

Flight Attendant Pay Resource Guide



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Introduction

Flight Attendant pay is calculated based on the terms and conditions of the Joint Collective Bargaining Agreement (JCBA). Three documents are referenced in this guide: the Pay Statement, Details Report and Activity Sheet.

The Pay Statement is the main pay document and reflects the flight attendant's gross-to-net pay, including taxes and other deductions. Additionally, because your time (hours) are tracked in FOS/DECS, we also provide the Details Report and Activity Sheet as additional resources to supplement the Pay Statement. This guide will walk you through each of these documents and how they relate to one another to provide you with a comprehensive view of how you're paid.

Pay Statement (Section B)

The Pay Statement provides summarized pay information, including the gross-to-net pay calculation. It is designed to assist you with understanding the breakdown of gross earnings (from the Details Report and other sources), pre-tax deductions, tax withholdings, and after-tax deductions to arrive at the net amount paid on each paycheck. The Pay Statement also provides other information such as team member address, job location, tax filing status, sick balances (as-of the previous month-end), imputed income amounts, total taxable earnings, and direct deposit information.

Details Report (Section C)

The Details Report contains flight data and related pay for each contractual month and is available on the Mid-Month (true-up) Pay Statement and any time a prior period adjustment (or DirectConnect claim) is processed. Flight details are summarized by wage type. The total hours and operational pay are then transferred to the Pay Statement in the earnings section and are used in the gross-to-net pay calculation. The Details Report also includes the breakdown of your expense reimbursements and other transactional data tracked in FOS. There are two key differences between the Activity Sheet and the Details Report:

- 1) The Details Report applies the hourly pay rate to arrive at the total dollar value of each wage type.
- 2) The Details Report converts the minutes to decimal of an hour (e.g. your Activity Sheet shows 1½ hours as 1.30 and the Details Report converts it to 1.50 hours).

Activity Sheet (also known as HI1 or HI2) (Section D)

The Activity Sheet in ePays is the snapshot of the detail in FOS. It shows you a side-by-side view of your schedule before the contract month begins and a summary of your schedule after the month has been closed out (typically around the 9th of the following month). The Activity Sheet displays name, AA ID number, base, all hours included the PPROJ (also known as pay projection hours), guarantee hours, expenses, sequences flown, training, removed and re-assigned activity, vacation days, unpaid days, days off, etc. for the contractual month. The Activity Sheet has hours only; pay rates are not applied until the Details Report is populated when the payroll system calculates pay for the month and populates the Details Report and Pay Statement.

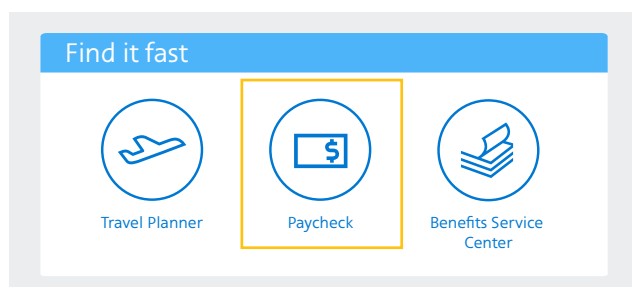
In summary, the three documents contain the following information:

- Pay Statement:** Lists your earnings, deductions and taxes to arrive at the net pay amount you will receive in your bank account.
- Details Report:** Converts time from the Activity Sheet to decimal hours and applies your pay rate to determine your gross earnings.
- Activity Sheet:** Tracks your time in hours and minutes.



Section A

How to Access Pay-Related Documents



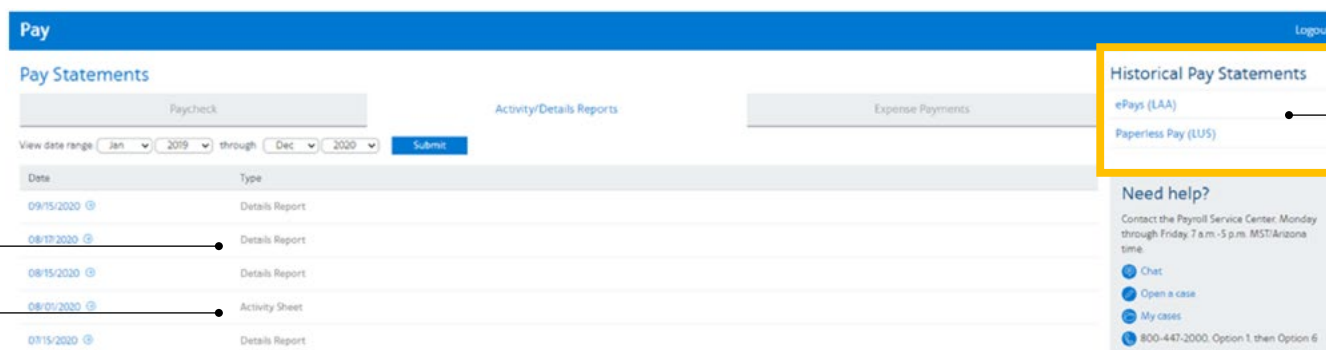
Click on the Paycheck icon from the home screen in Jetnet under Find it fast.

Accessing Activity Sheet

To view the Activity Sheet click on the Activity/Details Report tab. Click the Activity Sheet link for the corresponding pay date to view details

Details Report

To view the Details Report click on the Activity/Details Report tab. Click the Details Report link for the corresponding pay date or scroll down to the Details Report page below the Pay Statement.



Flight attendants' monthly Activity Sheets and Details Reports will be stored for a rolling three years.

- **NOTE:** The Details Report can be accessed as the second page of the Pay Statement to help you compare flight details to the total amount paid on your Pay Statement. This feature is available only for the first five months after the related pay date. The Details Report can always be accessed as a separate report via the Activity/Details report tab.
- Viewing from a mobile device? Your Pay Statement is in a format that is mobile-friendly.
- You can view your historical Pay Statements prior to Oct. 30, 2020 by clicking on the Paycheck icon on the Jetnet homepage under "Find it fast" and then clicking your legacy payroll system ePays (LAA) or Paperless Pay (LUS).



Section B

Pay Statement

The Pay Statement provides summarized pay information, including the breakdown of gross earnings (from the Details Report and other sources), pre-tax deductions (benefits, 401k contributions, etc.), tax withholdings, and after-tax deductions (garnishments, union dues, etc.) in order to arrive at the net amount paid on each paycheck. The Pay Statement also provides other information such as team member address, job location, tax filing status, sick bank balance, imputed income amounts, total taxable earnings, and direct deposit bank information.

The main sections of the pay statement are listed below:

1. **Informational Section B-1:** provides additional information pertinent to your pay.
2. **Earnings Section B-2:** lists all earnings types and, if applicable, the hours and rates. The hours are displayed as a decimal of an hour, for example 1 hour and 30 minutes will be displayed as 1.50 hours on the pay statement.

Two supplemental reports support the earnings section of the Pay Statement:

- The **Activity Sheet** (also known as H11 or H12) from the Flight Operating System (FOS) reflects a snapshot of your pre-schedule and also includes a summary of your actual flight details for the contractual month. Hours from the Activity Sheet are listed in an HOURS.MINUTES format (ex: 1 hour and 30 minutes is displayed as 1.30). Your hours are summarized and then sent to the payroll system for payroll to process and are listed on the Details Report.
- The **Details Report** translates the hours on the Activity Sheet from hours and minutes (1.30) to decimal of an hour (1.50) and applies the contractual pay rate.

3. **Deductions Section B-3:** lists all deductions, separated by their taxability as determined by the IRS.
4. **Taxes Section B-4:** reflects the federal, state, local, Social Security, and Medicare taxes required to be withheld per taxing agencies.
5. **Net Pay Section B-5:** provides a breakdown of all of the above sections, showing how your paycheck calculates the Earnings, Deductions and Taxes to arrive at the Net Pay amount.

See the following page for an example of a Pay Statement and the sections mentioned above.



Section B

Pay Statement (continued)

Each section in the sample Pay Statement is explained in detail on subsequent pages. Colored borders are included in this guide to illustrate the related sections:

- 1 — Informational (Section B-1)
- 3 — Deductions (Section B-3)
- 5 — Net Pay (Section B-5)
- 2 — Earnings (Section B-2)
- 4 — Taxes (Section B-4)

	<h3>Pay Statement</h3>	American Airlines, Inc. PHX-RWE-PAY 1 Skyview Drive, Fort Worth, TX 76155 1-800-447-2000
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04/15/2020 - Regular Payroll (Mid-Month)

First Last 1234 Any Street Any Town, USA 12345 Job Flight Attendant(81073002) Base Any Airport (00000000) Corporate FEIN 00-0000000	Pay Period: 03/16/2020 - 03/31/2020 Contract Month: March 03/02/2020 - 03/31/2020 <u>Sen Effective</u> 35 03/16/2020 35 07/01/2019	Status/Allowance/Percent. FED Married 01 IN Married 0	Available Sick 0.0000
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Summary	Gross Earnings	Pre-Tax Deduction	Taxes	After-Tax Deduction	Net Pay
Current	3,638.02	652.49	589.80	142.29	2,253.44
Year to Date	27,153.48	4,669.45	4,593.32	985.69	16,905.02

EARNINGS						DEDUCTIONS				
Earnings	Period End	Rate	Hours	Current	Year To Date	Pre-Tax Deductions	Current	Year To Date		
F/A Regular Pay		68.25	79.78	5,445.21	24,845.27	Medical Coverage	190.38	1,332.66		
Subtotal			79.78	5,445.21	24,845.27	Dental Coverage	14.71	102.97		
						Vision Coverage	7.19	50.33		
IPD PSR (209)		7.50	19.18	143.87	143.87	Accident Ins Pre-tax	1.25	8.75		
MiscEQ AFT, Galley (213)		1.00	19.30	19.30	66.57	Health Care FSA	104.17	729.19		
Understaffing Pay		0.00	0.00	0.00	262.72	401k	334.79	2,445.55		
Holding Time		0.00	0.00	0.00	7.00	Total Pre-Tax Deductions	652.49	4,669.45		
F/A Training Pay		0.00	0.00	0.00	25.00	Taxes	Current	Year To Date		
IPD		3.75	79.78	299.20	1,114.45	Federal Taxes				
NIPD		0.00	0.00	0.00	190.68	Withholding Tax	238.32	1,944.00		
Sick Pay F/A		0.00	0.00	0.00	1,136.36	EE Social Security Tax	191.54	1,442.07		
Subtotal				462.37	2,946.65	EE Medicare Tax	44.80	337.26		
Earnings Subtotal Available for Advance Recovery				5,907.58	27,791.92	State Taxes IN				
Advance Recovery		0.00	0.00	-2,559.38	-2,559.38	Withholding Tax	88.97	672.27		
Earnings after Advance				3,348.20	25,232.54	Local Taxes IN15				
Regular Pay		0.00	0.00	0.00	-1,136.36	Withholding Tax	26.17	197.72		
Grand Slam		0.00	0.00	0.00	50.00	Total Taxes	589.80	4,593.32		
AAG Profit Sharing		0.00	0.00	0.00	1,238.50	After-Tax Deductions	Current	Year To Date		
F/A EXP - D Non-Taxable		0.00	0.00	0.00	1,478.98	Employee Life	44.45	311.15		
F/A EXP - I Non-Taxable		2.50	116.03	290.08	290.08	Long Term Disability	13.62	95.34		
Misc Pay Adj		0.00	0.00	-0.26	-0.26	Spouse Life	14.99	94.59		
Other Earnings Subtotal				289.82	1,920.94	Child Life	1.02	7.14		
Gross Earnings Grand Total				3,638.02	27,153.48	401k Loan #2	47.71	333.97		
						Union Dues - APFA	20.50	143.50		
						Total After-Tax Deductions	142.29	985.69		

Overpayments	Moved to A/R	Original Balance	Current Recovery	Total Recovery	Overpayment Balance

Taxable Earnings	Current	Year To Date	Additional Information	Current	Year To Date
Federal Taxes					
Withholding Tax	2,754.46	20,813.58	401k Company Match	83.72	83.72
EE Social Security Tax	3,089.25	23,259.13	401k Company Contrib.	100.44	761.53
EE Medicare Tax	3,089.25	23,259.13	Imputed Income	Current	Year To Date
State Taxes IN			NRSA Tax Val	52.41	52.41
Withholding Tax	2,754.46	20,813.58	Group Term Life	6.60	46.20
Local Taxes IN15					
Withholding Tax	2,754.46	20,813.58			

NET EARNINGS DISTRIBUTION					
Account Type	Bank Name	Account Number	Date	Deposit Amount	Currency
Saving Account	ANY BANK, NA	00000000000000	04/15/2020	668.28	USD
Checking Account	ANY BANK, NA	00000000000000	04/15/2020	1,585.16	USD



Section B-1

Pay Statement (continued)

1 Informational

The informational sections contain details that aren't included in the gross-to-net pay calculation but are helpful to know.

The pay date and check type are displayed at the top of each pay statement. The different check types are:

- Regular Payroll (End of Month)** is issued on the 30th* of each month. Per the JCBA, this will pay up to 37.5 hours (or half the monthly reserve guarantee). The hours are prorated based on the number of days you are active during the first half of the contractual month. See [Section B-2](#) for an example.

- Regular Payroll (Mid-Month)** is the true-up check issued on the 15th* of each month. This check includes the total earnings from your trips flown in the previous month. Other earnings included in this paycheck are expense reimbursements/per diem, bonuses, premiums, etc. The advance paid to you on your previous End of Month advance check is recovered from this check and your pay is the net difference between what you actually earned and what was estimated/paid in advance on your End of Month paycheck.

- Off-Cycle Checks** include adjustments processed on an exception only basis. Like all paychecks, adjustment checks include deductions for 401(k) contributions, garnishments and overpayment repayments, if applicable. Deductions for benefit items, 401(k) loans, union dues or charitable contributions are not taken from adjustment checks, including adjustment checks issued in place of a regular paycheck.

American Airlines		Pay Statement				American Airlines, Inc. PHX-RWE-PAY 1 Skyview Drive, Fort Worth, TX 76155 1-800-447-2000		
04/15/2020 - Regular Payroll (Mid-Month)								
First Last 1234 Any Street Any Town, USA 12345	Pay Period: 03/16/2020 - 03/31/2020 Contract Month: March 03/02/2020 - 03/31/2020	Status/Allowance/Percent. FED Married 01 IN Married 0		Available Sick 0.0000				
Job Flight Attendant(81073002) Base Any Airport (00000000) Corporate FEIN 00-0000000	Sen Effective 35 03/16/2020 35 07/01/2019							
Summary	Gross Earnings	Pre-Tax Deduction	Taxes	After-Tax Deduction	Net Pay			
Current	3,638.02	652.49	589.80	142.29	2,253.44			
Year to Date	27,153.48	4,669.45	4,593.32	985.69	16,905.02			
EARNINGS				DEDUCTIONS				
Earnings	Period End	Rate	Hours	Current	Year To Date	Pre-Tax Deductions	Current	Year To Date
F/A Regular Pay		68.25	79.78	5,445.21	24,845.27	Medical Coverage	190.38	1,332.66
Subtotal			79.78	5,445.21	24,845.27	Dental Coverage	14.71	102.97
IPD PSR (209)		7.50	19.18	143.87	143.87	Vision Coverage	7.19	50.33
MiscEQ AFT, Galley (213)		1.00	19.30	19.30	66.57	Accident Ins Pre-tax	1.25	8.75
Understaffing Pay		0.00	0.00	0.00	262.72	Health Care FSA	104.17	729.19
Holding Time		0.00	0.00	0.00	7.00	401k	334.79	2,445.55
F/A Training Pay		0.00	0.00	0.00	25.00	Total Pre-Tax Deductions	652.49	4,669.45
IPD		3.75	79.78	299.20	1,114.45	Taxes	Current	Year To Date
NIPD		0.00	0.00	0.00	190.68	Federal Taxes		
Sick Pay F/A		0.00	0.00	0.00	1,136.36	Withholding Tax	238.32	1,944.00
Subtotal				462.37	2,946.65	EE Social Security Tax	191.54	1,442.07
Earnings Subtotal Available for Advance Recovery				5,907.58	27,791.92	EE Medicare Tax	44.80	337.26
Advance Recovery		0.00	0.00	-2,559.38	-2,559.38	State Taxes IN		
Earnings after Advance				3,348.20	25,232.54	Withholding Tax	88.97	672.27
Regular Pay		0.00	0.00	0.00	-1,136.36	Local Taxes IN15		
Grand Siam		0.00	0.00	0.00	50.00	Withholding Tax	26.17	197.72
AAG Profit Sharing		0.00	0.00	0.00	1,238.50	Total Taxes	589.80	4,593.32
F/A EXP - D Non-Taxable		0.00	0.00	0.00	1,478.98	After-Tax Deductions	Current	Year To Date
F/A EXP - I Non-Taxable		2.50	116.03	290.08	290.08	Employee Life	44.45	311.15
Misc Pay Adj		0.00	0.00	-0.26	-0.26	Long Term Disability	13.62	95.34
Other Earnings Subtotal				289.82	1,920.94	Spouse Life	14.99	94.59
Gross Earnings Grand Total				3,638.02	27,153.48	Child Life	1.02	7.14
Overpayments	Moved to A/R	Original Balance	Current	Recovery	Total Recovery	Overpayment Balance		
Taxable Earnings	Current	Year To Date	Additional Information		Current	Year To Date		
Federal Taxes			401k Company Match		83.72	83.72		
Withholding Tax	2,754.46	20,813.58	401k Company Contrib.		100.44	761.53		
EE Social Security Tax	3,089.25	23,259.13	Imputed Income		Current	Year To Date		
EE Medicare Tax	3,089.25	23,259.13	NRSA Tax Val		52.41	52.41		
State Taxes IN			Group Term Life		6.60	46.20		
Withholding Tax	2,754.46	20,813.58						
Local Taxes IN15								
Withholding Tax	2,754.46	20,813.58						
NET EARNINGS DISTRIBUTION								
Account Type	Bank Name	Account Number	Date	Deposit Amount	Currency			
Saving Account	ANY BANK, NA	00000000000000	04/15/2020	668.28	USD			
Checking Account	ANY BANK, NA	00000000000000	04/15/2020	1,585.16	USD			

*Note: Per the JCBA, if the 30th pay date of any month lands on a weekend or a banking holiday, the pay date is the preceding business day. If the 15th lands on a weekend or banking holiday, the pay date is the following business day.



Section B-1

Pay Statement (continued)

1 Informational (continued)

American Airlines		Pay Statement		American Airlines, Inc. PHX-RWE-PAY 1 Skyview Drive, Fort Worth, TX 76155 1-800-447-2000													
04/15/2020 - Regular Payroll (Mid-Month)																	
First Last 1234 Any Street Any Town, USA 12345		Pay Period: 03/16/2020 - 03/31/2020 Contract Month: March 03/02/2020 - 03/31/2020		Status/Allowance/Percent. FED Married 01 IN Married 0													
1		2		3													
Job Flight Attendant(000000000)		Sen 35 03/16/2020		Available Sick 0.0000													
Base Any Airport (000000000)		Effective 35 07/01/2019															
Corporate FEIN 00-0000000																	
Summary		Gross Earnings		Pre-Tax Deduction		Taxes		After-Tax Deduction		Net Pay							
Current		3,638.02		652.49		589.80		142.29		2,253.44							
Year to Date		27,153.48		4,669.45		4,593.32		985.69		16,905.02							
EARNINGS						DEDUCTIONS											
Earnings		Period End		Rate		Hours		Current		Year To Date		Pre-Tax Deductions		Current		Year To Date	
F/A Regular Pay				68.25		79.78		5,445.21		24,845.27		Medical Coverage		190.38		1,332.66	
Subtotal				79.78		5,445.21		24,845.27				Dental Coverage		14.71		102.97	
IPD PSR (209)				7.50		19.18		143.87		143.87		Vision Coverage		7.19		50.33	
MiscEQ AFT, Galley (213)				1.00		19.30		19.30		66.57		Accident Ins Pre-tax		1.25		8.75	
Understaffing Pay				0.00		0.00		0.00		262.72		Health Care FSA		104.17		729.19	
Holding Time				0.00		0.00		0.00		7.00		401k		334.79		2,445.55	
F/A Training Pay				0.00		0.00		0.00		25.00		Total Pre-Tax Deductions		652.49		4,669.45	
IPD				3.75		79.78		299.20		1,114.45		Taxes		Current		Year To Date	
NIPD				0.00		0.00		0.00		190.68		Federal Taxes					
Sick Pay F/A				0.00		0.00		0.00		1,136.36		Withholding Tax		238.32		1,944.00	
Subtotal				462.37		2,946.65		2,946.65				EE Social Security Tax		191.54		1,442.07	
Earnings Subtotal Available for Advance Recovery				5,907.58		27,791.92		27,791.92				EE Medicare Tax		44.80		337.26	
Advance Recovery				0.00		0.00		-2,559.38		-2,559.38		State Taxes IN					
Earnings after Advance				3,348.20		25,232.54		25,232.54				Withholding Tax		88.97		672.27	
Regular Pay				0.00		0.00		0.00		-1,136.36		Local Taxes IN15					
Grand Slam				0.00		0.00		0.00		50.00		Withholding Tax		26.17		197.72	
AAG Profit Sharing				0.00		0.00		0.00		1,238.50		Total Taxes		589.80		4,593.32	
F/A EXP - D Non-Taxable				0.00		0.00		0.00		1,478.98		After-Tax Deductions		Current		Year To Date	
F/A EXP - I Non-Taxable				2.50		116.03		290.08		290.08		Employee Life		44.45		311.15	
Misc Pay Adj				0.00		0.00		-0.26		-0.26		Long Term Disability		13.62		95.34	
Other Earnings Subtotal				289.82		1,920.94		1,920.94				Spouse Life		14.99		94.59	
Gross Earnings Grand Total				3,638.02		27,153.48		27,153.48				Child Life		1.02		7.14	
Overpayments		Moved to A/R		Original Balance		Current		Recovery		Total Recovery		Overpayment Balance					
Taxable Earnings		Current		Year To Date		Additional Information		Current		Year To Date							
Federal Taxes						401k Company Match		83.72		83.72							
Withholding Tax		2,754.46		20,813.58		401k Company Contrib.		100.44		761.53							
EE Social Security Tax		3,089.25		23,259.13		Imputed Income		Current		Year To Date							
EE Medicare Tax		3,089.25		23,259.13		NRSA Tax Val		52.41		52.41							
State Taxes IN						Group Term Life		6.60		46.20							
Withholding Tax		2,754.46		20,813.58													
Local Taxes IN15																	
Withholding Tax		2,754.46		20,813.58													
NET EARNINGS DISTRIBUTION																	
Account Type		Bank Name		Account Number		Date		Deposit Amount		Currency							
Saving Account		ANY BANK, NA		00000000000000		04/15/2020		668.28		USD							
Checking Account		ANY BANK, NA		00000000000000		04/15/2020		1,585.16		USD							

1 The Employee Information section includes your name, address, AA ID number, and base. If there's an alternate address listed in Employee Central, it will be listed on your Pay Statement. Your address on file could affect your taxes. See the **Taxes Section B-4** for more detail.

2 The Pay Period section includes the pay period start and end dates, contract month, and seniority date. Seniority (Sen) is based on years of active service. You can find the rate of pay in the JCBA Compensation section. This is your "Classification/ Longevity" seniority date. Pay increases are based on the Pay Anniversary Date in Employee Central. A new rate is effective for the month the Pay Anniversary Date falls in. If the Pay Anniversary Date is within the current pay period, there will be two rows listing the old pre-anniversary rate and the new post-anniversary rate.

3 The Available section provides available sick balances which are received directly from FOS on the 9th of the month. This is when FOS captures all time for the previous contractual month and sends the information to the payroll system. Values displayed on the Mid-Month and End of Month Pay Statements are as of the previous contractual month-end and the values will not change until the next monthly capture.

For questions related to vacation usage or balances, email the Flight Attendant Vacations department at FA.vacations@aa.com.



Section B-1

Pay Statement (continued)

1 Informational (continued)

The **Additional Information** section at the bottom right of your Pay Statement contains current and year-to-date totals for various transaction types that typically don't impact your pay, but are important for your awareness and records. Examples of the transactions in this section include, but are not limited to:

401(k) Company Contribution:

This is the amount the company contributes directly to your 401(k) retirement account. Note that the IRS has guidelines for the maximum amount that can be contributed to an individual's 401(k) annually.

F/A End Advance Pay Balance

(Formerly Unrecovered Advance): This is the amount of the advance paid to you. This line item will have a current balance listed only if the advance paid on your previous paychecks hasn't yet been fully recovered. See [Section B-2](#) for an example of an End of Month Pay Statement.

Imputed Income: The IRS requires taxes be withheld on the value of certain non-cash benefits provided to team members, such as certain travel, group term Life, employee recognition points, etc. The taxable value of these is recorded as imputed income and its impact on your pay is included in the Taxes [Section B-3](#) in this guide. For details about travel, please refer to the Travel Guide or contact the Team Member Service Center at 1-800-447-2000.

American Airlines		Pay Statement		American Airlines, Inc. PHX-RWE-PAY 1 Skyview Drive, Fort Worth, TX 76155 1-800-447-2000	
04/15/2020 - Regular Payroll (Mid-Month)					
First Last 1234 Any Street Any Town, USA 12345	Pay Period: 03/16/2020 - 03/31/2020 Contract Month: March 03/02/2020 - 03/31/2020 Sen Effective 35 03/16/2020 35 07/01/2019	Status/Allowance/Percent. FED Married 01 IN Married 0	Available Sick 0.0000		
Job Flight Attendant(00000000) Base Any Airport (00000000) Corporate FEIN 00-0000000					
Summary	Gross Earnings	Pre-Tax Deduction	Taxes	After-Tax Deduction	Net Pay
Current	3,638.02	652.49	589.80	142.29	2,253.44
Year to Date	27,153.48	4,669.45	4,593.32	985.69	16,905.02
EARNINGS			DEDUCTIONS		
Earnings	Period End	Rate	Hours	Current	Year To Date
F/A Regular Pay	68.25	79.78	79.78	5,445.21	24,845.27
Subtotal		79.78		5,445.21	24,845.27
IPD PSR (209)	7.50	19.18	143.87	143.87	143.87
MiscEQ AFT, Galley (213)	1.00	19.30	19.30	66.57	66.57
Understaffing Pay	0.00	0.00	0.00	262.72	262.72
Holding Time	0.00	0.00	0.00	7.00	7.00
F/A Training Pay	0.00	0.00	0.00	25.00	25.00
IPD	3.75	79.78	299.20	1,114.45	1,114.45
NIPD	0.00	0.00	0.00	190.68	190.68
Sick Pay F/A	0.00	0.00	0.00	1,136.36	1,136.36
Subtotal				462.37	2,946.65
Earnings Subtotal Available for Advance Recovery				5,907.58	27,791.92
Advance Recovery	0.00	0.00	-2,559.38	-2,559.38	-2,559.38
Earnings after Advance				3,348.20	25,232.54
Regular Pay	0.00	0.00	0.00	-1,136.36	-1,136.36
Grand Slam	0.00	0.00	0.00	50.00	50.00
AAG Profit Sharing	0.00	0.00	0.00	1,238.50	1,238.50
F/A EXP - D Non-Taxable	0.00	0.00	0.00	1,478.98	1,478.98
F/A EXP - I Non-Taxable	2.50	116.03	290.08	290.08	290.08
Misc Pay Adj	0.00	0.00	-0.26	-0.26	-0.26
Other Earnings Subtotal				289.82	1,920.94
Gross Earnings Grand Total				3,638.02	27,153.48
Overpayments	Moved to A/R	Original Balance	Current Recovery	Total Recovery	Overpayment Balance
Taxable Earnings	Current	Year To Date	Additional Information		Current
Federal Taxes					Year To Date
Withholding Tax	2,754.46	20,813.58	401k Company Match		83.72
EE Social Security Tax	3,089.25	23,259.13	401k Company Contrib.		100.44
EE Medicare Tax	3,089.25	23,259.13	Imputed Income		Current
State Taxes IN			NRSA Tax Val		52.41
Withholding Tax	2,754.46	20,813.58	Group Term Life		6.60
Local Taxes IN15					
Withholding Tax	2,754.46	20,813.58			
NET EARNINGS DISTRIBUTION					
Account Type	Bank Name	Account Number	Date	Deposit Amount	Currency
Saving Account	ANY BANK, NA	000000000000	04/15/2020	668.28	USD
Checking Account	ANY BANK, NA	000000000000	04/15/2020	1,585.16	USD

Overpayments: You'll only see information in this section if you were overpaid in a previous pay period. If there is an amount in this section, it is likely you've already been sent a notice to your aa.com email address. You can also see the specific information relating to the overpayment on the Details Report of the pay period when the overpayment was processed. If you have further questions, please contact the Payroll Service Center at psc@aa.com, or call 1-800-447-2000, Option 1 then Option 6.



Section B-2

Pay Statement (continued)

2 Earnings

The Earnings section contains details relating to the earnings you've received during this pay period and year-to-date. This is the gross amount of the earnings before taxes and deductions are applied.

The Earnings section includes the following headers:

Earnings: displays the different flight attendant payment descriptions. For a list of the most common earnings types and explanations of what is included in each one, please refer to [Appendix C](#).

Period End: displays pay period end date for payments processed relating to previous periods. If there is not a date in this column, the payment is related to the current pay period listed at the top center of your Pay Statement.

Rate: displays your applicable payment rate, which is based on your years of service and the rates per the JCBA.

Hours: displays hours related to the earnings type. This will not be populated if the earnings type is not calculated based on hours (e.g. AAdvantage Cash, Buy Onboard Commission, etc).

Current: displays current pay period dollar amounts.

Year to Date: displays year-to-date dollar amounts.

American Airlines		Pay Statement		American Airlines, Inc. PHX-RWE-PAY 1 Skyview Drive, Fort Worth, TX 76155 1-800-447-2000	
04/15/2020 - Regular Payroll (Mid-Month)					
First Last 1234 Any Street Any Town, USA 12345	Pay Period: 03/16/2020 - 03/31/2020 Contract Month: March 03/02/2020 - 03/31/2020	Status/Allowance/Percent. FED Married 01 IN Married 0		Available Sick 0.0000	
Job Flight Attendant(00000000) Base Any Airport (00000000) Corporate FEIN 00-0000000	Sen Effective 35 03/16/2020 35 07/01/2019				
Summary	Gross Earnings	Pre-Tax Deduction	Taxes	After-Tax Deduction	Net Pay
Current	3,638.02	652.49	589.80	142.29	2,253.44
Year to Date	27,153.48	4,669.45	4,593.32	985.69	16,905.02
EARNINGS			DEDUCTIONS		
Earnings	Period End	Rate	Hours	Current	Year To Date
F/A Regular Pay	68.25	79.78	79.78	5,445.21	24,845.27
Subtotal			79.78	5,445.21	24,845.27
IPD PSR (209)		7.50	19.18	143.87	143.87
MiscEQ AFT, Galley (213)		1.00	19.30	19.30	66.57
Understaffing Pay		0.00	0.00	0.00	262.72
Holding Time		0.00	0.00	0.00	7.00
F/A Training Pay		0.00	0.00	0.00	25.00
IPD		3.75	79.78	299.20	1,114.45
NIPD		0.00	0.00	0.00	190.68
Sick Pay F/A		0.00	0.00	0.00	1,136.36
Subtotal				462.37	2,946.65
Earnings Subtotal Available for Advance Recovery				5,907.58	27,791.92
Advance Recovery		0.00	0.00	-2,559.38	-2,559.38
Earnings after Advance				3,348.20	25,232.54
Regular Pay		0.00	0.00	0.00	-1,136.36
Grand Slam		0.00	0.00	0.00	50.00
AAG Profit Sharing		0.00	0.00	0.00	1,238.50
F/A EXP - D Non-Taxable		0.00	0.00	0.00	1,478.98
F/A EXP - I Non-Taxable		2.50	116.03	290.08	290.08
Misc Pay Adj		0.00	0.00	-0.26	-0.26
Other Earnings Subtotal				289.82	1,920.94
Gross Earnings Grand Total				3,638.02	27,153.48
Overpayments		Moved to A/R	Original Balance	Current Recovery	Total Recovery
					Overpayment Balance
Taxable Earnings		Current	Year To Date	Additional Information	
Federal Taxes				Current	Year To Date
Withholding Tax		2,754.46	20,813.58	401k Company Match	83.72
EE Social Security Tax		3,089.25	23,259.13	401k Company Contrib.	100.44
EE Medicare Tax		3,089.25	23,259.13	Imputed Income	Current
State Taxes IN				NRSA Tax Val	52.41
Withholding Tax		2,754.46	20,813.58	Group Term Life	6.60
Local Taxes IN15					Year To Date
Withholding Tax		2,754.46	20,813.58		46.20
NET EARNINGS DISTRIBUTION					
Account Type	Bank Name	Account Number	Date	Deposit Amount	Currency
Saving Account	ANY BANK, NA	0000000000000	04/15/2020	668.28	USD
Checking Account	ANY BANK, NA	0000000000000	04/15/2020	1,585.16	USD



Section B-2

Pay Statement (continued)

2 Earnings (continued)

The Earnings section is divided into several sub-sections to help you reconcile the information back to the [Details Report](#) and [Activity Sheet](#):

- 1 First Subtotal:** includes pay for flown hours or adjustment to the minimum guarantee (if applicable) to reach your total operational hours for the prior month. The hours listed will match your PPROJ on your Activity Sheet (HI1/HI2) and the FA Regular Pay on the Details Report.
- 2 Second Subtotal (not depicted):** includes any hours paid above the guarantee, red flag premium, vacation payouts, etc.
- 3 Third Subtotal:** includes all other pay for position premiums, training and sick pay. Descriptions of the premium earnings types include the FOS code so you can match it back to the Activity Sheet and the FAPP (Flight Attendant Position Premium) tool – which is accessible via the Flight Service website.
- 4 The Earnings Subtotal Available for Advance Recovery:** the sum of the three above subtotals. This also reflects all of your flight-related earnings for the month excluding expenses. These three subtotals match the Total Hours and Total Earnings on your Details Report and also the hours on your Activity Sheet. This is also the amount that your previously paid advance will be recovered from and the amount of previously paid advance recovered will not exceed this amount.
- 5 Earnings after Advance:** the difference between the Earnings Subtotal Available for Advance Recovery and the Advance amount recovered on this paycheck.
- 6 The Other Earnings Subtotal:** the sum of all other earnings not subject to advance recovery, such as AAdvantage Cash and expenses, which pay out regardless of the unrecovered advance balance.
- 7 The Gross Earnings Grand Total:** the sum of your Earnings after Advance and your Other Earnings Subtotal. This is the total amount of earnings during this pay period, which also matches the Summary line of your Pay Statement.

EARNINGS					
Earnings	Period End	Rate	Hours	Current	Year To Date
F/A Regular Pay		68.25	79.78	5,445.21	24,845.27
Subtotal			79.78	1 5,445.21	24,845.27
IPD PSR (209)		7.50	19.18	143.87	143.87
MiscEQ AFT, Galley (213)		1.00	19.30	19.30	66.57
Understaffing Pay		0.00	0.00	0.00	262.72
Holding Time		0.00	0.00	0.00	7.00
F/A Training Pay		0.00	0.00	0.00	25.00
IPD		3.75	79.78	299.20	1,114.45
NIPD		0.00	0.00	0.00	190.68
Sick Pay F/A		0.00	0.00	0.00	1,136.36
Subtotal				3 462.37	2,946.65
Earnings Subtotal Available for Advance Recovery				4 5,907.58	27,791.92
Advance Recovery		0.00	0.00	-2,559.38	-2,559.38
Earnings after Advance				5 3,348.20	25,232.54
Regular Pay		0.00	0.00	0.00	-1,136.36
Grand Slam		0.00	0.00	0.00	50.00
AAG Profit Sharing		0.00	0.00	0.00	1,238.50
F/A EXP - D Non-Taxable		0.00	0.00	0.00	1,478.98
F/A EXP - I Non-Taxable		2.50	116.03	290.08	290.08
Misc Pay Adj		0.00	0.00	-0.26	-0.26
Other Earnings Subtotal				6 289.82	1,920.94
Gross Earnings Grand Total				7 3,638.02	27,153.48

Also refer to the [Details Report](#) section of this guide to show how the Pay Statement Earnings Section agrees to the Details Report.

For a list of the most common earnings types and explanations of what is included in each one, please refer to [Appendix C](#).

For questions related to time/hours/schedule coding, contact Crew Compensation by submitting a claim on [DirectConnect](#), emailing aaflightservice@aa.com or calling 800-VIP-CREW; Option 4 then Option 2.

For questions about payroll, email the Payroll Service Center at PSC@aa.com, access live chat via Jetnet by clicking on Team Member Services > Money & Attendance > Chat with an advisor, or call 800-447-2000, Option 1 then Option 6.



Section B-2

Pay Statement (continued)

2 Earnings (continued)

End of Month (Advance) Pay Statement Example

This is an example of a Pay Statement from the End of Month (Advance) pay period issued on the 30th of each month. Per the JCBA, this check will include 37.5 hours (half of the monthly reserve guarantee), prorated based on days active during the contractual month.

If the advance paid to you in the previous month was not fully recovered from the prior Mid-Month (true-up) paycheck, you will have an unrecovered advance balance displayed as F/A End ADV Pay Balance in the Additional Information section at the bottom right of the Pay Statement, which will be collected on subsequent paychecks. This example shows a flight attendant who received 37.5 hours on the End of Month paycheck and had \$0 advance remaining to be recovered from prior periods.

The F/A End Adv Pay Balance will display in the Additional Information section of the Pay Statement any time there is a unrecovered advance balance in the Current column. The F/A End Adv Pay Balance does not accumulate the same way other earnings do and is only displayed to show the balance of the advance paid. Thus, there is nothing to display in the Year to Date column and will reflect \$0. In this example, the End of Month statement reflects a current balance owed.

On the Mid-Month statement, if the entire balance is recovered, the F/A End Adv Pay Balance will not appear in the Additional Information section. If there is still an unrecovered advance, the current amount owed will display in the Current column.

American Airlines		Pay Statement		American Airlines, Inc. PHX-RWE-PAY 1 Skyview Drive, Fort Worth, TX 76155 1-800-447-2090	
04/30/2020 - Regular Payroll (End of Month)					
First Last 1234 Any Street Any Town, USA 12345	Pay Period: 04/01/2020 - 04/15/2020 Contract Month: April 04/01/2020 - 05/01/2020 Status/Allowance/Percent. FED Married 01 IN Married 0 Available Sick 0.0000	Job Flight Attendant(00000000) Base Any Airport(00000000) Corporate FEIN 00-0000000			
Summary	Gross Earnings	Pre-Tax Deduction	Taxes	After-Tax Deduction	Net Pay
Current	2,559.38	573.64	396.89	142.29	1,446.56
Year to Date	29,712.86	5,243.09	4,990.21	1,127.98	18,351.58
EARNINGS					
Earnings	Period End	Rate	Hours	Current	Year To Date
F/A Regular Pay		0.00	0.00	0.00	24,845.27
Subtotal			0.00	0.00	24,845.27
IPD PSR (209)		0.00	0.00	0.00	143.87
MiscEQ AFT, Galley (213)		0.00	0.00	0.00	66.57
Understaffing Pay		0.00	0.00	0.00	262.72
Holding Time		0.00	0.00	0.00	7.00
F/A Training Pay		0.00	0.00	0.00	25.00
IPD		0.00	0.00	0.00	1,114.45
NIPD		0.00	0.00	0.00	190.68
Sick Pay F/A		0.00	0.00	0.00	1,136.36
Subtotal				0.00	2,946.65
Earnings Subtotal Available for Advance Recovery				0.00	27,791.92
F/A Adv Pay Processed	68.25	37.50		2,559.38	2,559.38
Advance Recovery	0.00	0.00		0.00	-2,559.38
Earnings after Advance				2,559.38	27,791.92
Regular Pay	0.00	0.00	0.00	0.00	-1,136.36
Grand Slam	0.00	0.00	0.00	0.00	50.00
AAG Profit Sharing	0.00	0.00	0.00	0.00	1,238.50
F/A EXP - D Non-Taxable	0.00	0.00	0.00	0.00	1,478.98
F/A EXP - I Non-Taxable	0.00	0.00	0.00	0.00	290.08
Misc Pay Adj	0.00	0.00	0.00	0.00	-0.26
Other Earnings Subtotal				0.00	1,920.94
Gross Earnings Grand Total				2,559.38	29,712.86
Overpayments	Moved to A/R	Original Balance	Current	Recovery	Total Recovery
					Overpayment Balance
Taxable Earnings		Current	Year To Date	Additional Information	Current
Federal Taxes				401k Company Match	63.99
Withholding Tax		1,992.34	22,805.92	401k Company Contrib.	76.78
EE Social Security Tax		2,248.28	25,507.41	F/A End Adv Pay Balance	2,559.38
EE Medicare Tax		2,248.28	25,507.41	Imputed Income	
State Taxes IN				Group Term Life	6.80
Withholding Tax		1,992.34	22,805.92	NRSA Tax Val	0.00
Local Taxes IN15					52.80
Withholding Tax		1,992.34	22,805.92		52.41
NET EARNINGS DISTRIBUTION					
Account Type	Bank Name	Account Number	Date	Deposit Amount	Currency
Saving Account	ANY BANK, NA	00000000000000	04/30/2020	668.28	USD
Checking Account	ANY BANK, NA	00000000000000	04/30/2020	778.28	USD



Section B-3

Pay Statement (continued)

3 Deductions

The Deductions sections of your Pay Statement display the items that are deductions from your gross earnings. These deductions include benefits you elect during Annual Enrollment, your 401(k) elections, union dues, and garnishments, among others.

The difference between **Pre-Tax** and **After-Tax Deductions** is based on whether the deductions are taken before or after tax calculations are made. Pre-Tax deductions reduce your taxable earnings and include items like medical premiums, pre-tax contributions to your 401(k), and flexible spending accounts. After-Tax deductions are taken from your net pay after your taxes are calculated and include items such as union dues, supplemental life insurance, 401(k) loan repayments, garnishments, etc.

NOTE: The taxability of deductions is determined by the IRS, state, and local tax authorities. American Airlines processes payroll and applies taxes based on the regulations set by those authorities.

American Airlines		Pay Statement		American Airlines, Inc. PHX-RWE-PAY 1 Skyview Drive, Fort Worth, TX 76155 1-800-447-2000	
04/15/2020 - Regular Payroll (Mid-Month)					
First Last 1234 Any Street Any Town, USA 12345	Pay Period: 03/16/2020 - 03/31/2020 Contract Month: March 03/02/2020 - 03/31/2020 Sen Effective 35 03/16/2020 35 07/01/2019	Status/Allowance/Percent. FED Married 01 IN Married 0	Available Sick 0.0000		
Job Flight Attendant(00000000) Base Any Airport (00000000) Corporate FEIN 00-0000000					
Summary	Gross Earnings	Pre-Tax Deduction	Taxes	After-Tax Deduction	Net Pay
Current	3,638.02	652.49	589.80	142.29	2,253.44
Year to Date	27,153.48	4,669.45	4,593.32	985.69	16,905.02
EARNINGS			DEDUCTIONS		
Earnings	Period End	Rate	Hours	Current	Year To Date
F/A Regular Pay	68.25	79.78	79.78	5,445.21	24,845.27
Subtotal		79.78		5,445.21	24,845.27
IPD PSR (209)	7.50	19.18	19.18	143.87	143.87
MiscEQ AFT, Galley (213)	1.00	19.30	19.30	19.30	66.57
Understaffing Pay	0.00	0.00	0.00	0.00	262.72
Holding Time	0.00	0.00	0.00	0.00	7.00
F/A Training Pay	0.00	0.00	0.00	0.00	25.00
IPD	3.75	79.78	79.78	299.20	1,114.45
NIPD	0.00	0.00	0.00	0.00	190.68
Sick Pay F/A	0.00	0.00	0.00	0.00	1,136.36
Subtotal				462.37	2,946.65
Earnings Subtotal Available for Advance Recovery				5,907.58	27,791.92
Advance Recovery	0.00	0.00	0.00	-2,559.38	-2,559.38
Earnings after Advance				3,348.20	25,232.54
Regular Pay	0.00	0.00	0.00	0.00	-1,136.36
Grand Slam	0.00	0.00	0.00	0.00	50.00
AAG Profit Sharing	0.00	0.00	0.00	0.00	1,238.50
F/A EXP - D Non-Taxable	0.00	0.00	0.00	0.00	1,478.98
F/A EXP - I Non-Taxable	2.50	116.03	116.03	290.08	290.08
Misc Pay Adj	0.00	0.00	0.00	-0.26	-0.26
Other Earnings Subtotal				289.82	1,920.94
Gross Earnings Grand Total				3,638.02	27,153.48
Overpayments	Moved to A/R	Original Balance	Current Recovery	Total Recovery	Overpayment Balance
Taxable Earnings					
Federal Taxes					
Withholding Tax	2,754.46		20,813.58		23,568.04
EE Social Security Tax	3,089.25		23,259.13		26,348.38
EE Medicare Tax	3,089.25		23,259.13		26,348.38
State Taxes IN					
Withholding Tax	2,754.46		20,813.58		23,568.04
Local Taxes IN15					
Withholding Tax	2,754.46		20,813.58		23,568.04
NET EARNINGS DISTRIBUTION					
Account Type	Bank Name	Account Number	Date	Deposit Amount	Currency
Saving Account	ANY BANK, NA	00000000000000	04/15/2020	668.28	USD
Checking Account	ANY BANK, NA	00000000000000	04/15/2020	1,585.16	USD



Section B-3

Pay Statement (continued)

3 Deductions (continued)

Order of Deductions:

Sometimes events occur that reduce earnings to a level below the total of the regular deductions amounts and prevent them from being deducted from the paycheck. Gross Earnings are reduced by deductions based on a prioritization order. The order of prioritization is set based on several factors, the most important being compliance with court orders or laws.

Garnishments and taxes are typically deducted from gross earnings first. If any earnings remain, additional deductions are made until your gross earnings are fully offset or deductions are completed. What is left is your net pay.

Most paycheck deductions don't initiate from the Payroll department because other departments and teams are responsible for providing your deduction information to Payroll, which in turn processes the deductions. As such, if you have questions regarding any deductions on your paycheck, refer to the matrix provided in [Appendix D](#) that lists each deduction and its related contact information.



Section B-4

Pay Statement (continued)

4 Taxes and Taxable Earnings

The sections relating to taxes include information on your tax elections, taxable earnings and the taxes withheld from your paychecks. Various factors contribute to the calculation of taxes and many taxing authorities use complicated withholding formulas, which our payroll system accommodates. In this section, we'll provide high-level explanations of how to update your Form W-4 and how to calculate taxable earnings. **This document is not intended to provide tax advice. We encourage you to contact a professional tax advisor to better understand how earnings and withholdings will affect your total tax liability.**

Status/Allowance Percentage (tax withholding elections)
Withholding tax amount is calculated based on information you provide to American on your federal and state Form W-4*. If you haven't filled out a Form W-4, the payroll system has a default that automatically sets for you based upon current tax regulations.

*To update your Form W-4 elections, go to [Jetnet > Team Member Services > Money & Attendance > W-2 & W-4 Forms > All other groups](#)

American Airlines		Pay Statement		American Airlines, Inc. PHX-RWE-PAY 1 Skyview Drive, Fort Worth, TX 76155 1-800-447-2000	
04/15/2020 - Regular Payroll (Mid-Month)					
First Last 1234 Any Street Any Town, USA 12345	Pay Period: 03/16/2020 - 03/31/2020 Contract Month: March 03/02/2020 - 03/31/2020 Sen Effective 35 03/16/2020 35 07/01/2019	Status/Allowance/Percent. FED Married 01 IN Married 0	Available Sick 0.0000		
Job Flight Attendant(00000000) Base Any Airport (00000000) Corporate FEIN 00-0000000					
Summary	Gross Earnings	Pre-Tax Deduction	Taxes	After-Tax Deduction	Net Pay
Current	3,638.02	652.49	589.80	142.29	2,253.44
Year to Date	27,153.48	4,669.45	4,593.32	985.69	16,905.02
EARNINGS					
Earnings	Period End	Rate	Hours	Current	Year To Date
F/A Regular Pay	68.25	79.78	79.78	5,445.21	24,845.27
Subtotal		79.78		5,445.21	24,845.27
IPD PSR (209)	7.50	19.18	143.87	143.87	143.87
MiscEQ AFT, Galley (213)	1.00	19.30	19.30	19.30	66.57
Understaffing Pay	0.00	0.00	0.00	0.00	262.72
Holding Time	0.00	0.00	0.00	0.00	7.00
F/A Training Pay	0.00	0.00	0.00	0.00	25.00
IPD	3.75	79.78	299.20	1,114.45	1,114.45
NIPD	0.00	0.00	0.00	0.00	190.68
Sick Pay F/A	0.00	0.00	0.00	0.00	1,136.36
Subtotal				462.37	2,946.65
Earnings Subtotal Available for Advance Recovery				5,907.58	27,791.92
Advance Recovery	0.00	0.00	0.00	-2,559.38	-2,559.38
Earnings after Advance				3,348.20	25,232.54
Regular Pay	0.00	0.00	0.00	0.00	-1,136.36
Grand Slam	0.00	0.00	0.00	0.00	50.00
AAG Profit Sharing	0.00	0.00	0.00	0.00	1,238.50
F/A EXP - D Non-Taxable	0.00	0.00	0.00	0.00	1,478.98
F/A EXP - I Non-Taxable	2.50	116.03	290.08	290.08	290.08
Misc Pay Adj	0.00	0.00	0.00	-0.26	-0.26
Other Earnings Subtotal				289.82	1,920.94
Gross Earnings Grand Total				3,638.02	27,153.48
Overpayments	Moved to A/R	Original Balance	Current Recovery	Total Recovery	Overpayment Balance
Taxable Earnings	Current	Year To Date	Additional Information		
Federal Taxes			Current Year To Date		
Withholding Tax	2,754.46	20,813.58	401k Company Match	83.72	83.72
EE Social Security Tax	3,089.25	23,259.13	401k Company Contrib.	100.44	761.53
EE Medicare Tax	3,089.25	23,259.13	Imputed Income	Current	Year To Date
State Taxes IN			NRSA Tax Val	52.41	52.41
Withholding Tax	2,754.46	20,813.58	Group Term Life	6.60	46.20
Local Taxes IN15					
Withholding Tax	2,754.46	20,813.58			
NET EARNINGS DISTRIBUTION					
Account Type	Bank Name	Account Number	Date	Deposit Amount	Currency
Saving Account	ANY BANK, NA	0000000000000	04/15/2020	668.28	USD
Checking Account	ANY BANK, NA	0000000000000	04/15/2020	1,585.16	USD



Section B-4

Pay Statement (continued)

4 Taxes and Taxable Earnings (continued)

Taxable Earnings:

This section shows the total taxable earnings for the current pay period and year-to-date. Taxable earnings are subject to the various types of taxes. Typically, taxable earnings are calculated by combining total gross earnings with imputed income (in the Additional Information section) and then subtracting certain pre-tax deductions or non-taxable earnings (e.g. non-taxable expense reimbursements). Federal, state, and FICA (Social Security and Medicare) taxing authorities differ, so you may have different taxable earnings amounts for each based on the taxing authority. For example, Social Security tax stops after your taxable earnings reach the maximum withholding amount set annually by the Social Security Administration. Your taxable earnings are reflected on your annual Form W-2 for tax filing.

Imputed Income

The IRS defines imputed income as the value of any benefit or service that is considered income when calculating your taxes. For example, you may be taxed on the value of the travel for registered guests and domestic partners. If applicable, your total imputed income will be listed on your Pay Statement as "NRSA Tax Val" or "RG Travel".

Imputed income is not deducted from your net or gross pay; instead, it is added to your Taxable Earnings on your Pay Statement and year-end W2 form. Other common types of imputed income include group term life insurance provided by the company and the value of employee recognition points redeemed for products or gift cards. Employee recognition points redeemed are "grossed up," which results in additional payment in the Earnings section on your Pay Statement to help offset the taxes from increased taxable earnings.

American Airlines		Pay Statement		American Airlines, Inc. PHX-RWE-PAY 1 Skyview Drive, Fort Worth, TX 76155 1-800-447-2000	
04/15/2020 - Regular Payroll (Mid-Month)					
First Last 1234 Any Street Any Town, USA 12345	Pay Period: 03/16/2020 - 03/31/2020 Contract Month: March 03/02/2020 - 03/31/2020 Sen Effective 35 03/16/2020 35 07/01/2019	Status/Allowance/Percent. FED Married 01 IN Married 0	Available Sick 0.0000		
Job Flight Attendant(00000000) Base Any Airport (00000000) Corporate FEIN 00-0000000					
Summary	Gross Earnings	Pre-Tax Deduction	Taxes	After-Tax Deduction	Net Pay
Current	3,638.02	652.49	589.80	142.29	2,253.44
Year to Date	27,153.48	4,669.45	4,593.32	985.69	16,905.02
EARNINGS			DEDUCTIONS		
Earnings	Period End	Rate	Hours	Current	Year To Date
F/A Regular Pay	68.25	79.78	79.78	5,445.21	24,845.27
Subtotal		79.78		5,445.21	24,845.27
IPD PSR (209)	7.50	19.18	143.87	143.87	143.87
MiscEQ AFT, Galley (213)	1.00	19.30	19.30	66.57	66.57
Understaffing Pay	0.00	0.00	0.00	262.72	262.72
Holding Time	0.00	0.00	0.00	7.00	7.00
F/A Training Pay	0.00	0.00	0.00	25.00	25.00
IPD	3.75	79.78	299.20	1,114.45	1,114.45
NIPD	0.00	0.00	0.00	190.68	190.68
Sick Pay F/A	0.00	0.00	0.00	1,136.36	1,136.36
Subtotal				462.37	2,946.65
Earnings Subtotal Available for Advance Recovery				5,907.58	27,791.92
Advance Recovery	0.00	0.00	-2,559.38	-2,559.38	-2,559.38
Earnings after Advance				3,348.20	25,232.54
Regular Pay	0.00	0.00	0.00	-1,136.36	-1,136.36
Grand Slam	0.00	0.00	0.00	50.00	50.00
AAG Profit Sharing	0.00	0.00	0.00	1,238.50	1,238.50
F/A EXP - D Non-Taxable	0.00	0.00	0.00	1,478.98	1,478.98
F/A EXP - I Non-Taxable	2.50	116.03	290.08	290.08	290.08
Misc Pay Adj	0.00	0.00	-0.26	-0.26	-0.26
Other Earnings Subtotal				289.82	1,920.94
Gross Earnings Grand Total				3,638.02	27,153.48
Overpayments	Moved to A/R	Original Balance	Current Recovery	Total Recovery	Overpayment Balance
Taxable Earnings		Current	Year To Date	Additional Information	Current Year To Date
Federal Taxes				401k Company Match	83.72 83.72
Withholding Tax		2,754.46	20,813.58	401k Company Contrib.	100.44 761.53
EE Social Security Tax		3,089.25	23,259.13	Imputed Income	Current Year To Date
EE Medicare Tax		3,089.25	23,259.13	NRSA Tax Val	52.41 52.41
State Taxes IN				Group Term Life	6.60 46.20
Withholding Tax		2,754.46	20,813.58		
Local Taxes IN15					
Withholding Tax		2,754.46	20,813.58		
NET EARNINGS DISTRIBUTION					
Account Type	Bank Name	Account Number	Date	Deposit Amount	Currency
Saving Account	ANY BANK, NA	0000000000000	04/15/2020	668.28	USD
Checking Account	ANY BANK, NA	0000000000000	04/15/2020	1,585.16	USD



Section B-4

Pay Statement (continued)

4 Taxes and Taxable Earnings (continued)

Updating your Address

Addresses and work locations affect your tax withholdings. If there is a change in work location, position or personal address, it's your responsibility to ensure your employee record is updated. You can do so by logging into [Jetnet>Team member Services>Update my information](#). Select "Update my home and alternate address information" and click on the pencil icon to edit and update your home address. If you notice your work location is not updated please reach out to your Flight Service Manager. Note, use of a PO box for your official address may result in certain local taxes not being appropriately withheld and your W-2 statement cannot be mailed to a PO Box.

Tax Withholding Types

The payroll system allows for complex tax calculations. Using the current federal, state and local rules, tax tables and applicable rates, it calculates the tax to withhold based on your Form W-4 withholding elections and work location. See the [Tax Withholding Elections in Section B-4](#) for instructions on how to update your W-4 elections.

Taxation – Regular vs. Supplemental Tax Rates

Certain earnings types are subject to regular tax withholding rates while other earnings types are subject to a flat rate tax computation, also known as a supplemental tax rate. The supplemental tax rates are determined by federal and state regulations and are subject to change. Taxing authorities determine when American is required to withhold using regular tax rates versus supplemental tax rates. Regular tax rates are typically applied to earnings types that are the result of time worked while the supplemental tax rate is generally applied to other supplemental earnings not paid with regular earnings, such as annual vacation buybacks. (See [Appendix C](#) for more information on taxability for each earnings type).

State and Local Taxes

State and local taxes are calculated according to the appropriate state and local rules, tables and rates. Some jurisdictions are exempt from state and/or local income taxes. For flight attendants with a U.S. address, the payroll system uses your home address on file in Employee Central to calculate state and local tax withholdings. However, there are exceptions to this rule: team members with an international home address or a military address or who are considered a Puerto Rico commuter will be taxed using their domestic base (work location).

General Information

American immediately remits tax withheld from your paycheck to the related tax authorities on your behalf. The amounts withheld and your taxable earnings are recorded on your Form W-2. American withholds what is required according to the federal, state, and local tax authority regulations. Any amounts withheld that are higher or lower than your actual annual tax liability will be refunded or due when you file your taxes. We recommend you consult a professional tax advisor if you have any questions.



Section B-5

Pay Statement (continued)

5 Net Pay

American Airlines	Pay Statement	American Airlines, Inc.
		PHX-RWE-PAY 1 Skyview Drive, Fort Worth, TX 76155 1-800-447-2000

04/15/2020 - Regular Payroll (Mid-Month)

First Last 1234 Any Street Any Town, USA 12345	Pay Period: 03/16/2020 - 03/31/2020 Contract Month: March 03/02/2020 - 03/31/2020 Sen Effective 35 03/16/2020 35 07/01/2019	Status/Allowance/Percent. FED Married 01 IN Married 0	Available Sick 0.0000
Job Flight Attendant(00000000) Base Any Airport (00000000) Corporate FEIN 00-0000000			

Summary	Gross Earnings	Pre-Tax Deduction	Taxes	After-Tax Deduction	Net Pay
Current	3,638.02	652.49	589.80	142.29	2,253.44
Year to Date	27,153.48	4,669.45	4,593.32	985.69	16,905.02

EARNINGS				DEDUCTIONS				
Earnings	Period End	Rate	Hours	Current	Year To Date	Pre-Tax Deductions	Current	Year To Date
F/A Regular Pay		68.25	79.78	5,445.21	24,845.27	Medical Coverage	190.38	1,332.66
Subtotal			79.78	5,445.21	24,845.27	Dental Coverage	14.71	102.97
IPD PSR (209)		7.50	19.18	143.87	143.87	Vision Coverage	7.19	50.33
Misc:EQ AFT,Galley (213)		1.00	19.30	19.30	66.57	Accident Ins Pre-tax	1.25	8.75
Understaffing Pay		0.00	0.00	0.00	262.72	Health Care FSA	104.17	729.19
Holding Time		0.00	0.00	0.00	7.00	401k	334.79	2,445.55
F/A Training Pay		0.00	0.00	0.00	25.00	Total Pre-Tax Deductions	652.49	4,669.45
IPD		3.75	79.78	299.20	1,114.45	Taxes	Current	Year To Date
NIPD		0.00	0.00	0.00	190.68	Federal Taxes		
Sick Pay F/A		0.00	0.00	0.00	1,136.36	Withholding Tax	238.32	1,944.00
Subtotal				462.37	2,946.65	EE Social Security Tax	191.54	1,442.07
						EE Medicare Tax	44.80	337.26
Earnings Subtotal Available for Advance Recovery				5,907.58	27,791.92	State Taxes IN		
						Withholding Tax	88.97	672.27
Advance Recovery		0.00	0.00	-2,559.38	-2,559.38	Local Taxes IN15		
						Withholding Tax	26.17	197.72
Earnings after Advance				3,348.20	25,232.54	Total Taxes	589.80	4,593.32
Regular Pay		0.00	0.00	0.00	-1,136.36	After-Tax Deductions	Current	Year To Date
Grand Slam		0.00	0.00	0.00	50.00	Employee Life	44.45	311.15
AAG Profit Sharing		0.00	0.00	0.00	1,238.50	Long Term Disability	13.62	95.34
F/A EXP - D Non-Taxable		0.00	0.00	0.00	1,478.98	Spouse Life	14.99	94.59
F/A EXP - I Non-Taxable		2.50	116.03	290.08	290.08	Child Life	1.02	7.14
Misc Pay Adj		0.00	0.00	-0.26	-0.26	401k Loan #2	47.71	333.97
Other Earnings Subtotal				289.82	1,920.94	Union Dues - APFA	20.50	143.50
						Total After-Tax Deductions	142.29	985.69
Gross Earnings Grand Total				3,638.02	27,153.48			

Overpayments	Moved to A/R	Original Balance	Current Recovery	Total Recovery	Overpayment Balance

Taxable Earnings	Current	Year To Date	Additional Information	Current	Year To Date
Federal Taxes					
Withholding Tax	2,754.46	20,813.58	401k Company Match	83.72	83.72
EE Social Security Tax	3,089.25	23,259.13	401k Company Contrib.	100.44	761.53
EE Medicare Tax	3,089.25	23,259.13	Imputed Income	Current	Year To Date
State Taxes IN			NRSA Tax Val	52.41	52.41
Withholding Tax	2,754.46	20,813.58	Group Term Life	6.60	46.20
Local Taxes IN15					
Withholding Tax	2,754.46	20,813.58			

NET EARNINGS DISTRIBUTION					
Account Type	Bank Name	Account Number	Date	Deposit Amount	Currency
Saving Account	ANY BANK, NA	00000000000000	04/15/2020	668.28	USD
Checking Account	ANY BANK, NA	00000000000000	04/15/2020	1,585.16	USD

The Net Pay Section shows the calculation of your total earnings (gross pay) minus deductions and taxes. This amount equals the final net amount paid to you. How to reach your net amount paid is known as the Gross-to-Net calculation:

$$\begin{aligned} &\text{Gross Earnings Grand Total} \\ &- \text{Pre-tax Deductions} \\ &- \text{Taxes} \\ &- \text{After-tax Deductions} \\ &= \text{Net Pay} \end{aligned}$$

You'll see the totals in each of the columns in the Summary section equal the totals in each of the corresponding sections that contain the details that comprise those amounts. See additional sections for further explanations of **Earnings**, **Deductions**, and **Taxes**.

Your Net Pay is the amount deposited into your bank account(s) or on your pay card. The Current Net Pay amount is equal to the sum of all direct deposits at the bottom of the pay statement.



Section B-4

Pay Statement (continued)

5 Net Pay (continued)

Net Earnings Distribution

If you elect to have your pay electronically deposited into your bank account(s), you will be paid via direct deposit. For instructions on setting up direct deposit, go to the [Money & Attendance](#) space on Jetnet and look for the Direct Deposit section.

If you don't have direct deposit, you'll be enrolled in the American Airlines Payroll Distribution Program, which means you can access your funds using either a Money Network™ Check or a Visa-branded debit card. To learn more about this program, go to the [Money & Attendance](#) space on Jetnet.

New hires with paper paychecks are mailed to the home address on file with the company. If you do not set up direct deposit within thirty days after hire date, you will be automatically enrolled in the Money Network™ process.

If you have set up multiple direct deposit accounts, certain special payments may only be deposited to the main (leftover) bank on file.

If you have questions about direct deposit or the Payroll Distribution Program, reach out to the Payroll Service Center at 800-447-2000 (Option 1, followed by Option 6) or via email at psc@aa.com.



Section C

Details Report

Your Details Report displays flight time and pay and can be reconciled to the flight details and time reflected on your Activity Sheet as well as to the Earnings in your Pay Statement (see [Section B-2](#)). For your convenience, the Details Report can be found as the second page of the Pay Statement for the first five months following your pay date. The Details Report allows you to link the details of your time flown from your Activity Sheet to the gross earnings on your Pay Statement.

Details Report						First Last (0000)
ADJ GUAR 000.00						
<u>Earnings</u>						
	Date	Actual Time	Rate	Hours	Amount	Comments
F/A Regular Pay	03/31/2020	79:47	68.2500	79.7833	5,445.2102	
Subtotal		79:47		79.7833	5,445.2102	
IPD	03/06/2020	19:11	3.7500	19.1833	71.9374	
IPD	03/15/2020	19:18	3.7500	19.3000	72.3750	
IPD	03/17/2020	21:58	3.7500	21.9667	82.3751	
IPD	03/29/2020	19:20	3.7500	19.3333	72.4999	
MiscEQ AFT, Galley (213)	03/31/2020	19:18	1.0000	19.3000	19.3000	
IPD PSR (209)	03/31/2020	19:11	7.5000	19.1833	143.8748	
Subtotal		118:16		118.2666	462.3622	
Total Earnings					5,907.5724	
<u>Expenses</u>						
F/A EXP - I Non-Taxable	03/31/2020	116:02	2.5000	116.0333	290.0833	
Subtotal		116:02		116.0333	290.0833	
Total Expenses					290.0833	

The Details Report has the following columns:

Earnings: displays the type of earnings or activity.

Date: displays a date within the contractual month which the activity is related to.

Actual Time: displays hours and minutes for time paid and reflects actual hours and minutes completed for the month. For example, 79:47 is 79 hours and 47 minutes of pay and this column reconciles with your Activity Sheet.

Rate: displays rate used to calculate the value in the amount column. The rate is based on your years of service and can be found in the JCBA Compensation section.

Hours: displays flight hours and other pay activity. This is a conversion of the Actual Time column from hours and minutes to a decimal of an hour, rounded to four decimal places. For example, 79 hours and 47 minutes is converted to 79.7833 (because 47 minutes/60 minutes = .7833 hours). Total hours are consolidated by earnings type and are displayed in the Earnings section of your Pay Statement (see [Section B-2](#)).

Amount: reflects the dollar amount of pay, calculated by multiplying the Rate by the Hours.

Comments: comments for adjustments that have been made to your time which may differ from your Activity Sheet.

The totals of the Hours and Amount columns match the amounts reflected in the Pay Statement (see [Appendix A](#) for an example of how they all tie together).



Section C

Details Report (continued)

The Details Report will only contain details for pay periods in which earnings from operations are processed. For example, the Mid-Month check will include a Details Report. However, the End of Month and off-cycle checks will include a Details Report only if there are actual flight details, such as late claims, paid on those checks. The example below is an End of Month (advance) check with no late claims paid.

Details Report						First Last (0000)
<u>Earnings</u>	Date	Actual Time	Rate	Hours	Amount	Comments
Your Details Report is generated for your mid-month check or when you receive a prior period adjustment. Access your historical Details Reports by visiting https://bc-stage.aa.com/epays_bc						



Section C

Details Report (continued)

Prior Period Adjustments or Late Claims

Prior period adjustments are processed in accordance with the JCBA. If adjustments to your time or pay for a prior period contractual month are processed, those adjustments are reflected in a separate section of your Details Report. See example below.

Details Report						First Last (0000)
ADJ GUAR 000.00						
Earnings						
	Date	Actual Time	Rate	Hours	Amount	Comments
F/A Regular Pay	07/01/2020	19:00	30.3500	19.0000	576.6500	
Subtotal		19:00		19.0000	576.6500	
Prior Period Adjustments						
F/A Regular Pay	04/16/2020	62:50	30.3500	62.8333	1,906.9907	
B757 DOM Lead (203)	04/16/2020	8:38	2.7500	8.6333	23.7416	
PNC Above Guar	04/17/2020	11:35	30.3500	11.5833	351.5532	
NIPD	04/17/2020	14:84	3.0000	15.4000	46.2000	
F/A Rand Drug Test	04/21/2020				15.0000	
F/A Regular Pay	05/01/2020	10:00	30.3500	10.0000	303.5000	
Subtotal		108:27		108.4499	2,646.9855	
Total Earnings					3,223.6355	
Expenses						
Prior Period Adjustments						
F/A EXP - D Taxable	04/16/2020	98:50	2.2000	98.8333	217.4333	
F/A EXP - D Non-Taxable	04/16/2020	62:50	2.2000	62.8333	138.2333	
Subtotal		161:40		161.6666	355.6666	

The Pay Statement reflects the adjustment in the earnings section. The period to which the adjustment relates is referenced in the Period End column on the Pay Statement.

EARNINGS					
Earnings	Period End	Rate	Hours	Current	Year To Date
F/A Regular Pay	05/01/2020	30.35	72.83	2,210.49	0.00
F/A Regular Pay		30.35	19.00	576.65	4,600.55
Min Guarantee Adj		0.00	0.00	0.00	30.86
Subtotal			91.83	2,787.14	4,631.41
PNC Above Guar	05/01/2020	30.35	11.58	351.55	0.00
PNC Above Guar		0.00	0.00	0.00	696.03
Subtotal			11.58	351.55	696.03
B757 DOM Lead (203)	05/01/2020	2.75	8.63	23.74	0.00
B757 DOM Lead (203)		0.00	0.00	0.00	23.74
NIPD	05/01/2020	3.00	15.40	46.20	0.00
NIPD		0.00	0.00	0.00	46.20
F/A Rand Drug Test	05/01/2020			15.00	0.00
F/A Rand Drug Test				0.00	15.00
Subtotal				84.94	84.94
Earnings Subtotal Available for Advance Recovery				3,223.63	5,412.38

The date of a prior period adjustment on the Details Report will display as the date the original activity occurred.

The Pay Statement will display the date as the period end date of the contractual month.

The earnings on the Details Report are subtotaled on the Pay Statement by Earnings Type and by Period End date. In this example, this month's F/A Regular Pay (outlined in green boxes) is 19.00 hours for \$576.65 and the sum of the Prior Period F/A Regular Pay adjustments (outlined in black boxes) is \$2,210.49 (\$1,906.99 + 303.50).



Section D

FOS Activity Sheet (HI1 /HI2)

A flight attendant Activity Sheet (also known as HI1 or HI2) is the detail in the Flight Operating System (FOS) which is a snapshot of your schedule before the month begins. It also includes a summary of the actual flight details for the contractual month. The Activity Sheet displays your name, AA ID number, base, position, and all time to be paid (the PPROJ, or pay projection hours, guarantee hours, expenses, sequences flown, training, removed and reschedule activity, vacation days, unpaid days and days off, etc.) for the contractual month. The Activity Sheet has hours only; pay rates or dollar amounts are applied once the Activity Sheet data is sent to the payroll system from FOS, which occurs on a monthly basis. If you are a Reserve, see [Section E](#) for additional details about pay specific to reserve.

The hours and minutes are reflected on the Activity Sheet detail as HH.MM. For example, 79 hours and 47 minutes is listed as 79.47. On the Details Report, the minutes are converted to a decimal of an hour. For example, 79 hours and 47 minutes is listed as 79.7833 (47 minutes / 60 minutes = 0. 7833 hours). This conversion is made in order for the hourly rate to be applied to calculate total dollar amount being paid.

The following pages contain an example of an Activity Sheet and an explanation of each section. You can find the activity sheet by clicking on the Paycheck icon from the home screen in [Jetnet](#) under Find it fast. Then click on the Activity/Details Report tab. Click the Activity Sheet link for the corresponding pay date to view details.

The screenshot shows the 'Pay' section of the Jetnet interface. At the top, there is a blue header with 'Pay' on the left and 'Logout' on the right. Below the header, there are three main tabs: 'Pay Statements', 'Activity/Details Reports', and 'Expense Payments'. The 'Pay Statements' tab is selected and contains a 'Paycheck' sub-tab. Below this, there is a date range selector showing 'View date range: Jan 2019 through Dec 2020' with a 'Submit' button. A table lists the following reports:

Date	Type
09/15/2020	Details Report
08/17/2020	Details Report
08/15/2020	Details Report
08/01/2020	Activity Sheet
07/15/2020	Details Report

To the right of the table, there is a 'Historical Pay Statements' section with links for 'ePays (LAA)' and 'Paperless Pay (LUS)'. Below that is a 'Need help?' section with contact information for the Payroll Service Center and links for 'Chat', 'Open a case', 'My cases', and a phone number '800-447-2000, Option 1, then Option 6'.

See [Appendix E](#) & [Appendix F](#) for more information about operational related codes, definitions and examples. For questions related to flight segments and/or time (hours/minutes paid), please contact Crew Compensation at 1-800-VIP-CREW Monday-Friday, 08:30-15:30 CST, or submit a claim on DirectConnect by visiting <https://aaflightservice.aa.com>.



Section D

FOS Activity Sheet (HI1/HI2) (continued)

The following pages contain explanations of the various fields within the Activity Sheet. The information provided is general information and may not encompass all scenarios that could occur. If you need additional information or explanations, please reach out to Crew Compensation via **DirectConnect** on the Flight Service website or call 800-VIP-CREW option 4 then 2.

Total Domestic Expenses:
(for non-taxable total, subtract W2 from DOM total)

W2 total: Domestic taxable expenses

Total International Expenses
(for non-taxable total subtract W2 from INT total)

NWAV: 30 in 7 waiver indicator

Activity Sheet Detail

PF004	AIR	000000	CREWMEMBER PRE/	POST ACTIVITY REPORT	MONTH STARTING	02MAR20	AND ENDING	31MAR20	PROCESS DATE	04/09/20
Last F	00000	000000	DFW 848-	Last F	00000	000000	DFW 848-			DOM
H 0000000000	B 0000000000	ASG 0	NWAV	H 0000000000	B 0000000000	ASG 0	NWAV			
RSVCOT	DO 13	PNC 0.00	LANG 0.00	RSVCOT	DO 08W	PNC 0.00	LANG 0.00			
PROJ 85.05 GTD 0.00 PPROJ 85.05				PROJ 79.47 GTD 79.47 PPROJ 79.47						
PMAX 115.00 TTS MMAX 115.00 MTHLY FLEX 0.00				PMAX 115.00 TTS MMAX 112.20 MTHLY FLEX 0.00						
GUAR ORIG 0.00 ADJ 0.00 PENDING N				GUAR ORIG 0.00 ADJ 0.00 PENDING N						
D EXP 0.00 W2 0.00 I EXP 0.00 W2 0.00				D EXP 0.00 W2 0.00 I EXP 116.02 W2 0.00						
MISC EXP 0.00 W2 0.00 TTL 0.00				MISC EXP 0.00 W2 0.00 TTL 116.02						
PREM Y LANG - 0.00				PREM Y LANG - 0.00						
PREM 0.00 U/S 0.00 H/G 0.00				PREM 0.00 U/S 0.00 H/G 0.00						
AVBL SK 131.21			SK USED MTD 0.00	AVBL SK 140.21			SK USED MTD 0.00			
TTL SK USED 806.09	SK M/U 34.05	SK M/U MTD 0.00		TTL SK USED 806.09	SK M/U 34.05	SK M/U MTD 0.00				
SK RESTORAL 0.00				SK RESTORAL 0.00						
LAST 431/26				LOCK 512/29						
DD ST RMV ADD SEQ FLT FLT SKED STTL ACT GRTR GTTL	DD ST RMV ADD SEQ FLT FLT SKED STTL ACT GRTR GTTL									
02 61				02 61						
03 61 TT 508 FA1 -945 9.15				03 61 TT 508 FA1 -945 9.15				9.12	9.15	
04 61 TT RON				04 61 TT RON						
05 61 TT -940			9.56 19.11	05 61 TT -940			9.56 19.11	9.36	9.56 19.11	57.31
			AB 19.11				AB 19.11	PT	0.00	
	508 EXP TAFB		57.31 SCL 6		508 EXP TAFB		57.31 SCL 6			
MIDSEQ 24 - SEE LEG DETAIL				MIDSEQ 24 - SEE LEG DETAIL						
06 61				03 61 OT 432 FA4 X997						
07 61				04 61 OT RON						
08 61				05 61 OT X996			0.00 0.00		0.00	
09 61							AB 0.00	PT	0.00	
10 61 431 FA6 -997 10.30				TTOTTRAD - SEE LEG DETAIL						
11 61 RON				06 61 IPDOVRDE					19.11	0.00
12 61 -996			11.28 21.58	07 61						
			AB 21.58	08 61						
	431 EXP TAFB		58.18 EZE 6	09 61						
MIDSEQ 24 - SEE LEG DETAIL				10 61 OE 431 FA6 X997						
13 61				11 61 OE RON			0.00 0.00		0.00	
14 61				12 61 OE X996			AB 0.00	PT	0.00	
15 61										
16 61				OPT EXCH - SEE LEG DETAIL						
17 61 431 FA3 -997 10.30				12 61 OE 510 FA2 -945 9.22			8.56	9.22		
18 61 RON				13 61 OE RON						
19 61 -996			11.28 21.58	14 61 OE -940			9.56 19.18	9.46	9.56 19.18	58.31
			AB 21.58				AB 19.18	PT	0.00	
	431 EXP TAFB		58.18 EZE 6		510 EXP TAFB		58.31 SCL 6			
MIDSEQ 24 - SEE LEG DETAIL				MIDSEQ 24 - SEE LEG DETAIL						
20 61				15 61 IPDOVRDE					19.18	0.00
21 61				16 61						
22 61				17 61 IPDOVRDE					21.58	0.00
23 61				17 61 PD PROJ					21.58	21.58
24 61				17 61 XI 431 FA3 C997						
25 61				18 61 XI RON						
26 61 431 FA3 -997 10.30				19 61 XI C996			0.00 0.00		0.00	
27 61 RON							AB 0.00	PT	0.00	
28 61 -996			11.28 21.58	AUTOCXLD - SEE LEG DETAIL						
			AB 21.58	19 61 XI OT 510 FA3 C945						
	431 EXP TAFB		58.18 EZE 6	20 61 XI OT RON						
MIDSEQ 24 - SEE LEG DETAIL				21 61 XI OT C940			0.00 0.00		0.00	
29 61							AB 0.00	PT	0.00	
30 61				AUTOCXLD - SEE LEG DETAIL						
31 61				22 61						
END OF ACTIVITY				23 61						
				24 61						
				25 61						
				26 61 OT 431 FA3 X997						
				27 61 OT RON						
				28 61 OT X996			0.00 0.00		0.00	
							AB 0.00	PT	0.00	
				TTOTTRAD - SEE LEG DETAIL						
				29 61 IPDOVRDE					19.20	0.00
				30 61						
				31 61 PP 1.00					19.18	0.00
				31 61 PP 7.50					19.11	0.00
				29 61 LS TT 512 FA7 C945						
				30 61 LS TT RON						
				31 61 LS TT C940			0.00 0.00		19.20	
							AB 19.20	PT	19.20	
				LASTSQSR - SEE LEG DETAIL						
				END OF ACTIVITY						
				END OF COMMENTS						

PNC: Reserves only (pay, no credit -Above ADJ GUAR) (see [Section E](#))

W2: amount of International taxable expenses (will still be part of INT EXP)

Grand total of all expenses: agrees to the Expenses section on the [Details Report](#)

Expense by sequence
57.31+58.31=116.02 (non-taxable EXP reflected in the TTL field)

W2: Taxable Expenses

MISC EXP
(miscellaneous expense): e.g. training exp. taxable and non-taxable



Section D

FOS Activity Sheet (HI1/HI2) (continued)

Activity Sheet Detail

PP004	AIR	000000	CREWMEMBER	PRE/POST	ACTIVITY	REPORT	MONTH	STARTING	02MAR20	AND	ENDING	31MAR20	PROCESS	DATE	04/09/20
Last F		00000	000000	DFW	848-		Last F	00000		00000	DFW	848-		DOM	
<p>H 0000000000 B 0000000000 RSVcot DO 13 PNC 0.00 LANG 0.00 PROJ 79.47 GTD 79.47 PPROJ 79.47 ENC 0.00 LANG 0.00 PMAX 115.00 TTS MMAX 115.00 MTHLY FLEX 0.00 GUAR ORIG 0.00 ADJ 0.00 PENDING N D EXP 0.00 W2 0.00 I EXP 0.00 W2 0.00 MISC EXP 0.00 W2 0.00 TTL 0.00 PREM Y LANG - 0.00 PREM 0.00 U/S 0.00 H/G 0.00 AVBL SK 140.21 SK USED MTD 0.00 TTL SK USED 806.09 SK M/U 34.05 SK M/U MTD 0.00 SK RESTORAL 0.00 LOCK 512/29 DD ST RMV ADD SEQ FLT FLT SKED STTL ACT GRTR GTTL DD ST RMV ADD SEQ FLT FLT SKED STTL ACT GRTR GTTL 02 61 03 61 TT 508 FA1 -945 9.15 02 61 03 61 TT 508 FA1 -945 9.15 9.12 9.15 04 61 TT RON 04 61 TT RON 9.56 19.11 9.36 9.56 19.11 57.31 05 61 TT -940 9.56 19.11 AB 19.11 PT 0.00 508 EXP TAFB 57.31 SCL 6 MIDSEQ 24 - SEE LEG DETAIL 06 61 07 61 08 61 09 61 10 61 431 FA6 -997 10.30 11 61 RON -996 11.28 21.58 12 61 AB 21.58 PT 0.00 431 EXP TAFB 58.18 EZE 6 MIDSEQ 24 - SEE LEG DETAIL 13 61 14 61 15 61 16 61 17 61 431 FA3 -997 10.30 18 61 RON -996 11.28 21.58 19 61 AB 21.58 PT 0.00 431 EXP TAFB 58.18 EZE 6 MIDSEQ 24 - SEE LEG DETAIL 20 61 21 61 22 61 23 61 24 61 25 61 26 61 431 FA3 -997 10.30 27 61 RON -996 11.28 21.58 28 61 AB 21.58 PT 0.00 431 EXP TAFB 58.18 EZE 6 MIDSEQ 24 - SEE LEG DETAIL 29 61 30 61 31 61 END OF ACTIVITY</p>															

PPROJ (Pay Projection): Paid and Credit hours total.

Includes sequence hours, paid sick hours, VC hours, and any pay hours.

This reconciles to the current period F/A Regular Pay on your **Details Report** and on your **Pay Statement**

LANG (Foreign Language Speaker Premium hours): Cumulative total for applicable hours for qualified language of destinations applicable

H/G (Holding and Ground hours): cumulative hours if applicable

U/S (Understaffing Hours): cumulative hours if applicable

IPDOVRDE (IPD override): International hours

PP: Position Premium Totals broken out by premium rate. Details are found in the Flight Attendant Position Premium tool (FAPP) accessed via the **Flight Service Website**. The tool is available for the current month and previous month.

Note that the rates, hours, and FOS codes for your premiums are all referenced in the Details Report and Pay Statement for your premiums.

See section 3 of Appendix F for more information relating to the FAPP tool.

FOS Misc. Credit Summary			
Description			
HOURS	FOS	Detail	Code
19:18	PP 1.00	Premium Pay HH.MM at 1.00	213
19:11	PP 7.50	Premium Pay HH.MM at 7.50	209

SEQ	Rmv	Add	Flt	Date	Depart	Arrive	Aircraft	Pos	Prem Pay	SKB / ACT	Type
508		TT	945	03-MAR	DFW 20:30	SCL 08:45	7878	01	9:15	SKD	209 IPD Purser International
508		TT	940	05-MAR	SCL 21:20	DFW 04:16	7878	01	9:56	SKD	209 IPD Purser International
510		OE	945	12-MAR	DFW 20:30	SCL 07:52	7878	02	9:22	SKD	213 International Galley International
510		OE	940	14-MAR	SCL 21:20	DFW 05:16	7878	02	9:56	SKD	213 International Galley International



Section E

Reserve Example

Pay items for reserves are different than pay for a lineholder. All other sections of the Activity Sheet, Pay Statement, and Details Report are applicable with the exception of the differences mentioned specifically in this section.

Pay Statement for Reserves

The main difference for a reserve is reflected in the Earnings section of the Pay Statement, where the earnings types Min Guarantee Adj in the first subtotal section and Above Guar (RSV) in the second subtotal section are listed. Some examples of hours paid above guarantee include electronic trade board (ETB) trips flown on days off, Red Flag pay, and Voluntary Extension pay. You will see "Min Guarantee Adj" which is the difference between your PPROJ (F/A Regular Pay) and GUAR ADJ on your Activity Sheet. In this example, the ADJ 75.00 on the Activity Sheet minus the 10 hours and 10 minutes of Operational Pay (or 10.17 hours) results in 64 hours and 50 minutes (or 64.8333 hours) of Min Guarantee Adj.

American Airlines		Pay Statement				American Airlines, Inc. PHX-RWE-PAY 1 Skyview Drive, Fort Worth, TX 76155 1-800-447-2000		
06/15/2020 - Regular Payroll (Mid-Month)								
First Last 1234 Any Street Any Town, USA 12345	Pay Period: 05/17/2020 - 06/01/2020 Contract Month: May 05/02/2020 - 06/01/2020	Status/Allowance/Percent. FED Single 0		Available Sick 0.0000				
Job Flight Attendant(000000000) Base Any Airport (000000000) Corporate FEIN 00-0000000	Sen Effective 04 05/17/2020 04 03/29/2020							
Summary	Gross Earnings	Pre-Tax Deduction	Taxes	After-Tax Deduction	Net Pay			
Current	1,421.87	107.42	236.41	20.50	1,057.54			
Year to Date	20,435.36	1,864.44	3,222.12	225.50	15,123.30			
EARNINGS				DEDUCTIONS				
Earnings	Period End	Rate	Hours	Current	Year To Date	Pre-Tax Deductions	Current	Year To Date
F/A Regular Pay		36.47	10.17	370.78	13,785.98	Medical Coverage	33.85	372.35
Min Guarantee Adj		36.47	64.83	2,364.47	2,364.47	Dental Coverage	4.16	45.76
Subtotal			75.00	2,735.25	16,150.45	401k	69.41	1,446.33
PNC Above Guar		0.00	0.00	0.00	667.68	Total Pre-Tax Deductions	107.42	1,864.44
Subtotal			0.00	0.00	667.68	Taxes	Current	Year To Date
Misc EQ Lead (202)		0.00	0.00	0.00	91.78	Federal Taxes		
Misc EQ Lead (204)		0.00	0.00	0.00	50.96	Withholding Tax	130.53	1,817.97
MiscEQ AFT,Galley (213)		0.00	0.00	0.00	46.07	EE Social Security Tax	85.81	1,138.00
F/A Training Pay		0.00	0.00	0.00	25.00	EE Medicare Tax	20.07	266.15
F/A Holiday Wrk		0.00	0.00	0.00	75.00	Total Taxes	236.41	3,222.12
IPD		0.00	0.00	0.00	215.44	After-Tax Deductions	Current	Year To Date
NIPD		3.00	6.83	20.50	330.01	Union Dues - APFA	20.50	225.50
Sick Pay F/A		0.00	0.00	0.00	1,566.22	Total After-Tax Deductions	20.50	225.50
Subtotal				20.50	2,400.48			
Earnings Subtotal Available for Advance Recovery				2,755.75	19,218.61			
F/A Adv Pay Processed		0.00	0.00	0.00	6,587.26			
Advance Recovery		0.00	0.00	-1,367.63	-7,871.26			
Earnings after Advance				1,388.12	17,934.61			
Buy Onboard Commission		0.00	0.00	0.00	39.86			
F/A EXP - D Taxable		0.00	0.00	0.00	45.10			
F/A EXP - I Taxable		2.50	13.50	33.75	94.26			
Grand Slam		0.00	0.00	0.00	50.00			
AAG Profit Sharing		0.00	0.00	0.00	606.59			
F/A EXP - D Non-Taxable		0.00	0.00	0.00	966.71			
F/A EXP - I Non-Taxable		0.00	0.00	0.00	698.23			
Other Earnings Subtotal				33.75	2,500.75			
Gross Earnings Grand Total				1,421.87	20,435.36			
Overpayments		Moved to A/R	Original Balance	Current Recovery	Total Recovery	Overpayment Balance		
Taxable Earnings		Current	Year To Date	Additional Information		Current	Year To Date	
Federal Taxes				401k Company Match		34.71	464.78	
Withholding Tax		1,314.68	16,908.51	401k Company Contrib.		41.64	557.73	
EE Social Security Tax		1,384.09	18,354.84	Imputed Income		Current	Year To Date	
EE Medicare Tax		1,384.09	18,354.84	Group Term Life		0.23	2.53	
NET EARNINGS DISTRIBUTION								
Account Type	Bank Name	Account Number	Date	Deposit Amount	Currency			
Saving Account	ANY BANK, NA	0000000000000	06/15/2020	5.00	USD			
Checking Account	ANY BANK, NA	0000000000000	06/15/2020	1,052.54	USD			



Section E

Reserve Example (continued)

Details Report for Reserve

The Details Report for a reserve will appear different in the Earnings section. As a reserve, your PPROJ hours are reflected in the F/A Regular Pay and any hours needed to bring you up to your monthly reserve hours are paid under Min Guarantee Adj. This total earnings will tie to your Earnings section on the Pay Statement.

You can see in the examples below that the first subtotal in the Earnings section of the Pay Statement is equal to the first Earnings subtotal on the Details Report. Hours included in your PPROJ are reflected in the F/A Regular Pay on your Details Report and the Min Guarantee Adj are the hours needed to bring you up to your ADJ GUAR reserve hours.

This example reflects a reserve with a ADJ GUAR of 75.00 hours. The F/A Regular Pay includes 10.10 from the PPROJ on the Activity Sheet (see example on following page) and the Min Guarantee Adj is 64.50, to bring the total hours paid up to 75.00 hours – which is the contractual reserve pay guarantee. The Subtotal line matches the ADJ GUAR on the Details Report as well as the ADJ line on the Activity Sheet.

The hours and minutes are translated to four decimal points of an hour on the Details Report in the Hours column and are rounded on the Pay Statement as 10.17 hours F/A Regular Pay and 64.83 hours Min Guarantee Adj.

Details Report						First Last (00000)
ADJ GUAR 075.00						
Earnings	Date	Actual Time	Rate	Hours	Amount	Comments
F/A Regular Pay	06/01/2020	10:10	36.4700	10.1667	370.7795	
Min Guarantee Adj	06/01/2020	64:50	36.4700	64.8333	2,364.4705	
Subtotal		75:00		75.0000	2,735.2500	
NIPD	05/24/2020	6:50	3.0000	6.8333	20.4999	
Subtotal		6:50		6.8333	20.4999	
Total Earnings					2,755.7499	
Expenses						
F/A EXP - I Non-Taxable	06/01/2020	0:00	2.5000	0.0000	0.0000	
F/A EXP - I Taxable	06/01/2020	13:30	2.5000	13.5000	33.7500	
Subtotal		13:30		13.5000	33.7500	
Total Expenses					33.7500	

Pay Statement

EARNINGS					
Earnings	Period End	Rate	Hours	Current	Year To Date
F/A Regular Pay		36.47	10.17	370.78	13,785.98
Min Guarantee Adj		36.47	64.83	2,364.47	2,364.47
Subtotal			75.00	2,735.25	16,150.45



Section E

Reserve Example (continued)

Below is an example of a reserve Activity Sheet highlighting only the things specific to reserve. The information provided is general and may not encompass all scenarios that could occur. If additional information or explanation is needed please reach out to Crew Compensation via a **DirectConnect** claim, or call 800-VIP-CREW, option 4 then option 2.

RSVCOT (Reserve Calling out of Time): Used during the month for timing out based on credit accrued.

ASG (assignment): Each reserve assigned to a SEQ (RF) or STBY (SB) is credited with an ASG code (click). Clicks count once for each calendar day assigned by daily Crew Scheduling.

Activity Sheet Detail

DD	ST	RMV	ADD	SEQ	FLT	FLT	SKED	STTL	ACT	GRTR	GTTL	LAST
02	62											
03	62											
04	62											
05	62		FD		0000	2400						
06	62		GD		0000	2400						
07	62											
08	62											
09	62											
10	62											
11	62											
12	62		FD		0000	2400						
13	62		GD		0000	2400						
14	62		GD		0000	2400						
15	62		GD		0000	2400						
16	62											
17	62											
18	62											
19	62											
20	62		FD		0000	2400						
21	62		GD		0000	2400						
22	62		GD		0000	2400						
23	62		GD		0000	2400						
24	62											
25	62											
26	62											
27	62		FD		0000	2400						
28	62		GD		0000	2400						
29	62											
30	62											
31	62											
01	62											
END OF ACTIVITY												
AIR 000000												

(ROTA/D) (Not applicable for line holders)

SBY (Standby): Amount of assigned SBY shifts for month

PNC Pay No Credit: Pay above GUAR

OR and **VF** added trips on RSV days off

PNC time does not count toward RSVCOT (RSV calling out of time)

PPROJ Pay Projection:

- Includes all pay and credit hours (RSV trips, STBY shift and SB, RF, RO, PD PROJ)
- Does not include RSV days without activity or RAPs; those hours are included in ADJ GUAR

GUAR ORIG (original guarantee): displays guarantee before any removals. In this example it is 75.00 hours

ADJ (Adjusted Guarantee): displays adjusted value for any unpaid removals based on JCBA guidelines. RSV daily adjustments are 4.10 or 3.56 hours depending on the number of days in the contractual month.



Section E

Reserve Example (continued)

The Activity Sheet below shows a reserve with an original guarantee (GUAR ORIG) and adjusted guarantee (ADJ) of 75.00 hours. The PPROJ in this example is 10.10. In order to bring this FA to the full 75 hour guarantee, a Min Guarantee Adj. of 64.50 must be made. This adjustment is shown on the Details Report, which also converts the minutes in to the decimal format that will be used on the Pay Statement. For example, 10 hours and 100 minutes is converted to 10.1667 (because 10minutes/60 minutes = .1667hours). The same calculation applies to the Min Guarantee Adj of 64 hours and 50 minutes, which is converted to 64.8333 (because 50 minutes/60 minutes = .8333 hours). The PPROJ (F/A Regular Pay) and the Min Guarantee Adj are then added together to total the 75.00 hours ADJ GUAR. The hours are reflected on the Pay Statement, rounded to two decimals.

Activity Sheet Detail

[Print](#) | [Close Window](#)

```

PP004      MIA      000000 CREWMEMBER PRE/POST ACTIVITY REPORT MONTH STARTING 02MAY20 AND ENDING 01JUN20 PROCESS DATE 06/09/20
Last F      00000 000000 MIA 1088-RD Last F      00000 000000 MIA 1088-RD DOM
                ASG 0                                NNAV                                ASG 1 SBY 1 NNAV
H 000-000-0000                                H 000-000-0000
RSVCOT 00000                                RSVCOT 10.10                                PNC 0.00
PROJ 0.00 GTD 0.00 PPROJ 0.00 LANG 0.00      PROJ 10.10 GTD 6.50 PPROJ 10.10 LANG 0.00
PMAJ 90.00 TTS MMAX 90.00 MTHLY FLEX 0.00    PMAJ 90.00 TTS MMAX 90.00 MTHLY FLEX 0.00
GUAR ORIG 75.00 ADJ 75.00 PENDING N          GUAR ORIG 75.00 ADJ 75.00 PENDING N
D EXP 0.00 W2 0.00 I EXP 0.00 W2 0.00      D EXP 0.00 W2 0.00 I EXP 13.30 W2 13.30
MISC EXP 0.00 W2 0.00 TTL 0.00              MISC EXP 0.00 W2 0.00 TTL 13.30
PREM N LANG - 0.00                          PREM N LANG - 0.00
PREM 0.00 U/S 0.00 H/G 0.00                PREM 0.00 U/S 0.00 H/G 0.00
AVBL SK 59.08                                AVBL SK 68.08                                SK USED MTD 0.00
TTL SK USED 98.22 SK M/U 0.00 SK M/U MTD 0.00 TTL SK USED 98.22 SK M/U 0.00 SK M/U MTD 0.00
SK RESTORAL 0.00                            SK RESTORAL 0.00
DD ST RMV ADD SEQ FLT FLT SKED STTL ACT GRTR GTTLLAST
  
```

Details Report							First Last (00000)
ADJ GUAR 075.00							
Earnings							
	Date	Actual Time	Rate	Hours	Amount	Comments	
F/A Regular Pay	06/01/2020	10:10	36.4700	10.1667	370.7795		
Min Guarantee Adj	06/01/2020	64:50	36.4700	64.8333	2,364.4705		
Subtotal		75:00		75.0000	2,735.2500		
NIPD	05/24/2020	6:50	3.0000	6.8333	20.4999		
Subtotal		6:50		6.8333	20.4999		
Total Earnings					2,755.7499		
Expenses							
F/A EXP - I Non-Taxable	06/01/2020	0:00	2.5000	0.0000	0.0000		
F/A EXP - I Taxable	06/01/2020	13:30	2.5000	13.5000	33.7500		
Subtotal		13:30		13.5000	33.7500		
Total Expenses					33.7500		

Pay Statement
Earnings Section

EARNINGS				
Earnings	Period End	Rate	Hours	Current
F/A Regular Pay		36.47	10.17	370.78
Min Guarantee Adj		36.47	64.83	2,364.47
Subtotal			75.00	2,735.25



Section F

Frequently Asked Questions

Employee Data and Updates

Q: What is Employee Central?

A: Employee Central is American's official system of record for team member data and your one-stop shop for your employment data and history. You can find your rate of pay, years of service, personal information, and other employee information here. You can access your Employee Central profile by logging in to [Jetnet](#) > Resources > Applications Links > Your Information > Employee Central.

Q: Where can I access my rate of pay?

A: You can access your rate of pay by logging in to [Jetnet](#) > Resources > Applications Links > Employee Central. Click on "My Profile" and scroll down to the Compensation Information portlets.

Q: How can I update my address?

A: You can change your address in Employee Central under Personal Information. Otherwise you can go to [Jetnet](#) > Team Member Services > Update My Information. If you don't ensure your address is up to date, your tax withholdings could be impacted (see [Taxes and Taxable Earnings](#) section).

Q: How do I change my Direct Deposit info?

A: Any direct deposit changes must be made by the employee through [Jetnet](#). Click on Team Member Services > Money and Attendance.

Q: What happens if my checking account is closed for any reason?

A: If your account is closed, you are responsible for removing that account from your direct deposit information. If you do not update your direct deposit accounts, the bank will send the funds back to the company and the money will be reissued as a paper check to be mailed to your address on file. This is why it's important to keep all information up to date on [Jetnet](#), including all direct deposit and personal information. See [Net Pay](#) section for more information about payment options.

Q: Who do I contact if I need assistance correcting or updating my profile data?

A: The People Team can be reached via Team Member Services at 800-447-2000, option 1 or by electing "Chat with an advisor" on Jetnet on the [Team Member Services page](#).



Section F

Frequently Asked Questions (continued)

General Pay Information

Q: What is my End of Month check?

A: The End of Month check (also referred to as your advance check) is processed at the end of the month and paid on the 30th or the business day prior if the 30th falls on a weekend or holiday. Per the JCBA, this payment will include up to 37.5 hours based on days active during the contractual month (half of the monthly 75 hour reserve guarantee).

Q: What is my Mid-Month check?

A: The Mid-Month check (also known as true-up) is processed in the middle of the month and paid on the 15th or the following business day if the 15th falls on a weekend or bank holiday. On this check, you will receive all of the hours worked from the previous month. For example, if you worked 50 hours in June, the hours are processed and paid out on the July 15th Mid-Month check. Any premiums, per diem, or vacation/sick time for the month is paid on this check as well. The Mid-Month check will be offset by any advance balance you may have remaining from previous End of Month checks.

Q: Why do I have a Pay Statement between pay periods?

A: Any check that is issued between pay periods is considered an off-cycle check and can be issued for a variety of reasons. The main reasons you might receive an off-cycle check is either for a late claim, profit sharing, or a payroll correction. See your Details Report for the details of flight related pay on your off-cycle payments.

Q: When will I see my pay rate increase after I have an anniversary with the company?

A: Pay increases are based on your Pay Anniversary Date (Classification/Longevity Seniority) in Employee Central. The new rate becomes effective in the month of the Pay Anniversary date (see [Section B-1](#)).

Q: Why didn't I receive the 37.5 hours of advance on my End of Month paycheck?

A: You must be in an active status at some point from the 1st to the 15th of the month in order to qualify for the End of Month advance paycheck. If your return-to-work date is after the 1st and before the 15th, the payroll system will calculate a prorated amount to be paid based on the number of days you were active. For example, if you were only active for 10 days instead of the full 15 days, an advance would be issued for 25 hours instead of 37.5 (10 days/15 total * 37.5 hours = 25 hours). If you return-to-work after the first 15 days, an advance is not issued for that month.



Section F

Frequently Asked Questions (continued)

Q: How can I tell if I have an Unrecovered Advance balance?

A: If an advance is unrecovered from a prior contractual month, the amount will be listed near the bottom of the check under Additional Information displayed as F/A End Adv Pay Balance. If there is nothing listed, then no advance is owed (see [Section B-2](#)).

Q: Will my End of Month advance pay be adjusted if I am only active for part of the month?

A: Yes. If you are inactive for any of the first 15 days in the contractual month, the End of Month advance will be prorated and you will be paid based on the percentage of the days you were active. For example, if you were only active for 10 days instead of the full 15 days, then an advance would be issued for 25 hours instead of 37.5 (10 days/15 total * 37.5 hours = 25 hours). If your return-to-work date is after the first 15 days of the contractual month, an advance would not be issued for that month. If you are active for the first 15 days of the contractual month and later start a leave, you will still receive a full advance.

Earnings

Q: What earnings are subject to the Advance Recovery?

A: Any operational pay, guarantee pay, vacation, sick time or training pay is automatically subject to the advance recovery. A full list of earnings can be found in the Earnings Type listing in [Appendix C](#).

Q: Why are there negative hours and dollars on my Mid-Month check?

A: The End of Month check is paid in advance of your final hours for the contractual month being calculated. Since your Mid-Month check reflects the full previous month's hours, the amount advanced to you on your End of Month is recovered (or subtracted) from your Mid-Month check.

Q: I see "EE Gross Up" in the Earnings section but my paycheck doesn't seem to be higher. What is this?

A: When you receive non-monetary awards or privileges from American (such as Nonstop Thanks, certain non-revenue travel, etc.) American is required per the IRS to record the value of those benefits as imputed income and withhold the related payroll taxes. In some cases, American processes additional earnings (or "gross up") to offset the additional taxes withheld so there is minimal tax impact to you. See [Section B-4](#) for more information about imputed income and related taxes.

Q: What is TAFB (Time Away From Base)?

A: TAFB, also referred to as EXP, is the per diem paid for time spent away from base. Rates are determined by the JCBA, but the taxability is determined by the U.S. Department of Defense/Defense Travel Management Office.



Section F

Frequently Asked Questions (continued)

Q: If I received a check while on leave and don't believe I should have received one, who do I contact?

A: You can check your status in Employee Central to make sure your leave was recorded and the effective date is correct. If it was recorded after payroll was processed (typically 3-5 days prior to the pay date), the End of Month Advance would have processed based on your status as of the date of the pay run. You are responsible for the funds received and all advances must be paid back upon your return to work. Please notify Flight Service Administration or your Flight Service Manager if you are still listed as active, or you believe you received pay incorrectly.

Q: Where can I see my Injury on Duty (IOD) pay?

A: Injury on Duty (IOD) pay is displayed as regular pay on the Mid-Month paycheck. An exact breakdown of your IOD pay can be found on your Activity Sheet for each month.

Q: Where is my vacation/sick time?

A: Any sick or vacation time paid out for the month is included on the Mid-Month paycheck. For example, if you have five days of vacation for June, those days will be paid out with your other June hours on the July 15th paycheck and are included in your F/A Regular Pay total. A breakdown of your hours and any sick/vacation usage can be found on your [Activity Sheet](#). Your remaining sick balance will be updated each Mid-Month paycheck and can be found at the top of your Pay Statement in the [Informational section](#).

Deductions

Q: Why did I get charged APFA initiation fees again?

A: The initiation fees are charged twice; \$25 for the first year and \$25 for the following year, for a \$50 total per the JCBA.

Q: Why am I still being charged for uniforms? How much do I still owe?

A: To check your uniform balance, contact the Payroll Service Center at 800-447-2000, option 1 then option 6 or via email at psc@aa.com. Uniform deductions will continue until the balance is paid in full.



Section F

Frequently Asked Questions (continued)

Q: Why did my uniform deduction amount change?

A: Per the JCBA, the uniform deduction is \$20 per check for any amount under \$300. If the balance is over \$300, the deduction is \$50 per check until the balance drops below \$300. The exception to this rule is for new hires, who are charged \$20 per check for the first year. If after the first year, the balance is still over \$300 then the deduction will increase to \$50 per check until the balance is below \$300.

Q: What happens if I am put in overpayment status?

A: Overpayments will be processed and repaid in accordance with the JCBA payment plans and applicable laws. Any overpayment will be listed in the Informational Section (see [Section B-1](#)) of your Pay Statement.

Q: Can I stop paying my Union Dues through payroll deduction?

A: Yes, Union Dues deductions can be turned off. To do so, send a certified letter to both American's Payroll Service Center and your Union requesting the deduction be turned off. Your Union will then bill you separately for the dues.

You can send the certified letter to Payroll at:

American Airlines ATTN:
PHX-RWE-PAY
1 Skyview Drive, Fort Worth, TX 76155
1-800-447-2000

Q: Why did my Wings deduction stop?

A: Your previous Wings deduction was stopped as part of the integration to the American Cares platform. You can set up a new donation with American Cares on [AAgiving.yourcause.com](https://www.AAgiving.yourcause.com). Your contribution can be set as a one-time donation or a recurring payroll deduction.



Section F

Frequently Asked Questions (continued)

Benefits/401(k)

Q: Why did my medical deductions change?

A: If a previous check did not have enough gross pay to fully deduct your medical benefits, the Benefits Administrator will automatically adjust those deductions to catch up the missed amount on future checks. In most cases, the smaller deductions such as dental or vision will double and medical will prorate for the remainder of the year. Contact the Benefits Service Center at 888-860-6178 for more information.

Q: Why didn't my benefits come out of my paycheck?

A: Certain checks are not eligible for benefits deductions. If your pay was processed as an off-cycle check for late claims or corrections, those funds are not subject to benefit deductions. If there are no benefit deductions on your regular check, your gross earnings may be too low or there was a recent employee action, such as a return from leave. Please call the Benefits Service Center directly at 888-860-6178 for more information.

Q: What are the Additional Benefits and who do I contact for them?

A: Additional Benefits are any voluntary deductions you've signed up for that are not included in the main three benefits (medical, dental, and vision). Some examples are long term and short term disability, employee/spouse/child life insurance, Hyatt Legal, auto & home insurance, critical illness, pet insurance, etc. For questions regarding your additional benefits, contact 855-550-0706 or addedbenefits@AAaddedbenefits.com

Q: Why did paycheck contain a 401(k) contribution deduction when it should not have?

A: Most earnings are eligible for 401(k) contributions. If you do not wish to have 401(k) contributions deducted, you will need to adjust your election percentage with Fidelity at 800-354-3412 or at www.fidelity.com.

Q: What is the 401(k) Company Contribution?

A: Per the JCBA, flight attendants who have one or more years of service receive a flat 3% company contribution to their 401(k) account at Fidelity. This company contribution is based on the eligible compensation paid each pay period and is received regardless of whether or not you make contributions to your 401(k) account. There is an additional 2.5% company match if you are contributing your own pre-tax or Roth funds. The 3% company contribution amount can be found in the [Additional Information](#) section of your Pay Statement.



Appendix A

Lineholder Example

The Activity Sheet below shows an FA with a PPROJ of 79.47 hours. The PPROJ translates to F/A Regular pay on the Details Report. The PPROJ is then converted from the HH.MM format to the decimal format that will be used on the Pay statement. For example, 79 hours and 47 minutes is converted to 79.78333 (because 47 minutes/60 minutes = .78333 hours). The rate is then applied and the data is transferred to the Pay Statement.

The information provided is general information and may not encompass all scenarios that could occur. If you need additional information, contact Crew Compensation via [DirectConnect](#) or by calling 800-VIP-CREW, option 4 then option 2.

Activity Sheet Detail

[Print](#) | [Close Window](#)

```

PP004      DFW      000000 CREWMEMBER PRE/POST ACTIVITY REPORT MONTH STARTING 02MAR20 AND ENDING 31MAR20 PROCESS DATE 04/09/20
Last F      00000 000000 DFW 848-                               Last F      00000 000000 DFW 848-                               DOM
                                                    ASG 0                               NNAV                               ASG 0                               NNAV
H 000-000-0000      B 000-000-0000      H 000-000-0000      B 000-000-0000
RSVCOT              DO 13              PNC 0.00              RSVCOT              DO 08W              PNC 0.00
PROJ 85.05 GTD 0.00 PPROJ 85.05              LANG 0.00              PROJ 79.47 GTD 79.47 PPROJ 79.47              LANG 0.00
PMAX 115.00 TTS MMAX 115.00 MTHLY FLEX 0.00      PMAX 115.00 TTS MMAX 112.20 MTHLY FLEX 0.00
  GUAR ORIG 0.00 ADJ 0.00 PENDING N              GUAR ORIG 0.00 ADJ 0.00 PENDING N
D EXP 0.00 W2 0.00 I EXP 0.00 W2 0.00              D EXP 0.00 W2 0.00 I EXP 116.02 W2 0.00
MISC EXP 0.00 W2 0.00 TTL 0.00              MISC EXP 0.00 W2 0.00 TTL 116.02
PREM Y              LANG - 0.00              PREM Y              LANG - 0.00
PREM 0.00 U/S 0.00 H/G 0.00              PREM 0.00 U/S 0.00 H/G 0.00
AVBL SK 131.21              SK USED MTD 0.00              AVBL SK 140.21              SK USED MTD 0.00
TTL SK USED 806.09 SK M/U 34.05 SK M/U MTD 0.00      TTL SK USED 806.09 SK M/U 34.05 SK M/U MTD 0.00
SK RESTORAL 0.00              SK RESTORAL 0.00
  
```

Details Report						First Last (00000)
ADJ GUAR 000.00						
Earnings						
	Date	Actual Time	Rate	Hours	Amount	Comments
F/A Regular Pay	03/31/2020	79:47	68.2500	79.7833	5,445.2102	
Subtotal		79:47		79.7833	5,445.2102	
IPD	03/06/2020	19:11	3.7500	19.1833	71.9374	
IPD	03/15/2020	19:18	3.7500	19.3000	72.3750	
IPD	03/17/2020	21:58	3.7500	21.9667	82.3751	
IPD	03/29/2020	19:20	3.7500	19.3333	72.4999	
MiscEQ AFT, Galley (213)	03/31/2020	19:18	1.0000	19.3000	19.3000	
IPD PSR (209)	03/31/2020	19:11	7.5000	19.1833	143.8748	
Subtotal		118:16		118.2666	462.3622	
Total Earnings					5,907.5724	
Expenses						
F/A EXP - I Non-Taxable	03/31/2020	116:02	2.5000	116.0333	290.0833	
Subtotal		116:02		116.0333	290.0833	
Total Expenses					290.0833	

Pay Statement

EARNINGS					
Earnings	Period End	Rate	Hours	Current	Year To Date
F/A Regular Pay		68.25	79.78	5,445.21	24,845.27
Subtotal			79.78	5,445.21	24,845.27



Appendix B

Contact Information (as of October 2020)

Below is a list of some general contacts. For more detailed information regarding who to contact for specific information please see the Earnings Type Listing in [Appendix C](#) and Deduction Type Listings in [Appendix D](#).

Department/Question	Email/Website	Phone Number
Payroll Service Center Questions about payroll, such as where is my check, understanding pay, how to set up direct deposit, etc.	PSC@aa.com and Live Chat	800-447-2000, Option 1 then Option 6
Travel Team Questions about your travel or your travel history on Jetnet	Team Member Service Center page is located on JetNet . You can either open a case or utilize the Live Chat feature.	800-447-2000, Option 0
Employment Verification Information	www.theworknumber.com	800-367-5690 Employer Code: 10101
Crew Compensation Questions about your PM trips, OG trips, distance learning, vacation, expenses, and anything else related to time paid.	DirectConnect claim on the Flight Service website	800-VIP-CREW; Option 4 & 2
Prior year Activity Sheets (greater than 3 years old)	Fa.admin@aa.com	N/A
Benefit Service Center Questions about benefit deductions for health, dental, vision, disability, life insurance, and flex spending	RMB-BFOP@aa.com My.AA.Com At the top right of the Benefits Service Center page there is also an option for live chat	888-860-6178
Additional Benefits Hyatt Legal, Auto & Home, Critical Illness, Pet Insurance, etc.	addedbenefits@AAaddedbenefits.com	855-550-0706
Vacations Department	Fa.vacations@aa.com	
Payroll Tax Department	itprtax@aa.com	800-447-2000 option 1,6,7 Fax 480-693-3400
401(k)	My401k@aa.com	
401(k) (Fidelity)	www.fidelity.Com	800-354-3412
IOD Hotline for FA		817-786-3781
Advantage Cash	support@myaadvantagecash.com	817-963-3448
Human Resources	EDM@aa.com	
Garnishments	Jobs.IWO@aa.com	800-447-2000 option 1,6,8



Appendix C

Earnings Types

This list includes the most commonly paid earnings types, related details and contact information if you have a question relating to your earnings. This list may not include all earnings types. If you have a question about an earnings type not listed in this table, please contact the Payroll Service Center at psc@aa.com.

Earnings Type Name	Earnings Type Description	Subtotal Section 1st, 2nd, 3rd, Other	Eligible for Advance Recovery	Taxability	Source	Contact (as of October 2020)
Operational Pay	Includes regular hours and pay based on hours actually worked, vacation, or sick time. Does not include earnings such as premium pay, understaffing, ground/holding, minimum guarantee, etc.	1	Yes	Regular	Activity Sheet	Direct Connect Ticket located on the flight services page, 1-800-VIP-Crew; Option 4 & 2
F/A Adv. Pay Processed	Up to 37.50 hours of pay	1	Yes	Regular	Pay Statement	Payroll Service Center 800-447-2000, Option 1 then Option 6 psc@aa.com
Monthly Vac Buy Back	Monthly vacation buyback payout for unscheduled vacation time	2	Yes	Supplemental	Activity Sheet	FA.vacations@aa.com
Filler Day Payout	Once per year vacation payout	2	Yes	Supplemental	Activity Sheet	FA.vacations@aa.com
Vacation Payout	Vacation hours for retiring flight attendants	2	Yes	Supplemental	FA Vacations Department	FA.vacations@aa.com
Vacation Buyback	Annual vacation buyback payout for unscheduled vacation time	2	Yes	Supplemental	FA Vacations Department	FA.vacations@aa.com



Appendix C

Earnings Types (continued)

Earnings Type Name	Earnings Type Description	Subtotal Section 1st, 2nd, 3rd, Other	Eligible for Advance Recovery	Taxability	Source	Contact (as of October 2020)
F/A Rand Alcohol Test	Company administered alcohol test	2	Yes	Regular	Activity Sheet	DirectConnect Ticket located on the Flight Services website, 800-VIP-CREW Option 4 & 2
F/A Rand Drug Test	Company administered drug test	2	Yes	Regular	Activity Sheet	DirectConnect Ticket located on the Flight Services website, 800-VIP-CREW Option 4 & 2
Red Flag	Premium paid when a flight sequence is identified as red flag during open time	2	Yes	Regular	Activity Sheet	DirectConnect Ticket located on the Flight Services website, 800-VIP-CREW Option 4 & 2
PNC (Pay No Credit) Above Guar	This includes trips flown on days off, (OR/AF). Other items considered above guarantee but not included in PNC: Voluntary Duty Extension (VE) hours, red flag pay, GUAR PREM, etc.	2	Yes	Regular	Activity Sheet	DirectConnect Ticket located on the Flight Services website, 800-VIP-CREW Option 4 & 2
Buy Onboard Commission	Commission received for onboard food sales, paid two months in arrears	3	No	Supplemental	Pay Statement	Flight Service Manager
NIPD Override	Premium per JCBA NIPD = Non-International Premium Destination: Caribbean, Mexico, Hawaii and Central America Premium	3	Yes	Regular	Activity Sheet	DirectConnect Ticket located on the Flight Services website, 800-VIP-CREW Option 4 & 2



Appendix C

Earnings Types (continued)

Earnings Type Name	Earnings Type Description	Subtotal Section 1st, 2nd, 3rd, Other	Eligible for Advance Recovery	Taxability	Source	Contact (as of October 2020)
Misc EQ AFT, Galley (213)	Position Premium per JCBA FOS Code 213	3	Yes	Regular	Activity Sheet	Direct Connect Ticket located on the flight services page, 1-800-VIP-Crew; Option 4 & 22
E190 Lead (201)	Position Premium per JCBA FOS Code 201	3	Yes	Regular	Activity Sheet	Direct Connect Ticket located on the flight services page, 1-800-VIP-Crew; Option 4 & 2
AFT INTL (212)	Position Premium per JCBA FOS Code 212	3	Yes	Regular	Activity Sheet	Direct Connect Ticket located on the flight services page, 1-800-VIP-Crew; Option 4 & 2
Misc. EQ Lead (202)	Position Premium per JCBA under FOS Code 202	3	Yes	Regular	Activity Sheet	Direct Connect Ticket located on the flight services page, 1-800-VIP-Crew; Option 4 & 2
B757 DOM Lead (203)	Position Premium per JCBA under FOS Code 203	3	Yes	Regular	Activity Sheet	Direct Connect Ticket located on the flight services page, 1-800-VIP-Crew; Option 4 & 2
Misc. EQ Lead (204)	Position Premium per JCBA under FOS Code 204	3	Yes	Regular	Activity Sheet	Direct Connect Ticket located on the flight services page, 1-800-VIP-Crew; Option 4 & 2
A321T PSR (206)	Position Premium per JCBA FOS Code 206	3	Yes	Regular	Activity Sheet	Direct Connect Ticket located on the flight services page, 1-800-VIP-Crew; Option 4 & 2
FA Training Pay	Training hours, awaiting training hours, transition training, etc.	3	Yes	Regular	Activity Sheet	Direct Connect Ticket located on the flight services page, 1-800-VIP-Crew; Option 4 & 2



Appendix C

Earnings Types (continued)

Earnings Type Name	Earnings Type Description	Subtotal Section 1st, 2nd, 3rd, Other	Eligible for Advance Recovery	Taxability	Source	Contact (as of October 2020)
AAAdvantage Cash	Bonus received for credit card applications, paid on end of month check	Other	No	Supplemental	Pay Statement	MyAdvantageCash@aa.com
B757 NIPD Lead (205)	Position Premium per JCBA FOS Code 205 NIPD = Non-International Premium Destination: Caribbean, Mexico, Hawaii and Central America Premium paid to the flight attendant in the 'Lead' position	3	Yes	Regular	Activity Sheet	Direct Connect Ticket located on the flight services page, 1-800-VIP-Crew; Option 4 & 2
777PSR, 757IPDPSR- (207)	Position Premium per JCBA FOS Code 207 IPD = International Premium Destination: Europe, Asia, and deep South America	3	Yes	Regular	Activity Sheet	Direct Connect Ticket located on the flight services page, 1-800-VIP-Crew; Option 4 & 2
NIPD Lead (208)	Position Premium per JCBA FOS Code 208 NIPD = Non-International Premium Destination: Caribbean, Mexico, Hawaii and Central America Premium paid to the flight attendant in the 'Lead' position	3	Yes	Regular	Activity Sheet	Direct Connect Ticket located on the flight services page, 1-800-VIP-Crew; Option 4 & 2
IPD PSR (209)	Position Premium per JCBA FOS Code 209 IPD = International Premium Destination: Europe, Asia, and deep South America	3	Yes	Regular	Activity Sheet	Direct Connect Ticket located on the flight services page, 1-800-VIP-Crew; Option 4 & 2
Parking Toll	Parking and Transportation Reimbursement	Other	No	Regular	Pay Statement	Flight Office Administrator
Grand Slam	On Time Performance incentive	Other	No	Regular	Pay Statement	Payroll Service Center psc@aa.com



Appendix C

Earnings Types (continued)

Earnings Type Name	Earnings Type Description	Subtotal Section 1st, 2nd, 3rd, Other	Eligible for Advance Recovery	Taxability	Source	Contact (as of October 2020)
Parking Toll - Taxable	Reimbursement for parking toll expenses submitted less than 180 days from the day the expense occurred	Other	No	Regular	Pay Statement	Flight Office Administrator
AAG Profit Sharing	Profit sharing payment	Other	No	Supplemental	Pay Statement	Team Member Service Center 800-447-2000 Employeeservices@aa.com
F/A EXP - D Non-Taxable	Domestic expenses incurred for time spent away from base (taxability is determined by the IRS)	Other	No	n/a	Activity Sheet	Direct Connect Ticket located on the flight services website, 1-800-VIP-CREW; Option 4 & 2
F/A EXP - I Non-Taxable	International expenses incurred for time spent away from base (taxability is determined by the IRS)	Other	No	n/a	Activity Sheet	Direct Connect Ticket located on the flight services website, 1-800-VIP-CREW; Option 4 & 2
F/A EXP - D Taxable	Taxable domestic expenses incurred for time spent away from base (taxability is determined by the IRS)	Other	No	Regular	Activity Sheet	Direct Connect Ticket located on the flight services website, 1-800-VIP-CREW; Option 4 & 2
F/A EXP - I Taxable	Taxable international expenses incurred for time spent away from base (taxability is determined by the IRS)	Other	No	Regular	Activity Sheet	Direct Connect Ticket located on the flight services website, 1-800-VIP-CREW; Option 4 & 2



Appendix D

Deductions Types

Below is a table of all regularly used deductions, their taxability (pre-tax or after-tax), and the best contact information for each if you have more questions.

Deductions Type Name	Deduction Type Description	Pre or After Tax	Contact (as of October 2020)
Medical Coverage	Premiums for voluntary benefits based on your election at Annual Enrollment	Pre	Benefits Service Center 888-860-6178
Vision Coverage	Premiums for voluntary benefits based on your election at Annual Enrollment	Pre	Benefits Service Center 888-860-6178
Dental Coverage	Premiums for voluntary benefits based on your election at Annual Enrollment	Pre	Benefits Service Center 888-860-6178
Health Care FSA	Premiums for voluntary benefits based on your election at Annual Enrollment	Pre	Benefits Service Center 888-860-6178
AD&D (Employee/Child/Spouse)	Premiums for voluntary benefits based on your election at Annual Enrollment	Pre	Benefits Service Center 888-860-6178
Depend Day Care FSA	Premiums for voluntary benefits based on your election at Annual Enrollment	Pre	Benefits Service Center 888-860-6178
Group Legal Plan	Premiums for voluntary benefits based on your election at Annual Enrollment	After	Benefits Service Center 888-860-6178
Home & Auto Coverage	Premiums for voluntary benefits based on your election at Annual Enrollment	After	Benefits Service Center 888-860-6178
Employee/Spouse/Child Life	Premiums for voluntary benefits based on your election at Annual Enrollment	After	Benefits Service Center 888-860-6178
401(k)	Pre-tax contributions to your 401(k) retirement account based on the percent you elect at Fidelity	Pre	Fidelity at 800-354-3412 or American's 401(k) team at my401k@aa.com
401(k) Catch Up	Additional pre-tax contributions allowable for individuals 50 years old or older based on the percent you elect at Fidelity	Pre	Fidelity at 800-354-3412 or American's 401(k) team at my401k@aa.com
401(k) Loan	Deduction for loans from your 401(k) retirement account	After	Fidelity at 800-354-3412 or American's 401(k) team at my401k@aa.com
401(k) After Tax	After-tax contributions to your 401(k) retirement account based on the percent elected at Fidelity	After	Fidelity at 800-354-3412 or American's 401(k) team at my401k@aa.com
Roth 401(k)	Roth contributions to your 401(k) retirement account based on the percentage you elect at Fidelity	After	Fidelity at 800-354-3412 or American's 401(k) team at my401k@aa.com



Appendix E

Deductions Types (continued)

Deductions Type Name	Deduction Type Description	Pre or After Tax	Contact (as of October 2020)
Roth 401(k) Catch up	Additional Roth contributions allowable for individuals 50 years old or older based on the percentage you elect at Fidelity	After	Fidelity at 800-354-3412 or American's 401(k) team at my401k@aa.com
Charity Cont.	Charitable contribution based on your elections in Jetnet including your elections for Family Fund, Wings, etc.	After	community.relations@aa.com
Child Support	Wage garnishment for court-ordered child support payments	After	Payroll Service Center at psc@aa.com or 800-447-2000, Option 1 then Option 6
Spousal Support	Wage garnishment for court-ordered spousal support payments	After	Payroll Service Center at psc@aa.com or 800-447-2000, Option 1 then Option 6
Tax Levy	Wage garnishment for court-ordered tax payments	After	Payroll Service Center at psc@aa.com or 800-447-2000, Option 1 then Option 6
Student Loan	Wage garnishment for court ordered student loan payments	After	Payroll Service Center at psc@aa.com or 800-447-2000, Option 1 then Option 6
Service Charge	Service charges for processing garnishments	After	Payroll Service Center at psc@aa.com or 800-447-2000, Option 1 then Option 6
Union Dues	Per the JCBA, union dues are deducted monthly at a fixed amount. Union dues will be deducted from each paycheck as long as you have enough gross earnings.	After	Payroll Service Center at psc@aa.com or 800-447-2000, Option 1 then Option 6
PAC - APFA	Contribution to APFA's Political Action Contribution per your election	After	APFA



Appendix E

Addition and Removal Codes

Below are some commonly used Add and Removal codes.

For questions related to flight segments and/or time (hours/minutes paid), please contact Crew Compensation at 800-VIP-CREW Monday-Friday, 08:30-15:30 CT, submit a claim on **DirectConnect** by visiting <https://aafightservice.aa.com> or contact your Flight Service Manager directly.

Reason Code	Reason Description	Reason Code	Reason Description
Add (Paid)	Add Codes	Removal (Unpaid)	Unpaid Codes
SA	Special Assignment	PO	Personal Leave
BR	Bereavement	TM	Trip Miss
SK	Paid Sick	US	Unpaid Sick
CS	California State Sick	CU	California State Unpaid Sick
MP	Massachusetts State Sick	MU	Massachusetts State Sick
FS, IS	FMLA Sick	FL, MF	FMLA Sick
IH, HI, WI, IC, ID	IOD Codes	IU, IS	IOD Sick
MS, M2	FMLA Maternity	UM, M3	FMLA Maternity
VC, VX, VF, VR	Regular Vacation	FM	Unpaid FMLA Sick/Leave
IV	FMLA Vacation	RT	Retired
JD	Jury Duty	RL	Released
PR	Probationary Review	OE	ETB dropped trip



Appendix F

Operational Definitions & Examples

For questions related to operational pay, please contact Crew Compensation at 800-VIP-CREW Monday-Friday, 08:30-15:30 CT, submit a claim on DirectConnect by visiting <https://aaflightservice.aa.com> or contact your Flight Service Manager directly.

Section 1: Operational Pay Types

Duty Rig (E Time):

The term “Rig” is an acronym for “ratio in guarantee.” It’s an airline industry term and is common across different airlines. It comes into play when we calculate how you’re paid for both individual duty periods (duty rig) and entire trips (trip rig).

Duty Rig is calculated at a rate of one hour for every two hours of actual on-duty time in a single duty period (one duty period at a time). This pay is prorated on a minute-by-minute basis of actual on-duty time. It is added at the end of the duty period.

Duty day minimum based on Duty time or 3.00 hour minimum

An individual duty day can be worth no less than half the time spent on duty, using the greater of scheduled time on duty (SKD ONDUTY) or actual time on duty (ACT ONDUTY), and with a Duty Rig Minimum value of 3.00 hours.

Each duty day is brought up to the Duty Rig value with additional E time noted as P/C X.XXE.

In the example below, you can see that the “E time” needed to bring the duty period up to the greater of the scheduled vs. actual on duty time was 26 minutes – noted as P/C 0.26E. Note: The duty rig time is applicable here because the original on duty time was scheduled for 6:18 hours. Due to a flight delay, you can see the actual on duty time ended up being 10:59 hours

	DT	EQ	FLT	STA	DEP	M	STA	ARR	AC	FLY	GTR	GRD	ACT
SKD	06	76	275	LAX	0740		MIA	1543		5.03			
ACT	06	76	275	LAX	1235		MIA	2024		4.49	5.03		
D/P	GTR	5.03					P/C	0.26E		TL	5.29		
HALF DAY COUNT			MIA	4									
SKD	ONDUTY	6.18	ODL	22.02									
ACT	ONDUTY	10.59	ODL	17.21									



Appendix F

Operational Definitions & Examples (continued)

Section 1: Operational Pay Types (continued)

Duty Period Minimum (G Time):

Sequence minimum is based on the number of Duty Periods within a Completed Segment. Sequence minimum based on 5.00 hours for each completed duty period within a sequence. "Completed" is flying from Point A to Point B.

The full sequence is brought up to the Duty Period Minimum value with additional G time as P/C 0.00G. The additional time is added and displayed on the last duty period of the sequence.

In the example below, you can see the first duty period had 3:31 hours of block time and the second duty period had 3:09 hours of block time. When you add them together, you get 6:40 hours – which is less than minimum of 5:00 hours per day (10:00 hours for the whole trip). So we add 3:20 hours of "G" time to bring up the trip to the contractual minimum value. 6:40 block time + 3:20 "G" time = 10:00 hour minimum for a two day trip.

	DT	EQ	FLT	STA	DEP	M	STA	ARR	AC	FLY	GTR	GRD	ACT
SKD	10	96	2489	DFW	1855		LAX	2026		3.31			
ACT	10	96	2489	DFW	1853		LAX	1946		2.53	3.31		
D/P	GTR	3.31				P/C	0.00	TL	3.31				
HALF DAY COUNT LAX 3													
SKD	ONDUTY	4.46	ODL	16.44									
ACT	ONDUTY	4.06	ODL	17.24									
SKD	11	96	2462	LAX	1425		DFW	1934		3.09			
ACT	11	96	2462	LAX	1422		DFW	1928		3.06	3.09		
D/P	GTR	3.09				P/C	3.20G	TL	6.29				
SKD	ONDUTY	4.24								EXP	25.48		
ACT	ONDUTY	4.18											
U/S	0.00												
SEQ	GTR	6.40				P/C	3.20	TL	10.00	TAFB	25.54		



Appendix F

Operational Definitions & Examples (continued)

Section 1: Operational Pay Types (continued)

Trip Rig (F time):

Sequence minimum value based on Time Away From Base (TAFB) - 11.D.4

The minimum of a trip sequence is based on 1 hour of pay for every 3.50 hours away from base (TAFB). If the trip's total block hours (by themselves) fall below the sequence minimum, the full sequence is brought up to the Trip Rig value with additional F Time noted as P/C 0.00F added and displayed on the last duty period of the sequence.

In the example below, you can see there was 1.14 hours of Trip Rig pay added to the sequence to bring the entire trip sequence up to the minimum value required per the JCBA. By looking at the TAFB for this trip, which was 53:47, the minimum trip value, per the 1 for 3.50 rule, is 15:22 hours – which is greater than the 14:08 hours of block time in the trip. Therefore, the trip value is brought up to 15:22 with 1:14 hours of P/C.

	DT	EQ	FLT	STA	DEP	M	STA	ARR	AC	FLY	GTR	GRD	ACT
SKD	30	22	1475	STL	0605		ORD	0725		1.20		1.00	
SKD	30	22	1252	ORD	0825		RDU	1118		1.53		0.40	
SKD	30	22	1160	RDU	1158		DFW	1401		3.03			
D/P	SKD		6.16			P/C	0.00	TL		6.16			
HALF DAY COUNT DFW 3													
SKD	ONDUTY		9.11	ODL						17.29			
SKD	31	22	1054	DFW	0845		IAH	0951		1.06		0.43	
SKD	31	22	1604	IAH	1034		DFW	1148		1.14		1.32	
SKD	31	22	2483	DFW	1320		PNS	1502		1.42			
D/P	SKD		4.02			P/C	0.00	TL		4.02			
HALF DAY COUNT PNS 2													
SKD	ONDUTY		7.32	ODL						13.23			
SKD	01	22	1046	PNS	0540		DFW	0748		2.08		1.07	
SKD	01	22	1102	DFW	0855		STL	1037		1.42			
D/P	SKD		3.50			P/C	1.14F	TL		5.04			
SKD	ONDUTY		6.12										
U/S			0.00										
SEQ	SKD		14.08			P/C	1.14	TL	15.22	TAFB	53.47		



Appendix F

Operational Definitions & Examples (continued)

Section 2: Other Related Activity and Pay

Red Flag Pay:

Red flag pay is reflected on the Details Report and is calculated as 100% of the hours at full rate + 50% of the hours at full rate. For example, if you fly 20 hours in a sequence that was red flagged, you'll receive 20 hours at contractual base regular rate + additional 10 hours at the regular rate. The 100% will be included in regular pay and the 50% portion will be reflected on the Red Flag line of your pay statement.

Example: Red Flag = 20 hours paid @ \$40/hr.
20 hours X \$40 (\$800) + 10 hours X \$40 (\$400) = \$1,200

Per diem/TAFB (time away from base) expenses

Per Diem for TAFB earnings codes can be four possible codes on your pay statement and W-2:

1. F/A EXP - Non-taxable D or I trips with an overnight; domestic and international
2. F/A EXP – D or I Taxable single-day trip, or additional per diem paid greater than the daily allowable; domestic and international

Per Diem for TAFB on the Details Report and Pay Statement will reflect differently than in FOS. The total amount of TAFB for the month is consolidated into one line item and sent to the payroll system rather than by sequence.

Location Delay Incentive (LE Pay)

LE Pay occurs when you are delayed departing from an IPD station (Europe, Asia, and deep South America) for more than 10 hours from the scheduled departure time; it includes 5 hours of pay and credit – including all premiums – in addition to the value of the trip. You'll receive an additional 5 hours if the flight is delayed per the terms of the JCBA. This pay is included in your Regular Pay total.

Voluntary Extension of Duty Day (Domestic VE Pay)

This occurs when you voluntarily agree to continue working beyond the contractual on-duty limitations in exchange for 1 minute of flight pay for every 2 minutes on duty (report to release + 15 minutes) for the entire duty day.

Voluntary Extension of Duty Day (International VE Pay)

Applicable to non-long range and long range flying; 200% pay for the duty period – including premiums.



Appendix F

Operational Definitions & Examples (continued)

Section 2: Other Related Activity and Pay (continued)

Drug and Alcohol Testing

You are paid for each random drug or alcohol test you are required to undergo after your release from duty. There is no credit associated with the test or payment.

Holding Time

Occurs when you are required to remain on duty with customers on the aircraft at originating, intermediate and terminating stations. This becomes effective at originating and intermediate stations when the actual ground time exceeds the scheduled ground time by 30 minutes and is paid at the JCBA rate.

ATC Hold/Actual “Out” (Code 59)

When the captain elects to delay starting the engines due to quoted takeoff delays, the flight time will be considered to begin at the time the aircraft would normally have departed.

Code 59: Applicable in the event of a delay at the gate awaiting pushback, powerback, or taxi due to congestion; de-icing, maintenance performed on the aircraft after gate departure and before takeoff, and delays due to de-icing congestion. Flight time pay and credit based on actual out time established by the captain.

If there are questions on pay types that have not been discussed in this guide, please refer to the JCBA, which can be found on Jetnet and your tablet. Whereas the above are summary explanations, the JCBA is the source document and supersedes the above explanations.

For questions related to your flight segments and/or time (hours/minutes paid), please contact Crew Compensation at 800-VIP-CREW Monday-Friday, 08:30-15:30 CT, submit a claim on DirectConnect by visiting <https://aafightservice.aa.com> or contact your Flight Service Manager directly.

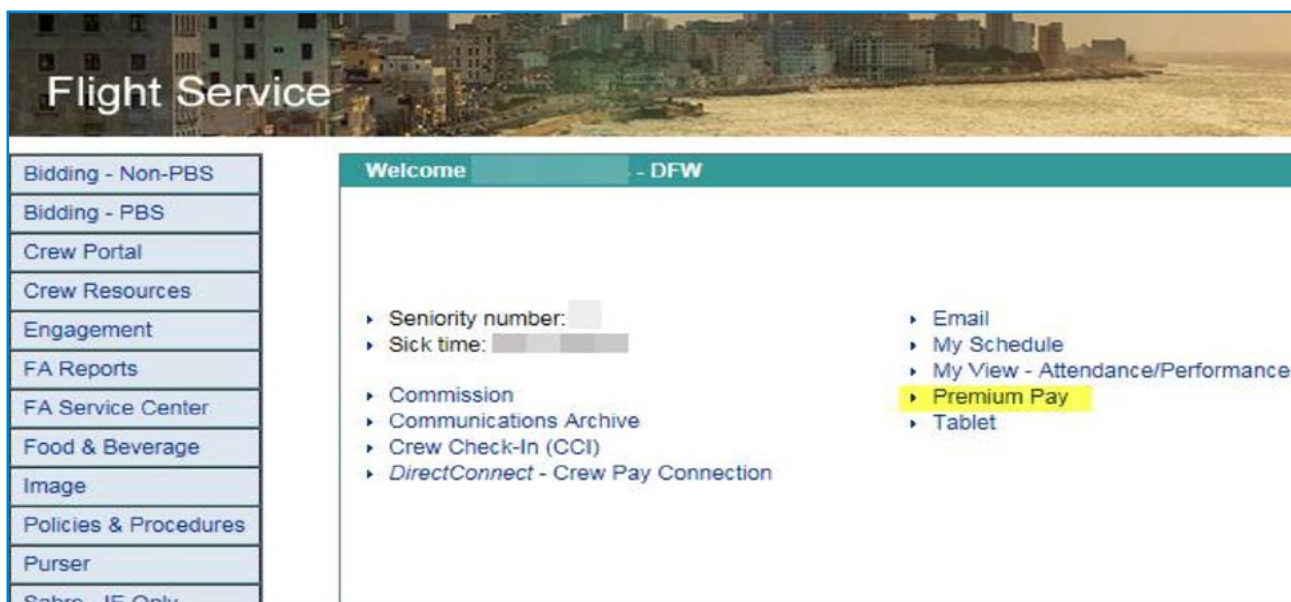


Appendix F

Operational Definitions & Examples (continued)

Section 3: Flight Attendant Position Premium Pay Tool (FAPP)

Position premiums are paid when you work the purser, lead, or galley position and based on rates outlined in the JCBA. You can view hours by using the Flight Attendant Premium Pay link on the Flight Service website:



After clicking the Premium Pay link, your Position Premium Pay activity for the month will display. This information is updated on a real-time basis, directly from FOS.

A few things to know when accessing this information:

- The display defaults to the current month
- You can view the previous month by selecting the desired month from the drop-down menu.
- Note: Previous activities and pay handled from the CATS system will not be visible.
- Each flight leg is displayed with the applicable Position Premium Pay
- A monthly summary of the total Position Premium Pay hours is displayed at the bottom as "FOS Misc. Credit Summary." These summary totals will appear as an entry on the HI1/HI2 at the bottom on the last day of the contractual month.
- Each month's summaries won't appear on the HI1/HI2 until the month has been processed for the Mid-Month paycheck, which generally occurs around the 9th of the following month
- The greater of the Position Premium on the qualifying pay protected sequence at the time of assignment (adjusted base) versus the actual flown sequence is the amount paid.



Appendix F

Operational Definitions & Examples (continued)

Section 3: Flight Attendant Position Premium Pay Tool (FAPP) (continued)

Here's a sample of what you will see when using the tool:

Pure Bid Status : Pos 01 for Contract Month JAN2019

Requested Contract Month: JAN2019

Data Archived for JAN2019

View Emp Print

Premium Pay Flights F/A emp [redacted] as of 03/15/2019 16:22-CST

SEQ	Rmv	Add	Flt	Date	Depart	Arrive	Aircraft	Pos	Prem Pay	SKB / ACT	Type
5707			1732	08-JAN	CLT 07:30	RSW 09:26	A321	01	1:56	SKD	204 Dom Lead Domestic
5707			1732	08-JAN	RSW 10:16	CLT 12:14	A321	01	1:58	SKD	204 Dom Lead Domestic
5707			1886	08-JAN	CLT 13:10	PHL 14:48	A321	01	1:38	SKD	204 Dom Lead Domestic
5707			2340	09-JAN	PHL 05:05	DFW 07:54	738D	01	3:49	SKD	202 Dom Lead Domestic
5707			1216	09-JAN	DFW 09:02	CLT 12:37	738D	01	2:35	SKD	202 Dom Lead Domestic
2854			217	14-JAN	CLT 07:40	JFK 09:39	738A	01	1:59	SKD	202 Dom Lead Domestic
2854			2681	14-JAN	JFK 11:00	CUN 15:24	738A	01	4:24	SKD	202 Non-IPD Lead International
2854			1343	15-JAN	CUN 11:55	DFW 14:24	321S	01	3:35	SKD	204 Non-IPD Lead International
2854			1624	15-JAN	DFW 15:50	SAN 16:55	321S	01	3:05	SKD	204 Dom Lead Domestic
2854			1651	16-JAN	SAN 06:20	CLT 13:59	A321	01	4:39	SKD	204 Dom Lead Domestic
5707			1732	22-JAN	CLT 07:30	RSW 09:26	A321	01	1:56	SKD	204 Dom Lead Domestic
5707			1732	22-JAN	RSW 10:16	CLT 12:14	A321	01	1:58	SKD	204 Dom Lead Domestic
5707			1886	22-JAN	CLT 13:07	PHL 14:47	A321	01	1:40	SKD	204 Dom Lead Domestic
5707			2340	23-JAN	PHL 05:04	DFW 08:07	738D	01	4:03	SKD	202 Dom Lead Domestic
5707			1216	23-JAN	DFW 08:51	CLT 12:23	738D	01	2:32	SKD	202 Dom Lead Domestic
21208			TT 1786	29-JAN	CLT 07:35	FBI 09:29	H319	01	1:54	SKD	202 Dom Lead Domestic
21208			TT 1786	29-JAN	FBI 10:09	CLT 12:11	H319	01	2:02	SKD	202 Dom Lead Domestic
21208			TT 644	29-JAN	CLT 12:57	AUS 15:08	H319	01	3:11	SKD	202 Dom Lead Domestic
21208			TT 2088	30-JAN	AUS 05:10	CLT 08:55	A320	01	2:45	SKD	202 Dom Lead Domestic
21208			2088	30-JAN	AUS 05:10	CLT 08:55	A320		0:15	RIG	202 Dom Lead Domestic

51:54

Vacation Premium:

VC Code	Start Date	Days	Daily Rate	Hours	Code
VC	01-Jan-2019	7	4.00	17.42	204
				10.18	202
				Total Hours: 28.00	

FOS Misc. Credit Summary

Description			
HOURS	FOS	Detail	Code
39:47	PP 2.50	Premium Pay HH.MM at 2.50	202
40:07	PP 3.25	Premium Pay HH.MM at 3.25	204

You can see that at the top of the sheet, this flight attendant has PURE BID STATUS for the contract month and qualifies for premiums on vacation due to pure bid status.

This flight attendant received 51.54 hours of premiums on the flights actually flown.

This flight attendant received 28.00



Appendix F

Operational Definitions & Examples (continued)

Section 4: International Premium Pay

There are two types of international premiums, which are both paid at the rates determined in the JCBA. Each is prorated to the nearest minute:

- 1. **IPD pay** – This includes those flying to Europe, Asia, and deep South America. If you're working a trip sequence designated as "IPD", you'll receive this premium for all flight legs within the trip.
- 2. **NIPD pay** – This includes those flying to Caribbean, Mexico, Hawaii, Central American and "near/mid" South America. This is paid only on international (NIPD) flight legs.

In the example below, the highlighted portion shows the international premium pay for this sequence.

```

09 61      320    FA2  -125  17.00      16.37 17.00
10 61          RON
11 61          RON
12 61          S126      14.30 31.30 13.32 14.30 31.30 79.25
                        AB 31.30  PT  0.00
                        320 EXP TAFB  79.25 HKG  8
MIDSEO 24 - SEE LEG DETAIL
12 61      IPDOVRDE      31.30  0.00
13 61
14 61
15 61
16 61
17 61
18 61
19 61      OE  410    FA8  -123   8.34      8.19  8.34
20 61      OE          -102      7.12 15.46  7.02  7.12 15.46 47.56
                        AB 15.46  PT  0.00
                        410 EXP TAFB  47.56 HNL  5
MIDSEQ 24 - SEE LEG DETAIL
19 61 OE  OE  417    FA8   X5
20 61 OE  OE          X8      0.00  0.00      0.00
                        AB  0.00  PT  0.00
T  MONTH STARTING 01JAN20 AND ENDING 30JAN20  PROCESS DATE  02/09/20
OPT EXCH - SEE LEG DETAIL
21 61      INTOVRDE      15.46  0.00

```