

Aerodrome Safety Notice

Refuelling and Safety in the Refuelling Area

Ref Number: ASN/07-18
Expiry Date: N/A
Issued by: Operations

It is the responsibility of all employers to ensure that relevant Airport Notices are brought to the attention of their staff. However individuals remain responsible for their own actions and those who are in any doubt should consult their supervisor or manager.

INTRODUCTION

The Aerodrome authority is issuing this notice to improve the safety of staff and users whilst uplifting fuel in the refuelling area.

SAFETY ISSUES

Of late we are experiencing varied actions that are leading to safety concerns, these being;

- Aircraft approaching the pumps head to head (going against other aircraft already in position) and or turning head on to the pumps.
- Aircraft performing 180° turns under power in the refuelling area endangering staff and the infrastructure of the facility.
- Aircraft parking too close to the aircraft in front whilst running engines in the queue, waiting to advance to the pumps.
- Aircraft running engines with excessive revs in the refuelling area, and in some cases letting the aircraft run forward. This is a noise Health and Safety exposure issue for staff which must cease.
- **NONE OF THE ABOVE IS ACCEPTABLE!**

Aircraft are also sitting in position following refuelling thus delaying further aircraft from refuelling. This causes frustration and delays to all. Pilots are asked to expedite the area ASAP once refuelled, manually pushing forward if possible.

REFUELLING PROCEDURE

The following procedure needs to be applied at ALL TIMES in the refuelling area to ensure safety.

Prior to refuelling pilots must;

- Approach the pumps area into wind.
- Close down engines ASAP when in the refuelling area (or queue).
- Leave the brakes off when positioning to receive fuel.
- Turn the master switch off, and remove keys from the ignition (place keys so they can be seen by the refuellers).

Pilots are also encouraged to assist BCAL staff to push the aircraft on and off the station forward to allow others in any queue to obtain fuel ASAP.

Following a refuel the pilot should move away ASAP allowing the area to function uninterrupted. To assist this, the pilot is asked to:

- Complete flight checks and briefs away from the fuel area.

- Following engine start, move away from the fuel area ASAP.
- Keep engine revs to a minimum avoiding excessive prop-wash and noise to others behind you, in the general area.

Pilots are required to always call ATS before manoeuvring from a parked position to the refuelling station.

FUEL AREA GENERAL SAFETY

- STRICTLY NO SMOKING
- Portable Electrical Devices (PED's, phones, tablets etc) are not allowed in the refuelling area,
- Cameras are prohibited in the refuelling zone.
- No passengers are to stay in the aircraft whilst refuelling.
- No passengers are to be boarded at the fuel zone.
- A competent person must be present during refuelling (do not leave the aircraft/area)

THERE ARE NO EXCEPTIONS!

MOBILE REFUELLING BY BOWSER

Mobile bowsers operate on the aprons. Please keep a safe distance from the bowser and aircraft during a fuel uplift. The fuel area general rules apply!

We thank you for your cooperation in this matter.

Any questions relating to this safety instruction should in the first instance be addressed to the Operations Team on 01273 467395.

Date Issued: Feb 2018