

A Reserve will not be required to be contactable outside of her/his RAP. A Reserve will be required to be available to accept a duty assignment during her/his twelve (12) hour RAP. The sequence report may be no later than two (2) hours after the end of the RAP. For the purpose of Paragraph G.2, the report time shall be the same as the crew assigned to the sequence or, if the Reserve is joining a sequence in progress, the known departure time at the time of assignment plus the check-in time (one (1) hour for Domestic or NIPD, or one (1) hour and fifteen (15) minutes for NIPD). Sequence check-in times will not be shortened in order to make an assignment.

Example:

A Reserve has a RAP 0300 to 1500. The original sequence was PHX-SEA-PHX-LAX-PHX. A Reserve was called out to replace a Flight Attendant on the PHX-LAX-PHX portion. At the time of the call, the PHX-LAX known departure time was 1805. The Reserve could not be given the assignment since the check-in time would have been at 1705.

3. Flight Attendants may be assigned sequences or Standby shifts that report within a RAP prior to the start of the RAP. At the commencement of a RAP, Flight Attendants are responsible for reviewing and acknowledging all assignments through the automated system.
4. A Reserve on a RAP may be assigned a Standby shift that terminates no later than two (2) hours after the end of her/his assigned RAP.
5. At her/his option, a Reserve may extend the end of her/his RAP. A Reserve may not add the extension to the beginning of the RAP. Extensions to the beginning of the RAP are subject to Crew Schedule discretion.

H. MINIMUM RESERVE CALL OUT TIME

1. A Reserve shall be required to report within two (2) hours from the time she/he is notified of a sequence by Crew Schedule. If a Reserve reports to the airport after check-in time for the sequence, she/he shall receive pay and credit for the sequence as if she/he had checked in for the sequence at the same time as the rest of the crew. As an exception, Reserve Flight Attendants at co-terminals shall be provided three (3) hours call out.
2. Former Shuttle Flight Attendants who were based in DCA on the date the Shuttle Fence was removed will be grandfathered for a three (3) hour Reserve report time if they reside outside of the two (2) hour Mainline report time, unless they bid to or are displaced to another base.
3. Crew Schedule shall first attempt to contact a Reserve at the Reserve's primary telephone number. A Reserve may use a cellular phone number as her/his primary telephone number. If a message device is encountered, the Scheduler shall leave a message.
4. If a secondary contact number is provided and Crew Schedule is unable to contact a Reserve at the Reserve's primary telephone number, the Scheduler shall promptly attempt to contact the Reserve on the secondary contact number. If a message device is encountered, the Scheduler shall leave a message. The Reserve shall have fifteen (15) minutes to respond to Crew Schedule from the second call if a secondary contact number is provided, or fifteen (15) minutes to respond to Crew Schedule from the initial call if no secondary contact number is provided.

I. FUTURE RESERVE BIDDING

1. A Reserve shall utilize an electronic system to submit a daily bid. Such daily bid must be entered into the electronic system no later than 1700 HBT for sequences which report on or after 0200 HBT the next day through and including sequences that report until 0159 HBT the

subsequent day. The Reserve may indicate that such standing bid which will remain on file within the electronic system. Such bids shall be submitted through the electronic system for the following:

- a. Specific sequences (not applicable to standing bids);
 - b. Sequence preferences consistent with those available for TTS;
 - c. Specific Standby shifts;
 - d. Specific RAPs.
2. Crew Schedule shall utilize the Reserve's standing bid to complete a Reserve award or assignment when a Reserve has not otherwise submitted a daily bid. If a standing bid is not on file and the Reserve fails to submit a daily bid, Crew Schedule shall assign that Reserve during the processing of Reserve awards.

J. FUTURE SCHEDULING AWARD AND ASSIGNMENT

1. The intent of this section is to provide an orderly process for covering all sequences and Standby shifts which remain open at the time of future processing subject to the number of Reserves who are legal and available to fly. If Crew Schedule determines an operational need due to insufficient Reserve coverage in a particular crew base, sequences may be redistributed to another crew base(s). A snapshot of open sequences, Standby shifts and Reserve bids will be taken at the commencement of future processing. Sequences or Standby shifts which remain open after future processing will be assigned according to Paragraph M. Other sequences and Standby shifts that subsequently open during future processing will be assigned by Daily Scheduling according to Paragraph K.
2. Reserve awards and assignments shall begin one (1) day prior at 1700 HBT. Open sequence positions which have not been awarded from the Unsuccessful Bidders List and which remain open at 1700 HBT shall be awarded to Reserves.
3. For the purposes of determining whether a grouping is Open or Closed, the reference to a sequence as used in Paragraph J, shall not include Standby shifts.
4. Crew Schedule shall publish Standby, sequence, and RAP assignments for the following day for sequences which report on or after 0200 HBT the next day through and including sequences that report until 0159 HBT the subsequent day no later than 1800 HBT through an automated system. A Reserve shall acknowledge the assignment through the automated system, which may include a voice response system prior to 2100 HBT. If the Reserve is on a sequence and unavailable to contact the automated system prior to 2100 HBT, she/he will be responsible for reviewing and acknowledging her/his assignment through the automated system, which may include a voice response system no later than one (1) hour after release.
5. Groupings of sequences and groupings of Reserves shall be established prior to the award or assignment of sequences.
 - a. Reserves shall be grouped according to remaining number of RSV days in her/his current RSV day sequence. Reserves with more than four (4) days of availability will be placed in the four (4) day group.
 - b. Sequences shall be grouped according to number of calendar days each sequence touches. ODAN sequences shall be placed in the two (2) day sequence group.