



## Weakly Update/ News

Dear all,

From now on we will have a weekly update/ news, which will include all changes/ updates or major incidents that happened.

First of all, a huge thank you to all of you. The winter is coming and we are currently facing a lot of sick calls. All of you are working together to support and work in a team.

We have 5 OPS phones and 1 BO phone. Those phones **are only to be used for work** related duties and task. Please do not turn on the hotspot for your private phone nor for crews who would like to have internet. Especially OPS 5 always runs out of Internet due to the use of the hotspot.

### Headsets:

Until the beginning of last week, we had 7 headsets and cables working properly.

Now, we have 2 cables left and on top my cable.

I sent all cables to be repaired and new cables are ordered, but it is still unbelievable how it is possible to destroy 5 cables/ headsets within 2 weeks.

From now on, we have to be more strict about the use of company property.

1. **No headsets will be hanging on the A/C anymore**, especially in the winter or rain. I don't want to see any headsets laying on the ground anymore.  
Keep the headsets in the bags or cars until needed.  
In case, we will see any headset/ cable laying on the ground this will have further consequences for you.
2. **Rain/Snow...**: especially now, during the fall, we have a lot of rain. The headsets are waterproof, but not made to stay in the rain.  
After the use of the headsets, please take them out of the bag and dry it. Make sure that the PTT is dried and no water will get into the PTT.
3. **Reporting:** Every time you use a headset inform the BO about it (as already introduced)
  - a. Which headset are you using and which cable?
  - b. Was it working properly? Any damage?

**@Backoffice:** every night you will write a short email to [laura.schnitger@dhs.aero](mailto:laura.schnitger@dhs.aero)

Include: - all Car keys are back, or which cars are use

- All phones are back and charged
- All headsets and cables are back, which one is broken?

Last but not least, I have attached a short survey please complete it. ☺

... and don't forget to send me your availabilities and requests for next month. Please also let me know if you prefer 2 or 3 days off? Longer or shorter shifts? <https://www.menti.com/al841t2wyuy1>

Thank you!

Laura

