



9.0 AIRSIDE VEHICLE CONTROL

The purpose of this procedure is to ensure that the safety of aircraft operations and the general working environment is not jeopardised through the operation of airside vehicles.

9.1 Permit System for Airside Vehicles

Kingaroy Aerodrome 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.

Kingaroy Aerodrome requires:

- vehicles operating airside to hold current state registration confirming they are maintained in a roadworthy condition
- 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 the AM.

To ensure the requirements of this manual are achieved, Kingaroy Aerodrome 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 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 is not to be authorised to re-enter the airside until an inspection has been completed and a satisfactory vehicle condition statement has been received.

9.2 Airside Vehicle Lighting Requirements

As the aerodrome does not have scheduled air transport operations and the aerodrome is not an international aerodrome, vehicles operating during the day may, as a minimum, use the standard manufacturer-fitted vehicle hazard warning lights.

Vehicles operating at night will display lights that are visible in all directions.

Except for a vehicle that is under escort, all vehicles will be lit when moving or operating on:

- a runway / runway strip
- a taxiway / taxiway strip
- the movement area at night
- during periods of low visibility.

9.3 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 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.

9.4 Instructing & Testing Airside drivers

The Chief Executive Officer or his delegate will assess the need for an individual to be granted authorised access to the drive airside at Kingaroy Aerodrome.



This will be determined through the applicant completing the relevant application form (refer Appendix 4 & 5).

If circumstances change (eg relocate from the area, change in licence status, new vehicle etc) the authorised person is to advise the Chief Executive Officer of South Burnett Regional Council to enable accurate records to be maintained.

Prior to any driver being authorised they will be trained in the proper procedures for operating a vehicle airside and given a copy of this section of the manual for reference.

Once successful the applicant will be granted a completed Authority to Operate a Vehicle Airside form.

As Kingaroy Aerodrome does not have scheduled air transport operations, drivers not under escort, and who are operating a vehicle airside, are trained and inducted to -

- Hold an appropriate licence to operate the vehicle or equipment.
- Understand the terminology used to describe the movement area.
- Understand the purpose and location of all airside areas.
- Understand hazardous or prohibited areas on the airside.
- Understand the significance of Aerodrome signs and markings and where appropriate, be competent in the use of radio communications equipment and understand radio instructions.

Induction method includes direct instruction by the ARO involving a drive within the airside or an escorted drive.

9.5 Driving / Operating Rules

On Airside, the directions of the Aerodrome Reporting Officer or other authorised person must be followed at all times.

The driver must also obey all regulatory signs and the following restrictions:

Speed limits are explained and provided to all drivers during their driver training and/ or induction. Speed limits for vehicles, unless otherwise indicated are -

Within 15 metres of any aircraft	10km/hour
On Apron Areas	15km/hour
Elsewhere on the Movement Area	25km/hour
Perimeter/Airside Road	60km/hour

No restrictions apply in recognised emergencies, except when in close proximity of aircraft.

Drivers must not leave vehicles or equipment parked so that they will obstruct aircraft, vehicles or pedestrians.

Drivers must not operate a vehicle in reverse unless under guidance by another person or he/she has established that it is safe to do so.

Drivers must at all times stop and give way to aircraft taxiing, being pushed back or preparing to power out of apron parking positions.

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.

Vehicles used to carry loose materials, equipment, garbage and wastepaper must be covered to prevent spillage onto the Movement Area.

A vehicle shall not be used to service, load or unload an aircraft unless a representative of the aircraft operator or his agent is present to direct the movements of the vehicles.

The only vehicles permitted on the Apron Areas are:

- a) Vehicles directly connected with the refuelling or servicing of an aircraft;
- b) Vehicles carrying heavy or awkward articles of freight which cannot be handled by the normal freight trolleys;
- c) Vehicles directly concerned with Aerodrome Works;
- d) Vehicles approved by an authorised Officer or authorised Airline Officer;
- e) Ambulance, Police and Fire vehicles in emergency circumstances.

The Chief Executive Officer will maintain a register of authorised persons and vehicles. The register will be kept at the South Burnett Regional Council's Kingaroy office

Comply with any other requirements that may be imposed by the Aerodrome operator.

Third parties are not permitted to provide vehicle escorts airside.

9.6 Enforcement

The aerodrome reporting officer is responsible for periodically monitoring the operation of vehicles airside. The Chief Executive Officer or delegate reserves the right to withdraw a person's airside authorisation should any infringement of the above rules be observed or reported.

9.7 Vehicles and ground equipment operating airside

All motor vehicles and ground equipment operated on Airside Areas shall be in a roadworthy condition (registered vehicles to comply with relevant State Laws and Regulations) and be maintained in a sound mechanical condition, so as to prevent avoidable breakdowns and spillage of fuels, lubricants and hydraulic fluids.

A vehicle used regularly on the manoeuvring area by day should be painted a single conspicuous colour, preferably yellow or orange. Where so painted it does not require additional marking.

Vehicles not painted yellow or orange must be marked by either flags or vehicle warning lights complying with the following:



Flags

Must be not less than 0.9m square and consist of an orange and white chequered pattern, each square must have sides not less than 0.3m. If orange merges with the background, another colour which contrasts with the background must be used.

Airside vehicle lighting requirements

As the aerodrome does not have scheduled air transport operations and the aerodrome is not an international aerodrome, vehicles operating during the day may, as a minimum, use the standard manufacturer-fitted vehicle hazard warning lights.

Vehicles operating at night will display lights that are visible in all directions.

Except for a vehicle that is under escort, all vehicles will be lit when moving or operating on:

- a runway / runway strip
- a taxiway / taxiway strip
- the movement area at night
- during periods of low visibility.

For emergency vehicles not dedicated to the Aerodrome, vehicle warning lights complying with the traffic code are acceptable for on-Aerodrome operation.

9.8 Roles and Responsibilities

The Role of the Chief Executive Officer or Delegate is as follows:

- 1) To assess the need for a person to have vehicular access airside.
- 2) Appropriately train authorised persons in the airside rules.
- 3) Provide all authorised persons with a copy of this section of the manual.
- 4) Maintain a register of authorised persons and vehicles.

The Role of the Reporting Officer is

- 1) To ensure only authorised persons operate vehicles airside.
- 2) To ensure vehicle speeds are in accordance with the procedures.
- 3) To provide vehicle escorts when required.