

Section 3 - 5

A close-up, low-angle shot of a jet engine fan, showing the curved blades and the central hub. The image is overlaid with a semi-transparent blue filter.

Reserve Bid Construction

- ✦ Reserve Bidding
- ✦ Adding a Reserve Bid Group
- ✦ Reserve Bidding Options
- ✦ Reserve Bidding Set Conditions
- ✦ Reserve bidding Waive Notes
- ✦ GDO - Reserve Golden Day Processing
- ✦ Reserve Bid Logic

Reserve Bidding

The contract provides that reserve FAs will have:

- 11 days off in the bid month. The default distribution of these days are: one block of 4 days off, one block of 3 days off, and two blocks of 2 days off (4-3-2-2).
- No single day off between reserve blocks.
- No single reserve day. However, you can request a single RSV day if the single day is adjacent to a working day (s). For example, a working day from the previous bid month, training, etc.
- Day off periods may not be separated by less than two (2) days of availability or by more than six (6) days of availability.

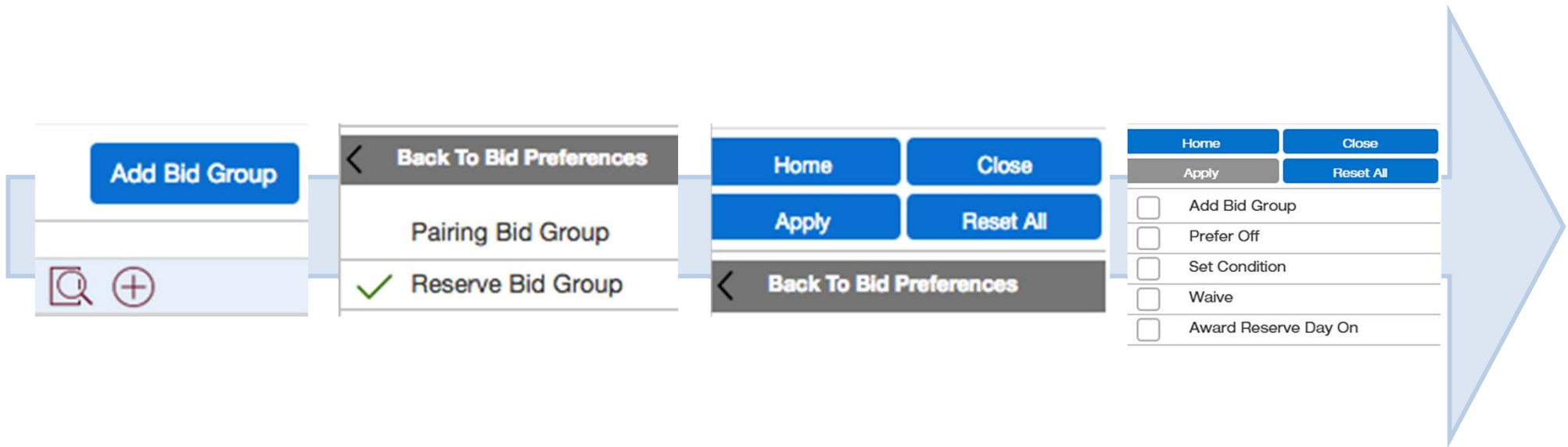
Reserve Bidding

Remember: RBL and RWO lines can only be bid on during the **Pre-Bid** process. This section only refers to creating a **Reserve Bid Group** within your bid in the PBS Scheduler (NAVBLUE).

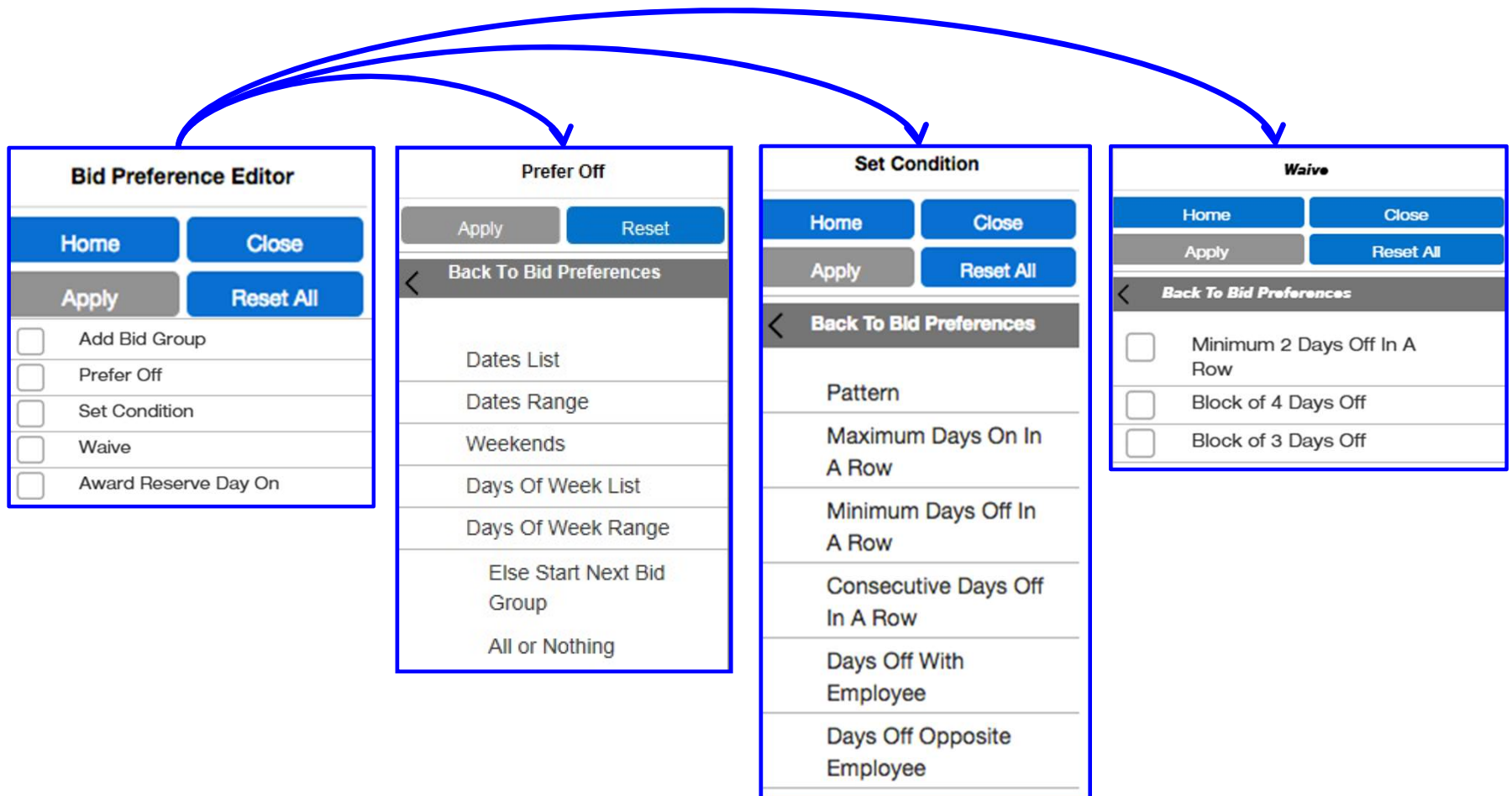
- The **Reserve Bid Group** instructs the PBS Scheduler to build you a reserve schedule.
- The PBS Scheduler does not move back to your previous bid groups. All preferences must be restated in each bidding group.

Adding a Reserve Bid Group

1. Click **Add Bid Group**
2. Click **Reserve Bid Group**
3. Select **Apply**
4. Add or edit your Bid Preferences using the Bid Preferences Editor



Reserve Bidding Options



Note: For all **Prefer Off** options, please refer to the Prefer Off in the **Bid Preferences Section**.

Reserve Bidding Set Condition

Set Condition	
Home	Close
Apply	Reset All
< Back To Bid Preferences	
Pattern	
Maximum Days On In A Row	
Minimum Days Off In A Row	
Consecutive Days Off In A Row	
Days Off With Employee	
Days Off Opposite Employee	

- Pattern tells the PBS Scheduler to create a Reserve block that follows a pattern of days on and days off. For a reserve line Pattern Bid, an in-period working pre-award that is too short does not violate the pattern.
- You can specify a maximum range of days on duty.
- You can specify a minimum number of days off between duty periods.
- You can request one or multiple groups of a certain amount of consecutive days off in a row.
- You can request specific days off with or opposite to a specific employee senior to you.

Remember: A working pre-award, such as training or a carry-in pairing, is considered to be a day on, and a non-working pre-award such as vacation is considered to be a day off (for purposes of Set Condition).

Reserve Bidding Set Condition

Maximum Days On in A Row

- Tells the PBS Scheduler to build your block with a set number of days on in a row—the number of days off is set by you when you enter the bid.
- The PBS Scheduler will attempt to create all sets of days on to the number entered—if it cannot build all sets to the number requested the bid preference will not be honored.

Minimum Days Off in A Row

- Tells the PBS Scheduler to build your block with a set number of days off in a row—the number of days off is set by you when you enter the bid.
- The PBS Scheduler will attempt to create all sets of days off to the number entered—if it cannot build all sets to the number requested the bid preference will not be honored.

*There are some exceptions.

We recommend not setting **Minimum Days Off** between reserve blocks to higher than 3 and **Maximum days on** to lower than 3. They can have a detrimental effect on getting the days off you request.

Reserve Bidding Set Condition

Consecutive Days Off in A Row

- Tells the PBS Scheduler to build a block with a set number of consecutive days off in a row.
- You can request one or multiple blocks with this set condition.
- If more than one block of the same number of consecutive days off is requested, a date range has to be assigned to each block. Otherwise, just one block with the specified amount will be honored.

Pattern
Maximum Days On In A Row
Minimum Days Off In A Row
Consecutive Days Off In A Row
Days Off With Employee

Back To Set Condition

^
1
v

Date Range

Else Start Next Bid Group

Back To Set Condition

^
4
v

Date Range

Else Start Next Bid Group

Back To Consecutive Days Off In A Row

< JUN 2020 >

Su	Mo	Tu	We	Th	Fr	Sa
31	01	02	03	04	05	06
07	08	09	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	01	02	03	04

Reserve Bidding Waive Options

Waive	
Home	Close
Apply	Reset All
< Back To Bid Preferences	
<input type="checkbox"/>	Minimum 2 Days Off In A Row
<input type="checkbox"/>	Block of 4 Days Off
<input type="checkbox"/>	Block of 3 Days Off

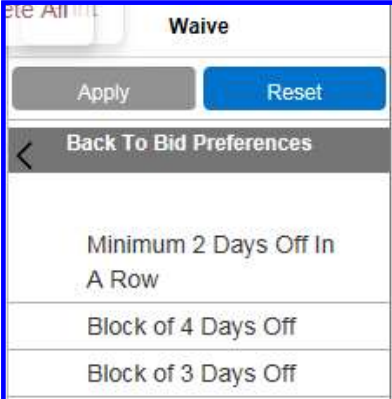
- **Minimum 2 Days Off In a Row:** Allows your schedule to be completed with instances of single days off.
- **Block of 4 Days Off:** Allows your schedule to be completed without a block of 4 days off.
- **Block of 3 Days Off:** Allows your schedule to be completed without a block of 3 days off.

Reserve Bidding Waive Notes

- There is no waiver for two blocks of 2 days off. However, the two blocks of 2 days off must exist by themselves or within a larger group of days off.

Examples:

- A block of 5 days off in a row contains the 2 blocks of two days off together
 - Two separate blocks of 3 days off in a row contain one block of 2 days off each.
- When requesting specific days off on a reserve bid, plot out those days on a contractual calendar to determine if waivers are needed. Keep in mind that FARs require no more than 6 reserve days in a row, and your previous month's schedule will be considered to meet this legality.



The screenshot shows a mobile application interface for requesting a waiver. At the top, there is a header with the word "Waive" and a back arrow. Below the header are two buttons: "Apply" and "Reset". Underneath these buttons is a section titled "Back To Bid Preferences" with a back arrow. This section contains three items: "Minimum 2 Days Off In A Row", "Block of 4 Days Off", and "Block of 3 Days Off".

Award Reserve Day On Options

Award Reserve Day On

Home

Close

Apply

Reset All

[Back To Bid Preferences](#)

< MAY 2025 >

Su	Mo	Tu	We	Th	Fr	Sa
27	28	29	30	01	02	03
04	05	06	07	08	09	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

☐ Else Start
Next Bid
Group

☐ All or Nothing

- Allows the bidder to request a single date, or list of dates for a Reserve day to be awarded.

Important: waiver(s) may be needed depending on dates or number of consecutive days selected.

GDO - Reserve Golden Day Processing

Golden Days are identified as RGO on the Reasons Report and are awarded to Reserves who have a full 11 days off in the bid month. They are awarded after your schedule has been completed, according to the CBA section 7.D.2 and to the following constraints:

- GDOs must be three consecutive days off.
- GDOs must begin on the first day of a block of days off.
- GDOs will be placed according to the flight attendant's bid, if possible.
- If none of the preferred off bids can be contained within GDOs, GDOs will be placed according to coverage needs.
- If there are no preferred off bids, GDOs will be placed according to coverage needs.
- If there are no blocks of three or more days off, no GDOs will be awarded.

Reserve Bid Logic

Unlike in a pairing bid group, when awarding a reserve block, the PBS Scheduler does not perform any optimization, such as substitution, swapping, or shuffling, nor does the PBS Scheduler enter denial mode.

Coverage Awards may occur to ensure adequate reserve staffing. The PBS Scheduler tries to award each FA a reserve block that honors as many reserve bid preferences as possible.

- When the PBS Scheduler starts processing a Reserve bid group, it reads the first line Start Reserve and checks to see if a legal reserve line can be built, and then, if possible, a legal reserve block is built.

Reserve Bid Logic

- The PBS Scheduler reads the first bid preference and then attempts to build a reserve schedule honoring this bid preference.
- The PBS Scheduler then reads all subsequent bid preferences, in order from **top to bottom**, and attempts to build a reserve block honoring as many of these preferences as possible while keeping any preferences already honored.

For example, if the first bid preference is honored but the first and second together cannot be honored, the second preference is denied, and the PBS Scheduler will read the third preference and attempts to honor preferences 1 and 3. This process is continued until all bid preferences have been attempted.