



APPLICATION FORM

Name of the Organisation : _____

Contact Person : _____

Telephone Number : _____

Fax Number : _____

Email : _____

Address : _____

PAN No : _____

Service Tax No. : _____

GST Registration Number
(For Each State) : _____

Legal status : Individual Partnership
 Pvt. Ltd. Ltd. / Govt.

Purpose of Shoot : _____

Activity : Filming

 Photography

 Videography

Start date of the Activity : _____

End date of the Activity : _____

Time of Activity : _____

Total Hours of filming : _____

Total Number of People : _____

(Including Crew, Actors etc)



HYDERABAD RAJIV GANDHI
INTERNATIONAL AIRPORT



Special Electrical Requirements : _____

Type of Equipment : _____

Other Requirements : _____

DECLARATION:

We hereby declare that, we have read and understood the terms and condition of the Filming policy of Hyderabad RGIA for obtaining permission from GHIAL and confirm that we shall abide by all the term and conditions of the said policy

For and on Behalf of : _____

Signature : _____

Name : _____

Designation : _____

Date : _____

Company SEAL : _____

GMR – Bank Details

Name of the Bank : AXIS BANK LIMITED

Account No : 917020073983980

MICR Code : 500211021

IFSC Code : UTIB0000867

Branch Address : Plot No: 140 to 142, Madhura Nagar, Shamshabad, Hyderabad - 500029



HYDERABAD RAJIV GANDHI
INTERNATIONAL AIRPORT



GMR Hyderabad International Airport Limited

Customer Profile

PLEASE FURNISH THE BELOW INFORMATION

Company Details

Company Name : _____

Company's Address : _____

City : _____ Pincode : _____ State : _____

Phone No: _____ Pan No.: _____

Fax No.: _____ Service Tax No: _____

GST Registration number (For each State): _____ TAN: _____

Legal status : Individual Partnership Pvt. Ltd. Ltd. / Govt.

Contact details

Contact person : _____

Contact phone no. : _____

Email : _____

Invoice to be mailed to (If different than above)

Name : _____

Address : _____

City : _____ State: _____ Pin: _____

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SAFETY STANDARDS

Film and media production safety standards

1.0 PURPOSE

1.1 To establish and maintain a high level of safety for film and media production companies and their employees while engaged in activities at the Rajiv Gandhi International Airport (RGIA). To prevent injuries and accidents.

2.0 SCOPE

2.1 This standard applies to all film and media production companies and their employees who are authorized to enter and undertake activities at the RGIA, Its buildings, structures and property.

3.0 DEFINITIONS / ABBREVIATIONS

- 3.1 **Airside:** The part of an airport directly involved in the arrival and departure of aircraft.
- 3.2 **Airside Driving Permit:** A permit to drive on the airside of the Rajiv Gandhi International Airport. This ADP is issued only under the authority of the Airside Operations Department of the GHIAL
- 3.3 **Company:** the film or media production entity that has been authorized to undertake filming activity at the Rajiv Gandhi International Airport.
- 3.4 **Hi Vis clothing:** clothing with contrasting colours, with or without the use of reflective tape, that will make the user stand out visually against the background of the working environment.
- 3.5 **Speed Limit:** The maximum speed assigned to that area of any part of the site and as signposted, the airside speed limit is 25 kph.
- 3.6 **ADM:** Airside driving manual
- 3.7 **ADP:** Airside Driving Permit
- 3.8 **AVP:** Airside Vehicle Permit
- 3.9 **GHIAL:** GMR Hyderabad International Airport
- 3.10 **PPE:** Personal Protective Equipment
- 3.11 **PTB:** Passenger Terminal Building
- 3.12 **RGIA:** Rajiv Gandhi International Airport
- 3.13 **SMS:** Safety Management System
- 3.14 **CSHEM:** Contractors Safety, Health And Environment Management manual

4.0 GENERAL SAFETY STANDARDS

- 4.1 Provide details of the Contractor's Safety Management Systems (SMS) and safety procedures.
- 4.2 Demonstrate that their employees are competent, trained, and skilled for the required task(S).
- 4.3 Maintain compliance with all relevant safety and environmental status and regulations,



- 4.4 Property maintained equipment so that it is fit for purpose and safe for use. This requirement particularly applies to electrical power tools and electrical power cords.
- 4.5 Acquire the proper and appropriate permits prior to hot work being undertaken
- 4.6 Nominate to GHIAL the name and contact details of the site safety officer.
- 4.7 Report all accidents, incidents and near misses to GHIAL.
- 4.8 Ensure the proper and compliant conduct of their employees when on airside.
- 4.9 Ensure all employees who perform driving tasks on the aerodrome airside hold a current and valid airside driving permit (ADP).
- 4.10 Ensure all employees who perform driving tasks on the aerodrome airside observe and comply with all standards and procedures for airside driving as set out in the GHIAL airside driving rules and regulations.
- 4.11 All vehicles that are to taken airside require to be issued with a temporary Airside vehicle permit (AVP).
- 4.12 Ensure that all drivers otherwise engaged in driving within GHIAL premises and property are licensed drivers and operate their vehicle in accordance with the GHIAL landside Driving Standards,
- 4.13 No persons are to enter onto elevated structures such as passenger boarding Bridges (PBB) airside without the prior knowledge and consent of GHIAL safety or airside Operations (ASO)
- 4.14 Ensure that all employees working at heights above 2 meters from datum are properly secured by a safety harness or protected by guardians.
- 4.15 Ensure all employees comply with all GHIAL safety signs, instructions and procedures.
- 4.16 Supply their employees with appropriate and sufficient personal protective equipment (PPE) – Hi Vis vests, safety footwear, eye protection and hearing preservation, Safety harnesses, safety helmet and other PPE are to be provided where appropriate to the site or works. The wearing of Hi Vis jackets is mandatory when airside.
- 4.17 Take such measures as to protect the health and wellbeing of their employees while working in activities that may affect their health. Examples would include persons working in proximity to aircraft toilet effluent or dangerous goods.
- 4.18 Provide first aid equipment for their employees whilst on site.
- 4.19 Monitor and enforce the no smoking policy while airside, in the PTB or where otherwise engaged in the buildings on the airport precinct.
- 4.20 Alcohol and illegal drugs are not to be brought onto the airport premises or consumed in the airport premises, or airside.
- 4.21 Maintain the highest housekeeping standards, and at all times maintain a clean orderly and safe work site.
- 4.22 Remove all rubbish and equipment when work is completed. This is particularly necessary when working airside.
- 4.23 Act in accordance with any reasonable instructions given by a GHIAL office.

5.0 ENVIRONMENTAL CLAUSES:

- 5.1 Solid waste to be disposed in the designated dustbins provided
- 5.2 Pollution certificate for the diesel generators used during the shoot
- 5.3 The generator should come with acoustic enclosures to reduce noise pollution.
- 5.4 The Exhaust of the Gensets shall be 2 meters above the Ground Level.

6.0 REFERENCE

- 6.1 The RGIA safety Policy,
- 6.2 The RGIA safety management systems (SMS)
- 6.3 The RGIA Airside Driving Rules and Regulations.
- 6.4 Contractors safety, Health and Environment management Manual (CSHEM)

7.0 Interaction with other departments:

Sl. No.	Department	Activity	Reference check sheet / Formats / Documents
1.	TOPS	Terminal Work Permit	Safety Plan
2.	Airside Operations	Airside Work Permit	Safety Plan

8.0 INFRINGEMENT

Serious and repeated non-compliance to these safety standards may result in the company being denied future access to the RGIA.

9.0 DAMAGES & RECOVERY

In case of any loss to the property of GMR International Airport/Aerotowers during the shooting, all the damages will be recovered from the Security Deposit. If the damage amount exceeds the amount of security deposit, it will be recovered from the Insurance coverage.

10.0 CREDITS

Credits should be given to GMR International Airport, Hyderabad and its staff for their support and cooperation in the movie titles.

NOTE: In case of any clarifications please contact:

Safety Department

GMR Hyderabad International Airport Limited

GHIAL-OPS-SAFETY@gmrgroup.in

INDEMNITY

We, _____ [name of the Firm / Company] hereby covenant and undertake that I have read understood and will abide by the requirements as mentioned in document no: safety/SS/___ while undertaking the project.

I shall be responsible to ensure that all the guidelines safety procedures will be followed by our organization. We without any objection or demur whatsoever shall indemnify and keep indemnified and hold harmless GHIAL, its employees, servants and agents from and against all actions, claims, demands, losses, damages, causes and expenses for which GHIAL shall or may be or become liable in respect of and to the extent that they arise from any cause attributable to _____ [name of the firm / company] arising out of during the course of shoot / filming activity being undertaken by us.

Signed on behalf of the Firm / company

(To be retained by corporate communication Dept.)