

TO: Ground Service Providers & Station Managers
FROM: Ground Operations Department
ISSUE DATE: 11.05.2023
REG: 08/ONP/2023
REVISION: 1.0
SUBJECT: ED MVT
EFFECTIVE DATE: immediately

Dear Handling Agents and Business Partners,

In order to maintain continuity of aircraft movement information, it is required:

ED MVT MUST BE ALWAYS SENT IF DELAY EXCEEDS 15 MINUTES FROM STD (OR PREVIOUS ED)

ED MVT MUST BE SENT TO:

**WAWOMLO
WAWOOLO**

**Shall you have problems with sending ED MESSAGE please contact immediately
GROUND OPERATIONS DUTY MANAGER:**

ONN@LOT.PL

PH: +48 22 606 6301

+48 22 606 6302

MOB: +48 536 368 186

PLEASE NOTIFY ACCORDINGLY ALL STAFF HANDLING LOT FLIGHTS RESPONSIBLE FOR OPERATIONAL MESSAGES

Rev. No.	Effectivity	Reason
1.0	11.05.2023	New document

Risk acceptance:

CURRENT RISK INDEX <u>before</u> change		PROJECTED RISK INDEX <u>after</u> change	ACCEPTANCE AUTHORITY (includes acceptance of Risk)	
CRITICAL		CRITICAL	Name	Sebastian Jadcak
SERIOUS		SERIOUS	Position	Ground Operation Nominated Person
MODERATE	X	MODERATE	Signature	<i>Electronically agreed</i>
LOW		LOW	Date	11.05.2023

Approval notice:	Name	Function	Date
Prepared by:	Bernadetta Podskrobko / Justyna Kochańska	Safety and Standards Senior Specialist / Ground Operations Duty Manager	11.05.2023
Checked by:	Justyna Kochańska	Ground Operations Duty Manager	11.05.2023
Approved by:	Sebastian Jadcak	Ground Operations Nominated Person	11.05.2023

SOURCE: GHM 10.2