

AIRSIDE VEHICLE CONTROL HANDBOOK MARCH 2018

DUTY GROUNDSMAN: 0437 900 566

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AMMENDMENTS

No.	DATE	CHANGES
1	July 2012	Complete re-issue under revised template and major operational changes airside including Heliport
2	Feb 2013	Update photos, new cover page, reformat header and footers
3	Feb 2014	Update photos, new cover page, reformat header and footers
4	May 2017	Review and reformat due to significant airside changes including reformat of categories
5	March 2018	Change title to AVC Handbook

GLOSSARY OF TERMS

ADA - Authority to Drive Airside
AROC - Aeronautical Radio Operators Certificate
ARO - Aerodrome Reporting Officer
AsA - Airservices Australia
ASIC - Aviation Security Identification Card
ATC - Air Traffic Control
ATSA - Aviation Transport Safety Act
ATSR - Aviation Transport Safety Regulations
BIA - Broome International Airport
CASA - Civil Aviation Safety Authority
CASR - Civil Aviation Safety Regulations
CTAF - Common Traffic Advisory Frequency
DAMP - Drug and Alcohol Management Plan
FOD - Foreign Object Debris
MOS - Manual of Standards
PPE - Personal Protective Equipment
RWY - Runway
SSAA - Safety Sensitive Aviation Activity
SMS - Safety Management System
TWY - Taxiway
VIC - Visitor Identification Card
WAPOL - Western Australian Police

DEFINITIONS

Aeronautical Radio Operators Certificate means the certificate issued in accordance with Civil Aviation Regulations 1988, section 83A.

Airport means Broome International Airport.

Airport Operator means Broome International Airport P/L (BIA).

Airside means the movement area of an aerodrome, adjacent terrain and buildings or portions thereof, access of which is controlled (defined: MOS Part 139 section 1.2).

Airside Road means any road within the Airside of the Airport, including roads marked on aprons.

Apron means a defined area on a land aerodrome indented to accommodate aircraft for the purpose of loading or unloading passengers, mail or cargo, fueling, parking or maintenance (defined: MOS Part 139 section 1.2).

Authority to Drive Airside means the authority given to individuals to drive vehicles airside at, and issued by, BIA.

Category defines the area in which a Vehicle Operator is authorised to drive, in accordance with Section 11 of this Handbook.

Escort means the supervision of a Vehicle Airside whereby the supervising person takes responsibility for the Vehicle being escorted.

Handbook means this ADA Drivers Handbook.

Manoeuvring Area means the part of the aerodrome to be used for the take-off, landing and taxiing of aircraft, excluding Aprons (defined: MOS Part 139 Section 1.2).

Markings means the symbols, lines, words and figures displayed on the surface of a Movement Area, or visual distinguishing features added to Vehicles.

Movement Area means the part of an aerodrome to be used for the take-off, landing and taxiing of aircraft, consisting of the maneuvering area and the apron(s) (defined: MOS Part 139 Section 1.2).

Notifiable Accident means any Vehicle accident or incident, which results in an injury or damage, no matter how minor.

Perimeter Road means an Airside road which remains clear of the Movement Areas except at marked taxiway crossings.

Rules for Drivers Operating Airside means the rules for drivers as set out in this ADA Drivers Handbook.

Supervised Vehicle means a Vehicle under Escort.

Vehicle Operator means a person, firm or corporation (including business entities) controlling the operation of a Vehicle whether as owner, hirer, or otherwise; or the driver of a Vehicle.

Vehicle means a motor Vehicle or other specialised Airside mobile equipment, including specialised ramp equipment.

1. INTRODUCTION

For all public/landside areas at BIA, the provisions of state law and regulations are applicable in respect of Vehicle registration and operations. The operation of Vehicles Airside also has the provisions of state law applicable, as well as the requirements of this Handbook.

This BIA ADA Drivers Handbook (the Handbook), details the requirements and procedures for the Airside operation of Vehicles at BIA.

Copies of this Handbook are available at BIA Reception, or download through the BIA website. It is the responsibility of a Vehicle Operator to remain up-to-date with the rules and requirements for driving Airside at BIA.

It is a condition of all Authority to Drive Airside (ADA) holders, that Vehicles are operated in accordance with the rules set out in this Handbook

Failure to comply with the rules may result in BIA:

- Excluding or removing individuals from the use or operation of Vehicles Airside; and/or
- Excluding or removing Vehicles or persons from Airside.

The BIA CEO or delegate, has overall responsibility and authority to control persons and Vehicles entering and operating on the Airside of BIA, and this Handbook is issued under such authority.

All persons, firms or corporations (including business entities) intending to operate a Vehicle Airside on BIA, are responsible for obtaining the relevant BIA ADA for each driver respectively, and to maintain and operate Vehicles in accordance with this Handbook.

BIA has sole responsibility for the issue of all Categories of ADA's.

2. APPLYING FOR A BIA ADA

A completed BIA ADA application form must be submitted to BIA Reception, prior to the assessment being undertaken. BIA ADA application forms can be picked up at BIA Reception.

The Applicant's company must endorse the application to confirm the applicant has an operational requirement to drive Airside.

All bookings must be made to BIA Reception. BIA Reception will provide advice of the next available or suitable Induction.

The following information must be provided for a booking:

- A completed BIA ADA Application form.
- Payment of any fee for the ADA Application.
- Documentation for copy.
 - ASIC.
 - AROC.
 - Drivers Licence.

3. COMPETENCY

Vehicle Operators must ensure that personnel have undertaken the appropriate training and certification and hold a relevant license, for all Vehicles, equipment and machinery they are expected to operate Airside at BIA.

Where appropriate, BIA may request a Vehicle Operator to provide copies of certificates of competency for the operation of specific equipment/machinery.

4. APPROVAL

A BIA ADA is issued by BIA for a person to drive vehicles airside at BIA. BIA ADA's are not transferrable and are issued to an individual only.

As a condition of approval for a BIA ADA, the Vehicle Operator must complete and submit a BIA ADA applications form and an Airside Vehicle Indemnity and Release if requested.

All applications for a BIA ADA are assessed and assigned a category by the BIA Operations Manager or delegate.

As a condition of approval for an ADA, the applicant must satisfy the following requirements:

- Has an operational and frequent need to drive unescorted Airside.
- Holds a valid and current Australian State or Territory driver's license.
- Holds a current and valid AUS or BME ASIC.
- Is familiar with the BIA geography and terminology.
- Understands the significance and meaning of Airside markings.
- Has read and understand this Handbook.
- Undertaken the BIA ADA Induction.
- Successfully completed the BIA ADA Induction.

The Vehicle Operator will be required to certify the proposed driver has:

- An operational need to drive unescorted on the Airside frequently.
- Has had or will have had, prior to BIA ADA Induction, sufficient training to be fully conversant with the contents of this Handbook.

5. ISSUING

The BIA ADA will be issued on successful completion of the BIA ADA Induction.

The BIA ADA must be carried at all times whilst driving Airside.

- Drivers must comply with any request by BIA officers to sight the Driver's ADA.
- Should a person refuse a reasonable direction from BIA staff, WA Police may be called and the ADA holder will be removed from the Airside.
- The failure to produce a valid BIA ADA is a failure to follow rules of this handbook, and will result in withdrawal of the BIA ADA.
- Charges may apply.

6. EXPIRY

If not otherwise withdrawn or cancelled in accordance with this Handbook, the duration of an ADA is as follows:

- A BIA ADA Category 1, 2 or 3 terminates after two years.
- A BIA ADA must be applied for and inductions completed before the 2-year expiry.
- A grace period of 28 days post the expiry date, may be provided, if a suitable BIA ADA Induction has not been available. This will be at the discretion of BIA only.

7. RENEWAL

A new application and induction and assessment is required on each renewal. Presentation of a current and valid Australian drivers licence must be made on collection of a new or renewed BIA ADA.

The requirement to have an operational and frequent need to drive unescorted on the Airside will be reassessed at each time of renewal. Previously being issued with a BIA ADA does not infer automatic justification for a renewal.

8. NOTIFYING LOSS OF DRIVERS LICENCE

If a driver who holds a BIA ADA ceases to hold an Australian driver licence to drive or has an Australian drivers licence cancelled for breach of any traffic laws, or thru a court of law, the BIA ADA terminates immediately and the driver must, within 48 hours of the cessation or cancellation;

- Surrender the BIA ADA to BIA Reception
- Notify in writing to BIA, the Vehicle Operator for whom he or she drives.

Any future requests for a BIA ADA will be denied if a loss of licence is not notified to BIA.

9. DEMERIT POINT SYSTEM

BIA may implement a demerit point system for driving contrary to the rules contained in this Handbook.

Demerit points would be issued and recorded against an individual's BIA ADA for non-compliance with this Handbook

If a BIA ADA holder accumulates 12 or more demerit points in any 12 month period, he or she may have their BIA ADA License cancelled or suspended for a period of up to 3 months. If a BIA ADA holder accumulates 12 or more demerit points, and has already been suspended (for points or serious incidents), he or she may have their BIA ADA suspended for a period exceeding 3 months or permanently cancelled.

Serious driving infringements may result in BIA withdrawing a BIA ADA altogether, temporarily or permanently, regardless of the number of demerit point's accumulated.

Once a BIA ADA has been cancelled or suspended, the holder will be required to reapply and undergo training and assessment, as required for new applicants.

10. WITHDRAWAL OF AUTHORITY

10.1. GENERAL

In accordance with this Handbook, BIA may cancel or suspend a BIA ADA.

10.2. CANCELLATION & SUSPENSION

BIA may at any time cancel or suspend a BIA ADA by giving written notice to the holder and the holders employer of a BIA ADA;

- That the BIA ADA is cancelled, or
- That the BIA ADA is suspended for the period specified in the notice.

The notice will detail the reasons why the BIA ADA will be cancelled or suspended.

Prior to cancelling or suspending a BIA ADA, BIA will invite the BIA ADA holder to respond in writing within 7 days, to show cause as to why the BIA ADA should not be cancelled or suspended.

BIA will review such response before considering whether to cancel or suspend the BIA ADA.

BIA will provide written notice of the decision with a statement of the reason for cancellation or suspension should that action be considered necessary.

Where the BIA ADA is cancelled, or suspended, the BIA ADA holder must cease driving immediately and surrender the BIA ADA to BIA Reception within 7 days.

BIA may at any time during a period of suspension:

- Re-issue the BIA ADA.
- Cancel the BIA ADA.
- Extend the period of suspension.

Written notice of the aforementioned action will be given to the BIA ADA holder and holders' employer.

10.3. APPEALS PROCESS

If a BIA ADA holder wishes to dispute any action taken in relation to them under this section of the Handbook must, in writing, provide details of their reasons to the BIA CEO or delegate within 5 working days as to why the action taken against them is not warranted.

Only action not taken correctly in relation to this Handbook will be considered as reasonable.

The BIA CEO or delegate will provide a formal response in writing to the BIA ADA License holder within 5 working days.

The BIA CEO decision will be final.

11. AUTHORITY TO DRIVE AIRSIDE CATEGORIES

A BIA ADA is an authority issued by BIA, which permits the holder of an ADA to operate a Vehicle within certain designated areas on the Airside at BIA, depending upon the Category of ADA issued.

Category	Description	Requirements
1	All areas. Includes Runways and Taxiways	<ul style="list-style-type: none">• BIA ADA Induction• AROC
2	All Aprons and Taxiways	<ul style="list-style-type: none">• BIA ADA Induction

		<ul style="list-style-type: none"> • AROC
3	Aprons only.	<ul style="list-style-type: none"> • BIA ADA Induction

A driver is not permitted to operate a Vehicle in any Airside area for which their ADA category above does not apply. A driver found to be driving in an area for which their ADA category does not apply, will be subject of review and may have their ADA withdrawn.

12. VEHICLE OPERATIONS & RULES

12.1. INTRODUCTION

A Vehicle Operator must not operate or permit the operation of a Vehicle in an area on Airside, in breach of the rules as documented within this Handbook.

A Vehicle Operator must ensure that any Vehicle which it operates, or which is operated on its behalf Airside at BIA, is operated in accordance with all relevant legislation including but not limited to:

- WA Road Traffic Act
- Civil Aviation Act 1988
- Civil Aviation Safety Regulations 1998
- Manual of Standards (MOS) Part 139
- Civil Aviation Orders
- ATSA
- ATSR

Vehicles may only be permitted to operate in the Airside area without a BIA ADA, when being escorted by an approved BIA ADA person, in accordance with this Handbook.

A Vehicle Operator must not operate or permit the operation of a Vehicle in contradiction to the rules documented in this Handbook.

12.2. ALCOHOL & OTHER DRUGS

- 1) All drivers airside at BIA are subject to AOD testing under the BIA DAMP. This includes BIA ADA holders and drivers under escort of BIA ADA holders. Copies of the BIA DAMP are available from BIA Reception.

12.3. GENERAL

- 1) You must not drive a Vehicle in any Airside area unless
 - a) You hold a valid BIA ADA in a Category which authorise you to drive a Vehicle in that Airside area.
 - b) You are under Escort.
- 2) You must remain up to date with the rules and requirements outlined in the BIA ADA Drivers Handbook.
- 3) Before operating a Vehicle, the driver is to conduct a vehicle check to ensure the Vehicle is safe to operate and that there are no loose items or equipment that may fall off the Vehicle and present a FOD hazard.
- 4) You must carry your ASIC and ADA with you whenever you are operating a Vehicle Airside.
- 5) Vehicles operating Airside must have an operating rotating beacon.
- 6) The wearing of seatbelts Airside is mandatory where seatbelts are fitted to the Vehicle.
- 7) Do not drive in a manner likely to jeopardise the safety of any person or damage to property.
- 8) Notify the Vehicle operator of any defect in a Vehicle of which you are aware as soon as possible.

12.4. BIA AUTHORISED OFFICER

- 1) You must comply with any instruction by a BIA Authorised Officer with regards to driving of Vehicles within the Airside Area of BIA.
- 2) Whenever you are in charge of a Vehicle Airside, if a BIA Authorised Officer directs you to produce your ASIC, ADA and/or your Driver's Licence, you must comply with that direction.
 - a) The BIA Authorised Officer must be appropriate when making any request
 - b) The BIA ADA Holder must be appropriate in their responses.

12.5. MOBILE DEVICES

- 1) Mobile phones, tablets and other mobile devices, handheld or mounted, are a distraction and must not be used when driving Airside.
- 2) Unless for operational purposes, headphones, headsets or other in-ear or over-ear devices must not be used when airside. This does not include PPE.

12.6. SIGNS & SPEED LIMITS

- 1) Drive in accordance with the speed limits or at a lower speed if conditions require.

Maximum Speed Limits	
20 km/h	Aprons and airside roads
10 km/h	Within 15 metres of ACFT
40 km/h	On perimeter roads
20 km/h	Anywhere airside when operating tugs

- 2) Obey all regulatory signs.

12.7. APRONS

- 1) Do not drive within 3 metres of any aircraft, except when servicing aircraft.
- 2) Within the Airside area, aircraft (including aircraft under tow) have right of way at all times.
- 3) Vehicles must not impede or restrict aircraft operations. Failure to give way to an aircraft may result in infringement.
- 4) Stay well clear of aircraft when their red anti-collision beacons are operating. This indicates that the engines are running or are about to be started.
- 5) Use apron roads (where marked) to traverse Aprons.
- 6) Keep well clear of passengers that are boarding aircraft. Do not drive between them.

12.8. PARKING VEHICLES

- 1) If parking Airside, you must leave the vehicle in a designated parking area. You are not permitted to park a Vehicle in an area that causes obstruction for aircraft, passengers or other vehicles.
- 2) Vehicles must not be parked within 2 metres of any Airside security fence when Airside and 3 metres when Landside.

12.9. PASSENGERS OF VEHICLES

- 1) Vehicles must not be operated with a passenger load in excess of its design capacity.

- 2) Passengers can only travel in Vehicles if they have an allocated and approved seat.

13. VEHICLE & DRIVER ESCORTS

Where there is a valid operational requirement for a Vehicle to operate Airside without a BIA ADA, BIA may at its complete discretion make available a BIA ADA holder and Vehicle (Escort) to supervise the driving of that Vehicle (Supervised Vehicle) on the Airside.

Vehicle escort can be by way of:

- Driving another Vehicle to escort the Supervised Vehicle.
- Travelling as a passenger in the Supervised Vehicle.
- If appropriate accompanying and directing the Supervised Vehicle on foot.

Where a Vehicle is providing the Escort, the person driving the Supervised Vehicle must remain directly behind the Vehicle at a safe distance and follow all instructions.

The Escort of more than one Supervised Vehicle at a time is permitted provided that effective control of all Supervised Vehicles is able to be maintained in order to ensure the Supervised Vehicles do not present hazards to the safe operation of Airside.

Before a driver of a Vehicle commences the escort, the driver of the Vehicle must ensure that the driver of the escorted Vehicle is aware of the requirement to maintain a safe distance and follow the instructing vehicle.

13.1. ESCORT BY OTHERS

If BIA ADA holders not employed by BIA provide escort to those not holding a BIA ADA the same conditions above apply.

The (and all) BIA ADA holder(s) will be held totally responsible for all actions of any escort provided.

14. MANOEUVRING AREA

The Manoeuvring Area, comprising the runways and taxiways, are a restricted area with only Category 1, BIA ADA applicable. An AROC is required.

During tower hours all aircraft and vehicle traffic on the Manoeuvring Area are controlled by Airservices Australia (AsA) Air Traffic Control (ATC).

Outside of tower hours a Common Traffic Advisory Frequency (CTAF) is in operation, CTAF procedures apply.

A Vehicle Operator must ensure the Vehicle that is required to be operated on the Manoeuvring Area is:

- Equipped with a radio capable of two-way communications with ATC or on CTAF.
- Marked with amber flashing/rotating light(s) mounted on the top of the Vehicle so as to provide 360-degree visibility.
- Under escort in accordance with this Handbook.

You must not drive a Vehicle on the manoeuvring area of the airport unless:

- 1) You have a valid operational requirement to drive on the Manoeuvring Area.
- 2) You are familiar with the runway and taxiway layout.
- 3) The vehicle displays an active rotating beacon.
- 4) The Vehicle is equipped with a radio capable of two-way communication with ATC or on the CTAF.
- 5) You understand the procedures that apply in the Manoeuvring Area, in particular ATC light signals.
- 6) You hold the applicable category of BIA ADA.
- 7) You request and receive ATC clearance to operate on the Manoeuvring Area.
- 8) You comply with all instructions given by ATC.
- 9) You are familiar with CTAF procedures.

15. LOW VISIBILITY PROCEDURES

During times of low visibility conditions, Air Traffic Control (ATC) will activate Low Visibility Procedures.

Extract Part 2 Section 16 Low Visibility Operations in the BIA Aerodrome Manual details the full procedure. The following is a summary:

Vehicle and Pedestrian Access

ATC shall minimise vehicle and pedestrian access to the manoeuvring area during LVP.

Vehicular movements on the manoeuvring area will be restricted to:

- *BIA Safety Officer(s)*
- *ARFFS*
- *Vehicles under escort by BIA Safety Officer(s)*

During LVP, only one aircraft will be allowed on the manoeuvring area at any time.

Only vehicles essential to the arrival or departure of aircraft will be permitted airside.

All instructions of BIA staff must be followed.

16. TOWING OF AIRCRAFT

Vehicle Operator's permitting the conduct of aircraft tows, must have in place procedures that necessitate:

- The vehicle performing the tow and the aircraft under tow to monitor ATC/CTAF radio transmissions at all times during the tow.
- An additional direct line of communication between the Vehicle conducting the tow;
 - And the aircraft under tow to be available at all times during the tow.
 - And to all persons involved in the tow operation, have the necessary BIA ADA Category, and AROC licenses, and are fully aware of their roles and responsibilities.

17. REMOVAL OF VEHICLES AND GSE FROM AIRSIDE

If a Vehicle is being driven, or is stopped, or parked, in a manner that is likely to be a danger or obstruction to a person or property (including other Vehicles, aircraft or facilities), or that it is likely to interfere with the operation of the Airport and/or aircraft, a BIA Officer, may direct the driver or Vehicle Operator to remove the Vehicle from the Airside. The direction may be done verbally or by written notice.

If the Driver of the Vehicle cannot be found, or refuses to comply with the direction to move, BIA will take actions necessary to remove the Vehicle. BIA accepts no liability for damage sustained by the Vehicle in the course of it being moved.

18. NOTIFIABLE ACCIDENTS OR INCIDENTS

The driver and/or Vehicle Operator must immediately report to BIA any accident that occurs on the Airside in accordance with this handbook.

19. FOREIGN OBJECT DEBRIS

- Any objects that have become loose and fall on the ground or that are found on the ground Airside must be removed immediately.
- Any FOD identified in the Manoeuvring Area must be removed if safe to do so and reported immediately to BIA.
- Drivers must ensure all loads are appropriately secured to minimise the risk of FOD.
- Vehicles and ground equipment must be regularly inspected to ensure vehicle components are secure.

20. FUEL & OIL SPILLS

All spills must be reported immediately to BIA, spills over 10lt of any hazardous material must also be reported to ARFFS.

The costs associated with the clean-up of fuel/oil spills and/or repairs for Apron damage caused by fuel/oil spills, will be charged to the Vehicle Operator.

21. IMMOBILISED VEHICLES

If you are driving a Vehicle which becomes immobilised on the Manoeuvring Area you must immediately:

- Notify ATC.
- Continuously monitor radio communications.
- Arrange for immediate movement of the Vehicle.

If your Vehicle becomes immobilised on any other area Airside you must immediately notify BIA and arrange for the expedient removal of the Vehicle.

22. VEHICLE MAINTENANCE

Vehicles and ground equipment operated Airside at BIA, must be maintained in a sound mechanical and roadworthy condition, so as to prevent Foreign Object Debris (FOD), breakdowns and spillage of fuels, lubricants or hydraulic fluids.

Notify the Vehicle operator of any defect in a Vehicle of which you are aware as soon as possible.

23. VEHICLE INSPECTIONS

BIA reserves the right to inspect and check Vehicles to ensure that the Vehicle satisfies mechanical and/or road-worthy standards.

Any Vehicle not meeting standards of serviceability as assessed by BIA must be removed from Airside by the Vehicle Operator until the appropriate corrective action has been taken. Vehicles can only return to the Airside once BIA have re-inspected the rectification works and agree to the serviceability of the Vehicle.

24. AUDITS & INVESTIGATIONS

As the Airport Operator, BIA has the responsibility to ensure that Airside activities comply with all relevant Commonwealth and State regulations and requirements under which this Handbook is issued.

BIA may undertake some or all of the following activities to confirm that the requirements of this Handbook are being adhered to:

- Investigate reported accidents in conjunction with Vehicle Operator and/or Drivers.
- Periodically audit a sample of Airside Drivers to check the currency of Australian driver's licence and BIA ADA.
- Conduct random speed checks of vehicles operating Airside.
- Inspect and check vehicles, and if required, request that the vehicle operator provide a certificate of endorsement by a qualified mechanic to ensure that the vehicle satisfies mechanical and roadworthy standards.

25. AIRSIDE AREAS

25.1. SOUTHERN APRON

The Southern Apron consists of the RPT Apron, the Gate 6 Apron and the Southern Pad.

There is a vehicle lane around the western and northern sides of the Southern Apron. Unless you are involved in the servicing of aircraft on the Southern Apron, remain in the vehicle lane where practicable. Remember that vehicles must give way to all aircraft.

The Gate 6 apron can become congested with light aircraft. If there is no safe route through this area there is an all-weather track alongside the apron. Be sure not to cross to the runway side of the runway strip markers.

There is a helicopter pad on the eastern end of the Gate 6 Apron. When driving in this area be extremely vigilant and aware of helicopter movements from all directions.

Unattended GSE must be stored in equipment storage areas.

25.2. HELIPORT APRON

The Heliport Apron has 8 primary parking bays for medium-lift helicopters. Aircraft operations on the Heliport Apron are to be conducted in accordance with the BIA Apron Management, Appendix E.

Depending on the bay and nature of the operation, helicopters can arrive, park and depart in a range of configurations.

All vehicles, including vehicles towing aircraft, must give way to passengers and pedestrians.

When transiting past the Heliport Apron, a few guidelines must be applied.

- All vehicles must give way to helicopters and helicopters under tow.
- If helicopters clearly have wheel chocks in with personnel and equipment around them, for example: GSE and fire equipment, it is generally safe to drive past in the vehicle lane. This includes if the rotors are turning and anti-collision beacons are on.
- Be aware there can be multiple helicopters moving on and around these bays, including under tow.
- There can also be helicopters taxiing from the Runway, Taxiway Charlie, Yankee and Zulu, or towards you from Taxiway Foxtrot.
- Unless you are involved in the servicing of helicopter operations then remain in the vehicle lane where practicable.

If you are not sure if it safe to transit past the apron then hold prior to the stop sign at the eastern end or in a safe place at the western end of the apron.

Unattended GSE must be stored in equipment storage areas.

25.3. CODE C APRON

The Code C Apron is utilised and marked for aircraft above 5,700kg. It is also a customs clearing area for international arrivals and departures.

A vehicle lane is provided between the Heliport Apron and the Northern GA Apron through the Code C Apron. The vehicle lane may become blocked by parked aircraft. Be careful not to drive on Taxiway Charlie if this is the case.

Use of the Code C Apron is by prior arrangement only.

25.4. GA APRONS

The GA Aprons consist of the Northern Pad, Western GA Aprons, Itinerant and Eastern GA Aprons and the Northern GA Apron.

The GA Aprons on the Northern side of the runway are for the parking General Aviation aircraft both locally based and itinerant aircraft visiting Broome.

Under no circumstance shall aircraft be towed or taxied through the drain on the southern side of the Northern GA Apron.

25.5. RFDS APRON

The RFDS apron is located on the western side of the ATC tower. The RFDS Apron is for the explicit use of the Royal Flying Doctors Service.

26. AIRSIDE MARKINGS, MARKERS & SIGNS

26.1. INTRODUCTION

All drivers should be familiar with the meaning and form of airside marking (visual aids) and comply with what they mean to you as a driver.

Visual aids are cues for pilots, marshallers, Broome ATC, and drivers operating airside to help them provide a safe environment for aircraft operations.

Visual aids comprise:

- Markings, markers, and signs (visible by day).
- Lights and beacons (visible by night).

26.2. ROAD SIGNS

You will see instructional signs airside. Take notice of all airside signage on the Airport, particularly STOP FOR AIRCRAFT signs. Remember, depending on the area on the Airport, SPEED LIMITS will vary.



26.3. WORKS LIMIT MARKER (WITCHES HAT)

Orange witches hats are used to restrict the movement of personnel and vehicles within in a designated works area.

Personnel and Vehicles are to remain within the WORKS LIMIT AREA.



26.4. UNSERVICEABILITY MARKER

White cones with a red band are used to restrict the movement of aircraft. These are often used in conjunction with Works Limit Markers (above) to separate vehicles/personnel and aircraft.



26.5. RUNWAY STRIP MARKER

White gable markers mark the edge of the runway strip. Vehicles (and personnel) are not permitted to enter the runway strip without approval from ATC or under CTAF procedures.



26.6. TAXIWAY MARKINGS

The edge of the taxiway surface is marked with a continuous double yellow line. The double yellow line also indicates low strength pavement from the outside edge. (Low strength - not suitable for aircraft)

A single, continuous yellow line marks the centre of a taxiway surface.



26.7. RUNWAY HOLDING POSITION

The Runway Holding Position is defined by two solid yellow lines alongside two broken yellow lines the width of the taxiway. This indicates the holding positions for aircraft and vehicles prior to entering the runway.



26.8. INTERMEDIATE HOLDING POSITION

A single yellow broken line defines Intermediate Holding Positions.

Aprons adjoining Taxiways have a sign advising to make contact with Broome Ground for a clearance. These are located at Intermediate Holding Positions.

Runway and Intermediate Holding Position markings must not be passed without clearance from ATC or by advisement under CTAF procedures.



26.9. VEHICLE LIMIT

Vehicle Limit Lines determine where the apron finishes and the taxiway begins. It may also determine where a roadway ends and a taxiway begins. Two continuous white lines define the vehicle limit line.



26.10. APRON EDGE

Apron Edge lines provide visual reference to define the area of high strength pavement suitable for aircraft operations. The area outside the lines may not be as structurally sound as the area inside the lines.

For fixed wing aprons, double yellow lines mark the Apron Edge.

For helicopter aprons, double blue lines mark the Apron Edge.

On unsealed parking areas such as gravel or grass, yellow or blue cones will mark the apron edge.



26.11. PARKING CLEARANCE

A Parking Clearance line is used to define an area in which the whole of a parked aircraft is to be confined. The Parking Clearance line is defined by a continuous red line between two continuous yellow lines. The words PARKING CLEARANCE are marked on the side of the line where the aircraft is to be confined.



26.12. EQUIPMENT STORAGE

Equipment Storage areas are marked with a continuous single red line and indicate the boundary of the designated areas where vehicles, plant or equipment can be stored and left unattended. The words EQUIPMENT STORAGE are marked on the side of the line where the equipment is to be confined. The red line may be highlighted with a white line either side.



26.13. EQUIPMENT CLEARANCE

Equipment Clearance lines are defined with a broken single red line. The Equipment Clearance line is used to assist service vehicles and equipment remain clear of manoeuvring aircraft. Equipment **cannot** be left unattended in these areas. The words EQUIPMENT CLEARANCE is marked on the side of the line where the equipment is to be confined.



26.14. AIRSIDE SIGNS

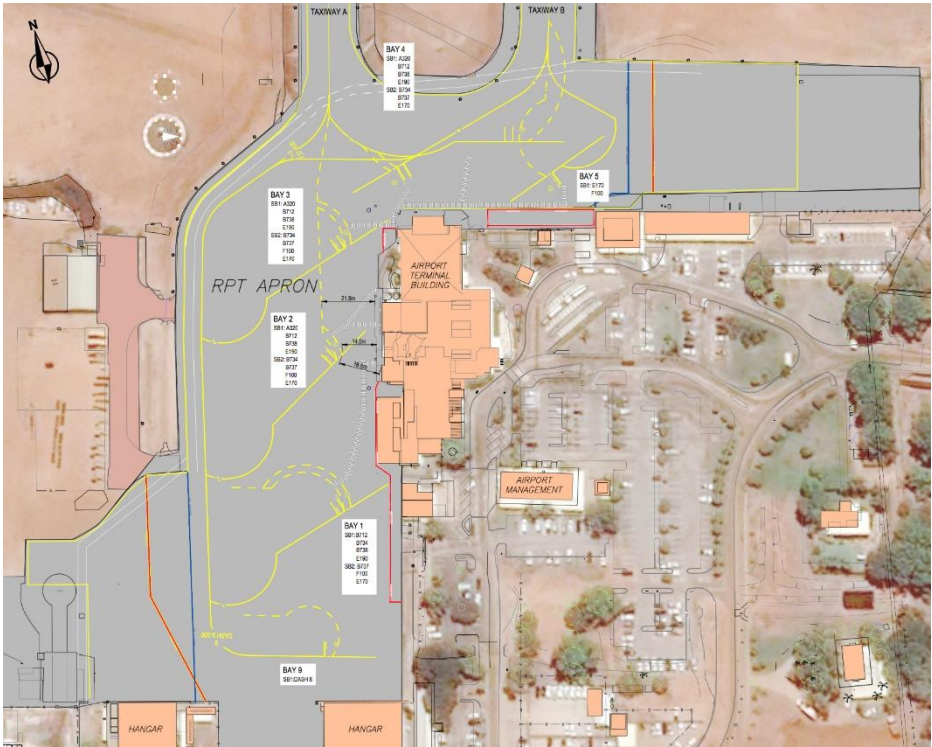
Movement Area Guidance (MAG) signs are used to identify the Taxiway you are on or approaching and the Taxiway you are intersecting. The yellow character on the black background defines the taxiway you are on. The black character on the yellow background defines the intersecting taxiway and is accompanied with a direction arrow.

Runway Distance signs are located at the Runway Holding Positions and indicate the runway direction and the remaining runway distance from the taxiway.



APRON MAPS

SOUTHERN APRON



HELIPORT APRON

