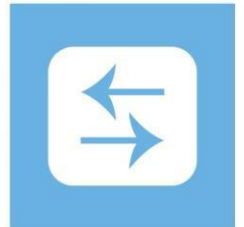
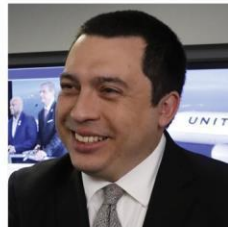
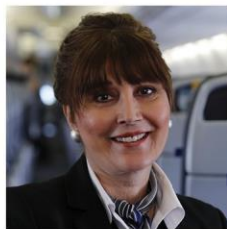
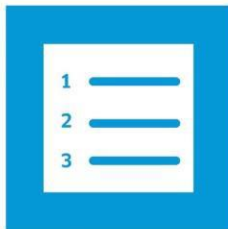




Legalities

Flight Attendant Guide

Revised March 4, 2020



WIN AS ONE
United





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Chapter 1 Legalities Introduction

This guide is intended to be a list of “how to” topics that provide you with a road map to understand a portion of the many new concepts within the JCBA. Make the commitment to yourself to spend time learning about and understanding what the Contract provides. Together, we can gain a full understanding of the Contract, maximize our collective accomplishment from bargaining and enforce the Contract under which we all work. If you have questions about any of the content in this guide, we strongly encourage you to reach out to your local AFA council to have your questions answered.

IMPORTANT NOTES: Multiple times throughout this guide, we reference details about your Master Schedule. Note that complete details about your Master Schedule and how to access it can be found in the Trip Trades & Adjustments Guide, Appendix A.

A comprehensive list of legality codes can be found in Chapter 9.



Chapter 2 Line Guarantee

Section 6.I. Line Guarantee

1. In the event a Lineholder involuntarily loses all or any part of her/his pairing(s) in her/his original or adjusted line of flying during the month (except for time lost due to end-of-month schedule conflicts - see Paragraph 2 below), her/his projected line value shall remain as it was immediately prior to the loss of flight time. She/he may be reassigned to another pairings(s) per Section 7.Q.
2. In the event an end-of-the-month conflict causes a Flight Attendant to lose pay and flight time credit, such Flight Attendant shall be guaranteed a minimum of seventy-one (71) hours.

As a Lineholder, you are guaranteed the value of all the pairings in your line of flying, regardless of what happens to those pairings in the operation. For example, if your flight cancels, you misconnect for your scheduled flight, or you are projected beyond your maximum duty time limitation and the Company ends up removing you from a flight, you are still guaranteed the value of that trip – although you may be subject to reassignment. JCBA Section 7.Q. (Loss of Flight Time) addresses how your trip guarantees are applied, the Company's ability to recover any lost time, your reassignment rights and how these are applied.

However, if you voluntarily decrease the flying in your line through trades, PTO, etc., your guarantee will be decreased by the value of whatever pairings you dropped. Lastly, end of month (EOM) conflicts can occur when your scheduled pairings between two consecutive bid months overlap. In the event an EOM conflict causes you to lose pay and flight time credit, you shall be guaranteed a minimum of 71:00 hours.

Time accumulated over schedule will be guaranteed and may not be offset by irregularities which reduce the value of one of your pairings occurring later in the month.



Chapter 3 Limitations - Minimums and Maximums

A. Flight Time Limitations

Section 6.L. Flight Time Limitations

1. Ninety-five (95) hours of credited flight time shall constitute the maximum for a Lineholder Flight Attendant in a month. One hundred (100) hours of credited flight time shall constitute the maximum for a Reserve Flight Attendant.
2. Notwithstanding the provisions of Paragraphs 1, 5, 6, and 8:
 - a. A Lineholder Flight Attendant may, at her/his option, elect to project (i.e. pick up open flying, trip trade, accept a Reassignment) to one hundred (100) hours or over one hundred (100) hours for the month; and,
 - b. At the time a Reserve bids a Reserve line, she/he shall indicate whether she/he elects to be governed by one hundred and five (105) hours or over one hundred and five (105) hours for the month. Additionally, a Reserve may opt anytime during the month.
3. When a Flight Attendant leaves her/his home Domicile with credited flight time, plus projected time of her/his scheduled pairing falling in the same month, totaling not more than the applicable scheduled maximum, she/he may complete such pairing even though unforeseen irregularities cause her/him to exceed the applicable maximum.
4. Notwithstanding the provisions of Paragraph 1 above, a Flight Attendant who is awarded a line of flying for a full month shall fly the pairing(s) in such line of flying provided she/he does not exceed ninety-five (95) hours actual flight time maximum.

The monthly maximum for a Lineholder is 95 credited hours and for Reserves 100 credited hours. Both Lineholders and Reserves may opt to 100:00/105:00, respectively, or more than 100:00/105:00.

While many Flight Attendants desire to opt for higher hours, maintaining 95:00 hours maximum is an option as well. If you exceed or are projected to exceed your monthly maximum, a legality code will be shown in your Master Schedule.

If you are assigned a line of flying that exceeds your monthly credited maximum, you may contact Scheduling in advance of the start of the month to have your line adjusted below your monthly maximum.

If you choose not to have your line adjusted prior to the start of the month, you will then be required to fly your line so long as you do not exceed your monthly maximum on an actual (block) basis (95:00 or 100:00 of block time, unless you have opted to a higher maximum).

In the operation, if you are projected over your monthly actual (block) maximum hours, and dropping a pairing is necessary, your preference as to which pairing to drop will be subject to the concurrence of you and the crew scheduler. If no agreement is reached, the dropped pairing will be subject to the approval of the Crew Schedule manager. If you are scheduled over your maximum actual (block) flight time, Crew Scheduling will reassign you.



You may start a pairing from your Domicile projected within the monthly maximum and end up exceeding the monthly maximum as a result of unforeseen irregularities during the pairing, in which case you are required to complete the pairing.

Please note that keeping track of your projection throughout the month is the mutual responsibility of you and Crew Scheduling.

IMPORTANT NOTE: Credit Time is the value of your actual (block) time + RIGs + deadhead.

Flight Time Limitations – End of Month Overlap

Section 6.L. Flight Time Limitations

5. Notwithstanding the provisions of Paragraph 1 above, if a Lineholder flies a line with a first of the month overlap pairing which causes her/him to be projected over the maximum credited hours as would be applicable for the new month, she/ he shall fly the pairing(s) in the new month provided she/he does not exceed the applicable maximum hours on an actual basis in the new month.

If you are awarded a line and have an overlap pairing from the previous month which projects you over your monthly credited maximum hours, a legality code will appear in your Master Schedule. The line will not be considered as exceeding maximums provided the flight time does not exceed 95:00 actual hours (or your opted maximum).

You may trip trade with another Flight Attendant or with Open Time to reduce your projected hours. If you take no action to reduce your hours, you will be considered to have waived this legality and expected to fly all trips in your line of flying.

Flight Time Limitations – Reassignment

Section 6.L. Flight Time Limitations

6. A Lineholder Flight Attendant may not be reassigned if, as a result of this action, her/his monthly flight time would be projected over ninety-five (95) hours credited flight time maximum. A Reserve Flight Attendant may not be assigned if, as a result of this action, her/his monthly flight time would be projected over one hundred (100) hours credited flight time maximum.

It is important to keep in mind this applies to credited hours, not actual hours. After the start of the month, or during the operation, your credited hours may not exceed your monthly maximum, which is 95:00 hours for a Lineholder and 100:00 hours for a Reserve, unless you have opted to a higher maximum.



Flight Time Limitations – Drafting

Section 6.L. Flight Time Limitations

7. If a Flight Attendant is drafted, the result of which projects her/ his schedule over ninety-five (95) hours credited flight time, the monthly schedule must be adjusted during the month to project her/him to not more than the maximum credited flight time.

If you are drafted, which results in projecting your schedule over 95:00 hours of credited flight time (or your opted maximum), your monthly schedule must be adjusted to lower your projection to no more than the maximum credited flight time. This adjustment should be made at the time you are drafted.

Flight Time Limitations – Assigned Maximum

Section 6.L. Flight Time Limitations

8. When a Flight Attendant is assigned to flight duty after the beginning date of a bid month, the maximum credited hours for the month shall be reduced on a prorated basis, proportionate to the ratio that the remaining days in said month bears to the total number of days in said month.

If Crew Scheduling builds you a line after the start of the month, the flight time maximum of that line will be prorated based on the number of days of availability you have for that schedule. Once the monthly minimums and maximum parameters have been established, you will be built a line based on those limits.



B. Minimum Days Off

Section 6.Q. Minimum Days Off

1. Scheduled

- a. A Lineholder shall be provided a minimum of ten (10) calendar days off each bid month at her/his Domicile free of all duties.
- b. A Reserve shall be relieved of all duties for twelve (12) calendar days each bid month at her/his Domicile in accordance with the rules set forth in Section 8.I.

2. Voluntary Reduction Below Minimum

If a Flight Attendant voluntarily reduces calendar days off below the monthly minimum by trading pairing(s) or picking up time, the days off which are voluntarily relinquished below the minimum will not be restored except through the trip trade process. Calendar days scheduled off lost as a result of the operation shall be restored in accordance with Section 7.R.

Lineholders shall be scheduled for a minimum of 10 calendar days off at the home domicile each month. Reserves shall be scheduled for a minimum of 12 calendar days off at the home domicile each month.

Both Lineholders and Reserves have the ability to voluntarily reduce their days off through any trade process or by picking up open flying. For example, if you have a minimum of 10 days off and pick up a 2-day pairing, your new minimum days off would be 8 days. However, if due to operational irregularities you are worked into a day off, the Company is required to restore the day off in accordance with JCBA Section 7.R.

There are separate legalities and procedures for how your day off must be restored depending on whether it impacts your minimum days off or regular days off. If you are flown into a minimum day off, you are entitled to have that day off restored before the end of that schedule month. Additional details are included in Chapter 8.D of this guide.

Section 7.R.4.

A Lineholder must have a minimum of ten (10) calendar days free from duty at her/his Base within each bid period, unless waived by the Flight Attendant per Section 6.Q.2. If in actual operations, the Flight Attendant works past midnight on her/his day off her /his schedule will be adjusted to restore the minimum days(s) off...

If you are projected under 10 days off because of irregular operations, you must contact Crew Scheduling to have your minimum days off restored. You will be pay protected for any loss of pay on the day(s) necessary to restore your minimum day(s) off. If you must drop a multiple day pairing to restore a day off you will be paid for the value of the flying on the day restored. You will also have the option of being subject to reassignment on the remaining day(s) in the pairing, in which case you will be guaranteed for those days, or you may decline reassignment for the remainder of the days in the dropped pairing, in which case your guarantee will be reduced by the value of the flying on those days.



If you are projected under 10 days off because of drafting, your minimum days off must be restored at the time of the draft. You will be pay protected for any loss of pay required to restore your minimum days off and you will not be subject to reassignment on the remaining day(s) in the pairing removed to restore the minimum days off. Upon return to domicile from a drafting assignment, you will not be subject to reassignment for any hours lost as a result of the draft.

For guidelines and procedures for Reserves who are flown into their days off, or below minimum days off, please refer to the *Reserve Guide*.



C. 1-in-7 Limitation

The 1-in-7 language is a scheduling provision that states a Flight Attendant must be scheduled to have at least one calendar day off (midnight to midnight) at their home domicile **OR**, if on an International pairing, a 24-hour period **free from duty (FFD)** on a layover at least once in every 7 days. There is a difference for Lineholders and Reserves. Please refer to the *Reserve Guide*.

Scheduled Application

Section 6.P.1. One (1) in Seven (7) Limitation

1. Scheduled

For Flight Attendants on Domestic pairings, relief from all duty and Company obligations for not less than one (1) calendar day shall be provided for each Flight Attendant at her/his Home Domicile at least once during any seven (7) consecutive calendar days.

You must be scheduled for at least 1 calendar day off at the home domicile during any 7 consecutive calendar days.

Section 6.P.2. One (1) in Seven (7) Limitation

2. For Flight Attendants on International pairings, relief from all duty and Company obligations shall be provided for each Flight Attendant at least once during any seven (7) consecutive calendar days. Such relief shall be either:

- One (1) calendar day at her/his Domicile or,
- One (1) twenty-four (24) hour period free from duty at an away from Domicile point.

Lineholders on International pairings will be relieved from all duty and Company obligations at least once during any 7 calendar days in one of two ways:

1. One calendar day at your home Domicile
2. One 24:00 hour period FFD on a layover

Reserves must be provided with at least one calendar day off at their home domicile unless you are operating an International pairing of 7 days or more, in which case you must be provided with at least 24:00 hours FFD on a layover.

You may choose to waive this legality, both Domestically and Internationally, if you so wish. Also keep in mind that if you pick up flying or trade so that you are now scheduled to work 7 consecutive days, the 1-in-7 rule is considered waived.

If, due to irregular operations, your pairing extends into the 7th day, a legality code will be shown in your Master Schedule. If you choose not to waive the legality, you must contact Crew Scheduling as soon as you block in from your trip to advise them that you would like to have your day off restored. If you do not do this, it will be considered waived.



Actual Application

Section 6.P.3. One (1) In Seven (7) Limitation

3. Actual

A Flight Attendant whose flying schedule is involuntarily reduced to less than one (1) day off in seven (7), may contact Inflight Scheduling at once for rescheduling. In the case of “1 in 7” problems due to schedule selection, the Flight Attendant should contact Inflight Scheduling prior to the first day of the schedule month for rescheduling. Failure to do this will result in waiving the “1 in 7” Rule. If it is necessary for a Flight Attendant to drop a pairing because of the “1 in 7” Rule, preference as to which pairing is to be dropped will be subject to the concurrence of the Flight Attendant and Inflight Scheduling. In the event of failure to reach agreement, the pairing to be dropped will be subject to the approval of the Crew Resource Manager/designee.

At the Flight Attendant’s discretion, this legality may be waived. If you pick up flying or trade so that you are now scheduled to work 7 consecutive days, it is considered waived. If due to irregular operations, your pairing extends into the 7th day, and you choose not to waive the legality, you must contact Crew Scheduling as soon as you block in from your trip to advise them that you would like to have day off restored. If you do not do this, it will be considered waived.

When a Reserve has a potential 1-in-7 violation in their schedule, Crew Scheduling will be responsible for providing either a day off or a “break day” to rectify the scheduling illegality. A break day is a place holder to prevent a 1-in-7 (or a 24-in-7) violation. A break day is not a day off, therefore the Flight Attendant will not be released to this break day until confirmation has been given by Crew Scheduling. For additional information refer to the *Reserve Guide*.

If a Flight Attendant is scheduled to be on duty for 7 or more days due to their line award, the Flight Attendant may:

1. Contact Crew Scheduling prior to the first day of the new bid month to have the 1-in-7 conflict resolved. If you are a Lineholder, you will work with Scheduling to adjust your schedule. If it is necessary to drop a trip to resolve the 1-in-7 conflict, your preference for which trip to drop will be considered by Scheduling, if possible.
2. Waive the 1-in-7 legality by doing nothing. If the Flight Attendant does not contact Crew Scheduling before the first day of the new bid month, the 1-in-7 is considered automatically waived. If waived, the 24-in-7 Federal Aviation Regulation (FAR) must still be satisfied with a 24:00 hour period FFD.
3. If on Reserve, Scheduling will insert a break day, from midnight to midnight, or move a day off in order to resolve the 1-in-7 conflict. The Flight Attendant may indicate preferences as to which day off will be moved, and these preferences will be considered, if possible.

When Reserves have a 1-in-7 violation in their schedule, Crew Scheduling will be responsible for providing a day off or “break day” to rectify the scheduling illegality. However, the Flight Attendant will not be released on this break day until confirmation has been given by Crew Scheduling.



IMPORTANT NOTES: Free from duty (FFD) rest is measured from actual release time following a duty period (see Release From Duty) to actual check-in time prior to the next duty period (see Commencement of Duty).

The 24-in-7 Federal Aviation Regulation is tracked by the Company and is not waivable by a Flight Attendant. If you have a 24-in-7 violation it will appear on your Master Schedule and will be resolved by Crew Scheduling.



D. 35-in-7

6.O.1. Thirty-Five (35) In Seven (7) Limitation

1. A Reserve may not be scheduled to exceed thirty-five (35) flight hours in any seven (7) consecutive twenty-four (24) hour periods. Scheduled flight time not flown due to absences (e.g. vacation, sick leave) will not be a consideration in the application of this paragraph. These provisions may be waived by an individual Flight Attendant.
2. The thirty-five-in-seven (35-7) rule shall not apply to International pairings.

The 35-in-7 rule applies only to Reserve Flight Attendants and states that a Reserve may not be scheduled to exceed 35:00 flight hours in any 7 consecutive 24:00 hour periods. A Reserve may elect to waive this legality by selecting the 35-in-7 Reserve Waiver Box on the Primary Line Bidding screen during monthly bid submission. For more information on 35-in-7 and Reserve Preferencing, please refer to the *Reserve Guide*.

Additionally, Reserves may not be rescheduled to exceed 35-in-7 without their consent.

- The 35-in-7 rule only applies to *Domestic* pairings; **not** *International* pairings. Therefore, when looking at any 7 consecutive 24:00 hour periods:
 - If a Reserve is assigned **only Domestic** pairings, or a **mix of both** Domestic and International pairings, the 35-in-7 rule **shall apply**.
 - If a Reserve is assigned **only International** pairings, the 35-in-7 rule **shall not apply**.
- The 35-in-7 rule only applies to actual working flight time (block time) not deadheading or credit time.
- The 35-in-7 rule is for schedule planning purposes only. If flight time increases during the actual operation of the pairing, the Flight Attendant must fly out the pairing, even if 35-in-7 is exceeded.
- Any 35-in-7 legality code would appear in your Master Schedule.



E. Holding Time

Section 6.N. Holding Time

1. Flight Attendants shall receive one-half (1/2) credit for pay purposes, including premium pay and language pay when applicable, on an actual minute basis for all holding time, in excess of thirty (30) minutes beyond scheduled ground time or block arrival time. Flight Attendants will be paid such holding pay in addition to all other compensation.
2. A Flight Attendant may be required by the Company to remain on board after the block arrival of the flight. If this occurs at a point where she/he is scheduled to go off duty, the duty period will either end at the time released from holding or according to the time set forth in Paragraphs R.9 and 10, whichever is later.
3. Holding Time Limitations
The maximum holding time for a Flight Attendant shall be limited to four (4) hours at any one point or a total of five (5) hours during any on-duty period. A Flight Attendant may be required to remain with passengers beyond scheduled ground time only on board the aircraft. A Flight Attendant shall be given a fifteen (15) minute rest period after each two (2) hours required to remain with passengers on board an aircraft. At the end of four (4) hours the Flight Attendant shall be (1) relieved from holding with passengers, (2) reassigned, or (3) released from duty.

Holding time occurs when the flight is blocked in at the gate or unloading point, the aircraft door is open and there are passengers onboard the aircraft. Flight Attendants are paid 1/2 credit for pay purposes (including premium and language pay) when applicable on an actual basis for all holding time in excess of 0:30 minutes beyond scheduled ground time or block arrival time.

Holding time (at the gate or unloading point, onboard the aircraft, with passengers) is limited to 4:00 hours at any one point or a total of 5:00 hours during any duty period. The International Purser or Purser will schedule a 0:15 minute rest periods after each 2:00 hours onboard. At the end of 4:00 hours, you must be either:

1. Relieved from holding
2. Reassigned
3. Released from duty

JCBA Section 6.N. provides for holding pay both before and after a flight. The process for submitting pay claims (including holding time) will be discussed in the *JCBA Pay Guide*.



Since passengers are onboard in both scenarios, the FAA minimum crew is required to remain with the passengers onboard the aircraft.

For example, if you were scheduled to depart from ORD and all passengers had boarded the aircraft – but there was a flight delay due to a maintenance issue; and you were holding with passengers for 3:45 hours. Ultimately, the flight departed and you blocked into MCO at a high volume arrival time, but you were not able to fully deplane all passengers because 1 person required a wheelchair and none were available at the delayed time of arrival. While customer service and operations worked to resolve the issue, you ended up holding with the passengers for an additional 1:15 hours. At that point, you would have reached your holding time limitations and should advise Crew Scheduling – who would then be required to relieve you of your holding duties with the passengers, and reassign you to another trip or release you from duty entirely.

Start of a Flight

At the start of a flight, holding time is credited when passengers are on board and the departure is delayed by more than 0:30 minutes.

Middle of Duty Period (Same Flights)

In the middle of a duty period while working both the inbound and outbound on the same flight, holding time is credited when passengers are on board and holding extends more than 0:30 minutes beyond scheduled or actual arrival time of the inbound flight, whichever is later. If passengers have remained on board the entire time, holding ends when passenger boarding begins for the outbound flight at the new boarding time. Additionally, holding is credited when passengers are on board and the departure of the outbound flight is delayed by more than 0:30 minutes.

Middle of Duty Period (Different Flights)

In the middle of a duty period, when working different inbound and outbound flights, holding time is credited when passengers are on board and holding extends more than 0:30 minutes beyond scheduled or actual arrival time of the inbound flight, whichever is later. If passengers have remained on board the entire time, holding ends when the outbound crew relieves the inbound crew. If a Flight Attendant is part of the inbound and outbound crew and passengers have remained on board the entire time, holding ends for that crewmember when passenger boarding begins for the outbound flight. The outbound crew is eligible for holding when passengers are on board and the departure of the outbound flight is delayed by more than 0:30 minutes.

Unscheduled Stop

If passenger egress is available at an unscheduled stop, holding time credit begins when passengers are on board more than 0:30 minutes after arrival at the unscheduled stop. Remember though that



when there is no passenger egress, flight time continues according to Contract Section 2.P. and Crew Scheduling needs to be contacted as soon as possible to update the Flight Attendant Master Schedule.

End of Duty Period

At the end of a duty period, holding time is credited when passengers are on board at the gate more than 0:30 minutes beyond scheduled or actual arrival, whichever is later. Holding time under this condition stops when passengers begin deplaning. However, if the crew is required to remain on board to wait, for example, for a wheelchair, holding time will be credited starting from 0:30 minutes beyond scheduled or actual arrival, whichever is later, until the wheelchair arrives.

Return to Blocks

If Flight Attendants are eligible for holding credit due to a flight departing more than 0:30 minutes after the scheduled departure time and, thereafter, the flight returns to the blocks, additional holding would occur. The Flight Attendants would not be subject to another 0:30 minutes of “free” holding, as holding would begin immediately.

Extending Duty Period Guarantee

Holding time can also extend your duty period. Under the terms of the JCBA, a Flight Attendant who is required to hold with customers at the end of their duty period is released either at their scheduled release time or when they are released from holding, whichever is later. If the holding time goes beyond scheduled duty period, the Flight Attendant should contact Crew Scheduling to update their release time. Updates made to a Flight Attendant’s release time could, potentially, either trigger or increase the Duty/Trip RIGs within the pairing.

F. End of Month Conflicts (EOM)

End of month (EOM) conflicts can include having overlapping pairings, not satisfying 1-in-7, not having 24:00 hours FFD in 7 consecutive calendar days, and not having minimum legal rest between pairings.

If you are not legal for your new schedule, your first option to resolve the conflict is to trip trade with another Flight Attendant once mutual trades begin on the 18th of the month. Mutual trades will begin at 1700 Home Domicile Time (HDT).

If you are unable to resolve the conflict by 2359 Central Time on the 19th by trip trading, your conflicting pairing will be dropped from your line and you will be blocked from any further mutual trading until the conflict has been resolved.

In order to resolve the conflict, you may choose to use the Self Adjustment process in the eBB/Trades area of CCS. Beginning at 0600 Central on the 20th, you will be provided a number of pairings as



options to adjust your schedule and resolve the conflict. You will have until 0600 Central on the 21st to resolve the conflict through the Self Adjustment process. If you still take no action, your schedule will be adjusted by Crew Scheduling to resolve the conflict.

Another possible solution to this conflict is being assigned RA Days, if there are no pairings available at the time of the adjustment process to make you legal. For RA days, you would be considered a Reserve with the option to pick up a trip on your own by contacting Crew Scheduling during said RA Days or wait to be assigned a pairing or to be released by Crew Scheduling during the normal Reserve assignment process. Note: A Lineholder may elect not to be assigned RA Days, which would come with a subsequent reduction in Line Guarantee, if they specify this in the Adjustment Request Screen on CCS.

IMPORTANT NOTE: If you do not wish Crew Scheduling to have the option to assign you RA days during the adjustment process, you must select this option during the primary bidding process each month. You must select this option before you know whether you have an EOM that will require an adjustment. If you select the “do not use” for the RA days option, Crew Scheduling will still have the ability to adjust your schedule with available pairings, but will not be able to use RA days as an option.

It’s important to understand, that if you select “do not use” for the RA days option, and if there is no pairing available to satisfy your EOM, your guarantee will be reduced by the value of the conflict pairing that is dropped from your new month’s schedule.

In CCS, under the Schedule tab, select the Adjustment Request screen. There is a difference between the Adjustment Request screen and the Self Adjustment screen.

For a full explanation on adjustments, including how to specify “do not use” for the RA days option during bidding, see the Trip Trades & Adjustments Guide, once available.



Chapter 4 RIGS

A. Introduction

The JCBA includes Ratio-in-Guarantee (RIG) protections, which provide for additional pay and credit beyond the sum of the flight time within pairings, when applicable.

There are 2 different RIG minimum pay protections: Duty RIG and Trip RIGs. Duty RIG is a guaranteed minimum pay credit based on the amount of time that we spend on duty. There are two different Trip RIGs. One is based on a minimum average pay of 5:00 hours per Duty day. The other Trip RIG is a guaranteed minimum pay credit based on time away from domicile. Both Duty and Trip RIGs are considered when determining the value of a pairing. If multiple RIGs exist within a pairing, they are evaluated independently, compared to each other, and then compared to the pairing's flight time to determine which overall value is the highest - with the highest value becoming the value of the pairing.

B. How to Calculate the Value of a Pairing

Section 6.A. Minimum Duty RIGs

A Flight Attendant who departs on a flight shall be guaranteed minimum pay and credit as follows:

1. A minimum of one (1) hour's flight time pay and credit for each two (2) hours of duty time, prorated.
2. A minimum of five (5) hours flight time pay and credit for a one duty period pairing.
3. A minimum average pay and credit of five (5) hours per day for pairings with multiple duty periods (e.g. 5/10/15/20).

Section 6.B. Trip Rig-Time Away From Home

When a Flight Attendant is scheduled to report for duty or actually reports for duty, whichever is later, she/he shall receive a minimum of one (1) hour's pay and flight time credit for each three and one-half (3 1/2) hours elapsed time, prorated, until return to the blocks at her/his Domicile and release from duty.

To determine the total credit value of a pairing, we must first perform 4 independent calculations, then compare them to determine which value is the highest. The highest value becomes the total credit value of the pairing. The calculations are:

1. Determine the sum of the flight time (block [BLK] and deadhead [DHD]) of all flights in the pairing.
2. Determine if the 1-for-2 Duty RIG applies to any duty period. (6.A.1.)



3. Determine the value of the minimum 5:00 hour for single-duty pairings RIG or minimum 5:00 hour average for multi-duty pairings RIG. (6.A.2. and 3.)
4. Determine the value of the 1-for-3.5 Trip RIG. (6.B.)

C. Duty and Trip RIG Credits

Section 6.K. Duty and Trip RIG Credits

1. Any credit time accrued as a result of the duty period guarantees shall be applied as an extension to the last segment of the duty period in which the credit was accumulated.
2. Any credit time accrued as a result of the application of the time away from home guarantee shall be considered an extension to the last segment of the pairing.

For pay and flight time credit purposes, a Duty RIG credit will be applied as a supplement to the duty period. A Trip RIG credit is applied to the last duty period of a pairing, and updated in the operation.

D. RIG Examples

Duty/Trip RIG – Example # 1: 2-Day, 1 Duty Period Pairing

In the following example, we will illustrate how Section 6.A.1 provides 1:00 hour of flight time and pay credit for each 2:00 hours of duty time prorated. This pairing contains 1:02 hours of 1-for-2 duty RIG.

BASE: ----> HKG JUN 02-JUL 01, 2018 INTERNATIONAL F/As											
DAY	EQ	DHFLT	DEP	ARR	DEPT	ARRT	BLK	GRND	TBLK	TDUTY	LAYO TYP

G7769		RPT -->18:35								LS=01 TAG	
1	73Z	157	GUM	ROR	1935	2045	2:10	5:00			
		COVE RESORT	LAU				680-488-4333				D
2	73Z	158	ROR	GUM	0145	0500	2:15		4:25	10:55	
									MO TU WE TH FR	SA SU	
											-- 3
		TOTAL CR:	05:27								
		TOTAL BLK:	04:25								
		TOTAL DHD:	00:00				TAFB:	10:55			
		TOTAL RIG:	01:02				PER DIEM:	\$ 29.45			
		T/D=	2								

Image 4.1

**Calculation for Image 4.1**

Calculation 1: Determine the sum of the flight time (block (1) and deadhead (2)) of all flights in the pairing.

- Flight time of 4:25 (block) + 00:00 (deadhead) = 04:25

Calculation 2: Determine if the 1-for-2 Duty RIG applies to any duty period. This is the minimum of 1 hour pay and credit for every 2 hours on duty, within a duty period.

- If half the duty time is GREATER than the sum of the flight time in that duty period, the difference will be the value of the 1-for-2 Duty RIG.
 - Duty Period 1:
 - Duty time of $10:55 / 2 = 5:27$ (rounded)
 - Total flight time of 4:25 (block) + 00:00 (deadhead) = 4:25
 - Because 5:27 is greater than 4:25, the difference of 1:02 is the value of the 1-for-2 Duty RIG, and it is applied at the end of this duty period.
 - The pairing's total flight time of $4:25 + 1:02 = 05:27$

Calculation 3: Determine the value of the minimum 5-hour for single-duty pairings RIG or minimum 5-hour average for multi-duty pairings RIG. This is the minimum average pay and credit of 5 hours per duty period for multi-duty-period pairings.

- 1 duty periods x 5 hours per duty period = 05:00

Calculation 4: Determine the value of the 1-for-3.5 Trip RIG. This represents 1 hour of pay and credit for every 3.5 hours of time away from base (TAFB).

- Total time away from base (TAFB) of $10:55 / 3.5 = 03:07$

NOTES:

- The greatest of the four calculated values above becomes the credit value of this pairing: 05:27.
- The difference between the credit value (3) (05:27) and the total flight time (04:25) is the total RIG (4): 01:02.
- In this example, the 01:02 of total RIG includes solely the 1-for-2 Duty RIG.



Duty/Trip RIG – Example # 2: Min-5-Hour for 1-Duty Pairing

BASE: ----> IAD JUN 02-JUL 01, 2018										DOMESTIC F/As									
DAY	EQ	DHFLT	DEP	ARR	DEPT	ARRT	BLK	GRND	TBLK	TDUTY	LAYO	TYP							

W0611		RPT -->06:00								FM=01/FA=02									
1	73Y	605	DCA	ORD	0700	0806	2:06	1:54											
1	20S	2225	ORD	DCA	1000	1250	1:50		3:56	7:05									
										MO	TU	WE	TH	FR	SA	SU			
TOTAL CR: 05:00															--	--			
TOTAL BLK: 03:56										--	--	--	--	--		--	--		
TOTAL DHD: 00:00										TAFB: 07:05		--	--	--	--	--		--	--
TOTAL RIG: 01:04										PER DIEM: \$ 15.57		--	--	--	--	--		--	--
T/D= 1										--	--	--	--	29		--	--		

Image 4.2

**Calculation for Image 4.2**

Calculation 1: Determine the sum of the flight time (block and deadhead) of all flights in the pairing.

- Flight time of 3:56 (block) + 00:00 (deadhead) = 03:56

Calculation 2: Determine if the 1-for-2 Duty RIG applies to any duty period. This is the minimum of 1 hour pay and credit for every 2 hours on duty, within a duty period.

- If half the duty time is GREATER than the sum of the flight time in that duty period, the difference will be the value of the 1-for-2 Duty RIG.
 - Duty Period:
 - Duty time of $7:05 / 2 = 3:32$ (rounded)
 - Total flight time of 3:56 (block) + 00:00 (deadhead) = 3:56
 - Because 3:33 is less than 3:56, the 1-for-2 Duty RIG does not apply

Calculation 3: Determine the value of the minimum 5-hour for single-duty pairings RIG or minimum 5-hour average for multi-duty pairings RIG. This is the minimum average pay and credit of 5 hours per duty period for multi-duty-period pairings.

- 1 duty periods x 5 hours per duty period = 05:00

Calculation 4: Determine the value of the 1-for-3.5 Trip RIG. This represents 1 hour of pay and credit for every 3.5 hours of time away from base (TAFB).

- Total time away from base (TAFB) of $7:05 / 3.5 = 02:01$

NOTES:

- The greatest of the four calculated values above becomes the credit value of this pairing: 5:00
- The difference between the credit value (5:00) and the total flight time (3:56) is the total RIG: 1:04
- In this example, the 1:04 of total RIG includes solely the 5 hour minimum Trip RIG.



Duty/Trip RIG – Example # 3: 3-Day Pairing

In the following example, we will illustrate how Section 6.A.3 provides average pay and credit of 5:00 hours per day for pairings with multiple duty periods. This pairing contains 2:00 hours RIG.

BASE: ----> ORD JUN 02-JUL 01, 2018 DOMESTIC F/As											
DAY	EQ	DHFLT	DEP	ARR	DEPT	ARRT	BLK	GRND	TBLK	TDUTY	LAYO TYP

O0508		RPT -->18:35								FM=01/FA=01	
1	20S	1547	ORD	MEX	1935	2340	M	4:05	4:05	5:35	15:25
		COURTYARD MARRIOTT						525546314000			F
RPT		-->14:20									
2	20S	1091*MEX	IAH		1505	1720		2:15	2:20		
2	19S	429	IAH	MEX	1940	2200		2:20	4:35	8:10	17:10
		COURTYARD MARRIOTT						525546314000			F
RPT		-->14:25									
3	20S	474	MEX	ORD	1510	1930	M	4:20	4:20	5:35	
										MO TU WE TH FR SA SU	
TOTAL CR: 15:00											-- --
TOTAL BLK: 13:00										4	-- -- -- -- -- --
TOTAL DHD: 00:00 TAFB: 49:25										-- -- -- -- -- -- --	
TOTAL RIG: 02:00 PER DIEM: \$ 108.70										-- -- -- -- -- -- --	
T/D= 3										-- -- -- -- -- -- --	

Image 4.3



Calculations for Image 4.3

Calculation 1: Determine the sum of the flight time (block and deadhead) of all flights in the pairing.

- Flight time of 13:00 (block) + 00:00 (deadhead) = 13:00

Calculation 2: Determine if the 1-for-2 Duty RIG applies to any duty period. This is the minimum of 1 hour pay and credit for every 2 hours on duty, within a duty period.

- If half the duty time is LESS than the sum of the flight time in that duty period, the 1-for-2 Duty RIG does not apply.
 - Duty Period 1:
 - Duty time of $5:35/2 = 2:47$ (rounded)
 - Total flight time of 4:05 (block) + 00:00 (deadhead) = 4:05
 - Because 2:47 is less than 4:05, the 1-for-2 RIG does not apply
 - Duty Period 2:
 - Duty time of $8:10/2 = 4:05$
 - Total flight time of 4:35 (block) + :00 (deadhead) = 4:35
 - Because 4:05 is less than 4:35, the 1-for-2 RIG does not apply
 - Duty Period 3:
 - Duty time of $5:35/2 = 2:47$ (rounded)
 - Total flight time of 4:20 (block) + :00 (deadhead) = 4:20
 - Because 2:47 is less than 4:20, the 1-for-2 RIG does not apply

Calculation 3: Determine the value of the minimum 5-hour for single-duty pairings RIG or minimum 5-hour average for multi-duty pairings RIG. This is the minimum average pay and credit of 5 hours per duty period for multi-duty-period pairings.

- 3 duty periods x 5 hours per duty period = 15:00

Calculation 4: Determine the value of the 1-for-3.5 Trip RIG. This represents 1 hour of pay and credit for every 3.5 hours of time away from base (TAFB).

- Total time away from base (TAFB) of $49:25 / 3.5 = 14:07$

NOTES:

- The greatest of the four calculated values above becomes the credit value of this pairing: 15:00 hours.
- No 1-for-2 Duty RIG applies because no Duty Period in this pairing has a duty time with half its value greater than the sum of the flight time.
- The difference between the credit value (15:00) and the total flight time (13:00) is the total RIG: 02:00.
- In this example, the 02:00 hours of total RIG includes solely the 5 hours per duty period RIG.



Duty/Trip RIG -Example# 4: 4-Day Pairing with 3 Duty Periods

In the following example, we will illustrate how both Section 6.A.1 and 6.8, duty and trip RIGs, exist and will compare them to determine which value is the highest. The highest value becomes the credit value of the pairing.

```

BASE: ----> SFO JUN 02-JUL 01, 2018 DOMESTIC F/As
DAY EQ DHFLT DEP ARR DEPT ARRT BLK GRND TBLK TDUTY LAYO TYP

F1696 RPT -->05:15 FM=01/FA=02
1 19S DH 570 SFO SMF 0600 0651 :51 1:29
1 19S 822 SMF IAD 0820 1613 M 4:53 1:07
1 19S 2380 IAD SAT 1720 19 9 3:29 8:22 12:49 16:26
HILTON AIRPORT 2103406060 F
RPT -->11:30
2 37K DH1120*SAT IAB 1215 1315 1:00 3:06
2 73C 1911 IAH MEM 1621 1757 1:36 1:04
2 73C 1201 MEM Hili 1901 2046 1:45 1:01
2 73C 2125 IAH MEM 2147 2323 1:36 4:57 12:08 30:52
SHERJ .TON DOWNTmvN 901-527-7300 D
RPT -->05:30
4 20s 202*MEM ORD 0615 0807 1:52 1:53
4 37K 1891 ORD SFO 1000 1242 M 4:42 6:34 9:27
MO TU WE TH FRISA su

TOTAL CR: 22:46
TOTAL BLK: 19:53 7 --| --
TOTAL DHD: 01:51 TAFB: 79:42 --| --
TOTAL RIG: 01:02 PER DIEM: $ 175.34 --| --
T/D= 4 ---| --

```

Image4.4



Calculations for *Image 4.4*

Calculation 1: Determine the sum of the flight time (block and deadhead) of all flights in the pairing.

- Flight time of 19:53 (block) + 1:51 (deadhead) = 21:44

Calculation 2: Determine if the 1-for-2 Duty RIG applies to any duty period. This is the minimum of 1 hour pay and credit for every 2 hours on duty, within a duty period.

- If half the duty time is *LESS* than the sum of the flight time in that duty period, the 1-for-2 Duty RIG does not apply.
 - Duty Period 1 (Day 1):
 - Duty time of $12:49/2 = 6:24$ (rounded)
 - Total flight time of 8:22 (block) + :51 (deadhead) = 9:13
 - Because 6:24 is less than 9:13, the 1-for-2 RIG does not apply
- If half the duty time is *GREATER* than the sum of the flight time in that duty period, the difference will be the value of the 1-for-2 Duty RIG.
 - Duty Period 2 (Day 2):
 - Duty time of $12:08/2 = 6:04$
 - Total flight time of 4:57 (block) + 1:00 (deadhead) = 5:57
 - Because 6:04 is greater than 5:57, the difference of :07 is the value of the 1-for-2 Duty RIG, and it is applied at the end of this duty period
- If half the duty time is *LESS* than the sum of the flight time in that duty period, the 1-for-2 Duty RIG does not apply.
 - Duty Period 3 (Day 4):
 - Duty time of $9:27/2 = 4:43$ (rounded)
 - Total flight time of 6:34 (block) + :00 (deadhead) = 6:34
 - Because 4:43 is less than 6:34, the 1-for-2 RIG does not apply

Calculation 3: Determine the value of the minimum 5-hour for single-duty pairings RIG or minimum 5-hour average for multi-duty pairings RIG. This is the minimum average pay and credit of 5 hours per duty period for multi-duty-period pairings.

- 3 duty periods x 5 hours per duty period = 15:00

Calculation 4: Determine the value of the 1-for-3.5 Trip RIG. This represents 1 hour of pay and credit for every 3.5 hours of time away from base (TAFB).

- Total Time Away From base (TAFB) of $79:42/3.5 = 22:46$

NOTES:

- The greatest of the four calculated values above becomes the credit value of this pairing: 22:46
- The difference between the credit value (22:46) and the Total flight time (21:44) is the Total RIG: 1:02



Duty/Trip RIG-Example# 5: 3-Day Pairing with 2 Duty Periods

In the following example, we will illustrate how Section 6.8. provides a minimum of 1:00 hour pay and flight time credit for each 3:30 hours elapsed time, prorated until return to the blocks at Domicile, and release from duty. This pairing contains 1:58 hours RIG.

BASE: ----> EWR JUN 02-JUL 01, 2018 INTERNATIONAL ?/As											
DAY	EQ	DHFLT	DEP	ARR	DEPART	BLK	GRND	TBLK	TDUTY	LAYO	TYP
E5006		RPT -->15:45								FM=01/FA=02	
1	73G	1068	E"BOG	1645	2135	M	5:50	5:50	7:20	35:13	
	JW	MARRIOTT					571-481-6000				D
RPT -->08:03											
3	73G	1069	BOG	EWR	0848	1553	M	6:05	6:05	7:20	
								MO	TU	WE	TH
										FR	SA
											SU
TOTAL	CR:	13:53								2	3
TOTAL	BLK:	11:55						4	5	--1--	
TOTAL	DHD:	00:00	TAFB:		48:38					--1--	
TOTAL	RIG:	01:58	PER	DIEM:	\$	1330				--1--	
T/D=	3									--1--	

Image4.5

**Calculations for *Image 4.5***

Calculation 1: Determine the sum of the flight time (block and deadhead) of all flights in the pairing.

- Flight time of 11:55 (block) + 0:00 (deadhead) = 11:55

Calculation 2: Determine if the 1-for-2 Duty RIG applies to any duty period. This is the minimum of 1 hour pay and credit for every 2 hours on duty, within a duty period.

- If half the duty time is *LESS* than the sum of the flight time in that duty period, the 1-for-2 Duty RIG does not apply.
 - Duty Period 1 (Day 1):
 - Duty time of $7:20 / 2 = 3:40$
 - Total flight time of 5:50 (block) + 0:00 (deadhead) = 5:50
 - Because 3:40 is less than 5:50, the 1-for-2 RIG does not apply
 - Duty Period 2 (Day 3):
 - Duty time of $7:20 / 2 = 3:40$
 - Total flight time of 6:05 (block) + 0:00 (deadhead) = 6:05
 - Because 3:40 is less than 6:05, the 1-for-2 RIG does not apply

Calculation 3: Determine the value of the minimum 5-hour for single-duty pairings RIG or minimum 5-hour average for multi-duty pairings RIG. This is the minimum average pay and credit of 5 hours per duty period for multi-duty-period pairings.

- 2 duty periods x 5 hours per duty period = 10:00

Calculation 4: Determine the value of the 1-for-3.5 Trip RIG. This represents 1 hour of pay and credit for every 3.5 hours of time away from base (TAFB).

- Total Time Away From base (TAFB) of $48:38 / 3.5 = 13:53$

NOTES:

- The greatest of the four calculated values above becomes the credit value of this pairing: 13:53
- The difference between the credit value from the 1-for-3.5 Trip RIG (13:53) and the total block (11:55) is the Total RIG: 1:58



Duty/Trip RIG – Example # 6: 4-Day Pairing with 4 Duty Periods

In the following example, no RIGs exist – meaning that the total flight time (block + deadhead) is equal to the total credit value of the pairing. This pairing contains no RIGs.

BASE: ----> BOS JUN 02-JUL 01, 2018 DOMESTIC F/As											
DAY	EQ	DHFLT	DEP	ARR	DEPT	ARRT	BLK	GRND	TBLK	TDUTY	LAYO TYP

53651		RPT -->05:15								FM=00/FA=01	
1	37K	2214	BOS	DEN	0615	0840 M	4:25	1:16			
1	37K	1774	DEN	PHL	0956	1530	3:34		7:59	10:30	15:00
		COURTYARD MARRIOTT					215-689-4558				F
		RPT -->05:45									
2	73C	2113	PHL	IAH	0630	0840	3:10		3:10	4:10	12:42
		MARRIOTT AIRPORT					281-443-2310				F
		RPT -->20:37									
2	73Y	1157	IAH	SEA	2122	2351	4:29		4:29	5:29	13:14
		MARRIOTT SEATAC					206-241-2000				F
		RPT -->12:20									
3	37K	2226	SEA	DEN	1305	1649	2:44	1:05			
3	37K	386	DEN	BOS	1754	2350 M	3:56		6:40	8:45	
									MO	TU	WE TH FR SA SU
		TOTAL CR:	22:18								-- --
		TOTAL BLK:	22:18						--	--	-- -- -- --
		TOTAL DHD:	00:00	TAFB:		66:50			11	--	-- -- -- --
		TOTAL RIG:	00:00	PER DIEM:	\$	147.02			--	--	-- -- -- --
		T/D=	4						--	--	-- -- -- --

Image 4.6

**Calculation for Image 4.6**

Calculation 1: Determine the sum of the flight time (block and deadhead) of all flights in the pairing.

- Flight time of 22:18 (block) + 0:00 (deadhead) = 22:18

Calculation 2: Determine if the 1-for-2 Duty RIG applies to any duty period. This is the minimum of 1 hour pay and credit for every 2 hours on duty, within a duty period.

- If half the duty time is LESS than the sum of the flight time in that duty period, the 1-for-2 Duty RIG does not apply.
 - Duty Period 1 (Day 1):
 - Duty time of $10:20/2 = 5:10$
 - Total flight time of 7:59 (block) + 00:00 (deadhead) = 7:59
 - Because 5:10 is less than 7:59, the 1-for-2 RIG does not apply
 - Duty Period 2 (Day 2):
 - Duty time of $4:10/2 = 2:05$
 - Total flight time of 3:10 (block) + 00:00 (deadhead) = 3:10
 - Because 2:05 is less than 3:10, the 1-for-2 RIG does not apply
 - Duty Period 3 (Day 2):
 - Duty time of $5:29/2 = 2:44$ (rounded)
 - Total flight time of 4:29 (block) + :00 (deadhead) = 4:29
 - Because 2:44 is less than 4:29, the 1-for-2 RIG does not apply
 - Duty Period 4 (Day 3):
 - Duty time of $08:45/2 = 4:22$ (rounded)
 - Total flight time of 6:40 (block) + 00:00 (deadhead) = 6:40
 - Because 4:22 is less than 6:40, the 1-for-2 RIG does not apply

Calculation 3: Determine the value of the minimum 5-hour for single-duty pairings RIG or minimum 5-hour average for multi-duty pairings RIG. This is the minimum average pay and credit of 5 hours per duty period for multi-duty-period pairings.

- 4 duty periods x 5 hours per duty period = 20:00

Calculation 4: Determine the value of the 1-for-3.5 Trip RIG. This represents 1 hour of pay and credit for every 3.5 hours of time away from base (TAFB).

- Total time away from base (TAFB) of $66:50 / 3.5 = 19:05$

NOTES:

- The greatest of the three calculated values above becomes the credit value of this pairing, which is the total flight time: 22:18. In this example, no RIGS were applied.



Chapter 5 Duty Time

A. Introduction

Duty time begins when you are required to report to fly, deadhead, or for Standby Reserve. Duty time continues through debriefing at home or at a layover, or when a Standby Reserve is released to begin a legal rest. There are extensions to duty time (listed later in this section) for circumstances related to clearing customs, holding time, etc.

There is a maximum time you may be scheduled to be on duty. This depends on the type of operation (Domestic or International), what time you check in, your scheduled flight time, non-stop/multi-stop status, and scheduled activity within the pairing. The actual time you may be on duty depends on the same factors.

B. Commencement of Duty

Duty time, which starts at check-in, includes all flight time, deadhead time and sit time and concludes after a period of debriefing and customs (if applicable), at your layover or home base. The actual duty times apply only once you have checked in for the first assignment (flight, deadhead, standby, etc.) in the duty period. Any rescheduling must be done without exceeding the maximum actual duty time based on the original commencement of duty.

Your check-in time prior to departure is calculated based on whether you are at base or on layover and type of aircraft on the initial segment in the duty period. If reporting for a non-flying duty assignment, such as Standby Reserve, the duty time begins at check-in or scheduled start time of the assignment.

The Company may decide, with input from the AFA, to increase check-in times for particular flights, aircraft fleets or bases when circumstances dictate. If such changes occur, the changes will be reflected in the monthly bid packet.

Section 6.R. Commencement of Duty

1. Scheduled check-in times shall be established and published with the bid information for the schedule month.
2. Check-in times for aircraft types shall be as follows:

<u>Fleet</u>	Home Base Check-in	Layover Check-in
A319/A320,B737-700	1:00	0:45
B737-800/B737-900	1:00	0:45
B747/B757/B767/B777/B787	1:15	1:00

**Section 6.R. Commencement of Duty**

3. Deadhead report time shall be forty-five minutes (0:45) at all points, however the deadhead report time for charters, off-line flights, and ferries may be increased by fifteen (0:15) minutes.
4. The Company shall not change the published scheduled layover check-in times or increase the scheduled home Base check-in times for A319/A320 or B737-700 aircraft.

Deadhead check-in time is 0:45 minutes at any point, home or away. An exception is that charters, off-line and ferries may be increased by 0:15 minutes.

The Company may not change the check-in times for A319/A320 or B737-700 aircraft.

Section 6.R. Commencement of Duty

5. Changes in Home Base Check-In Times
 - a. If the Company wants to change the scheduled home Base check-in time(s) for aircraft other than those listed in Paragraph R.4., it shall meet with the Union to discuss any proposed changes and endeavor to come to a mutual understanding. Proposed changes may be applicable to an entire fleet or may be limited in application, e.g. to a Base, to a trip pairing, and/or for a limited duration.
 - b. The Company shall provide the Union with the reasons for any change in check-in time, including facts, data, and/or circumstances supporting the change.
 - c. In the event that the Company increases scheduled home Base check-in time(s), it shall make increases in five minute (0:05) increments up to a maximum increase of fifteen minutes (0:15), which may be made in full or in part, as follows:

Fleet	Home Base Check-in Maximum
B737-800/B737-900	1:15
B747/B757/B767/B777/B787	1:30

6. If the scheduled home Base check-in time for an aircraft is increased over the time listed in Paragraph R.2. above, all Flight Attendants who check-in pursuant to the increased time shall receive \$5.00 pay for every five minute (0:05) increase over the time listed in Paragraph R.2. This pay will not be offset by other pay factors.

The Company may increase the scheduled check-in times up to 0:15 minutes but must pay Flight Attendants affected by this scheduling change \$5.00 for each 0:05 minute incremental increase. This information must be published in the lines of flying and bid cover letter. Increased check-in times must comply with the duty maximums.



C. Release from Duty

For any flight you are working, the release time will be 0:15 minutes after the flight blocks in at the end of your duty day. If you are deadheading, the release time will be at block in.

Section 6.R.9. Release from Duty

9. Release from duty shall occur after a debrief time of fifteen minutes (0:15) after block-in of a flight at the end of a Flight Attendant's duty period. Release from duty for deadheading occurs at block-in.

Release from Duty: Determining when you are released from duty depends on the type of activity for the last flight (work or deadhead) of the duty period, where your duty period terminates, and any necessary activities after your last flight blocks in, i.e. customs, holding.

Your duty period ends following any required debriefing time. This will be considered to have occurred:

- Upon release from any non-flying duty assignment (i.e., Standby Reserve, Training), or;
- Upon block arrival of a deadhead segment, or;
- 0:15 minutes after block arrival of a flight not requiring customs clearance, or;
- 0:30 minutes after block arrival of a flight requiring customs clearance, or;
- At the conclusion of holding time or random drug/alcohol testing or unusual circumstances leading to extended customs check, if that is later than the scheduled release time.

D. Clearing Customs

Section 6.R. Commencement of Duty

10. Notwithstanding the provisions of Paragraph R.9. above:

- a. When a customs check is extended due to unusual circumstances, duty time will be extended accordingly; and/or,
- b. When a Flight Attendant is required to undergo random alcohol and/or drug testing, duty time and pay will be in accordance with Section 21.E.

11. Clearing Customs

- a. When a Flight Attendant is required to clear customs at the beginning of her/his duty period, including deadhead flying, the report time shall be increased by an additional fifteen minutes (0:15).
- b. When a Flight Attendant is required to clear customs at the end of her/his duty period, including deadhead flying, the release from duty time shall be extended at the end of the duty period by an additional fifteen minutes (0:15) for debrief and fifteen minutes (0:15) for customs clearance for a total of thirty minutes (0:30).



If you are scheduled to depart from a station where a customs check is required, 0:15 minutes will automatically be added to your check-in time and included in your duty time. Additionally, if you are scheduled to arrive at a station where a customs check is required, in addition to your debrief time you will automatically be scheduled 0:15 minutes to clear customs. These times are automatically built into the pairings. When a customs check is extended due to unusual circumstances, you must contact Scheduling to have them extend your duty time accordingly.

E. Flight Attendant Contact during Delays/Cancellations

Section 7.X. Notification

If a delay in flight departure or cancellation is known two (2) hours before scheduled departure, Flight Attendants will be notified of such delay, as soon as possible, provided such delay is estimated to be more than thirty (30) minutes.

If your flight assignment is delayed, the Company must notify you as soon as possible if the delay is known 2:00 hours before scheduled departure and the delay is estimated to be more than 0:30 minutes – as this notification would change your check-in time.

If you are not notified and check in at the scheduled time, Crew Scheduling should update your duty time to reflect your actual check-in time. You should also notify/follow up with Crew Scheduling. Your duty time will be different than others working the delayed flight if they were notified of the delayed period. This would apply both at home and while on layover.

F. Maximum Duty Time Limitations

JCBA Sections 6.S., 6.T. and 6.U. provide for the maximum period of time that a Flight Attendant may be scheduled on duty, as well as a maximum time in the actual operation.

When a pairing is built, the scheduled maximum duty times must be used. After check-in, the actual maximum duty times apply when any changes are made to the pairing.

When calculating maximum duty times, the flight time published in the bid packet should be used--- not that day's projected flight time based on current weather/flying conditions. In the event Crew Scheduling needs to re-assign a Flight Attendant in the operation after the Flight Attendant has already checked in, the Flight Attendant can be rescheduled up to the actual maximum duty time (including debrief and customs).

Under no circumstances will a Flight Attendant be required to remain on duty, without her/his consent, in excess of the applicable actual maximum duty time hours (including deadheading) in Sections 6.S.1. and 6.T.1.



IMPORTANT NOTE: Domestic maximum duty is based on the scheduled start time of the duty period, while International maximum duty is based on the scheduled flight time within the duty period.

Domestic Maximum Duty Time

Section 2.G. Domestic Flying

“Domestic Flying” or “Domestic Flight”, for scheduling purposes, means all Company certified routes or charter operations within the 50 United States, Puerto Rico, Canada, Mexico, Central America, and the Caribbean.

Section 6.S. Domestic Maximum Duty Time

1. A Flight Attendant shall not be scheduled to be on duty in excess of the following limitations:

For Duty Period Starting	Scheduled	Actual
0500-1859	13:00	15:00
1900-0459*	11:30	13:00
High Value Trip**	14:00	16:00

The above duty time provisions are based on the Flight Attendant’s home Domicile time.

*Limited to no more than seven hours (7:00) flight time, ground time no greater than two hours and thirty minutes (2:30) and no more than one flight segment after a red-eye flight. A red-eye flight is one with any portion scheduled to operate from 0200 to 0400, local time.

**A High Value Trip (HVT) shall be limited to a single duty period containing no more than three (3) flight segments with a total flight time of nine hours (9:00) or more.

2. Under no circumstances shall a Flight Attendant be required to remain on duty, without her/his concurrence in excess of the applicable actual maximum hours shown in Paragraph 1 above, including deadheading.
3. The Company shall schedule or reschedule no more than five (5) segments in any one (1) on-duty period.

Day duty periods begin between 0500 and 1859 and are limited to 13:00 hours of scheduled duty and 15:00 hours of actual duty.

A High Value Trip (HVT), which may only originate during a day duty period, will be limited to a single duty period containing no more than 3 flight segments with a total flight time of 9:00 hours or more, and limited to 14:00 hours of scheduled duty and 16:00 hours of actual duty.



Night duty periods begin between 1900 and 0459 and are limited to 11:30 hours of scheduled duty and 13:00 hours of actual duty. In addition, pairings that originate during night duty periods will be limited to no more than 7:00 hours flight time (unless the duty period contains a single segment, which may be greater than 7:00 hours), ground times no greater than 2:30 hours and no more than one flight segment after a red-eye flight. (A red-eye flight is one with any portion scheduled to operate from 0200 to 0400 local time.)

Maximum Number of Segments

6.S.3. Domestic Maximum Duty Time

The Company shall schedule or reschedule no more than five (5) segments in any one (1) on-duty period.

Section 6.S.3. of the JCBA provides that a maximum of 5 segments may be scheduled or rescheduled in any single Domestic on-duty period. This provision includes both working and deadhead segments.

At the point where a Reassignment is made, the actual landings made plus the future landings cannot exceed 5. In the event any extra landing is made, such as to deplane a sick passenger or address a mechanical issue, this landing will not count towards the 5 segment maximum as long as no further reassignment is made.

International Maximum Duty Time

Section 2.S. International Flying

“International Flying” or “International Flight”, for scheduling purposes, means all Company certified routes or charter operations to and from the continents of South America, Europe, Asia, Africa, Australia, and Antarctica. International Flying includes flying to and from Guam and any other island countries and territories outside the Caribbean.

Section 6.T. International Maximum Duty Time

1. The maximum International Duty Day time shall be as established in the chart below.

Flight Time	Max Scheduled	Max Actual
<u>including DH</u>	<u>On Duty</u>	<u>On Duty</u>
Multi/Non-Stop		
<u>up to 8:00</u>	<u>14:00</u>	<u>16:00</u>
Multi/Non-Stop		
<u>8:01 to 12:00</u>	<u>14:00</u>	<u>16:30</u>
Non-stop	Check-in + flight time	Check-in + flight time
12:01 or over	+Customs +Debrief	+Customs +Debrief +3:30



Maximum scheduled and actual duty times for International pairings are based on the flight time within the duty day.

Maximum actual duty time for non-stop flights of more than 12:00 hours may exceed the combination of flight time, check-in, debriefing time and customs by a maximum of 3:30 hours. If a non-stop flight makes a stop for operational or emergency reasons, it maintains a non-stop status and duty maximums. If a non-stop flight makes a stop for revenue purposes (loading or unloading passengers or freight) it is no longer considered a non-stop flight and multi-stop duty time maximums apply. If a non-stop makes a stop for operational or emergency reasons and people get off incidental to the reason for the stop, it is still considered a non-stop.

Mixed Pairing Maximum Duty Time

The Company also has the ability to build mixed pairings. Mixed pairings are considered International pairings, but contain both Domestic and International flight segments. The duty maximum depends on the type of flying within the duty period:

- When a duty period contains only a Domestic flight segment, it will be scheduled using Domestic duty maximums.
- When a duty period contains only International flight segments, or both a Domestic and an International segment, it will be scheduled using International duty maximums.



G. Voluntary Waiver of Maximum Duty

Section 6.Y. Voluntary Waiver of Duty Maximum

1. At Company request a Flight Attendant may concur to extend the applicable duty time maximum as provided in Paragraphs S. and T. above, to twenty (20) hours, except non-stop flights scheduled with 12:01 or more block hours may be extended as provided in Paragraph 4. below.
2. Once a Flight Attendant has concurred to extend her/his duty time maximum, she/he shall be guaranteed a minimum of one hour of pay at five (5) times her/his hourly rate in addition to her/his actual credited time for the pairing. Every hour or portion thereof in excess of the first hour shall be paid at five (5) times her/his actual hourly rate.
3. Such compensation is for pay purposes only and may not be used to offset any other guarantees. The Company is prohibited from negotiating with Flight Attendants for any compensation or incentive to obtain Flight Attendant concurrence.
4. Non-stop flight scheduled with 12:01 block hours or more shall be restricted to a two (2) hour additional extension, including flights as specified in Paragraph T.3. above.

There are times when the Company is experiencing irregular operations that flight delays can extend beyond a Flight Attendant's maximum duty time limitation. When this happens, and the Flight Attendant may be requested to volunteer to waive the duty time maximum, in return she/he will receive compensation outlined in the provision above.

The Company may ask you to extend your Domestic and International duty time maximums to the FAR maximum scheduled duty time of 20:00 hours. For non-stop flights of 12:01 hours or greater, the extension will be limited to 2:00 hours.

If you concur to extend your duty period you will be guaranteed 1:00 hour of pay at 5 times your hourly rate in addition to the credited time for the pairing. You will also be paid at 5 times your hourly rate for every hour or portion thereof in excess of the contractual maximum in Section 6.S. or 6.T. There must be a request from Crew Scheduling and explicit consent from the Flight Attendant for this contract provision to be valid. This compensation is for pay purposes only.



H. Co-Terminals Transit Time – Extension of Duty

Section 6.S. Domestic Maximum Duty Time

4. When a Flight Attendant's scheduled pairing originates out of one airport and terminates at another airport serving her/his Domicile, the following times will be used as an extension of the duty period. Such times shall be considered as scheduled deadhead time and full pay and flight time credit will be allowed.

DCA-BWI	1:10
DCA-IAD	1:10
IAD-BWI	1:45
EWB-LGA	1:30
EWB-JFK	1:45
LGA-JFK	1:00
ORD-MDW	2:00
SFO-OAK	1:00
LAX-BUR	1:15
LAX-SNA	2:00
BUR-SNA	2:15

Co-terminals are two or more airports serving one geographic location. For scheduling purposes, when a pairing originates in one co-terminal and terminates in another, the time to transit between the two locations will be considered an extension of the duty period, and considered as scheduled deadhead time for pay and credit.



Chapter 6 Legal Rest

Legal rest is the amount of time necessary before you are eligible to begin another duty period. Legal rest does not include briefing, debriefing, customs, or holding time in excess of debriefing.

The minimum time required for legal rest is determined by the type of flying (International/Domestic). If you complete an International duty period, you should receive an International legal rest. If you complete a Domestic duty period, you should receive a Domestic legal rest.

The amount of rest required between duty periods depends on several factors:

- The **type of flying** in the last duty period (Domestic or International).
- The **amount of flight time** in the last International duty period.
- Where the rest occurs (at the **home domicile** or at a **layover point**).
- At the **home domicile**, a Flight Attendant may *voluntarily* pick-up or trade into a trip that reduces their legal rest below the contractually required minimum, as long as the ***waiver minimum rest*** is maintained.
- **Free From Duty (FFD)** rest is measured from release time following a duty period to check-in time prior to the next duty period.
- **Place of Lodging (POL)** rest is measured from arrival time at the hotel to pick-up time from the hotel for return transport to the airport.
- At a **layover point**, both the FFD and POL rest minimums must be met.

If it is determined upon arrival at the hotel that the minimum POL rest will not be met, you should immediately contact Crew Scheduling.

A. Domestic Minimum Legal Rest – At Home

Section 6.V. Domestic Legal Rest Provision

1. Home Domicile Minimum Legal Rest – A planned legal rest must consist of at least twelve (12) hours free from duty at the Home Domicile.
2. Flight Attendants may waive the minimum home legal rest specified above in order to trip trade/pick up pairings, subject to the following:
 - a. The minimum home legal rest between the pairings shall be reduced to ten (10) hours minimum rest for all purposes;
 - b. In the event the Flight Attendant trades or drops one of the pairings resulting from the waiver and the minimum home legal rest between her/his pairings is reestablished, the ten (10) hour minimum rest shall no longer apply.



At the home domicile, both Lineholders and Reserves are provided with a minimum of 12:00 hours FFD between pairings.

Flight Attendants may reduce their at-home legal rest to no less than 10:00 hours, for the purpose of trading or picking up pairings.

B. Domestic Minimum Legal Rest – At Layover

Section 6.V.3. Layover, Minimum Legal Rest

- a. Ten (10) hours free from duty at any point away from home where lodging is provided within approximately fifteen (15) minutes time (or time agreed upon by the MEC Hotel Chairperson) from the airport provided prompt transportation is available, or
- b. Eleven (11) hours free from duty at any point away from home where lodging is provided more than approximately fifteen (15) minutes time from the airport.
- c. A Flight Attendant will be provided eight (8) hours Place of Lodging minimum rest at the layover hotel.
- d. The above off-duty periods may be reduced by one hour under this Paragraph when such off-duty period extends to or beyond 0200 Standard Time on the designated day when the change is made from Standard Time to Daylight Time, unless such reduction would result in a legal rest below the established FAA minimum.

Flight Attendants are provided minimum legal rest, FFD, at a layover point. The minimum time is calculated based upon where the place of lodging is, and the duration of the layover. On a layover, if the hotel is within approximately 0:15 minutes from the airport with prompt transportation provided, 10:00 hours is the minimum legal rest FFD. These layovers are called field layovers because the shortness of the legal rest requires a hotel to be close to the airport.

Hotels more than approximately 0:15 minutes from the airport require a minimum legal rest of 11:00 hours.

In addition to the legal rest FFD while on a layover, there must also be a minimum rest at the POL. The POL minimum rest is measured beginning at the Flight Attendant's physical arrival at the layover hotel.

The legal rest at home or on a layover may be reduced by 1:00 hour when the change is made from Standard Time to Daylight Saving Time.



C. Contact While On Layover

Section 6.Z.3. Miscellaneous

The Company will not contact Flight Attendants during rest periods at layover points except as set forth below.

- a. If it becomes necessary to notify Flight Attendants of irregularities, or in those cases where a Flight Attendant is at a layover point and does not yet have a return assignment, every attempt will be made to give the assignment prior to the commencement of the rest period.
- b. If this is not possible, the Flight Attendant will not be contacted until at least eight (8) hours after commencing her/his legal rest; except that if the departure time of the reassigned flight permits, the contact will not be made until the required legal rest has been satisfied.

D. Operational Reliability Incentive (Domestic)

Section 6.X. Operational Reliability Incentive (Domestic)

1. The Company may initiate the following procedures whenever it is anticipated one or more Flight Attendants will be unable to depart on-time following a scheduled layover. These procedures only apply to a layover at a non-Domicile location where timely replacement of the Flight Attendant(s) is not possible.
2. Notwithstanding the provisions of Paragraph V.3.a. above, and with the Flight Attendant(s) concurrence, the rest will be a minimum of eight (8) hours free from duty. Provided, however, that:
 - a. The Flight Attendant(s) are notified prior to, or immediately upon arrival at the layover station of the Company's request to implement this provision, and
 - b. The layover hotel meets the field layover requirements of Paragraph V.3.a. above, and
 - c. Transportation to the layover hotel is immediately available upon arrival. If the transportation is not immediately available, the Flight Attendant(s) may, at their option and after notifying the Company upon their arrival at the hotel, revert to the actual minimum layover under Paragraph V.3.a. above.
3. When the Flight Attendant(s) report for duty for the first segment following their rest period under this Paragraph X., she/he shall each receive five (5) hours of incentive pay at her/ his hourly rate.

Section 6.X. of the JCBA provides Flight Attendants with an Operational Reliability Incentive of 5:00 hours incentive pay if the Company requests her/him to waive the minimum contractual Legal Rest (only with their consent) to the FAR minimum legal rest of 8:00 hours on Domestic layovers.

Certain procedures must be followed in order for the Company to implement this provision. The Flight Attendant(s) must be notified prior to, or immediately upon arrival at the layover station. The Flight Attendant must also agree. Additionally, the layover hotel must meet the field layover requirements (Sec. 6.V.3.a.), and transportation must be immediately available upon arrival. If any of these criteria



are not met, the Flight Attendant(s) may, at their discretion, revert to the actual legal rest provisions in Sections 6.V.

The legal rest period does not include briefing/debriefing times or authorized holding times in excess of debriefing. If prompt transportation to the layover hotel is not available, and the Company is unable to resolve this issue in a timely manner, the layover should be rescheduled to 10:00 hours if the hotel is within approximately 0:15 minutes from the airport or 11:00 hours if the hotel is more than approximately 0:15 minutes away. The Operational Reliability Incentive provision only applies at non-domicile locations where timely staffing reassignments are not possible.

E. International Minimum Legal Rest – At Home

Section 6.W. International Minimum Legal Rest Provisions

2. International Home Domicile Minimum Legal Rest

Flight/DH Time In Last Duty Period	Rest (Free from Duty)	Trip Trade/Pick up Waiver
≤ 8:00	12:00	10:00
8:01-10:00	14:00	10:00
10:01 -14:00	18:00	12:00
14:01 -16:30	24:00	12:00
16:31 -18:30	30:00	16:00

3. Flight Attendants may waive the minimum home legal rest specified above in order to trip trade/pick up pairings, subject to the following:

- The minimum home legal rest between the pairings shall be reduced to the applicable trip trade/pick up waiver minimum rest for all purposes;
- In the event the Flight Attendant trades or drops one of the pairings resulting from the waiver and the minimum home legal rest between her/his pairings is reestablished, the trip trade/pick up waiver minimum rest shall no longer apply.

4. Upon returning from a pairing of more than five (5) days, a Reserve Flight Attendant shall be guaranteed twenty-four (24) hours regardless of the amount of flight time in the last duty period, unless Paragraph 2 above provides for greater rest.

At the home domicile, both Lineholders and Reserves are provided with minimum FFD rest based on the flight time in their last duty period as described in the chart above.

Flight Attendants may reduce their at-home legal rest based on the chart above, for the purpose of trading or picking up pairings.

Reserves who have completed a pairing of more than five days will be guaranteed a 24:00 hour FFD rest or their minimum home legal rest - whichever is greater.



F. International Minimum Legal Rest – At Layover

Section 6.W. International Minimum Legal Rest Provisions

1. International Layover minimum Legal Rest

<u>Flight/DH Time</u>	<u>Rest (Free From Duty)</u>
≤ 8:00	12:00/10:00 Place Of Lodging (POL)
8:01 – 10:30	14:00/12:00 POL
10:31 – 14:00	18:00/15:00 POL
14:01 – 16:30	22:00/19:00 POL
16:31 – 18:30	26:00/23:00 POL
Japan	19:00/17:00 POL

Notwithstanding the terms of Section 5.B.6. (Expenses, Transportation and Lodging) in order to ensure compliance with the Place of Lodging provisions above while maintaining operational integrity, when flights are operationally delayed Crew Scheduling may relocate crews from downtown/downtown-like hotels to hotels closer to the airport.

Minimum legal rest, at layovers on International pairings, is based on the flight time in the preceding duty period as shown in the chart above.

When a flight is delayed it may be necessary to relocate crews to a hotel close to the airport in order to ensure minimum POL rest and operational integrity.

G. International Minimum Legal Rest – Mixed Pairings

Mixed pairings are considered International pairings, but contain both Domestic and International flight segments. The required rest depends on the type of flying within the duty period:

- When a duty period contains only a Domestic flight segment, it will be scheduled using Domestic legal rest.
- When a duty period contains only International flight segments, or both a Domestic and an International segment, it will be scheduled using International legal rest.



Chapter 7 Order of Assignment

This Section of the JCBA outlines the order in which open pairings will be assigned to Flight Attendants. Understanding the Order of Assignment provisions is fundamental to having a comprehensive knowledge of other key issues such as Reserve Assignments, Lineholder Reassignment and Drafting.

Assignments for Open Flying will be in the order listed below. If there are two or more Flight Attendants on a pairing or identical pairings, the reassignment will be according to seniority preference. Priority will be given to assigning Flight Attendants in the same operation and the same number of days.

Section 7.S. Assignment of Open Pairings

ORDER OF ASSIGNMENT

1. A Home Lineholder

A home Lineholder who desires to increase flight time, provided the assignment would not disrupt her/his assigned schedule or project her/him over maximum credited hours if applicable. Time which has not been assigned to a Lineholder per Paragraph Q. above or to a Reserve shall be promptly placed into open time as it becomes available. At any time during the order of assignment process, Flight Attendants may pick up time which has been placed into open time.

A. A Home Lineholder

Home Lineholders who desire to increase their flight time for the month may pick up flying from Open Flying at any time. Picking up a trip from Open Flying cannot, however, disrupt a Flight Attendant's current assigned schedule. **If that trip would project the Flight Attendant over their applicable monthly maximum, the Flight Attendant would be considered to have opted.**



B. A Flight Attendant Being Assigned Due To Loss of Flight Time

Section 7.S. Assignment of Open Pairings

ORDER OF ASSIGNMENT

2. A Flight Attendant assigned per Paragraph Q.

- a. Who has lost her/his scheduled outbound flight for any reason or whose outbound flight will operate so late that she/he would miss her/his return flight and who, by taking an open flight, can legally connect to the return flight. If such assignment cannot be made, the Flight Attendant may be deadheaded to the layover point to cover the return flight unless it involves a double deadhead.
- b. Who has lost her/his flight or pairing, if in the opinion of the Crew scheduler such reassignment will prevent drafting. The reassignment must be prior to the Flight Attendant's next scheduled pairing and not cause her/him to be illegal for her/his next pairing or sequence of pairings, reduce days off below the monthly minimum, or project over ninety-five (95) credit hours for the month.
- c. Who is being reassigned to restore calendar days off.

At the home domicile, assignment of open pairings will be made to Flight Attendants:

- Who have lost their scheduled outbound flight for any reason;
- Whose outbound flight will operate so late she/he would miss her/his return flight and who by taking an open flight can legally connect to the return flight.
 - **Note:** if such assignment cannot be made, the Flight Attendant may be deadheaded to the layover point to cover the return flight unless it involves a double deadhead.
- When a reassignment is made in order to prevent drafting. Such reassignment must be prior to the Flight Attendant's next scheduled pairing and **may not:**
 - Cause the Flight Attendant to be illegal for her/his next pairing or sequence of pairings.
 - Reduce the Flight Attendant's days off below the monthly minimum.
 - Project the Flight Attendant over ninety-five (95) credit hours for (or other applicable monthly maximum) the month
- Who is being reassigned to restore calendar days off.



C. A Home Reserve Flight Attendant

Section 7.S. Assignment of Open Pairings

ORDER OF ASSIGNMENT

3. A Home Reserve Flight Attendant

Reserves are grouped based on the number of days they are available. Within each group, Reserves are then ordered based on the amount of flight time they have accrued during the month with the lesser time accrued (TMAC) listed first.

Generally, Reserves are considered for open assignments by matching the number of days they are available to the number of days of the pairing, then in TMAC order, and in consideration of any preferences that they may have on file for the Reserve Preferencing and/or Ready Reserve assignment processes:

- **Reserve Preferencing** assignment procedures are used during the Reserve Preferencing process which occurs each evening at approximately **1800 HDT**.
- **Ready Reserve** assignment procedures are used for assignments made outside of the Reserve Preferencing process.

For more detailed information about Reserve assignment procedures, please refer to the *Reserve Guide*.

D. A Reserve Picking Up Open Flying

Section 7.S. Assignment of Open Pairings

ORDER OF ASSIGNMENT

4. Reserve picking up open flying

- a. A home Reserve Flight Attendant who wishes to pick up open flying on scheduled days off on a once a month basis (as described in Section 8.L.).
- b. A home Reserve Flight Attendant who wishes to pick up open flying on scheduled days off in order to prevent drafting (as described in Section 8.L.).

A Home Reserve Flight Attendant may pick up Open Flying:

- On scheduled days off on a once a month basis.
- On scheduled days off in order to prevent drafting.
- On scheduled days off when white or purple flag has been declared.



NOTE: Under these provisions a Reserve may only pick up a pairing which is scheduled to return to the home domicile in time for a legal rest prior to 0700 of the next scheduled Reserve day. With the approval of the company this requirement may be waived.

E. A Reserve Assigned Into Her/His First Day Off

Section 7.S. Assignment of Open Pairings

ORDER OF ASSIGNMENT

5. A Reserve assigned into her/his first day off in a block of days off pursuant to Section 8.I.1.f.

When there is no other Reserve in the base who is legal and available to be assigned and able to report in accordance with established call-out procedures, a Reserve may be assigned into their first day off in a block of days off (excluding blocks of Set days off) in the following order:

1. Reserves **volunteering** to be assigned into their first day off.
2. A Reserve in TMAC order who will be assigned into her/his first day off.

F. A Reserve Assigned Into Her/His Second or Third Day Off

Section 7.S. Assignment of Open Pairings

ORDER OF ASSIGNMENT

6. A Reserve assigned into her/his second or third day off in a block of days off pursuant to Section 8.I.1.g.

When there is no other Reserve in the base who is legal and available to be assigned and able to report in accordance with established call-out procedures, a Reserve may be assigned into their second or third days off in a block of days off (excluding blocks of Set days off) in the following order:

1. Reserves **volunteering** to be assigned into two (2) or more days off in a block of days off.
2. A Reserve in TMAC order who will be assigned into two (2) or more days off in a block of days off.



G. Drafting

Section 7.S. Assignment of Open Pairings

ORDER OF ASSIGNMENT

7. Drafting

- a. The most junior home Flight Attendant who can work the flight and still be legal for her/his next scheduled pairing (if time permits).
- b. The most junior home Flight Attendant available.
- c. Any Flight Attendant legal for the flight (in inverse order of seniority, if possible).
- d. In addition to all other applicable pay protection provisions, a drafted Flight Attendant shall receive three hours (3:00) of pay including premium and language if applicable for pay purposes only.

After all other Flight Attendants have been considered using the Order of Assignment, Lineholders may be ***drafted*** to cover open pairings. Lineholders shall be considered drafted:

- When assigned, while off duty, in inverse order of seniority and in priority among those available and qualified.
- When removed from their assigned flight for which they are legal, available and in position to fly, and assigned to cover any other flights.

Drafting assignments for open pairings at a base shall not be made more than six (6) hours prior to scheduled departure, and must occur in the following order:

1. The most junior home Flight Attendant who can work the flight and still be legal for her/his next scheduled pairing (if time permits).
2. The most junior home Flight Attendant available.
3. Any Flight Attendant legal for the flight (in inverse order of seniority, if possible).

When you are drafted:

- If you are in position to fly the next scheduled pairing(s) shown in your schedule, you will receive pay and flight time credit on the basis of the scheduled time or what you actually fly, whichever is greater, for the period during which you are drafted.
- In addition to all other applicable pay, you will receive 3 hours (3:00) of “add” pay including premium and language (if applicable) for pay purposes.
- You may not be drafted if your calendar days off cannot be restored to the monthly minimum.



Section 6.E. Drafting Pay

A Flight Attendant assigned a line of flying and who is drafted either at her/his home Domicile or at any away-from-Domicile point to fly a pairing(s) and is not in position to fly the next scheduled pairings(s) shown in her/his schedule, shall receive pay and flight time credit on the basis of the scheduled time shown in her/his schedule or what was actually flown, whichever is greater, for the period during which drafted. In addition to all other applicable pay protection provisions, a drafted Flight Attendant shall receive three hours (3:00) of pay including premium and language if applicable, for pay purposes only. A Flight Attendant may not be drafted if her/his calendar days off cannot be restored to the monthly minimum specified in Paragraph Q.

Important Points About Drafting

- The Flight Attendant shall receive pay and flight time credit on the basis of the scheduled time shown in her/his line or what was actually flown, whichever is **greater**, for the period during which drafted.
 - **Holiday Pairings:** When drafted away from a holiday pairing to fly a non-holiday pairing, the scheduled Holiday Pay must be considered when making the flight pay calculation. A comparison must be made between the *dollar value* of the pairing flown (including any applicable Holiday Pay) to the value of the pairing from which drafted (including Holiday Pay.) If the value of the pairing from which drafted (including Holiday Pay) is greater than the value of the pairing flown, the Flight Attendant is entitled to the pay differential, or the greater of the two. This differential, once calculated as a result of the comparison, will be posted in the pay register in the form of an hour and minute posting.
- In addition to all other applicable pay protection provisions, a drafted Flight Attendant shall receive three hours (3:00) of “add” pay, *including premium and language if applicable*, for pay purposes only.
- A Flight Attendant may not be drafted if her/his calendar days off cannot be restored to the monthly minimum specified in Section 6.Q. of the JCBA.
- Drafting only applies to **Lineholders**.



Chapter 8 Reassignments

As we all know, there are times when things may not go as planned during the operation which impact our flight schedules. When this happens, it may cause all or part of a pairing to cancel, which may then result in a misconnect, or becoming illegal for a next scheduled trip. In conjunction with the Order of Assignment discussed above, the Loss of Flight Time and Irregular Operations sections of the JCBA outline procedures for **reassignment**, which help protect both the airline's operation and the integrity of the Flight Attendant's schedule and pay.

Defining what is causing any rescheduling activity will help you identify the proper method of reassignment the Crew Scheduler should employ. This will help you understand some of the differences of these Sections:

A. Loss of Flight Time

If you lose a pairing (or a portion of a pairing) for any reason other than being unavailable for duty, the Company can either release you with no loss of pay or reassign you to another pairing.

As the procedures and contingency plans show below, the Company's procedure for releasing or reassigning you during irregular operations will depend upon factors such as your ability to be reassigned, when the flight time was lost in relation to the operation of the pairing, whether you have started the pairing prior to the loss of flight time, and whether a Severe Weather Action Plan was in effect at the time of the loss of flight time.

B. Notice on Same Calendar Day as Departure

Section 7.Q. Loss of Flight Time

1. Notice on same calendar day as departure

Within four hours (4:00) of being notified that a Flight Attendant has lost her/his trip pairing or any portion thereof for any reason other than her/his own unavailability for duty, she/he may:

- a. With the concurrence of the Company, be relieved of all assignment responsibility with no loss of pay, or
- b. Be given a replacement pairing. Upon request, a Flight Attendant will be provided a hotel room at Base for reassignments departing the next day.



If you lose flight time on the same calendar day as your departure, but prior to operating a segment, you are subject to reassignment within 4:00 hours of being notified that you have lost your pairing or a portion of your pairing. You may be reassigned to a pairing beginning the same day or departing the next day. If you are reassigned to a pairing leaving the next day, upon request, Crew Scheduling will provide you with a hotel room.

C. Severe Weather Action Plan (Swap)

Section 7.Q. Loss of Flight Time

2. If a Severe Weather Action Plan (SWAP) is in effect, the Company may have the following options:
 - a. Provide a replacement pairing up to four hours (4:00) past the time the original trip was scheduled to depart, or
 - b. Provide a replacement pairing at the time of notifying the Flight Attendant of the loss of her/his trip pairing, or
 - c. Provide a replacement pairing within two hours (2:00) of notifying the Flight Attendant of the loss of her/his trip pairing. A Flight Attendant who is required to remain available for assignment pursuant to this Paragraph Q.2.c. more than four hours (4:00) past the time the original trip was scheduled to depart shall receive an additional four hours (4:00) pay and credit.

If you lose flight time on the same calendar day as your departure, but prior to operating a segment, and SWAP is in effect, the parameters for reassigning you are slightly different:

- The simplest of the options is for you to be provided with a replacement pairing when contact is made with Scheduling to notify you of the loss of flight time.
- The first difference is that Scheduling has up to 4:00 hours *past the time of the original departure* to provide a replacement pairing.
- The second difference is that if you are required to remain available at the airport for an assignment that *departs* on the same day, but more than 4:00 hours after the original departure, you will receive 4:00 hours of pay and credit, in addition to the value of the pairing assigned.



D. Notice of One or More Calendar Day

Section 7.Q. Loss of Flight Time

3. Notice of one or more calendar day

At the time of the notification, if the Company does not advise the Flight Attendant of a replacement pairing(s) or relieve her/ him of responsibility, at her/his option she/he will:

- a. Make up the time lost on days not originally scheduled to fly in which case her/his line guarantee will be adjusted. She/he will then be relieved of all reassignment responsibility; or
- b. Make up the time as close as possible to the time lost on days originally scheduled to fly with no loss of pay. She/he will then be relieved of all reassignment responsibilities; or
- c. Be subject to reassignment in accordance with the following:
 - (1) After 1600 local time the day before check-in of the original trip, the Flight Attendant may contact Scheduling, which will advise the Flight Attendant whether she/he is likely to be given a trip assignment.
 - (2) If she/he chooses to remain subject to reassignment, the Flight Attendant must contact Scheduling between 1800 and 2200 local time the day before the original trip was scheduled to depart. Scheduling will either reassign the Flight Attendant or relieve him/her of all responsibility with no loss of pay.

If you lose flight time one or more calendar days before your departure, at the time contact is made with Scheduling to notify you of the loss of flight time, you may immediately be assigned to a replacement pairing(s) or released.

If not, you may:

- Work with Scheduling to make up the lost time on days you were not originally scheduled to fly. This is done during the initial contact and will result in an adjustment to your guarantee.
- Work with Scheduling to make up the time as close as possible to the lost time on the days you were originally scheduled to fly. This can be done during the initial contact with Scheduling, or at any time up until 1600 on the day before the original pairing was scheduled to depart, and will not result in an adjustment to your guarantee.
- Remain subject to reassignment, in which case:
 - You may contact Scheduling after 1600 on the day before your original departure and Scheduling will advise if you are likely to be given a trip assignment. At this time you may choose to remain subject to reassignment, or decline reassignment, in which case your guarantee will be reduced.



- If you choose to remain subject to reassignment after 1600 on the day before your original departure, you must contact Scheduling for between 1800 and 2200, at which time Scheduling will either assign you a replacement pairing or release you with no loss of pay.

E. Reassignment (in Q.1, Q.2 & Q.3) Will Comply with the Following

Section 7.Q. Loss of Flight Time

4. Reassignment and/or replacement pairing provided for in Paragraphs Q.1.,2., and 3. above will comply with the following:
 - a. Reassignments may not be scheduled to depart earlier than two hours (2:00) before the scheduled departure of the trip lost. If an earlier reassignment interferes with a Flight Attendant's prior day off, she/he shall receive \$15.00 per hour, in addition to her/his regular rate of pay, for all time worked prior to the scheduled departure of the trip lost.
 - b. Reassignments may not be scheduled to interfere with the next scheduled calendar day off appearing in the Flight Attendant's bid line without the Flight Attendant's consent. If the Flight Attendant consents to a reassignment that interferes with her/his next scheduled day off, in addition to the restoration of days off provided in Paragraph R ., the Flight Attendant will be paid 150% pay for all block hours flown in each scheduled day off for the reassignment.
 - c. Notwithstanding Paragraph Q.4.b. above, Flight Attendants based at an International Domicile, other than Honolulu and Guam, may be reassigned to a trip scheduled to return to her/his Base within twenty-four hours (24:00) of her/his original scheduled arrival.
 - (1) Flight Attendants who receive reassignments under this Paragraph Q .4 .c. shall receive pay in accordance with below Paragraph Q .4 .d.
 - (2) Reassignments pursuant to this Paragraph Q .4 .c. shall not apply in International Domiciles where 25% or more of the trips in the bid packet are less than three (3) days. In those locations, Paragraphs Q .4 .a. and b. above shall apply.
 - d. Flight Attendants who are reassigned to trips originating from domestic bases, other than those resulting from changeover pairings, which are scheduled to terminate more than two hours (2:00) after the original scheduled arrival time of the trip lost, shall receive \$15 .00 per hour and fraction thereof (prorated), in addition to their regular rate of pay, for all time on duty beyond the original scheduled arrival time of the trip lost.
 - e. Reassignments may be a combination of multiple and/or single duty periods.



Reassignments that occur prior to leaving base, whether on the same calendar day (with or without SWAP in effect) or one or more calendar days before the original departure, must comply with the following:

- Replacement pairings may not be scheduled to depart more than 2:00 hours before the departure of the trip lost. If you are assigned to a trip that departs earlier than your original trip and that reassignment interferes with your prior day off, you will receive \$15.00 per hour for all time worked prior to the scheduled departure of the lost trip.
- If you are based at a domicile other than HKG, NRT, FRA, LHR, replacement pairings may not interfere with the next scheduled calendar day off in your bid line without your consent.
 - If you consent to a reassignment that interferes with your next calendar day off, in addition to a restoration of days off, you will be entitled to 150% pay for all block hours flown into each scheduled day off.
 - If your replacement pairing is scheduled to arrive more than 2:00 hours after your original scheduled arrival time, you will receive \$15.00 per hour, prorated, for all time on duty beyond the original scheduled arrival time of the trip lost.
- If you are based at HKG, NRT, FRA or LHR you may be reassigned to a replacement pairing that is scheduled to return to your base within 24:00 hours of your original scheduled arrival. If your replacement pairing is scheduled to arrive more than 2:00 hours after your original scheduled arrival time, you will receive \$15.00 per hour, prorated, for all time on duty beyond the original scheduled arrival time of the trip lost.
- Reassignments may be a combination of multiple or single duty periods. If the combination of pairings will result in a layover at your base, you will be provided with a hotel room and per diem will continue for the entire duration of the trip.



F. Reassignments Occurring After Leaving Base

Section 7.Q. Loss of Flight Time

5. Reassignments which occur after leaving the Base will comply with the following:

- a. If, after leaving her/his Base, a Flight Attendant loses a portion of a scheduled trip, she/he may be reassigned other flying provided the trip is scheduled to return the Flight Attendant to her/his Base within twelve hours (12:00) of her/ his original scheduled arrival. The assignment cannot be scheduled to extend more than eight hours (8:00) into a Flight Attendant's calendar day off.
- b. If the reassigned trip causes a Flight Attendant to be on duty four hours (4:00) or more into the Flight Attendant's calendar day off, or past midnight if her/his originally scheduled arrival time was 1900 local time or earlier, the Flight Attendant will have her/his day off restored through mutual arrangement with Scheduling or receive five hours (5:00) pay and credit in lieu of restoring the day off (providing she/he maintains the ten (10) day off minimum). Flight Attendants who are so reassigned to Domestic trips, shall receive \$15 .00 per hour and fraction thereof (prorated), in addition to their regular rate of pay, for all time on duty beyond the original scheduled arrival time of the trip lost.
- c. A Flight Attendant who is required to remain at a downline location to protect equipment that is unserviceable for mechanical reasons will be returned to her/his Base no later than twenty-four hours (24:00) after her/his originally scheduled return. If this requirement causes a Flight Attendant to be on duty four hours (4:00) or more into the Flight Attendant's calendar day off, the Flight Attendant will have her/his day off restored through mutual agreement with Scheduling or receive five hours (5:00) pay and credit in lieu of restoring the day off (providing she/he maintains the ten (10) day off minimum or twelve (12) day off minimum for Reserves).
- d. With her/his concurrence, a Flight Attendant may be reassigned to a trip(s) which exceeds the parameters above.
- e. After leaving her/his Base a Flight Attendant may be reassigned even though the Flight Attendant's trip(s) is operating.

If, after leaving base (having operated at least one segment to another airport), you lose a portion of a scheduled trip, you may be reassigned to other flying provided the trip is scheduled to return you to your base within 12:00 hours of your original arrival and does not extend more than 8:00 hours into your next calendar day off.

If a reassigned trip causes you to be on duty 4:00 hours or more into your next calendar day off, or past midnight if your originally scheduled arrival time was 1900 or earlier, you will have the option to have your day off restored or receive 5:00 hours of pay and credit, so long as you maintain your minimum days off for the month.



If you are reassigned to a Domestic pairing and the replacement pairing is scheduled to arrive more than 2:00 hours after your original scheduled arrival time, you will receive \$15.00 per hour, prorated, for all time on duty beyond the original scheduled arrival time of the trip lost.

If you are required to remain downline to protect equipment that is unserviceable for mechanical reasons, you must be returned to base no later than 24:00 hours after your originally scheduled return. If this results in you being on duty 4:00 hours or more into your calendar day off, you will have the option to have your day off restored or receive 5:00 hours of pay and credit, so long as you maintain your minimum days off for the month.

Any reassignment may exceed the parameters above with your concurrence.

Note: After leaving base, you may be reassigned even though your trip is operating.

G. Ineligible for Next Flight

Section 7.Q. Loss of Flight Time

6. When a Flight Attendant becomes ineligible for her/his next scheduled trip(s), she/he shall notify Scheduling as soon as possible upon return to her/his Base from the trip which caused her/him to become ineligible. At that time, she/he shall be subject to reassignment in accordance with this Paragraph Q.

If you become ineligible for your next scheduled trip, you must notify Scheduling as soon as possible upon return to base from the trip which caused the ineligibility. At that time you shall be subject to reassignment in accordance with the above rules.



H. Equipment Change

Section 7.Q. Loss of Flight Time

7. Equipment Change

In the event of an equipment change which does not require the original number of Flight Attendants scheduled, Scheduling will first reassign Reserves, if any. If the trip still does not require the remaining number of Flight Attendants, the senior bid Lineholder(s) may take or opt off the trip. However, LQ Flight Attendants and the FSL may be required to take or complete the trip when the trip still needs their special qualification(s). If the trip does not require the original number of LQ Flight Attendants, the senior LQ Flight Attendant may take or opt off the trip. If the Reserve is not reassigned and travels on the same flight, she/he will be included in the senior option as provided in Paragraph O. The surplus Flight Attendant (who is either bumped off or who opts off the trip) shall, at her/ his option, be pay protected in accordance with the provisions of Paragraph Q.

In the event of an equipment change which does not require the original number of Flight Attendants:

- Scheduling will first reassign any Reserves;
- If the trip still does not require all of the remaining Flight Attendants, the excess Flight Attendants, in seniority order, will have the option to either remain with the trip or opt off. If you opt (or are opted by more senior Flight Attendants) off the trip, you will have the choice to either be pay guaranteed and subject to reassignment or released with a reduction in pay guarantee;
- LQ or International Purser Flight Attendants may be required to remain with the trip if the trip requires their special qualification;
- If the trip does not require the original number of LQs, the senior LQ will have the option to either remain with the trip or opt off, subject to rescheduling. If you opt (or are opted by more senior Flight Attendants) off the trip, you will have the choice to either be pay guaranteed and subject to reassignment or released with a reduction in pay guarantee;
- If a Reserve is not reassigned and travels on the same flight, she/he will be included in the senior option.

I. Legal to Fly

Section 7.Q. Loss of Flight Time

8. When a Flight Attendant's next scheduled flight is operating and the Flight Attendant is legal, available and in position to fly, she/ he may be required to operate that flight.



Flight Attendants may be required to operate their scheduled flights so long as they are legal, available and in position to operate those flights. This applies even if your return flight has already been canceled.

J. Irregular Operations

When it is necessary to cover a flight that becomes open due to irregularities, which have caused the regularly scheduled crew to be out of position or illegal, protection for that flight may be provided through reassignment. The specific reassignment procedures used are based on the location from which the open flight is scheduled to depart, and whether or not it is a Flight Attendant domicile.

At a Domicile Point

Section 7.T. Irregular Operations

1. Flight Coverage at Domicile Points

- a. This provision provides for the steps taken to cover a flight which is open because of irregular operations. When a visiting Flight Attendant will not be able to connect, or is illegal for her/his regular flight, protection for that flight may be provided as follows, in the order listed. All such assignments shall be made pursuant to Paragraph Q. In all cases the Flight Attendant who is reassigned to cover the visiting Flight Attendant's flight must be legal for her/his own next scheduled flight.
 - (1) Move up another Flight Attendant from the same Domicile as the regular crew on the flight. Assign her/ his flight to the Flight Attendant who cannot connect her/his own return flight.
 - (2) Move up a visiting Flight Attendant from another Domicile which will not further interfere with either crew's schedule and when the flights are to the same general destination.
 - (3) Move up the first available home Flight Attendant for whose flight the visiting Flight Attendant will be legal, assigning that flight to the visiting Flight Attendant when she/he arrives as long as the flights are to the same general destination.
 - (4) Consider the return flight open and reassign the visiting Flight Attendant per Paragraph Q.



A “visiting Flight Attendant” is a Flight Attendant who is not assigned to that domicile or a Flight Attendant who is assigned to that domicile and is transiting the base following the start of a pairing. When a visiting Flight Attendant misconnects or goes illegal at a domicile point, the order that Flight Attendants will be assigned to cover such flights at a domicile airport is listed below:

- Move up another Flight Attendant from the same base as the regular crew on the flight for which the Flight Attendant is misconnecting or illegal. The Flight Attendant who is misconnecting or illegal is then assigned to this Flight Attendant’s flight. The move up to replace the visiting Flight Attendant does not constitute a draft.
- Move up another Flight Attendant from another base which will not further interfere with either crew’s schedule and when the flights are in the same general direction. The move up to replace the visiting Flight Attendant does not constitute a draft.
- Move up the first available “home” Flight Attendant (a Flight Attendant who is based in the city where the reassignment is occurring) for whose flight the Flight Attendant who is misconnecting or illegal would be legal, as long as the flights are to the same general direction. The move up to replace the visiting Flight Attendant does not constitute a draft.
- Consider the return flight open and reassign the illegal or misconnecting Flight Attendant following the provisions in “Loss of Flight Time”.

At a Domestic Non-Domicile Point

Section 7.T. Irregular Operations

2. Reassignment of Flight Attendants at Domestic Non-Domicile Points

- a. When irregularities or illegalities prevent visiting Flight Attendants from working the regularly assigned flights, they will work the open flights available to them on a first in, first out or “FIFO” basis. If two (2) or more Flight Attendants have the same arrival time, assignments will be made on seniority preference.
- b. A Flight Attendant will normally be assigned only to flights toward her/his Domicile. If this is not possible, the following order of assignment takes precedence:
 - (1) The direction and destination of the open flight will expeditiously and efficiently return the Flight Attendant to her/his regularly assigned schedule.
 - (2) The flight is normally flown by her/his Domicile.
 - (3) She/he is the only Flight Attendant legal to work the open flight.
- c. A Flight Attendant relieved from duty because of the maximum hours on-duty rules will be assigned to the first open flight for which legal after her/his rest period.

3. In the application of Paragraphs 1. and 2. above, priority will be given to assigning Flight Attendants to pairings in the same operation.



This is the order that Flight Attendants will be assigned to cover flights that open due to irregular operations at a domestic non-domicile airport (such as crews misconnecting or going illegal).

- When a Flight Attendant is unable to work a regularly scheduled flight as a result of irregular operation or legalities, she/he will be assigned to work an open flight for which she/he is legal on a first in, first out basis. If two or more Flight Attendants have the same arrival time, assignments will be made based on seniority preference.
- Assignments to open flights should be toward the Flight Attendant's domicile. If that is not possible, then assignments should be made in the following order:
 1. The direction and destination of the open flight will expeditiously and efficiently return the Flight Attendant to her/his regularly assigned schedule.
 2. The flight is normally flown by her/his domicile.
 3. She/he is the only Flight Attendant legal to work the open flight.

Note: When assigning under paragraphs 1 or 2, preference be given to an assignment in the same operation (Domestic or International).

- A Flight Attendant who is removed from a flight due to maximum duty limitations will be reassigned to the first open flight for which she/he will be legal, following legal rest.

At an International Non-Domicile Point

Section 7.T. Irregular Operations

4. At an International non-Domicile point, the following reassignment priorities will apply:
 - a. Open flights will be filled on a FIFO basis from crews headed in the same direction.
 - b. When an inbound crew is not legal for its regular outbound flight, protection for that flight will be provided by drafting the first available crew for whose flight the arriving crew would be legal.
 - c. In the event of schedule irregularities that involve other than the same direction, and protection cannot be provided in Paragraph b. above, the first legal crew available will be utilized.

This is the order that Flight Attendants will be assigned to cover flights that open due to irregular operations at an International non-domicile airport.

- Open flights are filled on a FIFO basis from crews headed in the same direction;
- When an inbound crew is not legal for its outbound flight, the outbound flight will be covered by drafting the first available crew for whose flight the illegal crew would be legal.

When irregular operations make it necessary to travel in a different direction, and a flight cannot be protected by drafting the first *available* crew, protection is provided by using the first *legal* crew.



Drafting

Drafting may be used to cover open positions only after exhausting the Order of Assignment provided in Section 7.S. of the JCBA. For more information on drafting procedures, please see the ***Order of Assignment*** section of this guide.

Other Important Points About Reassignments

- Any reassignment must ensure you remain legal for your next scheduled assignment. The reassignment must also comply with legalities including 24-in-7 and 1-in-7. Additionally, any reassignment must fall within your monthly maximum.
- Any drafting reassignment must comply with 24-in-7 and 1-in-7, but can interfere with your next scheduled assignment or days off, so long as the days off can be restored to the contractual minimum. Likewise, a drafting assignment can cause you to exceed your monthly maximum, so long as your schedule can be adjusted later in the month to take you back below your monthly maximum.



Restoration of Days Off

Section 7.R. Restoration of Days Off

1. A Flight Attendant who is entitled to restoration of a day(s) off and who declines payment for the day must be given the day off within ninety (90) days after the original day(s) was lost, on a regular scheduled work day(s). When there is a choice of days off to be restored, the restoration will be given on a day(s) mutually agreed upon by Scheduling and the Flight Attendant.
2. Restoration of a day(s) off during a multiple day pairing will be either the first or last day of the pairing subject to mutual agreement between the Flight Attendant and Scheduling. A Flight Attendant who desires a day off restored in the following bid period may also call Crew Scheduling during the 'work with' window on the 22nd day of the month, which is the day prior to the open time window opening to adjust her/his schedule. A Flight Attendant will receive pay and credit for the value of the flight time lost on the restored day(s). If a Flight Attendant must drop a multiple day pairing to restore a day(s) off, she/he will have the option of not accepting reassignment for the remainder of the dropped pairing. In this case the Flight Attendant will either have her/his guarantee reduced or receive her/his pay guarantee in accordance with Paragraph Q. Unless a Flight Attendant declines payment or will be unable to maintain her/his applicable day minimum, she/he will receive five hours (5:00) pay in addition to all other pay for the month in lieu of a restored day(s) off.
3. If the day being restored was a Reserve Flight Attendant's Set day off, the restored day will likewise be Set. If the lost day off is not restored as provided above within ninety (90) days, the Flight Attendant will be paid five hours (5:00) pay in addition to all other pay for the month for the lost day off.
4. A Lineholder must have a minimum of ten (10) calendar days free from duty at her/his Base within each bid period, unless waived by the Flight Attendant per Section 6 .Q .2 . If in actual operations, the Flight Attendant works past midnight on her/his day off her/his schedule will be adjusted to restore the minimum day(s) off. If such rescheduling results in the substitution of pairing(s) of less scheduled flight time than the pairing dropped, or in dropping a pairing without substitution of another pairing, she/he will receive the scheduled flight time credit and pay of the pairing(s) dropped. A Flight Attendant may choose to be paid five hours (5:00) for the day off or have the day off restored within ninety (90) days per Paragraph 1 above.

Flight Attendants who are entitled to restoration of a day(s) off due to irregular operations or reassignment have the choice of either having the day off restored within 90 days after the day was lost or being compensated 5:00 hours of pay and credit if you take the pay in a Lineholder month. If you take the 5:00 hours in a Reserve month, it is 5:00 hours of "add" pay. If you opt to have the day restored you must contact Scheduling to discuss and mutually agree upon a date.



Entitled to Day Off and Decline Payment

If you are entitled to the restoration of a day off and wish to have the day restored, you must work with Scheduling to assign the day off within 90 days. This must be:

- Within 90 days after the original day off was lost
- On a regular scheduled work day
- When there is a choice of days off to be restored, it will be mutually agreed upon

During a Multiple Day Pairing

Section 7.R. Restoration of Days Off

2. Restoration of a day(s) off during a multiple day pairing will be either the first or last day of the pairing subject to mutual agreement between the Flight Attendant and Scheduling. A Flight Attendant who desires a day off restored in the following bid period may also call Crew Scheduling during the 'work with' window on the 22nd day of the month, which is the day prior to the open time window opening to adjust her/his schedule. A Flight Attendant will receive pay and credit for the value of the flight time lost on the restored day(s). If a Flight Attendant must drop a multiple day pairing to restore a day(s) off, she/he will have the option of not accepting reassignment for the remainder of the dropped pairing. In this case the Flight Attendant will either have her/his guarantee reduced or receive her/his pay guarantee in accordance with Paragraph Q. Unless a Flight Attendant declines payment or will be unable to maintain her/his applicable day minimum, she/he will receive five hours (5:00) pay in addition to all other pay for the month in lieu of a restored day(s) off.

Your days off will be restored utilizing either the first or last day of the pairing by mutual agreement with Scheduling. If you desire the day off to be restored in a following bid period, you may call Scheduling on the 22nd day of the month (the day prior to the open time window) to adjust your schedule.

- You will receive pay and credit for the value of the flight time lost on the restored day(s)
- If you must drop a multiple day pairing to restore a day off you will be paid for the value of the flying on the day restored. You will also have the option of being subject to reassignment on the remaining day(s) in the pairing, in which case you will be guaranteed for those days, or you may decline reassignment for the remainder of the days in the dropped pairing, in which case your guarantee will be reduced by the value of the flying on those days.
- If you opt to take pay in lieu of having the day off restored, you will receive 5:00 hours of pay and credit if you take the pay in a Lineholder month and 5:00 hours of "add" pay if you take the pay in a Reserve month.



Reserve Day Off – Set day

Section 7.R. Restoration of Days Off

3. If the day being restored was a Reserve Flight Attendant's Set day off, the restored day will likewise be Set. If the lost day off is not restored as provided above within ninety (90) days, the Flight Attendant will be paid five hours (5:00) pay in addition to all other pay for the month for the lost day off.

If, as a Reserve, you are worked into a Set day, the restored day off will also be a Set day. In most cases, Reserve days will be restored in the same month they are lost. In some cases, when there are no more days in the month on which the day can be restored, the day will be restored in the next month if you are on Reserve that month. If it is not possible to restore the day as described, you will have the option to have the day off restored at any time within the 90 days following the loss of the day. If the day off is not restored within 90 days, you will be paid 5:00 hours "add" pay in addition to all other pay for the month for the lost day off.

K. On Time Flights – Minimum Connections

Connection Time

Section 7.W. On-Time Sections and Consolidation of Flights

3. Connection Time
 - a. For scheduling purposes, thirty (30) minutes will be considered the minimum connecting time for Flight Attendants.
 - b. In the actual operation when it appears the connecting time will be less than thirty (30) minutes, other protection should be provided. In the event thirty (30) minutes or more known connection time subsequently develops and/or an orderly transfer can be made in the opinion of Inflight Scheduling the originally scheduled Flight Attendants will cover their own flight, provided no legality problems or flight irregularities will be created.
 - c. Notwithstanding Paragraph b. above, at IAD, ORD, DEN, IAH, EWR, and SFO, the minimum connecting time may be extended to sixty (60) minutes.

The minimum scheduled connection time is 0:30 minutes. However, in the actual operation, when connection time is projected to be less, other protection may be provided to re-crew in order to maintain the flight's on time status. However, Crew Scheduling may determine that waiting for the original crew is the least disruptive solution to a reduced connection time.



Chapter 9 Legality Codes

This list of Legality/Error Codes is current as of June 25, 2019.

CODE	MESSAGE	DESCRIPTION
317	NOT ENOUGH LEAD <48	There is not enough time prior to the assignment and we are within 48hrs
388	MIN RES COVERAGE	Does not meet minimum reserve coverage levels (the Net Reserves number is lower than the minimum level number)
967	STNDBY FOR RSV BLOCK	Triggered when a reserve who is sitting on standby attempts to trade in that block of days, as this is not allowed.
C84	LANG QUAL REQUIRED	The requested transaction has a trip which requires a Language QUAL that the FA does not have
D01	NO 121 TBLSG FND	N/A
D02	NO 122 TBLSG FND	N/A
D03	EXCD DTY SCH	The International duty exceeds the maximum allowed, scheduled times are present
D04	MAXDTY INT	The International duty exceeds the maximum allowed, actual times are present
D05	EXCDTY SCH PRNG	The International pairing duty exceeds the maximum duty allowed, scheduled times are present
D06	EXCD MAXSEG	The Domestic duty period exceeds the 5-segment maximum for a single duty period
D08	DOMICILE REST VIO	The scheduled domicile rest is less than the required free from duty time
D12	35/7 ACT	Flight time exceeds 35hrs in 7 days, with actual times present
D13	35/7 EST	Flight time exceeds 35hrs in 7 days, with estimated times present
D14	35/7 SCH	Flight time exceeds 35hrs in 7 days, with scheduled times present
D15	35/7 EST BUF	Flight time is within buffer for 35hrs in 7 days, with estimated times present
D16	35/7 BUFFER TT	Flight time is within the buffer for 35hrs in 7 days, with scheduled times present - triggered in trip trade
D17	35/7 SMART W	Flight time is within the buffer for 35hrs in 7 days, with scheduled times present - triggered in SMART
D18	35/7 BUFFER	Flight time is within the buffer for 35hrs in 7 days, with scheduled times present
D23	EXCD DTY ACT	The international pairing duty exceeds the maximum duty allowed, with actual times present



CODE	MESSAGE	DESCRIPTION
D24	EXCD DTY EST	The international pairing duty exceeds the maximum duty allowed, with estimated times present
D25	EXC DTYLIM SCHED	The International pairing duty exceeds the maximum duty allowed, scheduled times are present
D29	MAXDTY SCH PRNG	The domestic pairing duty exceeds the limit, with scheduled times present
D42	LAYOVER INTL ACT	The international layover is less than the required layover time, with actual times present
D43	LAYOVER INTL EST	The international layover is less than the required layover time, with estimated times present
D44	LAYOVER INTL SCH	The international layover is less than the required layover time, with scheduled times present
D45	LAYOVER INTL ACT-SCH	The international layover is less than the required layover rest, when the previous duty period is complete & the next duty period has not yet begun
D46	DOM LAYOVER ACT	The domestic layover rest is less than the required 11 or 10 hours rest (based on hotel distance), actual times are present, the next outbound flight has already departed
D47	DOM LAYOVER EST	The domestic layover rest is less than the required 11 or 10 hours rest (based on hotel distance), estimated times are present
D48	DOM LAYOVER SCH	The domestic layover rest is less than the required 11 or 10 hours rest (based on hotel distance), scheduled times are present
D49	LAYOVER DOM ACT-SCH	The domestic layover is less than the required 11 or 10 hours layover rest (based on hotel distance), when the previous duty period is complete & the next duty period has not yet begun
D50	LAYOVER JPN ACT	The layover time in Japan is less than the required layover rest, actual times are present
D51	LAYOVER JPN EST	The layover time in Japan is less than the required layover rest, estimated times are present
D52	LAYOVER JPN ACT-SCH	The layover in Japan is less than the required layover rest, when the previous duty period is complete & the next duty period has not yet begun
D53	LAYOVER LDG ACTUAL	There is less than the minimum International layover rest for long layover lodging, actual times are present
D57	NEXT DAY PK NOT FND	TBD
D64	NO VISA WARNING	The FA has no Visa data in COSMOS CZVISA, the affected trip is outside 48hrs
D65	NO VISA SEVERE	The FA has no Visa data in COSMOS CZVISA, the affected trip is inside 48hrs
D66	EXP VISA WARNING	COSMOS CZVISA shows the FA has an expired Visa, the affected trip is outside 48hrs



CODE	MESSAGE	DESCRIPTION
D67	EXP VISA SEVERE	COSMOS CZVISA shows the FA has an expired Visa, the affected trip is inside 48hrs
D68	SCCRK LVL > PART	TBD
D69	ACCRK LVL > none	TBD
D70	INVALID COUNTRY	The country code used is not a valid country code
D77	REST WAIVED TRIP TRD	The flight attendant has waived the domicile rest required by trip trade without going below the minimum rest allowed
D78	NIGHT MAXACT	The Domestic Night Flying duty time exceeds the max of 7hrs, actual times are present
D79	NIGHT MAXSCH	The Domestic Night Flying duty time exceeds the max of 7hrs, scheduled times are present
D81	GRND MAXSCH	The Domestic Night Flying time between flights is greater than 2:30, Scheduled times are present
D82	GRND MAXACT	The Domestic Night Flying time between flights is greater than 2:30, Actual times are present
D83	GRND MAXEST	The Domestic Night Flying time between flights is greater than 2:30, Estimated times are present
D84	REDEYE MAXSG	The domestic flying duty has more than 1 flight segment following a red eye flight segment, scheduled or actual times are present
D85	MAXDTY INTL WV TT	The FA has waived the International max duty requirement
D86	MAXDTY EST	Estimated times are causing the International pairing duty to exceed the actual duty limit
D87	MAXDTY DOM WV TT	The FA has waived the Domestic max duty requirement
D88	WV CONT 35/7 TT	The FA has waived the contractual 35/7 legality
D90	GREATER THAN 100	Triggered when trying to update premium percentage value greater than 100 in CZWP
D91	OPEN RSV VIOLATION	The requested reserve pick-up from open time on days off does not provide legal rest prior to 0700 on the next scheduled reserve day, scheduled times are present
D92	MAXDTY ACT	The Domestic Duty exceeds the maximum actual domestic duty allowed, actual times are present
D93	TRNG REST PRIOR	FA is not receiving the 15hr rest requirement between scheduled arrival & training when the scheduled flight time is greater than 9hrs
D95	<12DAYS OFF BID AWARD	The reserve has less than 12 calendar days off in the bid month at their domicile
D99	DOMICILE REST ACT	Domicile rest is less than the required rest, actual times are present
E01	EST DOMICILE REST	Domicile rest is less than the required rest, estimated times are present
E02	MAX PROJ TIME ZERO	TBD



CODE	MESSAGE	DESCRIPTION
E03	MTHLY MAX EXCEED	The FA exceeds the monthly max of 95hrs for lineholders & 100hrs for reserves, scheduled and/or actual times are present
E05	INTL DUTY WAIVE	Waiver of International & Domestic duty violations
E06	DOM DUTY WAIVE	Waiver of max Domestic duty after estimated times have increased duty above the limit
E07	15HR PRIOR WAIVE	Waiver of 15hr rest requirement prior to training
E08	12HR AFTER WAIVE	Waiver of 12hr rest requirement after training
E16	DOM MAXDTY EST PRNG	The Domestic duty period exceeds the actual max duty limits, estimated times are present
E17	DOMDTY > 20HR SCHED	The Domestic duty exceeds the 20hr limit, scheduled times are present
E18	DOMDTY > 20HR ACT	The Domestic duty exceeds the 20hr limit, actual times are present
E19	DOMDUTY > 20HR EST	The Domestic duty exceeds the 20hr limit, estimated times are present
E20	MAX UPDATED ALREADY	Issued in CZWV - The flight attendant is attempting to update the Monthly Max Waiver but it has already been waived
E21	TBL 171 NOT FOUND	N/A
E25	MIN DAYS OFF	Less than the minimum number of days off in the bid month, only generated after the bid award
E26	CONTR 1/7 WAIVED	The contractual 1/7 limitation is waived
E27	1/7 COMPLETE	There are 7 days of duty in a row without 24hrs off, contractual limitation, the violation is complete & in the past
E28	CONTR 1/7 SCHD	The requested trade would place the FA on duty for 7 days in a row without 24hrs off, contractual limitation, scheduled or actual times may be present
E29	CONTR 1/7 BUFFER	The FA would have the required 24hrs off when scheduled for 7 days in a row but is within the buffer
E30	FLTM DIFF >3HRS	The requested trade would result in a loss of time that is greater than 3hrs
E31	OPEN RSV VIOL EST	The requested reserve pick-up from open time on days off does not provide legal rest prior to 0700 on the next scheduled reserve day, Estimated times are present
E33	TABLE 143 NOT FOUND	N/A
E35	BAD-WORST-SEVERE	TBD
E36	OUTSIDE T/T WINDOW	Outside the window for the requested trip trade
E37	POS QUAL REQUIRED	FA does not have the necessary QUAL to pick up FSL trip
E38	LANG QUAL REQUIRED	FA does not have the required language QUAL to pick up or trade for the trip
E39	WV DOM LAYOVER	The waiver of reduced layover rest
E40	DTY WV EXIST ALREADY	The FA has already waived the duty requirement



CODE	MESSAGE	DESCRIPTION
E41	LAYOVER WV EXIST	The FA has already waived the layover requirement
E42	NO DTY WV TO RMV	Triggered when you attempt to remove a duty waiver that does not exist
E43	NO LAYOVER WV RMV	Triggered when you attempt to remove a layover waiver that does not exist
E45	VAC OPEN TIME FROZEN	The requested trip was dropped due to vacation and is currently unavailable for pickup or trade
E46	WV 15HR RST B4 TRNG	Waiver of 15hr rest requirement prior to training
E47	WV 12HR RST AFT TRNG	Waiver of 12hr rest requirement after training
E49	NO DTY TO WAIVE	Attempting to waive for a duty period that does not meet waive parameters
E50	CANT WV<8FFD	The rest is less than the required 8hrs free from duty & cannot be waived
E51	LASTDP NO LAYOVER WV	Waiver of the Last Duty Period Layover requirement
E52	INVALID WAIV REQUEST	The waive request entered is not a valid waive request, an entry other than X has been entered or Reduced Off Days are being replaced by the same number or Base Line has been replaced by the same number
E53	NO WAIV DB ENTRY FND	
E54	NO LG DB ENTRY FND	There is no eligible violation to be waived found with the "Add" request in CZWV
E55	FML/FMP IND REQ	An L or P indicator is required for the FM position
E56	TAB98 SGMN NOT FOUND	N/A
E57	DRFT MIN DAYS OFF	TBD
E58	LH DRFT PR 6HRS DEP	TBD
E59	INVALID DAYS REQ	TBD
E60	ASGMT RESTRICTED	Triggered when attempting to pick up a pairing over other assignments (other than OFF or Vacation)
E61	DAYS AVAIL <MIN REQD	The attempted reserve day trade would cause the FA to be available for less than the minimum days required in that block of reserve days
E62	OPEN TRADE RESTRICT	Triggered if flight attendant is attempting the following open time trade scenarios: drop LQ position & pickup non-LQ or vice versa; drop International Purser position & pickup non-International Purser position or vice versa Also triggered when flight attendant is attempting to trade training pairing
E63	JTWAY TRADE RESTRICT	The Jetway trade is restricted
E64	JCBA CONTRACT RESTR	TBD
E67	TRNG TRD RESTRICTED	Triggered when attempting to trade a pairing for a training pairing, open & mutual trade for training pairings can only be done for other training pairings
E68	POS IND NOT FOR FA	The position indicator entered is not a valid indicator for FA
E69	EMP HAS NO GUR SEG	TBD



CODE	MESSAGE	DESCRIPTION
E70	LANG REQM MISMATCH	TBD
E71	LAYOVER <8 SCH	The layover rest is less than the required 8hrs, scheduled times are present
E72	LAYOVER <8 EST	The Domestic layover rest is less than the required 8hrs, estimated times are present
E73	LAYOVER <8 ACT	The domestic layover rest is less than the required 8hrs, actual times are present
E74	12HR FLIGHT LOSS	Triggered when extending out a FA already on a trip without returning FA to their base within 12hrs of the original scheduled arrival
E75	8HR INTO DAYS OFF	The FA has flown 8hrs into a day off
E76	TABLE DATA NOT FOUND	N/A
E77	NO OPEN TRD FOR RSV	Open trade is not allowed for reserve
E78	B/A >MAX	The Bid Award loaded in at an amount > the monthly max
E79	<24 AFT>5DAY	The FA is scheduled for less than 24hrs rest after returning from a pairing of greater than 5 days
E80	WV 24HR AFT >5DAYS	Waiver of the 24hr rest requirement after returning from a pairing of greater than 5 days
E81	VRL RESTRICTED	Triggered when a trade is attempted for a Vacation Relief Line
E82	JS RESTRICTED	Jobshare is restricted
E83	FROZEN PAIRING	N/A
E84	ASGNINTO IOFF PAST	The attempted reserve assignment is conflicting with a past IOFF
E85	ASGNINTO IOFF FUTURE	The attempted reserve assignment is conflicting with a future IOFF
E86	LOW DOMCL RST SCH	The Domicile rest is less than the minimum domicile rest parameters for trip trade, Scheduled times are present
E87	LOW DOMCL RST EST	The Domicile rest is less than the minimum domicile rest parameters for trip trade, Estimated times are present
E88	LOW DOMCL RST ACT	The Domicile rest is less than the minimum domicile rest parameters for trip trade, Actual times are present
E91	ASSIGN INTO OFF	The attempted reserve assignment is conflicting with an OFF day
E92	MIN CONNECT SCH	There is less than the minimum connect time between flights, scheduled times are present
E93	PASS SURR WARNING	The trip is within the FA Surrender Period displayed in CZQAL, we are outside of 48hrs from the affected trip
E94	PASS SURR SEVERE	The trip is within the FA Surrender Period displayed in CZQAL, we are inside of 48hrs from the affected trip
E95	MIN DAYS OFF BIDAWORD	Less than the minimum number of days off in the bid month, generated by the Bid Award when the master schedule loads



CODE	MESSAGE	DESCRIPTION
E96	EOM CONFLICT STAYS	The end of month bid award/time conflict stays until self-adjustment is complete
E97	NIGHT MAXEST	Domestic night flying is over the 7hr max, estimated times are present
E98	FSL/LS <MIN HRS REQD	FSL does not have enough hours in the special QUAL to pick up trip
E99	LANG POS REQUIRED	A language position is required
F02	NO WV INTL RDCD REST	Cannot waive the international reduced rest below the minimum layover allowed
F03	NO PRIMARY LANG	TBD
F04	LV EXC MNTH MAX EST	Line value & credit are over the max due to estimated times
F05	BLK EXCD MAX	Flight block exceeds the monthly max, scheduled times are present
F06	BLK EXC MNTH MAX EST	Flight block exceeds the monthly max, estimated times are present
F07	CRDT TM DIF>2HRS	The flight credit time difference is greater than 2 hours
F08	MAX SMART	No SMART adjustment for FA with line value exceeding monthly max
F09	NO TRADE EOM EMP	Triggered if an EOM FA attempts to trade in transactions other than those used for EOM trading, only allowed to trade in CZTRPFJ & CZPTTJ
F10	PRNG DAYS MISMATCH	Triggered when doing a mutual trade if the start & end dates of the pairings involved are not equal
F11	1+DOM SEG MIXED PRG	There is more than one Domestic segment before or after an International segment in a Mixed pairing
F26	EST TRN RST PRIOR	The FA is not receiving the required 15hr rest prior to training, estimated times are present
F27	ACT TRN RST PRIOR	The FA is not receiving the required 15hr rest prior to training, actual times are present
F28	NOT CMG FRM RLSD	Triggered when a reserve attempts to pick up over days off but they have not been released on the last duty day
F29	SEG MAX 12H INTL	In the International duty period with a flight > 12hrs, more than 1 flight segment has been added in addition to the one > 12hrs
F30	LH NOT RLSD 2000	TBD
F31	FA NOT FSL QUAL	There is a position override to FSL & the FA is not FSL qualified or the FSL is not qualified within the bid period
F32	<DAY OFF ADJUST	TBD
F33	REST 0400	The domicile rest is not received by 0400 the next day after a reserve has been released during reserve trade with another flight attendant
F34	REST 0700	The domicile rest is not received by 0700 the next day after a reserve has been released during reserve pickup from open flying



CODE	MESSAGE	DESCRIPTION
F35	RSV NOT RLSD 2400	TBD
F36	LH NOT FSL QUAL	The lineholder is not qualified to pick up the FSL trip
F37	NOT FSL QUAL	Generated in master schedule when a scheduler assigns an FSL pairing to a flight attendant who does not have FSL QUAL
F38	CONTR 1/7 BID AWD	Issued during Bid Award load due to 1/7 Contractual violation in the new Bid Period
F39	EOM CNFL NXT MONTH	There is an end of month conflict with the next month's schedule
F40	LD TME>14HRS	Triggered when the requested trade is out of base & we are outside of 14hrs from trip departure; also triggered if an FA/FMP/FSL attempts to pick up a language position with a pairing start time >14hrs - only LQ allowed to pick up language when a pairing start is >14hrs
F41	TBL 139 NOT FOUND	N/A
F43	RST B4 TRNG A/S	Triggered when there is a reduced layover prior to training after an International DH flight >9hrs, the International segment is complete & the training has begun
F44	RST B4 TRN SCHEDULED	Triggered when there is a reduced layover prior to training after an International DH flight >9hrs, scheduled times are present
F45	RST B4 TRN ESTIMATED	Triggered when there is a reduced layover prior to training after an International DH flight >9hrs, estimated times are present
F46	RST B4 TRN ACTUAL	Triggered when there is a reduced layover prior to training after an International DH flight >9hrs, the International segment is complete & the training has not yet begun
F47	FM POS IND NEEDED	Triggered during pairing modification when FM is entered for Position Override instead of FML or FMP
F48	RSV PREF RUN/NO TRD	Trading is not allowed while reserve preference is running.
F50	UPD NOT ALWD OVR ROD	No update is allowed over the ROD
F51	NOT W/I ACKN WINDOW	The reserve attempted to acknowledge the pairing assignment outside of the reserve acknowledgement window, (1930 the day prior until pairing start time)
F52	POOL LEAD<7DAYS	Bad day worse day trade request with the trip to drop earlier in the month than the trip to pick up, was requested less than 7 days from the first day of the drop trip
F57	LINE TYPE CHANGE	There is a change in the FA line type (lineholder/reserve) during the days of the requested trip or training
F59	LS TRD RESTRICTED	Only LQ flight attendants are allowed to do LS position open time trades



CODE	MESSAGE	DESCRIPTION
F60	RSV PART ADV DENIED	Triggered when a reserve attempts to advertise a partial trip
F61	ALL LEG ADV DENIED	Triggered when a full pairing advertisement is being attempted in the wrong transaction (CZAPCJ is only used for partial pairing advertisements)
F62	EOM OPEN RESTRICTED	Triggered if EOM flight attendant is attempting to do an open time trade
F63	DRP COUNT>PICKUP	N/A
F64	VAC OPEN TRD RESTR	Triggered if flight attendants attempt to pick up open time trips on VAC days. They are only allowed to pick up trips from other flight attendants on VAC days.
F65	CAN'T REMOVE PROT	Triggered when you cannot remove protection
F66	PROT 1 PRG-PRESS PF3	If attempting to protect 2 or more trips at the same time using INE/DFT/ROD/JD/PAYT, this error will be triggered. You must only protect 1 trip at a time.
F67	UPD B4 REASSIGN	If attempting to protect a trip and then reassign a trip on top of the protection, this error will trigger if you do not update after the protect code is used. You must update the protect code first before adding a reassignment over the protect days.
F69	PTO NOT ALWD REQUAL	Flight attendants who are not qualified to fly & are returning to work or getting requalified are not able to submit or be awarded PTO for Requalification Pairings.
F71	ASSGN PAYT ON1STDAY	Triggered when attempting to assign TRG PRG Pay PROT on any day other than the first day of the trip.
F72	CONTR 1/7 CZROT	Triggered during Reserve Day Off Trade when the requested trade would place the Reserve FA on duty for 7 days in a row without 24hrs off, contractual limitation, scheduled or actual times may be present.
F73	NO INE/RX OVR INE/RX	Triggered when attempting to pay protect on top of pay protection.
F74	IOFF REMOVED	Triggered when an IOFF day is removed from a reserve master schedule.
F75	AFTCHK DOMDTY >LIMIT	The duty modification occurring after the pairing check in time for Domestic Scheduled Duty exceeds the Scheduled Duty Limit.
F77	COTERM LYOVR	The pairing contains two different co-terminal locations before and/or after a layover.
F78	AFTCHK INTDTY >LIMIT	The duty modification occurring after the pairing check in time for the International Scheduled Duty exceeds the Scheduled Duty Limit of 14:00.
F81	PTO REQ>PRG DAYS	Triggered when the PTO request is greater than the number of days in the pairing.



Chapter 10 Other Resources

This guide covers legalities specifics. Refer to other guides and education materials, when available, on this and other topics, which are listed below:

- [Bidding & Awards](#)
- Trip Trades & Adjustments
- Reserve
- Permabid
- Pay

This concludes the *Legalities Guide*. Additional tools such as video tutorials, overviews and other education materials will be available on ***Flying Together > One United***. We encourage you to review all of these materials to prepare for upcoming changes.