

AOP 21-

Removal of Disabled Aircraft

VERSION No: 1.0

Authority to remove an aircraft that is involved in a Notifiable Accident shall be obtained from AAIB by the ATSM or ATC WM or the SCOD in their absence.

Any recovery of an aircraft should be carried out under the direct supervision of a qualified aircraft engineer. It may be necessary to install undercarriage locking-pins, jack the aircraft and attach towing strops, lines or chains. Any vehicles used for recovery must be designed and fit for the purpose of towing an aircraft of the relevant size and weight.

1.3 Operating Procedures

Fire Operations is required to ensure fire security of the area, and render assistance to the recovery specialists when required. A foam blanket may be necessary to prevent the ignition of spilled aircraft fuel from a ruptured fuel tank, before other personnel may approach the aircraft.

The need to remove a disabled aircraft is determined by the Director of Operations subsequent to information provided by the ATSM, ATC WM or SCOD if the aircraft is on, or immediately adjacent to the manoeuvring area. The Director of Operations must determine the effect on runway operations caused by the continued presence of the disabled aircraft.

If the aircraft is still supported by its undercarriage, this assembly **MUST** be made safe prior to any work being undertaken or the aircraft being moved. Metal matting may have to be laid to effect safe passage on to the paved surface.

If the position of the aircraft is such as not to interfere with normal flying activities, then the RFFS are not to commit any resources that would delay a response to an aircraft accident or incident. If, however, the Airport is closed due to the proximity of the accident to the runway, then Fire Operations are to give assistance to enable a safe and expeditious removal of the aircraft.

When Leeds Bradford Airport is empowered to undertake removal, on-airport and external resources are to be used to affect a safe and timely recovery. In the case of off-airport resources, specialist recovery companies or contractors should be utilised. The details of contractors with specialist equipment can be found in Appendix H of the Emergency Orders.

It is essential to ensure that only the minimum number of staff are utilised in the area whilst the aircraft is being prepared for towing or being towed. To prevent serious injury, staff **MUST** remain well clear of chains or wire ropes whilst these are under tension.

If it is necessary to exercise the provisions of Regulation 7, (2) (a), the Director of Operations shall ensure that a report is completed specifying reasons requiring removal including:

- Summary of action taken
- Diagram of the location of wreckage
- Exact location of accident site
- Photographs of aircraft/wreckage prior to removal

If such early removal is required all reasonable measures shall be taken to preserve as far as possible marks made on the ground by the aircraft. Additionally, the position of the aircraft shall be marked on the manoeuvring area surface and photographs and diagrams shall be taken and drawn before any switch is moved or any piece of wreckage disturbed.

When removal is undertaken on behalf of the aircraft owner/operator the applicable conditions for removal, shown in APPENDIX 35, shall be presented to the owner/operator and his signature obtained to signify agreement.

1.4 Management

The FWM or AFWM responding to the accident will remain in charge of the accident scene until relieved by a Police Officer or, when recovery is by a qualified or competent aircraft recovery specialist. Fire Operations will then either assist with recovery under the direction of the engineer or return to the Fire Station and revert to normal duties.

Any person working in the incident area shall wear appropriate personal protective equipment (PPE).

1.5 Records

The FWM or AFWM present shall keep an accurate written record of the action taken to recover the aircraft. Copies of statements are to be attached to the personal file of all Fire Operations staff attending the accident.

The Operations Director shall retain indefinitely all documentation relating to ATC and Fire Operations action during the removal process.

Copies of all documentation relating to individual removal of disabled aircraft are retained indefinitely and may be used at a subsequent inquiry into the incident and into the actions taken to recover the aircraft.

1.6 Follow Up Action

As part of the audit process, the Operations Director will conduct a post incident/accident review to assess Leeds Bradford Airport response and actions.

1.7 APPENDIX 35 - Notice of condition applicable to hire Leeds Bradford Airport employee(s) or equipment for aircraft salvage operations

The hiring of Leeds Bradford Airport employees, vehicles or equipment is subject to acceptance by the hirer of the following conditions and the use of such labour, vehicles or equipment by or on behalf of the hirer shall be deemed to constitute acceptance by the hirer of such conditions.

The use of labour, vehicles or equipment is subject to its availability on the Airport and not being required for the purposes of Leeds Bradford Airport. The decision as to whether it is so available being at the sole discretion of the Head of Operations or his representative.

The period during which any labour, vehicles or equipment can be hired shall be at the sole discretion of the Director of Operations or his representative.

In consideration of the permission relating to the hire being granted, the Hirer undertakes and agrees:

To make no claim against Leeds Bradford Airport or any of its servants in respect of personal injury (including injury resulting in death) which may arise out of, or in connection with the use of the Leeds Bradford Airport labour, vehicles or equipment;

To indemnify Leeds Bradford Airport and all its servants against all legal liability incurred in respect of claims (including claims by servants of Leeds Bradford Airport or of the hirer) for the

loss of or damage to property or for personal injury (including injury resulting in death) which may be made against Leeds Bradford Airport or any of its servants arising out of or in connection with the use of labour, vehicles or equipment.

To indemnify Leeds Bradford Airport in respect of any loss of or damage to the property of Leeds Bradford Airport, or property for which Leeds Bradford Airport is responsible, which may arise out of or in connection with the use of Leeds Bradford Airport labour, vehicles or equipment, and which is properly attributable to the wilful misconduct or negligence of any servant of the hirer.

To pay charges in accordance with Leeds Bradford Airport's scale of charges in force at the time of hire.

In condition 3 –

“Claim” means action, proceeding, demand, costs, charges, and expenses of whatsoever kind of nature.

“Injury” includes sickness.

“Servant(s)” means any officer(s), servant(s) or agent

Request for hire of Labour, Vehicles or Equipment for Aircraft Salvage Operations

PART A

This part must be completed and signed by the applicant before any labour, vehicle or equivalent is placed at the disposal of the hirer.

Request for hire of:	
To report to:	
Date of hire:	Time to report:

I agree on behalf of _____

- To pay Leeds Bradford Airport in respect of such hiring a charge calculated at the rate(s) detailed in the published scale of charges in force at the time of hire.
- That the period of hire of Leeds Bradford Airport employee(s) shall begin when they leave their normal place of employment and shall end on their return thereto on completion of the service.
- That the period of hire of vehicles and equipment shall begin when the vehicles or items or equipment leave their normal location and shall end on their return thereto on completion of the hire.
- That the "conditions Applicable to the Hire of Leeds Bradford Airport employees, Vehicles, or Equipment, for Aircraft Salvage Operation", a copy of which I have read, shall apply to this hiring.

Signature of Hirer or his agent _____

Name & position of signatory _____

Date _____

PART B

The application at Part A has been checked and the request for hire is duly authorised.

Signed _____

Position _____

Date _____

PART C – for use by Leeds Bradford Accounts only

I certify that Invoice No. _____ has been raised for the sum of £ _____ in respect of the above hiring.

Signed _____ Position _____

Date _____