



## TEAMSTERS LOCAL 2750

# Scheduling Teaching Topic: Open Time Education

This education document reviews open time procedures according to the CBA, including how we ensure open time trips are awarded properly in seniority order.

Uncovered flying can be assigned by three methods (CBA Section 25.M.2):

1. Assigned to a pilot who volunteers (VX).
2. Assigned to a reserve pilot (R1, R2 or R3) outside of the 168 hours prior to report time.
3. Assigned to a reserve pilot (R1, R2 or R3) inside of 168 hours prior to report time.

\*Methods 2 and 3 describe normal reserve assignments. The company determines which method to use to assign uncovered flying.

Per CBA Section 25.M.1, Open Time are trip(s) which are uncovered for any reason *and* assigned to Open Time by the Company.

- Open time trips can consist of flying and/or R1, R2 or R3.
- Trips cannot exceed the maximum scheduled Duty Days (17).
- Trips must be built to begin and end at the Crewmember's Base.

What order are open time trips offered and assigned?

1. In Seniority order, in the base from which the trip begins and ends.
2. Available pilots outside of the base, but still in system seniority order.

How can a crewmember be eligible for open time trips (CBA Section 25.M.2.C)?

- The assignment must not overlap the Crewmember's scheduled Duty Days.
- The assignment must not create an illegality for any upcoming trip(s) or reserve duties.
- The Crewmember must be physically able to move into position for the assigned duty.

How are open time trips posted and awarded?

1. Uncovered flying that the Company wishes to offer to Days-Off volunteers are packaged into a Trip, which may include operating legs, DH, CML, layovers, Reserve periods, and all rest periods required to make a legal trip, and has a Closing Date/Time.
2. Scheduling emails an “example” of that trip to the pilot group.
3. Crew members are given the opportunity to review the trip, and may choose to make themselves available by marking the applicable days on their schedule as VX by the time the trip closes for bidding.
4. At the posted Closing Time, Scheduling takes a snapshot of all crew with the available VX days, in seniority order.
5. Scheduling begins calling each crewmember, in order, via the primary contact phone number on record in AIMS, until they reach a crewmember that will accept the trip. Scheduling is to leave a message if the crewmember does not answer, and each crewmember has one hour to return the call to accept, otherwise it is assumed they are not interested.
6. Scheduling documents each call and OT trip award, so that the award process can be audited.

Disclaimer:

If you are awarded an open time trip, the company may cancel the trip and return you to Off Days without compensation (there is no “Trip Rig” protection), or they may change the trip in part or completely and require you to complete the changed trip pairing. The changed trip pairing must fit the footprint of the original trip pairing you *were originally awarded*. It may not return back to base later than the original TIME of the trip you accepted, without your permission (CBA Section 25.M.2.c.(iv)(a)).

*Helpful Hint:* Don't Just Read the Headlines

Reading just the base that an OT trip is being offered to could lead you to believe that you aren't eligible. Dig a little deeper. If an operating leg goes through a base, those crew members in that base become eligible. I.E. **ANC-DFW-JFK-MIA** legs should be offered to those bases and not just ANC, regardless of whether it's an ASAP trip.

“ASAP” Open Time Trips

If the Company feels that there is insufficient time to go through the entire posting/closing/contacting process, they occasionally post OT trips as “ASAP”, in which case they take a snapshot of available VX volunteers and begin calling, still in seniority order, until they find a volunteer. While all other provisions of the Open Time process apply, Crewmembers are not afforded the 1 hour callback window.

What to do if you think you've been bypassed for an Open Time offering:

Fairly often, OT trips are, mis-awarded. If you were eligible for an OT trip but was not offered it accordance with the CBA, you may be compensated for the full value of that trip.

- Take a snapshot of your schedule, showing the days that the OT trip covered.
- Verify that ALL the days of the OT trip are marked as VX. Note that they are Zulu days, and that if, for example, your current line shows you ending your trip at 00:01z of a day, that day is considered a Work Day, and is ineligible for marking as volunteering to work (VX)
- Verify that you did not receive or miss a call from scheduling. Check your messages and take a screenshot of your phone's call log if you can.
- Send an email with your full name, the trip number that you believe that you should have been offered, and any documentation that you have, to the Scheduling Committee.
- The Scheduling Committee will review the award and request the compensation, if applicable.

Note that only one crewmember (the more senior) will be compensated for each mis-awarded trip.