This Agreement is made effective this 3rd day of September 2024, by and between the News Media Guild, TNG-CWA Local 31222 (the "Guild" or "Union") and FT Publications Inc. (the "Employer" or the "Company") on behalf of themselves and their affiliates and subsidiaries and on behalf of all the employees described in Article 1.

Article 1: Recognition and Jurisdiction

Section 1. Recognition

The Employer recognizes the Guild as the exclusive bargaining representative of all employees in the bargaining unit as described in Section 2.

Section 2. Coverage

This Agreement shall cover all regular full-time and regular part-time journalists employed by the Employer, as well as the titles of Editorial Office Manager New York and Editorial Office Manager Washington DC, but excluding all managerial, supervisory and confidential employees and guards as defined by the National Labor Relations Act.

Employees covered by this Agreement may have lead person responsibilities, as defined under the National Labor Relations Act, but shall not have the authority to exercise supervisory duties as defined by the National Labor Relations Act.

Section 3. Jurisdiction

The jurisdiction of the Guild is:

a. The kind of work either typically and presently performed by bargaining unit employees.

b. Work not currently performed by bargaining unit employees, but which requires the skills and performance of functions similar to those normally and currently performed by unit employees.

The parties recognize that as the Company is a dynamic and evolving business, so too is the work of the bargaining unit. Unit coverage is therefore "platform agnostic," meaning that the bargaining unit includes and has included all positions and employees who create, edit, work on, and process the content for any and all platforms.

Article 2: Union Security

Section 1.

A. All employees, Guild members and non-members alike, are entitled to fair representation by the Guild. Subject to guidelines set forth in Side Letter A, bargaining unit employees (as defined in Article 1 – Recognition) shall pay union dues or lawfully assessed agency fees as a condition of employment. Employees shall be provided ample, reasonable notice and opportunity to remedy any failure to make payment of applicable union dues or agency fees in accordance with Side Letter A.

B. No employee covered by this Agreement shall be required to become a member of the Guild or to remain a member of the Guild as a condition of employment.

C. Dues shall be in accordance with the Guild's Constitution and/or Bylaws.

D. The Guild will hold harmless, defend and indemnify the Company and its employees with respect to any and all claims, liabilities, costs and expenses, including attorneys' fees, arising out of or in connection with any action taken by the Employer pursuant to the provisions of this Article. However, the Employer assumes no responsibility either to the Employee or the Union in the event that, through inadvertence or error, it fails to make such deductions in any instance.

Section 2. Dues Deduction

A. During the term of this agreement and thereafter, the Company will deduct bi-weekly from the pay of all employees who authorize such deduction all dues and agency fees levied by the Guild, in accordance with schedules of such dues to be furnished by the Guild. Authorization by the individual member for such deduction shall be provided to the Company on forms furnished by the Guild.

B. The Company will accept checkoff authorizations forms submitted through secure online forms with digital signatures.

C. On a monthly basis, the Company will furnish to the Guild a list, using a template provided by the Guild, showing the amount of dues being transmitted on behalf of each Guild member, along with the member's unique identifier.

Section 3. Non-Discrimination for Union Activity

Employees have the right to self-organization, to form, join or assist labor organizations, to bargain collectively through representatives of their own choosing and to engage in concerted activities for collective bargaining or other mutual aid and protection. There will be no dismissal of or other discrimination against any employee because of membership in or support of the Guild or participation in any Guild activity.

Section 4. Non-Interference

There will be no interference or attempt to interfere with the operation of the Guild.

Section 5. Communication channel

The Employer shall permit employees to use a dedicated communications channel (i.e., Slack) for Guild use.

Article 3: Information To the Guild

Section 1. Original information

Effective with the signing of this Agreement, the Company will furnish to the Guild, in a digital format, a list containing the following information for all employees covered by this Agreement:

- Name, age, race and gender identity (if self-reported) , home address, personal (if known) and work email
- Telephone number
- Date of hiring
- Work location
- Job title
- Employee status (ex: full time, part time, temporary)
- Salary

Section 2. Continuing information

On a quarterly basis, the Company will furnish to the Guild, in a digital format, a list of all employees covered by this Agreement, with the information specified in Section 1, which list shall identify all new hires in bargaining unit positions, salary increases and title changes, and any employees on extended leaves of absence.

Section 3. Change in status information

The Guild will be notified in writing within one (1) week of (1) a promotion or change in job title of any employee covered by this agreement and effective date (including promotions to excluded positions); (2) any approved, extended leave of absence for a unit employee; and (3) any performance improvement plan issued to a unit employee.

Article 4: Hiring, Transfers, and Promotions

Section 1. Posting of vacancies

A. The Employer shall notify unit employees of any vacancy it intends to fill in a manner determined by the Company (e.g., posting on a Slack channel), except where management has previously identified an internal candidate for the open position. If an existing, qualified

Employee declares interest in a vacant position for which an internal preferred candidate has not been identified, the Employer will interview the Employee prior to filling the position.

B. Qualifications for the position shall be included in the vacancy posting. A position that falls within the bargaining unit must note that designation within the job description.

C. Employees are eligible to receive a monetary bonus of $1,500 (subject to applicable taxes) for referring applicants who are hired.

Section 2. Consideration for internal applicants

A. Successful applicants shall be chosen based on their qualifications, such as experience, skill, job-related knowledge, and organizational/position fit. When in the Employer's judgment and sole discretion, the qualifications of the internal applicant and an outside applicant are substantially equal, the Employer shall offer the position to the internal applicant.

B. If a Guild member is not awarded an open position for which they applied, upon the Employee's request, the Employer shall provide the Employee with the reasons the Employee was not selected and how the Employee may improve their qualifications the next time the position, or a similar one, is open.

Section 3. Inclusive and Equitable Hiring Practices

A. The parties acknowledge a common goal of achieving and maintaining a diverse and inclusive workforce, measured in accordance with the Company's stated diversity goals, as laid out in its most recent Annual Diversity and Inclusion Report.

B. All job postings for Guild roles will:

i. Be written in clear, objective language that will not change during the hiring process to fit a particular candidate
ii. Use neutral language for job descriptions

C. The Employer will continue to work toward a more diverse and inclusive workplace for the entire organization. This work will include but not be limited to inclusive and equitable hiring practices at all levels of the organization.

Section 4. Transfers

A. Subject to the below, the Employer will not transfer an employee from one city to another without their consent. The Employer may relocate a position or may transfer an employee from one job or position to another, but prior to doing so, the Employer shall provide the Employee and the Guild with reasonable notice of such transfer or change and shall explain the transfer or change (and the business reasons for it) to the Employee and, at the Employee's request, a Guild representative.

B. Prior to a transfer resulting in a relocation, the Employer shall submit a written confirmation to the affected employee specifying the job, location and duration. The Employer agrees to pay reasonable, pre-approved moving expenses for such a transfer to any different location initiated by the Employer.

C. The Employer also shall have the right to offer transfers of limited duration from one city to another or from one job to another. At the end of a transfer of limited duration, the Employee shall have the right to return to the original point of transfer or job, unless other arrangements are mutually agreed.

D. There shall be no reduction in salary or impairment of other benefits as a result of a transfer.

E. This Section shall not apply to transfers requested by an employee and approved by the Employer, including when an employee applies for and is hired into an open position in a different location.

F. No employee shall in any way be penalized for refusing to accept a promotion or transfer.

Section 5. Promotions

The Employer will provide guidance, make arrangements for, and pay for the costs of all training courses (if any) that are required by the Employer for any particular Employee.

Article 5: Job Descriptions

Section 1.

It is recognized by both parties that the business's ability to change and react to business requirements is critical. At the request of an Employee, no more frequently than once per year, the Employee (and the Guild, at the Employee's request) may seek to discuss any changes to job descriptions and/or responsibilities to ensure that flexibility to incorporate changes does not lead to an unreasonable workload. The Employer shall retain control over the duties and responsibilities of any position.

A change in the method of operation shall not be considered a new job duty unless such change materially alters the job function, workload, or workflow.

Section 2.

Where an employee feels that a change materially adds job responsibilities to the job description (without removing others), they may request to discuss with their supervisor the prioritization of tasks and expectations, professional development, and whether the workload is reasonable.

Section 3.

New employees will also henceforth, upon hiring, receive a copy of the job description for the position for which they were hired.

Section 4.

Should the Employer create a new job classification within the Guild's jurisdiction, the Employer shall notify the Guild.

Article 6: Discipline and Discharge

Section 1.

No employee shall be discharged or otherwise disciplined without just cause, subject to the provisions set forth below.

Section 2.

Discipline may consist of counseling, verbal and/or written warnings, reprimands, suspensions, demotions, or discharge. The employee will be informed in writing when an action taken by the Company or a manager constitutes discipline. Except as recognized in Section 4 below, discipline prior to discharge shall be corrective in intent.

Section 3.

Where appropriate, discipline should be progressive in nature and may at the Employer's discretion include counseling elements such as training recommendations, corrective-action plans and/or mentoring. The Company may combine or skip steps depending on the nature of the offense.

Section 4.

Progressive discipline shall not be required for certain misconduct, including but not limited to theft, fraud, plagiarism, physical violence, threats of any kind, or violations of the Company's harassment and non-discrimination policies.

Section 5.

As required by law, employees shall have the right to Union representation at all meetings that may reasonably be expected to lead to discipline.

Section 6. Performance Discipline

Notwithstanding the above, the following process shall be followed with regard to performance related discipline of journalistic employees:

1. The Employer shall provide employees with written notice of any performance related concerns and at least 45 days to improve (i.e., a performance improvement plan or PIP) prior to taking any adverse employment action, including discharge.

2. At the Employee's request, the Employer shall meet with the Employee and Guild representative to discuss the Employer's concerns upon issuance of any PIP.

3. In disciplinary arbitrations concerning employee performance, the Arbitrator shall conclude that the Employer's editorial standards and its judgments regarding same (e.g., whether an Employee satisfied the PIP) are reasonable unless rebutted by the Guild by clear and convincing evidence. The Arbitrator shall not have the authority to modify the Employer's editorial standards.

Section 7. Probationary Employees:

Notwithstanding the above, the Employer shall have the right in its sole discretion to discipline and discharge any employee in their first three (3) months of employment for any reason and without recourse to the grievance and arbitration provisions of this Agreement. If the Company reasonably determines that more time is necessary, the probationary period may be extended by three (3) months and shall not exceed six (6) months in total.

Section 8.

The Company will provide the Guild and the employee with copies of any written disciplinary action within five (5) days, and the employee shall have the opportunity to respond in writing and have that response placed in their Human Resources file. Failure to provide the disciplinary action to the Guild in a timely manner shall not result in the rescission or invalidity of such action, but the 30 days to file Step 1 of the Grievance procedure (Article 7) does not begin until the Guild is notified in writing.

Article 7: Grievance and Arbitration

Section 1. Grievance

A grievance is defined as an alleged violation of a specific obligation in a specific provision of this Agreement or a dispute over a discharge or other discipline with a loss of pay. The Guild and the Employer shall each have the right to bring a grievance under this Article. Grievances shall be resolved exclusively pursuant to the procedures set forth in this Article.

Section 2. Step One

A grievance must be filed in writing to the Company's HR director or their designee and the relevant manager, if any, or to the Guild's Executive Director or their designee, within thirty (30) days of the facts giving rise to the grievance. The grievance shall state in full the exact nature of the complaint, the specific provision(s) of the Agreement alleged to have been violated, and the specific nature of the relief sought. Within seven (7) business days of filing the grievance, the HR director or their designee and relevant manager shall schedule a meeting with a representative of the Guild and the relevant Employee(s) to discuss the grievance. The parties will have thirty (30) days from the presentation of the grievance to attempt to resolve the grievance. Every effort will be made to resolve the grievance at this level.

Section 3. Step Two

If the grievance is denied at the first step or the Employer has not responded to the grievance within twenty (20) days of the grievance's presentation, the Guild (or Employer) may make a written request to hold a grievance meeting by sending the request to the HR Director and either the U.S. Managing Editor or the U.S. News Editor (or their designee) within ten (10) days of the grievance denial or the expiration of the twenty (20)-day period. Within twenty (20) days of receipt of the request, a grievance meeting will be held between the parties at a mutually agreeable time and location. The Employer (or Guild if an Employer grievance) will respond in writing to the grievance within twenty (20) days after the date of the grievance meeting. The Employer's failure to meet this time period for responding will be deemed a denial of the grievance. Every effort will be made to resolve the grievance at this level.

Section 4. Step Three: Arbitration

Absent resolution of the grievance at Step One or Two, the Guild or Employer may, within twenty (20) days of either receiving the other party's response from the in-person meeting or the expiration of the twenty (20) days, whichever is first, submit a written demand for arbitration to the American Arbitration Association. The demand for arbitration shall fully describe the specific issues(s) and specific provision(s) of the Agreement to be arbitrated, as well as the specific relief sought.

Section 5.

The Employer and the Union shall select the arbitrator, by mutual agreement, from lists submitted to them by the American Arbitration Association, and the arbitration will be conducted in accordance with the then current Voluntary Labor Arbitration Rules of the American Arbitration Association. The arbitrator's decision will be final and binding on the parties. The fees and expenses of any arbitrator will be shared equally by the parties.

Section 6. Arbitrator's Powers

The arbitrator will not have any power to add to, subtract from, or otherwise amend this agreement. The arbitrator must strictly construe all timelines set forth in this Agreement, and any matter not submitted to the arbitrator in a timely manner shall be deemed resolved and not subject to arbitration under this Agreement.

Section 7. Timelines

The timelines set forth in this Article may be extended by mutual agreement of the parties in writing. Absent extension, failure to file or process a grievance, or failure to move a grievance to arbitration, within the time periods set forth in this Article shall constitute a waiver of the grievance, except in cases of harassment or hostile work environment.

Section 8. Informal Discussion.

Independent of this Article, if a dispute arises regarding the application or interpretation of this Agreement, the Guild, an Employee or group of Employees are encouraged to present the claim to the appropriate manager or supervisor to discuss and attempt to resolve it.

Article 8: Seniority

Section 1.

An employee's seniority date shall be the employee's first day of work with the Employer (or their first day of work at a subsidiary later acquired by the Employer) as a part-time or full-time worker (as either a bargaining unit or non–bargaining unit employee), or as a temporary worker or intern on the Employer's payroll.

Section 2.

For the purposes of this Article, employees shall be deemed continuously employed by the Employer while on an approved leave of absence of up to ten (10) months from the Employer and while employed by the Employer in a position outside of the bargaining unit. Notwithstanding the above, employees shall not accrue paid time off or other benefits, including seniority toward benefits such as severance, sabbatical or other leaves, while on a leave of absence.

Article 9: Reductions in Force

Section 1. Notice of Layoffs

In the event of any reduction in force of unit employees, the Company shall give the Guild at least fourteen (14) days' notice prior to the effective date of the reduction. The notice will include:

- A list of the classifications affected
- The names of all employees in these classifications, their employment dates and length of service in such classifications

- The number and names of those employees who may be directly affected
- The rationale for the proposed reduction in force
- The date(s) the reduction(s) will occur

Section 2. Discussions

During the 14-day period, the Company and the Guild will meet to discuss the separation, lay off or reduction in force. The 14-day period will start on the day the Guild receives notice. The Guild may propose, and the parties shall discuss, alternatives to the proposed layoff, which the Company will consider in good faith, but the Company shall retain complete discretion over all aspects of the layoff or reduction in force. The parties may mutually agree to extend the period for discussion beyond the notice period.

Section 3. Volunteers

During the 14-day period referenced above, employees may volunteer to resign and accept the applicable severance package (see Article 10). At the end of the 14-day period, the Employer in its sole discretion shall determine whether to accept any of the volunteers. If the Employer elects to accept any volunteer(s), any such volunteers shall be counted against the total number of layoffs identified by the Employer, absent the parties' agreement to the contrary.

Section 4. Recall Rights

Each employee dismissed to reduce the force will be placed on a recall list for a period of four (4) months. During that period of time, the Company will offer a laid off employee with the opportunity to be rehired into a vacant position in the department and classification in which they were last employed. Employees on the recall list must respond to any such offers of re-employment within 48 hours of communication and shall repay any severance amounts for any weeks that post-date the recall offer (e.g., an employee who receives 12 weeks of severance must repay 6 weeks of the severance if recalled after 6 weeks), which amounts may be deducted from the employee's pay over a reasonable period of time. Time spent on the rehiring list by a dismissed employee will not constitute a break in continuity of service, but need not be counted as service time in computing seniority.

Article 10: Severance

Section 1. Eligibility

All full-time and regular part-time employees terminated by the Company for reasons other than cause (i.e., laid off employees) will be entitled to severance.

Section 2. Severance

Severance will be calculated using employees' weekly base pay at the time of the termination of their employment.

In addition to accrued, unused vacation, upon the Employee's execution of a general release of claims against the Company in a form acceptable to the Company, the Company shall pay severance to any Employee laid off under this Article at a rate of one (1) week of base salary for each 6 months of continuous service at the Company, with a minimum of eight (8) weeks' base pay, up to a maximum of thirty (30) weeks' base pay, paid in a lump sum (less required deductions). Notwithstanding the above, the maximum severance amount shall be $125,000. At an Employee's election, the severance payment shall be made no earlier than the thirty-first day following their separation from employment.

To the extent an Employee was enrolled in the Company's group medical, dental, or vision plans when laid off, the Employee will continue to receive group medical, dental, or vision benefits, on the same basis that those benefits are offered to active employees, until the last day of the month of their termination. Recipients will continue to share in the cost of these benefits in the same manner as active employees.

Following the expiration of continued medical, dental, and vision coverage, Employees can continue to participate in such plans pursuant to and in accordance with COBRA. If an Employee who is laid off chooses to extend their existing coverage through COBRA, the Company shall reimburse the employee for the employer's share of the monthly premium (less applicable deductions) for the duration of their period of severance (i.e., if an employee receives ten weeks of severance, they will receive reimbursement for ten weeks of COBRA payments), up to a maximum of six (6) months of reimbursements.

Article 11: Non-Discrimination

The Employer is committed to a diverse and inclusive workplace. The Employer will not discriminate in employment or hiring against any individual on the basis of race, color, religion, age, sex, national origin, immigration status, marital or family status, sexual orientation, affectional preference, gender, gender identity and/or expression, mental or physical disability or handicap, status as disabled veteran, veteran, or service in the military, or any other characteristic protected by applicable federal, state, or local law, each within the meaning of applicable law.

Article 12: Hours and Workload

Section 1.

Employees generally are expected to work five-days and forty hours a week, unless the Company and Employee have agreed to a different arrangement.

Section 2.

The Company may continue to schedule Employees to work earlier or later shifts in accordance with business needs. Management shall consider business, operational or personal scheduling needs in establishing schedules.

Section 3.

Nothing herein prevents the Company from requiring Employees to work outside of the regular workweek or workday for editorial or business needs. When a manager or department head expressly requires an exempt Employee to work significantly more than the regular work day (e.g., covering a special or breaking-news event; unanticipated issues with closing a piece for publication), to attend a conference or other event on a weekend day, or to perform more than incidental work in excess of their regular workweek on the weekend, the Employee shall be entitled to comp time in an amount commensurate with the time spent on such additional work. Employees working significantly more than the regular workday shall periodically report to management with regard to the status of and time spent on such work. The parties expressly acknowledge, particularly with regard to Employees working remotely, that this provision is not designed to provide time in lieu for work that would be expected to be performed during a regular work day and that Employees are expected to communicate with management in advance of performing (additional) work that could result in time in lieu.

Section 4.

Lieu (Comp) days shall be taken at a time mutually agreed to by the employee and their supervisor, or the employee and the US Managing Editor. Requests to take lieu days shall not be unreasonably denied, recognizing business and operational needs, and shall be taken within a month of having earned the time whenever possible. Employees are responsible for requesting to use lieu days within the appropriate period of time. Granting of time owing shall be confirmed in writing when requested.

Section 5.

Employees whose assignments deprive them of adequate rest intervals before their next scheduled start time shall be allowed reasonable latitude in reporting for their next scheduled starting time.

Section 6.

Employees shall continue to be permitted a reasonable period of time on election days, including primaries, to vote.

Article 13: Travel Expenses

Section 1.

The Company's Travel and Expense policy shall continue to apply to employees.

Section 2.

Employees shall have a daily limit of $67 to cover all meals while traveling for work or attending work events.

Section 3.

The Employer will make available relevant, corporate news subscription(s) at the request of an employee. Examples include but are not limited to, the Wall Street Journal, the New York Times, or a trade publication like Aviation Week.

Article 14: Management Rights

Section 1.

Except to the extent abridged by a provision of this Agreement and any local, state or federal laws, the Company reserves and retains all rights to manage its business. These rights include, but are not limited to, the Company's rights: to establish, alter, or continue policies, practices, and procedures for the conduct of its business, including but not limited to the determination, production, distribution, and exploitation of content and, from time to time, to change or abolish such policies, practices, and procedures; to determine and, from time to time, re-determine the manner, location, and methods of its operations; to discontinue operations or practices in whole or in part; to transfer, sell, or otherwise dispose of the business relating in any way to Company operations, in whole or in part; to select and to determine and, from time to time, re-determine the number and types of employees required; to assign work to such employees in accordance with the requirements determined by the Company; to establish and change represented employee work schedules, assignments, locations and standards of performance and conduct; to transfer and promote represented employees, or to layoff, suspend, or terminate employees; to engage freelancers or contractors to perform bargaining unit work except where such engagement directly results in the layoff of a unit employee; to make and enforce reasonable rules for employee conduct, performance, and safety; and to have sole editorial oversight and exercise sole authority on all decisions involving editorial content produced and methods used; and otherwise to take such measures as the Company may determine to be necessary for the orderly or economical Company operation.

Section 2.

For the sake of clarity, the rights above include that Employees shall be subject to the Company's Employee Handbook, Code of Conduct, Editorial Code of Practice, Anti-Bribery and Corruption Policy, IT Use Policy, Data Retention Policy, Data Protection Policy, Conflict of Interest Policy, Sourcing and Attribution Policy, Mobile Device Policy, Information Security Policy, Social Media Policy for Journalists, and Whistleblowing Policy, as now in effect and as it may be modified or revised by the Company. In the event of any material change(s) to such policy, the Company shall provide the Guild with notice of the proposed material change(s) not less than five (5) business days in advance. In the event of an express conflict with the terms of this Agreement and such Handbook provision, the terms of this Agreement shall be controlling.

Section 3.

Neither the Guild nor the Company will be liable for any delay or failure in performance under this Agreement deemed as a result, directly or indirectly, of any act of God, acts of civil or military authority, public health emergency, or any acts of public enemy, terrorism, war, accidents, fires, explosions, earthquakes, floods, failure of public transportation, or any similar or dissimilar cause beyond the reasonable control of either Party.

Article 15: Vacation and Leave

Section 1. Vacation Days

Thirty (30) vacation days are accrued throughout the year, pro rata, but are advanced to employees at the beginning of each year. Vacation days should be requested with appropriate advance notice and be authorized by an employee's manager. Different departments and teams may have rules about when scheduling vacations to ensure colleagues don't suffer.

Section 2. Carrying over

Employees are encouraged to utilize their vacation leave, but for good cause, employees may carry over up to five (5) vacation days into the following year. Any days carried over must be used in the first three (3) months of the following calendar year. Any accrued, unused vacation will be paid upon termination of employment.

Section 3. Holidays

A. Employees shall receive paid time off on each of the following eleven (11) named holidays:

1. New Year's Day
2. MLK Day
3. President's Day
4. Good Friday
5. Memorial Day
6. Juneteenth (6/19)
7. Independence Day
8. Labor Day
9. Thanksgiving
10. The day after Thanksgiving
11. Christmas

B. If a named holiday falls on a Saturday or Sunday, or otherwise on an Employee's scheduled day off, the holiday shall be observed on a scheduled workday close in time to the holiday. The scheduling of the workday off in lieu of the observed holiday is at the Company's discretion, provided the Employee can take the day off.

1. If a named holiday falls during an Employee's scheduled vacation, the Employee shall not be required to use a paid vacation or personal day on the named holiday.

C. Employees who are required (in writing) to perform more than incidental work on a Named Holiday (in addition to their regular workload for that week) shall receive a commensurate amount of comp time.

Section 4. Personal and Religious Days

Employees shall-continue to be allowed reasonable time during the workday to attend to personal matters such as doctor's appointments, financial appointments that cannot be scheduled during non-working hours, pressing family matters, immigration-related paperwork and processing for employees and their families, and any needs regarding the expression of breast milk or nursing an infant, provided the employee informs their supervisor in advance and the employee's expected work is accomplished in a timely manner. If less than two hours, such time will not require the use of vacation or sick days.

Section 5. Bereavement Leave

In the unfortunate event of a death in your immediate family, up to ten (10) days of paid leave may be granted, depending on the situation, necessary travel arrangements, etc. Immediate family encompasses parents including step and in law; grandparents including step and in law; children including step and adopted; spouse; siblings; domestic partners; and guardians.

Section 6. Immigration Leave

Employees shall be permitted up to three (3) additional days of paid time off without discipline or adverse employment action in order to attend administrative meetings or hearings for the purpose of securing the renewal of a work-related visa.

Section 7. Jury Duty

Employees who are summoned for jury duty shall receive time off with full pay when performing jury service. If released early from jury duty, Employees shall report to work. Employees must submit a copy of the summons to their manager and HR and should communicate with their manager at the end of each day with regard to the status of their continued obligation. Upon return, Employees may be asked to submit a certificate of attendance from the court clerk. All Jury Duty leave time must be recorded in Workday upon return to the office.

Section 8. Parental Leave Policy

The Financial Times provides salary continuation for new parents to care for and bond with their child(ren). The amount of paid leave time to which an employee is entitled depends on the length of the employee's disability related to childbirth and the employee's caregiver role, as described below (i.e., either Primary Caregiver or Secondary Caregiver). This leave of absence runs concurrently with any FMLA leave (or other leave permitted by state or local law) taken for adoption or placement of a child, and for child bonding leave.

To be eligible for paid Parental Leave, the employee must (i) be a non-temporary, full-time regular employee who is eligible for leave under the Family and Medical Leave Act and (ii) apply for all applicable state or local disability or family leave benefits. The Employer will pay the difference between any insurance benefits and an employee's full pay during this leave; however, in no instance is an employee eligible for more than 100% of pay during Parental Leave.

To take leave for either of the reasons below, the employee must provide notice and timely complete all necessary certifications and paperwork with our leave administrator.

Disability-Related Leave

An employee who experiences a period of disability related to childbirth will be eligible for a paid leave of absence during the period the employee is deemed disabled pursuant to the Short-Term Disability policy (see Article 23 below).

Paid Parental Leave

Primary Caregiver Leave: The Employer provides up to 14 weeks of salary continuation for a primary caregiver as paid parental leave. An employee's combined period of paid leave under both the Short-Term Disability policy and the Primary Caregiver Leave policy cannot exceed a total of twenty (20) weeks. Primary Caregiver Leave must be taken in a single block of time within the first 12 months of welcoming the new child and, if taken by the parent who is taking pregnancy-disability leave, must be taken directly following such leave.

In order to take Primary Caregiver Leave, the employee will need to meet one of the following definitions of "Primary Caregiver":

- The employee is the only parent at home caring for the newborn or newly placed child(ren) for adoption;
- The employee's spouse or domestic partner took some time off to care for the child(ren), but that spouse or domestic partner has already returned to work;
- The employee will provide the primary day-to-day care for the child(ren) during the entire period of the leave; or
- The employee's spouse/domestic partner is disabled (including due to childbirth), and the employee must care for the newborn or newly-placed child(ren) for adoption.

To qualify for Primary Caregiver Leave, the employee must sign a certification that they will be the child's Primary Caregiver for the entire period of the leave using the Primary Caregiver Certification.

Secondary Caregiver Leave: The Employer provides up to 12 weeks of salary continuation for a secondary caregiver. An employee's combined period of paid leave under both the Short-Term Disability policy and the Secondary Caregiver Leave policy cannot exceed a total of eighteen (18) weeks. Secondary Caregiver Leave may be taken in up to two blocks of time within the first 12 months of welcoming the new child.

In connection with the birth or placement of the same child(ren), an employee who takes Primary Caregiver Leave is not eligible to take Non-Primary Caregiver Leave. Similarly, an employee who takes Non-Primary Caregiver Leave is not eligible to take Primary Caregiver Leave.

Unpaid Parental Leave

In addition to the paid parental leave set forth above, an employee is entitled to take an additional eight (8) weeks of unpaid leave.

Parental Bereavement Leave

Parents who suffer the devastating loss of a child or who experience stillbirth from pregnancy are able to take not less than 4 weeks paid leave from work. You are able to take the leave as either a single block, or as 2 separate blocks of leave, taken at different times across the first year after the child's death. Leave must be taken in full weeks.

Parents who suffer the devastating loss of pregnancy are able to take not less than 2 weeks paid leave from work. You are able to take the leave as either a single block, or as 2 separate blocks of leave, taken at different times across the first year after the loss of pregnancy. Leave must be taken in full weeks.

However, we expect managers to be supportive and fair in these situations and to use their discretion where required. If an individual requires a longer period of time for loss of pregnancy, stillbirth or bereavement, additional time off can be granted with Board approval. This leave type extends to all parents inclusive of pregnancy, surrogacy and adoption.

Additional Benefits

In addition to the parental leave policy, subject to the Managing Editor's approval based on business and operational needs, employees may take their full calendar year's allotment of vacation and/or sick time off during this leave after using paid parental leave and disability leave. Employees will continue to receive health care benefits coverage while on leave, and payroll deductions for health care, 401k and other benefits will continue during this leave. Please contact an HR Representative for further details. Employees may be entitled to additional partially-paid or unpaid leave under federal, state or local law after Parental Leave under this policy is exhausted, or if they are not eligible for Parental Leave.

Employees will continue to receive health care benefits coverage while on leave, (subject to payment by the employee of their share of the monthly medical premium), and payroll deductions for health care, 401k and other benefits will continue during this leave.

Section 9. Flexi Leave

Employees will receive 20 days of flexi leave, subject to manager approval. If employees would like to take extended leave, over and above their normal holiday, vacation or personal day entitlements, the Employer will offer this leave at 30% pay**.** This leave can be taken at once or throughout the year, for example employees could temporarily drop to a four-day week for a time. Employees can spread their salary deductions over a number of months.

Section 10. Reproductive Health Leave

Guild members who feel unwell and are unfit for work due to menopausal symptoms, menstrual health issues, reproductive health issues, or fertility treatment are entitled to take up to 10 days paid leave from work per calendar year. This includes the sudden onset of symptoms during the working day. This time must be recorded in Workday and for absence of more than 3 consecutive days, the Company may require a relevant doctor's note in line with the Company's Sickness Absence policy. The Company encourages that employees can be open about the reason for their reproductive health related leave.

Section 11. Volunteer Days

All full-time regular Employees shall be eligible to take two (2) paid days off per calendar year to volunteer with a charitable organization (e.g., a food pantry, literacy program, animal shelter, senior services, parks & recreations, etc.) of their choice ("Volunteer Day"). Unused Volunteer Days shall not carry over into subsequent years. Employees must submit requests for a Volunteer Day at least two (2) weeks in advance via Workday, to be approved by the employee's manager in accordance with operational needs. Reasonable exceptions from the two-week notice requirement may be made in cases of emergencies or natural disasters. Employees shall not be required to report evidence of a charitable organization's insurance policy, but it shall be the employee's responsibility to make sure that the charity or educational institution where they are volunteering has systems in place to protect them and has the relevant insurance in place to cover them in the event of an accident or an injury. The Employer will not have any obligation, liability or responsibility to employees or to anyone else as a result of their volunteer work. Employees shall not be required to share their experiences of volunteer work with the Company communications team, but may be required to provide verification of their involvement.

Section 12. Staff development leave

1. Staff development leave is an opportunity for long-serving staff to broaden their experience, take on new challenges, and return to work feeling refreshed. Staff development leave is not meant to be in lieu of regular and customary paid time off.

2. Editorial employees are entitled to four weeks' (20 days) staff development leave after

every completed period of four years' service. Staff development leave is pro-rated for part-time employees. Employees shall not accrue toward additional staff development leave until the employee's time to take leave has lapsed or a leave has been completed.

3. Management will work to ensure that all journalists entitled to such leave and who express a desire to take such leave will be able to take it. Journalists will normally be required to take this leave within six months of accrual unless they specifically request otherwise, and obtain the Managing Editor's written approval. If this is not obtained, staff development leave not taken within six months shall lapse.

4. The actual timing of staff development leave for editorial staff shall be determined by the Managing Editor, in consultation with the journalist concerned and their manager(s) to ensure that the operation of the department is not adversely affected, and staff costs are not increased by the effect of the arrangement set out in 8(a).

5. Employees may request to combine sabbatical leave with other paid or unpaid time off at the beginning or end of the sabbatical, and such requests will be evaluated in good faith in consideration of departmental needs.

Section 13. Creative Leave

Any employee may request an unpaid Creative Leave (i.e., a period of time to work on a book, documentary, video, photo, or art project). Management shall consider all such leave requests at its discretion. Management shall discuss and consider the employee's requested timing and length of any unpaid creative leave, taking business and operational concerns into consideration, in approving and determining such arrangements.

If an employee requests and is granted a creative leave in excess of three (3) months, the employee shall not be entitled to return to their former position, but the Company shall use best efforts to return the employee to the same position (if open) or a comparable open position. Employees shall provide confirmation of their desire to return to work eight (8) weeks prior to their anticipated return and as requested by the Company at any time thereafter. An employee who previously has taken creative leave may request subsequent creative leaves.

Any Guild member who is on creative leave will continue to be eligible for medical, dental and vision coverage, but the Company shall not make any 401(k) contributions on the employee's behalf, nor will the employee accrue PTO or seniority, during any period of unpaid creative leave. To continue medical, dental and/or vision coverage while on creative leave, an employee shall be responsible for payment of the entire monthly premium (employer share and employee share) beginning in the month following the first day of the leave. Any wage increases or bonus payments granted during a period of creative leave shall be granted and/or paid on a prorated basis upon the employee's return to work.

Article 16: Outside Work

Section 1.

Subject to Section 2 of this Article 16, Employees shall have the right to perform freelance/outside work, provided that such outside activities do not interfere with the Employee's performance of their job.

Section 2.

Prior to engaging in work for another outlet, whether written, (such as a story or visualization), broadcast (such as a hosting or guest appearance on a webinar, podcast or video event) or lecturing (such as adjunct faculty of a university or presenter to an organization outside of the course of regular FT work), and whether paid or unpaid (collectively, "outside work"), an Employee must obtain written permission of the Managing Editor, and approval of the Communications team if the work involves broadcast appearances or other media considerations. Permission will not be unreasonably withheld. Permission may not be granted, for example, where: (i) the content is the type that would appear in a FT product, (ii) the work would run in a competing outlet or result in a conflict of interests for The FT, (iii) the Employee's work for The FT necessarily would suffer as a result of the outside work, or (iv) the subject and tone of the content would call into question the Employee's ability to remain objective and unbiased in the course of their FT coverage. Employees who wish to conduct outside work are required to comply with any applicable procedures relating to requesting and cataloguing that work.

Section 3

If permission is granted to perform outside work, the outside work shall be done on the Employee's own time and will not conflict with job responsibilities for the Employer. At the Employer's request, published outside work shall recognize publicly that the Employee works for The Financial Times.

Article 17: Hybrid Work

Section 1.

Unless the Managing Editor has approved an employee's request to work remotely, Employees are expected to be present in the office at least three days per week.

Section 2.

Notwithstanding the above, Employees may elect to work in the office more than three days in any week, and the Company may require that an employee be present in the office more frequently during periods where business or operational demands justify such additional time in-office (e.g., breaking news, work on special projects; urgent or unforeseen circumstances). It is understood that such additional time in-office shall be based on a particular business need.

Section 3.

The previous provisions notwithstanding, an Employee may request to work from outside the office more frequently. The Company shall consider an Employee's role and responsibilities and individual circumstances in responding to any such request, which shall be at the discretion of the Managing Editor in consultation with the Employee's supervisor.

Article 18: Temporary Employees

Section 1.

A temporary employee is one employed for a particular project or a specified time, or to replace an employee on a leave of absence or disability leave for the duration of the leave. The engagement of any such employee shall not directly result in the elimination of a Guild-represented position or the layoff of a regular or full-time employee. The Company will notify the Guild of any temporary employees and the anticipated duration of their engagement as part of its quarterly reporting obligations set forth in Article 3.

Section 2.

Temporary employees shall not be covered by the terms of this Agreement, except as set forth in Section 3 below.

Section 3.

Notwithstanding the above, temporary employees hired pursuant to a contract for employment of a specific duration of six (6) months or more and who are performing bargaining unit work on a full-time basis shall be covered by all terms of this Agreement, except those related to termination of employment (e.g., layoff and severance; discipline and discharge). For the sake of clarity, such employees shall be entitled to prorated benefits such as paid time off, holidays, and health insurance under the same terms as those provided to bargaining unit employees (see Articles 12, 13, 15, 17, 22, 23, 24).

Section 4.

At the Guild's request, a Company Human Resources representative and a Guild representative shall meet annually to review the roster of temporary employees and such employees' start and expected end dates of employment.

Section 5.

Except as set forth herein, temporary employees who work for the Company in positions that otherwise would be covered by this Agreement, must after twelve months of such employment, either (a) be converted to regular bargaining unit employees; or (b) be terminated, with the exception laid out in the conditions below.

The twelve-month period described above may be extended one time by an additional twelve months to cover for employee(s) on leave or if a continuing business need exists (e.g., a project on which the employee is working is extended; the Company needs additional time to determine whether to convert an employee and/or new role into a permanent staff position). In addition, subject to the approval of the Guild, which shall not be unreasonably withheld, the initial twelve-month period may be extended one time by an additional twelve months if a business need exists for the temporary employee to be transferred to a different project, business unit, or manager from which he or she was assigned during the initial twelve-month period.

The maximum period the Company may employ a temporary employee in a position that would be covered by this Agreement is twenty-four consecutive months. After twenty-four consecutive months of such employment, temporary employees must either (a) be converted to regular bargaining unit employees; or (b) be terminated.

The Company may not re-employ temporary employees who are so terminated for a period of six months after their date of termination.

Article 19: Anti-Harassment and Mutual Respect

Section 1.

The Company shall not tolerate harassment of any kind. The Company shall continue to enforce its harassment policy and ensure that the policy is available to all Employees covered by this Agreement.

Section 2.

Should a bargaining unit employee experience harassment from a stakeholder or associate of the Company who is not an employee, the Company shall adhere to the same reporting structure and outcomes outlined in the Company anti-harassment policy.

Section 3.

Any changes to the Company harassment policy, except those required by law or necessitated by personnel changes, shall be noticed to the Union in advance.

Section 4.

When a claim has been raised by a bargaining unit member alleging harassment, then, at the request of the Employee, a Guild representative (who is not a bargaining unit member and is not a party or witness to any of the events at issue) will have the right to attend the Company's investigatory meeting with the Employee. When the alleged perpetrator is a bargaining unit member, the Company shall, upon receiving prior written consent from such employee, notify the Guild that such a complaint has been filed, and the Guild shall have the right to attend any investigatory meeting with a bargaining unit member against whom a complaint has been made. In any such cases, however, the Guild shall appoint a different individual to represent the employee filing the complaint and the employee who is the subject of the investigation. The Guild agrees that its role in any such investigatory meeting(s) is supportive, and that the Guild representative will not frustrate the investigatory interview. The Guild agrees that everything said in such investigatory meeting(s) is and will be treated as strictly confidential, and the Guild will not disclose in any way any confidential information, including to any third party, or to any bargaining unit or non-bargaining unit employee (other than to Company employees/representative(s) charged with conducting the investigation), and the Guild agrees to execute any document to that effect. The time deadline for filing a grievance alleging a violation of the anti-harassment policy in Article 7: Grievance and Arbitration shall not apply, but applicable statutory statutes of limitation shall apply.

A. Employees may report concerns regarding harassment at any time and applicable statutory time limitations (statutes of limitations) shall apply to grievances filed alleging unlawful harassment.

B. Should a bargaining-unit employee initiate a claim of harassment, the Company will investigate the claim and provide the employee a written response within 30 days wherever possible, and in any event, within sixty (60) days absent unusual circumstances.

C. The Company shall ensure confidentiality and protection from retaliation for employees bringing harassment claims.

D. The Company shall not include in any separation or settlement agreement or other written resolution of any claim or allegation of unlawful harassment or discrimination involving any employee, any term or condition that would prevent the disclosure of the underlying facts and circumstances surrounding the claim or allegation by the complainant. The Company may continue to condition any settlement agreement or other resolution of a claim on conditions that prohibit disclosure of the financial terms of the settlement, or other such prohibitions on disclosures such as trade secrets, confidential information, or any other items agreed upon by the parties that do not conflict with the requirements of this provision.

E. Nothing in this contract prevents an employee from in good faith seeking legal remedy relating to a claim of sexual harassment, but employees shall not be permitted to pursue claims simultaneously in court and through the grievance and arbitration provision of this Agreement.

Section 5.

The Employer shall provide Employees with support in the event they are subjected to online harassment related to their work for the Company on the Company's website, inclusive of Company-owned and personal social media. This protection shall include, but is not limited to:

A. Informing all bargaining unit employees that they have the support of the Employer if they experience online harassment, including potential access to accommodations in the case that harassment constitutes a health and safety risk.

B. Making managers and supervisors aware of the risks of online harassment and who is more likely to be targeted.

C. Making training on online security and anti-harassment measures available to bargaining unit employees.

D. Making EAP counseling available to bargaining unit employees who have experienced online harassment and/or who are required to monitor and respond to abusive posts.

Section 6.

The Employer agrees to provide reasonable safety and security for its employees at all Company offices and to provide reasonable safety and security measures for employees working in the field or on assignment. If an employee has a concern regarding their safety and security, they should immediately contact their manager. An employee shall have the right to refuse to engage in activities that are unsafe. The Employer shall make EAP counseling available to employees who through the course of their job duties are required to cover traumatic or otherwise distressing news events.

Section 7.

The Company and the Union agree that mutual respect between and among managers, employees, co-workers and supervisors is integral to the efficient conduct of the Company's business. Employees may raise related concerns with Human Resources and shall not be retaliated against for so doing.

A. Behaviors that contribute to a hostile, humiliating or intimidating work environment, including abusive language or behavior, are unacceptable.
B. Employees who believe they are subject to such behavior may raise their concerns with Human Resources.
C. Should a bargaining-unit employee initiate a claim under this provision, the Company will investigate the claim and provide the employee a written response within 30 days wherever possible, and in any event, within sixty (60) days absent unusual circumstances.
D. The Company shall keep employee complaints as confidential as possible in the course of any investigation. No employee shall be subject to discrimination or retaliation for filing a complaint, giving a statement, or otherwise participating in the administration of this process.
E. Complaints arising under this Section 7 shall not be subject to the grievance and arbitration provisions of this Agreement, although the Guild may seek to discuss any concerns raised.
F. Employees may bring a Union steward with them to meetings regarding mutual respect.

Article 20: Wages and Compensation

Section 1. Wage Minimums

The minimum salary for an employee shall be $75,000.

These rates are minimums only and nothing herein prohibits the Company from paying salaries above these minimums. The Company and the Guild agree that there shall be no salary ceilings.

Wages will be at the minimums established in Table A as follows:

Table A

Tier	Qualification/Experience	Minimum Salary
1	Hired at the FT in the US	$75,000

2	Journalists employed at the FT for at least 3 years	$85,000
3	Employees with one or more direct reports	$107,500

Non-journalistic positions include classifications such as Editorial Office Manager, Executive Assistant and Editorial Assistant.

Section 2. Salary Increases

On or before December 1, 2024, the Employer shall grant one-time wage increases in the following amounts to bargaining unit employees who are earning $115,000 or less annually at the time of the increase:

Employees earning $100,000 or less: $3,000
Employees earning between $100,001 and $115,000: $2,000

Section 3. Annual Wage Increases

On an annual basis, beginning on or about September of each year, the parties will bargain with regard to wage increases applied to bargaining unit employees for the following year. The Guild acknowledges that these annual wage negotiations shall be done in conjunction with and include the participation of the union representing Company employees in the U.K. (the NUJ), with the goal of negotiating an annual wage increase that would apply both to represented employees in the U.K. and to represented employees in the U.S. Certain guidelines for such negotiations are set forth in Side letter C.

Section 4. Merit Increases

The Company may offer individual merit increases in its discretion in addition to those wage increases set forth above.

Article 21: Retirement

Section 1. 401(k)

A. Subject to the plan's rules of eligibility, all eligible bargaining unit employees will be automatically enrolled in a 401(k) retirement savings plan (the "Plan").

B. Through June 30, 2025, the Company will match each dollar an Employee contributes to the Plan up to 3% of eligible pay and will match one-half of an Employee's contributions from 3% to 6% of eligible pay (a maximum contribution of 4.5%).

C. Effective July 1, 2025, the Company will match each dollar an Employee contributes to the Plan up to 3% of eligible pay and will match one-half of an Employee's contributions from 3% to 8% of eligible pay (a maximum contribution of 5.5%).

D. Effective July 1, 2026, the Company will match each dollar an Employee contributes to the Plan up to 4% of eligible pay and will match one-half of an Employee's contributions from 4% to 8% of eligible pay (a maximum contribution of 6%).

E. All contributions by the employee will be 100% vested at the time of the contribution. Employer contributions, including any profit-sharing contributions made by the Employer, shall vest in equal amounts over three years from the date of the contribution (i.e., 33% after 1 year; 67% after 2 years; 100% after 3 years).

F. The 401(k) plan will:

- Allow each employee to divide the employee's account among different investment options;
- Permit the employee to borrow from the employee's account to the maximum extent permitted by law and Plan rules;
- Permit the employee to receive the full amount in the employee's account in a lump sum upon retirement or termination, or to roll over the account into another plan or an IRA, to the extent permitted by law and applicable Plan rules.

F. The Company will continue to pay all administrative costs imposed by the 401(k) provider.

Section 2. Financial Advice

The Company (through its 401(k) plan broker) will hold group information sessions once a year about the pension and 401(k) plans. The sessions will include (but will not necessarily be limited to) a discussion about the plans and 401(k) investment options. The timing of the information sessions will be at the Company's discretion.

Participants in the Retirement Plan shall be provided with quarterly account statements.

Article 22: Healthcare

The Employer will maintain for the life of the contract:

Section 1. Continuation of Benefits

A. The Company will continue to offer group medical, dental, and vision coverage for bargaining unit employees and eligible dependents, and to offer accident, critical illness and hospital coverage for bargaining unit employees, on the same terms as such coverage is provided to non-unit employees, as may be changed from time to time.

B. Notwithstanding the above, during the term of this Agreement, the Company will not increase the percentage of the premium costs that employees are required to pay toward medical plan coverage (i.e., 13% of the premiums for coverage under the Core Plan and 22% of the premiums for coverage under the Enhanced Plan).

C. The Company will continue for the life of the contract to provide voluntary life and basic life insurance and accidental death and dismemberment benefits coverage under the same terms as those provided to non-unit employees, as may be changed from time to time.

D. In the event the Company determines to make substantial changes to its medical plan offerings (i.e., change carriers or eliminate a plan option), prior to noticing any changes to employees, the Company will provide notice to the Guild and offer to discuss the changes and/or alternative plan(s) within the following three business days. The Company will provide the Guild with information concerning any such changes and/or the new medical plan, including applicable rate and coverage information, and explain the steps taken and options considered in making its decision to change plans or plan options. The Company will not notice the changes to employees until it has met with the Guild to explain its rationale, provided that the Guild agrees to meet promptly and prior to the beginning of the open enrollment period.

Section 2. Flexible Spending Accounts and Commuter Benefits

A. The Company will continue to provide bargaining unit employees the opportunity to fund and use both Healthcare and Dependent Care FSAs for qualified expenses. Contributions to FSAs shall be subject to the dollar limits under the applicable law.

B. The Company shall continue to provide existing commuter benefits for the life of the contract.

Section 3. Health and wellness

A. The Company will continue to offer an employee assistance program.

B. The Company will continue to reimburse bargaining unit employees up to $300 per year for gym or fitness center membership fees, or for the cost of other activities or classes related to health and wellness, such as nutrition care, yoga, meditation, and stress reduction.

Article 23: Sick Leave and Disability

Section 1. Sick Time

A. Employees shall be entitled to use up to ten (10) paid sick days when they are absent because of illness or medical appointments. Employees shall be allowed to use sick leave to care for an immediate family member or domestic partner.

B. The Employer shall provide a reasonable amount of additional sick leave to employees with a chronic or recurring illness (e.g., long COVID; intermittent recovery from surgery or an emergency medical procedure) that impacts their ability to work. In such circumstances the employee may be required to provide a doctor's note with regard to their condition.

Section 2. Short-Term Disability

A. An employee who is absent for more than six (6) consecutive days for illness or injury may be required to apply for short-term disability.

B. The Company will provide and pay for a short-term disability policy for each employee. The policy currently provides qualifying employees with 100% of their weekly pay for a period of thirteen (13) weeks (six (6) weeks if employed for less than one year) and 50% of their weekly pay for a period of twelve (12) weeks (nineteen (19) weeks if employed less than one year). If the employee's absence exceeds twenty-six (26) weeks, the employee may apply for long-term disability benefits.

C. Seniority shall not continue to accrue for any purposes under this Agreement from the date an employee qualifies for short-term disability benefits until the employee returns to active employment with the Company.

D. Employees will continue to receive health care benefits coverage while on short-term disability leave, and payroll deductions for health care, 401k and other benefits will continue during this leave.

Section 3. Long-Term Disability

A. The Company will continue to provide and pay for a long-term disability policy for each employee. The policy currently provides a benefit of 60% of an employee's weekly pay, up to a maximum of $15,000/month, and extends until retirement age. This amount may be reduced by other deductible sources of income and/or disability earnings.

B. Seniority shall not continue to accrue for any purposes under this Agreement from the date an employee qualifies for long-term disability benefits until the employee returns to active employment with the Company.

C. Employees will continue to receive health care benefits coverage while on long-term disability leave, and payroll deductions for health care, 401k and other benefits will continue during this leave.

Article 24: Professional Development

Section 1.

The Company will reimburse employees for their participation in seminars, conferences, and other non-degree-related pre-approved, professional activities relevant to an employee's work or to diversity, equity, and inclusion. The Company shall have sole discretion to assign employees to attend and/or to approve or deny employee requests to attend such outside professional activities.

Section 2.

The Company shall continue to work with employees attending professional conferences to ensure that their work responsibilities permit time to attend the conference or other professional activities. It is understood that employees may be required to perform work while attending such conferences or activities, but that the amount of work shall be minimized to the extent possible.

Section 3.

Employees may request reimbursement for reasonable professional membership fees and certification tests, which requests will not be unreasonably denied (i.e., if good business reasons exist).

Such associations will include but are not limited to:

National Association of Black Journalists (NABJ), the National Association of Hispanic Journalists (NAHJ), the Asian American Journalists Association (AAJA), Investigative Reporters and Editors (IRE), the National Institute for Computer-Assisted Reporting (NICAR), Online News Association (ONA), Society of Professional Journalists (SPJ), The National Lesbian and Gay Journalists Association (NLGJA), Society for Advancing Business Editing and Writing (SABEW) and other similar institutions.

Section 4.

Reimbursement for professional membership fees will be paid within 30 days of approval and submission of all required proof of payment in accordance with the Company's noticed reimbursement practices and procedures.

Section 5.

The Company will consider in good faith an employee's request to enroll in courses or other educational seminars relevant to the employee's position or the work of the Employer. The Employer may consider the nature of the time commitment, including the duration of classes and the length of the course, and the relevance to the employee's position, in evaluating the employee's request.

Section 6.

Immediate supervisors will work with employees to adjust employees' work schedules wherever possible to accommodate courses approved under this Article.

Section 7.

Nothing in this Article will prevent the Company from approving employee requests to reimburse some or all of the costs of courses approved pursuant to this Article.

Section 8.

The Company reserves the right to require an Employee to repay training costs as outlined below. Repayment will be deducted from the Employee's basic salary or final salary as outlined below:

A. If an Employee resigns during the course or is discharged for cause unrelated to job performance, they will be required to repay the fees paid by the Company for the course, including any fees payable to the University or training institution for cancellation/withdrawal.

B. If an Employee does not complete the course by the expected completion date and has not sought formal agreement from management to extend the expected completion date or withdraws or is removed from the course for any reason prior to completion, they may be required to repay the full cost of the sponsorship.

C. If an Employee resigns after completing the course, except for the reasons set forth in Section 9 below, they will reimburse the Company a percentage of the sponsorship paid by the Company as follows:

   i. If the employee leaves within 3 months of completing the course: 100% of the full amount paid by the Company
   ii. If the employee leaves between 3-6 months of completing the course: 75% of the full amount paid by the Company
   iii. If the employee leaves between 6-9 months of completing the course: 50% of the full amount paid by the Company
   iv. If the employee leaves between 9-12 months of completing the course: 25% of the full amount paid by the Company.

D. Employees may be required to pay any administrative or other costs associated with retaking exams or postposing participation in the program or course.

Section 9.

The Company will not request the repayment of training expenses in cases of significant personal hardship including, but not limited to: an employee resigning for reasons related to their own health, an employee dying, or a family emergency.

Article 25: Union Orientation

For any newly hired or newly eligible bargaining unit members, the Employer will provide a thirty (30)-minute period for a union representative to meet with the new bargaining unit members for union orientation purposes. The meeting shall be held during normal working hours via teleconference or in a meeting room at the Employer's working space. No management representatives shall be present at the meeting. This meeting shall be paid time for the new bargaining unit member and the FT US Guild representative.

Article 26: Safety

Section 1.

The Company will maintain a clean and safe, work environment at all times.

Section 2.

Employees whose work makes them susceptible to repetitive stress injury will not be denied the opportunity to take reasonable and appropriate breaks and/or computer pauses that would not unreasonably impact or interfere with the operation. Requests for ergonomic accommodations shall be handled in accordance with the Company's standard processes regarding accommodation requests.

Section 3.

Employees performing work in conditions that may be hazardous will be permitted to use their judgment and will not be required to place themselves at unnecessary risk of physical harm or danger. No employee will be subject to discipline or suffer loss of pay as a result of such refusal.

Section 4.

The Company will provide Hostile Environment and First Aid Training to journalists who could reasonably be expected to cover events that could put their physical safety at risk.

Section 5.

In the case of a pandemic or other disaster that could put employees' health at risk, the company will discuss with the Guild in a timely manner any office policies about attendance and health-related communications, recognizing that certain decisions and communications may occur without prior discussion due to the nature of the event.

Article 27: Changes in Policy

Section 1.

The Employer shall provide the Guild with notice of any new policy or proposed change to any existing policy, that would materially affect bargaining unit employees.

Section 2.

Should a Company policy directly conflict with the terms and provisions of this Collective Bargaining Agreement, the terms of this Agreement will prevail.

Article 28: No-Strike, No-Lockout

Section 1.

During the term of the Agreement, neither the Guild nor any represented employee shall, directly or indirectly, cause, sanction, encourage or engage in any strike (including any sympathy strike), work stoppage (e.g., sick out, slow down), or other job action (e.g., boycott) that interferes with the operation of the Company or of any parent, subsidiary or related entity. During the term of this Agreement, the Company shall not lock out any Guild-represented employees with respect to any operations covered by this Agreement.

If, during the term of this Agreement, Guild-represented employees engage or threaten to engage in any strike, work stoppage or job action, the Guild, at the request of the Company, shall advise any such employees (by phone and email or other electronic means) that the Guild does not authorize, ratify or condone such activities and that any such activities should cease immediately. Any violation of this provision shall subject employees to discipline, including discharge, and shall entitle the Company, any impacted parent, subsidiary or related entity, or the Guild, as the case may be, in addition to any other remedies, to immediate injunctive relief from a court of competent jurisdiction, against any such activities.

Section 2. Struck Work

A. Employees shall not be required to handle or perform struck work.

B. Neither published nor unpublished work product produced by unit members shall be used to cross a picket line or replace struck work.

C. Employees shall not be required to cross picket lines, except where necessary in the course of a journalistic assignment and, then, only in cases where the employee reasonably believes their safety is not at risk. If there is an active, lawful physical picket line at the Company's office building, bargaining unit members who have the ability to work remotely may request that they work remotely and such requests shall not be unreasonably denied.

Article 29: Intellectual Property and Credits

Section 1. Intellectual Property

A. The Employer retains intellectual property rights of work created by bargaining unit employees that constitute "Company Work Product." For purposes of this provision "Company

Work Product" shall be defined as any written or other work product that is created for or in any way directly or indirectly relates to the Employer or its business interests.

B. Company Work Product shall not include freelance work that has been approved by the Employer. Bargaining unit employees retain the rights to all work not considered "Company Work Product."

Section 2. Credits

A. Bargaining-unit employees shall receive proper credit for work performed by the Company (e.g., bylines, on-screen video credits). The Company also shall recommend that any third-party producer assign credit (name and assigned job title) to each bargaining-unit employee that contributes to producing a television, video, audio, webinar, or written piece, including pieces that are aired or streamed on broadcast television, cable, and the internet.

B. The Company shall maintain and regularly distribute a credit policy. Any proposed changes to the policy shall be subject to prior notice to the Guild of the proposed changes and, if requested by the Guild, discussion and consultation between the Parties.

C. Bargaining-unit employees shall have the right to decline onscreen credits and bylines in any instance.

D. The Company shall not credit bargaining-unit employees for work or content they did not create. If new content is created directly based on an article written by a bargaining-unit employee, it shall link back to the original content.

E. When the Company distributes an article written by a bargaining unit employee on other FT publications or international iterations, the Company shall credit the employee in the recirculated article. The Company shall include an acknowledgement that changes were made to an article written by a unit employee that occurred after recirculation (e.g., this article has been lightly edited for this publication).

Article 30: Editorial Independence

Section 1. Bylines

An employee may withhold their byline from use where they have a reasonable concern that they have discussed with management, but which has not been satisfactorily addressed.

Section 2. Editorial Integrity

Final decisions on all editorial content will be made by editorial management, subject to review by legal counsel for legal, compliance and use considerations. No correction or retraction will be made to editorial content produced by bargaining unit members without prior consultation, except in circumstances where corrections or retractions are time sensitive and the unit employee is not immediately available for consultation.

All paid advertising content, including “native advertising” and “branded content” will be clearly identified as such. No bargaining unit employee will be required to produce such content over the employee’s objection.

Section 3.

Bargaining unit employees shall not be reassigned to a different beat without their consent or changed assignment based solely on a request from an advertiser, sponsor, outside investor, or entity that is a subject of the Employee’s reporting (including the subject’s representatives).

Section 4.

The Employer reaffirms its longstanding policy that if a bargaining unit Employee reasonably believes a piece they have been asked to work on to be false, or may be reasonably construed to violate ethical journalistic standards, the Employee should raise the issue with their manager and explain the reason for believing the piece to be false, or may be reasonably construed to violate ethical journalistic standards. The manager shall either provide an explanation for the validity of the piece in question, or reassign the Employee to another assignment. The Employer or manager shall not retaliate against an Employee for executing their rights under this provision.

Section 5.

The Employer shall not prohibit bargaining unit employees from expressing their opinions in their personal capacities, including but not limited to interviews, speaking engagements, social media, office interaction and outside written work, provided that such activities comply with the Company’s Code of Conduct, Editorial Code of Practice and Social Media Policy. For sake of clarity, for example, speaking engagements and public appearances must be approved in advance by management in accordance with the Editorial Code.

Article 31: Privacy

Section 1. Employee-Owned Devices

The Company shall not seek to inspect, search or surveil employee-owned devices. The Company, however, may require an employee to search any employee-owned device for texts, emails or other communications and/or documents relating to any formal legal inquiry or complaint (e.g., a law suit; a subpoena or discovery request related to an active matter or a valid data law request related to an active matter) or an outside inquiry regarding the content of published material (e.g., a claim that a published piece contains inaccurate information) and provide any such communications and/or documents to the Company. An employee may raise concerns regarding the disclosure of the identity of a confidential source with Company leadership and counsel to the extent that any responsive documents would reveal the identity of such source.

Notwithstanding the above, the parties acknowledge that an employee's use of the Company's computer systems (including email) is subject to the Company's security protocols, which include, for example, tracking the location of an employee's use for security purposes (i.e., to protect against security breaches by flagging use from different locations at or near the same time). The Company will disclose any surveillance practices and capabilities of any security software it requires for work on employees' personal devices.

Section 2. Company-Owned Devices

Except as outlined in Section 1 above (i.e., tracking the location of an employee's use of the Company's computer systems for security purposes), the Company will not geographically track employees, except at the request of the employee or in response to an emergency or good faith concern for the safety of the employee. The Company will not install tracking software on devices (other than security software) issued to bargaining unit employees. The Company will not discipline employees for incidental personal use of company-provided equipment and devices absent violation of applicable Company policy (i.e., Acceptable Use Policy). The Company will not monitor personal, non-work-related communications on Company-owned devices.

Section 3. Employee Accounts and Passwords

Employees will not be required to disclose personal account names, usernames or passwords to the Company. The Company will not search an employee's personal email accounts, non-public social media accounts, or any other account under a non-FT email address or phone number. An employee, however, may be required to search such accounts as instructed by the Company as set forth in Section 1 above (e.g., with regard to a valid data law request or a formal legal inquiry or complaint or question regarding the content of published material or regarding journalistic activity). Employees will not be required to invite or accept anyone to connect to their personal account, or to make a personal account public.

Section 4. Outside Activities

Except for work performed for other entities, which is covered by Article 16 (Outside Work), Employees will be free to engage in any activities outside of working hours, so long as those activities do not rise to the level of serious misconduct that would constitute just cause for discipline under this agreement (e.g., violations of the FT Editorial Code of Practice or Conflicts of Interest Policy). The Company will not actively monitor employees' non-work activities.

Section 5: Surveillance

The Company will not secretly record or monitor employee activities, including but not limited to recording phone calls, tracking electronic access to the facility for use as a time clock, or using software designed to track and monitor employee activity (except for security software to protect the integrity of the Company's computer and data systems). Nothing herein is intended to restrict typical security measures (e.g., building security or log-in procedures; security badge swipes for office access; etc.) or investigations where there is a reasonable belief an employee has committed serious misconduct.

Article 32: Miscellaneous

Section 1. Settlement of Legal Claims

The Company will not include in any agreement, including a separation agreement, grievance settlement, or other written resolution, any term or condition that would prevent an employee who reasonably believes themselves to have been subjected to sexual harassment during their employment with the Company from making public disclosures related to the facts constituting such alleged conduct.

Section 2. Existing Terms Declared Void

To the extent there are any settlement agreements or other written resolutions currently in effect between the Company and any employee, whether current or former, which would prevent an individual who believes themselves to have been subject to sexual harassment from making disclosures related to facts constituting such alleged conduct, the Company agrees not to enforce any such term or condition. The remaining terms of any such settlement agreement will remain in effect.

Section 3. Archive

The company will use best efforts to maintain all published content online and will not arbitrarily delete from it content created by a member of the bargaining unit.

The Company will provide employees with 30 days' notice of any significant changes to the content management system that would limit an employee's ability to access such content and will make reasonable efforts to notify eligible former employees.

Article 33: Severability

If any article or section of this Agreement is declared or becomes unlawful as a result of any court or NLRB decision or any other federal, state, or local statute or administrative decision, such invalidation of such article or section shall not invalidate the remaining portions of this Agreement, nor relieve either party hereto from its other liabilities and obligations under this Agreement. In such case, the parties shall meet to negotiate with regard to the parts or portions rendered or declared illegal or invalid.

Article 34: Duration

This contract shall commence on the ___ day of September, 2024, and expire at midnight on the ___ day of September, 2027, and shall inure to the benefit of and be binding upon the successors and assigns of the Employer. The Employer shall inform any prospective purchaser of the existence of this provision.

SIGNED ON THE DATES INDICATED BELOW

FT PUBLICATIONS, INC.

Tobias Buck
Tobias Buck (Dec 5, 2024 15:23 GMT)

Tobias Buck
Managing Editor

NEWS MEDIA GUILD
TNG-CWA LOCAL 31222

Claire Bushey (Nov 27, 2024 11:37 CST)

Claire Bushey
Unit Chair

Vinay Cherwoo (Nov 27, 2024 13:09 EST)

Vinay Cherwoo
President

Side Letter A: Union Security

In the event that a bargaining unit employee fails to pay union dues or agency fees in an amount calculated in the manner set forth in the Guild's Constitution and/or Bylaws for consecutive months, prior to requesting that the Company take any action with regard to such failure, the Guild shall provide the employee with written notice of such failure, the amount of money owed, and how such amount was calculated. The Guild shall provide the employee with no less than 30 days from the date of such written notice to make payment of the overdue amount. In the event that the employee thereafter still fails to pay the overdue amount and the Guild requests that the Company take action, the Guild shall provide the Company with evidence that it provided the employee with the above-referenced notice and opportunity to pay the overdue amount. The Company, at its discretion, may then discuss the matter with the employee, and shall provide the employee with an additional, reasonable period of time to make payment of the overdue amounts prior to taking any action on the Guild's request. In the event that the employee has an economic hardship impacting their ability to make dues payments, the Guild shall permit the employee to apply for an accommodation (e.g., deferred payments). Notwithstanding the above and notwithstanding any other provision of this Agreement, the Guild shall not request, and the Employer shall not be required to terminate the employment of any individual employed by the Employer as of the date of ratification for failure to pay union dues or agency fees pursuant to Article 2 of this Agreement.

Side Letter B: Employees on Assignment Overseas

Bargaining unit employees on assignment overseas (overseas assignments, not business trips, of three or more months) shall be covered by the terms of this Agreement, except that the Employer shall continue to be permitted to negotiate directly with such employees and/or unilaterally determine all foreign assignment terms of employment, particularly assignment salary, relocation benefits, taxation, housing and other allowances or benefits tailored to the assignment location, which shall be governed by and in accordance with the Employer's Editorial Global Mobility policies then in existence. Specifically, for example, the minimum salary table set forth in Section 1 of Article 20 (Wages and Compensation) shall not apply to employees on overseas assignments. In addition, the restrictions on transfers set forth in Section 4 of Article 4(d) are not applicable to overseas assignments. Notwithstanding the above, however, unit employees on overseas assignment shall receive annual wage increases negotiated pursuant to Section 3 of Article 20.

The Employer shall not be obligated to disclose the salary or assignment terms to the Guild (i.e., in the employee census referenced in Article 3 (Information to the Guild)), except to provide the base pay amount (excluding any allowances, bonuses or other adjustments) for the purpose of calculating union dues. The Guild will provide the Company with guidance on the calculation and deduction of dues for employees on overseas assignments. However, in response to a concern or complaint regarding assignment terms raised by an individual employee on overseas assignment, the Employer shall provide the Guild with information sufficient for it to evaluate the concern and effectively represent the employee's interests.

Employees on assignment overseas as defined above shall be covered under appropriate (i.e., international) insurance policies or plans. In addition, employees on assignment overseas shall not be entitled to the holidays set forth in Section 3(A) of Article 15 (Vacation and Leave), but will receive no less than the same number of holidays as the total number of named and floating holidays set forth in the Agreement.

Employees on assignment overseas shall be covered by the provisions set forth in Article 17 (Hybrid Work) to the extent that the Employer maintains an office in the employee's assigned location, unless restricted by local or immigration statutes or regulations.

Finally, the parties acknowledge that the Employer must comply with any U.S. or "local" statutes and regulations applicable to an employee's employment in an overseas location.

Side Letter C: Joint negotiations with the NUJ

The parties agree that with regard to the annual joint negotiations with NUJ for yearly increases (Article 20, Section 3), the Employer shall bargain in good faith during such talks, shall schedule meetings at mutually agreeable times convenient to all participants, shall share any Employer information relating to the respective bargaining units equally with the NUJ and the Guild, and shall permit the Guild's appointed representatives in the talks to participate in such discussions meaningfully. The Guild maintains its statutory rights under the National Labor Relations Act.

Financial Times CBA FINAL

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