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**AIRWORTHINESS
CAUTION
PRECAUTIONS DURING FUELLING OPERATIONS**

1. All Aerodrome Authorities, Aircraft Operators and the Fuel Suppliers each have certain responsibilities with respect to the safety measures that must be taken during fuelling operations. Some safety measures are mentioned in this AIC. It is not the intention of this circular to dictate company procedures which have to meet requirements imposed by special equipment or local authority regulations. It is however mainly devoted to highlight certain procedures and practices which, if not strictly complied with or corrected, may contribute to unsafe conditions and increase the fire hazard. Consultation on a regular basis with the Airport Fire Services will be beneficial to all AMO's.

Note: The term "fuelling" as used in this AIC embraces both refueling and defueling.

2. General precaution
 - 2.1. All persons involved in the fuelling operations of aircraft should be familiar with the procedures for summoning the Aerodrome Fire Services.
 - 2.2. Suitable fire extinguishers should be positioned at readily accessible positions. The owners of such fire extinguishers should ensure by regular inspection and maintenance that the extinguishers are kept in a serviceable condition and in accordance with the manufacturer's instructions. Fuelling staff must be conversant with the use of these fire extinguishers.
3. Fuelling of aircraft inside hangars

During maintenance operations it may on occasions become necessary to refuel or defuel immobilised aircraft in the hangars. Precautions at the time of fuel flow checks are mentioned as an example. When this becomes necessary it is essential that close supervision be maintained throughout the transfer of the fuel. In order to reduce fuel vapour and to facilitate any required evacuation, this operation must be undertaken with the hangar doors open.

 - 3.1. Aerodrome Authorities, Fuel Suppliers and Aircraft Maintenance Organisations should have mutually agreed and promulgated procedures to cover "in hangar" fuelling operations. These procedures should embrace at least the following;
 - (i) The Aerodrome or Company Fire Services should be on stand-by throughout the fuel transfer operations;

- (ii) The fuelling vehicle (bowser) should be positioned outside the hangar;
 - (iii) No more than the minimum amount of fuel for the test concerned should be transferred;
 - (iv) The fuelling supervisor should be positioned inside the hangar with an unrestricted view of the fuelling hose and the aircraft, and should be in direct communication with the fuelling vehicle operator at all times.
4. The foregoing operations should be conducted only when adverse weather or maintenance on an immobilized aircraft makes the operation in the hangar essential.