



READ AND SIGN

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Topic: Important info about ITA Movements and contacting ITA

Dear all,

ITA MVTs are a bit different than how we usually write our MVTs.

1. Only two delay codes can be used!
2. Never use 85 or 87 with confirmation from either Giulia or Ece.
3. MVT:
 - First delay code is always the longest.
 - Example: 93 – 5min, 81 – 13min
 - 81/93/0013/0005
4. MVTs need to be sent within 5min after takeoff – in case of needed correction, please inform frakk@ita-airways.com and Rome if needed.

Communication with AZ:

1. Emails: always and only use frakk@ita-airways.com
Sending Emails to Rome: always CC frakk@ita-airways.com
2. Phone: 1. Ece +49 1737612515
2. Giulia +49 160 93992776
3. Rome – only call Rome after contacting Ece (Giulia)

In case of unmanned station - ROME

Thank you!

Laura