
 Bournemouth Airport <small>Part of Regional & City Airports</small>			Inclement Weather Operations			Risk Rating	High– Reviewed annually
Reference:	BAI-AOPS-023	Issue:	V2.4	Owner:	Airfield Services Manager	Department:	Airfield Operations
Issue Date:		21/10/2025	Compliance Date:	21/10/2025	Planned Review Start Date:		31/09/2026


Inclement Weather Operations

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❖ **AMENDMENTS**


Version	Review	Date	Amended By (Initials)	Summary of Change
V1.0		September 2015		
	1.1	September 2016		
V2.0		December 2017		
	2.1	August 2019		
	2.2	November 2021		
2.3	2.3	May 2024		
	2.4	November 2025	KJ	Reformat

Changes to a document are identified in red italics and any wording which has been removed is crossed out using the strikethrough icon and highlighted in yellow. These remain on the document until it is ready for publishing. In instances where the document has been circulated for review and further changes have been requested, these changes are identified and distinguished from previous changes by highlighting in another colour i.e. blue and the document is circulated again.

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1. INTRODUCTION

1.1 PURPOSE

Airports are a hazardous environment and the hazards are increased by inclement weather. To ensure the safety of personnel and equipment during periods of inclement weather extra precautions should be taken.

1.2 WEATHER WARNINGS


Inclement weather includes winter conditions, such as snow and ice but also conditions such as strong winds and heavy rain.

The Met Office at Exeter issues a Weather Warning whenever inclement weather is expected. This information is disseminated to Base Operators, Handling Agents and relevant staff via an automated e-mail system. Additionally, ATC confirm receipt of all warnings to the RFFS by telephone.

1.3 HIGH WINDS POLICY

High winds have the potential to cause damage to aircraft on the ground &/or serious injury to personnel. Bournemouth Airport requires Airside service partners to maintain and implement their own high wind operating procedures on receipt of notification that a High Wind Warning is in force. High Wind Warnings are issued with a validity period from/to by the Exeter Weather Centre, when sustained mean speeds above 15kts, or frequent gusts in excess of 20kts are forecast.

Reducing the risk of damage or injury is achieved through educating Airside users about the hazards of operating in high winds, actively enforcing the High Winds Policy and by informing Airside service partners when a high winds warning has been issued.

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2. PRECAUTIONS AND AWARENESS

2.1 RESPONSIBILITIES

All personnel are responsible for acting in an appropriate manner, in relation to the prevailing conditions; and for immediately reporting any areas identified as potentially hazardous as a result of winter conditions.

Reports should be made to the Airport Duty Operations Manager / Airport Operations:-

ADOM:-

- Telephone:- 01202 364350
- Mobile:- 07970 269250

Bournemouth Airport Operations:-

- Telephone:- 01202 364252

In the event that weather conditions deteriorate when no warning was issued, responsibility for implementing the appropriate action will be in accordance with the procedures detailed in AOI 22; Airport Snow Plan.

2.2 EQUIPMENT AND VEHICLES

Any equipment, that is to be left outside, should be secured in such a way to negate the possibility of it moving unintentionally. When a High Wind Warning is received the security of such equipment should be confirmed.


General measures to be applied include:-

- a) All skips or other litter / FOD receptacles should be covered at all times; this should be checked when a High Wind Warning is received.
- b) Extra care should be taken when operating Airside during high winds; vehicle speeds should be reduced accordingly.
- c) Extreme caution should be taken when towing aircraft, steps etc. or operating high-sided vehicles, especially scissor-lifts. A lift should not be undertaken if the wind speed exceeds the operational limit of the vehicle.
- d) Whilst servicing aircraft, extra care should be taken when manoeuvring vehicles or equipment adjacent to aircraft. Brakes should be securely applied &/or chocks used at all times when the vehicle is stationary.

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2.3 WINTER CONDITIONS

Winter weather brings additional hazards, which require heightened awareness and extra care, to avoid incidents or accidents, whilst working on the aprons or operating on the Manoeuvring Area. All Airside workers must be constantly aware that, during periods of particularly cold temperatures, snow / ice may be present and as such must remain vigilant, taking extra precautions as necessary.


General measures that can reduce the risk of accidents include:-

- a) Drive with extra care, at a speed appropriate to the surface conditions, especially when in the vicinity of personnel, aircraft or equipment. Drivers should be aware that surface markings might be obscured by snow and so must be alert to their surroundings, particularly near the Runway.
- b) Avoid water spillages that could form as ice on Apron or road / walkway surfaces; Carry out routine checks of surfaces that could become slippery, particular after aircraft de-icing has been carried out.
- c) Take extra care when walking and using aircraft steps; and allow extra time for activities. Airside Operators should ensure their staff are equipped with appropriate PPE, including suitable footwear, with non-slip soles.

2.4 HEAVY RAIN

Heavy rain will potentially reduce visibility, cause flooding or areas of standing water and reduce effective braking of a vehicle. Sensible precautions should be applied to reduce the risk of an incident occurring; these include:-

- a) Drivers must operate to suit the conditions and be alert to the potential effect of the wet conditions.
- b) Pedestrians could have limited visibility or awareness of their surroundings; extra care should be taken when operating on the Apron, around vehicles or equipment. Appropriate PPE, including suitable footwear should be available.
- c) Pedestrians need to be aware that some surfaces could become slippery in wet conditions.

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3. RUNWAY CONTAMINATION; REPORTING PROCEDURES

3.1 REPORTING FORMAT

Runway surface conditions are reported in accordance with the Global Reporting Format (GRF) requirements and terminology.

The Runway Condition Report relayed to pilots, describes conditions sequentially for each third of the entire length of the Runway in use. The Report will be generally transmitted via the ATIS, or exceptionally via the R/T.

See AOP 03; Reporting of Runway Surface Conditions