

AA002 – Load Control Course – Manual Weight and Balance (Load Planning and Manual Load Sheet Production)

Course Fees:

The current rate for this course is published on our web site. Discounts may be available for businesses with multiple delegates or delivery in house.

Course Objectives:

On completion of the course, delegates will be able to:

- Recognise aircraft weight and balance terminology and structural limitations
- Comply with load planning principles
- Use an AHM to identify aircraft and airline information / procedures
- Produce accurate loading instructions, load sheets and related documents
- Interpret IATA format messages
- State the various resources available to gain information for load control policies and procedures

Course Summary:

This course is based on a fictional airline and through a mixture of theory, step by step exercises and activities; delegates will build knowledge and confidence through this practical classroom based course. Delegates will gain experience using an airline AHM, retrieving general airline and specific aircraft data and following guidelines in load planning, pre calculation and load sheet exercises.



Content based on the criteria in the IATA Airport Handling Manual (AHM591), for those who perform IATA load control functions 1-3.

Course Duration and Delivery:

This course is delivered over 5 days. Upon request with sufficient delegate numbers, this is also suitable for delivery over 10 evenings. The course is delivered in a classroom environment. Open courses are available to the public and is also suitable for in house delivery.

Course Content:

The following elements are explained to provide the sufficient level of knowledge:

- IATA Load Control Functions
- Aircraft Weight and Balance Principles
- Theory of Flight
- Weight and Balance Terminology
- Fuel Terminology and Fuel Density
- Structural Limitations and Ground Stability
- Designation of Aircraft Holds
- Notification to Captain (NOTOC)
- General Declaration

The content below is further explained, demonstrated and embedded through participant exercises and activities:

- AHM Familiarisation
- Calculation of the Allowed Traffic Load

- Proportional Seating Calculations
- DOW/DOI Reference Tables
- DOW Adjustments
- Pantry Codes
- Cabin Configuration Codes
- Water Tables
- Hold Versions
- Standard Passenger and Crew Weights
- Standard vs Actual Baggage Weights
- Overload Situations
- Load Planning Principles
- Unit Loading Devices (Types and Loading Procedures)
- Baggage Categories, Planning and Loading Procedures
- Dangerous Goods Planning and Loading Procedures
- Live Animals (AVI) Planning and Loading Procedures
- Special Procedures
- Non Standard Catering
- Dealing with XCR, DHC and PAD
- Seats Occupied by Cargo (SOC)
- Stretcher Cases
- LMC Procedures
- IATA Messaging (LDM, CPM)

At the end of the training, you will be able to accurately produce the following documents:

- Manual Loading Instruction
- Pre-Calculation
- Manual Load Sheet
- Trim Chart – Pitch (Drop line)
- Trim Chart – Table

This course covers a wide range of aircraft including:

Airbus A320/321/330/340/380, Boeing 737/767/747 and Q400

Experience Required:

No experience required. This course is suitable for delegates that have no prior knowledge of the subject. Pre Course notes will be issued.

Progression Opportunities:

Further in depth training on Dangerous Goods may be sought at the appropriate category.

To reserve a place on this course visit www.insignialearning.com/bookonline.html or email info@insignialearning.com.