



## READ AND SIGN


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### LFI: easyJet EMA (electronical Wheelchair) without special Tag

Dear Team,

Prior loading the TCO noticed that the electronical Wheelchair was not labelled with the EMA Loading Form (see attached) at the check-in which is mandatory. Captain was informed directly and clarified all information with OCC. Battery was not longer connected to the WCLB and was carried by the Passenger in the Cabin.

#### EMA Tag:

	
<b>ELECTRIC MOBILITY AID LOADING FORM</b>	
<small>TOP COPY FLIGHT DECK / COPY FLIGHT FILE / COPY PRM PROVIDER COPY MUST BE ATTACHED TO ELECTRIC MOBILITY AID</small>	
Make / Model _____	Flight Number _____
Weight _____	Date _____
Customer Name _____	Destination _____
<b>Which one method has been used to inhibit the electrical circuits of the vehicle?</b> <small>(See reverse of form and refer to guidance from BHTA if required)</small>	
<input type="checkbox"/> Power switched off with key removed and given to customer	
<input type="checkbox"/> Detach cable from battery/controller/connectors and protect against short circuit	
<input type="checkbox"/> Inserted inhibiting plug (e.g. airsafes™ plug)	
<input type="checkbox"/> Other (please state) _____	
_____ _____	
<b>Person responsible for making the Electric Mobility Aid safe for carriage</b>	
I confirm that I have protected the device from short circuits and have inhibited the electrical circuits as indicated above.	
Name _____	Signature _____
<b>Confirm that the following loading instructions have been completed:</b>	
<input type="checkbox"/> Electric mobility aid is loaded upright into a separate netted compartment <b>segregated</b> from any other baggage items and is correctly secured using appropriate restraints (Netting rings are NOT to be used)	
Electric Mobility Aid is loaded in hold: <input type="checkbox"/>	
<b>Loading Supervisor / Team leader / Head loader</b>	
I confirm that the Electric Mobility Aid is loaded and secured in accordance with current easyJet instructions and have checked the Electric Mobility Aid does not operate.	
Name _____	Signature _____

**This Form needs to be attached for ALL easyJet EMA Wheelchairs**

Best regards,  
Jasmin