E A SUMMER SIZZLE

June 20, 2022

At Executive Aviation, we win as a **TEAM**. Winning as a TEAM means every member of the team contributing fully and consistently. Personal reliability and commitment to safety are key elements how we contribute.

The next couple of months, from the Canada Day long weekend to the Labour Day long weekend, will be the busiest for air travel since before the pandemic and, for many of our stations, the busiest they have ever been! Team success will be more important than ever.

As special recognition of everyone's commitment to personal reliability and safety over the next couple of months, we are pleased to launch **SUMMER SIZZLE**.

Between July 1 and September 8, eligible team members can earn a bonus of an additional \$1/per hour for all regular hours worked in that period paid out as a lump sum bonus at the end of the season.

How do you qualify for the hourly bonus?

Personal Reliability

- 100% personal on-time performance (no lates) for the entire period
- Any approved absences are reported as much in advance as possible (minimum two hours) following our attendance policy and using the online absence reporting tool
 - Here's a link to our attendance policy in Vortex including links to the attendance reporting tool and all the details on our expectations:
 - Attendance Policy

Commitment to Safety

- All training is current no later than September 8
 - Your local station manager and trainer will assist you in identifying any training that is due or past due
 - For courses assigned in iLEARN, check frequently to see if anything new has been assigned.
 - Access iLEARN here: <u>Sign In iLEARN (executiveaviation.ca)</u>
 - Access iLEARN using your company email address. If you have not received your company email address, please see your local manager. They have it!
 - iLEARN sends weekly reminders to your company email regarding any iLEARN training that is incomplete

Who is eligible to participate in the SUMMER SIZZLE program?

• All hourly and salaried team members in all departments and locations who do not participate in any other corporate bonus programs

When do the SUMMER SIZZLE incentive hours get paid out?

• September 30, 2022