

**Docket No. SA-538**

**Exhibit No. 21-B**

**NATIONAL TRANSPORTATION SAFETY BOARD**

**Washington, D.C.**

Lido Standard Domestic Workflow

(7 Pages)



RCPM-OPS VOLUME 11 - FLIGHT CONTROL  
DEPARTMENT PROCEDURES  
LIDO FLIGHT PLANNING PROCEDURES

02-03

**02.03.01.02 LIDO STANDARD DOMESTIC WORKFLOW**

1. From the *Flight List* screen, click and highlight flight to be planned.
2. Click **RECALC** to initiate the Airline Operations Support (AOS).
3. Once the AOS has finished calculating the flight plan(s), highlight that flight and click **ANALYSIS** to open the *Analysis* screen.
4. If multiple scenarios exist, click best Operational Flight Plan (OFP) based on:
  - A. **ROUTE OPTIONS** → **PRED** → **Notes** or
  - B. Quickest Flight Time, and/or
  - C. Lowest Cost



NOTE: The *Notes* section on each routing can be used to determine which route is appropriate for use.

NOTE: *Items in Steps 5 through 18 can be accomplished in any order.*

5. Click REMARK, review all bulletins, making appropriate changes to the selected OFP to ensure compliance then close *Remark* screen after review.
6. Click A/C DEV, review each aircraft deviation.
7. Review the deferral in the *List of Deviations* frame.
  - A. Review ACFT MEL Code and reference number (i.e., M28-21-2):
    - (1) M item: Minimum Equipment List (MEL)
    - (2) C item: Configuration Deviation List (CDL)
    - (3) G item: ETOPS limitation
    - (4) O item: Reduced Vertical Separation Minimum (RVSM) limitation
    - (5) X item: CAT limitation
    - (6) R item: Deferred Maintenance Item (DMI) with operational limitation
    - (7) Y item: Maintenance Response Item (MRI)

NOTE: "M" items that contain RVSM limitations will not include an associated "O" item.

NOTE: "Y" items are requests from AMC to the flight crew to perform an action (i.e., flight confidence checks, ETOPS verification, etc.).
  - B. Review the ACFT MEL description.
  - C. Review the Dispatcher's remarks.

NOTE: Penalties listed within parentheses "( )" will be applied by Lido automatically.
8. Verify that the MEL/CDL reference in the *List of Aircraft Deviations* frame and the reference in the MEL/CDL manual describe the same inoperative item.
9. Read each MEL/CDL in its entirety for each "M" or "C" item in the *List of Aircraft Deviations* frame:
  - A. Read the MEL/CDL reference number and description.



RCPM-OPS VOLUME 11 - FLIGHT CONTROL  
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02-03

- B. Read the *Remarks and Exceptions*.
- C. Read the *Operations Procedures* (for "M" items).
- D. Read and apply the *Limitations/Performance Penalties* (for "M" items).
- E. Read the *Placard Requirements* (for "M" items).
- F. Read the *Maintenance Procedures* (for "M" items).

**NOTE:** Dispatchers may review the associated Dispatch Maintenance Procedures (DMP) for each MEL/CDL item. The review of the DMP is not required to be reviewed by the Dispatcher.

10. Determine if the aircraft can be operated with the listed operational limitations. If the aircraft has an operational limitation that affects the flight, communicate these limitations via MESCO (T=RA) or Aircom server.
11. Apply the operational limitations stated in the MEL/CDL manual to the OFP.  
**NOTE:** Penalties listed within parentheses "( )" will be applied by Lido automatically.
12. Check for an illuminated **TANKERING** (add tanker fuel if able/needed).
13. Review flight details and make changes based on (close all after review):
  - A. ETE vs. schedule for possible speed/CI adjustments (REMARKS).
  - B. **MAP link** → **Display Route** - compare route to forecast weather.
    - (1) Review Wind, Temp and/or Options → **Sig WX** (if desired).
  - C. **MAP** → **HEIGHT**, then look for oddities in step climbs.
    - (1) Review Temp & Fuel (if desired).
14. Click **WX/NOTAM**, review weather/NOTAMs for departure airport. Ensure takeoff minimums exist:
  - A. Verify takeoff weight is within limits from AAM/OPS data based on forecast weather/NOTAMs.
  - B. Verify AAM data for any NOTAM oddities; order (if needed).
  - C. Note if a takeoff alternate is required; add (if needed) or note for later.
15. Review weather/NOTAMs for destination airport:



- A. Ensure landing minimums exist.
  - B. Verify landing weight is within limits verses AAM/OPS data based on forecast weather/NOTAMs.
  - C. Verify AAM data for any NOTAM oddities; order (if needed).
  - D. Verify if destination alternate is required; add/change (if needed).
    - (1) Highlight desired *OFF*.
    - (2) Click **PLAN PARAM**.
    - (3) Sequence (Minimum ATLN Fuel, Sequence by User, Isolated AD or No ATLN required).
    - (4) Choose *No Via Alternate* or *Via Alternate* (add if chosen) (if desired).
    - (5) Add *Takeoff Alternate* in *TKOF* box (if desired/needed).
    - (6) Click **RECHECK** to verify validity of choices and make changes (if needed).
    - (7) Ensure alternate minimums exist.
    - (8) Click **INSERT** to insert scenario.
    - (9) Click previously selected scenario to highlight.
    - (10) Right click and select **COPY** selecting desired items to copy.
    - (11) Click **OK** to make copy.
    - (12) Click **ANALYSIS** to generate new *OFF* with selected alternate.
16. Review weather/NOTAMs for destination alternate(s) airport.
- A. Ensure alternate minimums exist.
  - B. Verify landing weight is within limits from AAM/OPS data based on forecast weather/NOTAMs.
  - C. Verify AAM data for any NOTAM oddities; order (if needed).
  - D. Close weather/NOTAMs.
17. If required, add additional and/or extra fuel by making a copy of *OFF* and clicking **DISPATCHER FUEL** (close after update).



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02-03

18. If changes are needed due to payload change, A300 payload/range mode selection, FOB, burn increase due to MEL/CDL or weight restrictions due to MEL/CDL, complete the following:
  - A. Highlight to select desired OFP.
  - B. Click PLAN PARAM.
  - C. If payload is received from gateway or needs to be changed, type updated payload in the *Load* box.
  - D. For A300 flights, ensure mode is selected appropriately to accommodate payload (payload or range).
  - E. If takeoff weight is restricted due to MEL/CDL, change in *MALTOW* box.
  - F. If aircraft has fuel remaining on board, add to *FOB* box.
  - G. If burn is increased due to MEL/CDL, change in *PERFCORR* box.
  - H. Click RECHECK to verify validity of choices and make changes.
  - I. Ensure alternate minimums exist.
  - J. Click INSERT to insert scenario.
  - K. Click previously selected scenario to highlight.
  - L. Right click and select COPY selecting desired items to copy.
  - M. Click OK to make copy.
  - N. Click ANALYSIS to generate new OFP with selected alternate.
19. Review flight details and make changes based on (close all after review):
  - A. ETE vs. schedule for possible speed/CI adjustments (*REMARKS*).
  - B. MAP link → Display route, compare route to forecast weather.
    - (1) Review wind, temp and/or Options → Sig WX (if desired).
  - C. MAP → HEIGHT, then look for oddities in step climbs.
    - (1) Review temp & fuel (if desired).



20. Verify limitations in MEL/CDL manuals have been applied to OFP.
  - A. Revisit A/C DEV (if needed).
  - B. Revisit WX/NOTAM (if needed).
21. Click **ROUTE SURVEY** and review routing (close after review).
22. Click **RESTRICTION VIEW** to check routing for restrictions (close after review).

TIP: It helps to keep *Route Survey* open at the same time to compare route to restrictions/NOTAMs.
23. Click **ALTERNATE SURVEY** and review (if needed - close after review).
24. Click **OFF** and review flight plan (close after review).
25. Click **RECHECK** for final check of legality of airports used (close after review).
26. Ensure finalized flight is selected/highlighted and click **OFF TRANS**.
27. Click **OFF REMARKS** to add remarks on OFP to be sent to FRED/flight crew (close when done by clicking **OK**) such as:
  - A. Reason for any additional and/or extra fuel.
  - B. Deferrals with operational limitations.
  - C. Reasons for abnormal routing (enroute weather, ZKC avoidance, etc.).
  - D. Enroute weather concerns.
  - E. Any other information pertinent to crew.
28. Click **ADDITIONAL INFO** (if needed) to include summary/info OFP to briefing package (click **APPEND** to close).
29. Click **REMARK** (if needed) to type planning notes for relieving Dispatcher or yourself (i.e., performance calculations, enroute weather, takeoff alternates, items to brief flight crew on, etc.) (Close when done by clicking **UPDATE**).
30. Click **FILE ATC SEND OFP** to send and file completed briefing package.

**NOTE:** If a route or destination change is filed with ATC after the original plan had been filed, advise the Pilot Flying (PF) to request a full route clearance.