

Cancellation/Illegality Sequence Origination Prior to Sign-In

Flight Attendant ***Must Contact*** Crew Scheduling.
Scheduling may do one of the following:

1. Deadhead you to work back the return leg,
or
2. Reschedule you to another trip sequence***

If not assigned to one of the two above options, FA may follow Days Originally Scheduled to Fly (DOSTF) procedures to protect Guarantee

If assigned one of the above two options
GUARANTEE PROTECTED!
No further obligation

FA participates in call-in window /1200 HISEND MU round as outlined below depending on time notified of MIC.*

If FA chooses s/he can "opt out" of Guarantee Protection.
FA Guarantee will be reduced if PPROJ falls below Guarantee

If notified of MIC prior to 1200 HBT, FA may call in between 0800-1200, if no trip assigned FA must add name to MU list and submit a HISEND MU ballot provided there is sufficient time.**

If notified of MIC at/after 1200 HBT, FA must contact CS between 2000-2400 HBT.

If assigned trip, obligation fulfilled for the day.***

If not assigned trip, or trip assigned is not on all DOSTF, FA is obligated for remaining DOSTF.

Obligation is fulfilled:
(1) When your PPROJ is at or above your Guarantee Base, **or**
(2) You participated in the required call in windows and HISEND MU rounds on all DOSTF.

*FA may contact CS (but is not obligated) during DFP, planned absence or company assignment. However, FA must contact CS at the end of each absence/assignment if voluntary contact was not made.

** FA must bid enough trips to be awarded in the 1200 HISEND MU round or have added "Plot to protect guarantee" in the remarks section of the HISEND MAKEUP ballot.

*** The assigned trip must originate on DOSTF, but cannot conflict with DFP, planned absence or company assignment. Trip cannot exceed your applicable monthly maximum.

LEGEND
MIC-Involuntary trip loss due to Mismatch, Illegality, Cancellation
DOSTF – Days Originally Schedule to Fly
HBT – Home Base Time

Enter **7X*/EMPLOYEE NUMBER/MONTH** to view your Original Guarantee Base and Adjusted Guarantee Base.