



**TO:** ALL RAMP STAFF  
**CC:** IAM, BULLETIN BOARD  
**FROM:** Manpower Planning Department  
**DATE:** JULY 04, 2016  
**RE:** New FT and PT Bid – Effective Friday July 22, 2016

---

**The new FT and PT shifts will be effective Friday, July 22, 2016.**

**The FT bid will be effective till approximately October, 2016 unless otherwise determined by flight schedules.**

**The PT bid will be effective till approximately October, 2016 unless otherwise determined by flight schedules.**

**Please be advised of the following:**

- **On the PT hours, there are lines that are marked as changeable; these lines can be changed if needed for minor airline changes. Refer to the lines marked “CHANGEABLE”.**
- **Lead lines: Any employee may bid a Lead line. You will be trained to perform lead functions.**
- **Senior Lead lines may only be bid by Servisair collective agreement employees Lines 1- 4 & 447 (Relief)**
- **Transborder Horizon/Alaska lines 18-29 may only be bid by Servisair collective agreement employees**
- **Domestic Narrow-body ramp may only be bid by Swissport collective agreement employees (Lines 339-446). Swissport / Servisair employees may bid any line that is not highlighted as WS Ramp.**
- **'D'/Lead - Any employee who chooses to bid the D Lead line must schedule their Radio License and D AVOP within 30 days. Should an employee fail to obtain their D AVOP within**

**30 days without a receipt of appointment, you will be placed into the Relief pool according to your seniority. The 'D'/Lead line is a fulltime lead line and when not towing you will be working the regular operation.**

- **To attain a 'D' permit please contact the training department for study materials.**
- **Relief lines are numbered. There are 20 relief lines: 1 Senior Lead and 9 Leads (7 Intl & 2 Westjet) plus 10 Ramp relief lines.**
- **Any shifts highlighted in grey on a 4/3/3/4 line are rotational days.**
- **Please ensure you read the lines prior to bid. Bid by line #**
- **Print copies of the bids/and paper bid forms are available at the Ramp Offices.**

**Bids can also be viewed online @:**

**[iamaw16.ca](http://iamaw16.ca)**

**Call-in days are Tuesday July 12<sup>th</sup> – Thursday July 14<sup>th</sup>**

**All employees have three (3) options to bid:**

- 1. By phone;**
- 2. In person in the Union Office (room 4212 level 4 domestic terminal)**
- 3. Paper bid forms. (Forms are available via the ramp office)**

**(Place in white box/black box by ramp office)**

**If you are unable to bid in person or by phone, you may submit a bid by paper bid form no later than 07:30 am on your bid day. (Please ensure you have bid sufficient lines equal to your seniority number).**

**Please refer to the posted lists to find your call-in time.**

**EMPLOYEES ARE RESPONSIBLE TO ENSURE THEY CALL & BID ON TIME. PLEASE NOTIFY YOUR SUPERVISOR ON SHIFT IF SHIFT DUTIES CONFLICT WITH BID TIME.**

**IF YOU CALL LATE YOU WILL BE PLACED IN ORDER OF WHEN YOU CALL. IF YOU DO NOT BID YOU WILL BE ASSIGNED A LINE. (ONCE THE BIDS ARE COMPLETED)**

**PHONE NUMBERS**

**604-303-0461**

**If you get the voice mail please leave 1 message and clearly state your full name and contact information and continue to call back until you speak to someone.**

**During the awards:**

- Scheduling Committee will be collecting your primary phone number and e-mail address (to update company/union records).**
- Junior Agents will be asked to confirm their RAIC status (full clearance or escort-required).**