

**INSTRUCTIONS**

**COLUMN NO.**

- 1 Chalk Number
- 2-  
5 Self-explanatory
- 6 SCHED -- Scheduled Arrival Time From Operation Order  
ETA -- Estimated Time of Arrival From Departure Message  
ATA -- Actual Arrival Time  
ATB -- Actual Block-In Time
- 7 Authorized Ground Time
- 8-  
9 Self-explanatory
- 10 Fleet Service Completion Time(Inbound Servicing)
- 11 Type Load (i.e., Rolling Stock (RS)/Pallets (PLT/Passengers (PAX)/Airdrop Type and No. -- (CDS, Heavy Equip Platforms (HE), Personnel (P), LAPES)
- 12 LBS -- Total Passenger and Cargo Weight (Lbs) Accum Total -- Accumulated/Running Total(Lbs)
- 13 Chalk Number
- 14-  
16 Self-explanatory

**COLUMN NO.**

- 17 ACL -- Allowable Cabin Load/Scheduled Load Time
- 18 DEST -- Destination
- 19 SCHED -- Scheduled Departure Time From Operation Order  
ETD -- Estimated Departure Time(Determined by Adding Authorized Ground Time to Block Time)  
ATB -- Actual Block-Out
- 20 Joint Airdrop Inspection - Start/Completion(Use Times of Final JAIconducted on Aircraft)
- 21 RFL -- Time Aircraft is Released for Loading by Maintenance/CCC
- 22 Fleet Service -- Start/Completion
- 23 Joint Inspection -- Start/Completion
- 24-  
25 Pax Weight -- Total Weight of Outbound Passengers and their Baggage (Includes weight of pallet and net sets for palletized baggage,  
Cargo -- Gross Weight of Cargo (Includes weight of Pallet and net sets)
- 26 Same as Block 12

**NOTE: ALL TIMES ENTERED MAY BE GMT OR LOCAL, BUT MUST BE CONSISTENT.**

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### **About the ITAOP/savePDF Method**

The traditional Field-by-Field creation process is extremely ineffective and slow.

The only realistic option to create high-quality forms is the Insert-Text-Anywhere-on-Page (ITAOP) method.

The field creation process is about 10,000 times faster than the traditional method; the list of ITAOP features is not even available for the traditional method.

ITAOP savePDF method proved to be very simple and completely reliable for millions of users all over the world (incl. individuals, companies, organizations, government employees).