

Fast Fact Friday

Using Your PIN - Upcoming Black Out Dates

Friday, November 22, 2024

Q1: "How do I submit a PIN?"

The PIN is on SWALife > My Work > Inflight > FA Resources > Flight Attendant Resources > Inflight Absence Forms.

Q2: "Is there a deadline to submit a PIN?"

Yes. You must submit a PIN prior to or on your next pairing or within seven (7) business days of the last day of the absence, **whichever is sooner**.

Q3: "What are the upcoming PIN Black Out Dates?"

There are five (5) Black Out Dates in the Holiday Season: Thanksgiving Day, the Friday after Thanksgiving Day, Christmas Day, New Year's Eve, and New Year's Day.



Contract 2024

PIN Black Out Dates

At the end of the year (and start of the new year), Article 32.5.b.v has a handful of PIN Black Out Dates we need to be aware of. A quarterly PIN cannot be used to excuse an absence that overlaps one of the designated Black Out Dates.

-  **Thanksgiving Day** (Thursday, November 28, 2024)
-  **The Friday after Thanksgiving Day** (Friday, November 29, 2024)
-  **Christmas Day** (Wednesday, December 25, 2024)
-  **New Year's Eve** (Tuesday, December 31, 2024)
-  **New Year's Day** (Wednesday, January 1, 2025)

Remember, these Black Out Dates are only restrictions for the use of our contractual Personal Illness Note (PIN) and does not affect the use of a quarterly Doctor's note, approved Leave of Absence, and any applicable State Leaves.

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Q4: "If I report sick for my pairing on December 23/24/25, can I use my PIN for the non-Black Out Dates (December 23 and 24)?"

No. Your PIN cannot be used to excuse an absence for an assignment that overlaps a Black Out Date. Because your absence includes Christmas Day (12/25), your PIN would be deemed invalid. If you do not submit another valid means to excuse your absence, you would accrue 1.5 attendance points (0.5 attendance points per day) for this absence.

Q5: "Do PIN Black Out Dates mean I will accrue points if I have an absence... no matter what?"

No. PIN Black Out Dates do not prevent the use of valid Doctor's Notes, Leaves of Absence (including FMLA), or any applicable State Leave Laws.

