



The best way to San Francisco Bay.

# OAKLAND INTERNATIONAL AIRPORT

2017

## FOD PREVENTION PLAN

Douglas Herman  
Airport Operations, Airside  
FOD Program Manager  
June 28, 2016

Revised  
November 22, 2016

## **Introduction**

Oakland International Airport (OAK) tenants, concessionaires, and employees generate FOD on a daily basis during routine airport operations, maintenance, waste handling, disposal activities, and construction operations. For this reason, OAK has developed a Foreign Object Debris (FOD) Prevention Plan to manage and minimize the impact of FOD on the AOA, the adjacent San Francisco Bay and wetlands, and for the safety and security of our airport community. This FOD Plan was prepared to assist tenants, concessionaires, and employees address trash, hazardous waste and materials during daily operations at OAK. The OAK FOD Prevention Plan has the committed support of senior-level OAK and Airlines management. FOD is everyone's responsibility and with the coordinated effort of OAK tenants, airlines, concessionaires, and employees, we can achieve the ultimate goal of having the most sustainable and cleanest airport in the Nation.

## **I. PORT OF OAKLAND ROLES AND RESPONSIBILITIES**

### **A. AIRPORT OPERATIONS**

1. Inspect all airline gates and air cargo areas for the presence of FOD
2. Identify problem locations and notify the FOD Program Manager
3. Pick up FOD on AOA (outside gate and lease areas except when necessary to ensure the goals of this program are met) on a daily basis
4. Receive/respond to FOD calls from FAA and notifies FOD Program Manager

### **B. AIRPORT FACILITIES**

#### **Landscaping /Buildings:**

1. Inspect and as-needed empty Airside trash cans daily
2. Conduct weed abatement, collect debris and trash, and remove cigarette butts around designated smoking areas daily

#### **Paving:**

1. Power sweep ramp between Vehicle Service Roads (VSR) and Passenger Boarding Bridges (PBB) daily
2. Power sweep Movement Areas (Runways/Taxiways) as needed.
3. Power sweep Non-Movement Areas (ramps/aprons) daily
4. Respond to request from FOD Program Manager to sweep certain gates and ramps as scheduled

#### **Carpentry/Painting:**

1. Pallet/milk cart sweep once a month
2. Bulk waste disposal for Southwest, Cargo, Alpha Gate and Apron areas once a month

#### **Landside:**

1. Sweep ramp between buildings and passenger boarding bridges weekly
2. Sweep Terminal 2X trash compactor area by Gate A daily
3. Empty Airside trash cans as-needed
4. Power wash ramp areas, stairs, etc., when staffing levels allow

### **C. AIRPORT OPERATIONS – ENVIRONMENTAL**

1. Educate airline and concession tenants on OAK Airport's Trash, Recycling, and Food Waste Programs.
2. Assist in coordination of the Trash, Recycling and Food Waste Programs
3. Manage FOD Prevention Plan and Organize Monthly FOD walks and other activities in support of the FOD program.
4. Store and be responsible for FOD removal equipment, such as brooms, shovels, trash pick-up devices, bags, and gloves
5. Coordinates FOD walks and updates FOD Prevention Plan as necessary

#### **D. PORT ENVIRONMENTAL PROGRAMS AND PLANNING**

Provide assistance as needed for addressing FOD in the Pumphouse 4 Trash Management Area

#### **E. AIRPORT Planning and Development and/or Engineering**

1. Ensure work sites are clean at the end of each day
2. Ensure work site dumpster(s) are covered at the end of each day
3. Ensure trash is removed from work sites when dumpster is full and/or as needed
6. Ensure contractors are smoking in designated areas

### **II. TENANT ROLES AND RESPONSIBILITIES**

1. Designate at least one FOD control representative and designee
2. Inspect gate areas and confirm a recycling and trash tow cart are at every gate or every other gate (Terminal 1 only)
3. Inspect tow carts to confirm that recycling and trash is being placed in the appropriate tow carts
4. Inspect tow carts to ensure they are not leaking or have damaged wheels, have an operable safety chain and closable hook, and two lids
5. Inspect gate areas before/after each flight
6. Airline FOD Reps and personnel conduct special inspections of gate and ramp areas when gates are not in use
3. Notify Airport Operations and/or appropriate party per Safety Directive 406.11 of overflowing trash cans, FOD sources, or other FOD issues as required.

### III. ALL (FOD Team)

OAK Ops, OAK Airline or Ground Handler	Contact	Phone Number	Email
Airport Ops-Environmental	Douglas Herman Robert Shiner	510 - 563-6523 510 - 563-6542	<a href="mailto:dherman@portoakland.com">dherman@portoakland.com</a> <a href="mailto:rshiner@portoakland.com">rshiner@portoakland.com</a>
Alaska Airlines	Stephanie Cardenaz	510-577-5815	<a href="mailto:Stephanie.Cardenaz@AlaskaAir.com">Stephanie.Cardenaz@AlaskaAir.com</a>
American Airlines	Wilho Kempainen Venge Aseoche	510 - 563-3645 510 - 563- 3667	<a href="mailto:Wilho.kempainen@aa.com">Wilho.kempainen@aa.com</a> <a href="mailto:Venge.aseoche@aa.com">Venge.aseoche@aa.com</a>
Aviation Port Services	Kenia Berrara Tony Hogdahl	510- 636-8790 510- 636-8790	<a href="mailto:kbarrera@avportsvcs.com">kbarrera@avportsvcs.com</a> <a href="mailto:thogdahl@avportsvcs.com">thogdahl@avportsvcs.com</a>
DAL Global	Terrance Strand Kendal Conerly	321- 307-5222 510-307-5222	<a href="mailto:terrance.strand@delta.com">terrance.strand@delta.com</a> <a href="mailto:carlos.rosas@delta.com">carlos.rosas@delta.com</a>
Host	Gilbert Silva	510 – 563-3202	<a href="mailto:Gilbert.silva@hmshost.com">Gilbert.silva@hmshost.com</a>
Jet Blue	Rhonda Blair Mario Cabrales	510 - 563-3606 510 - 563-3606	<a href="mailto:rhonda.blair@jetblue.com">rhonda.blair@jetblue.com</a> <a href="mailto:Mario.Cabrales@jetblue.com">Mario.Cabrales@jetblue.com</a>
Southwest	Jessica Hansson Wayne Campbell Steve Desler	510 - 563-1320 510 - 563-1090 510 - 563-1282	<a href="mailto:Jessica.hanssen@wnco.com">Jessica.hanssen@wnco.com</a> <a href="mailto:Wayne.campbell@wnco.com">Wayne.campbell@wnco.com</a> <a href="mailto:Steve.desler@wnco.com">Steve.desler@wnco.com</a>
<b>Air Cargo</b>			
FedEx	Mark Fraser	510 - 636- 4427	<a href="mailto:mffraser@fedex.com">mffraser@fedex.com</a>
UPS	Jason Schoon	Ph. 510-633-3973 C. 510-260-7068	<a href="mailto:jschoon@ups.com">jschoon@ups.com</a>

1. FOD Team conducts FOD walks with each airline, and air cargo tenant at their gate areas monthly, in accordance with schedule in Appendix A.

Monthly FOD Walks: Participants will meet on the AOA at the designated gate:

Southwest - Gate 25

Terminal 1: Gate 3

- Participants will be issued a FOD Clean-up Kit at the designated gate or area by the Airport Ops personnel in charge of the walk.
- FOD Clean-up Kit will contain:  
Brooms, plastic shovels, handheld trash grabbers, rakes (for landscaped areas) gloves, and trash bags.
- Walk /clean-up time 45 minutes max.
- Participants will return FOD Clean-up Kit to Airport Ops at the end of the walk.

- Airport Ops and airline FOD leader will inspect walked area after FOD walk to notate issues/recommendations requiring attention.
  - A Checklist will be provided FOD leader.
  - FOD Team will ensure all FOD cans have tops fastened to cans, and cans are placed in safe and convenient locations in ramp areas, and monitor condition of FOD cans. If cans are damaged or full, report the problem to Airport Operations at 510-563-3361
2. FOD team, Airport Facilities, tenants and employees conduct two annual comprehensive cleanups for Earth Day and Creek to Bay Day. The cleanups target all tenant areas on the North and South Field, and recycling and bulky waste bins are provided for the disposal of waste.

Lunch will be served to everyone who participates in the comprehensive clean-up FOD walks.

#### **IV. EMPLOYEE PARTICIPATION INCENTIVES**

1. FOD Trophy:
- The Assistant Director of Aviation/Airport Operations, Manager will present the Airline with the cleanest gate area with the trophy for the year, to sport and/or advertise until the next year's winner. The trophy will be returned to Airport Operations at the end of (1) Year, date to be determined by Airport Operations.
2. Other Incentives
- The Port and the FOD team should develop additional incentives to help ensure awareness of the program.

## APPENDIX – A

### FOD Walks Calendar

DATE	LOCATION	TIME
January 24, 2017	Host, Terminal 1 and Air Cargo (DGS, APS, Southwest Gates 4 and 6)	9:00 AM-10:00 AM
January 24, 2017	Southwest: Terminal 2, Provisioning	10:30 AM-11:30 AM
February 28, 2017	Host, Terminal 1 and Air Cargo (DGS, APS, Southwest Gates 4 and 6)	9:00 AM-10:00 AM
February 28, 2017	Southwest: Terminal 2, Provisioning	10:30 AM-11:30 AM
March 21, 2017	Host, Terminal 1 and Air Cargo (DGS, APS, Southwest Gates 4 and 6)	9:00 AM-10:00 AM
March 21, 2017	Southwest: Terminal 2, Provisioning	10:30 AM-11:30 AM
<b>Earth Day Cleanup Week</b>		
April 25, 2017	Host, Terminal 1 and Air Cargo (DGS, APS, Southwest Gates 4 and 6)	9:00 AM-10:00 AM
April 25, 2017	Southwest: Terminal 2, Provisioning	10:30 AM-11:30 AM
May 23, 2017	Host, Terminal 1 and Air Cargo (DGS, APS, Southwest Gates 4 and 6)	9:00 AM-10:00 AM
May 23, 2017	Southwest: Terminal 2, Provisioning	10:30 AM-11:30 AM

<b>DATE</b>	<b>LOCATION</b>	<b>TIME</b>
June 27, 2017	Host, Terminal 1 and Air Cargo (DGS, APS, Southwest Gates 4 and 6)	9:00 AM-10:00 AM
June 27, 2017	Southwest: Terminal 2, Provisioning	10:30 AM-11:30 AM
July 25, 2017	Host, Terminal 1 and Air Cargo (DGS, APS, Southwest Gates 4 and 6)	9:00 AM-10:00 AM
July 25, 2017	Southwest: Terminal 2, Provisioning	10:30 AM-11:30 AM
August 22, 2017	Host, Terminal 1 and Air Cargo (DGS, APS, Southwest Gates 4 and 6)	9:00 AM-10:00 AM
August 22, 2017	Southwest: Terminal 2, Provisioning	10:30 AM-11:30 AM
<b>Creek Day Cleanup Week</b>		
September 26, 2017	Host, Terminal 1 and Air Cargo (DGS, APS, Southwest Gates 4 and 6)	9:00 AM-10:00 AM
September 26, 2017	Southwest: Terminal 2, Provisioning	10:30 AM-11:30 AM
October 31, 2017	Host, Terminal 1 and Air Cargo (DGS, APS, Southwest Gates 4 and 6)	9:00 AM-10:00 AM
October 31, 2017	Southwest: Terminal 2, Provisioning	10:30 AM-11:30 AM
November 28, 2017	Host, Terminal 1 and Air Cargo (DGS, APS, Southwest Gates 4 and 6)	9:00 AM-10:00 AM
November 28, 2017	Southwest: Terminal 2, Provisioning	10:30 AM-11:30 AM



<b>DATE</b>	<b>LOCATION</b>	<b>TIME</b>
December 19, 2017	Host, Terminal 1 and Air Cargo (DGS, APS, Southwest Gates 4 and 6)	9:00 AM-10:00 AM
December 19, 2017	Southwest: Terminal 2, Provisioning	10:30 AM-11:30 AM

## **APPENDIX – B**

### **TAXIWAY BRAVO QUARTERLY FOD WALKS**

#### **Airport Facilities /FedEx Taxiway and UPS**

March – June – September – December

## **APPENDIX – C**

### **Airport Operations Comprehensive Clean-up Week**

**Earth Day Week of April 17, 2017**

**Creek to Bay Week of September 25, 2016**

**Airlines and tenants may dispose of bulky waste, e-waste, appliances, metal, etc...**

**There are 2 drop off stations:**

#### **SOUTH FIELD:**

- **Terminal 1 – Cargo Parking Spot Delta**

#### **NORTH FIELD:**

- **New “T” Hangars – (Back side) at Taxiway Delta and Runway 15 approach end**

# FOD WALK CHECKLIST

DATE:	TIME:	GATE(S):	GOLD	GREEN	YELLOW	RED	
AIRLINE:		AIRLINE REP:		Outstanding (5 points)	Satisfactory (3 point)	Needs Improvement (1 points)	Needs Immediate Attention (0 points)
AIRSIDE REP:	LANDSIDE REP:	FACILITIES REP:					
<b>A. EQUIPMENT</b>							
1. GSE and vehicles are operational and parked in an orderly fashion?			yes / no	yes / no	yes / no	yes / no	
2. Vehicle/equipment leaking on ramp?			yes / no	yes / no	yes / no	yes / no	
3. Maintenance materials (tires, fluids, etc.) on ramp?			yes / no	yes / no	yes / no	yes / no	
<b>B. TRASH / RECYCLING PROGRAM AWARENESS</b>							
1. Trash / recycling tow carts present and being used?			yes / no	yes / no	yes / no	yes / no	
2. Lids in use?			yes / no	yes / no	yes / no	yes / no	
5. Is hazardous waste stored properly?			yes / no	yes / no	yes / no	yes / no	
<b>C. GENERAL CLEANLINESS</b>							
1. Are work areas clean and orderly?			yes / no	yes / no	yes / no	yes / no	
2. Makeshift breakrooms (tables/chairs) on ramp?			yes / no	yes / no	yes / no	yes / no	
3. Evidence of smoking?			yes / no	yes / no	yes / no	yes / no	
4. Crates or pallets?			yes / no	yes / no	yes / no	yes / no	
5. Storage of provisioning or flight crew supplies on ramp?			yes / no	yes / no	yes / no	yes / no	
6. Broken furniture or appliances on ramp (desks, refrigerators, etc.)?			yes / no	yes / no	yes / no	yes / no	
<b>D. OTHER</b>							
1.			yes / no	yes / no	yes / no	yes / no	
2.			yes / no	yes / no	yes / no	yes / no	
3.			yes / no	yes / no	yes / no	yes / no	
<b>TOTAL POINTS</b> (Over 39 points makes you eligible for FOD prize)			yes / no	yes / no	yes / no	yes / no	
<b>BONUS POINTS</b>							

# MOD CHECKLIST

DATE:	TIME:	MOD:					
1. Adequate number of FOD cans on ramp?			yes / no	yes / no	yes / no	yes / no	
2. FOD cans have lids?			yes / no	yes / no	yes / no	yes / no	
3. FOD cans labeled properly?			yes / no	yes / no	yes / no	yes / no	
4. FOD cans damaged or in need of replacement?			yes / no	yes / no	yes / no	yes / no	
5. Unauthorized trash cans on ramp?			yes / no	yes / no	yes / no	yes / no	
6. Evidence of FOD awareness?			yes / no	yes / no	yes / no	yes / no	
7. Lids/wheels missing or broken?			yes / no	yes / no	yes / no	yes / no	
8. Evidence of recycling program awareness?			yes / no	yes / no	yes / no	yes / no	
9. No smoking signage?			yes / no	yes / no	yes / no	yes / no	
<b>COMMENTS:</b>							

