

# WALK AROUND INSPECTION FORM

„Conduct an arrival and departure walk around to inspect for damage on the following parts of the aircraft” – **GHM 4.4.2**

Version: **7**

Valid from: NOVEMBER 2020

**Airport**

**Registration**

ARRIVAL		Date:		Flight Number:	
Checked area	Use X to mark answer	NO	YES	Additional information	
Visible tire damage		NO	YES		
Visible damage around passengers doors		NO	YES		
Visible damage around cargo doors		NO	YES		
Visible damage on fuselage		NO	YES		
Visible damage on engines or engine cowls		NO	YES		
Visible leaks (fuel, oil, hydraulic, water etc.)		NO	YES		
Cargo compartment nets are missing		NO	YES		
Visible cargo compartment damage		NO	YES		
All cargo compartment are empty when unloaded		NO	YES		
All ULDs checked and serviceable		NO	YES		
Inspection performed on <b>arrival</b> by handling agent (name and signature)					
<b>Pilot in command</b> hereby declares the walk around inspection has been performed by Agent upon <b>arrival</b> of the flight in subject and:					
<div style="display: flex; justify-content: space-between;"> <span>damage has been detected</span> <div> NO YES  N/A NO YES </div> </div>				<div style="display: flex; justify-content: space-between;"> <span>If YES, reported to me before GSE (Ground Support Equipment) positioning</span> <div> NO YES  N/A NO YES </div> </div>	
<b>Crew may refuse to sign If walkaround was NOT performed correctly!</b>					
Pilot in command - signature and company ID no.					

DEPARTURE		Date:		Flight Number:	
Checked area	Use X to mark answer	NO	YES	Additional information	
Passenger doors are closed and secured		NO	YES		
Cargo doors are closed and secured		NO	YES		
Service panels are closed and secured		NO	YES		
Visible damage on the fuselage, door areas		NO	YES		
Visible leaks (fuel, oil, hydraulic, water, etc.)		NO	YES		
All ULDs checked and serviceable		NO	YES	Responsible agent signature	
Inspection performed before <b>departure</b> by handling agent (name and signature)					
Report result of performed inspection to Pilot via headphones on departure: <b>"No damage found"</b>					

If there is no damage this form has to be collect and stored with flight documentation

If any damage is found, report it immediately to supervisor/Pilot in Command/Station Manager/LOT OCC (copy of this form with pictures shall be sent to [ground.safety@lot.pl](mailto:ground.safety@lot.pl), [ops.dm@lot.pl](mailto:ops.dm@lot.pl)), and do not approach the aircraft with any GSE in the area where the damage has been found without Captain's authorization.

