

TO: Ground Service Providers & Station Managers
FROM: Ground Operations Bureau
ISSUE DATE: 25.07.2024
REG: 14/ONPS/2024
REVISION: 1.0
SUBJECT: EIC and FKT required in the LIR and loadsheet – reminder

Dear Ground Service Providers,

Regarding the non-compliance that has been identified by the Civil Aviation Authority at one of our stations, we would like to remind you that all EIC, FKT equipment loaded into the aircraft compartment must necessarily be included in the LIR loading instructions/reports and loadsheet.

In the Altea FM system, EIC/FKT should be entered on the deadload screen, in the Comm column as E (1) with the description (2).

Remember, EIC/FKT is not included in the DOW (3)

1												2			3				
Ext	Bulk/BARCC	Dest	Net Weight	Est	Comm	Pcs	ULD Vol	BLK Vol	R	T	Loc	Prio	DG/SL	Inbound Flight No	Next Flt No.	Onward Dest	Description	ROB	DOW
<input type="checkbox"/> BLK	RDO		0	<input type="checkbox"/> BY				0.0	R		3		22						
<input type="checkbox"/> BLK	RDO		100	<input type="checkbox"/> E				0.56		1			1				EIC	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> BLK	RDO		191	<input type="checkbox"/> E				1.06			2		1				FKT	<input type="checkbox"/>	<input type="checkbox"/>

Best regards,
Ground Operations Bureau

Revision list:

Rev. No.	Effectivity	Reason
1.0	25.07.2024	New document (REMINDER)

Risk acceptance:

CURRENT RISK INDEX <u>before</u> change		PROJECTED RISK INDEX <u>after</u> change		ACCEPTANCE AUTHORITY (includes acceptance of Risk)			
CRITICAL		CRITICAL		Name	Sebastian Jadczak		
SERIOUS		SERIOUS		Position	Ground Operation Nominated Person		
MODERATE	X	MODERATE		Signature	e-mail approval		
LOW		LOW	X	Date	25.07.2024		

Approval notice:

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