
UNITED



Flight Attendant Vacations 2012

Bid Periods

Phase 1 (Primary)

Bids open (0830) Oct. 29
Bids close (0830) Nov. 07
Bids posted (0830) Nov. 12

Phase 2 (Secondary)

Bids open (0830) Nov. 16
Bids close (0830) Nov. 23
Bids posted (0830) Nov. 28

Phase 3 (Tertiary)

Bids open (0830) Dec. 01
Bids close (0830) Dec. 07
Bids posted (0830) Dec. 11

(0830) Refers to local time at your permanent base.

October 21, 2011

Dear Flight Attendant:

The 2012 annual vacation bidding will begin Saturday, October 29th at 0830 local base time. Allocations vary from year to year; please do not assume you will be awarded the same vacation as the previous year. Bid the vacation period you wish to hold. In order to avoid an insufficient bid, we recommend you bid to cover yourself and include several bid choices from every season. This is particularly the case in Phase 2 and Phase 3 where the majority of insufficient bids are assigned in January and February.

Listed below are the 2012 flight attendant schedule months, those in bold indicate a change from last year. As a reminder 2012 is a leap year.

January:	(31) 12/31/11 - 01/30/12	July:	(31) 07/01/12 - 07/31/12
February:	(31) 01/31/12 - 03/01/12	August:	(31) 08/01/12 - 08/30/12
March:	(30) 03/02/12 - 03/31/12	September:	(30) 08/31/12 - 09/29/12***
April:	(31) 04/01/12 - 05/01/12	October:	(31) 09/30/12 - 10/30/12***
May:	(30) 05/02/12 - 05/31/12	November:	(31) 10/31/12 - 11/30/12
June:	(30) 06/01/12 - 06/30/12	December:	(30) 12/01/12 - 12/30/12

Vacation accruals and awards will be available via CATS 1-800-UALSKED (1-800-825-7533) as well as in your VACBID screens.

Be cautious when using a layover CRT as it is easy to print the bids without saving them. The printed copy must say: INPUT ACCEPTED. To ensure bids are entered, clear the screen and re-enter: VACBID. If bids have been entered, the completed bid screen should appear.

Telephone lines will be staffed Monday-Friday, 0800 to 1630, CT. The vacation team will not be available during the award process and November 24th and 25th, due to the Thanksgiving holiday.

The 2012 vacation package is also available on SKYNET and can be found by selecting: My Community, Scheduling, and Vacations.

If you have further vacation questions after reading this package, please contact the 2012 vacation team. You can reach us by email or phone:

Email: GRP-WHQSK-Vacation-Team@ual.com
E-note: FA VAC TEAM
U.S.: 1-800-UA-FA-VAC

International Bases*

Frankfurt: 0800-181-4245	Hong Kong: 800-96-5483
London: 0800-89-65-16	Narita: 00531-12-4066

*Select Option 5, Option 1

Sincerely,

Mary Fran

Mary Fran Oates
2012 Flight Attendant
Vacation Coordinator

Introduction to 2012 Vacation Bidding

This bid package will explain the basic bidding rules for 2012 vacation bidding. Vacation bidding is divided into three bid phases: Phase 1 (Primary), Phase 2 (Secondary) and Phase 3 (Tertiary). It is most advantageous to bid in Phase 1 because all the vacation days are available. After Phase 1 bids are granted, remaining days are available for Phase 2. Following Phase 2 awards, remaining days are then available for Phase 3.

Vacation Bidding Timeline

Flight attendant vacation bid periods open and close at 0830 local base time, on the following contractual dates:

PHASE 1 – Primary		PHASE 2 – Secondary		PHASE 3 – Tertiary	
Bids open	Oct. 29	Bids open	Nov. 16	Bids open	Dec. 01
Bids close	Nov. 07	Bids close	Nov. 23	Bids close	Dec. 07
Bids post	Nov. 12	Bids post	Nov. 28	Bids post	Dec. 11

Reserve Letters

A/B rotation: 2012 Reserve Letters Lists are available in your base and are effective February 2012 through January 2013. Those flight attendants having their 5th anniversary as a flight attendant in 2012 will not have their 'R' status changed to an 'A' or 'B' until the month of their anniversary to become effective the following month. 'A' letter reserve months are the odd months. 'B' letter reserve months are the even months. Please contact Advance Schedule Planning at 1-800-FLT-LINE the month before your anniversary to get reserve letter information.

Reserve Letter Trades: Flight attendants may trade reserve letters as provided in Section 10.A.6 of the Contract. Reserve letter-trades can be posted on the trade board using POSTRD in Unimatic. Once posted, reserve letter trades can be viewed using TRDBRD in Unimatic. Request for reserve letter trades is done by Advance Schedule Planning and will begin once 2012 vacation accruals are loaded into the VACBID screen on or around October 27th.

Vacation Accrual

Flight attendant vacation accrual schedule (except for Flight Attendants participating in the Partnership Program):

Completed years of Service	Number of Vacation Days Each
1 through 4	12 days
5 through 9	19 days
10 through 16	26 days
17 through 24	33 days
25+	40 days

Partnership Program Vacation Accrual: As provided for in the Partnership Letter of Agreement, vacation will be accrued at one-half (1/2) of the vacation accrual schedule outlined in Section 18 (as listed above) for each partner during the period of partnership.

Keep in mind, for partnerships, all vacations are to be taken as scheduled. If awarded vacations overlap, partners have the option to move one of the vacations, or both if required due to the lengths of such vacation period per Section 18 of the Agreement.

Vacation Reduction: All Flight attendants on LOA or voluntary furlough in 2011 will have their 2012 vacation accrual adjusted. Those who have accrued vacation must bid or will be assigned a vacation.

Flight attendants who were on voluntary furlough or leave of absence during 2011 do not accrue vacation for the period of the absence. A flight attendant's annual vacation accrual is reduced by one-twelfth (1/12) for each thirty day period (30) or major portion (16 days) thereof, on a prorated basis of furlough, leave of absence or disciplinary suspension. The following chart will help calculate your vacation:

Leave of Absence Reduction Table – Scheduled Vacation Days

(D = Days; H = Hours)

Months on LOA	12	19	26	33	40
1	1 DAY	1D 14H	2D 04H	2D 18H	3D 08H
2	2 DAYS	3D 04H	4D 08H	5D 12H	6D 16H
3	3 DAYS	4D 18H	6D 12H	8D 06H	10D 00H
4	4 DAYS	6D 08H	8D 16H	11D 00H	13D 08H
5	5 DAYS	7D 22H	10D 20H	13D 18H	16D 16H
6	6 DAYS	9D 12H	13D 00H	16D 12H	20D 00H
7	7 DAYS	11D 02H	15D 04H	19D 06H	23D 08H
8	8 DAYS	12D 16H	17D 08H	22D 00H	26D 16H
9	9 DAYS	14D 06H	19D 12H	24D 18H	30D 00H
10	10 DAYS	15D 20H	21D 16H	27D 12H	33D 08H
11	11 DAYS	17D 10H	23D 20H	30D 06H	36D 16H
12	12 DAYS	19D 00H	26D 00H	33D 00H	40D 00H

When calculating your 2012 LOA/Furlough reductions use the 2011 calendar

2011						
January						
S	M	T	W	T	F	S
	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
February						
S	M	T	W	T	F	S
	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				
March						
S	M	T	W	T	F	S
	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
April						
S	M	T	W	T	F	S
	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
May						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
June						
S	M	T	W	T	F	S
	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	
July						
S	M	T	W	T	F	S
	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
August						
S	M	T	W	T	F	S
	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
September						
S	M	T	W	T	F	S
	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
October						
S	M	T	W	T	F	S
	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
November						
S	M	T	W	T	F	S
	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
December						
S	M	T	W	T	F	S
	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Example: Flight attendant Rita Donald has a company seniority of 2001 and has accrued 26 days of vacation. Rita was on a medical LOA (L5) from June 1, 2011 – July 16, 2011 for a total of 46 days, Rita’s vacation accrual will be reduced by 2 months accrual (1 = Full 30 day month with a remainder of 16 days which is the “majority portion of a 30 day period”). Rita will have her 26 – day vacation reduced by 4 days and 8 hours to an adjusted vacation period of 21 days 16 hours.

ANP: 30-day ANP does not reduce vacation accrual. However, two periods of 30-day ANP back to back or 30-day ANP in conjunction with any other leave or ANP will result in a reduction in vacation accrual.

DAT (Day-at-a-time): Borrowing a vacation day from next year’s allotment:

- Reduces vacation 1 for 1.
- DAT vacation taken November 1, 2010 – October 31, 2011 will reduce 2012 vacation.
- The ‘TOTAL VAC ACCRUED’ is initially input into the VACBID screen on October 27 and will not reflect DATs taken October 27th to October 31st. On November 1st, the screen will be manually updated to reflect additional DATs taken.

Display Screens

Numerous DIS*pages are available that contain valuable vacation bidding information. DIS*14160 displays a menu of vacation bidding information.

Allocation Pages

The allocations include the number of flight attendants that will be awarded vacation on any particular day.

- Domestic allocation can be found on DIS*14161
- International allocation can be found on DIS*14162
- Each base has two DIS pages; the months are abbreviated down the left column of each page. The first DIS page is 1-15 and the second is 16-31.
- Numbers listed under each day represent the number of flight attendants allocated for vacation on specific days. A zero means there are no vacation allotments offered; therefore a vacation cannot start nor cross on those days.
- If there is an ‘X’ that means no such day exists during that month. For example, February 30th, 31st, April 31st, June 31st, September 31st, November 31st.

When looking at the DIS pages keep in mind these pages are in the Julian calendar format, not the flight attendant calendar; the differences are listed below:

December 31st begins the first day of January	Look in the upper right hand corner of the first page
January 31st is the first schedule day of February	Look at January allocations.
March 1st is the last schedule day of February	Look at March allocations.
May 1st is the last schedule day of April	Look at the May allocations.
August 31st is the first schedule day of September	Look at the August allocations.
September 30th is the first schedule day of October	Look at the September allocations.
October 31st is the first schedule day of November	Look at the October allocations

Flight Attendant Calendar Months

Flight attendant 2012 vacation are bid and awarded using the flight attendant scheduled months:

As a reminder 2012 is a leap year

January:	(31)	12/31/11 - 01/30/12	July:	(31)	07/01/10 - 07/31/12
February:	(31)	01/31/12 - 03/01/12	August:	(31)	08/01/12 - 08/30/12
March:	(30)	03/02/12 - 03/31/12	September:	(30)	08/31/12 - 09/29/12***
April:	(31)	04/01/12 - 05/01/12	October:	(31)	09/30/12 - 10/30/12***
May:	(30)	05/02/12 - 05/31/12	November:	(31)	10/31/12 - 11/30/12
June:	(30)	06/01/12 - 06/30/12	December:	(30)	12/01/12 - 12/30/12

*** indicates a change from last year

Vacation Bidding Rules & Examples

Bid the way you want your vacation to start and follow these rules. Please read carefully to ensure that your bids are valid. All bids must be *valid*. If the bid is not valid, it will not be awarded and the computer will move through all remaining bids on file to the next *valid* bid. If there are no valid bids on file, you will be awarded a vacation as an insufficient bidder.

A minimum valid vacation bid is 6 *full* days. The only exception is when a flight attendant vacation has been adjusted to less than 6 days.

- No Bid:** A flight attendant whose VACBID screen is considered a 'No Bid' will be processed as follows:
 - Phase 1 – not assigned until Phase 2
 - Phase 2 – assigned in Phase 2 if vacation accrual is less than 26 full days
 - Phase 3 - assigned
- Insufficient Bid:** A flight attendant whose VACBID screen is considered an 'insufficient bid' will be processed as follows:
 - Phase 1 – If you place a bid on file in Phase 1 and bids were insufficient you will be automatically assigned after Phase 1 awards in seniority order from December backwards through January. It is important to remember, if you do not bid in Phase 1 you will not be assigned.
 - Phase 2 -3 automatically assigned after each Phase award in inverse seniority order from January through December.
- Splitting Vacation Accruals**
 - Vacation accrual of 01-11 days:** Are not eligible to split vacation periods. Bidding must take place in Phase 1 or Phase 2. You are not eligible to bid in Phase 3, failure to bid in Phase 1 or Phase 2 will result in being assigned a 2012 vacation.
 - Vacation accrual of 12-25 days:** Are eligible to split vacation twice, bidding must take place in Phase 1 and Phase 2. You are not eligible to bid in Phase 3, failure to bid in Phase 1 or Phase 2 will result in being assigned a 2012 vacation.
 - Vacation accrual of 26 days or more:** Are eligible to split vacation three times. Flight attendants are eligible to bid in all vacation Phases. If no bid was received in Phase 1 or Phase 2 all vacation must be bid in Phase 3. Failure to bid in Phase 3 will result in being assigned a 2012 vacation.
- Partial Days:** For those vacations that have been adjusted to include days and hours.
 - A partial day should be used as a full day only when counting the days on the flight attendant calendar.
 - All hours must be bid in the same Phase.
 - A partial day is always the last of the vacation and it should not be assumed that the entire day is a vacation day. The partial day begins at 0000 and ends on the hour. When a vacation ends at the exact time a check-in would begin for the next scheduled ID, the flight attendant is responsible to fly the ID.

Example: Rita Donald's vacation accrual is 21 days 16hours. This is not a full 22 day vacation; for bidding purposes she must count 22 days. Rita will be available at 1600 (local base time) on the 21st day.

Vacation Bidding Options: Crossing Months

Flight attendants have the ability to have vacation periods cross from one month to the next. The minimum bid to cross from one month to the next is 14 full days.

- Crossing months using 14, 15 or 16 days** the following rules must be met:
 - Must have at least 4 *full* days in both months
 - Partial days cannot be counted as a full day
 - A flight attendant cannot bid a vacation that crosses from 2012-2013
- Crossing months using 17 or more days** the following rules must be met:
 - Must have a minimum of 7 full days in both months
 - Partial days cannot be counted as a full day
 - A flight attendant cannot bid a vacation that crosses from 2012-2013
 -

Vacation Bidding Options: Date Slide

A flight attendant has the option to 'slide' the vacation up to 3 days in either direction of the start and/or end date to help ensure that they are awarded the maximum number of days utilizing their initial bids.

- The vacation award will be based on the ability of the computer to award the vacation by sliding in the following sequence; the original bid, +1,-1,+2,-2,+3,-3, if your bid is an overlap bid, the computer will only process the slide that is valid. It will avoid the slide that would leave 3 days in one month on a 14 day bid.

- If none of the slide options can be awarded using the first bid, this process will be applied to the second bid and will be continued throughout the bid choices.
- The computer will not slide your bid to make it legal; your bid *must* be legal to start.

Vacation Bidding Options: Less Days

A flight attendant has the option of accepting 'less days' than those bid under the following circumstances:

- Must have accrued at least 12 full days.
- Vacation will be based on the ability to award the longest stretch of available days within the first bid choice, according to the bidding rules.
- The bid may be reduced to a minimum of 6 days anywhere within the original bid.
- If at least 6 days of the first choice cannot be awarded, this process will be applied to the second bid and will be continued throughout the bid choices.
- Days not awarded will be added to the next bid Phase.
- Flight attendants can only opt for less days in Phase 1 and Phase 2 and only if you are able to hold the remainder of six full days or greater in the next phase.

Vacation Bidding: Combination of Less Days and Date Slide

The computer is programmed to evaluate all options on the dates that are requested prior to going onto your next bid.

Using an example of bidding for 10 days, 06/13 – 06/22: If the program is unable to award this period, the computer will consider your initial bid and try to slide your vacation to help ensure you are awarded the maximum number of days around your initial bid. If unable to award the 10 full days, the computer will continue to reduce and/or slide your initial bid until it can either award a vacation or move on to your next bid. If unable to award after sliding with the last option of the 6-day bid, the computer will apply these steps to all consecutive bid choices.

Computer Bidding

To place a on bid file in unimatic:

1. Type: VACBID/file number
2. Type: Number of days being bid (Days/Hours) in VAC being bid (tab)
3. Less Days: if choosing less days type "X" in less day (tab)
4. Date Slide: if choosing date slide type "X" in date slide (tab)
5. Type: date being bid MM/DD (start of vacation)
6. Move your cursor to the bottom of the screen (enter). A copy of your bids will automatically be generated on the associated printer and 'INPUT ACCEPTED' will appear in the lower left corner of the screen.

For additional screens, move the cursor to the bottom of the screen (ENTER), page two will appear, continue to input bids.

Changing Bids: During the open bid phase, information in the VACBID screen can be accessed and/or changed. The vacation team will *only* process bids on file at 0830 the day bids close.

To change a bid in unimatic:

1. Display VACBID in unimatic
2. Type over existing information and use the erase key to delete unwanted bids.
3. Move cursor to the bottom and enter. A copy of your bids will automatically be generated on the associated printer and "INPUT ACCEPTED" will appear.

To make changes to a specific page number, type the page number and follow the directions above.

Bidding for another Flight Attendant or bid service bidding for you: If you plan to bid for another Flight attendant, have another flight attendant bid for you, or use a bid service, a keyword must be set up. A key word must be entered in the computer to enable another flight attendant or bid service to access your screens without using your primary password.

Obtaining a Keyword

To enter or change your key:

1. Type DSPKEY (enter)
2. Type KEY in space provided (enter). The key is a maximum of six letters and/or numbers, in any combination. (LOFBID and VACBID key are the same).

Bidding for another flight attendant, complete the following steps:

1. Sign into unimatic using your file number and password.
2. Type VACBID/file number of flight attendant you are bidding for. You will be prompted for a keyword, type their keyword (enter) their VACBID screen will appear, place bids on file.

Buddy Bidding:

1. Both flight attendants must bid the same number of days (partial days need not be the same).
2. Buddies must be based in the same base.
3. Buddies will be separated and assigned a vacation if bids are insufficient. The resulting vacation may or may not be the same as your buddy.
4. Both flight attendants must enter identical bids into their VACBID screens.
 - The senior buddy will type the file number of the junior buddy in the "JR BUDDY" blank. The junior buddy's name will appear after the screen has been entered.
 - The junior buddy will type his/her own file number in the "JR BUDDY" blank.

Vacation Trades: Trading a vacation with another flight attendant:

1. Per section 18.S of the UAL/AFA Agreement, two vacation trades are allowed per year for each flight attendant.
2. Vacation trades must be between two flight attendants at the same base.
3. Flight attendants may post vacation trades using POSTRD in unimatic after December 11, 2011.
4. Vacation trades must be submitted using DIS*27874. Once processed, a confirmation meter will be sent to your base and will be reflected in the "2012 actual vacation" section of the VACBID screen.
5. Vacation trade requests that touch a month end overlap will be declined.
6. As required by Section 18.S of the Agreement, vacation trades involving a PHASE 1 (primary) vacation award MUST be for the same (or equal) total number of PHASE 1 (primary) vacation days.
7. When trading secondary and tertiary vacation periods, trades involving periods of unequal length will result in an equal number (the smaller number) of vacation days being awarded to each flight attendant.
8. Vacation trades are processed by the Flight Attendant Support Team and must be received by the last day of the flight attendant schedule month, 2 months prior to the month in which the vacation resides.

Exceptions:

- When trading vacations wholly contained within the same schedule month, bids must be received prior to the opening of the scheduled bidding for the month involved.
- January vacation trade requests must be submitted by December 15, 2011
- February vacation trade requests must be submitted by December 30, 2011

Transfer and Interim Bid Information

Transfers: Effective dates between October 29th and December 30th 2011.

- Accepting a transfer prior to 1200 the day *before* bids close for that particular base will ensure that the bid will be awarded in the new domicile.
- Accepting a transfer *after* the close of any bid phase, the vacation may be awarded in the old domicile. As a result, it will be necessary for you to re-bid your vacation at the new domicile in the first available interim vacation period after the effective date of the transfer. Your VACBID screen will reflect unassigned vacation days.
- Vacation awarded in any phase prior to the transfer acceptance will be placed into interim vacation at the old domicile and you must re-bid in the first available interim vacation period after the effective date of the transfer.

Transfer effective dates after December 31, 2011: Vacation awards will be placed in interim and must be bid in the *first* available interim vacation bid after the effective date of the transfer.

Interim Vacation Bidding: Trading for an open vacation period with the Company: Interim vacation trades are processed by the Flight Attendant Support Team (option 4, 4) per Section 18.G. of the UAL/AFA Agreement. Interim bidding information as well as a short tutorial can be found on SKYNET by selecting My Community, Scheduling and Vacation.

Interim vacation bids may only be submitted through SKYNET and is available from home and any SKYNET enabled computers. SKYNET provides you with the following personalized information:

- Allocations by domicile
- Your actual vacation periods with days and hour information
- Calendars to facilitate scheduling and bidding vacation periods
- Pop-up message with bidding tips/rules
- Instant 'bid received' message
- Last updated time and date stamp on your bid screen
- Emailed confirmation of any changes made to your personalized interim bid screen

To submit an interim bid, sign on to SKYNET and click on Interim Bid which can be found under My Community, Scheduling, Vacations. There are separate links for bidding from a United computer or from "home" using any other computer.

1. The interim bid opens and closes at 0800 local base time. Interims open on the first weekday of the flight attendant calendar month and remains open for seven (7) days. All attempts are made to have the process completed by the 15th of each month.
2. Any vacation changes as a result of interim bidding will be reflected in the "2012 Actual Vacation" section of the VACBID screen. This information is also viewable in your personalized SKYNET bid screens.
3. If you were assigned/awarded a January or February vacation in the annual award, you are not eligible to bid out of these by use of the interim bid. However, you may move a February vacation to any other vacation period wholly within the February schedule month.
4. When interim bidding, you may not vacate a vacation in the month following the interim. Example: In the April interim you may not interim out of a May vacation.
5. After all vacation phase awards have been completed, vacation days left open and/or vacated in Phase 1 vacation days will be posted for bid in the next available interim process. If there are fewer than five workdays prior to the next interim bid process, the vacated and open days will be posted in the following month.

UNITED STATES

2012 Flight Attendant Calendar

		Holiday																													
JANUARY: 31 DAYS	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO
31 DEC - 30 JAN 'A'	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
FEBRUARY: 31 DAYS	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH
31 JAN - 01 MAR 'B'	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	1
MARCH: 30 DAYS	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	
02 MAR - 31 MAR 'A'	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
APRIL: 31 DAYS	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU
01 APR - 01 MAY 'B'	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	1
MAY: 30 DAYS	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	
02 MAY - 31 MAY 'A'	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
JUNE: 30 DAYS	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	
01 JUN - 30 JUN 'B'	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
JULY: 31 DAYS	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU
01 JUL - 31 JUL 'A'	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
AUGUST: 30 DAYS	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	
01 AUG - 30 AUG 'B'	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
SEPTEMBER: 30 DAYS	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	
31 AUG - 29 SEP 'A'	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	
OCTOBER: 31 DAYS	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU
30 SEP - 30 OCT 'B'	30	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
NOVEMBER: 31 DAYS	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR
31 OCT - 30 NOV 'A'	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
DECEMBER: 30 DAYS	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	
01 DEC - 30 DEC 'B'	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	