

**OPERATIONAL SAFETY INSTRUCTION**

Version C Issued 09/07/2019

Stand 19 and 20 Operations

Issued By Dan Jones Ref BRS-OSI-GO-001

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

This instruction provide details of the operating procedures for two new aircraft stands at the eastern end of the apron system, designated as stands 19 and 20.

2. STAND SIZE

Stand 19 is a Code C stand with standard configuration and the maximum aircraft size able to use the stand is an A321.

Stand 20 is a Code C stand has a non-standard shape at the north-east corner due to the perimeter fence, and as a result the maximum aircraft size able to use the stand is an A320 or B737-800. There are also associated operating restrictions, see section 4.

3. OPERATING PROCEDURE**3.1. Services**

The stands are fitted with Fixed Electrical Ground Power (FEGP) units. These must always be used when they are serviceable, instead of mobile Ground Power Units.

There is no aircraft docking guidance system installed, therefore all aircraft will require marshalling onto stand.

3.2. Stand Configuration

Stands 19 and 20 are both nose-in / push-back stands. Stand 19 has a single stop position to be used by all aircraft types. Stand 20 has multiple stop positions, which are labelled.

A number of Equipment Parking Areas (EPAs) are marked at the head of stand and on the surrounding apron areas. These EPAs must only be used by the relevant companies as indicated by the stencilled ground markings.

3.3. Aircraft Arrival

Airside Operations will provide a follow-me for aircraft arriving on stands 19 or 20 at night or in low visibility operations. The follow-me service will commence from the edge of the cul-de-sac. ATC will call Airside Operations to request the follow-me.

3.4. Aircraft Pushback

Aircraft should be pushed back from stand into the cul-de-sac behind, with the aircraft facing west towards taxiway zulu. The aircraft should then be pulled forward to the Tug Release Point (TRP) at the western end of the cul-de-sac.

ATC may authorise 'double pushbacks' from stand 19 and 20, however the aircraft on stand 19 must push first. Once the aircraft from stand 19 has been pulled forward to the TRP, the aircraft on stand 20 can then be pushed. The second aircraft should hold at the 'HOLD' markings at the eastern end of the cul-de-sac, until the first aircraft has taxied.

An assessment has concluded that there is sufficient space between the two aircraft for this manoeuvre to be carried out safely, however ground crew ultimately have the right to refuse this manoeuvre if they have safety concerns for any reason.

Cross-bleed starts may be permitted in the cul-de-sac once the aircraft has pulled been pushed back and pulled forward to the TRP, and with prior approval from Airside Operations.

3.5. Aircraft Taxi Instructions

Aircraft will be given taxi clearance from the TRP, either turning immediately left for a runway 27 departure or straight ahead for a runway 09 departure. Aircraft taxiing for a runway 27 departure will normally be cleared by ATC to taxi from the TRP via holding point AX to line up for runway 27, without stopping again at the holding point.

Airside Operations must be in position adjacent to the TRP to monitor aircraft taxiing out of the cul-de-sac. Airside Operations will be responsible for monitoring departure times from these stands and being in attendance prior to the aircraft receiving taxi clearance.

3.6. Vehicle Access to Stands 19 and 20 from other Aprons Areas

A new road has been built which links the existing east apron to the new stands, running to the south of the old terminal building. The road passes through the aircraft taxi-lane where it runs past the southern end of the old terminal. Stop markings are installed on the ground which indicate where vehicles must stop and hold to give way to aircraft in the cul-de-sac. Although minimum regulatory aircraft stand taxi-lane clearances are provided to any *fixed obstacle*, when an aircraft passes the narrowest point, the wingtip will be approximately halfway across the road, therefore it is extremely important to give way.

Airside operations will monitor the traffic at these stop points during aircraft arrivals and departures from stands 19 and 20, however as they may not always be present, drivers are ultimately responsible for ensuring they give way.

Drivers should be wary of pedestrian movements on the road system used to access the new stands and follow the speed limits at all times.

3.7. Pedestrian Access to Stands 19 and 20 from other Aprons Areas

Any ground crew or other personnel requiring access to the new stands should do so using a vehicle, where possible. Pedestrian access to the new stands shall be restricted to essential movements only. Pedestrians should walk on the northern edge of the roadway and take extra care and remain aware of vehicle movements and aircraft movements in the cul-de-sac. Pedestrians must also observe the stop markings and hold to give way to aircraft manoeuvring or under tow in the cul-de-sac (see section 3.6 above).

4. STAND 20 RESTRICTIONS

Due to the perimeter fence location and non-standard shape of stand 20 on the north-east corner, there is restricted space for ground support equipment to manoeuvre on the starboard side of a parked aircraft.

Stand 20 should therefore only be allocated for the following operations, and when no other suitable stand is available:

- Night-stopping aircraft that do not require a quick turnaround
- Aircraft that require long-term parking e.g. technical fault
- Diversions

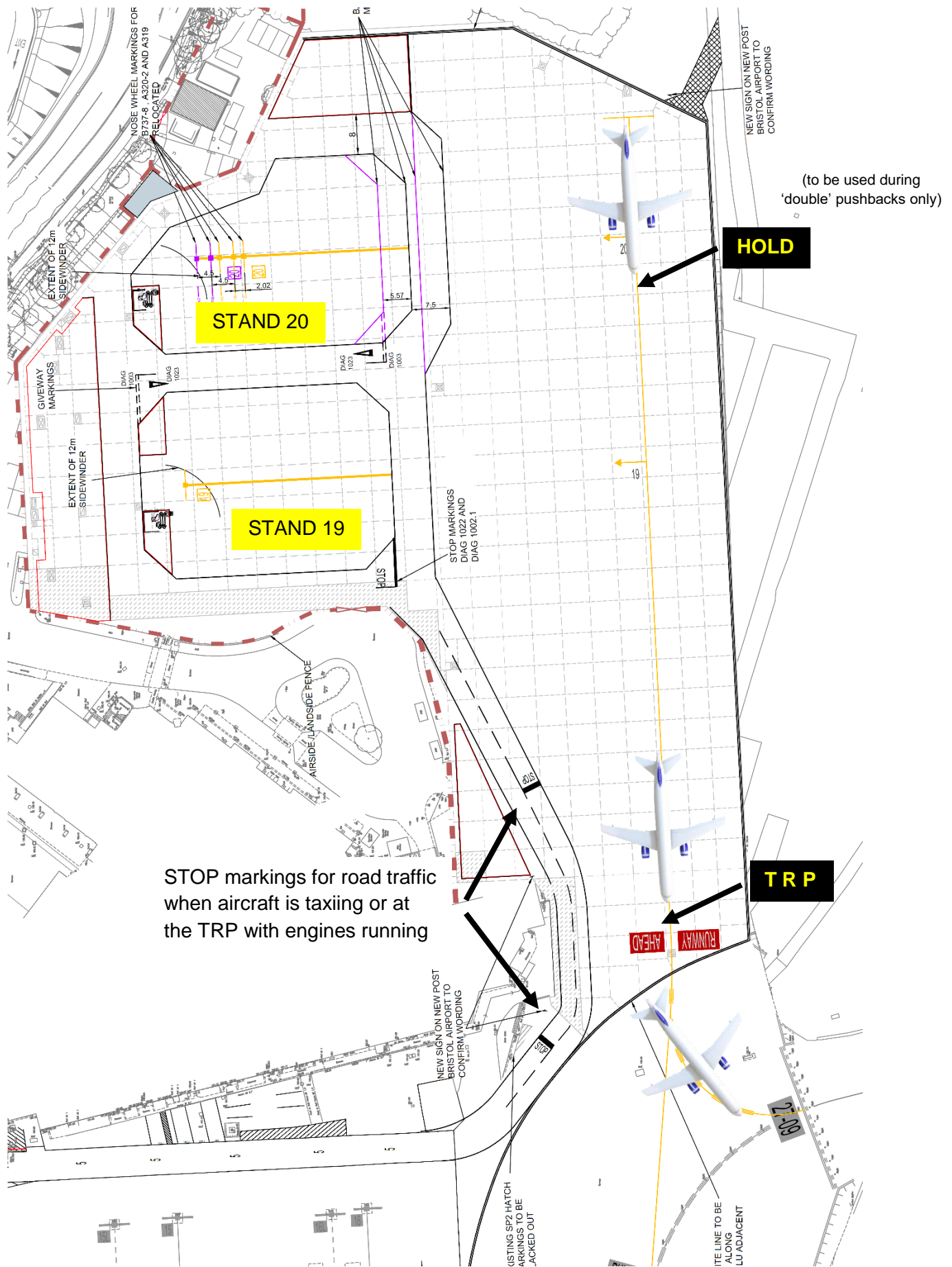
The following conditions also apply:

- Fuel bowser operators must use caution when driving around the head of stand to position at the fuelling point on the starboard side of the aircraft. There is restricted space between the aircraft and the perimeter fence.
- Where possible, aircraft fuelling and baggage loading/offloading operations at the front hold should not take place at the same time. If a fuel bowser is in position, there is limited space available for baggage tugs and trolleys to manoeuvre to the front hold zone. For night-stopping aircraft, the baggage should be offloaded first, followed by refuelling.

5. GENERAL ENQUIRIES

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

STAND LAYOUT DIAGRAM



STOP markings for road traffic when aircraft is taxiing or at the TRP with engines running

(to be used during 'double' pushbacks only)