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# STATION INSTRUCTION

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Station Instruction #	SI 284	
Title	Inoperative APU Briefing	
Date of Issue	11/07/2023	
Effective start date	11/07/2023	
Effective end date	UFN	
Written by	Callum Hutchinson	
Reviewed by	Nicholas Pelham	OPR No N/A

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## Reason for Issue

Following from an external event where a member of ground crew got ingested into an aircraft engine and an increase of events within the easyJet operation of INOP APU procedures being incorrectly followed, the following procedure has been enhanced to ensure the safety of all ground crew.

## GHM amendments are as follows

Section	Title	Details
4.1.1(g)	Aircraft Arrival	Section updated to perform INOP APU briefing using the APU INOP briefing form prior to aircraft arrival
5.7 (g)	Documentation	New requirement added to section regarding requirement to retain the completed APU INOP briefing form (if used) on station for a period of 3 months
3.1.2.1(b)	Engine Danger Areas	New information added to section regarding use of wing tip strobe lights in case of inoperative ACB

## 4.1.1 – Arrival

(g) If the aircraft has an inoperative APU, a nominated person shall ensure all Ground Crew are briefed regarding the required safety precautions prior to approaching the aircraft. It is recommended that the easyJet briefing form (or a locally approved form) is used.

<b>ATTENTION</b>
<b>INOPERATIVE APU</b>
<b>Ground Crew Briefing</b>
<b>Aircraft Registration:</b>
<b>Flight Number:</b>
<b>Parking Stand:</b>
<b>Signed:</b>
<b>Print Name:</b>
<b>easyJet</b>

The APU is INOPERATIVE on this aircraft  
Ground crew assigned to this turnaround have been briefed on the following safety precautions:  
On Arrival  
> The nominated person will position wheel chocks at the nose landing gear and connect the FEGP/GPU before engine shutdown  
> Remaining ground crew must stay clear of the aircraft until engines have been shut down, are spoiling down the anti-collision beacons have been switched off and the thumbs up has been given by the nominated person indicating that it is safe to approach the aircraft  
On Departure (if ASU is required)  
> Only ground crew involved in the operation of the ASU and pushback are allowed to approach the aircraft during engine start  
> All ground crew and equipment involved in the engine start shall remain clear of the engine danger area  
> Establish communication with flight deck and agree the engine start sequence  
> Where possible, the ASU shall be positioned on the opposite side of the aircraft to the engine being started

INOPERATIVE APU BRIEFING FORM – V1 (Jul 2023)

This SI makes a change to the published Ground Handling Manual (GHM). The SI folder should have this instruction placed in it until its effective end date. GOM, GHP & other parties must ensure effective implementation of this SI at a local level. The accountable staff member at each airport must confirm to their easyJet Manager that the SI has been understood and embedded with all applicable Ground Crew. Local cascade may include some or all of the following:

- a signed read and brief, regular team briefing sessions to ensure Ground Crew understand SI content
- specific training and assurance of content comprehension by Ground Crew
- review of local audit checklists & training material to include any changes

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## 5.7 – Documentation

(g) Completed copy of the Inoperative APU briefing form where applicable.

### 3.1.2.1 – Engine Danger Areas

(b) If the aircraft is dispatched with inoperative anti-collision lights, the wing tip strobe lights will be activated by the flight crew. If the wing tip strobe lights have been activated, Ground Crew must stay clear of the aircraft until they have been turned off and the engines have spooled down.

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