

**Flemish Authority
Department of Mobility and Public Works**

ANTWERP INTERNATIONAL AIRPORT

TRAFFIC REGULATIONS AIRSIDE



**Flemish Authority
Department of Mobility and Public Works
Division Airport Policy**

**Antwerp International Airport
Luchthavenlei z/n
2100 ANTWERP**

Traffic regulations airside

| | |
|---|----|
| 1. Definitions..... | 3 |
| 2. General stipulations..... | 4 |
| 3. Structuring and regulation of traffic..... | 4 |
| 4. Instructions | 5 |
| 5. Low visibility operations / low visibility procedure | 12 |
| 6. Supervision..... | 13 |
| 7. Measures in case of traffic regulations offences..... | 14 |
| 8. Price of the airport driving licence. | 15 |
| 9. Date of commencement | 15 |

1. Definitions

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

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

Anti-collision-light: white or red flashing lights under and on top of an aircraft designed to draw attention to the aircraft. When these lights are flashing, the engines may be running, the aircraft may be departing, or it may be towed.

Apron: a defined area, on a land aerodrome, intended to accommodate aircraft for purposes of loading or unloading passengers, mail or cargo, fuelling, parking or maintenance.

Apron safety lines: red lines defining the areas intended for use by ground vehicles and other aircraft servicing equipment, to provide safe separation from aircraft.

CPSRA: critical part of security restricted area

EPA : equipment parking area

ESA : equipment staging area

FOD: Foreign Object Debris, small litter and rubbish that can cause damage to aircrafts

Follow-me: vehicle equipped with distinguishing mark "Follow-me" to lead aircraft or other vehicles

Gate: place where passengers can transfer from the terminal to the aircraft.

Handling equipment: equipment used for aircraft handling operations.

LVP: low visibility procedure

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

Marshaller: authorized person giving signals to the pilot to park or manoeuvre the aircraft safely.

Movement area: that part of an aerodrome to be used for the take-off, landing and taxiing of aircraft, consisting of the manoeuvring area and the aprons.

Power Supply: external power supply for aircraft.

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

Sector road or ring road: this is the road situated at the boundary of the aerodrome, on the grounds of the airport authority at airside surrounding the movement area for aircraft, marking in many places the division between airside and landside.

Service-drive: a roadway on an apron, marked by single, solid white lines and reserved for the safe movement of ground equipment and vehicles.

Stopbar: safety-signalisation usually placed at a junction between runways and taxiways. Indicated by red lights.

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.

2. General stipulations.

2.1. The "airside" is an area of the airport which is not accessible to the public. This area is situated on the private domain of the Flemish District. Access is only possible with a given permission of the Airport Management.

2.2. In order to enter the airside an airport user must hold:

a) airport identification badge or temporary access permit, clearly visible at all times.

When driving airside one also needs:

b) an access permit for motorized vehicles.

c) an airport driving license for the driver of a motorized vehicle, unless an exception is allowed by the airport inspection.

The Airport Management only can issue these documents after submission of all necessary documents or valid papers. The access permits are personal and may not be handed over to other people. All misuse of access permits is subject to sanctions. These sanctions can lead to withdrawal of authorization, to legal action or administrative sanctions.

2.3. All traffic of people or vehicles not considered being service traffic by the Flemish Community or Belgocontrol and which the user does for personal or professional reasons are at the user's own risk both on behalf of himself or third parties who may be involved. By entering the airside, the users discharge the Flemish Community of all liability regarding any damage or event as a result of the actual condition of the movement area, the sector roads, their lighting, their sign posting, their state of maintenance, the closing of the road or a part of it, the existence of fixed or mobile obstacles, the passage of aircraft, etc.

2.4. The competent services of the airport authorities reserve all rights to stop airside traffic, to alter it and to resort to special measures in extraordinary circumstances.

2.5. In order to obtain an airside driving license the applicant has to demonstrate his/her knowledge in respect of traffic regulations at Antwerp Airport.

Basic knowledge regarding driving on the apron: Safety on the ramp course

Extended course: driving on the manoeuvring area and phraseology for airport services.

3. Structuring and regulation of traffic

3.1. The users must comply with the general principles of the traffic code (Royal Decree of 01/12/1975) in order to guarantee safe and good airside traffic.

Nevertheless, they must take into consideration the following points:

- there could be vehicles using equivalent airside signposts which are not conform to the stipulations of the traffic code with regard to sign posting, lighting, dimensions, identification marks, etc.
- specific airside sign posting and road marking could be used.
- painted markings on the road are as legally as analogue sign posts.

3.2. The following airside traffic regulations take priority over the traffic code:

- absolute priority of aircraft.
- the presence of vehicles and non-enrolled rolling equipment not in conformity with the traffic code.
- road width, road curves, lighting can vary from the traffic code.
- special traffic signs and traffic conditions determine airside traffic.
- compulsory exploitation insurance is required.

4. Instructions

4.1. Basic Rules

- 4.1.1. Every user of airside roads must demonstrate a suitable driving attitude under all circumstances to avoid endangering himself or others.
- 4.1.2. The use of vehicles on airside has to be kept to a minimum. It is forbidden to leave an engine running unnecessarily.
- 4.1.3. Traffic lights and traffic signs must be strictly obeyed.
- 4.1.4. It is forbidden to leave objects unattended on apron.
- 4.1.5. Any traffic obstacle must be removed as quickly as possible. The airport inspection has to be notified immediately if it is impossible to remove an obstacle.
- 4.1.6. Vehicles of security- and emergency services only have priority when they obey the stipulations of the Highway Code and their flashing lights and sirens are on.

4.2. Smoking and drinking

- 4.2.1. Smoking or lighting a flame is forbidden airside, even inside vehicles and mobile equipment.
- 4.2.2. It is forbidden to drive vehicles or mobile equipment or to carry out airside duties while under the influence of alcoholic beverages, drugs, tranquillizers, hallucinogens or medication which could have an impact on driving a vehicle or could possibly endanger other airport users. Anyone with a blood-alcohol level of more than 0.5 mg/litre is considered as under the influence of alcohol.

4.3. Vehicle requirements

- 4.3.1. Drivers or owners of vehicles or building yard vehicles must maintain and check their equipment in accordance with the Highway Code and the instructions of the manufacturer. Additionally, when required all vehicles and all rolling equipment are subject to the compulsory legal and attested controls by a "recognized organisation" in accordance with the stipulations and terms mentioned in ARAB.
- 4.3.2. Every vehicle must be sufficiently insured, taking into consideration the specific risks at an airport. The owner of a vehicle moving on airside must have a policy of general third-party liability with a coverage of at least 1 250 000 EURO.
- 4.3.3. Drivers will carry out the following vehicle inspections prior to moving airside:
 - All required lights are in working order
 - Brakes are in operating condition
 - No fuel or hydraulic leaks
 - No vehicle damage that may create an unsafe condition
 - No potential FOD sources

4.4. Speed limits airside

- 4.4.1. There is a general speed limit of 30 km/h on service drives and 40 km/h on sector roads, unless otherwise indicated.
- 4.4.2. The maximum permitted speed on the stands is 5 km/h or walking pace.
- 4.4.3. The maximum permitted speed when reversing is 5 km/h or walking pace.
- 4.4.3. These speed limits do not apply to vehicles of security- and emergency services when their flashing lights and sirens are on.

4.5. Right of way

- 4.5.1. Absolute priority must be given to moving aircraft (towed, pushed, or moving under their own power) and to any aircraft when its anti-collision lights are on.
- 4.5.2. The following priorities are valid in descending order of importance:
 1. Security vehicles and help- and rescue vehicles when their flashing lights and sirens are on.
 2. Pedestrians.
 3. Other operational vehicles of the airport authorities equipped with yellow flashing lights.
 4. Except priority vehicles, all other vehicles must give way to a passenger bus when it indicates it wishes to leave its parking place.

4.6. Standstill and parking

- 4.6.1. Vehicles must always be parked in clearly marked parking areas.
- 4.6.2. On apron stands, vehicles should park by preference in such a way that they can leave their parking place without having to reverse.
It is also forbidden to park a vehicle in such a way that other vehicles are forced to reverse.
- 4.6.3. Vehicles parked with the engine left running in order to carry out their functions, must use handbrake.
When conveyor belts are used alongside an aircraft, necessary measures must be taken to avoid movement of the conveyor belt during unloading or loading and also to prevent rolling equipment touching the aircraft.
- 4.6.4. It is forbidden for vehicles to stop or park in front of doors, gates and steps used by passengers or crew except while boarding or alighting.
- 4.6.5. Equipment required for handling must be parked in the therefore designated areas.
EPA is the area where handling equipment may be parked for a longer period.
ESA is the restricted area where handling equipment may be brought to when the aircraft is due to arrive. The equipment must be removed as soon as the handling operations are completed.



4.7. Manoeuvres with vehicles

- 4.7.1. Reversing is only allowed where driving forward is impossible.
On aircrafts stands, vehicles must park in such a way that both fuel supply trucks and fire brigade vehicles can leave the aircraft stand by driving forwards.
- 4.7.2. Drivers must make sure the way is clear before moving their vehicle. When visibility is poor, the driver must have suitable assistance. If this is not possible, any movement must be carried out with extreme caution and at the driver's risk.

- 4.7.3. Vehicles with poor visibility when reversing (due to their size or construction) must be fitted with adequate visible and audible warnings or must be accompanied by a second person who stands out of the path of the vehicle and remains in visual or radio contact with the driver.
- 4.7.4. A towing-truck must not haul more than 6 attachments (trolleys, dollies or trailers). The total length of such a towing train must not exceed 25m.
- 4.7.5. Drivers must make sure before moving that any load is protected, and that all loose materials that might fall off have been removed.

4.8. Lighting

All vehicles – some special vehicles excepted – must be equipped with lighting according to the highway code at night-time, during twilight periods and in poor visibility circumstances (fog, heavy rainfall, snow, etc.).

4.9. Passenger- and freight transport

- 4.9.1. Passengers may only be carried in passenger-vehicles.
- 4.9.2. Freight may only be carried in vehicles approved and fitted for freight-transport.

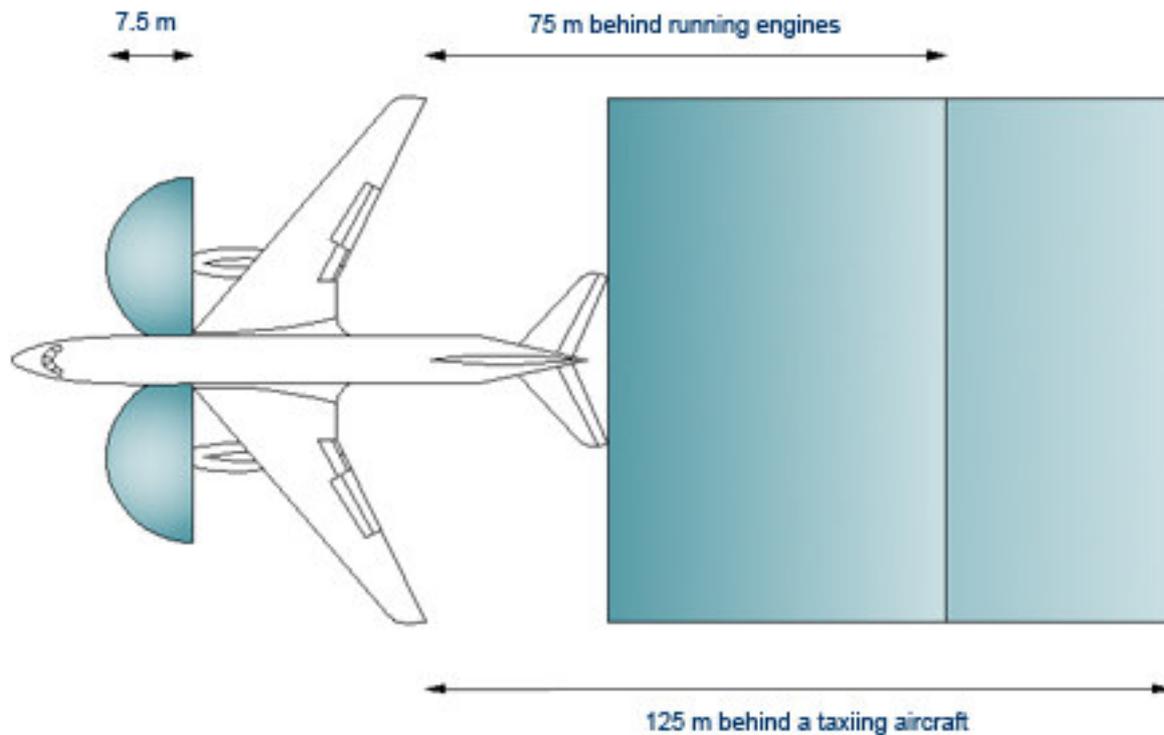
4.10. Airside staff, pedestrians and cyclists

- 4.10.1. Special care must be taken with regard to pedestrians. There must be a distance of at least 3 metres between moving vehicles and pedestrians.
- 4.10.2. Pedestrians must use the marked footpaths and pedestrian-crossings.
Passengers must be accompanied by members of staff from the handling company, the aviation company or airport authority.
Crew and passengers of arriving general aviation business flights must resort to the handling company for movement on the aprons.
- 4.10.3. Using a bicycle or motorcycle airside is forbidden, except for staff working on the apron area. The bicycles and motorcycles must meet the requirements of the Highway Code.
- 4.10.4. Dogs must be on a lead
- 4.10.5. Staff working airside must wear high-visibility clothing in accordance with EN standard 471.
Large groups of visitors who are accompanied airside can be exempted from this rule if sufficient persons wear high-visibility clothing.



4.11. Safety zones and safety distances around aircraft (see also appendix 1 & 2 apron markings)

4.11.1. Safety zones for aircraft with engines running:



Safety zones for jet-engined aircraft

4.11.1.1. Jet-engined aircraft:

- Driving in the safety zone of a jet-engined aircraft with running engines is forbidden. The safety zone extends for a minimum of:
 - 7.5 m in front of the running engine.
 - 75 m behind the running engine.
 - 125 m behind a taxiing aircraft.

4.11.1.2. Propeller-driven aircraft:

- Driving in or entering the safety zone of the propeller is forbidden.

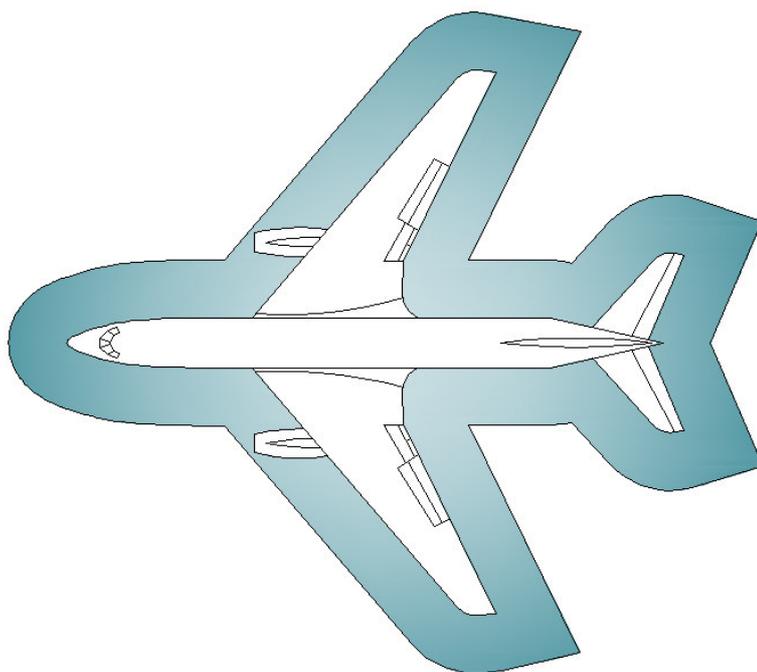
4.11.1.3. Taxiing aircraft:

- Driving in the safety zone of a taxiing aircraft is forbidden. The safety zone for a taxiing aircraft is defined by an imaginary line 7.5m from the wing-tips.
- The minimum distance when crossing in front of a taxiing aircraft must be 200m.

4.11.2. Safety zones around parked aircrafts (engines not running)

4.11.2.1. The safety zone extends for a minimum of 5 m from the outline of the aircraft. Only vehicles strictly required for handling aircrafts are allowed in this zone.

4.11.2.2. Except for staff who connects the external power supply and place chocks under the nose-wheel, nobody, either pedestrian or driver of any kind of rolling material, is allowed to approach any aircraft until the engines have been switched off and the chocks have been placed. Only after the anti-collision light has been switched off, may other rolling equipment be brought to an aircraft.



Safety zone around a parked aircraft

- 4.11.2.3. It is forbidden to drive vehicles or handling equipment under the wings or the body of an aircraft, unless it is necessary for handling the aircraft involved.
- 4.11.2.4. Before entering the safety zone, every driver has to complete a safety-stop, in order to avoid a collision with the aircraft if the brakes are not functioning normally.
- 4.11.2.5. No motorized vehicles may come within 2 m of an aircraft, except for vehicles required for handling which are connected to the aircraft.
These vehicles must be accompanied by a 2nd person unless they are equipped with a glass front, a transparent roof or a wide-angle camera with monitor.
- 4.11.2.6. The area before the emergency exits must always be free when passengers are boarding or disembarking.
- 4.11.2.7. Fuel supply trucks and fire brigade vehicles excepted, no vehicles are allowed to be in the vicinity of the ventilation gates of the aircraft tanks.

4.12. Special instructions with regards to the manoeuvring area

- 4.12.1. Access to the manoeuvring area is limited to airport services and to people accompanied by members of staff from these services.
- 4.12.2. Nobody is allowed to enter the manoeuvring area without the prior permission from the airport inspection.
- 4.12.3. Every vehicle using the manoeuvring area during daytime must preferably be painted yellow. At night-time the vehicle must be equipped with a yellow or orange flashing light. Help- and rescue vehicles should be painted red or yellow and must be equipped with a blue flashing light. In special cases the airport management make a mobile yellow/orange flashing light available to certain vehicles.
- 4.12.4. No-one may enter the manoeuvring area without permission from air traffic control. Anyone entering the zone is obliged to follow instructions from the control tower. Flashing lights must be turned on.
- 4.12.5. Everybody has to know the procedures in case there is no radio contact. This means that one must leave the area immediately preferable via the same road used to enter the manoeuvring area. Furthermore, it is compulsory to inform air traffic control as quickly as possible by telephone.
- 4.12.6. Radio communication with air traffic control takes place by means of a specific phraseology in the English language. Prior to this an introductory or preparatory course has to be followed. (Cfr 2.5)

4.13. Special instructions for service drives and sector roads (see also appendix 3 sector map)

- 4.13.1. The service drives, marked by single solid white lines, must always be used, except if vehicles are unable to follow certain paths due to their size. In this case, a special procedure will be worked out between air-traffic control, airport inspection and the driver involved. Where a service drive crosses the apron, the service drive is marked in alternate blocks. Drivers must give absolute priority to moving aircraft when being on this part of the service drive.



Compulsory use of the with white alternate blocks marked service drive to cross the apron



Compulsory use of the with white lines marked service drives for vehicles on the apron

- 4.13.2. When driving to a destination outside the service drive, drivers must follow the service drive to the shortest possible distance from their destination. Only when they reach this point may they cross the solid, single line marking the service drive.
- 4.13.3. Where a service drive crosses a taxiway, drivers must never obstruct or bring in danger an approaching aircraft.
The minimum distance for crossing the path of an approaching aircraft is 200 m.
Every driver has to take the necessary extra precautions in case of low visibility (less than 400 m). See also chapter 5: Low visibility operations.
It is forbidden for pedestrians or cyclists to cross these places whatever the circumstances.
- 4.13.4. The perimeter road or sector road is primarily reserved for emergency, rescue and inspection services. It is also used as a service drive for Flemish Community and Belgocontrol
- 4.13.5. Sector road traffic is under the supervision of the airport management.
- 4.13.6. It is forbidden for anybody to use the sector road when no authorization by airport management has been granted.
- 4.13.7. Every user of the sector road has to give way to emergency, rescue and police vehicles, to give these vehicles absolute priority and to come to a stop in order to avoid hindering the movement of the vehicles mentioned above whose approach is announced by means of sound or light signal or both.
- 4.13.8. Sector V of the perimeter road crosses the approach of runway 11. When an aircraft begins its final approach, each vehicle must stop before the signposts.



STOP at the intersection of sector V of the perimeter road and the approach of runway 11

- 4.13.9. The following vehicles may use the sector road without written permission for reasons of service:
- Antwerp Airport and Belgocontrol service vehicles.
 - BCAA service vehicles.
 - Fire brigade vehicles, police vehicles and ambulances during auxiliary emergency interventions.