



[www.rtitb-airside.com](http://www.rtitb-airside.com)



# Hazards and Occurrences Checklist

FOLD HERE

Passenger boarding bridge exclusion zone clear?	Wildlife spotted on/near the stand?	Correct chocks and cones present and correctly stowed?	Evidence of fluid spillages?
Interstand clearways free of unattended equipment?	Stand clear of FOD?	FOD bins properly maintained/emptied?	Correct use of ESA?
Equipment correctly stowed?	Stand clear of obstructions?	Correct use of ERA?	Correct use of ERA?

Location	Time
----------	------

 Weather conditions:	 Day/ Night:
 Date:	 Airport:

## STANDS

Individuals tasked with supervising airside operations play a central role in the safety and well-being not just of their colleagues but air crews and passengers too. But **everybody** has a responsibility to pay attention to the environment and report issues. We've produced this **quick checklist form as a prompt and reporting tool** that can be used by all team members to note down relevant safety observations

FOLD HERE

## BSE OPERATIONS

		Location	Time
<p>Dangerous equipment operation?</p> <input type="text"/> <p>Amber beacon used?</p> <input type="text"/> <p>Appropriate observations?</p> <input type="text"/> <p>Safe operating speed?</p> <input type="text"/> <p>Evidence of pre-use inspection (spot check)?</p> <input type="text"/>	<p>Appropriate distance maintained from aircraft?</p> <input type="text"/> <p>Situational awareness?</p> <input type="text"/> <p>Sympathetic use of controls?</p> <input type="text"/> <p>Equipment appropriately parked and secured?</p> <input type="text"/>	<p>Parked equipment isolated/key?</p> <input type="text"/> <p>Correct coupling protocols used?</p> <input type="text"/> <p>Refueller vehicle escape route maintained?</p> <input type="text"/> <p>Evidence of defective/damaged equipment in use?</p> <input type="text"/>	<input type="text"/>

## GENERAL OBSERVATIONS

		Location	Time
<p>Dangerous driving practices?</p> <input type="text"/> <p>Incorrectly parked vehicles?</p> <input type="text"/> <p>Incorrectly parked equipment?</p> <input type="text"/> <p>Overloaded vehicles/trailers?</p> <input type="text"/>	<p>Litter/FOD?</p> <input type="text"/> <p>Wildlife?</p> <input type="text"/> <p>Damaged/unclear signage/road markings?</p> <input type="text"/> <p>Damaged/non-functional lights?</p> <input type="text"/>	<p>Road surface damage removed?</p> <input type="text"/> <p>Obstructed emergency equipment?</p> <input type="text"/> <p>Obstructed emergency doorway?</p> <input type="text"/>	<input type="text"/>

## PERSONNEL

		Location	Time
<p>Appropriate PPE worn?</p> <input type="text"/> <p>Personnel correctly positioned during aircraft manoeuvring?</p> <input type="text"/>	<p>Personnel demonstrating situational awareness?</p> <input type="text"/> <p>Safe working standards?</p> <input type="text"/>	<p>Personnel challenging unsafe practices?</p> <input type="text"/>	<input type="text"/>