

Safety Briefing Sheet

Cegah Potensi Terjadinya Delay dengan Memahami Prosedur Refuelling With Passenger On Board Pesawat Garuda Indonesia

Background:

Sehubungan dengan upaya mengurangi potensi keterlambatan operasional penerbangan atau *flight delay*, Garuda Indonesia mengeluarkan *policy* mengenai proses *Refueling With Passenger On Board* pada penerbangan tertentu yang tertuang dalam *Maintenance Notice Garuda/JKTML-20008/2023*. Dokumen berikut mengacu kepada *Ground Operation Notification Number JKTOG/006/SEP/2023* mengenai *Refueling With Passenger On Board* sebagai langkah pencegahan dan mitigasi keterlambatan operasional.

Maintenance Tips:

Berdasarkan Garuda Indonesia *Tehcnical Handling Manual Chapter II-3-4f*, berikut tata cara *technical handling procedure, fueling procedure, fuel operation with passenger on board*:

1 Pastikan tidak ada larangan terkait regulasi stasiun setempat untuk melakukan *refueling* dengan *passenger on board*.

Pastikan setidaknya satu orang *cockpit crew* harus tetap berada di kokpit dan melakukan *interphone contact* dengan *ground engineer*.

3 Pastikan komunikasi harus dilakukan antara *ground engineer* dan *flight crew* dan/atau personel lain yang tepat, untuk memberitahukan proses pengisian bahan bakar akan dimulai dan telah selesai.

Pastikan pintu masuk penumpang utama harus tetap terbuka dengan *ramp* atau *jet-away* pada tempatnya dan semua pintu lainnya harus tetap tertutup.

5 Pastikan *ground engineer* memberikan *alert* kepada *flight crew* secara langsung melalui *interphone* ketika muncul situasi yang membahayakan keselamatan penumpang dan penerbangan.

Pastikan truk bahan bakar tidak boleh berada di jalur penurunan penumpang (*disembarkation path*)

7 Dilarang melakukan *over wing fueling* ketika *passenger on board*.

Pastikan Area evakuasi di bawah pintu keluar pesawat (ukuran 3x10 meter) bebas dari penghalang; tidak digunakan untuk loading catering dan *ground equipment* tidak boleh ditempatkan di area ini.

9 Lakukan koordinasi dengan *station manager* atau *duty officer* agar pintu keluar, tangga atau *boarding ramp* disediakan untuk keperluan evakuasi pada jenis pesawat tertentu berikut ini:

B737- 800/-8 MAX	Entry doors; Fwd and Aft	Fwd entry door: boarding ramps or stairs Aft entry door: clear area or stairs
A330-200/300/900	Door 11 Door 12 Door 13, 22, 23, 24 Door 14 Door 21	Boarding ramps or stairs Boarding ramps or stairs Clear area Clear area or stairs Clear area
B 777-300ER	Door 1L Door 1R Door 2L Door 2R, 3L, 3R Door 4L, 5R, 5R Door 5L	Boarding ramps, or stairs Clear area Boarding ramps or stairs or clear area Clear area Clear area Clear area or stairs.

Do No. 06:

Laksanakan tiap langkah kerja dengan benar & akurat sesuai *Maint. Instruct & Approved data/Maint. Data*

SBS Applicable for :
TL

Scan the QR code or click the link
<https://bit.ly/TQY-SBS-026-2023>



Safety Inspection (TQY)



To
All GA-Authorization Holder

Kota/City
Nomor Kami/Our Number
Perihal/Subject

Cengkareng, 04 Oktober 2023
GARUDA/JKTMLT/20008/2023
Maintenance Notice: Refuelling with Passengers Onboard

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Dear Sir/Madam,

In order to maintain services and keep the flight ontime, Garuda Indonesia are issuing policy to perform refuelling with passenger on board on certain flight which will be initiated by station manager when necessary. The policy is referred to Ground Operation Notification Number JKTOG/006/SEP/2023. We here by requesting all maintenance servicer and authorization holder to support the policy and obey the standard operating procedure when performing such task.

Refuelling with Passengers Onboard is regulated in Garuda Indonesia's Technical Handling Manual (THM) Chapter II-3-4.f. Technical Handling Procedure, Fueling, Procedure, Fuel Operation with Passengers Onboard:

1. It is not prohibited by local regulation to perform fueling with passenger on board.
2. At least one cockpit crew shall stay in the cockpit having inter-phone contact with ground engineer.
3. Communication shall be made between ground engineer and flight crew and/or other appropriate personnel, in order to notify whether the fuelling process will begin and has been completed.
4. The main passenger entrance door shall remain open with ramp or jet-way in place, and all other doors should remain closed.
5. Whenever a situation arises which endangers of safety of the occupants, the ground engineer shall alert the crew directly or via interphone.
6. The fuel truck shall not in the (dis)embarkation path.
7. Over wing fueling with passenger on board is prohibited.
8. Evacuation areas on the ground beneath aircraft exit doors (not in use during aircraft catering loading) are kept clear of obstructions; the clear area must measure 3 x 10 meters, no ground equipment may be placed in this area.

9. Make sure...

9. Make sure and coordinate with station manager/ duty officer those exit door, stairs/ boarding ramp are made available purpose for evacuation for the following specific aircraft type.

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Thank you for your attention and cooperation

Regards,

PT GARUDA INDONESIA (PERSERO) Tbk
SM LINE MAINTENANCE AND OPERATION CONTROL

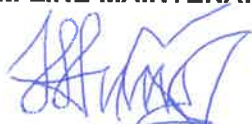


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Garuda Indonesia VP Airworthiness Management

Garuda Indonesia VP Ground Services

Garuda Indonesia VP Operation Planning and Control