

Endorsements for Airports

Crew	Name	Endorsement	Last Visit	Number	Date of Issue	Expiry Date	Notes	PDF File
1001	John	EGLC Practical Training	---	1001/0001	01.11.2015	31.10.2017	---	---
1002	John	EGLC Practical Training	---	1002/0001	01.11.2015	31.10.2017	---	---
1003	John	EGLC Practical Training	---	1003/0001	01.11.2015	31.10.2017	---	---
1004	John	EGLC Practical Training	---	1004/0001	01.11.2015	31.10.2017	---	---
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1007	John	EGLC Practical Training	---	1007/0001	01.11.2015	31.10.2017	---	---
1008	John	EGLC Practical Training	---	1008/0001	01.11.2015	31.10.2017	---	---
1009	John	EGLC Practical Training	---	1009/0001	01.11.2015	31.10.2017	---	---
1010	John	EGLC Practical Training	---	1010/0001	01.11.2015	31.10.2017	---	---
1011	John	EGLC Practical Training	---	1011/0001	01.11.2015	31.10.2017	---	---
1012	John	EGLC Practical Training	---	1012/0001	01.11.2015	31.10.2017	---	---
1013	John	EGLC Practical Training	---	1013/0001	01.11.2015	31.10.2017	---	---
1014	John	EGLC Practical Training	---	1014/0001	01.11.2015	31.10.2017	---	---
1015	John	EGLC Practical Training	---	1015/0001	01.11.2015	31.10.2017	---	---
1016	John	EGLC Practical Training	---	1016/0001	01.11.2015	31.10.2017	---	---
1017	John	EGLC Practical Training	---	1017/0001	01.11.2015	31.10.2017	---	---
1018	John	EGLC Practical Training	---	1018/0001	01.11.2015	31.10.2017	---	---
1019	John	EGLC Practical Training	---	1019/0001	01.11.2015	31.10.2017	---	---
1020	John	EGLC Practical Training	---	1020/0001	01.11.2015	31.10.2017	---	---

Endorsements for Airports main screen

EGLC / LCY London

Details

☐ Apply changes to all operators using Manual Airport Directory

☒ Airport briefing available

Expires: 31st Dec 2016 **PENDING**

Restrictions

☐ Online Training Required

☒ Practical Training

Information

Suppliers

☒ LCY airport brief.pdf

Notes & Files

Map

MAN Specific

Brief / Training

Category

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*

In a section SCHEDULE, if a checkboxes are marked in a left-hand filter, tab SHOW, the airport code is framed.

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 and SCHEDULE 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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