WFP HAS

United Nations World Food Programme
Humanitarian Air Services

Staff Evacuation Request / Authorization

Date	
Agency Requesting Evacuation	
Accountable Manager / Officer	
Telephone number	
Call Sign and Channel	
Type of Evacuation	☐ Medical ☐ Security
Name of Location to be Evacuated	
Coordinates of Location to be Evacuated	
Number of Staff to be Evacuated	

Names and details of Evacuees as per attached booking form.
I do confirm that the above information is true and correct to the best of my knowledge.

Signature: Date:
Stamp:

FOR UNOCHA USE ONLY

Head of Office	
Approval	☐ Yes Comments: ☐ No Comments:

Signature: Date:

Stamp:

FOR ASC / UNDSS USE ONLY

Area Security Coordinator	
Approval	☐ Yes Comments: ☐ No Comments:

Signature: Date:

Stamp:

FOR WFPHAS USE ONLY

Acceptance of Evacuation Yes ☐

No ☐

Comments:

Signature: Date:

Note:

- Humanitarian Air Services is available for both medical and security evacuation of humanitarian agencies' staff only.
- Evacuation will only be carried out as long as the operation will not expose the evacuees, crew and aircraft to risk or hazard to flight safety.
- Requesting Agency is responsible to have their staff being evacuated complying with the regulations and have all permits required by the Authorities.
- The Pilot In Command has the final non questionable decision before, during and after the Evacuation regarding all aspects related to the operation of the aircraft.