



SECTION 9: Reserve

- A. A Reserve Flight Attendant is one who does not hold a regular flying assignment and whose function is to be available to perform any open flying not flown by Flight Attendants holding a line of time. A Reserve shall either be "At Home Reserve" or "Airport Reserve."

B. Reserve Periods

1. Flight Attendants who are on reserve duty will be notified of a Reserve Availability Period (RAP) for each day of reserve duty, except when assigned a multi-day pairing. Such RAPs will include an on-call period of no more than fifteen (15) hours. A RAP is not considered to be duty time. Standard RAPs will be published in the monthly bid package. RAPs may be adjusted by the Company due to operational necessity.
2. A Flight Attendant may bid for monthly airport reserve on her/his pre- bid option, for example S-1, S-2, S-3, etc. which is an airport-on-duty period of no more than eight (8) hours.
3. A Flight Attendant on reserve duty may request a release from a reserve day. When Crew Scheduling determines there is adequate reserve coverage such release may be granted.
4. A Reserve not assigned for duty will be released after all departures from that domicile on that last day of her/his scheduled reserve pairing. A Flight Attendant may be released earlier with the concurrence of Crew Scheduling.

C. Reserve Assignments

1. Processing for the first day of each bid period, Reserve Flight Attendants in each domicile will be placed on one list in seniority order.
2. For the remaining days in each bid period, Reserve Flight Attendants in each domicile will be placed on one list in the inverse order of accumulated credited hours for the month, i.e. least time flown is first on the list. For purposes of placement on the list, the following shall be used:



- a. In addition to other credited time (such as block time), the following time marked by the below removal codes will be credited after it occurs:

BR – Bereavement Pay	SA – Special Assignment
CI – Critical Incident	SF – FMLA use Sick Pay
CD – Career Decision Day	SK – Paid Sick
DR – Restricted Duty	SR – Sick Reserve Paid
F6 – V6 due to FMLA (next year)	TD – Travel Day
ID – Injury on Duty	TR – Training
IS – Injury Sick	V6 – Paid Vacation Day
JD – Jury Duty	VC – Vacation
PM – Paid Move Day	VF – FMLA use Vacation Pay
PU – Paid Union	WP – Paid Witness
PW – Pay withheld	* additional codes as identified

- b. If two (2) or more Flight Attendants have the same amount of credited time, then they will be placed on the list in seniority order and assignments shall be made in seniority order.
3. Between the hours of 1000 and 1400 CT Reserve Flight Attendants will have the opportunity to preference specific pairings, RAPs, uncovered Airport Reserve Periods, and full and partial releases, if any, for the following day. Such preferences must fall within the Reserve's scheduled days of availability but need not cover all days of availability.
4. By 1800 CT, Crew Scheduling will assign all known Airport Reserve Periods, RAPs and open time pairings that are scheduled to depart the next day. Such assignments will be made as follows:
- a. For the first day of the bid period, Crew Scheduling will go down the reserve list in seniority order, assigning pairings based on Flight Attendant preferences. After the awarding of preferences in seniority order, assignments remaining shall be assigned in inverse seniority order. Crew Scheduling will use its best efforts to honor Flight Attendant preferences but not to the extent that so doing would force another Flight Attendant to work on a day off.



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- b. For each of the remaining days in the bid period, Crew Scheduling will process reserve assignments in Least Time Accrued Order assigning pairings first, followed by Airport Reserve and then RAPS based on Flight Attendant preferences. Crew Scheduling will use its best efforts to honor Flight Attendant preferences but not to the extent that so doing would force another Flight Attendant to work on a day off.
 - c. A Reserve Flight Attendant who does not express any preferences, or who cannot be awarded any of her/his preferences, will be assigned flying, Airport Reserve or RAP in accordance with her/his position on the list as provided for in Section 8.M.
 - d. Between the hours of 1800 and 2200 CT, a Reserve may determine her/his flying assignment via either AVRS or DECS (or its equivalent). However, only AVRS will confirm receipt of the flying assignment.
 - e. If it becomes necessary to assign available reserve(s) (in accordance with Section 8.N.3.) to a multi-day pairing, yet there are no reserve Flight Attendants available for more than one day, the Company will fill the assignment in conformity with the time balancing procedure (it shall be given to the Flight Attendant(s) with the least amount of hours) and the pay shall be in accordance with 9.J.
 - f. In the event C.4. is not completed, the following provisions shall apply:
 - i. If the assignments are made between 1801 and 1815, the affected Flight Attendants will be paid thirty minutes (:30) of flight pay at the rate they would earn on the affected day. These monies will be paid above guarantee.
 - ii. If the assignments are made at 1816 or later, the Flight Attendants will be paid one (1) hour of flight pay at the rate they would earn on the affected day. These monies will be paid above guarantee.
5. A Reserve will be notified of a duty assignment as far in advance as practical in accordance with the time limits prescribed in paragraph C.4., above.
 6. At the conclusion of a single-day assignment in her/his base, a Reserve Flight Attendant will be required to call Crew Scheduling for release prior to leaving the airport. If she/he is not given another flight assignment she/he will be released into either a rest period, at-home reserve for the remaining RAP or at home for the remainder of the 14-hour duty period.



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7. At the conclusion of a multi-day assignment in her/his base, a Reserve Flight Attendant will be required to call Crew Scheduling for release prior to leaving the airport. If she/he is not given another flight assignment she/he will be released into a rest period.
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1. A Reserve Flight Attendant may utilize a cellular telephone for the purpose of contact while on reserve. It is the responsibility of the Flight Attendant to maintain her/his cellular telephone in working order and to ensure that Crew Scheduling is provided with a working number.
 2. Reserve Flight Attendants, excluding Airport Reserves while on Airport Reserve Duty, will have fifteen minutes (:15) to respond to a telephone message and such time will be included in the call out time.
 3. RAP commuting – See Side Letter HHH.
- E.
- F.
1. Airport Reserve time is duty time. A Flight Attendant assigned to Airport Reserve will receive per diem from report time to release time.
 2. A Flight Attendant serving an airport reserve duty period and who actually flies, shall receive credit for the greater of any time flown or the value of the day as an operational pay credit and for time balancing purposes.
 3. A Flight Attendant serving an airport reserve duty period who does not receive a flight assignment shall receive the value of the day as an operational pay credit and for time balance purposes. The minimum time balancing credit for each day shall be the value of the day.
 4. A Flight Attendant who would be on a scheduled day off the day following a PM Airport Reserve assignment could face the possibility of being unable to return to her/his domicile prior to her/his scheduled day off. Therefore, in order to assign a reserve Flight Attendant to PM Airport Reserve, that Flight Attendant must have been originally scheduled to be on reserve the day following the PM Airport Reserve commitment, unless there are no other reserve Flight Attendants available.



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5. At the completion of the Airport Reserve period, the Flight Attendant shall be released from reserve duty for the remainder of the day.
 6. Assignments among Airport Reserves will be made in least time accrued order, not including time flown during the airport period. However, if two (2) or more Flight Attendants on the same Airport Reserve period have the same amount of credited time, assignment will be made in inverse order of seniority. If there are Flight Attendants on overlapping Airport Reserve periods, a Flight Attendant on the earlier period shall be given the assignment, in accordance with the above, provided that she/he is legal and available for the assignment.
 7. The Association shall have the right to confer with designated Company representatives concerning Airport Reserve matters.
 8. Once an Airport Reserve begins an Airport Reserve assignment, any additional assignments must be made within the parameters of Section 9.F.
- G. Once a Reserve Flight Attendant has been given a pairing assignment she/he will be required to remain available for immediate flight assignment during her/his RAP.
- H. A Reserve Flight Attendant who voluntarily picks up Open Time on a day off will be paid and credited above the minimum monthly guarantee in accordance with Section 4 of this Agreement. Such pick-ups from Open Time will be approved unless the scheduling of such pairing will affect the Flight Attendant's availability on her/his regularly scheduled reserve days (i.e. insufficient rest or seven-day conflict). Any Reserve Flight Attendant awarded an OT pairing shall be considered as a line holder and all provisions and protections of this Agreement shall apply.
- I. If, on a reserve day that is followed by a day(s) off, the last scheduled leg(s) of a reserve flight assignment is a deadhead/position leg(s), a Reserve Flight Attendant may request to be released from duty prior to such scheduled deadhead/position leg. Such request will be granted or denied at Crew Scheduling's discretion. Such consent shall not be unreasonably withheld.
- J. If a Reserve Flight Attendant receives a duty assignment that extends into a scheduled day off, she/he will be considered, for pay purposes, to have been junior assigned on the scheduled day off.
- K. A Reserve Flight Attendant may request to "slide" the beginning or end of her/his block of reserve days and such requests will be granted to the extent that it does not compromise reserve coverage.

Examples for F: Airport Reserve Assignment in the forty-five-minute (:45) window at the end of an Airport Reserve shift



1. The commencement of a work assignment does not negate the scheduling parameters of the Airport Reserve Period or the requirement to remain available as an Airport Reserve until the completion of the Airport Reserve Period. For example:
 - a. A Flight Attendant is scheduled for an Airport Reserve Period from 1200 until 2000. The first leg of any work assignment or assignments must be scheduled to depart no later than 2045.
 - b. At 1230, an Airport Flight Attendant receives a work assignment scheduled to depart at 1300. The pairing involves a one hour leg out from the domicile, one hour on the ground and a one hour leg back to domicile. The Flight Attendant returns at 1600. This Flight Attendant may be assigned to additional flying. In the event the Flight Attendant receives an additional assignment, the assignment or assignments must conform with the Airport Reserve Period scheduling parameters. For purposes of this example, the first leg of any subsequent assignment or assignments made during the Airport Reserve Period must be scheduled to depart no later than 2045.
2. This clarification prohibits a situation in which a Flight Attendant completes an assignment within the Airport Reserve Period, returns to Airport reserve and subsequently has new flying added to the original pairing, yet is scheduled to depart following completion of the forty-five-minute (:45) period. This would not constitute a “legal” assignment. As an additional example:
 - a. A Flight Attendant is scheduled for an Airport Reserve Period from 1200 until 2000. The first leg of any work assignment or assignments must be scheduled to depart no later than 2045.
 - b. At 1230, an Airport Flight Attendant receives a work assignment scheduled to depart at 1300. The pairing involves a one hour leg out from the domicile, one hour on the ground and one hour leg back to domicile. The Flight Attendant returns at 1600.
 - c. An Airport Reserve Flight Attendant may not subsequently have additional new flying added to the original pairing (which commenced with the 1300 departure) unless that additional new flying is scheduled to depart no later than forty-five minutes (:45) following the completion of the Airport Reserve Period. For purposes of this example, that would be 2045.



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3. Additional new flying may not be added to an original pairing if the additional new flying is scheduled to depart after forty-five minutes (:45) following the conclusion of an Airport Reserve Period. For example:
 - a. A Flight Attendant is scheduled for an Airport Reserve Period from 1200 until 2000. The first leg of any work assignment or assignments must be scheduled to depart no later than 2045.
 - b. At 1230, an Airport Reserve Flight Attendant receives a work assignment scheduled to depart at 1300. The pairing involves a one hour leg out from the domicile, one hour on the ground and one hour leg back to domicile. The Flight Attendant returns at 1600.
 - c. Additional new flying that was not part of the original pairing assigned may not now be assigned to the Flight Attendant if the first leg of the additional new flying is scheduled to depart later than forty-five minutes (:45) following the conclusion of the Airport Reserve Period. If the additional new flying assignment is scheduled to depart at 2046 or later, it does not become a legal assignment merely by adding it to the pairing number of the original pairing assigned during the Airport Reserve Period. The additional new flying scheduled to depart following the forty-five-minute (:45) period can only be legally assigned if assigned as part of the original pairing at the time the original pairing was assigned.