



2021/2022 ROUGE CONTRACT GUIDE

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IMPORTANT NOTE: The information in this document pertains to ROUGE MEMBERS ONLY. If you are a mainline member, please contact your Local Office for clarity on any contract issues or refer to the Mainline Contract Guide.

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Duty Periods and Flight Time Limitations

Duty Periods and Flight Time Limitations

What's my maximum Duty Period? (L55.15.01.02, L55.15.01.03)

- The maximum scheduled duty is fourteen (14) hours.
- The maximum duty day may be extended to seventeen (17) hours in the event of flight delays or an irregular operation.

How do I calculate/find my duty period?

Your duty period is calculated by looking at your report time (check-in time), which is one-hour prior to your scheduled departure time and your projected arrival time plus 15 minutes on the last flight of your duty day.

If your duty period starts with a deadhead from home base, then your report time (check-in) time is thirty (30) minutes before scheduled departure time. If your duty period starts with a deadhead away from home base, then your report time (check-in) is at the scheduled departure time.

If you are on airport standby your duty period starts when you reported for duty at the airport.

Settlement update:

On November 14, 2017, the Union filed grievance CHQ-rouge-17-46 challenging the employer's decision to require Cabin Personnel to complete certain pre-flight duties prior to the commencement of their duty period. Air Canada Rouge required crew to be at the aircraft or gate at their check-in time (which is 1-hour before departure) and failed to recognize the pre-flight duties and time required to go through security.

On December 9, 2020, the Union and Company were able to mutually agree to a settlement, called a "Memorandum of Settlement" (MOS). The time Rouge Cabin Personnel are expected to be at the aircraft has been adjusted to provide for a minimum of 10 minutes between check-in time and the time crew are expected to be at the aircraft. This is subject to a trial period of 24 months.

To be clear, check-in time remains at the one-hour mark before departure, however **you are not required to be at the aircraft/gate until 50 minutes before departure.**

Oops. It looks like I'm exceeding my maximum Duty Day. What are my options now? (L55.15.01.04)

You must advise the Lead Flight Attendant of your individual decision to exceed the limitation or take crew rest. This decision will then be passed onto crew scheduling.

*If your airplane has left the gate (brakes off), has to return to the gate for any reason (brakes on), and you subsequently exceed your duty day, you can choose to book crew rest. You will be paid the outbound credit, with a minimum four (4) hour credit guarantee

*Keep in mind that anytime you book crew rest, you will be forfeiting flight time credits and will only be paid for any flights operated. Your Minimum Monthly Guarantee (MMG) will not be affected. If you deadhead the next day to return to your home base, you will be credited a minimum of four (4) hours for the day.

What is my MML (Maximum Monthly Limitation)?

Your Maximum Monthly Limitation (MML) is ninety-five (95) hours. This is the maximum hours that be scheduled in your block. (L55.14.14)

What is block growth?

Block growth is time picked up on your block due to delays. Your MMML can increased to one hundred and fifteen (115) hours as a result of delays.

Can I extend my monthly flying hours? (L55.14.14.01)

Yes. You can volunteer to exceed your Maximum Monthly Limitation (MML) provided you are legal in all respects. Being legal means:

- You must have legal crew rest before and after all your pairings;
- You must maintain the minimum requirement of five (5) days off in your block. (L55.14.13.04).

You receive a premium of 50% of your hourly wage for all hours worked above the ninety-five (95) hour threshold.

What is my MMG (Minimum Monthly Pay Guarantee)? (L55.06.02)

Your Minimum Monthly Pay Guarantee (MMG) is seventy-five (75) hours if you are available for duty the entire block month.

If I take a Leave of Absence how will my Minimum Monthly Guarantee (MMG) be affected?

Minimum Monthly Guarantee (MMG) is reduced by two hours and thirty-five minutes (2:35) for each day of your leave. The same applies if you are booked off sick with no sick time remaining.



Crew Rest

CREW REST

What is my minimum crew rest at home base after my pairing? (L55.15.02)

The following table applies, these cannot be reduced for any reason.

Minimum Rest Period at Homebase	Ten (10) Hours
Following an Overseas Operation (Europe, South America, and Hawaii)	Sixteen (16) Hours
Following an Operation in Central America/Caribbean with a duty period greater than thirteen (13) hours (Ex. BGI Turn)	Twelve (12) Hours

What is my minimum crew rest on my layover? (L55.15.02)

Minimum Scheduled Rest Period on Layover	Ten (10) Hours
Minimum Rest Period due to operational reasons	Nine (9) Hours

Am I entitled to onboard crew rest? (L55.31)

On flights with a scheduled flight time greater than eight (8:00) hours, you are entitled to sleep in the last sold seats for a maximum of one (1) hour. On all flights a bank of seats (normally last row) is held as last-sold for the purpose of crew breaks.

Am I entitled to a rest facility on a stopover in between flights? (L55.23.09.02)

Yes. If you have an airport stopover between flights that lasts five (5) hours or more, you may request a shared rest facility. If crew scheduling says there are none available we recommend that you contact your local union office to advise and investigate.



Draft

DRAFT

Can you decline a draft?

Draft is mandatory. Sometimes schedulers give you a choice however, contractually it is not required. If you answer a call from scheduling, you are required to take the draft. If scheduling calls and leave a message to call back for a draft, you are not required to call back, however if you do, you are required to accept the draft assigned.

Am I able to volunteer to be drafted? (L55.14.12)

You are able to volunteer to be drafted if you are legal in all respects for the drafted pairing. In order to list yourself available for draft you must use the "Rouge Open Time Bidding System" on Aeronet and click "Draft Volunteer" option in the top-right corner of the screen.

If I get drafted and it resulted in an overprojection, what happens?

If you are drafted and it resulted in you exceeding your MML, Crew Scheduling will select a pairing in your schedule to drop to bring you back below MML. There is no pay protection for the dropped pairing.

So, if I got drafted, what do I get paid? (L55.07.05)

You receive a draft premium which is 50% of your hourly wage for the drafted flight operated. If you draft interferes with another blocked pairing there is no pay protection for the original pairings.

Note: Draft premiums do not count towards flight time limitations.



Reserve

RESERVE

How long is my reserve period?

Reserve days are a period of 24 hours during which you are considered “on call” from 00:00 to 23:59. During this period, you must ensure that you are reachable at all times and that Crew Scheduling is provided with the best number of where to reach you.

What is “airport standby”?

Airport standby is a four (4) hour period assigned by crew scheduling where you need to report the airport for possible flight assignment. You will be assigned a report time by crew scheduling and assignments may be made to a flight departing during or after the four (4) hour period, and must remain legal in all respects. When on airport standby, your duty starts at the beginning of the period assigned by crew scheduling.

How much time is crew scheduling required to give me to report for a flight assignment?

Two (2) hours is the minimum advance notice crew scheduling has to give you to report for flight departure. They will make every effort to contact you as far in advance as possible and you must also make every effort to report to the airport as soon as possible if you are given less than two (2) hours notice. Remember to get to the airport safely and efficiently – if you do not believe you will be able to make it to the airport in less than 2 hours, you must still accept the assignment, let crew scheduling know you are making your best effort and keep them updated along the way.

Can crew scheduling assign me a pairing that goes into my days off? If so, will I be entitled to the draft premium?

When on reserve, crew scheduling can assign you a pairing that goes into your days off and in such instances, you are not entitled to a draft premium.

What if the pairing Crew Scheduling is trying to assign me puts me over hours or makes it so that my block does not have the minimum number of days off to which I am entitled in the block month?

In these cases, you must still accept the assignment given by crew scheduling. Upon your landing from the assigned pairing, crew scheduling should drop future pairings to ensure your block month remains legal. You cannot be forced to work above the maximum monthly limitation of 95 hours (unless due to a result of block growth) or to go below 10 24-hour periods off (unless you’ve forfeited your days off voluntarily) if you have no pairings left in the month for crew scheduling to drop. While crew scheduling might ask your preference to determine which pairing to drop, the final decision is theirs to make based on operational requirements.

I was assigned a flight on reserve but found a flight attendant with less hours than me who appears to be legal for my assignment. What do I do?

While the collective agreement does state that the standby reserve with the lowest projected hours is assigned first, it also specifies that this is subject to the optimum use of reserves considering reserve day patterns and language qualifications. If you believe a flight attendant with the same reserve day patterns and language qualifications as you, but has fewer hours, should have been assigned a pairing that was assigned to you, contact your Local Union.

I missed a call from Crew Scheduling. What do I do?

When on reserve, you are considered on call at all times. It might happen that you miss a call from Crew Scheduling and in this case, the expectation is for you to call them back in a reasonable timeframe. Crew scheduling will generally leave a voicemail and try to contact you again in the following minutes and if you do not pick up or return their call promptly, you will be marked down as unavailable for duty at fault for the flight they were trying to assign you.

I am assigned a pairing that conflicts with a future pairing in my block month, can I refuse the assignment?

No, if you are assigned a pairing on reserve that conflicts with a future pairing, you must accept the pairing and your future pairing will be dropped. You will then be given another assignment or revert to standby status as per L55.15.07.

I landed from a flight on the same day as an assigned reserve day. What happens now?

Upon your return to home base following an assignment, you are entitled to a legal rest period in accordance with L55.15.02 even if you are landing on a reserve day following which you will remain on reserve until midnight that same day. As an example, if you land from a domestic flight at 06:45, your 10-hour crew rest will begin at 07:00 (15 minutes after parking at the gate) and you will be considered on reserve from 17:00 to 23:59.

Can I bid for flights in the Open Flying Bidding System on days where I am on reserve?

No, you are not eligible to bid for flights in open time on days where you have assigned reserve days.



Reassignment

REASSIGNMENT

What is Reassignment? (L55.15.07)

Reassignment occurs when you are no longer required for a pairing or part of pairing. This could be due to a downgauge in aircraft size, a cancellation of flights, or you misconnect for your next flight mid-pairing. If you are subject to reassignment you will be given another assignment or convert to standby status for any calendar day involved in the original blocked pairing.

How is pay applied to Reassignment?

If you are reassigned to another pairing you are paid for the pairing you operated. If you are reassigned to standby status you will be paid for the greater of four (4) pay per day of standby or the value of reassigned pairing(s).

How long will my reassignment last?

It depends on the original pairing. If the pairing was a one (1) day pairing, then the reassignment will only be for one (1) day. If the pairing was a multiple day pairing, then you will be reassigned for each day. The reassignment will be for each calendar day you were supposed to be on duty.

Can you be reassigned for greater credits than what was originally scheduled in your pairing?

Yes, subject to the Maximum Monthly Limitations (MML).



Bonus Points

BONUS POINTS

What is the minimum number of scheduled days off that I am entitled to each month? (L55.14.13.01)

A minimum of **ten (10) guaranteed days off (GDO's)** per block month. For blocking purposes, these 10 days are calendar days (i.e. 00:01 to 23:59).

During the block month you cannot be drafted if the draft would result in you falling below ten full twenty-four (24) hour periods. A twenty-four (24) hour period commences from the end of your pairing to the commencement of your next activity in your schedule. (L55.14.13.04)

What are Untouchable Guaranteed Days Off (UDO's)? (L55.14.13.03/04)

Of those ten Guaranteed Days Off referenced above, you can bid up to five (5) days as untouchable Guaranteed Days Off (UDO's) at the time of the award. These UDO's will be awarded in seniority order, subject to operational requirements. Air Canada Rouge will not assign flying, or draft you, on an UDO. However, should you be flown into an UDO due to unforeseeable circumstances (i.e. Mechanical away from home base), this Guaranteed Day Off will commence after legal crew rest at Home base. (L55.14.13.04)

Settlement Update

In 2018 the Union filed grievance CHQ-rouge-18-12 - UDOs and Unforeseeable Circumstances, based on Air Canada Rouge forcing Cabin Personnel to work into their Untouchable Days Off in the event of flight delays. In July 2020 the Union and the Company mediated an agreement called a "Memorandum of Settlement" as follows:

- If more than three and one-half (3:30) hours before scheduled departure, a flight is forecasted to encroach on a flight attendant's UDO the flight attendant will be given the option of not operating the pairing.
- Cabin Personnel will not be awarded a UDO the day following a pairing that is scheduled to end at or after 22:30.

If a flight is forecasted to encroach on a UDO more than 3:30 hours before scheduled departure, crew scheduling will contact the flight attendant to provide the following options:

- (a) operating the pairing and accepting the encroachment on their UDO; or
- (b) not operating the pairing, subject to the provision in this MOS.

Should a crew member choose to not operate the pairing, they will be reassigned in accordance with article L55.15.07 (reassignment).

Can I forfeit days off for open flying? (L55.14.13.04)

Yes, however days off in that month will not be reduced to less than five (5) full twenty-four (24) hour periods

What's a sick hold?

When you book off due to sickness or injury, you can place a twelve (12) hour hold on your next (or any subsequent) flight assignment. You must inform crew scheduling of your desire to place a sick hold on a pairing. If you don't book back on at least twelve (12) hours prior to the flight's departure, your pairing will be made available to open flying. (L55.11.05)

Remember:

- If you book off sick and place a hold on your next flight you have up until twelve (12) hours prior to that flight to determine your fitness to fly and book back on.
- If you do not put a sick hold on your next pairing, it will be released into open flying at 10:00am the day prior to the scheduled flight.

What do I do if I disagree with Crew Scheduling about my rights?

Explain your right and quote the applicable article from the Collective Agreement. Request that the crew scheduler abide by the Collective Agreement. Always write down the date, time and name of the Company representative. If unable to agree, cabin personnel are required to work now, grieve later. Please keep in mind that Crew Scheduling is not the final authority on the Collective Agreement, and your Union representatives will address all violations with management.

What do I do if I get in trouble with the Company?

If you become aware of any disciplinary measures being levied against you by the Company (including but not limited to discharge) you must file a grievance within fifteen (15) days of receiving the Company's decision. Grievances are filed at your Local Union Office with the help of your Local Officers.

REMEMBER: You have the right to Union representation in all meetings with Management.