

# Did You Know?

## CREW MEALS TODAY

The Company and ALPA are in dispute over many aspects of your crew meal rights. Last fall, as the last step in the grievance process, ALPA took many of those disagreements to the System Board of Adjustment for final determination. While we await that decision or a final settlement, a review of your rights is in order.

Crew Meals are covered in Section 4-A-2 of the UPA.

While working on the flight deck, you are entitled to a crew meal during the following scheduled times:\*

1. 1 breakfast, when Report time is after 0001 and before 08:00 local
2. 1 meal, when Duty period is > 5 hours without any single break between flights being greater than 1:29 minutes
3. 1 meal, when the flight segment is between 4:00 and 4:59 long
4. 1 meal and 1 snack, when the flight segment is between 5:00 and 9:59 long
5. 2 meals, when the flight segment is between 10:00 and 11:59 long
6. 2 meals and 1 pre-departure snack tray, when the flight segment is between 12:00 and 15:59 long
7. 3 meals, when the flight segment is greater than 16:00

\* With the exception of breakfast, the meals above are cumulative, in other words, each event adds another meal.

When they deem it prudent, ALPA may add a meal to individual trips at a cost of: \$4.00 for breakfast, \$6.37 for lunch/dinner and \$5.25 for a snack. (4-A-2-b & c)

Should your crew meal be unavailable, you may expense a replacement meal. (4-A-2-d)

1. A crew meal is "unavailable" if it is: 1) not boarded 2) spoiled or 3) incomplete. Not tasty to your palate, does not qualify as unavailable.
2. A crew meal is incomplete, if it does not have a proper entree, salad, appetizer or dessert, roll, butter and salad dressing.
3. Contrary to current Company belief, the only cost limit on your replacement meal is defined as "reasonable actual". You may dispute arbitrary limits to your reimbursement.
4. Should your crew meals not be boarded and you view your lack of nourishment as a threat to the safety of that flight, you may have the crew meals delivered to the jetway or deplane and purchase your replacement meal before you depart.
5. Contrary to what Inflight is telling the Flight Attendants, your crew meals are not part of the passenger inventory. If necessary, coordinate with your FA's to establish which meals will be used as crew meals.

In spite of the Company's IT issues, if the Kitchen producing your crew meals, produces Special Meals, you have the right to order those Special Meals. (4-A-2-e)

- These meals are the same that are available to passengers, plus pilot specific low fat, high protein meals, called Lighter Choice.
- Special meals choices and availability are in dispute and were submitted to the Crew Meal System Board.

A deadheading pilot is entitled to the food available in the cabin in which he is deadheading. Should that cabin require the purchase of food, the pilot may purchase what he needs to satisfy his needs for a proper meal and expense that amount to the Company. (4-A-4)"

# Did You Know?

## RESERVE ACKNOWLEDGEMENT OF ASSIGNMENTS AND TELEPHONE AVAILABILITY

(Updated May 5, 2016)

Assigning and acknowledging reserve Trips, SC, or FSB assignments is a shared responsibility between reserve pilots and the Company. The UPA details when pilots must be telephone available, rules for making and acknowledging assignments, and rules for when we must check our schedules. Due to limitations with CCS, there is currently an added obligation on the Company to call pilots to inform them of all assignments, and to call if the pilot has not acknowledged an assignment. See the details below to be sure you are fulfilling your UPA obligations while on reserve.

### When Must a Reserve be Telephone Available to the Crew Desk?

There are three times a reserve is required to be phone available to the crew desk:

1. **On a Reserve Day:**
  - A reserve is required to be telephone available anytime they are on Long Call, Short Call or Field Standby.
2. **After a Trip:**
  - A reserve is required to be telephone available immediately upon release from their current Trip if that day is a reserve day, until they are released per 20-K-5-c. Exception: If you are in an FAR 117 (rare, only per 117.25(d) and (g)) or FRMS-required post-Trip rest period, you are not required to be telephone available until the end of your FAR rest period.
3. **On the Last Day Off Prior To a Reserve Day:**
  - If it is your last day off prior to starting reserve, you must be telephone available immediately at 0001 on your first day of reserve. The crew desk may put an assignment on your schedule for your first day of reserve and call to advise you. You are not required to answer the phone on your day off. However, you are required to acknowledge assignments entered prior to 1800 via phone call or CCS between 1800 and midnight. (see How to Acknowledge Assignments below)

Acknowledging the assignment will avoid a call after midnight. See below for details regarding the process for acknowledging assignments.

Normally you are expected to be phone available and answer the phone (or call back promptly) when called during one of these required times. If you miss the call, you are expected to call back as soon as possible. If there is an undue delay the pilot may be deemed “unable to contact” (UTC). In some cases, a UTC may be removed by the CPO if you had a valid reason for missing the call and/or delaying the call-back.

### Making Reserve Assignments: Trips, FSB, SC

The UPA allows reserve assignments to be made via phone or by simply placing them on a pilot’s Master Schedule in certain cases. However, the provision for simply placing assignments in the pilot’s Master Schedule is suspended due to CCS programming delays, so currently the crew desk is required to call pilots for all assignments. Regardless of how the assignment is made, all assignments must be acknowledged by the pilot via 2-way communication as explained below. Note, a voice mail message from the crew desk left on a pilot’s phone is not sufficient and the assignment is not considered complete until acknowledged by the pilot.

## When Must a Reserve Check and Acknowledge an Assignment?

There are four times reserves must check their schedule (the Master Schedule is the governing document) to see if they have been given an assignment. All assignments must be acknowledged either by phone or in CCS:

1. **On the Last Day Off Prior to Reserve:**
  - 20-K-7-e: On the last day off, reserves must check their Master Schedule between the hours of 1800 and 2400. Any assignment placed on their master schedule prior to 1800 must be acknowledged by 2400. Note: The 2400 deadline is modified from what is in the UPA (0059) until the UPA definition of "Day" running from 0100-0059 is implemented.
2. **On Long Call Reserve (LSR):**
  - Pilots on LSR are expected to be phone available all day, even during the 1300-1500 assignment window.
3. **After Trip is Acknowledged:**
  - 20-K-4-c-(4): Unless the reserve designates the Trip as unavailable for pickup, he must check his schedule 15 hours before report time to see if a lineholder has taken the Trip (Trip is off your Master Schedule).
4. **At the End of a Trip for Reserve Additional Flying:**
  - 20-K-1-d: All reserves must check their Master Schedule after block-in at the end of a Trip to check for flying that may have been added during the current Trip.

## How to Acknowledge Assignments

While the crew desk is required to initiate 2-way communication to give you an assignment, you must complete 2-way contact either electronically in CCS or by phone to acknowledge an assignment. Once you have acknowledged an assignment or checked in for a Trip, you are released to that assignment and no longer need to be telephone available, unless you have yet to complete an earlier SC or FSB assignment.

There are two main ways to acknowledge assignments:

1. **CCS Pilot Check-In:** If the assignment is a Trip, use CCS>Scheduling>Pilot Check-in. This function is currently not available for a RSV SC or FSB assignments.
2. **Call:** Call crew scheduling to acknowledge any assignment, whether it is a Trip, FSB, or SC.

If you have not acknowledged your assignment, the crew desk's current policy is to call all numbers on your Master Schedule and ensure you are properly notified, even in cases where the UPA does not normally require the crew desk to call. However, this current policy should not be relied on to avoid your responsibility to acknowledge. (For reserves who elect to be placed on the "No Late Night Calls" list, this telephone call may be delayed in certain circumstances, see Section 20-K-9-b.)

2014-02 (Updated May 5, 2016)

# Did You Know?

## UPA Duty Limits, Layover Limits, and Rest Limits

The following contains the typical, generally used applications of these provisions. Items marked with an asterisk\* have exceptions that may occur, but are not common enough to be included here. See the UPA for these exceptions and other unusual applications.

### UPA Duty limits: 5-E-1(scheduled) and 5-F-1(actual)

<b>Description</b>	<b>Scheduled limits, and reassignments made prior to 1100 the day before scheduled trip departure</b>	<b>Reassignments made at or after 1100 the day before scheduled trip departure</b>	<b>Actual (ops delay) limits, waivable to FAR limits with pilot concurrence</b>
Unaugmented	FAR Table B	FAR Table B	FAR Table B
Single augmented, Class 1 or 2 rest facility	14:20	16:20	16:20
Single augmented 757- 200 lie flat rest facility	FAR Table C (3 pilots Class 3) minus 1:30 *exception for certain routes	FAR Table C (3 pilots Class 3) * exception for certain routes	FAR Table C (3 pilots Class 3) * exception for certain routes
Single augmented Class 3 rest facility	FAR Table B * except ORD/IAH- Hawaii is 14:20	FAR Table B plus 2:00 * except ORD/IAH- Hawaii is 16:20 *FAR Table C class 3 may be more restrictive at	FAR Table B plus 2:00 * except ORD/IAH- Hawaii is 16:20

		some times of day	
Double augmented 1 leg	FAR Table C (4 pilots)	FAR Table C (4 pilots)	FAR Table C (4 pilots)
Double augmented 2-3 legs	FAR Table C (4 pilots) minus 2:00	FAR Table C (4 pilots)	FAR Table C (4 pilots)
DP ends with Basic deadhead segment	FAR Table B plus 1:00	FAR Table B plus 2:00	FAR Table B plus 2:00
DP ends with Global deadhead segment	FAR Table C (4 pilots Class 1) plus 1:00	FAR Table C (4 pilots Class 1) plus 2:00	FAR Table C (4 pilots Class 1) plus 2:00

Release time is usually included in duty limit calculation for scheduled limits and for all reassignments, except:

1. Never included in actual operation limits (ops delays)
2. Not included in scheduled or reassignment limits for double augmented crew in Class 1 rest facility

### Minimum layover requirements (time free of duty): 5-E-3 and 5-F-3

<b>Description</b>	<b>Scheduled limits, including reassignments made prior to 1100 the day before scheduled trip departure</b>	<b>Reassignments made at or after 1100 the day before scheduled trip departure</b>	<b>Actual (ops delay) limits (waivable to FAR limits with concurrence)</b>
Hotel less than 15 minute drive	FAR (10:00)	FAR (10:00)	FAR (10:00)
Hotel 16-30 minute drive	10:30	10:30	10:30
Hotel over 30 minute drive	14:00 <u>block to block</u>	10:45	10:45

“Duty based rest” scheduled over 11 hour duty day	See “duty-based rest table” below	See “duty-based rest table” below	See “duty-based rest table” below
“Duty based rest” actual operation over 12 hour duty day	NA	NA	See “duty-based rest table” below
After Basic duty period that includes a <u>segment</u> exceeding 8 hours <u>scheduled</u> block	18:00	16:00	16:00
After Global <u>duty period</u> exceeding 8 hours <u>scheduled</u> block	18:00	16:00	16:00

Note: Downtown hotel required if scheduled layover 14:00 or greater block to block

**Duty-based rest: 5-E-3-b and 5-F-3-c/d, applies to layovers and rest**

**In-base for unaugmented trips**

<b>Description</b>	<b>Scheduled limits, including reassignments made prior to 1100 the day before scheduled trip departure (free of duty)</b>	<b>Reassignments made at or after 1100 the day before scheduled trip departure (free of duty)</b>	<b>Actual (ops delay) limits (waivable to FAR limits with concurrence) (free of duty)</b>
Scheduled over 11 hour duty day	11:00 hours free, or see next row:	11:00 hours free, or see next row:	NA
Scheduled over 11	Normal layover or	Normal layover	NA

hour duty day	domicile rest, as long as the total of the 2 scheduled duty periods is under 23 hours, and 2nd duty period is followed by at least 14 scheduled free	or domicile rest, as long as (at the time RA is made) the total of the 2 scheduled duty periods is under 23 hours, and 2nd duty period is followed by at least 14 free	
Actual operation over 12 hour duty day	NA	NA	11:00 hours free, or see next row:
Actual operation over 12 hour duty day	NA	NA	Normal layover or domicile rest, as long as the next duty break has at least 13 hours free scheduled

**Minimum in-Base rest requirements: 5-E-3 and 5-F-3**

Must comply with layover and duty-based rest requirements above, plus the following:

<b>Description</b>	<b>Scheduled limits (free of duty), including reassignments made prior to 1100 the day before scheduled trip departure</b>	<b>Actual (ops delay) limits (free of duty) including reassignments made at or after 1100 the day before scheduled trip departure</b>
After Basic trip	12:45 *lineholders can require more in PBS	10:45 *reserves also see 5-F-3-h
After Global trip	24:00 * lineholders can require more in PBS between regions	22:00
After Global trip with 3	2 nights including 0100-	2 nights including 0100-

or more duty periods *	0700 period	0700 period
Rolling 168 hour lookback period for Basic trips	24:00 at base	NA
“Duty based rest” scheduled over 11 hour duty day	See “duty-based rest table” above	See “duty-based rest table” above
“Duty based rest” actual operation over 12 hour duty day	See “duty-based rest table” above	See “duty-based rest table” above

See below for the FAR 117 Flight Duty Period Limits for unaugmented and augmented operations:

<b>Table B to Part 117 FLIGHT DUTY PERIOD: UNAugmented OPERATIONS</b>							
<b>Maximum Flight Duty Period (FDP) Limits for Unaugmented Operations</b>							
<b>Scheduled FDP Start Time (Acclimated Time)</b>	<b>Maximum Flight Duty Period (hours) For Lineholders Based on Number of Flight Segments</b>						
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7+</b>
<b>0000-0359</b>	9	9	9	9	9	9	9
<b>0400-0459</b>	10	10	10	10	9	9	9
<b>0500-0559</b>	12	12	12	12	11.5	11	10.5
<b>0600-0659</b>	13	13	12	12	11.5	11	10.5
<b>0700-1159</b>	14	14	13	13	12.5	12	11.5



<b>1200-1259</b>	13	13	13	13	12.5	12	11.5
<b>1300-1659</b>	12	12	12	12	11.5	11	10.5
<b>1700-2159</b>	12	12	11	11	10	9	9
<b>2200-2259</b>	11	11	10	10	9	9	9
<b>2300-2359</b>	10	10	10	9	9	9	9

**TABLE C TO PART 117 - FLIGHT DUTY PERIOD: AUGMENTED OPERATIONS**

<b>Scheduled FDP Start Time (Acclimated Time)</b>	<b>Maximum Flight Duty Period (hours) For Lineholders Based on Rest Facility and Number of Pilots</b>					
	<b>Class 1 Rest Facility</b>		<b>Class 2 Rest Facility</b>		<b>Class 3 Rest Facility</b>	
	3 Pilots	4 Pilots	3 Pilots	4 Pilots	3 Pilots	4 Pilots
<b>0000-0559</b>	15	17	14	15.5	13	13.5
<b>0600-0659</b>	16	18.5	15	16.5	14	14.5
<b>0700-1259</b>	17	19	16.5	18	15	15.5
<b>1300-1659</b>	16	18.5	15	16.5	14	14.5
<b>1700-2359</b>	15	17	14	15.5	13	13.5

**2014-02 (Updated May 2016)**

# Did You Know?

## 20-H-6 and Deadheading In First Class

The UPA Section 20-H-6-b provides certain rights to pilots who are deadheading to cover trips. If a pilot is assigned flying that begins with deadheading, and the first flying flight segment originally belonged to the equipment base to which the pilot is deadheading, then the deadheads from and to the pilot's base shall be booked in First Class, if available at time of booking under the following conditions:

- The first flight segment of the trip is a deadhead that operates between two equipment-bases for the pilot's equipment. (e.g., 737 pilot deadheading DEN to LAX satisfies this condition because both are 737 equipment bases; 737 pilot deadheading DEN to SEA does not satisfy this condition), and
- The first flying flight segment in the trip was previously included in a trip that began at the equipment-base from which that first flying flight segment originates. (Example 1: DEN 737 pilot deadheads DEN to LAX to fly LAX-SFO leg, if the LAX-SFO leg was ever part of an LAX 737 pairing this condition is satisfied; if the LAX-SFO leg was never part of an LAX 737 pairing this condition is not satisfied. Example 2: IAH 757 pilot deadheads to EWR to fly EWR-IAH leg that was originally scheduled on 737 but is equipment-subbed to 757. If the EWR-IAH leg was never part of a EWR 757 pairing, this condition is not satisfied), and
- The specific occurrence of the deadhead flight segment that begins the trip (i.e., on that same date with that same flight number) was not included in a trip that was available for preferencing in Monthly Schedule Preferencing in the pilot's category.

If all of these conditions are met, Section 20-H-6-b shall apply to this deadhead flight segment that starts the trip, and to any deadhead flight segment that ends the trip (provided the specific occurrence of the ending deadhead flight segment was not included in a trip that was available for preferencing in Monthly Schedule Preferencing in the pilot's category).

20-H-6-b does not apply to a pilot deadheading under the provisions of Section 20-F-1-a-(2) and Section 20-F-1-b-(1). When the provisions of Section 20-O apply, 20-H-6-b does not apply to categories covered under Section 20-O.

From the UPA:

**20-H-6-b** Any deadheading made necessary by moving the Trip to another Base shall be booked in First Class, if available at time of booking. If First Class is not available, the Pilot shall be booked according to Section 5-C, but shall be upgraded automatically if a First Class seat becomes available. Upgrade priority shall be in seniority order and ahead of all upgraded passengers.

Like many other IT issues today at United, the proper programming is not yet in place to do this automatically, including the requirement to upgrade ahead of passengers. Therefore, pilots must proactively call the Crew Desk as soon as possible to change the reservation to First Class if there is a FC seat available at time of booking, if one subsequently opens up, or if one becomes available at the gate.

The crew desk is supposed to designate 20-H-6 pairings by using "H6" in the 4<sup>th</sup> and 5<sup>th</sup> character positions of the pairing number, e.g., E3DH6. When programming is complete, that is how the booking engine will know to use the 20-H-6-b rules.

# Did You Know?

## Reimbursement When Deadheading

The UPA language regarding expense reimbursements when deadheading is found in Section 4-H-5:

**4-H-5** Deadheading pilots, pilots traveling to and from training, and any pilots otherwise traveling at the direction of the Company are entitled to reimbursement for the use of inflight entertainment (e.g., DirecTV and internet) during such Flights.

This means that pilots are eligible for the following reimbursements while deadheading, and in some cases as indicated below, also while deviating from the original deadhead.

- Buy-on-Board meals (scheduled DHDs only)
- Inflight entertainment such as:
  - o Internet (scheduled DHD and deviation for same number of legs, same length of time)
  - o Direct TV (scheduled DHD and deviation for same number of legs, same length of time)

When deviating in accordance with Section 5-D, inflight entertainment, such as internet and Direct TV, reimbursement is limited to what the pilot would have received for reimbursement had he stayed on his original deadhead. So if you are scheduled for 1 leg and you do a 2-leg deviation, you can't expense both legs. Note that Buy on Board meals are not reimbursable if deviating.

Receipts must be provided; for inflight entertainment you can provide a redacted copy of your credit card bill showing only the entertainment (e.g. internet or DirectTV) line item.

As a reminder, the Add Pay for middle seat deadhead per Section 5-C-1-j is only applicable when a pilot is required to sit in a middle seat on a scheduled deadhead and does not apply if the pilot deviates from the deadhead. Since deviating is a pilot's choice, a middle seat on a deviation does not trigger the Add Pay provision as it is akin to the pilot reseating himself. If you are on the original planned DHD (not a deviation) and you are required to sit in a middle seat, please send an email to [middleseat@united.com](mailto:middleseat@united.com) with the PNR, seat occupied and ID or pairing number.

# Did You Know?

## Lineholder Telephone Inverse Assignments: 100% Add Pay

### Section 20-I-9 and 20-I-10

Pilots are reminded that trip assignment Steps 5 and 6 (Sections 20-I-9 and 20-I-10, Telephone Inverse Assignment) are fully implemented. These provisions allow the company to assign a lineholder flying that they did not volunteer for on their days off. Steps 5 and 6 can only be used if the company is unable to fill open flying using the previous provisions. To compensate pilots for flying on days off, Steps 5 and 6 both provide 100% Add Pay for any such flying.

Being tagged for flying on a day off is a new concept for sUA lineholders. Although you are not obligated to be phone available on days off, if you are given such an assignment via two-way positive telephone contact you are expected to accept the assignment. A message left on VM or with a third party does not count as two-way positive telephone contact.

If you do not answer the phone, you cannot be assigned involuntary flying. If you do answer the phone but you have obligations on your scheduled days off that make you unavailable to fly, politely inform the scheduler you are unable to accept the assignment. While you do not need to provide the scheduler a reason, you may be required to provide a reason if later contacted by a flight manager.

While there is nothing wrong with letting calls go to your voicemail, the risk is that if you like the offer and want the Trip, by the time you call back the offer may have been accepted by another pilot. In that case you have no right to the Trip or the Add Pay.

#### Step 6: Telephone Inverse Assignment With Conflict:

As a lineholder, if you have a trip that conflicts with a Telephone Inverse Assignment, the Company is obligated to drop the conflicting trip and your PTC and LPV will be governed by the greater of the two trips. In other words, if you take the Telephone Inverse Assignment, you get 100% Add Pay for the new trip, and your PTC and LPV can only go up, never down, if a conflicting Trip is removed. (UPA 3-C-3-d)

**Example 1:** Assume you have the weekend off and are called on Saturday and given a Step 6 Telephone Inverse Assignment for a trip departing Sunday. If you originally had a three day 15 hour trip Mon-Weds and the Step 6 Telephone Inverse Assignment is to fly a four day 20 hour trip Sunday through Wednesday, you will receive 20 hours of Add Pay, you will fly the 20 hour four day, they will drop the 15 hour three day, and your PTC and LPV will increase by 5 hours for the new Trip (since it is worth 5 hours more than the dropped trip). In other words, you will effectively be paid 40 hours for flying this 20 hours trip.

**Example 2:** Assume you have the weekend off and are called at home on Saturday and given a Step 6 Telephone Inverse Assignment for a trip departing Sunday. If you originally had a three day 16 hour trip Mon-Weds and the Step 6 Telephone Inverse Assignment is to fly a two day 11 hour trip Sunday and Monday, you will receive 11 hours of Add Pay, you will fly the 11 hour two day, they will drop the 16 hour three day, but your PTC and LPV will retain the full 16 hours from the dropped three day. In addition to the 11 hours of Add Pay, after the two day trip is complete you will have no obligation to the company on Tuesday or Wednesday. In other words, you will effectively be paid 27 hours for flying this 11 hours trip.

Please see the UPA language below and contact your LEC officers or use the PDR system if you have any questions.

**3-C-3-d** If a Pilot is given an assignment under Section 20-H-5 or Step Six of Section 20-I that requires a schedule repair, his Line Pay Value shall be the greater of his Line Pay Value as it existed before the assignment was made or his Line Pay Value after he completes the assignment.

**20-I-9 Step Five (Telephone Inverse Assignment, No Conflict).**

A Trip shall be assigned by telephone in inverse seniority order to a Lineholder in the same Category as the Trip who shall not require a schedule repair after receiving the assignment. Such Lineholder shall receive, at the time of assignment, Add Pay equal to 100% of the Trip's pay value. A Lineholder given such assignment is expected to accept and fulfill the assignment. If the Lineholder is unable to accept and fulfill the assignment, he may be required to provide a reason for his unavailability to a flight manager.

**20-I-10 Step Six (Telephone Inverse Assignment, With Conflict).**

A Trip shall be assigned by telephone to a Lineholder in the same Category as the Trip who shall require a schedule repair after receiving the assignment. Such Lineholder shall receive, at time of assignment, Add Pay equal to 100% of the Trip's pay value. A Lineholder given such assignment is expected to accept and fulfill the assignment. If the Lineholder is unable to accept and fulfill the assignment, he may be required to provide a reason for his unavailability to a flight manager.

**20-I-10-a** Lineholders shall be called in inverse seniority order based on least number of trip days dropped. The Company may consider a Lineholder unavailable for such an assignment if his schedule repair would open a Trip whose Departure time is within ten (10) hours of the Open Trip's Departure time or would open a Trip containing an airport landing that requires a supervised entry.

**20-I-10-b** A Lineholder assigned under this provision shall be released once the assignment completes; specifically, without his concurrence, the Company shall not require him to return to and complete his original Trip.



# Did You Know?

## PILOT PAY EXPLAINED: BASE PAY

This is the first in a series of Did You Know documents explaining pilot pay including Base Pay, Minimum Pay Guarantee, Protected Time Credit, Line Pay Value, and Add Pay. The first concept in this series is pilot Base Pay.

### Base Pay:

A pilot's Base Pay is the greatest of three separate values:

- Minimum Pay Guarantee (MPG)
- Protected Time Credit (PTC), or
- Line Pay Value (LPV)

*UPA Section 3-C-4: For each Bid Period, a Lineholder's base pay shall be the greater of his MPG, PTC or Line Pay Value, as compared on a dollar basis. For each Bid Period, a Reserve's base pay shall be the greater of his MPG or Line Pay Value, as compared on a dollar basis.*

### Base Pay Buckets:

#### MPG

#### PTC

#### LPV



MPG, PTC, and LPV are considered three separate "buckets" when calculating pay. At the end of the month, you take home the biggest bucket, either MPG, LPV, or PTC. Any Add Pay, per diem, crosstown/doubletown, and expense reimbursements that you are entitled to are paid in addition to Base Pay.

The following key concepts apply:

- MPG, PTC and LPV, are calculated independently, there is no mixing of values into the other buckets. For example, the LPV of a trip is never added to the MPG or PTC bucket.
- MPG is calculated based on the number of days available and/or the number of reserve work days in a pilot's schedule each month. Normally lineholders have an MPG of 70 hours and reserves have an MPG of 73 hours if available the whole month.
- PTC only applies to pilots awarded a line in PBS, and is based on the credit value awarded in PBS adjusted up or down by trip trade or other scheduling modifications. Pilots awarded only reserve days in PBS do not have a PTC.
- LPV is the sum of the pay value for all flying, training, vacation drops, and other paid absences or activities for the month (excluding anything identified as Add Pay such as CBT training).

### Base Pay Examples:

To illustrate this concept, assume a lineholder (MPG of 2:20/day) has a one day trip originally scheduled in PBS at 5 hours (that would be his PTC), but ends up with 5:01 hours of pay time due to one minute of leg-overs (that would be his LPV). The contribution of this one day trip toward the three monthly buckets of MPG, PTC, and LPV would be as follows:

Date	1st
MPG	2:20
PTC	5:00

If this pilot's entire line that month consisted of the same trip 15 times, with a one minute overfly each trip (for illustrative purposes) his three buckets would end up like this, with LPV driving his Base Pay for the month because it is the largest "bucket":

$$\text{MPG}=2:20/\text{day} \times 30 \text{ days}=70 \text{ hours}$$

$$\text{PTC}=5 \text{ hours/trip} \times 15 \text{ trips}=75 \text{ hours}$$

$$\text{LPV}=5:01 \text{ hours/trip actual} \times 15 \text{ trips}=75:15 \text{ hours}=\text{Base Pay for month}$$

Date	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	<u>11</u>	<u>12</u>	<u>13</u>	<u>14</u>	<u>15</u>	<u>16</u>	<u>17</u>	<u>18</u>	<u>19</u>	<u>20</u>	<u>21</u>	<u>22</u>	<u>23</u>	<u>24</u>	<u>25</u>	<u>26</u>	<u>27</u>	<u>28</u>	<u>29</u>	<u>30</u>	Total
Trip	Trip	Trip	Trip	off	Trip	Trip	off	off	Trip	Trip	off	off	Trip	Trip	off	off	Trip	Trip	off	off	off	off	Trip	Trip	off	off	Trip	Trip	off	off	
MPG	2:20	2:20	2:20	2:20	2:20	2:20	2:20	2:20	2:20	2:20	2:20	2:20	2:20	2:20	2:20	2:20	2:20	2:20	2:20	2:20	2:20	2:20	2:20	2:20	2:20	2:20	2:20	2:20	2:20	2:20	70
PTC	5	5	5		5	5			5	5			5	5			5	5					5	5			5	5			75
LPV	5:01	5:01	5:01	0	5:01	5:01	0	0	5:01	5:01	0	0	5:01	5:01	0	0	5:01	5:01		0	0	0	5:01	5:01	0	0	5:01	5:01	0	0	75:15

### Conclusion:

When calculating Base Pay, remember that the three types, MPG, PTC and LPV, must be looked at separately and each event or value only added to its appropriate bucket. Do not mix and match the LPV of a trip or event with MPG or PTC. Your Base Pay will be the greatest of the three values at the end of the bid period. The upcoming *Did You Know* explanations of MPG, PTC, LPV, and Add Pay will cover each of these concepts in greater detail.

# Did You Know?

## Step 7: Untriggered Reassignments Explained

The MEC has recently received reports that the company has been reassigning pilots under the Step 7 “untriggered reassignment” rules without correctly paying the 125% add pay. The most recent example was for pilots reassigned from an operating TLV trip to a delayed BOM trip. Generally, if the originating leg of your trip is operating normally, you cannot be pulled off the originating leg unless:

- 1) You are covering a trip because a pilot failed to report for the originating segment of his trip, in which case you get 30 minutes of add pay (with some exceptions) and you are pay protected for the greater of the two trips. (UPA 20-I-5-a-(3))
- 2) You volunteered to accept reassignments that are not otherwise permitted, in which case you get 50% add pay for all time on the reassignment. (UPA 20-I-5-b)
- 3) You are being used under the Step 7 Untriggered Reassignment rules, in which case you get 125% add pay for all time in the untriggered reassignment and your PTC is unchanged. (UPA 20-I-12)

If one of these three scenarios applies to you, be sure the crew desk correctly codes the add pay by checking the pairing in your pay register.

The Q&A below further explains step 7 untriggered reassignments:

Q) When does the 125% add pay apply?

A) Untriggered reassignments under step 7 in the UPA provide 125% add pay, as do inverse reassignments under step 8. Currently, step 7 is implemented, but step 8 will not be implemented until more IT programming is complete.

Q) What is a step 7 untriggered reassignment?

A) An untriggered reassignment is anything not “triggered” or driven by any of the previous steps or other provisions in the UPA. Crew scheduling must make it through many hurdles before they can get to step 7 because in general, the UPA tries to protect your originally awarded trip from being changed.

Q) What is a triggered reassignment?

A) Triggered reassignments are the traditional changes to your trip that occur when something happens to your flying (cancel, misconnect) or something happens to another pilot's flying that causes you to be reassigned. For example, if something happens to your flying, that's a trigger for a reassignment under 20-F-1 or 20-F-2. If something happens to someone else's flying (after their originating leg), that's a trigger under 20-I-5-a. If you are a visiting reserve and there is open flying or an open trip, that's triggered under 20-I-4-b or 20-I-6-b-(2). Reassignments at a non-domicile are always “triggered” under 20-J.

Q) When do the untriggered reassignment rules apply?

A) Basically, unless you are a step 2 volunteer per 20-I-5-b, there are two “magical” things that you can only be reassigned to do using the untriggered provisions:

- 1) If you are passing through a base on your trip and there is an open TRIP in that base (not open legs, an open trip) you can't normally be reassigned into that trip (or the originating segment of it). If you are, it's either because you're a 20-I-5-b volunteer or the company has gotten down to Step 7. There are two exceptions- if you're a visiting reserve, meaning you're at that base and all you have left to do is DH to your home base, you can be reassigned earlier and it is triggered. The other exception allows this if the trip opened due to another pilot's 20-I-5-a-(3) failure to report as mentioned in #1 above (goes to wrong airport, misreads his schedule, etc.).

- 2) If you have a trip assigned (LH or reserve) and the first leg is operating and you are legal for it, they can only reassign you off of that originating segment if they've made it to Step 7 (e.g., the BOM/TLV example



above). Again, there is an exception here in 20-1-5-a-(3) if a pilot fails to report for his trip (goes to wrong airport, misreads his schedule, etc.); if that happens, it's a trigger.

Those two are really the point of the distinction. Basically, if one of those two things happens, it's untriggered. Those two things were prohibited under the old sUA book, so although it's a fine point and difficult to distinguish without some work, the MEC felt it was important to make those reassignments pay more and be harder to utilize.

If you are given a reassignment and your originating trip is still operating, make sure you understand how these rules apply and check your pay register to ensure you are being paid appropriately.

2014-09

# Did You Know?

## Base Trades Explained

UPA Section 8-I-4 provides that Active pilots in the same Equipment type and Status may trade bases. Advertisements to find a base trade partner can be posted in the crew rooms/operations, and once a partner is found, the base trade can be submitted using the [form](#) found on Flying Together>Flight Operations>Staffing under the Base Trade section.

The following clarifies how the provisions of 8-I-4 apply, and further explains how paid move, travel day and transfer day rights attach to a base trade. The UPA language states:

**8-I-4** Active pilots in the same Equipment type and Status may trade Bases. A Pilot with an un-activated assignment may only trade his most recently awarded Category. The following provisions shall also apply:

**8-I-4-a** Before being finalized, Base trades shall be published for a period of at least twenty (20) days. During this period, senior pilots in those Categories shall be allowed to bid and replace, by seniority, the initial pilots attempting to Base trade.

**8-I-4-b** The provisions of Section 11-F-5 apply to Base trades. [Note: this means vacation awarded in old base will most likely be cancelled.]

**8-I-4-c** Without Company concurrence on an earlier date, the activation date of the Base trade shall be no earlier than the start of the next Bid Period for which monthly vacation awarding has not begun.

**8-I-4-d** A Pilot participating in a Base trade shall not be eligible for a paid move as provided in Section 10 based solely on the trade.

### Base Trade Entitlements

Per UPA Section 8-I-4-d, a base trade does not trigger a paid move. Likewise, base trades will not trigger any other entitlements normally associated with a base change such as transfer days or relocation passes. However, if a pilot has any unexpired entitlements from an earlier base change which have not yet been used, those will remain with the pilot and can be used for the new base provided the trade is not returning him to the original base that generated the entitlements. The timeline and deadlines for using the entitlements remain based on the original change in base that generated them.

For example, a vacancy from EWR to IAD and subsequent base trade to ORD allows the pilot to take any unused transfer days to ORD, but a base trade back to EWR means the transfer days go away.

As another example, if the pilot was displaced from EWR to IAD (in which case he gets a paid move for being bumped), but has not yet used his paid move, he can base trade IAD to ORD and use the paid move to ORD.

If a pilot used a career move and subsequently uses a base trade to a new base, the pro-rata repayment requirement in Section 10-B (Career Moves) are triggered. However, if the pilot's residence as a result of the career move is still within 200 miles of any airports in the new base he traded into, then the repayment will not be triggered (e.g., within 200 miles of JFK, EWR, LGA for NYC pilots, or within 200 miles of IAD, BWI, DCA for IAD pilots).

### **Eligible Pilots**

Per 8-I-4 only 'active' pilots in the same equipment and status can trade bases. The general intent of that limitation is to prevent a base trade from changing the number of pilots staffed in a given category - which would be the result if an inactive pilot traded bases with an active pilot. Keeping with that logic, pilots with un-activated awards may take part in base trades, but the trade will not actually become effective until the pilot is activated - thus ensuring that the number of pilots in each of the categories involved in the base trade remains unchanged. (Note: An exception to the above may occur if a pilot's activation is delayed beyond the effective date of his award.)

I/Es will not be considered to be 'active' for the purpose of trading bases unless they are projected to return to the line.

### **Opting Out**

A pilot who has elected to participate in a base trade may opt out of the base trade at any time prior to the trade being finalized (i.e. included in the 'Base Trade award' posted on the Flight Ops website).

### **Special GUM Rules**

The UPA LOA 1 provides certain paid move benefits into and out of GUM. In the event of a GUM base trade, the benefits cannot be duplicated or used by more than one pilot. A base trade to Guam will not create new LOA 1 entitlements, except as follows:

- Guam entitlements that have neither expired nor been executed may be passed on as part of a base trade.
- If the pilot trading from Guam is required by Paragraph H-2 to repay a paid move, the pilot trading to Guam shall receive a Paragraph H-2 paid move entitlement.
- If the pilot trading from Guam executes any part of his Paragraph H-3 entitlement, no Paragraph H-3 entitlement shall be available to the pilot trading to Guam.
- Except for Paragraph H-3, a pilot trading from Guam shall lose all LOA 1 entitlements.

Pilots advertising for a trade to or from GUM should specify in the bulletin board "advertisement" posting which entitlements they are requesting to attach, or which entitlements they are offering with the trade. Before accepting a base trade to or from GUM be sure you understand which entitlements are involved. Verification in writing from the GUM CPO prior to executing the trade is suggested.

# Did You Know?

## Current Jumpseat Procedures for United Pilots

All pilots should read FOM Chapter 10, Section 40, and UPA Section 21-J to make sure you understand Company and MEC policies and procedures governing use of the flight deck jumpseat. The FOM covers such topics as listing, check in, boarding priority, international differences, and jumpseating on other airlines. Section 21 of the UPA covers such things as jumpseat authorization on weight restricted flights and jumpseating with available seats in the cabin.

The FOM authorizes pilots to have both a SA and jumpseat listing in EmployeeRes for the flight of intended travel. While not required, listing is encouraged and can help make the process smoother for you. The gate agents appreciate not having to do it at the gate when you show up.

Pilots must check in at the gate to have the agent verify eligibility. **At time of check in**, agents must print a Flight Deck Jumpseat Authorization Form (FDJAF) for each pilot who requests the jumpseat.

United pilots in possession of a FDJAF are to be provided access to the Captain of the flight at any time during the passenger boarding process.

Unlike the FA/Cabin jumpseat, **there is no cutoff time for the flight deck jumpseat**. As long as the jet bridge door is open, the agent must create a pilot jumpseat listing upon request.

In the case of multiple jumpseaters, the Captain determines which applicant will occupy the flight deck jumpseat. The AERO and WEB Jump applications used by agents should reflect these priorities.

For 757 aircraft that do not have a second flight deck jumpseat, United will ensure availability of one confirmed cabin seat for use by a Jumpseat-eligible United pilot. Access to occupy this alternate seat is limited to United pilots, when more than one request for jumpseat access has been made at least 20 minutes prior to scheduled departure.

If you are being denied access to the jumpseat as a result of an agent not correctly following procedure, contact the Chief Pilot during normal business hours.

<b>CLEFO</b> 216-501-4408	<b>DCAFO</b> 703-661-4200
<b>DENFO</b> 303-348-3601	<b>IAHFO</b> 281-553-1620
<b>NYCFO</b> 973-681-1818	<b>ORDFO</b> 773-601-4326
<b>SEAFO</b> 206-965-2174	<b>SFOFO</b> 650-491-2682

After hours or outside a pilot base, call the FODM at 847-700-7480. The FODMs request that you

**not** try to hand the phone to the gate agent. The FODM will contact Airport Operations and have a supervisor come to the gate to address the situation. If you are forced to take either of the above actions, we ask that you file a JSAP report detailing the event and the outcome.

If you encounter issues with agents not complying with policy or procedure, [file a JSAP](#) report and the Jumpseat Committee will work with Flight Operations and the appropriate Chief Pilot's office to address the issue. The link for JSAP reports is on the [Jumpseat Committee page](#) of the UALMEC.org website. This page also contains the *Jumpseating 101* document that is a great reference for pilot jumpseat questions.

When operating a flight, please "*Make the Walk.*" Preflight your jumpseat by asking the agent if there are any pilots requesting the jumpseat and make every effort to insure that no pilot is left behind. Responsible use of Captain's authority is the single best tool we as pilots have to defend our contractual right to the jumpseat.



# Did You Know?

## Common Payroll Problems

This *Did You Know* addresses common payroll problems discovered and highlighted by pilot PDRs. It also includes explanations of the common acronyms used by the company to document payroll and schedule changes that involve pay. The list is not all-inclusive and is provided to remind pilots to more thoroughly review their pay statements and pay registers for errors. Any errors should be brought to your CPO for action, and if that does not work they can be submitted via PDR to the Payroll/Expense Committee or via email to [pdr.payroll@alpa.org](mailto:pdr.payroll@alpa.org) for review and resolution.

<a href="#">ADD Pay in Pay Register</a>	<a href="#">AV Days and AV Line Pay Value</a>	<a href="#">Awaiting IOE: Lineholders</a>	<a href="#">Awaiting IOE: Reserves</a>
<a href="#">B/C Plan Contributions</a>	<a href="#">Carry-In Trips</a>	<a href="#">Change in Equipment Pay Protection</a>	<a href="#">Computer Based Training</a>
<a href="#">Company Canceled Training Days</a>	<a href="#">Day Off Restoration</a>	<a href="#">FBO Displacement</a>	<a href="#">Fuel Stops/Engine Runs</a>
<a href="#">GUM Base Allowance</a>	<a href="#">IN Time on 747, sUA 76T and A320:</a>	<a href="#">Longevity Dates</a>	<a href="#">Loss of Leg-Overs</a>
<a href="#">Premium Pay-PPU Pay</a>	<a href="#">Senior Manning with Conflict</a>	<a href="#">TDY, LCA and non-trip generated Per Diem</a>	<a href="#">Trip Rig</a>
<a href="#">Unused SC/FSB</a>	<a href="#">20-L-6 Pay</a>	<a href="#">Pay Register Categories</a>	

**ADD Pay Column in Pay Register:** ADD Pay is mostly paid at the aircraft rate except in cases of a Deadhead or the Waive Duty Extension, in which they are both paid at the Blended Rate. When ADD Pay is listed in the “Hours” column, it may not always add up to the dollar amount that is next to it. Items such as International Override, Per Diem, 20-L-6 A & B, Engine Runs, VDO Pay (Reserves) are included. To date, there are no separate line items that list these items individually.

**AV Days:** When AV days are added to a pilot's schedule after the loss of flying, the pilot has to be available for replacement flying up until 1500 the day prior to the first available AV day on the pilot's schedule, in accordance with Section 20-F-1-a-(1). After 1500, the day prior to the first AV day, you are free from any responsibility to the Company and the AV days are considered days off. If you wish to pick up another trip on top of the AV days listed on your schedule, you must call Crew Scheduling and request that they remove the remaining AV days from your schedule. Your LPV (if the original dropped trip had LPV protection, such as SRM with conflict or scheduler error) and PTC (for all cases) will include both the original dropped AV trip and the newly picked-up trip.

**AV Day Line Pay Value:** AV Days do not have LPV attached on Pay Register or Master Schedule. Scheduling places AV days on your line when they want to protect PTC for a dropped trip. However, if you pick up another trip over any of the AV days, unless you had been released as described above (i.e., after 1500 the day prior), you will only be paid the greater of the two trips in dollars. You will not get paid for both. AV days will never show a LPV on your Master Schedule or your pay register. The value of the trip dropped for AV days is only included within your PTC for that bid period.

**Awaiting IOE - Lineholders:** If you don't get an IOE trip within your scheduled OEB days allotted in Monthly Schedule Preferencing, then any trips that you were awarded during Monthly Schedule Preferencing are removed by the Company and your PTC is protected for them until you complete IOE and become qualified to fly the aircraft.

**Awaiting IOE - Reserves:** If you don't get an IOE trip within your scheduled OEB days allotted in Monthly Schedule Preferencing, then the remaining time awaiting IOE is NOT paid at 3 hours per day. Currently the company is only

- paying MPG for those days but ALPA has a grievance in process to increase this pay. If ALPA is successful, any pilots affected by this issue will be retroactively reimbursed. Please keep all records pertaining to these issues.

**B/C Plan Contributions:** Currently, B/C Plan Contributions are no longer being displayed on Pilot Pay Advice. The amount listed on a pilot's Pay Advice is 0.00 for both columns. You need to go directly through Schwab to obtain this information.

**Carry-In Trips:** For trips that carry into the next bid period, the pay value is split between the bid periods. You will receive the scheduled value of the leg(s) of the ID that was associated with the corresponding Bid Period. M5D and 1 for 3.5 rig are always allocated to the second month. Pay for a flight that spans month end is attributed to the month when the departure occurred.

**Change in Equipment Pay Protection:** Normally, your new pay rate kicks in the first day of OE but if your OE is delayed there are three 8-F-5 triggers for pay protection, and 8-F-7 pay. New pay will trigger when: 1) On a man-for-man basis, if another Pilot begins a TDY in your Category after your effective date; or 2) On a man-for-man basis, if a junior Pilot in the same Category on the same vacancy bid is activated, meaning one unactivated senior pilot triggers for each activated junior pilot; or 3) On a man-for-man basis, if any Pilot in the same Category on subsequent vacancy bid is activated; or 4) Per 8-F-7 your new pay rate kicks in the first day of the second Bid Period following the Bid Period that contains your vacancy award effective date. Please contact your Chief Pilot for help with these delayed activation issues.

**Computer Based Training:** This training is listed as OCT (online computer training) or CT in your Pay Register detail. There is no automated process that adds this training in CCS directly after the event. All computer based training is uploaded by training scheduling into CCS during the final days of pay close. You will see the computer-based training reflected on your pay register by the close of the bid month. Completed CBTs will be on your pay register the date that you took the class under either code "CT" or "OCT" with 1:00 of Add Pay, or more depending on the CBT course.

**Company Canceled Training Days:** For training days included in Monthly Schedule Preferencing that are canceled by the Company, you may be required to sit phone available for each of the days canceled for a period of 4 hours each day, be given FSB assignments, or flying assignment(s). These canceled training days will be listed as T-AV on your Master Schedule. When T-AV days are added to a pilot's schedule after the loss of training, UPA 20-F-4, 5, or 6 apply and the pilot cannot have the AV days removed until 1500 the day prior to the last AV day in the string.

**Day Off Restoration:** You may be eligible for restoration of Min Days Off or Day Off Restoration depending on several factors, including but not limited to your fleet and how many days off were interrupted. ADD Pay in lieu of restoration may be offered by the Company. If so, it will show up in Pay Register and Master Schedule as LDOP (Lost Day Off Pay Code), if the code is not there call the crew desk to make the correction, not the pay desk. If you were reassigned into a regularly scheduled day off, the system is automated to pay you any Late Pay (coded as Junior Manning pay) or Premium Day Off pay.

**FBOP/FBOF: Flown by Operations.** If scheduling has put an FBOP or an FBOF on your line, they are pay protecting you for the value of that trip. If you pick up another trip over FBO'd days, you are paid the value of both trips (i.e. double dipping is allowed). If scheduling removes you by FBO, Lineholders are free from all obligation to the company and they cannot reinstate the trip without your concurrence; Reserves go back on long call. Any Trip added after you've been FBO'd, including the original trip, is considered a new trip for pay purposes. The FBO code must be removed from your Master Schedule in order to pick up additional flying, and you must call Crew Scheduling to have them remove the code. The FBOP or FBOF will remain visible in F2 History.

**Fuel Stops, Engine Runs:** You must notify the CPO. From there, Crew Pay will receive an e-mail from the Chief Pilot or the FODM to authorize pay for a fuel stop or engine run and must advise the Company as to the amount they should pay. Keep copies of any ACARS or other documents for verification.

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**GUM Foreign Base Allowance:** You are only eligible for the FBA if you have some form of pay for that bid period such as pay for a trip, training, vacation, or sick leave.

**IN Times on 747, sUA 76T and A320:** Currently, the pay clock incorrectly stops based on the IN time being tied to the last time the parking brake was set prior to a door opening, rather than the first cabin or cargo door being opened. Until technology is updated, if there is a delay waiting for either a cargo or cabin door to open after setting the parking brake you must contact your CPO for correction and include supporting documentation. Your Chief Pilot will send Crew Pay an e-mail with the relevant information.

**Longevity Dates:** Some pilots have been subject to incorrect longevity dates listed in CCS. This date is listed as "LONG DATE" on the first page of your Pay Register in CCS. If this date is incorrect, it can possibly affect your pay. Please check your Longevity Date and file a PDR to the Payroll/Expense Committee if you find this information to be incorrect.

**Loss of Leg-Overs:** After a loss of flying, except in cases of an FBO (Flown by Operations), you CAN lose any leg-overs that you've accumulated during the Bid Period since losing actual flying decreases your Line Pay Value. While flying is protected in your PTC (if Lineholder), your leg-overs are only protected in Line Pay Value (LPV). For example, if a pilot has a four 20 hour trips for a PTC of 80 hours, and has one hour of leg overs for each of the first three trips, his line pay value will be 63 hours. If he flies his last 20 hour trip his pay for the month will be 83 hours but if his last trip is dropped for a legality, he will "lose" the 3 hours of leg overs and be paid his PTC of 80 hours, however he only worked 63 hours so still not a bad deal.

**Premium Pay-PPU Pay:** PPU (Premium Pay) is a report that is run throughout the month to update any PPU assignments on your schedule. You will see all PPU on your pay register by the close of the bid month.

**Senior Manning with Conflict:** You do NOT receive full pay for both trips when you SRM with a conflict. SRM with conflict allows you the greater of the SRM trip (base pay) or the trip in conflict that Scheduling dropped. SRM ADD Pay based on scheduled, not actual time.

**TDY, LCA and non-trip generated Per Diem:** These are all uploaded at the close of the bid period. You will see per diem on your pay register the day after close pay. TDY and LCA pay will show as separate line items on your pay advice. You will NOT find them on your pay register.

**Trip Rigs:** Rigs are calculated after the trip terminates, because it is first necessary to take into account M5D for proper calculations. M5D is an adjusted average, and you are adjusted based on the total number of days of the ID. It isn't a leg-by-leg average. M5D comes into play when the flight time credit value is less than the credit value that you would have received based on the number of days of the ID, or when Trip or Duty rigs do not drive pay for the pairing.

**Unused Short Calls/Field Stand-Bys:** This is another item that is uploaded during pay close. When calculating the increase to your MPG, remember that two unused SCs do not count, and it does not count as an unused SC if you are given a FSB without a duty break or assigned a trip that departs within 13 hours of when they make the assignment.

**20-L-6 Pay:** Either a reassignment or flying that is delayed more than 22 hours in accordance with Section 20-M could make you eligible for 20-L-6 Pay (Late Pay and Day Off Pay (if applicable)). 20-L-6 Pay is only paid on all SCHEDULED flight time after your original pairing termination. This will be found on your pay register. 20-L-6 Late Pay is listed in your Pay Register as JRMM and 20-L-6 Day Off Pay is listed as PREM D/O.

**Pay Categories:** On the pay register, CAT is the category of pay displayed under RATE. The pay categories (not to be confused with the categories defining base, fleet, and seat) are as follows:

- A - 767-400, 777, 787, 747
- B - 757-300, 767-300
- C - 757-200, 737-800, /737-900, A320
- D - 737-700, A319
- E - 737 Blend
- F - 757/767 Blend
- G - Airbus Blend



# Did You Know?

## United Medical Clearance

According to the FOM, a pilot who is absent from work for 30 days or more due to illness must obtain return to work medical clearance from United prior to returning to flight status. FOM Sections 1.110.1 and 1.110.3-4 establish Medical Clearance requirements and procedures. FlyingTogether contains supplemental information and forms needed when returning from an extended illness (more than 30 days of sick leave) (FlyingTogether>Departments>Flight Operations>Pilot Resources>Absence Info>Fast Links). This Did You Know provides guidance on how to successfully navigate the United Medical return to work clearance process. For any additional questions regarding medical clearance please submit a Pilot Data Report to the Aeromedical Committee. For questions on Sick Leave please refer to "Did You Know? Sick Leave and Doctor's Notes."

**Q: I was sick for two weeks and missed three trips. Do I need to submit a Medical Clearance form ("Absence Certificate")?**

**A:** No, you do not. You must however notify either through Crew Desk or CCS that you will miss each trip.

**Q: I had a minor procedure performed at my doctor's office but did not miss any trips. Do I need to submit a Medical Clearance Form?**

**A:** No. You may return to work, provided you are in compliance with FAA requirements to return to work. Let us explain. Occasionally a doctor who is not an AME may prescribe a medication that is not allowed while operating an aircraft. It is prudent to inquire with ALPA Aeromedical or your AME to make certain you are in compliance with the FARs prior to exercising the privileges of your FAA Medical.

**Q: I had a minor procedure performed while on days off, but will miss three weeks of work due to my doctor's orders. Do I have to notify United Corporate Medical?**

**A:** No, however, you must ensure you are in compliance with FAA requirements to return without any restriction. In some circumstances an operation requires FAA approval before returning to flight duties - an example is LASIK for vision correction - there are steps you must take to notify FAA of the procedure. Contact Aviation Medical Advisory Service (AMAS / "ALPA Aeromedical") at 303-341-4435, or your AME with any questions about FAA requirements.

**Q: I have been sick and been out of work for more than 30 days, how do I return to work?**

**A:** First, you must have recovered from the illness or injury to be fully fit to fly. Second, you may (a) contact your AME and notify him of the injury and ask him whether FAA notification is required, or (b) contact ALPA Aeromedical (AMAS) at 303-341-4435 to consult with one of their physicians. We recommend the latter as it is a member benefit, and ALPA Aeromedical has experience dealing with virtually every possible pilot medical issue. Your last step will be to notify United Medical with submission of a Medical Clearance form ("Absence Certificate") completed and signed by your doctor. Unlike the "Doctor's note," required to validate sick leave pay per the UPA, the Absence Certificate requires specific information about your medical condition and is therefore only reviewed by United Medical Staff and is confidential. This should not be submitted to the CPO and should not be seen by your CPO. On the Absence Certificate your doctor must include an indication that you are cleared to return to work without restrictions. The "ability to return to work without restrictions," besides the other required medical information, is important in obtaining your clearance from United Medical.

**Q: What if I turn in a completed Medical Clearance form ("Absence Certificate") and valid First Class Medical Certificate, but United Medical wants more information?**

**A:** The Company Medical Department may sometimes ask for additional medical information before clearing a pilot to return to work. In such a case the pilot is advised to consult with ALPA Aeromedical, and may also call the MEC Office for assistance. You may have ALPA Aeromedical communicate with United Medical directly to fully understand their concerns.

**Q: How do I get paid if my return to work is delayed by United Medical asking for more information before it will**

**issue Medical Clearance?**

**A:** It depends. The company has 2 business days to review your Medical Clearance however they attempt to accomplish this as quickly as possible. If for some reason they determine they need further information and delay your return, you will no longer be required to use sick bank unless the company determines your FAA Medical was in fact invalid. In those cases, your sick bank will be debited for additional missed trips / reserve duty.

**Q:** Someone told me I should apply for Family Medical Leave Act (FMLA) for my own health condition, so the CPO will not bother me for future sick calls, should I do it?

**A:** There are significant pros and cons to seeking FMLA for your own health condition, and it most likely will trigger close review by United Medical. Short answer - definitely contact ALPA first. A PDR to the Parental Issues Committee is the place to start on this question.

**Q:** I have been on LTD, and been out for an extended period of time. I have now obtained my FAA Medical, do I need United Medical Clearance?

**A:** No, pilots returning from LTD do not need to receive United Medical Clearance. They are cleared by the LTD Administrator. Simply provide your new FAA Medical Certificate to the CPO and be prepared to return to work.

# Did You Know?

## Hotel and Transportation "Did You Know"

The Hotel Guidelines included in the UPA establish a number of criteria that our lodging facilities and transportation vendors are expected to meet, in order to provide our pilots the opportunity to obtain rest and for safe transit. Sometimes those vendors do not meet the standards of the UPA, and when that occurs you have the right to take action! This document explains what you need to do when you can't get restful sleep or the crew van does not look safe.

### Hotels

Pilots have a right - affirmed by the System Board No. 78-9 and acknowledged in a settlement under the UPA - to "walk" to another hotel when your assigned hotel is facing problems such as a loud convention or construction causing excessive noise, problems cooling or heating the room, and so forth. You can also "walk" if your room is not available on arrival (Basic flights) or within 30 minutes of scheduled check-in time (Global flights).

To make sure you get the rest you need, take these steps:

1. Inform the hotel of the issue and seek corrective action. A simple room change might resolve the situation. If the hotel does not resolve the issue, you may cancel the room and begin your "walk."
2. (Choose one)
  - a. Contact the Hotel Desk (888-4UAL-VIP) or, if necessary, the Flight Operations Duty Manager (800-654-9948), to have them book another hotel room for you. They should also arrange transportation. You do not need to inform the Company of your intent to "walk" or seek permission to do so, but contacting the Company up front may eliminate the need to pay out of pocket and submit an expense report later; OR
  - b. If you would prefer to expedite the process, you can seek your own room directly. You should seek lodging of a level similar to that routinely provided on overnights, such as a Marriott, Hilton, Westin, etc. The standard for the reimbursement is "reasonableness," so choosing a hotel that could have been selected in the first place is your best defense!

Once you have checked in at the new hotel, call CM to inform them of your location. When you contact CM to inform them of your new location, you should ask them to set up transportation back to the airport. **If CM will not set up transportation back to the airport, specifically ask them how you are supposed to get back to the airport. Be advised that they may direct you to return to the original hotel to pick up your assigned transportation, to take and expense a cab, or some other option.** Also remember that in no case are you allowed to have less than 9 hours of room availability.

If your arrival at the alternate hotel would not allow the required 9 hours of room availability, per Section 5-F-3-k, make sure to have your report time adjusted as well.

3. Submit any expenses incurred via uSource.

Make sure to file a PDR to let the Hotel Committee know the hotel is not performing up to the UPA standards.

### *Company "Walk" or IROPS*

Sometimes the usual overnight hotel is sold out and pilots will be provided rooms at an alternate hotel, using a "like or better" standard. The Company will make every effort to inform you of this change prior to your departure to the layover station. In an IROP situation the Company may put you in a "suitable" hotel that is not necessarily a full service hotel, if no rooms at other hotels are available; likewise, they should inform you of this prior to your departure.

If the alternate hotel does not meet the UPA standards or you are unable to get rest, you can utilize the rights outlined above to secure your own lodging.

### - Transportation

Just like hotels, our transportation vendors must meet specific safety standards in order for them to be used to transport our pilots. If you do not believe the Company provided transportation looks safe - DON'T TAKE IT! For example, if the vehicle requires you to stand, has excessive luggage blocking egress, appears poorly maintained, etc., use common sense and take your own transportation. You may set up this transportation yourself or contact United to set it up for you. However, you should know it is never the crew members' responsibility to call for scheduled transportation or set up your own transportation - that is United's job!

Transportation must be provided on the following schedule:

Transport from Airport to Hotel (Section 4-D-1): Within 15 minutes of your arrival time (the later of scheduled or planned arrival, but if transport is not available within 30 minutes of actual block in you may secure your own transportation

Transport from Hotel to Airport (Section 4-D-2): Shall be arranged "in sufficient time to report for duty at their assigned report time"

Transport to and From Training (Section 9-E-1): Within 30 minutes of your arrival at the designated pick up point. If transport is not available after 30 minutes you may secure your own transportation.

If you do elect to secure your own transportation, keep in mind that in many cities and countries taxicabs are unregulated. When selecting transportation, make sure it is safe; the contract allows for your use of "any other means of ground transportation" in the event safe company-provided transportation is not available.

### - CONTRACT LANGUAGE:

#### **HOTEL**

**4-B-1** In addition to the provisions set forth in this Section 4, the mutually agreed ALPA - UAL Hotel Guidelines ("Hotel Guidelines") shall govern the sourcing, selection, retention, and de-selection of hotels and transportation. Any future revisions to the Hotel Guidelines require mutual agreement of the parties.

**4-C-1 -c** Pilots when scheduled for continuous ground time in excess of four (4) hours shall be furnished suitable single occupancy lodging in accordance with this Section 4-C and the Hotel Guidelines. Unless otherwise agreed by the parties during the hotel selection process, rooms shall be located within fifteen (15) minutes normal driving time from the airport.



**4-C-2-a** A layover is the time between Duty Periods within the same Trip. Pilots on a layover shall be furnished suitable single occupancy lodging in accordance with this Section 4-C and the Hotel Guidelines.

**4-C-3 Reimbursement for Hotel Expenses**

When the Company has not provided a required hotel room or such room is not available, the Pilot may obtain alternate lodging and shall be reimbursed for reasonable actual lodging expenses. For layovers following a Duty Period containing a Global Flight Segment, "available" means the required hotel room must be available within thirty (30) minutes of the scheduled check-in time.

**5-F-3-k** When an Off-Duty Period occurs at a layover hotel, in no case shall a Pilot have less than nine (9) hours of room availability.

## **TRANSPORTATION**

**4-D-1** Unless otherwise agreed by the parties during the transportation selection process in the Hotel Guidelines, transportation to hotels provided in accordance with Section 4-C or transportation as provided for in Section 4-D-3 below shall be scheduled to be provided within fifteen (15) minutes of the crew's scheduled or planned Arrival time, whichever is later. When such transportation does not leave within thirty (30) minutes after actual block-in, pilots may use other means of ground transportation to their hotel and may claim reimbursement for such transportation.

**4-D-2** Hotel pick up times shall be arranged to have the pilots arrive at the airport in sufficient time to report for duty at their assigned report time. Pick-up times shall be adjusted to the time of day and day of week of planned travel so that the Pilot is not required to arrive excessively early for his scheduled report time.

**9-E-1** The Company shall furnish suitable single lodging accommodations when required, and standard allowances as provided for in Section 4-A-1, from the time of Departure of the Company-designated flight from the Pilot's Base to the training assignment until the time of Arrival of the Company-designated flight from the training assignment to the Pilot's Base. Transportation shall be furnished between lodging and the training facility. If the Company cannot furnish lodging or transportation, reasonable actual expenses supported by receipts plus standard allowances shall be paid. If Company-furnished transportation is not available within thirty (30) minutes of the Pilot's arrival at the designated pick-up point, he may use other transportation. The Pilot shall be reimbursed for his actual and necessary transportation expenses. The Company shall reimburse actual and necessary personal laundry and cleaning expenses, when training away from the Pilot's Base is for more than five (5) consecutive days. All expenses shall be claimed in accordance with Company expense reporting policy and must be submitted within fourteen (14) days after incurring the expenses.

# Did You Know?

## First Class Deadhead Rights for Pairings Moved per 20-H-6

Under Section 20-H-6 of the UPA, the Company may move an Open pairing from one Base to another Base due to lack of coverage. Once moved to another Base, these pairings are available for Lineholder pickup, and for Reserve pickup or assignment. The deadheading made necessary by moving the pairing to another Base has specific rights to First Class seating:

- 20-H-6 deadheading must be booked in First Class, if available at time of booking
- If First Class is not available at time of booking:
  - o Greater than 48 hours prior to the DHD departure time, if you notice a FC seat has become available, you must call the crew desk and request them to re-book you in First Class (only until automation is complete, then the rebooking will occur automatically)
  - o Within 48 hours of the DHD flight departure time you should be upgraded automatically, if not, call the crew desk and request the upgrade
- 20-H-6 pilots have the highest upgrade priority for First Class, and shall be upgraded in seniority order ahead of all passengers awaiting upgrade (revenue or non-revenue)
- Downgrades: 20-H-6 pilots may be downgraded before revenue passengers (whether they used dollars or miles to upgrade), but will only be downgraded after any passengers given a free upgrade to FC are downgraded.
- The two new boarding priorities for 20-H-6 DHDs will be coded as
  - o PSOE = out-of-base deadheading Captain
  - o PSOG = out-of-base deadheading First Officer

### “H6” Code:

20-H-6 pairings are coded with the letters “H6” in the pairing number (ex. FXXH6 or EXXH6), which triggers the automated booking engine to make the First Class reservation. This code should also alert you to your entitlement to the enhanced First Class DHD rights.

If you see “H6” in the pairing number, then the Crew Desk has properly built and coded the pairing. Occasionally they fail to properly code a 20-H-6 pairing with “H6”, which means the booking engine will not make the First Class reservation. If you suspect a pairing is a 20-H-6 pairing but it does not show the “H6” code, the following short-cut CCS steps can be used to determine if the pairing is truly 20-H-6. (A more comprehensive explanation of how to confirm a 20-H-6 pairing is included at the end of this document):

Verifying 20-H-6; If both conditions are true, the pairing is most likely a 20-H-6:

Test 1: The first leg of your pairing is a DHD to another Base that has your Equipment (i.e.: there is a PBS category at that Base for your aircraft), and

Test 2: The first Flying Flight Segment following the DHD is the first leg of a pairing originally built for that Base.

**CCS short-cut steps for pilots to verify:**

1. If your pairing begins with a DHD to another equipment base, click on the flight number of the first Flying Flight segment of your pairing. Find the pairing number and date of the pilot with whom you are paired. Remember, if the first leg of your pairing is not a DHD to an equipment base for your fleet, the pairing does not fall under Section 20-H-6.

2. Go to CCS>FLIGHT PLANNING>PAIRING INFO, and search the pairing number of the other pilot as mentioned above. If your first Flying Flight Segment is also the first operating leg of the other pilot's pairing, the pairing is most likely a 20-H-6 and the DHD should be booked in First Class, if available.

### Improperly coded 20-H-6 pairing missing the "H6" letters:

If you have identified an uncoded 20-H-6 pairing, you should contact Crew Scheduling to get the code added and make sure your DHDs (front end, and back end if applicable) are booked in First Class, per the requirements of Section 20-H-6. Even if a First Class booking is not available at the time, you should be placed at the top of the upgrade list for any seats that come open.

A [settlement agreement for a System Board case](#) last summer provides Add Pay and a future upgrade for pilots on 20-H-6 deadheads who are not ultimately upgraded correctly, so we encourage all pilots to review their assignments and bookings closely and take screen shots if you think there has been an error. To claim the settlement Add Pay you will need to provide your reservation number, the seat number you actually occupied, a description of the pairing and evidence that the First Class seat was available, such as the detailed PBT (passenger booking total) or upgrade list that shows any other non-20-H-6 names before yours.

Please be sure to file a PDR to "System Schedule - Scheduling/Crew Desk" for tracking purposes even if you are able to resolve the situation directly with Crew Scheduling and your booking is corrected before you fly.

### Example 1: Not a 20-H-6 Pairing

Although this pairing below begins with a DHD, note that it "fails" the first test because LAS is not an Equipment Base for the 737. Therefore, the DHD to LAS does not require booking in First Class.

L51H6	020914	0749	1015	FO01	02	0902	E	Sep 01 14 22:35					RESV										
Flt	Seq	Rest	Ferry	DT	DH	Eqp	Org	Dst	Dpt	Bref	T	Arr	Dbrf	Ov	Po	As	Fltm	Duty	Tail	Layo	Guar	Total	
0566	010	02	DUA			319	LAX	LAS	0819		S	0929					0110		4049				
1287	020	02				738	LAS	CLE	1015		S	1716					0401		0292				
DP01	030								0749		A	1731					0401	0642	1354			0401	
		City	Code	Name															Phone				
Hotel		CLE	MKC	Marriott Cleveland At Key Center															216-696-9200				
OPS		CLE																	216-501-6863				
Limo		CLE		Cleveland Express															216-898-0307 Line 1				
Voucher		CLE		Trans: CLE2014090071																			
Pickup		CLE		Pickup at door 6 or 7.Addtl phone #216-661-9105.																			
Return		CLE		Cleveland Express															216-898-0307 Line 1				
Voucher		CLE		Return Trans: CLE2014090072																			
Return		CLE		Return Pickup Time: 06:44																			
1542	040	03				738	CLE	LAX	0759		S	1000					0501		0220				
DP02	050								0714		S	1015					0501	0601				0501	
Pairing Totals				TAFB			DHD			Flight Time			Guar Time			Pay Time							
				2626			0110			0902						0902							

### Example 2: L5A1R: This is an "uncoded" 20-H-6 Pairing:

First, note that the originating leg is a DHD from LAX to SFO, both 737 Equipment Bases (satisfying Test 1). Next, following the CCS short-cut steps from above, click on the first flying flight segment (Flt 1295 SFO-EWR) to determine what pairing the other pilot is on (F5129/6). Looking at that pairing shows that the first flying flight segment is indeed the first leg of F5129 which is an in-Base trip. In this example, L5A1R is a 20-H-6 pairing and should be coded as such (e.g., L5AH6) for the LAX based pilot covering it.







categories covered under Section 20-O.

2015-03

# Did You Know?

## Rest Resets and 'Soft Starts' For Changing FDP Start Time

This communication explains the FAR 117 legal process that can be used by the Company to adjust a pilot's scheduled FDP start time for the originating leg of a pairing. The FDP start time is normally the same as the UPA report time for any duty period that includes a flying flight segment.

The FAA has clarified that once you are scheduled for an FDP, there are only two ways the company can change the start time of that FDP. Either of these methods can be used by following the guidelines described in FAR sections 117.21 and 117.25, based on how early the company is able to achieve two-way contact with the pilot:

- Rest reset with at least 10 hours notice prior to the adjusted (new) scheduled report time: If the pilot can be notified with enough time to allow for a minimum of a 10-hour rest period reset, the crew desk can assign him a 10-hour prospective rest period before the beginning of the adjusted (new) FDP start time provided they are able to achieve two-way contact with the pilot.
- "Soft Start" reset with less than 10 hours notice prior to adjusted (new) scheduled report time: If the pilot cannot be notified with enough time to allow for a 10-hour rest reset, then the crew desk can "soft start" the pilot (explained below), provided they are able to achieve two-way contact with the pilot prior to the originally scheduled report time.

Note: In both cases, two-way communication is required to reset or soft start the FDP. Simply leaving a message is insufficient; two-way contact means the pilot has been notified and has acknowledged that notification via phone or in CCS. For a soft start, acknowledgement must occur prior to the original report time as explained below.

### Soft Start

The term "soft start" is used to identify the process by which the FAA allows an FDP start time to be adjusted when there is less than 10 hours before the adjusted (new) report time. A soft start is accomplished by treating the pilot as if he were placed on a SC reserve assignment period (RAP). This means the original report time instead turns into a RAP start time, which is used to recalculate the maximum duty day the same way it would be calculated for a SC reserve. It's important to note that once a trip is assigned, the UPA doesn't allow the pilot to actually be "on call" like a SC reserve. This soft start process is solely used to measure FAR duty legalities.

In order to successfully "soft start" a pilot, the following conditions must be met.

- Due to current limitations in CMS, the soft start can only be attempted on the first flight of a trip. Although a soft start is permitted by the FARs for any duty period, you should not be asked to soft start any FDP following a layover until further notice.
- The company must make two-way contact with the pilot to advise him of their intent to use a soft start to adjust the report time of the next FDP. Any pilot who is not contacted (two-way) prior to the original report time cannot be soft-started. If they are unable to make two-way contact with the entire crew, the company may be required to operate the flight within the FDP limits of the crew members not contacted, reassign part or all of the crew to different flying, or re-crew with other available pilots.
- Once you have reported to the airport and started your FDP (at report time), the start time cannot be adjusted.

Note: If a pilot is already at the airport and chooses to answer the phone or return a message before (even just one minute before) the originally scheduled report time, the pilot can be soft-started. However, depending on the circumstances, the FAA has recommended that the Company and the pilot consider fatigue mitigation measures. (e.g., a day room even when not required by the UPA) to ensure that the pilot will be able to certify Fit For Duty per FAR 117.5. If the message or call is acknowledged after report time, a pilot cannot be soft-started and will instead be considered to have begun their FDP at that report time.

## Soft Start Example:

It becomes known at 0300 that a 0700 report time for a Basic FDP will be delayed until 1100. The company contacts the pilot and advises him of their intent to “soft start” the FDP, and the pilot acknowledges this change. The original 0700 report time for that FDP is now treated as the RAP start time. To calculate the correct RAP+FDP limit for that day, you must follow these steps.

- Enter FAR 117 “Table B” with your adjusted FDP report time (1100 in this example) and determine the maximum FDP for that report time (14 hours in this example).
  - Add 4 hours to that maximum limit (no more than 16 hours maximum for an unaugmented FDP) and add that number to the RAP start time (0700 in this example) and determine the FDP end time.
  - Apply the “Table B” limit to the actual FDP start time of 1100 and determine the FDP end time.
- Apply the most restrictive FDP end time between steps 1.a and 1.b. In this example the RAP limit is  $0700+16=2300$  and the FDP limit is  $1100+14=0100$ , so the most restrictive time is 2300.

## CCS

Once the company “soft starts” you, there are two places in CCS you can look to confirm your FAR legalities are being tracked properly.

- In CCS under Scheduling à Master Schedule, enter your employee number and verify that you have the “SFS” code with the time of your original report time displayed on the departure date of the trip. CMS uses this code to update your crew legality page in CCS, as shown below for pairing F4520 on the 1st with a SFS start time of 0955:

02203 FO 747		360-649-5080					
DT	CDE	SCHED	START	END	BLKT	PAYT	TBPOS DT CDE SCHED
29							LF4FO 14
30							LF4FO 15
01		SFS	0955	1059		0000	LF4FO 16 F4713
01		F4520B	1100				LF4FO 17 *
02		*					LF4FO 18 *
03		*					LF4FO 19 *
04		*			1401	2205 2656	LF4FO 20
05							LF4FO 21
06							LF4FO 22

- In CCS under Flight Planning à Crew Legality, find the “RAP/SFS Start Time” column under “Pilot Info”, confirm the original FDP start time is displayed in this box and the new local report time is shown in the next column under “Local Report”:

Flight Components			Most Restrictive FDP CCO Info		
Total Block	Burn Time	Taxi In	FDP CCO	FDP EXT AVAIL	FDP CCO WITH AV
10:36	10:08	:07	1745/01	Y	1945/01

  

Pilot Info								
Emp #	Pos	PAIRING	SEG in FDP	RSV or LH on RAP?	RAP/SFS START TIME	Local Report	Daily FDP CCO	FDP EXT AVAIL
U136484	FO	F4020C/01	1	Y	0955	1100	1745/01	Y
U020747	CA	F4020D/01	1	Y	0955	1100	1745/01	Y
U108325	FO	F4520B/01	1	Y	0955	1100	1745/01	Y

If both of these screens display the correct information, then the company can successfully track your FAR legalities associated with the “soft start” FDP.

As always, the pilot has final authority over determining his fitness for duty, especially if his rest was interrupted by a phone call from the company, as allowed by the FAA’s one-phone call policy.

In the actual operation, if you have any questions about the legality of your FDP, please contact the crew desk or FODM.

2016-01