

1                                   **LETTER OF UNDERSTANDING NO. 29**

2                                   **SUBJECT: USE OF CAREER GUIDES**

3       The purpose of this Letter of Understanding is to define the scope and usage  
4       of Career Guides, which also includes Career Guide Videos, as developed  
5       by Joint Programs.

6       Joint Programs is responsible for creating and maintaining Career Guides  
7       for IAM job classifications. Career Guides are based on a review of the  
8       work requirements for each job covered by the parties' Collective  
9       Bargaining Agreement in the Puget Sound, Wichita and Portland units.

10      The parties agree that the purpose of the Career Guides is to provide up-to-  
11      date career development and training information for each job. Career  
12      Guides do not redefine Standard Factory Job Descriptions currently utilized  
13      in the existing job classification system. Use of the Guides shall be limited  
14      to Joint Programs career development programs or other programs as agreed  
15      to by the Union and the Company.

16      The parties further agree that no portion of the Career Guides shall be used  
17      as the basis for, or as evidence in, any proceedings under Articles 13, 19, 22,  
18      the Rules Governing Application of Job Descriptions, or the Glossary of  
19      Terms and Phrases of the parties' Collective Bargaining Agreement.

20      Dated: ~~November 2, 2008~~September 13, 2024