



## LOCAL OPERATING PROCEDURE\_FRA02

### FOD Management on Movement Areas

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This LOP is based on the Fraport AG FOD Management Procedure and is part of the DHS Safety Management System. It supports safe ground handling operations by ensuring compliance with FOD prevention and removal requirements.

#### OBJECTIVE

This LOP defines the process for Foreign Object Debris (FOD) prevention, detection, reporting, and removal to ensure aircraft and personnel safety.

#### APPLICATION

All employees operating on movement areas (apron and maneuvering area) with access authorization (e.g., red or yellow airport ID badge).

#### ABBREVIATIONS & DEFINITIONS

FOD = Foreign Object Debris / Foreign Object Damage

GSE = Ground Service Equipment MASU = Movement Area Supervision Unit

ADM = Airside Duty Management

#### PROCEDURE STEPS

##### a) Actions Prior to Start of Aircraft Handling

Step	Action
1.	Perform a visual FOD inspection of the assigned working area before starting activities.
2.	Ensure that all tools and equipment are complete and properly secured.
3.	Check that the designated FOD bins are accessible and empty.



## b) Actions when FOD is Found

Step	Action
1.	Immediately pick up and dispose of minor FOD in the designated FOD bins.
2.	If the FOD item is potentially dangerous (e.g., aircraft parts, large objects, sharp metal pieces), inform ADM (+49 69 690-77777) or MASU (+49 69 690-70580) immediately.
3.	Send a FOD report via email to <b>fod@fraport.de</b> including location, description, and photo if possible.
4.	Use the Safety Management System (SMART) for internal documentation if required.

## c) Actions for Drivers and Equipment Operators

Step	Action
1.	Before moving a vehicle, check that no loose items are present in or on the vehicle.
2.	Ensure loads are secured to prevent shifting or loss.
3.	Keep vehicle interiors and loading surfaces clean of debris.

## d) Actions During Aircraft Turnaround

Step	Action
1.	Perform a FOD check on the stand prior to aircraft arrival.
2.	After aircraft departure, ensure the stand is clean and free of debris.
3.	Secure or properly store ground support equipment and loading materials (e.g., pallets, nets, straps).

## e) Actions During Emergencies or Inaccessible FOD

Step	Action
1.	If the FOD cannot be safely removed manually, call ADM or MASU immediately.
2.	Do not leave FOD unattended if it poses a risk to aircraft operations.

## f) Special Cases: Handling of Aircraft Parts

Step	Action
1.	Aircraft parts found on movement areas must always be reported to ADM or MASU.
2.	Do not remove or discard suspected aircraft parts independently.

**REFERENCE FOR FURTHER GUIDANCE**

Fraport AG FOD Management Procedure Version 1.1 (2022)

DHS Ground Operations Manual (GOM): Chapter on Movement Area Safety

Fraport SMS Guidelines: FOD Reporting Requirements

EU Regulation 139/2014, ADR.OPS.B.016