

NMC 021-08

Subject: Bi-weekly Spareboard Guarantee Changes Effective August 4, 2008

As per the provisions of the Memorandum of Settlement ratified February 13, 2008, the spareboard guarantees will now be aligned with two consecutive weekly crew changes and will become a true bi-weekly guarantee effective August 4, 2008.

In order to make this transition, it will be necessary to process the guarantees for a 10 day period only in Pay Period 17, from July 25 to August 3, 2008. Claims must be submitted by August 9, 2008 for these 10 days to be included in Pay Period 17 deposit.

While pay periods remain the same, the new 2-week guarantee period will commence on Monday and conclude on the Sunday of the following week, which coincides with two weekly crew changes. The first full guarantee period aligned with weekly crew changes will run from Monday August 4 to Sunday August 17, 2008.

To ensure payment of spareboard guarantee claims for the current pay period on the subsequent payday, claims must not be submitted later than 48 hours after the end of the pay period.

The next several guarantee periods and corresponding pay periods with appropriate due dates are outlined as an example below:

Guarantee Period	Days	Pay Period	Guarantee Claims Due (Eastern Time)	Cheque Deposit Date
July 25 to August 3	10	PP 17 July 25 - August 7	August 9, 2008 23:59	August 21, 2008
August 4 to August 17	14	PP18 August 8 - August 21	August 23, 2008 23:59	September 4, 2008
August 18 to August 31	14	PP19 August 22 - September 4	September 6, 2008 23:59	September 18, 2008
September 1 to September 14	14	PP20 September 5 - September 18	September 20, 2008 23:59	October 2, 2008

Kent S. Cook
Senior Auditor – CMC
Network Management Centre