



## AIRSIDE INFORMATION NOTICE

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Reference	AIN 2021/16		
Date Issued	13/10/2021		
Issued By	Dan Jones	Position	Airside Operations and Safety Manager
Subject	AIRSIDE SMOKING SHELTERS		

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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 a change to the location of an airside smoking shelter.

### 2. SCOPE

This notice is relevant to all airside colleagues who wish to use a designated airside smoking facility.

### 3. INFORMATION

*Refer to drawing on page 2.*

- The shelter that was located behind the vehicle wash bay on the east apron has been relocated to the service road to the rear of the terminal western walkway, opposite Up & Away Aviation. This shelter is for colleagues working on the west apron, for ICTS security and North Air.
- The shelter located at the east end of the terminal building has been moved to the southern side of Northside House. This shelter is for colleagues working on the east apron, and those with offices or crew facilities in Northside House.
- Both shelters **must only be accessed by pedestrians** and not by cars or other vehicles. The service roads are not suitable for high amounts of vehicle traffic.
- The location of the smoking shelters on the east and west aprons are shown on page 2.
- Colleagues are reminded that smoking facilities must be kept in clean condition. Refer to BRS-OSI-GO-008 Smoking in Airside Areas.

**Airside Operations will inspect the shelters at least weekly and if they are found to be in a consistently poor condition then they will be permanently closed and colleagues that wish to smoke will have to go to a landside smoking shelter. Don't let your actions ruin the use of this facility for others.**

### 4. GENERAL ENQUIRIES

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

