

 Ground Operations

Operational Safety Instruction

Alcohol and Classified Drugs

25th March 2020

ASGrOps_OSI_046

V3.0

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

- 1.1 The aim of this Operational Safety Instruction is to ensure that the use of alcohol or Classified Drugs does not impair the safe and efficient running of the airfield, or compromise the health and safety of customers, passengers and others.
- 1.2 This OSI applies to all staff who access Airside operational areas (e.g. on the movement area or other operational areas of the aerodrome: airside roads, stands, aprons, taxiways or runways).
- 1.3 The legal prescribed drink driving in England, Wales and Northern Ireland refers to the Road Traffic Act 1988.
- 1.4 ASGrOps_OSI_046 v2.0 is hereby cancelled.



2. Responsibilities

- 2.1 The Heathrow Airport Accountable Manager is responsible for implementing this OSI through the Heathrow Airside Operations Team.
- 2.2 All Companies that have staff who access airside operational areas are responsible for applying this OSI.
- 2.3 Everyone has a responsibility in identifying colleagues who may be showing signs or behaviours indicating a cause for concern, including notifying an appropriate manager.

3. Requirements

- 3.1 Companies that have staff accessing airside operational areas:
 - 3.1.1 Shall have a drugs and alcohol policy in place and provide, at Heathrow's request, a current copy.
 - 3.1.2 Must ensure that their staff do not consume alcohol or any classified drug or be under the influence of the same whilst on duty anywhere on the Airport.

4. Rules on the consumption of alcohol

- 4.1 Staff who access airside operational areas:
 - 4.1.1 Are not permitted to drink alcohol whilst 'on duty' or during breaks in any circumstances.
 - 4.1.2 Must not have a level of alcohol in their bloodstream which is higher than the legal limit prescribed for driving in England, Wales and Northern Ireland;

Level of Alcohol	Limit
Micrograms per 100 millilitres of breath	35 micrograms
Milligrams per 100 millilitres of blood	80 milligrams
Milligrams per 100 millilitres of urine	107 milligrams

- 4.2 Section 4.1 applies to all employees at all times when airside in relation to their duties as applicable.
- 4.3 Employers may implement varied lower tolerances dependent on job role, however the maximum tolerance airside is the legal limit prescribed for driving in England, Wales and Northern Ireland.



5. Rules on the use or possession of classified drugs, legal substances and medication

5.1 Staff who access airside operational areas must not:

5.1.1 Bring illegal drugs into the workplace.

5.1.2 Bring prescribed drugs, which are not for his/her own personal medical usage into the workplace.

5.1.3 Carry out their work duties when they are under the influence of illegal drugs.

5.1.4 Carry out their work duties when they are under the influence of a legal substance, such as a solvent, or a natural narcotic substance, such as magic mushrooms or khat (chat) which has altered their normal physical or mental state.

5.2 Many medicines, obtained with or without a prescription, can also adversely affect performance at work. Examples are tranquilisers, antidepressants, sleeping pills, some antihistamines, and some medicines for coughs, colds and indigestion. All licensees must make sure that they have a process in place whereby their employees inform them when they believe their performance could possibly be impaired by medication, which they have taken or are about to take.

5.3 Where possession of illegal drugs is involved, it is the responsibility of the employer to notify the police.

6. Enquiries

Any questions concerning this instruction should be addressed to the Heathrow Airfield Duty Manager AfDM; Telephone 020 8745 7373,
Email – airfield.duty.manager@heathrow.com

7. References

Road Traffic Act 1988 - <http://www.legislation.gov.uk/ukpga/1988/52/contents>

8. Emergency contact

Emergency Telephones – Lift the handset and wait for the Heathrow Operator
Heathrow Telephone/Mobiles – Dial 222
External Telephone/Mobiles – Dial 020 8759 1212

