

**OPERATIONAL SAFETY INSTRUCTION**

Version A Issued 01/09/2020

## Vehicle Washdown Area

Issued By Airside Operations and Safety Manager Ref BRS-OSI-ENV-007

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 is committed to its responsibility to reduce the risk and possible impact that the operation might have on the local environment. To this end, a self-contained Vehicle Washdown Area (VWA) has been installed for the cleaning of all airside vehicles without any of the dirty water entering the water table.

All water is recycled within the system, and deposits that are potentially harmful to the environment are filtered and retained within the systems and then emptied by a specialist contractor.

This instruction details the procedures for using the VWA, which is available to all airside vehicle operators.

**2. GENERAL RULES**

- a) Access into the vehicle wash shall always be from the western end (diesel pump side) and exit from the eastern end.
- b) The speed limit when entering and driving through the VWA shall be maximum of 5mph.
- c) Only one vehicle is allowed in the VWA at any one time.
- d) Consideration for other users of the apron must be applied. For example, there should not be a queue of vehicles outside the VWA blocking the road system, the Swissport de-icing tanks or access to the diesel pump. All other operatives must wait away from the VWA until it becomes free. Dispensation may be granted if the waiting vehicle(s) are not causing an obstruction.
- e) All vehicles shall only ever be washed on the confines of the concrete pad and within the screens. This may mean a two (or more) step approach to washing longer vehicles as they will need to be moved mid-wash.
- f) Exiting vehicles must stop at the stop marking before exiting onto the apron road.
- g) The VWA is designed to accommodate vehicles up to cobus size. If a new piece of equipment has an abnormal width, length or weight is brought on to the apron, then the suitability for using the VWA shall be checked with airside operations prior to using

it. Failure to do this will result in any damage caused to the VWA being recharged to the vehicle operator.

### 3. TRAINING REQUIREMENT

Each company requesting use of the VWA must nominate at least one member of their team to manage the unit and its safe use. This person shall familiarise all their applicable staff with the VWA before they operate it.

Each company shall keep records of their familiarisations performed. Airside operations reserve the right to access and audit these records on request.

Additional training for nominated managers can be arranged via airside operations.

### 4. PERSONAL PROTECTIVE EQUIPMENT

The manufacturer of the VWA recommends the following Personal Protective Equipment (PPE):

- Waterproof footwear with a good grip suitable for a wet, possibly slippery, floor
- Waterproof jacket
- Goggles to reduce the possibility of water/dirt splashing back into the operator's eyes

This is in addition to the existing standard PPE requirements for airside. Operators that handle the supply of chemicals to the unit should wear PPE in line with the COSHH guidance.

### 5. OPERATING PROCEDURE

- a) Allocation is based on a first come, first served basis.
- b) It is expected that all operators will work closely together to ensure the facility remains in service and is well-maintained. All damage (no matter how minor), significant fluid spillage or equipment breakdowns must be reported to airside operations immediately.
- c) Once the VWA is clear of any previous vehicle, the operative may drive on. Equipment should be stowed correctly so as not to cause an obstruction. If this is not the case, do not drive over any pipes or lances. Clear the path first and report the details of the last user (if known) to airside operations.
- d) Vehicles should be turned off at the ignition, handbrake applied and left in gear (where applicable). Windows and doors should be completely closed. No attempt to clean the inside of a vehicle with the vehicle wash should be made. Consideration should be made to chocking equipment that may not stay in position – especially with the pressure of the water against it. Chocks will not be provided at the facility.
- e) To start the machine, press the green 'ON' button that is located on the side of the lance that is to be used on the entrance pillar (see photos below). This will circulate the water to the lance.



- f) Operators should be mindful of the powerful recoil. It is not suitable for use by operators who are recovering from any injury or surgery on any part of their upper torso. The lance should be held firmly before squeezing the trigger.
- g) Although Bristol Airport will regulate the use of the facility and stop the operation if something is deemed unsuitable or unsafe, it is the responsibility of the vehicle operator themselves to ultimately decide what can and cannot be washed in the facility.
- h) If an operator wants to supply their own detergents to aid the cleaning process, they should seek advice from the VWA manufacturer to ensure suitability. The Airside Operations and Safety Manager should be contacted in the first instance.
- i) Once the washdown has been completed, the red 'OFF' button shall be pressed to switch the unit off. It will automatically time-out after 60 seconds of being inoperable.

## 6. USER MAINTENANCE

All users have a duty of care to themselves, others and the equipment. It is the responsibility of the last user to ensure the area is:

- Clear of obstacles and contaminants such as chocks, mud, oils, parts that might have fallen off during the wash, etc.
- The equipment is correctly stowed away with no trailing pipes that could be struck or damaged by another vehicle. They should be pushed to an area whereas not to create a trip hazard. The lances should be stowed in the correct holder (see photos below).
- Any obvious damage or defects are reported immediately to airside operations.
- The pad and surrounding area should be washed down with the pressure washer immediately after use so it is clean and clear of contaminants, such as potential slip hazards, ready for the next user.



**7. ADDITIONAL INFORMATION**

- a) Bristol Airport reserves the right to refuse operatives and companies the use of the VWA for short or prolonged periods.
- b) The VWA may be closed at short notice without warning. Bristol Airport shall not be held responsible for any affect this has on the operation (financial or otherwise).
- c) Bristol Airport shall seek to financially reclaim; repair costs for misuse of the washing equipment, repair costs for accidental damage caused by negligence/carelessness to any part of the VWA, deliberate wastage of resources such as water or chemicals, deliberate damage caused to the VWA filters, reservoirs, drainage or any other associated parts.

**8. GENERAL ENQUIRIES**

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