



Meeting: Safety Committee - 31-10-2018

(BDA Division)

Meeting Information

Purpose	Review issues flagged for review pending closure and discuss general safety initiatives.		
Desired Outcome	Complete review of all bda safety issues marked for review		
Meeting Date	31/10/2018	Location	Burgess Boardroom
Start Time	10:15	End Time	16:11

Meeting Attendance (Roll Call)

Present	Absent
Allisson Russell	Afton Botelho
Amy Curtis	Chuck Santiago
Donald Gray	Kahnae Bean
Lonnie Bascome	Kris Foster
Michael Darrell	Kyle Eve-Townsend
Tina Minors	Steve Nurse
	Wendell Dottin

Meeting Minutes

1. Administration - Next Meetings

Speaker	
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Minutes & Notes	29th Nov 13th Dec
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2. Approval of previous minutes

Speaker	
Minutes & Notes	Accepted without comment

3. (Issue #5003409) Sprinkler Heads Installed Incorrectly

Speaker	
Minutes & Notes	All works have been signed off by BAA/BAC. Issue closed

4. (Issue #5020544) Departures Door #6 - procedures to consider emergency egress

Speaker	
Minutes & Notes	Policy Letter issued to ADOs. Issue closed

5. (Issue #5037987) HDDC Parapet Wall

Speaker	
Minutes & Notes	HDDC no longer contractor for SKP works due to numerous safety violations. Issue closed.

6. (Issue #5033441) Emergency fuel shut off switch spot 1

Speaker	
Minutes & Notes	E stop button moved. Recommend more robust risk management practices and better communication with respect to implementing changes that impact operations and various agencies. Issue closed

7. (Issue #5037699) Kite Surfer at Clearwater Beach

Speaker	
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Minutes & Notes	Security system worked as designed, issue closed.
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8. (Issue #5040702) BSG Employee injures finger

Speaker	Donald Gray
Minutes & Notes	Appropriate action taken by BSG. No SKP responsibility, issue closed.

9. (Issue #5040728) 13th August 2018 BA flight takeoff green laser

Speaker	Donald Gray
Minutes & Notes	No further action required by SKP. Issues referred to BCAA and closed

10. (Issue #5041247) FOD found on RWY

Speaker	
Minutes & Notes	<p>SC view is that FOD check should be completed before airport opens. Referred back to responsible manager for further action.</p> <p>Recommend that ADOs also be trained and complete FOD checks to ensure opening obligations are met. ADOs should complete periodic FOD inspections as part of their normal duties.</p> <p>Retained Govt Services Agreement should be reviewed to determine contractual requirements.</p> <p>ADO Vehicle lighting specification should be reviewed to ensure adequacy of illumination for inspections in darkness.</p>

11. (Issue #5041700) Child travelling on B61732 (OutBound) / Burned Clothing From

Speaker	
Minutes & Notes	No further action required. Issue closed

12. (Issue #5042556) Belt Loader not parked in designated area

Speaker	
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Minutes & Notes	<p>SC visit to Oliver Boardroom for Apron observation indicated that airside driving discipline, vehicle/equipment parking remains an issue that needs to be addressed.</p> <p>SC recommends Ops take additional action as required to enhance airside vehicle and equipment operating practices.</p> <p>Issue returned to responsible manager for further action.</p>
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13. (Issue #5042965) Ramp Agent Fell Off of Small Portable Stairs During Descent

Speaker	Donald Gray
Minutes & Notes	Incident investigated and appropriate action taken by Menzies. Issue closed.

14. (Issue #5039132) No Marshaller greeting P8 on Apron 3

Speaker	
Minutes & Notes	<p>It was reported to the SC that discussions on the operation (not a routine operation) were not held involving all stakeholders, Menzies, Cedar and SKP. Consequently, the plan was not adequately communicated to all.</p> <p>The Policy Letter addresses marshalling only. There is no indication in any of the corrective actions to address the planning and communication shortcomings.</p> <p>Recommend that responsible manager review the issue with the view to developing mitigation to ensure adequate planning and communication for non-routine operations.</p>

15. (Issue #5039394) Speeding Gov't Vehicles on the Finger

Speaker	
Minutes & Notes	Appropriate action taken by RM. Issue closed

16. (Issue #5028523) Baggage Make-Up Belt Cleaning

Speaker	
Minutes & Notes	PMP in place, action taken, issue closed

17. (Issue #5029063) Passenger Injury

Speaker	
Minutes & Notes	M&E Action taken, issue closed

18. (Issue #5030033) Lighting fixture detached from high mast pole due to high wi

Speaker	
Minutes & Notes	redirected to RM for action, including conducting SHELL analysis

19. (Issue #5031869) Wind Gust Blew ULD Container Off of K-Loader

Speaker	
Minutes & Notes	Returned to responsible manager for SHELL completion and determination of contributing factors. SC view is that 'act of God' explanation is inadequate.

20. (Issue #5024988) Leaks in restroom

Speaker	
Minutes & Notes	Repairs effected. Issue closed.

21. (Issue #5025014) ladies lavatory / bag room. Light bulb burnt out. Men's urin

Speaker	
Minutes & Notes	Repairs effected. Issue closed

22. (Issue #5025362) Open Gate

Speaker	
Minutes & Notes	M&E action taken. Item repaired

23. (Issue #5028399) Air cargo terminal offices

Speaker	
Minutes & Notes	Risk acceptable. Not economically viable to repair

24. (Issue #5039482) Damage on L4275

Speaker	Donald Gray
Minutes & Notes	Action taken. Issue closed

25. (Issue #5041209) ATO fall at Arrivals

Speaker	Donald Gray
Minutes & Notes	Investigated, report on file, submitted to OSH office no identifiable contributing factors related to structure/environment. Issue closed

26. (Issue #25279) LEAKS AND FLOODING IN ATB

Speaker	Donald Gray
Minutes & Notes	CPAs remain incomplete, describing future tasks. CPAs to be deleted to allow closure

27. (Issue #4122911) MAST LIGHTS ON GATE 1 NOT WORKING. CARGO JET IS IN DARKNESS

Speaker	
Minutes & Notes	SHELL analysis not complete, no evidence of PMP. Report from Menzies that lights remain inoperative.

28. (Issue #5003126) UNSAFE VEHICLES - L2427 AND DAO1

Speaker	
Minutes & Notes	Redirected to responsible manager for action - no evidence of preventative maintenance/inspection programme.

