1. **INTRODUCTION**

1.1 This Instruction should be read in conjunction with OSI/11/09 titled Vehicles and Equipment Airside - Operation.

1.2 Following a review of vehicle activity within the Cargo Tunnel it is necessary to introduce restrictions for Fuel Tankers and Bowsers in order to reduce the potential of a major incident occurring within the tunnel, resulting in personal injury, damage to infrastructure and significant operational disruption. These precautions are particularly relevant to the Cargo Tunnel because of the confined nature of the tunnel and limited access for any emergency response.

1.3 This Instruction is not intended to deal with the general subject of the carriage of dangerous goods on airside areas. Operators transporting such goods airside for the purpose of transporting by air are regulated by ICAO rules. However, any dangerous goods that fall outside the scope of the ICAO rules must comply with the rules that apply to the public roads.

2. **SCOPE**

2.1 Fuel Tankers and Bowsers - means any vehicle or trailer designed for the transportation of Bulk Fuel (flammable liquids or Gases) including empty Tankers or Bowsers which have contained such flammable liquids.

2.2 Bulk fuel means fuel carried on the vehicle as cargo (payload) and not as fuel for the operation of that vehicle.

2.3 This does not mean Hydrant Dispenser Vehicles which are deemed to be out of scope due to the relatively small amount of fuel contained within the dispensing system.

3. **RESTRICTIONS FOR FUEL TANKERS AND BOWSERS**

3.1 Fuel Tankers and Bowsers are not allowed in the Cargo Tunnel except between 23:00hrs and 05:00hrs.
3.2 During permitted hours Fuel Tankers and Bowsers must be escorted by an approved escort vehicle driven by an approved escort driver. The two vehicles should maintain a minimum separation between vehicles of 50m which is double the stopping distance at the maximum 30MPH speed allowed within the tunnel.

3.3 In the case of an absolute need to transport fuel through the tunnel at any other time a request must be made to the Heathrow Airport Limited (HAL) Airside Operations Safety Unit (AOSU) on 656024, who will arrange to lead the fuel vehicle through the tunnel while an approved escort vehicle, as in 3.2 above, must travel behind the fuel vehicle with a minimum separation between vehicles of 50m. The timing of the transit through the tunnel will be at the discretion of AOSU as will be the location of the meeting point for the convoy.

3.4 Companies wishing to transport Bulk fuel on any airside road or tunnel must first seek prior approval to do so from HAL Airside Safety Practices (0208 7573075/6). HAL will maintain a master list of those companies approved to use the airside roads and tunnel for this purpose.

4. REQUIREMENTS

4.1 Vehicles - Fuel Tankers, Bowsers and their equipment must as a minimum meet the ADR special requirements. Escort vehicles for Fuel Tankers and Bowsers must be equipped with (the following) items of safety equipment.

- Minimum 1 x Spill kit,
- 6 x Traffic Cones,
- 1 x intrincally safe hand lamp,
- 1x broom & shovel,
- 1 x wheel chock commercial vehicle size.

4.2 Inspections - Fuel Tankers, Bowsers and their equipments must be inspected and tested to ADR requirements.

4.3 Training - Drivers of Fuel Tankers and Bowsers must be in possession of a recognised vocational training certificate. Other staff involved with the transportation of bulk fuel airside eg Escort drivers, loaders/ unloaders and operators filling vehicles and equipment from mobile Fuel Bowsers must receive appropriate training and refresher training covering, general awareness, function specific, safety and airside specific elements. Records of the training must be kept and available for inspection by HAL.

5. OPERATING CRITERIA – GENERAL INFORMATION

5.1 Vehicle must be in a roadworthy condition (OSI “Airside Vehicle Requirements” refers), Drivers must not attempt to enter the tunnel in un-roadworthy vehicles.

5.2 Drivers must obey the dynamic signage at the tunnel portals. Failure to observe these signs places the driver, any passengers and others at risk.

5.3 Remove sunglasses, ensure that the vehicles dipped headlights are on before entering tunnel.

5.4 Obstruction lights are to be switched off whilst in the tunnel.
5.5 Vehicles should be driven within the defined carriageway, unless passing a stopped vehicle. When passing a stopped vehicle drivers should slow down and exercise extreme caution.

5.6 Keep a safe distance, a minimum of 50m, from the vehicle in front.

5.7 If a driver detects a problem with their vehicle once in the tunnel, they should attempt to drive the vehicle out of the tunnel **if it is safe to do so**.

5.8 Do not attempt to turn or reverse in the tunnel or on its approaches, unless instructed to do so by an airport official.

5.9 Do not stop in the tunnel or on its approaches except in the case of an emergency.

5.10 If it is necessary to stop within the tunnel, vehicles should pull over and stop on the left hand side of the carriageway.

5.11 Drivers of stopped vehicles should use the nearest emergency telephone to notify STAR of the nature of the problem.

5.12 Drivers of stationary vehicles should switch off engines and activate the vehicle hazard warning lights.

5.13 Drivers and Passengers should remain in the vehicles, except when there is a vehicle fire, until rescued/recovered from the incident situation.

5.14 Should vehicles need to be abandoned, the ignition keys must be left in the ignition switch to aid vehicle recovery.

5.15 In emergency evacuation situations, drivers should help direct others to safe areas.

**6.0 OPERATING CRITERIA – FIRE IN THE TUNNEL**

6.1 In cases where Drivers realise that there is a fire in the tunnel or on the approaches drivers involved will:-

6.2 If driving within the tunnel and there is smoke or fire behind your vehicle drive out of the tunnel.

6.3 If driving on the approaches and there is smoke or fire ahead do not enter the tunnel.

6.4 If there is smoke or fire ahead, stop the vehicle, turn off the engine, leave the vehicle immediately and exit the tunnel on foot via your entry portal.

6.5 When safe to do so report the situation to STAR by using an emergency phone or by dialling 222 from any other airport telephone.

7. **ENQUIRIES**

7.1 Any enquiries regarding this amendment should be addressed to the Ramp Assurance Manager Airside 07771 978092.

Issued on behalf of the Airside Operations Director