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| Airline X GmbH, Y Street 2, D-12529, City, HR Department | | | | |
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| Name: | |  | |
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| Street: | |  | |
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| Residence: | |  | |
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| **Home Office Certificate** | | | 02.07.2020 |
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| Mr. / Ms. , born on , is employed as a Captain (Cpt) / Copilot (FO)  by our company. Their contract began on and is  permanent.  They are obliged to constantly keep themselves up to date on the latest versions of the handbooks, routes, technical and other documentation issued to them by Airline X GmbH in conjunction with exercising their work activity.  Furthermore, we confirm that the pilots of our company must undertake comprehensive flight preparation measures in advance in their residence in order to perform their work. This includes information on various air traffic provisions in the individual countries and on traffic routing and beacons. Equally, they must keep themselves informed of the arrival and departure procedures for the airfields that they are flying into and out of, including the intended alternate zones. Furthermore, information on noise prevention provisions, minimum values in terms of weather for take-off and landing and the present flight documentation, such as the weekly news for air people, are part of flight preparations.  Furthermore, we confirm that Airline X GmbH provides no office/work station with a desk to our aforementioned employee. | | | |
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| **Airline X GmbH**  HR Department | | | |
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| Tel.: |  | | |
| Fax.: |  | | |
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Adaptable Certificate Template from Lohnlotse e.V (a registered association)