



GROUND SAFETY RECOMMENDATION

Refuelling of vehicles and GSE on apron

Before the use of the refueling vehicle, the operator must check that the vehicle itself and its equipment and devices are present and functioning, and in particular:

- The fire extinguisher is present and intact.
- ADR labelling (orange signs) is present on both sides (FOR GASOIL 30/1202)
- There aren't fuel leaks from the tank or in the circuit.
- Check that oil-absorbent wipes or sepiolite are provided and that containers are available to dispose of any contaminated material.

For safety reasons, it's forbidden to refuel ramp vehicles if they

- they have their engine running (always make sure it is off before starting the refueling)
- they are docked with an aircraft at which other handling operations are already in progress and/or the crew are present (return when the aircraft has departed)
- **Under no circumstances may refueling take place while passengers are boarding** or while they are already on board.

Remember:

- Follow the traffic rules and proceed at a moderate speed.
- ALWAYS** use the fuel nozzle for refueling.
- DO NOT SMOKE** and make sure there are no open flames nearby
- Use PPE if prescribed.

In case of a small spill *:

- ✓ Stop refuelling
- ✓ Notify your manager
- ✓ Clear the area with panels or sepiolite
- ✓ EVALUATE whether to call the Control room on 63450 for clean-up
- ✓ Open the GSR

In case of a medium/large spillage *:

- ✓ Stop refuelling
- ✓ Warn the people around you
- ✓ Notify your manager
- ✓ Call the Control Room on 63450 for clean-up
- ✓ Notify Duty Manager
- ✓ Open the GSR

*** Comply with the regulations of your company and the AR.**



For the environment and safety:

Refuelling must be carried out by stopping the supply before filling the tank to the limit of the cap.

FILLING THE TANK TO THE BRIM CAN LEAD TO FUEL LEAKS ALONG THE WAY AND CAUSE ENVIRONMENTAL DAMAGE AND ENDANGER THE SAFETY OF THE STAFF!

Be safe at all times!