STATION INSTRUCTION

easyJet

Station Instruction #	306		
Title	Network Turn Card		
Date of Issue	26/02/25		
Effective start date	06/03/25		
Effective end date	UFN		
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Reviewed by	Kevin Doyle / Nicholas Pelham	OPR No	1084

Reason for Issue

Publication of Network Turn Card detailing the sequence and timings of key activities to be completed by ground crew, cabin crew and flight deck on all turns except First Wave and from a cold aircraft, where the First Wave Timeline (GHM Appendix I) should be followed.

On-time departures are critical to the success of the operation. The Turn Card is designed to align functions and procedures around key milestone touchpoints to ensure understanding, consistency and collaboration across ground, cabin and flight deck.

While our procedures remain unchanged, the Turn Card should increase awareness of key milestones during the turn, enabling us to work as a unified team to deliver ease and reliability. This provides a framework to align procedures to achieve the defined milestones. We all have the opportunity to make a difference – together, safe and on time.

Ground crew should adhere to the Turn Card and use this as a tool to meet our required KPIs, align with Flight and Cabin, and achieve on-time departures.

GHM Amendments:

Section	Title	Details
Appendix J J.1	Network Turn Card	New section – Network Turn Card

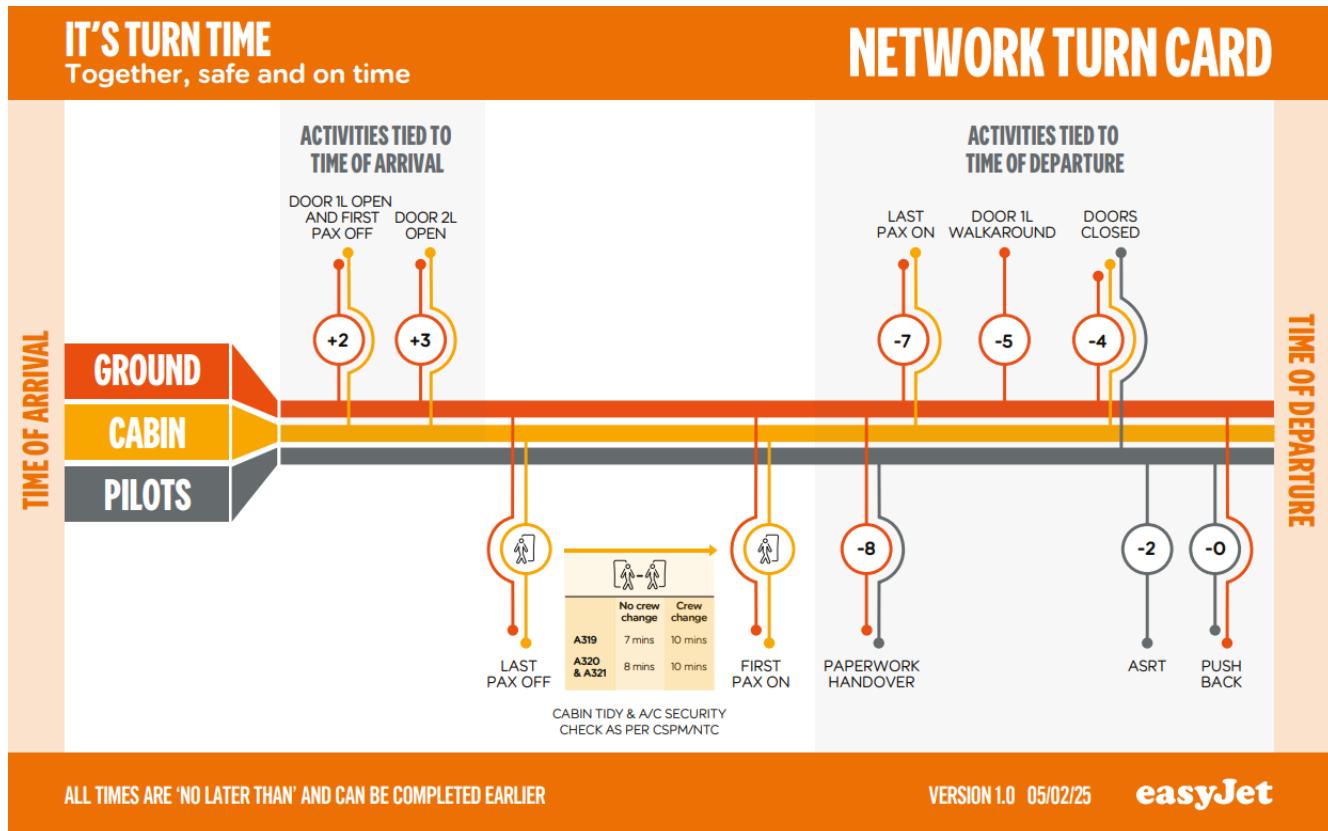# STATION INSTRUCTION

Network Turn Card

This SI makes a change to the published Ground Handling Manual (GHM). The SI folder should have this instruction placed in it until its effective end date. GOM, GHP & other parties must ensure effective implementation of this SI at a local level. The accountable staff member at each airport must confirm to their easyJet Manager that the SI has been understood and embedded with all applicable Ground Crew. Local cascade may include some or all of the following:

- a signed read and brief, regular team briefing sessions to ensure Ground Crew understand SI content
- specific training and assurance of content comprehension by Ground Crew
- review of local audit checklists & training material to include any changes