

Instructor Guide

This guide has been designed to assist airside driving instructors when carrying out training duties. The guide follows 4 principles to assess the trainee’s knowledge and prepare them for supervised driving duties. Provided are examples for each of these areas, these can be used and expanded on by the instructor and should be used in conjunction with the **Airport Operating Standards**. Further information regarding airside driving can be found in AOS005 “Airside Safety & Driving”.

1. **Show** – Show the trainee the relevant area/training location
2. **Explain** – Explain to the trainee what the area/line is used for, any limitations, hazards, or operating instructions relevant to the area
3. **Ask** – Ask the trainee to demonstrate their knowledge in this area
4. **Evaluate** – Evaluate the trainee’s knowledge, ensuring they have a full understanding. Re-visit steps 1 and 2 if required.

1. Line Markings		
	Relevant area	Trainer instruction
1.1	Parking Clearance Line	<p>Show: Multiple areas where a Parking Clearance Line (yellow-red-yellow) is used.</p> <p>Explain: The Parking Clearance Line is used to define an area in which an aircraft can be parked. The line separates the apron from the taxiways and taxilanes. For category 2 and 2.5 drivers, this is a good indication of where an apron area ends and a taxiway/taxilane begins. Vehicles must remain on the apron side.</p> <p>Ask: Demonstrate where a Parking Clearance Line will be found in multiple locations. Explain the limitations in reference to the Parking Clearance Line.</p>
1.2	Live Taxiway Crossing/Zipper Line	<p>Show: Multiple areas where a Live Taxiway Crossing (red-white ‘zipper’) is used.</p> <p>Explain: Where a roadway crosses a taxiway or taxilane a Live Taxiway Crossing or Zipper is used. You must pass between the two lines without stopping or deviating. Prior to crossing, a 360-degree check is required, looking for aircraft or approved vehicles utilising the taxiway/taxilane or on some occasion’s aircraft preparing to pushback.</p> <p>Ask: Explain when and where a Live Taxiway Crossing/Zipper will be used. Demonstrate correct crossing protocol, identify blind spots and crossing points, prompt the trainee with multiple aircraft scenarios (e.g. crossing at T2, aircraft under tow, etc.)</p>
1.3	Security Restricted Area (SRA)	<p>Show: Twy Romeo SRA line (green-white-green).</p> <p>Explain: The SRA lines denote the SRA boundary; SRA lines are used where a fence cannot (i.e. taxiways). This line is not to be crossed in either direction. Explain the significance of this line in relation to SRA protocol, access and egress.</p> <p>Ask: Explain how to identify an SRA area, Identify the SRA line. Demonstrate correct access and egress of the SRA area.</p>
1.4	Aerobridge Clearance Zone	<p>Show: Aerobridge Clearance Zone/‘keep clear’ area underneath aerobridges (red cross-hatched).</p> <p>Explain: The Aerobridge Clearance Zone is the marked the area where an aerobridge may operate. As a driver you cannot drive through, park vehicles, or leave equipment within this marked area.</p> <p>Ask: Identify the Aerobridge Clearance Zone. Explain correct operation within this area.</p>

1.5	Equipment Storage Area	<p>Show: Multiple areas where an Equipment Storage Area (white-red-white) is used.</p> <p>Explain: The Equipment Storage Area is defined by a solid red line, generally bordered by two solid white lines. This area is used for permanent storage of equipment. Vehicles and equipment may be parked and left unattended in these areas. This is the safest area on an aircraft parking bay for stowage of equipment.</p> <p>Ask: <u>Identify</u> an Equipment Storage Area. <u>Explain</u> correct use and the different rules regarding storage vs clearance.</p>
1.6	Equipment Clearance Area	<p>Show: Multiple areas where an Equipment Clearance Area (white-red-white-broken) is used.</p> <p>Explain: The Equipment Clearance Area is defined by a broken red line, generally bordered by two broken white lines. This area is used for staging of equipment. Vehicles and equipment may be parked and left unattended in these areas provided they do not interfere with servicing the aircraft on the bay.</p> <p>Ask: <u>Identify</u> an Equipment Clearance Area. <u>Explain</u> correct use and the different rules regarding storage vs clearance.</p>
1.7	Roadway Markings	<p>Show: Roadways around the airside environment.</p> <p>Explain: Roadways are consistent with state road markings. Always utilise a roadway where it is provided, rather than driving across aprons. Where a roadway borders a taxiway/taxilane double line edge markings will be present and must not be crossed, the parking clearance line may be present or omitted in these areas.</p> <p>Ask: <u>Identify</u> Roadway Markings. <u>Explain</u> roadway layout and <u>demonstrate</u> correct navigation around the airport.</p>

2. Airside Areas		
2.	Relevant area	Trainer instruction
2.1	Terminals 1, 2, 3, and 4	<p>Show: Terminal 1, 2, 3 and 4 operating areas including aircraft parking positions, baggage halls, roadway layout and whereabouts, taxiway/taxilane crossings</p>
2.2		<p>Explain: When driving around terminal areas you must stick to the roadways unless deviating to service aircraft. Extra caution must be taken when driving through baggage halls and shared pedestrian-vehicle spaces. Understanding the roadway layout, aprons and taxiway crossing points will assist in maintaining situational awareness and safe vehicle operation.</p>
2.3		<p>Ask: <u>Identify</u> roadway layout, taxiway crossing points, aprons, bays, and baggage halls <u>demonstrate</u> correct driving in these areas.</p>
2.4		
2.5	Northern Perimeter Road	<p>Show: Northern Perimeter Road (NPR)</p> <p>Explain: The NPR is the main access road between T3/4 & T1/2. Perimeter roads are 50km/h unless otherwise signposted. There are multiple hazards associated with the NPR, including: Taxiway Romeo crossing, restricted areas (minimum speed 10km) at runway ends.</p> <p>Ask: <u>Identify</u> the Northern Perimeter Road and <u>demonstrate</u> driving on this road in a safe manner.</p>

2.6	Southern Perimeter Road (S Endorsement Only)	<p>Show: Southern Perimeter Road (SPR)</p> <p>Explain: The SPR is a road restricted to CAT 2.5 drivers only, between Gate 4 & Gate 1. Perimeter roads are 50km/h unless otherwise signposted. There are multiple hazards associated with the SPR, including: Direct access to taxiways and runways, restricted areas (minimum speed 10km) at runway ends, narrow roadways and blind spots.</p> <p>(S Endorsement ONLY) Ask: <u>Identify</u> the Southern Perimeter Road and <u>demonstrate</u> driving on this road in a safe manner. <u>Explain</u> the hazards associated with driving on this road. If a vehicle was approaching from the opposite direction, explain the protocol.</p>
2.7	Access Gates 00, 01, 04, 14, SRA Access & Egress Gates	<p>Show: Access Gates 00, 01, 04, 14, SRA boom gates at 00 and Twy Romeo</p> <p>Explain: Gates 01, 04 and 14 are access gates from landside to airside. Personnel entering the airport with an ASIC or VIC pass can enter through these gates. Gate 00 provides access from the general aviation precinct to the security restricted area (SRA). When entering the GA area drivers must pass through a boom gate. When exiting to the SRA, drivers must pass through Gate 00.</p> <p>Ask: <u>Identify</u> each access gate and their locations. <u>Demonstrate</u> correct access and egress of the SRA area.</p>
2.8	General Aviation Precinct	<p>Show: The General Aviation Precinct areas: Adjacent to the 500 lanes, along the northern side of the airport, and to the end of twy Romeo</p> <p>Explain: The General Aviation Precinct is a broad term used for a segregated area of the airfield that is outside of the SRA. By vehicle, this is only accessible via boom gates. Once in this area you must pass through security screening to return to the SRA.</p> <p>Ask: <u>Demonstrate</u> correct access and egress of the SRA area via the General Aviation Precinct.</p>
2.9	Blind Spots and Bay Give-Way Points	<p>Show: Multiple blind spot locations around the airfield, including T2 taxi lane crossing points. All aircraft parking bay give way points, such as Terminal 3, bay 24.</p> <p>Explain: When navigating around the airfield it is important to do a complete 360-degree check before crossing a taxiway or taxi lane, some locations have been marked with signage when the risk of incursion is higher. When driving along roadways that may be impacted by aircraft entering and exiting bays, it is important to stop and give way. Some locations across the airfield have marked give way points. These areas are generally located when the give way is hard to see or is not obvious.</p> <p>Ask: <u>Identify</u> blind spots and give-way points and <u>demonstrate</u> correct awareness in these areas.</p>

3. Operating Around Aircraft		
3.	Relevant area	Trainer instruction
3.1	Maintaining Situational Awareness	<p>Explain: Techniques to maintain situational awareness on the airfield, include (but not limited to): 360-degree awareness, verbalising the immediate operation around you, understanding aircraft movement activities, the people around you and use the data available to predict upcoming events.</p> <p>Ask: Describe what you have seen in a particular operational area, identify any activity that may pose a risk to you in the immediate future.</p>
3.2	Indications that an Aircraft is Exiting or Entering a Bay	<p>Show: The rear-of-stand roadways at terminals 2,3 and 4.</p> <p>Explain: When an aircraft is preparing to push-back or enter a parking bay, you must stop and give way. Indications that an aircraft is preparing to pushback include: Aerobridge/stairs removed, chocks and cones removed, equipment and personnel vacated the area, a pushback tug or tow vehicle attached. Indications that an aircraft is entering a vacant bay include: Empty/clear bay, NIGS active, personnel and service equipment in the area. If at any point the anti-collision beacons are on, you must not pass in front of or behind an aircraft.</p> <p>Ask: <u>Verbalise</u> the stage of preparation for departure an aircraft is currently in, if it is going to move, or why it is safe to proceed.</p>
3.3	Anti-collision Beacons – When/Where to Stop	<p>Show: An aircraft with active anti-collision beacons</p> <p>Explain: If an aircraft has active anti-collision beacons, this means the engines are running or about to start. You are not permitted to pass in-front of or behind an aircraft with active anti-collision beacons. You must give way to an aircraft preparing for push-back or enter a parking bay by at-least one bay. Stopping at the adjacent bay in a safe location is recommended.</p> <p>Ask: If a particular aircraft has it beacons on, <u>identify</u> a safe and appropriate location to stop and give-way.</p>
3.4	Jet Blast, Ingestion and FOD	<p>Show: Jet blast and ingestion hazards zones, examples of FOD.</p> <p>Explain: Jet blast is the blast caused by aircraft engines and can be particularly hazardous to personnel or items at the rear of an aircraft. Ingestion is the force created at the front or sides of a jet engine, also known as intake suction. Even at idle speed both forces can have catastrophic results. You must take extreme caution when operating around running aircraft. Do not pass behind or approach running aircraft engines. FOD or Foreign Object Debris is loose material or debris in the airside area. Prevent FOD by ensuring all equipment is appropriately maintained and in good working order, and all loads are appropriately secured. Any FOD detected on the aerodrome manoeuvring area must be immediately removed or reported to the ACC.</p> <p>Ask: <u>Identify</u> hazard zones around aircraft and safe distances. <u>Identify</u> potential FOD and FOD bins for disposal of materials.</p>
3.5	Refuelling Hazard Zones	<p>Show: Aircraft refuelling activities and the associated hazard zones.</p> <p>Explain: Fuel hazard zones include: The hydrant pit, fuelling point, hoses, dispenser vehicle, and wing vents. It is important that all electrical equipment within 3 metres of these hazards zones is intrinsically safe, a clear exit for the fuelling vehicle is available, and no vehicles, personnel, or equipment (other than the refueller) are operating within these areas.</p> <p>Ask: <u>Identify</u> each of the five refuelling hazards zones.</p>

4. Emergency Prevention & Response		
	Relevant area	Trainer instruction
4.1	Use and Location of Spill Kits	<p>Show: Spill kit locations.</p> <p>Explain: All spills must be notified to the ACC on (618) 9478 8572. Every company must have spill kits available to enable them to respond to their own minor spills.</p> <p>Ask: Explain where your spill kits are, when a spill kit is to be used and correct protocol of use.</p>
4.2	Use and Location of Eye Wash Stations	<p>Show: Emergency shower and eye wash station locations.</p> <p>Explain: Emergency showers and eye wash stations are readily available across the airfield. To ensure that Airside workers have unimpeded access to eye wash stations under no circumstances is equipment to be parked or left impeding access.</p> <p>Ask: Identify eye wash stations and correct protocol of use.</p>
4.3	Use and Location of Fuelling E-Stops & Fire Extinguishers	<p>Show: Emergency Fuel Stop buttons and Fire Extinguishers</p> <p>Explain: Emergency fuel stop buttons are located on aircraft parking bays where hydrant refuelling is conducted. In the case of an emergency, all personnel, regardless of their normal job, have the authority and responsibility to activate the fuel emergency stop system to shutdown fuel flow. Fire extinguishers are provided on aircraft parking bays for the initial intervention of a fuel fire.</p> <p>Ask: Identify emergency fuel stop buttons and fire extinguishers.</p>
4.4	Discuss Emergency Procedures and When to Call the Airport Control Centre (ACC)	<p>Explain: Always follow the emergency procedures outlined within the Airside Driving and Safety AOS and the training provided to you. Reportable incidents include (but not limited to): Damage to aircraft, Unplanned movement of aircraft or ground support equipment, near misses, injury, and fuel/oil or material spills.</p> <ul style="list-style-type: none"> • In a life-threatening emergency call – 000 then the ACC emergency line on (618) 9478 8500. • In an emergency – ACC emergency line on (618) 9478 8500. • Any other occurrence – ACC (618) 9478 8572 <p>Ask: Describe what is required of you of an airside operator regarding emergency response and what reporting obligations you have.</p>
4.5	Low Visibility Procedures	<p>Explain: Low visibility procedures commence when visibility falls below 2250m due to fog, rain squalls, dust storms, smoke or low cloud. During low visibility procedures, vehicular movements airside are restricted to those servicing aircraft and emergency vehicles in the event of an emergency. Vehicles already airside and not required for servicing aircraft must leave the airside by the closest gate or park in their designated airside area. Closures will be notified by a Perth Airport Notice (PAN) when low visibility procedures are activated.</p> <p>Ask: When low visibility procedures commence, if you are required to operate airside – what precautions must you take.</p>

4.6	Storm Warning System	<p>Explain: Perth Airport has fitted an airside Thunderstorm warning system (TWS). The phases of this system are listed below.</p> <p>Phase 1: Storm watch. NO ACTIVATION OF WARNING LIGHTS OR SIRENS.</p> <ul style="list-style-type: none">• A thunderstorm is within 30 nautical miles (nm) of Perth Airport, but not within 10nm• Airport Control Centre (ACC) operator monitors the thunderstorm activity. <p>Phase 2: Thunderstorm approaching. WHITE STROBE LIGHTS WILL ACTIVATE ALONG WITH AN AUDIBLE SIREN SOUNDING FOR A SHORT PERIOD.</p> <ul style="list-style-type: none">• Thunderstorm is within 10nm of the airfield, but not within 5nm. <p>Phase 3: Thunderstorm in immediate vicinity. BLUE STROBE LIGHTS WILL ACTIVATE ON THE APRON ALONG WITH A CONTINUOUSLY SOUNDING AUDIBLE SIREN.</p> <ul style="list-style-type: none">• Thunderstorm is within 5nm of the airfield. <p>Phase 4: Thunderstorm cancellation. STROBE LIGHTS AND AUDIBLE SIRENS ON APRONS WILL CEASE.</p> <ul style="list-style-type: none">• Thunderstorm has receded beyond 10nm of the airfield.
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