



TECHNICAL EVENT NOTIFICATION SHEET

IMPORTANT NOTE: All highlighted blocks must contain an entry on order to process a Technical Event

Inaccurate or missing information can result in delays, please ensure all details are addresses and all questions answered. A response will be provided after receipt of the complete 'TECHNICAL EVENT NOTIFICATION SHEET

DETAILS			
Airline:		Date:	
Contact name:		CMM No:	
Email address:		A/C Type:	
Phone number:		Seat PN:	
Job title:		Unit Part number:	
Seat type:		Tail No:	
Problem description:			

PROBLEM DEFINITION - Please complete or tick the correct box			
WHAT happened ?			
WHO detected it ?	Passenger	✓	✗
	Cabin Crew	✓	✗
	Maintenance team	✓	✗
	Other	✓	✗
WHERE was it detected ?	During maintenance on aircraft (include location)	✓	✗
	During flight	✓	✗
	During repair / overhaul (include location)	✓	✗
	Other	✓	✗
WHEN was the problem detected			
HOW was the problem detected?			
HOW MANY parts involved ?			
WHY is it a problem ?	Seat lockout	✓	✗
	Unit Lockout	✓	✗
	Assembly/Item Becoming Detached	✓	✗
	Cosmetic damage	✓	✗
	Intermittent Functionality Issue	✓	✗
	Premature Failure of Component/Assembly	✓	✗
	CMM Level Not Sufficient	✓	✗
	Disruption to Planned Maintenance	✓	✗
	CMM Issue	✓	✗

ADDITIONAL INFORMATION

SUPPORTING PICTURES