



JANDAKOT AIRPORT HOLDINGS PTY LTD

**AIRSIDE VEHICLE
CONTROL HANDBOOK**

Revised Date 23 April 2010

Table Of Contents

1	Forward	3
2	Regulations	4
3	Airport Vehicle Control Instructions	9
3.1	Abbreviations and Glossary.....	9
3.2	Traffic – General.....	11
3.3	Responsibilities of Companies.....	12
3.4	Authority for Use Airside.....	13
3.5	Authority to Drive Airside.....	14
3.6	Approved Issuing Authority.....	15
3.7	Responsibilities of Approved Issuing Authorities.....	16
3.8	Responsibilities of Jandakot Airport Holdings.....	17
3.9	Withdrawal of Authorities and Permits.....	18
3.10	Drivers Airside Application Process.....	19
3.11	Vehicle Airside Application Process.....	19
4	Rules for Drivers Operating Airside	20
4.1	Authority to Drive Airside.....	20
4.2	Abbreviations and Glossary.....	20
4.3	Driver Responsibilities.....	23
4.4	Security Categorised Airports.....	24
4.5	Specific Airport Rules.....	25
5	Radio Procedures	25
5.1	Introduction.....	25
5.2	Working on the Movement Area.....	25
5.3	Transmission Techniques.....	26
5.4	Phonetic Alphabet.....	26
5.5	Numerals.....	26
5.6	Signal strength.....	27
5.7	Commonly Used Phrases.....	27
5.8	Communicating with the Tower.....	29
5.9	Listening Watch on Manoeuvring Areas.....	31
5.10	Some General Tips.....	32
5.11	Emergency Situations.....	32
5.12	Jandakot Airport Radio Frequencies.....	32
6	Forms & Documents	33
6.1.	Authority for Use Airside Application.....	34
6.2.	Vehicle Roadworthiness Certification.....	35
6.3.	Authority to Drive Airside Application.....	36
6.4.	Airside Vehicle Indemnity and Release.....	37
6.5.	Temporary Airside Access Indemnity Form.....	41
6.6.	Examples of Documents.....	42

1 Forward

This Airside Vehicle Control Handbook issued under the Airports Regulations (Control of On-Airport Activities) is part of the suite of documents that make up the aerodrome manual for Jandakot Airport.

The intent of the requirements for airside operation of vehicles set out in this Handbook is to ensure the safe and orderly movement of vehicular traffic.

The operator of an aerodrome licensed under the Civil Aviation Regulations is obliged to provide particulars for the control of surface vehicles operating on, or near the movement area.

The Airport Operator also has general duties of care under common law and obligations under occupational health and safety legislation, the Civil Aviation Regulations and the Air Navigation Regulations in relation to safety and security issues associated with surface vehicles operating in such areas.

On Landside, the provisions of State/Territory laws and regulations are applicable in respect of Vehicle registration requirements and traffic movement. The parking of vehicles is controlled by the Airport Operator and under Division 4.2 of the Airports Regulations (Control of On-Airport Activities).

FAILURE TO COMPLY WITH THE REQUIREMENTS OF THIS HANDBOOK IS A BREACH OF CONDITIONS SET DOWN BY THE RELEVANT AUTHORITIES FOR USE AND TO DRIVE AIRSIDE, AND ANY SUCH FAILURE IS TO BE TAKEN INTO ACCOUNT BY THE AIRPORT OPERATOR COMPANY IN CONSIDERING WHETHER TO EXCLUDE INDIVIDUALS OR ENTITIES FROM AIRSIDE USE OR OPERATION OF MOTOR VEHICLES.

.....
(Managing Director Jandakot Airport Holdings Pty Ltd)

Date:

2 Regulations

The regulations laid out in this section are subject to penalty points being issued where required. Further details can be obtained by contacting The Department of Infrastructure, Transport, Regional Development and Local Government.

AIRPORTS (CONTROL OF ON-AIRPORT ACTIVITIES) REGULATIONS DIVISION 4.4

Division 4.4 – Airside vehicle operation

AIRPORTS REGULATIONS (CONTROL OF ON-AIRPORT ACTIVITIES)

REG 4.41 – Abbreviations and Glossary for Division 4.4

4.41 In this Division:

“Airside”, for a regulated airport, has the same meaning as in the Airside Vehicle Control Handbook for the airport;

“ADA” means an Authority to Drive Airside issued under regulation 4.43;

“Approved issuing authority”, for an airport, means a person or body authorised under paragraph 4.42A(1)(c) to issue ADAs or AUAs for the airport;

“AUA” means an Authority for Use Airside issued under regulation 4.44;

“Owner”, of a vehicle, includes any person who has the right to use the vehicle, whether or not the person actually owns the vehicle;

“Vehicle Control Handbook”, for an airport, means the Airside Vehicle Control Handbook, published for the airport by JAH, as in existence immediately before the commencement of this Division.

AIRPORTS REGULATIONS (CONTROL OF ON-AIRPORT ACTIVITIES)

REG 4.42 – Vehicles not to be taken onto or operated airside

4.42

- (1) A person must not take a vehicle onto, or operate a vehicle on, the airside of a regulated airport unless;
 - a) The person holds an ADA and the vehicle is the subject of an AUA; or
 - b) A person authorised, in accordance with the Vehicle Control Handbook, to provide airside vehicle escorts.
- (2) A person escorted under paragraph (1) (b) must comply with a reasonable direction given by the escort.

AIRPORTS REGULATIONS (CONTROL OF ON-AIRPORT ACTIVITIES)

REG 4.42A – Who can issue an ADA or AUA

4.42A.

- (1) The Airport-operator Company for an airport may:
 - a) issue an ADA, in accordance with regulation 4.43; or
 - b) issue an AUA, in accordance with regulation 4.44; or
 - c) in accordance with the Vehicle Control Handbook for the airport, authorise a person to issue ADAs or AUAs.
- (2) The Airport-operator Company for an airport may revoke an authorisation under paragraph (1) (c) by 7 days written notice to the person authorised.
- (3) Application may be made under the Administrative Appeals Tribunal Act 1975 for review of a decision of an airport-operator company under subregulation (2) to revoke an authorisation.

AIRPORTS REGULATIONS (CONTROL OF ON-SIDE ACTIVITIES)

REG 4.43 – Authority to Drive Airside

4.43

- (1) Application for an ADA at an airport must be made to the Airport-operator Company for the airport, or an approved issuing authority for the airport, in the way set out in the Vehicle Control Handbook for the airport.
- (2) The criteria to be applied by the airport-operator company or approved issuing authority in deciding whether or not to grant the ADA are the criteria set out for that purpose in the Handbook.
- (2A) An approved issuing authority for an airport must not issue an ADA otherwise than in accordance with the Vehicle Control Handbook for the airport.
- (3) An Airport-operator Company or approved issuing authority must issue a card or other suitable evidence of an ADA.
- (4) It is a condition of an ADA that the holder must operate a vehicle on the airside of the airport only in accordance with:
The rules set out in the Vehicle Control Handbook for the airport, including, in particular, any rules regarding the use of radio communications equipment or other signaling equipment; and any other conditions of the ADA; and if the vehicle is the subject of an AUA-any conditions of the AUA; and any directions of an employee of the airport-operator company.
- (5) It is also a condition of an ADA that the holder shows the ADA to an employee of the Airport-operator Company on demand.
- (6) An ADA may be issued subject to any other conditions that the Airport-operator Company thinks necessary.
- (7) Without limiting the generality of sub-regulation (6), the conditions may include a condition:
 - a) That the person, or the person's employer, indemnify the airport-operator company;
or
 - b) Limiting the person's right to drive in particular places, at particular times, or in particular circumstances.

AIRPORTS REGULATIONS (CONTROL OF ON-AIRPORT ACTIVITIES)

REG 4.44 – Authority for Use Airside

4.44

- (1) Application for an AUA at an airport must be made to the airport-operator company for the airport, or an approved issuing authority for the airport, in the way set out in the Vehicle Control Handbook for the airport.
- (2) The criteria to be applied by the airport-operator company or approved issuing authority in deciding whether or not to grant the AUA are the criteria set out for that purpose in the Handbook.
- (2A) An approved issuing authority for an airport must not issue an AUA otherwise than in accordance with the Vehicle Control Handbook for the airport.
- (3) It is a condition of an AUA that the vehicle must be operated on the airside of the airport only in accordance with:
 - a) The rules set out in the Vehicle Control Handbook for the airport, including, in particular, any rules regarding the use of radio communications equipment or other signalling equipment; and
 - b) Any other conditions of the AUA; and
 - c) Any directions of an employee of the airport-operator company.
- (4) An AUA may be issued subject to any other conditions that the Airport-operator Company thinks necessary.
- (5) Without limiting the generality of sub-regulation (4), the conditions may include a condition:
 - a) That the owner of the vehicle indemnify the airport-operator company; or
 - b) Limiting the operation of the vehicle to particular places, times or circumstances.

AIRPORTS REGULATIONS (CONTROL OF ON-AIRPORT ACTIVITIES)

REG 4.45 – Vehicles being driven dangerously etc may be removed

4.45

- (1) If an authorised person considers that a vehicle is being driven, or is stopped or parked, on the airside of an airport in a manner that is likely to be a danger to a person or to property (including other vehicles and aircraft) or that is likely to interfere with the operation of the airport, the authorised person may direct the driver of the vehicle to remove it from the airside.
- (2) The driver of the vehicle must comply with a direction under sub-regulation (1)

- (3) A contravention of sub-regulation (2) is an infringement notice offence.
- (4) If the driver of the vehicle cannot be found, or refuses to comply with the direction, the authorised person (with whatever assistance is reasonably necessary) may move the vehicle to a place within the airport approved for the purpose by the Airport-operator Company.

AIRPORTS REGULATIONS (CONTROL OF ON-AIRPORT ACTIVITIES)

REG 4.46 – Authorised person

4.46 The Secretary may appoint as an authorised person for sub-regulation

4.45 (1):

- a) An employee of the airport-operator company for the airport.

AIRPORTS REGULATIONS (CONTROL OF ON-AIRPORT ACTIVITIES)

REG 4.47 – Withdrawal of Authority to Drive Airside

4.47

- (1) The Airport-operator Company for a regulated airport may withdraw a person's ADA on the airport if the person operates a vehicle on the airside of the airport:
 - a) Otherwise than in accordance with:
 - (i) his or her ADA; or
 - (ii) the vehicle's AUA (if any); or
 - (iii) the Vehicle Control Handbook for the airport; or
 - (iv) a direction of an employee of the airport-operator company;
 - Or
 - b) In a manner likely to cause injury to a person, or damage to property (including an aircraft or another vehicle).
- (2) If the Airport-operator Company considers that there may be reasons why an ADA should be withdrawn, it must invite the holder of the ADA, in writing, to show cause why the ADA should not be withdrawn.
- (3) The criteria to be applied by the Airport-operator Company in deciding whether or not to withdraw an ADA are the criteria (if any) set out for that purpose in the Handbook.
- (4) If an airport-operator company withdraws a person's ADA, it must tell the person of the withdrawal, in writing, as soon as practicable.

AIRPORTS REGULATIONS (CONTROL OF ON-AIRPORT ACTIVITIES)

REG 4.48 – Withdrawal of Authority for Use Airside

4.48.

- (1) The Airport-operator Company for a regulated airport may withdraw a AUA if the vehicle to which it applies has been operated on the airside of the airport:
 - a) Otherwise than in accordance with:
 - (i) the driver's ADA; or
 - (ii) the vehicle's AUA (if any); or
 - (iii) the Vehicle Control Handbook for the airport; or
 - (iv) a direction of an employee of the airport-operator company;

Or

- b) In a manner likely to cause injury to a person, or damage to property (including an aircraft or another vehicle).
- (2) If the Airport-operator Company considers that there may be reasons why an AUA should be withdrawn, it must invite the holder of the ADA, in writing, to show cause why the AUA should not be withdrawn.
- (3) The criteria to be applied by the Airport-operator Company in deciding whether or not to withdraw an AUA are the criteria (if any) set out for that purpose in the Handbook
- (4) If an airport-operator company withdraws an AUA, it must tell the owner of the vehicle of the withdrawal, in writing, as soon as practicable.

AIRPORTS REGULATIONS (CONTROL OF ON-AIRPORT ACTIVITIES)

REG 4.49 – Review of decisions

4.49

Application may be made to the Administrative Appeals Tribunal for review of a decision of an airport-operator company under regulation 4.43, 4.44, 4.47 or 4.48.

AIRPORTS REGULATIONS (CONTROL OF ON-AIRPORT ACTIVITIES)

REG 4.50 – Transitional-existing authorisations

4.50

- (1) A person, who held immediately before the commencement of this regulation, an authority (however described) issued by JAH to drive a vehicle on the airside of a regulated airport, is taken to hold an ADA.
- (2) An authority (however described) issued by JAH for the use of a vehicle on the airside of a regulated airport and in effect immediately before the commencement of this regulation continues to have effect as an AUA.
- (3) An ADA that a person is taken to hold under sub-regulation (1):
 - a) Is subject to the same conditions as the authority held by the person before the commencement of this regulation; and
 - b) May be withdrawn as if it had been issued under this Division.
- (4) An AUA that continues to have effect under sub-regulation (2):
 - a) Is subject to the same conditions as the authority granted by JAH for the vehicle; and
 - b) May be withdrawn as if it had been issued under this Division.

3 Airport Vehicle Control Instructions

3.1 Abbreviations and Glossary

Aerodrome: A defined area of land or water (including any buildings, installations and equipment), intended to be used for the arrival, departure and movement of aircraft

Airport: An aerodrome owned and/or operated by the Airport Operator.

Airport Officer: A person appointed by the Managing Director of the Airport Operator under Section 64 of the Airport Operator Act to be an Airport Officer.

Airport Operator: The Airport Operator Company as defined under the Airports Act 1996

Airside: The Movement Area of an Airport, adjacent terrain and buildings or portions thereof, access to which is controlled.

Approved Issuing Authority: means a person or body authorised under paragraph 4.42A(1)(c) to issue ADA's or AUA's (for these see below) for the Airport [Not applicable at Jandakot]

Apron: That part of an Airport to be used for The purpose of enabling passengers to board, or disembark from aircraft; Loading cargo onto, or from an aircraft; Refuelling, parking or carrying out maintenance on aircraft.

Apron Services Area: That part of the airport which drivers having lawful authority to access without holding an Authority to Drive Airside or Authority for Use Airside, undertaking a test or obtaining a permit for a vehicle. (Note: For all tenants and their invitees, insurance and indemnity documents are still required).

Authorised Training Officer: A training officer of an Approved Issuing Authority or an officer of JAH, approved by the Airport Operator to train and test applicants for an Authority to Drive Airside.

Authority to Drive Airside (ADA): means an authority to drive airside issued under regulation 4.43 of the Airports (Control of On Airport Activities) Regulations.

Authority to Drive Airside Category 1: an Authority issued by the Airport Operator or Approved Issuing Authority, following the satisfactory completion of the required pre-test time spent as an observer in a vehicle airside and oral, written and driving test by the Airport Operator, to a driver for the purpose of driving on the **perimeter only** (which may include crossing specific taxiways where the perimeter road crossing the taxiway is marked, and when

the driver has received specific training to cover this occurrence). This Authority will be valid for two years.

Authority to Drive Airside Category 2: an Authority issued by the Airport Operator or Approved Issuing Authority, following a satisfactory completion of the required pre-test time spent as an observer in a vehicle airside and oral, written and driving test by the Airport Operator, to a driver for the purpose of driving on **aprons and apron taxi lanes only**. This Authority will be valid for a maximum of two years.

Authority to Drive Airside Category 3: an Authority issued by the Airport Operator or Approved Issuing Authority, following a satisfactory completion of the required pre-test time spent as an observer in a vehicle airside and oral, written and driving test by the Airport Operator, to a driver for the purpose of driving on the **aprons and selected taxiways only**. This Authority will be valid for two years.

Authority to Drive Airside Category 4: an Authority issued by the Airport Operator or Approved Issuing Authority, following a satisfactory completion of the required pre-test time spent as an observer in a vehicle airside and oral, written and driving test by the Airport Operator oral, to a driver for the purpose of driving on all **movement areas**. This Authority will be valid for a maximum of two years.

Authority for Use Airside (AUA): means an authority issued in accordance with regulation 4.44 of the Airports Regulations (Control of On Airport Activities)

Company: The owner or other person, firm, company or corporation (including Government departments or business enterprises) controlling the operation of one or more vehicles on Airside, or any person who has rented such a vehicle for operation by his/her own agents.

Escort: Means the supervision of a vehicle airside whereby the supervising person takes responsibility for and will provide guidance and may take immediate action to prevent an unsafe act by the vehicle being escorted.

Handbook: means this Handbook including its appendices

Instructions: These Instructions and their appendices.

Jandakot Airport Holdings [JAH] the Airport Operator as defined in the Airports Act 1996

Joint User Aerodrome: An Airport used jointly on a continuing or regular basis by civil and military aircraft and on which the Airport Operator leases or owns facilities (to be defined only in the Instructions of joint user airports).

Landside: That portion of an Airport not designated as Airside and to which the general public normally has free access.

Licensed Area: Means a portion of land whose geographic limits are defined, in these Instructions and on the ground by green line, and where the licensee is responsible for the control of all vehicles within the boundaries of the licensed area.

Manoeuvring Area: Those parts of an Airport used for the take-off, landing and taxiing of aircraft, excluding Aprons.

Markings: Symbols, lines, words and figures displayed on the surface of a Movement Area, or special visual distinguishing features added to vehicles.

Movement Area: That part of an Airport to be used for the surface movement of aircraft, including Manoeuvring Areas and Aprons.

Notifiable Accident: Any vehicle accident resulting in personal injury and/or damage to the Airport Operator property and/or which may involve the Airport Operator in litigation. (The Airport Operator requires to be notified immediately of such accidents).

Perimeter Road: A road within the Airside to facilitate travel of vehicles to various areas whilst remaining clear of the Manoeuvring Areas (except in specific areas where a clearly marked perimeter road may cross a taxiway)

Prohibited Area: Any part of an airport, designated by notices posted by the airport operator to which access is prohibited to persons not having lawful authority to enter the area.

Restricted Area: Any part of an Airport, designated by notices posted pursuant to Airport Regulations (Control of On Airport Activities), access to which is restricted to persons holding an authorised identification card valid for that part of the Airport.

Runway (RWY): A defined rectangular area on a land aerodrome, prepared for the take-off and landing of aeroplanes along its length.

Runway Strip (RWS): A defined area including the runway and stop-way (if provided), intended to reduce the risk of damage to aircraft running off a runway and to protect aircraft flying over it during take-off or landing operations.

Security Restricted Area: the same as a Restricted Area above.

Security Categorised Airport: An airport which has been categorised for security purposes by the Department of Infrastructure, Transport, Regional Development and Local Government, in accordance with Air Navigation Regulations.

Speed Limit: The Speed Limit in a particular area, determined in accordance with Section 6.7 Summary of Rules for Driving Airside paragraph 3.

Subsidiary: A wholly owned subsidiary.

Taxiway: A defined path on a land aerodrome established for the taxiing of aircraft and intended to provide a link between one part of the aerodrome and another, including aircraft stand taxi-lane, apron taxiway and rapid exit taxiway.

Vehicle: Any motor vehicle, special purpose vehicle or other mobile equipment, which is used on the Airside (including specialised ramp equipment).

3.2 Traffic – General

3.2.1 On Landside, State laws and regulations are applicable in respect of vehicle registration requirements and traffic movement and vehicle conditions. The Airport Operator controls the parking of vehicles.

3.2.2 In other areas (excluding leased areas), vehicular traffic is under the control of the Airport Operator. At Airports subject to Air Traffic Control (ATC), vehicular traffic on Manoeuvring Areas is subject to clearance by ATC.

3.2.3 Operators using bicycles airside shall ensure the rider wears a helmet in accordance with standard road rules and in addition a high visibility vest/jacket. Motorised bicycles and scooters are not authorised for use airside.

3.2.4 The Airport operator shall at its own discretion conduct random speed checks both airside and landside. Operators may have access restricted or removed if found to be disregarding state laws and/or airport rules.

3.3 Responsibilities of Companies

3.3.1 All Companies wishing to operate a vehicle on the airside, outside leased areas and Apron Services Areas defined in these instructions, without approved escort, shall make application in accordance with these Instructions, for an Authority for Use Airside (Section 3.4) and an Authority to Drive Airside (Section 3.5), for each intended vehicle and driver.

3.3.2 As a condition of approval of an application for either an Authority for Use Airside or an Authority to Drive Airside, the Company must execute the Airport Operator standard Airside Vehicle Indemnity and Release form (FO206) (Section 6.4) copies of which will be supplied by the Airport Operator on request.

3.3.3 As a condition of approval to operate within the limits of an Apron Services Area, the Company must execute the Airport Operator's standard Airside Vehicle Indemnity and Release Form FO206 (Section 6.4) copies of which will be supplied by the Airport Operator on request, and must ensure all drivers are aware of the limits of that area.

3.3.4 All Companies wishing to operate a vehicle on the Apron Services Area shall make their employees and invitees aware of the "Rules for Driving Airside" (Section 6.8) and specifically the limits of the Apron Services Area.

3.3.5 Where a Company plans to acquire a new type of vehicle for Airport use, it is necessary that the Airport Operator agreement be obtained before its introduction to the airside (excluding leased areas). The Company should discuss its proposal with the Airport Operator in a timely manner, in order that an assessment can be made in regard to compatibility with pavements and local geography.

3.3.6 The type of information necessary to make such assessment of the proposed equipment comprises

- Compliance with IATA standards (where applicable)
- Dimensions
- Gross mass
- Number, spacing and size of wheels and type of tyres and their pressures
- Turning radius
- Motive power
- Areas of intended operation
- Special features.

3.3.7 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 any valid Authority for Use Airside to the Airport Operator.

3.3.8 Companies shall immediately report to the Airport Operator all Notifiable Accidents.

- 3.3.9 Companies shall ensure that arrangements are in place for the rapid removal and/or repair of its vehicles should they become immobilized on Movement Areas.
- 3.3.10 When a driver/operator is no longer required to perform Airside driving duties, the Company shall, upon the cessation of those duties, return to the Airport Operator or Approved Issuing Authority the relevant Authority to Drive Airside.

3.4 Authority for Use Airside

- 3.4.1 Upon application by a Company, the Airport Operator or Approved Issuing Authority may issue an Authority for Use Airside for a vehicle to operate within nominated areas on the Airside.
- 3.4.2 Applicants are to demonstrate **an operational need** for the vehicle to enter the Airside on a frequent and unescorted basis and provide the following details of the vehicle:
- Name and address of owner
 - Make, model and year of manufacture
 - Motive power
 - Type of work to be undertaken
 - Proposed areas of operation
 - Communications equipment carried (if any)
 - Details of State/Territory vehicle registration (or reasons why Vehicle is not registered)
 - Evidence of adequate third party property insurance cover (see also 6.4)
 - Any special features.
- 3.4.3 The Company shall take appropriate measures to limit fire hazards in vehicles that are to operate within 15 metres of an aircraft fuel tank opening or vent outlet during fuelling or de-fuelling activities. The required precautions are set out in the Civil Aviation Orders. (Note that only essential vehicles should be near an aircraft during fuelling operations).
- 3.4.4 Vehicles operating on the Movement Area shall carry an amber rotating beacon or amber strobe light (on the highest part of the vehicle) unless accompanied by another vehicle so equipped. For night driving they must also be fitted with headlights (dipped) and tail lights.
- 3.4.5 The Airport Operator Authority for Use Airside is to be preferably displayed on the right hand side of the windscreen or in a prominent holder.
- 3.4.6 Vehicles are to be registered, or if not registered by the appropriate State or Territory authority, meet the mechanical and road-worthiness requirements of the relevant State /Territory. In the case of specialist Airport vehicles and equipment, the recognised industry standards and/or IATA specifications are to be met.
- 3.4.7 Only vehicles equipped with a radio capable of two-way communications with Surface Movement Control are permitted to operate on the Manoeuvring Areas of Airports where Air Traffic Control is established. Non-radio equipped vehicles may however be escorted by an appropriate radio equipped vehicle and approved by JAH.

- 3.4.8 In the interests of safety, vehicles must be maintained in a good state of repair. The Airport Operator reserves the right to inspect and check vehicles and to suspend Authority for Use Airsides pending any necessary repairs.
- 3.4.9 Each vehicle is to be readily identifiable by the clear display of Company logos and numbers, etc.

3.5 Authority to Drive Airside

On the application of a Company, the Airport Operator may issue an authority for a driver to operate a vehicle on specified areas of the Airside excluding defined Leased Areas and Aprons Services Areas.

3.5.1 In the application, the Company shall certify that the proposed driver:

- a) Has an **operational need** to drive on the Airside on a frequent and unescorted basis;
- b) Holds a current Australian driver's license for the type of vehicle intended to be driven and, where appropriate, is endorsed with a Company certificate of competency or license to cover the specific type/s of vehicles /equipment to be operated and is able to operate the vehicle/s concerned in a competent and safe manner;
- c) Is proficient in the terminology used to describe the Airside and is familiar with the Airport layout relevant to his/her driving duties;
- d) Understands the significance of signs and markings;
- e) If required to operate on the Manoeuvring Area of an ATC controlled Airport, holds an "Aircraft Radio-telephone Operator Certificate of Proficiency" issued by the CASA (or other approved issuing authority) and is able to comprehend visual signals that may be issued by ATC (refer Section 5);
- f) Is conversant with the contents of Section 6.8 of these instructions "Summary of Rules for Drivers Operating Airside"
- g) At Security Categorized Airports and subject to holding an ASIC program, holds an Aviation Security Identification Card for that Airport;
- h) Will have had, prior to testing
 - Sufficient training to be fully conversant with the contents of the Airport Vehicle Control Instructions and
 - The following minimum times as an observer in a vehicle on the Airside:
 - **4 (four) hours** in relation to an Authority to Drive **Airside Category 1 and 2**
 - **8 (eight) hours** in relation to an Authority to Drive **Airside Category 3 and 4.**

3.5.2 The Authority to Drive Airside shall specify the areas where the driver is authorised to operate:

- Category 1 - Perimeter Road only
- Category 2 - Aprons and Apron Taxilanes
- Category 3 - Selected Taxiways and Aprons only
- Category 4 - All Movement Areas

- 3.5.3 An Authority to Drive Airside Category 4 may be issued only by the Airport Operator following a satisfactory oral, written and driving test conducted by JAH.
- 3.5.4 Authority to Drive Airside shall state that it, and the appropriate State or Territory license, must be produced on demand by an Airport Officer and the Authority to Drive Airside surrendered on demand to the Airport Operator at the request of an Airport Officer, irrespective of the source of issue.
- 3.5.5 Except as otherwise specifically authorised by these Instructions (i.e. Apron Services Area and leased areas), no person shall drive a vehicle on Airside unless:
- a) The person holds a current Authority to Drive Airside which is valid for the particular Airport; and
 - b) The vehicle has a current Authority for Use Airside for the particular Airport.
- 3.5.6 No person shall drive on the Airside in breach of the driver's responsibilities listed in Section 6.8 of these Instructions "Summary of Rules for Driving Airside".
- 3.5.7 Where a driver loses his/her State/Territory driver's license and is unable to obtain a special license through the courts to either drive to and from work or to drive as part of his/her employment, the holder of an Authority to Drive Airside must ensure that the Company and the Airport Operator are notified immediately.

Apron Services Areas

- 3.5.8 Only those vehicles that belong to or are being escorted by a person or company that has signed the standard Airport Operator indemnity form may enter the Apron Services Area.
- 3.5.9 All persons driving on the Apron Services Area must receive a copy of the rules for driving airside and a map showing the limits of the area.
- 3.5.10 Drivers need not be tested to drive in an Apron Services Area.
- 3.5.11 Vehicles need not be issued with an Authority for Use Airside to drive in an Apron Service Area.
- 3.5.12 Vehicles need not display a company logo in an Apron Services Area.

3.6 Approved Issuing Authority

- 3.6.1 The Airport Operator may, from time to time, authorise Companies to:
- a) Issue Authority for Use Airsides for their vehicles, vehicles of their subsidiaries and appropriately insured private vehicles which they or their subsidiaries use for operational and aircraft servicing purposes (i.e. plant and equipment, catering vehicles and etc.)
- 3.6.2 Such a Company shall be known as an "Approved Issuing Authority".

- 3.6.3 In applying to become an Approved Issuing Authority, the Company will be required to provide to the Airport Operator the following information:
- Number of vehicles likely to enter the Airside
 - Number of employees likely to be authorised to drive Airside
 - The type of vehicles likely to enter the Airside
 - A copy of the proposed Company training and testing material including
 - Geography of the Airport
 - ATC communication procedures
 - Airport Markings
 - Aircraft towing procedures
 - Standard Company ramp operating procedures.
- 3.6.4 In its application to become an Approved Issuing Authority, the Company is required to provide to the Airport Operator details of proposed Authorised Training Officers (who will undergo training checks and endorsement by the Airport Operator in order to ensure that minimum and uniform training standards are maintained). These details are to be reviewed and re-submitted annually.
- 3.6.1 The Airport Operator will conduct audits of Approved Issuing Authorities from time to time.
- 3.6.5 Approved Issuing Authorities are to provide the Airport Operator with details of all vehicles for which an Authority for Use Airside has been issued, and of all drivers tested and issued with an Authority to Drive Airside, in a format and frequency determined by the Airport Operator.
- 3.6.6 Approved Issuing Authorities may not test or issue Authorities to Drive Airside Category 4. Approved Issuing Authorities may however, train their own staff.

3.7 Responsibilities of Approved Issuing Authorities

- 3.7.1 An Approved Issuing Authority is required to issue to all its employees (and employees of its subsidiaries) who may require to drive Airside as part of their normal duties, the following:
- Application forms for Authority to Drive Airside
 - The Airport Vehicle Control Instructions
 - Maps of the Airport
 - Rules for Drivers Operating Airside
 - Radio Procedures
 - Guidance material regarding the use and meaning of signs, markers and Markings.
- 3.7.2 The Approved Issuing Authority shall ensure that:
- a) All documentation detailed in para. 3.7.1 (available from the Airport Operator) is current; and
 - b) The training and testing material provided and used reflects the most recent documentation from the Airport Operator and is maintained and updated accordingly.

- 3.7.3 Following receipt of applications from its own employees or from employees of its Subsidiaries, the Approved Issuing Authority may issue Authority for Use Airsides and Authorities to Drive Airside (excluding Authority to Drive Airside Category 4) in accordance with the conditions of these Instructions.
- 3.7.4 Authorised Training Officers (see para. 3.6.4) are required to train and test the employees of the Approved Issuing Authority and the employees of its Subsidiaries who apply for an Authority to Drive Airside (other than an Authority to Drive Airside Category 4, who may be trained by an Authorised Training Officer, but must be tested by the Airport Operator).
- 3.7.5 The Approved Issuing Authority undertakes to train and test its employees (and employees of its Subsidiaries) to drive on the Airside to the standard required by the Airport Operator.

3.8 Responsibilities of Jandakot Airport Holdings

- 3.8.1 Following receipt of applications, the Airport Operator may issue Authority for Use Airsides and Authorities to Drive Airside in accordance with these Instructions.
- 3.8.2 The Airport Operator will issue to those who apply to the Airport Operator for an Authority for Use Airside and/or an Authority to Drive Airside, the following material:

- Application forms for
 - Authority for Use Airside
 - Authority to Drive Airside
- Copies of
 - The Airport Vehicle Control Instructions
 - Airside Vehicle Indemnity and Release forms
 - Maps of the Airport
 - Rules for Driver Operating Airside
 - Radio Procedures
 - Guidance material regarding the use and meaning of signs, markers and markings.

- 3.8.3 In respect of documentation, the Airport Operator will effect the following tasks:

- Keep the Airport Vehicle Control Instructions, Rules for Drivers Operating Airside and all other documentation associated with these Instructions, updated at all times
- Forward to Approved Issuing Authorities, Companies and other applicants, updates/amendments in respect of the documents listed in para. 3.8.2
- Hold a master copy of all current documentation and make copies available, on request, to any Company, individual or Approved Issuing Authority.
- Hold updated listings (updated quarterly) of all Authorities to Drive Airside and vehicle permits issued by an Authorised Issuing Authority.
- Hold a copy of the oral/written or driving test paper and result of all applicants for an Authority to Drive Airside, whether issued by the Airport Operator or an Approved Issuing Authority.

- 3.8.4 The Airport Operator will arrange the provision of an escort for drivers without an Authority to Drive Airside and for vehicles without an Authority for Use Airside, when the Airport Operator considers it necessary for these drivers and vehicles to enter Airside and ONLY with advance warning.
- 3.8.5 The Airport Operator may authorise Companies to escort their invitees (in those areas authorised by their Authority to Drive Airside) if the Airport Operator is satisfied that the Company is capable to do so and Company officers have completed a test to that effect.
- 3.8.6 The Airport Operator will investigate all Notifiable Accidents in conjunction with relevant Companies and/or persons.
- 3.8.7 The Airport Operator is responsible for authorising Companies to be Approved Issuing Authorities (see para. 3.6.1).
- 3.8.8 The Airport Operator will undertake the following functions:
- Periodically audit a sample of Airside drivers to check the currency of State driver's licenses and, where applicable, Aviation Security Identification Cards.
 - Train, test and authorise all Airport Operator employees who are required to drive on Airside.
 - Test all applicants for Category 4 Authorities to Drive Airside.
 - Test all other applicants except those tested by Authorised Training Officers (see paragraphs 3.6.7 & 3.7.4)
 - Make its officers available to assist with Airside traffic requirements.
- 3.8.9 The Airport Operator will ensure that the Apron Services Area is clearly defined in these Instructions and marked on the ground at the nominated airports.
- 3.8.10 The Airport Operator will ensure that only those vehicles that belong to or are being escorted by a person or company that has signed the standard Airport Operator indemnity form may enter the Apron Services Area.
- 3.8.11 The Airport Operator will state in these Instructions the arrangements for the control of vehicles in leased areas (if not subject to the same rules as Airside), if any, as agreed to with the lessee.

3.9 Withdrawal of Authorities and Permits

- 3.9.1 The Airport Operator may at any time withdraw or suspend an Authority for Use Airside or an Authority to Drive Airside irrespective of the source of issue.
- 3.9.2 The Airport Operator By-laws provide that:
- 15H.1 A person may not operate or use a vehicle on the airside of a Federal airport in breach of the requirements of the Airport Vehicle Control Instructions applying to that airport at that time.
 - 15H.2 A person who breaches By-law 15H.1 is guilty of an offence.
 - 15H.3 A person may not permit a vehicle which it owns or controls to be operated or used on the airside of an airport as defined in the Airports Act

1996 in breach of the requirements of the Airport Vehicle Control Instructions applying to that airport at that time.

15H.4 A person who breaches By-law 15H.3 is guilty of an offence.

- 3.9.3 A person who in the opinion of an Airport Operator should not drive on the airport (excluding Landside) will be asked to show cause, within 7 days, why his/her Authority to Drive Airside should not be suspended for 12 months. After the 7 days has elapsed, the Airport Operator, taking into account any submissions which the person has made, will decide whether or not to suspend the Authority.
- 3.9.4 The Airport Operator may introduce additional specific measures at the airport to sanction drivers who breach the rules contained in the Instructions. Further, additional rules and/or requirements may be introduced in an amendment to the initial issue Airside Vehicle Control Instructions however; these additional rules and/or requirements will not be covered under the prosecution powers of the By-laws.

3.10 Drivers Airside Application Process

- 3.10.1 Read and understand this manual in its entirety, further copies may be downloaded from the JAH website at www.jandakotairport.com.au or hard copies may be picked up from reception at the Management Centre. Note, 1 copy per company will be free of charge, further copies will be charged for.
- 3.10.2 Contact the Operations & Technical Manager on 9417 0900, to arrange for some practical experience of driving airside. The OTM shall decide to what extent the experience needs to be, based on the category of Airside Licence required.
- 3.10.3 Complete and submit the Authority to Drive Airside Application form F207. This can be found in section 6.3 of this manual.
- 3.10.4 Contact the Management Centre on 9417 0900 or email jah@jandakotairport.com.au to arrange for a written test followed by a driving test. The tests will be arranged to be conducted as soon as practicable but are subject to staff operational availability.

Both of these will reflect the level of airside driving category required.

Please bring with you on the test day your drivers licence, a completed Authority to Drive Airside Application as stated in 3.10.3 and a current radio licence if required. (Radio licence required for Cat 3 & 4).

- 3.10.5 Your Airside Driving Pass will be provided on successful completion of both the written and driving tests. The pass is to be **worn at all times whilst driving airside**. An example of the pass can be found in section 6.7.

If this is the first time a company or person has applied for Airside Access they will need to follow the instructions in section 3.11 Vehicle Airside Application Process.

3.11 Vehicle Airside Application Process

- 3.11.1 Before an operator can use a vehicle on the airside movement, or manoeuvring areas they are required to read and understand the rules and regulations for airside vehicle access and driving summarised in this manual. This information should be freely available to all personnel who will be using the vehicle. Further copies of this manual can be downloaded from the JAH website www.jandakotairport.com.au or hard copies can be obtained from the Management Centre reception.
- 3.11.2 The following documents will need to be completed and returned to the Management Centre; Vehicle Roadworthiness Certification Form F238, Authority for Use Airside

Application Form F205, and Airside Vehicle Indemnity & Release Form F206. Copies of all these forms can be found in section 6 of this manual, or individual copies can be obtained from the Management Centre.

- 3.11.3 Details will need to be provided to show proof by way of certificate of currency for insurance which is to include Public Liability and include the following statement, *'Jandakot Airport Holdings Pty Ltd is additionally insured for its vicarious liability only.'* Full details can be obtained by contacting the JAH Management Centre.
- 3.11.4 Once all documentation is completed and accepted an Airside Vehicle Pass will be issued, this **MUST** be displayed on the vehicles front window. An example can be found in section 6.7, a sticker is required for each vehicle being used airside.

4 Rules for Drivers Operating Airside

These rules should be read in conjunction with the Airside Vehicle Control Instructions for JANDAKOT Airport.

4.1 Authority to Drive Airside

- 4.1.1 As a driver operating Airside, you must hold an Authority to Drive Airside endorsed for the Airport.
- 4.1.2 The Authority to Drive Airside is not transferable between individuals or between airports.
- 4.1.3 Your vehicle must have an Authority for Use Airside.

4.2 Abbreviations and Glossary

Aerodrome: A defined area of land or water (including any buildings, installations and equipment), intended to be used either wholly or in part for the arrival, departure and movement of aircraft.

Airport: An Aerodrome owned and/or operated by the Airport Operator.

Airport Officer: A person specified by the Managing Director & Chief Executive Officer of the AIRPORT OPERATOR for the purposes of the performance or the exercise by that person of the functions or powers of an Airport Officer under the by-laws.

Airport Operator: An airport operator as defined under the Airports Act 1996

Airport Operator Vehicle: Any vehicle owned by, or under the direct control of the Airport Operator.

Airside: The Movement Area of an Airport, adjacent terrain and buildings or portions thereof, access to which is controlled.

Approved Issuing Authority: An organisation approved by the AIRPORT OPERATOR to issue Authority for Use Airsides and Authorities to Drive Airside. Not applicable at Jandakot.

Apron: That part of an Airport to be used for the purpose of enabling passengers to board, or disembark from aircraft, loading cargo onto, or unloading cargo from an aircraft or for refuelling, parking or aircraft maintenance.

Apron Services Area: That part of the airport designated by the Airport Operator and depicted in these Instructions, which drivers having lawful authority to access may access without holding an Authority to Drive Airside or Authority for Use Airside, undertaking a test or obtaining a permit for a vehicle. (Note: For all tenants and their invitees, insurance and indemnity documents are still required).

Authorised Training Officer: A training officer of an Approved Issuing Authority or an officer of the Airport Operator, approved by the Airport Operator to train and test applicants for an Authority to Drive Airside.

Authority to Drive Airside: An Authority issued by the Airport Operator or Approved Issuing Authority to a driver for the purpose of driving in certain areas on the Airside:

- a) Authority to Drive Airside Category 1: an Authority issued by the Airport Operator or Approved Issuing Authority, following the satisfactory completion of the required pre-test time spent as an observer in a vehicle airside and oral, written and driving test by the Airport Operator, to a driver for the purpose of driving on **perimeter road** only (which may include crossing specific taxiways where the perimeter road crossing the taxiway is marked, and when the driver has received specific training to cover this occurrence). This Authority will be valid for a maximum of two years.
- b) Authority to Drive Airside Category 2: an Authority issued by the Airport Operator or Approved Issuing Authority, following the satisfactory completion of the required pre-test time spent as an observer in a vehicle airside and oral, written and driving test by the Airport Operator, to a driver for the purpose of driving on the **apron and apron taxi lanes only**. This Authority will be valid for a maximum of two years.
- c) Authority to Drive Airside Category 3: an Authority issued by the Airport Operator or Approved Issuing Authority, following the satisfactory completion of the required pre-test time spent as an observer in a vehicle airside and oral, written and driving test by the Airport Operator, to a driver for the purpose of driving on the **aprons and selected taxiways**. This Authority will be valid for a maximum of two years.
- d) Authority to Drive Airside Category 4: an Authority issued only **by the Airport Operator**, following the satisfactory completion of the required pre-test time spent as an observer in a vehicle airside and oral, written and driving test by the Airport Operator, to a driver for the purpose of driving on **II movement areas**. This Authority will be valid for a maximum of two years.

Authority for Use Airside: A Permit to be affixed to a vehicle approved to access the Airside, issued by the Airport Operator or by an Approved Issuing Authority.

Company: The owner or other person, firm, company or Airport Operator (including government departments or business enterprises) controlling the operation of one or more

vehicles on Airside, or any person who has rented such vehicle for operation by his/her own agents.

Escort: Means the supervision of a vehicle airside whereby the supervising person takes responsibility for and will provide guidance and may take immediate action to prevent an unsafe act by the vehicle being escorted.

Instructions: These Instructions including their attachments.

Jandakot Airport Holdings [JAH]: The Airport Operator

Joint User Aerodrome: An Airport used jointly on a continuing or regular basis by civil and military aircraft and on which the Airport Operator leases or owns facilities (applicable to joint user airports only).

Landside: That portion of an Airport not designated as Airside and to which the general public normally has free access.

Leased Area: Means a portion of land whose geographic limits are defined, in these Instructions and on the ground by green line, and where the lessee is responsible for the control of all vehicles within the boundaries of the leased area.

Manoeuvring Area: Those parts of an Airport used for the take-off, landing and taxiing of aircraft, excluding Aprons.

Markings: Symbols, lines, words and figures displayed on the surface of a Movement Area, or special visual distinguishing features added to vehicles.

Movement Area: That part of an Airport to be used for the surface movement of aircraft, including Manoeuvring Areas and Aprons.

Notifiable Accident: Any vehicle accident resulting in personal injury and/or damage to Airport Operator property and/or which may involve the Airport Operator in litigation. (The Airport Operator requires to be notified immediately of such accidents).

Perimeter Road: A road within the Airside to facilitate travel of vehicles to various areas whilst remaining clear of the Manoeuvring Areas (except in specific areas where a clearly marked perimeter road may cross a taxiway).

Prohibited Area: Any part of an airport, designated by notices posted by the airport operator to which access is prohibited to persons not having lawful authority to enter the area.

Restricted Area: Any part of an Airport, designated by notices posted pursuant to Airport Regulations (Control of On Airport Activities), access to which is restricted to persons holding an authorised identification card valid for that part of the Airport.

Runway (RWY): A defined rectangular area on a land aerodrome, prepared for the take-off and landing of aeroplanes along its length.

Runway Strip (RWS): A defined area including the runway and stop-way (if provided), intended to reduce the risk of damage to aircraft running off a runway and to protect aircraft flying over it during take-off or landing operations.

Security Categorised Airport: An Airport which has been categorised for security purposes by the Department of Transport and Regional Development, in accordance with ATS Act 2004.

Security Restricted Area: has the same meaning as Restricted Area above.

Speed Limit: The Speed Limit in a particular area as specified in section 6.8 paragraph 3 of these instructions.

Subsidiary: A wholly owned subsidiary.

Taxiway: A defined path on a land aerodrome established for the taxiing of aircraft and intended to provide a link between one part of the aerodrome and another; including aircraft stand taxi-lane, apron taxiway and rapid exit taxiway.

Vehicle: Any motor vehicle, special purpose vehicle or other mobile equipment, which is used on the Airside (including specialised ramp equipment).

4.3 Driver Responsibilities

4.3.1 On the Airside, you must:

- a) Obey all regulatory signs and, unless otherwise indicated by signs, adhere to the following Speed Limits:
- b) Within 15 metres of an aircraft 10 km/h
- c) Elsewhere on the movement area 25 km/h
- d) Perimeter roads 40 km/h
 - Where a Speed Limit is indicated by a sign, that shall be the Speed Limit for that area;
- e) Not drive within 3 metres of an aircraft, except when required for the servicing of that aircraft;
- f) Stay well clear of aircraft when their red anti-collision beacons are operating (indicating that the engines are running or are about to be started), and give way to all moving aircraft;
- g) Use roadways (where marked) to traverse Aprons;
- h) Not drive in a manner likely to jeopardise the safety of any person;
- i) Not drive while affected by alcohol or drugs to an extent which would preclude you lawfully driving on the public roads adjoining the airport in question;
- j) Comply with instructions given to you by Airport Operator Airport Officers;
- k) Ensure, when driving vehicles carrying loose material (such as garbage and waste paper) that the load is adequately covered to prevent spillage;

- l) Not park vehicles or equipment so that they will obstruct aircraft, other vehicles or pedestrians;
- m) Leave doors closed but unlocked, keys in the ignition switch and handbrake on when the vehicle is left unattended in other than designated parking areas;
- n) Show your Driver's License and Authority to Drive Airside upon demand by The Airport Operator Airport Officers and, where these rules have been breached or you have been involved in an accident, produce these documents to any person having reasonable grounds to inspect them; and
- o) Ensure you remain current and up to date with the latest amendment to the Airport Vehicle Control Instructions (copies of the current documents are held by your Company/employer, Approved Issuing Authority and by the Airport Operator).
- p) Understand and appreciate the regulations and restrictions which apply to the Movement Area and specifically the Manoeuvring Area.
- q) Know the designations of the runways and taxiways so that you can advise ATC of your whereabouts at any time.
- r) Maintain a "listening watch" (i.e. radio switched on and monitoring messages between the ATC and others) on aprons if the vehicle is radio equipped.

4.3.2 On the Manoeuvring Area of an Airport with Air Traffic Control (ATC) you must:

- a) Be conversant with two-way radio procedures and with the meaning of ATC visual signals and signs which might be used on the Airport (Section 5 of these instructions)
- b) Obey all instructions given by Air Traffic/Surface Movement Controllers; and
- c) Be familiar with the geography of the Airport and have displayed, in the cab of the vehicle, a plan of the Airport or relevant portion of the Airport.

4.3.3 If only authorised to operate on an Apron Services Area, if established, you must:

- a) Always remain within the Apron Services Area except to enter an adjacent leased area or leave the airport (to landside) by an adjacent exit.
- b) Never enter any other part of the airport, except landside or under approved escort.
- c) Comply with the relevant sections of paragraph 4.3.1 above.

4.4 Security Categorised Airports

- 4.4.1** At Security Categorised Airports with an ASIC program, you must wear an Aviation Security Identification Cards (ASIC) and carry both a current State/Territory Driver's License and an Authority to Drive Airside (unless operating solely within an Apron Services Area). Jandakot Airport is a Security Categorised Airport however at this stage is exempt from the requirements of having ASIC cards.

- 4.4.2 An Authority to Drive Airside category can be indicated on an airport specific ASIC by displaying the numbers 1, 2, 3, or 4 in the purple circle corresponding to the category of Authority held. In the absence of a separate Authority to Drive Airside as shown in Section 6.7, a zero included on an ASIC indicates the holder has no authority to drive airside.
- 4.4.3 Authority to Drive Airside cannot be indicated on an 'AUS' ASIC as an Authority to Drive Airside is airport specific.
- 4.4.4 If an Approved Issuing Authority is also approved by the Department of Infrastructure, Transport, Regional Development & Local Government to issue an ASIC, they are to be encouraged to identify the Category of Authority to Drive Airside (i.e. 1, 2 or 3) held on an airport specific ASIC.

4.5 Specific Airport Rules

- 4.5.1 Additional specific rules may be listed in respect of a particular Airport, covering such items as:
- a) Standard operating procedures and restrictions on aircraft tug operations;
and
 - b) Stop/give way procedures at particular locations.
- 4.5.2 In situations where a person with specific classification requires frequent specific access e.g. Air Traffic Controllers driving between the landside/airside barrier and the Control Tower, a letter of authority may be substituted for the requirements of these Instructions, provided the Airport Operator is satisfied that the driver holds a current State/Territory Drivers license, the vehicle is insured and the driver has a clear understanding of the requirements to drive between the two locations. Additionally, the road between two locations in situations such as these must be clearly marked.

5 Radio Procedures

5.1 Introduction

- 5.1.1 During tower hours radio contact with the Tower is necessary if you intend to proceed from the Apron onto taxiways and runways. Outside tower hours intentions are to be transmitted on the CTAF frequency. A listening watch should always be kept when operating on or around taxiways and runways.
- 5.1.2 Do not enter the Manoeuvring Area unless you have an established need to do so.

5.2 Working on the Movement Area

5.2.1 Once you have entered the Movement Area, you must keep a constant radio listening watch, staying alert to what is happening around you by listening to radio communications.

5.2.2 As soon as you are told by the Tower to vacate a runway, you must do so immediately and then notify the Tower that you are clear when you have moved outside the relevant line of runway strip markers.

5.3 Transmission Techniques

5.3.1 The efficient use of two-way radio depends largely on microphone technique, the method of speaking and choice of words used by the operator.

5.3.2 You should make use of the following principles:

- Speak plainly and end each word clearly to prevent consecutive words "running together"
- Avoid any tendency to shout
- Avoid variations in the intensity of speech and unusual inflections of the voice
- Avoid hesitant sounds such as "er" and "um"
- Preserve the rhythm of ordinary conversation, avoiding long pauses but retaining oral punctuation (gaps between sentences etc.)
- Maintain a business-like manner and do not use colloquialisms, first names or be unduly familiar with others
- If improvisation is necessary, make it brief and unambiguous (standard phraseology is best)
- Read each written message before transmission, in order to eliminate unnecessary delays.

5.4 Phonetic Alphabet

5.4.1 The International Phonetic Alphabet is used to assist in voice transmission of call signs, runway/taxiway designators and the spelling of proper names and unusual words.

5.4.2 The phonetic alphabet is made up of particular words to denote the letters. When used, the pronunciations as shown are to apply:

A	ALPHA	Al-fa	N	NOVEMBER	no-VEM-ber
B	BRAVO	BRAH-voh	O	OSCAR	OSS-cah
C	CHARLIE	CHAR-lee	P	PAPA	pah-PAH
D	DELTA	DEL-tah	Q	QUEBEC	key-BECK
E	ECHO	ECK-oh	R	ROMEO	ROH-me-OH
F	FOXTROT	FOKS-trot	S	SIERRA	see-AIR-rah
G	GOLF	Golf	T	TANGO	TANG-go
H	HOTEL	hoh-TELL	U	UNIFORM	YOU-nee-form
I	INDIA	IN-dee-ah	V	VICTOR	VIC-tah
J	JULIETT	JEW-lee-ETT	W	WHISKY	WISS-key
K	KILO	KEE-low	X	X-RAY	ECKS-RAY
L	LIMA	LEE-mah	Y	YANKEE	YANG-key
M	MIKE	Mike	Z	ZULU	ZOO-loo

5.5 Numerals

5.5.1 Numbers are to be transmitted using the following pronunciations:

O ZE-RO

1	WUN
2	TOO
3	TREE OR THREE
4	FOW-er
5	FIFE
6	SIX
7	SEV-en
8	AIT
9	NIN-er
DECIMAL	DAY-SEE-MAL
THOUSAND	TOUSAND OR THOUSAND

5.5.2 All numbers, except whole thousands, are to be transmitted by pronouncing each digit separately, e.g.

10	ONE ZERO
75	SEVEN FIVE
100	ONE ZERO ZERO
583	FIVE EIGHT THREE
5000	FIVE THOUSAND
11000	ONE ONE THOUSAND
24000	TWO FOUR THOUSAND
38143	THREE EIGHT ONE FOUR THREE

5.5.3 Numbers containing decimals are transmitted with the decimal point, in appropriate sequence, indicated by the word "decimal", e.g.

118.1	ONE ONE EIGHT DECIMAL ONE
121.9	ONE TWO ONE DECIMAL NINE

5.6 Signal strength

5.6.1 Readability of radio signals (i.e. how well a transmission can be heard) is categorised as follows:

- 1 Unreadable
- 2 Readable now and again
- 3 Readable but with difficulty
- 4 Readable
- 5 Perfectly readable

5.7 Commonly Used Phrases

AFFIRMATIVE	YES
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APPROVED	PERMISSION FOR PROPOSED ACTION GRANTED
CONFIRM	HAVE I CORRECTLY RECEIVED THE FOLLOWING (see also "SAY AGAIN")
CORRECT	THAT IS CORRECT
CORRECTION	AN ERROR HAS BEEN MADE IN THIS (OR OTHER) MESSAGE - THE CORRECT INFORMATION IS...
DISREGARD	CONSIDER THAT MESSAGE / INSTRUCTION AS NOT SENT
GO AHEAD	PROCEED WITH YOUR MESSAGE (Normally only after "STAND BY")
HOLD POSITION	STOP - DO NOT PROCEED UNTIL ADVISED
HOLD SHORT OF	STOP BEFORE A SPECIFIED LOCATION (For a runway or taxiway, this is the Taxi Holding Position line)
HOW DO YOU READ	WHAT IS THE READABILITY OF MY TRANSMISSION (or HOW WELL CAN YOU HEAR MY TRANSMISSION) (Normally preceded by "RADIO CHECK")
NEGATIVE	NO, or PERMISSION NOT GRANTED, or THAT IS NOT CORRECT
RADIO CHECK	I WISH TO KNOW HOW WELL YOU CAN HEAR ME - PLEASE ADVISE YOUR READABILITY OF MY TRANSMISSION
REQUEST	REQUEST PERMISSION TO... or I WOULD LIKE TO KNOW...
ROGER	I HAVE RECEIVED ALL OF YOUR LAST MESSAGE (see also "WILCO")
SAY AGAIN	REPEAT ALL, OR THE FOLLOWING PART OF YOUR LAST MESSAGE
STAND BY	WAIT AND I WILL CALL YOU BACK
VACATE	MOVE OFF THE RUNWAY / TAXIWAY / AREA IMMEDIATELY (may be amplified by "VIA TAXIWAY..or NEXT LEFT")
VACATED	I HAVE VACATED RUNWAY / TAXIWAY / AREA (not required after crossing a runway or taxiway unless asked by the Tower e.g. in poor visibility)
WILCO	I (FULLY) UNDERSTAND YOUR MESSAGE/ INSTRUCTION AND WILL COMPLY WITH IT

5.8 Communicating with the Tower

5.8.1 Before transmitting, be sure the channel is clear (i.e. there are no other communications in progress) by listening out and then:

- Identify the unit you are calling
"JANDAKOT GROUND"
- Tell the Tower **WHO you are**
"THIS IS CAR (NUMBER)"
- Tell the Tower **WHERE you are**
"ON DOMESTIC APRON or ON TWY ALPHA"
- Tell the Tower **WHAT you wish to do**
"REQUEST ENTER TAXIWAY BRAVO AND RUNWAY (NUMBER)"
- Tell the Tower of other significant details
"REMAINING CLEAR OF RUNWAY (NUMBER)
ON IMMEDIATE RECALL" [or How long you will be]

5.8.2 Entering a runway

- "JANDAKOT GROUND THIS IS CAR SEVEN ON TAXIWAY DELTA, REQUEST TO ENTER RUNWAY ZERO SIX LEFT ON IMMEDIATE RECALL"

Tower response: "Car Seven, clear to enter Zero Six Left")

Read Back Approvals

"ENTER ZERO SIX LEFT CAR SEVEN"

5.8.3 Crossing a runway

- "JANDAKOT GROUND - CAR TWO ON TAXIWAY ECHO – REQUEST CROSS RUNWAY ZERO SIX LEFT"

(Tower response: "Car Two hold short of runway Zero Six Left ")

Vehicle response: "HOLDING SHORT CAR TWO")

Note: Request denied at this time and would be followed, when the runway is clear, by "Car 2, cross Runway 06L"

5.8.4 Entering the manoeuvring area from aprons

- "JANDAKOT GROUND - CAR FIVE TAXIWAY BRAVO ONE - REQUEST CLEARANCE TO RUNWAY ONE TWO HOLDING SHORT UNDERSHOOT ZERO SIX LEFT - ESTIMATED DURATION FIVE MINUTES"

(Tower response: "Car five, enter runway One Two and hold short Zero Six Left")

(Vehicle response: "ENTER ONE TWO HOLDING SHORT ZERO SIX LEFT CAR FIVE")

5.8.5 Typical replies from the Tower advising you of restrictions

- "CAR TWO - JANDAKOT GROUND - HOLD POSITION"

(Stay where you are and await further details regardless of where you are)

(Vehicle response: "HOLDING POSITION CAR TWO")

- "CAR THREE - JANDAKOT GROUND - ENTER RUNWAY ONE TWO - CROSS RUNWAY ZERO SIX LEFT WITHOUT DELAY"

(Enter runway 12 and Cross runway 06L without any delay. You must not enter runway 06L again without approval)

(Vehicle response: "Enter One Two crossing Zero Six Left car Three")

"CAR NINE - JANDAKOT GROUND - HOLD POSITION - EXPECT ONE ZERO MINUTE DELAY"

(Several aircraft are on approach or taxiing for departure and you may wish to try later)

(Vehicle response: "HOLDING POSITION CAR NINE")

- "CAR TWO - VACATE RUNWAY ZERO SIX RIGHT"

(Regardless of what you are doing, what you have requested or what you have been cleared to do so far, move outside the Manoeuvring Area, clear of the runway strip markers)

(Vehicle response: "VACATING ZERO SIX RIGHT CAR TWO") (Followed by "CAR TWO clear zero six right")

5.8.6 Vacating onto other runways

Before crossing or entering another runway whilst vacating an active runway, you must request and obtain a clearance to do so, e.g.

(Tower "Car Four - vacate runway One Two")

- Car 4: " Jandakot [ground or tower] CAR FOUR – REQUEST PERMISSION TO VACATE ONTO RUNWAY ZERO SIX RIGHT TILL ONE TWO AVAILABLE"

(Tower "Car Four - negative - enter taxiway Golf")

(Vehicle response: "ENTERING TAXIWAY GOLF CAR FOUR")

Clearly neither runway is available and you are to immediately enter taxiway G and clear the runway strip markers.

You will generally be cleared only to enter a specific area on a particular runway and when ready to leave that area, you must notify the Tower of your intentions, e.g.

- Car 2: "CAR TWO - VACATING RUNWAY ONE TWO THRESHOLD - REQUEST ENTER RUNWAY ZERO SIX LEFT THRESHOLD VIA RUNWAY ONE TWO AND TAXIWAY LIMA"

(Tower: "Car Two - enter runway Zero Six Left threshold")

(Vehicle response: "ENTERING ZERO SIX LEFT CAR TWO")

You must remember to always ask for a clearance to cross or enter any runway, unless the Tower Controller has already specifically authorised you to do so. If you have not received such a clearance, you must stop at least 30 metres clear of the runway strip and remain there until you have permission to proceed.

5.8.7 The meaning of "HOLD"

The word "stop" is rarely used in radio transmissions from the Tower - instead you will hear the word "HOLD", which means "STOP". Examples of the use of "HOLD" are:

"HOLD YOUR POSITION" (Stop where you are)

"HOLD SHORT OF RUNWAY ONE TWO" (Stop at least 30 metres clear of the runway strip)

5.9 Listening Watch on Manoeuvring Areas

5.9.1 Once you have gained runway (or taxiway) entry, you must maintain a constant listening watch.

5.9.2 You should always be within hearing distance of your radio. Often, a change in wind direction or other operational factor will require the Tower to move you from your work urgently. Remember that the Tower will not interrupt your work unless it is absolutely necessary and that you are then expected to co-operate with all possible speed.

5.9.3 When directed to vacate, the Tower call is brief:

(Tower: "Car One - vacate runway One Two")
Your response, straight away:

"VACATING ONE TWO CAR ONE"

(Note that once you have made initial contact, you no longer address the Tower as Jandakot Ground and conversely, the Tower does not advise its name)

5.9.4 Once you have vacated and are outside the runway (taxiway) strips, you call the Tower:

- "CAR ONE HAS VACATED ONE TWO"

(The Tower will acknowledge: "Car One")

5.10 Some General Tips

5.10.1 Before you go out onto the Movement Area:

- KNOW THE PROCEDURES
- KNOW THE LIGHT SIGNALS
- BE PRECISE - AND PATIENT
- COMPLY WITH INSTRUCTIONS
- KEEP YOUR EYES OPEN, STAY ALERT AND NEVER GO BEYOND HEARING RANGE OF YOUR RADIO
- PLAN WORK CAREFULLY AND AVOID ANY TENDENCY TO RUSH WHILST AIRSIDE
- NEVER LEAVE ANYTHING (EQUIPMENT OR TOOLS) ON THE MOVEMENT AREA

NOTE: If you become confused about what is happening, leave the movement area and consult someone about further training.

5.10.2 If you receive light signals from the Tower, respond to them promptly. The meaning of these signals may be displayed on the left-hand corner of your vehicle windscreen.

They are listed hereunder:

Light Action	Meaning
Green Flashes	Permission to cross runway or to move on 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

(see also Note—5.11.1 below)

5.11 Emergency Situations

5.11.1 In emergency conditions, or if the standard light signals have not been observed, the Tower may cause the runway or taxiway lights to flash. This means that you must vacate the Manoeuvring Area and observe the Tower for light signals.

5.12 Jandakot Airport Radio Frequencies

- 118.1 Jandakot Tower 06L/24R and 12/30
- 119.4 Jandakot Tower 06R/24L
- 124.3 Jandakot Ground
- 120.9 Jandakot ATIS

6 Forms & Documents

AUTHORITY FOR USE AIRSIDE APPLICATION

Company Name

Address

.....

Applicant

Position In Company

Telephone No Mobile Email

Vehicle Details

Make Model Year

Reg No Motive Power

Special Features

If Not Registered, Give Details Of Industry Specifications With Which The Vehicle Complies.

.....

Please Note:

All Vehicles Given Airside Access Approval Will Be Subject To Annual/Random Safety Checks.

Third Party Insurance (Property Damage)

Insurer Amount Of Cover \$.....

Type Of Work To Be Undertaken And Area/s Of Operation

.....

.....

Communication Equipment

.....

Justification For Frequent And Unescorted Access

.....

.....

Acknowledgment By The Applicant

I acknowledge that in making this application, I undertake that the vehicle will be maintained and insured in conformity with the conditions promulgated by Jandakot Airport Holdings in the Airside Vehicle Control Instructions.

Name Date

Please Note:

Lodging of an application for airside vehicle access does not automatically guarantee approval, each application will be judged on its merits. The Airport Operator by virtue of the Airports Act 1986 Sections 7.(2)(b) and 72.(1)(k) has the specific responsibility to control access to restricted areas of an airport, and to regulate and control persons and vehicles within that area.

VEHICLE ROADWORTHINESS CERTIFICATION

Company Name

Address

.....

Telephone No. Email

Vehicle/S Registered
To Use Airside
Registration No/s

I hereby certify that the vehicle/s listed above is/are registered for airside use at Jandakot Airport and is/are currently licensed in accordance with WA State Licensing Regulations and satisfy general roadworthiness conditions applicable under those regulations. I further certify that any unlicensed vehicle/s taken or used airside at Jandakot Airport under my instruction/control, satisfy the conditions of roadworthiness as dictated under WA State Licensing Regulations.

Signed By

Position In Company

Dated

AUTHORITY TO DRIVE AIRSIDE APPLICATION

Company Name

Address

Name

Position In Company

Telephone No Email

Drivers License Details

Class/es Expiry Date

Endorsement By The Company (Where Applicable)

I Certify That The Above Applicant Is Required To Drive/Operate Company Vehicles/Equipment On:

Perimeter Roads Aprons Taxiways Runways

Name Position

Date Signature.....

Acknowledgment Of The Applicant

I acknowledge that in making this application, I undertake that the vehicle will be operated in conformity with the rules and conditions promulgated by the Jandakot Airport Holdings in the airside vehicle control instructions which I have read and understood.

Name Date Signature

OFFICIAL USE

State/Territory Drivers License sighted : Yes / No

Authority to Drive Airside No : Issued / /

Approved by : Date / /

Tested by : Date / /

AIRSIDE VEHICLE INDEMNITY AND RELEASE

1. THIS AGREEMENT is made on the day of 200.....
between the following parties:

JANDAKOT AIRPORT HOLDINGS (The Airport Operator as defined under the Airports
Act 1996)

and

..... of
("Indemnitor")

2. RECITALS:

(A) The Airport Operator owns and operates Jandakot Airport.

(B) The Airport Operator will permit the Indemnitor to enter upon and to use and
operate vehicles on the Airside of the Airport on the condition that the Indemnitor gives
the indemnities and releases contained in this agreement.

THIS AGREEMENT WITNESSES that in consideration, among other things, of the
mutual promises contained in this Agreement, the parties agree:

3. ABBREVIATIONS AND GLOSSARY:

In this Agreement:

"Airport" means (name of airport) Airport;

Airport Operator means the Airport Operator as defined in the Airports Act 1996.
Jandakot Airport Holdings [JAH]

"Airside" means the Movement Area of an Airport, adjacent terrain and buildings or
portions thereof, access to which is controlled;

"Authority to use Airside" means a permit to be affixed to a vehicle approved to access
the Airside, issued by the Airport Operator or by an Approved Issuing Authority;

"Indemnitor" means the company or person applying for an Authority to use Airside;

"Leased Area" means an area airside that has been leased to a company for the
purposes of carrying out an aviation-related business;

"Vehicle" means any motor vehicle, special purpose vehicle or other mobile equipment
which is used on the Airside, or taken onto the Airside, by the Indemnitor.

4. INTERPRETATION

In this Agreement, unless the context otherwise requires:

- (A) Headings and underlining are for convenience only and do not affect the interpretation of this Agreement;
- (B) Words importing the singular include the plural and vice versa.

5. INDEMNITY

(A) In consideration of the Airport Operator permitting the Indemnitor to enter upon and to use and operate vehicles on the Airside of the Airport the Indemnitor must indemnify and keep indemnified The Airport Operator and each servant, officer, agent and contractor of the Airport Operator from and against all and any loss, damage, cost, charge, expense or other liability however suffered, paid or incurred by or threatened against the Airport Operator or any one or more of its servants, officers, agents and contractors in relation to or arising out of or in consequence of :

(i) Any action, proceeding, claim or demand which is or may be brought, made or prosecuted or threatened against The Airport Operator or any one or more of its servants, officers, agents and contractors in respect of any loss of or damage to property, loss of life or personal injury or other loss that may arise in any way from the use or operation of any vehicle on the Airside by the Indemnitor or by any servant, officer, agent or contractor of the Indemnitor (including, but not limited to any loss of or damage to property or loss of life or personal injury or other loss suffered or incurred by the Indemnitor or any servant, officer, agent or contractor of the Indemnitor) or;

(ii) Any other thing in any way relating to the use of or operation of any vehicle on the Airside by the Indemnitor or any servant, officer, agent or contractor of the Indemnitor; or

(iii) The presence on the Airside of any vehicle (whether or not being used or operated at the time) under the control of the Indemnitor or any servant, officer, agent or contractor of the Indemnitor; or

(iii) The presence on the Airside for any reason whatever of any servant, officer, agent or contractor of the Indemnitor.

(B) The indemnity in clause 5(A) is a continuing indemnity and remains in full force and effect until this Agreement has been finally discharged by the Airport Operator in writing.

(C) The Indemnitor must pay any monies owing under this clause to the Airport Operator immediately upon demand by the Airport Operator.

(D) The indemnity contained in clause 5(A) does not apply to the extent that any such loss, damage, cost charge, expense or other liability was caused by the fraud or negligence of the Airport Operator or its servants, officers, agents or contractors.

6. RELEASE

- (A) The Indemnitor releases the Airport Operator and each servant, officer, agent and contractor of the Airport Operator from:
- (i) All claims, actions, causes of action, proceedings and demands which the Indemnitor now has or, but for clause 5 would or might at any time in the future have, against the Airport Operator or any servant, officer, agent or contractor of the Airport Operator; and
 - (ii) All present or future liability of the Airport Operator or any servant, officer, agent or contractor of the Airport Operator to the Indemnitor however caused in relation to or arising out of or in consequence of:
 - (a) The use or operation of any vehicle on the Airside by the Indemnitor or any servant, officer, agent or contractor of the Indemnitor; or
 - (b) The presence on the Airside of any vehicle (whether or not being used or operated at the time) under the control of the Indemnitor or any servant, officer, agent or contractor of the Indemnitor; or
 - (c) The presence on the Airside for any reason whatever of any servant, officer, agent or contractor of the Indemnitor; or
 - (d) Any combination of any of the things referred to in clause 6(A)(ii)(a) to (c) inclusive, however the release set out in this clause shall not operate to the extent such claims, demands or liabilities are caused by fraud or negligence on the part of the Airport Operator or any of its servants, officers, agents or contractors.
 - (iii) The release contained in clause 6(A) operates even if the Indemnitor is not now aware of, or has no present knowledge of, or at any future time is not aware or has knowledge of, any fact or circumstance which may now or in the future be relevant to or apply in relation to any such claim, action, cause of action, proceeding or demand or liability.
 - (iii) The Indemnitor must not make or commence or threaten to make or commence any claim, action, cause of action, proceeding or demand referred to in clause 6(A).

7. INSURANCE

- (A) The Indemnitor must insure itself and keep insured in a sum of not less than Ten Million Dollars (\$10,000,000) with an insurance company approved by the Airport Operator against all liability to the Indemnitor arising from this Agreement.
- (B) The Indemnitor will at all times whenever so required by The Airport Operator produce such evidence acceptable to the Airport Operator that the insurance is in full force and effect.
- (C) If The Indemnitor Fails To Insure Itself As Required By This Clause 5, The Airport Operator may itself effect the insurance and the premium paid in respect of such insurance will be a debt due to the Airport Operator by the Indemnitor

and may be sued for and recovered by the Airport Operator as a liquidated demand in any Court of competent jurisdiction.

8. BENEFIT

It is intended that each servant, officer, agent and contractor of the Airport Operator obtain the benefits expressed in their favour under this Agreement and be entitled to enforce the same.

9. GOVERNING LAW

(A) This Agreement is to be governed by the laws of the Commonwealth of Australia and the State of (relevant State).

(B) The Indemnitor submits to the non-exclusive jurisdiction of the Courts of the Commonwealth of Australia and the State of (relevant State) and any Courts which have jurisdiction to appeals from the aforementioned Courts.

IN WITNESS whereof the parties hereto have hereunto set their hands the day and year hereinbefore written.

Signed for and on behalf of Jandakot Airport Holdings Pty Ltd

by (.....)

in the presence of: (.....)

was hereto affixed by the an authority of the Directors in the presence of

Director (.....)

Director/Secretary (.....)

Signed for and on behalf of (.....)

by a duly appointed officer (.....)

in the presence of (.....)

TEMPORARY AIRSIDE ACCESS INDEMNITY FORM

Name Company

Address

["the Covenantor"] [Which expression may include employees, servants and agents] agrees to enter upon and to use and operate motor vehicles and other equipment as approved on this form by the Airport Operator, on the area known as "movement area" as defined by the Civil Aviation Authority Regulations 1988 ["movement area"] subject to the conditions set out below.

The Covenantor hereby, covenants, agrees and undertakes with the Airport Operator that it will:

- 1] Not make any claim against the Airport Operator or any of its employees, officers servants or agents in respect of any injury, damage or loss which may be suffered or sustained by the Covenantor, its employees, officers, servants, agents, invitees, licensees or any person whomsoever using the movement area with the consent express or implied of the Covenantor and the Covenantor agrees to be entirely responsible at all times for the safety of all its employees, officers, agents, invitees, licensees or any person whomsoever associated with the Covenantor entering upon the movement area.

- 2] Release and forever discharge, indemnify and keep indemnified the Airport Operator, its employees, servants and agents from and against all actions, proceedings, suits, claims, demands, damages, costs and expenses whatsoever in respect of any loss, damage, injury or death of whatsoever nature and howsoever arising in connection with or in the course of or incidental to the exercise by the Covenantor of the benefits and or rights herein contained and granted against all costs, damages and expenses that may be incurred by the Airport Operator, its employees, officers, servants and agents in defending or settling those actions, proceedings, suits, claims, demands, costs and expenses aforesaid.

- 3] That it has a current public liability, third party, property insurance or similar to a minimum cover of \$10,000,000 for any single event or act and at any time on demand by the Airport Operator, to produce and show to the Airport Operator evidence of currency of such an insurance policy.

- 4] Abide by all regulation and by-laws pertaining to airside access.

Other Personnel Included

Special Conditions

Signed (Covenantor) Date/...../.....

Signed For Managing Director Date/...../.....

Jandakot Airport Holdings [" the Airport Operator "] as defined by the Airports Act 1996.

EXAMPLES OF DOCUMENTS

Jandakot Airport Airside Drivers Pass

JANDAKOT AIRPORT AUTHORITY TO DRIVE AIRSIDE	
THIS PASS MUST BE WORN AT ALL TIMES WHILST DRIVING AIRSIDE CAT _____	
NAME: COMPANY: EXPIRES: NUMBER: SIGNATURE: APPROVED: D.EVANS OTM SIGNATURE:	<div style="border: 1px solid black; width: 100px; height: 100px; margin: 0 auto;">PHOTO HERE</div>

Jandakot Airport Airside Vehicle Pass

 JANDAKOT AIRPORT
Jandakot Airport Holdings Pty Ltd
Vehicle Permit No.
2009

SUMMARY OF RULES FOR DRIVING AIRSIDE

Only the person whose name and details appears on the documents 'APPLICATION TO DRIVE AIRSIDE' and 'TEMPORARY AIRSIDE ACCESS INDEMNITY FORM' [hereafter identified as 'the driver'] is allowed to drive a vehicle airside.

It is the driver's obligation to observe the following rules:

- 1] The driver is responsible at all times for his actions on airside and will familiarise himself with these rules.
- 2] The driver is allowed only to drive a vehicle in the nominated area shown on the above forms. The driver is not to carry passenger's airside unless specifically authorised to do so.
- 3] The driver shall obey ALL regulatory signs and adhere to the following maximum speed limits:
 - 10km/h within 15 metres of an aircraft
 - 25km/h elsewhere on the movement areaJAH reserve the right to conduct random speed checks both airside and landside.
- 4] The driver shall not approach within 3 metres of an aircraft, except when required for the servicing of an aircraft.
- 5] The driver shall give way to ALL moving aircraft and stay well clear of aircraft when their anti-collision beacons are operating [indicating that the engines are running or are about to be started].
- 6] The driver shall comply with ALL instructions given by Airport Operator Officer including any direction to leave airside if the Airport Officer considers a breach of the conditions of airside access has occurred.
- 7] The driver shall show their current drivers license and authority to drive airside when requested by an Airport Officer.
- 8] The driver shall not park the vehicle on any aircraft manoeuvring area pavement or anywhere it will obstruct aircraft, other vehicles or pedestrians. Vehicles should be parked either in the public car parks or the hangar to which the vehicle is being driven.
- 9] The driver shall not drive in a manner likely to endanger the safety of any other person.
- 10] The driver shall not drive a vehicle airside whilst affected by alcohol or drugs to the extent which would lawfully preclude the driver from driving on public roads.
- 11] The driver shall have a current state driver's license for the type of vehicle approved for airside access.
- 12] The driver will re-lock any gate entered immediately having passed through that gate. The driver will NOT allow any other vehicle through the gate and should refer any person requiring access, to the Airport Operator.