



Information Article

Airline Major Accident Emergency (Grab'n'Go) Bags for (near) Immediate Use by Airline Staff etc.



Relevance

(Airline / Aircraft Operator / GHA) - **Station** (Destination Airport etc.) **Crisis / Emergency** Response





Note 1 - *Terms and abbreviations* used in this article are mainly *generic* i.e. not specific to any airline, airport etc. Whilst many will be the same or similar to actual terms in use, the 'generic' use and nature of such terms and abbreviations should always be remembered and accounted for

Note 2 - For an in-depth explanation of any of the terms used in *this* info article (i.e. the article you are now reading) - refer to (*separate*) 'information article' in this series - entitled:

'Glossary of Terms - Aircraft Operator - Emergency Response Plan'

You will find the above by clicking [here](#). When the target webpage opens, scroll down until you find the article with the above title. Click on it to open and read

Note 3 - Definitions of two terms used in *this* info article are shown below for user convenience:

Definition - **Emergency Operations Centre - EOC**

The main location / facility from which the local **AIRPORT authority / AIRPORT management company / AIRPORT operator** etc. manages its major emergency response activities

(The term 'Emergency Operations Centre' is actually used at many airports. However, such facility has many other equivalent titles e.g. Crisis Management Room, Crisis Response Centre, Incident Management Control, Emergency Response Centre etc.)

Definition - **Local Accident Control Centre - LACC**

For an **AIRLINE** (aircraft operator / air carrier) aircraft accident occurring on or close to an **airport** (to or from which that same aircraft was typically operating when the accident occurred) - that accident **AIRLINE's** local Station Manager / GHA / other Airline Representative co-ordinates all local (tactical) emergency response activities on behalf of that **AIRLINE**. He / she also locally co-ordinates information flows to / from / between the accident airline's HQ (wherever in the world that might be), the local airport, the local authorities etc.

When so doing - that Station Manager / GHA etc. assumes a task specific tile - being:

Controller - Local Accident Control Centre (LACC) - (Name of Airport involved)

The LACC is typically located in the same facility / office / room etc. from where the Station Manager conducts **normal** business. LACCs should be suitably **pre**-equipped for the intended purpose

For an **airline HQ / main operating base** (hub) located crisis **only**, the LACC might typically be located at the airline's main traffic / ramp (airport services) operations centre at the associated **airport Terminal**

Note 4 - An 'emergency bag' can be as simple & inexpensive as a large, strong envelope





Accident Station / Destination Airport etc. - **Emergency (Grab & Go) Bags**

Each Station Manager / GHA / other Airline Representative - should make up a set of **simple and inexpensive** emergency (grab & go) bags / boxes / folders / envelopes etc. - stored at suitably designated and well-known / 'advertised' locations - from where airline / GHA / other (airline representative) responding staff deploying locally during aircraft accident & similar crisis response - can easily & quickly collect them

Separate emergency bags / boxes / folders (for **each** of the following locations / teams) should be provided i.e. the job should be done **NOW, TODAY - BEFORE** any crisis occurs:

Emergency Bag - Accident Airline's **Local Accident Control Centre - LACC**

(LACC usually located in Station Manager's / GHA's / Equivalent main airport office)

Typical **LACC** emergency bag contents (grey font items optional):

- ✓ Copies - Passenger Manifest *
- ✓ Copies - Crew List (General Declaration) *
- ✓ Copies - Dangerous Goods Documents *
- ✓ Relevant Emergency Checklist(s) specific to crisis response location being deployed to
- ✓ Local Crisis Contacts (Telephone & other Comms) Directory
- ✓ Passenger & Crew 'Victim Record Cards' (or local equivalent forms) in sufficient quantities
- ✓ 'Family, Relatives & Friends Enquiry Cards' (or local equivalent forms) in sufficient quantities
- ✓ Spare Batteries for Mobile Phones / Radios etc. + Suitable Charging Equipment etc.
- ✓ Local Maps - including local airport and 'surrounding community' gridded crash map(s)
- ✓ Required Identifying Clothing e.g. hi visibility tabard vests, armbands, headwear etc.
- ✓ Additional ID, passes and permits (including 'emergency use' airside permit as required)
- ✓ Torch (with spare batteries)
- ✓ Appropriate Stationery etc.
- ✓ Latex Gloves (xx pairs)
- ✓ Inexpensive Dictaphone (Digital Voice Recorder or similar)
- ✓ Inexpensive Digital Camera (or similar e.g. smartphone camera)
- ✓ Basic First Aid Kit

* = These documents can obviously only be inserted into the emergency bag / box / folder once a crisis has actually occurred

Individual (personal) & other appropriate passes & permits (e.g. airport airside permit[s]) will also be required, as appropriate

Typical contents for the other required emergency bags are listed below - *but will only document differences (if any) from the **basic** LACC Emergency Bag contents shown above:*





✓ Emergency Bags - **Airline** Crash Site Team - CST

(2 x **separate** emergency bags required here - one for CST airports [traffic / ramp / terminal etc.]
Airline / Airline rep person and one for CST **Aircraft Engineer**)

Insert storage location(s) for 2 x CST emergency bags here

Contents - *same* as for **LACC** Emergency Bag

CST **Aircraft Engineer** should **also** take a small 'toolkit'; sampling bottles for fuel & oil;
manufacturers' aircraft diagrams showing emergency access / 'cut-here' points etc.

✓ Emergency Bag - for **Airline Rep** deployed to **Airport's** Emergency Operations Centre - EOC

Insert storage location for EOC emergency bag here

Contents - *same* as for **LACC** Emergency Bag

✓ **Airline Rep** deployed to Uninjured **Crew** Reception Centre - Airport Airside - CRC (A)

+

✓ **Airline Rep** deployed to Uninjured **Passenger** Reception Centre - Airport Airside - SRC (A)

(2 x separate emergency bags required here - one for **CRC [A]**) and one for **SRC [A]**)

Insert storage location(s) for above two bags here

Contents - *same* as for LACC Emergency Bag **BUT not** including Friends & Relatives Enquiry Cards
or Dangerous Goods information

✓ Emergency Bag - **Airline Rep** deployed to **Airport Information Desk(s)** / equivalent (as applicable)

Insert storage location(s) for Airport Info Desk(s) bag(s) here

Contents - *same* as for **LACC** Emergency Bag





Airline Reps deployed (separately) to:

- ✓ **Family, Relatives & Friends** (Airport Located Meeters & Greeters) **Reception Centre - FRRC**
- +
- ✓ **Family** (*Humanitarian*) **Assistance Centre - FAC / HAC**

(2 x separate emergency bags required here - one for **FRRC** and one for **FAC / HAC**)

Insert storage location(s) for above two bags here

Contents - *same* as for **LACC** Emergency Bag **BUT not** including Victim Record Cards or Dangerous Goods information

- ✓ **Airline's** Hospitals Deployment Team
- +
- ✓ **Airline's** Mortuary Deployment Team

(xx separate emergency bags required here - i.e. one for *each* hospital pre-planned to be deployed to - and one for *each* mortuary pre-planned to be deployed to)

Contents - *same* as for **LACC** Emergency Bag **BUT not** including Dangerous Goods information

- ✓ **Airline Rep** deployed to Uninjured Crew Reception Centre - Landside - (**CRC [L]**)
- +
- ✓ **Airline Rep** deployed to Uninjured Passenger Reception Centre - Landside - (**SRC [L]**)

(2 x separate emergency bags required here - one for **CRC [L]** and one for **SRC [L]**)

Contents - *same* as for **LACC** Emergency Bag **BUT not** including Friends & Relatives Enquiry Cards or Dangerous Goods information

