

## Topic: Regulation boarding by fuelling

We will use board and fuel in same cases for speed the turn – a – round of the aircraft.

The **TRC** will contact the Crew to request Board / Fuel and inform them about the rules in Hamburg.

The Minimum Rules are and will guarantee the safety of the boarding process:

- A two-way communication between ground and cockpit (Standard: PC Cockpit crew members must be under headset)
- A second crew member must be in the cockpit
- Information of the fire brigade via telephone before start fueling or boarding and at the end of fueling
- Rescue and emergency exits must be kept free at any time
- A second step must be on the rear door
- Passenger on board must be instructed before starting to fuel
- Passenger cannot use the seatbelts
- No boarding for PRM Customer like WCH, BLND, DEAF etc.
- Boarding has to be monitored and is only allowed by small guided groups of passengers (maximum of 20 to 30 passengers)