

**OAN 36/2020 – PASSENGER DISTANCING**

<b>OAN REF:-</b>	36/2020	<b>DATE OF ISSUE:-</b>	25/03/20	<b>EFFECTIVE DATE:-</b>	25/03/20
<b>MANUAL REFERENCE(S):-</b>	N/A			<b>EXPIRY DATE:-</b>	UFN

PLEASE ENSURE THIS INFORMATION IS PROMULGATED TO ALL STAFF

**1.0 SUMMARY**

1.1 Due to the outbreak of COVID-19 and subsequent social distancing protocol, it is extremely important we provide our guests with the greatest opportunity to follow distancing protocol.

**2.0 ENABLING DISTANCING FOR ARRIVING PASSENGERS**

2.1 With immediate effect all arriving flights will be spaced at 20 nautical miles or greater.

2.2 Airfield control will aim to allocate aircraft parking stands to enable the greatest opportunity for social distancing during simultaneous or bunched arrivals.

2.3 Flow control will allocate baggage arrival carousels to enable greatest opportunity for social distancing including multiple belts per individual flight.

2.4 The Customer Service Agent in the immigration hall is to confirm to Airfield Operations once the immigration hall is appropriately clear of the previous inbound flight.

2.5 Passengers will remain on board until the respective ground handlers receive positive confirmation from Airfield Operations to disembark.

**3.0 PASSENGER ANNOUNCEMENTS**

3.1 Passenger announcements will take place to ensure segregation of UKBF desks and e-Gates as well as Customer service Agents providing verbal advice in immigration and the baggage reclaim hall.

**4.0 ENFORCEMENT OF THE SOCIAL DISTANCING PROTOCOL**

4.1 Greater Manchester Police will increase presence in the immigration and baggage reclaim hall to provide additional guidance and to disperse groups of 3 and over.

**5.0 LANDSIDE AREAS**

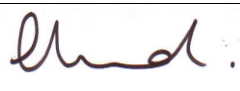
5.1 Social distancing protocol will also be monitored for compliance throughout the landside campus including queueing at meet and greet, car park pay machines, private hire and hackney carriages.

**6.0 FURTHER INFORMATION**

6.1 For further information, please contact the Airfield Duty Manager on +44 161 489 3331

**7.0 ADDITIONAL DOCUMENTS**

7.1 Drawing: No Annex: No

<b>ORIGINATOR:-</b> (PRINT NAME)	Chris Wild	<b>CONFIRMED &amp; APPROVED BY:-</b> (PRINT NAME)	E Yates
<b>ROLE:-</b>	Head of Airfield Operations	<b>ROLE:-</b>	Airfield Technical Planner
<b>SIGNATURE:-</b>		<b>SIGNATURE:-</b>	