

Safety in the Balance - Tutor Briefing Guide

Everyone involved in the loading process, from load control to the flight deck, must understand the safety critical importance of accurate mass, balance and loading.

This short film was produced by industry (GHOST), for industry, to provide that safety awareness to ALL. <https://youtu.be/ZAGbh8c3zcw>



Objectives

At the end of the session, delegates will be able to state the three critical points:

- Baggage, cargo and passengers must be loaded in accordance with the load plan.
- The actual loading must be checked and reported.
- All loads must be restrained.

Target Audience

The target audience for this film includes, but is not limited to, existing and new employees in the following work areas:

- Loading teams.
- Baggage handlers.
- Dispatch personnel.
- Load planners (local and centralised).
- Airline and agent representatives.
- Flight deck crew.
- Cabin crew.
- Cargo warehouse employees.
- Commercial departments.

It is recommended that the movie be used within initial training to support and enhance subject learning, and be repeated as deemed necessary by the employer.

Presentation Method

WARNING: This movie DOES NOT replace the need for formal training.

It is intended to give an overall awareness to staff engaged in any aspect of aircraft loading, or the preparation of items for loading, of the safety critical aspects of their work.

It has been filmed at many locations within the UK and shows a variety of Airlines and Handling Agents. The film seeks to always show best practice and challenge bad habits. "Safety in the Balance" must be introduced to the delegates as an important collaborative safety message from the Aviation industry.

At the end of the presentation, the person presenting should encourage discussion and debate. The aim is to stimulate a discussion about the entire process and to raise questions such as:

- How does this topic apply to your current duties and responsibilities?
- How close to compliance/ best practice are you at present?
- How will you change the way you work following this presentation?

If current practice does not follow the best practice covered in the film, delegates should be reminded that any lapse in the process can have the potential to lead to an incident or accident, and that all parties insist the focus must be on the safety of the aircraft and the people working and travelling on it.

The movie runs for approx. 20 minutes. Using the timer shown on the online media player, the following pauses are suggested, to allow open discussions and referral to the organisation's policies and procedures:

- **07:50** Weight & Balance basics.
- **11:55** Load sheets and Loading Instructions.
- **12:50** Load Restraint.
- **14:25** Dangerous Goods.
- **15:55** Special Loads (Including Electric Mobility Aids).
- **18:35** Loss of Control.
- **20:00** Summary.

Records

There is no associated test but it is recommended that a record be made of individuals who have attended and watched the movie and organisations are also encouraged to test if the three learning outcomes have been met either by the suggested discussion points or through an assessment.

For any related comments, feedback or information please contact GHOST@caa.co.uk