



**ZED
MIRBA**

Industry Standards for Personal & Duty
Travel by Airline Staff

Will membership work for you



Do you want to connect with other airlines to offer reduced rate travel to your staff?



Do you spend a lot of time and resources requesting industry discount (ID) tickets for your staff?



Would you like to reduce your administrative costs?



Would you like to harmonize agreements with industry partners?

What does membership give you

- Multilaterally agreed conditions through the Interline Staff Travel Agreement (ISTA)
 - Participants can bilaterally concur for leisure and/or duty travel
- A flexible program which provides members
 - The ability to connect with colleagues from across the industry to offer reduced rate travel to staff
 - Simplified administration and management of agreement conditions





ZEDMIBA Forum Objectives

To develop and implement industry standards across the interline staff travel community

To harmonize procedures in order to reduce administrative costs associated with industry discount travel

To provide infrastructure and mechanisms to enable interline travel by staff of member airlines

Zonal Fares

- Multilaterally agreed and applied through bilateral concurrence
- Annually adjusted in line with commercial passenger fare and fuel cost variances
- Varying application
 - 9 mileage zones
 - 5 fare levels
 - 3 classes of service
 - 2 reservation status options



Fare application

- Fares are applied based on the ticket point mileage (TPM) within one of 9 fixed zones
- The final cost of the journey is made up of the fare for each coupon issued, plus all applicable taxes/fees/charges (TFC) including any that do not, routinely, apply to transiting passengers
 - Only TFC paid to a government and/or airport authority may be collected (i.e., fuel surcharges may not be collected)
- Child and infant discounts apply
 - Travel by children (ages 2-11, inclusive) is at 67% of the applicable adult fare
 - Travel by infants (birth to 23 months, inclusive), not occupying a seat, is at no fare

Zones & Levels

Mileage Zones

Zone	Mileage Band
1	1 – 450
2	451 – 750
3	751 – 1600
4	1601 – 3200
5	3201 – 4080
6	4081 – 5000
7	5001 – 6100
8	6101 – 7100
9	7101 +

Fare Levels

Super Low

Low

Medium

High

Super High

Other discount options

ID50C1

- Operationally significant travel
- 50% discount off the bilaterally agreed fares
- Confirmed, non-removable, space

ID50S1

- Duty travel
- 50% discount off the bilaterally agreed fares
- Confirmed, removable, space

ID00S2

- Duty travel
- \$0 fare/100% discount
- Space available

ID00S1

- Duty travel
- \$0 fare/100% discount
- Space available

Membership Eligibility

- Full Membership
 - Must be an airline operating scheduled air passenger transportation services available for use by staff of other member airlines
- Associate Membership
 - Must be an airline operating air transportation services which are not available for use by staff of other member airlines under the operating airline's own code

Members must comply with sections A.1 (Full Membership) or A.2 (Associate Membership) of the Interline Staff Travel Agreement

Personal Travel Eligibility

Mandatory categories

- Active employees of the member airline and bilaterally agreed subsidiary, affiliates, or franchise companies (SAF)
- Retired employees of the member airline and bilaterally agreed SAF
- Spouse of the employee/retiree
- Children, under 24 years of age, of the employee/retiree

Optional categories

- Children, age 24 years of age and over of the employee/retiree
- Parents of the employee/retiree
- Siblings of the employee/retiree
- Travel partner of the employee/retiree

Duty Travel Eligibility

- Mandatory categories
 - Active employee
- Optional categories
 - Spouse of the employee
 - Children of the employee

Members may bilaterally agree to extend travel to operationally significant travelers, these include deadheading/positioning crew and aircraft technicians traveling to/from an aircraft requiring immediate maintenance.

Standardized ticketing

Members will bilaterally agree to fulfill ticketing by

Employing carrier (IET)

Transporting carrier (NIET)

Employing carrier ticketing (IET) must be in accordance with IATA Resolutions 722 and 728, Recommended Practice 1788, and the ticketing requirements laid out in the ISTA (C.1)

Transporting carrier ticketing (NIET) must be in accordance with the ticketing requirements laid out in the ISTA (C.2)

ZED-MIBA Forum Website

www.zedmiba.org

- Public site
 - Contains information relevant to interested airlines
- Private site
 - Available to member airlines only
 - Contains
 - Current and archived supporting documents
 - Member contact list
 - Information regarding past and upcoming meetings
 - Electronic concurrence tool
 - Member communication tool

What next?



Contact the Member Service Center (MSC) to obtain detailed procedures

msc@zedmiba.org



Submit the following to the MSC

[ZMF Application form](#)

Two signed originals of the [ZMF Signature Document](#) (one if electronically signed)



Pay the subscription fee

As indicated on the invoice delivered by the MSC, once payment is received

- You will be granted access to the full website will be granted by the MSC
- MSC will notify members of your airline's participation



Reach out to other airlines to begin negotiations

Participation in ZMF does not mean automatic agreement for bilateral concurrences with other members

Each member airline will need/want to evaluate bilateral concurrence based on their business needs, model, and policies