

**LUS FLIGHT ATTENDANTS: PLEASE PRINT AND CARRY WITH YOU**

The following CBS/Read File was sent to all pilots on 02Mar15:

**To: USAALLALL.PLT**

**Subject: ACARS F/A Premium Pay Credit**

There is still some confusion regarding flight attendant position swap entries into the new ACARS software. There are actually several positions ("A" "B" and "E") that pay a premium in addition to the "A" Position.

If a flight attendant informs you of a position swap in an aircraft with the new ACARS software, refer to the AOC MISC page in your ACARS Changes bulletin. If flight attendants in premium positions remain in their scheduled positions then no message is required.

Only one position change can be entered at a time and the position change entry will only cover one flight. If you fly additional legs with the same flight attendants the same entry must be accomplished for each affected flight attendant prior to each flight.

New ACARS software procedure prior to each departure:

- Select the AOC MISC screen
- In 1L under MISC CODE, type 86
- In 2L under DATA, type in the premium position flight attendant's payroll number preceded by the premium position designator.

The flight attendant's number can be located on the flight release in the crew verification section. The leading zeros need to be included so the number you enter contains the premium designator followed by six digits. For example, if a flight attendant with a payroll number on the release of

- 23456 swaps into the "A" position, then enter code "A023456"
- Select SEND
- Repeat steps if there is an addition premium pay swap

Please contact your Chief Pilot if you have any questions.

Ron Thomas

Managing Director Flight Ops