

Adjacent Base Flying for Regular Scheduled Flight Attendants

https://www.aflightservice.com/private/fyi/crew_sched/

WHAT IS ADJACENT BASE FLYING?

An adjacent base is a crew base station that has both a Domestic and International operation. A Regular Scheduled Flight Attendant at the Domestic crew base and who is qualified on International may request an International trip that is in open time or a Regular Scheduled Flight Attendant at the International crew base may request a Domestic trip that is in open time.

AT WHICH CREW BASES IS ADJACENT BASE FLYING AVAILABLE?

Currently adjacent base flying for Regular Scheduled Flight Attendants is available at LAX/LAX-I and MIA/IMA. But we are pleased to be able to expand this option to the Flight Attendants at **DFW/IDF, LGA/JFK, BOS/BOSI, and ORD/IOR effective October 21st 2013 for open time on October 22nd**.

HOW DOES ADJACENT BASE FLYING WORK?

To determine if Adjacent Base Flying will be available for the following day, check the RF 8803A CCS file in DECS. This file is updated daily by Crew Schedule.

- Any qualified regular scheduled Flight Attendant who would like to request an open time trip for the next day at the adjacent base must submit a HISEND request no later than 1330HBT (home base time) the day prior to the open time trip as follows:
- To request an open time trip sequence at the adjacent base, use the following HISEND Forms.**

BOS Dom Seq use HISEND Form 197	BOS Intl Seq use HISEND Form 198	ORD Dom Seq use HISEND Form 195	IOR Intl Seq use HISEND Form 196
LAX Dom Seq use HISEND Form 109	LAX Intl Seq use HISEND Form 110	MIA Dom Seq use HISEND Form 122	IMA Intl Seq use HISEND Form 123
DFW Dom Seq use HISEND Form 149	IDF Intl Seq use HISEND Form 177	LGA Dom Seq use HISEND Form 184	JFK Intl Seq use HISEND Form 185

- The HISEND message request will be processed by the crew scheduler at the adjacent base.
- Adjacent Base trips will be awarded in seniority order after the 1200HBT Merged Make-up Round and the 1330HBT makeup/option/limited option proffer round, so those FAs within the division will have access to their open time first, but prior to critical coverage and reserve assignments.

WHAT TYPE OF TRIPS CAN I REQUEST?

- HISEND messages may include specific trip sequence numbers and/or desired preferences using the same parameters used for MU HISEND requests.

Note: If you are an INTL FA and interested in picking up a domestic trip that will exceed 30 hours in 7 days, you must waive 30 in 7 in order to be legal for the sequence. INTL sequences flown during the same 7 day period preceding a DOM trip apply to the calculation and could create an illegality for the DOM trip. If you are a DOM FA be aware that the INTL hours could create an illegality for a subsequent DOM trip. (Entry to waive 30 in 7: H130/MON/S)

WHAT HAPPENS IF I AM AWARDED A TRIP AT THE ADJACENT BASE?

- Adjacent base trips will be reflected on a Flight Attendant's HI1 as "AB" add code.
- Once awarded, the adjacent base trip will be treated like a makeup/option trip in that it may not be traded and must be flown to be paid, with the exception that it will be covered under Last 5 Days Pay Protection.
- If a home base MIC occurs and the entire trip sequence is removed, the Flight Attendant should follow the normal MIC rules, including Last 5 Days Protection.

HOW WILL I BE PAID FOR ADJACENT BASE FLYING AND WHICH WORK RULES DO I FOLLOW?

- The division of the sequence flown will determine the pay, legalities, and rest as follows:
 - International override will only be paid for international flight segments actually flown.
 - TAFB expenses are based on the rate for the division of the trip.
 - Purser pay is based on the rate for the division of the trip.
 - Domestic on-duty and rest limitations apply to domestic trips flown and international on-duty and rest limitations apply to international trips flown.