

Topic: FHR Reports – now PTS Reports

Dear All,

We are currently sending FHR Reports every night to LOT and AZ.
To make your life easier, you will now send PTS Reports instead of FHR Reports.

1. Open “Operations”
2. Open “PTS Reports”
3. Select the Airline and the day -> Submit
4. Download to excel (you only download one excel document for all flights on that day)
5. Send report via email for LOT to T.Pinski@lot.pl and laura.schnitger@dhs.aero for AZ to Giulia.Sermoni@ita-airways.com and laura.schnitger@dhs.aero

Important: before sending, make sure PTS is filled out for all flights on that day!

Date	Station	DEP FLT No	TO	STD	ARR	FROM	STA	A/C Reg	A/C Type	ATA	ATD	DL Code	DL Time	JETWAY/STEPS	JETWAY ON	FIRST PAX OFF	LAST PAX OFF	CLEANERS ON BOARD	FUELING STARTED	PRE-BOARDING STARTED	CLEANERS OFF
2024-08-07	FRA	AZ-403	FCO	09:40	AZ-400	FCO	08:40	EI-MO	A319	08:42	09:54	DL 81	00:14			08:57	08:58		09:06		
2024-08-07	FRA	AZ-409	LIN	12:55	AZ-408	LIN	12:05	EI-HHN	BCS3	12:13	12:56	DL 89	00:01			12:29	12:22		12:36		
2024-08-07	FRA	AZ-407	FCO	15:55	AZ-404	FCO	15:05	EI-HHN	BCS3	16:16	17:20	DL 93/81	01:00:00:25			16:25	16:28	16:36	16:33		

Thank you!
Laura