

Policy: Airside Driving and Vehicle Control Policy	
Policy no.: POL050	Date of Issue: 25/04/2023
Policy Owner: Head of People and Corporate Services	Authorised by: CEO
Date reviewed: 25/04/2023	Reviewed by: Chief Executive Officer

1. Introduction
<p>Policy Statement</p> <p>The safe operation of vehicles airside is essential to the safety of all airport personnel and the public. This policy establishes the rules and procedures for the safe operation of vehicles airside.</p>
2. Purpose
<p>The purpose of this policy is to establish the rules and procedures for the safe operation of vehicles airside. This policy applies to all vehicles, including cars, trucks, buses, and bicycles, that operate within the airside area of the airport.</p>
3. Definitions
<p>a) Airside: The area of the airport that is not accessible to the public. This includes the runways, taxiways, aprons, and other areas where aircraft are operated.</p> <p>b) Airside vehicle: Any vehicle that is operated airside.</p> <p>c) Airside driver: Any person who operates an airside vehicle.</p>
4. Requirements
<ul style="list-style-type: none"> • All airside drivers must have a valid driver's license and be trained in the safe operation of airside vehicles. The training must include instruction on the following topics: <ul style="list-style-type: none"> ○ Airside traffic laws and regulations ○ The hazards of operating vehicles airside ○ The importance of situational awareness ○ The proper use of airside vehicle safety equipment • All airside vehicles must be in good working order and meet all safety requirements. This includes having working brakes, tires, lights, and horns. • Airside vehicles must be operated in accordance with the posted speed limits and traffic signs. The speed limit for airside vehicles is typically 25 mph. • Airside drivers must be aware of their surroundings and be on the lookout for aircraft and other vehicles. This includes being aware of the blind spots of their vehicles. • Airside drivers must not operate their vehicles under the influence of alcohol or drugs.
5. Penalties
<p>Violations of this policy may result in disciplinary action, up to and including termination of employment.</p>
6. Enforcement
<p>This policy will be enforced by the airport's security and safety personnel.</p>
7. Appendices
<p>Appendix A: Airside Driving Rules</p>

Appendix B: Airside Vehicle Maintenance Requirements

8. Appendix A: Airside Driving Rules

In addition to the general requirements listed in Section 3, airside drivers must also follow the following specific rules:

- Airside drivers must yield the right of way to aircraft and other vehicles. This means that airside drivers must stop their vehicles if an aircraft or other vehicle is approaching.
- Airside drivers must not operate their vehicles in areas where aircraft are taking off or landing. This is because these areas are considered to be high-risk areas.
- Airside drivers must not operate their vehicles under the influence of alcohol or drugs. This is because alcohol and drugs can impair a driver's ability to operate a vehicle safely.
- Airside drivers must be aware of their surroundings and be on the lookout for hazards. This includes being aware of the following hazards:
 - Aircraft
 - Other vehicles
 - Pedestrians
 - Moving equipment
 - Debris
- Airside drivers must use their vehicle's safety equipment properly. This includes using the horn, lights, and brakes properly.

Appendix B: Airside Vehicle Maintenance Requirements

In addition to the general requirements listed in Section 3, airside vehicles must also meet the following specific maintenance requirements:

- Airside vehicles must be inspected and maintained on a regular basis. This inspection and maintenance must be performed by a qualified mechanic.
- Airside vehicles must have working brakes, tires, and lights. This is because these components are essential for safe operation.
- Airside vehicles must be free of any defects that could cause a safety hazard. This includes defects such as loose or missing parts, cracks, and leaks.

Change Register

Revision Number	Date	Change
1	25/04/2023	New Policy

Authorised by the Chief Executive Officer

Signature:

Date:

Name: