



TUI Airline Ground Operations

Information Notice

Title:	eLoadsheet - Unexpected loading of bags	Reference: GOIN25-042
Validity date:	15 AUG 2025 - UFN	
To:	All Stations	
From:	Maarten Oppelear, Technology Specialist	
Applicability:	TOM-BY / JAF-TB / TFL-OR / TUI-X3	
References: (If Applicable)		

Dear partner,

Via this notice we would like to inform you of unexpected behavior that has been observed within eLoadsheet and that is currently being addressed with the supplier.

It has been observed that in certain circumstances, eLoadsheet might add bags to the flight without user input. This will only occur if integrated deadloads are modified (e.g changing the number of bags in a deadload) before integration is stopped. The bags are added into the existing deadloads and might not cause duplication of deadloads, making this more difficult to observe.

Integrated deadloads are to be recognized by the Remark 'Created from Service'.

It is important to remember to:

- Only edit integrated deadloads when **automated integration has been stopped or final integration has occurred**.
- Be aware that if an integrated deadload has been edited in the above scenario, **manual integration will still cause duplication**.
- Where duplication issues cannot be avoided (e.g. LMC reconciliation with Newskies), it is imperative to **delete the duplicated deadloads or additional bags** before issuing any flight documents.

The bags loaded on the flight should always reflect the final number of bags on board.

We have attached Training Material M2.8.3 "Addressing deadload duplication issues" to the eLoadsheet training material that can be found on the TAGO Portal as additional information on this topic.

We will follow up on this notice once this unexpected behavior in eLoadsheet has been resolved.

Feel free to reach out via gopsprojects@tuifly.com in case of any questions on the above.

Kind regards,

TUI Airline Ground Operations



eLoadsheet User Manual

M2.8.3 – Addressing Deadload Duplication issues



Agenda

- 1 General Information
- 2 Duplication Issues
- 3 Guidelines & Process

1 General Information

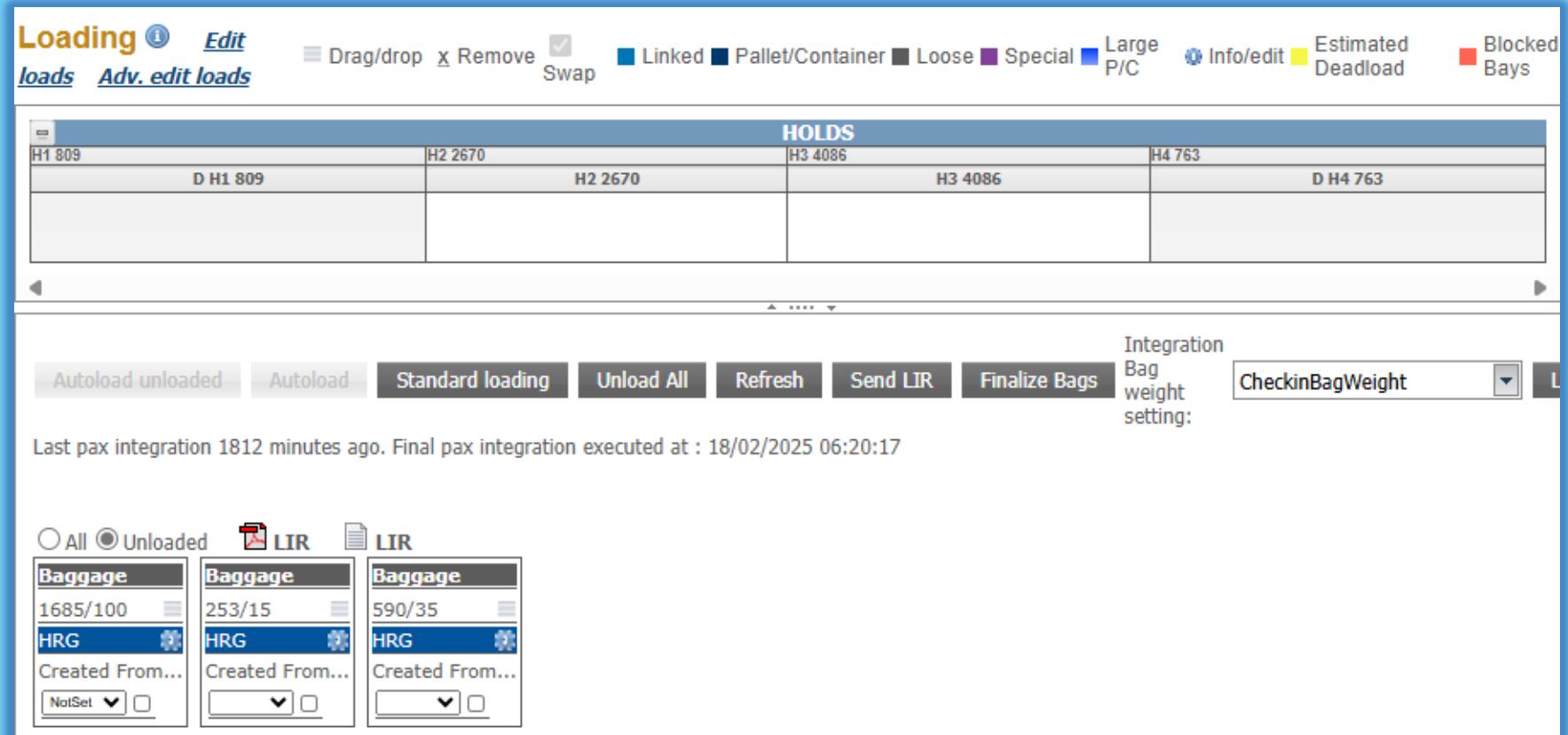
eLoadsheet is integrated with Newskies in order to support the transfer of passenger and baggage data for local operations.

However, the integration layer is sensitive to manual intervention by the user. This means that baggage deadloads generated by the system from Newskies data are not to be tampered with, as **there is a risk for conflicting data causing duplication issues.**

2 Duplication Issues

When integration is enabled as explained in [**M2.8 Integration Process**](#), eLoadsheet will automatically generate a number of deadloads based on the manifest status of that flight's passengers.

The number of deadloads, as well as the number of bags within and their weight, will be generated in accordance with airline rules.



The screenshot shows the eLoadsheet software interface for flight manifest creation. At the top, there are tabs for 'Loading' (selected), 'Edit', 'Adv. edit loads', and 'Holds'. Below these are buttons for 'Drag/drop', 'Remove', 'Swap', and various load types: 'Linked' (blue), 'Pallet/Container' (dark blue), 'Loose' (black), 'Special' (purple), 'Large P/C' (blue), 'Info/edit' (blue), 'Estimated Deadload' (yellow), and 'Blocked Bays' (red). The main area is a 'HOLDS' table with four columns labeled H1 809, H2 2670, H3 4086, and H4 763. Each column contains a row with the identifier and a 'D' prefix. Below the table is a toolbar with buttons for 'Autoload unloaded', 'Autoload', 'Standard loading', 'Unload All', 'Refresh', 'Send LIR', 'Finalize Bags', and 'Integration Bag weight setting' (set to 'CheckinBagWeight'). A message at the bottom states 'Last pax integration 1812 minutes ago. Final pax integration executed at : 18/02/2025 06:20:17'. At the bottom left, there are three 'Baggage' list boxes, each showing a row with '1685/100', '253/15', and '590/35' respectively, followed by 'HRG' and 'Created From...'.

2 Duplication Issues

However, if these deadloads (marked as *Created From Service*) are modified in any way other than through the **Finalize Bags** button, eLoadsheet will no longer recognise them.

Manual amendment of these deadloads during the integration period will disable them for any new integration instances, and the bags in that deadload will be considered *missing* by the system when a new integration occurs. This will then cause **duplication**.

Simple edit ⓘ [Go to loading](#)

Loose loads ⓘ

Origin	Destination	Info code	Special info code	Transport Index (TI)	Remarks	Description	Nr. Units	Check-weights	
AMS	HRG	B	NOTSET	0	0	Created From Service	0	0	Edit Delete
AMS	HRG	B	NOTSET	0	0	Created From Service	15	253	Edit Delete
AMS	HRG	B	NOTSET	0	0	Created F	99	1668	Update Cancel

Integrated deadload being modified (*Edit*)

2 Duplication Issues

Either manual or automated integration will then recreate the manually amended deadload marked as *Created From Service*. This is because this deadload was created by the system from integrated data.

Loading [Edit loads](#) [Adv. edit](#) Drag/drop Remove Swap Swap Linked Pallet/Container Loose Special Large P/C Info/edit Estimated Deadload Blocked Bays

HOLDS			
H1 809	H2 2670	H3 4086	H4 763
D H1 809	H2 2670	H3 4086	D H4 763

Autoload unloaded Autoload Standard loading Unload All Refresh Send LIR Finalize Bags Integration Bag weight setting: CheckinBagWeight Location Remarks Unload Blo

Last pax integration 0 minutes ago. Final pax integration executed at : 19/02/2025 12:43:31

All Unloaded LIR

Baggage	Baggage
253/15 HRG Created From...	590/35 HRG Created From...
<input type="button" value="NotSet"/> <input type="checkbox"/>	<input type="button" value="NotSet"/> <input type="checkbox"/>

Integrated deadload that has been manually edited.

Baggage	Baggage
1668/99 HRG Created From...	1685/100 HRG Created From...
<input type="button" value="NotSet"/> <input type="checkbox"/>	<input type="button" value="NotSet"/> <input type="checkbox"/>

Resulting deadload re-generated by the system upon integration.

Manually created deadloads are not affected by this issue and may be adjusted freely.

3 Guidelines & Correct Process

In order to avoid deadload duplication issues caused by eLoadsheet, the following has to be considered when editing deadloads:

- Only edit integrated deadloads when **automated integration has been stopped or final integration has occurred**.
- Be aware that if an integrated deadload has been edited in the above scenario, **manual integration will still cause duplication**.
- Where duplication issues cannot be avoided (e.g. LMC reconciliation with Newskies), it is imperative to **delete the duplicated deadloads** before issuing any flight documents.

The bags loaded on the flight should always reflect the final number of bags on board.