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1. PURPOSE

This plan describes the actions to be taken in the airport in the event of snowfall or ice formation, in order to prevent such formation or to remove deposits from the runways, taxiways, operational and transit areas. It describes:

- the functions of the Authorities involved;
- the flow of information between the Authorities involved and the external authorities;
- the general operating procedures.

2. AUTHORITIES INVOLVED

“Authorities Involved” refers to the Authorities taking part in the operations and/or contributing to the performance of the latter in various ways. Such authorities are listed below:


- Aeroporti di Roma S.p.A.
- ENAV-Fiumicino
- ENAC - Lazio Airport Directorate
- Snow Committee (AOC, Alitalia, User Committee, Handlers, State Authorities, Municipal Police, FFS, Cotral)
- Prefecture of Rome

3. SCOPE OF APPLICATION

If necessary, the plan may in any case be activated by the ADR Airport Director outside of the aforementioned time period or such period may be brought forward or extended.

4. REGULATORY FRAMEWORK

- ICAO-Annex 14 cap.2
- ICAO-Doc 9137 Airport Services Manual-Part 2 Pavement surface condition
- ICAO-Doc 9137 Airport Services Manual-Part 9 Airport maintenance practices
- ICAO-Doc 9981 PANS-Aerodromes
- Commission Regulation (EU) N.139/2014, relative AMC, e SMI
- Commission Regulation (EU)9 N.965/2012, relative AMC, e SMI
- ICAO Circular 355: assessment measurement and reporting of runway surface conditions

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5. INTRODUCTION

Aeroporti di Roma, in order to limit the negative effects on airport operations caused by possible snowfall and/or ice formation, shall apply, for the winter season, 1 December 2021 - 30 April 2022, this Airport Plan “Snow Removal and Ice Prevention”.


The criteria adopted comply with the contents of the I.C.A.O. Technical Appendix, Annex 14, chapter 2, paragraph 2.9 and of the Airport Service Manual, part 9, chapter 4 and ENAC circular APT-10A.

On the submission of snow forecasts expected to affect the airport, at least 48 hours in advance, the Manoeuvring Area Post Holder or his/her delegate shall convene the Snow Committee.

If the meteorological event (snow or ice) is expected to be substantial and may affect airport operations, the Snow Committee may reduce the airport capacity in order to reduce consequent serious inconvenience to passengers. The residual capacity assessment shall take into account the possibility of giving priority to freeing a runway during snowfall and the number of possible de/anti-icing operations, according to the weather forecasts provided. This assessment shall be conducted by the airport manager, shared with ENAV for ATC aspects and reported to ENAC. Assessments on the access routes to the airport, national and European weather conditions or other factors that could worsen airport capacity shall be carried out within the Snow Committee. Aeronautical information shall be ensured through the issuance of specific NOTAMs for carriers and press releases to inform users.

6. CONTENTS OF THE PLAN

- a) Authority responsible for snow and ice clearing operations.
- b) Snow Committee
- c) Weather forecast communication procedures.
- d) Air traffic suspension and recovery procedures for carrying out snow and/or ice clearing operations.
- e) Snow and/or ice clearing procedures and priority *Airside interventions*.
- f) Performance and features of the snow clearing service.
- g) Supply of anti-snow and anti-ice equipment.
- h) Methods and procedures for detecting friction coefficients on runways.
- i) Landside snow clearance and ice prevention.
- j) External media and information
- k) De-icing activities
- l) Appendix 1 - ADR Landside layout.
- m) Appendix 2 - De-icer operator module

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7. AUTHORITY RESPONSIBLE FOR SNOW AND ICE CLEARING OPERATIONS.

Aeroporti di Roma provides for activities involving snow removal and preventing the formation of ice on the flight infrastructure present in the Airside Area and on the infrastructure connecting the Terminals and on the Landside roads within the airport grounds.

Aeroporti di Roma also provides information to ATS (ENAV) to be given to pilots, since the latter are in a position to assess the possibility of operating on a certain infrastructure.


To this end, based on the snowfall forecast on Fiumicino airport, Aeroporti di Roma:

- shall convene the Snow Committee at least 48 hours in advance of the forecast event;
- shall monitor the progress of meteorological events in order to assess their possible effects;
- shall coordinate the snow removal interventions;
- shall provide ENAC - Lazio Airport Directorate and the Snow Committee with information on the use and availability of airport infrastructure;
- shall disclose, via SNOWTAM (RWYCC), the conditions of the flight infrastructure;
- shall define, according to the type of traffic in progress, the priority interventions on the aircraft parking areas;
- at the same time, it shall identify the operational actions to be taken in terms of priority, with particular reference to the take-off authorisations;
- shall launch the necessary prevention interventions for the formation of ice and the removal of snow from the strategic roads for vehicles accessing and/or leaving the airport (Landside);
- shall define, with ENAV Fiumicino, the airport capacity to be declared in the event of reduced available capacity and shall report this to ENAC - Lazio Airport Directorate before publishing it via a specific NOTAM.

8. SNOW COMMITTEE

The "Snow Committee" is the competent technical board comprising representatives of:

- ADR
- ENAC-D.A. (Airport Management)
- ENAV-Fiumicino
- AOC
- Alitalia
- Aviapartner
- Aviation Services
- User Committee


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- ADR Assistance
- ADR Security
- ADR Mobility
- Airport Police, Italian Finance Police, Carabinieri, Customs
- Municipal Police
- Representative of the Municipality of Fiumicino for Civil Protection
- FFS
- Cotral.

which meets, after being convened by Aeroporti di Roma, at least 48 hours in advance and whenever necessary, in the event of a situation of intense snowfall and/or possible ice formation on the airport, in order to:

- propose, share and adopt contingency actions for effective air traffic management in the event of possible reductions in airport capacity;
- ensure, sufficiently in advance, correct information provided to customers/passengers;
- pre-coordinate any accommodation for cancelled flights;
- manage the snow emergency, also involving those responsible for mobility to be aware of the status of active connections from/to the airport and the viability of roads (streets, A90-G.R.A., motorway);
- identify the operational actions to be taken in terms of priority, with particular reference to the take-off authorisations.

Note: The Snow Committee may be convened by the Post Holder, including via the Everbridge® mass communication system. By recorded voice message or SMS notification.

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9. PROCEDURES

9.1 WEATHER FORECAST COMMUNICATION PROCEDURES

ENAV-Fiumicino is the Authority responsible for communicating the information relating to forecasts of snowfall on Fiumicino airport, provided via the broadcasting of TAF – Terminal Aerodrome Forecast (Airport Forecast).

Rome Fiumicino TAFs are prepared and disclosed by ITALY MFU (ENAV's Weather Forecast Unit located at Ciampino ACC), at 06.00 GMT and updated every 6 hours (GMT broadcasts at 12.00, 18.00, 00.00), valid for 30 hours.

If the TAF contains forecasts of snow and/or ice formation, ENAV's-Fiumicino weather station shall send by fax a copy of the message to the CEA-ADR on number 06-65953978.

The CEA-ADR shall promptly inform the Airside Area Post Holder and/or his/her deputy, in order to activate the Snow Committee, Authorities and Operators involved, notifying them of snowfall.

ENAV-Fiumicino shall provide further updates whenever these are available.

Subsequently, if necessary, ITALY MFU shall issue the airport notice with the forecast of snow, ice or frost, in any case no sooner than **6 hours** prior to the expected start of such meteorological event.


As per the applicable procedures, the airport notice, received by ENAV's-Fiumicino weather station, shall be sent by fax to CEA ADR (Fax 06-65953978).

Based on the TAF and subsequent updates, the Airside Area Post Holder or his/her deputy, via CEA-ADR, shall update the previous forecast of imminent snowfall. If confirmed, he/she shall declare the "Snow Alert" status.

As required by the procedure in force, the airport notice, received by the ENAV-Fiumicino weather station, is sent by fax to CEA ADR (Fax 06-65953978).

9.2 AIR TRAFFIC SUSPENSION AND RECOVERY PROCEDURES FOR CARRYING OUT SNOW AND/OR ICE REMOVAL OPERATIONS

ENAC-Lazio Airport Directorate, present within the Snow Committee, may suspend and subsequently resume airport activity, based on the information on the presence of snow or ice at the airport and the progress of the removal process provided for by the Snow Plan Technical Coordinator.

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9.3 SNOW AND/OR ICE REMOVAL PROCEDURES AND PRIORITY INTERVENTIONS

The snow and ice removal procedure shall be launched upon receipt of the weather warning of snow or ice forecasting, issued at least 6 hours in advance of the start of the expected snowfall.

The Snow Plan Technical Coordinator shall prepare the preliminary actions to pre-warn the appointed Authorities and to summon the snow and ice removal staff, with the aim of ensuring the resumption of airport operations within a reasonably short period of time, in accordance with the type and intensity of the meteorological event.

Aeroporti di Roma shall ensure the resumption of operational conditions for:

- runways and taxilanes in the Airside area;
- taxilanes and taxiways;
- aircraft parking areas, vehicle stopping areas, assistance vehicles and roads on the taxiways;
- perimeter roads to ensure access in the even of both emergencies and Security controls;
- landside roads, for the part for which ADR is responsible (please see the attached layout plan).


Unless weather and operating conditions require different solutions, which shall in any case be assessed on a case-by-case basis by the Airside Area Post Holder/Snow Plan Technical Coordinator in coordination with ENAV-Fiumicino, the priority for removal shall be given:

- to runway 16R/34L;
- to parallel taxilane A;
- to junctions AA, AB, AK, AL, AF, AG, AH and AC;
- to taxilanes Y, J, K, V, W, Z, M, T, S;
- to taxilanes H, CF, NW, NZ, NG, etc.

Subsequently, still taking into account the weather conditions and use of the runways, with the aim of achieving full normalisation of operations as soon as as possible, removal procedures will be carried out:

- on runway 07/25;
- on junctions BA, BB, BE and BD;
- on taxilane Bravo and its junctions for accessing the taxiways;
- on runway 16L/34R;
- on taxilanes D and C.

At the same time, taking into account the different types of equipment used to remove snow from the aircraft parking areas from those used in the Airside Area, the following removal procedures will be carried out:

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- removal of snow from under boarding bridges, on vehicular roads near the jet bridges and a certain number of predefined aircraft parking areas (600, 700, 800, 900);
- removal of snow from the perimeter access by emergency vehicles in the event of an incident (with the aid of 1 road grader);
- removal of snow and snow accumulation from the landside area.

In the event of removal, all grassy areas more than 60m away from paved areas will be dedicated to removed accumulated and melted snow and ice, with the exclusion of runway extensions and the lateral safety zones.

Where possible, it may be decided to use paved areas that do not interfere with airport operations.

On completion of the removal operations, the Technical Coordinator shall ensure that the Assessment is carried out with the issuance of the RCR which shall be reported via SNOWTAM.

The removal of snow from aircraft parking areas shall be carried out so as to ensure the visibility of the relevant signposts.

Antifreeze chemical products used on paved areas are certified for airport pavements.

10. PERFORMANCE AND FEATURES OF THE SNOW REMOVAL SERVICE

The removal of snow from the runways, taxilanes, aircraft parking areas and Airside roads shall be conducted with combined vehicles equipped with a blade, a rotating brush and blower turbine to remove the residual layer of snow, in the event of light snowfall, on the shoulders of the runway and taxilanes; in the event of heavy snowfall, the snow shall be removed to the sides with the aid of turbines.

In the event of heavy snowfall, removal shall be ensured with the intervention of wheeled loaders with the support of lorries for transporting any accumulations in suitable areas.

The removal capacity will depend on the severity of the weather conditions. Aeroporti di Roma has designed its organisation by taking, as a reference, the snowfall and temperatures historically recorded at Fiumicino during the winter months.

11. ANTI-SNOW AND ANTI-ICE ENDOWMENT AND EQUIPMENT

To carry out this service, Aeroporti di Roma shall ensure the use of the following vehicles and materials:


- 2 turbines;
- 6 combined vehicles, i.e., equipped with a blade, brush and blowers;
- 2 anti-ice liquid sprayers spreading to 30 m long;
- 1 brushing vehicle;
- 1 spraying vehicle;
- 2 Airport sweepers equipped with snow blade;
- 3 Compact sweepers equipped with snow blade;
- 5 manual-Airside sprayers;
- 2 manual-Landside sprayers;
- 6 vehicles for de-icing aircraft;
- 60,000 Kg rock salt for road use
- 160,000 litres of anti-ice liquid for pavements;
- 112,000 litres of anti-ice liquid for de-anti/icing service (Type II).

In addition to its proprietary vehicles, Aeroporti di Roma uses vehicles provided by the outsourced Companies contracted for the accumulated snow and ice removal service:

	Vehicle Type	no. of vehicles available
1.	Wheel loader with a 4 m ³ bucket	6
2.	Wheel loader with a 1 m ³ bucket	10
3.	Bobcat	8
4.	Snow transportation lorries (4 axles)	15
5.	Tractors with a teflon blade	6
6.	Large sprayers	2
7.	Sprayer	2
8.	Road leveller to clear perimeter roads	1
9.	Tank transportation trolley	1
10.	Vehicles equipped with variable-geometry snow blades between 2.2m and 3.5m in size	5

During the winter, the circulation of motor vehicles and vehicles intended to assist aircraft is only permitted for vehicles fitted with winter tyres.

N.B. Unregistered vehicles that are, however, provided with an insurance policy by the Company Contracted by Aeroporti di Roma for snow removal, may exceptionally also be used in the Landside area as a possible back-up for registered vehicles.

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12. LANDSIDE SNOW REMOVAL AND ICE PREVENTION

Aeroporti di Roma, following the ENAV weather warning referred to in Chapter 9, shall ensure, within the Landside airport grounds, ice prevention and snow removal interventions.

Unless weather or operational conditions require different solution, which shall in any case be assessed on a case-by-case basis by Aeroporti di Roma in coordination with the Snow Committee, the priority for snow removal shall be given to the access and outbound roads to and from the Terminals and Emergency Services access roads, to the taxi and bus routes and roads for accessing the car parks.

Subsequently, with the aim of achieving the full normalisation of the circulation of vehicles as soon as possible, the procedures shall proceed with the remaining roads within the airport's landside grounds.

The Landside grounds for which Aeroporti di Roma is responsible are highlighted in the appended layout plan.

13. EXTERNAL MEDIA AND INFORMATION


The Aeroporti di Roma Airport Director, in relation to the extraordinary needs of snow and/or ice removal equipment or services from the airport area, due to particularly intense meteorological events, after having informed ENAC - Lazio Airport Directorate, shall involve the Regional Government Department, providing information relating to any problems resulting from the meteorological event that would affect the ordinary roads and transport services to and from the airport in the landside area.

External information media for disseminating notifications to users and operators shall include both radio and television networks and press authorities, which the Snow Committee will provide with useful notices for the preparation of press releases.

Airport information for users and internal operators are ensured with systems used by the Aeroporti di Roma management company and by the airlines, insofar as they may be concerned.

14. DE-ICING ACTIVITIES

Aircraft De-Icing and Anti-Icing operations are applied whenever the airline needs to remove ice, snow, frost or sleet from critical surfaces. Anti-Icing operations are carried out whenever the

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airline so requires to prevent the formation of ice or to eliminate the effects of snowfall on the aircraft until takeoff.

Under the responsibility of the Carrier, in the person of the commander (Ref. IR-CAT.OP.MPA.250), de-icing/anti-icing operations are managed by specialist staff trained for the purpose by Aeroporti di Roma.

Priority decisions and sequences of service, including in consideration of any assigned slots, are managed by Aeroporti di Roma. It is the responsibility of the pilot in control of the flight to ensure that the de-icing operations are performed in a time manner that ensures effective protection, including at the time of actual movement on the runway.

As provided for by Article 889 of the Navigation Code and as specified in the referral by IR-CAT.OP.MPA.250, it is the sole duty and responsibility of the Carrier, via the Commander in control of the flight or other managing staff of the carrier present at the time of the flight and duly appointed, to perform the technical assessment of the current weather conditions in relation to the aircraft's operating capacity and to decide, as a result, whether to use the de-icing, anti-icing and de-snowing service for their aircraft, as well as to decide on the percentage composition of the liquid/water mixture required for the specific weather conditions in progress.

14.1 DEFINITIONS OF WEATHER CONDITIONS

“Standard” weather conditions

Weather conditions relating to situations in which there is freezing of humidity in the air, mainly in the morning and sometimes in the evening/at night-time, in the absence of snowfall, with a temperature close to 0°C.

“Severe” weather conditions


Weather conditions relating to current snowfall or snowfall that has recently stopped, with persistently low temperatures.

14.2 VEHICLES AND LIQUID USED

De-icing vehicles used by ADR to carry out the de/anti-icing service are “one-man operated” vehicles, with a closed cabin that can be lifted to a sufficient extent in order to reach all critical parts of the aircraft operating at FCO (up to code F).

Vehicle tanks have a capacity, per individual liquid (for both water and anti-icing fluid) of 3,000 litres.

The liquid used for Anti-Icing operations is **Cryotech Polar Guard® Type II** (AMS 1428).

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14.3 DE-ICING DURING STANDARD WEATHER CONDITIONS

During “standard” weather conditions, the De-Icing and Anti-Icing service is carried out using De-Icing equipment at the aircraft parking areas, after closing the doors and before unlocking the wheels, i.e., from the time the aircraft, having received the specific authorisation, begins to move from the parking areas (by means of self-manoeuvering or push-back).

The De-Icing equipment is the self-propelled vehicle, on which an on-board operator sprays the aircraft using a special spray nozzle.

The de-icing/anti-icing operations carries out by Aeroporti di Roma during standard weather conditions are characterised by the following macro phases:

- Request for interventions
- Execution of the intervention
- Compilation and signing of intervention forms
- Clearing of the affected taxiway
- Activating the billing procedure


DE-ICING OPERATOR

- Received the notification from CEA/CLD on the de-icing/anti-icing intervention (for the, Carrier, Aircraft);
- The de-icing operator goes on board and received the instructions from the Carrier (Technician, Ramp Operator, company representative), on the requested intervention (the surfaces to be treated, the percentages of the mixture to be applied and the procedure);
- After completing the intervention, he/she shall fill in the Form (Appendix 2), stating all the information relating to the intervention, delivering a signed copy to the carrier or its delegate and countersigned by the latter in acceptance.
- He/she shall await instructions for the next flight.

14.4 DE-ICING DURING SEVERE WEATHER CONDITIONS

During “Severe” weather conditions, the De-Icing and Anti-Icing service can be carried out, as well as on the aircraft parking areas, also in the following decentralised areas:

- Waiting points for entry to the AK and AL runways, for RWY34L:
 - Used as a priority as they are equipped with infrastructure typical of a remote taxiway for De-Icing operations;
 - De-Icing vehicles shall be assisted at the waiting points by Operational Security staff, who shall ensure correct handling in accordance with clearance and Safety.
 - In order to minimise the effects of jet blast on the vehicles involved in the De-Icing operations, ICAO aircraft codes D, E, F must be positions on waiting point AL.

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- Waiting points for entry onto runways BA and BB, for RWY25:
 - Used only in “contingency” conditions, if RWY34L cannot be used.
 - De-Icing vehicles shall be assisted at the waiting points by Operational Security staff, who shall ensure correct handling in accordance with clearance and Safety.
 - In order to minimise the effects of jet blast on the vehicles involved in the De-Icing operations, ICAO aircraft codes D, E, F must be positions on waiting point BA.

The de-icing/anti-icing operations carries out by Aeroporti di Roma during severe weather conditions are characterised by the following macro phases:

ADR, based on the weather conditions (snow and/or ice) present at the airport, shall define and inform the carriers and AOC of the maximum number of works per hour.

The Carrier requests the service from ADR Flight Control based on the flight’s CTOT and EOBT (slot or ETD), to coordinate the boarding procedures for departing flights according to the planned times for supplying the de-icing service.

ISE/ Operational Security Supervisor

- In coordination with the ISE/Manager and/or Snow Technical Coordinator and De-Icing Technical Coordinator, he/she shall arrange for the supply of vehicles to the area allocated for remote De-Icing and a Carrier-delegated Technician.

Carrier-Delegated Technician

- Shall coordinate with ISE-De/Anti-Icing Coordinator to carry out the Post De-Icing / Anti-Icing Check, to be performed after the De/Anti-Icing operations.


14.5 POST DE-ICING / ANTI-ICING CHECK

The Post De-Icing / Anti-Icing Check is an activity involving an accurate visual inspection of the critical parts of the aircraft treated during the De/Anti-Icing operations, performed by trained staff, in order to prevent any type of contaminant existing on the critical surfaces of the aircraft prior to takeoff. The activity, carried out in a remote location, is ensured by the Carrier, which performs the operation via Technician Delegated to perform the task.

If any form of frozen contaminant is found on the critical surfaces of the aircraft previously treated, the de-icing / anti-icing intervention must be repeated.

14.6 PERFORMANCE OF THE POST DE-ICING / ANTI-ICING CHECK

The de-icing Operator who carried out the de-icing service must fill out the appended sheet and submit it to the Carrier's delegated Technician, who shall communicate the code and necessary information to the Commander for the relevant checks.

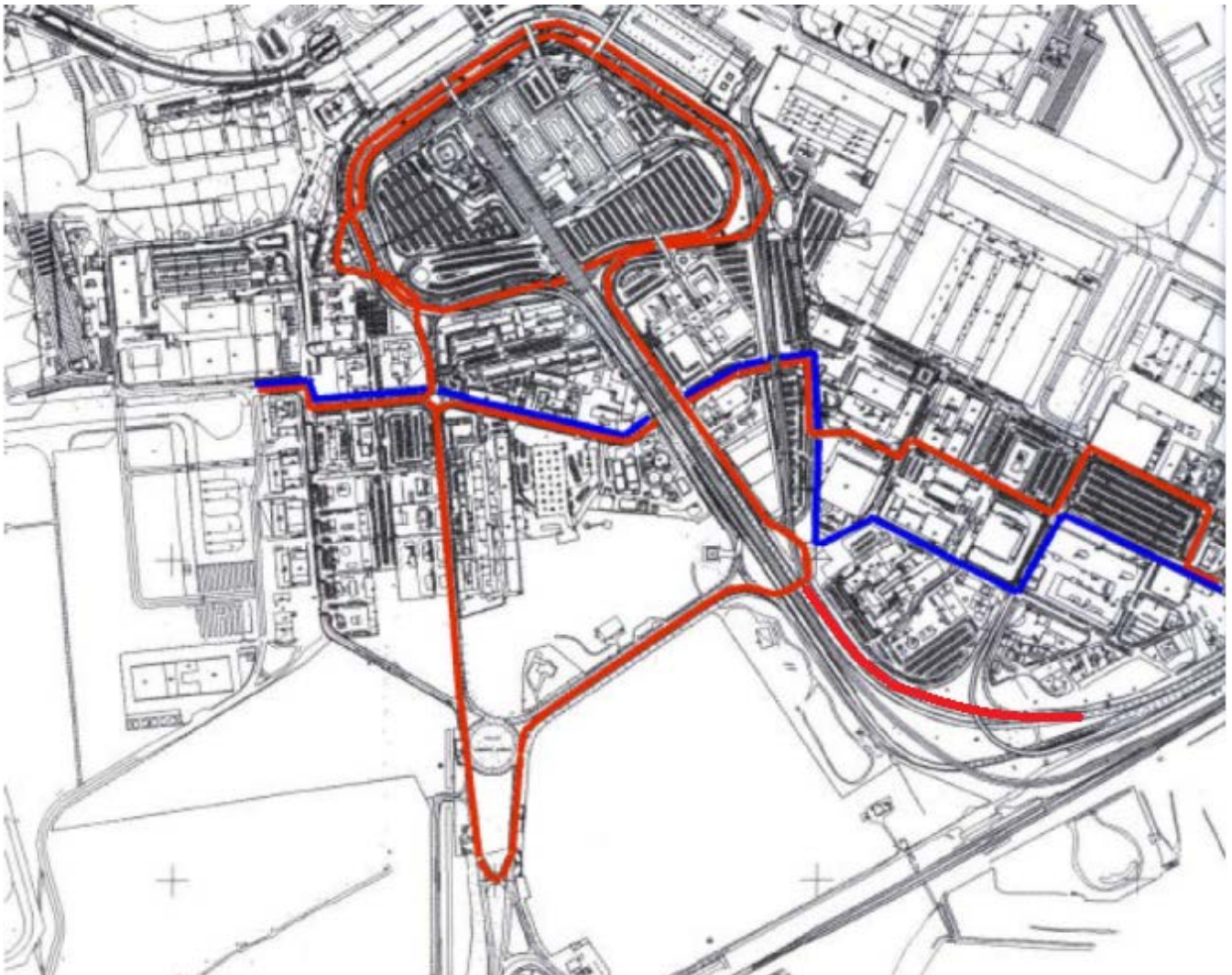
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The Post De-Icing / Anti-Icing Check, if carried out at a remote location, shall be the responsibility of the Carrier carrying out the operation via the Technician delegated to perform the task.

The Carrier's Delegated Technician, after having confirmed the completion of the de/anti-icing service in a remote location, shall perform the Post De-Icing / Anti-Icing Check, verifying, from a position that ensure sufficient visibility, the critical surfaces of the aircraft.
After ensuring the absence of contaminants on the critical surfaces of the aircraft, the Carrier's Delegate shall inform the Commander of the anti-icing code.

The Delegated Technician may request further checks from the De-Icing Operator for subsequent verifications requested by the Commander.
At the end of the checks, he/she shall sign the De-Icing Form (Appendix 2) and shall submit a copy thereof to the Aeroporti di Roma Operator.

Note: For this operation in a decentralised area, or at waiting bays AK-AL or BA-BB, the assistance of ADR FOLLOW-ME staff (ISE/SAR) is required.

APPENDIX 1**Layout of the Airport Grounds for which Aeroporti di Roma S.p.A. is responsible**

**Figure 1 1 ice prevention/removal (continuous red line);
2 ice prevention/removal (continuous blue line)**

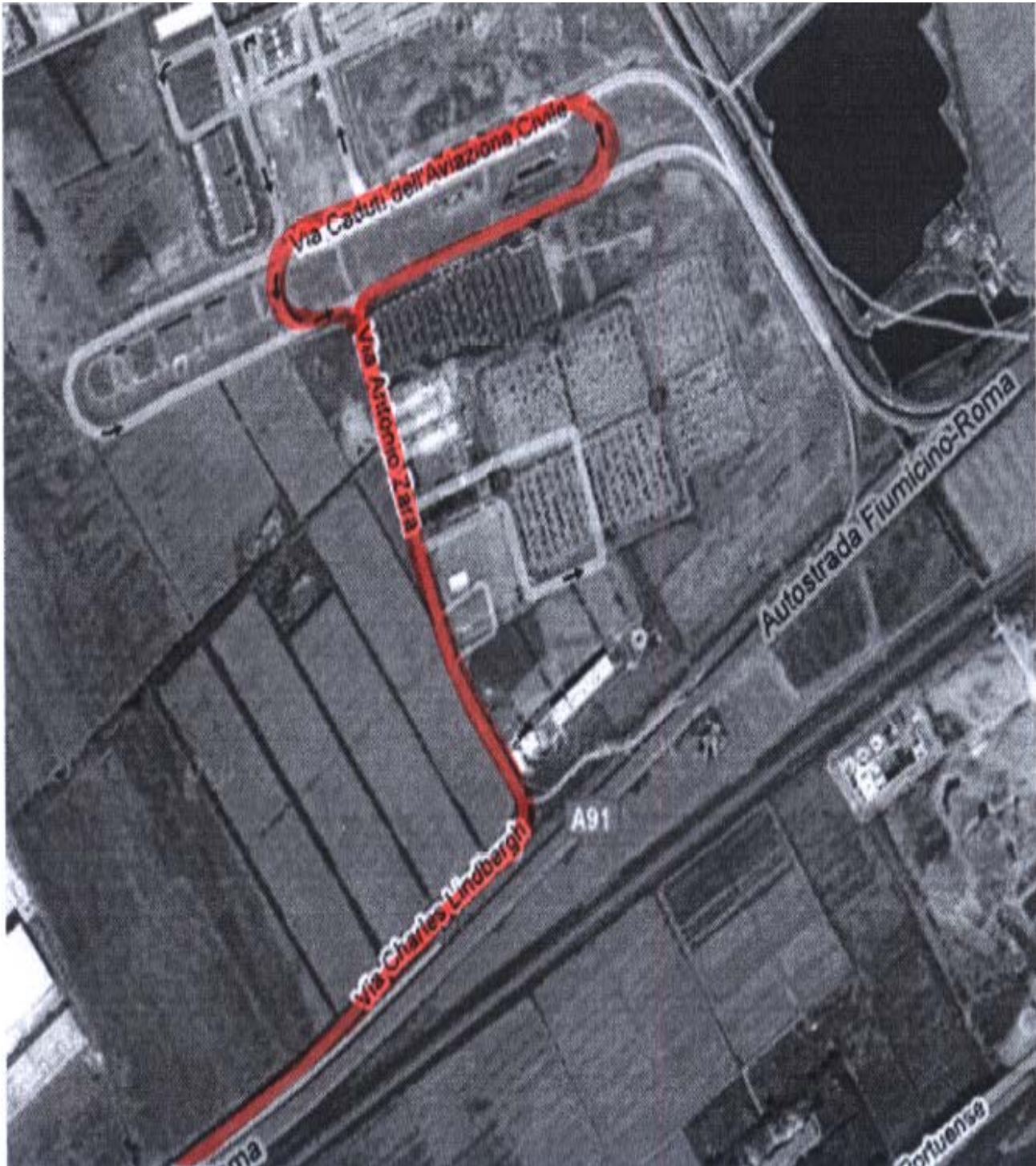


Figure 2 Details of the routes at the long-stay car park

APPENDIX 2

	<input type="text"/>	data/date	<input type="text"/>
Vettore/Carrier	<input type="text"/>	volo/flight	<input type="text"/>
		p.la/stand	<input type="text"/>
matricola / AC reg	<input type="text"/>	tipo aeromobile/AC type	<input type="text"/>

 Inizio de-icing (de/anti-icing start time) h.

 Fine de-icing (de/anti-icing end time) h.

CARRIER REQUEST

Procedura/Procedure	Early	Pre-step	De-icing	Anti-icing	
				1 STEP	2 STEP
% Miscela /Mixture	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Superfici/Surfaces	all / wings <input type="text"/>	tail /piani di coda <input type="text"/>	timone di coda/rudder <input type="text"/>	fusoliera/fuselage <input type="text"/>	<input type="text"/>

PRESTAZIONE/PERFORMANCE

 PR0 Early miscela %(mixture)

 PR1 Pre-step acqua calda(hot water)

 PR2 De-icing miscela %(mixture)

 PR3 Anti-icing miscela %(mixture)

 One step two

 PR4

 Temperatura acqua temperatura

 Liquido tipo II - type II fluid litres

SURFACES TREATED

 all / wing tail /piani di coda fusoliera/fuselage

 timone di coda/rudder altro/other
WEATHER CONDITIONS

 sereno/sunny coperto/cloudy ventoso/windy

 pioggia/rain grandine/hail neve/snow

 NOTES

The A/C has been sprayed correctly and the treated surfaces are free of contamination

ADR operatore – ADR de-icer

Airline rep. Signature

 Automezzo/truck company
 number

Fiumicino, 19 November 2021

Marco Pellegrino

**POST HOLDER
AIRSIDE AREA FIUMICINO / HEAD OF
AIRSIDE OPERATIONS FCO**

Responsabile Operazioni Airside e
Pronto soccorso
Post Holder Area di Movimento

