

**TO:** Ground Service Providers & Station Managers  
**FROM:** Ground Operations Bureau  
**ISSUE DATE:** 18.12.2023  
**REG:** 20/ONPS/2023  
**REVISION:** 1.0  
**SUBJECT:** Portable Oxygen Concentrator (POC) – checking battery level  
**EFFECTIVE DATE:** immediately

Risk acceptance:

CURRENT RISK INDEX <u>before</u> <u>change</u>		PROJECTED RISK INDEX <u>after</u> <u>change</u>		ACCEPTANCE AUTHORITY (includes acceptance of Risk)	
CRITICAL		CRITICAL		Name	Sebastian Jadczak
SERIOUS		SERIOUS		Position	Ground Operation Nominated Person
MODERATE	X	Moderate		Signature	<i>Electronically agreed</i>
LOW		LOW	X	Date	18.12.2023

Approval notice:

	Name	Function	Date
Prepared by:	Julia Gąsińska	Junior Specialist	18.12.2023
Checked by:	Bernadetta Podskrobko Piotr Kuczyński	Ground Ops Safety and Procedures Manager WAW HUB Manager	18.12.2023
Approved by:	Sebastian Jadczak	Ground Operations Nominated Person	18.12.2023

Source: GHM 41T rev. 8 p. 5.11.12

Dear Ground Service Providers,

The purpose of this MEMO is to remind all Passenger Agents to **CHECK** the POC battery level during:

- **CHECK-IN**  
and/or
- **boarding at the GATE**

Passenger may bring POC on board and use it during the flight **only if** the following conditions are met:

- passenger must have a valid medical certificate which states that:

- it is necessary to use POC during the flight,
- liters per minute needed,
- **expecting working time of the POC (150% of the expected maximum flight duration must be covered)**

**For example:**

*If the flight is 8 hours long, passenger must bring enough battery power to last 12 hours of flying.*

- confirmed SSR **MEDA** in PNR for this flight,
- POC is approved by FAA. List of FAA approved POC is available on:



[https://www.faa.gov/about/initiatives/cabin\\_safety/portable\\_oxygen/](https://www.faa.gov/about/initiatives/cabin_safety/portable_oxygen/)

**If any of the requirements is not met, the passenger must be denied boarding.**