### COVID-19 SAFETY PUNCH LIST—
SAFETY ASPECTS OF REDUCTION/CESSATION OF OPERATIONS

#### Ground Operations

**People**
- Consider skills, experience, knowledge and qualification distribution across shifts
  - Possible prolonged staff loss due to sickness
- Consider risk of airside staff complacency due to reduced ramp activity levels

**Process**
- Ensure continuous availability of sufficient ground service equipment
- Consider possible reduction in service levels such as load sheet preparation
- Consider the process for storage and maintenance of ground service equipment

**Technical**
- Consider possible reduction in service levels such as de-icing, snow clearing,