



## AIRSIDE INFORMATION NOTICE

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Reference	<b>AIN 2021/11</b>		
Date Issued	<b>29/07/2021</b>		
Issued By	<b>Dan Jones</b>	Position	<b>Airside Operations and Safety Manager</b>
Subject	<b>AIRSIDE SAFETY REPORTING AND RECOGNITION POSTERS</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

To inform of a new and easy digital airside near miss and hazard reporting system.

### 2. SCOPE

This notice is relevant all colleagues that work in or visit the airside environment.

### 3. INFORMATION



To make it easier for colleagues to report a near miss or hazard, or to nominate a colleague for safety recognition, several Safety Reporting / Safety Recognition posters have been installed airside. The posters are located at the head of most aircraft stands and in the undercroft.

Posters will also be displayed in crew rooms and offices of all airside partners.

The easiest way to submit a report or nomination is to scan the QR code on the poster, this may require a QR code reader on your phone which can be downloaded for free from the App Store or Play Store. Reports can also be submitted via the Airside Operations webpage or on the Airport Community App.

### 4. GENERAL ENQUIRIES

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