



Aircraft Servicing Tasks

Gain Access to the Aircraft



Name _____

Gain access to the aircraft

Health & safety precautions	Yes/no
Check with all personnel	Yes/no
Check surrounding area	Yes/no
Open door safely	Yes/no
Secure handrails correctly	Yes/no
Examine door and frame for damage	Yes/no
Remove and stow handrails correctly	Yes/no
Close door safely	Yes/no
Check door is secure	Yes/no



Aircraft Servicing Tasks

Apply Ground Power



Name _____

Apply Ground Power

Health & safety precautions	Yes/no
Check with all personnel	Yes/no
Check surrounding area	Yes/no
Ensure aircraft earthed	Yes/no
Switches check	Yes/no
Connect correct power cable	Yes/no
Start Houchin correctly	Yes/no
Apply power	Yes/no
Switch off power	Yes/no
Remove power lead	Yes/no
Stow power lead correctly	Yes/no
Secure panel	Yes/no
Ensure battery switched off	Yes/no



Aircraft Servicing Tasks

Remove/Refit Emergency Window



Name _____

Emergency Exit Door Servicing

Health & safety precautions	Yes/no
Check procedure in Aircraft Maintenance Manual	Yes/no
Ensure the surrounding area is free from obstructions	Yes/no
Remove emergency exit in a correct and controlled manner	Yes/no
Examine door frame and door for damage as per the AMM	Yes/no
Examine the escape lanyard for damage	Yes/no
Refit the door ensuring the escape lanyard is correctly positioned	Yes/no
Check the door for security of attachment	Yes/no
Ensure the emergency exit light is undamaged	Yes/no
Return the aircraft to it original state	Yes/no



Aircraft Servicing Tasks

Aircraft Jacking



Name _____

Aircraft jacking

The servicing task will be conducted under the strict supervision of your chief engineer.

	Checks	Yes	No
1	Read and understood the maintenance manual for jacking aircraft		

The student has performed each of the following checks on the jack.

	Checks	Yes	No
1	Ensure the serviceability of the jack		
2	All pins fitted		
3	Locking collar is free to move		
4	All transit wheels are easily retracted		
5	No obvious leaks from the reservoir		

The student has carried out the subsequent checks in accordance with the AMM.

	Checks	Yes	No
1	Wind does not exceed 35 miles per hour		
2	The aircraft faces into wind		
3	Landing gear ground lock pins are installed		
4	Flight controls are centralized		
5	Jack adapters installed and torque loaded		
6	Brakes released, if applied		
7	Stairs retracted		
8	Check aircraft clear of ground equipment		
9	Jacks positioned as per the AMM		
10	Jack transit wheels retracted		
11	Jack feet positioned correctly		
12	Level jack with spirit level		
13	Check jack vertical alignment and adjust if necessary		
14	Release valve closed		
15	Breather valve open		
16	Take some weight of aircraft		
17	Check weight is evenly distributed		
18	Check and adjust chock positions		
19	Ensure locking collar remains no more than one inch above jack top at all times		