

Letter of Agreement  
Vacation Scheduling

Mr. Scott Slawson  
President  
UE Local Union 506  
3923 Main Street  
Erie, PA 16511

Karleen Torrance  
President  
UE Local 618  
3923 Main Street  
Erie, PA 16511

Re: Vacation Scheduling

Dear Scott and Karleen:

This letter will confirm the substance of our agreement reached in the 2023 negotiations. In order to assure that bargaining unit employees have the maximum opportunity to schedule their vacations in accordance with Article XVII, Section 1(h) of the Agreement, before scheduling vacations, the Company will notify the Union in situations where bargaining unit employees have failed or refused to schedule their vacations during the calendar year. As outlined in Article XVII, Section 1(h)(i), approval of vacation requests submitted after the applicable sign-up period will be granted only if there are openings available for the particular week (days) requested. Requests for vacation will not be unreasonably denied.

Sincerely,

Joseph Cavalier  
Vice President - Operations