



## AIRSIDE INFORMATION NOTICE

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Reference	<b>AIN 2021/01</b>		
Date Issued	<b>01/03/2021</b>		
Issued By	<b>Dan Jones</b>	Position	<b>Airside Operations and Safety Manager</b>
Subject	<b>ATC AND AVIATION HOUSE PARKING BAYS</b>		

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An Airside Information Notice (AIN) will be issued to notify airfield users of pertinent operational or administrative information, such as a general or routine reminder of airfield procedures/instructions, the promotion of safety campaigns and changes to airfield infrastructure, signs or markings. It is the responsibility of all employers to ensure that relevant AINs are brought to the attention of their staff.

### 1. OBJECTIVE

This AIN is issued to advise of changes to vehicle parking bays in the vicinity of the Air Traffic Control Tower and Aviation House.

### 2. SCOPE

This notice is relevant to NATS Air Traffic Engineers, Jet2 dispatchers and those driving to and from Aviation House to collect deliveries/mail/visitors.

### 3. INFORMATION

*Refer to drawing on page 2.*

- The previous NATS engineering parking bays are being removed from use due to safety reasons and will be hatched. Two new bays (shaded **blue** on the drawing) will be marked for NATS use. One vehicle will be able to reverse up to the Control Tower store-room doors for loading/unloading only and must not be left unattended.
- One new bay (shaded **green** on the drawing) will be marked 'loading' and is available for drivers collecting deliveries, mail or visitors from Aviation House. Use should be restricted to no more than ten minutes.
- Four new bays (shaded **red** on the drawing) will be allocated to Jet2 dispatchers who are based in Aviation House. These bays may be utilised by others until such time that Jet2 dispatch vehicles are on-site.

The pedestrian routes to reach these parking bays are shown by the **orange line**. A new green pedestrian walkway will be installed along the service road, from the Control Tower to the western apron.

### 4. GENERAL ENQUIRIES

Any enquiries should be addressed to **Airside Operations** on **01275 473705** or **07712 792235**.

