Halifax Stanfield Airport Traffic Directives

GENERAL AVOP REQUIREMENTS & ADMINISTRATIVE MANUAL





REVISION HISTORY

Number	REFERENCE	EFFECTIVE DATE	SUMMARY OF CHANGE
1	INTRODUCTION OF NEW HALIFAX STANFIELD AIRPORT TRAFFIC DIRECTIVES	Nov 1/2017	DIVISION OF ATD'S INTO THREE MANUALS
2	AMENDMENT 001	Jun 15/2018	MINOR GRAMMATICAL CHANGES, MINOR CORRECTIONS, ADDITION OF DEMERIT POINTS FOR FAILURE TO UTILIZE SEATBELTS, WHERE SO EQUIPPED AND FAILURE TO PRESENT AND REMAIN FOR THE COMPLETION OF NPSV IDENTITY VERIFICATION AND, IF SELECTED, SCREENING (18.0)
3	AMENDMENT 002	Ост 1/2018	SECTION ADDED ON DRUG OR ALCOHOL USE AND/OR POSSESSION (14.0). DEMERIT POINTS ADDED RELATED TO DRUG OR ALCOHOL USE/POSSESSION OR UNDER INFLUENCE OF (19.0). UPDATED INFORMATION RELATED TO CRITICAL AREA (23).
4	AMENDMENT 003	Nov 18/2020	CHANGES TO SECTION 15 – REQUIRED AIRSIDE VEHICLE EQUIPMENT AND MARKINGS. ALL REFERENCES OF UNCONTROLLED TAXIWAY JULIET CHANGED TO APRON III, ALL REFERENCES TO UNCONTROLLED TAXIWAY KILO CHANGED TO APRON II. REFERENCES TO MAIN APRON CHANGED TO APRON I
5	AMENDMENT 004	MAY 2021	Annex 2 & 3 updated to reflect changes to various taxiways.
6	AMENDMENT 005	Ост 2021	ANNEX 2 UPDATED TO REFLECT NEW AIRSIDE ROAD NAMES

FOREWORD

This manual forms part of the Halifax Stanfield Airport Traffic Directives (HSATDs) and outlines approved protocols for the operation of vehicles and conduct of persons on the airside at Halifax Stanfield International Airport.

The following three manuals comprise the Halifax Stanfield Airport Traffic Directives.

- Airport Traffic Directives General AVOP Requirements & Administrative Manual (this document)
- Airport Traffic Directives AVOP DA Requirements & Study Guide
- Airport Traffic Directives AVOP D Requirements & Study Guide

AVOP permits are issued to **those with a need and right to operate vehicles on the airside of Halifax Stanfield** in the ongoing and regular performance of their duties.

Important Notice to Airport Employers and Employees

The Halifax Stanfield Airport Traffic Directives contain protocols that are **also applicable to pedestrian traffic**. It is the responsibility of employers to ensure that their employees and contracted personnel are made aware of such protocols e.g. no smoking airside.

The Safety Section of Regulatory Affairs with the Halifax International Airport Authority (HIAA) reserves the right to develop, amend, and enforce the AVOP program at Halifax Stanfield. Enforcement authority is delegated to specific personnel and officials and may be further delegated at the discretion of HIAA.

Errors or omissions noted in this document should be immediately communicated to HIAA at AVOP@hiaa.ca.

HIAA may amend these directives as required.

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1.0 INTRODUCTION

The airside of an airport is a specialized working environment governed by specialized rules and designed to prevent accidents and minimize personal injuries and damage to equipment, property and the environment.

Halifax International Airport Authority (HIAA) issues the Halifax Stanfield Airport Traffic Directives (HSATDs) as a reference source to combine the applicable regulations, rules, policies, and procedures related to safe vehicle operation and pedestrian activity on the airside. These requirements, along with various administration processes in the HSATD, form HIAA's Airside Vehicle Operators Permit (AVOP) Program.

The legislations listed below form the basis for these directives:

- Aeronautics Act;
- Radio Act;
- Air Regulations;
- Airport Traffic Regulations;
- Restricted Radio Regulations; and
- Department of Transportation Act.

There are various types of AVOPs issued by HIAA, namely DA permits, D permits and D Restricted permits. A "DA" permit allows the vehicle driver to operate anywhere on airport property except controlled manoeuvring areas. A "D" permit allows the vehicle driver to operate anywhere on airport property including manoeuvring areas. A "D Restricted" license allows restricted access on manoeuvering areas for **vehicles while towing aircraft.**

AVOP training and testing is mandatory for all employees with justification for operating a vehicle or other motorized equipment airside in the performance of their duties. Training and testing are also mandatory for AVOP holders from other airports.

2.0 ADMINISTRATION

The AVOP Program is administered by the Safety Section of Legal & Regulatory Affairs of the Halifax International Airport Authority. The AVOP Office is located in the Centre Tunnel on the Basement Level of the Air Terminal Building. The contact number is 902-873-3057 or by email at AVOP@hiaa.ca.

Initial and renewal AVOP application forms may be obtained by your organizations AVOP trainer if applicable, or by contacting the AVOP office as indicated above. HIAA issues all airside registration for vehicles operating on airside. Information on the airside

registration of vehicles should be directed to the Airport Service Centre servicecentre@hiaa.ca.

3.0 SAFETY MANAGEMENT SYSTEM (SMS)

HIAA manages safety on the airside through a series of defined, organizational-wide processes that provide for effective risk-based decision making related to the operation of our organization.

What this means is that we identify safety risks before they become bigger problems.

All AVOP holders are required to report hazards, near-miss events, incidents or accidents to HIAA by contacting the Airport Duty Manager at 902-873-2578. Issues that do not require immediate action may be communicated to HIAA at safety@hiaa.ca.

Reporters who identify will have their names kept confidential. For further information on HIAA's SMS contact safety@hiaa.ca.

4.0 AUTHORIZATION OF VEHICLES ON AIRSIDE

At Halifax Stanfield no person is permitted to operate a vehicle airside unless:

- That person holds a valid provincial driver's license (or equivalent); and
- That person holds a valid D, D Restricted or DA AVOP issued by HIAA or if not an AVOP-holder, they are training and under the direct control of a valid and qualified AVOP holder, or a valid and qualified AVOP holder escorts that person's vehicle.

HIAA may give written authorization for an individual to operate a vehicle airside without a valid AVOP in certain circumstances. Contact the AVOP Coordinator for further information.

Note: In relation to the production of a valid provincial driver's license (or equivalent), if the operator of the vehicle or motorized equipment is unable to produce their license immediately, then they must do so as soon as reasonably possible, or in any case, within 24-hours of the original request being made.

5.0 AVOP OFFICE HOURS

HIAA's AVOP office is open; Monday, Wednesday and Fridays (except holidays) from 8:30 am to 4pm. The AVOP office is closed Tuesdays, Thursday, weekends and holidays. For information regarding training or testing, the HIAA AVOP Administrator can be contacted at 902-873-3057 or AVOP@hiaa.ca.

6.0 AVOP APPLICATION AND REQUALIFICATION

6.1 Prerequisites

Applicants must possess a valid Restricted Area Identification Card (RAIC), or photo version Escort Required Pass, and a valid provincial driver's license (or equivalent).

Applicants for a D permit must be fully trained, knowledgeable and familiar with the Halifax Stanfield Airport Traffic Directives – AVOP DA Requirements & Study Guide prior to applying for a D permit or D Restricted permit and have a valid radio operator's certificate (aeronautical) (ROC-A). To access the self-study guide for the ROC-A, see the following link http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf01397.html.

NOTE: A photo version Escort Required Pass is only approved by the HIAA Manager, Security - through the HSIA Pass Control Office - when an airport employee has successfully submitted the requisite applications for a transportation security clearance and a RAIC. All the regulatory requirements for an Escort Required Pass holder and the RAIC holder escorting them remain applicable.

6.2 Application

Application or renewal forms (for vehicle operators whose employer does not have an HIAA approved third-party trainer/tester) can be obtained through email at AVOP@hiaa.ca or by phone. Applicants can also apply in person at the AVOP office located at Room B063B in the Centre Tunnel of the Air Terminal Building (on the opposite side to the Security Office).

Applicants must be in possession of a fully completed AVOP application or renewal form and a valid provincial driver's license (or equivalent). Applicants may also make appointments for written and practical examinations as well as re-qualifying examinations at that time.

6.3 Justification

The applicant's employer must complete and sign the justification section of the application form. It is the employer's responsibility to carefully review the justification for each application and the type of qualification required. This limits the number of drivers on airside, thereby reducing the potential for accidents. The requirement to drive on runways and taxiways on a regular basis justifies a D permit application; at least once-amonth constitutes a 'regular basis'. The AVOP Coordinator may at his/her discretion approve or disapprove an application form regardless of the information provided by the applicant or the employer.

6.4 Cancellation

HIAA reserves the right to cancel AVOP applications and renewals 90 days after the application date if the applicant fails to take any further action to complete the applicable process.

6.5 Training/Testing 'No-Show' Fees

HIAA reserves the right to charge an applicant who fails to make their scheduled appointment time an administrative fee of up to \$75.00 plus taxes. Where applicable, HIAA will withhold or suspend that applicant's AVOP privileges until the applicant's employer pays the required fees. Applicants may cancel appointments up to 24 hours in advance of the scheduled time without penalty.

7.0 AVOP EXAMINATIONS

HIAA issues AVOP's based on applicants' knowledge of these directives as established by written and practical examinations. Further information, including minimum passing marks can be obtained by contacting the AVOP Coordinator.

8.0 ROC-A EXAMINATIONS

The AVOP office conducts ROC-A examinations for Industry Canada on a voluntary basis for D and D Restricted applicants, only. To apply for a ROC-A, follow the AVOP application procedure above.

9.0 AVOP EXPIRY DATES & REQUALIFICATION

AVOP expiry dates coincide with the AVOP holder's provincial drivers' license. Requalification for DA permits requires the AVOP holders to complete a mandatory written test. Requalification for D and D Restricted permits requires the AVOP holder to complete written and, if deemed necessary by the AVOP Coordinator, practical testing. Further information on requalification can be obtained by contacting the AVOP Coordinator.

10.0 ABSENCE FROM DRIVING AIRSIDE

A DA-AVOP holder who has been absent from driving airside for a period of one-year, or a D or D Restricted AVOP holder who has been absent from driving airside for six months, must re-apply for his/her issued AVOP.

Returning HIAA winter seasonal staff are required to attend a D-AVOP refresher training and obtain a mark of 100% on the D-AVOP practical exam.

11.0 CHANGE OF STATUS

It is the responsibility of every vehicle operator to advise the AVOP office if; there is no further need for a D or DA permit (as the case may be), if the minimum requirements are no longer met, if the operator has not driven airside for a period of six-months or a year (as the case may be), or the operator's employer has changed from the company identified on their AVOP. Failure to comply with this directive may result in revocation of the AVOP, or a review of the vehicle operator's need for the AVOP.

12.0 AVOP HOLDER'S RESPONSIBILITIES

AVOP permit holders must obey the HSIA Airport Traffic Directives, signs, control devices and all directions provided by HIAA's AVOP Coordinator, Airport Duty Managers, Airport Security Personnel, Halifax Regional Police, Air Traffic Control and Emergency Response Personnel.

12.1 Required Documentation

- When requested to do so by HIAA or enforcement personnel, AVOP holders must present the following documents;
 - A valid Restricted Access Identification Card (RAIC)
 - AVOP (DA or D, as applicable)
 - A valid provincial driver's license (or equivalent)
- At all times while driving airside, original documentation showing proof of a valid driver's license must be kept in a secure, convenient location available for presentation to enforcement if and when requested. (Note: In relation to the production of a valid provincial driver's license (or equivalent), if the operator of the vehicle or motorized equipment is unable to produce their license immediately, then they must do so as soon as reasonably possible, or in any case, within 24-hours of the original request being made.)

12.2 Notification to HIAA

- If an AVOP holder's provincial driver's license (or equivalent) is suspended, he/she is
 prohibited from operating a motor vehicle on airport property and is responsible to
 report the suspension immediately to the AVOP Coordinator at 902-873-3057 or at
 AVOP@higa.ca.
- DA permit holders are required to notify HIAA if they have not driven airside in a period
 of 12 months or more and must recomplete the DA written test for their permit to be
 valid. D permit holders are required to notify HIAA if they have not driven airside in a
 period of 6 months or more and must recomplete the D written test for their permit to
 be valid.
- AVOP's are the property of HIAA. Permits holders will have to pay an administrative fee for the loss, theft, damage, alteration or tampering of the AVOP as determined by HIAA.
- AVOP holders must immediately report the loss or theft of their AVOP pass to the AVOP Coordinator at 902-873-3057 or at AVOP@higa.ca.
- An AVOP is issued for a specific area of operation only and vehicle operators are not permitted to operate a vehicle beyond that area.
- AVOP holders must immediately report all accidents and or incidents on airport property to the Airport Duty Manager or HIAA.

12.3 Direction by Enforcement Personnel

 All AVOP holders are required to stop when directed by enforcement personnel and follow all instruction given.

12.4 Vehicle Safety Checks and Standards

 Before operation, vehicle operators must confirm that their vehicles are operating satisfactory and have the required safety equipment and markings. Operators must notify their immediate supervisor of any vehicle malfunction or defect. Any vehicle, which in the opinion of airport patrol or HIAA represents an obvious safety hazard, will be ordered from the airside, or towed to a secure area, and the vehicle operator will be ticketed.

12.5 Displaying RAICs & Passes

 At HSIA, all airport employees, including persons being escorted, are required to wear a RAIC or Visitor Pass on the upper part of their outer clothing (the chest or upper arm area). They must ensure that their RAIC or Visitor Pass is visible at all times. This requirement applies whether operating a vehicle or not. Failure to comply may result in penalties imposed under these directives or otherwise.

13.0 EMPLOYER RESPONSIBILTIES

The applicant's employer is responsible to ensure that the applicant has:

- a proper airside equipped company vehicle for practical testing;
- a current copy of these directives; and,
- been provided with sufficient training to familiarize the applicant with these
 directives, airport layout, radio procedures and airport terminology. This training
 should include the applicant operating vehicles under the direct supervisor of a
 qualified AVOP holder who is in the vehicle and in a position to instruct and correct
 the applicant.

14.0 DRUG OR ALCOHOL USE AND/OR POSSESSION

All vehicle operators must be fit to operate on the airside. Fitness includes being free from the influence of the effects of alcohol, cannabis, or from the influence of medications or other substances that can affect performance.

The use or possession of alcohol, cannabis or any other controlled substances airside is strictly prohibited. Violation of this requirement by vehicle operators or vehicle passengers will result in the immediate removal of the Restricted Area Identification Card (RAIC) for all individuals in the vehicle. Vehicle operators will also be issued demerit points as outlined in this manual.

15.0 REQUIRED AIRSIDE VEHICLE EQUIPMENT & MARKINGS

15.1 Safety Marking and Equipment Requirements for Apron Areas

All vehicles and equipment operating on aprons, service and maneuvering areas must be equipped with the standard safety markings specified on the following page of these directives for apron service vehicles.

In addition, vehicles and equipment must be registered with HIAA and have in place a Designed Airside Equipment sticker on the outside of the vehicle. Those without an issued permit are not permitted to operate on the airside. Fuelling vehicles must be equipped with a suitable fire extinguisher.



15.2 Exceptions

Conditional use on apron areas of vehicles or equipment not equipped with standard safety markings is allowed while under escort of a vehicle so equipped.

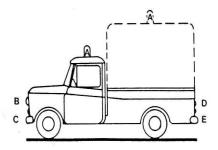
Aircraft fueling vehicles, which have an overall height in excess of 3.5m, may mount 360° beacon lamps on the vehicle cab provided that tail signal lamps are operated in conjunction with the 360° beacon lamp to provide adequate indication to the rear of the vehicle.

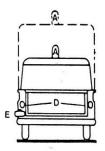
Police, emergency services and other vehicles equipped with safety marking specified for operation on movement areas and service roads satisfy these directives.

Safety Marking Requirements for Apron Service Vehicles

L Self-propelled Vehicles with Cab







II. Self-propelled Vehicles without Cab



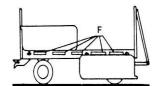




- A Beacon Lamp
- 3 Head Lamps
- C Parking/Signal Lamps
- D Tail/Signal Lamps
- E License Plate Lamp
- F Reflectorized Strip
- G Reflectorized Panel

III. Non-self-propelled Vehicles and Equipment







16.0 HIAA APPROVED THIRD-PARTY TRAINER/TESTER

HIAA may authorize HSIA employers the right to perform DA-AVOP training/testing of their own employees. To have an employee approved as an authorized DA-AVOP trainer/tester; the employer must submit a written request to the HIAA AVOP Coordinator for their employee to become part of the train-the trainer program.

The minimum standard for an AVOP holder to become a DA-AVOP tester is; that they have held a HSIA AVOP for at least 12-months and - at the time of the request process - they have no demerit points.

Potential trainers will undergo an assessment as to their suitability to be accepted into the train-the-trainer program. The assessment will be conducted by the HIAA AVOP Office. If approved, HIAA approved third-party trainers/testers must successfully complete HIAA's Train-the-Trainer Program. Further information is available from the AVOP Coordinator.

When the DA-AVOP of a trainer/tested accepted into the train-the-train program expires, their retesting must be conducted by the HIAA AVOP Office.

An authorized employee may conduct testing for the company that they are employed by, or for another HSIA-based company where an agreement between the two companies has been put in place and approved by the HIAA AVOP Coordinator.

Once approval has been given to a company to provide DA-AVOP testing; the HIAA AVOP Office will conduct quality control audits of; the employer's training program, the administration of the examinations and also the standard of training and testing provided by their approved employees.

Contact with the HIAA AVOP Coordinator regarding AVOP matters will be made through AVOP@hiaa.ca.

17.0 REVIEW OF HSATD'S

An AVOP committee, chaired by HIAA's Legal & Regulatory Affairs Department, is responsible to meet annually for the purpose of monitoring the AVOP program and reviewing and amending, as necessary, the HSIA Traffic Directives.

18.0 ENFORCEMENT, VIOLATIONS & NOTIFICATION

18.1 Enforcement

HIAA's AVOP Coordinator, Airport Duty Managers, and Airport Patrol enforce these directives. Failure to comply with these directives or direction given by any of the above may result in penalties being levied in accordance with these directives.

18.2 Violations

Enforcement personnel, on behalf of HIAA, will issue an AVOP violation ticket to any person who violates these directives. The issue of an AVOP violation ticket will result in one or more of the following:

- a. A warning.
- b. Demerit points.
- c. AVOP suspension or revocation.
- d. AVOP retesting.
- e. Enrolment in a Security Awareness presentation.
- f. RAIC/temporary pass suspension or revocation.
- g. Any combination of the above

18.3 Notification

HIAA will notify the driver and the driver's employer of the type(s) of violation(s) and suspension(s), if any. The AVOP holder will be advised in the notification letter when he/she must be in contact with the AVOP office. The AVOP Coordinator will, at his/her sole discretion, decide the starting date of any suspension(s).

19.0 DEMERIT POINTS

Demerit points are cumulative and will remain on the AVOP holder's record for a period of twelve months following the date of the violation or suspension, whichever is the latest.

The following table lists the common AVOP violations. They start at LEVEL 1 and increase to the most severe violations at LEVEL 4:

	LEVEL 1	DEMERIT POINTS
1	Failure to pick up or report FOD	4
2	Driving without an approved beacon on a vehicle and not escorted	4
3	Failure to use headlights while driving when conditions or areas require them	4
4	Driving a vehicle without or obscured safety markings (belt loaders, tractors, loaders, etc.)	4
5	Failure to use vehicle corridor	4
6	Parking or leaving vehicles or equipment unattended in the vehicle corridor	4
7	Failure to monitor ground control frequency on radio equipped vehicles while airside	4

0	Darling in non designated are as	4
8	Parking in non-designated areas	4
9	Improper parking of aircraft fuelling vehicle	4
10	Towing in excess of six baggage carts or four dollies	4
11	Towing unsafe or insecure carts, dollies and other equipment	4
12	Impeding apron traffic	4
13	Failure to apply brakes or chock wheels when parking vehicles or equipment	4
14	Failure to utilize seatbelts, where so equipped.	4
	LEVEL 2	DEMERIT POINTS
1	Careless and/or imprudent driving in baggage halls	6
2	Failure to report a change of status as identified in the HSATD's	6
3	Failure to report to the AVOP office when specifically requested to do so	6
4	Failure to yield to emergency vehicles with red lights and sirens activated	6
5	Failure to yield to maintenance vehicles actively involved in snow clearing or other movement area maintenance	6
6	Failure to comply with the Halifax Stanfield Airport Traffic Directives	6
7	Exceeding maximum speed limit by up to 20 km/h	6
8	Failure to report or leaving the scene of an accident	6
9	Utilizing a cellular device, or headphones (i.e., MP3, IPOD) while operating a vehicle airside	6
10	Failure to stop for anti-collision light where marshaller or pilot has not waved the vehicle through and no evasive action was required by pilot or marshalling crew	6
11	Passing in vehicle corridors	6
12	Driving over hoses and electrical cables	6
13	Knowingly littering or otherwise causing a FOD hazard	6
14	Driving with an expired AVOP – 1st offence	6
15	Failure to comply with Enforcement Personnel	6
	LEVEL 3	DEMERIT POINTS
1	Driving between terminal building and parked aircraft during passenger and crew loading or unloading	9

2	Careless and/or imprudent driving causing other drivers or pilots to take defensive action	9
3	Exceeding maximum speed limit by 21 to 30 km/h	9
4	Operating a vehicle on airside in a manner that is dangerous to aircraft, equipment, persons or vehicles	9
5	Driving with an expired AVOP – 2 nd offence	9
	LEVEL 4	DEMERIT POINTS
1	Failure to notify the AVOP office of suspended provincial drivers licence and driving airside.	12
2	Knowingly permitting, asking or otherwise intentionally causing a vehicle operator to drive airside without an AVOP	12
3	Non-compliance with the ground controller	12
4	Entering a manoeuvring area without ground control's permission	12
5	Failure to yield to taxiing aircraft	12
6	Failure to yield to vehicle towing aircraft	12
7	Careless and/or imprudent driving resulting in personal injury and/or property damage	12
8	Failure to yield to aircraft or ground crew during push-back	12
9	Exceeding maximum speed limit by more than 31 km/h	12
10	Using threatening or intimating behaviour with enforcement personnel	12
11	Driving with an expired AVOP – 3 rd or more offence	12
12	Failure to present and remain for the completion of NPSV identity verification and, if selected, screening.	12
13	Use and/or possession of alcohol, cannabis or other controlled substances airside.	12
14	Driving airside while under the influence of alcohol, cannabis or other substance that can affect performance.	12

20.0 AVOP AND RAIC SUSPENSIONS

Demerit points assessed for a single violation or accumulated from more than one violation will result in the following AVOP suspensions:

DEMERIT POINTS	AVOP SUSPENSION
4 points or less	A warning letter
6 points	1-day suspension
7-8 points	3-day suspension
9-11 Points	5-day suspension
12 points	7-day suspension <u>and theory and/or practical testing by the HIAA AVOP Office</u> (as determined by the AVOP Coordinator). Violations may also require the individual to enroll in the Security Awareness Presentation.
13 or more points	HIAA may, in its sole discretion, suspend or revoke the driver's AVOP and RAIC/temporary pass. If the holder's AVOP is not revoked, they will still have to fulfill the requisite suspension and retesting by the HIAA AVOP Office.

AVOP holders must surrender the permit to HIAA's AVOP Office, or HIAA's Security Office if the AVOP office is closed, no later than the day that a suspension starts. The employer of any individual operating a vehicle airside will be responsible for that individual's infraction of any provision of these directives.

Driving airside without a valid AVOP, a valid provincial driver's license (or equivalent) or a suspended AVOP is a very serious safety concern and an intentional disregard of these directives. In addition to demerit points, HIAA may immediately suspend the operator's RAIC or temporary pass for 30 days.

21.0 APPEALS

The driver may appeal AVOP violation tickets in writing within 10 days of receipt of a letter from the AVOP Coordinator advising of the violation. The letter of appeal must include a description of the circumstances and a justification. A phrase such as 'operational necessity' or words to that effect, is not a valid justification. The driver should send the letter of appeal to the HIAA Safety Specialist:

i. by email at: <u>AVOP@hiaa.ca</u>

or

ii. by regular mail to: HIAA Safety Specialist, Halifax International Airport Authority, 1 Bell Boulevard, Enfield, Nova Scotia, B2T 1K2.

22.0 TOWING

Airside parking violations and driving without a valid AVOP may result in HIAA towing the vehicle to a secure area at the vehicle owner's expense.

23.0 CRITICAL AREA

The following information is the complete document related to accessing the Critical Area published on behalf of HIAA's Security. For further information on HIAA's Critical Area please contact Security at 902-873-2560.

23.1 Purpose of the Critical Area

The purpose of a Critical Area (CA) is to provide additional security to the Apron I adjacent to the Air Terminal Building (ATB) where commercial flights depart from. This measure contributes to ensuring that Canada meets international civil aviation standards.

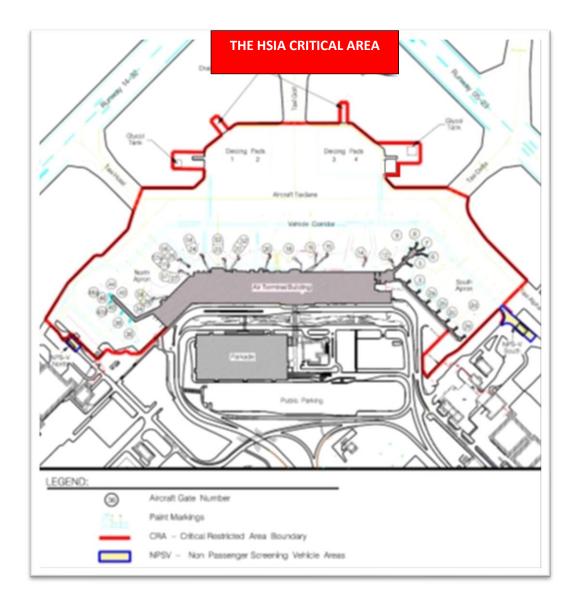
23.2 Hours of operation

The CA is supported by Non-Passenger Screening - Vehicles (NPSV). Both the CA and NPSV are in effect 24-hours a day, all year round.

23.3 Failure to Comply With Regulations and Directives

Failing to comply with any of the regulations or directives associated with the CA and NPSV is an extremely serious security matter. Violations will require HIAA Security and the Police to establish if any persons involved are a threat to aviation security, or whether the incident caused a threat to aviation security. All such violations will be investigated, Transport Canada informed, and a police file created. While an investigation is in progress, any persons reasonably believed to be involved will have the RAIC or temporary pass issued to them - suspended. The suspension will remain in place until HIAA Security is satisfied that there is no ongoing threat to aviation security.

The CA and NPSV is law and are supported locally by these directives. In addition to the consequences of failing to comply with any of the regulations or directives associated with the CA and NPSV, there are also consequences for unacceptable behaviour e.g. behaviour at a NPSV location that could be construed as workplace violence.



23.4 Entering the Critical Area

In addition to the controls already in place at HSIA to enter the restricted area through the North & South Gates, non-passengers intending to enter the CA will be required to:

- Comply with the random screening of vehicles and occupants by CATSA.
 - Note: NPSV is a Transport Canada regulatory requirement that enhances the security of our workplace. With your cooperation, the screening process is quick and efficient. CATSA recommends that non-passengers should add 10-15 minutes to travel time to prepare for the likelihood of being screened.

 Comply with additional controls conducted by HIAA Security to verify RAIC, temporary passes and other approved documents of entitlement. Verification of RAICs will be achieved using biometrics.

23.5 Access rights

Non-passengers are only permitted to enter the CA in the course of their employment. Any non-passenger found in the CA in contravention of these directives will be subject to the actions and consequences outlined in section 18.03 of these directives regarding 'failure to comply with regulations and directives'.

23.6 Pedestrians

At HSIA, pedestrians are not permitted to enter or exit the restricted area through the North & South Gates. In addition, pedestrians are not permitted to enter or exit the CA unless it is done through the ATB.

Note: For clarification, pedestrians cannot enter or exit the CA from/to any adjacent road or taxiway. The only way in which a non-passenger can enter or exit the CA from/to an adjacent road is in/on a vehicle or motorized equipment.

23.7 Exemptions

Regulation provides exemptions for certain categories of persons and/or vehicles regarding:

- i. Identity verification in emergency and special circumstances.
- ii. Screening in emergency and special circumstances.

CATSA screening staff and HIAA Security Vehicle Inspection Officers (who conduct access control in to the CA) will be aware of exemption entitlements.

The provisions of i and ii above, do not apply to the majority of persons and/or vehicles at this airport. HIAA Security will provide direct notification to the relevant persons and/or companies if they are covered by an exemption. An explanation as to how the exemption applies will also be provided.

Note: Due to restictions placed by Transport Canada, the list of exemptions cannot be listed in these directives as they are a public document.

23.8 Requirements for Entering the CA from NPSV North

a. Verification of RAICs, temporary passes or approved documents of entitlement will be conducted at the HIAA Security guardhouse inside the gate (this is the natural flow

for traffic if entering the North Gate from groundside). If a vehicle operator is already airside and intending to enter the CA at NPSV North, then they will be required to approach the North Gate guardhouse by using the access road from the Jazz apron. This road is referred to as the Jazz Apron Road. This requirement will also apply to vehicles exiting the Jazz hangar and the airfield perimeter road.

- i. Currently, biometric verification of RAICs at locations outside of the air terminal building is done using RAIC Mobile Biometric Readers (RMBR). These devices provide identity verification using the RAIC holder's fingerprint. The option for an iris scan is not available.
- ii. If a RAIC holder's fingerprint fails to read and at least three (3) attempts have been made to provide a fingerprint read the following procedure must be complied with:
 - The HIAA Security Vehicle Inspection Officer (VIO) will confirm that the RMBR has not indicated that the RAIC has been reported as lost, stolen or otherwise invalid.
 - The RAIC will then be visually inspected by the VIO to further ensure that it is valid and is being presented by the person to whom it was issued.
 - The VIO will then cross-reference the RAIC with a piece of valid government photo I.D. presented by the RAIC holder.
 - Upon successful cross-referencing of the valid RAIC and valid government photo I.D. the VIO will allow the RAIC holder access to the CA.
 - The fact that this contingency procedure was utilized will be reported by the VIO to the HIAA Duty Security Manager.
- b. If a non-passenger is exempted from identity verification by a regulatory exemption, the fact that the exemption was utilized will be reported to the Duty Security Manager.
- c. Following RAIC, temporary pass and/or approved document of entitlement verification of the non-passengers, the vehicle will then proceed towards NPSV North. All vehicles must present to NPSV North. If a valid exemption exists, it will be claimed once the vehicle has entered a screening lane.
- d. NPSV North has a traffic management system that operates in the following manner:
 - i. Each laneway has a red and green LED lane indicator above it which will display:
 - A pulsing red X if the vehicle in the laneway is currently undergoing physical search.

- A green → if the laneway is available for passage.
- A solid red X (not pulsating) if that lane is unavailable for use.
- ii. Vehicles must wait at the entrance to a screening lane until the barrier automatically opens to allow the vehicle to enter.
- iii. Once a vehicle has entered a screening lane, another barrier will be seen situated at the exit. There is a 'stop light' located immediately next to the stop sign situated at the exit. This is the random selection light. The light will remain red until the vehicle comes to a stop at the stop barrier. If cleared to proceed to the CA, the barrier will raise, and the light turns green.
- iv. If the vehicle is selected for screening, the red light will flash, and the barrier will remain closed. In addition, there is a box mounted on a pole next to the screening lane. The box displays two numbers, and this <u>indicates to the screeners</u> the zones of the vehicle that have been randomly selected for search.
 - Note: The flashing lights on the barrier arm are simply visibility aids to show that the barrier arm is present.
- v. Regardless of the indication given by the traffic management system, if there is a temporary pass holder in the vehicle, then the vehicle and all of its occupants **must stop** for screening.
- vi. If a vehicle is selected for screening, but there is a regulatory exemption in place, then the person claiming the exemption must bring it to the attention of the screening officers.



Entrance to the screening lanes at NPSV North

23.9 The Jazz Apron Road

- a. A road has been constructed on the Jazz apron. This road enables vehicles that are already airside to access the CA by:
 - i. entering the Jazz apron →
 - ii. using the one-way single lane road that leads along the edge of Apron I towards the North Gate →
 - iii. then turning left at the junction next to the North Gate \rightarrow
 - iv. to stop at the HIAA Security guardhouse for identity verification \rightarrow
 - v. and then proceed towards NPSV North and ultimately on to the CA.
- b. At iii. above, there is the option to turn right to exit the North Gate. However, this may be a difficult maneuver for larger vehicles. If exiting the North Gate at this location would provide difficulty, then vehicles can also approach the North Gate by using the bypass lane next to NPSV North. If using this route to exit the North Gate, vehicle operators must take great care to ensure that there are no emergency vehicles that are responding to an emergency in the CA and who are using the bypass lane to get there.
- c. In addition, vehicle operators using the NPSV North bypass lane will need to adhere to the signage next to the lane that states 'STOP DO NOT PROCEED PAST THIS SIGN WHILE SEARCH IS BEING CONDUCTED'. This refers to the inspection of a vehicle being

conducted by the HIAA Security Vehicle Inspection Officer at the North Gate (the 'search' is for unauthorized persons in the vehicle). Vehicle operators must wait here until vehicles being inspected by HIAA Security have proceeded towards NPSV North. To assist, two flashing red lights indicate that vehicles must stop while the red lights are flashing. When the lights are not flashing, vehicles can proceed – with care.

- d. All vehicles that are airside on the north side of the airfield, but outside of the CA, are required to access the CA as described in the preceding paragraph. For further clarification:
 - **Vehicles exiting the Jazz Hangar** are required to turn right on to the Jazz Apron Road to present for identity verification at the North Gate Guardhouse and screening at NPSV North. There is signage that supports this requirement.
 - Vehicles exiting the Airfield Perimeter Road will be required to turn right away from the Apron I and the CA and proceed towards the Jazz Hangar and then left on to the Jazz Apron Road to present for identity verification at the North Gate Guardhouse and screening at NPSV North. There is signage that supports this requirement.
 - Vehicles that have just exited the CA from the North area of Apron I and need to immediately return to the CA - will be required to use the Jazz Apron Road to represent for identity verification at the North Gate Guardhouse and screening at NPSV North.



Jazz Apron Road along the edge of Apron I



Jazz Apron Road at junction with the North Gate (right) and HIAA Security Guardhouse (left)



Example of the signage that is located on the Airfield Perimeter Road and next to the Jazz Apron Road



The NPSV North bypass lane leading to the the North Gate



Sign on the NPSV North bypass lane for exiting the North Gate (the red flashing lights can be seen above the word 'STOP')

23.10 Requirements for entering the CA from NPSV South

- a. Due to the airside route options, it is not possible to conduct identity verification for the CA at the South Gate. Therefore, the verification of RAICs, temporary passes or approved documents of entitlement to enter the CA will be conducted by HIAA Security <u>before</u> NPSV South.
 - i. For clarification, the South Gate Vehicle Inspection Officer will still perform access control in the normal manner. This will allow vehicles to then transit the South Gate from groundside to airside. However, once airside, there is the option for a vehicle to proceed towards the General Aviation area, or towards the CA. To enter the CA, there will be additional access control conducted by a CA Vehicle Inspection Officer. The identity verification is conducted before entering NPSV South.
- b. To approach NPSV South, vehicles will have travelled from the South Gate to the Service Road (requiring a right and then left turn towards NPSV South), or by travelling directly along the Service Road from General Aviation.

- i. Currently, biometric verification of RAICs at locations outside of the air terminal building is done using RAIC Mobile Biometric Readers (RMBR). These devices provide identity verification using the RAIC holder's fingerprint. The option for an iris scan is not available.
- ii. If a RAIC holder's fingerprint fails to read and at least three (3) attempts have been made to provide a fingerprint read the following procedure must be complied with:
 - The HIAA Security Vehicle Inspection Officer (VIO) will confirm that the RMBR has not indicated that the RAIC has been reported as lost, stolen or otherwise invalid.
 - The RAIC will then be visually inspected by the VIO to further ensure that it is valid and is being presented by the person to whom it was issued.
 - The VIO will then cross-reference the RAIC with a piece of valid government photo I.D. presented by the RAIC holder.
 - Upon successful cross-referencing of the valid RAIC and valid government photo I.D. the VIO will allow the RAIC holder access to the CA.
 - The fact that this contingency procedure was utilized will be reported by the VIO to the HIAA Duty Security Manager.
- c. Following RAIC, temporary pass and/or approved document of entitlement verification of the non-passengers, the vehicle will then proceed into NPSV South. All vehicles must present to NPSV South. If a valid exemption exists, it will be claimed once the vehicle has entered a screening lane.
- d. NPSV South has a traffic management system that operates in the following manner:
 - i. Each laneway has a red and green LED lane indicator above it which will display:
 - i. A *pulsing* red X if the vehicle in the laneway is currently undergoing physical search.
 - ii. A green \rightarrow if the laneway is available for passage.
 - iii. A solid red X (not pulsating) if that lane is unavailable for use.
 - ii. Vehicles must wait at the entrance to a screening lane until the barrier automatically opens to allow the vehicle to enter.

- iii. Once a vehicle has entered a screening lane, another barrier will be seen situated at the exit. There is a 'stop light' located immediately next to the stop sign situated at the exit. This is the random selection light. The light will remain red until the vehicle comes to a stop at the stop barrier. If cleared to proceed to the CA, the barrier will raise, and the light turns green.
- iv. If the vehicle is selected for screening, the red light will flash, and the barrier will remain closed. In addition, there is a box mounted on a pole next to the screening lane. The box displays two numbers, and this <u>indicates to the screeners</u> the zones of the vehicle that have been randomly selected for search.
 - i. Note: The flashing lights on the barrier arm are simply visibility aids to show that the barrier arm is present.
- v. Regardless of the indication given by the traffic management system, if there is a temporary pass holder in the vehicle, then the vehicle and all of its occupants **must stop** for screening.
- vi. If a vehicle is selected for screening, but there is a regulatory exemption in place, then the person claiming the exemption must bring it to the attention of the screening officers.



vii.

Approach to NPSV South



View of the exit from NPSV prior to entering the Critical Area

- e. As vehicle operators approach NPSV South, the following options will apply:
 - i. **RED X signal at NPSV South:** This signal means that the screening lane is occupied and the vehicle must enter a free lane or wait in line. The vehicle and occupants <u>must not</u> bypass NPSV.
 - ii. GREEN → signal at NPSV South: This signal means that the lane is clear for screening and the vehicle can enter.
 - iii. **TEMPORARY PASS holder in vehicle:** All temporary pass holders entering the CA must be screened. Such pass holders must also be escorted. If there is a temporary pass holder in a vehicle:
 - i. The vehicle cannot bypass NPSV, even if the green arrow indicates otherwise.
 - ii. The vehicle must present to NPSV for screening, even if another vehicle is being screened, or other vehicles are waiting to be screened.
 - iii. In addition to the temporary pass holder, the vehicle and all other occupants will be subject to screening requirements.
- f. At the location mentioned in (e) above, vehicles <u>must stop and wait</u>. Vehicles cannot proceed until the RAIC, temporary pass and/or approved document of entitlement

of all occupants have been verified. Failure to do so, will be considered a breach of the CA and initiate the action and consequences referenced in 18.03 (failure to comply with regulations and directives).

- g. The location mentioned in (e) above will ordinarily be staffed by one CA Vehicle Inspection Officer to conduct access control. Whether or not prevented by a physical 'STOP' barrier e.g. gate, pylon, stop signage etc. vehicles <u>must stop and wait until</u> the CA Vehicle Inspection Officer has completed the identify verification procedures and informed by the driver that the vehicle may proceed into the NPSV Screening.
- h. Verification of RAICs, temporary passes or approved documents of entitlement will be conducted at the entrance to NPSV South.

23.11 Vehicles Unable to Comply with Screening Requirements at NPSV South

If, due to any safety reasons (i.e. oversize vehicle), the screening of a vehicle cannot be completed, then access to the CA from this location will be denied.

23.12 Additional Critical Area Security Enhancements

Besides the security position to provide access control at NPSV South, additional enhanced CA security measures include:

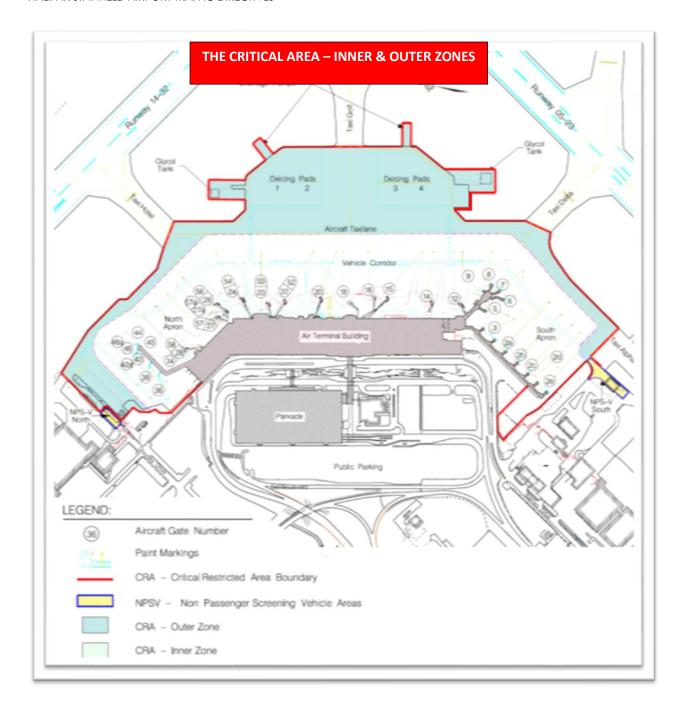
- A CA/Apron Safety Patrol: Operating 24-hours a day all year round this mobile patrol will support CA compliance and apron safety.
- CA Operator: This dedicated Security Operations Centre position will conduct CCTV patrols of the CA, monitor CA and NPSV activity, link directly with the CA/Apron Safety Patrol and ensure that HIAA Security and the police can respond effectively to activity relating to the CA and NPSV.

23.13 HIAA Field Maintenance and HIAA Emergency Response

To ensure that the airfield is properly maintained year round and that the on-site emergency response services do not have to leave the airfield environment; special provisions are required to enable the airfield maintenance crews and HSIA Emergency Response to effectively operate alongside the requirements of the CA and NPSV. Therefore, the following provisions have been made:

1. The CA is comprised of two zones – inner and outer. Both zones apply as a single whole zone to all CA users, with the following exceptions:-

- a. HIAA airfield maintenance crews are exempt from the outer zone when they are actively engaged in airfield operations.
- b. Other than when responding to an emergency; HSIA Emergency Response are exempt from the outer zone when they need to traverse that area in order to access identity verification and screening at either NPSV North or South.
- 2. HIAA Security will maintain the integrity of the 'outer zone' by:
 - a. Monitoring and patrolling conducted by the CA/Apron Safety Patrol.
 - b. Monitoring and virtual patrolling conducted by the dedicated CA SOC position.
 - c. Implementing a 'no co-mingling' policy between HIAA airfield maintenance crews and other CA users which includes aircraft.
 - d. Implementing a 'no co-mingling' policy between HIAA Emergency Response and other CA users which includes aircraft.
 - e. Maintaining regular liaison with HIAA airfield maintenance crews as to activity in or near the outer zone.
 - f. Maintaining regular liaison with HSIA Emergency Response when they need to access NPSV North or South.
 - g. Establishing advanced planning procedures with HIAA airfield maintenance crews in relation to activity in the CA.
 - h. Prohibiting HIAA airfield maintenence crews and HSIA Emergency Response from entering the inner zone from the outer zone.
 - i. In cases of non-compliance, implementing the action and consequences of 18.03 (failure to comply with regulations and directives).



24.0 DEFINITIONS

Aerodrome – any area of land, water (including the frozen surface thereof), or other supporting surface used or designated, prepared, equipped, or set apart for use either in whole or in part for the arrival and departure, movement, or servicing of aircraft, and including any buildings, installations, and equipment in connection therewith.

Aircraft stand - a designated area on an apron intended to be used for parking an aircraft.

Airport - Halifax Stanfield International Airport.

Airport operator – Halifax International Airport Authority (HIAA).

Airport patrol – for the purpose of these directives, airport patrol includes, but is not limited to, the Airport Duty Manager, HIAA Security, on-site police and the AVOP Coordinator.

Airside – the movement area of an aerodrome, adjacent terrain and buildings or portions thereof, access to which is controlled.

Airside vehicle operator's permit (AVOP) – a document issued by HIAA certifying that the person named therein is authorized to operate vehicles airside.

Apron – that part of an Aerodrome, other than the maneuvering area, intended to accommodate the loading and unloading of passengers and cargo, the refueling, servicing, maintenance, and parking of aircraft, and any movement of aircraft, vehicles, and pedestrians to allow execution of those functions.

Apron taxiway – a portion of a taxiway system located on an apron and intended to provide a through taxi route across the apron.

Apron traffic - all aircraft, vehicles, equipment and pedestrians using the apron of an airport.

Crosswalk – any portion of a road, an apron or any other area designated by a sign or surface marking as a pedestrian crossing.

Equipment – any motor vehicle or mobile device, either self-propelled or towed or of a specialized nature, used for runway and airfield maintenance or in the maintenance, repair and servicing of aircraft including test equipment and cargo and passenger handling equipment.

Flight Service Station (FSS) – a NavCanada operated facility that provides aeronautical information and related aviation support services to aircraft including airport and vehicle advisory services for designated uncontrolled airports.

Glide path – that part of an instrument landing system (ILS) that helps the pilot approach the runway on the correct descent angle to the designated touchdown zone.

Ground control – the NavCanada operating position in the control tower that provides clearances and instructions for the movement of airport traffic.

Groundside – that area of an airport not intended to be used for activities related to aircraft operations and to which the public normally has unrestricted access (also known as landside).

Holding bay – a defined area where aircraft can be held, or bypassed, to facilitate efficient surface movement of aircraft.

Hold-short – instructions to stop at least 60 m (200 ft.) from the edge of a runway while awaiting permission to cross or proceed onto a runway.

Intersection – the point at which a road, runway or taxiway meets or crosses another road, runway or taxiway.

Landing area – that part of a manoeuvering area intended for the landing or take-off of aircraft.

Light signal from airport control tower – colored lights used by the tower to control airport traffic when there is no radio communication.

Localizer – the part of an instrument landing system (ILS) that transmits signals to help the pilot remain aligned with the runway during approach.

Maneuvering area – that part of an aerodrome intended to be used for the take-off, landing, and taxiing of aircraft, excluding aprons.

Movement area – that part of an aerodrome to be used by aircraft. The movement area consists of the maneuvering area and aprons.

Off the runway – indicates a vehicle is at least 60 m (200 ft.) to the side of the nearest edge of the runway in use, wherever practical.

Operational stand – an area on an apron around parked aircraft for the purpose of loading and unloading passengers, and the provision of ground services. See also aircraft stand.

Permanent displaced threshold - a threshold located at a point other than the physical beginning or end of the runway. The portion of the runway so displaced may be used for take-off, but not landing. Landing aircraft may use the displaced area on the opposite end for roll out. At HSIA, runway 05-23 has this displacement at the 23-end.

Restricted area – an area of an airport designated by a sign as an area to which access by persons or vehicles requires the production of valid identification.

Road-holding position – a designated position at which vehicles may be required to hold.

Runway – a defined rectangular area on a land aerodrome prepared for the landing and take-off of aircraft.

Runway End Safety Area (RESA) - a prepared area beyond the runway end that is constructed and protected to minimize damage to aircraft undershooting or overrunning the runway.

Runway guard lights – a light system intended to caution pilots and vehicle drivers that they are about to enter an active runway.

Runway Protected Area (RPA) - the area around an active runway established to protect aircraft taking off and landing from taxiing aircraft and ground traffic.

Staging area – areas adjacent to a gate/stand, used only for the staging of equipment to facilitate aircraft operation.

Taxi lane – a defined yellow line used for access between taxiways and aircraft parking positions.

Taxi-holding position – a designated position at which taxiing aircraft and vehicles may be required to hold in order to provide adequate clearances from a runway.

Taxiway – a defined path on a land aerodrome established for the taxiing of aircraft and to provide a link between one part of the aerodrome and another.

Temporary displaced threshold - a runway threshold relocated at a point other than physical beginning or end of the runway. This point of the runway is, for a short time, displaced for maintenance or construction work. This portion of the runway is not available for the landing, take-off or taxiing of aircraft. ATC clearance is required to approach within 200-feet of the runway.

Threshold – the beginning of that portion of the runway usable for landing.

Radio operator's certificate (aeronautical) (ROC-A) – a document issued by Industry Canada certifying that the holder may operate aeronautical/land radio stations.

Vehicle – any automobile, truck, bus or device in which any person or property can be transported, carried, or conveyed on land, but does not include an aircraft.

Vehicle corridor – a road delineated by white surface markings on an apron with or without a centerline.

Vehicle operator – the person responsible for the operation and safety of the vehicle and equipment usually referred to as the driver.

Warning devices – equipment, either a siren or flashing red, white and/or blue lights, used to signal an imminent or occurring event or situation.

25.0 ABBREVIATIONS

ATC Air Traffic Control

CAT II Category II

FOD Foreign Object Debris/Damage

GPS Global Positioning System

GS Glide slope

ICAO International Civil Aviation Organization

ILS Instrument landing system

MF Mandatory frequency

ODALS Omni-directional approach lighting system

PAPI Precision approach path indicator

RVR Runway visual range

TC Transport Canada

Reason for Escorting Airside:

ANNEX 1 – CHECKLIST FOR ESCORTING VEHICLES AIRSIDE

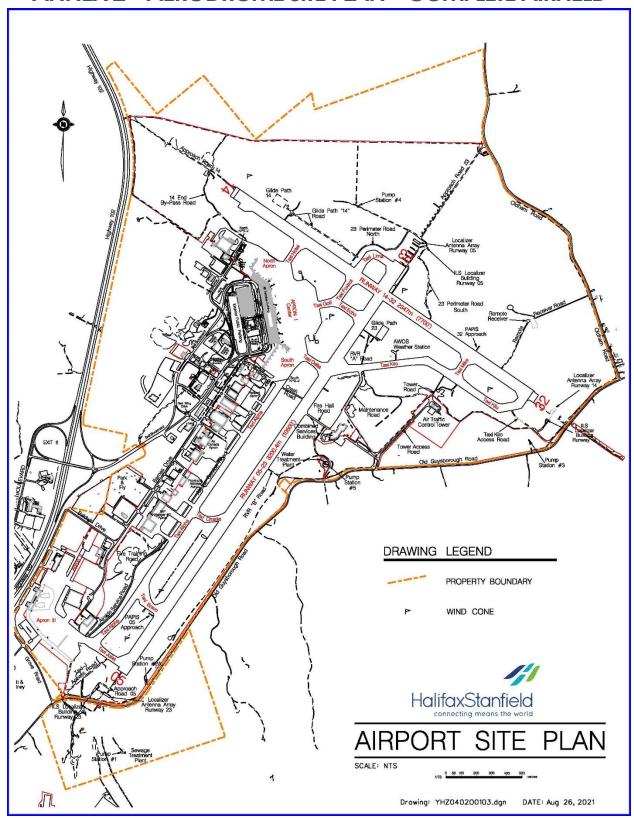
Strict security and safety restrictions exist at Halifax Stanfield International Airport. Included in these restrictions are prohibitions to prevent the positioning or operation of vehicles near aircraft maneuvering areas.

Any person operating a vehicle that is being escorted airside must clearly understand and comply with the requirements shown in the checklist below. Failure to do so could lead to their removal from airside and suspension of their RAIC or temporary pass.

By using this checklist, HSIA AVOP holders will be able to verify that they appropriately briefed the operator of a vehicle prior to escorting them airside. It is recommended that the signed copy of this checklist be retained by the escorting HSIA AVOP holder for at least seven (7) days after the vehicle escorting duties have been completed.

BRIEFING ITEMS INDIVIDUA UNDER ESCORT (INITIALS) INDIVIDUA UNDER ESCORT (INITIALS) Briefing ITEMS BRIEFING
license. In addition, all occupants of the vehicle must have a valid document of entitlement e.g. a RAIC or temporary pass. The document of entitlement must be displayed on the upper body, on the chest or upper arm.
entitlement e.g. a RAIC or temporary pass. The document of entitlement must be displayed on the upper body, on the chest or upper arm.
displayed on the upper body, on the chest or upper arm.
If a temporary 'Escort Required' pass is being used, it must be confirmed that
the holder has read and understood the terms of issue for the pass.
Vehicles under escort must remain behind the vehicle escorting them. They
cannot pass, come along side or reverse away from the escorting vehicle
without verbal confirmation from the person escorting them. Vehicles under
escort must not become separated from the escort. Note: Hand signals must
not be used or accepted in place of verbal communication.
Vehicles under escort must not leave a designated construction area without
verbal confirmation from a person responsible for escorting them. Note: Hand
signals must not be used or accepted in place of verbal communication.
All vehicles operating airside are required to yield to aircraft, emergency
response vehicles and snow clearing equipment.
Using a cell phone - in any manner - is not permitted airside, unless it is done
within a designated construction area. At no time can a cell phone be used in
any manner while the person is being escorted or otherwise operating a vehicle.
Smoking is not permitted anywhere airside. This prohibition includes e-cigarettes
and water-pipes.
Unless in an approved location; garbage, debris or other materials are not
permitted to be disposed of on airside.
Bird and/or wildlife attractants e.a. food items, are not permitted on the airfield

ANNEX 2 – AERODROME SITE PLAN – COMPLETE AIRFIELD



ANNEX 3 – HANGAR LINE

