**NO-SHOWS**

**What is considered a no-show**:

* Not showing up for a scheduled flight
* Calling Crew Control reporting unable to perform duty less than 4 hours before rostered flight
  + Relief will be given with proper documentation like a doctor’s note, police report or proof of legal cause
* Not responding to a call from Crew Control or returning the call within 15 minutes of first missed call
* Showing up for flight without current passport or crew-ID. Passport must have a minimum of 6 months validity and 2-4 blank pages.
  + The medical document and Cabin Crew Attestation (CCA) must be valid and on file with Quantum for date and correct AOC.

A crew member on standby is required to check her/his roster frequently during standby. The excuse of not having seen a change is not accepted.

**It is a crew member’s responsibility to have an active phone number with the company/Crew Control.**

**Disciplinary actions will be taken as follows**:

1 (one) No-show will result in a final written warning

2 (two) No-shows will result in termination

The no show will stay for a period of 12 months at which time it will be removed from your record.