



RESERVE REVIEW:

Assignment to Pre-Boarding Duties

MEC Reserve Committee

December 11, 2020

A Standby Reserve may be assigned to fulfill the FAA minimum crew required to board a departing flight while awaiting a delayed Flight Attendant. Such assignments are known as “pre-boarding” and are contemplated in Section 8.N.7. of the Contract.

If given a pre-boarding assignment, Crew Scheduling will inform the Standby Reserve of the departure time, flight number and gate to which they are to report. The scheduler should also give the pairing number of the delayed Flight Attendant so the Standby is aware of the potential onward flight assignments and can monitor the status of the inbound crew member. The Standby Reserve will store their luggage in the specified onboard locations, perform the pre-flight safety checks and assist during passenger boarding for the position of the delayed Flight Attendant.

- Once the originally scheduled Flight Attendant arrives at the aircraft, and an orderly transition can occur, the pre-boarding Standby will remove their luggage and deplane. Upon returning to the Domicile or crew lounge, the Standby will contact Crew Scheduling to be reassigned, returned to the original position on Standby, or released to crew rest if the standby period has ended.
- If the originally scheduled Flight Attendant does not arrive in time for departure:
 - The pre-boarding Standby Reserve, if legal for the flight assignment, will remain with the flight. Crew Scheduling will place a pairing in the line of the Reserve and will notify them of any additional flight(s) and/or layover details prior to departure.
 - In determining a pre-boarding Standby’s ability to remain with the assigned flight and pairing, all legalities (maximum duty limitations, 1-in-7, 35-in-7, monthly maximums, etc.) must be considered. If the Standby is only legal to pre-board, they must be replaced prior to departure.

Some Additional Pre-Boarding Considerations

- A Standby Reserve will be limited to four (4) pre-boarding assignments per Standby period.
- As with pairing assignments, the assignment to pre-board must be made by the end of the 4th hour of Standby, and the assigned flight must be scheduled to depart before the end of the 5th hour from Standby check-in, except when the company is in a drafting situation.
- If a pre-boarding assignment extends beyond the four (4) hour Standby period:
 - The Reserve will be paid and credited with one (1) hour toward their line value in addition to the minimum five (5) hour Standby credit. This is reflected in the Master Schedule with the code **PB1**.
 - The Reserve will be released to legal rest following the pre-boarding assignment, and in no event will be required to stay beyond one (1) hour after the conclusion of the Standby period.
- **The Contract provides pre-boarding is an assignment specific to Standby Reserves. As such:**
 - Reserves who are on “sit time” between flights may not be assigned to pre-boarding duties.
 - In addition, a Reserve returning to base upon the completion of a flight assignment may not be given a second assignment to pre-boarding duties prior to being released to legal rest.

If you have additional questions on these or any other Reserve related topics, contact your Local Council Reserve Committee.