

6.7 PERSONAL PREPARATION FOR TAKEOFF

Step	Flight Attendant Actions
↓	Safety demo is completed...
1 ☒	Both flight attendants should complete a cabin walk-thru check and verbally verify with each other this check is complete.
2	The A-FA will set the cabin lights for takeoff to the Taxi, Takeoff and Landing standard.
3 ☒	Flight attendants should verify once again all carts, containers, latches etc, in the galley are secured and ready for take-off.
4	Both flight attendants will take their jumpseats and fasten the lap belt and shoulder harness. Flight attendants should take their seats immediately after final cabin walk-thru check/galley check is accomplished. Flight attendants should not wait for the signal, "Flight attendants please be seated" from the flight deck for them to take their seats.
5 ☒	The A-FA will look to verify the B-FA has taken their jumpseat and then confirm to the flight deck that the cabin is "Ready for takeoff" via interphone.
6	Assume brace position when flightcrew announces, "Flight attendants please be seated" (1 to 3 minutes prior to takeoff). If the flight attendants are <u>not</u> ready, they must notify the flightdeck crew immediately by interphone.
7	Both flight attendants should perform a silent review.

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6.9 DESCENT FOR LANDING

Step	Flight Attendant Actions	
↓	Flightcrew announces "Prepare the cabin for landing...."	
1	If....	Then....
	Sterile cockpit has not begun when flight deck makes "Prepare cabin..." announcement,	A-FA will make the Initial Descent. A-FA will wait for sterile cockpit to begin to make the Final Descent announcement.
	Sterile cockpit is in effect when flight deck makes "Prepare cabin..." announcement,	A-FA will make the Initial Descent and Final Descent announcement and both flight attendants will clear service items and complete a cabin walk-thru check.
2☒	Both flight attendants should complete a cabin walk-thru check.	
3☒	Flight attendants should verify once again all carts, container, latches etc, in the galley are secured and ready for landing.	
4	Both FAs will take their jumpseats and fasten the lap belt and shoulder harness. FAs should take their seats immediately after final cabin walk-thru check/galley check is accomplished. Flight Attendants should not wait for the Imminent Landing signal from the flight deck for them to take their seats. The B-FA will secure themselves in their assigned jumpseat and notify the A-FA via the interphone that "the cabin is ready for landing."	
5	Assume brace position at imminent landing chimes.	
6	Both flight attendants should perform a silent review.	

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6.15 CABIN POLICES

6.15.1 BEVERAGE AND PASSENGER SERVICE EQUIPMENT

Reference: FAR 121.577

- A. Republic Airlines will not move an airplane on the surface, takeoff, or land when any food, beverage, or tableware furnished by the certificate holder is located at any passenger seat.
- B. Republic Airlines will not move an airplane on the surface, takeoff, or land, unless each tray table is secured in its stowed position.
- C. Republic Airlines will not permit an airplane to move on the surface, takeoff, or land, unless all passenger serving carts are secured in their stowed position.
- D. Each passenger shall comply with instructions given by a crewmember with regard to compliance with these requirements.

6.15.2 BRACE POSITION - FLIGHT ATTENDANT

- A. The single most effective means of minimizing injury during takeoff and landing is to ensure the flight attendants are in the brace position.
- B. During every takeoff and landing, the flight attendants must assume the brace position—
 - Feet flat on the floor, shoulder-width apart, forward of the jumpseat.
 - Seatbelt fastened in the center, low and tight.
 - The shoulder harness must be on and retracted against the upper body.
 - Hands placed under thighs, palms up, thumbs facing forward.
- C. For the forward jumpseat
 - Head back on headrest, eyes open.
- D. For the aft jumpseat
 - Chin lowered to the chest, eyes open and up.
- E. For takeoff, the flight attendants must assume this position when the flight deck announces "Flight attendants please be seated."
- F. The flight attendants must stay in this position until after the initial climb, which typically lasts 3-5 minutes.
- G. For landing, the flight attendants must assume this position when the flight deck gives the landing imminent chimes (2 hi-low chimes).
- H. The flight attendants must stay in this position until the aircraft is off the active runway (after the aircraft turns).

- D. Anytime the Fasten Seatbelt Sign is turned on or off, a flight attendant must make a PA announcement.
- E. If the fasten seatbelt sign is turned on, the flight attendants must do a cabin walk-thru check in addition to the PA announcement.
- F. If the captain makes a seatbelt announcement, a flight attendant must still follow with his/her required announcement and cabin walk-thru check.
- G. If the seatbelt sign is left on for the duration of the flight, flight attendants must conduct a cabin check every 15 minutes to ensure compliance.
- H. Flight attendants must use their best judgment in determining when to secure themselves in the jumpseat, both during periods of turbulence, or when the seatbelt sign remains illuminated.

6.15.4.2 No Smoking Placards

- A. The Company prohibits smoking on all flights. No person may smoke in the aircraft lavatories or tamper with, disable, or destroy any smoke detector installed in any aircraft lavatory.
- B. A "No Smoking" placard must be present at each passenger seat.
- C. The lavatories must have a posted sign that reads "Federal law provides for a penalty of up to \$2,000 for tampering with the smoke detector installed in this lavatory."

6.15.5 CABIN CREWMEMBER AT STATIONS

Reference: FAR 121.391

- A. Both flight attendants must be in their assigned jumpseats with seatbelt and shoulder harness secure during takeoff and landing.
- B. The flight attendants must be in their assigned jumpseats with seatbelt and shoulder harness secure during taxi unless performing a safety-related duty.
- C. Flight attendants should be stationed at or near their assigned duty stations during boarding, although they are still responsible to perform other boarding duties.
- D. Examples of other boarding duties include—
 - Assisting passengers in locating seats and overhead space for their carry-on.
 - Individual briefing of special needs passengers.
 - Monitoring carry-on baggage and assuring it is stowed properly.
 - Monitoring child restraint devices.
 - Making boarding announcements.
 - Brief passengers seated in the exit rows (if installed).