

Voluntary leave of absence for frontline team members – FAQs

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Application & Selection [\(back to top\)](#)

Q. What is the deadline to apply for the Voluntary Leave of Absence (VLOA)?

All team members must submit their applications by Saturday, June 27, at 11:59 PM CT.

Q. If I sign up for the VLOA but then change my mind, can I do that?

Yes. If you need to withdraw your application, you can submit another application and select the “Withdraw” option in the drop-down menu prior to the window closing.

All requests must be submitted by 11:59 PM CT on June 27. The application with the latest time stamp will be used as your final application. Once the application window has closed, no changes can be made, and you will be committed to your selection.

Q. Will all VLOA requests be granted?

The goal is to grant as many requests as possible; however, the company will determine the total number of VLOAs offered, as well as the locations they will be offered, based on operational need.

VLOAs will be awarded by seniority order within a location.

Q. When will I know if my request has been approved?

Our goal is to process requests as soon as possible. Once the application window closes, leaders will work through the requests and will reach out to team members directly with next steps.

Q. Can the company recall me from a VLOA?

Yes, the company maintains the right to recall team members on VLOA in accordance with your collective bargaining agreement (CBA) based on operational need.

Eligibility [\(back to top\)](#)

Q. Who is eligible?

Active, domestic U.S.-based mainline frontline team members, with the exception of pilots.

Q. If I'm on a leave of absence, am I eligible to apply?

Team members on a military or FMLA leave are eligible to apply. If you have questions about leave eligibility, please reach out to your [People Business Partner](#).

Q. If I've already been approved for a previously offered VLOA, can I apply for one of these voluntary options?

Yes, you are eligible to apply for these voluntary options.

Q. If I already took the previously offered VEOP, can I apply for one of these options instead?

No, you are not eligible to apply for these voluntary options. Your original VEOP election and exit date continue to apply.

Q. What is the duration of this VLOA?

This VLOA would begin on a date determined with your leadership and run through Sept. 30, 2020.

Q. Would I qualify for unemployment benefits if I take the VLOA?

We wish we had a clear answer, but unfortunately, eligibility for unemployment benefits varies from state to state, so we can't provide guidance about whether you would be eligible. We will, however, not contest claims for unemployment filed under this program, and will provide a letter that explains the background for the leave of absence program, which you may provide to the state agency if you apply. It will say:

“This confirms your participation in American Airline’s current Voluntary Leave of Absence Program (LOA Program). As previously communicated, American implemented the VLOA Program because of the unprecedented impact the COVID-19 pandemic has had on the demand for air travel. This demand decrease has resulted in significant schedule reductions, which began in March and will continue into the summer. Your participation in this VLOA Program will assist American in addressing significant financial challenges and potentially avoiding more dramatic cost-savings measures. As such, for purposes of unemployment benefit eligibility, American views your voluntary participation in the VLOA Program because of the COVID-19 pandemic and the effect on the Company’s business as constituting good cause connected with the work for taking temporary leave from American.

Thank you for playing a key part in American’s efforts during this challenging time.”

Pay, Sick & Vacation [\(back to top\)](#)

Q. How much will I get paid?

You will be paid for 25% of your contractual regular work schedule at pay rates based on seniority, which does not include any premiums, shift differentials, overtime pay, etc. through Sept. 30, 2020

- Flight Attendants: 25% of Guarantee (19 hours)
- Dispatchers: 25% of minimum monthly salary
- Flight Crew Training Instructors: 25% of standard monthly schedule requirement
- All other represented team members: 25% of the work week for full-time (10 hours of pay per week) and 5 hours of pay per week for part-time

Q. How will vacation and sick time be accrued and paid out?

Vacation and sick time will continue to accrue as outlined in your CBA. You will be paid out for any vacation already requested and granted during your leave period.

Q. Will I get standard pay increases while on VLOA?

Yes, you will continue to accrue seniority and receive pay increases while on VLOA in this program.

Q. Will union dues be collected if I take the VLOA?

Yes. Union dues will be deducted from your paychecks as normal while on this VLOA.

Medical [\(back to top\)](#)

Q. How does medical coverage work under the VLOA?

During the VLOA program, you will continue to be eligible for health benefits coverage as you are today.

Q. Will medical benefits be deducted from my pay?

Yes. Medical benefits will be deducted from your paycheck as they normally would. In rare cases where your paycheck doesn't cover your premiums due to the reduced salary offered through the VLOA, you will receive

an invoice to pay for your benefits on a monthly basis, which you must pay in a timely manner to retain your benefits coverage while on leave.

Q. If I am pregnant and deliver while on the VLOA, will I still be able to get Post-Delivery Maternity Short Term Disability (STD) payments from MetLife?

Yes, you will be able to file a claim at delivery and receive payment for up to 10 weeks. Your Maternity STD leave and VLOA time will run concurrently.

Q. If I choose to drop my benefits when the VLOA starts, can I process a life event to add coverage if my spouse loses their job?

Yes, if you have a qualifying life event, such as a spouse losing their job you will be able to process via the Benefits Service Center within 60 days of the loss of coverage.

Retirement [\(back to top\)](#)

Q. Can I continue to contribute to my 401(k) while I am on the VLOA, and will I continue to receive company contributions to my 401(k)?

Yes. You are still an active team member with eligible earnings, so your 401(k) contributions and any applicable company contributions and/or matches will continue, but based on your reduced pay.

Q. Does this VLOA impact my eligibility for the 65-point plan?

It has no impact.

Travel [\(back to top\)](#)

Q. Will I still have travel privileges during the VLOA program?

Yes, you will retain all travel privileges provided to active team members, including family/registered companion, D3s and ZED travel.

Return to Work from VLOA [\(back to top\)](#)

Q. If I opt for this VLOA, will I return to my same position?

Represented team members will return to your group and/or classification and location at the end of your VLOA.

Q. How will team members return to work?

Team members will generally return to work at the end of their VLOA. Based on operational needs, the company will have the ability to recall team members on VLOAs as outlined in each collective bargaining agreement.

Q. Is training necessary/mandatory after returning from the VLOA?

Yes. Regulatory training and functional, required training during the leave will remain in your Learning Hub profile and must be completed upon return.

Q. What if I decide I would like to retire at any point while on a VLOA?

Assuming you are eligible for retirement under the 65-point plan (at least 10 years of active service, and your years of service plus your age equals 65 or more) you may elect to retire. Please contact the Retirement team for information related to your situation. They can be reached at 1-800-447-2000 option 1, option 3. Once you make your decision, please contact your leader to discuss next steps.