

**OPERATIONAL SAFETY INSTRUCTION**

Version A

Issued 01/09/2020

## Waste Management

Issued By Airside Operations  
Coordinator

Ref BRS-OSI-ENV-002

It is the responsibility of all employers to ensure that relevant OSIs are brought to the attention of their staff. However, individuals remain responsible for their own actions and those who are in any doubt should consult their Supervisor or Manager.

**1. INTRODUCTION**

Bristol Airport encourages and, in many cases, requires all airside companies to separate waste in order for it to be disposed of safely, or recycled. The purpose of this Instruction is to inform all airside operating companies of the locations for disposing of waste from airside and to provide information on the requirements of Bristol Airport.

**2. WASTE REMOVAL****2.1. Waste Disposal Locations**

There are no airside deposit locations for contractors to dispose of waste. All waste must be disposed of appropriately – according to the type of waste – at either the Landside Delivery Yard, or through arranging direct collection of any specific waste.

The Landside Delivery Yard is located adjacent to the Main Airside Gate and provides facilities for the appropriate disposal of aircraft catering waste, airside company general waste, and recyclable materials such as paper and plastic. This facility is used by all companies operating at Bristol Airport.

Any company wishing to dispose of waste for which facilities are not supplied by Bristol Airport must make provision for the legal collection and disposal of that waste themselves.

**2.2. Aircraft Waste**

Cleaning companies and airlines have a responsibility not to leave catering waste on stand once it has been offloaded from the aircraft, and it must be removed without delay, in order to prevent it becoming a FOD or environmental hazard and/or a bird attractant.

Airside Operations shall monitor the apron for any catering waste that has been left unattended. If waste is identified, applicable companies shall be instructed to remove the waste without delay. An investigation may also be initiated, as part of the airside incident and near miss reporting process, see BRS-OSI-SMS-002. Bristol Airport will apply charges for any waste which has had to be removed or cleaned up by Airside Operations.

### 2.3. Hazardous Waste

Hazardous waste has the potential to cause harm to humans and/or the environment and requires specific procedures for it to be disposed of safely. Separate disposal arrangements must be made and paid for by the company managing the hazardous waste in accordance with the Hazardous Waste Regulations 2005. The companies managing the hazardous waste must register as being Hazardous Waste Producers with the Environment Agency and make specific arrangements for safe removal of this waste. These companies must keep records of all such waste transfers, for periodic audit by the Bristol Airport Sustainability department.

Empty oil, lubricant and engineering fluid cans must be disposed of safely by the appropriate airline engineering company. Any company found not to be disposing of these and any other hazardous waste in accordance with the Hazardous Waste Regulations 2005 may be subject to notification to the appropriate authorities by the Environment Team and investigation by Airside Operations as part of the airside incident and near miss reporting process, see BRS-OSI-SMS-002.

### 2.4. Category 1 Waste

Under current waste regulations, any waste arriving from a non-EU destination that could contain food waste needs to be treated as International Catering Waste. This is classed as Category 1 (CAT 1) hazardous waste and means the waste needs to either be deep landfilled at specialist sites or incinerated in a controlled and regulated manner.

Cabin waste from flights originating from outside the EU must be kept separate from other flights which have originated from the EU or the UK and transported by the nominated company to the CAT 1 waste compactor. This is situated in the Landside Delivery Yard.

### 2.5. Skip Hire and Use

Any companies requiring to hire a skip for use airside must agree the location in advance of the skip being delivered, with the Airside Operations and Safety Manager (AOSM).

Details such as the duration of the skip hire, reason for hire and the hire company must be made available to the AOSM. Companies are reminded that normal airside temporary pass and driving escort requirements apply in order for a skip to be delivered airside.

The company responsible for hiring the skip shall ensure that the skip is removed as quickly as practicable when it has been filled to capacity.

All airside skips must be fitted with secure lids or covers, to ensure that waste does not escape from the skip and inadvertently become FOD, or attracting wildlife. Exceptions may apply for skips containing heavy items, subject to prior approval from the AOSM. Similarly, it is recommended that lockable skips are hired, to prevent any unauthorised users from

depositing waste in the skip.

## **2.6. Wooden Pallets**

Pallets are frequently used for large deliveries that are sent airside, such as in-flight supplies and engineering supplies. Once empty, pallets should be taken to the Landside Delivery Yard and stacked in a neat pile with landside delivery pallets, which will then be collected and recycled.

## **3. RECHARGING OF COSTS**

Bristol Airport reserves the right to recharge partial or entire costs related to the clean-up or disposal of waste that was inadequately managed by an airline or airside operating company. This could include manpower, materials and subsequent delays. Recharges will be submitted via a recharge form and will be forwarded to the relevant manager for payment.

## **4. FOD BINS**

Airside operators are reminded that FOD bins are not provided for the disposal of waste from aircraft or other airside sources. Bagged waste must not be left adjacent to FOD bins at any time. FOD bins must only be used for depositing FOD which has been removed from the airside movement area in the interests of operational safety. See BRS-OSI-SMS-005 Airside Cleanliness and FOD Management for more detail.

## **5. RECORD KEEPING**

All companies transferring waste off site shall be accountable for correctly classifying and consigning their waste according to the UK legislated Duty of Care Waste Regulations.

The consignor must ensure that the appropriate documentation (waste transfer or consignment note) is in place and kept in accordance with the procedure, and that the waste facility being used to remove the waste has the applicable permit to legally remove the type of waste for which it has been assigned.

## **6. GENERAL ENQUIRIES**

Any enquiries regarding this instruction should be addressed to [opsteam@bristolairport.com](mailto:opsteam@bristolairport.com).