

**ARTICLE 6
RESERVE**

A. RESERVE FLIGHT ATTENDANTS – GENERAL

1. A “Reserve” is an Active Flight Attendant with assigned days on call but no assigned line of flying.
2. Reserve Lines will be constructed with two (2) or more consecutive days off. A Reserve may choose to waive down to a single Day Off via the Automated Bid System during the Reserve Automated Bid System process. Crew Planning may adjust a Reserve to a single Day Off only for transition periods.
3. Reserve Flight Attendants will enter a bid preference for and be awarded Reserve Lines with Reserve Shifts.
4. Reserve Lines will be constructed with a minimum of three (3) consecutive Reserve Shifts unless adjusted by Crew Resources for transition periods, which could result in a single day of Reserve duty.
5. Reserve Lines will be constructed with Recurrent Training as a pre-planned absence and will count toward the guarantee. Recurrent Training must be scheduled adjacent to a group consisting of three (3) or more consecutive Reserve days either prior to a block of Reserve days or following a block of Reserve days. Recurrent Training will not be scheduled in the middle of a block of Reserve days or scheduled to create a stand-alone Reserve day. Reserves attending Recurrent Training require a minimum of ten (10) hours Rest in Base before and after Recurrent Training.
6. A minimum of eleven (11) days free of duty will be scheduled in every Reserve Line. For each Flight Attendant crew Base that is open for the whole year, the minimum scheduled days off will be increased to twelve (12) for four Bid Periods per year. If Reserves in a Base will be scheduled with twelve (12) days off in a Bid Period, notice will be included in the bid packet for that Bid Period. A Flight Attendant awarded a Mixed Line will be scheduled with a minimum of eleven (11) days free from duty.
7. There will be eight (8) immovable days off scheduled per month, four (4) of which will be designated by the Flight Attendant as part of her/his monthly bid.
8. A Reserve Flight Attendant may be assigned scheduled and non-scheduled Trips as well as Ready Reserve duty.
9. Reserve codes utilized in the Automated Bid System and Preferential Bid System will be published in the monthly bid packet.

B. RESERVE SHIFTS

1. A Flight Attendant on Reserve will be on-call and available for notification of an assignment during her/his Reserve Shift.

There will be two (2) Reserve Shifts at Bases:

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- a. Which exist or have been announced on or before May 15th, 2019; or
 - b. With more than one hundred fifty (150) Flight Attendants on the Seniority List at that Base
 - c. Nothing precludes the Company from instituting two (2) Shifts at Bases with one hundred and fifty (150) Flight Attendants or less.
2. When required by B.1., above, the two shifts will be thirteen (13) hour Shifts – A and B. The two (2) Shifts are as follows:
 - a. Shift A: 0001 – 1300 BLT
 - b. Shift B: 1100 – 2400 BLT
 3. A Flight Attendant may be moved from Shift A to Shift B and vice versa with twelve hours' notice. However, once changed, the new shift remains the same for the remainder of that block of Reserve days.
 4. Reserve Lines will be developed and published in the monthly bid packet until such time that PBS can accommodate the process of bidding for shifts and days off.
 5. There will be one (1) Twenty-Four Hour Shift at a Base without two (2) Shifts:
Shift C: 0001 – 2359 BLT

C. GOLDEN DAY(S) OFF/ MOVEABLE DAY(S) OFF

1. A Flight Attendant's Day Off following a block of Reserve Shift(s) shall be considered Moveable. The remaining Day(s) Off that follow the Movable Day off up until the next Reserve Shift shall be considered Golden.

A Reserve Flight Attendant may operate or deadhead into his/her Moveable Day Off or be assigned into a Moveable Day Off. A Reserve Flight Attendant will not be assigned into a Movable Day Off if there is a legal and available Reserve in the same Base that can take the assignment without alteration.

Example: If Crew Scheduling is assigning a 3 day MCO based trip and there is a 3 day MCO Reserve Flight Attendant and a 2 day MCO Reserve Flight Attendant, the trip will be assigned to the 3 day MCO Reserve Flight Attendant.

2. If a Flight Attendant is released to Rest after 0200 on what would have been a Day Off following a block of Reserve Shifts, that Day Off will be replaced on the first day of the next block of Reserve Shifts. This replacement Day Off shall be considered Golden. At the Flight Attendant's request, Crew Scheduling may grant a different replacement day with consideration to coverage.

3. If a Reserve is on his/her last block of Reserve Shifts for that Bid Period and will be a Lineholder in the following Bid Period, he/she will be credited in accordance with Article 3.J.2. and 3.J.3 (if applicable) in lieu of a replacement Day(s) Off. Should a Flight Attendant remain on Reserve for the next Bid Period, a replacement Day Off will be given in the following Bid Period.
4. Due to circumstance beyond the control of the Company, such as ATC delay, weather and mechanicals, a Flight Attendant is released to Rest after 0200 on a Golden Day Off, that Day Off will be replaced in the following block of Reserve Shifts and will be considered a Golden Day Off. In addition to the replacement Day Off, five (5) credit hours will be added to the Flight Attendant's schedule for each Golden Day Off that is moved pursuant to this paragraph.

D. AGGRESSIVE RESERVE ASSIGNMENTS

1. From 1300 to 1600 BLT all open Trips that report on the following Calendar Day will be made available for bidding in the Aggressive Reserve Folder in the Automated Bid System. Aggressive Reserve awards will be processed prior to the normal Reserve assignment process and will be awarded on a first-requested, first-awarded basis. Aggressive Reserve requests are time-stamped in the Automated Bid System and will be processed in order of the earliest time- stamp to the latest time-stamp.
2. Aggressive Reserve Trips will first be awarded on a first-requested, first-awarded basis to Reserve Flight Attendants whose days of availability match the length of the Trip. However, a Trip may be awarded to a Reserve Flight Attendant that is shorter than the length of available days based on, but not limited to, operational factors and available staffing. Additionally, at Crew Scheduling's discretion, a Reserve Flight Attendant may be awarded a Trip that is longer than her/his block of Reserve Shifts. If a Reserve Flight Attendant is awarded a Trip through Aggressive Reserve that is scheduled to operate on a Day(s) Off, the Block Time that accrues on the Day(s) Off will be paid above the monthly guarantee.
3. Crew Scheduling may deny an Aggressive Reserve bid if the assignment of the Trip will result in a Reserve having a projected Credit of more than 75 hours for the Bid Period. This excludes Mixed Line Flight Attendants.
4. A Reserve assignment for the current day will take precedence over an Aggressive Reserve award.
5. Reserves may use the Aggressive Reserve process to combine open Trips with an existing assignment. Minimum connection time of one hour and five minutes (1:05) for domestic and one hour and twenty minutes (1:20) for International will apply when combining Open Time Trips.
6. Reserve Flight Attendants will be responsible to check responses (Approval/Denial) in the Aggressive Reserve Folder on the Automated Bid System. Approved/Denied bids (Trip, Ready Reserve, Reserve No-Fly Days, etc.), will be published by Crew Scheduling in the Automated Bid System, and will be considered confirmation of awards/denials. However, if Crew Scheduling does not publish Aggressive Reserve results by 2100 BLT all approvals associated with that bid close will require standard notification procedures including Positive Contact. All Release time requirements will apply.
7. Crew Scheduling will deny an Aggressive Reserve bid if the bid does not satisfy all duty and Rest requirements.

8. Trips not awarded through Aggressive Reserve will be assigned through the Trip Assignment Process below.

E. CONTACT AND REPORT TIME GUIDELINES

1. A Reserve Flight Attendant will ensure that Crew Scheduling has reliable contact telephone number(s) for all periods of Reserve and must be available for contact at all times while on a Reserve Shift, unless Released by Crew Scheduling. The contact phone number must have voicemail capability.
2. A Reserve Flight Attendant must be able to report to the crew room or the aircraft, as assigned by Crew Scheduling, within two (2) hours of Positive Contact or self-notification, if applicable. It is understood that certain Bases may have a call out time which is in excess of two hours (2:00).
3. In the event the Reserve Flight Attendant does not answer the phone during her/his Reserve Shift, Crew Scheduling will attempt to leave her/him a message. She/he must respond to Crew Scheduling within fifteen (15) minutes from the time of Crew Scheduling's call. A Reserve Flight Attendant who fails to respond within 15 minutes will be listed as Unable to Contact.
4. A Reserve Flight Attendant will have access to the Company's self-notification tool and be able to self-notify of an assignment pursuant to the timeline in 6.D.3. above.
5. When a Reserve Flight Attendant is on a Day Off and needs to be given an assignment for the next Reserve Shift, Crew Scheduling will attempt to contact the Flight Attendant by phone during the hours of 1400-2300 BLT. A Flight Attendant will not be called for a Trip which reports during the first two (2) hours of her/his Reserve Shift.
 - a. The Flight Attendant is not required to answer the phone but is responsible for the assignment given.
 - b. If the Flight Attendant chooses not to return a call from Crew Scheduling prior to the Reserve Shift, Crew Scheduling will notify the Reserve while he/she is on call-out status.
6. When a Reserve is on a legal Rest and needs to be given a new assignment, Crew Scheduling will attempt to contact the Flight Attendant during the first two hours or last two hours of the Rest period, unless there is an emergency or operational necessity.
7. A courtesy telephone call from Crew Scheduling during a Rest period or Day Off does not constitute an interruption of a Reserve's Rest.

F. TRIP ASSIGNMENT PROCESS

1. Reserve Flight Attendants will be placed into a bucket based on days of Reserve availability.
2. Reserve Trip assignments to Flight Attendants who are legal and available for the Trip will be made in the following order:

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- a. Reserve Flight Attendants who are in the bucket that exactly matches the length of the Trip. If no Reserve Flight Attendants are available with the exact number of days available to match the Trip, the Company will proceed to the bucket that contains Reserve Flight Attendants whose days of availability are equal to the Trip length plus one (1) day. The Company will continue with this progression until the Trip is assigned or until there are no more Reserves to consider, and
 - b. Lowest accrued Reserve Bid Period credit. However, if assignment to the Reserve with the lowest accrued Bid Period Credit will leave insufficient Reserve coverage in that Reserve's Shift, the Company may assign the Trip to the Reserve in the other Shift with the lowest accrued Bid Period Credit.
3. Reserves will not be able to make requests to Crew Scheduling involving specific assignment preferences such as Layovers, types of Trips, or Ready Reserve Shifts, with the exception of requests submitted during the Aggressive Reserve process.
 4. The Company will not assign a Reserve Flight Attendant to a Red-eye flight after an AM Ready Reserve assignment or a previous Trip that returns prior to 1400 the same day BLT, unless the assignment will prevent a Junior Assignment.
 5. Crew Scheduling may split Trips to assign to Reserves.
 6. A Reserve may not drop or trade a Trip assigned by Crew Scheduling.
 7. Reserves will be provided as much advance notification of assignments as possible. Reserve assignments for the following day will begin after 1600 BLT.

G. READY RESERVE (AIRPORT STANDBY)

1. Ready Reserve Shifts will usually be scheduled for six (6) hours, but not more than eight (8) hours, as required by operational or staffing needs. In the case that a Flight Attendant's Ready Reserve Shift is eight (8) hours, the credit for that Shift will be five (5) hours in accordance with Article 3.A.14. Crew Scheduling must advise the Flight Attendant if she/he is scheduled for an eight (8) hour Ready Reserve Shift as opposed to six (6) hours, either at the time of the initial Ready Reserve assignment or during the Ready Reserve Shift.

Reserve Flight Attendants will submit Ready Reserve Shift preferences for the following day in the Automated Bid System Aggressive Reserve Folder between 1300 and 1600 BLT and assignments will be based on a first requested, first-awarded basis for those Flight Attendants who will be assigned Ready Reserve. At no time will a Flight Attendant be assigned a Ready Reserve Shift that results in a legality conflict. A Reserve Flight Attendant will not be assigned to Ready Reserve more than five (5) times a month unless there is no other available multiple-day Reserve that can be assigned. This limitation does not apply to an Aggressive Bid request for Ready Reserve nor does it apply to inbound Reserve who is assigned Ready Reserve as part of a scheduled duty period unless that Ready Reserve period is scheduled to exceed two (2) hours, in which case it will apply to the Ready Reserve limitation.

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2. Ready Reserve Shifts will be designated in CrewTrac (or replacement software) as follows and may be adjusted at each Base to accommodate the schedule at that Base:
 - a. RSA – AM shift
 - b. RSB – Mid-day shift
 - c. RSC – PM shift
 - d. RSD – Night Shift
3. Ready Reserve Shifts will be paid and credited at a 1-for-2 value (one (1) Credit Hour for every two (2) hours on Ready Reserve). If a Ready Reserve is Released early or extended, the Credit for the shift will reflect the change. If a Ready Reserve is assigned a Trip while sitting a Ready Reserve Shift, the Release time and shift Credit will be adjusted to reflect an updated 1-for-2 Credit and an end time of 0:01 minute prior to the report of the Trip assignment. The Ready Reserve will receive the Ready Reserve Shift Credit in addition to any flight time flown that day and her/his Duty Period will reflect her/his Report Time from the Ready Reserve Shift.

Example: A Ready Reserve sits six (6) hours in the crew room but is not given an assignment. The Ready Reserve is Released for Base Rest and is given three (3) hours Credit toward the guarantee for the Bid Period.

Example: A Ready Reserve receives a call from Crew Scheduling for a 1000 Report Time, flying an ATL turn worth six (6) hours of credit. The Ready Reserve started the day at 0700 and will receive 1:30 Credit for their Ready Reserve Shift from 0700 to 1000, as well as six (6) hours Credit for the ATL turn.

Example: A Ready Reserve is scheduled to sit for six (6) hours and is Released to Rest after five (5) hours for an early Trip assignment the next day. The Reserve will receive 2:30 of Credit for actual sit time.

4. Release from Ready Reserve Not Assigned a Trip

A Flight Attendant not assigned to a Trip while on a Ready Reserve Shift will be released at the usual time of six (6) end of the Ready Reserve Shift and will not be required to call Crew Scheduling in order to be released. However, a Flight Attendant will still be required to return a call made by Crew Scheduling if the call was made by Crew Scheduling during the Ready Reserve Shift.

H. RELEASE FROM DUTY

1. a. Release from Duty During Non-DIO
 - i. Less than 12 Hours of Duty

A Flight Attendant completing an assignment of less than twelve (12) duty hours, made while on Reserve will, at the completion of such assignment, contact Crew Scheduling

before leaving the airport. During this call, Crew Scheduling will exercise one of the following options:

- (a) She/he will be Released into Rest pursuant to Article 4.C., or
- (b) She/he will be assigned additional flying that is scheduled to depart no later than three (3) hours after Block-in, or
- (c) She/he will be assigned to Ready Reserve, unless the Flight Attendant has already accumulated more than ten (10) hours of duty time in which case (a) or (b) will be utilized.

ii. 12 or more Hours of Duty

A Flight Attendant completing an assignment of twelve (12) or more duty hours made while on Reserve will not be required to call Crew Scheduling and will be released into Rest at the Release time of the Trip. If the inbound flight arrives after 1200 on the last day of her/his Reserve block, she/he is released into day(s) off and will not be required to call Crew Scheduling.

b. Release from Duty During a DIO

A Flight Attendant completing an assignment of twelve (12) or more duty hours made while on Reserve will not be required to call Crew Scheduling and will be Released into Rest at that time. During this call, Crew Scheduling exercise one of the following options:

- i. She/he will be Released into Rest pursuant to Article 4.C., or
- ii. She/he will be assigned additional flying that is scheduled to depart no later than three (3) hours after Block-in, or
- iii. She/he will be assigned to Ready Reserve, unless the Flight Attendant has already accumulated more than ten (10) hours of duty time in which case (a) or (b) will be utilized.

- c. If an inbound Reserve Flight Attendant calling to be released from a Trip pursuant to this paragraph 1. is unable to make positive telephone contact with Crew Scheduling because of a hold time exceeding thirty (30) minutes, she/he will email the Company at crewschedulingsupervisors@flyfrontier.com and include both a screen shot of the hold time and a time stamped screen shot of her/his FLICA schedule which shows there is no additional flying assigned. Upon sending this email, a Flight Attendant will be Released into Rest. If during the thirty (30) minute hold time Crew Scheduling places flying onto a Flight Attendant's schedule, Crew Scheduling must make positive contact with the Flight Attendant and she/he is no longer required to remain on hold.

2. When Released to Rest, a Flight Attendant completing an assignment while on Reserve will return to her/his next scheduled assignment or Reserve Shift after completing the Rest in Article 4.C.

3. A Flight Attendant assigned to a Trip while on a Reserve Shift will be Released from Reserve until the Report Time for that Trip. However, this provision does not apply when a Trip is assigned to a Reserve which begins during or after her/his next Reserve Shift. In this instance, the Flight Attendant will be Released from her/his next Reserve Shift.

Example: A Flight Attendant is on a "B" Reserve Shift on Tuesday. The Flight Attendant is assigned a Trip that reports at 1200 on Wednesday. The Flight Attendant remains on Reserve for the remainder of the Reserve Shift on Tuesday. If no assignment is given on Tuesday, then the Flight Attendant is released until the Report Time of the Trip on Wednesday.

Example: A Flight Attendant is on an "A" Reserve Shift on Tuesday. The Flight Attendant is assigned a Trip that reports at 2200 on Tuesday. The Flight Attendant is Released upon notification of the assignment until the Report Time of the Trip.

4. a. A Reserve Flight Attendant on REA, who has not been called on his/her last day of a block of Reserve days will be Released two (2) hours prior to the end of the shift, after calling Crew Scheduling.
- b. A Reserve Flight Attendant on REB, who has not been called on his/her last day of a block of Reserve days will be Released two (2) hours prior to the end of the shift and is not required to call Crew Scheduling.
5. Notwithstanding 1. above, a Reserve Flight Attendant will be Released to twelve (12) hours free from duty when inbound from a Red-eye flight into her/his home Base. The Reserve Flight Attendant should remind Crew Scheduling that she/he completed a Red-eye flight when she/he calls to be Released from duty so that the appropriate Rest time can be reflected in Crew Trac (or replacement software). When in her/his home Base, a Reserve Flight Attendant will not be assigned to a flight or Ready Reserve following a Red-eye flight unless it is part of the original Trip assignment.

I. SCHEDULE ADJUSTMENTS

1. Reserve Flight Attendants are able to pick up Open Time and utilize the Flight Attendant Trade Board.
2. Reserve Flight Attendant Open Time Procedures
 - a. Reserve Flight Attendants picking up Trips in Open Time will be required to have a minimum of eleven (11) hours of scheduled Rest before/after any Trip Report/Release. A Reserve must also be scheduled to have a Calendar Day Off in any seven-day period. All Trip additions are subject to all Rest requirements of this Agreement.
 - b. A Flight Attendant on Reserve may modify her/his schedule pursuant to Article 5.L.
 - c. Reserves will be paid at the straight time rate for hours picked up on days off in addition to their guarantee. Should a Reserve fly more than eighty-two (82) hours, the overtime rate in Article 3. will be paid for the hours beyond eighty-two (82). Credit for Ready Reserve Shifts will apply towards the eighty-two (82) hours.

- d. A Reserve Flight Attendant, on his/her last day of a Reserve period, who has picked up a Trip for the following day that causes a 10-hour Rest violation, will not be pay protected for the Trip or any portion of the Trip that makes them illegal. The Reserve Flight Attendant will complete any portion of the added Trip that is legal.
- e. A Reserve Flight Attendant who Adds/Swaps a non-Reserve Trip from Open Time will be considered a Lineholder for any schedule changes during that Trip.

3. Reserve Flight Attendant Trade Board Procedures:

- a. Reserve Flight Attendants picking up Trips off the Flight Attendant Trade Board will be required to have a minimum of eleven (11) hours of scheduled Rest before/after any Trip Report/Release. A Reserve must also be scheduled to have a Calendar Day Off in any seven-day period. All Trip additions are subject to all Rest requirements of this Agreement.
- b. Reserves will be paid at the straight time rate for hours picked up on days off from the Trade Board in addition to their guarantee. Should a Reserve be credited with more than eighty-two (82) hours, the overtime rate in Article 3. will be paid for the hours beyond eighty-two (82). Credit for Ready Reserve Shifts will apply towards the eighty-two (82) hours.
- c. A Reserve Flight Attendant, on his/her last Shift of a Reserve period, who has picked up a Trip for the following day that causes a 10-hour Rest violation, will not be pay protected for the Trip or any portion of the Trip that makes them illegal. The Reserve Flight Attendant will complete any portion of the added Trip that is legal.
- d. Reserve Flight Attendants who Add/Trade a non-Reserve Trip from the Trade Board will be considered a Lineholder for any schedule changes during that Trip.
- e. A Reserve Flight Attendant wanting to trade a Reserve Shift must have at least one other Reserve Shift before/after the Reserve Shift being traded. The Reserve Shift trade cannot result in a single Reserve Shift for either Flight Attendant and the Trade cannot result in a conflict with any Reserve Shift or assignment already on the Flight Attendants' schedules. All Reserve Trades must be Reserve Shift for Reserve Shift. A Flight Attendant who accepts a Reserve Shift will assume the Reserve Shift in the window she/he picks up.

Example: Flight Attendant Flora would like to trade her A Reserve Shift (0001-1300) to Flight Attendant Eddy in exchange for his B Reserve Shift (1100-2400). Flora will assume the B Reserve Shift and Eddy will assume the A Reserve Shift for the day(s) traded.

- f. Flight Attendants may Trade Reserve Shift(s) for Reserve Shift(s) only in their Base.

4. Reserve Day Drop (No-Fly)

- a. On days of sufficient Reserve coverage, the Company may offer Reserve No-Fly Days (RNF). Reserve Flight Attendants will submit a bid for an RNF in the Aggressive Reserve Folder in the Automated Bid System. Bids will only be considered for a single Reserve Shift for the following Calendar Day. Awards will be on a first-requested, first-awarded basis. The minimum monthly guarantee of a Flight Attendant awarded an RNF will be reduced by four (4) hours for each RNF.

- b. The approval/denial of any bids will be Based on staffing, any potential system disruptions, and the ability to retain an adequate number of Reserves that are available for multi-day Trips.
- c. A maximum of three (3) RNFs may be awarded to any Reserve Flight Attendant in each Bid Period. A Flight Attendant will be considered notified of an RNF if the drop request is marked approved in the Automated Bid System. A Reserve Flight Attendant approved an RNF will not be Released until the end of the current Reserve Shift, unless Released earlier by Crew Scheduling.

J. MIXED LINES

1. General Guidelines

- a. Flight Attendants awarded Reserve status during the monthly bid will have the opportunity to participate in a secondary bid, called Mixed Lines, when offered by the Company. Mixed Lines will be built by the Company and will have a Credit value of at least 75 hours. Mixed Lines may not be offered every Bid Period. When the Company builds Mixed Lines, they may be built in one of the following ways:
 - i. Mixed Lines may contain any combination of Trips and Reserve Shifts; or
 - ii. Mixed Lines may contain only Trips.
- b. Each Reserve Shift on a Mixed Line will carry a minimum Credit value of four (4) hours.
- c. Mixed Lines will be built by Crew Resources and will be posted in the Automated Bid System as a secondary bid after the initial Automated Bid System award and before the Reserve Line award, when available. Mixed Line bidding will open each month on the 16th day at 1400 MT. Bidding will conclude on the 17th day at 1200 MT each month.
- d. Mixed Lines will be constructed with a minimum of 40 credited Trip hours. Reserve Shifts will be added to bring the Mixed Line value to a minimum of 75 Credit hours. Reserve Shifts for Mixed Lines will have a value of four (4) hours each. When a Mixed Line Flight Attendant is assigned Trips on Reserve Shifts, pay protections apply only to the block of Reserve Shifts, not to single Reserve Shifts.

Example: Mary has a block of three (3) Reserve Shifts worth twelve (12) hours total. Crew Scheduling assigns her a three-day Trip worth fifteen (15) hours total, but the first day of the Trip is only worth 2:30. Mary will be credited the full fifteen (15) hours of the Trip and no further pay protections are necessary because the Trip was worth more than twelve (12) hours of Reserve Shifts.

Example: Johnny also has a block of three Reserve Shifts. Crew Scheduling assigns him a two-day Trip worth 7:17 and he stayed at home on the third Reserve Shift. Johnny is pay protected 43 minutes since the original value of his two (2) Reserve Shifts were eight (8) hours. He still receives four (4) hours Credit for the third Reserve Shift in this block because he sat at home waiting to be assigned.

- e. A transition conflict is any interference or illegality from the current Bid Period to the following Bid Period. Transition conflicts for Mixed Lineholders will be resolved in the following manner:
 - i. If a Trip that begins in the current Bid Period conflicts with another Trip in the following Bid Period, the transition conflict will be resolved by dropping the minimum amount of time necessary to resolve the conflict or illegality. This adjustment will be made in the following Bid Period rather than the current Bid Period and such adjustment will be made at the beginning or end of a Trip. The Flight Attendant will not be pay protected for the time dropped.

Example: Mary has a Trip that reports on the last day of the current Bid Period and returns on the second of the following Bid Period. Mary's Mixed Line award for the following Bid Period begins with a two-day Trip that reports on the first. Mary will be removed from the entire two-day Trip, as it returns on the second, prior to the arrival of her four-day Trip from the previous Bid Period. Mary lost ten (10) hours as a result of the removal. She is still at 65 hours so no adjustment needs to be made to her Bid Period.

- ii. If a Trip that begins in the current Bid Period conflicts with a scheduled Reserve Shift in the following Bid Period, the transition conflict will be resolved by adjusting the Reserve Shift to begin immediately following the debrief of the Trip. After completing the transition Trip, the Mixed Line Flight Attendant will call Crew Scheduling to be assigned or Released. Reserve assignment or Release will be based on the duty day upon completing the carry-over Trip:
 - (a) If the duty day is less than ten (10) hours, the Flight Attendant will be: given a flight assignment or Ready Reserve assignment; placed on-call; or Released. The Flight Attendant will be pay credited for the greater of the flight time flown or 4.0 hours.
 - (b) If the duty day is ten (10) hours or more, the Flight Attendant will be Released to Rest or to days off, except in a Declared Irregular Operation. The Flight Attendant will be pay credited for the greater of the flight time flown or 4.0 hours.

Example: Mary has a Trip that reports on the last day of the current Bid Period and returns on the 2nd of the following Bid Period. Mary's Mixed Line award for the following Bid Period begins with Reserve Shifts scheduled on the 2nd and 3rd. Mary must call Crew Scheduling before leaving the airport to be Released or given an assignment. She's been on duty for less than ten (10) hours so Crew Scheduling may assign her: to another Trip or Ready Reserve; Reserve status; or Release her to Rest. Mary has already flown three (3) hours on the 2nd so her pay Credit for the day depends on any additional assignments. If she is Released from Reserve status, she will receive four (4) hours of pay Credit for the day.

- f. It is the Mixed Line Flight Attendant's responsibility to ensure she/he is above 50 Credit Hours by the end of the Bid Period. Flight Attendants may call Crew Planning to request Reserve Shifts be added to their schedule to bring them above 50 hours.

2. Mixed Line Non-Reserve Shift Guidelines

- a. Mixed Line Flight Attendants may not end the Bid Period below 50 Credit Hours.

- b. Mixed Line Flight Attendants have full access to all Open Time processes and Trip Trades.
- c. Mixed Lines will initially be built to a minimum Credit of 75 hours. The minimum 75 Credit Hours will include Trip credit, Reserve Shift credit, and any applicable absence credit.
- d. All applicable rules pertaining to Lineholders will apply to Mixed Line Flight Attendants when not on a Reserve Shift.

3. Mixed Line Reserve Shift Guidelines

- a. Mixed Line Flight Attendants will be on call in accordance with 6.B. above unless Released by Crew Scheduling.
- b. Rules governing Add/Swap/Trade adjacent to any Reserve Shifts will apply.
- c. Only Credit Time on Reserve Shifts and applicable absence Credit will count towards the Reserve Credit calculation and the assignment of Mixed Line Flight Attendants on Reserve Shifts.
- d. All other Reserve rules will apply to Mixed Line Flight Attendants on their Reserve Shifts.
- e. All Reserve Trades must be Reserve Shift for Reserve Shift.

4. Mixed Line Vacation

- a. The number of guaranteed days off in the bid award will be prorated during Bid Periods with Pre-awarded absences (vacation, etc.). (See the Reserve FA Absence Proration Table below.)
- b. If a Mixed Line Flight Attendant has a transition Trip that overlaps an awarded vacation day(s) the provisions of Article 5.J.5. shall apply.

K. TEMPORARY DUTY (TDY)

A Flight Attendant assigned to sit Reserve in another Base will be paid per diem as well as provided hotel accommodations when sitting multi-day Reserve assignments. These Reserve assignments will not exceed the original number of Reserve Shifts in the Flight Attendant's line. All work rules applicable to Reserve Flight Attendants apply when assigned Reserve Shifts out of Base.

L. RESERVE FLIGHT ATTENDANT ABSENCE PRORATION TABLE

- 1. The minimum number of scheduled Days Off for Reserves as required by Article 4.F.1. will be prorated based on planned absences. Awarded Days Off do not include Vacation or other planned absence days.
- 2. For any Bid Period in which Reserve Flight Attendants receive a minimum of eleven (11) Days Off, the following proration table will apply:

30-Day Bid Period		31-Day Bid Period	
Total Days Absent	Awarded Days Off	Total Days Absent	Awarded Days Off
1	11	1	11
2-4	10	2-4	10
5-6	9	5-7	9
7-9	8	8-9	8
10-12	7	10-12	7
13-15	6	13-15	6
16-17	5	16-18	5
18-20	4	19-21	4
21-23	3	22-23	3
24-25	2	24-26	2
26-28	1	27-29	1
29-30	0	30-31	0

3. For any Bid Period in which Reserve Flight Attendants receive a minimum of twelve (12) Days Off, the following proration table will apply:

30-Day Bid Period		31-Day Bid Period	
Total Days Absent	Awarded Days Off	Total Days Absent	Awarded Days Off
1	12	1	12
2-3	11	2-3	11
4-6	10	4-6	10
7-8	9	7-9	9
9-11	8	10-11	8
12-13	7	12-14	7
14-16	6	15-16	6
17-18	5	17-19	5
19-21	3	20-21	4
22-23	3	22-24	3
24-26	2	25-27	2
27-28	1	28-29	1
29-30	0	30-31	0

Example: John Q Reserve Flight Attendant has seven (7) days of vacation (Total Absence Days) in a Bid Period that is a 30-day Month with twelve (12) Days Off. According to the proration table, John will get seven (7) days of Vacation in his bid and will receive nine (9) additional awarded days off.

M. RESERVE ASSIGNMENT TRANSPARENCY

Flight Attendants shall have remote access via the Company Automated Bid System to the Reserve information listed below. The Company shall not charge Flight Attendants to access this information via the website; however, the Company will not be responsible for the cost of any smart phone or tablet application or other available for fee-based features a Flight Attendant chooses to purchase. The Union will also have access to the Flight Attendant's schedules via the Automated Bid System. The Reserve information shall be available in real time and will include:

1. A list of available Reserve Flight Attendants, by Base, for the current day and the two (2) subsequent days; and
2. For each day, the Reserve Availability Report will show the following information for each available Reserve;
 - a. Seniority number
 - b. Employee number
 - c. Reserve Shift
 - d. The number of days that the Reserve is available
 - e. The time at which the Reserve is available
 - f. The accrued Bid Period credit
 - g. The last activity assigned to the Reserve, including the Release time
 - h. The next activity assigned to the Reserve, including the Report Time.