Federal Aviation Administration

Situational Awareness Tips

Prior to driving on the airfield:

COMPLETE FAA sponsored web-based runway safety education program at: www.aopa.org/asf/runway_safety. Certificate awarded upon completion.

DETERMINE if the airport has a local drivers' training program for that airport. If one exists, complete the training before accessing the airport.

COORDINATE access to the airport through the airport manager or operations department.

FAMILIARIZE yourself with airport layout changes due to construction, maintenance, etc. Know the airport frequency, and plan your route ahead of time.

While on the airfield:

MUST ACCESS facilities by using vehicle roads in lieu of driving on the runways and taxiways, whenever possible (Order 6000.15, para. 342).

LOCK gates or watch automatic gates close completely before proceeding.

COMMUNICATE and read back instructions from ATC while moving on the airfield. Don't be afraid to ask for clarifications.

MONITOR ATC communications.

BE PREPARED to vacate the runway or runway safety area on short notice.

DON'T DEVIATE from established access routes and designated roadways. Don't take shortcuts.

MINIMIZE distractions such as paperwork, food or beverages, cell phones or conversation.

USE available memory aids as reminders to operate vehicles safely.

Preventing Incursions and Incidents While Operating Vehicles on an Airfield

Make a commitment to eliminate V/PD runway incursions by focusing on effective coordination and communication among all partners in the aviation system (technicians, airport operators/management, controllers, etc.), heightening situational awareness, and preventing miscommunications.

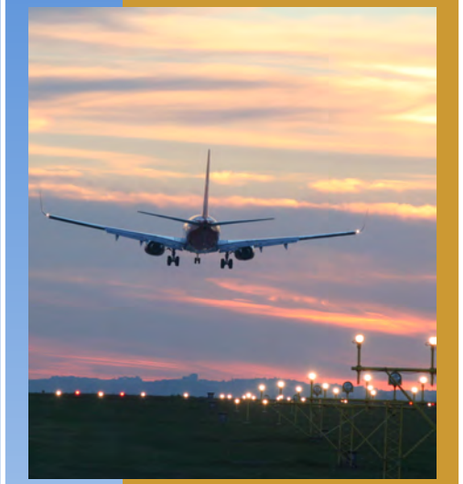
Easy Steps to Avoid Runway Incursions:

- Always coordinate with airport management maintenance and repair activity in accordance with established policy.
- BE FAMILIAR WITH THE AIRPORT LAYOUT. Keep current airport diagram readily available. If you find the diagram is not current, contact airport management.
- Use perimeter roads when possible.
- Always check NOTAMs/ATIS.
- Establish and maintain radio communications with ATCT when you access the airfield.
- Listen carefully, transmit clearly, and read back all instructions.
- Write down all clearances, when possible.
- Admit when you've lost situational awareness, and contact ATCT immediately.
- Pay attention to signs, lighting and marking. Use a Ground Vehicle Guide to Airport Signs.
- Understand signs, lightings and markings.
- Look both ways before crossing.

NEVER ASSUME ANYTHING - WHEN IN DOUBT, ASK!

Reducing Runway Incursions

Driving on the Airport FY 2009



FAA Runway Safety
www.faa.gov/runwaysafety

ATO-S, Office of Safety, Runway Safety Program
Field Operations

FAA VEHICLES AND PERSONNEL OFTEN ACCESS THE MOVEMENT AREA TO GET THE JOB DONE.

We must get the job done, but we must do it safely. All FAA employees will attend their assigned airport operator's <u>current</u> driver training program for airport access at air carrier airports.

What is a Runway Incursion (RI)?

A runway incursion is defined as any occurrence at an aerodrome involving the incorrect presence of an aircraft, vehicle or person on the protected area of a surface designated for the landing and take off of aircraft.

What is a Vehicle/Pedestrian Deviation (V/PD)?

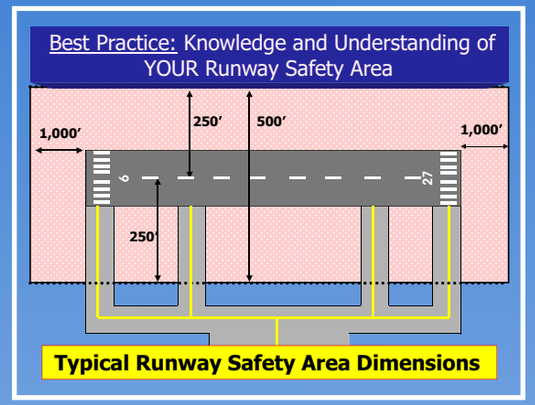
Vehicle/pedestrian deviations result from a vehicle operator or pedestrian accessing the airfield movement area or runway safety areas without air traffic control authorization. V/PD's make up approximately 19% of all incursions.

DO YOU KNOW WHERE YOUR RUNWAY SAFETY AREA IS LOCATED?
<u>ARE YOU</u> "SITUATIONALLY AWARE?"
IS YOUR HEAD ON A SWIVEL?

What is a Runway Safety Area and Why is it Important to Me?

"Safety Area" means a defined area comprised of either a runway or taxiway and the surrounding surfaces that is prepared or suitable for reducing the risk of damage to aircraft in the event of an undershoot, over-shoot, or excursion from a runway or the unintentional departure from a taxiway.

In simple terms, when you enter an active runway or its safety area WITHOUT clearance, and interfere with an aircraft taking off or landing on the same runway, YOU'VE COMMITTED A RUNWAY INCURSION!



Can You Help Reduce Runway Incursions While Driving on an Airfield Movement Area?

YES YOU CAN!