

Contract Info Card # 12-6

June 2007

Trip Drops Training – Section 19.B.3... A Flight Attendant may drop all portions of a trip or reserve day that conflicts with the day immediately preceding the first day of recurrent training. You must submit a request to drop within 24 hours after the bids close, **or on the Bid Ballot – Trng Drop Day.**

Trip Trades/Optional Exchanges Between Flight Attendants Full Sequences-Section 8.H.1-2... Flight Attendants have unlimited full trip trade(s) per month and unlimited full OE(s) per month as well, as long as the TT(s) and/or OE(s) are legal and do not create a schedule conflict. Requests will be submitted and processed through the automated trip trade computer system in DECS and can be done at any time. Requests can be submitted on the day of operation by telephone **with the Daily Desk**, but must be followed up in writing.

Trip Trade/Optional Exchanges Between Flight Attendants Partial Sequences-Section 8.H.3. ... Flight Attendants will not be granted more than 2 partial trades per month. Requests for partials may be submitted via e-mail or computer system (RF) but must be submitted by both the affected flight attendants. Requests can be submitted on the day of operation by telephone **with the Daily Desk**, but must be followed up in writing. Partial trades and optional exchanges are processed between the hours of 09:00 & 11:00 CT and 14:00 & 16:00 daily.

Trip Trades, Optional Exchanges Between Reserves Only - Section 8. H. 6-8.. Staffing is evaluated between 06:00 and 07:00 CT on a daily basis. After that, requests for Reserve OEs, Trades and Reserves trading with themselves **are processed between the hours of 10:00 & 15:00 CT**. Processing is suspended while reserve assignments are being done. Requests will be **approved subject** to staffing levels.

Trip Trades with Open Time (TTOT) – Section 8. I. 1-4 ... TTOT for the next month will not be accepted by Crew Scheduling until forty-eight (48) hours after the close of the 72 hour monthly open time bidding window. Additionally, TTOT requests must be submitted no less than the third calendar day prior to the start of the originating trip(s) or the new trip(s) whichever is earlier. You are only allowed 3 trades per month per flight attendant.

Request for TTOT may be denied due to staffing if the trip you are trading for operates on dates other than your originally scheduled trip. However, the request should not be denied if the trips operate over the same dates.

Currently TTOT can only be processed manually, however we are currently in the process of automating the system for Flight Attendants.