

# envoy Fuel Safety Notice

1st Quarter 2023

## SAFETY

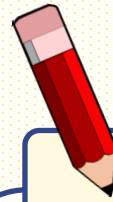


Remember, fueling personnel, fueling vehicles or fueling carts should never approach an aircraft before the engines are shut down and the rotating beacon(s) of turned off.

### Envoy FSPM 02-03; B VEHICLE SAFETY

#### CAUTION

*Never position fueling vehicle(s)/cart(s) next to an aircraft until the engines are shut down and rotating beacon(s) are turned off.*



## Training

It is important to keep up with Envoy's required training. There are some times that Envoy will not be flying into certain cities on a consistent bases. However, flight schedules changes and in a moments notice Envoy could be back at your city. We understand that it takes time and man power to keep up with all of your training. But we encourage you to always be prepared for any of your airlines you service. If you have any questions feel free to contact your previous auditor about training or email [MSC.support@aa.com](mailto:MSC.support@aa.com).

## INFORMATION

### CLOSING FUEL COMPARTMENT DOOR FOR 170/175

Due to improper closing of the fuel compartment door on the 170/175. An increase in broken strut rods has been noted. When training and retraining fuelers use the following steps to help prevent future damages:

1. When opening door, unlock folding strut rod lock
2. Closing door, fold the rod
3. Close the door
4. Latch the four latches

Also, do not use sticks or foreign objects to close the latches. This also could cause damage to the latches.

## FINDINGS



### Listed below are the top fuel findings for 2022

1. Annual proficiency training on form AE-FSPM-0200 not completed.
2. Daily inspections not recorded properly
3. Fire safety and human factors training not completed.
4. Calibrated tools are overdue with inspection or no certificate available
5. Annual inspections are not documented or not completed.
6. Pressure relief valve painted