



Operational Advice Notice

Requirements for Introducing New Electric Vehicles and Ground Support Equipment

21st May 2025

ASGrOps_OAN_391

Version 1.0

It is the responsibility of all employers to ensure that relevant OANs 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 Operational Advice Notice (OAN) is written to reiterate the requirements and procedures for Team Heathrow companies to introduce new Electric Vehicles (EV) and Electric Ground Support Equipment (EGSE) airside at Heathrow Airport.
- 1.2** Heathrow recognises the benefits of introducing EV and EGSE to the airport as part of the airport community's efforts to reduce its carbon footprint. It is crucial that all EV and EGSE are brought into the airport safely, orderly, and with sufficient prior engagement with Heathrow.
- 1.3** Heathrow is looking to provide additional infrastructure support to EV or EGSE operations airside in the near future.
- 1.4** This OAN should be read in conjunction with the following documents:
- ASDRVE_OSI_008, Vehicle and Equipment Requirements – Airside.
 - ASGrOps_SA_074, Charging of Electric Vehicles and E-GSE.

2. Procedures for Introducing New EV and E-GSE

- 2.1** Before introducing any new first of type EVs or EGSE airside, either under leasing or purchase agreement, Team Heathrow companies must:
- Engage with Heathrow EV Charging Team by email at ev.charging@heathrow.com to ensure the airport's supporting infrastructure is adequate, including electrical power supply, provision of chargers, parking areas, etc.
 - Plan a trial to assess the suitability, particularly for novel EV or EGSE.
 - Obtain approval from Heathrow for the use and operation of the new EVs and EGSE.



- 2.2** Once Heathrow approves the new EV or EGSE, the company must apply for a Vehicle Apron Pass (VAP) before bringing them airside. For details, reference should be made to ASDRVE_OSI_008, Vehicle and Equipment Requirements – Airside.
- 2.3** For EVs or EGSE charging and parking requirements, reference should be made to Safety Alert “ASGrOps_SA_074, Charging of Electric Vehicles and EGSE”.
- 2.4** Heathrow will publish a procedure for the management of third-party requests to modify or install power modifications for EGSE operations. This procedure aims to ensure compliance with Heathrow's regulatory, engineering, and safety standards. These requests will be for early adoption and **interim support only** until the rollout of the full EGSE strategy as communicated and will not form a permanent solution.
- 2.5** Team Heathrow should attend regular Ground Vehicle Emission Transformation (GVET) Stakeholder Forum hosted by Heathrow for regular updates on EV and EGSE at the airport. Contact should be made to spencer.tillett@heathrow.com.
- 2.6** Failure to comply with this OAN will result in an Airside Occurrence Ticket (AOT) being issued to either an individual or a company.

3. Enquiries

Any questions regarding this OAN should be directed to ev.charging@heathrow.com.

