

## BASIC REQUIREMENTS FOR AERODROMES

### [PART ADR.BR]

#### ADR.BR.005 Scope

Part ADR.BR establishes requirements to be followed by persons operating aerodromes which are used for international operations and open to 'public use', which serve commercial air transport and where operations using instrument approach or departure procedures are provided and:

- (a) which have a paved runway of 800 metres or above; or
- (b) exclusively serve helicopters.

#### ADR.BR.010 Definitions

For the purposes of this Part, the following definitions apply:

'declaration' means any written statement made in accordance with this Part under the sole responsibility of a legal or natural person subject to this Part and which confirms that the applicable requirements of this Part and of the delegated and implementing acts adopted on the basis thereof relating to a legal or natural person and safety-related aerodrome equipment are complied with;

'certificate' means any certificate, approval, licence, authorisation, attestation or other document issued as the result of a certification attesting compliance with the applicable requirements;

'aerodrome operator' means any legal or natural person operating or proposing to operate one or more aerodromes; 'aerodrome' means a defined area, on land or on water, on a fixed, fixed offshore or floating structure, including any buildings, installations and equipment thereon, intended to be used either wholly or in part for the arrival, departure and surface movement of aircraft;

'safety-related aerodrome equipment' means any instrument, equipment, mechanism, apparatus, appurtenance, software or accessory that is used or intended to be used to contribute to the safe operation of aircraft at an aerodrome;

'apron' means a defined area of an aerodrome intended to accommodate aircraft for purposes of loading or unloading passengers, baggage, mail or cargo, fuelling, parking or maintenance;

'apron management service (AMS)' means a service provided to regulate the activities and the movement of aircraft and vehicles on an apron;

'ground handling service' means any service provided at aerodromes comprising safety-related activities in the areas of ground supervision, flight dispatch and load control, passenger handling, baggage handling, freight and mail handling, apron handling of aircraft, aircraft services, fuel and oil handling, and loading of catering; including the case where aircraft operators provide those ground handling services to themselves (self-handling);

### *SUBPART GEN: GENERAL REQUIREMENTS*

#### ADR.BR.GEN.105 Aerodrome certification

- (a) A certificate shall be required in respect of aerodromes.
- (b) That certificate shall cover the aerodrome and its safety-related equipment, unless that safety-related equipment is covered by a declaration or certificate referred to in (1) and (2) respectively of ADR.BR.GEN.110 (a).
- (c) The certificate referred to in (a) shall be issued upon application, when the applicant has demonstrated that the aerodrome:
  - (1) complies with the implementing acts referred to in ADR.BR.GEN.110 and with the aerodrome certification basis set out in (f); and
  - (2) has no feature or characteristic making it unsafe for operation.
- (d) The certificate referred to in (a) may be amended to include changes to the aerodrome or its safety-related equipment, in accordance with the implementing acts referred to in ADR.BR.GEN.115 (a)(3).

- (e) The certificate referred (a) may be limited, suspended or revoked when the aerodrome or its safety-related equipment no longer complies with the rules and procedures for issuing and maintaining such certificate, in accordance with the implementing acts referred to in ADR.BR.GEN.115 (a)(3).
- (f) The certification basis for an aerodrome shall consist of the following:
  - (1) the applicable certification specifications related to the type of aerodromes;
  - (2) those provisions of the applicable certification specifications for which an equivalent level of safety has been accepted;
  - (3) the special detailed technical specifications necessary when the design features of a particular aerodrome or the experience in operation render any of the certification specifications referred to in (1) inadequate or inappropriate to ensure conformity with the essential requirements referred to in Subpart ER.

**ADR.BR.GEN.110** Safety related aerodrome equipment

- (a) Taking into account the nature and risk of the activity concerned, the implementing acts referred to in ADR.BR.GEN.115 may require organisations involved in the design, production and maintenance of safety related aerodrome equipment used or intended for use at aerodromes subject to this requirement to:
  - (1) declare that such equipment complies with the detailed specifications established in accordance with implementing acts referred to in ADR.BR.GEN.115; or
  - (2) hold a certificate in respect of that safety-related aerodrome equipment.
- (b) The certificate referred to in (a)(2) shall be issued upon application, when the applicant has demonstrated that the equipment complies with the detailed specifications established in accordance with implementing acts referred to in ADR.BR.GEN.115 adopted to ensure compliance with Subpart ADR.ER.
- (c) The certificate referred to in (a)(2) shall specify the functionalities of the equipment. That certificate may be amended to reflect the changes to those functionalities, in accordance with the implementing acts referred to in ADR.BR.GEN.115 (a)(4).
- (d) The certificate referred to in (a)(2) may be limited, suspended or revoked, when the equipment no longer complies with the rules and procedures for issuing and maintaining such certificate, in accordance with the implementing acts referred to in ADR.BR.GEN.115 (a)(4).

**ADR.BR.GEN.115** Implementing acts as regards aerodromes and safety-related aerodrome equipment

- (a) In order to ensure the uniform implementation of and compliance with Subpart ER, for aerodromes and safety-related aerodrome equipment, the Authority shall adopt implementing acts laying down detailed provisions concerning:
  - (1) the rules and procedures for establishing and notifying to an applicant, on the basis of ADR.BR.GEN.105 (f), the certification basis applicable to an aerodrome for the purposes of certification in accordance with ADR.BR.GEN.105 (a);
  - (2) the rules and procedures for establishing and notifying to an applicant the detailed specifications applicable to safety-related aerodrome equipment for the purposes of certification in accordance with ADR.BR.GEN.110 (a);
  - (3) the rules and procedures for issuing, maintaining, amending, limiting, suspending or revoking the aerodrome certificates referred to in ADR.BR.GEN.105, including operating limitations related to the specific design of the aerodrome;
  - (4) the rules and procedures for issuing, maintaining, amending, limiting, suspending or revoking the certificates for safety-related aerodrome equipment referred to in ADR.BR.GEN.110 (a), and for the situations in which such certificates are to be required;
  - (5) the rules and procedures for establishing the detailed specifications applicable to safety-related aerodrome equipment which is subject to a declaration in accordance with ADR.BR.GEN.110 (a);
  - (6) the rules and procedures for the declaration, in accordance with ADR.BR.GEN.110 (a), in respect of safety-related aerodrome equipment, and for the situations in which such declarations are to be required;

- (7) the privileges and responsibilities of the holders of the certificates referred to in ADR.BR.GEN.105 and ADR.BR.GEN.110 (a), and of the organisations making declarations in accordance with ADR.BR.GEN.110 (a);
  - (8) the rules and procedures for the acceptance and the conversion of national aerodrome certificates issued on the basis of national law into the aerodromes certificates referred to in ADR.BR.GEN.105 of these requirements, including measures which are already authorised by the Authority on the basis of notified differences to Annex 14 to the Chicago Convention.
- (b) When adopting those implementing acts, the Authority shall ensure compliance with the essential requirements referred to in Subpart ER of these requirements and shall take due account of the international standards and recommended practices, in particular those set out in Annex 14 to the Chicago Convention.

**ADR.BR.GEN.120** Organisations

- (a) Organisations responsible for the operation of aerodromes shall be subject to certification and shall be issued with a certificate. That certificate shall be issued upon application, when the applicant has demonstrated that it complies with Subpart ER.
- (b) The certificate shall specify the privileges granted to the certified organisation and the scope of the certificate.
- (c) Organisations responsible for the provision of ground handling services and AMS at aerodromes subject to these requirements shall declare their capability, and the availability to them of the means, to discharge the responsibilities associated with the services provided in compliance with Subpart ER.

**ADR.BR.GEN.125** Protection of aerodrome surroundings

- (a) The Authority shall take the necessary measures to ensure that aerodromes located in its territory falling under the scope of ADR.BR.GEN.005 are safeguarded against activities and developments in their surroundings which may cause unacceptable risks to aircraft using the aerodrome.
- (b) The organisations referred to ADR.BR.GEN.120 (a) shall monitor activities and developments which may cause unacceptable safety risks to aviation in the surroundings of the aerodrome for the operation of which they are responsible. They shall take the necessary measures to mitigate those risks in as far as this lies within their control and, where that is not the case, bring those risks to the attention of the competent authorities where the aerodrome is located.

***SUBPART ER: ESSENTIAL REQUIREMENTS FOR AERODROMES***

**SECTION 1: PHYSICAL CHARACTERISTICS, INFRASTRUCTURE AND EQUIPMENT**

**ADR.BR.ER.100** Movement area

- (a) Aerodromes shall have a designated area for the landing and take-off of aircraft, which satisfies the following conditions:
- (1) the landing and take-off area shall have dimensions and characteristics suitable for the aircraft intended to use the facility;
  - (2) the landing and take-off area, where applicable, shall have a bearing strength sufficient to support repetitive operations of the intended aircraft. Those areas not intended for repetitive operations only need to be capable of supporting the aircraft;
  - (3) the landing and take-off area shall be designed to drain water and to prevent standing water becoming an unacceptable risk to aircraft operations;
  - (4) the slope and slope changes of the landing and take-off area shall not create an unacceptable risk to aircraft operations;
  - (5) the surface characteristics of the landing and take-off area shall be adequate for use by the intended aircraft; and
  - (6) the landing and take-off area shall be free from objects which might create an unacceptable risk to aircraft operations.
- (b) Where there are several designated landing and take-off areas, they shall be such that they do not create an unacceptable risk to aircraft operations.
- (c) The designated landing and take-off area shall be surrounded by defined areas. Those areas are intended to protect aircraft flying over them during take-off or landing operations or to mitigate the consequences of undershooting, running off the side or overrunning the take-off and landing area, and shall satisfy the following conditions:
- (1) those areas shall have dimensions appropriate to the aircraft operations anticipated;
  - (2) the slope and slope changes of those areas shall not create an unacceptable risk to aircraft operations;
  - (3) those areas shall be free from objects which might create an unacceptable risk to aircraft operations. This shall not preclude frangible equipment to be located in those areas, if required to assist aircraft operations; and
  - (4) each of those areas shall have a bearing strength sufficient to serve its purpose.
- (d) Those areas of an aerodrome, with their associated immediate surroundings, that are to be used for taxiing or parking aircraft, shall be designed to permit safe operation of the aircraft expected to use the particular facility under all the conditions planned for, and shall satisfy the following conditions:
- (1) those areas shall have a bearing strength sufficient to support repetitive operations of the intended aircraft, except for areas which are expected for only occasional use which only need to be capable of supporting the aircraft;
  - (2) those areas shall be designed to drain water and to prevent standing water becoming an unacceptable risk to aircraft operations;
  - (3) the slope and slope changes of those areas shall not create an unacceptable risk to aircraft operations;
  - (4) the surface characteristics of those areas shall be adequate for use by the intended aircraft; and
  - (5) those areas shall be free from objects which might create an unacceptable risk to aircraft. This shall not preclude parking equipment required for that area in specifically identified positions or zone
- (e) Other infrastructure intended for use by aircraft shall be so designed that use of that infrastructure does not create an unacceptable risk to aircraft using it.
- (f) Constructions, buildings, equipment or storage areas shall be located and designed so as not to create an unacceptable

risk for aircraft operations.

- (g) Suitable means shall be provided to prevent unauthorised persons, unauthorised vehicles or animals large enough to create an unacceptable risk to aircraft operations from entering the movement area, without prejudice to national and international animal protection provisions.

**ADR.BR.ER.105** Obstacle clearances

- (a) To protect aircraft proceeding to an aerodrome for landing or for their departure from an aerodrome, arrival and departure routes or areas shall be established. Such routes or areas shall provide aircraft with the required clearance from obstacles located in the area surrounding the aerodrome taking due account of the local physical characteristics.
- (b) Such obstacle clearance shall be appropriate to the phase of flight and type of operation being conducted. It shall also take into account the equipment being used for determining the position of the aircraft.

**ADR.BR.ER.110** Safety-related aerodrome equipment, including visual and non-visual aids

- (a) Aids shall be fit for purpose, recognisable and provide unambiguous information to users under all intended operational conditions.
- (b) Safety-related aerodrome equipment shall function as intended under the foreseen operating conditions. Under operating conditions or in case of failure, safety-related aerodrome equipment shall not cause an unacceptable risk to aviation safety.
- (c) The aids and their electrical power supply system shall be so designed that failures do not result in inappropriate, misleading or insufficient information being given to users or in interruption of an essential service.
- (d) Suitable means of protection shall be provided to avoid damage or disturbance to such aids.
- (e) Sources of radiation or the presence of moving or fixed objects shall not interfere with or adversely affect the performance of aeronautical communications, navigation and surveillance systems.
- (f) Information on operation and use of safety-related aerodrome equipment shall be made available to relevant staff, including clear indications of the conditions which may create unacceptable risks to aviation safety.

**ADR.BR.ER.115** Aerodrome data

- (a) Data relevant to the aerodrome and the available services shall be established and kept up to date.
- (b) The data shall be accurate, readable, complete and unambiguous. Authenticity and appropriate integrity levels shall be maintained.
- (c) The data shall be made available to the users and the relevant ANS providers in a timely manner, using a sufficiently secure and expeditious method of communication.

## SECTION 2: OPERATIONS AND MANAGEMENT

### **ADR.BR.ER.120** Responsibilities of the aerodrome operator

The aerodrome operator is responsible for operation of the aerodrome. The responsibilities of the aerodrome operator are as follows:

- (a) the aerodrome operator shall have, directly or through arrangements with third parties, all the means necessary to ensure safe operation of aircraft at the aerodrome. Those means shall include, but are not limited to, facilities, personnel, equipment and material, documentation of tasks, responsibilities and procedures, access to relevant data and record-keeping;
- (b) the aerodrome operator shall verify that the requirements of Section 1 are complied with at all times or take appropriate measures to mitigate the risks associated with non-compliance. Procedures shall be established and applied to make all users aware of such measures in a timely manner;
- (c) the aerodrome operator shall establish and implement an appropriate aerodrome wildlife risk management programme directly or through arrangements with third parties;
- (d) the aerodrome operator shall ensure, directly or through arrangements with third parties, that movements of vehicles and persons in the movement area and other operational areas are coordinated with movements of aircraft in order to avoid collisions and damage to aircraft;
- (e) the aerodrome operator shall ensure that procedures to mitigate risks related to aerodrome operations in adverse weather conditions, reduced visibility or at night are established and implemented;
- (f) the aerodrome operator shall establish arrangements with other relevant organisations to ensure continuing compliance with the essential requirements for aerodromes set out in this Part. Those organisations include, but are not limited to, aircraft operators, ANS providers, ground handling service providers, AMS providers and other organisations whose activities or products may have an effect on aircraft safety;
- (g) the aerodrome operator shall verify that organisations involved in storing and dispensing of fuel/energy for propulsion to aircraft have procedures to ensure that aircraft are provided with fuel/energy for propulsion which is uncontaminated and of the correct specification;
- (h) manuals for operation and maintenance of aerodrome equipment shall be available, applied in practice and cover maintenance and repair instructions, servicing information, troubleshooting and inspection procedures;
- (i) the aerodrome operator shall establish, directly or through arrangements with third parties, and implement an aerodrome emergency plan, covering emergency scenarios that may occur at the aerodrome or in its surroundings.
- (j) the aerodrome operator shall ensure, directly or through arrangements with third parties, that adequate aerodrome rescue and firefighting services are provided. Such services shall respond to an incident or accident with due urgency and shall include at least equipment, extinguishing agents and a sufficient number of personnel;
- (k) the aerodrome operator shall use only trained and qualified personnel for aerodrome operations and maintenance and shall, directly or through arrangements with third parties, implement and maintain training and checking programmes to ensure the continuing competence of all relevant personnel;
- (l) the aerodrome operator shall ensure that its personnel are physically and mentally fit to execute their functions satisfactorily, taking into account the type of activity and in particular its potential safety and safety-related security impact;
- (m) the aerodrome operator shall ensure that any person permitted unescorted access to the movement area or other operational areas is adequately trained and qualified for such access;
- (n) the rescue and firefighting personnel shall be properly trained and qualified to operate in the aerodrome environment. The aerodrome operator shall, directly or through arrangements with third parties, implement and maintain training and checking programmes to ensure the continuing competence of this personnel; and

- (o) all rescue and firefighting personnel potentially required to act in aviation emergencies shall periodically demonstrate their medical fitness to execute their functions satisfactorily, taking into account the type of activity. In this context, medical fitness, comprising both physical and mental fitness, means not suffering from any disease or disability which could make this personnel unable:
- to execute the tasks necessary to operate in aviation emergencies;
  - to perform their assigned duties at any time; or
  - to perceive their environment correctly.
- (p) the aerodrome operator shall ensure that, except for aircraft emergency situations, when diverting to an alternate aerodrome, or under other conditions specified in each case, an aerodrome or parts thereof shall not be used by aircraft for which the aerodrome design and operating procedures are not normally intended.

**ADR.BR.ER.125** Management systems

- (a) As appropriate for the type of activity undertaken and the size of the organisation, the aerodrome operator shall implement and maintain a management system to ensure compliance with the essential requirements set out in this Part, manage safety risks, and aim for continuous improvement of this system.
- (b) The aerodrome operator shall establish an occurrence reporting system as part of the management system under (a), in order to contribute to the aim of continuous improvement of safety. The analysis of information from this occurrence reporting system shall involve the parties listed in ADR.BR.ER.120 (f), as appropriate. The occurrence reporting system shall be compliant with the applicable civil aviation regulations.
- (c) The aerodrome operator shall develop an aerodrome manual and operate in accordance with that manual. Such manuals shall contain all necessary instructions, information and procedures for the aerodrome, the management system and for operations and maintenance personnel to perform their duties.

### SECTION 3: AERODROME SURROUNDINGS

#### **ADR.BR.ER.130** Safe guarding of aerodrome movement areas

- (a) The airspace around aerodrome movement areas shall be safeguarded from obstacles so as to permit the intended aircraft operations at the aerodromes without creating an unacceptable risk caused by the development of obstacles around the aerodrome. Obstacle monitoring surfaces shall therefore be developed, implemented and continuously monitored to identify any infringing penetration.
- (b) Any infringement of those surfaces will require an assessment to identify whether or not the object creates an unacceptable risk. Any object posing an unacceptable risk shall be removed or appropriate mitigating action shall be taken to protect aircraft using the aerodrome.
- (c) Any remaining obstacles shall be published and, depending on the need, shall be marked and, where necessary, made visible by means of lights.

#### **ADR.BR.ER.135** Hazards related to human activities

Hazards related to human activities and land use, such as, but not limited to, items on the following list, shall be monitored. The risk caused by them shall be assessed and mitigated as appropriate:

- (a) any development or change in land use in the aerodrome area;
- (b) the possibility of obstacle-induced turbulence;
- (c) the use of hazardous, confusing and misleading lights;
- (d) the dazzling caused by large and highly reflective surfaces;
- (e) the creation of areas that might encourage wildlife activity in the surroundings of the aerodrome movement area; or
- (f) sources of non-visible radiation or the presence of moving or fixed objects which may interfere with, or adversely affect, the performance of aeronautical communications, navigation and surveillance systems.

#### **ADR.BR.ER.140** Establishment of emergency plans

The Authority shall ensure that an emergency plan is established for aviation emergency situations occurring in the aerodrome local area.



## SECTION 4: GROUND HANDLING SERVICES

### **ADR.BR.ER.145** Responsibilities of the ground handling services provider

The provider of ground handling service is responsible for the safe operation of its activities at the aerodrome. The responsibilities of the provider are as follows:

- (a) the provider shall have all the means necessary to ensure safe provision of service at the aerodrome. Those means shall include, but are not limited to, facilities, personnel, equipment and material;
- (b) the provider shall comply with the procedures contained in the aerodrome manual, including those in relation to movements of its vehicles, equipment and personnel and the risk related to aerodrome operations at night and in adverse weather conditions;
- (c) the provider shall provide the ground handling services in accordance with the procedures and instructions of the aircraft operator it serves;
- (d) the provider shall ensure that manuals for the operation and maintenance of ground handling equipment are available, applied in practice and cover operation, maintenance and repair instructions, servicing information, troubleshooting and inspection procedures;
- (e) the provider shall use only adequately trained and qualified personnel and shall ensure the implementation and maintenance of training and checking programmes to ensure the continuing competence of all relevant personnel;
- (f) the provider shall ensure that its personnel are physically and mentally fit to execute their functions satisfactorily, taking into account the type of activity and in particular its potential safety and safety-related security impact.

### **ADR.BR.ER.150** Ground Handling Management system

- (a) As appropriate for the type of activity undertaken and the size of the organisation, the provider shall implement and maintain a management system to ensure compliance with the essential requirements set out in this Part, manage safety risks and to aim for continuous improvement of this system. Such system shall be coordinated with the management system of the aerodrome operator.
- (b) The provider shall establish an occurrence reporting system as part of the management system under ADR.BR.ER.125 (a) in order to contribute to the aim of continuous improvement of safety. Without prejudice to other reporting obligations, the provider shall transmit all occurrences to the reporting system of the aerodrome operator, the aircraft operator and, if relevant, to that of the air traffic service provider. The occurrence reporting system shall be compliant with the applicable Civil Aviation Regulations.
- (c) The provider shall develop a ground handling service manual and operate in accordance with that manual. Such manual shall contain all necessary instructions, information and procedures for the service, the management system and for service personnel to perform their duties.

## SECTION 5: APRON MANAGEMENT SERVICES (AMS)

### **ADR.BR.ER.155** Provision of services

The AMS provider shall provide its services in accordance with the operating procedures included in the aerodrome manual.

### **ADR.BR.ER.160** AMS Management system

As appropriate for the type of activity undertaken and the size of the organisation, the AMS provider shall implement and maintain a management system, including safety management, to ensure compliance with the essential requirements set out in this Part.

### **ADR.BR.ER.165** Management system

The AMS provider shall establish formal arrangements with the aerodrome operator and the air traffic services provider describing the scope of the services to be provided.

### **ADR.BR.ER.170** Occurrence Reporting system

The AMS provider shall establish an occurrence reporting system as part of the management system under ADR.BR.ER.160 in order to contribute to the aim of continuous improvement of safety. Without prejudice to other reporting obligations, the provider shall transmit all occurrences to the reporting system of the aerodrome operator, and, if relevant, to that of the air traffic services provider.

### **ADR.BR.ER.175** Participation in the aerodrome operator safety programme

The AMS provider shall participate in the safety programmes established by the aerodrome operator.