



Flight Attendant Pay Resource Guide

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Accessing Flight Attendant Pay Information

	Paycheck	Activity Sheet	Pay sheet	Position Premiums*
LUS	Paperless Pay	ePays	Paperless Pay	FAPP tool via the Flight Service website
LAA	ePays	ePays	n/a	FAPP tool via the Flight Service website

**All other Premiums are displayed within your Activity Sheet.*

Activity sheet

- The Activity sheet is generated from FOS for flight sequence activity by contractual month
- Access via Jetnet > Team Member Services > Money & Attendance > LAA represented (link to ePays)
 - LUS might have to click on the LAA link to get to their activity sheet in ePays

Pay sheet

- The Pay sheet is generated from the Cyborg Pre-processor
- Summarizes at the pay code level - Regular pay, training, expenses, position premiums
- Access via Jetnet > Team Member Services > Money & Attendance > LUS Represented (link to Paperless Pay)

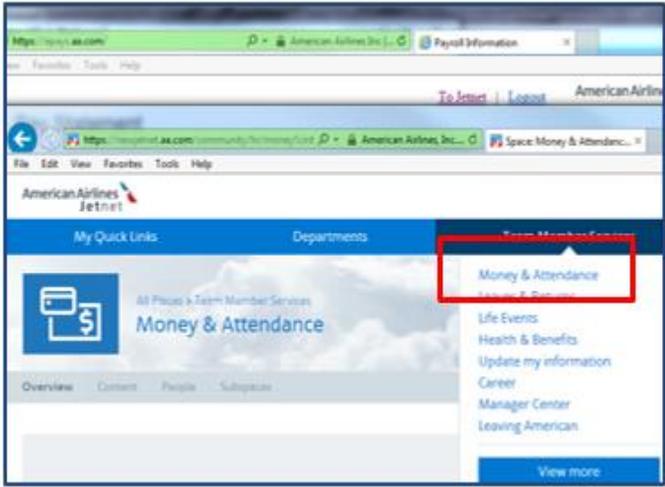
Pay stub

- Your pay stub is Paycheck generated from either Cyborg (LUS) or SHARP (LAA)
- LUS access via Jetnet > Team Member Services > Money & Attendance > LUS Represented (link to Paperless Pay)
- LAA access via Jetnet > Team Member Services > Money & Attendance > LAA Represented (link to ePays)

Activity Sheets

Flight attendant Activity Sheets (your old HI2s) can be accessed in ePays via [Jetnet](#). This is where you can see an archived copy of your flying schedule. You can view your previous month's schedule (HI2) in FOS during the first several days of the new month. After that, it's archived in ePays for 36 months. Once this happens, the HI2 entry in FOS will show your *next month's* schedule. For LUS flight attendants, the detail in the previously known Time and Pay report is now found in the Activity Report/HSS SEQ History.

- ✓ Click on Team Member Services
- ✓ Click on Money & attendance



This information is for our U.S. Domestic



Pay
 Access your paycheck and rate of pay information.

LAA represented »
 LUS represented »
 All Leadership and Support Staff »

Need to view your previous pay information? You can continue to access ePays (LAA) and Paperless Pay (LUS).

Expense Reporting
 Business expense reporting »

- ✓ Click on LAA represented (even if you're a legacy US Airways flight attendant)

The activity sheet will be found on the 2nd tab.

- ✓ Click "Activity Sheet and corresponding pay date" link to view details.

ePays - Pay Statement

Employee# [redacted] • Company Code [redacted] • Payroll Area [redacted]

Payroll Statements | **Activity/Pay Sheets** | Expense Payments

Most Recent
 Search by Date
 From: January 2019 To: December 2019

Date	Type
May 2019	Activity Sheet

Accessing Paperless Pay - LUS

Having trouble accessing your paperless pay? Be sure to enter your former Wings ID to login on the screen below. Remember, all payroll reports will still reflect your American Airlines employee number.

PAPERLESS PAY | My Other Sites

American Airlines - Paperless Pay

English Español Français

Welcome! Please log in below.

Though we're all part of American, we're not yet in the same payroll system. We're working on that part now. In the meantime, *if you're a legacy US Airways employee, please log in below using your US Airways badge number. If you're a legacy American employee who accesses your pay through Paperless Pay, please [log more](#)

(LUS) LUS Badge, (LAA) AAID*

.....

[Forgot \(LUS\) LUS Badge, \(LAA\) AAID*?](#)

[Continue >](#)

[Terms and Conditions](#)

First-time users:
If you're a legacy US Airways employee, enter your US Airways badge number as your User ID. This can be found in EC under Employee Details/Previous ID. Enter the last two digits of your social security number in conjunction with your employee ID for your temporary PIN. Employee ID can be found in EC under Employee Details/LUS Payroll Number. If you're a legacy American employee (no LUS Badge), enter the last two digits of your social security number in conjunction with your User ID (AAID) for your temporary PIN. You'll then be asked to create a permanent PIN for future logins.

[More About Security](#)

[Minimum Requirements to use Paperless Pay.](#)

Payroll - Frequently Asked Questions

Why do we still have two different pay systems? And when will that change?

We're in the process of moving all American Airlines team members into a common payroll system. These are large scale changes and because so many systems "touch" pay, we'll need to do this in waves. Flight attendants are scheduled for Wave 3, which is estimated to occur in the later part of 2020. Along with this integration, we're also looking at the design of the pay stubs and pay reports, with the goal of making them easier to understand.

Sometimes when I receive my advance the calculation appears to be at a rate lower than my current hourly rate. Why is that happening?

Per the JCBA, your advance is based on 37.5 hours, this is what is reflected on the pay stub. Once your advance is paid, it's then later recovered (in your mid-month check) as the actual *dollar* amount you received. In the event that your advance was not able to be fully recovered from your mid-month paycheck, the unrecovered advance balance will roll over to the next pay periods and will continue to be recovered until recovery is complete. This might give the appearance that your advance was at a lower rate, however, your 37.5 hours were actually paid at your current contractual base regular rate and the total will be reduced by the unrecovered advance balance remaining.

For example:

March 30th advance: pay rate \$46.50 x 37.5 hours = \$1,743.75 gross advance amount
April mid-month true up: Actual hours flown = 25.56 x \$46.50 = \$1,188.54 less your advance.
Given that your advance paid was higher than your actual time earned, only a portion of the advance can be recovered, leaving an unrecovered advance balance.

April Mid-Month paycheck:

Regular pay	\$ 1,188.54
Advance recovery	<u>\$(1,188.54)</u>
Gross pay	\$ 0

Advance Balance:

Advance paid 3/30	\$1,743.75
Advance recovered 4/15	<u>\$1,188.54</u> (amount of your true up)
Unrecovered adv. balance	\$ 555.21

April Advance paycheck:

Advance paid 4/30 (\$46.50 x 37.5)	\$1,743.75
Previous unrecovered advance	<u>\$(555.21)</u>
Gross pay	\$1,188.54

So it appears as though the 37.5 hours were paid at a lower rate, but it is only because the previous unrecovered advance balance was recovered from the 37.5 hours that were paid.

What if I have a pay rate increase (anniversary or annual) between the time my advance is paid and when it is recovered? What pay rate is my advance recovered at?

In order to ensure your advance is recovered at the exact amount that you were paid, the advance is recovered as a dollar amount and not as an hourly calculation. Using the example above, if you received an anniversary increase on 4/1, your advance would have been paid at your old rate and the total advance amount recovered on 4/15 and 4/30 would still only equal the total dollar amount you were paid.

Is my advance adjusted if I am only active for part of the month?

Yes. If you are inactive for any part before the 15th of the month, the 37.5 hour advance will be prorated and you will be paid based on the percentage of the days you were active.

Example:

1st half of contractual period = 31st -15th (16 days)
FA returns from leave on 5th (inactive for 5 days, active for 11 days)
Advance = 37.5 hours / 16 days x 11 days active = 25.78 hours

Did I get paid my Vacation or Sick time (since all the hours are rolled up together)?

Vacation and sick time are now part of the regular pay. You can see the detail of the hours that were paid by looking at the Activity Sheet.

My DirectConnect claim was approved, did I get paid my back pay from Crew Compensation?

The DirectConnect claim should always include an explanation or status update. The email sent to you will have a subject line, "DirectConnect claim has been received" or "DirectConnect claim status has changed". We recommend checking your AA.com email which should have notes from the claim, or checking your DirectConnect claim for the full explanation.

Regarding the pay adjustment: Once your claim has been approved, the time adjustment is then submitted to Flight Payroll.

If the payment is over 5 hours, if requested, a special check will be issued and forwarded to you by overnight mail except where the shortage is due to a flight attendant's negligence or mistake. Upon request, you can make arrangements to pick up a payroll card at a crew base or check at the Corporate Payroll Office. For any pay related questions, you can find contact information for the Payroll Service Center on the last page of this guide.

If the claim shortage is more than 2 hours but not exceeding 5 hours, if requested, a special check will be issued and mailed via U.S. Mail. Upon request, you can may make arrangements to pick up a payroll card at a crew base or check at the Corporate Payroll Office.

If the claim shortage is 2 hours or less, the adjustment will be added to your next check. Since this is processed as a late claim, it will not be found on your activity sheet. If it's paid on a mid-month check, you'll have to calculate the difference between the current pay period's amounts using your activity sheet and compare to your paystub.

The terms listed below were previously listed out separately, but are now all included on your Paystub under Regular Pay. The breakout of these is still visible on your Activity Sheet:

REGULAR PAY	REGULAR PAY
ADD'L STR PAY	REGULAR PAY
ETB PAY	REGULAR PAY
DEADHEADS	REGULAR PAY
LAST TRIP CANCL	REGULAR PAY
1 FOR 3.5	REGULAR PAY
1 FOR 2	REGULAR PAY
MINIMUM PAY	REGULAR PAY
IRREG OPERATNS	REGULAR PAY
VACATN PD ABS	REGULAR PAY
SICK PD ABS	REGULAR PAY
ON JOB INJURY	REGULAR PAY
BEREAVEMENT	REGULAR PAY
OTHER	REGULAR PAY
JURY DUTY	REGULAR PAY
APFA BUSINESS	REGULAR PAY

Processing timelines for special pay types

What types of special pay are automatic? Do I need to submit a DirectConnect claim?

When will I see my schedule recoded?

Pay/Assignment Type	Reflects in HSS/HI1 as:	When are changes reflected?	When to send Direct Connect claim
Voluntary Extension (VE) - Domestic	HSS will reflect "VE" add-code at leg-level. Additional 100% added with a line-item as "VE PAY". *Additional position premium added with line-item.	Crew Tracking will immediately update flight leg with "VE" add-code. "VE PAY" entered during Closeout (8th)	If "VE" is not reflected on HSS immediately, <i>contact Crew Tracking</i> to update the flight leg.
Voluntary Extension (VE) - International	HSS will reflect "VE" add-code at leg-level. Additional 100% added with a line-item as "VE PAY". *Additional position premium, INTL/IPD override added as line-item.	Crew Tracking will immediately update flight leg with "VE" add-code. "VE PAY" entered during Closeout (9th)	If "VE" is not reflected on HSS immediately, <i>contact Crew Tracking</i> to update the flight leg.
Location Delay Incentive (LE)	Line-item added as "LE PAY"; OR seq will show "LEABVGUA"	Worked every Monday & Friday *except on holidays Entries should reflect on HI1 5-7 business days after completion of the sequence.	8+ days after sequence completion
Red Flag Sequence - Lineholder	Sequence displays "RED FLAG"; *Additional 50% added with a line-item as "RED FLAG"	Completion of sequence flown	3 - 5 days after sequence completion
Red Flag Sequence - Reserve	Sequence displays "RED FLAG"; *Additional 50% added with a line-item as "RED FLAG"	Completion of sequence flown	3 - 5 days after sequence completion
International Premium Destination (IPD) Override	Line-item added as "IPDOVRDE"	All entries should be in by closeout	After Payroll Closeout - 8th of the following month
International (Non-IPD) Override	Line-item added as "INTOVRDE"	All entries should be in by closeout	After Payroll Closeout - 8th of the following month
Understaffing Pay	Flight number will be preceded by "S" (e.g. S101); Exception: Carryover sequence may show line-item added as "UNDERSTAFF".	Within 7 days of sequence completion, but no later than closeout	If after closeout, the "S" is not reflected next to the applicable flight number on the HI1, submit a DCONN ticket.

Pay/Assignment Type	Reflects in HSS/HI1 as:	When are changes reflected?	When to send Direct Connect claim
Position Premium (Purser, Lead Aft, Galley)	Line-item showing on the bottom of HI1, as "PP" and the applicable hourly rate (ex: "PP 2.50")	FAPP Program reflects flown and future flight legs immediately; Program will input cumulative hours as line-item on HI1 by the 9th of the following month.	After Payroll Closeout - 8th of the following month
Expenses (TAFB/Per Diem)	Expenses reflect in the header of the HI1 as: "D EXP" - Dom. Expenses "I EXP" - Intl. Expenses "MISC EXP" - Misc./Training Expenses "TTL EXP" - Total Expenses	D EXP/ I EXP - Immediately after seq completion; MISC EXP - Closeout	D EXP/ I EXP - Following business day; MISC EXP - After Payroll Closeout on 8th of the following month
Language/Speaker Pay	Total, cumulative language hours will reflect in the header of the HI1 as "LANG".	Closeout	After Payroll Closeout - 8th of the following month
Instructor-Led Training Pay	Training hours (ILT+WBT) added with line-item as "TRNG"; Training expenses reflect under "MISC EXP" in the header of HI1.	Completion of training sequence Programmed within FOS	After Payroll Closeout - 8th of the following month
Online Training Pay	Line-item added as "TRNG"	Closeout	After Payroll Closeout - 8th of the following month
Flight Departure Delays	Additional value to the right of the flight leg, showing as: "ATC, DEI, RCD, RFD"	Immediately after flight completion	If value fails to credit, FAs need to contact their Flight Service Manager per the below line of communication: Flt Attendant > Flt Service Mgr > Chief Pilot > Pilot
Callout Pay - Sequence Origination	Line-item added as "CALLOUT"; OR seqs will show "GUAR PREM"; Report sequence with "25" add code to reflect sign-in/release.	Same-day, after released by Crew Scheduling	Contact Crew Scheduling for release
Callout Pay - Mid-Sequence	Line-item added as "PD PROJ"; OR seqs will show "GUAR PREM".	Immediately after sequence completion	Following business day
Diversion	Additional value to the right of the flight leg, showing as: "DIV".	4-5 business days after scheduled sequence completion.	6+ business days after scheduled completion
Report Early	NA	NA	NA
Holding Time	Line-item added as "HLDGTME"	Worked MWF; 3-5 business days after submission	Must submit holding claim via Direct Connect or FOS immediately after event for consideration.
Stay Late	Line-item added as "GRDTME"	Worked MWF; 3-5 business days after submission	Must submit stay-late claim via Direct Connect or FOS immediately after event for consideration.
Ground Time	Line-item added as "GRDTME"	Worked MWF; 3-5 business days after submission	Must submit ground claim via Direct Connect or FOS immediately after event for consideration.

Pay/Assignment Type	Reflects in HSS/HI1 as:	When are changes reflected?	When to send Direct Connect claim
Random Drug/Alcohol Testing	Line item added as: "RANDOM" for random Drug test; "RANDOM A" for random Alcohol test	As soon as processed by Drug/Alcohol team	
Position Swap	FA"4" position flown	Immediate	If app is not able to be used, FA should contact their local Crew Service Center and the Duty Manager may submit the RF2042 CLT mask. In the rare case of a mid-flight illness of a crew member and the need for an extraordinary swap, the crew should contact Crew Tracking.
Settlement agreement protection	Line-item added as "PD PROJ"; OR/VF seqs will show "GUAR PREM".	Closeout	After Payroll Closeout - 8th of the following month
TTS, UBL, ETB, ROTA/D mis-awards		5 - 7 business days after Direct Connect receipt	Submit Direct Connect as soon as possible but no later than 30 days as Crew Scheduling reviews all of these claims.
Notes: <i>* Direct Connect claims are worked on a first come/first served basis usually within 5 - 7 business days. Only one submission per issue please.</i>			
<i>*Once the claim is approved, adjustments are sent to Payroll and take 5 - 7 business days to post payment.</i>			
<i>Updated 12/26/2018</i>			

Sample Flight Attendant Activity Sheet

PP004 CLT █████ CREWMEMBER PRE/POST ACTIVITY REPORT MONTH STARTING 01JAN19 AND ENDING 30JAN19 PROCESS DATE 02/09/19
 LUN █████ CLT █████ ASG 0 BNAVLIN █████ CLT █████ ASG 0 NNAV DOM

PROJ 103.20GTO 0.00 PPRJ03 103.20 LANG 0.00
 PMAK 115.00 TTS MMAX 126.17 MTHLY FLEX 0.00
 GUAR ORIG 0.00 ADJ 0.00 PENDING N
 D EXP 0.00 W2 0.00 I EXP 0.00 W2 0.00
 MISC EXP 0.00 W2 0.00 TTL 0.00
 PREM N LANG - 0.00
 AVEL SK 37.55 SK USED MFD 0.00
 TTL SK USED 0.00 SK M/U 0.00 SK M/U MFD 0.00
 SK RESTORAL 0.00
 LAST 5907/29

DD	ST	RMV	ADD	SEQ	FLT	FLT	SKED	STTL	ACT	GTR	GTTL
01	61	VC			0000					4.00	4.00
02	61	VC								4.00	4.00
03	61	VC								4.00	4.00
04	61	VC								4.00	4.00
05	61	VC								4.00	4.00
06	61	VC								4.00	4.00
07	61	VC				2359				4.00	4.00
08	61		5707	FAL	-1732						
					-1732	-1886	5.32				
09	61				-2340	-1216	6.19	11.51	PT	0.00	
10	61		5707	EXP	TAFB	29.59	PHL	4			
11	61	TT	5812	FAL	-897						
					-897	D1725	5.41				
12	61	TT			-146	-2608	5.36	11.17	PT	0.00	
13	61		5812	EXP	TAFB	30.04	BDL	4			
14	61		2854	FAL	-217						
					-2681		6.23				
15	61				-1343	-1624	6.11				
16	61				-1651		4.39	17.13	PT	0.00	
17	61		2854	EXP	TAFB	55.34	CUN	3	SAN	3	
18	61	OE	5812	FAL	-897						
					-897	D1725	5.41				
19	61	OK			-146	-2608	5.36	11.17	PT	0.00	
20	61		5812	EXP	TAFB	30.04	BDL	4			
21	61		5707	FAL	-1732						
					-1732	-1886	5.32				
22	61				-2340	-1216	6.19	11.51	PT	0.00	
23	61		5707	EXP	TAFB	29.59	PHL	4			

PP004 CLT 471770 CREWMEMBER PRE/POST ACTIVITY REPORT MONTH STARTING 01JAN19 AND ENDING 30JAN19 PROCESS DATE 02/09/19

END OF ACTIVITY

B

PROJ 102.28GTO 102.28PPROJ 102.28 LANG 0.00
 PMAK 115.00 TTS MMAX 126.17 MTHLY FLEX 0.00
 GUAR ORIG 0.00 ADJ 0.00 PENDING N
 EXP 114.16 W2 0.00 I EXP 28.29 W2 0.00
 ESC EXP 0.00 W2 0.00 TTL 142.39
 PREM N LANG - 0.00
 AVEL SK 34.21 SK USED MFD 22.34
 TTL SK USED 22.34 SK M/U 0.00 SK M/U MFD 0.00
 SK RESTORAL 0.00

DD	ST	RMV	ADD	SEQ	FLT	FLT	SKED	STTL	ACT	GTR	GTTL
01	61	VC			0000					4.00	4.00
02	61	VC								4.00	4.00
03	61	VC								4.00	4.00
04	61	VC								4.00	4.00
05	61	VC								4.00	4.00
06	61	VC								4.00	4.00
07	61	VC				2359				4.00	4.00
08	61		5707	FAL	-1732						
					-1732	-1886	5.32		5.08	5.32	
09	61				-2340	-1216	6.19	11.51	PT	0.00	
10	61		5707	EXP	TAFB	30.22	PHL	4			
11	61	SK	TT	5812	FAL	X897					
					X897	D1725	5.41				
12	61	SK	TT		X146	X2408	5.36	11.17	PT	0.00	11.17
13	61										
14	61		2854	FAL	-217						
					-2681		6.23		6.04	6.23	
15	61				-1343	-1624	6.11		6.39	6.40	
16	61				-1651		4.39	17.13	PT	0.00	17.42
17	61		2854	EXP	TAFB	55.34	CUN	3	SAN	3	
18	61										
19	61	SK	OE	5812	FAL	X897					
					X897	D1725	5.41				
20	61	SK	OE		X146	X2408	5.36	11.17	PT	0.00	11.17
21	61										
22	61		5707	FAL	-1732						
					-1732	-1886	5.32		5.12	5.34	
23	61				-2340	-1216	6.19	11.51	PT	0.00	12.09
24	61		5707	EXP	TAFB	30.08	PHL	4			
25	61										
26	61										
27	61										
28	61										
29	61	OT	TT	5707	FAL	X1732					
					X1732	X1886					
30	61	OT	TT		X2340	X1216	6.00	0.00	PT	0.00	0.00
31	61	OT	TT	21208	FAL	-1786					
					-1786	-644	6.55		6.46	7.07	
30	61	TT			-2008		3.05	10.00	PT	0.00	10.07
29	61	OT									
30	61	OT									
30	61	OT									
30	61	PP									
30	61	PP									

END OF ACTIVITY

END OF COMMENTS

A

C

D

Section A: **General Information:** Includes employee name, AA ID number, base, etc. Also includes the contractual month for the activity (boxed in black).

Section B: **Pre-Activity Schedule:** Shows your schedule as it was set before the month’s activity began. This area is for reference only and is not used to calculate pay.

Section C: **Flight Attendant Information:** Includes your PPROJ, your guarantee hours, and your expenses. You will also find your available sick time, year-to-date sick accrual, and sick hours used month-to-date. The PPROJ hours will match the amount of hours in Regular Pay on the Pay Statement. This section also includes totals for TAFB (D EXP / I EXP / TTL) and aligns with the Pay Statement.

NOTE: The hours and minutes are reflected on the Activity Sheet detail (Page 1) as HH.MM. For example, 85 hrs and 54 mins is listed as 85.54. On your pay summary the minutes are listed as a percentage of an hour. For example, 85 hrs and 54 mins is listed as 85.90 (54 mins / 60mins = 0.90 hours).

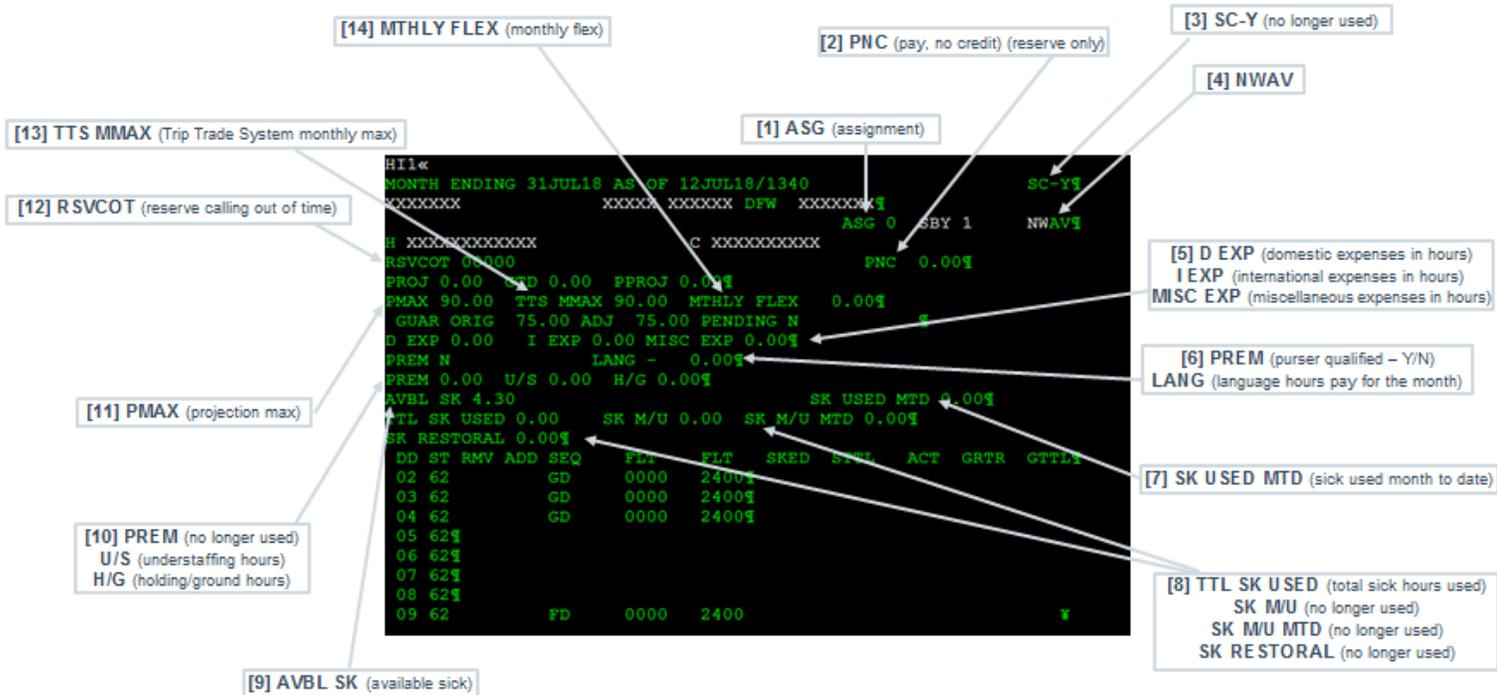
Note: Time included on the Activity Sheet is a “snapshot in time”. You’ll notice the time included on the left side is taken prior to the month – after bids are finalized, but before the month begins. Time included on the right side is taken on the morning of the 9th to correspond with what is sent to payroll. See pages 2&3 for how to access your Activity Sheet snapshot.

Section D: **Operational & Contractual Activity:** Shows all of your scheduled flights and activity for the contractual month. This includes sequences flown, International Pay, Premiums, as well as your scheduled days off. This area will also list any removed activity. The flight hours listed in this section, as well as the other contractual items, are totaled by flight sequence in the GTTL column. For reserve flight attendants, if an un-credited removal code(s) is listed on a Duty Day, your Guarantee will be reduced by one day per code.

A Time Conversion Chart is provided here to help with the converting of the time from minutes to 100ths, prior to adding it on a calculator.

Min.	100ths	Min.	100ths	Min.	100ths
1	0.02	21	0.35	41	0.68
2	0.03	22	0.37	42	0.70
3	0.05	23	0.38	43	0.72
4	0.07	24	0.40	44	0.73
5	0.08	25	0.42	45	0.75
6	0.10	26	0.43	46	0.77
7	0.12	27	0.45	47	0.78
8	0.13	28	0.47	48	0.80
9	0.15	29	0.48	49	0.82
10	0.17	30	0.50	50	0.83
11	0.18	31	0.52	51	0.85
12	0.20	32	0.53	52	0.87
13	0.22	33	0.55	53	0.88
14	0.23	34	0.57	54	0.90
15	0.25	35	0.58	55	0.92
16	0.27	36	0.60	56	0.93
17	0.28	37	0.62	57	0.95
18	0.30	38	0.63	58	0.97
19	0.32	39	0.65	59	0.98
20	0.33	40	0.67	60	1.00

HI1 Header for Reserves



HI1 - reserve

- ASG (assignment):** Each reserve assigned to a sequence will be credited with an ASG code (click). Such code will be credited to a reserve once for each calendar day assigned by daily Crew Scheduling. Number of SB (standby) or RF (reserve assigned a trip in daily on a reserve day) sequence assignments (*not applicable for lineholders*)
- PNC (pay, no credit) (reserve day off only):** Means a flight attendant is paid but not credited for the time
- SC-Y:** *no longer used*
- NWAV:** 35 in 7; You'll be able to waive using ROTA/ROTA-D *after* your base switches to PBS
- D EXP:** Domestic expenses in hours **I EXP:** International expenses in hours **MISC EXP:** Miscellaneous expenses in hours (e.g. training hours)
- PREM:** (purser qualified – Y/N) **LANG:** Language hours pay for the month
- SK USED MTD:** Sick used month to date
- TTL SK USED:** Total sick hours used **SK M/U:** *no longer used* **SK M/U MTD:** *no longer used* **SK RESTORAL:** *no longer used*
- AVBL SK:** The number of sick hours in your bank
- PREM:** *no longer used* **U/S:** Understaffing hours **H/G:** Holding/ground hours
- PMAX (projection max):** 90 hours for reserves
- RSVCOT (reserve calling out of time):** This field displays the accumulated projections for all sequences except the aggressive reserve sequences above 40 credit hours
- TTS MMAX (Trip Trade System Monthly Max):** *Does not apply to reserves*; will show 90:00 hours.
- MTHLY FLEX (monthly flex):** This value will increase the monthly max you can fly and is included in the PMAX value. A number will appear in this field if the company flexes the monthly bid max in a particular month. Can be no more than 5:00 hours per month and no more than 25:00 in a year

Note: For a Reserve, the greater of the ADJ vs the PPROJ is what you are paid. As well as the PNC time on top of the GUAR, if applicable.

HI1 Header for Lineholders

The screenshot shows the HI1 header with the following fields and callouts:

- [1] ASG (assignment)
- [2] PNC (pay, no credit) (reserve only)
- [3] SC-Y (no longer used)
- [4] NWAV (shows WAV until PBS)
- [5] D EXP (domestic expenses in hours)
I EXP (international expenses in hours)
MISC EXP (miscellaneous expenses in hours)
- [6] PREM (purser qualified - Y/N)
LANG (language hours pay for the month)
- [7] SK USED MTD (sick used month to date)
- [8] TTL SK USED (total sick hours used)
SK MU (no longer used)
SK MU MTD (no longer used)
SK RESTORAL (no longer used)
- [9] LAST (last sequence(s) of the month)
- [10] AVBL SK (available sick)
- [11] PREM (no longer used)
U/S (understaffing hours)
H/G (holding/ground hours)
- [12] PMAX (projection max)
- [13] R SVCOT (reserve calling out of time)
- [14] TTS MMAX (Trip Trade System monthly max)
- [15] MTHLY FLEX (monthly flex)
- [16] DO (days off)

HI1 - lineholder

- ASG (assignment):** Each reserve assigned to a sequence will be credited with an ASG code (click). Such code will be credited to a reserve once per calendar day assigned by daily Crew Scheduling. Number of SB (standby) or RF (reserve assigned a trip in daily on a reserve day) sequence assignments (*not applicable for lineholders*)
- PNC (pay, no credit) (reserve day off only):** Means you're paid but not credited for the time
- SC-Y:** *no longer used*
- NWAV:** 30 in 7 indicator; Will show WAV until PBS
- D EXP:** Domestic expenses in hours **I EXP:** International expenses in hours **MISC EXP:** Miscellaneous expenses in hours (e.g. training hours)
- PREM:** (Purser qualified - Y/N) **LANG:** Language hours pay for the month
- SK USED MTD:** Sick hours used month to date
- TTL SK USED:** Total sick hours used **SK MU:** *no longer used* **SK MU MTD:** *no longer used* **SK RESTORAL:** *no longer used*
- LAST:** Last sequence(s) of the month; a snapshot of whatever is the last trip/trip series at a particular time. May change throughout the month based on your flying activity/trip
- AVBL SK:** The number of sick hours in your bank
- PREM:** *no longer used* **U/S:** Understaffing hours **H/G:** Holding/ground hours
- PMAX (projection max):** This value lies in the range of 90 to 115 hours from line awards or PBS awards; will not move throughout month and is set based on your bid award
- R SVCOT (reserve calling out of time):** This field displays the accumulated projections for all sequences except the aggressive reserve sequences above 40 credit hours (*not applicable for lineholders*)
- TTS MMAX (Trip Trade System monthly max):** This field displays the TTS trading limitations for lineholders. $TTS\ MAX = PMAX + ETB\ net$, will be set to 115:00 until all bases are on PBS
- MTHLY FLEX (monthly flex):** This value will increase the monthly max you can fly and is included in the PMAX value. A number will appear in this field if the company flexes the monthly bid max in a particular month. Can be no more than 5:00 hours per month and no more than 25:00 hours in a year.
- DO (days off):** Shows you the number of full calendar days you have off; adjusts in real time based on your flying/trading activity

Current LUS Time & Pay Report

For LUS Flight Attendants, your Pay Sheet (previously referred to as Flight Report) provides a breakdown of your pay for the contractual month. This is also still accessed via [Paperless Pay](#) via [Jetnet](#). Remember we switched crew systems in October 2018 (from CATS to FOS). FOS is very different from CATS, so there will be differences in how your hours and pay are displayed. There is also new terminology on your pay sheet, such as PPROJ.

PPROJ (pay projection)

PPROJ is the total pay projection of your pay and credited time for the current contract month. Your total gross pay will include credited pay hours (PPROJ or regular pay) + guarantee + premiums + miscellaneous pay (training, holding, understaffing, etc.) + pay no credit (red flag, TI delay, etc.).

The totals from the Pay Sheet are loaded into the paystub to reflect the total gross earnings paid on the mid-month check.

RATES			
SEN.	DAY	NIGHT	EFFECTIVE
04	35.40	35.40	

DATE	FLT	TRIP	EQ	MEAL AMOUNT	DAY HRS MN	NIGHT HRS MN	BLOCK HRS MN	DAY PAY	NIGHT PAY	PREMIUMS	INTL PAY
10/31/2018	REG		1		61:15		61:15	2168.25			
				.00	61:15	0:00	61:15	2168.25	0.00	0.00	0.00 **
10/17/2018	TRNG		1		4:00		4:00	100.00			
10/17/2018	TRNG		1		6:00		6:00	150.00			
10/10/2018	TRNG		50		1:00		1:00	25.00			
10/31/2018	GUAR		1		13:45		13:45	486.75			
				.00	24:45	0:00	24:45	761.75	0.00	0.00	0.00 **
10/31/2018	LEAD		19		8:52					22.18	
10/31/2018	MEAL			369.80							
10/31/2018	MEAL			20.21							
10/31/2018	MELT			41.82							
10/25/2018	INTL		50		6:27						19.35
				431.83	0:00	0:00	0:00	0.00	0.00	22.18	19.35 **
				431.83	86:00	0:00	86:00	2930.00	0.00	22.18	19.35 **

	TOTAL PAY HRS	TOTAL BLOCK HRS
DAY	86:00	
NIGHT	0:00	
TOTAL	86:00	86:00

EXPENSES	
TAFB TAXBLE	41.82
TAFB NONTAXBLE	390.01
TOTAL	431.83

FLIGHT PAY (PPROJ)	PREMIUMS	MISC PAY	PNC	MINIMUM ADJUST	TOTAL MONTH PAY	PREVIOUS 30TH PAY DATE	PREVIOUS 30TH PAY AMOUNT	CURRENT PAY AMOUNT
2168.25	22.18	294.35*	0.00	486.75	2971.53	10/30/2018	1327.50	1644.03

↑
Regular Pay Only

↑
Training
Int'l Pay

↑
Minimum equals Guarantee

* - INCLUDES INTERNATIONAL PAY, IF APPLICABLE

For LUS flight attendants, all payroll reports reflect your American Airlines employee number (previously CATS ID); your CATS ID will no longer be applicable.

Red flag pay

Red flag pay is reflected on pay sheets and is calculated as 100% of the hours at full rate + 50% of the hours at full rate.

For example, if you fly 20 hours in a sequence that was Red Flagged, you'll receive 20 hours at contractual base regular rate + additional 10 hours at the regular rate. The 100% will be included in regular pay and the 50% portion will be reflected on the Red Flag line of your paystub.

Example: Red Flag = 20 hours, \$40/hr.
20 hours X \$40 (\$800) + 10 hours X \$40 (\$400) = \$1,200

Per diem/TAFB (time away from base)

Per Diem for TAFB earnings codes will be consolidated from three codes to two codes on the paycheck and W-2.

1. Non-taxable (trips with an overnight; domestic and international)
2. Taxable (single-day trip, or additional per diem paid greater than the daily allowable; domestic and international)

Per Diem for TAFB on the pay sheet will reflect differently in FOS. The total amount of TAFB for the month is consolidated into one line item rather than by sequence.

Premiums

Premium pay will combine all Galley and AFT Lead hours into one line titled, "AFT Lead/Galley". AFT LEAD INTL is \$1.75 per hour, AFT LEAD DOM is \$1.00 per hour, and Galley is \$1.00 per hour. All other premiums will continue to be separately identified on the paystub. You can also review your position premiums in detail by visiting the Flight Service website and selecting the "Premium Pay" link, found in the Welcome box.

Activity sheet

Your Activity Sheet provides a breakdown of your scheduled and actual activity hours. To access your Activity Sheet, go to the link on [Jetnet](#) or visit epays.aa.com. More information regarding PPROJ and the FOS Activity Sheet is included on pages 10-12 in the Flight Attendant FOS Guide which is available on [Jetnet](#).

Pay Statement General Information

The following are common earning types you may also see on your pay statements:

Location Delay Incentive (LE Pay)

Occurs when you are delayed departing from an IPD station (Europe, Asia, and “Deep” South America) for *more than* 10 hours from the scheduled departure time; 5 hours of pay and credit – including all premiums – in addition to the value of the trip. FAs receive additional 5 hours if flight is delayed *more than* 24 hours and for each subsequent 24 hour period or fraction thereof. This pay is included in your R Regular Pay total.

Voluntary Extension of Duty Day (Domestic VE Pay)

When you voluntarily agree to continue working beyond the published on-duty limitations (contractual) in exchange for one minute of flight pay for each two minutes on duty (report to release + 15 minutes) for the entire duty day.

Voluntary Extension of Duty Day (International VE Pay)

Applicable to mid-range and non-long range flying; 200% pay for the duty period – including premiums.

Drug Testing

You are paid \$15.00 for each random drug or alcohol test you are required to undergo after her/his release from duty. There is no credit associated with the test or payment.

Holding Time

Occurs when you are required to remain on duty with customers on the aircraft at originating, intermediate and terminating stations. Kicks in at originating and intermediate stations when the actual ground time exceeds the *scheduled* ground time by 30 minutes. \$7.00 per hour or fraction thereof.

ATC Hold/Actual “Out” (Code 59)

Pay & Credit for Delayed engine start: When the captain elects to delay starting engines due to quoted takeoff delays, flight time will be considered to begin at the time the aircraft would normally have departed.

Code 59: Applicable in the event of a delay at the gate awaiting pushback, powerback, or taxi due to congestion; de-icing, maintenance performed on the aircraft after gate departure and before takeoff, and delays due to de-icing congestion. Flight time pay and credit based on actual out time established by the captain.

International Override (IPD and NIPD)

IPD = \$3.75/hour or fraction thereof prorated to nearest minute on IPD trip sequences (those flying to Europe, Asia, and “Deep” South America); NIPD = \$3.00/hour or fraction thereof prorated to nearest minute for all other international flying (Caribbean, Mexico, Hawaii, Central America and “near/mid” South America)

If there are questions on pay types that have not been discussed in this guide, please refer to the JCBA, which can be found on Jetnet and your tablet. Whereas the above are summary explanations, the JCBA is the source document and supersedes the above explanations.

Taxes

You can update your W-4 by visiting Jetnet >Team Member Services>Money & Attendance.

For other questions regarding taxes, please contact the Payroll Service Center (PSC). You can find contact information for the PSC on the last page of this guide.

Corrections and Adjustment Checks

When you are due an adjustment to your paycheck, the adjustment check will be processed manually on an exception-basis only and will reflect the applicable tax rate, deductions, garnishments, overpayment repayments, and other adjustments where applicable and as allowable by the contract and laws.

Direct Deposit

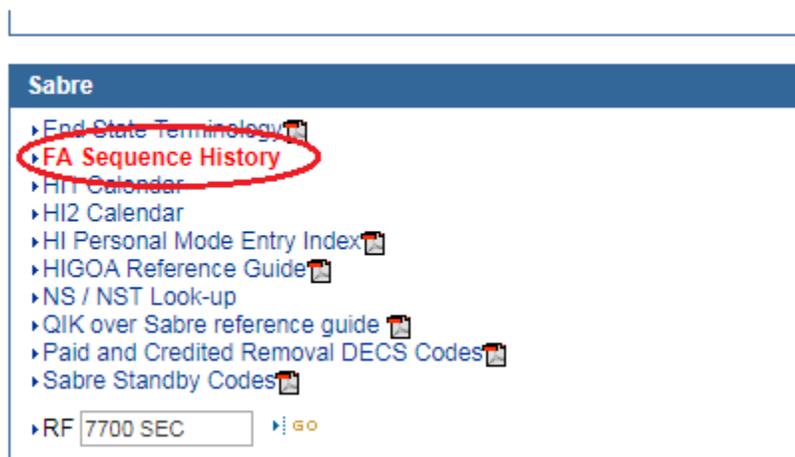
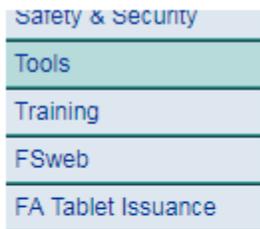
If you elect to receive your paycheck by Direct Deposit, you will be issued all pay via Direct Deposit, including regular, incentive, and profit sharing pay. If you do not have a direct deposit bank, as allowed under applicable law, you will be enrolled in the company's Paycard Program, administered by the Money Network. Information on the Paycard Program is available on Jetnet in the Jetnet Help Center by searching for "Electronic Payroll Distribution Service."

You can update your direct deposit information by visiting Jetnet >Team Member Services>Money & Attendance, then select LAA Represented or LUS Represented (whichever applicable) under Direct Deposit.

Accessing Sequence History

Do you need to access past information or sequence history on your trips? You can find up to three years of your flight attendant sequence history using the Flight Service website.

1. On the home page of the Flight Service website, select the *Tools* link located on the left hand side menu bar
2. Select *FA Sequence History*
3. Retrieve sequence history by selecting the month(s) and year(s) desired



FA Sequence History

1. Retrieve Sequence History by selecting the month(s) and year(s) desired
2. Click the Get Seq Data button

To email the the sequence data:

1. Retrieve Sequence History by selecting the month(s) and year(s) desired
2. Click the Get Seq Data button
3. Once the Retrieve Sequence History is displayed on the screen, email the data by entering the desired email address
4. Click the Send Email button

Note: Sequence History data cannot be emailed without first retrieving the data

Select all / Unselect all **2016**
 APR MAY JUN JUL AUG SEP OCT NOV DEC

Select all / Unselect all **2017**
 JAN FEB MAR APR MAY JUN JUL AUG SEP OCT NOV DEC

Select all / Unselect all **2018**
 JAN FEB MAR APR MAY JUN JUL AUG SEP OCT NOV DEC

Select all / Unselect all **2019**
 JAN FEB MAR

Email on file :

Duty Rigs, Trip Rigs and Daily Minimum Value

The term “Rig” is actually an acronym and stands for “ratio in guarantee.” It’s an airline industry term and is common across different airlines. It comes into play when we calculate how you’re paid for both individual duty periods (duty rig) and entire trips (trip rig).

Duty Rig is calculated at a rate of one minute of flight time for every two minutes of on-duty time in a single duty period (one duty period at a time). It is added at the end of the duty period.

Duty Rig (E time)

Duty day minimum based On Duty time or 3.00 hour minimum

An individual duty day can be worth no less than half the time spent on duty, using the greater of scheduled time on duty (SKD ONDUTY) or actual time on duty (ACT ONDUTY), and with a Duty Rig Minimum value of 3.00 hours.

Each duty day is brought up to the Duty Rig value with additional E time noted as P/C X.XXE.

In the example below, you can see that the “E time” needed to bring the duty period up to the greater of the scheduled vs. actual on duty time was 26 minutes – noted as P/C 0.26E. Note: The duty rig time came into play here because the original on duty time was scheduled for 6:18 hours. Due to a flight delay, you can see the actual on duty time ended up being 10:59 hours.

	DT	EQ	FLT	STA	DEP	M	STA	ARR	AC	FLY	GTR	GRD	ACT
SKD	06	76	275	LAX	0740		MIA	1543		5.03			
ACT	06	76	275	LAX	1235		MIA	2024		4.49	5.03		
D/P	GTR	5.03				P/C	0.26E	TL	5.29				
HALF DAY COUNT MIA 4													
SKD	ONDUTY	6.18	ODL	22.02									
ACT	ONDUTY	10.59	ODL	17.21									

Sequence/Trip Rig is calculated at a rate of one minute of flight time for every three and one half (3.5) minutes time away from base (TAFB). It only applies to sequences with more than one duty period (*Turnarounds also get this RIG F-time however it is not displayed on a one duty period sequence.*). It is added at the end of the sequence.

Duty Period Minimum (G time)

Sequence minimum based on number of Duty Periods with Completed Segments

Sequence minimum based on 5.00 hours for each completed duty period within a sequence.

"Completed" is flying from Point A to Point B.

The full sequence is brought up to the Duty Period Minimum value with additional G time as P/C 0.00G.

The additional time is added and displayed on the last duty period of the sequence.

In the example below, you can see the first duty period had 3:31 hours of block time and the second duty period had 3:09 hours of block time. When you add them together, you get 6:40 hours – which is less than minimum of 5:00 hours per day (10:00 hours for the whole trip). Therefore we add 3:20 hours of “G” time to bring up the trip to the contractual minimum value. 6:40 block time + 3:20 “G” time = 10:00 hour minimum for a two day trip.

	DT	EQ	FLT	STA	DEP	M	STA	ARR	AC	FLY	GTR	GRD	ACT
SKD	10	96	2489	DFW	1855		LAX	2026		3.31			
ACT	10	96	2489	DFW	1853		LAX	1946		2.53	3.31		
D/P	GTR	3.31				P/C	0.00	TL	3.31				
HALF DAY COUNT LAX 3													
SKD	ONDUTY	4.46	ODL	16.44									
ACT	ONDUTY	4.06	ODL	17.24									
SKD	11	96	2462	LAX	1425		DFW	1934		3.09			
ACT	11	96	2462	LAX	1422		DFW	1928		3.06	3.09		
D/P	GTR	3.09				P/C	3.20G	TL	6.29				
SKD	ONDUTY	4.24							EXP		25.48		
ACT	ONDUTY	4.18											
U/S	0.00												
SEQ	GTR	6.40				P/C	3.20	TL	10.00	TAFB	25.54		

Trip Rig (F time)

Sequence minimum value based on Time Away From Base (TAFB) - 11.D.4

A trip sequence's minimum value is based on 1 hour of pay for every 3.50 hours away from base (TAFB) If the trip's total block hours (by themselves) falls below the sequence minimum, the full sequence is brought up to the Trip Rig value with additional F Time noted as P/C 0.00F added and displayed on the last duty period of the sequence.

In the example below, you can see there was 1:14 hours of trip rig pay added to the sequence to bring the entire trip sequence up to the minimum value required by the contract. By looking at the TAFB for this trip – which was 53:47 – the minimum trip value, per the 1 for 3.50 rule, is 15:22 hours – which is greater than the 14:08 hours of block time in the trip. Therefore, the trip value is brought up to 15:22 with 1:14 hours of P/C.

	DT	EQ	FLT	STA	DEP	M	STA	ARR	AC	FLY	GTR	GRD	ACT
SKD	30	22	1475	STL	0605		ORD	0725		1.20		1.00	
SKD	30	22	1252	ORD	0825		RDU	1118		1.53		0.40	
SKD	30	22	1160	RDU	1158		DFW	1401		3.03			
D/P	SKD	6.16				P/C	0.00	TL	6.16				
HALF DAY COUNT DFW 3													
SKD	ONDUTY	9.11	ODL	17.29									
SKD	31	22	1054	DFW	0845		IAH	0951		1.06		0.43	
SKD	31	22	1604	IAH	1034		DFW	1148		1.14		1.32	
SKD	31	22	2483	DFW	1320		PNS	1502		1.42			
D/P	SKD	4.02				P/C	0.00	TL	4.02				
HALF DAY COUNT PNS 2													
SKD	ONDUTY	7.32	ODL	13.23									
SKD	01	22	1046	PNS	0540		DFW	0748		2.08		1.07	
SKD	01	22	1102	DFW	0855		STL	1037		1.42			
D/P	SKD	3.50				P/C	1.14F	TL	5.04				
SKD	ONDUTY	6.12											
U/S	0.00												
SEQ	SKD	14.08				P/C	1.14	TL	15.22	TAFB	53.47		

Position Premium Pay Tool Snapshot

Position premiums are paid when you work the *purser*, *lead*, or *galley* position. You can view hours by using the Flight Attendant Premium Pay link on the homepage of the Flight Service website:



After clicking the Premium Pay link, your Position Premium Pay activity will display for the month. This information is updated on a real-time basis, directly from FOS.

A few things to note:

- The display will default to the current month
- The previous month can be displayed by selecting the desired month from the drop-down menu. *Previous activities and pay handled from the CATS system will not be visible.*
- Each flight leg is displayed with the applicable Position Premium Pay
- A monthly summary of the total Position Premium Pay hours is displayed at the bottom, "FOS Misc. Credit Summary." These summary totals will appear as an entry on the HI1/HI2 at the bottom, on the last day of the contractual month
- The month summaries will not appear on the HI1/HI2 until the month has been processed during month-end payroll close out, which generally occurs around the 8th of the following month
- The greater of the Position premium on the qualifying pay protected sequence at the time of assignment (adjusted base), versus the actual flown sequence, is paid

Here's a sample of what you will see when using the tool:

Pure Bid Status : Pos 01 for Contract Month JAN2019

Requested Contract Month: JAN2019 ▾

[View Emp](#) [Print](#)

 Data Archived for JAN2019

Premium Pay Flights F/A emp [redacted] as of 03/15/2019 16:22-CST												
SEQ	Rmv	Add	Flt	Date	Depart	Arrive	Aircraft	Pos	Prem Pay	SKB / ACT	Type	
5707			1732	08-JAN	CLT 07:30	RSW 09:26	A321	01	1:56	SKD 	204 Dom Lead Domestic	
5707			1732	08-JAN	RSW 10:16	CLT 12:14	A321	01	1:58	SKD	204 Dom Lead Domestic	
5707			1886	08-JAN	CLT 13:10	PHL 14:48	A321	01	1:38	SKD	204 Dom Lead Domestic	
5707			2340	09-JAN	PHL 05:05	DFW 07:54	738D	01	3:49	SKD	202 Dom Lead Domestic	
5707			1216	09-JAN	DFW 09:02	CLT 12:37	738D	01	2:35	SKD	202 Dom Lead Domestic	
2854			217	14-JAN	CLT 07:40	JFK 09:39	738A	01	1:59	SKD 	202 Dom Lead Domestic	
2854			2681	14-JAN	JFK 11:00	CUN 15:24	738A	01	4:24	SKD	202 Non-IPD Lead International	
2854			1343	15-JAN	CUN 11:55	DFW 14:24	321S	01	3:35	SKD	204 Non-IPD Lead International	
2854			1624	15-JAN	DFW 15:50	SAN 16:55	321S	01	3:05	SKD	204 Dom Lead Domestic	
2854			1651	16-JAN	SAN 06:20	CLT 13:59	A321	01	4:39	SKD	204 Dom Lead Domestic	
5707			1732	22-JAN	CLT 07:30	RSW 09:26	A321	01	1:56	SKD 	204 Dom Lead Domestic	
5707			1732	22-JAN	RSW 10:16	CLT 12:14	A321	01	1:58	SKD	204 Dom Lead Domestic	
5707			1886	22-JAN	CLT 13:07	PHL 14:47	A321	01	1:40	SKD	204 Dom Lead Domestic	
5707			2340	23-JAN	PHL 05:04	DFW 08:07	738D	01	4:03	SKD	202 Dom Lead Domestic	
5707			1216	23-JAN	DFW 08:51	CLT 12:23	738D	01	2:32	SKD	202 Dom Lead Domestic	
21208		TT	1786	29-JAN	CLT 07:35	PBI 09:29	H319	01	1:54	SKD 	202 Dom Lead Domestic	
21208		TT	1786	29-JAN	PBI 10:09	CLT 12:11	H319	01	2:02	SKD	202 Dom Lead Domestic	
21208		TT	644	29-JAN	CLT 12:57	AUS 15:08	H319	01	3:11	SKD	202 Dom Lead Domestic	
21208		TT	2088	30-JAN	AUS 05:10	CLT 08:55	A320	01	2:45	SKD	202 Dom Lead Domestic	
21208			2088	30-JAN	AUS 05:10	CLT 08:55	A320		0:15	RIG	202 Dom Lead Domestic	

51:54

You can see that at the top of the sheet, it states this flight attendant has PURE BID STATUS for the contract month. This shows s/he qualifies for premiums on their vacation since they have a pure bid status.

- This flight attendant received 51.54 of premiums on the flights actually flown.
- This flight attendant received 28.00 of premiums on her pure bid vacation.

Expenses

In the HI1/HI2 header below, you can see the total expenses highlighted in the header (green arrow pointing to it). This flight attendant earned 114.10 hours of domestic per diem and 28.29 of international per diem.

The blue arrow shows the expenses earned on that sequence.

```

NWAVLUS          ASG 0          NWA          DOM
H
RSVCOT          DO 17P          PNC 0.00
PROJ 102.28GTD 102.28PPROJ 102.28          LANG 0.00
PMAX 115.00 TTS MMAX 126.17 MTHLY FLEX 0.00
  GUAR ORIG 0.00 ADJ 0.00 PENDING M
  D EXP 114.10 W2 0.00 I EXP 28.29
MISC EXP 0.00 W2 0.00 TTL 142.39
PREM N          LANG - 0.00
PREM 0.00 U/S 0.00 H/G 0.00
AVBL SK 24.21          SK USED MTD 22.34
TTL SK USED 22.34 SK M/U 0.00 SK M/U MTD 0.00
SK RESTORAL 0.00
LAST
GTTL DD ST RMV ADD SEQ  FLT  FLT  SKED  STTL  ACT  GRTR  GTTL
4.00 01 61 VC          0000          4.00 4.00
4.00 02 61 VC          4.00 4.00
4.00 03 61 VC          4.00 4.00
4.00 04 61 VC          4.00 4.00
4.00 05 61 VC          4.00 4.00
4.00 06 61 VC          4.00 4.00
4.00 07 61 VC          2359          4.00 4.00
  08 61          5707  FA1  -1732
  -1732 -1886 5.32          5.08 5.32
  09 61          -2340 -1216 6.19 11.51 6.16 6.24 11.56 30.22
          AB 51 PT 0.00
          5707 EXP TAFB 30.22
  10 61
  11 61 SK TT 5812  FA1  X897
          X897  D1725 5.41
  12 61 SK TT          X146  X2608 5.36 11.17          11.17 0.00
          AB 11.17 PT 0.00
SICK - SEE LEG DETAIL
  13 61
  14 61          2854  FA1  -217
          -2681          6.23          6.04 6.23
  15 61          -1343 -1624 6.11          6.39 6.40
  16 61          -1651          4.39 17.13 4.27 4.39 17.42 55.34
          AB 17.13 PT 0.00
  
```

2019 Payroll Calendar

Pay Month	Pay Date	Pay Stub Visible	Pay period
Jan	1/15/2019	1/11/2019	December True-up
	1/30/2019	1/25/2019	January Advance
Feb	2/15/2019	2/13/2019 evening	January True-Up
	2/28/2019	2/22/2019	February Advance
Mar	3/15/2019	3/13/2019 evening	February True-Up
	3/29/2019	3/25/2019	March Advance
Apr	4/15/2019	4/11/2019	March True-Up
	4/30/2019	4/26/2019	April Advance
May	5/15/2019	5/13/2019	April True-Up
	5/30/2019	5/28/2019	May Advance
Jun	6/17/2019	6/13/2019	May True-Up
	6/28/2019	6/26/2019	June Advance
Jul	7/15/2019	7/11/2019	June True-Up
	7/30/2019	7/26/2019	July Advance
Aug	8/15/2019	8/13/2019	July True-Up
	8/30/2019	8/28/2019	August Advance
Sep	9/16/2019	9/12/2019	August True-Up
	9/30/2019	9/26/2019	September Advance
Oct	10/15/2019	10/11/2019	September True-Up
	10/30/2019	10/25/2019	October Advance
Nov	11/15/2019	11/13/2019	October True-Up
	11/29/2019	11/26/2019	November Advance
Dec	12/16/2019	12/12/2019	November True-Up
	12/30/2019	12/24/2019	December Advance

Contact Information

- **Crew Compensation questions related to time/hours:** If you have a question regarding your Position Premium Pay, or if appears to be incorrect, please let Crew Compensation know through *DirectConnect*.
- **Payroll questions:** Email the Payroll Service Center at PSC@aa.com, access live chat via Jetnet by clicking on Team Member Services → Money & Attendance → and then selecting “Chat with an advisor” or “Contact us”, or call 1-800-447-2000; Option 6
- **Benefits questions:** Contact Benefits at 1-888-860-6178
- **401k questions:** Contact 401k at my401k@aa.com or the Fidelity Service Center either at www.netbenefits.com/aa or by calling 1-888-860-6178

Keeping your address and other personal info up-to-date

Did you know that Jetnet (and not FOS/DECS) is the official system of record for personal information when it comes to your pay?

There are two steps to updating your personal information:

1. Contact your base or FSM so s/he can make the appropriate changes in FOS/DECS and;
2. Log in to Jetnet and follow the steps in "[Update my information](#)" (under the Team Member Services menu).