KP AIRSIDE HANDLING REPORT

THAI

TO **KP** FROM **aa** GROUP **2** ROSTER **1900**

FLIGHT NO. **GTX00** DATE **13/09/2560** A/C REGISTERATION **test** A/C TYPE **test**

ARRIVAL		DEPARTURE	
PORT OF ORIGIN	test	PORT OF DESTINATION	test
STA test ETA test ATA test		STA 1900 ETA 0930 ATA 0400	
BAY / GATE	test	BAY / GATE	test
DISEMARKATION	test	CREW ARR. GATE	test
T/S SAME PLANE	test	INFORM BOARDING	test
CIQ	test	START BOARDING	test
T/S CARD DISTRIBUTED	test	COMPLETE BOARDING	test
S/P ONBOARD	test	JOINING	test
GATE OPENED	test	TRANSFER	test
GATE CLOSED	test	SAME PLANE REBOARD	test
		IATCI test OSTCI test	

STAFF ASSIGNED test

BOARDING PASS / IMM CARD / TICKET COLLECTED BY test   BOCO BY test

BUS CO-ORDINATOR test   STAFF STAND BY AT A/C SIDE test

BOARDING ANNOUNCED BY test

BAGGAGE INTERCEPTED BY test   TOTAL test   PCS

BABY STROLLER INTERCEPTED BY test   TOTAL test   PCS

RESTRICTED ITEM COLLECTED BY -   TOTAL -   PCS

DOCUMENT : CHECKED / MATCHED BY -

BOARDING BY PRIORITY ☑YES ☐NO   BOARDING BY ROWS ☑YES ☐NO

SPECIAL CASE (ARR / DEP) test   HANDLED BY test

KO test   KO-B test   LCS test   CSS / GATE LEADER test

REMARKS / IRREGULARITIES :

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KP AIRSIDE TASK CHECKLIST

PLEASE CHECK YOUR DAILY JOB ASSIGNMENT

ARRIVAL	DEPARTURE
☑ OUTBOUND CONNECTIONS SUMMARY	☐ INBOUND CONNECTION SUMMARY
☐ A/C PARKING BAY	☐ A/C PARKING BAY
☐ PASSENGER LOAD INFORMATION	☐ LIMITED RELEASE TAG
☑ COUNTING MACHINE	☐ FRAGILE TAG
☐ GATE / TRANSIT CARD	☐ ENVELOPE FOR RESTRICTED ITEM
☑ TRANSPORTATION ARRANGEMENT	☐ BUS RELEASE FORM FOR DRIVER
☐ SHORT CONNECTING INFORMATION	☐ STICKERS FOR INTERNATIONAL PAX
	☐ STICKERS FOR FLIGHT COMBINED

REMARKS / IRREGULARITIES :

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