



AIRSIDE INFORMATION NOTICE

Reference	AIN 2021/03		
Date Issued	09/04/2021		
Issued By	Dan Jones	Position	Airside Operations and Safety Manager
Subject	AIRSIDE DRIVING REFRESHER; COLLEAGUES RETURNING FROM FURLOUGH		

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 the refresher training requirements for airside drivers that have been away from the airport for long periods of time due to furlough. Criteria for refresher training is being issued to mitigate the risk of incidents and near miss events.

2. SCOPE

This notice is relevant to all Bristol Airport **APRON** Airside Driving Permit holders, that work for Bristol Airport or our airside business partners.

3. INFORMATION

For any APRON drivers who have been off work/away from Bristol Airport for **more than 90 days**, it will be mandatory that they contact Airside Operations or their company training department (DHL, Swissport, ICTS only) for a familiarisation/refresher session on the airfield, prior to driving airside again.

For any APRON drivers who have been off work/ away from Bristol Airport for **less than 90 days**, or not furloughed at all, they have the option to arrange a familiarisation session with Airside Operations or their company training department, if they would like clarification on any airside rules, procedures or generally want to increase their knowledge and confidence.

The familiarisation/refresher session is expected to last approximately 30 minutes, but further sessions could be arranged if required. Sessions will not be formal or involve a competency test and will focus on general understanding of the driving rules, apron layout and driver confidence. The wearing of face coverings would be required in vehicles as social distancing cannot be assured.

To arrange a refresher session with Airside Operations, please email airsideops@bristolairport.com or call on the number below. Please provide as much notice to as possible.

4. GENERAL ENQUIRIES

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