

3.5 Airside vehicle control

3.5.1 Permit system for airside vehicles

A permit system for the operation of vehicles airside has been established.

The permit issuing authority is: Rockhampton

Details of the airside vehicle permit system are contained in the: Rockhampton Aerodrome Airside Vehicle Handbook

This is a subsidiary document to this is manual and is held within the Airport Reference Library and is available to all relevant persons via the Rockhampton Airport website.

3.5.2 Vehicles and ground equipment operated airside

Rockhampton Airport ensures that all vehicles and ground equipment operated airside are maintained in a sound mechanical state to prevent a breakdown or unsafe operation, and any spillage of fuel, lubricant or hydraulic fluid.

Rockhampton Airport requires:

- Vehicles and equipment operated on airside areas are to be in a safe and roadworthy condition (registered vehicles must comply with relevant State Laws / Regulations). Vehicles must be maintained in a sound mechanical condition so as to prevent avoidable breakdowns, leaking of fluids or inability to comply with other requirements of this Part.
- RRC reserves the right to inspect vehicles operating within airside areas to ensure compliance with the requirements of this Part. Non-compliance will result in prohibition of airside operations of that vehicle.

- All vehicles / equipment operating within 15 metres of an aircraft fuel tank, fuel transport equipment and fuel pumping operations, must conform with the requirements of Section 20.9, Appendix I of the Civil Aviation Orders (CAO). In accordance with CAO 20.9 it is the responsibility of the equipment operator to ensure compliance.
- Vehicles used to carry loose materials, equipment, garbage and waste paper must be covered to prevent objects falling/flying out, leakage or spillage onto the movement area.
- Prior to any new vehicle or equipment types being introduced at Rockhampton Aerodrome, Aerodrome Management approval must be obtained before its introduction to the airside (excluding leased areas). The Company should discuss its proposal with the Aerodrome Operator in a timely manner, in order that an assessment can be made in regard to compatibility with pavements and local geography. The type of information necessary to make such an assessment of the proposed equipment comprises: a) Compliance with IATA standards (where applicable);
- Vehicle owners or operators will be held responsible for all costs associated with any modifications to aerodrome facilities (including pavements) required to accommodate new equipment.
- When a vehicle is no longer required for Airside use, the Company must, upon removing it from airside use and before disposing of the vehicle, remove and return to Aerodrome Management any valid Airside Vehicle Permit decal or signage.
- The vehicle operator must ensure that immobilised vehicles / equipment are immediately removed from aircraft movement areas and that the OS and / or ARO are notified expediently.
- Vehicle owners or operators will be held responsible for all costs associated with any modifications to aerodrome facilities (including pavements) required to accommodate new equipment.
- When a vehicle is no longer required for Airside use, the Company must, upon removing it from airside use and before disposing of the vehicle, remove and return to Aerodrome Management any valid Airside Vehicle Authority decal or signage.
- The Vehicles Operator must ensure that immobilised vehicles / equipment are immediately removed from aircraft movement areas and that the OS and / or ARO are notified expediently.
- All ground servicing equipment (GSE) and plant parked airside must be in a serviceable condition. Unserviceable GSE is to be removed from airside if not returned to a serviceable condition within one month.
- Evidence that vehicles comply with lighting and radio requirements (as applicable)
- A certificate of insurance with valid cover for the use of the vehicle within the airside area of the aerodrome.

A list of authorised vehicles is:

Maintained by: Airport Compliance

Available within the: RRC Corporate IT system

To ensure the requirements of this manual are achieved, Rockhampton Airport can inspect or can require an inspection to be carried out on any vehicle or ground equipment that is operating airside.

In the event that an inspection is not carried out, or the inspection identifies an unsafe condition that may create a hazard to aviation safety, the vehicle is to be denied access. If the vehicle is already airside, the operator of the vehicle is to be instructed to remove the vehicle from the airside.

A vehicle that is denied access or has been removed from the airside at the direction of Rockhampton Airport is not to be authorised to re-enter the airside until an inspection has been completed.

3.5.3 Airside vehicle lighting requirements

As the aerodrome has scheduled air transport operations, all vehicles, during daylight hours and at night, are to display a flashing or rotating light on the top of the vehicle that complies with the specifications listed in subparagraph 14.05(8) of the Part 139 MOS.

All other vehicles operating airside during periods of low visibility, or when on the aprons at night, are to display a light on the top of the vehicle. If a light cannot be suitably placed on the top of the vehicle, additional lights are to be displayed so that the vehicle is visible in all directions.

3.5.4 Vehicles on manoeuvring area

Except for a vehicle that is under escort, all vehicles operating on the runway, runway strip, taxiways and taxiway strips have a VHF receiver capable of monitoring the CTAF and / or ATC frequency. All drivers are to maintain a listening watch through the VHF receiver. Only those persons that hold an Aeronautical Radio Operator Certificate (AROC) are permitted to transmit.

3.5.5 Airside drivers – training

As Rockhampton Airport has scheduled air transport operations with 350,000 or less air transport passenger movements / 100,000 or less aircraft movements, drivers not under escort and who are operating a vehicle airside, are trained to know and understand the following:

- the terminology used to describe the movement area
- the purpose and location of all airside areas
- hazardous or prohibited areas on the airside
- the significance of aerodrome visual aids and signs.

Training method:

- A copy of this part of the aerodrome manual must be presented to, read and understood by the applicant before any authorisation to drive airside is issued.
- The applicant will be required to verify that the instructions contained in this part of the manual, or any other airside driving reference document supplied by Aerodrome Management, is understood by signing the application form.

- Employers of Airside Driving Authorisation (ADA) holders must ensure that their employees are competent to operate the vehicle/equipment that the authorisation is intended for and that their employees have read and understand this part of this manual.
- In an effort to continuously improve the level of service, the Aerodrome Management may supplement this Part with additional information, including maps, drawings, electronic and hard copy material.
- Rockhampton Aerodrome Fixed Base Operators may conduct airside driving experience/ training for new employees and/or ADA applicants, provided that the employee/applicant meets the prerequisites for an ADA and understands the instructions contained in this part of this manual. Trainees must be under the direct supervision of a competent ADA holder who has held an ADA of the category applicable to the training area, for at least 6 months.

Responsible for records: Airport Compliance Officer

Stored securely within: Airport Compliance Office and/or RRC Corporate IT system

A competency assessment is also conducted.

Competency assessment method:

- Where an inexperienced individual is applying for an ADA, Aerodrome Management will arrange for an OS to conduct practical instruction and competency assessment within the Airside area. This training is available only by appointment and is subject to staff availability. Aerodrome Management may levy a charge for this process.
- Previous Airside driving experience and/or training indicated in an ADA application will be assessed on a case-by-case basis. The ADA application may be required to furnish proof of prior training and/or experience.

Responsible for records: Airport Compliance Officer

Stored securely within: Airport Compliance Office and/or RRC Corporate IT system

3.5.6 Vehicles in proximity to aircraft

Airside drivers must give way to aircraft.

Airside vehicles are to remain clear of the runway, runway strip, taxiway(s), or taxiway strip(s) when they are in use or available to be used by aircraft unless there is a safety-related or operational requirement for vehicles to operate in these areas.

Airside vehicles are not to be driven:

- in a manner likely to endanger the safety of any person or create a hazard to aircraft operations
- under an aircraft, or within three (3) m of lateral clearance, or within 1 m of overhead clearance, of any part of the aircraft, except when required for servicing the aircraft
- within 15 m of refuelling aircraft
- when drivers are affected by alcohol or drugs as per CASR Part 99.

All vehicles operated within 15 m of an aircraft's fuel tank filling points and vent outlets during fuelling operations comply with Appendix 1 of Civil Aviation Order 20.9.

3.5.7 Movement area speed limits

Speed limits are explained and provided to all drivers during their driver training and / or induction.

Drivers must adhere to the following speed limits:

Location	Speed limit (km / h)
Within 15m of aircraft	10km/hour
Apron Movement Area	25km/hour
Taxiway Juliet when south of the RPT Apron	60km/hour
Runways	60km/hour
Baggage Handling Area	Walking pace
Valid Emergencies	No speed restriction (except <15m from aircraft)

The above speed limits are sign posted at the following locations:

- Vehicle access Gate 1, 3 and 7

3.5.8 Escort service procedures

Third parties are not permitted to provide vehicle escorts airside; therefore, this subsection is NOT APPLICABLE.

3.5.9 Monitoring and enforcing traffic rules

The aerodrome reporting officer is responsible for periodically monitoring the operation of vehicles airside in accordance with the following:

- Regularly conduct spot checks of persons and vehicles entering airside to ensure compliance to control measures.
- Monitor vehicle activity on all movement areas.
- Immediately escort persons and / or vehicles that do not have a valid AVP and appropriate ADA to a suitable landside area and report to the OS or SCAO.
- Direct individuals that do not have a valid ADA to cease driving and report to the OS or SCAO.
- Report unsafe or potentially unsafe circumstances to the OS or SCAO

Appropriate action is to be taken against drivers who are clearly in breach of displayed signage, markings, or speed limits. This may include withdrawing their authority to operate a vehicle airside.