



Flight Attendant LOA 6 Reserves Reference Guide

2/1/2016

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Reserve Bidding Preferences

Below is a description of Reserve Assignment Preferences available in the bidding process for Reserve Flight Attendants.

Reserve preferences are also available in the **Standing Bid**. If a Flight Attendant fails to bid and they have a standing bid saved with the preferences checked, it will apply month to month.

The contact times designated by the Company for P1 and P2 reserve are outlined below. You may indicate one of the following options for your Reserve Availability Period when bidding for the next month.

- Home Reserve P1 (**RAP Early 0400-1800**)
- Home Reserve P2 (**RAP Late 1000-2400**)

Volunteer for Airport Reserve means when Crew Scheduling is assigning ready reserves, you may indicate whether or not you would like to be in the bucket to be assigned Ready Reserve above those who do not volunteer.

Note: Indicating “NO” does NOT mean you will not be assigned Ready Reserve at all throughout the bid period.

- Volunteer Airport Reserve **YES**
- Volunteer Airport Reserve **NO**
- To indicate **YES** during bidding, check the box next to “Volunteer to Perform Airport Reserve” and that will be displayed as “YES” on FLICA.
- A Flight Attendant who does not check the “Volunteer to Perform Airport Reserve” column at the time of monthly bidding will be defaulted to Volunteer Airport reserve **NO**.

You have the ability to indicate your preference for Ready Reserve shift; you may indicate the following preferences. **Note:** Indicating your preference to RRA, RRP or RRL does NOT mean you are guaranteed that Airport Reserve shift when assigned.

- Airport Reserve **AM**
- Airport Reserve **PM**
- Airport Reserve **LATE**
- A Flight Attendant who does not indicate a preference at the time of monthly bidding will be defaulted to Airport Reserve **AM**.

*The following options are for indicating your preference to be selected for **Non CDO** and **CDO** assignments. The following preferences will be honored in Seniority Order.*

First Out – means the Flight Attendant wishes to be utilized before all other similarly situated reserves for flying assignments.

Last Out – means the Flight Attendant wishes that all similarly situated Reserve Flight Attendants will be utilized before him/her.

Note: selecting “Last Out” does not mean pairings will not be assigned. See Order of Assignment for Flying Assignments for more information about how flying assignments will be made with regard to preference.

For **Non CDO** assignments (Day trips and Legal Overnights)

- **First Out Non CDO**
- **Last Out Non CDO**
- A Flight Attendant who does not indicate a preference at the time of monthly bidding will be defaulted to **First Out**.

For **CDO** assignments (Also referred to as a High Speed. A one (1) duty period trip which is scheduled to be completed later than 0400 (local at the originating station) on the day subsequent to the day the trip began, during which there will be a break, but the Flight Attendant is not released into rest (Section 2.2))

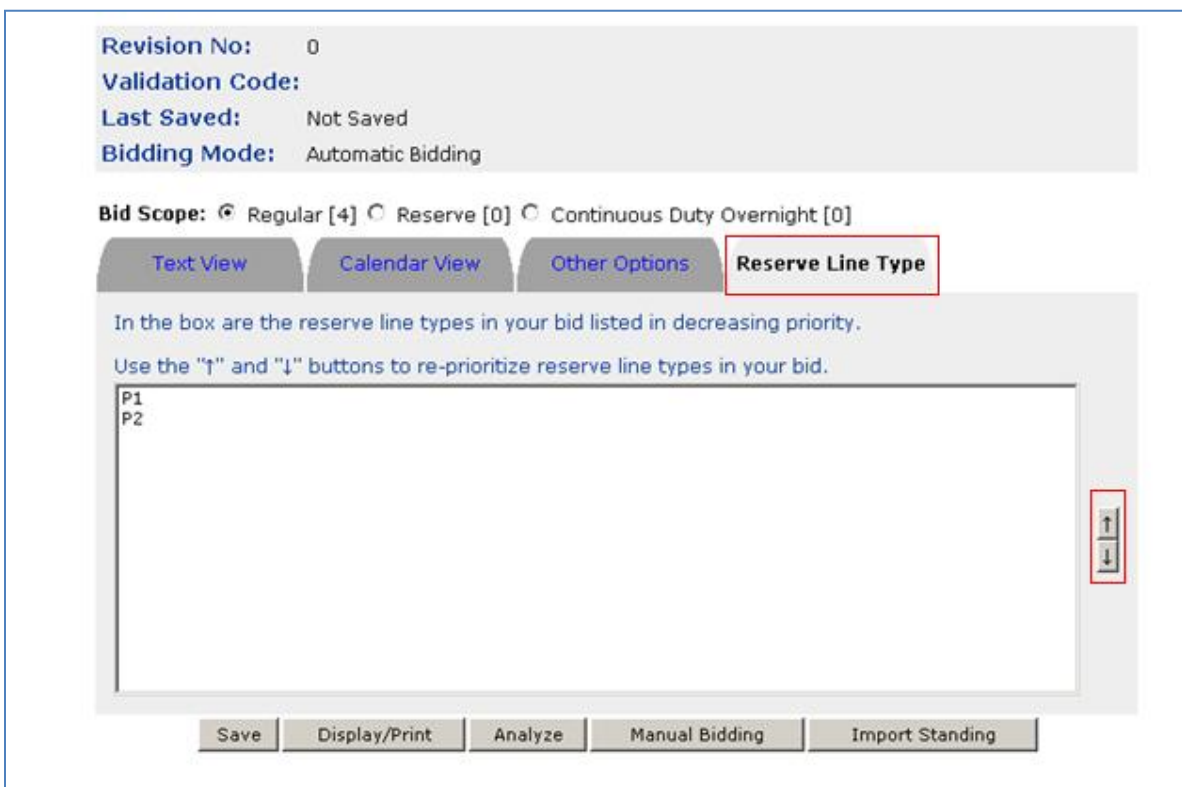
- **First Out CDO**
- **Last Out CDO**
- A Flight Attendant who does not indicate a preference at the time of monthly bidding will be defaulted to **First Out**.

5.M.4.d. A Flight Attendant who is assigned Reserve away from domicile shall retain his/her Assignment Preferences and assigned RAP (unless swapped pursuant to 5.M.2.b.) while serving away from domicile.

Bidding

The Company does not provide guidance on how to bid. Provided below are screenshots of what the options look like in PBS for informational purposes only. Please reach out to the AFA PBS Scheduling Committee for guidance on how to bid.

On the Crew Interface, FAs will now have a choice of P1 or P2 under the “Reserve Line Type” tab. FAs will need to use the arrows on the right to prioritize P1 (0400-1800) or P2 (1000-2400) in order of preference; the one at the top will be read as the FA’s first choice. This is shown below:



Additional Reserve Preferences will be found on the “Other Options” tab. If they would like to indicate any of the below preferences, FAs may do so by clicking the white box next to that item to select.

You may only select up to one preference for each type of option.

Ready Reserve Shift Preference Options (If you wish to indicate a preference, select 1 of 3):

- Ready Reserve AM shift
- Ready Reserve PM shift
- Ready Reserve LATE shift

Non CDO pairing Options (If you wish to indicate a preference, select 1 of 2):

Non CDO First Out

Non CDO Last Out

CDO pairing Options (If you wish to indicate a preference, select 1 of 2):

CDO First Out

CDO Last Out

Volunteer RR Option (If you wish to indicate a YES preference, check the box below, if you do not wish to preference YES for Airport Reserve, leave the box blank):

Volunteer Ready Reserve

Revision No: 0
Validation Code:
Last Saved: Not Saved
Bidding Mode: Automatic Bidding

Bid Scope: Regular [4] Reserve [0] Continuous Duty Overnight [0]

Text View | Calendar View | **Other Options** | Reserve Line Type



- Desire CDO Line
Request a continuous duty overnight line
- Allow Single Day Off
Allow Single Day Off
- Ready Reserve AM Shift Preference
Ready Reserve AM Shift Preference
- Ready Reserve PM Shift Preference
Ready Reserve PM Shift Preference
- Ready Reserve Late Shift Preference
Ready Reserve Late Shift Preference
- Non CDO Pairing First Out Preference
Non continuous duty overnight Pairing First Out Preference
- Non CDO Pairing Last Out Preference
Non continuous duty overnight Pairing Last Out Preference
- CDO Pairing First Out Preference
continuous duty overnight Pairing First Out Preference
- CDO Pairing Last Out Preference
continuous duty overnight Pairing Last Out Preference
- Volunteer To Perform Ready Reserve
Volunteer To Perform Ready Reserve
- Volunteer For Additional Flying
Volunteer For Additional Flying
- Allow Single Duty Day
Allow Single Duty Day
- Desire Reserve Line Over Forced CDO Line
Desire reserve line over forced continuous duty overnight line.

Save | Display/Print | Analyze | Manual Bidding | Import Standing

Crew Resource Report

With Reserve Transparency requirement of LOA 6, Flight Attendants will now be able to see how Crew Scheduling assigns trips by viewing who is available, currently on assignment or ready reserve. This tool allows FAs and Crew Scheduling to see who is available, what their preferences are, and their projected block for the month, what their current assignment is, etc. All this information is available in the Crew Resource Report in FLICA.

To view the Crew Resource Report:

1. Login to FLICA.
2. On the left side of the screen, navigate to the Information and Tools folder and click  to expand. (Figure 1)
3. Select the “View Crew Resource Report” option under the Information and Tools folder. (Figure 2)
4. You will be brought to a page that allows you to select the date of the Crew Resource Report you would like to view under your Crew Class (BASE-TYPE-POSITION).
5. Select the date you would like to view by clicking , a Calendar for that month will pop up.

Note: The Crew Resource Report is only available to view from the current day up to 72 hours later. You will only be able to select dates that fall in that range.

Example: If the current date is 1/11/16, you will be able to select to view the Crew Resource report for 1/11, 1/12, 1/13 or 1/14.

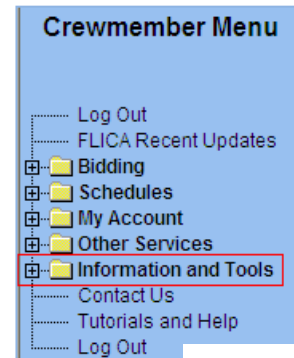


Figure 1

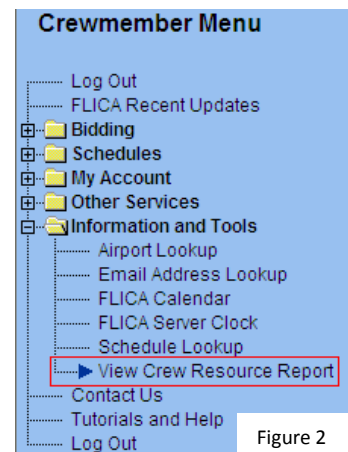



Figure 2

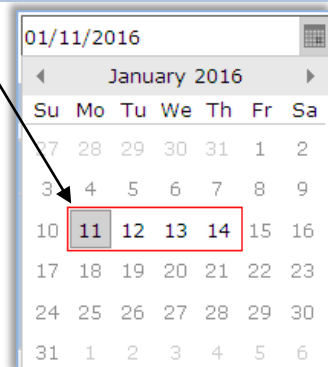
Crew Resource Report

Search Criteria

For:  Crew Class:

6. Once you have selected the date you'd like to view, click .
7. The “Report Search Results” will populate below the search column. From there, you can see all Reserves available or on assignment for that current day in your Base.

Below you will see what information is displayed under each numbered item with an expanded description listed.



Crew Resource Report

Search Criteria

For: Crew Class:

Report Search Results

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Sen	EmpNo	Name	Act Type	Avl Time	Days Avail	Act End Date	Act End Time	Projected Block	Airport Rsv	Vol Airport Rsv	Non CDO Pref	CDO Pref	Activity	Start Date/Time	End Date/Time
▶ Reserve		17													
▶ Ready Reserve		18													
▶ Reserves on Assignment		19													

1. Seniority Number
 2. Employee Number
 3. Name
 4. Activity Type (RSV)
 5. Available Time (HH:MM)
 6. Days Available
 7. Activity End Date (DDMMM)
 8. Activity End Time (HH:MM)
 9. Projected Block (HH:MM)
 10. Airport Reserve Preference (AM, PM or RRL)
 11. Volunteer Airport Reserve Preference (YES or NO)
 12. Non CDO Preference (FIRST OUT or LAST OUT)
 13. CDO Preference (FIRST OUT or LAST OUT)
 14. Previous Activity (Pairing #)
 15. Previous Activity Start Date and Time (DDMMM HH:MM)
 16. Previous Activity End Date and Time (DDMMM HH:MM)
- When you click the ▶ next to 17-19, it will expand and show Flight Attendants under each category if applicable.
17. Reserve (Available on Reserve)
 18. Ready Reserve (Assigned to RRA, RRP or RRL)
 19. Reserves on Assignment (Pairing #)

Crew Resource Report															
Search Criteria															
For:		01/11/2016	Crew Class:		DTW-ALL-FA		Search								
Report Search Results															
Sen	EmpNo	Name	Act Type	Avl Time	Days Avail	Act End Date	Act End Time	Projected Block	Airport Rsv	Vol Airport Rsv	Non CDO Pref	CDO Pref	Previous		
													Activity	Start Date/Time	End Date/Time
▼ Reserve															
919	43266	LEIGH, SUZANNE	RSV	06:00	4	12Jan	22:00	07:14	PM	NO	LAST	LAST	RSV	11Jan 06:00	11Jan 22:00
1514	97250	BLACKBURN, KELLI	RSV	06:00	4	12Jan	22:00	40:48	AM	NO	FIRST	FIRST	RSV	09Jan 06:00	09Jan 22:00
1412	96883	COSTI, JACOT	RSV	06:00	5	12Jan	22:00	18:08	AM	NO	LAST	LAST	RSV	11Jan 06:00	11Jan 22:00
1513	97259	ZARYSKI, LAURA	RSV	06:00	5	12Jan	22:00	18:15	PM	NO	FIRST	LAST	RSV	09Jan 06:00	09Jan 22:00
▼ Ready Reserve															
1527	97365	ZIMA, RENEE	RRA	06:20	1	12Jan	14:20	25:26	AM	NO	FIRST	LAST	RSV	11Jan 06:00	11Jan 22:00
1486	97184	WARREN, KELLY	RRP	12:30	1	12Jan	20:30	14:31		NO			RSV	11Jan 06:00	11Jan 22:00
1472	97113	BRUNER, SHELBY	RRL	19:00	1	12Jan	23:59	15:42	PM	NO	LAST	LAST	RSV	10Jan 06:00	10Jan 22:00
1419	96884	DELIOTTE, LUNE	RRP	12:30	1	12Jan	20:30	23:30	AM	NO	FIRST	LAST	RSV	11Jan 06:00	11Jan 22:00
▼ Reserves on Assignment															
1516	97270	CUTRIGHT, CORNETTA	D9C07	14:55	0	15Jan	09:26	36:59	AM	NO	LAST	LAST	D9A01	08Jan 05:58	08Jan 11:40
1511	97285	BLACKMAN, TINA	D9B76A	14:20	0	13Jan	17:10	20:57	AM	NO	FIRST	FIRST	RSV	12Jan 06:30	12Jan 14:19
1208	96077	GARCIA, FARRAH	D9B72	06:20	0	12Jan	14:20	18:08	PM	NO	LAST	LAST	D9B38	11Jan 06:20	11Jan 14:20
992	95058	LEAHEY, NATALIE	D9B39B	12:30	0	12Jan	17:10	23:03	AM	NO	FIRST	LAST	RSV	11Jan 10:15	11Jan 12:29

- With all tabs expanded (Reserve, Ready Reserve and Reserves on Assignment) you can see which Flight Attendants fall under each category.

Order of Assignment – Flying Assignments

- Assignments will be made to a Home Reserve Flight Attendant based on the following:
 - Number of available reserve days is equal to the number of days of the assignment.
 - If no FA with the same number of days available as the assignment are available; the Company will make the assignment to the FA whose schedule contains the next greater number of available reserve days than the number of days of the assignment.
- If multiple FAs with the same number of days are available:
 - The Home Reserve with the lowest projected block hours at the time of the assignment.
 - FAs whose projected monthly block at the time of assignment are within 10 hours of the FA with the lowest monthly block shall be deemed to be the same.
- After applying the above two items: the assignment will be made in seniority order according to preferences.
 - The most Senior FA in the bucket that has preferenced First Out for the assignment (paying attention to the assignment and referencing the appropriate column: CDO or Non CDO) will receive the assignment.
 - If no FAs in the bucket have preferenced First Out, and are all Last Out preferences, the most Junior FA will receive the assignment.

4. If none apply to the above 3 sections, the assignment will be given to any remaining Home Reserve Flight Attendant who is available for duty.
5. **5.M.2.g.5** Notwithstanding the order of assignment provisions set forth above, the Company may at its discretion assign flying to any Flight Attendant on reserve who requires Flights for qualification, re-qualification, or training.

Examples – Flying Assignments (Scenarios 1-10)

For the Scenarios below, assume the following characteristics for Home Reserve Flight Attendants.

Scenario 1 (Days of Availability)

Seniority #	Emp.	Days Avail	Projected Block	Non CDO Pref	CDO Pref
200	Jane	2	35	First Out	First Out
225	Lisa	2	39	First Out	First Out
261	Michael	3	28	Last Out	Last Out
345	David	3	29	Last Out	Last Out
400	Hannah	4	33	Last Out	Last Out

- Pairing D7234, a 4-day trip becomes available for assignment.
 - Assume all 5 FAs above are available for assignment
1. Determine who has the same days of availability as the assignment.
 - a. Hannah is the only FA with 4-days of availability.
 2. There is only one FA who is similarly situated, that FA receives the assignment.
 - a. Hannah receives the assignment
 3. Although Hannah has preferenced Last Out, and Jane and Lisa have preferenced First Out, they do not have the days of availability matching the trip assignment.
 - a. There is only one eligible FA left after determining who is similarly situated, so there is no need to continue to the next steps in determining order of assignment.

Scenario 2 (Days of Availability, Projected Block, Reverse Seniority)

Seniority #	Emp.	Days Avail	Projected Block	Non CDO Pref	CDO Pref
200	James	2	35	First Out	First Out
225	Lynn	2	39	First Out	First Out
261	Kristin	3	28	Last Out	Last Out
345	Eric	3	29	Last Out	Last Out
400	Chelsey	4	33	Last Out	Last Out

- Pairing J9258, a 3-day trip becomes available for assignment.
 - Assume all 5 FAs above are available for assignment
1. Determine who has the same days of availability as the assignment.
 - a. Kristin and Eric both have 3-days of availability.
 2. Of those FAs who are similarly situated; determine who has the lowest projected block for the month.
 - a. Kristin has the lowest projected monthly block (28).
 - b. Eric has a projected monthly block of (29).
 - c. Since the Flight Attendants projected monthly block's are within (10) hours of each, other they are considered the same.
 3. Determine of those Flight Attendants with the same days of availability of the trip and have the lowest projected block, what their preferences are for the Non CDO trip.
 - a. If any of the candidates in that bucket preference First Out, the trip will be given to the most senior FA preferencing First Out.
 - b. If none of the candidates in that bucket preference First Out, the trip will be assigned in reverse seniority order, (the most Junior FA with a Last Out preference).
 - c. Both Kristin and Eric preference Last Out.
 4. Since no FAs have requested First Out, the assignment will be given in reverse seniority order to the most Junior FA preferencing Last Out.
 - a. Eric receives the trip since he is similarly situated, has the lowest projected block, no Senior FA preferenced First Out, and he is the most Junior FA that preferenced Last Out.

Scenario 3 (Days of Availability, Projected Block, Reverse Seniority)

Seniority #	Emp.	Days Avail	Projected Block	Non CDO Pref	CDO Pref
200	Nicole	2	35	First Out	First Out
225	Melissa	2	39	First Out	First Out
261	James	3	31	Last Out	Last Out
345	Brian	3	29	Last Out	Last Out
400	Michele	3	19	Last Out	Last Out

- Pairing G9926, a 3-day trip becomes available for assignment.
 - Assume all 5 FAs above are available for assignment.
1. Determine who is similarly situated (has the same available days as the trip).
 - a. James, Brian and Michele all have 3-days of availability.
 2. Of those FAs who are similarly situated; determine who has the lowest projected block for the month.
 - a. Michele has the lowest projected monthly block (19)
 - b. James has a projected monthly block of (31).

- c. Brian has a projected monthly block of (29).
 - d. Since James’ projected monthly block is not within (10) hours of the others, he is not considered to have the lowest projected monthly block.
 - e. Brian and Michele are within ten (10) hours of each other, so they are considered the same. Since Brian and Michele are considered the same in terms of days of availability and lowest projected block, move on to the next step.
3. Determine of the FAs with the same days available as the trip and the lowest projected block, what their preferences are for the Non CDO trip.
 - a. If any of the candidates in that bucket preference First Out, the trip will be given to the most senior FA preferencing First Out.
 - b. If none of the candidates in that bucket preference First Out, the trip will be assigned in reverse seniority order, (the most Junior FA with a Last Out preference).
 - c. Both Brian and Michele preference Last Out.
 4. Since no FAs have requested First Out, the assignment will be given in reverse seniority order to the most Junior FA preferencing Last Out.
 - a. Michele receives the trip since she is similarly situated, has the lowest projected block, no Senior FA has preferenced First Out, and she is the most Junior FA that preferenced Last Out.

Scenario 4 (Days of Availability, Projected Block)

Seniority #	Emp.	Days Avail	Projected Block	Non CDO Pref	CDO Pref
200	Stacey	1	20	Last Out	First Out
225	Kevin	2	27	Last Out	First Out
261	Patricia	3	38	Last Out	Last Out
345	Evan	3	30	Last Out	Last Out
400	Linda	2	55	First Out	Last Out

- M7257, a 2-day trip becomes available for assignment.
 - Assume all 5 FAs above are available for assignment.
1. Determine who is similarly situated to the assignment.
 - a. Kevin and Linda, both have 2-days of availability which matches the length of the assignment.
 2. Of those FAs who are similarly situated; determine who has the lowest projected block for the month.
 - a. Kevin has the lowest projected monthly block (27).
 - b. Linda has a projected monthly block of (55).
 - c. Linda’s projected monthly block is not within (10) hours of Kevin so they are not considered the same.
 3. Since Kevin is similarly situated and has the lowest projected block for the month, he receives the assignment.

- a. There is only one eligible FA left after determining who is similarly situated and has the lowest projected block, so there is no need to continue to the next steps in determining order of assignment (preferences will not be considered).

Scenario 5 (Days of Availability, Projected Block, Preference)

Seniority #	Emp.	Days Avail	Projected Block	Non CDO Pref	CDO Pref
200	Josh	3	35	Last Out	First Out
225	Mary	3	39	First Out	First Out
261	Heather	2	28	Last Out	Last Out
345	Erin	4	29	Last Out	Last Out
400	Robert	4	33	Last Out	Last Out

- Pairing D9957, a 3-day trip becomes available for assignment.
- Assume only FAs 1, 2, 4 and 5 above are available for assignment.
 1. Determine who is similarly situated to the assignment.
 - a. Josh and Mary both have 3-days of availability.
 2. Determine of those similarly situated FAs, who has the lowest projected monthly block.
 - a. Josh has the lowest projected monthly block (35).
 - b. Mary has a projected monthly block of (39).
 - c. Since Mary falls within 10 hours of Josh with the lowest projected block, they are considered the same.
 3. Of those who are similarly situated and have the lowest projected monthly block, determine their preferences for Non-CDO assignments.
 - a. Josh has a Last Out preference
 - b. Mary has a First Out preference
 4. Determine if any of the candidates in that bucket preference First Out. The trip will be given to the most senior FA preferencing First Out.
 - a. Mary is the only FA that is similarly situated and has the lowest projected monthly block that preferences First Out, so she receives the trip.

Scenario 6 (Days of Availability, Projected Block, Preference)

Seniority #	Emp.	Days Avail	Projected Block	Non CDO Pref	CDO Pref
200	Anthony	2	35	Last Out	First Out
225	Nicole	2	39	First Out	First Out
261	Joe	2	29	Last Out	Last Out
345	Timothy	3	29	Last Out	Last Out
400	Lauren	4	33	Last Out	Last Out

- Pairing J9387, a CDO (high-speed) becomes available for assignment.
- Assume all 5 FAs above are available for assignment.
 1. Determine who is similarly situated to the assignment. A CDO operates over the span of 2 days so a FA with 2 days of availability will be considered similarly situated.
 - a. Flight Attendants Anthony, Nicole and Joe all have 2-days of availability.
 2. Of those FAs that are similarly situated, determine who has the lowest projected monthly block.
 - a. Joe has the lowest projected monthly block (29).
 - b. Anthony has a projected block of (35).
 - c. Nicole has a projected block of (39).
 - d. Both Anthony and Nicole fall within 10 hours of the lowest projected block so they are considered the same as Joe.
 3. Of those who are similarly situated and have the lowest projected monthly block, determine their preferences for CDO assignments.
 - a. Anthony has a First Out preference for CDOs
 - b. Nicole has a First Out preference for CDOs
 - c. Joe has a Last Out preference for CDOs.
 4. Determine if any of the candidates in the previous step preference First Out. The trip will be given to the most senior FA preferencing First Out.
 - a. Both Anthony and Nicole preference First Out.
 5. Determine which of the 2 FAs preferencing First Out is the most senior.
 - a. Anthony is the most senior.
 6. Anthony is similarly situated, has the lowest projected block and is the most Senior FA that preferenced First Out for CDO assignments so he receives the assignment.

Scenario 7 (Days of Availability, Projected Block, Preference, Seniority)

Seniority #	Emp.	Days Avail	Projected Block	Non CDO Pref	CDO Pref
200	Katie	1	35	First Out	Last Out
225	Julie	4	39	First Out	First Out
261	Amanda	4	28	Last Out	Last Out
345	Kyle	4	33	First Out	Last Out
400	Jason	4	29	First Out	Last Out

- Pairing #G9265, a 4-day trip becomes available for assignment.
- Assume all 5 FAs above are available for assignment.
 1. Determine who is similarly situated to the assignment
 - a. Julie, Amanda, Kyle and Jason all have 4 days of availability which matches the length of the assignment. They are all considered similarly situated.
 2. Determine of those that are similarly situated, who has the lowest projected block.
 - a. Amanda has the lowest projected monthly block (28).

- b. Julie’s projected monthly block is (39); she does not fall within 10 hours of the lowest projected block so she is not considered the same as Amanda.
 - c. Kyle’s projected monthly block of (33) and Jason’s projected monthly block of (29) both fall within 10 hours of the lowest projected block and are considered the same as Amanda.
 - d. Amanda, Kyle and Jason will move onto the next step to be considered for the assignment since they are all similarly situated, and have the lowest projected block.
3. Of those who are similarly situated and have the lowest projected monthly block, determine their preferences for non-CDO assignments.
 - a. Amanda has a Last Out preference
 - b. Kyle has a First Out preference.
 - c. Jason has a First Out Preference.
 4. Determine if any of the FAs in the previous step preference First Out. The trip will go to the most Senior FA preferencing First Out.
 - a. Both Kyle and Jason preference First Out.
 5. Determine which of the 2 FAs preferencing First Out is most senior.
 - a. Kyle is similarly situated, has the lowest projected block and most Senior FA preferencing First Out for Non-CDO assignments so he receives the assignment.

Scenario 8 (Days of Availability, Projected Block, Preference, Reverse Seniority)

Seniority #	Emp.	Days Avail	Projected Block	Non CDO Pref	CDO Pref
200	Lucy	1	49	First Out	Last Out
225	Mark	4	43	Last Out	Last Out
261	Laura	4	34	Last Out	First Out
345	Dan	4	33	Last Out	First Out
400	Allison	4	46	First Out	Last Out

- Pairing M9391, a 3-day trip becomes available for assignment.
- Assume all 5 FAs above are available for assignment.
 1. Determine who is similarly situated to the assignment.
 - a. There are no FAs with 3 days of availability to match the assignment; so look at who has the next greater number of days available than the assignment (4 days).
 - b. Mark, Laura, Dan and Allison all have 4 days of availability and are considered the most similarly situated.
 2. Determine of those FAs that are similarly situated, who has the lowest projected monthly block.
 - a. Dan has the lowest projected block (33).
 - b. Mark’s projected monthly block is (43), he falls within 10 hours of the lowest projected block and is considered the same as Dan.
 - c. Laura’s projected monthly block is (34), she falls within 10 hours of the lowest projected block and is considered the same as Dan.

- d. Allison’s projected monthly block is (46); she does not fall within 10 hours of the lowest projected block so she will not be considered the same as Dan.
 - e. Mark, Dan and Laura are all similarly situated and have the lowest projected monthly block. They will be considered for the assignment by looking at the next step.
3. Of those who are similarly situated and have the lowest projected monthly block, determine their preferences for non-CDO assignments.
 - a. Mark preferences Last Out
 - b. Laura preferences Last Out
 - c. Dan Preferences Last Out
 4. Determine if any of the FAs in the previous step preference First Out. The trip will go to the most Senior FA preferencing First Out.
 - a. None of the 3 FAs above who are similarly situated and have the lowest projected block preference First Out.
 5. Since no FAs have requested First Out, the assignment will be given in reverse seniority order to the most Junior FA preferencing Last Out. Determine who is the most junior.
 - a. Dan is similarly situated, has the lowest projected block, and is the most Junior FA preferencing Last Out so he receives the assignment.
 - b. Allison was no longer considered although she was similarly situated, because she did not have the lowest projected block.

Scenario 9 (Days of Availability, Projected Block)

Seniority #	Emp.	Days Avail	Projected Block	Non CDO Pref	CDO Pref
200	Ken	1	35	First Out	Last Out
225	Julie	3	39	First Out	Last Out
261	Marie	3	28	Last Out	First Out
345	Adam	4	29	Last Out	First Out
400	Lisa	4	33	Last Out	Last Out

- Pairing D7654, a 2-day trip becomes available for assignment.
- Assume all 5 FAs above are available for assignment
 1. Determine who is similarly situated to the assignment.
 - a. There are no FAs with 2 days of availability to match the assignment; so look at who has the next greater number of days available than the assignment (3 days).
 - b. Julie and Marie both have the next greater number of days available than the assignment so they are considered similarly situated.
 2. Of the Flight Attendants who are similarly situated, determine who has the lowest projected monthly block.
 - a. Marie has the lowest projected monthly block (28).
 - b. Julie’s projected block is (39).
 - c. Julie does not fall within 10 hours of the lowest projected block, so they are not considered the same.

3. Since there is only one FA (Marie) that is similarly situated and has the lowest projected block, she receives the trip.
 - a. Julie's First Out preference is not considered since she does not fall within 10 hours of the lowest projected block, she is not considered the same as Marie.

Scenario 10 (Days of Availability, Projected Block, Preference, Reverse Seniority)

Seniority #	Emp.	Days Avail	Projected Block	Non CDO Pref	CDO Pref
200	Cindy	1	26	Last Out	First Out
225	Nicole	4	28	First Out	Last Out
261	Kristin	4	33	First Out	Last Out
345	Alex	4	42	Last Out	First Out
400	Matt	5	30	Last Out	First Out

- Pairing M7322, a CDO trip becomes available for assignment.
- Assume all 5 FAs above are available for assignment
 1. Determine who is similarly situated to the assignment. A CDO operates over the span of 2 days so a FA with 2 days of availability will be considered similarly situated.
 - a. There are no FAs with 2 days of availability, so find the FAs with the next greater number of days available as the assignment (3).
 - b. There are no FAs with 3 days of availability, so find the FAs with the next greater number of days available as the assignment (4).
 - c. Nicole, Kristin and Alex all have 4 days of availability.
 2. Of the Flight Attendants who are similarly situated, determine who has the lowest projected monthly block.
 - a. Nicole has the lowest projected monthly block (28).
 - b. Kristin's projected block is (33). This does fall within 10 hours of the lowest projected block so she is considered the same as Nicole.
 - c. Alex's projected block is (42). This does not fall within 10 hours of the lowest projected block, so Alex is not considered the same as Nicole.
 3. Of those who are similarly situated and have the lowest projected monthly block, determine their preferences for CDO assignments.
 - a. Nicole preferences Last Out.
 - b. Kristin preferences Last Out.
 4. Determine if any of the FAs in the previous step preference First Out. The trip will go to the most Senior FA preferencing First Out.
 - a. Neither Nicole or Kristin preference First Out.
 5. Since there are no similarly situated FA with the lowest projected monthly block that preference first out, the trip is assigned in reverse seniority order. Kristin is the junior of the two and receives the assignment.

Order of Assignment – Airport Reserve

1. Airport Reserve will be assigned based on the operational needs of the Company in the following order:
 - a. First – In seniority order to available Home Reserve Flight Attendants who have preferenced **YES** for Airport Reserve and the Airport Reserve shift matching their preference (**AM, PM or LATE**)
 - b. Second – In the event no available Home Reserve Flight Attendant has preferenced the Airport Reserve shift matching the assignment, in reverse seniority order to Home Reserve Flight Attendants who have preferenced **YES** for Airport Reserve
 - c. Third – In the event no available Home Reserve Flight Attendant has preferenced **YES** for Airport Reserve, to the Home Reserve Flight Attendant with the lowest projected monthly block hours at the time of assignment. (NOTE: Home Reserve Flight Attendants whose projected monthly block is within 10 hours of the Flight Attendant with the lowest monthly block shall be deemed to be the same.)
 - d. Fourth – As between Home Reserve Flight Attendants who have preferenced **NO** to Airport Reserve, and who have the same projected monthly block, the assignment will be made in reverse seniority order.
 - e. A Home Reserve Flight Attendant **will not be assigned to Airport Reserve PM or RRL on the last day of a set of reserve days** unless he/she is the only Flight Attendant available for that assignment.
2. Assigning flying to Airport Reserve
 - a. **5.M.3.f.1** When more than 1 Flight Attendant is on Airport Reserve during the same period, pairing assignments shall be made based on the needs of the operation, and with due consideration of days of availability, and, in the case of Flight Attendants with the same days of availability, to the Flight Attendant with the lowest projected block time accrued for the month.
 - b. **5.M.3.f.2** Airport Reserve Flight Attendants may be assigned pairings prior to assignment to Home Reserve Flight Attendants, pursuant to Section 5.M.3.f.1. above.
3. **5.M.3.g** A Reserve Flight Attendant will only be assigned Airport Reserve for a maximum of 8 days in a bid month **unless a Flight Attendant has submitted a ‘YES’ preference for Airport Reserve**. If all available Reserve Flight Attendants in a Domicile have each been assigned Airport Reserve 8 days in a bid month, or no other Reserve Flight Attendant is available, a Flight Attendant can be assigned Airport Reserve more than 8 days in a bid month.
4. **5.M.3.h** When an Airport Reserve Flight Attendant’s assignment has ended and he/she has not been assigned a trip during the Airport Reserve assignment, **he/she shall be released into domicile rest and shall be non-contactable until the start of his/her next Reserve Availability Period or until his/her domicile rest has concluded, whichever is greater.**

Examples – Assignment to Airport Reserve (Scenarios 11-20)

Scenario 11 (Preference – Reverse Seniority)

Seniority	Emp.	Days Avail	Projected Block	Airport RSV Preference	Vol Airport RSV
200	Jane	1	35	PM	YES
261	Lisa	1	28	PM	YES
345	Michael	2	39	PM	YES
400	David	4	29	PM	NO
401	Hannah	4	40	AM	NO

➤ Pairing D9253, Airport Reserve AM built as a single day trip, becomes available for assignment.

1. Determine FAs who have preferred **YES** for Airport Reserve.
 - a. Jane, Lisa and Michael have indicated a **YES** preference for Airport Reserve.
2. Of the FAs who have preferred **YES** for Airport Reserve, determine who preferred the Airport RSV shift matching the available assignment (**AM** is available, find the FAs who preferred **YES** to Airport Reserve that also preference **AM**).
 - a. Jane, Lisa and Michael all preference Airport Reserve **PM**, not the shift available which is **AM** Airport Reserve.
3. If none of the FAs that preferred **YES** to Airport Reserve also preferred the shift that is available, it will be assigned in reverse seniority order among those FAs to the most junior.
 - a. Of the three FAs who preference **YES** to Airport Reserve, and nobody's shift preference matches the assignment available; Michael receives the Airport Reserve AM assignment because he is Junior to Lisa and Jane.

Scenario 12 (Preference – Reverse Seniority)

Seniority	Emp.	Days Avail	Projected Block	Airport RSV Preference	Vol Airport RSV
200	James	1	35	PM	NO
261	Lynn	1	28	PM	NO
225	Kristin	2	39	PM	NO
345	Eric	4	29	PM	NO
400	Chelsey	4	40	AM	NO

- Pairing J9686, Airport Reserve AM built as a single day trip, becomes available for assignment.
 1. Determine FAs who have preferred **YES** for Airport Reserve.
 - a. There are no FAs who have preferred **YES**; all of them have a **NO** preference.
 2. Since no FAs have preferred **YES** to Airport Reserve, look at all of the available FAs to determine who has the lowest projected block for the month.
 - a. Lynn has the lowest projected block (28).
 - b. Eric (29) and James (35) fall within 10 hours of the lowest projected block and are considered the same.
 - c. Kristin (39) and Chelsey (40) do not fall within 10 hours of the lowest projected block and are not considered the same as Lynn (28).
 - d. Eric, James and Lynn will continue to be considered for the assignment since there are no FAs preferring **YES** to Airport Reserve, and they all have the lowest projected block.
 3. Of the FAs who did not indicate **YES** to Airport Reserve and have the lowest projected block, the assignment will be made in reverse seniority order. Determine who is the most junior.
 - a. Eric is Junior to James and Lynn and receives the assignment.

Scenario 13 (Preference – Projected Block – Days of Availability – Reverse Seniority)

Seniority	Emp.	Days Avail	Projected Block	Airport RSV Preference	Vol Airport RSV
200	Nicole	1	35	AM	NO
265	Melissa	1	28	AM	NO
310	James	2	39	PM	NO
345	Brian	4	29	AM	NO
400	Michele	4	37	AM	NO

- Pairing G9578, Airport Reserve PM built as a single day trip, becomes available for assignment.
 1. Determine FAs who have preferred **YES** for Airport Reserve.
 - a. There are no FAs who have preferred **YES**; all of them have a **NO** preference.
 2. Since no FAs have preferred **YES** to Airport Reserve, look at all of the available FAs to determine who has the lowest projected block for the month.
 - a. Melissa has the lowest projected monthly block (28).
 - b. Nicole (35), Brian (29), Michele (37) all fall within 10 hours of the lowest projected block and are considered the same as Melissa.

- c. James (39) does not fall within 10 hours of the lowest projected block and is not considered the same as Melissa.
 - d. Nicole, Melissa, Brian and Michele will continue to be considered for the assignment since there are no FAs preferencing **YES** to Airport Reserve, and they all have the lowest projected block.
3. Of the FAs who did not indicate **YES** to Airport Reserve and have the lowest projected block, the assignment will be made in reverse seniority order. Determine who is the most junior.
- a. Michele is Junior to Nicole, Melissa and Brian and receives the assignment.

Scenario 14 (Preference – Projected Block – Days of Availability – Seniority)

Seniority	Emp.	Days Avail	Projected Block	Airport RSV Preference	Vol Airport RSV
200	Stacy	1	55	PM	NO
208	Kevin	1	48	PM	NO
225	Evan	2	59	AM	NO
375	Patricia	4	49	PM	NO
400	Linda	4	57	AM	NO

- Pairing J9298, Airport Reserve PM built as a single day trip, becomes available for assignment.
1. Determine FAs who have preferenced **YES** for Airport Reserve.
 - a. There are no FAs who have preferenced **YES**; all of them have a **NO** preference.
 2. Since no FAs have preferenced **YES** to Airport Reserve, look at all of the available FAs to determine who has the lowest projected block for the month.
 - a. Kevin has the lowest projected block (48).
 - b. Stacy (55), Patricia (49), Linda (57) are all within 10 hours of the lowest projected block and are considered the same as Kevin.
 - c. Evan (59) does not fall within 10 hours of the lowest projected block and is not considered the same as Kevin.
 - d. Stacy, Kevin, Patricia and Linda will continue to be considered for the assignment since there are no FAs preferencing **YES** to Airport Reserve, and they all have the lowest projected block.
 3. Of the FAs who did not indicate **YES** to Airport Reserve and have the lowest projected block, the assignment will be made in reverse seniority order. Determine who is the most junior.
 - a. Linda is Junior to Stacy, Kevin and Patricia and receives the assignment.

Scenario 15 (Preference)

Seniority	Emp.	Days Avail	Projected Block	Airport RSV Preference	Vol Airport RSV
200	Erin	4	29	PM	NO
261	Josh	1	35	AM	YES
301	Robert	4	40	AM	NO
345	Mary	1	28	PM	YES
400	Heather	2	39	AM	YES

- Pairing M9732, Airport Reserve AM (RRA) built as a single day trip with two available positions, becomes available for assignment at the same time.
 1. Determine FAs who have preferred **YES** for Airport Reserve.
 - a. Josh, Mary and Heather all indicated **YES** for Volunteer Airport Reserve.
 2. Of those FAs who have preferred **YES** for Airport Reserve, determine who preferred the Airport RSV shift matching the available assignment.
 - a. Josh and Heather preferred **AM** Airport Reserve shift.
 3. The two RRA shifts will be assigned to the most senior two FAs that indicated **YES** to Volunteer Airport Reserve and **AM** being the available assignments and matching their shift preference.
 - a. Josh and Heather would each receive RRA.

Scenario 16 (Preference - Seniority)

Seniority	Emp.	Days Avail	Projected Block	Airport RSV Preference	Vol Airport RSV
200	Timothy	4	29	AM	YES
261	Anthony	1	35	AM	YES
301	Lauren	4	40	AM	NO
345	Nicole	1	28	PM	YES
400	Joe	2	39	AM	YES

- Pairing D9289, Airport Reserve AM (RRA) built as a single day trip with 2 available positions, becomes available for assignment at the same time.
 1. Determine FAs who have preferred **YES** for Airport Reserve.
 - a. Timothy, Anthony, Nicole and Joe all indicated **YES** for Volunteer Airport Reserve.

2. Of those FAs who have preferenced **YES** for Airport Reserve, determine who preferenced the Airport RSV shift matching the available assignment.
 - a. Timothy, Anthony, Lauren and Joe preferenced **AM** Airport Reserve shift.
3. The two RRA shifts will be assigned to the most senior two FAs that indicated **YES** to Volunteer Airport Reserve and **AM** being the available assignments and matching their shift preference.
 - a. Timothy and Anthony would each receive RRA.

Scenario 17 (Preference – Projected Block – Reverse Seniority)

Seniority	Emp.	Days Avail	Projected Block	Airport RSV Preference	Vol Airport RSV
200	Katie	1	35	PM	NO
208	Julie	4	29	AM	NO
225	Amanda	4	37	AM	NO
345	Kyle	1	28	AM	NO
400	Jason	2	39	AM	NO

- Pairing J9234, Airport Reserve AM built as a single day trip with 1 available position, becomes available for assignment
1. Determine FAs who have preferenced **YES** for Airport Reserve.
 - a. There are no FAs who have preferenced **YES**; all of them have a **NO** preference.
 2. Since no FAs have preferenced **YES** to Airport Reserve, look at all of the available FAs to determine who has the lowest projected block for the month.
 - a. Kyle has the lowest projected block for the month (28).
 - b. Katie (35), Julie (29) and Amanda (37) are all within 10 hours of the lowest projected block and are considered the same as Kyle.
 - c. Jason (39) does not fall within 10 hours of the lowest projected block and is not considered the same as Kyle.
 - d. Katie, Julie, Amanda and Kyle will continue to be considered for the assignment since there are no FAs preferencing **YES** to Airport Reserve, and they all have the lowest projected block.
 3. Of the FAs who did not indicate **YES** to Airport Reserve and have the lowest projected block, the assignment will be made in reverse seniority order. Determine who is the most junior.
 - a. Kyle is junior to Katie, Julie and Amanda, so Kyle would receive the assignment.

Scenario 18 (Preference – Projected Block – Days of Availability – Reverse Seniority)

Seniority	Emp.	Days Avail	Projected Block	Airport RSV Preference	Vol Airport RSV
200	Lucy	1	35	AM	NO
208	Mark	4	29	AM	NO
225	Laura	4	37	AM	NO
345	Dan	1	28	AM	NO
400	Allison	2	39	PM	NO

- Pairing G9991, Airport Reserve PM (RRP) built as a single day trip with 1 available position, becomes available for assignment.
 1. Determine FAs who have preferenced **YES** for Airport Reserve.
 - a. None of the FAs listed have indicated a preference for Airport Reserve.
 2. Since no FAs have preferenced **YES** to Airport Reserve, look at all of the available FAs to determine who has the lowest projected block for the month.
 - a. Dan has the lowest projected block (28).
 - b. Lucy (35), Mark (29) and Laura (37) are within 10 hours of the lowest projected block and are considered the same as Dan.
 - c. Allison (39) does not fall within 10 hours of the lowest projected block and is not considered the same as Dan.
 - d. Dan, Lucy, Mark and Laura will continue to be considered for the assignment since there are no FAs preferencing **YES** to Airport Reserve, and they all have the lowest projected block.
 3. Of the FAs who did not indicate **YES** to Airport Reserve and have the lowest projected block, the assignment will be made in reverse seniority order. Determine who is the most junior.
 - a. Dan is the most junior FA with the lowest projected block; however he cannot be used for RRP due to having 1 day of availability. FAs on their last day of reserve will not be assigned RRP unless there are no other FAs available.
 4. Since Dan is no longer eligible, determine the next most junior FA between Lucy, Mark and Laura.
 - a. Laura is junior to Lucy and Mark.
 - b. Laura is the most junior FA with the lowest projected block that is not on the last day of reserve so she receives the RRP assignment.

Scenario 19 (Preference – Projected Block – Days of Availability – Seniority)

Seniority	Emp.	Days Avail	Projected Block	Airport RSV Preference	Vol Airport RSV
200	Ken	1	35	PM	NO
208	Adam	4	29	AM	NO
225	Lisa	4	37	LATE	NO
345	Julie	1	28	AM	NO
400	Marie	2	39	LATE	NO

- Pairing M9898, Airport Reserve LATE (RRL) built as a single day trip with 1 available position, becomes available for assignment.
 1. Determine FAs who have preferenced **YES** for Airport Reserve.
 - a. None of the FAs listed have indicated a preference for Airport Reserve.
 2. Since no FAs have preferenced **YES** to Airport Reserve, look at all of the available FAs to determine who has the lowest projected block for the month.
 - a. Julie has the lowest projected block (28).
 - b. Ken (35), Adam (29) and Lisa (37) are all within 10 hours of the lowest projected block and are considered the same as Julie.
 - c. Marie (39) does not fall within 10 hours of the lowest projected block and is not considered the same as Julie.
 - d. Julie, Ken, Adam and Lisa will continue to be considered for the assignment since there are no FAs preferencing **YES** to Airport Reserve, and they all have the lowest projected block.
 3. Of the FAs who did not indicate **YES** to Airport Reserve and have the lowest projected block, the assignment will be made in reverse seniority order. Determine who is the most junior.
 - a. Julie is the most junior FA with the lowest projected block; however she cannot be used for RRL due to having 1 day of availability. FAs on their last day of reserve will not be assigned RRL unless there are no other FAs available.
 4. Since Julie is no longer eligible, determine the next most junior FA between Ken, Adam and Lisa.
 - a. Lisa is junior to Ken and Adam.
 - b. Lisa is the most junior FA with the lowest projected block that is not on the last day of reserve so she receives the RRL assignment.

Scenario 20 (Preference – Projected Block – Days of Availability – Seniority)

Seniority	Emp.	Days Avail	Projected Block	Airport RSV Preference	Vol Airport RSV
200	Cindy	1	49	PM	NO
208	Nicole	1	43	LATE	NO
225	Kristin	1	51	PM	NO
345	Alex	1	42	AM	NO
400	Matt	1	53	LATE	NO

- Pairing D9265, Airport Reserve PM built as a single day trip with 1 available position, becomes available for assignment.
 1. Determine FAs who have preferenced **YES** for Airport Reserve.
 - a. None of the FAs listed have indicated a preference for Airport Reserve.
 2. Since no FAs have preferenced **YES** to Airport Reserve, look at all of the available FAs to determine who has the lowest projected block for the month.
 - a. Alex has the lowest projected block (42).
 - b. Cindy (49), Nicole (43) and Kristin (51) are all within 10 hours of the lowest projected block and are considered the same as Alex.
 - c. Matt (53) does not fall within 10 hours of the lowest projected block and is not considered the same as Alex.
 - d. Alex, Cindy, Nicole and Kristin will continue to be considered for the assignment since there are no FAs preferencing **YES** to Airport Reserve, and they all have the lowest projected block.
 3. Of the FAs who did not indicate **YES** to Airport Reserve and have the lowest projected block, the assignment will be made in reverse seniority order. Determine who is the most junior.
 - a. Alex is the most junior with the lowest projected block however Alex only has 1 day of availability. Alex will not be used for RRP on the last day of a reserve stretch unless there are no other FAs available.
 - b. None of these FAs have more than 1 day of Reserve available, so the assignment will remain with the most junior FA with the lowest projected block. The RRP will be assigned to Alex.

Company Swap of RAPs

5.M.2.b Once awarded, a Home Reserve Flight Attendant’s RAP may be swapped up to 48 hours in advance by the Company, subject to the following conditions:

- (1) A Home Reserve Flight Attendant must be provided rest in accordance with Section 6.E.1. herein (Domicile Rest)
- (2) A Flight Attendant assigned to Airport Reserve out-of-domicile must be provided rest in accordance with Section 6.E.2. (Scheduled RON Rest); and
- (3) A Home Reserve Flight Attendant’s RAP on the first day of a block of reserve days may not be swapped without the Flight Attendant’s consent.

Flying into Day Off

5.M.5.c. A Reserve Flight Attendant who is required to perform flying that extends him/her into a scheduled day off shall be credited above monthly guarantee at the rate of **one-hundred fifty percent (150%)** for all flying performed on the scheduled day off. The Reserve Flight Attendant will be returned to domicile on the first scheduled Flight and will be immediately released from duty.

6.D.2. Reserve

In the event a full-time Reserve Flight Attendant drops below ten (10) days off in a month for any reason other than his/her voluntarily picking up flying or additional reserve days, the Company shall provide such Flight Attendant the option to receive either:

- (1) An additional four (4.0) hours of pay credit above guarantee in the current month; or,
- (2) A compensatory day off in the current month, or if unable to grant the requested day off in the current month, then an additional single day off in the subsequent month, provided the requested day off is either in conjunction with his/her awarded days off or is the first or last day of a set of reserve days (i.e., the single day off cannot be in the middle of a set of scheduled reserve days). The Company can deny a requested day off in either the current or subsequent month for operational need, in which case the Flight Attendant will receive the pay option in (1) above.

Reserve notification for Day of Assignment

5.M.2.i A Home Reserve Flight Attendant who is contacted, **or who self-notifies**, during a Home Reserve period to accept an assignment (whether to Airport Reserve or a Pairing) that requires him/her to report to the airport during the same calendar day, **may request to be released from Home Reserve duty** and, in the event he/she is released by Crew Scheduling, he/she will no longer be obligated to be available for contact until report time at the airport for the assignment. A Home Reserve Flight Attendant who is not so released by Crew Scheduling remains subject to all Home Reserve availability and report obligations contained in this Section. **Crew Scheduling may not unreasonably deny a Flight Attendant's request to be released under this paragraph.**

- In the event that a Reserve Flight Attendant is notified to report the same day for an assignment, they may request Crew Scheduling release them from Home Reserve until their report time.
 - If a Flight Attendant self notifies of an assignment with a report time the same day, they must call Crew Scheduling to request release from Home Reserve
- Crew Scheduling will grant the release from Home Reserve until report time when able, depending on the current needs of the operation.
 - If Crew Scheduling agrees to release a Flight Attendant from Home Reserve until their report time, the RSV bar on their schedule will be adjusted to end at the time the release is granted. Crew Scheduling will not contact a Flight Attendant until their report time following the release from Home Reserve.

5.M.2.b Company Swap of RAPs – Once awarded, a Home Reserve Flight Attendant’s RAP may be swapped up to 48 hours in advance by the Company, subject to the following conditions

1. A Home Reserve Flight Attendant must be provided rest in accordance with Section 6.E.1. herein (Domicile Rest);
2. A Flight Attendant assigned to Airport Reserve out-of-domicile must be provided rest in accordance with Section 6.E.2. (Scheduled RON Rest); and
3. A Home Reserve Flight Attendant’s RAP on the first day of a block of reserve days may not be swapped without the Flight Attendant’s consent.

5.M.4.d A Flight Attendant who is assigned Reserve away from domicile shall retain his/her Assignment Preferences and assigned RAP (unless swapped pursuant to 5.M.2.b.) while serving away from domicile.

Benefits

- When using FLICA to modify your schedule and drop to Open Time or to another FA, you are responsible for working enough hours to cover the cost of your health and welfare benefits. Human Resources will be clarifying whether 2017 health insurance eligibility during open enrollment may or may not be impacted if a flight attendant doesn’t work a normally scheduled 75 hour schedule throughout the year. Updates on this matter will be provided within the next two weeks.
- Please familiarize yourself with Section 5.J.10 for pass travel and medical benefits eligibility and payment responsibilities.

FMLA Eligibility:

- Flight attendants need to have worked for Endeavor Air for a total of 12 months **and** work or been paid for not less than 504 hours to be eligible (504 hours do not include personal commute time or time spent on vacation, medical or sick leave).

Short Term and Long Term Disability Claim Eligibility:

- Flight Attendants who carry Short Term and/or Long Term Disability insurance must be scheduled to work 75 hours per month to receive benefits for any applicable claim filed.