

# Endorsements for Airports

## EGLC / LCY London

Details	<input type="checkbox"/> Apply changes to all operators using Manual Airport Directory
Handling / FBO	<input checked="" type="checkbox"/> Airport briefing available
Fuel Suppliers	Expires: 31st Dec 2016 <span style="background-color: green; color: white; padding: 2px 5px;">PROLONG</span>
Hotels	<input type="checkbox"/> Online Training Required
Restrictions	<input checked="" type="checkbox"/> Practical Training
Information	<span style="border: 1px solid gray; padding: 2px 5px;">UPLOAD FILES</span>
Suppliers	<input checked="" type="checkbox"/> LCY airport brief.odt
Notes & Files	
Map	
MAN Specific	
Brief / Training	
Category	

Endorsements for airport - the view on Airport Directory > Brief/Training section

Some airports require pilots to familiarize themselves with important information regarding this airport before flying there - this is when the '**Airport brief**' document should be added to Leon to be available to pilots. The same applies to airport '**Practical Training**' or '**Online Training**' documents.

In the main page of 'Endorsements' there is an icon '**Endorsements for airports**' available - it is a list of all '**Airport briefs**' and '**Trainings**' added for particular crew members. On the screen you can see crew code with the name, endorsement's name, date of the last visit, number, date of issue, expiry date, number of days before expiration, notes and document's PDF file (if uploaded). By clicking on the particular 'Airport brief' or 'Training' you can add/change all these details. You can also delete them by clicking on the red 'X'.

You can also define airports which require 'Airport brief' by going to Airport directory section and ticking appropriate box.

In the Flights List the **airport code** with added airport brief appears with the asterisk: CEQ\*

If a pilot is planned for a flight to a particular airport where special training is required, you can add **training** documents to Leon by clicking on tab 'Practical Training' or 'Online training' in user's 'Personal endorsements' page. Enter airport's code, update it, and add appropriate details. You can also upload a PDF file.

You can also add information to Leon if a particular crew member needs **Practical Training** (either on the aircraft or simulator).

Just like with 'Online Training' - you can add a **Practical Training** either from 'Airport Directory' by marking a checkbox **Training required** (crew code appears on pink background), or from **Personal Endorsements**, tab **Practical Training**.

In the Flights List the indication is the same as with 'Online Training'.

Please note that Endorsements for a specified airport will only appear on a list for pilots planned for that airport in the future (no past

| flights included). \_ \_ \_ \_ \_ |

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