

Airport Operating Standard

Aircraft Turnaround



9V-SVN



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Introduction

Airport Operating Standards have been produced by Perth Airport to ensure safe operations at Perth Airport. The ***Aircraft Turnaround*** standard applies to all aircraft operators, ground handling agents (GHA), refuelling companies, aircraft servicing companies and are to be performed in conjunction with each individual organisations procedures and requirements.

The ***Aircraft Turnaround*** standard aims to provide a safe environment for aircraft turnaround (refuelling, servicing and pushback) operation for all airside staff, passengers and aircraft and to ensure that the requirements documented in this standard are relevant and capable of practical implementation by all staff.

It also aims to identify and detail the measures adopted to optimise the efficient arrival, turnaround and departure of aircraft.

This Standard and the procedures described within may be amended from time to time by PAPL. PAPL will endeavour to provide sufficient notification of changes to aircraft operators and ground handling agents; however, it is the responsibility of the aircraft operator and ground handling agent to keep informed of any amendments.

The Standard includes:

- Responsibilities
- Prior to aircraft arrival
- Aircraft marshalling
- Aircraft arrival
- Aircraft turnaround
- Aircraft precautions

The Standard is designed to be read in conjunction with the ***Airport Operating Protocol***, your ***Airside Operating Licence*** with Perth Airport and the following Airport Operating Standards (AOS):

- ***Airside Safety & Driving***
- ***Staging and Storage of Ground Servicing Equipment (GSE) and Unit Load Devices (ULD's)***
- ***Aircraft Scheduling & Facilities Allocation***

The above documents are available via the Perth Airport Extranet at <https://perthairport.sharepoint.com/sites/Extranet> or via the Operational Information page on the Perth Airport website www.perthairport.com.au/AOP.

Responsibilities

Perth Airport Pty Ltd (PAPL)

PAPL is responsible for producing this Standard and consulting with stakeholders as necessary to determine operating requirements and necessary restrictions.

PAPL (Airfield Operations) has the day-to-day responsibility for implementation of this plan in accordance with the CASR's and section 11.15 of Part 139 (Aerodrome) Manual of Standards including auditing of aircraft turnaround activities.

Aircraft Operators/Ground Handling Agent

Aircraft operators/ Ground Handling Agent (GHA) are responsible for complying with this plan and for notifying PAPL of any incidents, near misses or faults.

The aircraft operator/GHA must ensure:

- That only those personnel that are suitably trained and qualified perform operational duties for aircraft turnarounds. This includes relevant driving qualifications, and specific training on any equipment used to conduct activities associated with the aircraft turnaround.
- There are sufficient resources available to unload and turn around an aircraft that are no less adequate than industry standard.
- A person is assigned to be “in command” of the operation.
- All personnel involved in the operation are briefed on their individual responsibilities.
- Personnel are instructed on the hazards associated with aircraft movements and aircraft turnarounds.
- All equipment is serviceable, in good working order, fit for its intended purpose and, where applicable, holds a valid Authority to Use Airside (AUA).
- The control and safe movement of all passengers between an aircraft and the terminal.



Prior to Aircraft Arrival

Bay Inspection

A thorough inspection of the aircraft bay is to be conducted (on foot) by the GHA to remove any obstructions or Foreign Object Debris (FOD) no later than 15 minutes prior to an aircraft powering onto the bay. Any spills, hazards or faults are to be reported immediately to the Airport Coordination Centre (ACC) on 9478 8572.

Equipment and Personnel Staging

The following tasks are to be completed prior to an aircraft arrival:

- Confirm bay equipment availability and serviceability including chocks, cones, Nose-In Guidance System (NIGS), refuelling hydrants (where applicable) and Fixed Ground Power (FGP).
- Apron equipment and vehicles are to be positioned behind the equipment storage and staging area parking lines with the parking brakes applied prior to the arrival of the aircraft in accordance with the *Staging and Storage of Ground Servicing Equipment (GSE) and Unit Load Devices (ULDs)* AOS. The use of adjacent bays for positioning may occur subject to bay availability and provided equipment/vehicle is not left unattended.
- Loaded transporters and dollies must have the load secured from movement by the use of locks, stops, rails or straps at all times, except when the load is being transferred to or from the equipment.
- All personnel must wear appropriate Personal Protective Equipment (PPE) in accordance with the Airside Safety & Driving AOS as a minimum, and additional PPE as required for the task as specified by company procedures.
- An appointed person should be positioned adjacent to the emergency NIGS stop button and be ready to activate the emergency stop in the event the aircraft over runs its stop position as marked on the apron.
- All personnel on the ramp must be aware of the location of the emergency fuel shut down buttons in accordance with the Airside Safety & Driving AOS.
- Aerobridge must show a green light and be correctly positioned in the home position.
- The NIGS is only to be activated once all applicable checks have been completed. A GHA representative must remain in attendance at the NIGS following activation and until the aircraft arrives on bay.
- Prepositioned pushback tugs at the front of the bay must be behind the red tug clearance line. Where this line is not marked, pushback tugs are to be parked in a staging or storage area.

Aerobridge Clearance

The passenger aerobridge must be in the correct home parking position. All access routes and doorways are to be clear. The red-hatched Safety Area around aerobridge wheels is to be clear at all times.



Aerobridge Serviceability

When an aerobridge is out of service or cannot be fully retracted and/or parked in its home position, the bay is to be withdrawn from use unless stand-off parking or deboarding contingency arrangements are authorised by the ACC.

Enquiries or reports regarding the serviceability of aerobridges should be forwarded to the ACC on 9478 8572.

Aircraft Marshalling

General Safety

When operating around aircraft that are being marshalled always remember:

- Personnel must not walk or drive between an inbound aircraft and a marshaller directing that aircraft under any circumstance.
- Airside drivers must be alert to the presence of marshallers as their attention is firmly fixed on the aircraft.

Nose-in Guidance Docking System (NIGS)

Each Aerobridge position is equipped with a Safegate Nose-In Guidance Docking System (NIGS) which provides accurate guidance to the pilot for the correct parking position of the aircraft at the aerobridge.

If available on the bay, NIGS must be used.

The aircraft operator/GHA agent staff must be competent and qualified with NIGS prior to use.



When NIGS is available

The NIGS is only to be switched on or off by the aircraft operator or GHA agent. Where NIGS is available:

- The aircraft operator or GHA agent staff must ensure that the bay is unobstructed by FOD, vehicles or equipment and that the aerobridge is in the home position before the arrival of the aircraft.
- Switching on the NIGS only after these actions have been completed will then signify to the flight crew that it is safe for the aircraft to enter the bay.
- Once the NIGS has been switched on, the person responsible for the NIGS operation must not leave the bay until the aircraft has parked, unless the NIGS is switched off again.

When NIGS is not available

Where an aircraft parking bay is not equipped with a NIGS, or the NIGS is either unserviceable or not calibrated for a particular type of aircraft, a marshalling service must be provided in accordance with Civil Aviation Safety Authority - Civil Aviation Orders (CAO) Section 20.3 and the Perth Airport ***Airport Operating Protocol***.

Aircraft operators/GHAs must ensure in these circumstances that:

- where a NIGS is not provided on a power-in/push-back parking position, the aircraft must be hand marshalled onto the bay to the applicable marshallers stop bar; and
- where an alignment line (forward of the stop position) and pilot stop bar is not provided on a power-in/power-out parking position, the aircraft must be hand marshalled onto the bay to the applicable marshallers stop bar, or a key hole marking.



Enquiries or reports regarding the serviceability of NIGS should be forwarded to the ACC on 9478 8572.

Aircraft Arrival

Positioning the Aircraft

The following procedures should be followed when positioning the aircraft onto the bay:

- The nose wheel must stop on the correct stop bar for the aircraft type.
- The tail of the aircraft must be within the parking clearance line.
- The pilot is to activate the park brake inside the flight deck whenever the aircraft is in a parked position.

Emergency Stop Procedures

The Emergency Stop button, located in the NIGS control panel, instantly warns pilots that there is an immediate safety threat to their aircraft or to personnel on the apron. The aircraft should be stopped immediately to avert any danger.

The need to make an Emergency Stop is indicated to the pilots by the word 'STOP' appearing on the digital display.

Any person (irrespective of employer or function) who recognises a threat to operational safety should activate the Emergency Stop button. The flight crew should then advise Air Traffic Control that an Emergency Stop has been initiated on the bay.

The ACC must be notified of all emergency situations on 9478 8572.



Aircraft Turnaround

Aircraft chocking

The following procedures should be followed after the aircraft has come to a complete stop:

- Chocking methods should be appropriate to the aircraft type and the requirements of individual aircraft operators.
- Chocks should never be removed without the permission of the flight crew or lead dispatcher.
- In adverse weather conditions (particularly during periods of high winds) procedures must be followed in accordance with aircraft type or aircraft operator's specific instructions.
- All jet aircraft should be chocked fore and aft of the nose wheel unless otherwise required by the aircraft manufacturer or operator.

Propeller Tethering

- Before the doors are opened the cabin/ground crew must ensure the propellers have completely stopped and areas adjacent to the aircraft are clear of any vehicles and other aircraft.
- Propeller tethering should ideally be fitted to all operators with turbo prop aircraft including ad-hoc flights.
- Where company policy requires, cabin/ground crew are to ensure the propeller tether and extension is fitted to the side of which passengers will disembark prior to passengers disembarking/boarding (except for Dash 8-400 series).
- During the aircraft turnaround, it is recommended that a propeller tether is also fitted to the starboard side propeller to protect ground staff.

Approaching the Aircraft

The following procedures are to be followed after the aircraft has been chocked:

- Equipment must not move towards the aircraft until the parking brakes are on, chocks are in position, engines have been shut down, anti-collision beacons are switched-off and approval of the head dispatcher has been given.
- When approaching, or leaving an aircraft, ground servicing vehicles should not be driven faster than normal walking speed.
- Where GSE is such that the operator's vision is restricted, marshalling or other guidance measures to prevent damage to aircraft must be provided in line with company procedures.
- GSE is to have parking brakes applied, with gear selector in park or neutral when positioned at the aircraft and stabilisers extended (where installed).

- GSE and other vehicles must not be left unattended while their engines are running except where there is a requirement of the operator to leave the driver's seat to operate the equipment and supplementary system are in place to prevent inadvertent movement of the vehicle (e.g. interlockers/chocks).
- Vehicles must not park or drive under the wing or the fuselage of an aircraft (with the exception of refuelling vehicles) unless there is a company approved procedure for servicing that aircraft type.

Aerobridge / Stair Docking

- Passenger aerobridges and/ or stairs must not move towards the aircraft until the approval of the head dispatcher has been given. This indication will not be given until the aircraft is chocked, engines shut down (but still rotating), anti-collision beacons are switched off and an all clear is given by the aircrew. For very short turnarounds, the aircraft operator may have alternative processes which must be supported by a risk assessment.
- The aerobridge is to be operated in accordance with Perth Airport procedures and training and is only to be operated by trained and competent staff.
- Whenever the aerobridge is in motion, the operator must remain aware to any obstructions.
- When the aerobridge or stairs is docked with the aircraft, there should be light contact between the aerobridge/ stairs and aircraft fuselage.
- The service stairs (or Jacobs ladder) attached to the aerobridge must not be used for the movement of passengers (and other unauthorised persons) or the excessive carriage of goods to or from the aerobridge and apron.
- Ideally, three points of contact to be maintained by personnel utilising the service stairs (or Jacobs ladder) and at least one hand **must** be on the handrail at all times.
- The service stairs (or Jacobs ladder) must not be used while the aerobridge is in operation.
- All apron drive aerobridges are to be removed from the aircraft during winds greater than 100km\h.

Passenger Movements

In accordance with the *Airport Operating Protocol* and the *Airside Safety & Driving* AOS; the following procedures are to be followed when passengers are required to walk on the apron:

- Passenger movements on the apron between the aircraft and terminal building must be closely supervised at all times and ensure that no smoking and no electrical equipment be used within 3m of refuelling activities including any part of the fuelling operation being tankers or hydrant carts, hydrant pits, fuel hoses and aircraft vents typically located at the wing tips.
- Child passengers must be strictly supervised and holding the hand of the supervising adult.

- The positioning of all vehicles and equipment is to allow an unobstructed pathway to and from the aircraft.
- Special needs wheel-chairs, hi-lifts and/or ambulances should be in position prior to passengers disembarking.
- When passengers are embarking or disembarking, the route shall avoid any fuelling zone areas by following the designated pedestrian walkway and/or airline operator instructions.
- Boarding/disembarking processes should be suspended while an aircraft movement is occurring close by.

Cargo Movements

Cargo Operations procedures are as follows:

- Dangerous Goods and Hazardous Materials are to be handled in accordance with the *Transfer of Explosive Cargo* AOS.
- Handrails on conveyer belts, loaders and other elevated devices must be in the raised position unless otherwise stipulated by the aircraft owner/operation.
- Cargo loading is to be conducted in accordance with specific carrier procedures.
- Personnel should not walk or stand on a moving conveyer belt unless company procedures provide for accessing the aircraft hold via the conveyer belt.
- Personnel should take extreme caution when required to walk on loading equipment decks/platforms and only then in accordance with company policies/procedures.

Animal Movements

Domestic pets and livestock are to be transferred into appropriate containers for travel landside at the handling agent premises prior to transfer airside onto the aircraft (excluding assistance animals). Pet and livestock transfers into or out of travelling containers **must not** occur on the airside area.

Refuelling

Hydrant refuelling facilities are currently provided on most aircraft bays. All airside operations in the vicinity of aircraft refuelling should be regulated by the following procedures:



Clear Exit Paths

Fuelling operators and ground handling staff shall ensure equipment is positioned to allow quick removal of fuelling equipment. Vehicles and Ground Servicing Equipment (GSE) should ideally be positioned so that there is no requirement for vehicles to reverse before departure.

Fuelling Zone

Aircraft Auxiliary Power Units (APU) which have an exhaust efflux discharging into the fuelling zone should (if required to be in operation during fuelling) be started before filler caps are removed or fuelling connections made, or as required by the manufacturer.

Vehicle engines must not be left running unnecessarily in the vicinity of refuelling operations and no vehicle must be left running under the aircraft's wings.

Emergency Fuel Shut Down Buttons

All staff must be familiar with the location and operation of the Emergency Fuel Shut Down buttons and how to contact the Aviation Rescue and Fire Fighting (ARFF) service. The ARFF may be contacted via the ACC on 9478 8500 (emergency line) or 9476 8691.

Emergency Fuel Shut Down buttons are located on all aircraft parking bays where hydrant refuelling is provided and onboard refuelling vehicles. All airside workers are encouraged to push an Emergency Fuel Shut Down button if a genuine risk to the safety of staff, passengers, aircraft or property exists. Operation of a stop button will shut down all fuel lines to the Airport and will take some time to reactivate.

Fuelling Operation Precaution Guidelines

The aircraft operator should determine whether fuelling of the aircraft should take place with passengers embarking or disembarking and the method by which this is carried out.

The following procedures should be followed during all fuelling operations:

- a) No handheld hazardous equipment is permitted in the refuelling vicinity (i.e within 3 metres). This includes mobile phones, Personal Digital Assistants (PDA) and two-way radios.

- b) If a staff member is doused in fuel, clothes are to remain on the person until they have washed the fuel off under the deluge showers. This is to prevent static discharge from certain types of clothing materials.
- c) Care should be taken during refuelling in high summer temperature days, as the fuel may expand and may vent from the aircrafts wings resulting in a fuel spill on the apron

All vehicles and equipment should be positioned to provide:

- Access as clear as practicable to aircraft for ARFF vehicles.
- A clear route to allow their rapid removal from the aircraft in an emergency.
- An evacuation route from occupied portions of the aircraft, including chute deployment areas.
- Hose lines and electrical earthing cables are reasonably protected from vehicle movements.
- Adequate distance away from fuel vents.

Spill Response

Spill Response procedures should be implemented in accordance with this document, and the ***Spill Prevention and Response*** AOS.

Servicing

Servicing may only proceed once the aircraft is parked on the bay, chocked and with its engines and anti-collision beacons switched off.

Operators of potable water tankers and toilet servicing vehicles must be vigilant that there is no spillage or leakage which may lead to subsequent freezing. The flushing of potable water tanks is not permitted on apron areas unless undertaken in a dedicated toilet disposal facility.

Elevating devices must not be elevated until positioned to service the aircraft.

Tasks that involve working from any height are considered high risk. These tasks must be identified and have controls put in place. Operators should do as much of the task, as possible, on the ground prior to working at height.

Pre-Conditioned Air

Pre-conditioned air is available at some gates (150 - 154). Staff operating this equipment must be certified.

Foreign Object Debris (FOD)

No FOD is to be deposited or left on any part of the airside. It is the direct responsibility of airside staff to ensure that the airside is as safe and clean as possible, and that all FOD is removed as soon as it is discovered.

Great care must be exercised by all those working on the airside, particularly those working on aircraft, to ensure that no FOD remains after completing their operation.

Aircraft Departure

Aircraft Pushback

The following procedures outline the general requirements for aircraft pushbacks:

- Only trained and authorised personnel or trainees under instruction may perform a pushback operation and they must be familiar with the required procedures before pushback commences.
- Only pushback's approved by Perth Airport using the current apron marking plans are permitted unless special instruction is given by Perth Airport or Air Traffic Control (details on Tow Bar Disconnect Points can be sourced on the apron plans available on the Perth Airport Extranet at <https://perthairport.sharepoint.com/sites/Extranet> or upon request from apronparkingplans@perthairport.com.au).
- Where an aircraft is required to pushback onto a taxiway, the pushback driver must hold an approved Category 3 Authority to Drive Airside.
- Any vehicle engaged in a pushback onto a taxiway must be approved by Perth Airport to operate in a Category 3 area, and must be fitted with a radio capable of communicating with ATC/airline company frequency, and a transponder unit is fitted.
- Situational awareness must be maintained with the location of other persons and obstructions must be known at all times. The pushback should be stopped if safety is compromised at any stage.
- The dispatcher must closely monitor vehicle movements behind the aircraft just prior to pushback and not proceed if vehicles are obstructing the push.
- The pushback team must ensure the safety of all those involved directly in and around pushback operations.
- To ensure good communication prior to a pushback or towing operation, the pushback driver and head set dispatcher, should be aware of the requirements of each parking bay layout and line markings.
- The flight crew and/or the aircraft tug operator must be in radio contact with the Air Traffic Control, via the radio tuned to frequency Perth ATC ground frequency 122.20 (ground east) or 121.70 (ground west) during pushback procedure and be some form of contact with each other.
- The maximum turning angle of the aircraft should be closely monitored to avoid over steering.
- All hand signals given by a dispatcher must be followed.
- Tugs are never to be left unattended when the vehicle engine is switched on, except where there is a requirement of the operator to leave the driver's seat to operate the equipment.
- Rotating Beacons must be activated just prior to an aircraft pushback in order to provide airside drivers with adequate warning of an impending aircraft movement.

Commencement of the Pushback

The following procedures outline the requirements during the pushback sequence:

- The correct tug, towbar and bypass pin should be used for the specific aircraft type and series to be pushed back.
- Prior to the commencement of pushback, a pre-departure walk around should be undertaken to ascertain the safety of the proposed pushback and ensure the area is clear of any FOD.
- All radio communication should be in accordance with radio telephony standards.
- Chocks should only be removed at the request of the flight crew or dispatcher.
- All chocks should be removed, aerobridge retracted and all equipment and personnel clear of the aircraft prior to commencing pushback.
- Ensure safe operation of the tug when moving clear of the aircraft.
- For aircraft being positioned onto another aircraft parking bay, the bay is to be clear of any obstructions.

At completion of the pushback ensure that all vehicles and equipment are returned to appropriate staging or storage areas.

Unmanned Pushback Tugs

The use of remote controlled pushback tugs, referred to as Power Push Units (PPU), should be in accordance with manufacturer and individual company's operational procedures. In addition, Perth Airport requires the following:

- The vehicle must have a PAPL Airside Vehicle Permit.
- Arrangements for the removal of the unit if it were to breakdown (e.g. whilst attached to aircraft, whilst on a taxiway, etc).
- Confirmation that the beacon will continue to operate if the vehicle breaks down.

Where a PPU is required to push an aircraft onto a taxiway the following procedures must be followed:

- The dispatcher in charge of the pushback must hold at least a current Category 3 Authority to Drive Airside.
- The dispatcher must have headset communication with the flight crew at all times during the pushback.
- The dispatcher must have an operational radio to communicate directly with Air Traffic Control, or via the flight crew to ATC.
- The PPU must be equipped with a minimum of two chocks during all pushback procedures.
- Once the taxiway pushback is completed, the dispatcher must manually drive the PPU to the parking bay.

Dangers Associated with Pushback Operations

All airside personnel must act responsibly towards their own personal safety and the safety of those around them. Pushback operators are susceptible to injuries and must be particularly cautious of the following:

- Connecting or disconnecting the tow bar.
- Walking near the draw bar.
- Moving around on wet or slippery surfaces.
- Jet blast or ingestion from their aircraft, or other aircraft in the vicinity.
- Movement of other vehicles in the vicinity.
- Personnel must always maintain a high level of situational awareness and where possible avoid turning away from an aircraft during pushback.

If an accident or incident occurs during the pushback sequence the following procedures should be followed:

- The tug should be stopped immediately, brakes applied and the gear changed to neutral.
- Perth Ground should be contacted on 122.20 (ground east) or 121.70 (ground west). Perth Ground may then request assistance from the Aviation Rescue Fire Fighting (ARFF) service and the ADM/AOO
- All accidents or incidents must be reported to PAPL via the ACC on 9478 8572.

Bay Inspection

- Prior to departing the aircraft parking bay, all personnel are to ensure:
- The bay is clear of FOD.
- Any spills on the bay are cleaned up and all spills are reported to the ACC on 9478 8572.
- Equipment has been cleared from the bay to dedicated equipment parking areas.
- Any faults / hazards are reported to the ACC on 9478 8572.



Medical Emergencies

If the incident is perceived as life threatening, **000** must be called first followed by the ACC on (08) 9478 8500.

On-board Aircraft

If an aircraft operator/GHA receives notification that a medical emergency has occurred on board an inbound or outbound flight, the airline or ground handling agent must follow the procedures for notification detailed in the *Incident Reporting & Responding AOS*.

Ambulance & Airside Medical Transfers

If an ambulance is required, the ACC must be notified immediately so they can contact the relevant emergency services for immediate assistance. The ACC must always be contacted in an emergency to ensure appropriate vehicle/staff escort is supplied and interim care can be provided.

If an airside medical transfer is required, the ACC must be notified so they can ensure appropriate vehicle/staff escort is supplied.

Further Enquiries, Contacts & Emergencies

Further enquiries

If you have any questions in relation to this standard, please contact:

General Manager Operations
Perth Airport Pty Ltd
PO Box 6
Cloverdale, Western Australia, 6985
Phone: (618) 9478 8879
Fax: (618) 9478 8889

For proposed changes to this standard, please email document.controller@perthairport.com.au. Changes will be considered by the Ramp Safety Committee.

Important contacts

Airfield Safety & Operations Manager

Phone: 9478 8441

Mobile: 0407 087 360

Airport Control Centre (ACC)

Phone: 9478 8572

Airfield Duty Manager (ADM)

Phone: 9478 8424

Mobile: 0419 195 790

Aviation Rescue & Fire Fighting (ARFF)

Phone: 9476 8691

Emergencies

In case of emergency contact 000 (if life threatening situation) then ACC on 9478 8500.

Definitions and Acronyms

Term	Definition
Aircraft Pushback	The pushback of an aircraft by a tug, tractor or Power Push Unit (PPU) from a designated aircraft parking bay.
Aircraft Turnaround	The servicing of an aircraft from the time it enters a bay until the aircraft pushback has been completed.
Airfield Duty Manager (ADM)	Perth Airport employee responsible for airfield safety including oversight of the airfield, Airport Operations Officers (AOO) and Works Safety Officers (WSO).
Air Traffic Control (ATC)	A branch within Airservices Australia (ASA) that controls the movements of aircraft at and around a controlled aerodrome.
Authority to Drive Airside (ADA)	An authority (ADA) issued in accordance with Commonwealth Regulations, authorising the holder to drive an approved vehicle Airside (also called, Airside driver's licence) and subject to an assessment of competency.
Authority to Use Airside (AUA)	An authority (AUA) issued by PAPL for a vehicle or equipment for its use Airside subject to an assessment of functionality.
Civil Aviation Safety Authority (CASA)	The Commonwealth's safety regulator for civil air operations in Australia and the operation of Australian aircraft overseas.
Emergency Shower & Eye Wash Facility	A facility provided for airside staff to wash any part of their body should they come into contact with fuel, lubricant or other hazardous substances.
En-route Supplements Australia (ERSA)	An Airservices Australia publication that shows aerodrome information.
Foreign Object Debris (FOD)	An aviation term for refuse/debris that could potentially cause damage to staff, aircraft and/or equipment.
Jet Blast	Exhaust from the rear of an operating jet engine.
Jet Engine Ingestion	Debris or other matter drawn into the inlet of a jet engine.
Notice to Air Men (NOTAM)	Publication produced by Airservices Australia via the NOTAM Office advising changes to physical and operating standards of the aerodrome.

Term	Definition
Propeller Wash	Backwash from a propeller.
Servicing	The process of loading/unloading, refuelling, cleaning, maintenance and any other activity that is necessary for the aircraft during the turnaround phase.
Situational Awareness	“A person’s perception of the environment at a particular time and place” or more simply, “being alert to all that is happening around you”
Tow Bar Disconnect Point (TBDP)	A marked position where an aircraft if pushed back or towed to can disconnect and commence taxi under its own power.
Tug Manoeuvring Area	An area where a pushback tug can be manoeuvred and positioned prior to the pushback of an aircraft.



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