

DHS NEWSPAPER



WEEKLY 8

MANDATORY PASSPORT DATA ON PEGASUS:

No assumptions when you are checking documents!

If mandatory data, such as date of birth, gender, nationality etc., is missing or the information is unclear contact Visa Team.

CHECK-IN COUNTERS AND GATES:

Opening check-in counters and arriving at gate on time ensures smooth operations and on-time departures.

Make sure you are prepared and starting on time.

KEEP THE BREAKROOM CLEAN:

Everyone wants to have a coffee break, lunch or just relax for couple of minutes in a clean space.

A clean break room is everyone's responsibility.

STATION: FRA

CHOOSE CORRECT PAYMENT METHOD:

When adding the payment in DCS make sure you are charging correctly:

- Correct payment method selected
- Correct passenger
- Correct currency

If you are unsure of something, call supervisor.

Please be aware that your mistake is your responsibility.

SAFETY:

Staff Member Report - FRA



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**SEE SOMETHING,
SAY SOMETHING!**