

General Information

- Access days (ADAYs) are ready status days in blocks of 3, designed to cover the operational requirements of each base.
- Flight attendants will be assigned one ADAY start date during each bid period. You may however, have more than 3 ADAYs in any given month but will have less in the adjacent month. For example if you have a 3-day block starting on June 29, you will have 2 in June and a total of 4 in July.
- The status acronym for an access day is ADAY. An ADAY flight attendant will be referred to as an ADAY holder. The schedule codes in DBMS will appear as ADY1, ADY2, ADY3, etc. indicating the number of days in an ADAY block.
- An ADAY holder is to be 'on-call' and available for each ADAY for a 24 hour period, though trip preference awards, assignments and releases obtained will often substantially reduce that ready-available time.

Schedule Build

- Your schedule will be constructed in CBS with a combination of trips and ADAYs. You will be scheduled with at least 10 calendar days off per bid period, subject to pro-ration for any pre-plotted status with no associated block time such as a mandatory training or personnel meetings.
- ADAY duty day hours are established for each base according to local flight schedules and are subject to change. The start times for local base ADAYs are published in the bid information packets.
- Swaps for ADAY groupings must be in the awarded blocks and may not be for less than 3 consecutive days, unless the block has been broken.
- For bidding purposes, a 24 hour rest must follow all transoceanic trips, and in designated bases you must have a 1 calendar day rest in every 7 day period. After schedule release these required rests may be waived via swaps to the applicable Delta waived minimums.
- In bases with transoceanic flying, your ADAY awards or assignments will be scheduled with the appropriate rest breaks between trips. However, you may waive the scheduled rest following a transoceanic trip to an 11 hour domicile rest following duty periods scheduled for 14 hours or less or to 14 hours domicile rest following duty periods scheduled >14 hours through preferencing, or through the pick-up or swap of ADAYs to follow a transoceanic trip.

Schedule Build, continued

- For schedule build purposes each ADAY is worth a value of 4:45 toward the annual minimum flying requirements of 540 hours. If you are not used on the ADAY, the 4:45 value still counts towards the annual requirement. When flown, the actual flight or credit time applies to the annual requirements.

ADAY Holders - Partial Month On Duty

- If you are not on flight status on the first day of a bid period, either following initial training or returning from a leave status, and your seniority number falls within the range that receives ADAYs you will have up to 3 ADAYs plotted on your schedule as appropriate.

Co-Terminal Indicator

- If you are in a co-terminal base, you may indicate in the computer (in both CBS and in eCrew/DBMS for daily preferences) which airport you prefer for trip departures and arrivals.
- Co-terminal preferences may be changed at any time however must be re-submitted for each new bid period.
- Scheduling will observe your preference to the extent possible, but you may be assigned to any of your base's co-terminals. You may override co-terminal preference each time you preference a specific trip departing from another co-terminal.

ADAY Utilization

- Utilization is based first on seniority order preference and then reverse-order non-preference. There is no requirement to equalize the schedule value of flight attendants with ADAY statuses on their schedules.
- Scheduling makes every attempt to efficiently utilize every access day flight attendant every day. If however, you are not used on an ADAY, you will be guaranteed a minimum 14:15 credit hours for each 3-day block.

Telephones and Pagers

- You are required to be accessible by phone. Pagers are optional. The only authorized contact numbers are a residence phone, a cellular phone, and a pager. Any communication device used must be able to receive a verbal, text or numeric message.
- Scheduling will make 2 contact attempts using the first two numbers listed, whether home, cell, or pager. Contact numbers should be listed in order of contact preference.
- It is your responsibility to ensure your telephone/cell/pager number is updated in the computer system. You may add or change the number through the 'update/display flight attendant address card' function in the computer or by contacting Scheduling.
- Telephone blocking service against company contact is not permitted. Your phone contact with both Scheduling and Crew Tracking is recorded. *For information on tape recording of conversations, see the Overview section.*
- Scheduling will only use the digital option on beepers/pagers with multiple functions (e.g. digital, voice mail, text message, etc.). It is your responsibility to ensure digital input is the first available option.
NOTE: Digital pagers requiring input of PIN numbers are not allowed.
- You are responsible for maintaining an operable pager/cell phone. You must stay within the effective range of the paging transmitter or cell tower(s). Be aware that some building structures may inhibit reception.
NOTE: If your pager/cell phone malfunctions, you may be charged with a Failure to be Available (FTA).

Contact Requirements

- Access day holders are responsible to check their schedules after 2000 (local time) the evening before each access day. This will show all access day assignments placed on the schedule by 2000, whether awarded by the access day preference process or assigned by Scheduling. Scheduling will only notify the ADAY holder of an assignment placed on the schedule later than 2000 the day prior to the access day on which the assignment begins.
- Access day holders on a mandatory 24-in-7 RRST (required rest) rest may check their schedules after 2000 hours local time the day before an access day for their next assignment. They must be available for contact and assignment at the end of the 24 hour rest period.
- If you are uncertain when an assignment was placed on your schedule, contact Scheduling to acknowledge the new assignment. For example, if you are flying at 2000 hours, check your schedule on arrival into base, and call Scheduling to acknowledge the assignment.

EXAMPLE: Your ADAY block is Friday through Sunday. Scheduling assigns a trip to your schedule using your preferences on Thursday prior to 2000 hours. You are responsible to check your schedule after 2000 Thursday. Scheduling will **not** contact you for this assignment made prior to 2000 on Thursday, the day before your block begins.

- When away from home on an ADAY, you must have a complete uniform and packed bag with you and be prepared for any trip assignment.
- When you are on-call as an ADAY, if you are paged/called by Scheduling, you must respond as soon as possible and this must be **within 20 minutes of the first attempt**, using the published number on the front of the bid packet.

NOTE: The purpose of the **20 minute time limit** is to accommodate flight attendants who may not have immediate access to a phone, or whose phone/cell phone is in a messaging/alert mode.

Access Day Parameters

- All flight attendants are trip holders, but to cover operational contingencies a portion of the flight attendant group in each base will have one block / one start date of three (3) access days plotted on their schedules.
- Access day duty times are set for each base according to trip demographics and operational needs. An ADAY that begins at midnight would end at 2359. However, a base with several after-midnight arrivals may have base ADAY times of 0100-0059, or 0200-0159, etc. You must be available for contact during these time periods unless advised / released by Scheduling.
- During your ADAY block, you will receive legal rest breaks between all assignments. If you pick-up to have more than 3 consecutive ADAYs and you preference a transoceanic trip, you waive the normal 24 hour rest to 11 hours.
- You will be given a **minimum of 2 hours notice** to report for duty from the first contact attempt by Scheduling to scheduled departure time of the flight or start of standby duty.
EXCEPTION: LAX / NYC co-terminals minimum report for ADAYs is 3 hours.
- If required to report for duty with **less** than 2 hours notice (3 hours in LAX/NYC), every attempt should be made to report by the scheduled departure time of the flight, however, failure to report in less than 2 hours will not subject you to disciplinary action. However, reporting for duty **later** than two hours from the first contact attempt will result in disciplinary action.
- If given less than 2 hours notification (3 hours in LAX / NYC), you may be eligible for reimbursement for taxi fare or short-term parking expenses. See *Compensation*.
- During daily operations, if you preference a specific trip that falls outside your normal base duty day times, or you are rescheduled/rerouted by Crew Tracking to return past your normal base duty day times, you are not eligible for draft pay. If however, you are manually assigned such a trip by Scheduling (includes piggybacking into OFF time), you are eligible for the additional 4 hours draft pay.
- As often as possible, you will be released to report time of your trip. The schedule code RLS preceding an assignment indicates a release to sign-in. Since trips may be covered beginning 2 calendar days in advance, check your schedule for your assignment and release.

Access Day Parameters, continued

- Though you are released, at times operations may require a reassignment. Scheduling will contact you for any necessary changes. If unable to contact you prior to report, you may be advised of a different trip at report time and your original report time will be used for duty purposes that day.
- Scheduling will not normally contact you during the first 9 hours following your release from a scheduled-less than 14 hour duty day (or 12 hours following a scheduled-greater than 14 hour duty day). If contact is made, however, by you or Scheduling regarding your next ADAY assignment, the FAA rest break (of 9 or 12 hours) is not interrupted. However, you are not required to be available to the company during the FAA rest break.
- Scheduling will utilize and publish on the IFS Portal a 'Green – Yellow – Red' light system to advise access day holders of the state of the operation in each base. Green indicates sufficient staffing, Yellow is limited or poor staffing, and Red is insufficient staffing. Data about preferences awarded and other operational information pertinent to access day flight attendants will also be made available twice daily, at approximately 1000 & 1800 hours.

Transitioning Between ADAY and Trip

- An **11 hour buffer** must be scheduled between an ADAY followed by any trip. For example, when requesting a trip to follow an ADAY of 0000-2359, the requested trip must report no sooner than 1100 the following day.
NOTE: Bases with ADAY start times other than 0000 will have the same 11 hour buffer applied accordingly. For example, in a base with an ADAY start time of 0200, any requested trip following the ADAY must report no earlier than 1300, thus maintaining the 11 hour buffer.
- To schedule a trip followed by an ADAY, the trip must be released by **1700** the day prior to the ADAY or ADAY block. This applies to all bases to ensure an 11 hour buffer to the next report time, however individual base demographics may periodically change this parameter. See *FAIR for changes*.
- For monthly bidding purposes, a 24 hour rest must follow all transoceanic trips. Therefore you may not place ADAYs on the calendar day immediately following a transoceanic trip.
- When picking up or swapping to place ADAYs adjacent to transoceanic trips (or vice versa), it is understood as a waiver from a 24 hour rest to an 11 hour rest (release to report). If you pick up an ADAY to follow a transoceanic trip you must also enter a generic preference by 12 noon the day prior to the additional ADAY to qualify for ADYX pay if unused on the ADAY.

ADAY Rest Requirements

- You will be scheduled with a minimum 11 hour domicile rest between domestic / international trips. Due to actual operations and late arrival, your rest may fall below 11 hours. You will not be removed or re-assigned from a preferenced award or tripholder assignment until your rest falls below 9 hours. You may however, request a full 11 hour rest before your next assigned (but not preferred) ADAY trip.
- Delta will schedule ADAY holders with appropriate rest breaks between trip types as indicated in the chart on the next page. Any specific ADAY trip preference is understood as a waiver from the normal scheduled rest break of 24 hours following transoceanic flying.
- In bases with transoceanic flying, if you preference and are awarded a transoceanic trip and more ADAYs remain following the day on which you are released, then you are waiving any scheduled 24 hour rest before the next award/assignment to an 11 hour domicile rest.
- Following a transoceanic trip, once you have preferred a trip and received a waived rest of 11 hours, actual operations may reduce your rest to an actual minimum rest of 9 hours following <14 hour duty periods, and 12 hours rest following >14 hour duty periods. Only if your rest is less than 9 hours or 12 hours respectively will you be removed from your next trip.

Additional Rest Requirements for >14 Scheduled and >16 Actual*

- **DOMICILE** - If your duty period is scheduled / rescheduled over 14 hours from report of the first working flight or report for standby duty until scheduled release after the last working flight or standby duty, and your rest period is in your home base, it must be an actual 12 hours from release to report, with a 10 hour phone release.
- **LAYOVER** - If your duty period is scheduled / rescheduled over 14 hours from report of the first working flight or report for standby duty until scheduled release after the last working flight and your actual or scheduled layover is less than 12 hours, but not less than 10 hours, your next rest period (subsequent rest) in your home base or on a layover must be at least 14 actual hours from release to report.
- If due to a delay your actual duty period exceeds 16 hours you may request a minimum rest period of 16 hours in your home base if you did not receive at least a 16 hour rest break prior to the end of your rotation.
EXCEPTION: Does not apply during severe operations.

* the symbol > indicates 'greater than'

DELTA REST BREAKS FOR ACCESS DAY FLIGHT ATTENDANTS

From ...	Minimum Scheduled Rest Period is...	To ...
Domestic/International trip (non-transoceanic)	11 hours*	Any trip, standby, or training
Transoceanic trip	24 hours	Any trip, standby or training
Ultra Long Range	54 or 30 hours – see ULR rest rules in Sec. 1	Any trip, standby or training
Training (duty day includes deadhead time if traveling out of base to training)	11 hours*	Any trip, standby, or training
Airport Standby	11 hours*	Any trip, standby or training

*NOTE: 14 hrs following a scheduled >14 hr duty period

- All minimum scheduled rest is from release time to the next scheduled report time.
- For assignments following transoceanic trips ending with a duty period scheduled less than 14 hours, you may waive the scheduled rest from 24 hours to 11 hours by preferencing, picking up or swapping, or by advising Scheduling upon your return to base from the transoceanic assignment.
- For trips ending with duty periods scheduled greater than 14 hours (e.g. NRT, TLV), the waiver is from 24 hours down to 14 hours minimum rest.
- For picking-up or swapping trips adjacent to ADAYs, you must have a scheduled 11 hour buffer following an ADAY, and preceding an ADAY any trip must have a scheduled release time of 1700 or earlier.
- Actual rest may be reduced to 9 hours. If less than 9 hours you are removed from your next assigned trip (actual rest may reduce to 12 hours for a scheduled greater-than 14 hour duty period).
- At times additional '**piggy-back**' flying is given to ADAY flight attendants on arrival back to base. Such additional flying will not be assigned when arriving off an all-night duty period. All-nighters are defined as duty periods reporting between 1700 and 0100 local time and releasing the following morning, normally between 0500 and 0800 local time, but not limited to those hours.

Airport Standby Duty

- For standby duty, you are required to be present at the airport in full uniform and must remain accessible to Scheduling, and ready for immediate assignment at all times.
- The schedule status code for airport standby is STBY, or ISBY for international standby. There are also specific codes to distinguish co-terminal standby locations in such as NYC, LAX, etc.
NOTE: You may be assigned any trip-type while on standby, e.g. a domestic trip while on ISBY, etc.
- Standby duty will normally not exceed 4 hours. Out-of-base airport standby duty length may vary and be extended according to operational need.
- Standby periods may be extended to provide better sign-in coverage, to increase standby utilization to trip assignment, and to react to daily operational needs. The increase may be for a day or for an entire month.
- ADAY airport standby time is considered duty time and included in the duty time limitations. You will be scheduled legally according to the duty parameters of the trip type you are assigned. The trip combined with your standby time will be scheduled to a:
 1. maximum of 14 hours for domestic flying,
 2. maximum of 16 hours for transoceanic and international flying,
NOTE: At times it may be necessary to deviate from these Delta standards (e.g. CRAF flying, Military Charters, etc.) but you would never be scheduled beyond the FAA maximum allowable duty period limitation which is regulated by the number of crew members above minimum aircraft staffing.
- If you are late reporting for standby duty, you are considered late for your assignment. If you are more than 20 minutes late, you may be subject to Administrative Action. *For more information, see the IFS Operations Handbook -- Administrative Action.*
- You may be assigned duties that are directly related to In-Flight Service / Customer Service areas. These include assisting with ground preparation of any flight in order to improve customer service, or assisting in gate areas.
- When necessary, an ADAY holder may not be released from standby duty and may be given another trip assignment (including additional standby) provided the assignment is within scheduling guidelines.

Phone Release

- The phone releases below apply to all ADAY holders. During severe operations, the phone release may be reduced to less than the times noted. However, release times will be no less than the appropriate F.A.R. minimum rest requirements of 9 hours for duty periods scheduled at 14 hours or less and 12 hours for duty periods scheduled >14 hours.
- Delta will avoid interrupting the FAA minimum rest break, but contact by either the flight attendant or the Company does not interrupt the FAA rest period for legality purposes. However, a flight attendant is never required to contact the company or be available to the company during an FAA minimum rest period.

Phone Release of:	Explanation
9 hours	<ul style="list-style-type: none"> • When released for an 11 hour rest in your base after a scheduled 14 hour or less duty period.
10 hours	<ul style="list-style-type: none"> • When released for an 11 hour rest period in your home base and the rest is the next / subsequent rest following a layover of less than 9 hours release to report after a scheduled 14 hour or less duty period.
12 hours	<ul style="list-style-type: none"> • When released for a 14 hour rest period in your home base after a scheduled over-14 hour duty period. (see note below*)
12 hours	<ul style="list-style-type: none"> • When released for a <u>subsequent</u> 14 hour rest following a layover of less than 12 hours release to report after a scheduled over 14 hour duty period. (see note below*)
14 hours	<ul style="list-style-type: none"> • When released from a domestic trip for a 16 hour rest in your base after exceeding a 16 hour duty period.
16 hours	<ul style="list-style-type: none"> • Upon completion of a transoceanic trip (includes transoceanic exception pairings)
24 hours	<ul style="list-style-type: none"> • When rest period in your home base is the FAA required minimum rest of 24 hours in 7 consecutive calendar days. This is designated on your schedule with the code RRST.

*NOTE: A scheduled over-14 hour duty period is calculated from scheduled report for the first working flight or report for STBY until the scheduled release of the last working flight.

ACCESS DAY PROGRAM

Airport Release Requirements

- Upon your return to home base and after deplaning, you must use the Automated Crew Scheduling telephone system to obtain an airport release prior to leaving the terminal/lounge area.
 - Your call should be completed after your scheduled trip release time, e.g. after arrival and as soon as you complete any safety and customer related duties.
EXCEPTION: The airport release requirement does not apply to LAX.
- If you arrive early you may be released up to 30 minutes before your scheduled arrival time.
- You must also obtain an airport release after standby duty and meetings. The minimum rest period, including a 9 hour phone release, begins following your airport release from Scheduling.
- If you are released from a trip or standby assignment within 11 hours or less from the end of your last A-Day duty day, you are released into your off time with no further phone contact obligation (also applies for 24 in 7 rest considerations).
- If you **fail to call for an airport release within 1 hour** of your block-in time or end of your non-fly duty period, you may be subject to Administrative Action.

Airport Release Exemptions

- You are exempt from obtaining an airport release under the following conditions:
 - You have been on duty more than 12 hours and are scheduled off the next day,
 - You are returning from a transoceanic trip,
 - Following an approved deviation from deadhead.

Interference With OFF Days

- An OFF period is interfered with in the following ways:
 - 1) by preferencing a specific trip with release times that fall into the off period (no DRFT or IPY4 pay is due)
 - 2) by being rerouted or delayed into the off period (no DRFT pay is due)
 - 3) by being manually scheduled into the off period (DRFT pay is due)

ACCESS DAY PROGRAM

Interference With OFF Days, continued

For Domestic / International Trips*

- ◇ In trip coverage procedures, you may be assigned a trip into your off time provided you are scheduled to return to your base before the end of the **first 24 hours** of your scheduled off period.
- ◇ You will receive draft pay of 4 additional hours for the assignment.

For Transoceanic Trips*

- ◇ In trip coverage procedures, you may be assigned a trip into your off time provided you are scheduled to return to your base before the end of the **first 48 hours** of your scheduled off period.
- ◇ You will receive draft pay of 4 additional hours for the assignment.

**See Section 1 for trip type definitions, including exception pairings.*

- If you are flown into a scheduled off period due to **daily operations** caused by reroutes or circumstances beyond Delta's control such as delays due to weather, mechanical delays, etc., then no draft pay is due. However, if the delayed trip or reroute is released over 4 hours past the original scheduled release time, the 1 for 3.5 credit may apply. *See Credit Rigs in the Compensation section.*

Trip Interference with ADAY Assignment

- If rescheduling, drafting, etc., causes a trip on your schedule to interfere with an ADAY on your schedule, you will be given the appropriate domicile break before completing your remaining ADAY obligation.
- Always check your schedule and next assignment on arrival. The codes CALL, RRST, RLSD, or PADJ could appear on your schedule due to a late arrival interfering with your next trip or ADAY block.

ADAY Trip Interference with Regular Trip

- If your ADAY assignment is rerouted or extended by piggybacking and interferes with your next scheduled assignment as a tripholder, you will be pay protected for the dropped trip under the guidelines of Two-Rotation Pay Protection. *See Pay Protection Involving Two Pairings or More in the section on Compensation.*

ACCESS DAY PROGRAM

ADAY Holders and Open Time

- Access Day flight attendants may preference trips in open time. The preference may be for a specific trip or for a generic request (e.g. a 3-day trip). A preference also indicates you want to fly that day.
- If your base has a trip with a scheduled release time past the normal ADAY hours (e.g. an 0130 release in a base with ADAY duty normally ending at midnight), all specific preferences may be awarded these trips. These awards do not qualify for draft pay, however if you did not preference a trip into OFF time and are manually assigned by Scheduling into your off time, you will qualify for draft pay.
- Within the two calendar day period prior to a date of operation (e.g. Friday for a Sunday operation), if there are more open positions and/or anticipated openings in open time than ADAY holders, pick-ups and alternate day move-ups may be worked and a tripholder may be awarded a pick-up within that two calendar day period.
- Scheduling may at times place ADAYs in open time based on the requirements of the operation. Any flight attendant may pick-up ADAYs.
- Within the two calendar day period prior to a date of operation (e.g. Friday for a Sunday operation), trips in open time not awarded through the preference process will be manually assigned 1) in seniority order to ADAY holders who entered a generic or generic & specific preference but were not awarded a trip and then 2) in reverse seniority order to ADAY holders who either did not preference or who submitted only specific preferences but were not awarded.
- Standby pairings that remain in open time that are not awarded through the preference process will be manually assigned to access day flight attendants in reverse seniority order.

ACCESS DAY PROGRAM

Swapping Access Days With Other Flight Attendants

- You may submit requests for ADAY swaps with other flight attendants for the next bid period once final schedules are released for the new month.
- You may swap your block of ADAYs with another flight attendant. The swap may be your ADAYs for a trip, a block of ADAYs for another block of ADAYs, or a drop/pick-up of a block of ADAYs. There is no minimum number of ADAYs you must maintain for a bid period after the initial bid award.
- You may not swap ADAYs which would result in your being on ADAY status more than 6 consecutive days without a legal scheduled 24 hour rest.
- You may swap or drop ADAYs that remain in a block if the block has been broken by a trip or an inactive status. After a trip has been flown on an ADAY, or after standby (STBY) is completed, any remaining ADAY(s) may be swapped to another flight attendant as a smaller block of ADAYs.

EXAMPLE A: You have 3 ADAYs and fly a turnaround on the first ADAY arriving back in domicile at 1930 hours. If you are given no additional flying, and after release for a domicile rest, you may swap the two remaining ADAYs to another flight attendant.

EXAMPLE B: You have 3 ADAYs and are assigned standby (STBY) from 1000 to 1359. After standby is completed at 1400, and you have been released for a domicile rest, you may swap the remaining ADAYs to another flight attendant.

- Once an ADAY holder has a trip placed on their schedule, the trip may be swapped with another flight attendant up to report time. The access day indicator ('@') and all ADAY obligations remain with the trip.

EXAMPLE A: You pick-up a trip from an ADAY at 1500. Report time is 2100 and the ADAY was not released to report time. You are now 'on-call' at 1500 (the time of the swap) in the event Scheduling must contact you.

EXAMPLE B: You pick-up an all-night turnaround from an ADAY holder that arrives in domicile at 0730. You are obligated for the remainder of the ADAY following your legal domicile rest. Unless released by Scheduling you are back on-call after the appropriate phone release until the ADAY expires.

- You may pick-up or swap trips either preceding or following a block of ADAYs, but a rest buffer will be maintained by the system on both sides of the ADAY. A trip preceding an ADAY must be scheduled for release no later than 1700, and an 11 hour rest buffer must follow the ADAY.

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Swapping Access Days, continued

- If you jetway trade for a portion of a trip that was previously an ADAY, you will be responsible for the ADAY parameters. The ADAY obligation is split at the split point of the trip.
- You may drop ADAY(s) through the trip drop program dependent on operational needs. There are no restrictions on your schedule once you drop.
EXAMPLE: A flight attendant with a 3-day block is assigned a 2-day trip and is granted an ADAY drop (TDOT) for the last day of the 3-day block.
- If you swap to place an additional A-Day adjacent to other existing A-Days, the block increases in size and all days are considered consecutively; e.g. a 3-Day block with a swap that adds a 1-Day block becomes a 4-day block (ADY4).

ADAY Assignments

- Trip coverage will be accomplished through awards and assignments to tripholders on availability for pay protection, pick-ups, date for date move-ups, ADAY preferences and ADAY assignments.
 - Trips awarded and assigned to ADAY holders as follows:
 1. **ADAY preference awards**
- in seniority order day for day and STBY
 2. **ADAY assignments**
- reverse seniority order day for day (STBYs first, then trips)
 3. **ADAY awards for lesser day trips**
- in seniority order
 4. **ADAY assignments for lesser day trips**
- reverse seniority order
- NOTE:** For trips of length greater than the A-Day block awards and assignments, see the Trip Coverage procedures in Section 6.
- Scheduling will make every attempt to assign trips to flight attendants who have the required number of ADAYs available. Trips may be split when possible.
 - There is no minimum or maximum number of hours you can fly, except as limited by available trips. ADAY holders will not be excluded from trip assignments because of high flying.

ACCESS DAY PROGRAM

Awards / Assignment of Standby Positions

- Standby positions, a specific preference, are awarded / assigned in the following manner:
 1. Awarded to access day holders who preference standby;
 2. Assigned to access day holders who preferenced any generic preference (but not standby), in reverse seniority order;
 3. Assigned to access day holders who did not exercise a generic preference, in reverse seniority order.

Temporary Duty / Out-of-Base Standby

- If you are scheduled to cover a trip for another base which requires you to remain overnight either before or after the trip prior to returning to your home base, you are considered on temporary duty.
- If you are sent to another base to cover possible assignments, you will:
 1. be assigned a trip; or
 2. remain at the airport for standby duty; or
 3. sent to the hotel to await contact from Scheduling.
- Scheduling will inform you of the duration of your airport standby duty times, not to exceed the normal duty time limits (including any deadhead time to get to the base location).

NOTE: If necessary, Scheduling will advise you of legal rest times before any subsequent standby duty.

For more information, see the Compensation section - Miscellaneous Pay.

Training Assignments / Bids

- Flight attendants requiring any mandatory training will be assigned to attend on their off days.
- An ADAY holder may request non-mandatory training, or training /meetings of 4 hours or less in length on ADAYs, operations permitting. You may be required to work a trip or STBY period following meetings or training attended on an ADAY. An FSM or the ADAY holder should coordinate with Scheduling release/assignment status of ADAY holders from meetings.

ACCESS DAY PROGRAM

ADAY Trip Guarantee

- You are guaranteed the scheduled value of the trip if you lose time due to daily operations, after departure and with a landing at another airport provided there are no availability requirements for the tripholders.
- An ADAY trip guarantee applies to single rotations only, and will pay the greater of the value of the trip actually flown, or the scheduled value of the trip at the time it was placed on your schedule.

Flight Time Lost	Trip Guarantee
1. If your entire trip cancels or is shortened by a calendar day or duty period....	No - You are returned to ADAY status and will receive another assignment, or be placed on Airport STBY, or be released for a domicile break. NOTE: If you are not released, any additional flying later that day/duty period will be calculated for legalities using your original report time of that day/duty period.
2. If 'A' day cancels and the trip reports for duty at home base on the next or subsequent calendar day...	No - You are returned to ADAY status and/or assigned another trip.
3. If 'A' day reroutes to deadhead only during the first duty period to pick up the balance of the trip...	Yes - You are paid based on the value of the trip when put on your schedule or the value of the trip actually flown, whichever is greater.
4. If 'A' day has an attempt with no landing in another city or the duty period consists of only non-fly duty...	No - You are returned to ADAY status and/or assigned another trip.
5. If you lose flight time on a trip and return to your base after the original scheduled report time of the last duty period (requires a take-off from one city and a landing in another city)...	Yes - You are paid based on the value of the trip when put on your schedule or the value of the trip actually flown, whichever is greater.
6. If you lose flight/credit time on your trip and you return to your home base prior to the original scheduled report time of the last duty period..	No - You are paid the value of the trip actually flown and returned to ADAY status.
7. If you lose flight/credit time on a trip which is extended an extra day...	Yes - You are paid based on the value of the trip when put on your schedule or the value of trip actually flown, whichever is greater.

For more on trip pay guarantee, see Pay Protection in the Compensation section

ACCESS DAY PROGRAM

Drafting Procedures

- During drafting procedures trip assignments may be given in reverse order from:
 - 1) the base seniority list,
 - 2) the daily worksheet as later sign-ins are needed to cover earlier departures, or
 - 3) the drafting (piggy-backing) of any inbound terminating crew member.
- The Draft Pay option applies to drafted ADAY holders only when the added flying is assigned into an off day.

EXAMPLE A: You are scheduled for release at 1600 on your last ADAY, and on arrival Scheduling 'piggy-backs' you on additional flying that is scheduled for release at 0230 on your first off day. You are due draft pay of an additional 4 hours pay because you were scheduled into your off time.

EXAMPLE B: You are arriving in base on the second day of your block of 3 ADAYs at 1530 and you have one more ADAY to serve the next day. On arrival you are 'piggybacked' with additional flying into the 3rd day. You do not qualify for draft pay because you were not flown into your off time.

EXAMPLE C: You are scheduled to arrive in base on your last ADAY but you are rerouted by Crew Tracking into your OFF day. You do not qualify for draft pay because you were rerouted but not scheduled into your off time.

- Delta has always differentiated between being scheduled by In-Flight Scheduling into off time versus being rerouted by Crew Tracking. When rerouted by Crew Tracking, no additional compensation is made for being flown into off time. When scheduled into off time by In-Flight Scheduling, additional compensation is made by virtue of draft pay. The acronym DRFT will appear on your schedule.