

Leonardo Da Vinci - Fiumicino Aerodrome

E-15 - SAFETY RULES

Volume 4 – Airside Construction Sites

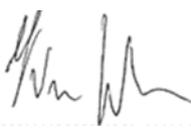
Summary

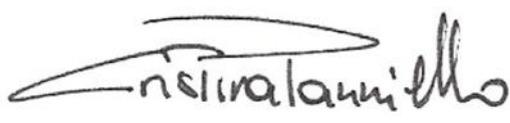
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AUDIT LOG VOLUME 4

Revision	Date of Issue	Effective Date	Section and Chapter	Page	Summary description of the review
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2	01/02/2026	01/02/2026	4.1.11, 4.1.12, 4.2.6, 4.2.7	/	- Integration of Safety Rules: <ul style="list-style-type: none"> E-15-006-2025 Approval section added

APPROVAL OF THE DOCUMENT

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FOR APPROVAL	
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4.1. MANAGEMENT OF AIRSIDE CONSTRUCTION AND WORK SITES

4.1.1. On the airside, no work with an impact on safety may begin without prior authorisation to carry out the work issued by ADR/ISE Operational Safety in accordance with the Aerodrome Manual.

4.1.2. Responsibility lies with the following persons: RUP (Single Project Supervisor) Works Manager, Works Director (if appointed), Safety Coordinator during the execution phase, supervise the worksite in order to ascertain, in compliance with Legislative Decree 81/08, that the prescriptions set out in this section are adequately observed by the Company executing the works.

4.1.3. It is the responsibility of the Works Management (if appointed) or the Construction Manager to ensure that the requirements set out in this document are implemented by the Contractor.

4.1.4. ADR/ISE Operational Safety, if it detects discrepancies in the execution of works with respect to what is indicated in this Document, may, depending on the risk condition in progress, stop the works and request the intervention of the Works Management (if appointed) for the appropriate immediate corrective measures.

4.1.5. It is the obligation of the Project Supervisor and the Project Manager (if appointed) and the person in charge of the Contractor to ensure that the Contractor follows all the prescriptions noted on the GVA (Form F01 "Control of Works - Site Delivery") issued by ADR/ISE Operational Safety and distributed to the persons concerned.

4.1.6. It is the responsibility of the contractor to comply with the indications of the DUVRI.

4.1.7. The design of the site area must ensure that no damage is caused to plant, infrastructure and systems during the work:

- The power supply of flight and non-flight infrastructure;
- The systems preparatory to the effective and safe operation of communication systems including emergency warning systems;
- Water supply;
- Any other supplies necessary for the safe operation of the Yard.

4.1.8. It is the responsibility of the Superintendent/Project Supervisor, Works Manager, Safety Coordinator during the execution phase, to provide the Contractor with plans and any other documentation useful for identifying these installations and systems and protecting them from the risk of damage.

It is also the responsibility of the Project Management, if appointed, or of the RPU/Project Supervisor or their appointees to supervise the excavation activities in the vicinity of the aforementioned installations or sub-services in order to protect them from the risk of damage.

4.1.9. In the event of the detection of faults in equipment and plant, whether ascertained or presumed, which may affect normal operations, the Project Management, if appointed, or the proposed RPU/Responsible for Works shall immediately notify ADR-ISE Operational Safety and ADR-CEA Airside Emergency Coordination. It is also the responsibility of the Project Management, if appointed, or of the RPU/Project Supervisor or their appointees to supervise the excavation activities in the vicinity of the aforementioned installations or sub-services in order to protect them from the risk of damage.

To this end, it is the responsibility of the Project Management if appointed, or the RUP/Responsible Works Manager or their designees to print and distribute on site to the relevant contact persons, the following pocket-size leaflet to facilitate the retrieval of the necessary ADR contacts:

<p style="text-align: center;">USEFUL CONTACTS IN THE SITE AREA</p> <p style="text-align: center; background-color: #FFD700;">ACTIVE 24 HOURS A DAY</p> <p style="text-align: center;">For any damage or fault, even if potential</p> <p style="text-align: center;">ADR OPERATIONAL SAFETY</p> <p style="text-align: center;">tel. 06 6595 3432 cel. 335 7390266</p> <p style="text-align: center;">AIRSIDE EMERGENCY COORDINATION – CEA</p> <p style="text-align: center;">tel. 06 6595 3022</p> <p style="text-align: center;"><small>Aeroporti di Roma</small></p>	<p style="text-align: center; background-color: #FFD700;">POST-EVENT REPORTING</p> <p>It is the obligation of every operating company and airport operator to report to ADR Safety Management, within 72 hours of the occurrence of hazardous events occurring on the airside that have or could have caused damage to aircraft and its occupants. The report must be sent by filling out the Ground Safety Report, even if it is anonymous, at</p> <p style="text-align: center;">https://safety.adr.it/gsr</p> <div style="text-align: center;">  </div> <p style="text-align: center;"><small>Aeroporti di Roma</small></p>
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4.1.10. Aeronautical events occurring during Airside operations and in particular during the execution of works shall be reported by the Project Manager and the Director of Works (if appointed) to Safety & Compliance Monitoring Management, consistent with the requirements of Volume 1 of this Document.

4.1.11. The operational safety ADR-ISE may request, by specifying it in the VAL (Form F01 ‘Control of Works - site handover’), continuous assistance for aspects of site safety which may fall to the Project Manager or the RUP/ Construction Manager for the entire duration of the site.

4.1.12. Technical supervision by the Project Manager or RUP/Construction Manager must be provided for all critical phases of the construction site.

4.2. ACCESSING/EXITING FROM THE RESTRICTED AREA OF THE WORKSITE

4.2.1. Prior to the commencement of the work, it is the responsibility of the Project Manager and the Director of Works (if appointed) to ensure that those who are to drive in the Airside are duly licensed in accordance with the rules of Volume 2 of this document, requesting the contractor to put in place, well in advance, all the necessary paperwork to obtain the necessary permits.

4.2.2. Walking of personnel involved in the work is only permitted within the construction site areas.

4.2.3. As far as vehicle traffic is concerned, operators may access the Airside area with vehicles intended for worksite activities and must exclusively follow the road system prepared and equipped with the appropriate horizontal and vertical signs as may be specified in the VAL (Form F01 "Worksite Control - Worksite Delivery") issued by ADR/ISE Operational Safety and distributed to the figures concerned.

4.2.4. The means used to carry out the work must comply with the requirements set out in Volume 2 of this document.

4.2.5. In order to work alone in the Manoeuvring Area, without the constant presence of ADR-ISE Operational Safety personnel, the contractor is obliged to remain within the confined site area, without leaving it for any reason. Any movement outside the confined area of work must be done under the supervision of and in close coordination with the ADR-ISE Operational Safety operator.

In critical and sensitive areas, access by personnel and vehicles is strictly forbidden unless authorised in advance by the TWR.

4.2.6. The Contractor is responsible for ensuring that the vehicles used on site are washed before leaving the site to reduce the risk of FOD generation outside the area, in particular on the access/exit route to the site area.

4.2.7 Due to the location of the construction site, it is possible to provide walking access to the construction site for which a verification of suitability must be carried out by ADR-ISE Operational Safety and be provided for in the VAL (Form F01 'Control of Work - Construction Site Delivery').

4.3. RULES RELATING TO THE DELIMITED AREA OF THE WORKSITE

4.3.1. Before starting work, the contractor is obliged to delimit the worksite areas from the operational areas as prescribed, by means of barriers with day and/or night signs and to place day and night signs on equipment and vehicles characterised by high heights (e.g. crane booms), as indicated in the VAL (Form F01 "Control of Work - Site Delivery") issued by ADR/ISE Operational Safety and distributed to the figures concerned.

4.3.2. The Executing Company is obliged to check and guarantee the state of efficiency/suitability of the construction site boundaries throughout the duration of

4.3.3. For activities that do not allow for the physical demarcation of sites, the contractor is obliged to remain in constant radio contact by means of the two-way radio apparatus provided by ADR-ISE Operational Security, which is necessary for communication and coordination during the course of the work.

4.3.4. During the execution of the work, it is the contractor's obligation to ensure the safety of the construction site, the condition of the barriers protecting the working areas, the efficiency of the signalling of obstacles or prohibited areas, and all measures indicated at the time of authorisation.

4.3.5. During the execution of the work, it is the contractor's obligation to ensure that no conditions develop within the construction site area that could favour the stationing of birds, such as:

- accumulation of water on the
- accumulation of waste of any kind, not properly protected;
- dispersal of food of any kind.

4.3.6. It is forbidden to carry out work with demolition and consequent production of dust that may affect the Manoeuvring Area and settle on aircraft, unless specifically authorised. If demolition is authorised, the site area must be irrigated periodically in order to mitigate the risk of dust suspension.

4.3.7. Plastic new jerseys, which may be used as area partitions or temporarily stored for non-use, must be adequately ballasted with water.

4.3.8. Toilets must be anchored to the floor or to the adjacent fence made of concrete new jersey.

4.3.9. Unused wire mesh panels must be stored in the racks provided.

4.3.10. The building material must be stored, packed and placed in the appropriate pallets; if it is not possible to provide storage, it must be placed in covered storage areas.

4.3.11. Any plastic bags and binders, sheets, boxes resulting from daily work must be collected and removed at the end of the shift. In the event of a forecast of wind on the ground, such materials must be immediately placed in a condition where they do not pose a FOD hazard and then properly secured or covered.

4.3.12. The use of light beams must be coordinated prior to the start of work and approved by ADR within the GVA (Form F01 "Control of Work - Construction Site Delivery") issued by ADR/ISE Operational Safety and distributed to the relevant parties.

4.3.13. It is forbidden to aim any light beams at the Control Tower and at moving or stationary aircraft.

4.4. DUNE MANAGEMENT

4.4.1. The RUP/Director of Works, Construction Manager, Safety Coordinator during execution must limit, as far as possible, the accumulation of inert materials within the Airside.

4.4.2. If the type of work requires the accumulation of inert materials necessary for the work, it is the responsibility of the contractor to wet the accumulation of inert materials in windy conditions in order to avoid the dispersion of dust into the atmosphere.

4.4.3. Where feasible, it is recommended to cover the accumulation of inert material with sheets carefully fixed to the ground and ballasted in order to mitigate the risk that, in the event of wind, the cover could lift and constitute FOD for aircraft operations.

4.4.4. The accumulation of inert material placed at the authorised area must be stored in such a way that it does not disperse dust into the atmosphere in windy conditions. The containers must be maintained to avoid any cracks facilitating the dispersion of material into the atmosphere. The inert material contained in the containers must be kept at a level such that it is protected by the container walls.

4.4.5. It is the responsibility of the Contractor to ensure that the work does not produce suspended dust that may contaminate the Aerodrome Manoeuvring Area.

4.4.6. It is the responsibility of the contractor to ensure that the work does not produce sparks that may affect the Manoeuvring Area.

4.4.7. The maintenance of the dunes (accessibility, safety, presence of grass or plants) is the responsibility of the company and the RUP or DL.

4.5. CONSTRUCTION SITES AND ADVERSE WEATHER CONDITIONS

4.5.1. In conditions of low visibility (LVP), all vehicles and workers involved in construction, maintenance and other non-essential activities shall suspend the movement of their vehicles, which shall be brought back within the limits of the worksite in a safety zone, previously assigned, without causing an obstacle to airport operations. Any abandonment of the site area must take place under the guidance of and in close coordination with ADR/ISE Operational Safety.

4.5.2. Clearance of construction sites is understood to mean:

- the clearing of personnel and vehicles, where no special parking areas are provided for vehicles;
- the evacuation of only those working on the sites;

exceptions may be made for maintenance activities that cannot be postponed and that

that are subject to previously agreed and authorised conditions.

4.5.3. It is the contractor's responsibility to ensure that all site material (pipes, equipment, tools, etc.) is properly anchored/fixed and that there is therefore no risk of it flying outside the fence.

4.5.4. It is the responsibility of the contractor to ensure that, following heavy rain, a drainage system is set up in the construction site area so that water does not accumulate on the ground.

4.5.5. In the presence of electrical discharges, strictly adhere to the rules of the DUVRI.

4.6. CRANE MANAGEMENT

4.6.1. The use of cranes and/or lifting equipment must be coordinated prior to the start of work and approved by ADR within the GVA (Form F01 "Control of Work - Construction Site Delivery") issued by ADR/ISE Operational Safety and distributed to the persons concerned.

4.6.2. In order to mitigate the risk of interference of the crane's radius of action with the operating areas (stands, roads, etc.), the contractor is obliged to set the blocking parameters on the crane's control S/W limiting its radius of action, depending on the location of the worksite, by imposing the end of travel and the relevant alarm.

4.6.3. The company carrying out the work is obliged to carry out daily checks on the operating state of the obstruction lights and to check the efficiency of the lamps every six months, in accordance with ENAC regulations.

4.6.4. The activation of the pre-warning status of strong wind at 50 km/h (below the manufacturer's warning limit of 72 km/h) is the obligation of the contractor:

- stop handling and loading/unloading activities;
- remove loads;
- lift the block up to the height of the crane arm;
- move the block close to the tower;
- remove the
- Strictly adhere to the manufacturer's manual.

4.6.5. At the cessation of work or at the end of the work shift, it is the contractor's obligation to remove the loads, lift the block up to the height of the crane arm and move it to the vicinity of the tower.

4.7. OPEN FLAMES

4.7.1. The use of open flames in airside worksites must be authorised by ADR (exclusively by Operational Safety or, if applicable, by the Project)

4.7.2. During the authorised use of open flames, an efficient fire extinguisher must be kept in the area adjacent to the work. The personnel present must be trained in the use of fire extinguishers.

4.7.3. Before starting any work involving the use of open flames, the contractor must contact ADR/ISE Operational Safety, which will proceed with the verification of the boundary conditions and subsequent authorisation to start work.

4.8. STORAGE OF DANGEROUS MATERIALS

4.8.1. The storage of dangerous goods in the airside is prohibited. Any derogations on the storage of flammable materials in Airside, in construction site areas, will be authorised following an official request to the Manager and subsequent positive outcome of technical checks.

4.9. TEMPORARY CONSTRUCTION SITES ON THE ROAD

4.9.1. In the case of temporary construction sites, the contractor or department concerned must have temporary road markings and personnel in appropriate numbers and qualifications available for traffic management.

4.9.2. The CEA-ADR should be contacted immediately in the event of signposting unavailability or critical traffic situations.