



AFA Debrief – Thursday, November 17, 2022

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Second Round Vacation Awards to Be Posted November 18

Second round bidding for 2023 Vacations has now concluded and awards will be posted no later than the close of business on Friday, November 18, 2022. To view your 2023 vacation awards, login to CCS, click on the Vacation tab and then select My Vacation from the drop-down menu.

Flight Attendants who did not submit a vacation bid in the first round of bidding, were considered to be a **NO BID** and were, *consequently*, required to bid all of their accrued days in the second round of vacation bidding.

Any Flight Attendant not submitting a vacation bid in the second round of bidding or who bid insufficiently were automatically assigned a vacation as a no bidder. Keep in mind, the vacation you were assigned was awarded after the second-round vacation awards were completed for all Flight Attendants submitting a bid. The assigned vacation is made in seniority order from December backward through January, with the largest block of days being assigned first.

What if My Bid is considered an Insufficient Bid?

When a Flight Attendant submits a vacation bid and is unable to hold any of their selections, they are considered an *Insufficient Bid*. In this instance, vacation is assigned in seniority order from December backward through January after that round of vacation has been awarded to all bidders. The assignment is based on the number of days in your bid with the largest block of days assigned first.

During second round bidding there were a significant number of Flight Attendants who did not submit bids or bid insufficiently to cover themselves. As a result, many vacations during the second round of vacation were assigned. The Vacation Team has made a significant effort to get vacation awards published in advance of the contractual award date.

Keep in mind, Vacation Team staff are in the Office Monday – Friday, 0830-1700 Central Time. If you have questions about the second round vacation awards, please contact the Vacation Team at (U.S.): 1-800-FLT-LINE on Monday of next week or by E-mail: FAVacationTeam@united.com.

Open Time Vacation Trades by Seniority Begins November 24

Once Second Round Vacation awards are posted on CCS tomorrow afternoon, the Contractual bidding procedures are complete. The next phase of vacation processes, Vacation Modifications and Trading begin on November 24, 2022.

The remaining key dates are critical components of the 2023 Vacation procedure.

IMPORTANT DATES	VACATION TRADE TIMELINE
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November 24	Open Time Trades by Seniority
November 30	Seniority Trade Awards
December 4	Final Vacation allocations
December 5	Instant Trading Opens

Remaining monthly vacation allocations will be published, no later than November 24, 2022, and is required before seniority trading begins.

Vacation Allocation Charts, which outline the open days available for trades, are located on CCS. Once the allocations have been published, Flight Attendants will be able to modify or trade vacations in the first vacation trade process, ***Open Time Trades by Seniority***. Under the terms of our Contract, Flight Attendants shall have no fewer than six (6) days to submit requests to trade for open vacation periods.

In order to be successful in trading, Flight Attendants are encouraged to review the trade procedures available on our website at www.unitedafa.org.

Base Transfers for January 2023 Awarded - Effective December 30

Now that the annual vacation bidding process has been completed, the company awarded system transfers effective with the January 2023 schedule month, effective December 30, 2022, to the following bases:

Base	AU S	DE N	EW R	GU M	IA D	IA H	LA S	MC O	OR D	PH X
Award s	20	34	32	4	12 4	20 0	15	30	58	20

Transfer awards are now visible in CCS under the transfer request page.

This may not be the final list of transfers awarded as Flight Attendants must accept the award in CCS before the transfer acceptance date in order for the transfer to be effective.

Annual Pass Travel Enrollment Period Now Open

Pass travel enrollment is open now through Dec. 16, 2022, at 11:59pm CST.

All eligible employees having more than six months of active service are able to update their 2023 pass travel enrollment elections during this window.

Employees may register a second enrolled friend during the pass rider enrollment period for the next calendar year, in lieu of their buddy pass allotment. As a result, the buddy pass allotment, the 12 regular buddies, will not be available. Buddy pass travel for extended family buddies for the 2023 calendar year will continue to be available.

To enroll and update you pass riders, visit the Pass Travel Enrollment page. Click on the Travel tab at the top of Flying Together and select manage pass riders.

It's important to remember that changes cannot be made after the enrollment window closes except to add buddy pass riders if you do not already have the maximum number listed.

If you have additional questions, that are not answered on the company's [Pass Travel Annual Enrollment page](#), [contact the Employee Travel team](#) through Help Hub or use the ETC Virtual Assistant chat feature from any of the [Travel](#) pages on Flying Together.

Holiday Buddy Pass Travelers with Working Crew Members

During the Thanksgiving and Christmas holidays, working crew members will be able to travel with up to two individuals using buddy passes at the crew member's personal boarding priority of SA1P.

This applies to both Domestic and International travel beginning on November 20, 2022, through December 1, 2022, and again during the period from December 14, 2022, through January 04, 2023.

When the working crew member list buddies through the EmployeeRes system, they must check a box labeled "traveling with the working crew." This will ensure the buddy pass travel plans are booked in the correct boarding priority.

The company reminds the working crew member they must notify the CSR, in person, when a buddy accompanies them at the city where the buddy is to be boarded and at the connecting city where there is an aircraft change.

If seats are not available and the buddy pass riders cannot be boarded, they will travel at the unaccompanied buddy boarding priority of SA4P for adult buddy children, SA6F for extended family buddy or SA7U for a regular buddy. The boarding priority must be changed prior to moving to the next available flight.

If you have additional questions, contact the Employee Travel Center via e-mail at etc@united.com.

Deadline for Uniform Orders with Cintas for 2022

As we approach the end of the calendar year and the busy holiday seasons, we emphasize the importance of finalizing any items using remaining Uniform points with Cintas®. While we encourage everyone to finalize their orders before the holiday season is upon us, we want to create the appropriate reference to alert everyone that the last day for telephone orders will be Friday, December 30, 2022, by 4:00PM CT. Online (internet) orders can be placed until 2359 CT on December 31, 2022, via the [Cintas website](#).

Keep in mind, if you experience any difficulty with the website after the 30th, there will be no Cintas telephone support available on the weekend to assist in resolving these issues. Plan ahead. Order your replacement items as soon as possible.

Reminders:

eFAOM/eFAAB Revision #42 is now available for download. Make sure to sync, open and review the following items prior to the **December 1, 2022**, effective date.

NOV 18 – Second Round Vacation Awards Published by Close of Business

NOV 24 – U.S. & Guam Holiday – Thanksgiving Day

NOV 24 – Vacation Trades by Seniority Begin

NOV 25 – Native American Heritage Day

NOV 30 – Vacation Trades by Seniority Close & Awarded

DEC 30 – Last Day for Telephone Orders for Uniform Items with Cintas®