Appendix E

JOINT FAA/NATCA PAR Summary

Instructions for Completion

The attached PAR Summary Report is to be completed jointly by the Parties no later than 5 business days following the completion of each PAR. Regional AHR PAR representative(s) are responsible to e-mail completed forms to Shelly.Mlakar@faa.gov and NEARVP@Natca.com with a cc to the appropriate NATCA Regional Vice President and John.Covell@faa.gov. Any differences in the results are to be reconciled prior to sending the report.

(A) Cases Not Presented – Sustained: Total number of grievances submitted to PAR and sustained by the Agency without presentation to the neutral.

(B) Cases Not Presented - W/D: Total number of grievances submitted to PAR and withdrawn by the union without presentation to the neutral.

(C) Cases Not Presented - Settled: Total number of grievances submitted to PAR and settled by the Parties without presentation to the neutral.

(D) Excluded unheard: Held Pending National Decision: Total number of grievances submitted to PAR and held in abeyance in connection with a national grievance.

(E) Excluded unheard: Not Reached in Available Time: Total number of grievances submitted to PAR, and not heard due to lack of time.

(F) No Opinion – Sustained: Total number of grievances submitted to PAR and presented to the neutral evaluator but sustained by the Agency prior to an oral or written opinion by the neutral evaluator.

(G) No Opinion – W/D: Total number of grievances submitted to PAR and presented to the neutral evaluator but withdrawn by the Union prior to an oral or written opinion by the neutral evaluator.

(H) No Opinion – Settled: Total number of grievances submitted to PAR and presented to the neutral evaluator but settled by the Parties prior to an oral or written opinion by the neutral evaluator.

(I) Opinion: Agency Prevails – W/D: Total number of grievances submitted to PAR and presented to the neutral evaluator but withdrawn by the Union after an oral or written opinion by the neutral evaluator favors the agency. Note: This is the category for cases where the neutral's opinion favors the Agency and both Parties circle "Accept" on the opinion form.

(J) Opinion: Agency Prevails – Settled: Total number of grievances submitted to PAR and presented to the neutral evaluator but settled by the Parties after an oral or written opinion by the neutral evaluator favors the agency.

(K) Opinion: Agency Prevails – Union Rejects: Total number of grievances submitted to PAR and presented to the neutral evaluator but the Union rejects an oral or written opinion by the neutral evaluator favoring the agency.

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Joint FAA-NATCA Instructions for PAR Summary

(L) Opinion: Union Prevails – Sustained: Total number of grievances submitted to PAR and presented to the neutral evaluator where the agency accepts both the findings and the remedy (in whole or in part) of an oral or written opinion by the neutral evaluator favoring the union. Note: This is the category for cases where the neutral's opinion favors the Union and both Parties circle "Accept" on the opinion form.

(M) Opinion: Union Prevails – Settled: Total number of grievances submitted to PAR and presented to the neutral evaluator where the agency accepts the findings of an oral or written opinion by the neutral evaluator favoring the union but negotiates a remedy with the union to close the grievance.

(N) Opinion: Union Prevails – Agency Rejects: Total number of grievances submitted to PAR and presented to the neutral evaluator but the Agency rejects an oral or written opinion by the neutral evaluator favoring the union.

(O) Remanded: Total number of grievances submitted to PAR and, at any stage of the proceedings, remanded to Step 2 by agreement of the Parties for further discussion. The Union's right to appeal the grievance to arbitration in accordance with Article 9.8(i) is preserved if the local parties are unable to resolve the matter.

Submitted to PAR: Total number of Grievances submitted to PAR. This must be the sum of categories A through O as defined above.

- The attached summary sheet may be completed manually or by computer using the Excel-based PAR template workbook. Completing it on the computer automatically populates the summary sheet and computes the total number of grievances submitted. Either way, both Parties must endorse the tally, and it must be transmitted as described above. The neutral's signature is not required.

Att.