



The Airport Certification Manual (ACM)



The Bridge: ACM

- Provides the bridge between the requirements of the regulation and their specific application for each airport.
 - Is an extension of the regulation.
 - Is enforceable under the regulation.
-

ACM Must be:

Comprehensive – provide personnel with the information needed to comply with the regulation.

ACM Must be:

Direct – Content speaks to the regulation as it pertains to the airport. It:

- Is accurate in detail.
 - Provides clear instructions.
 - Avoids excessive detail.
 - Provides flexibility to deal with unforeseen circumstances.
-

Who, What, How, and When

- Who is going to perform the task?
- What do the tasks consist of?
- How will they be performed?
- When will the task be performed?

How & When closely are associated.

Airport Certification Manual

Using references and in accordance with Part 139.201 & 139.203, AC 150/5210-22 and AC 150/5200-31 identify the format and content requirements for the Airport Certification Manual (ACM) & Airport Emergency Plan (AEP)

ACM

- *Submitted for AOC*
- *Enforceable as Part 139*
- *Approved by Airport Certification Safety Inspector (ACSI)*

ACM GENERAL REQUIREMENTS

- ◆ ***Typed***
 - ◆ ***Signed by airport operator (AO)***
 - ◆ ***Format easy to prepare, review, approve, and revise***
 - ◆ ***Approval and date on each page***
-

ACM GENERAL REQUIREMENTS (cont'd)

- ◆ Address only Part 139 subjects
- ◆ 29 ACM elements
- ◆ Current at all times
- ◆ Available for inspection
- ◆ Portions furnished to involved personnel

ACM

INTRODUCTION SECTION

- ✓ *Title page*
- ✓ *Revision log*
- ✓ *Distribution list*
- ✓ *Table of contents*

ACM INTRODUCTION SECTION

(cont'd)

- ✓ ***Deviation statement***
 - ✓ ***Currency responsibilities and procedures***
 - ✓ ***Availability***
 - ✓ ***Inspection authority***
-

ALL REMAINING ACM SECTIONS

Include

- ***Operating procedures***
- ***Facility description***
- ***Assignment of responsibility***
- ***Other information for airport staff***
- ***Part 139 subpart D, and, if any,
FAA provisions***

RECORDS 139.301

Description of recordkeeping for:

- Personnel training
 - ARFF training
 - Airport fueling agent inspection
 - Self-inspection
 - Pedestrians and ground vehicles
-

PERSONNEL 139.303

- ***Sufficient and qualified***
- ***Training***
- ***Key personnel***
- ***Lines of succession***
- ***Operational responsibility***

EXEMPTIONS 139.111

- *List of exemptions*
- *Expiration dates*
- *Copies of exemptions*

LIMITATIONS 139.203(b)

- ***A range of regulatory provisions.***
 - ***Restriction of air carrier from certain parts of the airport.***
 - ***Specify ARFF locations.***
- ***Copies of Limitations must be a part of ACM.***
- ***Applicable sections of the ACM must refer to Limitations.***

GRID MAP or Other Means 139.203

- *Airport and surrounding area*
- *Terrain and roads*
- *Grid format*

RUNWAY/TAXIWAY IDENTIFICATION

- *Diagram*
- *Runways, taxiways and apron*
- *Typed descriptions*

OBSTRUCTION LOCATION

- *Diagram of obstruction locations*
- *Identification of those marked/lighted*
- *Typed descriptions*
- *Inspections*

Airport Movement Areas (AMA), Safety Area (SA)s, and ARFF ACCESS

- *Diagram or description*
- *AMAs/SAs open to air carrier*
- *ARFF access in ACM only*

CONTINUITY OF NAVAIDS

- *Procedures to avoid utilities failure*
 - *Procedures for construction review*
 - *Identification of underground utilities*
-

PAVED AREAS - 139.305

- *Condition*
- *Maintenance*
- *Inspection*



UNPAVED AREAS - 139.307

- **Conditions**
- **Maintenance**
- **Inspection**

SAFETY AREAS – 130.309

- *Dimensions*
- *Diagram*
- *Explanation for any non-compliance*
- *Inspection*
- *Maintenance*
- *Part 139.309 (a) and (b)*

MARKING, LIGHTING and SIGNS

- 139.311

- *Runways*
- *Taxiways*
- *Sign plan*
- *Beacon*



MARKING, LIGHTING and SIGNS – 139.311 (cont'd)

- Approach Lighting Systems
- Obstructions
- Maintenance
- Shielding



SNOW and ICE CONTROL PLAN

- 139.313

- *Responsibilities and supervision*
- *Equipment*
- *Training and procedures*
- *Communications*



SNOW and ICE CONTROL PLAN

139.313 (cont'd)

- ***Priorities***
- ***Snow positioning and storage***
- ***Approved materials***
- ***NOTAMs & LOAs***

ARFF 139.315, 317, 319

- *Index*
- *Personnel*
- *Standby and response criteria*
- *Equipment and vehicles*
- *Communications*

ARFF - 139.315, 317, 319 (cont'd)

- *Protective clothing*
- *Drills*
- *Medical*
- *Alarm system*
- *Access roads*

ARFF – 139.315, 317, 319

(cont'd)

- *Existing capabilities described.*
- *Exemptions from Part 139 requirements.*

HAZARDOUS MATERIALS – 139.321

- *Procedures if AO is cargo agent*
- *Safety standards for fire safety in fueling*
- *Inspection*
- *Training*
- *Existing procedures*

TRAFFIC and WIND INDICATORS

-139.323 (cont'd)

- *Description*
- *Location*
- *Inspection*
- *Maintenance*



SELF-INSPECTION PROGRAM

-139.327

- *Frequency*
- *Checklist*
- *Records*
- *Dissemination of information*
- *Personnel*
- *Reporting and correcting deficiencies*

Pedestrians & Ground Vehicles

- 139.321

- ***Limit access to AMAs and SAs***
- ***Procedures***
- ***Communications***
- ***Penalties for non-compliance***
- ***Training***
- ***Accident records***

OBSTRUCTIONS - 139.331

-

- *Authority*
 - *Required removal, marking, lighting*
 - *Monitor*
 - *Inspection*
 - *Notification procedures*
-

PROTECTION OF NAVAIDS 139.333

- *Protection against theft, vandalism*
- *Signs or fencing*
- *Inspection*

PUBLIC PROTECTION 139.335

- *Safeguards against inadvertent entry*
- *Fencing*
- *Inspection*
- *Blast fencing*

WILDLIFE and BIRD HAZARD MANAGEMENT – 139.337

- *Procedures*
- *Inspection*
- *Staffing*
- *Tools and equipment*
- *Notification*
- *Wildlife hazard assessment*
- *Wildlife management plan*

AIRPORT CONDITION REPORTING

- 139.339

- *Procedures*
- *NOTAM system*
- *Other systems*

CONSTRUCTION and OTHER UNSERVICEABLE AREAS – 139.341

- *Responsibilities*
- *Marking*
- *Lighting*
- *Procedures to
avoid damage*



NON-COMPLYING CONDITIONS – 139.343

- *Closure of non-complying areas to air carrier*
- *Decision responsibility*
- *Procedures*

AIRPORT EMERGENCY PLAN

– 139.325

Procedures for prompt response to

- *Aircraft accidents and incidents*
- *Bomb threats*
- *Structural fires*
- *Natural disasters*

AIRPORT EMERGENCY PLAN

- 139.325 (cont'd)

Procedures for prompt response to

- ***Hazardous materials/dangerous goods***
- ***Sabotage, hijack, unlawful interference***
- ***Power failure to MA lighting***
- ***Water rescue***

AIRPORT EMERGENCY PLAN

-139.325 (cont'd)



- ***Annual table top exercise***
- ***Triennial full-scale exercise***

AEP CONTENTS - 139.325

- ***Emergency phone numbers***
- ***Purpose***
- ***Participating agencies***
- ***Emergency organizations and responsibilities***
- ***Types and levels of emergencies***

AEP CONTENTS - 139.325

(cont'd)

- ***Response procedures***
- ***Crowd control***
- ***Medical services***
- ***Mutual aid agreements***
- ***ATCT/FSS responsibilities and operations***

AEP CONTENTS - 139.325

(cont'd)

- ***NTSB guidelines***
- ***Emergency alarm communications***
- ***Removal of disabled aircraft***
- ***Training***
- ***Appendices***

The End



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