

It is the responsibility of all employers to ensure that relevant AOPs are brought to the attention of their staff. However, individuals remain responsible for their own actions and those who are in doubt should consult their Supervisor or Manager.

JA-AOP-067
**Airside Personal Protective
Equipment (PPE) Policy**

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1 Policy

- 1.1 The purpose of this policy is to provide governance over the wearing of Personal Protective Equipment (PPE) whilst Airside at Jersey Airport.
- 1.2 The airside environment presents many hazards to employees who work in this area, in particular noise and being struck by moving aircraft or airside vehicles. It is a mandatory requirement that personnel operating airside wear appropriate PPE to reduce the risk, such as high visibility clothing and hearing protection.
- 1.3 This AOP explains the minimum PPE required by Jersey Airport. Companies that operate airside may stipulate additional PPE requirements for their employees that is appropriate for their role.

2 Employer Responsibilities

2.1 Companies operating airside at Jersey Airport:

- Are responsible for completing risk assessments determining PPE for individual tasks and subsequent provision of the required PPE.
- Are accountable by law for supervising, encouraging, and where required, enforcing the wearing of PPE provided to staff.
- Should consult with their staff and examine the task to be undertaken to choose the most suitable PPE. Where different forms of PPE (e.g. head, hearing protection and eye protection) are to be worn, these should be compatible so that the wearing of one does not compromise the protection afforded by the other.
- Are responsible for ensuring that issued PPE continues to provide the correct level of protection to the wearer throughout their employment.

2.2 Employees have a responsibility by law for using and wearing PPE that is provided to them by their employer. It is the responsibility of the employee to ensure that their PPE is in good working order prior to its use.

3 Requirements

3.1 High Visibility Clothing

The wearing of high visibility clothing is mandatory for all persons that operate in external airside areas, including the baggage make-up and reclaim areas.

- Clothing must meet the minimum standard BS EN471 (EU EN ISO 20471:2013) Class 2.
- Jackets and coats must be fastened at the front to remain fully effective.
- Dirty and worn high visibility clothing may not meet the reflective requirements and therefore all high visibility clothing must be maintained in clean condition or replaced.

3.2 The only exceptions to this requirement are:

- Passengers that are under the escort of the applicable handling agent.
- Emergency agencies responding to an incident/urgent call.
- Airline crew accessing or leaving their aircraft.
- Persons inside a vehicle, however they must carry a high-visibility garment with them and wear it whenever outside of the vehicle.
- Persons being filmed for media work, who are escorted by a member of staff who is wearing high-visibility clothing and within 10 metres.

4 Hearing Protection

4.1 It is a requirement that hearing protection is provided by employers and carried by those employees accessing external airside areas. Hearing protection should be worn when appropriate, according to the users' personal requirements.

5 Footwear

- 5.1 Protective footwear (safety shoes) must be worn by all personnel operating in external airside areas.
- 5.2 Pedestrians using designated walking routes and crossings are not required to wear safety shoes airside. Employees walking to and from their place of work are not required to wear safety shoes, subject to following approved walking routes.
- 5.3 Flight crew are exempt from wearing safety shoes when carrying out the walk around check of an aircraft on stand.

6 Personal Clothing

- 6.1 Employers have a responsibility to ensure that their staff are dressed in a manner appropriate to their task at work. Employees are reminded that whilst operating airside, they are visible to members of the public and are acting as ambassadors to the airport, and as such have a responsibility to dress in a respectful manner and adhere to company dress codes.
- 6.2 Clothing worn according to religious beliefs is at the discretion of the employing company. Provided that the clothing item does not have the potential to become caught in machinery or become a hazard in the course of their daily duties, Jersey Airport has no restrictions with these.

7 Items Not to Be Worn When Operating Airside

- 7.1 The following items must not be worn/used in airside areas:
 - Umbrellas
 - Novelty/wide brimmed hats (note: company-issued headwear or 'bump' caps are encouraged if they do not restrict a person's vision or working ability).
 - Loose items of clothing which could become FOD or a hazard to the wearer or other persons.