



envoy Fuel Safety Notice

3rd Quarter 2022



Training

When completing Envoy training form AE-FSPM 0200, designated trainers shall fill in question 1 blanks as follows:

Initial Course MTX0407 completion date: **Original date Envoy training video completed.**

Recurrent/Revised MTX0407 training, last completed date: **If the fueler has not been with the company more than two years there is **no need to fill in the blank** unless it is for recurrent training. If the fueler has been there longer than two years a date shall be placed here.**

Example: A new fueler starts 8/20/2020 the next time the blank will be filled in would be two years later with 8/22/2022.



Reminder

Notify flight crew or local maintenance if a fuel cap is missing from the aircraft or if the fuel cap is not attached to a lanyard.



Additionally

Make sure to have a current copy of the ATA 103 and read and understand all the new requirements listed with in.

Top Fuel Findings for 3rd QT 2022

1

Calibrated Tools

As a reminder, calibrated tools should be available during the audit and the certificates showing calibration of those tools. Also, a calibrated hydrometer is required. Envoy auditors are noting that vendors do not have a calibrated hydrometer.

2

Designated Trainers

A rise in findings for no designated trainers is noted. Envoy is not being notified of designated trainers leaving companies. Please make sure that if a designated trainer leaves the company you contact your previous auditor or MSC.support@aa.com so that a new designated trainer can be arranged.

3

Daily and Weekly inspections not being recorded.

Envoy audits have noted that vendors are not completing **Daily Inspections** such as Differential Pressure and Hydrant Cart check on a consistent bases.

Note: that if you are missing these inspections comments should be made to the reason why the checks are not being conducted.

Also, Envoy has noted that **Weekly Inspections** are not being completed as required. These checks include: Corrected Differential Pressure and Bonding Cable Continuity. These checks have been moved from a monthly check to a weekly check when the current revision of ATA 103 was released in November 2019.