



Life of a Reservist

This article was written for those pilots who are—or will be—on reserve. We hope that it will provide some insight regarding the lifestyle and limitations of a reserve pilot here at Air Wisconsin.

THREE RULES FOR A PILOT TO LIVE BY

1. **KNOW YOUR CONTRACT**
2. **KNOW YOUR CONTRACT**
3. **KNOW YOUR CONTRACT**

While that may be easier said than done, a review of the following summaries and examples should bring to light some of the common situations that surface and will enable you to mitigate some of the inherent quality-of-life issues.

THE TWO-HOUR CALL-OUT

SECTION 25.N.3

A pilot will be expected to promptly respond to a pager contact (or to another contact number that the pilot designates as his primary contact number, i.e., cell phone, home phone, etc.) within 10 minutes [FOM 7.41.2]. A reserve pilot will be prepared to report *to the airport* no later than two (2) hours from the time he/she is contacted by Crew Scheduling. It is recognized that a pilot may not be able to report within two (2) hours due to unforeseen circumstances that are beyond the pilot's control (traffic jams, weather, etc. [25.N.3]).

Scheduling will, and quite often does, call at 0400, for example, and state: "We have a trip for you, with a show time of 0520." You are entitled to a *two-hour call-out*, period. It's fine if you can safely report sooner, but you should not be intimidated into thinking that discipline will result if you cannot arrive at the airport sooner than two hours from the time you are called. In addition, the show time for a flight that a line holder is actually working is two hours plus 45 minutes [CBA 2.N]. The normal show for a deadhead flight is two hours plus 30 minutes [CBA 2.N].

The Company has since changed the FOM (7.24.2) to state, "A reserve pilot will be prepared to report to the airport no later than two hours from the time he is contacted by Crew Services. It should be noted that the 45 minutes check-in prior to departure time does not apply in this case."



Now, the contract says you have two hours from the time you are called to get to the airport, and the Company says the FOM now states that you are not required to have 45 minutes prior to departure. So if you are called at 0400, the Company can assign you a departure at 0600. You need to accept the pairing and tell them you will be at the airport within two hours. Then you need to arrive at the airport within your two-hour call-out and follow FOM 3.5.3. Dispatch Release: The Captain is responsible to thoroughly review the Dispatch Release prior to each and every flight. This would include all remarks such as MEL items or notes. It is also important to be alert for any amendments to a release.

3. Check Weather: specific reports and expected trends - with dispatch, flight service, and / or U.S. Weather Bureau, taking note of:
 - a. METARs
 - b. TAFs
 - c. Forecasts
 - d. Winds aloft
 - e. Airmets and sigmets
 - f. Notams and Field Condition Reports, if appropriate.

Class II Notams are found in the A.I.M. binder located in the Crew Room in each domicile.

4. Review all new CSS Announcements / Alerts and ensure all have been acknowledged.
5. Check your Company e-mail.
6. Check Dispatch Release with emphasis on Crew Alerts.
7. Obtain pertinent forms:
 - a. Flight logs, if needed.
 - b. Other forms, as required.

These are required tasks when you check in for a trip. After completing these items, proceed to your assigned aircraft and complete all pre-flight and safety checks prior to the commencement of boarding.

The two-hour call-out is in place to ensure that you, the reserve pilot, have enough time for preparing yourself mentally and physically to arrive safely at your place of work and fly. While you are contractually obligated to get there as quickly as possible, you are professionally obligated to ensure you arrive at the airport prepared and focused on flying. To reiterate, that two hours is for non-rushed travel to the airport as well as doing whatever else is necessary to ensure that you are properly focused for your duties while flying—which includes eating, especially given the state of our schedules. So, when Scheduling calls and tells you that “this is



less than a two-hour call-out,” tell them you’ll do your best, keeping in mind that you are entitled to two hours.

On the day prior to day one of a reserve stretch, you have to be given a contact period, or “times.” If Scheduling does not call you by 1800 Central time [25.p.1.d], then you are obligated to call them. Scheduling cannot release or assign open time to a reserve pilot until 1800 Central time. They will sometimes give you notice of a trip, and sometimes just give you “times” for the next day. Once they have given you times, **you are not obligated to answer the phone or pager until your reserve times the following day.** However, this applies only when you are *not* “on duty,” i.e., before the first day of reserve or when you are on rest in between duty periods. If you elect to answer the phone, Crew Scheduling can, and most often will, change your reserve times to their benefit. This may or may not benefit **you**, so it is your choice whether to answer the phone.

Example:

You are on duty until 2200 domicile time. At 1900 Eastern, Crew Scheduling calls you and says, “OK, you’re on rest at 2200 with reserve times starting at 0800 tomorrow morning.” Then they call you back at 2000 to give you a trip. You must answer the phone, and this is legal. However, if you were put on rest or scheduled to be on rest at, let’s say, 1900, and they called at 2000 to give you an assignment, you **do not** have to answer the phone.

PAY

Now to the heart of the issue—how pay works while you are on reserve (ready reserve pay is discussed later). To start with, you will always get the minimum guarantee of 75 hours per month unless, of course, you drop reserve days, take PTO, or don’t have enough time in your sick bank if you are sick and call off, etc. In order to credit above 75 hours, you will need to either:

1. Have actual credit in excess of 75 hours for the month (CBA Section 3.S / 4) — meaning that if you add up all the credit for the work performed during the month, such as scheduled or actual times, trip guarantee credits, deadhead credits, rig credits, etc., you exceed 75 total hours; or
2. Pick up flying or are junior assigned on your scheduled days off.

You will not receive credit toward your 75-hour guarantee for merely “sitting reserve” at your home or crash pad. Every day you actually go to the airport, you will be credited at least 3 + 00 (min day) toward your 75-hour guarantee. If you credit more than three hours, you will receive the “greater of.” This is true even if the trip pairing you are assigned has a *no minimum day* (NOM) stipulation. For example, if all you fly on a day of reserve is from PHL to GSO, blocked at 1:13, you still actually credit 3:00 *toward guarantee*. If you pick up anything on your scheduled days off or are junior manned, it will automatically go above your 75-hour guarantee. If you happen to pick up a trip from a fellow pilot, it will be paid at **straight time** above guarantee. If



you pick up flying from the Daily Open Time pot, it will be paid at time-and-a-half, above guarantee. **If you pick up flying from the initial open time pot, it will be paid at straight time above guarantee** (if you want to be paid at straight time then pick something up from a fellow pilot or indicate on the trade board that you are able to pick something up on certain days so other pilots might contact you).

It is prudent to check your pay report sheet that appears in your v-file on or about the 15th of the month to ensure that you are being paid correctly. A reserve pilot's schedule is often chaotic with deadheads, reroutes, cancellations, etc. Remember: you must always be paid for the greater of any and all assigned flying worth at least 3:00, or the trip guarantee, whichever is greater.

That brings us to the next point:

Always get a copy of your pairing. When you talk to Crew Scheduling and they assign you flying, it is crucial that you ask for and receive a minimum of seven points of information:

1. Pairing number
2. Report time (not less than two hours)
3. Overnights
4. Scheduled credit
5. Trip end time (on the last day)
6. Time of call from Crew Scheduling
7. Scheduler's name who assigned trip

It's helpful to have them fax or e-mail this information to you before you step out of your house, crash pad, or crew room. Without this information, it becomes difficult to accurately monitor pay and duty conflicts.

DUTY TIME AND IN-DOMICILE REST

This is where quality-of-life issues are going to come into play. It all goes back to the basic three rules of reserve: KNOW YOUR CONTRACT. Section 12 of the CBA is a MUST KNOW.

Section 12.D.1.d

A reserve pilot may be assigned to a subsequent flight assignment prior to being released from his present assignment, and may be required to report for that subsequent assignment with a nine (9) hour rest between duty periods. This provision ("reduction") may be exercised no more than one time in any sequence of reserve days, and will not be exercised more than four (4) times per bid period.



Huh? Well, what this means is that when you get back from a trip and are assigned to rest, Crew Scheduling can send you back out on another flight assignment with a show time of nine hours in the future, *as long as they notify you before you are released*.

For example, you are on a five-day reserve sequence. On Day 1, you start a three-day pairing. On Day 3, you block in at 2245 local, which puts you off at 2300 local (15 minutes to “duty off”). Per the contract, you call Crew Scheduling when you arrive in domicile to see if they are going to release you to rest or put you back on a two-hour call-out. They subsequently inform you that they have another trip for you in the morning with an 0800 show. As long as you get enough rest per the FARs, this is legal. As always, however, *do not fly* if you are tired or fatigued.

Not Legal:

Given the above example, with the same days/times, you contact Crew Scheduling when you return to domicile to see if you are released into rest, or are back on a two-hour call-out. They inform you that they are putting you back on reserve at 0800. **This is not legal per the contract.** If they don’t have a specific flight assignment (i.e., a trip), you are entitled to 12 hours* of rest in domicile.

**Note: To clarify, the 12 hours in domicile means 10 hours before Crew Scheduling may call you again and no less than 12 hours before you may be required to report to the airport.*

The “*as long as they notify you before you are released*” caveat goes for any assignment after you call in after returning from flying (since you have to call them once you get back in domicile). If Crew Scheduling assigns you to rest or a two-hour call-out and then calls back a short time later to give you something else, it’s too late to assign you immediate flying. When you are released for rest or assigned a two-hour callout, you should rest or take the time necessary (up to the contractual two-hour call-out period) to prepare yourself for flying again.

Section 12.B

This section is about how long your scheduled duty day can be and limits the day’s length depending on what time of the day you started. To understand this better, we need to divide duty into two categories: FAR duty and contract duty. To simplify, FAR duty means that you have a responsibility to answer the Company’s telephone calls. Contract duty simply means when you are **at work, at the airport**. The duty time limits in this section of the guide apply only to contract duty. The FARs say that you cannot be on duty for longer than 16 hours. This clock starts when your reserve duty starts, while flight time duty limits start with your show time.

Examples:

1. Your reserve times start at 0400 local. At precisely 0400, Crew Scheduling calls you for an 0600 show. According to Section 12.B of the CBA, you *must* be scheduled to be off duty by 1800, or 12 hours from the 0600 show. It is *not*, unfortunately, 12 hours from the 0400 call time.



2. Your reserve times start at 0400 local. At 1000 you receive a call for a 1300 show. Section 12.B would limit you to 13 hours of duty but with the 16-hour duty period per the FARs, you have to be scheduled to block in no later than 1945 (plus 15 minutes to duty off would make it done by 2000) in order to be legal.

Now, how does Section 12.B help a reservist? When you are already flying and returning to your domicile.

Example:

On the last day of your reserve sequence, you happen to be at the end of your flight assignment. Your show time for the day was 0500, and the trip ends in domicile at 1500 local. In cruise, Crew Scheduling sends you an ACARS message for you to call on the ground. When you call, the scheduler informs you that you are to fly a RDU-DCA-RDU turn, which would return you to domicile at 1800 local. **This is illegal per the contract.** If this were to happen, you would be scheduled for a 13-hour duty day, which, per Section 12.B, is not legal. You would have to inform Crew Scheduling that this is putting you past your contractual duty-time limitation. Now, using the same example, if the last leg was a deadhead back to domicile then the extra flying would be legal. 12.B. Note: A pilot may be scheduled for one (1) additional hour of duty for the sole purpose of deadheading to his domicile.

Upon your return to domicile at 1500 local, Crew Scheduling can, and most often will, put you back on a two-hour call-out. Why would they put you back on a two-hour call-out when you only have two hours of duty left (0500–1700)? Because you are still obligated to answer the phone, and when they call to junior man you for the next day, you have to answer. This is why junior manning, by definition, affects reserve pilots more than others—it’s not just because reserves tend to be junior, it’s because reserve pilots are more available to be contacted than line holding pilots. Keep in mind that you are entitled to premium pay or a day off if you’re junior manned, and you cannot be junior manned for more than 10 duty periods per year. Keep track of this.

*Also, just because you are on reserve, it **does not** necessarily mean that you are the most junior pilot available or that your reserve status relieves Crew Scheduling from doing its job and following procedures. They must follow the junior man process and run the entire junior man list. Call a union rep if you do not feel that this process has been accomplished.*

READY RESERVE

Typically, the bottom two reserve lines in each base for each position are built as ready reserve lines.

Ready reserve pilots are required to sit at the airport for eight hours each day in order to be used as a last line of defense for Crew Scheduling. Their main purpose for the ready reserve is to protect the first flights that leave each base during the morning hours. If these early flights



leave as scheduled, the Company has a much higher on-time percentage for the day than if the flights were to depart late. If the airplanes do not depart on time, they will typically arrive late to their subsequent destinations all day.

Ready reserve schedules are typically built with five days of duty followed by three days off. These days will typically be set up where your first four days are early days (R1), followed by your last day as a late day (R3). This may not make sense—most people typically ask themselves, “Why would Crew Planning make me be here *early* on my first day of reserve and *late* on the last day, rather than allowing some degree of commutability. They must be trying to make my life miserable.” However, Crew Planning/Scheduling have rest requirements that they must meet in order to make the schedules legal in regard to FAR and contract rest. If you were to show late on the first day and then early on the subsequent days, the contract rest requirements would not be met during days one and two of your sequence.

As a side note: R1 and R3 will currently only be seen in the bid packet and during the bid cycle on FLiCA. Once your schedule appears on CSS for the given month, it will only display RRA for your ready reserve line. Refer to your initial bid award, or call Crew Scheduling if you have any questions. Since there is no specific way of knowing when your domicile's ready reserves actually go on and off duty, you can get this information from Crew Scheduling.

The ready reserve pilot will typically be required to report for duty 45 minutes prior to the Company's first departure in each base. So if you are based in ORF and the first departure is at 0530, you would be required to report to work at 0445. This is to ensure adequate time to prepare the aircraft for departure, just like when you duty on for a normal trip. To be clear, you only have to be on airport property (*not necessarily in the designated ready reserve room*) at show time and with your cell phone (or pager) turned on. You are not specifically required to be through security, in front of the gates, or in the sprinter's position waiting for a phone call from Crew Scheduling. You have 10 minutes to respond to a call and generally a 20-minute call-out for any assignment thereafter.

Remember, if you are being assigned to anything other than a deadhead (e.g., revenue, ferry, or repo), make certain you have all the information necessary to accomplish the assignment safely.

If you don't end up being used during your ready reserve shift, the contract states that you will be given (either) a single occupancy hotel room or “a room at the airport dedicated to the *exclusive* use of Ready Reserve pilots.” [CBA 25.N.6.i] Additionally, “it must be of sufficient size to comfortably accommodate the Ready Reserve pilots on duty. The room *will include* a T.V., table and chairs, a telephone, and a phone/modem line. A Lazy Boy chair will be available for each ready reserve pilot on duty.”

(Because of the La-Z-Boy requirement, if Crew Scheduling ever schedules more than two ready reserves of the same seat position to be on duty in the same base at the same time without a trip assignment, one of the ready reserves will be excused from duty or immediately supplied with a single occupancy hotel room near the airport.)



Ready reserves are subject to the same contract requirements as regular reserves, with three main exceptions:

1. A ready reserve receives taxable per diem (which becomes tax-free if you are given an overnight) for every hour he/she is on duty at the airport. Per the contract, a ready reserve is paid duty rig (unless actual or scheduled flight time is greater than duty rig. This means you are paid on a 1:2 rig (i.e., one hour of pay for every two hours on duty). Thus, an eight-hour shift is worth four hours of pay. Ten hours on duty means five hours of pay, etc.
2. A ready reserve (on his/her early days) typically begins duty prior to 0600 local, so Crew Scheduling (with some deadheading exceptions) isn't able to schedule additional duty past 1800. Please read Section 12 (Hours of Service) before your first ready reserve assignment.
3. A regular reserve pilot must be called out and assigned to cover the remainder of any trip assigned to a ready reserve pilot, if a regular reserve is available. Unless there are no reserves available, ready reserve pilots should not be doing overnights.

Lastly, one of the positive aspects of ready reserve is that unless Crew Scheduling is calling you for an assignment, you don't really talk to them on the phone. You know when you have to be at work and when your sequence is over. When your duty period is over or you're ready reserve stretch has ended, you leave and go home or to the crash pad. You don't have to call for times or to be released.

EXTRAS

Section 2.00. Trip or Trip Pairing means a flight or series of flights beginning at the pilot's domicile and continuing until check-out at that domicile. Please make sure any trip Crew Scheduling assigns has you starting and ending in your domicile. If you are PHL based and they assign you a trip that ends in LGA, this is an illegal pairing. If Crew Scheduling tells you that they will assign you more flying later but they cannot assign it to you at that time, it's still an illegal trip as you need to end in domicile.

Section 12.D.3.b.c. A pilot who actually exceeds eight hours of block time in a duty period will receive at least 10 hours of rest at the hotel (8.5 hours gives you 11 hours at the hotel).

This means that if you block eight hours of flying with your pushbacks then you are required to have 10 hours at the hotel. Your pushbacks are included in your "block time" for rest. Deadheads are not included, so it's not all segment time.

Section 2.E. Block time means scheduled or actual flight time, on a leg-by-leg basis, whichever is greater.

Section 2.A. Actual flight time or flight time means the time from the movement an aircraft moves from the blocks, under its own power or under tow, until the aircraft blocks in, on a leg-by-leg basis.

Section 25.E.11.b. Long Call (LC) Days. If you are awarded a relief line that has LC days on the line, there are a couple of rules you need to remember. LC is similar to reserve, but Crew Scheduling is required to tell you about the trip two days prior. The contract states: A pilot will receive notice of an LC assignment no later than 1800 (Central Time) two (2) days before the day in which the trip commences. If the pilot has not been contacted by that time, he will call in to determine if there is an assignment. If there is no assignment, the pilot is released (until his next LC day or flight assignment).

So if you have a LC day on Monday, you need to talk to Crew Scheduling by 1800 Central time on Saturday to see whether they have assigned you a trip. They can assign you the trip ANY TIME before that.

You are allowed to pick up a trip on your day off that goes into your reserve sequence, and if you pick up the trip in daily open time, you will get premium pay for the day that was your day off. Section 25.P.8 states: A trip will not be assigned to a reserve pilot sooner than the day before the scheduled departure of the trip. However, the trip will remain posted in open time, and the trip will be awarded to any pilot who is legal to take the trip up until 1800 Central time on the day prior to the trip.

Even if the first day of the trip is your day off, the Company still has to wait until after 1800 Central time to assign it to you because it goes into your reserve days. Also, if you are not already assigned a trip, you can try and pick one up that starts on your reserve days and goes into a day off.

CONTACTING SCHEDULING AND BEING CONTACTABLE

Occasionally, misunderstandings occur and operational issues result because Crew Scheduling, pilots, and flight managers disagree about when pilots and Air Wisconsin are required to contact each other, what periods are prohibited (i.e., rest), and when and what is the definition of “contactability.” As professional airline pilots, we will faithfully discharge the duty we owe the airline that employs us, and whose salary makes possible our way of life. Professional pilots should contact the Company when abnormal issues arise in our daily lives and also return calls from the Company when necessary.

That being said, no one expects you to have your phone on you the whole time or to be solely dedicated and waiting for them to contact you. Furthermore, you are not required to own a



cell phone, have it turned on, answer when it rings, have it on “level 4 and vibrate,” or listen to your voice mails. If you are a reserve pilot, you can ask to receive a “beeper,” and that becomes the primary way for the Company to get ahold of you.

Once a reserve is assigned a trip, he or she is and should be treated as a line pilot with no expectation to be “on call” or “contactable” 24 hours a day. Please keep in mind that our contract and the Company FOM state the reasons and situations when you are required to contact Scheduling.

For more scheduling-related information, including a list of relevant FOM and contract sections that require crewmembers to contact the Company, please check out the Summer 2013 issue of the *Wiss-key*. Printed copies are now available in the crew rooms, or you can click “[here](#)” to download an electronic copy.

CONCLUSION

Your union and the pilot group in general have worked hard to get our contract to where it is today. Crew Scheduling **will take advantage of you if you let them. DO NOT WAIVE THE CONTRACT.** It’s meant to protect you by helping to ensure that you receive adequate rest so that you may continue to fly safely. Waiving the contract only sends the message that we don’t really need rest, and we don’t get tired. As always, if you have any questions, do not hesitate to call your local representatives at any time, even if you are a probationary pilot.

A final note:

While it is often difficult to apply or truly understand contract provisions without first being in the position that sparks that “Wait, I know this doesn’t sound quite right, but I’m not sure why . . .” moment (followed by some desperate thumbing through of the CBA), it nonetheless remains your responsibility and right to read through the contract in its entirety and enforce it when necessary. However, as a useful starting point for the reserve pilot, the sections listed below highlight certain areas that are very important for you to know and succinctly serve as a starting point from which to intrinsically know your contract:

- Section 1 (Recognition & Scope)—1.J
- Section 2 (Definitions)—2.N, 2.OO
- Section 3 (Compensation)—3.N, 3.O, 3.S
- Section 5 (Travel Expenses)—5.B, 5.H (*5.H.2)
- Section 7 (Vacation)—7.E.1
- Section 8 (Deadheading)—All
- Section 11 (Training and Testing)—11.A.7, 11.A.9, 11.I
- Section 12 (Hours of Service)*—12.B.1 and Notes, 12.D.1.d, 12.D.3, 12.F.5, 12.6.G, H, I, J
- Section 25 (Scheduling)*—25.N (25.N.6 for ready reserves)
- Section 26 (General)—26.T