



YYZ CARGO 2021 SHIFT BID RULES

The following Shift Bid Rules will apply to the YYZ Cargo 2021 Shift Bidding Process by IAM&AW Members at YYZ Cargo:

- 1. Face masks must be worn at all times during the shift bidding process. Employees who are not wearing a mask will not be permitted inside the bidding room.**
- 2.** YYZ Cargo Shift Bid packages have been issued to all eligible YYZ Cargo employees via Air Canada e-mail. ***Do not reply to e-mail; any e-mails that are "rejected" will not be resent.**
- 3.** The YYZ Cargo Shift Bid will be posted outside of the Resource Planning Office.
- 4.** Only the employee making their bid or designated proxy bidder will be allowed in the bid room.
- 5. Three (3) minutes are allocated for each bidder.**
- 6.** If, after submitting a bid sheet, the employee does not attend their scheduled bid time, and insufficient bid choices have been made on their bid sheet, the employee will be assigned to an open Bid Line at the close of the bid. This also applies when an employee fails to submit a completed bid sheet and fails to show up during their scheduled time.
- 7.** As in 2020, cycle changing will be permitted during the 2021 Shift Bidding process. NOTE - there will be no equalization to employee schedules as the result of a cycle change made during the shift bidding process. In the event of a cycle change, Vacation and GHO Bid dates will slide to follow new cycle.
- 8.** Submit completed bid sheets into the drop-box located in the Resource Planning Office, by no later than 12 noon, November 2nd, 2020. Current Vacation and GHO bid weeks will remain as-bid. In the event of a discrepancy, it may be necessary to manually assign vacation or GHO. Manual assignments will be coordinated with affected employees and will be slotted based on availability.
- 9.** Should you bid onto a "bracketed" shift, and the original shift owner returns to work at any point during the bid, you will assume a Relief role on that shift cycle and time(s).
- 10.** Should you bid onto a line that requires an extra training component such as an "AVI" line (Station Attendant) or a "DG" line (Customer Service Agent) or any other line that requires a training component designated by management, you will be required to successfully pass the training component, if not already trained. If you are unsuccessful during the training process, you will assume a Relief role with no cycle or time.