



AVIATION EMERGENCY RESPONSE GUIDE

PTS 60.2403

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PREFACE

Petronas Technical Standards (PTS) are based on the experience acquired during the involvement with the design, construction, operation and maintenance of processing units and facilities. Where appropriate they are based on, or reference is made to, national and international standards and codes of practice. The objective is to set the recommended standard for good technical practice applied by PETRONAS in oil and gas production facilities, oil refinery, gas processing, chemical plants, marketing facilities or any other such facility, and thereby to achieve maximum technical and economic benefit from standardisation.

The information set forth in these publications is provided to users for their consideration and decision to implement. This is of particular importance where PTS may not cover every requirement or diversity of condition at each locality. The system of PTS is expected to be sufficiently flexible to allow individual operating units to adapt the information set forth in PTS to their own environment and requirements.

When Contractors or Manufacturers/Suppliers use PTS they shall be solely responsible for the quality of work and the attainment of the required design and engineering standards. In particular, for those requirements not specifically covered, the Principal will expect them to follow those design and engineering practices which will achieve the same level of integrity as reflected in the PTS. If in doubt, the Contractor or Manufacturer/Supplier shall, without detracting from his own responsibility, consult the Principal or its technical advisor.

The right to use PTS rests with three categories of users:

- 1) PETRONAS and its affiliates.
- 2) Other parties who are authorised to use PTS subject to appropriate contractual arrangements.
- 3) Contractors/subcontractors and Manufacturers/Suppliers under a contract with users referred to under 1) and 2) which requires that tenders for projects, materials supplied or - generally - work performed on behalf of the said users comply with the relevant standards.

Subject to any particular terms and conditions as may be set forth in specific agreements with users, PETRONAS disclaims any liability of whatsoever nature for any damage (including injury or death) suffered by any company or person whomsoever as a result of or in connection with the use, application or implementation of any PTS, combination of PTS or any part thereof. The benefit of this disclaimer shall inure in all respects to PETRONAS and/or any company affiliated to PETRONAS that may issue PTS or require the use of PTS.

Without prejudice to any specific terms in respect to confidentiality under relevant contractual arrangements, PTS shall not, without the prior written consent of PETRONAS, be disclosed by users to any company or person whomsoever and the PTSs shall be used exclusively for the purpose they have been provided to the user. They shall be returned after use, including any copies, which shall only be made by users with the express prior written consent of PETRONAS. The copyright of PTS vests in PETRONAS. Users shall arrange for PTS to be held in safe custody and PETRONAS may at any time require information satisfactory to PETRONAS in order to ascertain how users implement this requirement.

AMENDMENTS RECORD SHEET

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APPENDIX

1. **AVIATION EMERGENCIES**

The purpose of this guide is to ensure that:-

- A. All Persons involved in an aircraft emergency are aware of the procedures being followed by Aviation Department.
- B. There is no duplication of effort or misunderstanding thereby leading to confusion.
- C. The maximum effort in effecting the location, rescue and recovery of aircraft, and personnel on board, is directed economically and effectively through the correct procedure.

(This assumes a OPU/JV operated airstrip with full facilities to handle an aviation emergency such as crash i.e. fire management and evacuation)

1.1. **AIRCRAFT CRASH / FIRE AT, OR NEAR OPU/JV AIRSTRIP**

1.1.1. **General**

Immediate action will be taken by the Airfield Crash/Rescue Units, supported by fire fighting units from AIRSTRIP Fire Station. This effort will be co-ordinated by aviation department personnel pending the activation of the Emergency Control Centre.

1.1.2. **Action by Duty Air Traffic Controller**

- A. Alert Airfield Crash/Rescue Units by sounding **Klaxon** alarm and via radio link from Control Tower (Fire Station Control will also acknowledge) giving location and nature of incident. Permission for Airfield Crash/Rescue units to enter the runway will be given by switching on the green light on the Control Tower.
- B. Alert Aviation personnel – Manager and Operations team leader
- C. Call Telecom Operator - XXX XXXX

Say to Operator:-

- "This is an emergency, an emergency, an emergency, start tape recorder".
- Aircraft crash/fire at (or near) OPU/JV Airstrip.
- Start call out procedure for AIRCRAFT ACCIDENT.

When call out procedure has been initiated by Telecom Supervisor pass on

the following information:-

- Your name
 - What personnel are involved/injured
 - Time of accident
 - Nature of accident
 - Request ambulance and doctor to proceed to site of incident
 - Request SECURITY personnel to proceed to site of incident
 - Any other assistance required
- D. If incident occurs at sea, order launching of Airfield Rescue boat and alert Duty Marine Captain (Tel: insert local number) requesting further assistance as required. (this assumes airstrip to be on or near the coast otherwise delete this statement)
- E. Inform incoming aircraft in the immediate area of the situation. Aviation personnel will advise on diversion/alternate landing ground, if required.
- F. Maintain contact with all other aircraft in the normal way. Ensure 10 mins. calls are correctly monitored.
- G. Inform local Air Traffic Control on direct line advising of possible diversions, if necessary.
- H. Direct Aviation Dept. Traffic Clerks/Baggage Handlers to Control Traffic/sightseers until arrival of security personnel.
- I. Keep a record of events and time throughout period of emergency.

1.1.3. Action by Senior Aviation Personnel

- A. Proceed to Air Traffic Control Tower which will become co-ordination centre and assess the situation. Assume control, where necessary.
- B. If necessary, order diversion of inbound aircraft to local airport or other designated landing ground.
- C. Alert Aviation Contractor Base Manager/ Chief Pilot/ Chief Engineer/ Shift Supervisor (Tel: XXXXXX) giving call-sign, nature of incident, names of crew and any other information requested.
- D. Establish and maintain contact with Emergency Control Centre (ECC).

1.1.5. Action by Public Affairs

Handle enquiries from the news media and arrange to make press release after consultation with local OPU/JV management

1.1.6. Action by Aviation Operations Team Leader

When the emergency is over, the Air Traffic Control Tape Recorder complete Tape with the recording of all radio transmissions during the emergency is to be removed from the machine and handed to Head of Aviation for safe custody.

1.1.7. Action by Aviation Section Staff

Assemble at the Emergency Assembly point and act as directed by Senior Aviation personnel.

1.2. AIRCRAFT CRASH AWAY FROM BASE

1.2.1. General

Aircraft emergencies away from base may involve personnel and property unrelated to OPU/JV business or belonging to another country. Therefore, whilst the aviation aspect of the incident will be co-ordinated by Senior Aviation personnel, the Emergency Control Centre (ECC) should be activated.

1.2.2. Action by Duty Air Traffic Controller – OPU/JV

Upon receipt of information of aircraft crash or ditching, the Duty Air Traffic Controller will carry out the following actions:

- A. Write down informants name, telephone number and time. Request the following details:-
 - i) What aircraft type? Helicopter/Fixed Wing.
 - ii) Where did it crash/ditch? (Position relative to well known landmark or obvious geographical feature).
 - iii) What time did the incident occur?
 - iv) Is the aircraft on fire?
- B. Alert Aviation personnel – Manager and Operations team leader
- C. Call LOCAL Telecom Operator - xxxxxxxx - Say to Operator:-
 - This is an emergency, an emergency, an emergency, start tape recorder"