

Airside Safe Practices

1. Scope

The Airside operation can be a dangerous environment. To minimise the risk to yourself and others everyone has a duty to observe these practices whilst working airside.

These safe practices apply anywhere on the Movement Area, which includes runways, taxiways, grass areas, aircraft parking stands, equipment areas and airside roads. It also applies inside vehicles whether stationary, parked or mobile, and inside temporary buildings.

This Document establishes the guidelines for all persons entering the Airport’s airside. These requirements have been developed as part of the Airports Safety Management System, and endeavour to maintain a safe environment for the protection of aircraft, aerodrome infrastructure, personnel, contractors and members of the general public involved in aerodrome operations.

This document forms part of the Airport Conditions of Use Procedures. The procedures set out in this document must be read prior to entering the airside area and must be followed at all times.

Where an airside operator is unable to comply with any of these procedures, an application for exemption must be submitted and will be considered by the Airport Manager on case-by-case basis.

The Cambridge Airport Duty Operations Managers will enforce these procedures. Failure to comply with a direction of an Operations Manager will be referred to the Airport Manager for consideration.

2. Contents

1. Scope.....	1
2. Contents.....	1
3. Process.....	1
Airside Safety	2
Personal Safety	2
Safety around Aircraft.....	3
No Smoking, Alcohol or Banned Substances	5
Filming and Photography	5
4. Records.....	5
5. Associated Documents.....	5

3. Process

Key Airside Safety Requirements

- Always be aware of your surroundings
- Always wear High Visibility Clothing

Airside Safe Practices

- **Never approach a jet aircraft while its engines are operating**
- **Never approach a propeller driven aircraft whilst its engines are operating**
- **Never park or stand within 3 meters of any aircraft unless you are directly involved in the servicing of that aircraft**
- **Never park or stand within 15 meters of an aircraft being refuelled**
- **Aircraft always have right of way over vehicles, equipment and pedestrians**
- **No person is permitted within 30 meters of a helicopter or a Helicopter Landing Site (HLS), other than persons essential to the helicopter operation**
- **Foreign Object Debris causes Foreign Object Damage. If you see it – pick it up**
- **All vehicles, except those under authorised escort, must have an operating anti-collision beacon mounted on the top of the vehicle at all times**
- **All accidents must be reported immediately**
- **No person is permitted to allow media personnel airside access at any time except with the permission of the Airport Manager**
- **No Smoking, Alcohol or any banned substances are permitted to be consumed on airside**

Airside Safety

Personal Safety

Hi Visibility Clothing

High Visibility Clothing must be worn at all times while airside.

All personnel, including unescorted visitors, must wear high visibility clothing whilst airside.

The requirement to wear high visibility clothing does not apply to visitors when accompanied by a member of staff who is wearing a high visibility vest. Subject to the size of the group this may require more than one person with high visibility clothing, i.e. front and back of the group.

Hard hats, safety boots, safety glasses, sunglasses and hearing protection should be worn in accordance with individual company policies and in areas specified by Cambridge Airport. Cambridge Airport recommends all personnel wear hearing protection and safety footwear when operating airside and especially in the vicinity of operating aircraft.

Mobile Phones

Mobile phones are to be¹:

1. To be switched off when operating within the proximity of operational safety critical equipment, i.e. AR15, ILS, VHF or UHF radio's
2. Not to be used in any vehicle whilst driving, this includes bicycles
3. To be switched off in the proximity of any refuelling vehicle or operation, i.e. no closer than 50 metres of any fuelling activity or where there are flammable materials or fumes

¹ See COP 2.2 'Use of Portable Electronic Devices' for further clarification

Airside Safe Practices

4. To be switched off when in the proximity of aircraft under power, internal or external unless necessary for the operation of the aircraft, i.e. use for navigational documentation or flight checklists
5. Not to be used whilst walking

Safety around Aircraft

Cambridge Airport is home to a range of aircraft types. There are larger jet aircraft, both large and small aircraft powered by propeller driven engines, a variety of helicopters and the occasional 'lighter than air' blimp. Each of these aircraft requires different safety precautions to ensure the safety of all personnel and equipment.

An aerodrome is a complex and busy environment. While an aircraft is on the ground there are often several different procedures being undertaken simultaneously. Passengers are embarking and disembarking, baggage and freight is loaded and unloaded, the aircraft is refuelled and personnel are performing maintenance inspections and general aircraft servicing.

All this activity creates an environment, which can be susceptible to incidents and accidents therefore a high level of personal diligence and appropriate procedures are required to ensure aircraft operations can be conducted safely.

General aircraft safety rules

- It is the responsibility of aircraft owners to ensure their aircraft are tied down or chocked to prevent uncontrolled movement.
- No unauthorised person is to approach any aircraft without the direct permission of the aircraft owner or Pilot-In-Command.
- Never park or stand within 3 meters of any aircraft unless you are directly involved in the servicing of that aircraft.
- Never park or stand within 15 meters of a refuelling aircraft as fuel overflow vents may discharge fuel at any time.
- No equipment should be so parked that it would block another vehicle gaining access or egress to or from an aircraft in the event of an emergency.
- Aircraft always have right of way over vehicles, equipment and pedestrians.
- Mobile phones are not permitted within 50 metres of an aircraft that is being refuelled.

Always be aware of your surroundings

Jet Blast and Jet Engine Ingestion

Jet engines operate by consumption of large amounts of air into the intake at the front of the engine. This air is then compressed to a high pressure, injected with fuel and ignited. The high energy of combustion is used to drive the turbines, which power the engine. The air and exhaust is expanded in the turbines and then expelled through the rear of the engine travelling at very high speeds and at very high temperatures thus propelling the aircraft.

Airside Safe Practices

Both engine ingestion and jet blast can be fatal to people and can cause a great deal of damage to other aircraft, vehicles and equipment. A jet engine is very powerful even when taxiing or just starting up or shutting down.

Never approach a jet aircraft whilst its engines are operating

Propeller Driven Aircraft

Propeller driven aircraft operate differently to jet engines because they use one or more spinning propellers to drive the aircraft forward. A propeller spins at a high velocity around a propeller shaft and generates lift which acts in the forward direction thus propelling the aircraft. In doing so the air ahead of the propeller is sucked in and expelled through the propeller at a higher velocity, which also aids the propulsion.

Propellers are particularly dangerous because they spin at high velocity that it is difficult to see. It may also be difficult to hear a propeller engine operating due to the high ambient noise levels at an aerodrome. Accidentally walking into an operating propeller has seriously injured many people.

- Always walk around the wing of a propeller driven aircraft and even if the aircraft appears to be shut down never walk within the arc of a propeller.

Never approach a propeller driven aircraft whilst its engines are operating

Helicopter Operations

Helicopter Operations can be particularly dangerous as the propeller or rotor, even when at idle power, has sufficient force to cause fatal or serious injuries. The following procedures should apply to all helicopter operations.

- Never approach the rear of a helicopter due to the danger imposed by the engine exhaust and tail rotor.
- Approach a helicopter from the front or side and ensure you are in the pilot's line of vision.
- Approach the helicopter up the slope if possible and depart on the downward slope in order to avoid the main rotor blade.
- Crouch low before going under the main rotor.
- Hold onto any loose articles such as hats and do not give chase if they are blown away.
- Eyes should be protected from any dust or blowing objects.
- If eyes become blinded by foreign debris crouch or sit down and wait for assistance. Do not continue to approach the helicopter.
- Never drive or park any vehicle or large equipment under the main or tail rotor blades.

No person is permitted within 30 meters of a helicopter or a Helicopter Landing Site (HLS), other than persons essential to the helicopter operation.

Aircraft Taxi Movement Airside

Airside Safe Practices

Aircraft Captains are to ensure they taxi at a speed that does not endanger other Airport users. If Air Traffic Control asks an aircraft to taxi at a slower speed they must conform to the instruction; **there are no exceptions.**

- Straight taxiway away from buildings and busy movement areas – max 20kts
- Taxiway cornering and busy movement areas – max 10kts

No Smoking, Alcohol or Banned Substances

No Smoking, Alcohol or any banned substances are permitted to be consumed on airside. Any person found smoking on airside may be escorted off airside immediately.

The risks of spillage or venting of the large quantities of aviation fuel which are loaded into aircraft, together with the presence of other highly flammable materials, makes smoking airside an unacceptable risk.

Filming and Photography

The written consent of the Operations Manager or Compliance Manager is required prior to filming or photography being conducted at Cambridge Airport. Filming for commercial purposes may incur a fee.

4. Records

Nil

5. Associated Documents

CAP168
CAP642
Aerodrome Manual