



Navblue PBS Bidding Guide

Bidding for Reserve

Alaska - AFA Joint PBS Committee
04.2020

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AIRLINES

Introduction

Due to Covid-19 staffing reductions, it may be necessary for many of us to bid for Reserve for the first time in many years. Even for those who consider themselves ‘senior’, it would be a good idea to back up your ‘Pairings’ bids with a ‘Reserve’ bid. Others may be choosing to intentionally ‘bid down’ to Reserve. When bidding for a line of pairings, you might consider ‘waiving’ all possible rules for the best chance of holding a line.

There is no way we can cover everything about Reserve here. This is only a brief summation of Reserve rules and bidding. You will need to read and familiarize yourself with your AFA contract, in particular Section 11, for more information. Your contract has much more info on items such as the LTFA list, setting your flying preferences on Crew Access, reserve self-assignment, reserve trading and repositioning, etc.

In addition to Section 11 of your contract, **your local AFA Reserve Committee** will be a good resource as well. You’ll find their contact email at the end.

Click [here](#) to be taken to the 2018-2021 JCBA/contract at the AFA website. It is also available on your IMD.

Introduction

This guide is designed to help with the following topics:

1. A brief summation of Reserve scheduling rules
2. How to bid when trying to hold a line of pairings, **no matter what** might be awarded, before being forced to Reserve.
3. How to intentionally bid down to Reserve if you'll be awarded pairings you absolutely do **not** want (i.e. Redeyes, working weekends, etc).
4. How to bid **straight down to Reserve**...without the program making **any** attempt to build you a line of pairings
5. How to bid Reserve but **only** if you will be in the top seniority of Reserves, otherwise bid for a line of pairings.
6. Reserve bid preferences and definitions
7. Reserve bidding strategies
8. Bidding examples

Reserve Scheduling Rules

Remember that if there is even a **single** line in your Current bid the program will **not** read your Default bid! Also, it will not skip from one to the other...**all** of your bids, both for a 'line' or for Reserve, must be on the same 'page'...either Current or Default!

Reserves receive a minimum of **12 days off in a month of 30 days** and **13 days off in a month of 31 days**.

You may have to use some of your days off at the beginning of the month. For example, if you are working five or six days in a row the last week of the prior month you will **have** to have contractual rest/days off at the beginning of the new month. Be sure to include those required days off in your calculations!

Many find it helpful to work on their bids using a pencil and a paper calendar to help determine their legality for the schedule they want. The 'Calendar' on your PBS website will show your schedule in the last week of the prior month.

Carry-in trips or training days count as one less on-call reserve day for each of those days.

Reserve Scheduling Rules

Contactable Hours

AM Reserve: 12 midnight to 2pm

PM Reserve: 10am to 12 midnight

ER: Midnight to midnight

Airport Standby (APSB): No longer than 5 hours on duty...but a flight may be scheduled that departs no more than 1 hour later than the 5 hour limit.

For more information on APSB and contact hours, see your contract Sec 11 D.

Reserves must be **within 2 hours driving time** of the airport they are assigned out of for a trip.

Release from Duty

You must check your company email or contact Crew Scheduling at the end of each sequence. See Sec 11 D 6 of your contract for more information.

Reserve Scheduling Rules

Reserves on vacation or returning from a leave of absence have their days off pro-rated. If you have more than one day of vacation or are returning after the 1st of the month from a leave you will not receive the full 12 or 13 days off. Check the pro-rate table at the bottom of the PBS Info Page or in the addendum to Section 10 of your contract if this applies to you.

ER days are assigned by Crew Scheduling...meaning you are on-call from midnight to midnight that day. ER can be assigned twice per month...any more than that comes with additional pay. Read Sec 11 of your CBA for more information on ER scheduling rules.

Commuting and Reserve

A Reserve that is a commuter must be at their domicile at the time that their contact period begins. You must be in your domicile for the duration of your block of reserve days or until possibly released by Crew Scheduling.

Bidding when hoping for a Line

If you want a line no matter what pairings would be awarded then the following example would apply.

This bid tries first to get you a line based on the 'Start Pairings' bids that you've entered, starting with *Prefer Off* and *Avoid* lines and then *Award* lines requesting multi-day trips and lastly one-day trips. The program would even go into 'Denial Mode' to remove Lines 2 and 3 if they are preventing a line from being built. You may also choose to 'waive' the '48 Hours in 7 Days' and the 'No Same Day Pairings' rules for the best chance at holding a line.

The last attempt at a line of pairings would be at the auto-generated '*Award Pairings*' that follows Line 6. If even that fails, and it is impossible to build you a line of pairings, then it would go on to your Reserve bids that follow Line 7 'Start Reserve'.

1. Start Pairings
2. Prefer Off Saturday, Sunday
3. Avoid Pairings If Any Leg is Redeye (Counting Deadhead Legs)
4. Award Pairings If Pairing Length Between 3 Days and 4 Days
5. Award Pairings If Pairing Length = 2 Days
6. Award Pairings If Pairing Length = 1 Day

Award Pairings

Start Pairings

Award Pairings

Start Reserve Bid

7. Start Reserve
8. Prefer Off Saturday, Sunday
9. Set Condition AM

Start Reserve

Bidding Reserve but only if...

Let's say you prefer being on Reserve if it would be necessary to award you something you absolutely did not like. In the example that follows, it would be any 'Redeye' pairing but this same strategy would apply to any 'negative' bid line you've entered (any 'Avoid' or 'Prefer Off' line).

This example includes, as the last 'Start Pairings' line, 'Clear Schedule and Start Next Bid Group'. This bid is found at the 'Instruction' bid options. It is used to direct the program to the next user-entered bid group and not go to 'Award Pairings' if that is the **only** way to build you a line of pairings.

All bid lines prior to the 'Clear Schedule and Start Next Bid Group' must be honored or it will go to the next bid group!

If Line 2 in the following example would be violated during line construction, then the program skips to Line 6. That 'Clear Schedule' line sends the program to the next 'bid group' you entered at Line 7, 'Start Reserve Bid'.

'Start Reserve Bid' tells the program to skip going to 'Award Pairings' to build your schedule with any possible pairings and to go directly to 'Start Reserve' at line 8 and then the reserve bids that follow.

Note: The grayed out, italicized bid lines in the examples are auto-generated by the program and can't be removed or altered by the user.

Bidding Reserve but only if...

continued

In this example, if it is impossible to build your schedule based exactly on your 'Start Pairings' bids (Lines 1-5) then Line 7 is triggered and it will skip to the Reserve bids beginning at Line 8. It bypasses all 'auto-generated' lines (the italicized lines) that fall in between Lines 6-8 and goes directly to Line 8. You may also choose to 'waive' the '48 Hours in 7 Days' and the 'No Same Day Pairings' rules for the best chance at holding a line.

1. Start Pairings
2. Avoid Pairings If Any Leg is Redeye (Counting Deadhead Legs)
3. Award Pairings If Pairing Length Between 3 Days and 4 Days
4. Award Pairings If Pairing Length = 2 Days
5. Award Pairings If Pairing Length = 1 Day
6. Clear Schedule and Start Next Bid Group
Award Pairings
7. Start Reserve Bid
Start Pairings
Award Pairings
Start Reserve Bid
8. Start Reserve
9. Prefer Off Saturday, Sunday
10. Set Condition AM
Start Reserve

'Start Reserve Bid' vs. 'Start Reserve'

PBS has three 'bid groups'

'Start Pairings'

'Start Reserve Bid'

'Start Reserve'

'Start Pairings' obviously is used to try to build you a line of pairings based on the bids that follow in that particular bid group.

There is a **big** difference between the other two...the 'Start Reserve Bid' bid group and the 'Start Reserve' bid group!

A 'Start Reserve Bid' bid is **only** for forcing yourself to Reserve at some point. You can do this after a 'Start Pairings' group...as seen in the previous example...or you can have it as your **first** bid line as seen in the next example. It tells the program to skip going to the auto-generated '*Award Pairings*' where it would make every attempt to build you a line of pairings.

Note: Once you've entered 'Start Reserve' it is impossible to enter a 'Start Pairings' bid group that follows. You can only do this if using the 'Start Reserve Bid Max Above' option...discussed next.

Forcing yourself to Reserve

If you want to bid **only** for Reserve and forgo **any** attempt by the program to build you a line of pairings then your first bid line must be 'Start Reserve Bid'. You'd follow that with 'Start Reserve' and then follow that line with your reserve bid preferences.

1. Start Reserve Bid
Start Pairings
Award Pairings
Start Reserve Bid
2. Start Reserve
3. Prefer Off Saturday, Sunday
4. Prefer Off Monday
5. Set Condition AM
Start Reserve

Note: The grayed out, italicized bid lines are auto-generated by the program and can't be removed or altered by the user.

Forcing yourself to Reserve...'Max Above'

When using 'Start Reserve Bid' you have the option of using 'Max Above'. You're saying you **must** be in the top X number of Reserves. If not, then process the 'Start Pairings' bid (the next 'bid group') that follows. In this example, if there no more than 15 reserves above you then the program goes straight to Line 7, 'Start Reserve'. If you will **not** be in the top 15, use the 'Start Pairings' bid group at Lines 2-6.

1. Start Reserve Bid Max Above 15 Else Start Next Bid Group
Start Pairings
2. Start Pairings
3. Prefer Off Wednesday, Thursday
4. Prefer Off Tuesday
5. Award Pairings If Pairing Length > 2 days
6. Award Pairings If Pairing Length Between 1 days And 4 days
Award Pairings
Start Pairings
Award Pairings
Start Reserve Bid
7. Start Reserve
8. Prefer Off Saturday, Sunday
9. Set Condition AM Line
10. Prefer Off Friday
Start Reserve

Note: The grayed out, italicized bid lines are auto-generated by the program and can't be removed or altered by the user.

Reserve Bid Definitions

Prefer Off

Dates List -Individual dates in the month are selected

Date Range - Used to ask for a range/group of consecutive dates

Days of Week List -Used to ask for a particular day/days of the week off

Days of Week Range -Note! We do not recommend using this bid preference as it can cause problems in holding the days off you want. Use 'Day of Week List' instead and enter the days in order from left to right on one line. However, if asking for more than two days of the week off on one line, we recommend that you use individual lines, with the order of preference from the top down in priority. This is because, depending on the calendar, it may be impossible to award three days in a row off over the entire month.

Else Start Next Bid Group – If a line cannot be constructed based exactly on these bid preferences in this bid group then move on to the next 'Start Reserve' bid group. If no new bid group is entered that follows then the program would go to the auto-generated 'Start Reserve' at the bottom and your line is built based on no bid preferences. Automatically included if using the 'Max Above' option at 'Start Reserve Bid'.

All or Nothing – If all of the days off requested at this line cannot be honored then do not award any of them.

Reserve Bid Definitions

Set Condition

Maximum Days On In A Row – I would prefer not to work more than X days on in a row

Minimum Days Off In A Row - I would prefer not to have less than X days off in a row

Consecutive Days Off In A Row – I would like a block of this many days off in a row somewhere in the month. Use this with discretion...considering your minimum days off in the month and required FAR rest at base per week.

Including 'Date Range' – I would like those consecutive days off to fall somewhere between these exact dates.

Reserve General Day On Type – Used for preferencing AM or PM reserve

AM: Contactable by Crew Scheduling between 12 midnight and 2pm

PM: Contactable by Crew Scheduling between 10am and 12 midnight.

Reserve Bid Definitions

Waive

Maximum Days On 5 – You are willing to work up to six days in a row

Maximum Days On 5 If Training – You are willing to work up to six days in a row the week of a training event.

Minimum 2 Days Off In A Row – You are waiving to allow only one calendar day off at a time instead of the contractual minimum of two days off.

***Note:** You can be awarded a single day on-call only on the first or last day of the month. See Sec 11 B 3 of your contract for more information.*

Reserve Bidding Strategies

Exactly like a 'Pairings' bid, the program will read your bids from the **top down**. This is especially important to consider when deciding what is more important to you...your days off, being AM or PM or any 'Set Condition' bids for minimum days off/maximum days on.

If you list your days off first, then the AM or PM request will be secondary to the days off. If there is even ONE day you would hold off as the opposite AM/PM request then the days off will take priority.

If you list AM or PM first, that will take preference over any the days off you're awarded that follow. You may see people below you holding days off you'd requested but those people listed their days off first, not being AM or PM.

If any 'Set Conditions' are listed first, the program considers those the priority over any bids that follow. This can have a major affect on holding the days off you want or AM/PM if they are requested after any 'Set Conditions'.

Appendix: Bid examples

Example 1: Bidding for a line pairings no matter what might be awarded. Lines 2 and 3 could be removed by 'Denial Mode', if required, to complete your line. If necessary, your line would be built at 'Award Pairings'.



Appendix: Bid examples

Example 2: You are bidding down to Reserve to avoid certain types of pairings. In this example, if having to work a Saturday, Sunday or Redeyes you would prefer to be on Reserve.

1	Start Pairings
2	Prefer Off Saturday, Sunday
3	Avoid Pairings If Any Leg Is Redeye (Counting Deadhead Legs)
4	Award Pairings If Pairing Length Between 3 Days And 4 Days
5	Award Pairings If Pairing Length = 2 Days
6	Award Pairings If Pairing Length = 1 Days
7	Clear Schedule and Start Next Bid Group
<i>Award Pairings</i>	
8	Start Reserve Bid
<i>Start Pairings</i>	
<i>Award Pairings</i>	
<i>Start Reserve Bid</i>	
9	Start Reserve
10	Prefer Off Saturday, Sunday
11	Prefer Off Monday
12	Set Condition AM Line

Appendix: Bid examples

Example 3: You are bidding down to Reserve...no attempt is made at building a line of pairings. Having a Reserve schedule of Saturday, Sunday and then Monday off is the priority over being AM.



Appendix: Bid examples

Example 5: You are bidding down to Reserve. Always having three days in a row off is the priority over days off...if possible, they would be Wednesday, Thursday and then Tuesday...with being AM as the least important.

1	Start Reserve Bid
	<i>Start Pairings</i>
	<i>Award Pairings</i>
	<i>Start Reserve Bid</i>
2	Start Reserve
3	Set Condition Minimum Days Off In A Row 3
4	Prefer Off Wednesday, Thursday
5	Prefer Off Tuesday
6	Set Condition AM Line

Appendix: Bid examples

Example 4: You are bidding down to Reserve but **only** if there are no more than 15 people above you. If not, then process the 'Start Pairings' bids that follow at Line 2. If you are in the top 15 reserves, process the 'Start Reserve' bids starting at Line 7.

1	Start Reserve Bid Max Above 15 Else Start Next Bid Group
2	Start Pairings
3	Prefer Off Wednesday, Thursday
4	Prefer Off Tuesday
5	Award Pairings If Pairing Length > 2 Days
6	Award Pairings If Pairing Length Between 1 Days And 4 Days
	<i>Award Pairings</i>
	<i>Start Pairings</i>
	<i>Award Pairings</i>
	<i>Start Reserve Bid</i>
7	Start Reserve
8	Prefer Off Saturday, Sunday
9	Set Condition AM Line
10	Prefer Off Friday

We've tried to cover as much as possible here regarding Reserve bidding...but there is SO much more you'll need to know. For further information, read your contract!

You can also contact your local Reserve Committee at:

yourbase.reserve@afaalaska.org

For example: sea.reserve@afaalaska.org

