



WEEKLY 6

PHOTOS OF TRAVEL DOCUMENTS:

To respect passengers' private information, it is strictly prohibited to take pictures of travel documents with personal electronic devices. To communicate with the visa team of the respective airline, use the company provided duty phones.



GATE COMMENTS:

Please pay attention to the gate comments, don't just delete them. They are set for a reason, and the required action needs to be taken. Same applies for the booked SSRs. Please carefully check them during the boarding.

CORRECT CONFIGURATION:

Please always make sure that you have the right aircraft configuration in DCS. Especially on TUI, where we can see last-minute aircraft changes.

 Here you can read an article about an incident that happened in Australia.

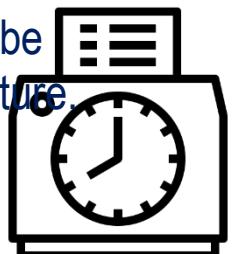
STATION: FRA

BLIND BOARDING:

Stop boarding passengers on non-Schengen flights without checking passports/IDs!

TIME & ATTENDANCE:

Times on the time sheet must represent the reality – not as they are on the roster or in AvBIS. Just because the first duty in AvBIS starts later, it does not mean that the shift starts later. If you come earlier/later or leave earlier/later or did not have sufficient break, it needs to be approved by the SV's signature.



SAFETY:

Staff Member Report - FRA



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SAY SOMETHING!**