



TRANSPORT WORKERS UNION LOCAL 555

REPRESENTING THE RAMP, OPERATIONS, PROVISIONING, AND FREIGHT AGENTS OF SOUTHWEST AIRLINES
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March 10, 2025

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Brothers and Sisters,

Your Local Executive Board is aware of the email sent by the Company to membership with the subject: "Upcoming Change in Clock Out Process at Kronos Time-clocks." While we agree that *"employees receive their compensation for all time they work and all meal and rest breaks that are provided under the law, Company policy, or their collective bargaining agreement,"* we must address the contradictory language contained in the email as it pertains to this change.

The email states: *"If you feel that you have not received a reasonable opportunity to take meal periods and/or rest breaks, please inform your leader. Otherwise, by pressing "Okay" on this timeclock, you are confirming that you did receive a reasonable opportunity to take meal periods and rest breaks today."*

It closes out by stating: *"Pressing "Okay" on the Kronos time-clock following the display of the above message will be a required part of the clock out process. Failure to clock out will be subject to normal disciplinary policies...."*

This Local will not fall prey to technological gimmicks by the Company to usurp our contractual rights by mandating that our membership give up those rights via an electronic agreement.

It is not up to the employee to determine if they had adequate time to have a meal period. It is the contractual responsibility of the Company to provide that meal period by scheduling it in the employee's 4th, 5th, or 6th hour of their shift. The Union does not support this clock out procedure the Company wants employees to acknowledge which shifts their contractual obligation to schedule lunches to the employee.

Until we can receive clarity from the Company regarding this language, we advise members who did not receive a meal period to inform their Station Union Representative and their supervisor in advance of clocking out that:

1. a meal period was not received
2. a grievance will be filed

If management instructs the member to press "okay" and clock out anyway, make sure there is a witness, document the conversation, and file a grievance.

We are actively looking into whether we address this issue through a group grievance or through legal counsel and will keep you informed as we receive more information.

If you have any questions, please reach out to your District Representative.

In Solidarity,

TWU Local 555 Executive Board