

ROCKHAMPTON AIRPORT

AIRSIDE DRIVING PROGRAM

Introduction

- This module is for people who have an operational need to operate plant or machinery airside.
- In this module you will learn the rules and safe airside driving practices.
- This module forms part of the assessment for your Airside Driving Authority (ADA).

Introduction

AERODROME MANUAL

Rockhampton Aerodrome
Queensland, Australia

Prepared by
Rockhampton City Council
February 2006



Revised by
Rockhampton Regional Council
September 2013

This manual has been prepared as required by CASA and in accordance with Civil Aviation Safety Regulation 139

The *Rockhampton Aerodrome Manual* (Part 2.10) contains all airside driving information and application forms.

You should **read** this document before driving airside.

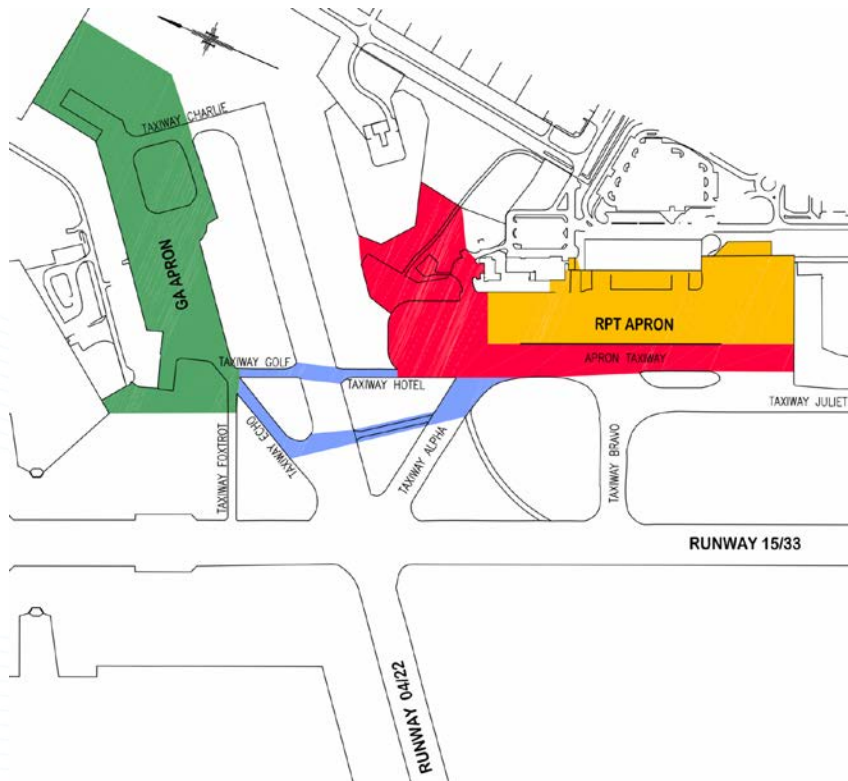
Airside Driving Authority (ADA)

- An Airside Drivers Authorisation (ADA) permits the holder to operate an authorised vehicle on the airside at Rockhampton Airport.
- The category of ADA determines where the driver may operate a vehicle.

ROCKHAMPTON AIRPORT Airside Drivers Authorisation No. ADA xx/14	
JOHN SMITH	
Rockhampton Regional Council	se. No. QLD 555 555 555
	31 October 2016
Expires:	
Is authorised by Rockhampton Regional Council to operate vehicles/equipment at Rockhampton Airport in accordance with Chapter 2, Part 10 of the Rockhampton Aerodrome Manual – Airside Vehicle Control, within the areas applicable to:	
CATEGORY 3B	
Only applies to vehicles/equipment permitted by RRC. Registered vehicles must comply with the class endorsed on the drivers Licence.	
I Lobegeier – Airport Operations Coordinator for;	
T Heard – Manager Airport	

ADA Categories

There are seven (7) Airside Driving Authority (ADA) categories:



Category 1 Perimeter Road

Category 2A GA Apron

Category 2B RPT Apron
Restricted

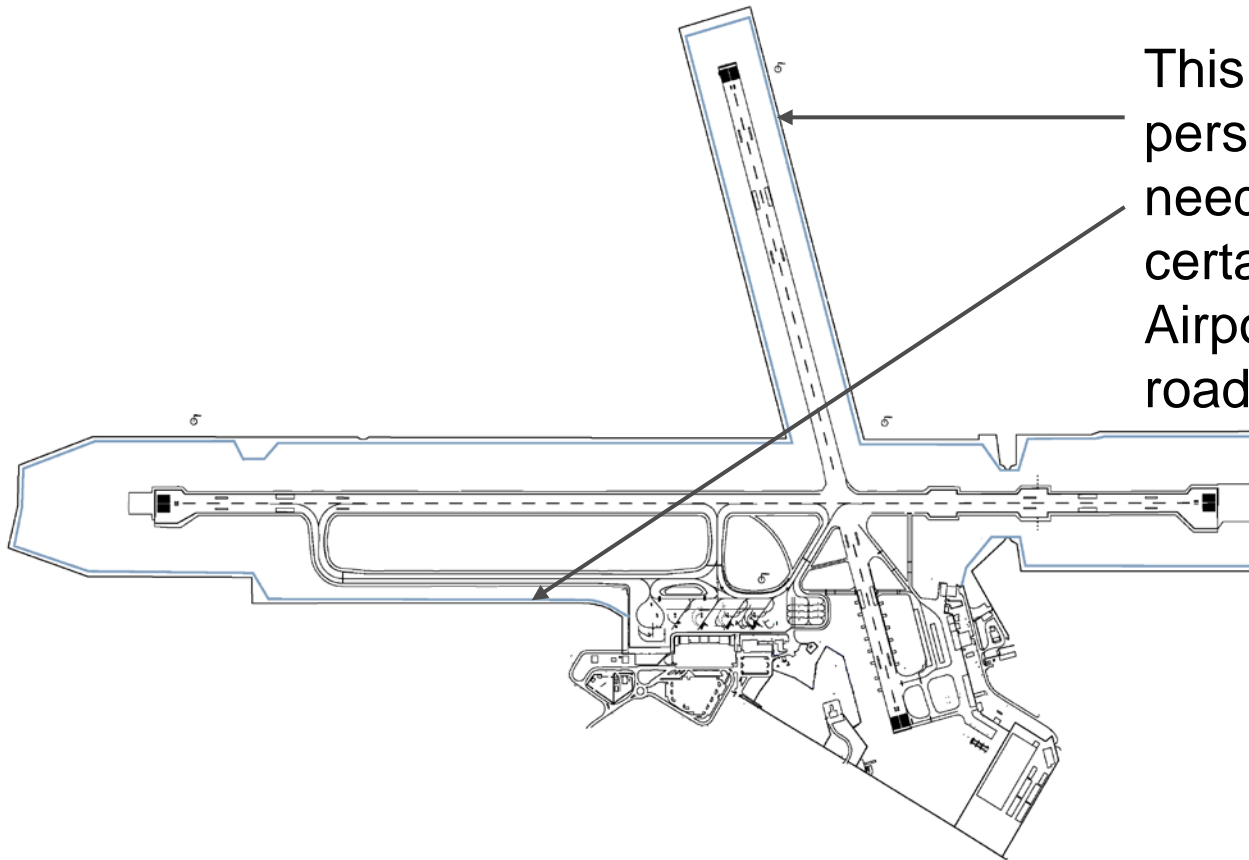
Category 3A All RPT Apron

Category 3B RPT & GA Aprons

Category 4 All Airside Areas

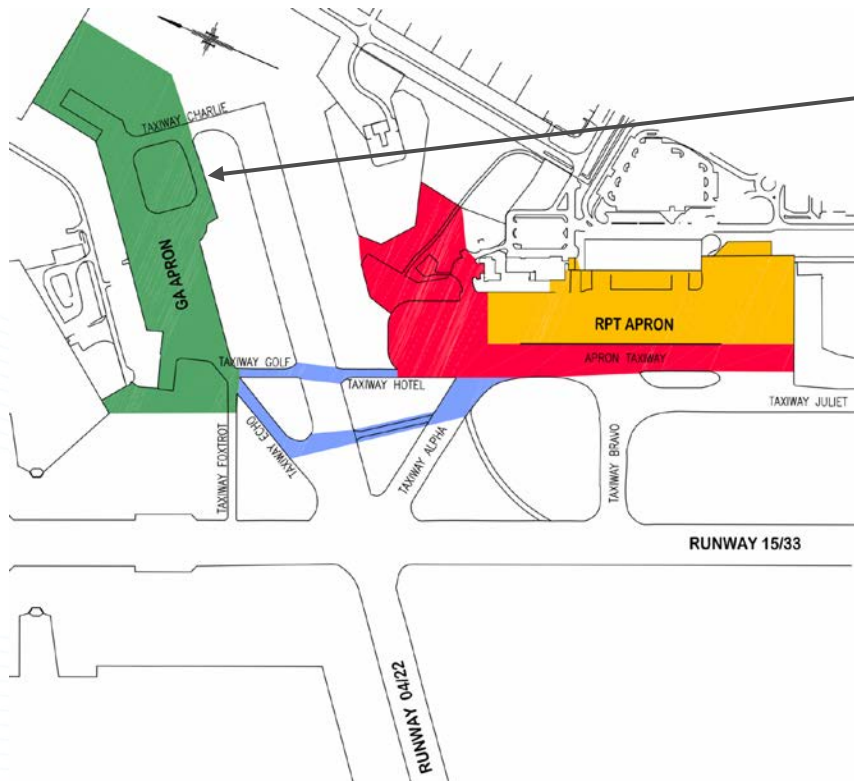
Category 5 Defence Personnel

Category 1



This is limited to personnel who only need access to certain parts of the Airport perimeter road.

Category 2A

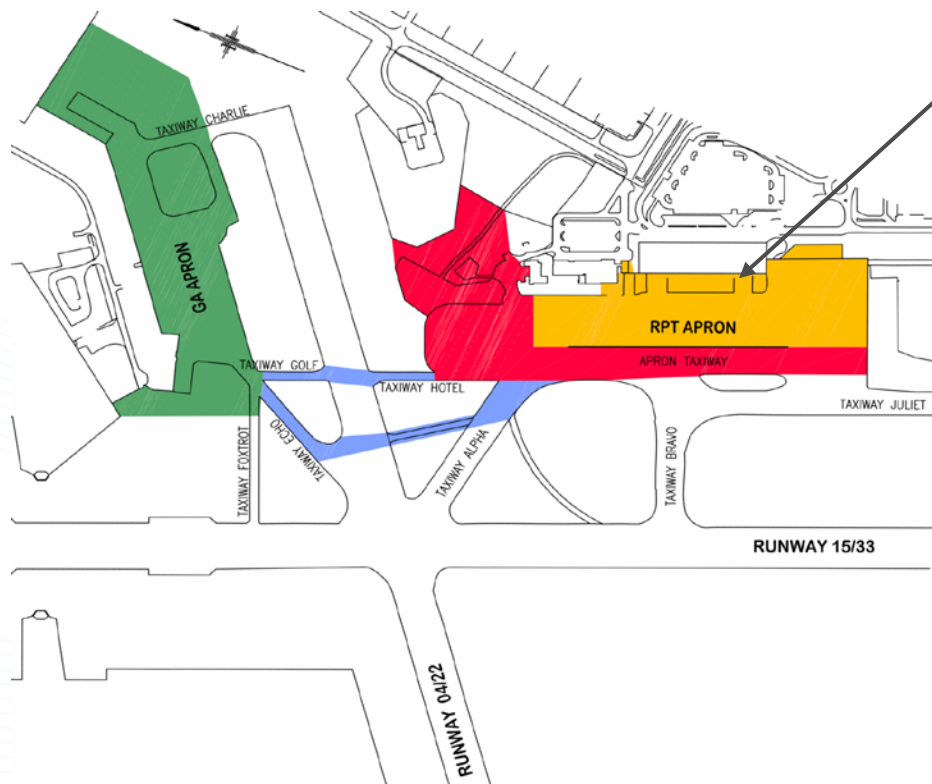


Category 2A

This category covers all of the General Aviation (GA) Apron including the GA Apron taxiways and taxilanes.

Category 2B

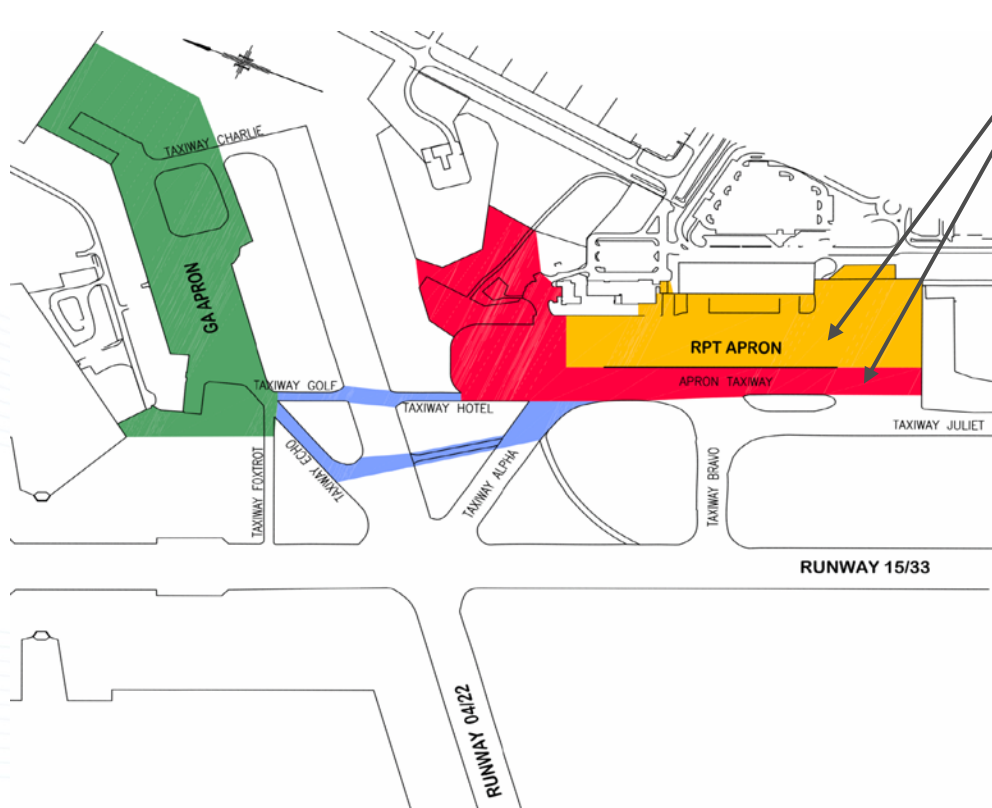
Category 2B



This category covers the RPT Apron, but does not include the RPT Apron Taxiway to the west of the parking clearance line.

Category 3A

Category 3A

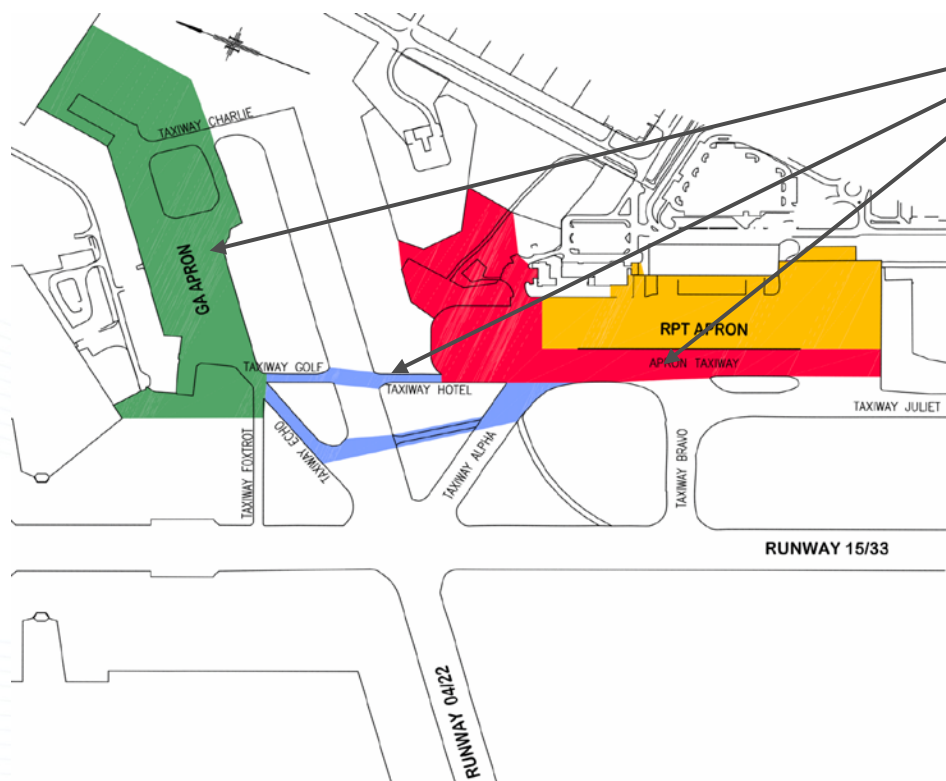


This category covers the RPT Apron and includes the RPT Apron Taxiway to the west of the parking clearance line.

The additional area shown in red should only be accessed when absolutely necessary (e.g. servicing aircraft).

Category 3B

Category 3B

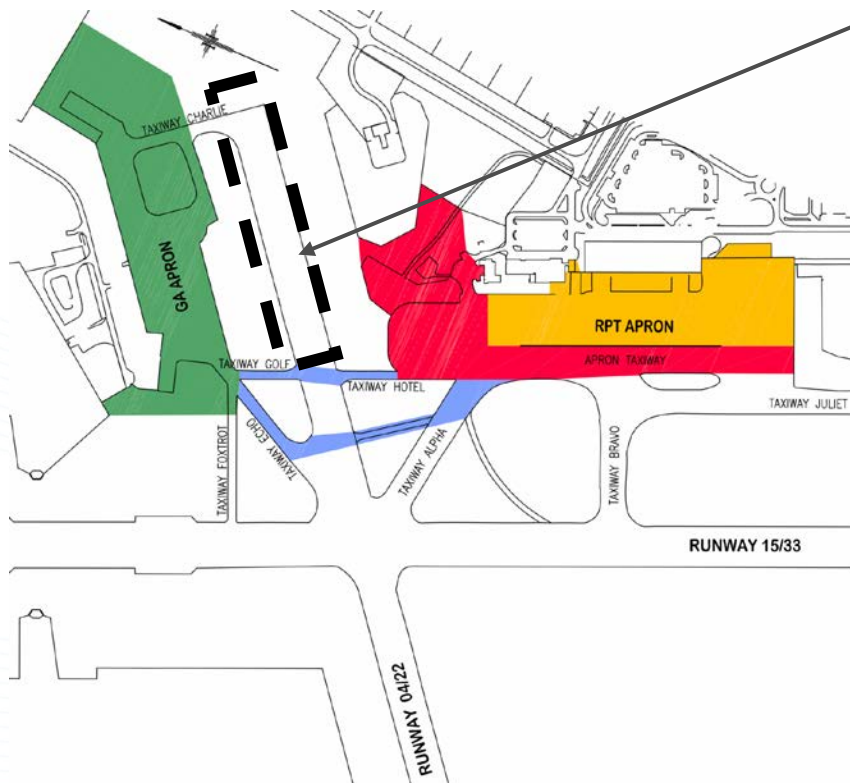


This category covers the RPT Apron and includes:

- the RPT Apron taxiway;
- the GA Apron;
- crossing Runway 04/22* via Taxiways HOTEL*, GOLF* and ECHO*.

* Subject to ATC clearance.

Military Exercises



Military Exercises

During exercises the eastern end of RWY 04/22 (east of taxiways 'H' & 'G') is closed to normal aircraft operations.

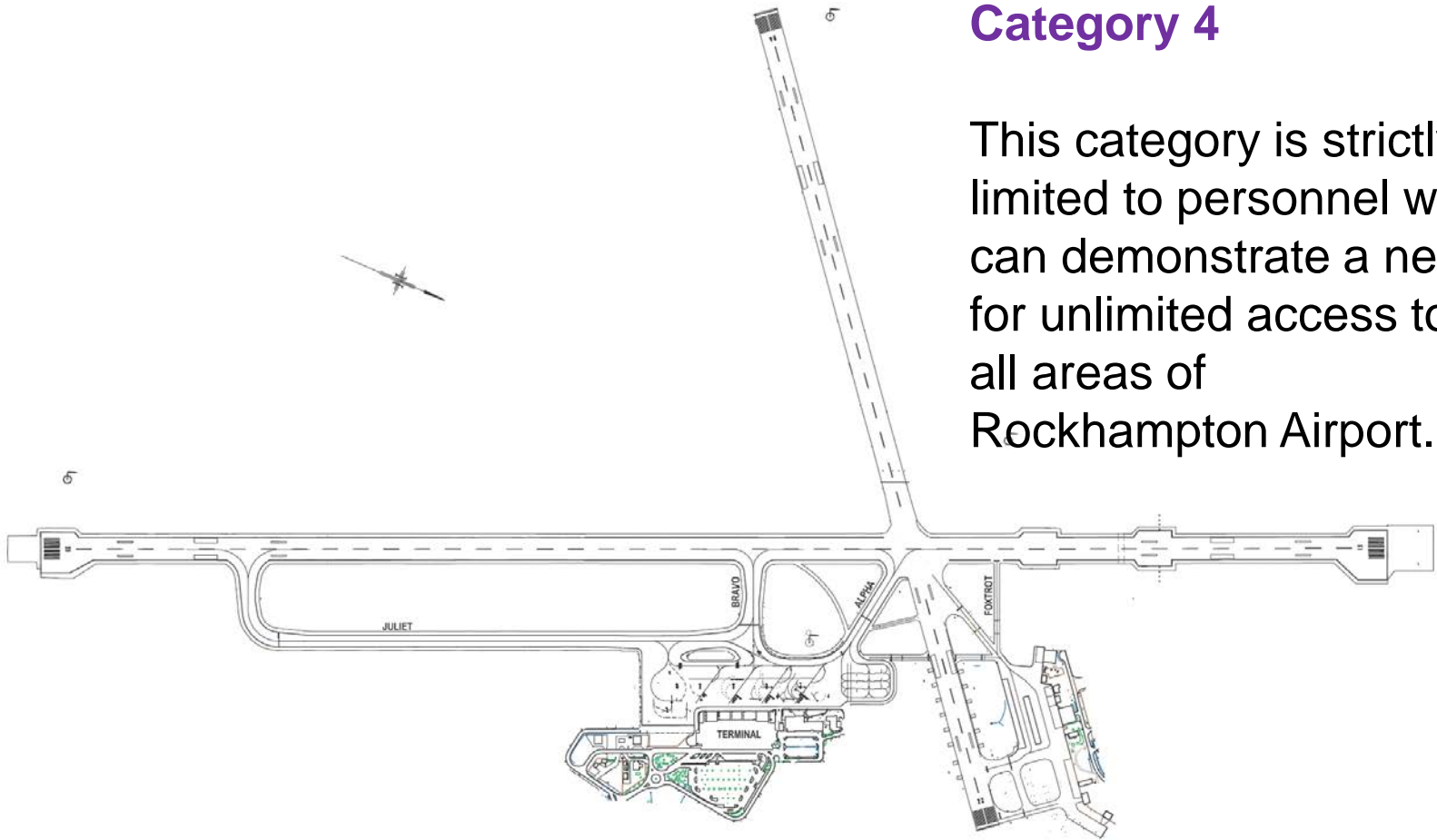
At this time, **Cat 3A**, **3B** & **4** ADA's are authorised to transit this area for operational purposes only (e.g. refuelling).

Information will be distributed advising where on RWY 04/22 ATC clearance is required.

Category 4

Category 4

This category is strictly limited to personnel who can demonstrate a need for unlimited access to all areas of Rockhampton Airport.



Category 5

Category 5 ADA approval and issuing will be determined for each site deployment event.

The AOC will liaise with senior defence officers to establish the limits of vehicle access, existing driver competencies and site training required.

Obtaining an ADA



- Before you apply for an ADA, you need to be qualified and competent to drive the specific vehicle you plan to use.
- The next step is to gain experience driving airside as a passenger or “driver under instruction”.



Obtaining an ADA – Specific Requirements



Air/Ground Radio Operator Certificate — Application

This application is made in accordance with the Recommended Practices covering Certified Air/Ground Radio Operators as set out in Civil Aviation Advisory Publication CAAP No. Airways 3/0, September 1998.

Details of Applicant

<i>Title (Mr, Ms, Dr etc)</i>	<i>Given names</i>	<i>Surname (family name)</i>
<i>Residential address</i>		<i>Date of birth</i>
State	Postcode	<i>Telephone contact</i> Work Home

Particulars of Relevant Aviation Licences or Certificates Currently or Previously Held by Applicant

<i>Type of licence</i>	<i>Licence reference no. (shown on licence)</i>	<i>Issuing country</i>	<i>Date of currency of licence</i>
Flight Service Officer's Licence			
Air Traffic Controller's Licence			
Pilot's Licence (specify type)			
Air Radio Operator's Certificate (specify type)			
Other (specify type)			

Certified Air/Ground Radio Operator Training Course Undertaken by Applicant

(Note: Training is not necessary if one of above licences has been held by applicant in previous 10 years.)

<i>Name of training course</i>	<i>Name of training organisation</i>	<i>Dates of duration of the course</i>

Applicant's Declaration

I hereby declare that the particulars set out in this application are true and correct.

<i>Applicant's signature</i>	<i>Date</i>
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(Note: A certificate cannot be issued unless the application fee is paid.)

To be Completed by CASA Approved Trainer of Certified Air/Ground Radio Operators

<i>Training course undertaken</i>	<i>Results of test (please circle)</i>	<i>Trainer's signature and date</i>
Theory	Theory: Pass Fail	
Practical	Practical: Pass Fail	

Details of Certificate Issued — to be Completed by CASA or CASA Delegate

<i>Certificate no.</i>	<i>Date issued</i>	<i>Receipt no.</i>	<i>\$ amount</i>

<i>Issued by</i>	<i>Issuing office</i>	<i>Date</i>
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Radio Licence

Persons seeking a:

Category 3B; or
Category 4 ADA

must first obtain a Radio Telephone Licence and be proficient in Air Traffic Control communications.

Obtaining an ADA

	ROCKHAMPTON AIRPORT Airside Drivers Authorisation No. ADA xx/14
JOHN SMITH	
Drivers License. No.	QLD 555 555 555
Authorisation Expires:	31 October 2016
Is authorised by Rockhampton Regional Council to operate vehicles/equipment at Rockhampton Airport in accordance with Chapter 2, Part 10 of the Rockhampton Aerodrome Manual – Airside Vehicle Control, within the areas applicable to: CATEGORY 3B Only applies to vehicles/equipment permitted by RRC. Registered vehicles must comply with the class endorsed on the drivers Licence.	
I Lobegeier – Airport Operations Coordinator for; T Heard – Manager Airport	

To drive airside you need an Airside Drivers Authorisation (ADA).

You also need:

- An Aviation Security Identification Card (ASIC) and

A current state, territory or international driver's licence, this excludes a learner's licence / permit.



ROK
APR 16
CHERYL JONES



Obtaining an ADA

ROCKHAMPTON AIRPORT AIRSIDE DRIVING AUTHORITY (ADA) APPLICATION FORM				
APPLICANTS DETAILS				
Surname		Full Given Name(s)		
Telephone	Email:	Address		
Drivers Licence No. <small>Leather's Licence / Permit not accepted (Photograph must be attached)</small>	State/Territory:	Class:	Expiry:	ROK ADA: (renewal)
Is your driver's licence subject to any conditions / restrictions (e.g. a requirement to wear glasses)? Please specify:				
ASIC Number	Colour	ROK / AUS	Expiry	
Company	Department	Position	Phone	
Please tick only one category:				
<input type="checkbox"/>	Category 1	Perimeter Road Only		
<input type="checkbox"/>	Category 2a	G.A. Apron (All of the GA Apron including the GA Apron taxiways and taxiways.)		
<input type="checkbox"/>	Category 2b	RPT Apron (Limited) (excludes RPT Apron Taxiway to the west of the parking clearance line)		
<input type="checkbox"/>	Category 3a	All RPT Apron		
<input type="checkbox"/>	Category 3b	RPT & GA Aprons (also permits crossing of RWY 04/22 via TWY 'H', 'G' & 'E')		
<input type="checkbox"/>	Category 4:	All Airside Areas		
<input type="checkbox"/>	Category 5	Defence access areas as determined for the current exercise.		
ENDORSEMENT BY THE COMPANY (where applicable)				
I certify that the above applicant is required to drive / operate Company vehicles / equipment on the Aprons / Taxiways / Runways at Rockhampton Airport (as indicated in the Category above).				
Authorised Signatory: _____		Position: _____		Date: _____
Undertaking by the Applicant				
In making this application, I undertake and agree that I will at all times operate vehicles airside in accordance with the Part 2.10 of the Rockhampton Aerodrome Manual as amended from time to time. I acknowledge also that Rockhampton Airport Management may cancel or suspend the Authority without refund at any time.				
Signature: _____		Date: _____		
Category 3b & 4 Authority may only be issued to those applicants who have a requirement to enter runways or taxiways in radio equipped vehicles and who are in direct contact with Air Traffic Control and hold an Aircraft Radiotelephone Operator Certificate of proficiency.				
Radio Telephone Licence No. _____		Issued: _____		
Office Use Only				
TEST RESULTS				
Theory Examiner (Print & Sign)	Date	Practical Assessor (Print & Sign)	Date	
Completed Airside Vehicle Indemnity form signed by vehicle owner / operator? Y / N				
State/Territory Drivers Licence Signed? Y / N	ADA No.	Category	Issue Date:	Expiry
Approved by:	Signature	Date:		

Once you have met the training and licensing requirements for the category of ADA, complete the application form.

Your ADA will need to be renewed every two years.

You must apply for an ADA renewal and take the test before your ADA expires.

Obtaining an ADA


ROCKHAMPTON AIRPORT AIRSIDE DRIVING AUTHORITY (ADA) APPLICATION FORM				
APPLICANTS DETAILS				
Surname		Full Given Name(s)		
Telephone	Email:	Address		
Drivers Licence No. <small>Letter's Licence / Permit not accepted (Photograph must be attached)</small>	State/Territory:	Class:	Expiry:	ROK ADA: (renewal)
Is your driver's licence subject to any conditions / restrictions (e.g. a requirement to wear glasses)? Please specify:				
ASIC Number	Colour	ROK / AUS	Expiry	
Company	Department	Position	Phone	
Please tick only one category:				
<input type="checkbox"/>	Category 1	Perimeter Road Only		
<input type="checkbox"/>	Category 2a	G.A. Apron (All of the GA Apron including the GA Apron taxiways and taxiways.)		
<input type="checkbox"/>	Category 2b	RPT Apron (Limited) (excludes RPT Apron Taxiway to the west of the parking clearance line)		
<input type="checkbox"/>	Category 3a	All RPT Apron		
<input type="checkbox"/>	Category 3b	RPT & GA Aprons (also permits crossing of RWY 04/22 via TWY 'H', 'G' & 'E')		
<input type="checkbox"/>	Category 4:	All Airside Areas		
<input type="checkbox"/>	Category 5	Defence access areas as determined for the current exercise.		
ENDORSEMENT BY THE COMPANY (where applicable)				
I certify that the above applicant is required to drive / operate Company vehicles / equipment on the Aprons / Taxiways / Runways at Rockhampton Airport (as indicated in the Category above).				
Authorised Signatory: _____		Position: _____		Date: _____
Undertaking by the Applicant				
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Signature: _____		Date: _____		
Category 3b & 4 Authority may only be issued to those applicants who have a requirement to enter runways or taxiways in radio equipped vehicles and who are in direct contact with Air Traffic Control and hold an Aircraft Radiotelephone Operator Certificate of proficiency.				
Radio Telephone Licence No. _____		Issued: _____		
Office Use Only				
TEST RESULTS				
Theory Examiner (Print & Sign)	Date	Practical Assessor (Print & Sign)	Date	
Completed Airside Vehicle Indemnity form signed by vehicle owner / operator? Y / N				
State/Territory Drivers Licence Signed? Y / N	ADA No.	Category	Issue Date:	Expiry
Approved by:	Signature	Date:		

Application Assessment

Upon receipt of an application the Airport Management will assess if there is sufficient justification for the approval of an ADA.

Airport Management reserves the right to refuse the issue of an ADA to any person for either safety or security reasons.

ADA Validity

	ROCKHAMPTON AIRPORT Airside Drivers Authorisation No. ADA xx/14
	JOHN SMITH
Drivers License. No.	QLD 555 555 555
Authorisation Expires:	31 October 2016
Is authorised by Rockhampton Regional Council to operate vehicles/equipment at Rockhampton Airport in accordance with Chapter 2, Part 10 of the Rockhampton Aerodrome Manual – Airside Vehicle Control, within the areas applicable to:	
CATEGORY 3B	
Only applies to vehicles/equipment permitted by RRC. Registered vehicles must comply with the class endorsed on the drivers Licence.	
I Lobegeier – Airport Operations Coordinator for;	
T Heard – Manager Airport	

The seven (7) ADA categories are only applicable to Rockhampton Airport and are not transferable to other airports.

A driving authority issued for another airport does not constitute an authority to drive airside at Rockhampton Airport.

Documentation

	ROCKHAMPTON AIRPORT Airside Drivers Authorisation No. ADA xx/14
JOHN SMITH	
Drivers License. No.	QLD 555 555 555
Authorisation Expires:	31 October 2016
Is authorised by Rockhampton Regional Council to operate vehicles/equipment at Rockhampton Airport in accordance with Chapter 2, Part 10 of the Rockhampton Aerodrome Manual – Airside Vehicle Control, within the areas applicable to:	
CATEGORY 3B	
Only applies to vehicles/equipment permitted by RRC. Registered vehicles must comply with the class endorsed on the drivers Licence.	
I Lobegeier – Airport Operations Coordinator for;	
T Heard – Manager Airport	

- Airport Safety Officers or other authorised persons may require you to prove that you have a valid ADA.
- You must have your ADA, ASIC and driver's licence, this excludes a Learner's Licence / Permit, when driving airside.




**ROK
APR 16
CHERYL JONES**



Licence Suspension



If your state, territory or international driving license is suspended, you must inform Rockhampton Airport Management within 48 hours.

	ROCKHAMPTON AIRPORT Airside Drivers Authorisation No. ADA xx/14
JOHN SMITH	
Drivers License. No.	QLD 555 555 555
Authorisation Expires:	31 October 2016
Is authorised by Rockhampton Regional Council to operate vehicles/equipment at Rockhampton Airport in accordance with Chapter 2, Part 10 of the Rockhampton Aerodrome Manual – Airside Vehicle Control, within the areas applicable to: CATEGORY 3B	
Only applies to vehicles/equipment permitted by RRC. Registered vehicles must comply with the class endorsed on the drivers Licence.	
I Lobegeier – Airport Operations Coordinator for;	
T Heard – Manager Airport	

Once notified, Airport Management will determine the appropriate course of action.

Safety Management

**Aerodrome Safety Management
System**

**Rockhampton
Aerodrome**

Civil Aviation Regulations require Rockhampton Airport to have a Safety Management System (SMS).

Details about the SMS can be found in the Rockhampton Aerodrome Safety Management System Policy Document.

This document describes how safety will be managed at the airport.

The Manager Airport (Trevor Heard) is the SMS Safety Officer.

Safety Management

Aerodrome Safety Management
System

Rockhampton
Aerodrome

There is a **Safety Management System (SMS) Committee** and all tenants are encouraged to participate in this committee.

Committee meetings agendas and minutes can be obtained from the Airport Management Offices.

Safety Management



Form No. RRC HAZARD REPORTING FORM

Submitted by: _____ Date: ____/____/____

Brief Description of the Hazard: _____

Location of the hazard: _____

Date of immediate steps taken to rectify the hazard: _____

Have accidents or near misses been associated with this hazard? YES NO

Employee's suggestion for rectification: _____

Signature: _____ Date: ____/____/____

Supervisor's suggestion for rectification: _____

Signature: _____ Date: ____/____/____

WHSA Rep or WHSA Coordinator's suggestion for rectification: _____

Signature: _____ Date: ____/____/____

WHSA Committee's suggestion for rectification: _____

Signature: _____ Date: ____/____/____

Final Corrective Action: _____

Signature: _____ Date: ____/____/____

Control Measure	1. Eliminate or Reduce the Risk to As Low as Reasonably Practicable (ALARP)	2. Mitigate	3. Monitor	4. Warn	5. Avoid	6. Stop
A. Eliminate or Reduce the Risk to ALARP	High 4	High 4	High 3	High 2	High 1	High 0
B. Mitigate	Medium 3	Medium 2	Medium 1	High 2	High 1	High 0
C. Monitor	High 4	High 3	High 2	High 1	High 0	High 0
D. Warn	High 4	High 3	High 2	High 1	High 0	High 0
E. Avoid	High 4	High 3	High 2	High 1	High 0	High 0
F. Stop	High 4	High 3	High 2	High 1	High 0	High 0

If you find a safety issue on the airport, you should complete a **Hazard Report Form** and deliver to the Airport Management Offices.


The report will be reviewed by the Safety Management Officer and Council's Safety Management Unit. You will be notified of the outcome of the review.

All Hazard Reports will be tabled at the Safety Management Committee for everyone's awareness.

Safety Management

Incident Report Form
Workforce & Strategy

Enquiries: 1300 22 55 77
Address: PO Box 1860, Rockhampton


www.rockhamptonregion.qld.gov.au

PRIVACY NOTICE: Rockhampton Regional Council is collecting the personal information you supply on this form for the purpose of investigating your incident. The Council is authorised to do this under WHS Act 2011. Some of this information may be given to Workplace Health & Safety Queensland, Local Government WorkCare and Council management for the purpose of reporting, investigation and workplace hazard management. Your personal details will not be disclosed to any other person or agency external to Council without your consent unless required or authorised by law.

1. Injured Person/Person Reporting Incident Details

First Name: _____ Last Name: _____
Address (home): _____
Postcode: _____
Telephone: Home: _____ Work: _____ Mobile: _____
Gender: Male Female Date of Birth: ___/___/___ Experience in task: _____ years
Relationship to Council: Employee Labour Hire Subcontractor Site Visitor Other (Volunteer)
Occupation / Position: _____ Supervisor: _____
Group: _____ Section: _____
Employment type: Full Time Part Time Casual Temporary
 Trainee Work Experience Volunteer Other
Training: Induction Task Specific Both None
Injury Type: Minor Injury Serious Injury Fatality Other

2. Incident Details (Person reporting incident to complete)
Short Description of event: (What happened?)

Date (of incident): ___/___/___ Time: _____ am/pm Date (of report): ___/___/___ Time: _____ am/pm
Incident Location: _____
Activity at time of incident: Working Break Travel to/from work Other
Immediate Action Taken (What did you do to fix problem?)

Suggested Remedial Action (What can we do to prevent this from happening again?)

Witness/s and contact details (if known):

Job Number (where applicable) _____

Safety related incidents must be reported using the Rockhampton Regional Council's (RRC) **Safety Incident Report Form**.

All incidents will be investigated by the Airport Safety Management Officer and the RRC Safety Team.

You will be notified of the outcome of the report.

Incident reports will be tabled at the Safety Management Committee for everyone's awareness.

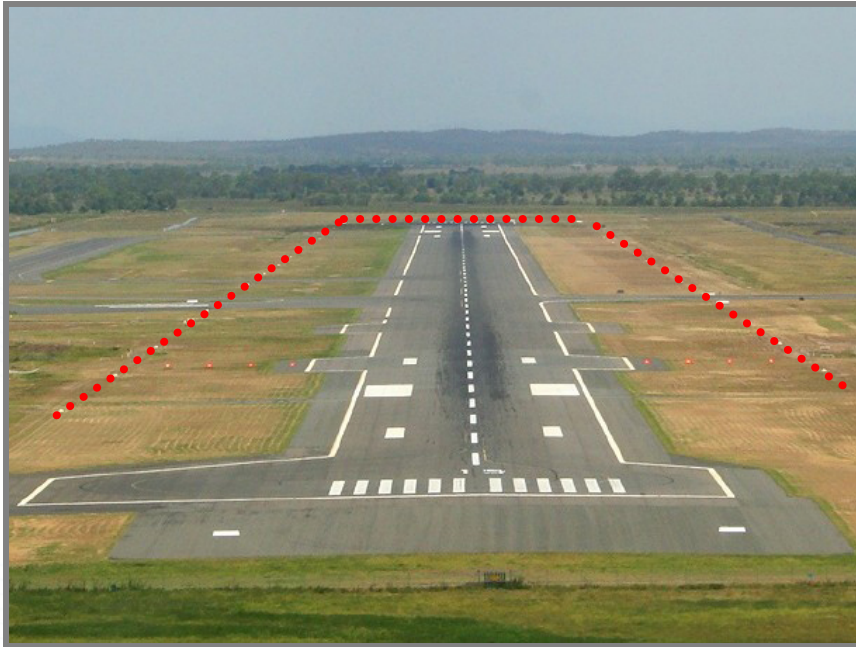
Runways



- Runways are used by aircraft for take-off and landing.
- Unless you hold a Category 3 or 4 ADA you must never drive on either Runway.

Runways are clearly marked by **continuous white lines** on either side, and a dashed centre line.

Runway Strip

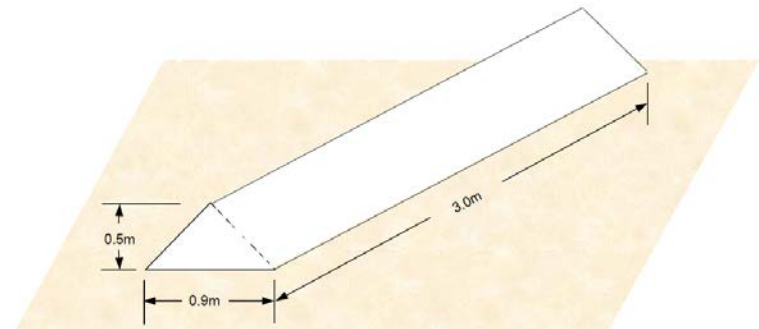


Runway Strips are designed to keep the runway clear so aircraft can take off and land safely.

Runway Strip



The Runway Strip includes the sealed runway and extends into the grassed areas either side, and is marked by white gable markers.



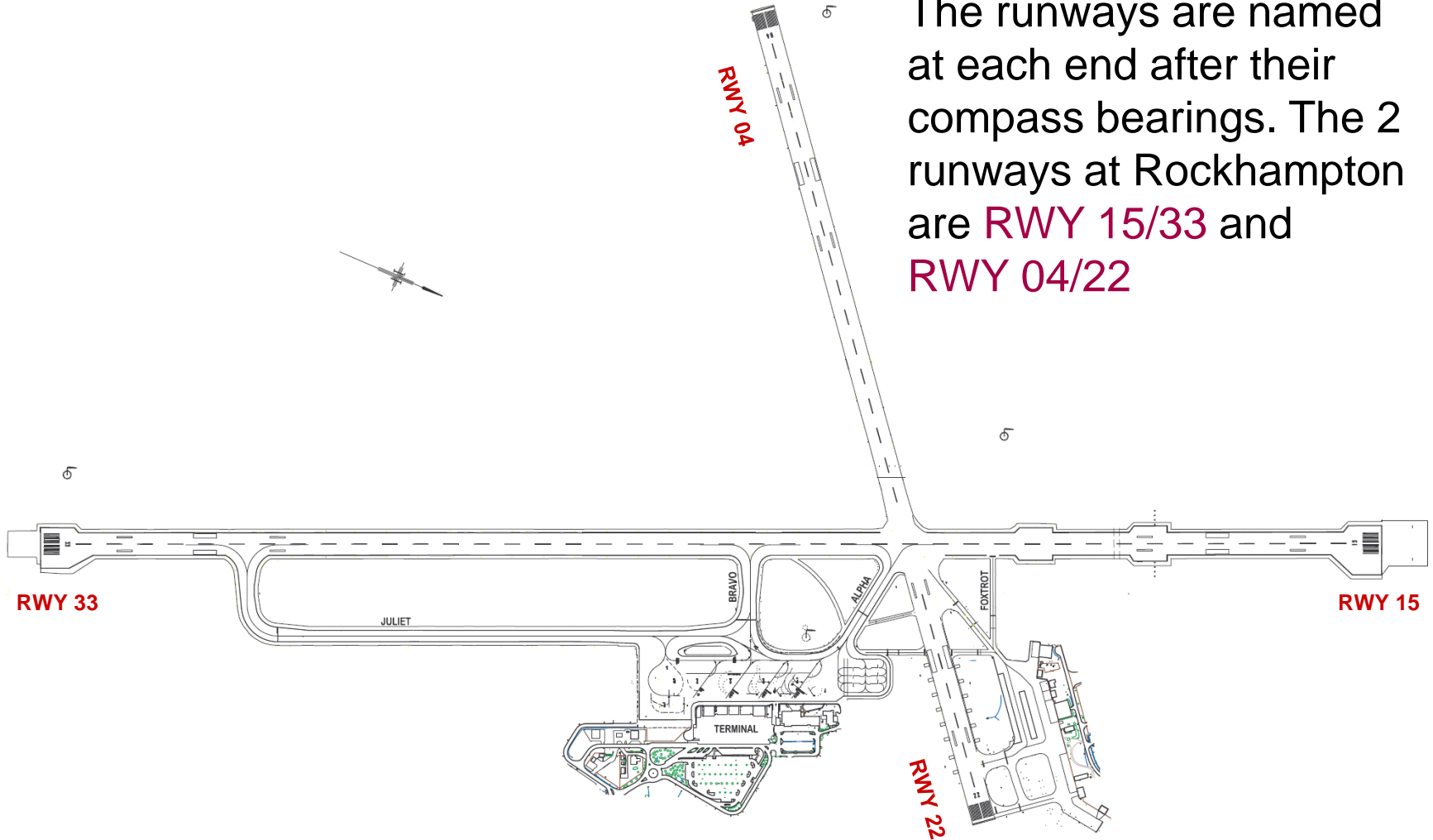
Runway Lighting



At night, runways are lit by white edge lights.

Runway Names

The runways are named at each end after their compass bearings. The 2 runways at Rockhampton are **RWY 15/33** and **RWY 04/22**



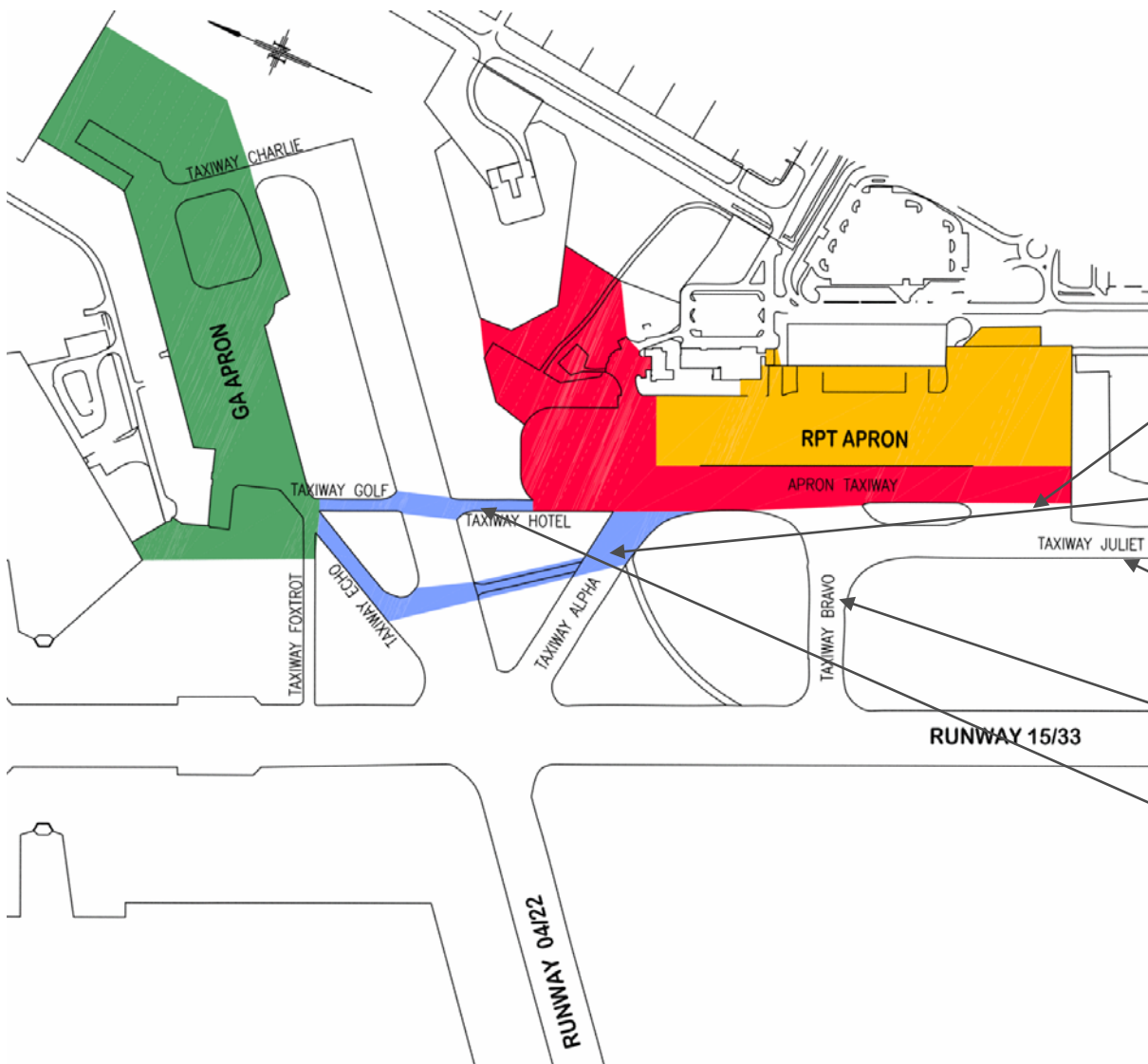
Taxiways



Aircraft use a network of taxiways to travel between the runways and the aprons.

Your ADA may not allow you to drive on taxiways so it is important you can recognise them.

Taxiways



Taxiways are named by letter. The RPT taxiways are:

Taxiway KILO

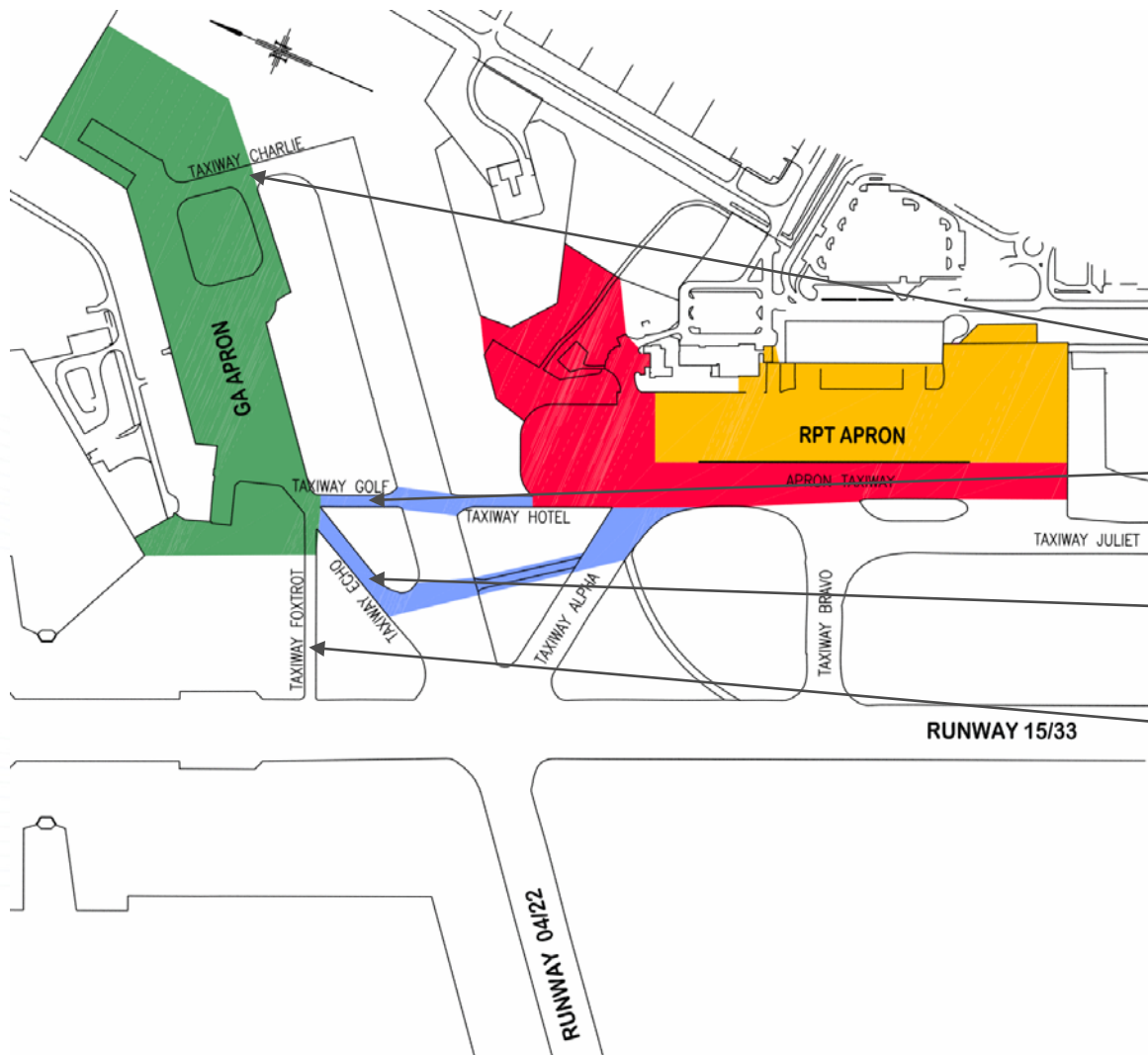
Taxiway ALPHA

Taxiway JULIET

Taxiway BRAVO

Taxiway HOTEL is generally used only by GA (light) aircraft.

GA Taxiways



The General Aviation taxiways are:

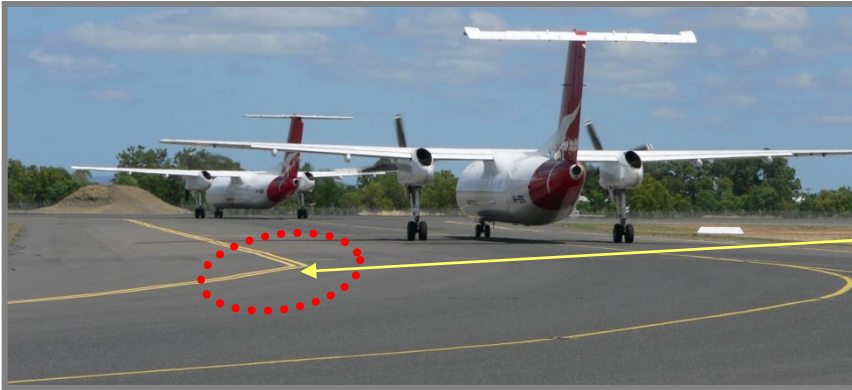
Taxiway CHARLIE

Taxiway GOLF

Taxiway ECHO

Taxiway FOXTROT

Taxiway Markings

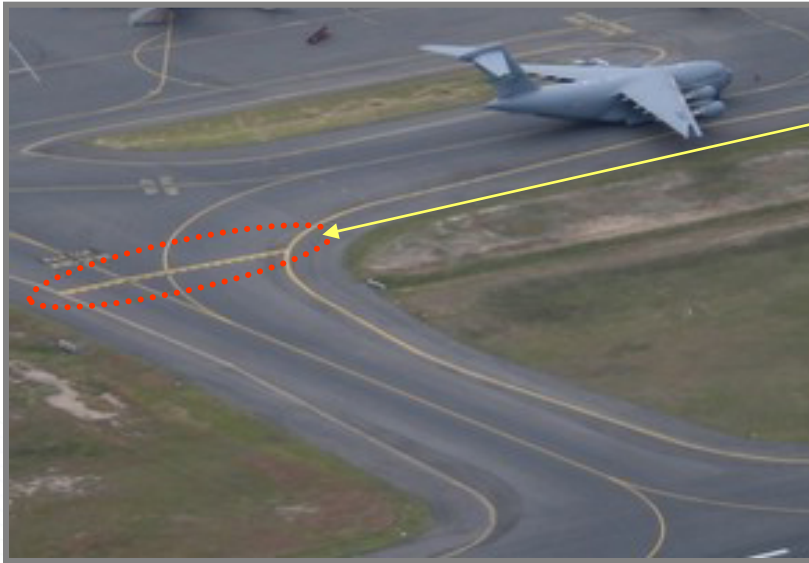


Taxiways are clearly identifiable by double yellow edge markings and a single yellow centre line.



Note that taxiways at the GA Area may not have edge markings.

Taxiway Markings



Runway holding position markings are provided whenever a taxiway joins or intersects with a runway.

Aircraft must receive ATC permission to enter the runway.



Vehicles must stop and wait at a holding point for ATC permission to enter the runway.

Taxiway Markings



The Intermediate Taxiway Holding Position Markings show where ATC clearance is required to proceed.



ATC Clearance Required for this area



Taxiway Lights



- At night the yellow centre line of the main RPT taxiways (TWY 'A' 'B' & 'J') are marked by **green lights**.
- Note; some taxiways at Rockhampton Airport are not illuminated at night

Runway MAGS



Runway intersections may be marked by Movement Area Guidance Signs at the edge of the Runway Strip.

These MAGS have white lettering on a red background. These colours refer to mandatory information.

Taxiway MAGS



- At Rockhampton Airport Taxiway MAGS have been marked on the pavement surface.

Aprons

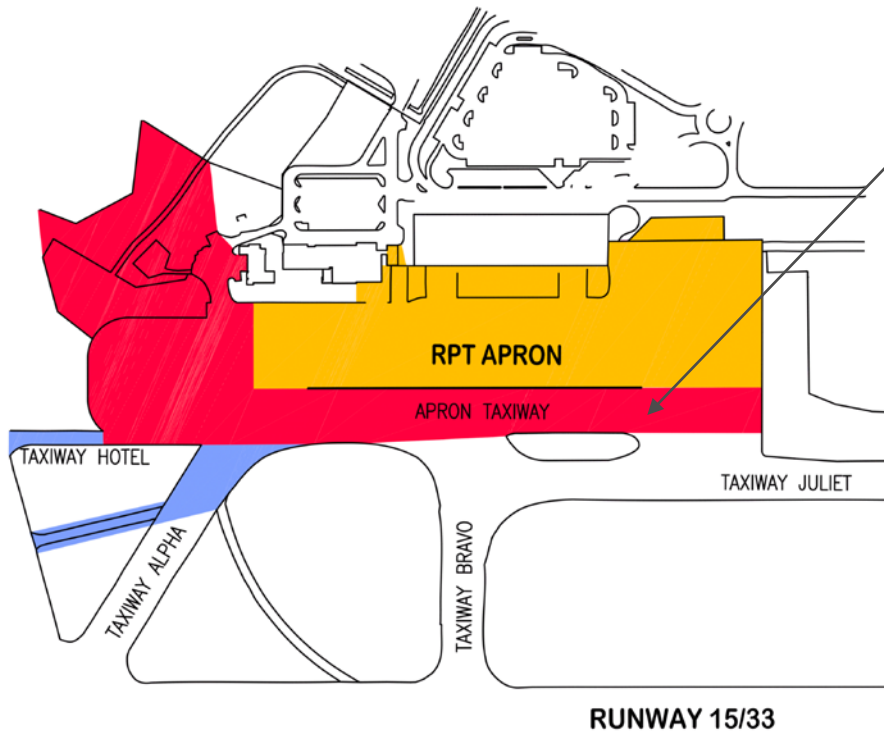


- Airport Aprons are often busy places, where passengers embark / disembark, cargo is loaded / unloaded and aircraft are fuelled and serviced.
- Category 2B, 3A, 3B and 4 airside drivers can drive on the RPT Apron.

RPT Apron Taxiway

The RPT Apron is bounded by the Apron Taxiway.

A Parking Clearance line separates the RPT Apron from the Apron Taxiway.



Cat 2B – Go Areas



The Cat 2B area stretches from the Terminal and associated buildings up to the aircraft **Parking Clearance Line** painted on the Apron.



Cat 2B – No Go Areas



You should also recognise the signs and line markings for areas you're not allowed to go, namely taxiways and runways.



Cat 2B – No Go Areas



Cat 2B no go area



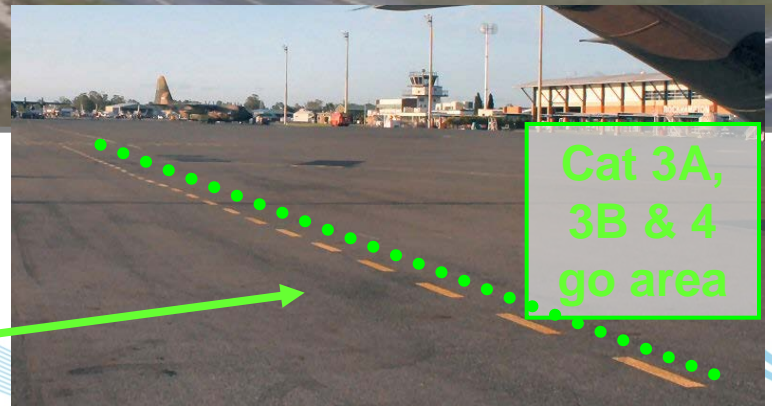
Cat 2B no go area

You should also recognise the signs and line markings for areas you're not allowed to go, namely taxiways and runways.

Cat 3A, 3B & 4 – Go Areas



Access to Taxiways requires ATC clearance beyond the aircraft **Holding Position Markings** painted on the Apron. Airport Safety Officers are generally exempt from this requirement.

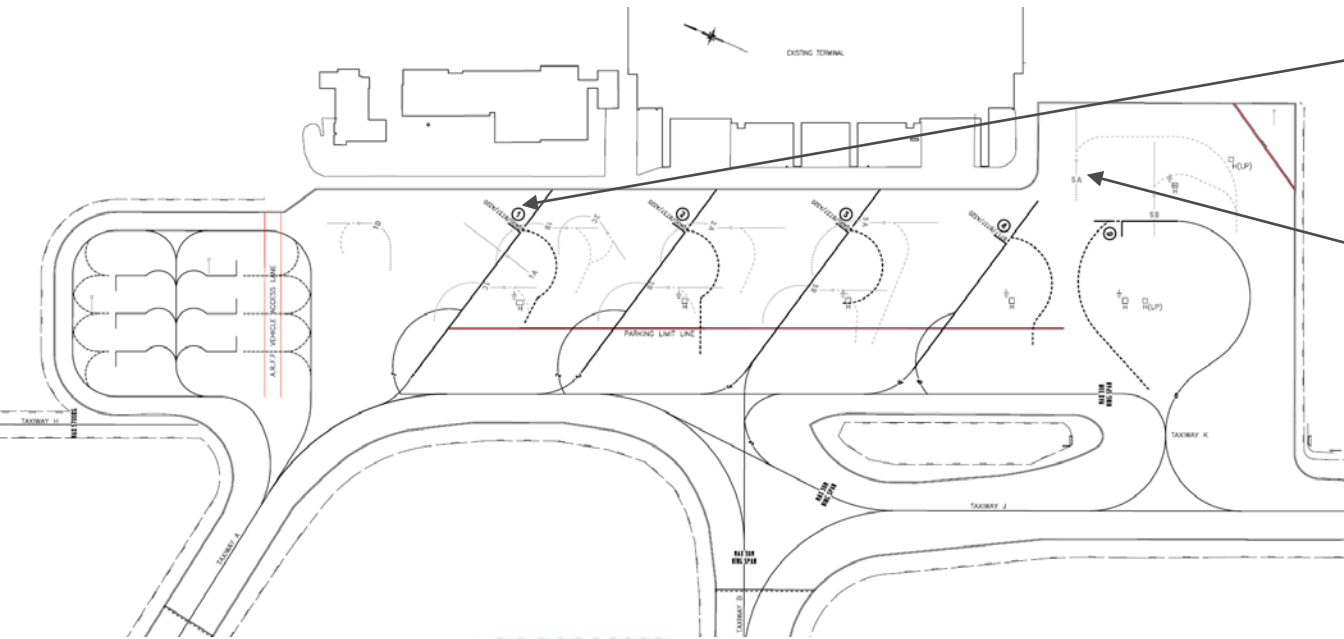


Crossing Undershoot / Runway End Area



- Where this sign is displayed the ADA holder must obtain clearance from ATC before proceeding into the Runway End Area. These requirements are for **all** aerodrome users with the exception of authorised RRC WSO's.
- Outside of ATC hours the normal CTAF radio procedures apply for accessing an aircraft movement area.

RPT Parking Bays



The RPT Apron has 5 main aircraft parking bays.

There are also several secondary parking bays.

Aircraft are parked with reference to the Apron Parking Plan issued by the Airport Management.

High Strength Pavement



Double yellow lines on the apron indicate the limit of high strength pavement. They are **not a driving or passenger limit line.**

It is legal for a pilot to maneuver their aircraft wheels up to the high strength limit line.

This may result in the aircraft wings and engines protruding into the low strength pavement area.



Helipads



- During military exercises, there are concrete pads to the north of the main apron where helicopters park (Helipads).
- Capricorn Helicopter Rescue Service has a helipad at the eastern end of Runway 04/22 (near Canoona Road).

Helipad Safety



Always look out for helicopters when you are near or on the Helipads by scanning around you and above you.

Leased / Licenced Areas

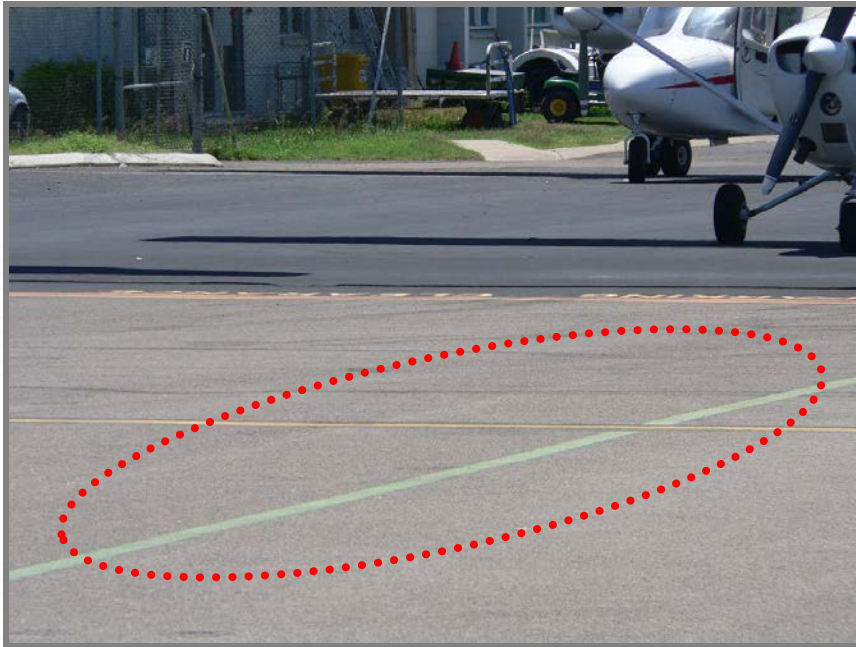


There are specific areas around the Airport which are leased or licenced by airport users.

To drive in a leased or licenced area, you must have a reason to be there.

You must also have permission to enter the area from the lease or licence holder.

Leased Areas



Leased areas on and around the General Aviation (G.A.) Apron are marked by **green lines**.

No Drive Area



Areas where you cannot drive include Works Areas, which are marked by **white, red or orange markers.**



No Drive Area



During repair and maintenance works an area may be temporarily “off-limits”.

Areas unserviceable to aircraft are marked by **white cones with a red band** and red lights during night works. These areas are generally unsuitable for vehicle access.



Airside Driving Rules



You may have your ADA and / or airside access suspended or withdrawn if you ignore the rules (e.g. speeding, not giving way to an aircraft or smoking airside).



Radio Failure – Category 3 & 4

LIGHT SIGNALS FROM CONTROL TOWER

If you receive signals from the Tower, you should respond immediately. These signals are as follows:

Green Flashes Permission to cross runway or to move on a taxiway



Steady Red Stop immediately



Red Flashes Move off the runway or taxiway and watch out for aircraft



White Flashes Vacate the manoeuvring area in accordance with local instructions and contact ATC



Note: *In emergency conditions or if the signals are not observed, the following meaning will be indicated by lighting*

Flashing Runway or Taxiway Lighting Vacate the manoeuvring area immediately and observe the Control Tower for light signal.

If a radio failure occurs anywhere on the movement area, immediately move clear of the manoeuvring area until the failure is rectified. Air Traffic Control (ATC) will still require a report that the vehicle has vacated a runway or taxiway. Another radio or a telephone should be used to advise ATC.

Correct Speed



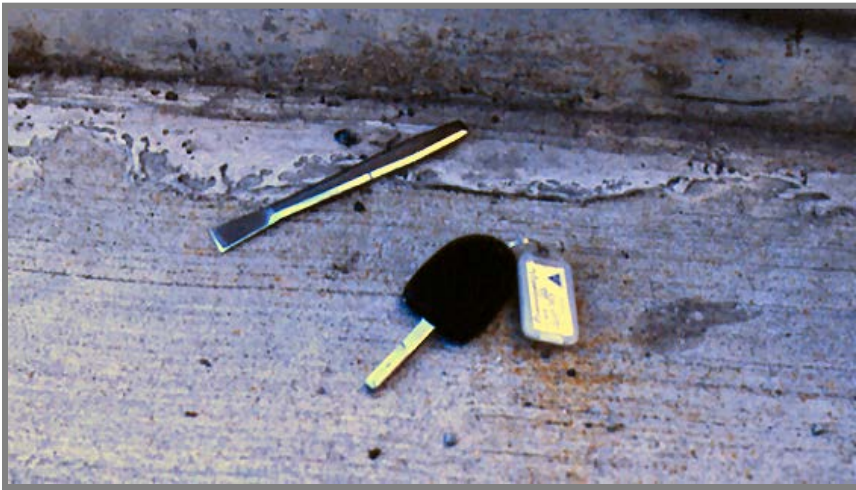
When driving airside on aprons you should not go faster than **25km/h**.

Correct Speed



When driving within 15 metres of aircraft you should not go faster than 10 km/h (walking pace).

Foreign Object Debris (FOD)



Items lying around are referred to as Foreign Object Debris.

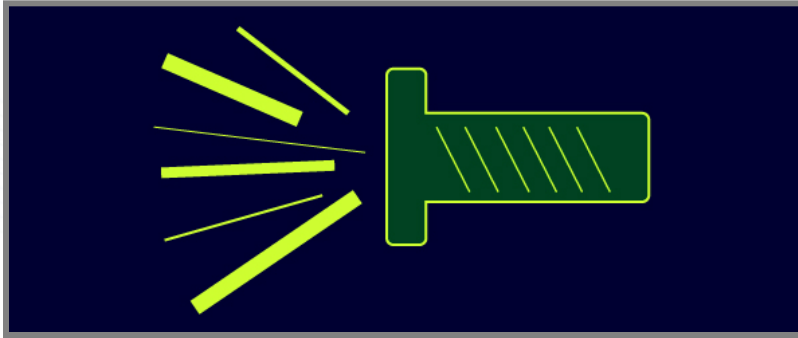
Any **loose items** - including tools, drink cans, nuts / bolts or sunglasses - can become **dangerous missiles** if caught in an engine's jet blast.

Foreign Object Debris (FOD)



Even simple things like a plastic bag, if not secured can be sucked into a jet engine and cause **costly damage**.

FOD and Jet Blast



Solid metallic or even heavy plastic items can become **dangerous missiles** if caught in a jet blast.

Parking on the Apron



Double yellow lines on the apron indicates the limit of high strength pavement and are for pilot guidance.

They are not driving limit lines.

Equipment Storage or Clearance Lines define where vehicles and GSE may be parked. **Equipment Clearance Lines** refer to areas for temporary use only.



Parking Near Airside/Landside Boundary



- Airside vehicles are prohibited from parking within two (2) metres of the airside/landside boundary fence or within three (3) metres of the fence when parked landside.

Situational Awareness



- Situational awareness is a critical skill needed for safe airside driving.
- Being alert and keeping a constant watch on what is happening around you is the key to maintaining situational awareness.

Situational Awareness



Remember that an aircraft may not be in front of you, or even in your field of vision.

Situational Awareness



Taxiing aircraft often travel quickly. As a result they can come up behind you before you realise.

Situational Awareness

Scanning



One of the most important airside skills is scanning - looking around at regular and frequent intervals to maintain a sense of the activity and traffic patterns around you.

Situational Awareness

Scanning



Scanning Airside, this means not only scanning for other vehicles, pedestrians and road signs, but also scanning for aircraft.

Situational Awareness

Predict

When driving airside, this means anticipating what aircraft and vehicles are going to do (e.g. whether an aircraft will power out from a parking bay or cross your path).



Situational Awareness

Predict

When driving in wet conditions, you need to allow for the possibility of a slippery surface.



Remember that it will take longer to stop when you brake or slow down, especially if you're towing a load.

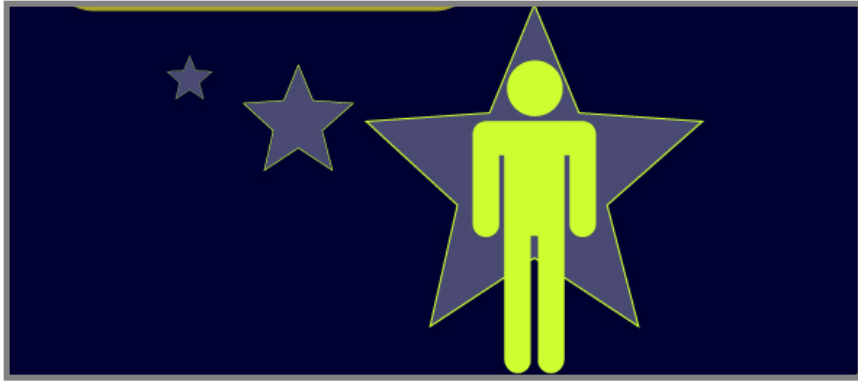
Low Visibility Procedures



For all low visibility operations all non-essential vehicles shall **not be permitted** on the manoeuvring area.



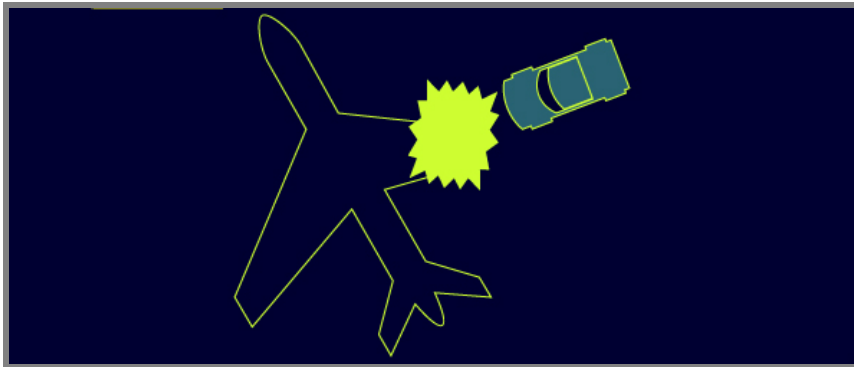
Attitude



Having the right attitude means your mind needs to be alert, focused and not distracted.



Attitude



Your actions need to be appropriate to the situation, so reducing the risk of an accident.



A person will be tested for the presence of alcohol and testable drugs after an accident or serious incident involving a SSAA employee that occurs whilst they are performing, or available to perform, a SSAA.

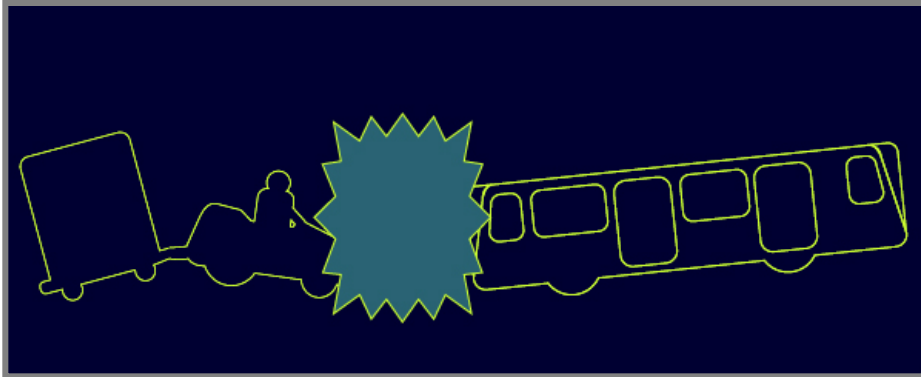
Safety

You must take responsibility for yourself and the safety of others around you.



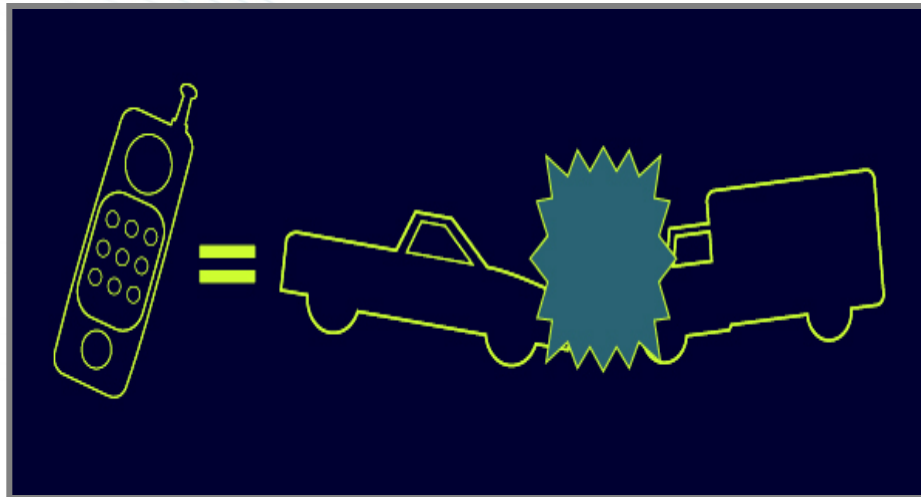
No person shall ride on or operate a vehicle when the passenger/cargo load is in excess of the designated / constructed capacity of that vehicle (e.g. No Seat – No Ride).

Safety



Distraction

To drive safely you need to have your mind on your driving.



If your mind's on your destination and not your immediate surroundings, you're an accident waiting to happen.

Safety

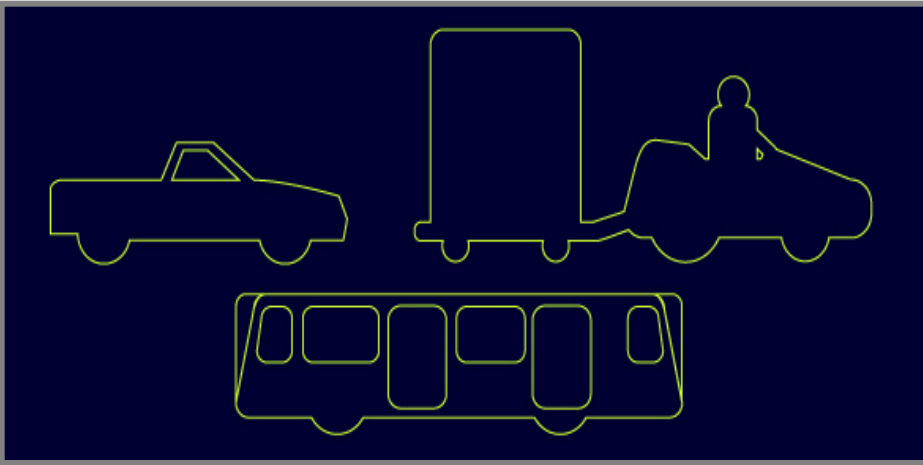
Taking Risks



Effective airside driving demands a balance between efficiency - or 'getting the job done'- and safety.

Being rushed can lead to unnecessary risk taking (poor judgment).

Airside Traffic



When you drive airside you need to be **aware** of and **respond** to the traffic around you.

Airside Traffic



Aprons can become congested with traffic and airside drivers can be just as unpredictable as landside drivers...

The movement of vehicles can be hard to predict so pay close attention and never assume you know exactly where they're going.

Pedestrians



You must **give way**
to **pedestrians**.

Pedestrians



You must **not drive between** an aircraft and the terminal buildings when passengers are embarking or disembarking from an aircraft.

Pedestrians



You need to be aware of pedestrians and anticipate what they might do next.

Aside from being harder to see, pedestrians may not be familiar with their surroundings.

Aircraft – Right of Way



Remember that aircraft have right of way over vehicles at all times, whether they're moving by themselves or being towed.

Aircraft – Right of Way



You must **never** drive in front of a moving aircraft if there's any chance it will cause the aircraft to slow down, stop or change course.

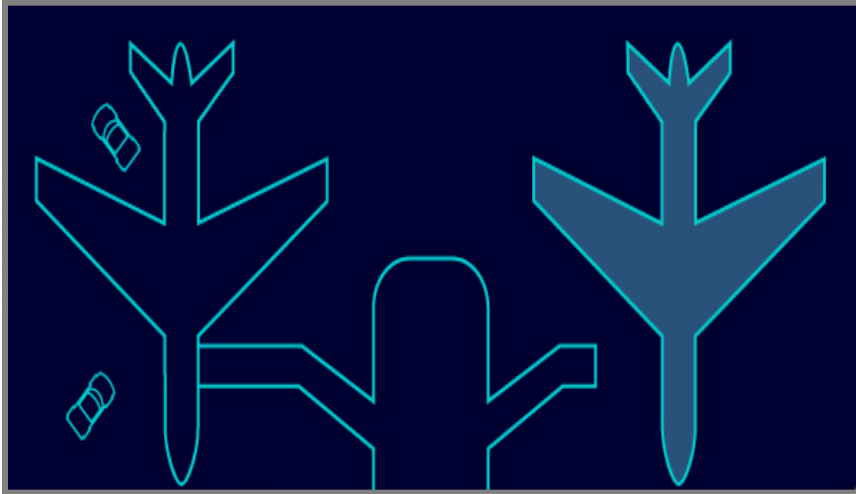
Aircraft – About to Move



Moving aircraft are generally easy to spot, but aircraft about to **power off**, **push back** or **taxi** may be less obvious.

It's vital that you can identify the signs that indicate when an aircraft is about to move.

Aircraft – About to Move



An aircraft may be about to move when service vehicles are no longer close to the aircraft.

Aircraft – About to Move



An aircraft may be about to move when passenger and cargo doors are closed.

Aircraft – About to Move



An aircraft may be about to move when the mobile stairway has been moved away.



Aircraft – About to Move



An aircraft may be about to move when the wheel chocks have been removed from the wheels.

Aircraft – About to Move



An aircraft may be about to move when the ground engineer is standing by the nose of the aircraft.

Aircraft – About to Move



An aircraft may be about to move when the power unit is removed from the nose of the aircraft.

Aircraft – About to Move

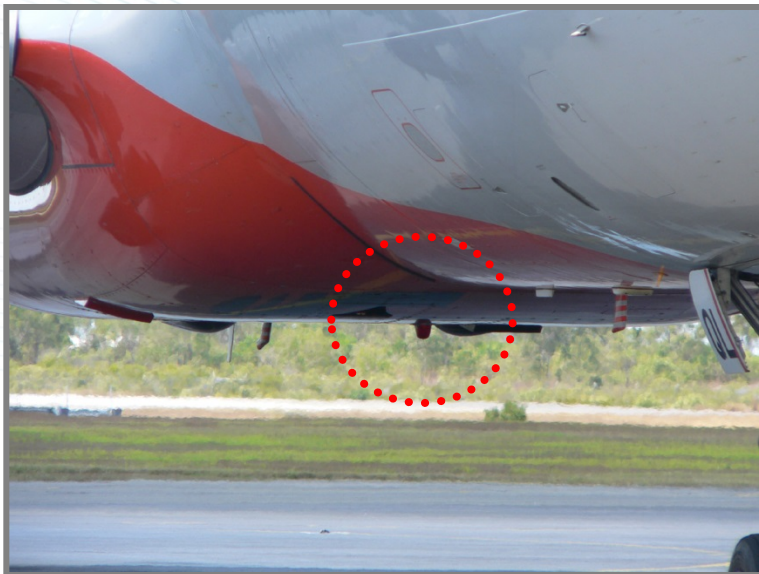


An aircraft may be about to move when an aircraft tug is attached to the nose wheel.

Aircraft – About to Move



An aircraft may be about to move when rotating beacons or strobes are operating. They are flashing or rotating lights, generally found on the top and bottom of the aircraft body.

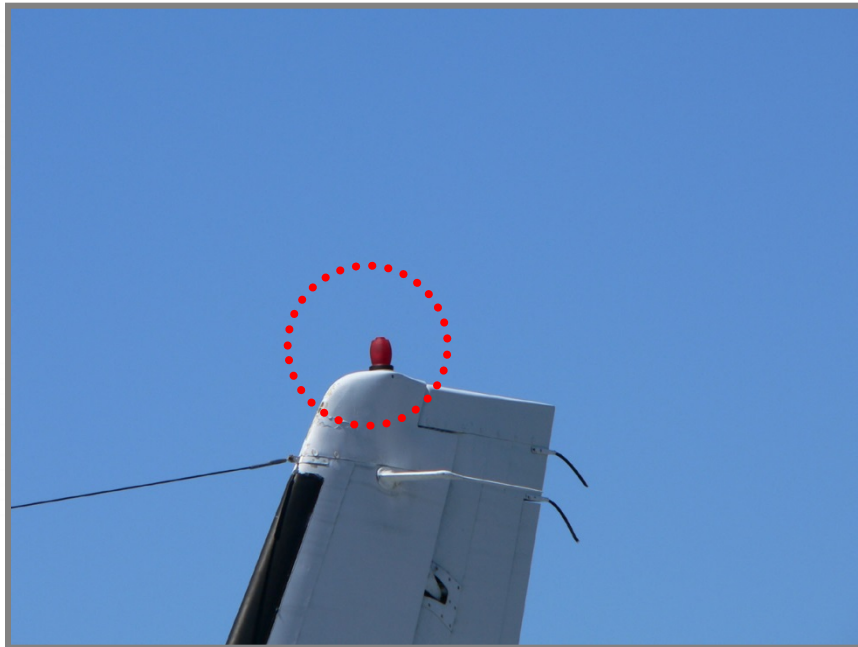


These lights may also indicate that the aircraft engines are running or about to start.

Aircraft – About to Move



Note that the exact position of the flashing or rotating lights may differ between aircraft types.



Aircraft – About to Move



Do not approach an aircraft when its flashing or rotating beacons are operating unless you are involved in the servicing of that aircraft.

Prop Wash / Jet Blast



You should stop to avoid **prop wash**.

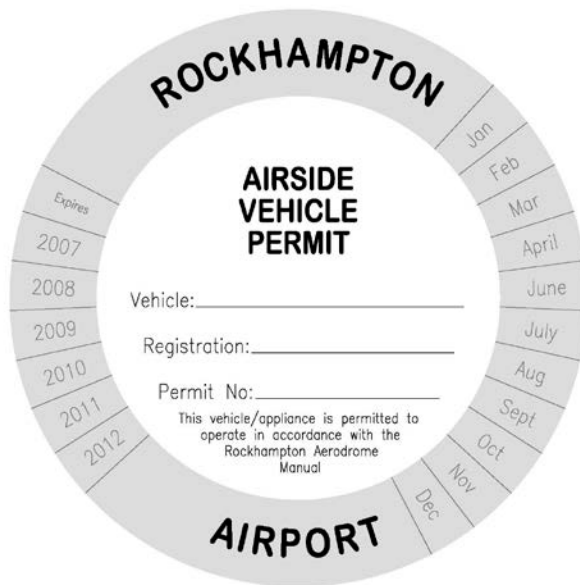
You should stop to **avoid** being caught in a **jet blast**.

Refuelling



Refueling vehicles are not permitted to pass or park within 15 metres of the RPT Terminal building.

Airside Vehicle Permit



- All airside vehicles must be approved for airside use.
- When the vehicle is approved, it will have an Airside Vehicle Permit (AVP).
- Before operating a vehicle, check that the AVP attached to the vehicle is current.
- AVP's are issued by the Airport Management.

Vehicle Check



- Before you operate any plant or machinery it must be serviceable.
- Where appropriate the vehicle must be roadworthy, (i.e. steering, lights, brakes, tyres, in good condition).
- Airport Management reserves the right to inspect vehicles for compliance.
- Check your vehicle at the start of every shift.

Vehicle Identification



- In certain circumstances Airport Management will require a company logo be displayed on vehicles and equipment.
- This is assessed on a case by case basis.

Assessment

Congratulations! You have completed the Airside Driving training module.

Please arrange to take your Assessment, which you will need to pass before you will be issued with your ADA.

