

TO: Ground Service Providers & Station Managers
FROM: Ground Operations Bureau
ISSUE DATE: 06.09.2024
REG: 20/ONPS/2024
REVISION: 1.0
SUBJECT: Dangerous Goods Handling - reminder

Revision list:

Rev. No.	Effectivity	Reason
1.0	09.09.2024	New document – REMINDER

Risk acceptance:

CURRENT RISK INDEX <u>before</u> change		PROJECTED RISK INDEX <u>after</u> change		ACCEPTANCE AUTHORITY (includes acceptance of Risk)	
CRITICAL		CRITICAL		Name	Sebastian Jadczak
SERIOUS	X	SERIOUS		Position	Ground Operation Nominated Person
MODERATE		MODERATE		Signature	e-mail approval
LOW		LOW	X	Date	06.09.2024

Approval notice:

Prepared by:	Name	Function	Date
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Checked by:	Bernadetta Podskrobko	Ground Ops Safety and Procedures Manager	06.09.2024
Approved by:	Sebastian Jadczak	Ground Operations Nominated Person	06.09.2024

Dear Ground Service Providers,



We would like to inform you about a recent incident that occurred during the loading of a Dangerous Goods item, specifically an RRY barrel, **which serves as a critical reminder of the importance of adhering to safety procedures:**

During the loading process via the conveyor belt, the RRY barrel tipped over the edge and struck the edge of the cargo hold. This resulted in a significant dent in the barrel, though, fortunately, there was no spillage of the contents.

As you are aware, the transportation of Dangerous Goods involves inherent risks, and it is paramount that these risks are minimized through strict adherence to established safety procedures.

Therefore, **please take meticulous care when handling and loading Dangerous Goods**, particularly in ensuring that such items are properly secured at all times.

Please ensure that:

- Proper Securing:** All Dangerous Goods are securely fastened and positioned during the loading process to prevent any movement or tipping.
- Handling Procedures:** Follow all prescribed handling procedures specific to Dangerous Goods, including using appropriate equipment and maintaining constant vigilance.
- Immediate Reporting:** Any irregularities or incidents, no matter how minor, must be reported immediately to the relevant supervisors and safety personnel to ensure prompt action can be taken.



Thank you for your cooperation and attention to this matter.

Best regards,
Ground Operations Bureau