

1 **SIDELETTER OF AGREEMENT**

2 **between**

3 **ALASKA AIRLINES, INC.**

4 **and the**

5 **ASSOCIATION OF FLIGHT ATTENDANTS-CWA, AFL-CIO**

6 _____
7
8 **OPEN TIME PROCEDURES AND IMPLEMENTATION**
9 _____

10 This SIDE LETTER OF AGREEMENT is made and entered into in accordance with the
11 provisions of the Railway Labor Act (RLA), as amended, by and between ALASKA
12 AIRLINES, INC. ("Company") and the FLIGHT ATTENDANTS IN THE SERVICE OF
13 ALASKA AIRLINES, INC. AS REPRESENTED BY THE ASSOCIATION OF FLIGHT
14 ATTENDANTS-CWA, AFL-CIO ("AFA" or the "Association").

15 WHEREAS, the parties, in their 2014-2019 Collective-Bargaining Agreement (and
16 incorporated into the 2018-2021 Joint Collective-Bargaining Agreement) negotiated a
17 new system for Open Time trades; and

18 WHEREAS, the parties also negotiated a trial period for the new Open Time system that
19 could be ended by either party and that would then require the parties either to
20 negotiate another Open Time system or to revert to the system in place prior to the
21 2014 agreement; and

22 WHEREAS AFA terminated the trial and the parties have subsequently negotiated a
23 successor system;

24 NOW, THEREFORE, the parties agree to the following Open Time Procedures and
25 Implementation:

26 I. Section 12 of the parties' collective-bargaining agreement is amended to read:

27
28 **SECTION 12**
29 **EXCHANGES OF SEQUENCES**
30

31 A. UNLIMITED TRADING

32 Flight Attendants are entitled to unlimited sequence trades, pick-ups and give-
33 aways to other Flight Attendants (regardless of how the sequence was originally
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35 obtained) per month. Flight Attendants are also entitled to an unlimited number
36 of sequence trades, pick-ups and drops with Open Time (OT) subject to
37 requirements for ~~limited closed~~ Open Time days and the provisions of 12.C.
38 [Trading Procedures], ~~and 12.E. [Open Time] and 12.F [Open Time Trial]~~, below.

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40 B. TYPES OF TRADES

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42 A Flight Attendant may trade vacations, reserve months, lines of time,
43 sequences, Junior Available (JA) assignments, OT assignments, reserve days,
44 and Company-required training, ~~excluding Recurrent Training (RT)~~, with other
45 Flight Attendants or Reserve Flight Attendants, which will count toward her/his
46 maximum hourly credits under Section 8.P [Monthly Maximum...].

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48 C. TRADING PROCEDURES

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50 1. The Company will provide and maintain a real-time electronic system for
51 processing sequence trades, pick-ups, drops and give-aways. Specific
52 layover hotel information will be listed for all sequences. The system will
53 support at least the second to most recent version, in addition to the prior
54 two versions of Internet Explorer (or any subsequent Microsoft platform),
55 Safari (or any subsequent Apple platform), Android (or any subsequent
56 Google platform), and the Company will make a good faith effort (taking
57 into account excessive cost and availability) to ensure such system is
58 accessible from at least one other commonly used web browser that is
59 compatible with a mobile device.

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61 2. Flight Attendant-to-Flight Attendant ~~and Open Time~~ trades, pick-ups and
62 give-aways of sequences and reserve days ~~(including repositioning of~~
63 ~~reserve days)~~ will begin on the fifteenth (15th) of the month prior to the
64 month in which the flying will occur at the times indicated in C.3 below for
65 each domicile. Open Time trades, pick-ups and drops of sequences and
66 repositioning of reserve days will begin on the sixteenth (16th) of the
67 month prior to the month in which the flying will occur at the times
68 indicated in C.3 below for each domicile. Out of domicile trades, pick-ups,
69 give-aways and drops of sequences and trading of Recurrent Training will
70 begin on the seventeenth (17th) of the month prior to the month in which
71 the flying will occur at 9:00 AM PT for all domiciles. Out of domicile
72 trades, pick-ups, give-aways and drops of sequences always begin on the
73 seventeenth (17th) for the following month.

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75 3. Access to Flight Attendant-to-Flight Attendant trading (Lineholders and
76 Reserves), Open Time trading and repositioning of Reserve days will begin
77 at the following times within each domiciles pursuant to C.2 above:
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SAN 9:00 AM PT

SFO 9:00 AM PT
PDX 10:00 AM PT
ANC 11:00 AM PT
LAX 12:00 PM PT
SEA 2:00 PM PT

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4. If a new domicile is opened while this Agreement is in effect, that domicile will open for trading beginning at 10:00 AM PT, and each additional new domicile will open on the next hour (e.g. 11:00 AM PT, 12:00 PM PT, etc.).
5. Sequence trades, pick-ups, drops and give-aways between Flight Attendants and with Open Time must be submitted at least three (3) hours prior to departure of the first flight unless it is a Jet Bridge Trade per C.7., below, or reserve trade per Section 11.H.8. [Reserve Exchange of Days...].
6. Reserve trades, pick-ups and give-aways of reserve day(s) must be submitted no later than 10:00 AM PT the day prior to the reserve day(s) being traded.
7. Jet Bridge Trades: Flight Attendants may trade or give-away a sequence or portion of a sequence at any station no earlier than three hours (3:00) prior to departure for domestic and international flights. Out of domicile Jet Bridge Trades will count towards the out of domicile pick-up limitations per 12.H [Out of Domicile...].
 - a. A Flight Attendant accepting the trade must be physically present in the city where the flight is departing from and must accept responsibility for covering the flight.
 - b. The Jet Bridge Trade will apply to any (or all) leg(s) of a sequence and must encompass the remainder of the sequence involved.
 - c. The trade or give-away will be granted unless doing so would cause an illegality (CFR) or delay in boarding.
 - d. If the Jet Bridge Trade request is made less than one hour (1:00) prior to departure, trades will be processed only if Crew Scheduling has the capacity to handle the request.
 - e. If the duty encompassing the Jet Bridge Trade contains ten hours and thirty minutes (10:30) or less, all language in this Agreement

117 regarding such duty limitations will apply. If scheduled duty of ten
118 hours and thirty minutes (10:30) or less subsequently exceeds
119 twelve hours and thirty minutes (12:30) due to irregular operations
120 the following provisions in Sections 8.F. [Over-Duty Pay], 8.G.
121 [Fourteen Hour (14:00) Duty...], and/or 8.H. [Compensatory
122 (Double-Out) Rest] will apply.
123

124 f. If such duty is scheduled for more than ten hours and thirty
125 minutes (10:30) then the Flight Attendant(s) will be considered to
126 have waived all duty limitations and premium pay triggered by
127 exceeding ten hours and thirty minutes (10:30).
128

129 g. The four TFP (4.0) Duty Period Minimum (DPM) (Section 21.D.
130 [Minimum Pay Rules]) in a duty period split by a Jet Bridge Trade
131 will not apply, otherwise the DPM will be retained in all other duty
132 periods.
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134 h. The Multiday Sequence Minimum (MSM) and Average Duty Period
135 Guarantee (ADPG) will no longer apply to a sequence split by a Jet
136 Bridge Trade. The MSM and ADPG will continue to apply for a
137 sequence traded in its entirety that has never been split as a SIP or
138 Jet Bridge Trade.
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140 i. Sit Pay will apply to an entire sequence or portion of a sequence
141 traded as a Jet Bridge Trade.
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143 j. The Extended Overnight Rule (EOR) is retained in all duty periods
144 not split by a Jet Bridge Trade.
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146 k. The total per diem for a sequence that is split by a Jet Bridge Trade
147 will not be reduced. It will be distributed according to the
148 guidelines below:
149

150 1. The inbound Flight Attendant's per diem will start at the
151 beginning of her/his sequence one hour (1:00) prior to
152 departure of the first flight and end forty-five minutes (:45)
153 prior to the departure of the outbound flight given away in
154 the Jet Bridge Trade.
155

156 2. The outbound Flight Attendant's per diem will begin forty-
157 five minutes (:45) prior to the departure of the outbound
158 flight picked up in the Jet Bridge Trade and the per diem will
159 end at the release of her/his portion of the sequence.
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161 3. Paragraph k.2., above, will apply to any subsequent Jet
162 Bridge Trade affecting the same sequence.

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4. For Flight Attendants engaging in Jet Bridge Trading involving a sequence for sequence trade, the above will not apply. The per diem for both sequences will not be affected.
 5. If a RON is involved in a Jet Bridge Trade, by default, the hotel reservation will remain with the inbound Flight Attendant.
 8. No sequence trading or trading of reserve day(s) or block(s) involving the last five (5) days of the current month will be allowed during the line award process.
 9. A Flight Attendant will not lose the ability to trade, pick-up, drop or give-away sequences as disciplinary action.
 10. Base Turns will be governed by the provisions in Section 8.T. [Base Turns]. Each of the sequences that are combined to create the Base Turn may be traded up to three hours (3:00) prior to the first flight of each sequence unless traded as a Jet Bridge Trade.
- D. CREW SCHEDULING ACCESS TO FLIGHT ATTENDANT SEQUENCES POSTED TO BULLETIN BOARD
- Crew Scheduling may remove a sequence(s) from the Flight Attendant-to-Flight Attendant Bulletin Board for assignment to a Reserve(s) under the following conditions:
1. Such sequence(s) is (are) removed no earlier than 2:00 PM PT the day prior and no later than three hours (3:00) prior to departure except as provided for in Section 7.F.1.c. ["Job Familiarization" Flights...].
 2. Crew Scheduling will review the comments field of each sequence(s) removed and will call the a Flight Attendant at any number provided when notification is requested by the Flight Attendant.
 3. No Personal Drop(s) for the same number of day(s) may be withheld at the time the sequence(s) is (are) removed.
 4. Sequences will be removed from the Flight Attendants who have posted sequences of the same number of day(s) in seniority order amongst Flight Attendants who have sequences posted at the time Crew Scheduling reviews such sequences.

207 5. If a sequence is removed from a Flight Attendant's line of time under
208 these circumstances, the day(s) affected will not be considered a Personal
209 Drop.
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212 6. If a sequence is removed from a Flight Attendant's line, the sequence may
213 not be placed back on her/his line as a result of Crew Scheduling's error.
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215 E. OPEN TIME

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217 1. Sequence Availability in Open Time
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219 Following the awarding of bid lines, all uncovered sequences or portions
220 of sequences including but not limited to sick calls, Management Drop(s),
221 Personal Drop(s), leaves of absence (including all leaves of absence
222 approved prior to the opening of Open Time), jury duty and bereavement
223 leave will immediately be placed into OT and made available to Flight
224 Attendants for pick-up or trade. All sequences will be placed into OT
225 expeditiously, except that:

226
227 a. ~~Once the Reserve self-assigning process begins at 10:00 AM PT per~~
228 ~~Section 11.E.1.a. [Reserve Self Assignment], the following~~
229 ~~provisions will be in effect for OT sequences that report on the~~
230 ~~subsequent calendar day:~~

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232 1. ~~Sequences coded TO or CP may be picked up or traded for~~
233 ~~greater, the same or fewer number of days regardless of~~
234 ~~whether the "threshold sequence number" per F.3., below,~~
235 ~~has been met.~~

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237 2. ~~Regardless of whether the "threshold sequence number" has~~
238 ~~been met, no new TO coded sequences may be created.~~

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240 3. ~~Trading of all sequences coded other than TO or CP must be~~
241 ~~traded day for day or greater.~~

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243 a.b. Crew Scheduling may remove sequences from OT no earlier than
244 2:00 PM PT for reserve assignments for the following day except as
245 provided for in Section 7.F.1.a. ["Job Familiarization" Flights...]. Any
246 sequence not assigned to a Reserve by 6:00 PM PT will be returned
247 to OT. Any sequences that become available after 2:00 PM PT will
248 be subject to the withholding provisions of 1.c., below.
249

250 b.e. Crew Scheduling may remove sequences from OT no earlier than
251 midnight (12:00 AM) PT the day prior to the sequence departure
252 for JA assignments. However, withheld sequences are still subject
253 to 1.c. 1.d., below.
254

255 c.d. Crew Scheduling may withhold a sequence from OT for up to
256 fifteen minutes (:15) when necessary to determine a Like Sequence
257 pursuant to Section 10.R. [Reassignments] and 12.I. 12.J. [Crew

258 Scheduling Trading Errors], or a Reserve or JA assignment. This
259 includes sequences that become available between 2:01 PM PT and
260 6:00 PM PT the day prior to report. If Crew Scheduling does not
261 assign the sequence within fifteen minutes (:15) but neglects to
262 return it to OT, a Flight Attendant may contact Crew Scheduling
263 and request the trade/pick-up on a first-come, first-served basis. If
264 the Flight Attendant then flies the sequence, s/he will be paid one
265 (1.0) TFP in addition to all applicable compensation.
266

267 d.e. If a partial sequence is created as a result of an anticipated
268 equipment upgrade ("negative" sequence), such sequence may be
269 withheld from Open Time, but must be made into a legal sequence
270 and placed into Open Time no later than midnight (12:00 AM) PT
271 on the calendar day prior to check -in.
272

273 2. Threshold Sequence Number (TSN) Determination
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275 "Threshold Sequence Number" (TSN) at each domicile will be determined
276 monthly based on the number of Flight Attendants on each domicile's full
277 seniority list (active and inactive) as provided below:
278

279 a. Up to 340 domicile FAs = 6
280

281 b. Every additional 50 FAs (rounded up) = 1

282 Example: 0-340 = 6, 341 – 390 = 7, every additional 50 FAs will
283 round up according to this example.
284

285 3. Daily Count Determination
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287 a. The number of Open Time sequences operating on a given day that
288 were dropped into or traded into OT by Flight Attendants will be
289 the "Daily Count" for that day; only sequences dropped into or
290 traded with OT by Flight Attendants will count toward the Daily
291 Count. A visual indicator will appear on any sequence in OT that is
292 counting towards the Daily Count; such indicator will be removed
293 when the sequence no longer counts towards the Daily Count.
294

295 b. Each calendar day of a sequence will count one time towards the
296 Daily Count on each respective calendar day; likewise, a sequence
297 with more calendar days than duty periods (e.g. a turn-around
298 sequence with a single duty period that operates on two
299 consecutive calendar days) will also count one time towards the
300 Daily Count on each respective calendar day.
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302 Example: A two duty period three-day on July 24-26 that is
303 dropped into OT by a Flight Attendant will increase the Daily Count
304 by one on each respective calendar day (on July 24, 25 and 26).
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4. Open Time Trading

The Company will provide and maintain an Open Time calendar for each domicile that will indicate each calendar day's current status (open or closed). The OT calendar will be actively displayed for any bid month that is open for trading. Flight Attendants will have the ability to view the TSN and the Daily Count for each day.

a. Opening of Open Time trading

Open Time trades, pick-ups, and drops of sequences and repositioning of reserve days will open pursuant to C.2 [Trading Procedures] above.

b. Opening and closing of Open Time days

1. Any given day will remain open until the Daily Count reaches the TSN, at which point the day will close.

2. A day will close regardless of the Daily Count at 10:00 AM PT four (4) days prior to that day. That day will remain closed thereafter regardless of the Daily Count and the TSN, except that at its discretion, the Company may manually open a closed day(s).

Example: October 11 will close at 10:00 AM PT on October 7.

3. A closed day will re-open if the Daily Count drops below the TSN, and any such opening and closing of days will continue throughout the month except as provided for in b.2 above.

c. Dropping and "Downtrading" (i.e. reducing one's schedule) in Open Time

1. A Flight Attendant has the ability to reduce her/his schedule by a net maximum of forty (40.0) TFP ("net 40") (twenty (20.0) TFP for a low-bid option Flight Attendant) as a result of drops or (down) trades with OT each bid month. There are no restrictions on how many TFP may be given away to other Flight Attendants. (Examples are provided in the Section 12 Addendum.) All reserve assignment, self-assignments and trading of reserve assignments into or out of OT will have no effect on the Daily Count pursuant to E.3 above and do not count towards the "net 40."

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2. All sequences, including sequences with more calendar days than duty periods (e.g. a turn-around sequence with one duty period that falls on two consecutive calendar days), are considered to operate on every calendar day that the sequence touches and therefore counts as such towards the appropriate provisions pursuant to this Section 12.E. [Open Time].

3. An entire sequence may be dropped into OT only if all calendar days on which the sequence operates are open in OT and if the transaction does not exceed the "net 40." (For the provisions regarding calendar days, see c.2 above; for the opening and closing of days, see 4.b above; for the "net 40," see c.1 above.)

Example: Leah wants to drop her three-day on June 7-9 into OT. The drop will be approved if June 7, 8 and 9 are open, and if the transaction does not exceed the "net 40."

Example: Jade wants to drop her all-nighter turn on April 11-12 into OT. The drop will be approved if April 11 and 12 are open, and if the transaction does not exceed the "net 40."

4. Sequence(s) on a Flight Attendant's line may be traded for sequence(s) in OT with a lesser number of calendar days only if the calendar days that the Flight Attendant wishes to trade out of are open in OT and if the transaction does not exceed the "net 40." (For the provisions regarding calendar days, see c.2 above; for the opening and closing of days, see 4.b above; for the "net 40," see c.1 above.)

Example: Flora wants to trade her four-day on October 5-8 for a two-day in OT on October 5-6. This trade will be approved only if October 7 and 8 (the days the Flight Attendant wishes to trade out of) are open and only if the transaction does not exceed the "net 40."

Example: Isaac wants to trade his four-day on December 22-25 for a three-day in OT on December 21-23 and a turn in OT on December 25. This trade will be approved only if December 24 is open and only if the transaction does not exceed the "net 40."

Example: Mia wants to trade her three-day on February 25-27 for a three-day in OT on February 6-8. This trade will be approved only if February 25, 26 and 27 are open and if the transaction does not exceed the "net 40."

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d. Multiple trades

Any combination of Open Time trades, pick-ups and/or drops that occur in a single submission will be considered a single transaction; i.e., multiple trades, pickups and/or drops will be considered a single transaction. A single transaction may cover the same or different calendar days and/or consecutive or non-consecutive calendar days. (For the provisions regarding calendar days, see c.2 above; for the opening and closing of days, see 4.b above; for the "net 40," see c.1 above.)

Example: Emily wants to trade her two duty period three-day on May 6-8 for a two-day in OT on May 6-7 and also picks up a turn from OT on May 12 in a multiple trade. This will be considered a single transaction and the trade will be approved only if May 8 is open and if the transaction does not exceed the "net 40."

Example: Josie has already dropped and/or downtraded (i.e. reduced her schedule by) a net-reduction of 38 TFP into OT for the month. She wants to drop her three-day on November 2-4 that is worth 19 TFP and pick up a four-day from OT on November 22-25 that is worth 24 TFP in a multiple trade. This will be considered a single transaction with a net gain of 5 TFP and therefore the trade will be approved if November 2, 3 and 4 are open.

e. Day for day (or greater) trading

Sequence(s) on a Flight Attendant's line may be exchanged for sequence(s) in Open Time without regard to whether the calendar day(s) are open or closed in OT as follows:

1. The sequence(s) going onto the Flight Attendant's line from OT must cover (i.e. operate on) the exact same calendar day(s) or the exact same calendar day(s) plus more day(s) as the sequence(s) going into OT from the Flight Attendant's line.
2. Such exchange may occur either by multiple trades pursuant to 4.d above or by a simple sequence-for-sequence trade.

(For the provisions regarding calendar days, see c.2 above; for the opening and closing of days, see 4.b above; for the "net 40," see c.1 above.)

446 Example: Michah wants to trade his three-duty period four-day on
447 April 11-14 and all days involved are closed. The following trades
448 will be approved, assuming that they do not exceed the "net 40":
449

450 A two-day on April 11-12 and an all-nighter turn on April 13-
451 14 (the same calendar days are covered).

452 A three-day on April 11-13 and a turn on the April 14 (the
453 same calendar days are covered).

454 A two-day on April 10-11 and a three-day on April 12-14
455 (the same and greater calendar days are covered).
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457 F. ~~OPEN TIME TRIAL~~

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459 ~~Purpose: To create a better, more equitable trading system that increases Flight~~
460 ~~Attendants' flexibility in modifying their schedules and to improve predictability of~~
461 ~~staffing and limit the impact of sequence drops to OT on reserve coverage.~~
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463 ~~Communication: The parties will coordinate communications on the~~
464 ~~implementation and trial of the new Open Time process while the new process is~~
465 ~~evaluated.~~
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467 ~~Successor crew tracking system: Open Time sequence reason codes designated~~
468 ~~in this Section may be renamed in a successor system but will retain the same~~
469 ~~meaning relative to each other within that system.~~
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471 1. ~~Commencement of Open Time Trading~~

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473 a. ~~When OT opens for Flight Attendant trades, pick-ups and drops on~~
474 ~~the fifteenth (15th) of the month prior to the affected bid month,~~
475 ~~no day(s) will be "limited".~~
476

477 b. ~~Out of domicile trades, pick-ups or drops begin on the seventeenth~~
478 ~~(17th) for the following month.~~
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480 2. ~~Methodology for counting of sequences toward the "threshold sequence~~
481 ~~number":~~
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483 a. ~~OT will be monitored on a real-time basis and all sequences in OT~~
484 ~~will be assigned a reason code per F.6., below, indicating how each~~
485 ~~sequence got into OT (e.g. drop (DD), coupon drop (CP), sick leave~~
486 ~~(SL), "open" trade (TO), "limited" trade (TX), etc.).~~
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488 b. Only those sequences coded DD (drops into OT), TO ("open" trades
489 with OT) or CP (Coupon Drops) will count towards the "threshold
490 sequence number". Such designations may be renamed in a
491 successor trading system but will retain the same meaning within
492 that system. Section 12 Exchanges of Sequences Table of Contents
493 12—4 Index Reference
494

495 c. If a sequence is coded DD, TO or CP, then only the first (1st) date
496 of the sequence (i.e. date of sequence report) will be counted.
497

498 3. Threshold Sequence Number Determination "Threshold sequence number"
499 at each domicile will be determined monthly based on the number of
500 Flight Attendants in each domicile's entire seniority list as provided below:
501

502 a. Up to 649 domicile FAs = 3 daily sequence departures
503

504 b. 650 FAs = 4 daily sequence departures
505

506 c. Every additional 200 FAs = 1 additional daily sequence departure.
507 Example: SEA has 1896 FAs. Threshold sequence number is ten
508 (10).
509

510 d. A minimum of three (3) daily sequence departures at each domicile
511 regardless of domicile Flight Attendant population.
512

513 4. A Flight Attendant has the ability to reduce her/his schedule by a net
514 maximum of forty (40.0) TFP (twenty (20.0) TFP for a low bid option
515 Flight Attendant) as a result of drops or trades with OT each bid month.
516 There are no restrictions on how many TFP may be given away to other
517 Flight Attendants (examples are provided in the Section 12 Addendum).
518

519 5. On any OT day that is not "limited" per F.7., below, all sequences with
520 that date of report may be picked up, traded or dropped into OT without
521 respect to the number of flights, the number of days and/or duty periods,
522 TFP credit or other parameters contained in the sequence.
523

524 6. Coding of Open Time Sequences:
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526 a. Sequences dropped into OT will be coded as DD and sequences
527 traded into OT will be coded as TO until the "threshold sequence
528 number" based on date of report per 2.c., above, has been met or
529 exceeded.
530

- 531 b. Sequences coded DD, TO or CP may always be traded with a
532 sequence of greater, the same or fewer number of days, even on
533 OT days that are "limited" per F.7., below.
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535 c. If the "threshold sequence number" has been met or exceeded, OT
536 will become "limited" for that day and trades with OT sequences
537 reporting on that day coded other than DD, TO or CP will be coded
538 TX.
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540 d. If a sequence with a DD, TO or CP designation is picked up by a
541 Flight Attendant, that sequence will no longer count toward the
542 "threshold sequence number".
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544 7. Limiting Open Time Days

- 545
546 a. An OT day may be "limited" when the number of DD, TO and CP
547 coded sequences sharing the same date of report, either alone or
548 combined, meets or exceeds the "threshold sequence number".
549
550 b. Any sequence in Open Time reporting on a day that is "limited" and
551 is coded other than DD, TO or CP may only be traded for a
552 sequence with the same date of report and the same or greater
553 number of days except as provided for in 7.f., below.
554
555 c. If the date of report of a sequence a Flight Attendant wishes to
556 drop is "limited" in OT, s/he may not drop that sequence into OT.
557
558 d. A Flight Attendant may pick up a sequence from OT regardless of
559 whether or not an OT day is "limited".
560
561 e. A Flight Attendant may trade a sequence on her/his schedule for a
562 sequence in OT that is coded other than DD, TO and CP, if the
563 sequences share the same date of report and if the sequence s/he
564 is trading into is the same or greater number of days as the
565 sequence s/he is trading from her/his schedule.
566
567 f. A Flight Attendant may trade a sequence on her/his schedule for a
568 sequence in OT that is coded other than DD, TO and CP, if the
569 sequence s/he is trading into contains a greater number of days
570 than the sequence s/he is trading from her/his schedule and covers
571 the same dates, regardless of the date of departure.
572

573 8. Monitoring and Modifying Threshold Sequence Number During Trial
574

- 575 a. Monitoring and implementation process will include sharing of a
576 standard set of documentation, data and reports.
577
- 578 b. If analysis of the metrics below indicates that an increase in the
579 "threshold sequence number" is sustainable by the operation, the
580 parties agree to test an increase. If analysis of the metrics indicates
581 a decrease is needed due to trip drop liability, the parties agree to
582 test the decrease. Flight Attendants will be notified of the
583 change(s) and the reason(s) for the change(s).
584
- 585 c. Monthly reports will be given to the Association per Section 27.Z:
586 [Monthly Company Reporting Requirement].
587
- 588 d. Metrics/Benchmarks: Including, but not exclusive of (and adjusted
589 for population changes where appropriate):
590
- 591 1. Full-time employee equivalent (FTE) of premium flying (JA
592 and Premium OT).
 - 593
 - 594 2. Tagging of Reserves adjusted.
595
 - 596 3. Percentage of Reserves for overall coverage.
597
 - 598 4. Sick leave utilization.
599
 - 600 5. Survey of FA population satisfaction with OT on a monthly
601 basis, conducted by AFA.
602
 - 603 6. Number of Lincholder reassignments.
604
 - 605 7. Reserves credited in excess of one hundred and ten (110.0)
606 TFP without pick-up.
607
 - 608 8. Several years' look back on above metrics adjusting for
609 seasonal variations.
610
- 611 e. The "threshold sequence number" may be raised or lowered
612 independently in each domicile by mutual agreement of the parties.
613
- 614 f. The AFA MEC President with input from the Scheduling Chair, the
615 Vice President of Inflight and the Vice President of Labor, or their
616 respective designees, will resolve any unintended consequences in
617 a timely manner.
618

619 9. ~~Cancellation of Open Time Trial~~

620
621 ~~If the trial creates a liability that cannot be supported, either the~~
622 ~~Association or the Company may decide to end the Open Time Trial prior~~
623 ~~to twelve months (as indicated in F.10., below) provided the parties have~~
624 ~~attempted to modify the Threshold Sequence Number pursuant to F.8.,~~
625 ~~above.~~

626
627 a. ~~Once the trial is ended by either party, the Open Time System will~~
628 ~~revert to the system in place in the 2006-2010 Flight Attendant~~
629 ~~Agreement as modified by the Arbitration award (AFA No. 6-99-2-~~
630 ~~18-11 [“Withholding Open Time” Award]). Going forward the OT~~
631 ~~system will be determined by Section 12 Exchange of Sequences:~~
632 ~~Back to Book. If reverting, the timeline for rolling back will be~~
633 ~~dictated by IT limitations.~~

634
635 b. ~~Upon notice of cancelling the trial, the Association and the~~
636 ~~Company will immediately begin negotiations on a successor Open~~
637 ~~Time System.~~

638
639 10. ~~Trial Period~~

640
641 a. ~~Minimum trial period of twelve (12) months from the month of~~
642 ~~initial implementation (unless canceled earlier pursuant to F.9.,~~
643 ~~above), which will be determined in the Contract Implementation~~
644 ~~Schedule. The trial period may be extended by mutual agreement.~~

645
646 b. ~~If the OT Trial is neither cancelled per F.9., above, nor extended~~
647 ~~per 10.a., above, it will become the permanent OT process.~~

648
649
650 F.G. SEQUENCE INTERRUPTION POINT (SIP) SEQUENCES

- 651
652 1. Flight Attendants may give-away, pick-up, drop or trade on any SIP. The
653 Flight Attendant is not required to remain with the aircraft until the relief
654 Flight Attendant arrives.
655
656 2. All Minimum Pay Rules (Section 21.D. [Minimum Pay Rules]), except for
657 the Average Duty Period Guarantee (ADPG) and Multiday Sequence
658 Minimum (MSM), will apply to SIP'd trips sequences. The four (4.0) TFP
659 Duty Period Minimum (DPM) will be retained in all duty periods not
660 affected by a SIP but will not apply to duty periods in which a SIP is
661 affected.
662
663 3. Only those SIP'd sequences that the Company has put into OT will be
664 eligible for all Minimum Pay Rules outlined in Section 21.D. [Minimum Pay

665 Rules]. The Company will identify those sequences that it has placed into
666 OT. Reserve Flight Attendants will receive the four (4.0) TFP DPM
667 regardless of the origin of a SIP'd sequence.
668

669 G.H. OUT OF DOMICILE TRADES, PICK-UPS, DROPS OR GIVE-AWAYS
670

671 Flight Attendants may trade, pick-up, give-away, and drop out of domicile
672 sequences, beginning on the seventeenth (17th) at 9:00 Am PT the month prior
673 to the month in which the flying will occur pursuant to the timeline provided in
674 Section 12.C.2 [Trading Procedures]. Flight Attendants are limited to a combined
675 total of two (2) out of domicile pick-ups (including charters) in a bid month.
676 Flight Attendants are responsible for ensuring that sufficient time is allowed to
677 position her-/himself for the sequence picked up.
678

679 H.I. RESERVE PICK-UPS AND REQUIRED REST
680

681 (See also Section ~~11.H.~~ [Reserve Exchange of Days...]).
682

- 683 1. A Reserve may pick up a sequence that checks in at least nine hours and
684 one minute (9:01) from the scheduled end of her/his reserve block. S/he
685 may pick up a sequence that checks in at least nine hours and one minute
686 (9:01) after her/his actual release time on the last day of a block but s/he
687 cannot do so prior to her/his release.
688
- 689 2. A Reserve may pick up a sequence that releases at least nine hours (9:00)
690 before the beginning of a reserve block.
691
- 692 3. The required rest in ~~I.1.~~ H.1. and ~~I.2.~~ H.2., above, is measured from
693 release to report. To receive pay protection if s/he becomes illegal for the
694 sequence following the reserve day or for the reserve day following the
695 sequence, the Reserve must allow at least eleven hours and thirty minutes
696 (11:30) of domicile rest measured from release to report.
697

698 I.J. CREW SCHEDULING TRADING ERRORS
699

700 (For scheduling errors not involving sequence trades, pick-ups, drops and/or
701 give-aways, see Section 10.W. [Scheduling Errors].)
702

703 All crew Scheduling errors involving sequence trades, pick-ups, drops, and/or
704 give-aways will be resolved as follows:
705

- 706 1. A double covered sequence is one that has been awarded simultaneously
707 by sequence trading (e.g. by manual or system error) to two (2) Flight
708 Attendants in the same position.
709
 - 710 a. When a double covered sequence occurs, Crew Scheduling must
711 offer a Like Sequence as well as the awarded sequence to the
712 Flight Attendants in seniority order.
713

- 714
715
716
717
718
- b. The most senior Flight Attendant has the first option as to which sequence to fly (i.e. the awarded sequence or the Like Sequence), and s/he also has the first option to not fly either sequence without pay protection.
- 719
720
721
722
723
- c. If Crew Scheduling has no Like Sequence to offer, the senior Flight Attendant has the first option to either not fly and s/her will receive pay protection pursuant to Section 21.M. [Pay Protection] or to fly the awarded sequence.
- 724
725
726
727
- d. If either Flight Attendant chooses to not fly, the remaining Flight Attendant will fly the awarded sequence in that position.
- 728
729
730
731
732
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735
736
2. If it is determined that a Flight Attendant should have been awarded a sequence trade and by awarding such trade results in two (2) Flight Attendants on the same sequence and in the same position but who were awarded the sequence at different times, Crew Scheduling will offer a choice between the awarded sequence and a Like Sequence to the Flight Attendant who should have been awarded the trade or pick-up at the time the trading error becomes known to Crew Scheduling (i.e. the most recently added Flight Attendant).
- 737
738
739
- a. If the Flight Attendant declines the Like Sequence, s/he waives pay protection.
- 740
741
742
743
744
- b. If Crew Scheduling has no Like Sequence to offer, the Flight Attendant who was awarded the sequence first will fly the sequence and the other Flight Attendant will be pay protected pursuant to Section 21.M. [Pay Protection].
- 745
746
747
748
3. Crew Scheduling may refer to sequences in both Open time and Flight Attendant-to-Flight Attendant Trades (Bulletin Board) for the purposes of offering a Like Sequence pursuant to this Section ~~12.J~~ 12.I.
- 749
750
751
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753
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759
4. A Flight Attendant who flies a Like Sequence pursuant to this Section 12.I ~~12.J~~ will be guaranteed the value of the original sequence based on a day-for-day comparison. If flying the Like Sequence results in the Flight Attendant flying more than the original sequence, the flying in excess of the original sequence will be paid at one and one-half times (1.5x) the trip rate based on a day-for-day comparison. If the flying contains four (4) or more legs than the original sequence, the Flight Attendant will be paid at one and one-half (1.5x) the trip rate for the TFP value of the legs worked in excess of three (3) based on a day-for-day comparison, including surface deadhead. In no case will the Flight Attendant receive less than one (1.0) TFP paid at premium. The aforementioned provisions (flying vs.

760 legs greater than scheduled) will not pyramid in accordance with Section
761 10.R.5.e. [Reassignments].
762

763 5. A Crew Scheduling trading error that becomes known subsequent to the
764 operation of the sequence in question or that is not otherwise outlined in
765 this Section will be resolved pursuant to Section 10.W. [Scheduling
766 Errors].
767

768 **Addendum to Section 12**

769 **Exchanges of Sequences**

770
771 1. **Are there any limitations on trading with Open Time?**
772 Yes. Please refer to Sections 12.E. [Open Time] ~~7. [Limiting Open Time Days and~~
773 ~~12.F.4 [Open Time Trial]~~ for these limitations.
774

775 2. **Is there any consequence that relates to a No Show on a sequence I**
776 **received through a trade with another Flight Attendant or Open Time?**
777
778 No. For sequences picked up or traded, you will receive only the No Show.
779 Section 12.C.9. [Trading Procedures]
780

781 3. **Can I fly a sequence from another domicile?**
782
783 Yes. Beginning on the seventeenth (17th) of the month prior to the bid month at
784 9:00 AM PT for all domiciles a Flight Attendant can pick up a maximum of two
785 sequences from another domicile. The Flight Attendant is responsible to position
786 her-/himself for the sequence. Any request for out of domicile Open Time pick-
787 ups must be submitted three (3) hours prior to departure. Giveaways out of
788 domicile are unlimited and must follow the same guidelines for pick-up of
789 sequences out of domicile. Section ~~12.H.~~ 12.G [Out of Domicile Trades...]
790

791 4. **If I SIP the second part of my sequence to another Flight Attendant**
792 **and the Flight Attendant is absent due to circumstances other than a**
793 **No Show, who is responsible to cover the sequence?**
794
795 Crew Scheduling will replace the absent Flight Attendant. Section ~~12.F~~ 12.G.
796 [Sequence Interruption Point...]
797

798 5. **Can I SIP the first half of my sequence to a Flight Attendant and the**
799 **second half to a different Flight Attendant?**
800

801 Yes. Section ~~12.F~~ 12.G. [Sequence Interruption...]
802

803 6. **How much TFP can I drop into Open Time each bid month?**
804

805 A Flight Attendant will have the ability to reduce her/his schedule by a net
806 maximum of forty (40.0) TFP (twenty (20.0) TFP for a low-bid option Flight

807 Attendant) as a result of trading with Open Time each bid month. There are no
808 restrictions on how many TFP can be given away to other Flight Attendants.

810 Examples:

- 812 a. Jane is awarded a line worth eighty (80.0) TFP. She can drop forty (40.0)
813 TFP to Open Time, for a net line value of forty (40.0) TFP (80-40). If she
814 chooses, she can give away any or all of her remaining TFP to other Flight
815 Attendants.
- 817 b. Joe is awarded a line worth ninety (90.0) TFP. He picks up ten (10.0) TFP
818 from another Flight Attendant. He can drop forty (40.0) TFP to Open
819 Time, for a net line value of sixty (60.0) TFP (90+10-40). If he chooses,
820 he can give away any or all of his remaining TFP to other Flight
821 Attendants.
- 823 c. Julie is awarded a line worth eighty-five (85.0) TFP. She picks up twenty
824 (20.0) TFP from Open Time. She can drop sixty (60.0) TFP to Open Time,
825 for a net line value of forty-five (45.0) TFP (85+20-60). If she chooses,
826 she can give away any or all of her remaining TFP to other Flight
827 Attendants.
- 829 d. Jack is awarded a line worth eighty (80.0) TFP. He picks up ten (10.0) TFP
830 from another Flight Attendant and ten (10.0) TFP from Open Time. He
831 can drop fifty (50.0) TFP to Open Time, for a net line value of fifty (50.0)
832 TFP (80+10+10-50). If he chooses, he can give away any or all of his
833 remaining TFP to other Flight Attendants.
- 835 e. Jen is awarded a line worth eighty (80.0) TFP. She gives away sixty (60.0)
836 TFP to another Flight Attendant. She can drop the remaining twenty
837 (20.0) TFP to Open Time for a net line value of zero (0) TFP. ~~She could~~
838 ~~also give any or all of the remaining TFP to other Flight Attendants.~~

840 7. **What is the deadline for Reserve trades, pick-ups and give-aways?**
841

842 Reserve trades, pick-ups and give-aways of reserve day(s) must be submitted no
843 later than 10:00 AM PT the day prior to the reserve day(s) being traded.

844 For example:

- 846 a. A Reserve may trade the first day of her/his block or the entire block if
847 s/he submits the trade no later than 10:00 AM PT the day prior to the first
848 (1st) day of the block.
- 850 b. A Reserve may trade the last two (2) days of a four (4) day block if s/he
851 submits the trade no later than 10:00 AM PT prior to the third (3rd) day of
852 the block.

854 II. Implementation
855

- 856 A. The parties agree that the new Open Time system will be programmed,
857 implemented and available for Flight Attendants no later than the

858 beginning of the bid month that is fifteen (15) months after the date of
859 membership ratification of this Sideletter of Agreement. If the program is
860 ready early, it will be implemented on the first day of the bid month
861 following completion. The date the system is available for Flight Attendant
862 use will be considered the "go-live" date.
863

864 B. Implementation Procedures
865

866 1. The Company will pay implementation penalties if the new Open
867 Time system is not available for Flight Attendant use by the go-live
868 date. The penalty will be \$50.00 per Flight Attendant per bid month
869 if not implemented by that date or if implemented with material
870 defects. (See II.B.3 below for additional information regarding
871 material vs. non-material defects.)
872

873 Example, if the go-live date is September 1, 2020, the Company
874 would pay each Flight Attendant \$50.00 (for the September bid
875 month) if the system is not implemented, or is implemented with
876 material defects, on that date.
877

878 2. An additional \$100.00 per Flight Attendant per bid month will be
879 paid if the new Open Time system is not available for Flight
880 Attendant use by the start of the next bid month after the go-live
881 date, and for each subsequent month until implemented or is
882 implemented with material defects. (See II.B.3 below for additional
883 information regarding material vs. non-material defects.)
884

885 Example, if the go-live date is September 1, 2020, but the system
886 in not available for Flight Attendant use without material defect
887 (whether due to lack of implementation or implementation with
888 material defects) until December 2020, the Company would pay
889 each Flight Attendant a total of \$250 (\$50 for the September bid
890 month and \$100 for each of the October and November bid
891 months).
892

893 3. Paragraphs 1 and 2, above, will not apply to non-material defects
894 that do not significantly impede successful Flight Attendant use of
895 the system. For a defect to be considered material, the parties
896 must agree that it significantly impedes Flight Attendant use of the
897 system. If the parties cannot agree, they will submit the issue(s) to
898 mediation, with the mediator making a binding ruling at the end of
899 the process if no agreement is reached. Any number of material
900 issues, taken together, that arise in a bid month will be considered
901 a single issue for purposes of this Section. This mediation will not
902 count as one of the thirteen (13) System Board dates provided for
903 by Section 20.N.2. of the parties' current collective bargaining
904 agreement.
905

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910

4. To ensure that such mediation referenced in II.B.3 above is held promptly, the parties agree to obtain a date from Mediator Fredric R. Horowitz, that is approximately sixty (60) days after the go-live date. The parties will secure such date within fourteen (14) days of ratification of this Letter of Agreement.

