

Memo 2025-02



To:	Ground Operations
From:	Rasim ÖZAĞAÇ
Date	01.10.2025
Subject:	Emergency Evacuation Procedures During Ground Handling

Please be informed that new procedures regarding **aircraft emergencies requiring evacuation during ground handling** have been added to the Ground Operations Manual (GOM).

Key highlights include:

Types of Emergencies: Fuel spill, aircraft fire, dangerous goods incident, and security threats.

Responsibilities: Ground handling companies and maintenance staff are responsible for ensuring personnel are trained and aware of their specific duties.

Evacuation Methods: Passenger doors, over wing exits, and cockpit windows may be used depending on accessibility. Escape slides are not the primary means unless no other equipment is available.

Emergency Communication: The evacuation must be initiated by loudly calling "EVACUATION/TAHLİYE" three times. Fire, smoke, or other hazards should be communicated clearly. Airport authorities must be notified immediately.

General Safety Measures: Secure the area, avoid ignition sources, restrict access, and follow emergency service instructions.

Post-Emergency Actions: Secure the aircraft (power shut-off, APU/engine shutdown, chocks in place) and report the incident immediately to MCC and via SERA.

Your cooperation in reviewing and complying with these procedures is vital for maintaining the highest level of safety during ground operations.

For detailed instructions, please refer to **GOM Section 7.3.1**.

Best Regards