

Gatwick Airport Directive

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| Title: Spill prevention, response and reporting requirements | Ref No : GAD / F07 / 15 |
| | Expiry Date: 11/03/2018 |
| <p>It is the responsibility of all employers to ensure that relevant Airport Notices 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.</p> | |
| <p>Introduction:</p> | |
| <p>This directive replaces GAD/F12/12 which should now be destroyed</p> <p>Spillage of oils and chemicals can result in significant environmental impact. Actions must be taken to minimise the risk of spills and, in the event of a spill, preventing the liquid contaminating surface water, foul drains, soil or groundwater. Spillages resulting in environmental damage may result in prosecution under the Water Resources Act 1991 and or Environmental Protection Act 1990 and subsidiary legislation.</p> | |
| <p>Programme :</p> | |
| <p>This directive is implemented with immediate effect</p> | |
| <p>Operational Impacts :</p> | |
| <p>This directive sets out the necessary controls and procedures that must be followed to minimise the risk of spills and the actions that must be taken in the event of a spill. These controls apply to all areas of Gatwick Airport and to all individuals working at the Airport and is limited to spills that may occur and cause contamination of either surface water drains, foul water drains, soil or groundwater.</p> <p>Spill Prevention All individuals and companies operating at the Airport are required to have processes in place to minimise the risk of spills. These processes must include:</p> <ul style="list-style-type: none"> - suitable containment facilities, including the use of bunds and drip trays (in compliance with legal requirements and best practise). Drip trays must be used during aircraft, vehicle or plant maintenance activities where oils or fuels are present. - available and maintained COSHH records - maintenance and inspection of oil and chemical equipment and storage - appropriate disposal of used oil/chemicals - provision of training and competency assessment for the appropriate use of the oil/chemical <p>Spill Response All spills must be responded to immediately and all steps taken to contain the spill, prevent the spill entering drains and clear up and appropriately dispose of spills.</p> <p>All individuals and companies operating at the Airport who handle oils, chemicals and cleaning/toilet effluent must have spill response equipment appropriate to the quantity and types of substances used. Personnel must be trained in the appropriate use of the spill response equipment. Individuals/companies must deploy their spill kits as a first response.</p> <p>Gatwick Airport Limited reserves the right to recoup costs for the response and remediation of spills resulting from third party actions.</p> | |

Spill Reporting

Refer to the table below for reporting requirements. All spills must be reported immediately.

| *Type of External Spill | Description | Contact |
|-------------------------|---|--|
| Minor Spills | No risk that spill will enter drains, watercourses or contaminate soil or groundwater | Airside: 01293 503090 Landside: 0783 117 2543 |
| Major Spills | Risk that spill will enter drains or watercourses or soil or groundwater or pose a fire/health and safety risk. | 222 (internal phones) 01293 501222 (mobile) Plus Airside: 01293 503090 Landside: 0783 117 2543 |

When reporting a spill the following information is required

- Material spilt
- Estimated quantity
- Location
- Immediate risk (i.e, vicinity of drains etc)

*Minor spills that occur within buildings, where there is no risk of the spill contaminating drains, should be reported to the cleaners on internal extension 2271 (01293 502271) in South terminal and extension 1944 (01293 501944) in North terminal

Further Information:

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for and on behalf of the Chief Executive Officer of Gatwick Airport Limited

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FULL

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