



## Safety Management System

7<sup>th</sup> February 2025

ASSMS\_OSI\_082

Version 8.0

# Operational Safety Instruction

## Aerodrome Manual

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** The Aerodrome Manual forms an important part of the certification process required by the Competent Authority with respect to the operation of the aerodrome. This document complies with all applicable requirements as detailed in ADR.OR.E.005 and is in accordance with the terms of the aerodrome certificate.
- 1.2** The principal purpose of the Aerodrome Manual (“The Manual”) is to describe how the aerodrome management will discharge its safety responsibilities. (Section A.3.1).
- 1.3** The Manual and its associated documents contain information relevant to the safe operation of Heathrow’s airfield. It describes the aerodrome services and facilities, the airfield management structure and responsibilities, the aerodrome safety management system, and provides references to pertinent operational procedures and standards.
- 1.4** The Aerodrome Manual is published The Aerodrome Manual is published in a number of formats:
- 1.4.1 World-Wide-Web:** the manual is published on Heathrow’s website and is accessible to the general public or aerodrome users, via [www.heathrow.com/airside](http://www.heathrow.com/airside).
- 1.4.2 Electronic format (Email):** copies of the manual are available to aerodrome users (Airlines, Handling Agents, Service Providers, Control Authorities) via email upon request. All users are notified by means of an Operational Safety Instruction when a new version of the manual is issued.
- 1.5** A new version is in circulation and will be effective from 7<sup>th</sup> February 2025. Version 8.0 replaces Version 7.1 that was published on 25<sup>th</sup> July 2024.



- 1.6 All current OSIs can be found via the link [here](#) or via the Quick-response (QR) code below.



- 1.7 Red bars have been added to the left-hand side of this document to draw the reader's attention to where changes or clarifications have been incorporated.
- 1.8 ASSMS\_OSI\_082 v7.1 is hereby cancelled.

## 2. Parties Involved

All Airside

## 3. Notice of Change

### 3.1 Changes to the Aerodrome Manual from the Previous Edition

#### 3.1.1 The key amendments are indicated below:

- Annual Review of content with associated amendments made where appropriate.

## 4. References

[Heathrow Aerodrome Manual](#)

## 5. Enquiries

Any questions regarding this Instruction should be addressed to the Heathrow

Airside Standards and Ground Handling Manager by email: [airside\\_safety@heathrow.com](mailto:airside_safety@heathrow.com).



## Document Data

<b>Document Name</b> Aerodrome Manual	<b>Document Reference Number</b> ASSMS_OSI_082	<b>Issue Date</b> 19 <sup>th</sup> September 2018
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## Document History

Revision	Description of Change	Date
v0.1	Initial Draft	17 <sup>th</sup> September 2018
v1.0	Issue	19 <sup>th</sup> September 2018
v3.3	Issue	May 2019
v6.0	Issue	28 <sup>th</sup> October 2020
v7.0	Updated to reflect new Aerodrome Manual	20 March 2023
v7.1	Updated to reflect new Aerodrome Manual	25 <sup>th</sup> July 2024
v8.0	Updated to reflect new Aerodrome Manual	7 <sup>th</sup> February 2025

