



# IATA Guidance Material on Standard Into-Plane Fuelling Procedures

## Background

Certain IATA Member airlines, Oil industry and Into-Plane Fuelling Companies recognized the need to develop Aircraft Fuelling Procedures in a standard style and format, particularly when fuelling company employees began to take over responsibility for operating the aircraft fuelling system ‘switches’ from the Airlines, with the goal of ensuring that refuelling would be carried out safely and accurately.

The standardization of the into-plane fuelling operation would also bring huge cost savings to the industry in the training of fuelling operatives. To achieve these objectives, the IATA Technical Fuel Group (TFG) formed a Steering Group, of Airlines, Airframe Manufacturers and Fuelling Companies, whose mandate was to develop simplified refuelling procedures to ensure that a standard format can be used for similar refuelling procedures for the same type of aircraft.

The Procedures, based upon the Aircraft Maintenance Manual, provide in one single document a simplified and logically sequenced step-by-step approach to aircraft refueling, covering the majority of civil aircraft in operations at airports worldwide

## Benefits

This rationalization effort by the IATA Technical Fuel Group, done in consultation with aircraft manufacturers brings huge benefits to the industry

- Enhanced safety for this critical aircraft handling task
- Reduced training for fuelling operatives for oil companies or into-plane service providers
- No need for airlines to develop their own set of procedures for each aircraft type they operate

## Structure

**Four different Levels of service have been defined:**

- Level 1: MINIMUM LEVEL OF SERVICE  
At this level of service, the Fuelling personnel operate a fuel vehicle, connect nozzles and operate the deadman control
- Level 2: ROUTINE FUELLING – TOTAL FUEL REQUIRED
- Level 3: ROUTINE FUELLING – DISTRIBUTION REQUIRED & DISCREPANCY CHECKING
- Level 4: NON-ROUTINE FUELLING  
At this level of service, the Fuelling Personnel of the Contracted Fuel Supplier provides full into-plane fuelling capability that includes all routine and alternate fuelling requirements for aircraft scheduled for that station.

### Safety:

Enhanced safety procedures are incorporated in conjunction with AIRCRAFT MAINTENANCE MANUAL; FUEL SYSTEM - SERVICING; ATA 12-11 effectivity ALL and Airline and Into-Plane Companies Manuals

**Simplified procedures** to cover the vast majority of routine refuellings have been developed for each type of aircraft.

IATA		Fuelling Procedure	
3.5.9 A380 Level 2 & 3 Automatic Fuelling Procedure			
These procedures are based on the Aircraft Maintenance Manual, Pressure Refuel with Automatic Control from the Integrated Refuel Panel (IRP), ATA 28-50-00 Effectivity ALL, dated 1779. Note: Any procedure uses Fuel/Access			
SLA	Task	Procedure	
1	1	Position the fuelling vehicle below the access panel between Inlet and Outer Engine at each wing.	
2	2	Note the requested fuel quantity from the Fuel Sheet.	
1	3	Bond between the aircraft and the fuelling vehicle. Note: Bonding is essential, grounding is non-essential.	
1	4	Open the AIRCRAFT FUELLING ACCESS PANELS.	
1	5	Remove the AIRCRAFT FUELLING ADAPTER CAPS.	
1	6	Ensure the coupling of the supply hose is clean and that the connection legs are not damaged or missing.	
1	7	Connect the fuelling nozzle to the AIRCRAFT FUELLING ADAPTER.	
1	8	When fuelling is performed with hydrant dispenser / service: <ul style="list-style-type: none"> <li>- If applicable, attach lanyard to hydrant jet valve, and extend lanyard on the open side of the hose if distributable and readily accessible.</li> <li>- Remove any dirt or moisture from the jet valve adapter and hydrant coupler.</li> <li>- Connect hydrant coupler to hydrant jet valve.</li> <li>- Open hydrant coupler and adapter if it is manually operated.</li> </ul>	
2	9	At the main body tank, open the access panel to the Integrated Refuel Panel (IRP).	
2	10	Make sure the MODE Select switch is in the OFF position. The STATUS display must show MODE OFF.	
2	11	Do the FQMS High Level SHUTOFF TEST by pushing the SHUTOFF TEST switch at the IRP.	
3	12	Note: A Automatic Refuel can only be performed when the fuel quantity in each tank is less than the maximum quantity. If it becomes necessary to adjust the fuel distribution on the aircraft, please ask for advice assistance before conforming with the Automatic refuel process.	
2	13	At the IRP and the panel as follows: <ol style="list-style-type: none"> <li>1. If only battery power is available, lift the guard and put the POWER SUPPLY switch in the BATTERY position. Note: The maximum time possible for a manual using battery power is 20 minutes!</li> <li>2. If the Prescheduled Fuel Quantity (PFQ) is already displayed, make sure it is correct. Note: The PFQ value can be changed on the IRP.</li> <li>3. Put and hold the PRESELECT switch to the INCREASE/DECREASE position.</li> <li>4. Make sure that the fuel quantity on the PRESELECT (PFQ) display, is appropriate as necessary.</li> <li>5. When the PRESELECT (PFQ) display shows the necessary fuel load, release the PRESELECT switch to the rest position.</li> <li>Note: To do a refuel, the PRESELECT (PFQ) quantity must be a minimum of 400kg (800lb) more than the ACTUAL FQO quantity.</li> <li>6. Make sure that the REFUEL/DEFUEL VALVES switches are in the SHUT position.</li> </ol>	
November 2007		3-43	

For additional information, please visit us at:  
[www.iata.org/fuel](http://www.iata.org/fuel)

