

SECTION 13 - TEMPORARY DUTY ASSIGNMENT (TDY)

A. DETERMINATION AND DURATION OF TEMPORARY DUTY

1. A temporary duty assignment (TDY) is an assignment to perform Reserve duties at a crew base other than a Reserve's own crew base. If the Company determines that additional Reserves are required to meet the flying requirements in a crew base, the Company will announce such temporary duty vacancies for bid and assignment among Reserves at other crew bases where the Company has determined that Reserves are available to cover such temporary duty.
2. TDY assignments may be for a duration of one (1) week, two (2) weeks or a full bid month, including any days spent deadheading into and out of the TDY crew base. The Company may deadhead a Reserve the day before a TDY assignment only if the Reserve is on an RSV day, in which case the Reserve will receive Per Diem and the additional hours provided in Paragraph D.3, prorated on a daily basis. Any sequence assigned to a TDY Reserve at the TDY crew base must end within the TDY period, except as provided in this Paragraph. When an assignment is necessary and no other Reserves are available in the TDY crew base, a TDY Reserve may be assigned a sequence that extends beyond the TDY period. If a sequence extends beyond the TDY period, the additional hours provided for in Paragraph D.3, shall be prorated on a daily basis for the additional day(s) beyond the original TDY period until the TDY Reserve returns to her/his crew base. If coverage permits, the sequence will be split at the TDY Reserve's option, at a Flight Attendant crew base, to avoid or minimize the TDY extension. The TDY Reserve will continue to receive Per Diem until released in her/his crew base.

B. LIMITS TO AWARD AND ASSIGNMENT

1. TDY vacancies will be for Reserve positions only.
2. TDY vacancies will be available for bid by Reserves and will be awarded in accordance with Seniority, Section 20. TDY vacancies will be posted electronically and in the crew rooms for at least forty-eight (48) hours, unless the Company receives approval for a shorter period from APFA. Notification of the award will be posted electronically, in the crew rooms and by phone call to the Reserve awarded such assignment.
3. The TDY posting shall provide the following information about each TDY assignment:
 - a. Number of projected TDY positions available;
 - b. Location of TDY assignment(s);
 - c. Report date for TDY assignment(s);
 - d. Projected length of TDY assignment(s);
 - e. Date and time when TDY bids will be awarded; and,
 - f. Foreign language required, if applicable.
4. In the event of insufficient bidders, TDY may be assigned in inverse seniority order to Reserves from the crew base designated by the Company in accordance with Seniority, Section 20, except that no Reserve may be assigned to temporary duty for:
 - a. Two (2) consecutive months;

- b. More than two (2) months in any twelve (12) consecutive months.
5. A Reserve with a leave of absence, injury on duty or TDY that overlaps a TDY period may not be awarded or assigned to TDY during such period.
 6. A Reserve who voluntarily bids and is awarded TDY with a vacation contained within or overlapping a TDY period will forfeit her/his vacation, except for pay and credit purposes. A Reserve forfeiting vacation pursuant to this Paragraph will revert back to the Reserve's original schedule (pre-vacation move). A Reserve with a vacation that overlaps a TDY period will not be involuntarily assigned to TDY.
 7. As an exception to Reserve Duty, Section 12, a Reserve who voluntarily bids for and is awarded a one (1) week TDY will have her/his Golden Days contained within the one (1) week TDY period converted into Flex Days.
 8. A foreign language speaker Reserve may be restricted from being awarded a non-foreign language speaker assignment because of limited staffing within her/his language in her/his crew base. A foreign language speaker Reserve may only be involuntarily assigned to non-foreign language speaker TDY assignment when there are no non-foreign language speaker Reserves available for assignment from any crew bases that are offering TDY assignments.
 9. If the Company posts a TDY vacancy requiring a foreign language speaker, it will be processed in the following order:
 - a. Foreign language speaker Reserves bidding for the position in accordance with Paragraph B.2;
 - b. If there are no volunteers, a foreign language speaker Reserve may be involuntarily assigned to a foreign language speaker position in accordance with Paragraph B.4.

C. EXPENSES

1. A Reserve awarded or assigned to TDY will receive the following:
 - a. Acceptable hotel facilities for the duration of her/his temporary duty that meets the standards set forth in Crew Accommodations, Section 6;
 - b. Per Diem as provided in Expenses, Section 4, for the TDY assignment commencing one (1) hour prior to departing from her/his home crew base and continuing until fifteen (15) minutes after arrival at her/his home crew base at the conclusion of the TDY assignment;
 - c. The cost of a compact size rental car, including gas and hotel parking, supported by receipt(s). The Reserve shall request the car through the Company contact designated in the TDY information provided by the Company. Insurance for the rental car shall be provided by the Company. At the Reserve's option, she/he will be reimbursed for other transportation, in lieu of a rental car, not to exceed the cost of a compact size rental car;
 - d. Reasonable telephone access fees and one (1) long distance telephone call per day from the TDY hotel facility to a party of the Reserve's choosing, not to exceed five (5) minutes;
 - e. Actual laundry and cleaning expenses, supported by receipt(s), for uniforms and personal clothing for Reserves on a TDY assignment of seven (7) calendar days or more.