

2 December 2023

PAYROLL

We met with payroll on Monday to discuss some individual and collective issues.

We have suggested some improvements such as:

- Incorporating sick pay calculations on to the supplementary pay slip
- Providing us with a 'progress tracker' so we can see that your query's are being answered
- Clarification of absence coding to avoid unauthorised absence being placed on payslips
- Clarification on easyJet holiday taxation/gross up payments to avoid confusion to members

As is always the case, the team need time to look at our feedback and will get back to us at the next meeting.

One request from payroll is that employees follow the process of opening a query in the crew portal as their first action should you have any issues with payroll.

If you want to notify us as well, please follow the process outlined below from payroll:

The people portal for employee case management was introduced in early 2022 and has answers to many of the payroll questions we are often asked. We recommend that, before raising a query, you check the FAQ's and guides that are available on the portal, which are tailored by country and community. If you cannot find the answer you need then you can use the portal to raise a query.

We are aware that when you contact us about a pay query you may want to include in your Union, unfortunately this isn't possible through the portal. Therefore, if you would like to raise a pay case and include your union representative, you will need to do this via email.

To raise a pay case and include your union please email the HR Service Centre at HRServiceCentre@easyjet.com

When emailing please include the following information:

- *Union Representatives Name*
- *Union*
- *Union Representatives email address*

SAYE

Next Friday 8th of December is the last day to make your SAYE pre payments for the winter months for those that start inactivity on the 15th of December.

This pre payment is not mandatory but if you decide not to do it, it could impact your SAYE plan.

On the 24th of October you received an email from HRSC with all the information and steps to follow.

If you are unsure or have any doubts please let us know.

BCN HEADCOUNT

We have had a meeting with the company last week and discussed the issue of over-crewing in BCN.

We know it's an important concern for you all and the lack of flying is impacting your salary.

We used the statistics we have to highlight to the company that the head count is excessively over the company forecasted figures for both ranks and we have asked the company for a financial compensation for our losses.

They are taking the information away with them and will discuss it with us at the next meeting.

We will update you when we know more.

PERFORMANCE BONUS

You will have seen from the company communications that a bonus will be paid to all Spanish based employees in the December payroll equivalent to around 2 weeks (3.85%) basic salary due to meeting all the company targets.

We haven't yet been briefed on any further rewards such as easyJet Holiday vouchers or shares. We will keep you informed.

ALC REPS

Following the internal protocols to advertise the reps positions at a new crew centre, we can now confirm that **Iban** and **Carlos** will continue to represent SITCPLA members in ALC next season.

Thanks for all the hard work and dedication to everyone in Palma and all their years of experience and knowledge will be of great benefit to continue their great work in Alicante.

Wishing you a good weekend,
SITCPLA Reps