

**OPERATIONAL SAFETY INSTRUCTION**

Version B

Issued 13/10/2021

Smoking in Airside Areas

Issued By Airside Operations
Co-ordinator

Ref BRS-OSI-GO-008

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

It is recognised that airside operators require a location to smoke/use e-cigarettes (vapes) whilst on duty, and that transiting landside solely for this purpose is not an efficient use of time. However, due to the hazards associated with naked flames near highly flammable substances, smoking airside is only permitted in designated smoking areas, away from fuel and other flammable material storage locations.

E-cigarettes also fall within this category, and the same rules apply to the use of e-cigarettes, as tobacco products.

This OSI explains the locations of the smoking areas and clarifies the use of e-cigarettes whilst airside. The terms 'smoke' and 'smoking' when used in this instruction encompasses the use of e-cigarettes (vaping), in addition to the use of traditional tobacco products.

2. REQUIREMENTS**2.1. Permitted Staff Smoking/Vaping Locations**

All persons wishing to smoke on the movement area or other operational airside areas (such as the undercroft) must do so in the following staff smoking locations only, where there is a dedicated smoking shelter:

- On the Western Service Road, opposite the Up&Away Aviation offices.
- Outside Northside House.
- At the Rescue and Fire-fighting Service (RFFS) station (southside), for those using RFFS station facilities.

The shelters on the Western Service Road and at Northside House **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.

Smoking and any display of a naked flame is prohibited in all other areas on the movement area, including within vehicles and buildings.

Any person(s) found to be smoking outside of the designated staff smoking areas shall be subject to further action as per BRS-OSI-SMS-004 Airside Safety Standards Scheme.

2.2. Smoking Shelter Cleanliness

The smoking shelter areas are to be kept tidy, and cigarette ends are to be discarded in the ashtrays provided. The users of these facilities have a responsibility to maintain this area for others, and the ashtrays provided are for cigarettes only. These must not be used for rubbish or FOD. A separate general waste bin is also provided.

All users are reminded that it is for the benefit of all companies working airside that these areas are maintained to a high standard, by the users of these facilities.

Airside Operations shall inspect the cleanliness of the smoking shelters on a regular basis. If the areas become untidy or become a fire or FOD hazard due to rubbish left in the vicinity, airside companies shall be advised of the hazard and staff using the facilities shall be expected to remove the hazardous items. If this is not completed within an agreed period of time, Bristol Airport may temporarily or permanently remove the facilities and as a result, only landside smoking facilities will be available.

3. GENERAL ENQUIRIES

Any enquiries regarding smoking locations should be addressed to Airside Operations on **01275 473705**.

Any enquiries regarding this instruction should be addressed to the Airside Operations Co-ordinator opsteam@bristolairport.com.

APPENDIX A AIRSIDE SMOKING SHELTER LOCATIONS

