

Date 15th October 2013	 SCAA <small>Seychelles Civil Aviation Authority</small> SEYCHELLES INTERNATIONAL AIRPORT AIRSIDE NOTICE	SIA AN 04 / 2013 Permanent / Compliance
INTENDED RECIPIENTS:	All Airside Users	
SUBJECT:	Foreign Object Debris (FOD) Management	

1. INTRODUCTION

Due to feedback that we have recently received from partners and stakeholders, SCAA has found it necessary to re-evaluate some aspects of its FOD management functions particularly with the intention of placing higher emphasis on its required oversight responsibilities.

This Airside Notice reminds and makes clear responsibilities of agencies and persons operating on the airside and emphasizes on the oversight responsibilities of the airport operator.

2. BACKGROUND

FOD management is a responsibility of all persons and organizations operating on the airside. There must be a recognition that, consistent with the best Safety Management Systems (SMS) practices, we should promote a culture whereby all users feel this responsibility within all functions that they perform within the airside.

To that effect, SCAA along with its partners must implement the necessary mechanisms to ensure that its operations oversight responsibilities actively promote an environment of awareness of FOD management.

All airside users must feel an obligation to contribute towards this function either through actively preventing FOD contamination or through taking necessary steps to collect FOD that are generated.

It is recognized that FOD management practices are integrated within Seychelles Civil Aviation (Aerodromes) Orders 2010, company operations manuals and company operating procedures. However it is also recognized that these provisions are seldom translated into practice.

It is the objective of the Airport Operator and all stakeholders to now do the necessary to put these into practice.

3. RESPONSIBILITIES

- (1) All persons conducting handling, servicing and any activity with the potential of generating FODs on the airside are responsible to take such necessary steps to ensure that minimum FODs are dropped on the airside with particular attention paid to the Movement Areas.
- (2) All persons conducting handling, servicing and any activity with the potential of generating FODs on the airside are responsible to, during and immediately upon completion of the activity, pick up any FOD generated.
- (3) Air Seychelles, being the Ground Handling Company, is responsible to ensure that all of its sub-contractors involved in aircraft handling are aware and comply with the best FOD management practices including (1) and (2) above.
- (4) SCAA is responsible to ensure that all its contractors on the airport are aware and comply with the best FOD management practices.
- (5) Air Seychelles, being the handling company, is responsible to inspect the parking stand prior to arrival of all aircraft it handles to ensure that the parking stand is safe for the incoming aircraft.
- (6) Air Seychelles, being the handling company, is responsible to inspect the parking stand after the departure of all aircraft under its handling to ensure that the stand is returned to its correct operating conditions upon completion of handling and servicing activities.
- (7) SCAA, being the airport operator, is responsible, to ensure that all stakeholders are performing their FOD management responsibilities and to take such actions as may be required to rectify and / or improve situations and enforce the requirements
- (8) SCAA, being the airport operator, is responsible for FOD management on other areas of Movement Areas and adjacent areas.

5. STANDARD

The agreed tolerable FOD contamination level for parking stands of the Seychelles International Airport is;

200 g / 10,000 M²

6. F.O.D MANAGEMENT ON PARKING STANDS

6.1 Inspection prior to arrival of aircraft

- 6.1.1 Prior to each arrival of any aircraft that is to undergo its handling; Air Seychelles is to carry out an inspection of the parking stand to ensure its safe serviceability. FODs encountered are to be picked up and deposited accordingly.
- 6.1.2 This is to take place within 30 minutes prior to the arrival on stand of the aircraft.
- 6.1.3 Any unusual observation including excessive amount of FOD is to be reported immediately to APMC.

6.2 Inspection after departure of aircraft

- 6.2.1 After each aircraft has pushed back or taxied away (whether for flight or repositioning purposes), Air Seychelles is to conduct an inspection of the parking stand to ensure that the parking stand is returned to its safe operating serviceability.
- 6.2.2 This inspection is to be started within 15 minutes after the aircraft has chocked off.
- 6.2.3 30 minutes after the aircraft has chocked off, unless notified otherwise by Air Seychelles, the parking stand would have deemed to have been inspected and serviceable.
- 6.2.4 Any unusual observation including excessive amount of FOD is to be reported immediately to APMC.

6.3 Special provisions

- 6.3.1 In the event of a parking stand required to be used within 30 minutes of a departing aircraft, APMC in liaison with Air Seychelles Duty Manager shall make special arrangements to get the stand inspected after the first aircraft has left stand and prior to the other aircraft leaving stand.

7. F.O.D ASSESSMENTS

7.1 General FOD assessment

- 7.1.1 ACMC will carry out at least two general FOD assessments per week.
- 7.1.2 This is to determine the FOD contamination level in between two parking stands.
- 7.1.3 The results including trends will be available to stakeholders including the Airside Operations Committee (AsOC).

7.2 Parking Stand specific assessments

- 7.2.1 ACMC will carry out at least two parking stand specific assessments per week.
- 7.2.2 The inspection part of the assessment will be carried out between 30 and 60 minutes after an aircraft has left the parking stand (after the stand has been deemed to have been inspected by Ground Handling as provided for under 6.2.3).
- 7.2.3 An Air Seychelles Officer (determined through the Air Seychelles Duty Manager) will be invited to participate in the assessment.
- 7.2.4 Whilst the preliminary data collection will be carried out and figures established in the presence of all participating officers, the full result and report will be sent in writing within 48 hours.
- 7.2.5 The results including trends will be available to stakeholders including the Airside Operations Committee (AsOC).
- 7.2.6 It is targeted that for this particular assessment, FOD contamination generated by bi-products of handling not to exceed **150g / 10,000 M²**. SCAA will address Air Seychelles Ground Operations management in any instances that this standard is not met for corrective actions.

8. CONCLUSION

This Airside Notice sets the scene for a multi-layer integrated approach in FOD management at the Seychelles International Airport. SCAA as the airport operator is mandated to ensure that all other agencies are performing their responsibilities and Air Seychelles as the Ground Handler is mandated that sub-contractors are performing likewise.

Many of the processes and procedures referred to herein already exist but emphasis now needs to be put in place for their practice and enforcement. Oversight will now be more effective. The standards and targets set are challenging but attainable and is consistent to the industry's best practices.

Collaboration of all is necessary and this Airside Notice seeks just that.

Colin Chang-Tave
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