



AIRFIELD PROCEDURES FOR VEHICLES & PEDESTRIANS

BEFORE YOU ACCESS THE MOVEMENT AREA

- Have a current airport diagram available (www.faa.gov/airports/runway_safety/diagrams)
- Identify your location vs. destination: **STOP and listen to radio**
- Think about what you are going to say and know the boundaries of the movement area

AUTHORIZED VEHICLES ONLY!

MOVEMENT AREA
(ATC Clearance Required)



NON-MOVEMENT AREA

WRITE DOWN INSTRUCTIONS

- Write down complex instructions from ATC
- Don't assume anything!
- Do NOT proceed until authorized
- Always clarify any and ALL misunderstanding or confusion concerning ATC instructions or clearances

MAINTAIN SITUATIONAL AWARENESS

- Know where you are and where you are going!
- Monitor ATC instructions to other vehicles/pilots
- Look TWICE before crossing intersecting taxiways or runways
- Be vigilant if given "hold-short" instruction
- Use extra caution at night or during reduced visibility
- Be extremely cautious when using a runway as a taxiway
- "Heads UP" when operating on or crossing a runway

PROCEED WITH CAUTION

- Continuously look outside the vehicle
- Only proceed where authorized
- Ask to amend a clearance; if necessary give way to all aircraft
- Read-back all hold short and runway crossing instructions

MAINTAIN THE COMMUNICATION LOOP

- Limit other distractions (cell phone/ company radio, conversation, etc.)
- Use standard ATC phraseology
- Focus on what ATC is instructing
- Carry a hand-held radio or turn on the external speaker if exiting the vehicle



RUNWAY SAFETY