

# SAFETY ALERT NOTICE

Date Issued:	17/04/2020	Stakeholders:	JAH Tenants with Airside Access
Safety Alert No:	2020-04	Authorised by:	Kevin Smith, Operations Manager

## AIRSIDE MAINTENANCE WORKS SAFETY

JAH has noticed an increase in airside maintenance works being completed by tenants and has implemented a **Safety Assessment for Tenant Works and Maintenance Procedure** to assure aviation safety.

To assist JAH in determining the safety of airside maintenance, works it is requested that you:

- download a copy of the [Safety Assessment for Tenant Airside Works & Maintenance Form \(FO284\)](#) from the JAH Website,
- complete relevant sections (such as type of works, what mobile plant will be on site), and
- submit via email to [aviation@jandakotairport.com.au](mailto:aviation@jandakotairport.com.au) for review.

On receipt of the Safety Assessment for Tenant Airside Works & Maintenance Form, JAH will review the works for impact on aviation safety. This includes, but is not limited to:

- the assessment for a works safety officer to be on site,
- determination if mobile plant may penetrate OLS,
- ensuring separation of works and aircraft during works,
- completion of an airside works induction, and
- assisting JAH to ensure availability for escorting contractors to site on the day as required.

To enable JAH to effectively assess applications, a minimum of 48hrs (two working days) notice is required.

*Please note that if tenants are found performing works airside without a safety assessment and/or permit, JAH will request that works to cease and the area is made safe until required assessments and permits are completed.*

### Tenant Safety Obligations

It is the Tenant's responsibility to ensuring due diligence when engaging contractors. This includes, but is not limited to:

- confirming they are licensed and/or hold relevant training to perform tasks.
- contractors' insurances are current.
- inducting contractors to your site and workplace conditions.

### Development Approvals

Please be aware that this procedure is not replacing the requirement for development approvals. It is the tenant's responsibility to ensure all permits / approvals or exemptions are in place prior to works. If you have any queries regarding the development approvals process, please refer to <http://www.jandakotairport.com.au/development/building-approvals.html> or contact the Development Approvals Manager.

### Further Information

For further information in relation to this safety alert, please feel free to contact the following:

- JAH Development Approvals Manager, Guy Palmer on [gpalmer@jandakotairport.com.au](mailto:gpalmer@jandakotairport.com.au) or 08 9417 0912.
- JAH Operations Manager, Kevin Smith on [ksmith@jandakotairport.com.au](mailto:ksmith@jandakotairport.com.au) or 08 9417 0914
- JAH Operations Coordinator, Nicole Hardy on [operations@jandakotairport.com.au](mailto:operations@jandakotairport.com.au) or 08 9417 0981
- JAH OSH & HR Advisor, Julie Hughes on [ohs@jandakotairport.com.au](mailto:ohs@jandakotairport.com.au) or 08 9417 0903