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|----------------------------------------------------------------------------------|-----------------|---------------|---|----------------------------------------------------------|-----------------------------|-----------------------------|---------------------------------|
|  |                 |               |   | <b>Manchester Airport</b><br><b>Airbridge Operations</b> |                             | <b>Risk Rating</b>          | <b>High – Reviewed Annually</b> |
| <b>Reference:</b>                                                                | EGCC-I-AOPS-026 | <b>Issue:</b> | 1 | <b>Owner:</b>                                            | Head of Airfield Operations | <b>Department:</b>          | Airfield                        |
| <b>Issue Date:</b>                                                               |                 | 01/11/2025    |   | <b>Compliance Date:</b>                                  | 01/12/2025                  | <b>Planned Review Date:</b> | 19/03/2026                      |

## 1 Types of Airbridge

- Avio
- Jetway
- Team
- Adelte

## 2 Airbridge Training/Validation and Testing

An application to the Manchester Airport Learning Hub for the issue of an Airbridge Permit is subject to the applicant's successful completion of a theoretical and practical assessment, including a multiple choice knowledge test.

Training and validation of airbridge operators will be carried out by Manchester Airport Group authorised Handling Agent or Airline representative.

The Operator must use the airbridge training material provided by MA contained within the Manchester Airport Airbridge Operators Training Manual. Additional material may be added to the MA training manual but is not permissible to remove any of the content.

Manchester Airport Group will conduct the operator knowledge test. The test will check the underpinning knowledge of airbridge operators to ensure full training has been completed. Trainees must successfully complete this test before a permit is issued.

## 3 Airbridge Operator Permit

Personnel who have successfully completed the required training, validation and knowledge test and have been issued with an Airbridge Permit may only operate Manchester Airport Airbridges.

The permit is valid for 3 years subject to re-validation. The permit holder must only operate airbridges that they have been specifically trained for.

In circumstances where, an Airbridge Operator is involved in an aircraft incident, Airfield Operations may remove the operator's permit pending investigation. MA reserves the right to suspend the licence for a specified period pending retraining and assessment, or to withdraw the licence altogether.

## 4 Airbridge Permit Issue

Manchester Airport Group will issue individual Airbridge Operator's Permits and equipment keys. MA or their nominee will issue an Operator's permit on production of and in reliance of a Permit Application document signed by a certified validator demonstrating successful completion of an Airbridge Operators Validation and on completion of an Airbridge Operators Knowledge Test.

Airbridge Permits and airbridge keys remain the property of Manchester Airport Group and need to be returned by the company on cessation of the key holder's permit.

## 5 General Information

For further details regarding Airbridge permits training and/or Airbridge validation contact the Manchester Airport Learning Hub.

Manchester Airport Learning Hub

Telephone                      0161 489 5790  
Fax                                0161 489 5787  
Email Karon.ratcliff@manairport.co.uk  
          rob.salzano@manairport.co.uk

## 6 Maintenance

MA Engineering Operations is responsible for carrying out the following:

- Periodic safety and operational checks on all airbridges commensurate with asset usage.
- A scheduled planned preventative maintenance (PPM) regime.
- A 24/7 response to breakdown reports within 10 minutes from receipt of call.

NB – See EGCC-I-AOPS-017 Strong Winds and Gales.

## 7 Positioning of Airbridge Canopies

The Working at Height Regulations 2005 requires that the risk of fall is eliminated wherever possible. Deployment of the canopy so that it fully meets the aircraft fuselage ensures this risk is eliminated and the term of the regulation complied with.

Operational airbridge canopies must be deployed to their full extent around aircraft doorways as originally intended.

Any unsafe positioning of airbridge canopies may be subject to MA's Airfield Safety Infringement Policy.