

General Operational and Safety Training

Agenda

(Customers Service Agents, TSA, Customs, Sky Caps, Baggage Room and Ticket Counter Personnel)

Subject	Duration
I. Introduction of Instructor and Sign-in	5 Minutes
II. Safety Precaution and Overview <ul style="list-style-type: none"> • “Safety is in Your Hands Video” • Safety (Review of General / Equipment Specific Safety Precautions) • System Review, how dose the bag get to its destination? 	30 Minutes
III. Classroom Presentation <ul style="list-style-type: none"> • Operational controls and indicators • Modes of operation • Fault Identification 	30 Minutes
Brake before the system tour	10 Minutes
IV. Tour of the System <ul style="list-style-type: none"> • Equipment Orientation System Overview (Definitions/Identification of conveyor system, locations of controls/scanners, Graphics Display, etc.) 	30 Minutes
V. Hands - On Operation of the System <ul style="list-style-type: none"> • Identification of all associated controls and their functions • Sequence of Operations • Hands-on operation of the conveyors • Manual Encoding 	30 Minutes
Total Training Time	2 Hours and 15 Minutes