



Topic: Contact Details In Altea CM On LOT Flights

Dear All

LOT would like us to start updating the contacts in Altea CM with our contact details on all flights. This will allow their CLC to reach out to the gate team directly, in case they need some help because of trim issues, and they would need you to reseat some passengers from the front to the back or the other way around.

Many of you are already doing it, but here is how you can find this in Altea CM:

The screenshot displays the Altea CM interface. On the left sidebar, the 'Flight Contacts' menu item is circled in red. The main area shows a table with contact details. The 'Gate' column is circled in red. The 'Update' button is also circled in red.

Contact	Firstname	Surname	Phone Number	Workstation/Radio ID	Fax Number	Printer Address
Gate	test	TEST	49123456789			
Gate Controller	Annette	Pfunteha...	4915123211415			
Service Desk						
Supervisor/PCU						
Other						

Thank you!

Norbert