



## LINE MAINTENANCE REQUEST FORM

A/C Type	Engine Type
A320	V2500

**Station: Dar es Salaam**

### Period to be covered

01	04	25	-	30	03	28
DD	MM	YY		DD	MM	YY

### Schedule (UTC Times)

Day	Weekday	Dept Station	Dept Time	Arrival Station	Arrival Time	A/C Type
1	Monday	JNB	20:00	DAR	23:30	320
1	Monday	DAR	02:10	JNB	05:55	320
2	Tuesday	JNB	20:00	DAR	23:30	320
2	Tuesday	DAR	02:10	JNB	05:55	320
3	Wednesday	JNB	20:00	DAR	23:30	320
3	Wednesday	DAR	02:10	JNB	05:55	320
4	Thursday	JNB	20:00	DAR	23:30	320
4	Thursday	DAR	02:10	JNB	05:55	320
5	Friday	JNB	20:00	DAR	23:30	320
5	Friday	DAR	02:10	JNB	05:55	320
6	Saturday	JNB	20:00	DAR	23:30	320
6	Saturday	DAR	02:10	JNB	05:55	320
7	Sunday	JNB	20:00	DAR	23:30	320
7	Sunday	DAR	02:10	JNB	05:55	320

### Requested Services

In accordance to the "Standard Ground Handling Agreement", Annex A – Ground Handling Services, Issue "IATA AHM 810, January 2018", following marked services are requested.



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## PA RAGRAPH 1 - SCOPE OF WORK

- 1.1 For a single ground handling consisting of the arrival and the subsequent departure at agreed timings of the same aircraft, the Handling Company shall provide the following services of Annex A at the following rates:

### 1.1.1 Daily/Weekly Check/Transit/ETOPS Transit / with CRS

SECTION	MANAGEMENT FUNCTIONS
1.1	
1.2	<b><u>Administrative Functions</u></b>
1.2.3	Prepare, forward, file and retain for a period specified in the Annex B, messages/reports/statistics/documents and perform other administrative duties in the following areas (retaining period of three years at location in question).
	(j) aircraft maintenance
1.2.4	Maintain the Carrier's manuals, circulars, and other operational documents connected with the performance of the services.
1.3	<b><u>Supervision and/or Co-ordination</u></b>
1.3.4	Liaise with Carrier's designated representative.
1.3.6	Meet aircraft upon arrival and liaise with crew.
1.3.9	Note irregularities and inform the Carrier.
1.4	
1.4.7	<b><u>STATION MANAGEMENT</u></b>
	Perform and report quality/performance measurements.

SECTION 3.	RAMP SERVICES
3.3	<b><u>Parking</u></b>
3.3.1	(a) Provide
	(b) Position and/or remove wheel chocks.
3.3.2	(b) Position and/or remove
	(1) landing gear locks-only applicable to Aircraft to be towed to/from maintenance area.
	<b><u>Ramp to Flight Deck Communication</u></b>
3.5	
3.5.1	Provide Headsets
3.5.2	Perform ramp to flight deck communication (to include arrival and departure accordance to the Carrier's procedures)
	(a) During push-back



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- (b) During tow-in
- (c) During engine starting

### **3.7** Safety Measures

- 3.7.2
  - (a) Perform visual external safety/ground damage inspection of Door and panels and immediate surrounding
  - (b) Other inspection items as specified in Annex B
- 3.8.1
  - (1) Immediately upon arrival
  - (a) Provide
  - (3) Cockpit brake operator in connection with towing (at additional charge)
- 3.8.3
  - (a) Aircraft steering bypass pin

### **SECTION 4.** LOAD CONTROL AND FLIGHT OPERATIONS

#### **4.2** Communications

- 4.2.2
  - (a) Compile, receive, process and send all messages in connection with the services performed by the Handling Company. The Handling Company is authorised to use Carrier's originator code or double signature procedure.
  - (b) Inform the Carrier's representative of the contents of such messages.

### **SECTION 6.** SUPPORT SERVICES

#### **6.5** Ramp Fuelling/Defuelling Operations

- 6.5.1 Liaise with ramp fuel suppliers
- 6.5.2 Inspect fuel vehicles and/or appliances for contamination. Perform water detection checks.
- 6.5.3 Supervise Fuelling/defuelling operations
- 6.5.4 Prepare aircraft for Fuelling/defuelling
- 6.5.5 Drain water from aircraft fuel tanks (as required)
- 6.5.7 Fuel/defuel aircraft with quantities of products requested by the Carrier's designated representative.
- 6.5.8 Check and verify the delivered fuel quantity.
- 6.5.9 Deliver the completed fuel order to the Carrier's designated representative.

### **SECTION 7.** SECURITY - (at additional recharge and specific request for engineering to perform)

#### **7.4** Ramp

- 7.4.2
  - (a) Provide
  - (b) Arrange for searching of to (1), (3)
- 7.4.3
  - 2 Sealing of (i)

### **SECTION 8.** AIRCRAFT MAINTENANCE

#### **8.1** Routine Services

- 8.1.1 Maintain the Carrier's technical manuals, handbooks, catalogues, and other operational documents connected with performance of the services as specified in Annex B.
- 8.1.2 Perform line inspection in accordance with Carrier's instructions



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- 8.1.3 Enter in the aircraft log(s) and sign for the performance of line instructions  
8.1.4 Enter remarks in aircraft(logs) regarding defects observed during the inspection  
8.1.5 Provide personnel to assist the flight crew or ground staff in the performance of their tasks
- 8.2** **Replenishing of Oils and Fluids**
- 8.2.1 (a) Perform  
(b) Supervise replenishing operations
- 8.2.2 (a) Provide  
(b) Arrange for  
(c) Operate replenishing equipment
- 8.2.3 Wipe oil from engine nacelles  
8.2.5 Engine Oil to be provided by the Handling Company at recharge  
8.2.7 Hydraulic fluid to be provided by the Handling Company at recharge
- 8.3** **Non-routine Services**
- 8.3.1 Rectify defects entered in the aircraft log as reported by the crew or revealed during the inspection, to the extent requested by the Carrier. However, major repairs must be separately agreed upon between the Parties. Defect rectification up to four man hours – see Paragraph 2  
8.3.2 Enter in aircraft log(s) and sign for the action taken  
8.3.3 Report technical irregularities and actions taken to the Carrier's maintenance base  
8.3.4 (a) Provide  
(b) Arrange for maintenance facilities, tools and special equipment to the extent available
- 8.4** **Material Handling**
- 8.4.1 (b) Administer the Carrier's spare parts and/or equipment  
8.4.2 Provide periodic inspection of the Carrier's spare parts equipment  
8.4.3 Provide storage space for the Carrier's spare parts and/or equipment – see Paragraph 2.5
- 8.5** **Parking and Hanger Space**
- (a) Provide
- (1) Parking space -charged at the Handling Company rate.  
(2) Hangar space -charged at the Handling Company rate.



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Additional  
Requests-  
Remarks