

PART IV

OPERATION AND MAINTENANCE OF AN AERODROME

Care and Diligence in Operation and Maintenance

22. An aerodrome operator shall ensure that his aerodrome is operated and maintained with a reasonable degree of care and diligence.

Duty of aerodrome operator to ensure aerodrome is maintained

Persons Responsible for Reporting Changes in Aerodrome Condition

23. (1) An aerodrome operator shall assign one or more persons in his organization to—

Appointment and duties of a person to be responsible for reporting changes in aerodrome condition

- (a) monitor the serviceability of the aerodrome; and
- (b) report to the Authority and Air Traffic Control any changes in conditions, or any other occurrences, at the aerodrome that shall be reported under subregulation 30(1).

(2) An aerodrome operator shall not appoint a person under subregulation (1), to be responsible for reporting changes in aerodrome conditions unless such person has been trained to perform the functions in accordance with his Aerodrome Manual.

Works Safety Officer for Aerodrome Work

24. (1) Where aerodrome works are being carried out at a certified aerodrome, an aerodrome operator shall appoint one or more persons as a works safety officer for the aerodrome works.

Appointment and duties of works safety officer

(2) A works safety officer referred to in subregulation (1) shall ensure aerodrome safety while aerodrome works are being carried out.

(3) An aerodrome operator shall not appoint a person as a works safety officer for the aerodrome works where such person has not been trained in accordance with his Aerodrome Manual, to perform the functions of a works safety officer.

Works Safety Officer for Time-Limited Works

25. Where time-limited works are being carried out at a certified aerodrome, an aerodrome operator shall ensure that a person who has been trained, in accordance with the Aerodrome Manual to perform the function of a works safety officer performs that function for those works.

Requirement to have a works safety officer for time-limited work

Training of Aerodrome Personnel

26. An aerodrome operator shall ensure that all persons performing duties or providing services at his aerodrome are trained in accordance with the standards for training aerodrome personnel set out in his Aerodrome Manual.

Required training for aerodrome personnel

Aerodrome Manual Procedures

Aerodrome operator to conduct operations in accordance with Aerodrome Manual

27. (1) Subject to any directions issued under subregulation (2), an aerodrome operator shall operate and maintain an aerodrome in accordance with the procedures set out in the Aerodrome Manual for the aerodrome.

(2) The Director General may recommend that the Authority direct an aerodrome operator to change the procedures set out in the Aerodrome Manual, where he considers it necessary in the interests of the safety of aircraft and air navigation.

(3) An aerodrome operator shall comply with a direction given to him under subregulation (2).

Deviation from Aerodrome Manual Procedures

Deviation from Aerodrome Manual Procedures

28. (1) Where an aerodrome operator wishes to deviate from the procedures contained in his Aerodrome Manual he may apply to the Authority, for approval before the implementation of such procedures.

(2) Where the Director General is satisfied after taking into consideration such aeronautical studies as he thinks fit, that the deviation applied for under subregulation (1) would attain the level of safety required by or equivalent to the standards prescribed by these Regulations, he may recommend the Authority approve the deviation.

Aerodrome Data

Requirements for aerodrome data

29. An aerodrome operator shall ensure that aerodrome data appropriate to his Aerodrome Licence for his aerodrome are in accordance with the Manual of Aerodrome Standards.

Notice of Changes in Physical Condition of Aerodrome

Aerodrome operator to notify the Authority of circumstances which may affect safety of aircraft

30. (1) An aerodrome operator shall, in accordance with the Manual of Aerodrome Standards, give notice to the Authority of—

- (a) any temporary or permanent change in the physical condition of the aerodrome that may affect the safety of aircraft; and
- (b) any other occurrence relating to the operation or maintenance of the aerodrome that may affect the safety of aircraft.

(2) Where the aerodrome is a controlled aerodrome, the notice shall also be given to Air Traffic Control.

(3) In this regulation “controlled aerodrome” means an aerodrome at which an Air Traffic Control Service is operating.

Notice of Changes in Information Published in Aeronautical Information Publication

31. To maintain the accuracy of information published in the Aeronautical Information Publication in relation to an Aerodrome Licence issued by the Authority, an aerodrome operator shall inform the Authority, in writing, as soon as practicable of any change required to that information, other than a change that is published in the Notices to airmen.

Notice of changes in Aeronautical Information Publication

Physical Characteristics of Movement Area

32. An aerodrome operator shall ensure that the physical characteristics of the movement area appropriate to his Aerodrome Licence comply with the standards set out in the Manual of Aerodrome Standards.

Movement area to comply with standards

Aerodrome Markings

33. (1) An aerodrome operator shall mark the following areas of the aerodrome in accordance with the standards set out in the Manual of Aerodrome Standards:

Aerodrome operator required to have aerodrome markings

- (a) the movement area;
- (b) an unserviceable area;
- (c) a work area on or near the movement area.

(2) An aerodrome operator shall ensure that all aerodrome markings are maintained in accordance with the standards set out in the Manual of Aerodrome Standards.

Signal Area

34. (1) An aerodrome operator who does not have a continuous air traffic service provided by Air Traffic Control during the day shall provide a signal area in accordance with the standards set out in the Manual of Aerodrome Standards.

Requirement to have signal area

(2) An aerodrome operator shall display the appropriate signal in the signal area in any circumstances set out in the Manual of Aerodrome Standards that require such a signal to be displayed.

(3) An aerodrome operator shall ensure that the signal area and any signal displayed in it are clearly visible to any aircraft intending to use the aerodrome.

Wind Direction Indicators

35. (1) An aerodrome operator shall, in accordance with the standards for wind direction indicators set out in the Manual of Aerodrome Standards, install and maintain at least one wind direction indicator at the aerodrome.

Aerodrome operator to have a wind direction indicator at aerodrome

(2) An aerodrome operator under subregulation (1), shall ensure that there is a wind direction indicator installed near the end of the runway.

(3) The Director General may recommend that the Authority exempt an aerodrome operator under these Regulations from compliance with subregulation (1), only if he is satisfied that surface wind information is passed to the pilots of aircraft approaching the runway by—

- (a) an automatic weather observing system that:
 - (i) is compatible with the weather observing system of the Piarco Meteorology Office; and
 - (ii) provides surface wind information through an aerodrome weather information broadcast; or
- (b) an approved observer having a communication link with pilots through which timely information about surface wind can be clearly passed to pilots; or
- (c) any other approved means of providing surface wind information.

Visual Aids for navigation

Requirements
for visual aids
for navigation

36. (1) An aerodrome operator shall ensure that visual aids for navigation, appropriate to the aerodrome licence he holds, are in compliance with the Manual of Aerodrome Standards.

(2) An aerodrome operator shall ensure that visual aids for denoting restricted areas appropriate to the aerodrome licence he holds comply with the Manual of Aerodrome Standards.

Visual Approach Slope Indicator System

Aerodrome
operator to
have visual
approach
Indicator
system
installed at
aerodrome

37. (1) An aerodrome operator shall, in accordance with the standards for visual approach slope indicator systems set out in the Manual of Aerodrome Standards, provide an approved visual approach slope indicator system for the end of a runway at the aerodrome where that end of the runway is regularly used as the approach end for jet-propelled aircraft conducting regular public transport operations or charter operations.

(2) The Director General may recommend that the Authority direct the aerodrome operator to provide an approved visual approach slope indicator system for the approach end or ends of a runway to which subregulation (1) does not apply, where he considers it necessary in the interests of the safety of aircraft and air navigation.

(3) The aerodrome operator shall comply with a direction given to him under subregulation (2).

Signs

38. (1) An aerodrome operator shall ensure that signs are provided to convey either a mandatory instruction on a specific location or destination on a movement area or to provide other information to meet the requirements of the Manual of Aerodrome Standards.

Aerodrome operator to have signs installed

(2) Signs under subregulation (1) may be either fixed message signs or variable message signs and shall meet the requirements set out in the Manual of Aerodrome Standards.

Markers

39. (1) An aerodrome operator shall ensure that markers are frangible and those located near a runway or taxi way shall be sufficiently low to preserve clearance of propellers and for engine pods of jet aircraft.

Requirements for markers

(2) Markers under subregulation (1) shall meet the requirements set out in the Manual of Aerodrome Standards.

Lighting of Movement Area

40. (1) Where an aerodrome is available for an aircraft to land or take-off at night, or in less than Visual Meteorological Conditions during the day, an aerodrome operator shall provide and maintain a lighting system for the movement area of the aerodrome that is in accordance with subregulations (2) and (3).

Aerodrome operator to have movement area of aerodrome lit

(2) A lighting system under subregulation (1) shall include:

- (a) lighting of runways, taxiways and aprons intended for use at night or in less than Visual Meteorological Conditions during the day;
- (b) lighting of at least one wind direction indicator;
- (c) lighting of obstacles within the movement area; and
- (d) where the aerodrome has a runway intended to serve Category I, Category II or Category III precision approach, operations, approach, runway and taxiway lighting for the runway and taxiway.

(3) A lighting system under this regulation shall—

- (a) where the lighting system is of a kind for which standards are specified in the Manual of Aerodrome Standards, meet those standards; or

- (b) in any other case be of a kind, approved by the Authority.

Checking of Lighting Systems

Requirement
to check
lighting
system

41. (1) An aerodrome operator shall not put a new lighting system of a kind mentioned in subregulation (3) into service at an aerodrome unless the following requirements are met:

- (a) a pilot approved by the Authority has conducted a flight check of the system; and
- (b) an electrical engineer or a licensed electrician has checked the system for compliance with any applicable electrical specifications and technical standards set out in the Manual of Aerodrome Standards.

(2) Where checking compliance with a specification requires the use of survey instruments, the aerodrome operator shall ensure that the checking is done by—

- (a) a person with a degree, diploma or certificate in surveying or civil engineering; or
- (b) a person with experience and competence in surveying that is acceptable to the Authority.

(3) For subregulation (1), the kinds of lighting systems are as follows:

- (a) an approach lighting system;
- (b) a runway lighting system for instrument approach runways;
- (c) a visual approach slope indicator system for jet-propelled aircraft, other than a system intended for use on a temporary basis for a period not longer than thirty days; and
- (d) a pilot-activated lighting system.

Equipment and Installations

Required
equipment
and
installations

42. An aerodrome operator shall ensure that all equipment and installations at his aerodrome appropriate to the Aerodrome Licence he holds are in compliance with the Manual of Aerodrome Standards.

Aerodrome Emergency Committee

Aerodrome
operator to
establish
Aerodrome
Emergency
Committee

43. (1) An aerodrome operator shall establish an aerodrome emergency committee.

(2) The aerodrome emergency committee under subregulation (1) shall include a representative from the fire, Police or other emergency service that, having regard to the location of the aerodrome, would be likely to be asked to assist in the event of an emergency at the aerodrome.

Emergency and Other Services

44. (1) An aerodrome operator shall ensure that he complies with the requirements for emergency and other services provided for in the Manual of Aerodrome Standards.

Requirements of emergency and other services at an aerodrome

(2) An aerodrome operator shall ensure that rescue and fire fighting services are provided at his aerodrome.

(3) Notwithstanding the generality of subsection (2) an aerodrome operator shall ensure that—

- (a) where an aerodrome is located close to water or swampy areas or difficult terrain; or
- (b) where a significant portion of approach or departure operations take place over areas listed in paragraph (a), specialist rescue and fire-fighting equipment appropriate to the hazards and risks are available.

Aerodrome Emergency Plan

45. (1) An aerodrome emergency committee under regulation 43 shall prepare an aerodrome emergency plan for that aerodrome that shall include—

Aerodrome to have aerodrome emergency plan

- (a) procedures for coordinating the responses of all emergency service organizations referred to in the plan; and
- (b) any other matters that are required to be included in the emergency plan as prescribed in the Manual of Aerodrome Standards.

(2) An aerodrome emergency committee shall review an aerodrome emergency plan under subregulation (1), at least once every twelve months and make any changes to the plan that are necessary to ensure that such aerodrome emergency plan operates properly.

(3) A review under subregulation (2), shall be carried out in consultation with the emergency service agencies referred to in the emergency plan.

(4) As soon as practicable after an emergency exercise has been carried out at the aerodrome, or if an emergency has occurred at the aerodrome, as soon as practicable after such emergency, an aerodrome operator shall arrange for the aerodrome emergency committee to—

- (a) review the effectiveness of the responses to the exercise or the emergency;
 - (b) assess the adequacy of the emergency plan to deal with emergencies at the aerodrome; and
 - (c) take such corrective action as may be necessary to ensure that the plan operates properly.
- (5) An aerodrome operator shall ensure that—
- (a) records of each review of the emergency plan carried out under this regulation are kept; and
 - (b) each record is retained for at least three years after the review to which the record relates was carried out.

Testing of Aerodrome Emergency Plan

Aerodrome operator to test aerodrome emergency plan

46. (1) An aerodrome operator shall, subject to subregulations (2), (3) and (4), conduct an emergency exercise at least once every twenty-four months to test—

- (a) the co-ordination of the emergency service agencies referred to in the aerodrome emergency plan; and
- (b) the adequacy of the procedures and facilities provided for in the aerodrome emergency plan.

(2) Where a real emergency occurs at an aerodrome within six months before an emergency exercise is to be conducted, the aerodrome operator may ask the Authority to extend the period within which the next emergency exercise shall be conducted.

(3) The Director General may recommend that the Authority grant the request under subregulation (2), where he is satisfied that—

- (a) all emergency service agencies referred to in the plan responded to the real emergency; and
- (b) the real emergency adequately tested the plan.

(4) In granting a request under subregulation (3), the Authority may extend the period until the end of twenty-four months after the real emergency occurred.

Aerodrome Serviceability Inspections

Requirement to conduct aerodrome serviceability inspections

47. (1) An aerodrome operator shall conduct an aerodrome serviceability inspection to ensure that it is safe for aircraft operations—

- (a) after a gale, storm or other severe weather;
- (b) as soon as practicable after any aircraft accident or incident;
- (c) during any period of construction or repair of the aerodrome facilities or equipment critical to safety of aircraft operations;
- (d) at any time that Air Traffic Control or the Authority requires the inspection; and
- (e) at any other time when there are conditions at the aerodrome which could affect safety.

(2) An aerodrome serviceability inspection under subregulation (1), shall include the following:

- (a) an inspection of the movement area to check its surface condition, including check for the presence of foreign objects;
- (b) an inspection of aerodrome markings, lighting, signs, wind direction indicators and ground signals;
- (c) an inspection for any obstacles infringing the take-off, approach and transitional surfaces;
- (d) an inspection for any birds or animals on or near the movement area;
- (e) an inspection of any measures, including aerodrome fencing, to control the inadvertent entry of persons or animals into the movement area;
- (f) an empirical assessment of the bearing strength of unrated runway pavements;
- (g) an empirical assessment of the runway strip or each runway strip where the runway concerned is not marked and the whole runway strip may be used for aircraft operations; and
- (h) a check of the accuracy and currency of notices to airmen for the aerodrome.

(3) The inspections under subregulation (2), shall comply with all applicable standards for aerodrome serviceability inspections set out in the Manual of Aerodrome Standards.

Aerodrome Technical Inspections

48. (1) An aerodrome operator shall conduct aerodrome technical inspection for his aerodrome to ensure that any deterioration that could make a facility unsafe for aircraft operations is detected.

Requirement
to conduct
aerodrome
technical
inspections

- (2) An aerodrome technical inspection shall include the following:
- (a) an instrument survey of the approach, take-off and transitional surfaces;
 - (b) an inspection and testing of the aerodrome lighting and electrical reticulation systems, including the visual approach slope indicator;
 - (c) an electrical testing of any earthing points at the aerodrome;
 - (d) an inspection and assessment of the movement area, pavements and drainage;
 - (e) an inspection of signs on the movement area;
 - (f) an inspection of facilities at the aerodrome used for any of the following:
 - (i) aerodrome emergencies;
 - (ii) the handling of hazardous materials;
 - (iii) bird and animal hazard management;
 - (iv) stand-by and emergency aerodrome lighting;
 - (g) an inspection of airside vehicle control arrangements; and
 - (h) a check of the currency and accuracy of—
 - (i) aerodrome information published in the Aeronautical Information Publication; and
 - (ii) aerodrome operating procedures specified in the aerodrome manual for the aerodrome.

(3) The inspection under subregulation (2), shall comply with all applicable standards for aerodrome technical inspections set out in the Manual of Aerodrome Standards.

When Aerodrome Technical Inspections shall be conducted

49. (1) An aerodrome operator shall ensure that—
- (a) an aerodrome technical inspection is conducted at intervals of not more than twelve months; or

Timeframe
for the
conduct of
technical
inspections

(b) where the operator has elected to have a part or parts of the aerodrome technical inspection conducted at different times under subregulation (2), each facility for the aerodrome to be inspected is inspected at intervals of not more than twelve months.

(2) An aerodrome operator may elect to have a part or parts of an aerodrome technical inspection conducted at different times from the other parts.

(3) Where it appears from an aerodrome serviceability inspection that a particular facility at the aerodrome requires an aerodrome technical inspection, the aerodrome operator shall ensure that the necessary technical inspection of the facility is conducted as soon as practicable.

(4) An aerodrome operator—

(a) shall, where the aerodrome operator has elected to have a part or parts of an aerodrome technical inspection conducted at different times under subregulation (2)—

(i) keep records of each part of each inspection; and

(ii) retain each record for at least three years after the part of the inspection to which the record relates was conducted; or

(b) shall, in any other case—

(i) keep records of each inspection; and

(ii) retain each record for at least three years after the inspection to which the record relates was conducted.

Who May Conduct Aerodrome Technical Inspections

50. (1) An aerodrome operator shall ensure that an aerodrome technical inspection is conducted by a person or persons with appropriate technical qualifications and experience.

Requirements
for the
conduct of
technical
inspections

(2) Notwithstanding the generality of subregulation (1), an aerodrome operator shall ensure that—

(a) the movement area, other pavements and drainage are inspected by a person who has a recognized degree, diploma or certificate in civil engineering or appropriate technical experience;

(b) the lighting and electrical facilities are inspected by an electrical engineer or a licenced electrician; and

(c) the obstacle limitation surfaces are inspected by a person who—

- (i) is technically qualified or experienced in surveying; and
- (ii) has a sound knowledge and understanding of the standards and survey procedures for obstacle limitation surfaces.

Planning and Execution of Aerodrome Works

Requirements
for the
planning and
execution of
aerodrome
works

51. (1) An aerodrome operator shall ensure that any aerodrome works carried out at the aerodrome are carried out in a way that does not create a hazard to aircraft, or confusion to pilots.

(2) The aerodrome operator shall comply with the standards set out in the Manual of Aerodrome Standards in relation to planning and notice requirements that shall be satisfied before aerodrome works may be carried out.

Safety Management System

Establishment
of
safety
programme

52. (1) The Director General shall establish a safety programme in order to achieve an acceptable level of safety in aerodrome operations.

(2) The acceptable level of safety referred to in subregulation (1) shall be established by the Director General.

(3) An aerodrome operator of an aerodrome presently used by aircraft engaged in international operations or any other aerodrome after 1st January, 2007, shall ensure that the aerodrome has a safety management system that complies with the standards set out in the Manual of Aerodrome Standards.

(4) The safety management system referred to in subregulation (3) shall be acceptable to the Authority and as a minimum—

- (a) identify safety hazards;
- (b) ensure that remedial action necessary to maintain an acceptable level of safety is implemented;
- (c) provide for continuous monitoring and regular assessment of the safety level achieved; and
- (d) aim to make continuous improvement to the overall level of safety.

(5) The safety management system shall clearly define lines of safety accountability throughout the organization of the licensed aerodrome operator, including a direct accountability for safety on the part of executive management.

Aerodrome Operators to Collect Statistics if Directed

53. Where the Director General considers it necessary in the interests of the safety of air navigation, he may recommend the Authority give directions in writing to an aerodrome operator to collect—

Aerodrome
operator to
collect
statistics

- (a) statistics about—
 - (i) the types of aircraft using the aerodrome; and
 - (ii) the times of aircraft movements at the aerodrome; and
- (b) other information specified by the Authority in the directive, that is relevant to deciding what radio communication services or air traffic services should be provided at the aerodrome.

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