

Topic: LIRs and LDSs signature

Dear All,

Final loading must always be confirmed by the Loadmaster.

@TRC: before sending the final LIR to the Backoffice or CLC, the LIR **must always be signed** by the Loadmaster and yourself.

You can always send a preinfo (especially for Containers) to the Backoffice, but the final loading must be confirmed in any case.

TUI will always need an EDNO 1 LDS without sending a LIR to the Backoffice. Please inform the backoffice as soon as the EDNO 1 can be send (crew on board).

What should be written on the LIR:

1. All specials must be written down (WCLB, normal WCH...)
2. The final loading must be circled or written in a way that everyone can identify what is loaded.
3. The LM needs to confirm your loading and you need to sign your own LIR and the LIR of the LM.

@BO:

1. Please continue to send EDNO 1 and preinfos for every LDS (TUI EDNO 1 to be sent -25 STD)
2. Final LDS will only be sent with a signature from the LM
3. All specials need to be on the LDS, also normal WCHs need to be on the LDS.

Thank you!

Laura