

**Operation of Medical Inspection Room at Srinagar International Airport,
Srinagar**



**EXPRESSION OF INTEREST FOR
OPERATION OF MEDICAL INSPECTION
ROOM AT SRINAGAR INTERNATIONAL
AIRPORT, SRINAGAR**

**EOI Prepared / Published By :
Airports Authority of India,
Srinagar International Airport, Srinagar-190007
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AIRPORTS AUTHORITY OF INDIA

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This Notice Inviting EOI Contains 19 Pages serially numbered including of index & cover page

Sd/-
HoD (Ops)
Airports Authority of India,
Srinagar International Airport, Srinagar

AIRPORTS AUTHORITY OF INDIA
NOTICE INVITING EXPRESSION OF INTEREST

Airports Authority of India invites Expression of Interest (EOI) from reputed local leading **Health Service Providers** i.e. hospitals / nursing homes for **“Operation of Medical Inspection Room at Srinagar International Airport, Srinagar ”** for **03 (three) years period.**

1. Detailed document of EOI may be obtained from AAI Web site www.aai.aero, or from the **office of Terminal Manager Srinagar International Airport, Srinagar, J & K-190007.**
2. **The duly filled “SEALED EOI” completed in all respect should reach either by Registered post or by person at the above address by 20/04/2026 up to 1800 Hrs.**
3. The documents required under eligibility criteria must be **SEALED in ENVELOPE ‘I’** And offer against Minimum Reserve Revenue in the prescribed format as **“Annexure A” in ENVELOPE ‘II’** and both the Envelopes I & II are to be SEALED in **‘MASTER ENVELOPE’**. A master envelope containing both the Envelopes I & II duly sealed and **SUPER SCRIBING- “Expression of Interest (EOI) for Operation of Medical Inspection Room at Srinagar International Airport, Srinagar.**
4. The Health Service Provider shall deposit a sum of Rs. 10,000/- as Security Deposit in the form of Demand draft / Pay Order/ NEFT/ RTGS from a Nationalized / Scheduled Bank in favour of Airports Authority of India, Srinagar International Airport, Srinagar. In the event of the Health Service Provider committing any breach of the terms & conditions of the license Agreement, the Authority may without prejudice to other rights and remedies be entitled to forfeit the Security Deposit or any part thereof. In such an event licensee shall pay in the same manner as stated above such additional sum immediately as he may be called upon by the Authority to pay, so that the Security Deposit shall at all times during the continuance of these presents, be available for the same amount. On the expiration or earlier determination of the license the Authority shall return the Security Deposit or part thereof which has not been forfeited as aforesaid, to him, without any interest.

Envelope-I:

Technical Eligibility, which shall be opened first, shall contain duly signed/self-attested copies of the basic documents required under eligibility conditions as specified in the EOI documents. The list of these documents are as under:

- i. Registration Certificate of the Hospital / Nursing Home with appropriate authority(Central Govt./ State Govt. / Regulatory Body / Municipal Corporation, etc).
- ii. Details of facilities of Hospital / Nursing Home with field of specialization at Srinagar or Budgam.
- iii. Documents for having 50 beds capacity of Hospital / Nursing Home at Srinagar or Budgam.
- iv. The Unconditional Acceptance of AAI’s EOI Conditions in support of their meeting Criteria.
- v. Undertaking on the letter head of the Service Provider for no-dues with AAI as per Annexure 1 on Page 19 of EOI.

Envelope II:

- i. The Envelope 'II' should contain only the financial offer by the participant in the Approved form as per Annexure – A.
- ii. In case of any discrepancy between the amount offered in figures and words, the offer written in words shall only be considered.

The hospital which quotes highest offer of license fee per month shall be awarded the license to provide the medical facility at Srinagar International Airport.

The quoted price of license fee shall be exclusive of GST. GST shall be paid by the Licensee.

5. The Envelope I & II shall be opened in the presence of the interested participants or their Authorized representatives who wish to be present on the day of opening of EOI.

CRITICAL DATES:

Sr. No.	Activity	Date (dd/mm/yyyy)	Time In IST
1	Last Date & Time of Submission of EOI	20/04/2026	1800 Hrs
2	Opening of Envelope I, Technical Bid	21/04/2026	1000Hrs
3	Opening of Envelope II, Financial Bid	To be notified later	--

6. AAI reserves the right to accept or reject any or all applications without assigning any reason. AAI also reserves the right to call off the process of tendering at any stage without assigning any reason.

Sd/-
HoD (Ops)
Airports Authority of India,
Srinagar International Airport, Srinagar

AIRPORTS AUTHORITY OF INDIA
SRINAGAR INTERNATIONAL
AIRPORT
EXPRESSION OF INTEREST

Airports Authority of India invites **Expression of Interest (EOI)** from reputed local leading **Health Service Providers** i.e. hospitals / nursing homes **for Operation of Medical Inspection Room at Srinagar International Airport, Srinagar for 03 (three) years period.** At present Srinagar Airport handles on an average 58 scheduled flight movements (28 arrival +28 departure) and caters to about 10,000 passengers per day. In order to enhance business opportunity to Health service Providers, AAI shall allow the Hospital / Nursing Homes to advertise their services by displaying one sign board with display of size not exceeding 2 feet x 4 feet at the location of MI Room depicting **“Please Avail Medical Facility at No Charge” courtesy: (Name/Logo of the agency) in association with Airports Authority of India”.** Name/Logo of the agency shall have equal prominence with regards to Name of the facility and Name of AAI.

The goodwill accrued from this advertisement may help hospital/nursing home to enhance their business in long run. The size and colour combination of board shall be as approved by AAI.

The following shall be the eligibility parameters for selection of health service provider:

1. Local leading Health Service Providers i.e., Hospitals/Nursing homes who have Facilities/Infrastructure for emergency services and shall have minimum 50 (Fifty) beds capacity.
2. The hospital who quotes highest offer of license fees per month shall be awarded the license to provide the medical facility at Srinagar International Airport.
3. The period of agreement with MI Room service provider shall be of three years reckoned from the 10th day from the date of award. The agreement shall have the provision for extension on the same terms and conditions and unconditional acceptance from both the parties, if required by the Authority.
4. The Health Service Provider shall setup facility at airport to provide minimum first-aid treatment for all types of medical emergencies like orthopedic, burns, heart related emergencies (heart Attack/Cardiac Arrest (Myocardial Infraction)), trauma & routine emergencies etc. and shall arrange for immediate transfer of the passenger to the nearest available hospital having specialization of concerned disease.
5. All essential medicines & medical equipment like thermometer, Pulse Oximeter, BP meter, Stethoscope, Glucometer, Tourniquet, Wheel chair, Stretcher, Oxygen gas Cylinder, Pair of Scissors, reclining bed, stools, furniture for doctor, curtain for partition or any other medical equipment deem fit for trauma/medical emergencies etc. shall have to be necessarily provided by concerned hospital/nursing home at MI Room of Srinagar International Airport.
6. The Health Service Provider shall stock medicines which could be issued to the patients to take care for at least one or two days.
7. The Concerned hospital / Nursing home shall Provide the following during the entire period of Airport operation:
 - a. **Medicine:**
 - i List A-Injectable – analgesics (Pain killer), Anti-emetics, anti-spasmodic, Broncho dilators, anti-hyperacidity.

- ii List B –Oral medications – analgesics (pain killer), anti –pyretic (for fever), anti-spasmodic (for Stomach ache etc.), anti-emetics (for vomiting), anti-hypertensive, glucose powder, anti-platelets, eye ointment, eye drops, inhaler like asthalin, budicort.

Agency shall provide all standard recommended emergency drug list as attached in **Annexure – 2**.

- b. Qualified MBBS Doctor -01no in each shift.
 - c. Paramedical Staff – 02 no in each shift.
8. The health service provider shall provide Free of Cost first aid facility to passengers/airport staff. The Medical practitioners can extend consultancy to other stakeholders (Airlines staff, SecurityStaff, Concessionaire, Contractual Staff etc.) with consultancy fee of Rs.100/-.
9. (a) The Doctor/Paramedic deployed by the health service provider shall perform Breath Analyzer Test as per SoP enclosed in EOI for personnel identified by AAI (including stakeholder or any other person authorised by AAI) for FREE OF COST. The Breath Analyzer equipment shall be provided by AAI. Any revision in SOP will be carried out as per the revised guidelines received from DGCA time to time and same will be shared for implementation.
- (b) One Automated External Defibrillator shall be provided by health service provider in MI Room of Srinagar Airport.
10. The primary aim of Medical Inspection Room at Terminal Building of the Airport is to provide free emergency “Medical Assistance” to Passengers & Visitors who may need First Aid. The concerned hospital shall NOT charge any amount from passengers for any treatment given to the passengers at MI Room of Srinagar Internaional Airport. Please note that Medical Inspection Room is to provide elementary medical facility to in-flight, transit or arriving and Departure passengers for minor ailments only. For emergency patients, Duty doctors available at Airport may advise the patient for the available hospitals in the city for particular specialized treatment.
11. Upon requirement of medical emergency for shifting of passenger to the hospital the MI Room licensee shall provide well-equipped Ambulance for expeditious referral of the serious case to nearby specialized hospitals.
12. Service provider are required to ensure that the Duty Doctor/Paramedics use PPE kits/any other protective gear as prescribed by competent authority and maintain protocols as per Government directives as and when published and circulated.
13. Airports Authority of India shall provide a space of MI Room including BA Test Facility (approx. 38.25 sqm) FREE OF COST at Terminal Building of Srinagar International Airport.

If you are interested in this goodwill gesture and wish to boost the image of your hospital/nursing home, please submit your EOI on or before 1800 hrs of 20/04/2026.

Sd/-
HoD (Ops)
Airports Authority of India,
Srinagar Airport

Annexure -A
FORM OF EXPRESSION OF INTEREST (EOI)
(Financial Offer)
{to be submitted on letter head}

1.	EOI (Name of Licence)	Operation of Medical Inspection Room at Srinagar International Airport, Srinagar.
2.	Period of Licence	Three (03) years from 10 th day of award of EOI
3.	Name, address and contact of the Hospital/Nursing Home (in block letters)	
4.	Registration details of Hospital / Nursing Home	
5.	Offer of the licence fee per month for the first year. (Beyond one year period of license, the amount of quoted license fee shall be compounded by 10%w.e.f. 1 st April of each succeeding financial year .)	

I/We have carefully read and understood the terms and conditions of the licence as contained in EOI issued by the Airports Authority of India (AAI) including the following:

- a) On account of non-acceptance of award or on account of non-compliance of conditions within the prescribed time, I/We shall be debarred by AAI for further participation in the EOI at any of its airports or at any other place under the control of AAI, for a period of three (3) years.
- b) In case the documents submitted by my/our firm along with EOI are found inadequate/false/incorrect, the offer of my/our firm will liable to reject without assigning any reasons. In addition, AAI reserves its right to debar my/our firm from participation in the further EOI of AAI.
- c). AAI reserves itself the right to reject the conditional offer without assigning any reasons thereto.
- d). The AAI does not bind itself to accept the highest offer. AAI reserves to itself the right of accepting the EOI. However, the party shall be bound to provide the service at the rate quoted.

Signature of the Tenderer _____
(Name/Status/Address/Tel No./Fax/email)

NOTE:-Applicable Taxes/Duties/Charges etc. levied by Central/ State/ Local Bodies from time to time are extra and same is to be paid to AAI in addition to quoted license fee.

Annexure – B

Sl.no	SCHEDULE OF PREMISES
01	Name of the facility: Establishment of MI room/Unit
02	Location: Inside Terminal Building
03	Purpose: Operation of Medical Inspection Room at Srinagar International Airport, Srinagar.
04	Space Measurement: Approx. 38.25 sqm (for MI room and BA Test facility) or as decided by AAI

UNCONDITIONAL ACCEPTANCE LETTER

{to be submitted on letter head}

To,
Airport Director
Airports Authority of India
Srinagar Airport

Sir,

ACCEPTANCE OF AAI'S EOI CONDITIONS

1. The documents for the **“Expression of Interest (EOI) for Operation of Medical Inspection Room at Srinagar International Airport, Srinagar”** have been provided by Airports Authority of India and I/we hereby certify that I/we have inspected the site and read the entire terms and conditions of the EOI documents made available to me/us in the office of Airport Director which shall form part of the contract agreement and I/We shall abide by the conditions/clauses contained therein.
2. I/We hereby unconditionally accept the EOI conditions of AAI's EOI documents in its entirety for the above facility.
3. The contents of clauses of Notice Inviting EOI of the EOI documents have been noted wherein it is clarified that after unconditionally accepting the EOI conditions in its entirety, it is not permissible to upload any additional file or put any remark(s)/conditions(s) (except unconditional rebate on quoted rates if any) in/ along with the EOI Document and the same has been followed in the present case. In case, these provisions of the EOI if found violated after opening of EOI, I/We agree that the EOI shall be rejected and AAI shall without prejudice to any other right or remedy be at liberty to forfeit the Security Deposit.
4. “That, I/We declare that I/We have not paid and will not pay any bribe to any officer of AAI for awarding this contract at any stage during its execution or at the time of payment of bills, and further if any officer of AAI asks for bribe/gratification, I will immediately report it to the Appropriate Authority in AAI’.

Date

Yours Faithfully:

(SIGNATURE OF THE HEALTH SERVICE PROVIDER)

GENERAL TERMS AND CONDITIONS.

The Authority hereby covenants with the health service provider as follows:

1. The Health Service Provider shall equip himself with all necessary permits; licenses and such other permissions as may be required under the Law in force at any time with regard to the operation of the subject license. The Health Service provider shall abide by all the standard rules and regulation of Airport, obtain security clearance, AEP for staff as per the BCAS guidelines.
2. Any notice required to be served on the health service provider under this agreement shall be deemed to have been served if delivered at or sent by registered post to his last known address or to his authorized representative or agent. Similarly, any notice to be given to the Authority under this agreement shall be deemed to have been served if delivered at or sent by registered post to the Authority. **The period of notice given under this Agreement will count from the date of receipt of notice by either parties.**
3. Subject as herein before otherwise provided, all notices to be given on behalf of the Authority and all other actions to be taken on behalf of the Authority, may be given or taken on behalf of the Authority by the Airport Director of the Airport or by any other officer for the time being authorized by or entrusted with the functions, duties and powers of the said Airport Director, in respect of the Airport under his charge.
4.
 - (a) The Health service provider shall not create any subcontract of any description with regard to this licence or any part thereof, nor shall assign or transfer his licence or any part thereof.
 - (b) The Health service provider shall use the premises only for the purpose indicated in this agreement and for no other purpose whatsoever.
5. The Health service provider his agents and servants shall observe, perform and comply with all rules and regulations of the shop and Establishment Act, Factories Act, Industrial Disputes Act, Minimum Wages Act and the provisions of any statutory law applicable to the health service provider including any rules and regulations made by the Authority, Civil Aviation Department or any other Department of Government and or local body or Administration in force from time to time and to the business which the health service provider is allowed to carry on under this agreement and to the area in which the said premises are located.
6.
 - (a) The Health service provider shall indemnify the Authority from/against any claims made or damages suffered by the Authority by reason of any default on the part of the health service provider in the due observance and performance of the provisions of any law which may be related to the purpose of this agreement and to the area in which premises are located.
 - (b) The Authority shall not be responsible in any way for loss or damage by any means causes to the health service provider's stock or property.
7.
 - (i) The Health service provider shall at his own cost maintain the premises in a proper state of cleanliness and abide by such directions as may be given by the Authority and such other departments as may be entrusted by the rules and regulations with the works of inspection and enforcement about the conditions of sanitation, cleanliness and hygiene. If the premises are not maintained in reasonably clean condition by the health service provider, Airport Director shall

have powers to get the premises cleaned at the risk & cost of the health service provider and recover liquidated damages at the rate of **Rs. 500/-** per day for each default up to **7 days** & thereafter **Rs. 1,000/-** per day and can take other actions including termination of the licence.

(ii) The Health Service Provider shall deploy adequate manpower and equipment for carrying out the Health Services. Otherwise penalty of Rs.500/- per day (Rupees five hundred per day) will be imposed as deem fit decided by the Competent Authority.

8. The health service provider shall comply with the requirements of all standard health clauses including those given below:

(i) The Airport Director of AAI or persons authorized by him, may without notice, enter the premises any time and inspect the premises, materials, instruments etc. being used by the health service provider in MI Room.

(ii) The health service provider shall notify to the Airport Director whenever any person working under him is suffering or suspected to be suffering or convalescing from any infectious disease. The Airport Director may take any precautionary and preventive measures as considered necessary.

(iii) In the event of any default, failure, negligence or breach in the opinion of the Authority, on the part of the health service provider in complying with either of these conditions specified in the foregoing sub-clause (i) to (ii), the Authority will be entitled and be at liberty to determine the health service provider forthwith and resume a possession of the premises without payment of any compensation or damages and forfeit in full or in part the amount deposited by the health service provider for due performance of the agreement.

9. The health service provider shall employ only such staff having good character and a well behaved and skilful in their business. He shall furnish the Authority in writing with the names, parentage, age, residence and specimen signature or thumb impression of all staff whom he proposes to employ for the purpose of this agreement before they are so employed and the Authority shall be at liberty to forbid the employment of any person whom it may consider undesirable. The staff employed by him shall be under the general discipline of the Authority and shall confirm to such directions as may be issued by the Authority in respect of point or routes of entry to and exit from the premises and in respect of the use of toilet and wash rooms. He shall also have the valid character certificate of all persons employed by him verified by the police to the satisfaction of the Authority, before the employment.

10. The Health service provider shall make payment of license fee and other charges by cheque/demand draft from a nationalized bank/scheduled bank or through VAN /online mode. In the event of failure to pay the license fee and other charges by due date (i.e. within 10 days of raising the bill to Health Service Provider by AAI), simple interest @ 18% per annum shall be payable on all the delayed payments without prejudice to the Authority's other rights and remedies.

11. (a) The health service provider would be required to install adequate number (as may be determined by Fire Officer or any other officer of AAI depending upon the area of the licensed premises) of minimum a 2.5 kg CO₂ fire extinguisher in the licensed premises at his own cost before commencement of business.

(b) No wooden partition / inflammable material shall be permitted in the licensed premises. The material to be used for partition / fabrication of the shop / office premises shall be as per the specification given by AAI and to be got approved by AAI in advance.

- (c) Health service provider shall not use a naked light or cause or permit any such light to be used in the licensed premises.
12. The health service provider shall not damage any part of the Airport premises and in the event of any damage being caused to the same intentionally or otherwise, by the health service provider, or his employees or invitees or customers, the Authority shall be entitled to repair the damage or make the requisite replacement and call upon the health service provider to replacement and call upon the health service provider to reimburse cost thereof which the health service provider undertakes to pay forthwith on demand.
 13. The health service provider shall not store or bring or keep in the premises heavy articles so as to injure or damage the premises or keep goods of combustible or inflammable nature unless required for executing the licence.
 14. (a) The health service provider hereby agrees to provide necessary training to the Employees posted in the licensed premises for handling fires extinguisher as provided in the terminal/licensed premises.

(b) The health service provider will, during the continuance of this licence insure against any claim for workmen's compensation or otherwise of all persons employed by him in connection with his business to be carried on as aforesaid with such insurance company as the Authority shall approve of and shall produce for inspection on demand by the Authority all policies in respect thereof and the receipts from time to time for current premium.
 15. In case of such breach of the terms of this license as minor offences and complaints coming to it notice for which in the opinion of the Authority this Agreement need not be terminated, the Authority may at its discretion recover compensation from the Licensee up to the limit of the security deposit of the Licensee. The decision of the Authority in this respect will be final and binding on the Health service provider.
 16. The health service provider shall not hold or permit to be held any public or private auction in the licensed premises.
 17. The health service provider shall not stock, sell, display, exhibit for sale any books, magazines, newspapers or periodicals, statues, idols or other articles which are repugnant to morals or indecent and immoral, improper or otherwise objectionable in character, it being expressly agreed that the decision of the Authority shall be conclusive in this behalf and absolutely binding on the health service provider and shall not be subject to any dispute or review. Apart from any other legal / disciplinary action, the health service provider shall immediately remove such book, journal or articles from premises,
 18. The health service provider shall maintain a complaint book in a prominent place in the premises and in such a way that it is easily accessible to any person who wishes to record any complaint and the said book shall be open for inspection fortnightly by the Airport Director of the Authority or his authorized representative.
 19. If because of any strike or lock-out in the Airport or in any airline, the health service provider is unable to function or his business is affected, the Authority shall not be liable for any loss which the health service provider may suffer in such an event. However, rebate in the license fee due to natural calamities and due to declaration of the closure of the airport for total operation shall be granted as per the merit of the case and policy laid down by AAI from time to time.

- 20.** The Health service provider shall deposit duplicate keys of the premises with the Airports Authority and permit the Authority to make use of the keys during the emergency. The health service provider shall not remove or replace the lock on the outer door or change the locking device on the said outer door of the MI Room.
- 21.** The Authority do not recognize any Association of the Traders and in case any negotiation / bargain necessary with regard to the clarification of the terms and conditions of the licence or modification thereof such negotiations should be sought by the health service provider alone and no collective representation / bargaining will be entertained.
- 22.** On expiry of the licence period or on termination of the licence by the Airport Authority on account of any breach on the part of the health service provider, the health service provider shall deliver the possession of the premises in good condition and in peaceful manner along with furniture, fittings, equipment and installations, if any, provided by the Authority. Further, health service provider shall remove his / their goods and other materials from the premises immediately, failing which Authority reserve its right to remove such goods / materials at the cost & risk of the Health service provider and demand payment for such removal. If such payment is not made within 10 days, Authority shall be at liberty to dispose of the goods/materials of the Health service provider by public auction to recover the cost. The health service provider shall not be entitled to raise any objection in such an eventuality.
- 23.** The Permission herewith granted shall not be construed in any way as giving or creating any other right or interest in the said space / building(s)/land/ garden/ tank/ premises to or in favour of the health service provider but shall be construed to be only as a licence in terms and conditions here in contained.
- 24.** The Authority and its employees shall at all times have the absolute right of entry into the said premises.
- 25.** The provision of the Public Premises (Eviction of Unauthorized Occupants) Act, 1971 and the rules framed there under which are now in force or which may here after come into force shall be applicable for all matters provided in the said Act.
- 26.** All disputes and differences arising out of or in any way touching or concerning this Agreement (except those the decision whereof is otherwise herein before expressly provided for or to which the Public Premises [Eviction of Unauthorized Occupants] Act and the rules framed thereunder which are now enforce or which may here-after come into force are applicable), shall, in the first instance, be referred to a Dispute Resolution Committee (DRC) setup at the airports, for which a written application should be obtained from the party and the points clearly spelt out. In case the dispute is not resolved within 45 days of reference, then the case shall be referred to the sole arbitration of a person to be appointed by the Chairman / Member of the Authority.

The award of the arbitrator so appointed shall be final and binding on the parties. The Arbitration & Conciliation Act 1996 shall be applicable. Once the arbitration clause has been invoked, the DRC process will cease to be operative. It will be no bar that the Arbitrator appointed as aforesaid is or has been an employee of the Authority and the appointment of the Arbitrator will not be challenged or be open to question in any Court of Law, on this account. Before making a reference to Dispute resolution Committee, the licensee will have to first deposit the disputed amount with AAI and the consent shall be given by the licensee for acceptance of the recommendations of the Dispute Resolution Committee.

The case shall be referred to the sole Arbitrator appointed by the Chairman/ Member of the Authority subject to the condition that the licensee shall have to deposit the disputed amount with AAI as condition precedent before making reference to the Arbitration for adjudication of dispute. During the arbitral and Dispute resolution proceedings, the licensee(s) shall continue to pay the full amount of licence fee / dues regularly as per the award/agreement and perform all covenants of the agreements.

In case of any dispute where legal action is compelled to be initiated by any of the party, Jurisdiction of the court shall be the city/town/district where the airport is located.

- 27.** The Health service provider shall deposit a sum of Rs.10,000/- as Security Deposit in the form of Demand draft / Pay Order/ NEFT/RTGS from a Nationalized / Scheduled Bank in favour of Airports Authority of India, Srinagar International Airport, Srinagar. In the event of the Health service provider committing any breach of the terms & conditions of the license Agreement, the Authority may without prejudice to other rights and remedies be entitled to forfeit the Security Deposit or any part thereof. In such an event he shall pay in the same manner as stated above such additional sum immediately as he may be called upon by the Authority to pay, so that the Security Deposit shall at all times during the continuance of these presents, be for the same amount. On the expiration or earlier determination of the license the Authority shall return the Security Deposit or part thereof which has not been forfeited as aforesaid, to him, without interest.
- 28.** Necessary entry passes will be obtained from the concerned issuing authorities for working in passenger and non-passenger areas. Applicable fees for obtaining the passes shall be paid by the agency. The health service provider has to make arrangements for police verification and BCAS security clearance and security program for his agency and staffs as per the prevailing rules in force.

(SIGNATURE OF HEALTH SERVICE PROVIDER)

Special Terms & Conditions

1. The Health Service Provider shall provide/deploy following medical staff during flight operations: Qualified MBBS Doctor – 01 no. in each shift, Paramedical Staff – 02 no. in each shift.
2. Any Renovation/ Modification work to be carried out in the MI room should be done after taking prior approval from AAI for plans /Layout/Colour scheme etc.
3. The change of location of the room shall be at the discretion of AAI and it will be binding on the service provider.
4. The service provider shall acquire necessary permit from the concerned authorities if any required for operating the license at their own cost.
5. In case of any dispute arising out of this contract, the decision of the Airports Authority of India in the matter shall be final and binding.
6. In the event of any default, failure negligence or breach in the opinion of the Authority on the part of the Licensee in complying with all or any of the conditions of the license agreement, the Authority will be entitled and at liberty to determine the licence forthwith and resume possession of the premises without payment of any compensation or damages and also forfeit in full or in part the amount deposited by the licensee for due performance of the Agreement.
7. The Health Service Provider shall provide free Ambulance service well equipped with basic life support equipment when required and at the bare minimum time.
8. The responsibility of proper disposal of bio-medical waste as per norms issued by Govt. of India or concerned authority shall be solely with the service provider.
9. The Doctor/Paramedic deployed by the health service provider shall perform Breath Analyzer Test as per SoP enclosed in EoI for personnel identified by AAI (including stakeholder or any other person authorised by AAI) for FREE OF COST. The Breath Analyzer equipment shall be provided by AAI. Any revision in SOP will be carried out as per the revised guidelines received from DGCA time to time and same will be shared for implementation.
10. Payment for the BA test will be directly collected by AAI form the stakeholders and no share will be given to the health service provider for performing breath analyzer test (BA test).
11. The Health service provider on daily basis will provide details of the BA test carried out for the AAI personnel and stakeholders as authorized by AAI.
12. The Health service provider will not carry out any breath analyser test to the personnel not approved by AAI. If found so, a penalty of Rs. 500/- will be raised against health service provider. However, Decision of Airport Director will be final.
13. Disposal of medical waste shall be done as per the prevailing norms of directorate of Health and Regulation, Biomedical waste management rule, 2016 amended time to time.

(SIGNATURE OF HEALTH SERVICE PROVIDER)

AGREEMENT FORM

(To be printed on - stamp paper of Rs.100/-, the cost of which shall be borne by the Health Service Provider)

This agreement is made on this (date in figures & words) between Airports Authority of India a statutory corporation incorporated under the Airports Authority of India Act 1994 having its Head Office at Rajiv Gandhi Bhavan, Safdarjung Airport , New Delhi-110 003 through its **Airport Director, Srinagar International Airport, on behalf of Chairman, AAI** (herein after referred to as “AAI” which expression shall include its administrators, successors, executors and assign of the One part) and M/s. _____ (hereinafter referred to as the “Contractor”, which expression shall include its administrators, successors, executors and permitted assigns) of the Other part.

Whereas AAI is desirous of getting the work of “**Operation of Medical Inspection Room at Srinagar International Airport, Srinagar**” (herein after called work) done by means of a contract, had invited EOI for this work as per EOI documents sold for this purpose.

And whereas the contractor had participated in the above referred bidding vide his EOI application dated _____ and other subsequent referred letters. AAI accepting the proposal awarded the work to the contractor on the terms and conditions contained in its EOI and Award Letter No. AAI _____

Dated _____ and documents, terms and conditions referred to therein which have been accepted by M/s. _____ resulting into a contract.

NOW THEREFORE THIS DEED WITNESSTH AS UNDER:

AAI has awarded the contract to the contractor, for the work of “**Operation of Medical Inspection Room at Srinagar International Airport, Srinagar**” on the terms and conditions contained in its acceptance

letter No. AAI _____ Dated _____ and documents referred to therein. The award has taken effect from the date..... The terms and

expression used in this agreement shall have the same meaning as are assigned to them in the contract documents referred to in the succeeding articles.

2.0 Contract Documents:

The contract shall be performed strictly as per the terms and conditions stipulated herein and in the following documents attached herewith (hereinafter referred to as contract documents)

Sr. No.	Details	Page
01.	Agreement on stamp paper of Rs.100/-	
02.	Expression of Interest	
	i. Notice Inviting EOI	
	ii. Expression of Interest	
	iii. Unconditional Acceptance	
	iv. General Terms and Conditions of Contract	
	v. Special Terms and Conditions of Contract	
	vi. Agreement Form	

	vii. Undertaking of No Dues	
03.	Form of Expression Of Interest (Financial Offer)	
04.	Unconditional Acceptance by Contractor	
05.	Award Letter	

All the aforesaid contract documents shall form an integral part of this agreement in so far as the same or any part thereof conform to the tender document and what has been specifically agreed to by AAI on its letter of Award. Any matter inconsistent therewith, contrary or repugnant thereto or any deviation taken by the contractor in its proposal not agreed to by AAI in its letter of Award or any other letter which forms a part of contract documents mentioned sake of brevity this agreement along with its aforesaid contract document shall be referred to as the agreement.

The scope of contract, consideration, terms of payment, wherever applicable, insurance, liquidated damages, period of completion and all other terms and conditions are contained in aforesaid tender documents. The contract shall be duly performed by the contractor strictly and faithfully in accordance with the terms of agreement.

That in consideration, Health Service Provider shall pay the License fee to Authority every month as under:

Years	Amount of Monthly License Fee in Rs.(excluding GST)	Other Charges
1st Year		
2nd Year		
3rd Year		

The license fee shall be compounded by 10% w.e.f. 1st April of each succeeding financial year.

The Health service provider shall make payment of license fee and other charges by cheque/demand draft from a nationalized bank/scheduled bank or through VAN /online mode. In the event of failure to pay the license fee and other charges by due date (i.e. within 10 days of raising the bill to Health Service Provider by AAI), simple interest @ 18% per annum shall be payable on all the delayed payments without prejudice to the Authority's other rights and remedies.

This agreement constitutes full and complete understanding between the parties and terms of the presents. It shall supersede all prior correspondence to the extent of in-consistency or repugnancy to the terms and conditions contained in the tender agreement. Any modification of the agreement shall be effected only by written instrument signed by both the parties.

It is specially agreed by and between the parties that all the difference or disputes arising out of the agreement of touching the subject matter of the agreement shall be decided by process of settlement and arbitration.

Any notice given by either party to the other under the agreement shall be written and shall be deemed to have been duly and properly served upon the parties here to if delivered at the address mentioned hereby in above.

THIS CONTRACT AGREEMENT IS ALLOTTED THE NUMBER:

AAI/ _____ Dated:

In witness whereof, the parties have executed these presents, day, month and year first above mentioned at _____.

Contractor's signature

Signature for AAI

WITNESS:

WITNESS:

1.

1.

2.

2.

(To be submitted by the bidder on letter head of the company along with tender application)

UNDERTAKING

I/We (name of the authorized signatory), the
..... (designation/capacity) of
..... (name
and address of the company) do hereby undertake that in case our company/consortium emerges
as H-1 bidder in the present tender process and any dues are found outstanding against the above
named company and/or its subsidiary/associate company(ies)
..... (name of the subsidiary/associate
company) which are not under any dispute, my/our company shall clear all such dues before
award of the license.

Signature :-

Name :-

Designation/Capacity :-

Address :-

.....

.....

Contact No.

1. Cardiac Emergency Drugs (ACS / Cardiac Arrest / Arrhythmias)

Inj. Adrenaline (Epinephrine) 1 mg/ml
Inj. Atropine
Inj. Amiodarone
Inj. Lidocaine
Inj. Adenosine
Inj. Dopamine
Inj. Noradrenaline
Aspirin tablets (Dispersible 150–325 mg)
Clopidogrel
Sorbitrate / Nitroglycerin tablets or spray
Inj. Furosemide

2. Respiratory Emergency Drugs

Salbutamol Nebules / Inhaler
Ipratropium Bromide Nebules
Inj. Hydrocortisone
Inj. Dexamethasone
Inj. Aminophylline
Oxygen supply with masks & nasal cannula

3. Anaphylaxis / Allergy Management

Inj. Adrenaline
Inj. Avil (Pheniramine)
Inj. Hydrocortisone
Inj. Dexamethasone
Oral antihistamines (Cetirizine / Levocetirizine)

4. Pain & Trauma Management

Inj. Diclofenac
Inj. Paracetamol
Inj. Tramadol
Inj. Ketorolac
Local anesthetic – Lignocaine

5. Neurological Emergencies

Inj. Midazolam
Inj. Diazepam
Inj. Lorazepam
Inj. Phenytoin / Levetiracetam

6. Hypoglycemia & Metabolic Emergencies

Inj. 25% or 50% Dextrose
Inj. Glucagon
Normal Saline (NS)
Ringer Lactate (RL)

7. Gastrointestinal Emergencies

Inj. Ondansetron
Inj. Pantoprazole

Oral ORS packets

8. General Emergency & Supportive Drugs

Inj. Calcium Gluconate

Inj. Magnesium Sulphate

Inj. Sodium Bicarbonate

Inj. Metoclopramide

Broad spectrum antibiotic (as per protocol)

9. Essential Emergency Consumables (Important Alongside Drugs)

IV cannulas & IV sets

Syringes & needles

Ambu bag

Defibrillator (AED/Manual)

Suction apparatus

Glucometer

BP apparatus & Pulse oximeter

STANDARD OPERATING PROCEDURE

FOR

BREATH ANALYZER TEST FOR DETECTING CONSUMPTION OF ALCOHOL

AT

SRINAGAR INTERNATIONAL AIRPORT



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA

AIRPORTS AUTHORITY OF INDIA

PREPARED BY	REVIEWED BY
<p><i>Prashant</i> <i>05/08/25</i> PRASHANT DEV TYAGI MANAGER(OPS)</p>	<p><i>Amir</i> <i>05.08.25</i> KHURSHED AHMAD MIR ASST GENERAL MANAGER(OPS)</p>
<p>APPROVED BY:</p> <p><i>Javed Anjum</i></p> <p>JAVED ANJUM AIRPORT DIRECTOR</p>	

SOP FOR BREATH ANALYZER TEST FOR DETECTING CONSUMPTION OF ALCOHOL AT
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1. INTRODUCTION

It is a well-known fact that alcohol is a sedative, hypnotic, and addicting drug. It impairs judgment and leads to behavior that can easily contribute to or cause accidents. The majority of adverse effects produced by alcohol relate to the brain, eyes and inner ear, which are three crucial organs of any person associated with safety related activities. Personnel engaged in safety related issues shall not exercise the privileges of their licenses and related ratings while under the influence of any psychoactive substance which might render them unable to safely and properly exercise these privileges. Breath-analyzer examination detects the consumption of alcohol, of the personnel engaged in safety sensitive functions pertaining to airside operations and accordingly action to be taken against violation.

2. PURPOSE

The purpose of this standard operating procedure is to lay down procedures to be followed for the breath-analyzer examination for consumption of alcohol, of the personnel engaged in safety sensitive functions pertaining to airside operations at Srinagar Airport. The procedures are framed as per requirement in DGCA guidelines CAR Section-5, Air safety series F part IV issue I, 16th Sep 2019- F. No. DGCA.15032 (02)/1/2019-DAS.

3. SCOPE

The procedures contained in this document adhere in general to the requirements of DGCA CAR Section 5, Series F, Part IV, Rev 2 dated 25.07.2024: "Procedure for breath-analyzer examination of the personnel engaged in Aircraft maintenance, Air traffic control services, Aerodrome operations, Ground handling services for detecting consumption of Alcohol". This document is applicable to Personnel whether holding license/approval/authorization or non-licensed personnel i.e. Air Traffic Controllers, Air Traffic Safety Electronics Personnel, Flight Dispatchers, Aircraft Maintenance personnel, Aerodrome operation personnel, Fire and rescue personnel, Vehicle drivers, ground equipment operators and ground handling personnel. **(Note: Srinagar international Airport is a Civil Enclave and thus ATC services, NAV-Aids and ARFF services are under jurisdiction of IAF)**

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4. DEFINITIONS/ ABBREVIATION:

Aerodrome Operation Personnel	Personnel manning Apron control, Personnel involved in operational duty on air side, aerobridge operator and Aerodrome Rescue & Fire Fighting Personnel (ARFF)
Air Traffic Controller	"Air Traffic Controller" means a person on duty in an air traffic services unit and entrusted with the task of giving instructions, clearance or advice to aircraft by approved means of communication in the interest of safety of aircraft operations
Air Traffic Control Services	A Service provided for the purpose of: <ol style="list-style-type: none"> a) Preventing collisions: <ol style="list-style-type: none"> 1) Between aircraft, and 2) On the manoeuvring area between aircraft and obstructions; and b) expediting and maintaining an orderly flow of air traffic
Breath-Analyzer(B.A) Examination	Test conducted on personnel to measure alcohol in his/her exhaled air so as to determine the concentration of alcohol in the blood.
Coordinator (for the purpose of this SOP)	The personal assigned as the nodal officer for the proper conduct of breath analyzer test at Srinagar Intl. Airport.
Ground Handling Agency	An entity established for the purpose of providing ground handling service at an airport and security cleared by the Bureau of Civil Aviation Security and duly appointed by the airport operator
Ground Handling Personnel	Vehicle Drivers (including catering and refueling vehicles), equipment operators, Marshaller
HOD	Head of Department
Maintenance	The performance of tasks required to ensure the continuing airworthiness of an aircraft, including any one or combination of overhaul, inspection, replacement, defect rectification, and the embodiment of a modification or repair or test.
Maintenance Personnel	Aircraft Maintenance Engineer or any other technically trained person authorized to carry out maintenance of aircraft.
Medical Personnel (for the purpose of this SOP)	Doctor holding MBBS degree/allied health and health care professionals as per the National Commission of allied and healthcare professions Act 2021: a) Emergency medical technologist, b) Advance Care paramedics c) Operation Theatre Technologist d) Anaesthesia Assistants and Technologists/ All professionals registered under the Nursing Council of India/ All professionals registered under the Pharmacy Council of India.
Psychoactive substances	Alcohol, opioids, cannabinoids, sedatives and hypnotics, cocaine, other psych stimulants, hallucinogens, and volatile solvents, whereas coffee and tobacco are excluded

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Safety-sensitive employees	Persons who might endanger aviation safety if they perform their duties and functions improperly. This definition includes, but is not limited to, technical air crew, cabin crew, aircraft maintenance personnel, air traffic controllers, and security screeners.
SIC	Shift In-Charge of concerned department.

SOP FOR BREATH ANALYZER TEST FOR DETECTING CONSUMPTION OF ALCOHOL AT
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5. APPLICABILITY

This SOP is applicable to the following:

5.1 Personnel employed in organization (AAI) as mentioned in para 3 of CAR Section 5 Series F Part IV, Rev 2 whether holding license/ approval/authorization or non-licensed personnel-

- a) Duty Officer, Apron Control, AAI, Srinagar Airport
- b) Aerobridge Operator (Contract managed by Engg-Electrical Section, AAI)
- c) MT Drivers. (Engaged with airside duty).

6. RESPONSIBILITY

6.1. Airport Director

6.1.1. The Airport Director, Srinagar International Airport is the Accountable Officer for the implementation of this SOP.

6.2. HOD (Ops)

6.2.1 HOD(OPS), AAI, Srinagar international Airport shall ensure that all the breath-analyzer examination positive /refusal cases are promptly reported but not later than 24 hours of occurrence to the concerned Regional Offices of the DGCA and at DGCA (HQ) as in Annexure-4.

6.2.2 HOD(OPS), AAI shall ensure that a monthly report containing data in respect of Para 8 (Action on positive Test) of this SOP is send to RHQ-NR (AAI) and to the concerned Directorate of DGCA as per Annexure-4 by 10th of every month for the immediately preceding month.

6.3. HOD- AAI Departments

6.3.1 HODs shall ensure that all the operational staffs in the concerned department should undergo the test minimum once in a month if they have done at least one Safety-sensitive operational duty in that particular month.

6.3.2 The concerned HODs on daily basis shall ensure that if any breath-analyzer examination is found positive / refusal information which received from the coordinator (Duty Terminal Manager) shall be passed to the Safety Manager for further action.

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6.4. Shift Duty Officer Apron Control

6.4.1 On day to day basis the shift duty officer of concerned department of AAI and staff deployed by AAI for airside duty shall report for the BA test within one hour of their reporting to duty and communicate to the person conducting the BA test.

6.5 Coordinator (Duty Terminal Manager)

6.5.1 The coordinator (Duty Terminal Manager) is the nodal officer for implementing the breath analyzer test for detecting consumption of alcohol at Srinagar Airport, who will coordinate to all shift duty officer on daily bases for the smooth conduct of the test and monitor the testing process.

6.5.2 The coordinator shall ensure that 25% of applicable department individuals have under gone the BA test.

6.5.3 The responsibility of the breath-analyzer equipment (as per CAR para 5.1.1) lies with the coordinator (Duty Terminal Manager). He/She should ensure the serviceability of the equipment prior to the testing on each day to maintain test equipment as per DGCA requirements in order to get accurate test results and also responsible for maintenance of the 'Equipment details and calibration register'.

6.5.4 He/She should ensure the entries in the 'Daily Breath analyzer examination for alcohol (Appendix-II of CAR Section 5 Series F Part IV)', 'Medical examination for Alcohol for Positive Test Results (Appendix-I of CAR Section 5 Series F Part IV)' registers are in proper manner.

6.5.5 On daily basis all the breath-analyzer examination positive/refusal information should be passed to the concerned HOD by the coordinator (Duty Terminal Manager).

6.5.6 The proper up-keeping responsibility of the records mention in points 10.1, 10.2 & 10.3 of this SOP lies with coordinator (Duty Terminal Manager).

6.5.7 The coordinator (Duty Terminal Manager) will provide a monthly report containing data in respect of Para 7 (Action on positive Test) of this SOP to The Airport Director, to all HODs and to the Regional Headquarters-Northern Region by the 7th of every month for the immediate preceding month.

6.5.8 The coordinator (Duty Terminal Manager) shall generate the monthly bill using AIMS portal in respect of the fees for Breath analyzer examination of individuals outside AAI as per the norms of AAI and should be forwarded to the concerned.

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6.6 Medical Personnel

- 6.6.1 On the day to day basis the medical personnel should conduct the breath-analyzer examination of the concerned staff.
- 6.6.1.1 The control tests shall be carried out by Duty Doctor/Paramedics/Emergency Medical Technician (EMT)/B.Sc. (Nursing) prior to the use of Breath-analyzer equipment in accordance with CAR Section 5 Series F Part III & IV.
- 6.6.1.2 Organizations are required to ensure that the Duty Doctor/Paramedics/Emergency Medical Technician (EMT)/ B.Sc. (Nursing) use PPE kits as per the instructions received from DGCA time to time while carrying out Breath-analyzer test for the crew/person.
- 6.6.2 Before each test, the Medical Personnel shall run an 'air blank' on the instrument and obtain a reading of 0.000. The Medical Personnel shall also carry out a control test on daily basis and keep a record of printout to ensure serviceability of both the breath analyzer equipment and the printer.
- 6.6.3 The Medical Personnel should record the test result in the register as per the Annexure – 1 or Annexure –2 as the case may be.
- 6.6.4 If Any BÂ reading result is positive the information should be passed to the coordinator (Duty Terminal Manager) without delay.
- 6.6.5 If any issue with the B.A test equipment is observed, it should be intimated to coordinator (Duty Terminal Manager) for rectification/ replacement of the same.
- 6.6.6 Once the B.A test of entire staff is completed the medical personnel should under sign the list mentioning the same and return it to the coordinator (Duty Terminal Manager)
- 6.6.7 The BA test of the staff of AAI and the staff deployed by AAI is conducted by medical staff of Health Department, Govt. of Jammu & Kashmir.

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7 PROCEDURE FOR BREATH ANALYZER EXAMINATION:

- 7.1 -In Srinagar international Airport the Breath-Analyzer Examination is conducted at MI Room by the medical Personal of Health Department, Govt. of Jammu & Kashmir (details given in Annexure-3) and is recorded on the camera and the camera recording will be preserved for a period of six months.
- 7.2 The shift officer of AAI and the staff deployed by AAI at airside shall report for BA test at BA test room in Departure Hall within one hour of reporting to their duty and communicate to the person conducting the BA test.
- 7.3 If the number of employees is less than "four", at least one employee is to be subjected to the breath-analyzer examination. Similarly, whenever the 25% leads to a fractional outcome, the fraction is to be completed on the higher side and complete natural number is to be considered for selecting target population.
- 7.4 A scientifically valid method such as a random-number table or a computer-based random- number generator to select the covered employees for testing. It shall be ensured that all employees have an equal chance of being tested each time the selection is made.
- 7.5 HODs shall ensure that all the operational staffs in concerned department should undergo the test minimum once in a month if they have done at least one Safety-sensitive operational duty in that particular month.
- 7.6 Before each test, the Medical Personnel shall run an 'air blank' on the instrument and obtain a reading of 0.000. The Medical Personnel shall also carry out a control test on daily basis and keep a record of printout to ensure serviceability of both the breath analyzer equipment and the printer.
- 7.7 The Medical Personnel shall examine the employees selected for BA test and BA reading for the checked employees should be recorded in the equipment itself, with his/her name and employee number. The Medical Personnel should also record the test result in the register as per the Annexure -2 format and counter sign each entry. The coordinator should ensure the entries are done in proper manner.
- 7.8 Any BA reading during examination of an employee above 0.000 shall be considered as positive result. If the result is positive the information should be passed to the coordinator (Duty Terminal Manager), for further necessary action as mentioned in CAR Section 5 Series F Part IV.
- 7.9 If the breath-analyzer examination result is positive, a repeat test shall be carried out after an interval of maximum 20-25 minutes. Once a subject personnel is detected positive, medical personnel on duty, shall provide the proforma as per Appendix-I and the subject personnel shall give declaration in respect of the use of equipment (same or alternate) for conduct of second test on that proforma. During this time, the subject personnel may be permitted to wash his face and rinse his mouth, if desired. Before the second test is carried out, a control test must be taken

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with the same equipment to verify the serviceability and correctness of the breath-analyzer. Both the readings so obtained shall be recorded and print out taken. The second test shall be carried out in the presence of a witness as designated by the organization (AAI), who shall countersign the test report.

- 7.10 The make, serial number and calibration status of the breath-analyzer shall be recorded in the event personnel are detected positive for alcohol consumption. The positive Breath-analyzer examination record shall be maintained as per the format given in Appendix-I of CAR Section 5 Series F Part IV.
- 7.11 If the second test is satisfactory, the concerned personnel may be cleared for duty. Under no circumstances, third test shall be conducted.
- 7.12 If breath-analyzer examination of an employee is tested positive (BA reading above 0.000) for the first time/refuses to undergo the breath-analyzer examination/refuses to undergo the breath-analyzer examination the second time upon being tested positive during the first test/ attempt to evade the breath-analyzer examination, actions will be taken as per DGCA guidelines CAR Section – 5, Air safety series F part IV issue I, 16th Sep 2019- F. No. DGCA.15032 (02)/1/2019-DAS.
- 7.13 In an event of suspicion regarding consumption of alcohol, Aerodrome Management may conduct random breath-analyzer examination of ground handling personnel and Aerodrome Operation Personnel, without compromising with the 25% of daily requirement for BA test.

8 ACTION ON POSITIVE TEST

- 8.1 Any person, who tests breath-analyzer examination positive for the first time/refuses to undergo the breath-analyzer examination/refuses to undergo the breath-analyzer examination the second time upon being tested positive during the first test/ attempt to evade the breath- analyzer examination by leaving the airport premises, shall be kept off duty.
- 8.2 All the Breath-Analyzer examination positive /refusal cases shall be promptly reported but not later than 24 hours of occurrence to the concerned Regional Offices of the DGCA and at DGCA (HQ) as per provided in table in Para 7.7 of DGCA CAR Section 5, Series F, Part IV (Annexure-4).
- 8.3 Further actions will be the same as mentioned in the Para 8.1 to 8.5 of the DGCA CAR Section – 5, Air safety series F part IV issue I, 16th Sep 2019.

SOP FOR BREATH ANALYZER TEST FOR DETECTING CONSUMPTION OF ALCOHOL AT
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9 EQUIPMENT USAGE

- 9.1 Srinagar International Airport maintains atleast two nos. of serviceable breath-analyzer equipment fuel cell technology based at all the times and are capable of giving accurate digital value up to three decimal places in %BAC with a memory to store and recall at least last 1000 records are available.
- 9.2 The responsibility of the main equipment lies with the coordinator (Duty Terminal Manager). The standby and main equipment should be switched at least once in a month for effective utilization. The responsibility of switching the equipment lies with the coordinator (Duty Terminal Manager).
- 9.3 The breath-analyzer equipment shall be used only in auto mode. The breath-analyzer equipment shall be attachable to a printer. At least one serviceable printer for the breath-analyzer equipment shall be available at all times.
- 9.4 The breath-analyzer equipment shall be calibrated after 10,000 blows/six months/at a frequency as recommended by the equipment manufacturer from an agency having ISO certification. The date of the last calibration will be appended on the instrument. Record of such calibrations will be maintained in the Equipment details and calibration register.

10 PRESERVATION OF RECORDS

- 10.1 The Medical Personnel should also record the test result in the register as per the Annexure -2 format and counter sign each entry. The positive Breath-analyzer examination record shall be maintained as per the format given in Appendix-I of CAR Section 5 Series F Part IV and in Annexure-1.
- 10.2 Record of calibration and serviceability of the equipment will be maintained in the Equipment details and calibration register.
- 10.3 Once the B.A test of entire concerned staff list have completed the medical personnel should under sign the list mentioning the same and return it to the coordinator (Duty Terminal Manager).
- 10.4 The proper up keeping responsibility of the records mention in 10.1, 10.2 & 10.3 lies with coordinator (Duty Terminal Manager).
- 10.5 The following are the list of records maintained at Srinagar International Airport by Airports Authority of India (AAI) in respect of Breath analyzer test.

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10.6

Sl. No	Name of record	Purpose
1.	Daily Breath analyzer examination for alcohol result (Appendix- II of CAR Section 5 Series F Part IV) Register	To record the daily results of BA test for the concerned staff, carried out by Medical Personnel. (Maintained by coordinator-Duty Terminal Manager)
2.	Medical examination for Alcohol for Positive Test Results (Appendix-I of CAR Section 5 Series F Part IV)	To record the details of tests which are tested positive and for re-examination results. (Maintained by coordinator- Duty Terminal Manager)
3.	Equipment details and calibration	To maintain test equipment as per DGCA requirements in order to get accurate test results. (Maintained by coordinator- Duty Terminal Manager)

10.7 Camera recording of the check will be preserved for a period of six months and the above- mentioned table will be preserved for one year.

10.8 On daily basis all the breath-analyzer examination positive /refusal information should be passed to the concerned HOD by the coordinator-Duty Terminal Manager and HOD-Operations will inform the same to Airport director and the Airport Director will intimate to DGCA. As per DGCA CAR Section 5, Series F. All the breath-analyzer examination positive /refusal cases shall be promptly reported but not later than 24 hours of occurrence to the concerned Regional Offices of the DGCA and at DGCA (HQ) as in Annexure-4.

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- 10.9 The Airport director, Srinagar International Airport shall ensure that a monthly report containing data in respect of Para 7 (Action on positive Test) of this SOP is send to RHQ-NR (AAI) and to concerned Directorate of DGCA as per Annexure-4 by 10th of every month for the immediate preceding month.
- 10.10 If any department has received special instruction from concerned sections of AAI in respect of reporting the BA test result other than this SOP then that should also be followed along with all the instructions said above.

Note: In accordance with Paragraph 6.1 of DGCA CAR Section 5 Series F Part IV, organizations may pool resources for the conduct of Breath Alcohol (BA) testing. Accordingly, all agencies utilizing the BA testing facilities of the Airports Authority of India (AAI) shall develop and implement their own Standard Operating Procedures (SoPs) for the conduct of BA tests, in strict compliance with the provisions of DGCA CAR Section 5 Series F Part IV.

Annexure -1
BA Test Record for Positive Cases

Appendix I

(NAME OF THE ORGANISATION)
MEDICAL EXAMINATION FOR ALCOHOL

Sl. No.

To be filled by Person undergoing the BA test (in Capital Letters)

I hereby report for the duty

Name Job Function/designation

License No. /Approval No. if Applicable

Emp. No. Place Date Time of Reporting

Signature

Declaration of subject personnel
(Tick the option applicable)

1. I wish to undergo confirmatory test on the same Breath- Analyser Equipment.
Or
I wish to undergo confirmatory test on the alternate Breath- Analyser Equipment.

(Name & Signature of subject personnel)

Declaration by Medical Personnel

2. The choice of Breath- Analyser Equipment has been exercised by the subject personnel.

(Name & Signature of Medical Personnel)

To be filled up by the Medical Personnel

3. Result of first test at hrs. %BAC
4. Result of Control Test at hrs. %BAC
5. Result of second test at hrs. %BAC

Remarks: He/she is not under/under the influence of alcohol at present.

Signature of Witness
Name
Designation.....
Date/Time

Signature/Name of Medical Personnel
Date/Time.....

Rev-2, 25th July 2024

9

SOP FOR BREATH ANALYZER TEST FOR DETECTING CONSUMPTION OF ALCOHOL AT
SRINAGAR INTERNATIONAL AIRPORT

Annexure -2
BA Test Record

CIVIL AVIATION REQUIREMENTS
SERIES F PART IV

SECTION 5
16TH SEPTEMBER 2019

Appendix II

BREATH-ANALYSER EXAMINATION FOR ALCOHOL

Place: Date:

Name of the Medical Personnel:

NOTE: In case a Personnel is tested 'Positive' in screening test, a separate Form is required to be filled up as in "Appendix I" by the Doctor and countersigned by the witness.

S No.	Name (in capital Letters) of Personnel undergoing BA Test	Emp. No/Unique I.D.	Job Function	Time of Reporting	I hereby report for the duty. Signature of personnel undergoing BA Test	BA Reading (in %)	Time of BA Test	Equipment Serial Number	Signature of Medical Officer	Remarks

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Annexure -3
STAFF CONTACT DETAILS

Sl. No	Designation, Organization	Name	Office No/Mobile No.	REMARK
1.	Airport Director, AAI	Javed Anjum	9419000910	
2.	CASO, CISF	Alok Joshi	8965884602	
3	HOD(OPS)	Vinod Jadli	9891877325	
3.	AGM- Ops, AAI	Khurshed Ahmad Mir	7006553388	
4.	Terminal Manager, AAI	Duty Terminal Manager	9419016404	COORDINATOR Email id- tm.visr@aai.aero
5.	Doctor/Paramedic	Dr. Altaf Ahmad Rather	9419070486	
6.	HOD- Engg Elect/ MT section AAI	Vidyut Kesh Singh	8700328425	
7.	HOD, Engg-Civil, AAI	Anil Kumar Gupta	9927957475	

SOP FOR BREATH ANALYZER TEST FOR DETECTING CONSUMPTION OF ALCOHOL AT
SRINAGAR INTERNATIONAL AIRPORT

Annexure -4
Concerned Directorates of DGCA

S. No.	Personnel	Concerned Directorate of DGCA
1.	Maintenance personnel	Airworthiness Directorate
2.	Air Traffic Control Officer	AS & ANSS Directorate/ATCO Licensing Division
3.	Aerodrome Operation personnel	Aerodrome Directorate
4.	Ground Handling Personnel	Aerodrome Directorate
5.	Flight Despatcher	Flight Standards Directorate