

## **Iterative Scheduling Adjustment Process (ISAP) and ETB Q and A**

### **Is the TA Iterative Scheduling Adjustment Process (ISAP) like our current SAP?**

Yes, it will be using the same processing platform as the “new upgraded SAP” that was changed in March of this year. However, the new ISAP will have more capabilities and functions. ISAP is designed to allow flight attendants to make adjustments to their monthly schedule on a daily basis once ISAP opens and continuing throughout the month - unlike SAP which only runs one time.

### **Will the new ISAP run every day?**

Yes, ISAP runs daily for future dates throughout the bid month.

### **Is ISAP run in seniority order?**

Yes. ISAP runs in seniority order for every run.

### **When does a Primary Lineholder input ISAP bids?**

After you receive your PBS award, you can input bids for the next month. Such bids will be stored and processed in the ISAP Queue at 2100 HDT on the second to the last day of the prior bid period. The ISAP Queue will close each day at 2100 HDT for pairings which depart on or after the calendar day beginning at 0000, twenty-seven (27) hours later, including any pairings through the end of the bid period, including transition pairings.

### **In ISAP can I drop and/or add pairings that do not touch days?**

Yes. Here is an example of how it works. Sally has received her PBS award for May. She has a three day trip on May 12<sup>th</sup> that she would like to DROP while ADDING a 3 day trip on May 22<sup>nd</sup>. On April 30<sup>th</sup> she enters her request as “persistent” which means it runs every night at 2100 until it is pulled off. In Sally’s case, it is not awarded the first, second or third night ISAP ran. However, on the fourth run of ISAP on May 3<sup>rd</sup> her bid is awarded. The results are posted the next morning at 06:00. As a result her trip on the 12<sup>th</sup> (Fri. Sat. Sun.) is dropped out of her line and added in is a three day trip on May 22<sup>nd</sup> (Tue, Wed. Thurs).

### **Are ISAP transactions processed if the transaction would exceed the daily limits established in the Contract?**

No. The open time limit cannot be exceeded but since ISAP runs every day the limits will change depending on flight attendant actions throughout the month.

### **How does the ISAP daily limit work?**

Lineholders with seniority numbers of #5 and #6 each enter Drop Transaction Bids. If awarded both # 5 and #6 transactions, would exceed the number of Open Pairing Days permitted on that day, and therefore will not be awarded immediately. If, in a subsequent ISAP transaction, a more junior Lineholder picks up an open pairing, thereby reducing Open Pairing Days on the given day, the Drop Bid of Lineholder #5 would be awarded prior to Lineholder #6.

### **How low can I drop in ISAP after I am awarded my PBS line?**

As low as 40 credited hours. Your dropped time in ISAP does not have to be made up because there is no longer an obligation to the time.

### **How high can go in ISAP? A Non High Option person can go up to 95 credited hours.**

**What is the limit for a flight attendant that was awarded the High Option preference?**

He/she may go to 115 credited hours in ISAP.

**Will ISAP make trades between bid periods?**

No. However, Transition pairings will be considered part of the bid period in which they commence for the purpose of ISAP.

**Is there a period of time when ISAP will not process a trip that originates in the last six days of the active bid month?**

Yes. In order to avoid transition conflicts, for a period not to exceed forty-eight (48) hours while PBS is processing, a Lineholder shall not be able to pick up, drop or trade a trip through ISAP that touches the last six (6) days of the bid period. Note: That blackout period is from the 16<sup>th</sup> of the month at 2100 to the 18<sup>th</sup> of the month at 2100 while PBS is awarding you the next month's award.

**Will ISAP be a Web Based System?**

Yes. In addition to PBS, ISAP will be web based and Flica access to the programs will be provided free of charge.

**Is the AIL still available?**

Yes. ISAP contains an AIL feature - touching trips. ISAP, in general, allows for trip trades, drops and adds throughout the month but also contains the added features of the existing AIL. ISAP processes at 2100 each night. The AIL feature will work the same way. For example, the ISAP AIL function will process AIL bids at 2100 on Monday for trips departing on Wednesday. The AIL feature of ISAP will have two important changes to the current AIL. The first, is that transactions on the AIL could be subject to the monthly open time limitations. For example, a flight attendant who has a 3 day trip Wednesday-Friday who wishes to trip improve to a Monday-Wednesday will see no change. A flight attendant wishing to touch the same trip on Wednesday by picking up a 2 day trip Tuesday-Wednesday may be subject to the monthly open time limit. The transaction will be subject to the limit. In exchange for this potential limit, the Company has agreed to eliminate the current monthly obligation requirement. What this means is after a flight attendant is awarded a line in PBS, the flight attendant is no longer required to meet their original line value obligation. In today's world, a flight attendant awarded a line worth 85 hours and drops to 60 hours in SAP must meet the original Primary line 85 hour obligation. That obligation is erased in the TA, allowing for much more flexibility. A flight attendant can fly to their obligation but has no requirement to do so in the TA.

**Will the new ETB be a click and award process?**

Yes. However, ETB will not be awarded while ISAP is being processed (from 2100 to 0600). Further, in order to avoid transition conflicts, for a period not to exceed 48 hours while PBS is processing ETB transactions that involve the last six days will not be processed. That blackout period is from the 16<sup>th</sup> of the month at 2100 to the 18<sup>th</sup> of the month at 2100 while PBS is awarding you the next month's award.

**When does ETB Processing Stop?**

All ETB transactions will be available for processing until two (2) hours prior to the report time for the pairing unlike the 1200 cut off today. All other ETB rules remain the same. ETB will be processed in "real time". In addition, since Lineholders and Reserves will be awarded lines at the same time the current problems of "Pending" leading to re-postings of ETB transactions will go away.