	MEMO Subject: Maximum loading level – reminder	REG No: 21/ONPS/2024 Rev: 1.0
		EFFECTIVE DATE: 09.09.2024

TO: Ground Service Providers & Station Managers
FROM: Ground Operations Bureau
ISSUE DATE: 06.09.2024
REG: 21/ONPS/2024
REVISION: 1.0
SUBJECT: Maximum loading level – reminder

Revision list:

Rev. No.	Effectivity	Reason
1.0	09.09.2024	New document - REMINDER

Risk acceptance:

CURRENT RISK INDEX <u>before</u> <u>change</u>		PROJECTED RISK INDEX <u>after</u> <u>change</u>		ACCEPTANCE AUTHORITY (includes acceptance of Risk)	
CRITICAL		CRITICAL		Name	Sebastian Jadczyk
SERIOUS		SERIOUS		Position	Ground Operation Nominated Person
MODERATE	X	MODERATE		Signature	<i>Electronically agreed</i>
LOW		LOW	X	Date	08.09.2024

Approval notice:

	Name	Function	Date
Prepared by:	Bernadetta Podskrobko	Ground Ops Safety and Procedures Manager	06.09.2024
Checked by:	Monika Zych	Ground Ops Quality and Training Manager	08.09.2024
Approved by:	Sebastian Jadczyk	Ground Operations Nominated Person	08.09.2024

Source: GHM 42 p.4.7.3

Dear Ground Service Providers,

Due to the frequent occurrences of exceeding the loading line, we would like to remind you of the applicable procedures.

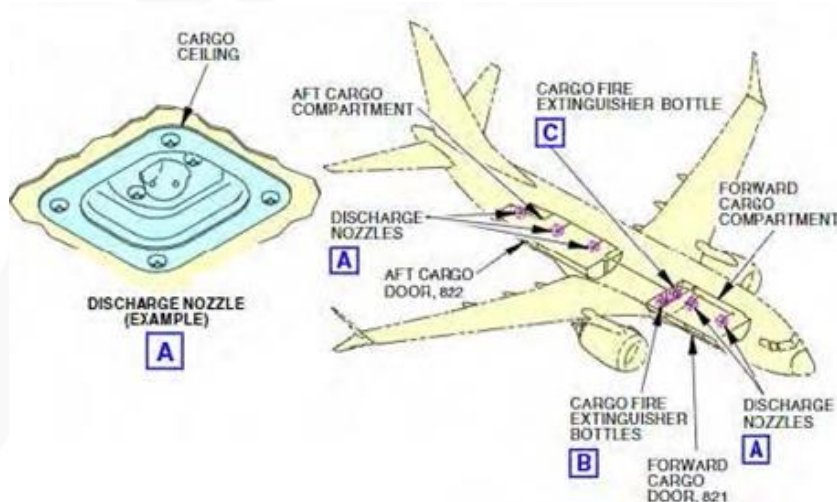
1. Loading of Embraer:

- Loads **must not** be loaded into Embraer over the line showing maximum loading level (5 cm from the ceiling surface).



2. Loading of Boeing 737:

- Loads **must not** be loaded close to the nozzles of fire extinguisher.
- Maximum loading level is 5 cm/2in from the ceiling surface.



3. Please find some examples of incorrect loading:



Best regards,
Ground Operations Bureau