

PART 234 – Mishandled Baggage Report Certification

REQUIREMENTS

RECORD DESCRIPTION/INSTRUCTIONS: **ASQP – Mishandled Baggage Report Certification**

A certification statement for the Mishandled Baggage Report is required identifying an appropriate official of the reporting carrier. The certification statement will read:

I, (Name) and (Title), of the above named carrier, certify that the Mishandled Baggage Report file is to the best of my knowledge and belief, true, correct and a complete report for the period stated.

Month and Year of Data:

Number of Domestic Scheduled Passengers Enplaned:

Number of Mishandled Baggage Reports Filed:

Date:

Name (Please Print or Type):

Signature:

RECORD FORMAT:

Once signed, the **Mishandled Baggage Report Certification** must be published as an electronic “portable document format” file format, for uploading to the eSubmit application.

The portable document format file MUST BE indicated when naming the file, by using the letters [PDF] or [pdf] following the file name, as the file name extension. You must have Adobe software downloaded on your computer in order to “save as/print” your document as a ‘pdf’ file.

While the file name is flexible and may be determined by the individual air carrier, the portable document format (pdf) file format is required, as outlined in the rule entitled, *Submitting Airline Data via the Internet*.

Suggested file name: XX201003-234mbrCert.pdf

NOTE: For OAI support, please email: OnTime.Support@dot.gov