



NC UPDATE

AFA Negotiating Committee - Hawaiian Airlines

Friday, July 10, 2020

New Non-Published Charter Notification & Award Process

Dear Fellow Flight Attendants:

As part of the ongoing contract implementation process, we will soon be switching over to the new non-published charter notification and award process that we were able to improve during negotiations. We have been informed by the company that they have been looking to secure charter flights as a way of capturing additional revenue during this period of reduced scheduled flying. When that happens, Crew Scheduling (CS) will staff charter flights using the new process. This is a brief outline of how the new process works.

Electronic (text) Notifications

Most charters are confirmed weeks, if not months ahead of their operation. In a few situations, they are confirmed as few as four days before the day of operation. Once a charter is confirmed, CS will send an electronic (text) notification to all Flight Attendants in the domicile that has been designated to operate the charter.

The text notification will include basic information about the charter, including the destination, date of departure, grouping number, and the deadline to submit a request for the charter. Flight Attendants will also be advised where more detailed information about the charter is posted – either on the IFS web site or in Flica.

As a note, In-Flight and CS will be using the Remind program for text notifications. In-Flight has posted information about the Remind program on the IFS web site. The basic information for signing up for Remind notifications for charters are at the end of this communication. For information or concerns about using Remind, please contact In-Flight Services.

Requests & Awards

The deadline to submit a request for a charter will be determined by the amount of time between the notification and the date of the charter's departure. Flight Attendants will be using Flica to submit a request to either pick up the charter as extra flying or in exchange for one her/his conflicting trips. In the event a charter is confirmed after 9:00 AM HST two (2) days prior to the trip's departure, the charter will be placed in open time and the request and award process will follow the procedures for the Open Time and Trip Request Processes.

Notification <i>When was the notification sent and how far is it before the charter's departure?</i>	Bidding Time <i>How much time do you have to submit a bid, starting from when the notification was sent?</i>	Award Process <i>How will the charter be awarded?</i>
Four (4) or more days before the date of departure.	48 hours	Awarded in seniority order to those who have submitted a request (<i>in Flica</i>) to do the charter as extra flying or in exchange for a conflicting trip on their schedule.
Less than four (4) days before the date of departure but before 9:00 AM HST, two days prior to the date of departure.	24 hours	Awarded in seniority order to those who have submitted a request (<i>in Flica</i>) to do the charter as extra flying or in exchange for a conflicting trip on their schedule.
After 9:00 AM HST two days prior to the date of departure.	Varies. The charter will be put into open time and awarded during the Open Time and/or Trip Request processes, depending on when the charter is confirmed.	Awarded in seniority order to those who have submitted a request (<i>in Flica</i>) to pick up or exchange the charter as provided in the Open Time and Trip Request processes.

Process Changes

The new non-published charter process allows everyone in the domicile to be immediately notified of a charter and speeds up the process of awarding the charter, while maintaining the ability to exchange conflicting trip(s) with the charter. In the past non-published charter notifications were mostly word-of-mouth and the charter was not awarded until one or two days before the trip's departure.

Summary

During negotiations we improved the non-published charter procedures by adding an electronic notification (a text message) to all Flight Attendants in the affected domicile and sped up the award process. The company will be looking to secure charter flights during the downturn in scheduled flying. Once notified, Flight Attendants may request to pick up the charter or exchange it for one or more trips on their schedule in Flica. If the non-published charter is confirmed after 9:00 AM HST two (2) days prior to its departure, the charter will be placed in open time and Open Time and/or Trip Request procedures in Flica will be utilized to award/assign the trip.

Getting Remind Notifications

The company will be using Remind to send electronic notifications (text messages) about non-published charters. If you are not already enrolled in Remind, this is how to sign up for notifications:

To Join... 👍	Send this text message...	To this number...	To get:
HNL Crew Scheduling	@dd32f4	81010	Charter notifications for HNL
LAX Crew Scheduling	@f23ff8	81010	Charter notifications for LAX

Stay safe and stay healthy!

Mahalo!

The Negotiating Committee

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