

The Company will observe the Christmas Holiday Period as follows:

Monday, December 26, 2022
Tuesday, December 27, 2022
Wednesday, December 28, 2022
Thursday, December 29, 2022
Friday, December 30, 2022
Monday, January 2, 2023

This Bulletin has been designed to assist in determining Holiday eligibility as defined in, but not limited to, Sections 95, 96, 97, 98, 100, 101, 102, and Letters 79, 80, 81, 87, and 203 of the PM&P Agreement. Eligibility rules as defined in the above sections of the Agreement apply for all work patterns; however, certain qualifying dates in the below examples will require adjustment for Alternative Work Schedule (AWS) employees working a 3/2/120 schedule, or a Four Day Work Week (FDWW) schedule.

I. General Rules for Eligibility for the Christmas Holiday Period Holidays

An employee must have:

- A. attained seniority prior to the designated holidays,
- B. otherwise been scheduled to work on such days if they had not been observed as holidays, and
- C. worked the last scheduled working day prior to and the next scheduled working day after such holiday period, regardless of the work week in which the scheduled working days fall. Examples for a traditional 40 hour work pattern are as follows:
 1. An employee who is scheduled to work and does work on Friday, December 23, 2022 and Tuesday, January 3, 2023 is eligible for pay for the Christmas Holiday Period Holidays.
 2. An employee who is excused by management from work on Friday, December 23, 2022 or Tuesday, January 3, 2023 or both is eligible for pay for the Christmas Holiday Period Holidays.
 3. An employee who is intermittently absent in conjunction with an approved Family Medical Leave Act (FMLA) on Friday, December 23, 2022 or Tuesday, January 3, 2023 or both is eligible for pay for the Christmas Holiday Period Holidays. If an employee is absent five consecutive days in conjunction with an approved FMLA, see section II, Paragraph C.
 4. An employee absent without excuse on either Friday, December 23, 2022 or Tuesday, January 3, 2023 shall be ineligible for pay for **one (1)** of the holidays in the Christmas Holiday Period, but shall, if otherwise eligible, receive pay for the remaining holidays in the Christmas Holiday Period.

5. An employee absent without excuse on Friday, December 23, 2022 and Tuesday, January 3, 2023 is not eligible for pay for any of the Christmas Holiday Period Holidays.

II. **Exceptions to the General Rules for Eligibility for the Christmas Holiday Period Holidays**

A. Laid Off Employee

1. A seniority employee returns from absence and placed on layoff

When an employee on sick leave of absence, vacation leave of absence or other approved leave of absence reports to work prior to a holiday and he/she is to be placed on layoff, the effective date of layoff used to determine holiday pay eligibility is the date the employee would have been laid off if the employee had been on the active roll when the layoff occurred.

Plant HR should submit a list of laid off employees that fit these criteria with the effective dates of the layoff to Corporate Payroll at CATS@FCAGroup.com by December 16, 2022. Additional names of employees reporting after December 16, 2022 are to be submitted as they are received.

CID/Name	PeopleSoft Effective Layoff Date	Effective Date of Layoff for Holiday Pay
	<i>What is the current effective date of the layoff as per PeopleSoft transaction?</i>	<i>What was the date the employee would have been laid off if he/she was active at the time of the layoff?</i>

2. A seniority employee temporarily or indefinitely laid off on or before Sunday, November 6, 2022 is not eligible for pay for any of the Christmas Holiday Period Holidays.
3. A seniority employee indefinitely laid off
 - a. between Monday, November 7, 2022 and Sunday, November 27, 2022, inclusive, and who works the last scheduled working day in the work week in which the employee is laid off is eligible for pay for one-half of the six (6) holidays in the Christmas Holiday Period.
 - b. between Monday, November 28, 2022 and Sunday, December 25, 2022, inclusive, and who works the last scheduled working day in the work week in which the employee is laid off, is eligible for pay for all the Christmas Holiday Period Holidays.
4. A seniority employee temporarily laid off
 - a. between Monday, November 7, 2022 and Sunday, November 27, 2022, inclusive, who works the last scheduled working day in the work week in which the employee is laid off and who returns to work from

such temporary layoff as scheduled following the Christmas Holiday Period is eligible for pay for one-half of the six (6) holidays in the Christmas Holiday Period.

- b. between Monday, November 28, 2022 and Sunday, December 25, 2022, inclusive, who works the last scheduled working day in the work week in which the employee is laid off and who returns to work from such temporary layoff as scheduled following the Christmas Holiday Period is eligible for pay for all of the Christmas Holiday Period Holidays.

B. Employee on Sick Leave (including workers compensation leave)

1. An employee on sick leave begins the sick leave the last day worked except for
 - a. a seniority employee whose last scheduled work day is Thursday, December 15, 2022 working on a 3/2/120 A Crew/FDWW or is Friday, Saturday or Sunday, December 16, 2022 through December 18, 2022, and who completes the assigned shift on such last scheduled work day and then is taken sick over the weekend. For Holiday Pay purposes, such employee is regarded as beginning sick leave on Monday, December 19, 2022 and is eligible for pay for the Monday, December 26 – Friday, December 30, 2022 holidays. (HR must send employees who meet this criteria to Corporate Payroll at CATS@FCAGroup.com)
 - b. a seniority employee whose last scheduled work day is Thursday, December 22, 2022 working on a 3/2/120 A Crew/FDWW or is Friday, Saturday or Sunday, December 23, 2022 through December 25, 2022, and who completes the assigned shift on such last scheduled work day and then is taken sick over the weekend. For Holiday Pay purposes, such employee is regarded as beginning the sick leave on Monday, December 26, 2022 and is eligible for pay for all of the Christmas Holiday Period Holidays. (HR must send employees who meet this criteria to Corporate Payroll at CATS@FCAGroup.com)
2. An employee whose last scheduled work day is on or before Wednesday, December 14, 2022 (A Crew and FDWW only) or is on or before Thursday, December 15, 2022 and who takes sick after leaving work on that day begins the sick leave on the last day worked and is not eligible for pay for the Christmas Holiday Period Holidays.
3. An employee whose last scheduled work day is on or before Sunday, December 18, 2022 and who takes sick before completion of the shift on such work day begins the sick leave on the last day worked and is not eligible for pay for the Christmas Holiday Period Holidays.
4. A seniority employee whose last scheduled work day is between Monday, December 19, 2022 and Sunday, December 25, 2022, inclusive, and who takes sick before completion of the shift on such work day begins the sick

leave on the last day worked and is eligible for pay for the Monday, December 26 – Friday, December 30, 2022 holidays.

5. A seniority employee on sick leave of absence who obtains a doctor's release to return to work during the Christmas Holiday Period shall, if otherwise eligible, receive pay for the holidays in the Christmas Holiday Period falling on and after the date the plant was notified, provided satisfactory medical evidence of the employee's availability to work on and after such date is presented upon return to work.

NOTE: Sickness and Accident benefits are not paid to any employee for any day for which such employee is entitled to holiday pay.

C. Employee on Approved Leave of Absence including FMLA (other than leave of absence for Jury Duty, Vacation, Bereavement, or Short-Term Military Duty)

1. An employee on an approved leave of absence begins the leave of absence on the last day worked.
2. A seniority employee granted an approved leave of absence whose last day worked in the work week is on or before Friday, December 23, 2022 is not eligible for pay for the Christmas Holiday Period Holidays unless the employee qualifies under Section 3 below.
3. A seniority employee on a personal leave of absence which expires during a Christmas Holiday Period shall, if otherwise eligible, receive pay for the holidays in the Christmas Holiday Period which fall (1) on or after the expiration date of such leave or (2) on and after the date the employee notified the plant of the employee's availability for work, whichever is later.

D. Employee on Approved Leave of Absence for Jury Duty

1. If the Christmas Holiday Period Holidays fall within an approved leave of absence for jury duty and a seniority employee's absence from work is attributable to such leave of absence, the employee is eligible for pay for the Christmas Holiday Period Holidays. Any jury duty fee paid by the court will not be deducted from the employee's pay for the holidays.
2. A seniority employee called for jury duty examination or who begins jury duty service on the first scheduled work day during the week beginning January 2, 2023 is eligible for pay for the Christmas Holiday Period Holidays if the employee works, or is excused by management from work, on the last scheduled work day during the week beginning December 19, 2022.

E. Employee on Approved Leave of Absence for Vacation

1. If one or more of the Christmas Holiday Period Holidays fall within an approved vacation leave of absence and a seniority employee's absence

from work is attributable to such vacation leave of absence, the employee is eligible for pay for such holiday(s).

2. A seniority employee on an approved vacation leave of absence for the week commencing Monday, December 19, 2022 or the week commencing Monday, January 2, 2023 is eligible for pay for all of the Christmas Holiday Period Holidays if the employee works or is excused by management from work on the other qualifying day.
3. A seniority employee who requests and is granted a vacation leave of absence for the week commencing Monday, December 19, 2022 and who also requests and is granted a vacation leave of absence for the week commencing Monday, January 2, 2023 shall, if otherwise eligible, receive pay for the holidays which fall in the Christmas Holiday Period.

F. Employee Absent Due to Bereavement

A seniority employee who is absent from work on the last scheduled work day during the week beginning December 19, 2022 or absent from work on the first scheduled work day during the week beginning January 2, 2023 due to the death of an immediate family member and who receives bereavement pay for such day is eligible for pay for the Christmas Holiday Period Holidays if the employee works, is excused by management from work, or receives bereavement pay on the other qualifying day.

G. Employee on Approved Leave of Absence for Short-Term Military Duty

1. A seniority employee on an approved leave of absence for short-term military duty receives short-term military duty pay for Monday through Friday holidays which fall during such leave of absence, but not Holiday Pay.
2. An eligible employee who begins short-term military duty on the first scheduled work day during the week beginning January 2, 2023 is eligible for pay for the Christmas Holiday Period Holidays if the employee works or is excused by management from work on the last scheduled work day during the week beginning December 19, 2022.

H. Employee Retiring on December 31

An otherwise eligible employee who retires on December 31, 2022 and who works, or is excused by management from work, on the last scheduled working day prior to the Christmas Holiday Period is eligible for pay for the holidays, which fall prior to January 1, 2023.

III. **Rate of Pay and Hours of Payment**

- A. An eligible employee is paid for eight (8) hours at the employee's regular straight-time hourly rate, exclusive of overtime premium, but including shift and seven-day operations premium. The higher rate of pay the employee may

receive pursuant to accumulation of time on a higher classification is not to be used in computing holiday pay.

- B. For employees working under the rules of a AWS (Alternative Work Schedule), holidays falling during the partial week of the Christmas Holiday Period shall be paid in accordance with the rules defined in Letter (246) of the Agreement. Holiday pay for the full week of holidays during the Christmas Holiday period will not exceed forty (40) straight-time hours of pay.

IV. Employee Working On a Holiday

A. Five-Day Operations and Alternative Work Schedules

An employee who is scheduled to work and does work on a calendar holiday receives double-time for hours worked on the holiday and, in addition, holiday pay, if otherwise eligible.

All hours worked outside the calendar holidays are paid at straight time until 40 compensated hours are worked in accordance with Section (86) or (87)(a) of the PM&P Agreement.

B. Seven-Day Operations

An employee who is scheduled to work and does work on a calendar holiday receives double-time for hours worked on the holiday and, in addition, holiday pay, if otherwise eligible.

C. Option to Convert Holiday Pay to PAA

An employee who works on a designated holiday and who is eligible for Holiday Pay may elect to convert the holiday pay for that holiday worked to Paid Absence Allowance entitlement.

NOTE: Holiday conversion hours must be equal to the employee's holiday entitlement regardless of the number of hours scheduled.

V. Failure to Report for Holiday Work

An employee who is requested to work on a holiday and who accepts such holiday work assignment and fails to report for and perform such work without reasonable cause is not eligible for Holiday Pay for that holiday.

VI. Unpaid Weekend Days During The Holiday Period

Saturday, December 24, 2022, Sunday, December 25, 2022, Saturday, December 31, 2022 and Sunday, January 1, 2023 are not paid holidays in the Christmas Holiday Period. An employee will be called in to work on these days only in emergencies, and any employee who declines a work assignment on one or more of these days shall not be disqualified for pay for the Christmas Holiday Period Holidays if otherwise eligible for such pay.

This provision does not apply to an employee assigned to: (1) seven-day operations, (2) a third shift which starts Sunday night, (3) a shift which starts on Friday and continues into Saturday.

VII. Effect of Unemployment Compensation

An employee who claims and receives an unemployment compensation benefit or waiting period credit for a week included in the Christmas Holiday Period to which the employee would not have been entitled if the Holiday Pay had been treated as remuneration for the week shall be obligated to reimburse the Company the lesser of the following amounts:

- A. An amount equal to the Holiday Pay the employee received for the week in question, or
- B. An amount equal to either the unemployment compensation paid to the employee for such week or the unemployment compensation that would have been paid to the employee if such week had not been a waiting period.

The amount the employee is obligated to reimburse the Company will be deducted from the employee's subsequent earnings.

VIII. Supplemental Employees

Consistent with the Supplemental Agreement Temporary Employees (M-16) of the 2019 Production, Maintenance and Parts (PM&P) Agreement, Section XII (12). Supplemental employees will be eligible for holiday pay as set forth in Section (96) of the PM&P, provided:

1. The employee has actually worked at least 90 days prior to the holiday(s);
2. The employee worked the same day(s) as the holiday in the week prior to the week in which the holiday(s) falls, with the exception of being on a one-week temporary layoff for the prior week only, and the employee would otherwise have been scheduled to work on such day if it had not been observed as a holiday; and
3. The employee has worked the last scheduled working day prior to and the next scheduled working day after such holiday(s) within the employee's scheduled workweek. In the case of the Christmas holiday period, as defined in Section (95) of the Collective Bargaining Agreement, a Supplemental Employee absent without excuse on both the last scheduled working day prior to and the next scheduled working day after such Christmas holiday period shall be ineligible for pay for all of the holidays within the Christmas holiday period. An otherwise eligible Supplemental Employee absent without excuse on either the last scheduled working day prior to or the next scheduled working day after a Christmas holiday period shall be eligible to receive holiday pay for all but one of the holidays for which he would otherwise be eligible in the Christmas holiday period.

IX. Probationary Employees

A. Gaining Seniority Within the Holiday Period

An active probationary employee whose ninetieth (90th) day of employment falls on Saturday, Sunday or a holiday, including the holidays in the Christmas Holiday Period, and who is not scheduled to work that day will be considered a seniority employee as of the end of the regular shift on such 90th day. Such employee shall be eligible for Holiday Pay for Christmas Holiday Period Holidays falling subsequent to such 90th day of employment if the employee otherwise meets the general rules for eligibility, provided the employee returns to work on the next scheduled working day following the Christmas Holiday Period Holidays. (HR must send employees who meet this criteria to Corporate Payroll at CATS@FCAGroup.com)

B. Probationary employees with hours worked are eligible for double time and are not eligible for Holiday Pay

C. Corporate Hourly Payroll will not pay holiday pay for any of the Christmas Holiday Period to employees hired on or after October 5, 2022.

X. SUB/Holiday Eligibility Charts



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