



SAFETY MANAGEMENT MANUAL

5 APPENDICES

B Operational Safety Report (OSR)

B.III OSR – GROUND HANDLING REPORT

	OSR <u>Operational Safety</u> <u>Report</u>		Safety Department ref. nr:
			GROUND HANDLING REPORT
GENERAL INFORMATION			
1. FULL NAME AND CONTACT INFORMATION - (tel, extension, fax, e-mail) : shajjad,shajjadhossain81@gmail.com,123,Extension,sdf			
2. LOCATION OF OCCURRENCE : dsf			3. RAMP CONDITION : sdf
4. DATE : May 03, 2016	5. TIME: <input checked="" type="checkbox"/> UTC <input type="checkbox"/> Local		6. OPERATIONAL PHASE : sdf
7. OPERATOR :	8. FLIGHT NUMBER :	9. AIRCRAFT TYPE :	10. REGISTRATION :
11. FROM :	12. TO :	13. DELAY (min) :	14. DIVERSION :
15. THIRD PARTY INVOLVED (Contractor)			
16. DESCRIPTION OF OCCURRENCE (add forms if necessary)			
DANGEROUS GOODS			
17. ORIGIN OF THE GOODS :		18. IATA UN/ID :	

19. CLASS / DIVISION :		20. SUBSIDIARY RISK :	
21. PACKING GROUP : <input type="checkbox"/> I <input checked="" type="checkbox"/> II <input type="checkbox"/> III		22. CLASS 7 CATEGORY : <input type="checkbox"/> I <input type="checkbox"/> II <input checked="" type="checkbox"/> III	
23. TYPE OF PACKING :		24. PACKING SPEC. MARKING :	
25. NUMBER OF PACKAGES :		26. QUANTITY-OF TRANSPORT INDEX :	
27. AIRWAY-BILL REFERENCE :		28. COURIER POUCH /BAG TAG/ TKT REF :	
29. SHIPPING AGENT :		30. SHIPPING NAME :	
VEHICLE & RAMP EQUIPMENT DAMAGE			
31. DAMAGE TO :	32. DAMAGE BY :	33. AREA (STAND) :	
34. ENVIRONMENTAL CONDITIONS (weather, surface, lighting) :			
35. DETAILS OF DAMAGE (add forms if necessary) :			
Please sent this information to the Safety Department at your earliest convenience but no later than 24 hours after the occurrence, via fax +597 430230 or via e-mail : safety@slm.firm.sr			
This form can also be submitted via the company website: www.flyslm.com You may report anonymously			