Black Seal license. **In the event that the Company reduces the number of boilers on property, the premium thereafter shall be reduced to seven hundred fifty dollars (\$750) per year. Should the Company remove all boilers from the property, the premium will be eliminated.**

### Utility Worker

The work of a Utility worker shall consist of washing, polishing, waxing and cleaning the interior and exterior, including washing aircraft dishes, of Company based tenants and transient aircraft; cleanliness and maintenance of offices (other than tenants), hangar area in and about the Company's facilities including removal of trash containers to and from assigned areas; washing and cleaning of mobile equipment and running of local errands as assigned. He will operate forklifts. He shall make Hotel Runs and/or miscellaneous crew and passenger transportation. He will also perform other tasks relative to his classification. The duties shall also consist of maintaining the cleanliness of the offices of the Company's facilities including hallways, bathrooms, commissary rooms, operations area, passenger and pilot lounges, hangar floors, and may be required to assist with washing aircraft and aircraft dishes. Utility Workers will also be responsible for maintaining the cleanliness of the parking lots and areas immediately surrounding the exterior of the hangars and A&D building including the removal of the trash, recycle from bins and ashtrays and the policing of litter from those areas. He shall also receive training in the use of materials and equipment necessary for the performance of his duties. He may also be called upon to use Company vehicles to run local errands, provided he possesses a valid license to operate such vehicles, and make Hotel Runs and/or miscellaneous crew and passenger transportation. He will also perform other tasks relative to his classification.

### Janitor

~~The work of a janitor shall consist of maintaining the cleanliness of the offices of the Company's facilities including hallways, bathrooms, commissary rooms, operations area, passenger and pilot lounges, hangar floors, and may be required to assist with washing aircraft and aircraft dishes. Janitors will also be responsible for maintaining the cleanliness of the parking lots and areas immediately surrounding the exterior of the hangars and A&D building including the removal of the trash, recycle from bins and ashtrays and the policing of litter from those areas. He shall also receive training in the use of materials and equipment necessary for the performance of his duties. He may also be called upon to use Company vehicles to run local errands, provided he possesses a valid license to operate such vehicles., and I make Hotel Runs and/or miscellaneous crew and passenger transportation. He will also perform other tasks relative to his classification. (Note: Janitor language to be relocated and incorporated into Utility section.~~

## **Office and Clerical**

### Administrative Secretary

The work of the Administrative Secretary shall consist of, but not be limited to typing, filing, and other routine and assigned general clerical duties which may include completion and processing of such forms as Material Orders, VeederRoot, ordering Avgas, mogas, and diesel, filing all paperwork from daily fuel reconciliation, follow up on any inconsistencies with fuel work, send Signature weekly and daily BOLS, daily fuel reconciliations, monthly fuel reporting to airport authority, ordering any necessary supplies, sorting of mail, and stocking supplies in passenger lounge. The employee who performs in this capacity will be changed to the classification of Administrative Secretary with the ability to continue to perform current CSR duties on an "as needed" basis.

## **ARTICLE VII - HOURS OF WORK**

1. Eight (8) or ten (10) hours of work shall constitute a standard work shift. Twenty-four (24) consecutive hours beginning with the individual's regularly scheduled work shift shall constitute a normal workday. Five (5) consecutive workdays beginning with the first regularly scheduled workday within seven (7) consecutive workdays shall constitute a standard workweek. Four (4) consecutive workdays beginning with the first regularly scheduled workday within seven (7) consecutive workdays shall constitute a standard workweek.
2. Each employee working an eight (8) hour shift shall have two (2) consecutive days scheduled as regular days off in each workweek. Each employee working a ten (10) hour shift shall have three (3) consecutive days scheduled as regular days off in each workweek. The shift bids for eight (8) and ten (10) hour shifts shall be run concurrently but separately with each person in each classification having the opportunity to bid on each.
3. Regular Shifts – eight (8) hour shifts

### First Shift

First shift will start between 5:00 a.m. and 6:00 a.m.

### Second Shift

Second Shift will start between 1:00 p.m. and 2:00 p.m.

**Third Shift**

Third shift will start between 9:00 p.m. and 10:00 p.m.

**GSE Mechanic**

8:00 a.m. to 4:00 p.m. The shift will start between 7a.m and 8a.m

Lunches are inclusive in the shifts and employee lunch break must be taken on site.

4. **Irregular Shifts – Ten (10) Hour Shifts**

(a) Effective on the DOR, the Company may schedule irregular shifts in up to twenty-five percent (25%) of each classification, and which differentiates from the starting times listed above, and which will include ten (10) hour shifts as listed in this Article.

(a)(b) In the event the company has a business requirement resulting in additional shift requirements outside the scope of this agreement, they will meet with the Union to discuss such requirement. Any shift may be scheduled to overlap a maximum of one-half (1/2) hour. The Company may schedule up to two (2) split shifts for Customer Service Representatives, 10:00 a.m. to 6:00 p.m. and 6:00 p.m. to 2:00 a.m.

(b)(c) Employees on an eight (8) hour shift will be allowed a ten (10) minute rest period during the first four working hours of their shift and a ten (10) minute rest period during the last four working hours of their shift. Employees on a ten (10) hour shift will be allowed a fifteen (15) minute rest period during the first four working hours of their shift and a fifteen (15) minute rest period during the last four working hours of their shift.

5. The Company retains the right to schedule such rest periods. Employees may use the final five (5) minutes of each shift as a personal clean-up period in the locker room.
6. No employee will be called to work or required to report to work for a regularly scheduled work shift of less than eight (8) or ten (10) hours' work or pay thereof. Any employee called to work or permitted to come to work when there is no work due to an act of God or circumstances over which the Company has no control, shall receive a minimum of four (4) hours pay at the regular hourly rate.
7. The regular starting and stopping time for all work shifts, including days off, will be non-rotating and bid every six (6) months in conjunction with the posting of the seniority list on January and July of each year in accordance with seniority in the following manner: In the event the business necessitates an additional bid, Management will consult with the Union Chairman prior to posting.
8. The Company will prepare a list of all shift assignments, by classification, showing days off for each, including irregular shifts. The Company will then post these shift assignments for a period of five (5) days prior to actual bidding. The employee will indicate, in order of seniority, his preference on the list by signing opposite the shift assignment desired. That

is, the senior employee will sign first, the next senior second, and so on, until all have indicated their preferences. The starting and stopping time for regular or irregular work shifts will be scheduled and posted and shall not be changed for at least thirty (30) days, and then with five (5) days' notice from the start of the new scheduled shift to any employee affected by such change. In the event that an employee misses their bid time, they will be permitted to bid at the time they arrive to bid on remaining shifts. If an employee fails to bid, they will be awarded the last available shift.

9. No shift changes will be made except in connection with training, vacations and jury duty for individual shift assignments.
10. Employees who are unable to take a lunch period because of the needs of service, will be paid thirty (30) minutes of overtime in accordance with Article IX, Paragraph 1.

## ARTICLE VIII – WAGES

1. (a) Effective June 16, 2025, Employees hired after June 15, 2025 will receive rate increases as illustrated on the Wage Scale Schedule and will progress accordingly through the scale.
- (b) Effective June 16 2025, all employees who have progressed past the longevity term in Wage Scale Schedule (Off-scale) will receive the following added to the current rates of pay (ROP).

June 16, 2025 – ROP +\$1.50 (also see wage chart)

June 16, 2026 – ROP +\$1.50 (also see wage chart)

June 16, 2027 – ROP +\$1.50 (also see wage chart)

4. Shift Differentials

Second shift shall receive seventy-five cents (\$.75) per hour per differential.

Third shift shall receive one dollar fifty cents (\$1.50) per hour differential.

Shift differentials in all cases shall become a part of an employee's base pay for purpose of computing overtime.

5. Employees on irregular shifts, as defined in Article VII with the exception of 10-hour shifts, whose shifts start before noon shall receive seventy-five cents (.75\$) per hour differential for all hours worked.

Employees on irregular shifts, as defined in Article VII with the exception of 10-hour shifts, whose shifts start after 12 noon shall receive seventy-five cents (.75\$) per hour differential for all hours worked. These shift differentials shall become a part of

an employee's base pay for the purposes of computing overtime.

6. Lead Premium Pay

(a) Effective June 16, ~~2022~~2025, the permanent and acting lead persons pay shall be as follows:

June 16, ~~2022~~ 2025 - three dollars fifty cents (\$3.50) per hour

June 16, ~~2023~~ 2026 - three dollars fifty cents (\$3.50 ) per hour

June 16, ~~2024~~ 2027 - three dollars fifty cents (\$3.50) per hour

**ARTICLE IX - OVERTIME**

1. All work performed in excess of eight (8) hours per day, or in excess of ten (10) hours per day, whichever shift the employee is assigned, or forty (40) hours per week, shall be considered as overtime and shall be paid for at the rate of time and one- half the straight time hourly rate. Overtime shall be adjusted to nearest quarter (1/4) of an hour and a minimum of one (1) hour shall be paid if any overtime is payable. Only hours actually worked shall be calculated for purposes of overtime.

No overtime payment or premium payment will be paid to an employee as a result of working another employee's day/shift under shift swap provisions afforded by Company Policy.

2. Overtime rate of double the hourly rate shall be paid to an employee for all work in excess of twelve (12) hours on an eight (8) hour shift, and fourteen (14) hours on a ten (10) shift, in any twenty-four (24) hour period, measured from the commencement of work, and after eight (8) hours on an eight (8) shift and ten (10) hours on a ten (10) hour shift on the sixth (6<sup>th</sup>) consecutive day worked, and for all time worked on the seventh (7<sup>th</sup>) consecutive day worked.

**ARTICLE XI - VACATIONS**

<del>Length of Service as of</del> <u>Company Anniversary Date</u>	<del>Earned</del> <u>Vacation</u>
<del>One year but less than 2 years</del>	<del>5 days</del>
<del>Two years but less than 6 years</del>	<del>11 days</del>
<del>Six years but less than 7 years</del>	<del>12 days</del>
<del>Seven years but less than 8 years</del>	<del>14 days</del>

<del>Eight years but less than 10 years</del>	<del>_____ 15 days</del>
<del>Ten years but less than 15 years</del>	<del>_____ 18 days</del>
<del>Fifteen years but less than 20 years</del>	<del>_____ 20 days</del>
<del>Twenty years and over</del>	<del>_____ 25 days</del>

<b><u>Length of Service as of Company Anniversary Date</u></b>	<b><u>Earned Vacation</u></b>
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<u>One (1) year but less than five (5) years</u>	<u>10 days</u>
<u>Five (5) years but less than ten (10) years</u>	<u>15 days</u>
<u>Ten (10) years but less than twenty (20) years</u>	<u>20 days</u>
<u>Twenty (20) years and over</u>	<u>25 days</u>

3. Earned and accrued vacation pay shall be paid to an employee who is laid off, resigns, retires, is on leave of absence or enters the military service, provided the employee has completed his probationary period; and provided further, that an employee shall not be paid for accrued vacation time if he resigns without giving two weeks written notice to the Company or if he has been discharged for just cause.
  
6. Vacation bidding will be provided for from February 1<sup>st</sup> to March 1<sup>st</sup> of each year. Preference as to dates for Vacation leave will be granted on the basis of seniority during this vacation bid. The employee will indicate in order of seniority on the vacation bidding, his/her preference of vacation date elected on the first bid, this bidding process will continue until the junior person makes his/her election. Once the last person (Junior) in seniority makes his/her election, the vacation bidding will resume again (rotating) in order of seniority. This bidding will go on until the closing date of March 1<sup>st</sup> of each year. All vacations selected during this bidding process will be awarded based on seniority and posted at the end of the vacation bid. If the employee voluntarily moves to another shift, the vacation will be awarded to him/her if the week is available. Anyone submitting a vacation request after the bidding process is closed will be granted on a rotating basis. Vacation requests can be submitted at any time after the closing of the vacation bidding. Vacation time will be approved Twenty (20) days in advance of the vacation with a minimum approval of 10 days in advance of the vacation request.

### **Article XIII - Sick Pay**

1. Sick pay is intended to protect the employee's earning during periods of illness or injury. Employees with less than ninety (90) days' service with the company will not be granted any paid sick leave.
  
2. Employees will be entitled to accrue sick leave at the rate of four point six-six hours (4.66) per calendar month (seven (7) calendar days annually), in which they are paid a minimum

of eighty-five (85) hours. Employees above three hundred and sixty hours (360) hours of accrued sick time on August 1, 2025, will no longer continue to accrue hours until they fall below the new cap of three hundred and sixty hours (360) hours. As employees use their sick time and fall below their cap, they will only be allowed to accrue additional sick time up to the limit in their specific category. During the first year of employment, the employee can use sick leave after the first day of each illness occurrence. After the first year of employment, an employee can use a sick leave day on the first day of an illness. Employees will be paid their unused current year annual accrual, capped at fifty-six (56) hours as outlined in Section 13.11 on their first paycheck in January. This payment will be subject to any required withholdings.

3.
  - (a) The Company provides a Temporary Disability Insurance plan as required by the State of New Jersey. An employee on sick leave can file for temporary disability benefits through this plan and benefits are paid in accordance with the Temporary Disability Benefits law of the State of New Jersey. If the employee's illness extends beyond 180 days (six months) they will be eligible for Long Term Disability (LTD) benefits under the Company's Plan.
  - (b) The Company will continue to pay benefit premium(s) while Employee is out for leave until the Employee is approved for Long Term Disability benefits, at which time the Employee will no longer be eligible to participate in the Company's voluntary benefit plans, such as medical, dental, vision, etc.
  - (c) Upon return from leave, the Employee will reimburse the Company for unpaid premiums based on an agreed payment schedule between Employee and Company not to exceed 90 days Non-payment of premiums could result in loss of coverage. Employee also has the option to make premium payments during their leave either through payroll deduction or personal payment.
4. If an employee is sick and cannot report for work at his scheduled time, he must notify his supervisor on duty, as promptly as possible, and no later than three (3) hours prior to the starting time of his shift in order to be eligible for sick leave benefits. If a call is made less than three (3) hours prior to starting time, anyone available will be asked to cover the Overtime.
5. The Company's medical advisor will review situations involving an employee's frequent or extended absences due to illness. The employees covered by this Agreement and the Union recognize their obligation to be truthful and honest in preventing unnecessary absences or other abuses of sick leave benefits.
6. Employees must use up to 30 days of sick time at the start of a non-work related injury or illness exceeding 3 days. Employees will be granted a medical leave of absence without pay for a period not exceeding three (3) years from the first date of absence due to illness or injury. If the employee does not return to active service upon completion of this medical leave, he will be terminated from the Company.

7. An employee(s) on a layoff or leave of absence will not be entitled to accrue additional sick leave.
8. Sick leave will be eligible to carry over from one year to another.
9. Sick leave shall be computed on the basis of the employee's date of employment.
10.
  - (a) Medical Arbitration - If any dispute arises between the Company and the Union under the provisions of the Article as to the extent of the disability of the employee and his ability to return to work, the Company's physician shall meet with the employee's physician upon written request of either party to review the history and records of the case. An earnest effort shall be made to settle the dispute and to determine the date upon which the employee will return to work.
  - (b) If the Company's physician and the employee's physician are unable to settle the dispute within twenty (20) days after the receipt of the written request for the review of the case, the parties shall, by mutual agreement, select a third and neutral physician certified and registered to practice medicine in the state to act as Medical Arbitrator. In the event the Union and the Company cannot agree on a Medical Arbitrator within ten (10) days, the County or State Medical Board shall be requested to appoint the Medical Arbitrator. The Medical Arbitrator shall not have the power to add to, subtract from or modify any of the terms of this Agreement, and his decision shall be final and binding upon the parties hereto. It is mutually agreed that the compensation and expenses of the Medical Arbitrator shall be divided equally among the parties. The cost of any special examinations or tests under this provision shall be paid by the party requesting same.
  - (c) The time limits set forth above may be extended by mutual agreement of the parties in writing.
11. Perfect Attendance - Any employee with perfect attendance in a year will be eligible to have their full annual accrual bought back at their base hourly rate. Eligibility for such bonus will include four (4) tardy per year, employee anniversary to anniversary. The perfect attendance bonus will be paid on the payroll following the employee's anniversary date. Employees who are ineligible for the perfect attendance program will have their remaining unused accrual bought back at fifty (50) percent of their base hourly rate. Any payments will be subject to required withholdings. Payment will be made on the first paycheck in January.

## **ARTICLE XII - TRAVEL PAY- EMERGENCY FIELD SERVICE VACANT**

### **ARTICLE XVIII SENIORITY**

1.
  - (a) For the purpose of seniority, the employees will be divided into the following family of classifications and further subdivided into classifications as listed below:

<b>Line Service</b>	
<b>GSE Family</b>	<b>Line Crew Family</b>
Lead GSE Mechanic GSE/Mechanic	Lead Line Service Technician
	Line Service Technician
<b>Utility Family</b>	<b>Fuel Farm Attendant</b>
Lead Utility Worker	
Utility Worker	

The Company, in its discretion, shall determine whether layoffs are necessary, and which classification or classifications will be reduced. If it is determined that layoffs are necessary, employees covered by this Agreement will be laid off within classification as follows:

1. All **probationary** employees within a classification will be laid off first (or terminated, as determined by the Company), provided that the employees who are retained possess the skill, qualifications, and experience to do the work in a fully satisfactory manner without further training.
2. Once all probationary employees are laid off, if further reductions within a classification are necessary, employees will be laid off in order of seniority by classification. In any instance where qualifications may be an issue with an individual during a layoff, the remaining employees left after the layoff is executed, will be required to obtain any such qualification required for that classification. In the event an employee cannot obtain the qualification in a timely manner, he shall be laid off, and the last employee laid off shall be recalled to fulfill the need. Employees will continue to be recalled until the qualification need is satisfied.

### **ARTICLE XXIV SAFETY AND HEALTH**

8. The Company will supply a Water Cooler in the Line Shack and GSE shops.

### **ARTICLE XX GRIEVANCE PROCEDURES**

1. Should differences arise between the Company and the Union as to the interpretation or application of the provisions of this Agreement, there shall be no suspension of work or slow down on account thereof, but an earnest effort shall be made to settle such differences immediately using the procedure and time limits set forth in this Article XX.
2. The Union is currently using an electronic version of a grievance case management program that is referred to as the “Grievance Management Program” or “GMP”.
  - (a) The sole purpose of GMP is to remove the use of the paper grievance and make the entire process electronic and cloud based.
  - (b) The Company may opt to become enrolled in and participate in the use of GMP. However, the program is intended to only provide an electronic method for recording

documents in Connection with the Grievance process as is currently in use via the paper grievance procedure.

(c) There are no costs associated with the use of GMP for any GMP User whether Union or Company.

(d) If the Company opts not to participate in the use of GMP, the Union will use it for its own internal record keeping and management purposes in administering it's participation in the grievance procedure of this Article. In such case, the Union will continue to communicate with the Company about grievances in compliance with the notice terms of this agreement.

(e) Training will be provided to all users of GMP by a representative of District 142 at no cost.

9. PROGRESSIVE DISCIPLINE: Each year, the Company will review the personnel file of each employee and remove action notices and critical letters which relate to Attendance and Disciplinary issues.

10. Safety Violations deemed to be the fault of the Employee which results in physical damage and/or personal injury, and substantiated acts of Harassment will remain in the Employees' file for five (5) years--Any form of progressive discipline used by the Company shall remain active in an employee's file for reference, and have the following time limits effective on the DOR:

a. Verbal Warning —~~fifteen~~twelve (12) months

b. Written Warning —~~fifteen~~twelve (12) months

c. Final Written Warning —~~fifteen~~twelve (12) months

d. The above time limits shall be observed on a rolling calendar basis. So long as a higher form of discipline has not been incurred by the employee, the discipline and its associated paperwork will become inactive and non-referrable in any future issues, incidents or accidents.

## **ARTICLE XXV - INSURANCE, HOSPITALIZATION & PENSION PLANS**

1. As of June 16, 2022, the employees of the bargaining unit, desirous of health overages, will be covered under the Company's health and welfare plans.

~~There is a Wellness Plan that allows for a Wellness Credit of \$50.00 per month or \$600.00 per year as reduction to the Medical premiums. Completion of specific requirements as outlined in the Wellness Incentive Program must be met by the Employee in order to qualify for the Wellness Credit. If the employee covers his/her spouse, the spouse can also qualify for the same Wellness Credit by meeting the same specific requirements.~~

~~Employees who neglect to participate in the Wellness Program will pay the following contributory percentages starting on January 1<sup>st</sup> of the respective years:~~

<del>January 2022—</del>	<del>29%</del>
<del>January 2023—</del>	<del>29%</del>
<del>January 2024—</del>	<del>29%</del>

During the term of this agreement, the employees of the bargaining unit will pay the premium rates should they elect to participate in the Dental and/or Vision plan(s).

2. In the event that during the term of this agreement the health care provider declines to renew coverage or imposes unreasonable changes in the form or cost of coverage, the Company may notify the Union, and the parties will meet within (15) days thereafter to negotiate such matters. In the event the parties fail to agree upon changes to the health care coverages within sixty (60) days from the date of the notice, the Union reserves the right to strike after giving five (5) days written notice, and the Company reserves the right to initiate a lockout upon similar notice.
3. The Company further agrees to a maximum premium increase of fifteen percent (+215%) per year.
4. Effective June 1, 2001, the Company will provide term life insurance in the amount of forty thousand dollars (\$40,000) at no cost to the employee.
5. Effective April 1, 2004, the Long-Term Disability benefit paid by the Company will be sixty percent (60%) of the employee's straight time wage up to a maximum of \$10,000 per month. —

~~6. The Union and the Company agree that the Company may withdraw from the IAM National Pension Plan in 2022 subject to the company complying with the IAM National Pension Plan rules and policies for withdrawal. If the Company completes the withdrawal process in 2022, they will replace future accruals from the IAM National Pension Fund with supplemental contributions made to IAMAW Local 142 members' accounts in the Atlantic Aviation FBO Inc. 401(k) Plan that are designed to provide benefits at an equivalent or greater level versus the current IAM Plan as described in the following table. Effective as of the withdrawal date in 2022, Company contributions to the IAM National Pension Fund shall cease and Company supplemental contributions to members' accounts in the Atlantic Aviation FBO Inc. 401(k) Plan shall commence.~~

**Atlantic Aviation FBO Inc. 401(k) Plan**

Employer Match (no change) Amount	100% on 1 <sup>st</sup> 3% of pay + 50% on next 2% of pay
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Vesting	Immediate																		
Timing	Per-pay-period																		
Employer Supplemental Contributions Amount (% of pay) Current members vested in their IAM Plan benefit as of the withdrawal date	<table border="1"> <thead> <tr> <th><i>Age</i></th> <th><i>Hired on or before June 16, 1999</i></th> <th><i>Hired after June 16, 1999</i></th> </tr> </thead> <tbody> <tr> <td>20-29</td> <td>n/a</td> <td>2%</td> </tr> <tr> <td>30-39</td> <td>n/a</td> <td>4%</td> </tr> <tr> <td>40-49</td> <td>6%</td> <td>6%</td> </tr> <tr> <td>50-59</td> <td>26%</td> <td>17.5%</td> </tr> <tr> <td>60+</td> <td>36%</td> <td>27.5%</td> </tr> </tbody> </table>	<i>Age</i>	<i>Hired on or before June 16, 1999</i>	<i>Hired after June 16, 1999</i>	20-29	n/a	2%	30-39	n/a	4%	40-49	6%	6%	50-59	26%	17.5%	60+	36%	27.5%
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20-29	2%																		
30-39	4%																		
40-49	9%																		
50-59	23%																		
60+	28%																		
Future members and rehired members	Fixed 2% at all ages																		
Vesting	100% at 3 Years of Service																		
Timing	Annually (must be employed on December 31 <sup>st</sup> )																		
Employer One-Time Retroactive Supplemental Contribution (all current members) - Amount	Pay from January 1, 2022 to withdrawal date (x) member percentage from applicable chart above																		
Timing	Deposited to member account as soon as administratively possible following the withdrawal date in 2022																		
Pay Definition for Supplemental Contributions	The same as defined for the Employer Match																		

**ARTICLE XXVIII COMPANY RULES**

4. SURVEILLANCE – The Union recognizes the Company’s inherent rights under law to surveil its properties which may include workspaces used by IAM members. The Union further

recognizes that there are currently surveillance systems in use at the company's facilities. In furtherance of such rights, the Company and the Union agree that, effective on the DOR, the following guidelines shall apply:

(a) The company may utilize video surveillance cameras in its sole discretion in all areas of its business operation including for safety, security, and for customer service purposes, which includes service failure, policy violations, theft, verification of time stamps, auditing, standards, and any other valid business reason. Notwithstanding the foregoing, the use of surveillance will be strictly prohibited in any areas designated for employees to undress, including bathrooms and specifically designated dressing rooms.

(b) The Company will provide advance notice to the Union prior to the installation of any surveillance system which use would be inconsistent with the use Surveillance provisions above.

### **ARTICLE XXXI - EFFECTIVE DATE AND DURATION**

1. This Agreement, except as otherwise provided herein, shall become effective June 16, 2025, and shall remain in full force until and including June 15, 2028, and thereafter for further terms of one (1) year unless the Company or Union gives the other notice in writing not more than seventy (70) days nor less than sixty (60) days prior to June 16, 2028, or to any subsequent anniversary date of this Agreement either terminating this Agreement upon such anniversary date or proposing modifications or amendments to the Agreement. Any modifications or amendments, if proposed, shall be included in said notice. The parties agree to commence negotiations concerning such proposed modifications or amendments within fifteen (15) days after the giving of said notice. In the event of failure of the parties to reach an agreement upon such proposed modifications or amendments by an anniversary date of this Agreement, or at the reopening date of June 16, 2028, either party, at any time thereafter, may terminate this Agreement upon five (5) days written notice to the other, and the provision of Article XXII will be null and void.

2. Any notices given under this provision shall be deemed to be served when mailed, postage prepaid, registered or certified mail, return receipt requested to Atlantic Aviation Corporation, 233 Industrial Avenue, Teterboro, New Jersey 07608 for service upon the Company, and when similarly mailed to the International Association of Machinists and Aerospace Workers, Air Transport District 142, 9633 S 48<sup>th</sup> Street, Suite 100, Phoenix, AZ, 85044, or at some other addresses as may be designated in writing by the Company or the Union. The day following the post office mailing date shown on the registered or certified letters shall be the controlling date for all purposes under the Agreement. The Company and the Union agree that the enclosed package represents all of the changes in the new Teterboro Agreement. The Union and the Company agree to withdraw all other outstanding proposals.

IN WITNESS WHEREOF, the parties have hereunder affixed their signatures on this xx<sup>th</sup> day of August, 2025.

Agreed:

**International Association of  
Machinists and Aerospace Workers  
Air Transport District 142**

**Atlantic Aviation**

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**John M. Coveny**  
President-Directing General Chairperson

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**Tim Bannon**  
Executive Vice President, Operations

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**James M. Samuel**  
General Chairperson

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**Larry Jorash**  
Regional Vice President of Operations

---

**Todd Roan**  
General Chairperson

---

**Michael Phillips**  
Regional Manager

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**Alan Massa**  
Committee Member

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**Chris Corwin**  
Manager, Employee and Labor Relations

---

**Katarzyna Vourtis**  
Committee Member

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**Adam Rotbaum**  
General Manager, TEB

---

**Jose Lugo**  
Committee Member

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**Orlando Pena**  
Manager Line Service, TEB

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**Gary Drapala**  
Committee Member

**NEW HIRE  
HOURLY WAGE SCALE  
FOR EMPLOYEES HIRED AFTER AUGUST XX, 2025**

<u>GSE Mechanic</u>	<u>Current</u>	<u>Wages on</u>	<u>Wages on</u>	<u>Wages on</u>
	<u>Rates</u>	<u>June 16, 2025</u>	<u>June 16, 2026</u>	<u>June 16, 2027</u>
<u>Start</u>	<u>\$24.00</u>	<u>\$24.75</u>	<u>\$25.50</u>	<u>\$26.25</u>
<u>End Probation</u>	<u>\$25.00</u>	<u>\$25.75</u>	<u>\$26.50</u>	<u>\$27.25</u>
<u>Year 1</u>	<u>\$26.00</u>	<u>\$26.75</u>	<u>\$27.50</u>	<u>\$28.25</u>
<u>Year 2</u>	<u>\$27.00</u>	<u>\$27.75</u>	<u>\$28.50</u>	<u>\$29.25</u>
<u>Year 3</u>	<u>\$28.00</u>	<u>\$28.75</u>	<u>\$29.50</u>	<u>\$30.25</u>
<u>Year 4</u>	<u>\$29.00</u>	<u>\$29.75</u>	<u>\$30.50</u>	<u>\$31.25</u>
<u>Year 5</u>	<u>\$30.00</u>	<u>\$30.75</u>	<u>\$31.50</u>	<u>\$32.25</u>
<u>Off-Scale</u>	<u>\$1.00</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>

<u>Line Service Technician</u>	<u>Current</u>	<u>Wages on</u>	<u>Wages on</u>	<u>Wages on</u>
	<u>Rates</u>	<u>June 16, 2025</u>	<u>June 16, 2026</u>	<u>June 16, 2027</u>
<u>Start</u>	<u>\$21.00</u>	<u>\$21.75</u>	<u>\$22.50</u>	<u>\$23.25</u>
<u>90 Days</u>	<u>\$22.00</u>	<u>\$22.75</u>	<u>\$23.50</u>	<u>\$24.25</u>
<u>Year 1</u>	<u>\$23.00</u>	<u>\$23.75</u>	<u>\$24.50</u>	<u>\$25.25</u>
<u>Year 2</u>	<u>\$24.00</u>	<u>\$24.75</u>	<u>\$25.50</u>	<u>\$26.25</u>
<u>Year 3</u>	<u>\$25.00</u>	<u>\$25.75</u>	<u>\$26.50</u>	<u>\$27.25</u>
<u>Year 4</u>	<u>\$26.00</u>	<u>\$26.75</u>	<u>\$27.50</u>	<u>\$28.25</u>
<u>Year 5</u>	<u>\$27.00</u>	<u>\$27.75</u>	<u>\$28.50</u>	<u>\$29.25</u>
<u>Off-Scale</u>	<u>\$1.00</u>	<u>\$1.50</u>	<u>\$1.50</u>	<u>\$1.50</u>

Off-Scale employees making less than Year 5 will move to Year five rate + Off-Scale rate.

CDL Premium - ~~One dollar twenty-five cents (\$1.25)~~ per hour

Tow Certification Premium - ~~one dollar fifty cents (\$1.50)~~ per hour.

Fuel Farm Attendant Premium - ~~two dollars fifty cents (\$2.50)~~ per hour

GSE Fuel Farm Heavy Maintenance Premium - four dollars (\$4.00) per hour. This premium is only to be paid upon the request of a manager.

<u>Customer Service Representative</u>	<u>Current</u>	<u>Wages on</u>	<u>Wages on</u>	<u>Wages on</u>
	<u>Rates</u>	<u>June 16, 2025</u>	<u>June 16, 2026</u>	<u>June 16, 2027</u>
<u>Start</u>	\$20.00	\$20.75	\$21.50	\$22.25
<u>End Probation</u>	\$21.00	\$21.75	\$22.50	\$23.25
<u>Year 1</u>	\$22.00	\$22.75	\$23.50	\$24.25
<u>Year 2</u>	\$23.00	\$23.75	\$24.50	\$25.25
<u>Year 3</u>	\$24.00	\$24.75	\$25.50	\$26.25
<u>Year 4</u>	\$25.00	\$25.75	\$26.50	\$27.25
<u>Year 5</u>	\$26.00	\$26.75	\$27.50	\$28.25
<u>Off-Scale</u>	\$1.00	\$1.50	\$1.50	\$1.50

<u>Utility Worker / Janitor</u>	<u>Current</u>	<u>Wages on</u>	<u>Wages on</u>	<u>Wages on</u>
	<u>Rates</u>	<u>June 16, 2025</u>	<u>June 16, 2026</u>	<u>June 16, 2027</u>
<u>Start</u>	\$19.00	\$19.75	\$20.50	\$21.25
<u>End Probation</u>	\$20.00	\$20.75	\$21.50	\$22.25
<u>Year 1</u>	\$21.00	\$21.75	\$22.50	\$23.25
<u>Year 2</u>	\$22.00	\$22.75	\$23.50	\$24.25
<u>Year 3</u>	\$23.00	\$23.75	\$24.50	\$25.25
<u>Year 4</u>	\$24.00	\$24.75	\$25.50	\$26.25
<u>Year 5</u>	\$25.00	\$25.75	\$26.50	\$27.25
<u>Off-Scale</u>	\$1.00	\$1.50	\$1.50	\$1.50

Note: When a person has progressed through 5 years' employment, for purposes of future wage increases their hourly rate will be adjusted by the "off-scale" hourly rate.

Note: Retro pay on the above DOR rates will be calculated back to the date of expiration of the Agreement prior to its extension.

# **Memorandum of Understanding**

## **Article III and VI – Scope and Classifications**

This Memorandum of Understanding (MOU) is made and entered into in accordance with the National Labor Relations Act (NLRA), as amended, by and between Atlantic Aviation, Inc. in TEB (hereinafter referred to as the “Company”) and Air Transport District 142 of the International Association of Machinists and Aerospace Workers, AFL-CIO, Air Transport District 142 (hereinafter referred to as the “Union”), or, hereinafter collectively referred to as the “Parties”.

The Parties hereby agree as follows:

WHEREAS, the parties are currently engaged in bargaining for a new Collective Bargaining Agreement (CBA), and

WHEREAS, the parties have identified Classifications that are covered by recognition and scope protected language of the CBA but have not been staffed by employees for many years in some cases, and

WHEREAS, the parties agree to this provision removing the classifications from the body of the CBA while recognizing the jurisdictional scope of work.

NOW, THEREFORE, the Parties hereby agree to the following:

1. Effective on the date of ratification (DOR), the following Classifications shall be removed from Article III and VI and prospectively and be covered by this MOU:

### Article III

- Aircraft Inspectors
- Aircraft Mechanics – Fixed Wing
- Aircraft Mechanics – Helicopters
- Sheetmetal Mechanics
- Aircraft Avionics/Electrical Mechanics
- Stockpersons
- Account Analyst
- Accounting Clerk
- Accounting Clerk A
- Receptionist/Typist
- Clerk Typist
- Janitor

### Article VI

- Automotive Mechanic Helper
- Building Maintenance Technician
- Lineperson

2. Article III and VI will be modified to reflect the above removal of classifications.

3. If, in the future, the Company decides to rehire employees into any of the classifications listed in paragraph 1 of this MOU, they will do so under the terms of this CBA.
4. The parties agree that the historical language contained in past agreements will be resurrected, updated by mutual agreement and utilized for the purposes of these classifications. Failure to reach a mutual agreement on any updated language will result in the original language being used again.

IN WITNESS WHEREOF the parties have signed this Memorandum of Understanding  
this XX<sup>th</sup> day of August, 2025.

For Atlantic Aviation, Inc.

For the IAM Union  
Air Transport District 142

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Larry Jorash  
Senior VP, Northeast  
and Labor Relations

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James M. Samuel  
General Chairperson

# **Memorandum of Understanding**

## **Signing Bonus**

This Memorandum of Understanding (MOU) is made and entered into in accordance with the National Labor Relations Act (NLRA), as amended, by and between Atlantic Aviation, Inc. in TEB (hereinafter referred to as the “Company”) and Air Transport District 142 of the International Association of Machinists and Aerospace Workers, AFL-CIO, Air Transport District 142 (hereinafter referred to as the “Union”), or, hereinafter collectively referred to as the “Parties”.

The Parties hereby agree as follows:

WHEREAS, the Company and the Union are signatories to a collective bargaining agreement effective by its terms from June 16, 2022 through August 15, 2025 ("CBA"); and

WHEREAS, the parties negotiated for the successor agreement to the CBA; and

WHEREAS, the parties are desirous to reach a tentative agreement, without resorting to less desirable economic action;

NOW THEREFORE, the Company and the Union agree to the following:

1. The recitals set forth above are incorporated herein.
2. The Union agrees to hold a ratification vote on August XX, 2025 where the attached Tentative Agreement will be voted. The Union's Committee will fully recommend the Tentative Agreement.
3. If the membership ratifies the Tentative Agreement at the July 30<sup>th</sup> Ratification Vote, the Company will pay to each bargaining unit member a lump sum payment of one-thousand five hundred dollars (\$1,500.00). The lump sum payment will be paid out within two pay cycles of the successful ratification and be subject to all applicable taxes.

WHEREFORE intending to be legally bound hereby, the Company and the Union, by their duly authorized representatives, hereby enter into this Letter of Understanding.

## **Memorandum of Understanding**

### **Early Retirement Opportunity**

This Memorandum of Understanding (MOU) is made and entered into in accordance with the National Labor Relations Act (NLRA), as amended, by and between Atlantic Aviation, Inc. in TEB (hereinafter referred to as the “Company”) and Air Transport District 142 of the International Association of Machinists and Aerospace Workers, AFL-CIO, Air Transport District 142 (hereinafter referred to as the “Union”), or, hereinafter collectively referred to as the “Parties”.

The Parties hereby agree as follows:

WHEREAS, the parties are currently engaged in bargaining for a new Collective Bargaining Agreement (CBA), and

WHEREAS, the Company has identified an area of opportunity to benefit current employees in the area of sick bank use.

WHEREAS, the Company agrees to a one-time offer to 5 number of employees in the following classifications (0 CSR, 2 LST, 2 Utility, and 1 GSE Mechanic) to access their available sick bank to be made as an immediate payment at their new base rate in return for the employee to retire. This retirement will be accepted within 90 days from the ratification of the new collective bargaining agreement effective XX/XX/XX.

WHEREAS, the parties agree to this provision.

NOW, THEREFORE, the Parties hereby agree to the following:

1. Effective on the date of ratification (DOR), 5 employees in the following categories will be eligible to sign up for this offer. In the event that more employee sign up than there are available slots, seniority rules will apply. At least one position will be eligible for early retirement in the following classifications ( LST, GSE, Utility), incremental slots will be awarded at the discretion of the company and will be communicated to the union on the effective date of the contract.
  - Employees awarded this buy out will be paid their current, accrued sick bank, in its entirety at the base hourly rate that is effective with the new CBA in one lump sum.
  - Employees signing up must have at least 10 years of service with the Company
  - Employees awarded this buyout shall be required to sign a waiver of release prior to being paid from their sick bank.
  - All employees awarded this buyout shall have their retirement start no later than X days following ratification.

IN WITNESS WHEREOF the parties have signed this Memorandum of Understanding  
this XX<sup>th</sup> day of August, 2025.

For Atlantic Aviation, Inc.  
Air Transport District 142

For the IAM Union

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Larry Jorash  
Senior VP, Northeast  
and Labor Relations

---

James M. Samuel  
General Chairperson