



## DID YOU KNOW?

### New Contractual Reserve RDO Provision (Section 10.D.5.)

Our new Contract provides for improvements to increase schedule flexibility for Reserves. Reserves will be able to RDO their trips assigned by Crew Scheduling with Lineholder Flight Attendants beginning with the August schedule month.

#### **Section 10.D.5.b.**

***“Once a Reserve has been assigned an ID, she/he shall have the ability to trade an ID for days off (RDO trade) with a Lineholder. The Reserve guarantee shall be reduced based on the number of availability days vacated”***

Once a RDO request has been submitted, any Lineholder Flight Attendant may pick up your trip and the request will be processed automatically. If your trip has not been picked up two hours before the departure time of the specific trip ID you will need to fly your trip.

When the RDO trade is awarded the Reserve should see 'CNF' in their line of flying and a reduction of your 78 hour guarantee based on the number of days the trip was for (4:20 per Reserve day in a 30-day month and 4:07 per Reserve day in a 31-day month).

#### **Entering a RDO Request in Unimatic: Reserve to Reserve/Lineholder**

A Reserve Flight Attendant who wishes to RDO your assigned ID can submit a request by using Unimatic prompt DSPFAI and filling out all applicable fields. See screenshot steps below.

Step One:

```
ACTN FILE # RSV
»DSPFAI/ TRD/ 123456/ X
```

Step Two:

```
REQTRD/SMITH,J          /FN 654321/SEN 013858/00/      /      / /R/

WISH TO TRADE DAY(S) OFF      MMDD/ MMDD/ MMDD/
                                MMDD/ MMDD/ MMDD/
WISH TO TRADE ID              123_ 0826/

      LAST NAME, INIT  FILE #  LOF      TRDKEY
WITH JONES, B_____/ 123456/  12B / ____/

WITH FA FOR DAY(S)  OFF      0826/ MMDD/ MMDD/
OR DAY(S) ON IF SELF TRADE  MMDD/ MMDD/ MMDD/
WITH A FA FOR ID      _____ MMDD/
```



### Entering a RDO Request in Unimatic: Lineholder to Reserve

Lineholder wishing to request to pick-up a RDO with a Reserve they can submit a RDO request by using Unimatic prompt DSPFAI and filling out all applicable fields. See screenshot steps below.

Step One:

```
          ACTN FILE #  RSV
»DSPFAI/ TRD/ 001234/  _
```

Step Two:

```
REQTRD/JONES, B      /FN 123456/SEN 000058/00/      /      /      /      /

WISH TO TRADE ID(S)  ID #  DATE  ID #  DATE  ID #  DATE
                     _RDO- MMDD/  _- MMDD/  _- MMDD/
                     _- MMDD/  _- MMDD/  _- MMDD/
      LAST NAME, INIT FILE #  LOF      TRDKEY
WITH SMITH, J _ / 654321/ 1420B/ _ /
                     ID #  DATE  ID #  DATE  ID #  DATE
      FOR ID(S)    _456- 0725/  _- MMDD/  _- MMDD/
                     _- MMDD/  _- MMDD/  _- MMDD/

MAKE-UP AFA WITH RDO TRADE(Y/N) _ /
                     ID #  DATE KEY  ID #  DATE KEY  ID #  DATE KEY
FOR CHARTER ID    _- MMDD/  _ /  _- MMDD/  _ /  _- MMDD/  _ /
FOR OPEN ID       _- MMDD/  _ /  _- MMDD/  _ /  _- MMDD/  _ /
FOR TRADE WITH OPEN, RETAIN IF REJECTED(Y/N) _/      PREF # _/
```

