



Roads, Vehicles & Equipment

Operational Safety Instruction

Control Post 16 Operating Protocol

04th October 2017

ASDRVE_OSI_015

v1.0

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

1. Introduction

- 1.1 This Instruction details the operating protocol for vehicles being processed through Control Post 16.
- 1.2 Control Post 16 (CP16) is located on the eastern side of the airfield. It provides security control of vehicles and their occupants entering 'Critical Parts of the Security Restricted Area' from Landside and from 'Other Airside Areas'.
- 1.3 A diagram, Appendix A, is attached for information.
- 1.4 OSI/04/12 is now cancelled.

2. Definitions

Abbreviation	Description
AFRS	Airport Fire & Rescue Service
CP	Control Post
CPSRA	Critical Parts of the Security Restricted Area

3. Safety Procedure

3.1 Vehicles coming from Landside

- 3.1.1 All vehicles coming from Landside will approach CP16 along Exeter Road and be processed one at a time through the Post.
- 3.1.2 Control of vehicles entering the vehicle search area is maintained by Security Officers using barriers.



3.2 Vehicles coming from Other Airside Areas

- 3.2.1** All vehicles and their occupants travelling from Other Airside Areas to the CPSRA are required to report to CP16 for search.
- 3.2.2** An area is provided, as shown on the attached diagram, to allow vehicles to stop and be searched. In order to segregate searched and unsearched vehicles, a queuing lane is provided. The queuing lane provides an area which, with the exception of the hatched section detailed below, is outside the swept path of an aircraft wing when it is manoeuvring along the painted centreline into and out of the Bealine Base. Control of vehicles entering the search area is maintained by Security Officers using barriers.
- 3.2.3** In order to access the queuing lane vehicles must drive across a section of British Airways leased area, on which aircraft manoeuvre. Drivers must follow the painted marks on the ground to access the queuing lane and must give way to aircraft at all times.
- 3.2.4** The queuing lane is marked by a white line which runs parallel to and approximately 5 metres from the Airside/Landside fence. As the lane approaches the search area a low level barrier marks the edge. A section of the queuing lane is marked with yellow hatching. This hatched area signifies that section of the lane over which an aircraft wingtip could pass. Vehicles must not stop on the hatched area. Drivers must ensure their vehicle can completely clear the hatched area before entering it. The queuing lane is sufficient to hold 3 vehicles (each 10 metres long) including the vehicle in the search area. Drivers must check to ensure there is space in the queuing lane prior to entering the approach road to it. If there is insufficient space, vehicles coming from the manoeuvring area must find a safe place to wait on the manoeuvring area until space in the queuing lane is available.

3.3 Emergency Service Vehicles

- 3.3.1** Unless they are responding to an emergency, all emergency service vehicles and their occupants are required to present themselves for search when travelling from Other Airside Areas to the CPSRA. When returning from an emergency call, if travelling from Other Airside Areas to CPSRA, vehicles and personnel must be presented to CP16 for search.



3.3.2 AFRS personnel are required to meet prescribed response times. Therefore they will follow the procedure outlined below to ensure they can respond with minimum delay.

3.3.3 If the AFRS personnel receive an emergency call whilst being processed, they will respond once they have ensured that the security officers are clear of the vehicle.

3.4 Vehicles Requiring Leader Escort

3.4.1 Some vehicles, mainly due to their size, are not able to use the Airside road network and so once they have passed through CP16 they have to wait for a Leader escort. Any such vehicles will wait in the designated area in front of the AFRS fire training ground.

3.5 Enquiries

3.5.1 Any questions concerning this Instruction should be addressed to the Heathrow Airfield Duty Manager on 020 8745 7373.



Appendix A

