

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!

The screenshot displays the DHS Operations / PTS Report interface. On the left, a sidebar menu shows 'Operations' expanded, with 'PTS Report' selected. The main content area shows a form to generate a PTS Report. The 'Airline' dropdown is set to 'ITA Airways', and the 'From' date is '2024-08-07'. The 'Submit' button is highlighted. Below the form, there is a table of flight data for 2024-08-07, with columns for Date, Station, DEP, 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, FUELLING STARTED, FPD-BOARDING STARTED, and CLEANERS OFF. The table shows three flights: FRA-AZ-403, FRA-AZ-409, and FRA-AZ-407. The 'Export To Excel' button is highlighted.

Date	Station	DEP	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	FUELLING STARTED	FPD-BOARDING STARTED	CLEANERS OFF
2024-08-07	FRA	AZ-403	FCO	08:40	AZ-400	FCO	08:40	EI-IMO	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	BC53	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-HHL	BC53	16:16	17:20	DL 9381	01:00:00:25				16:25	16:26	16:36		16:33

Thank you!
Laura