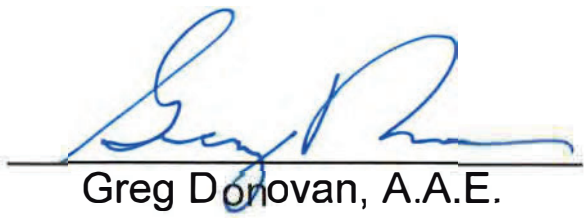
MELBOURNE ORLANDO INTERNATIONAL AIRPORT

AIRPORT CERTIFICATION MANUAL (ACM) CLASS I Airport

TO COMPLY WITH 14 CFR PART 139
AS ADMINISTERED BY THE
FEDERAL AVIATION ADMINISTRATION



Greg Donovan, A.A.E.
Executive Director
2023

Federal Aviation Administration
Southern Region Airports Division
Approved
Jan 31 2024
JNF
Airport Certification Safety Inspector

AIRPORT CERTIFICATION MANUAL
PAGE REVISION LOG

The entire ACM was updated **09/01/2023**. All pages revised since **09/01/2023** are listed below with the latest revision date.

Date	Page(s)	Change
09/2023	All	Complete ACM body revision; Airport Name update.
01/2024	ii	Updated Distribution List - Ops Manager changed to Asst. Director of Ops & MX
01/2024	iii	Included missing agencies/organizations/parties that are identified in the AEP.
01/2024	105-2 (B), Section 5	Former Atlantic Jet Center Apron has changed to Northside Apron
01/2024	105-4 (B), Section 8	Added Sun Country Airlines
01/2024	303-1 (A)	Changed Operations Manager to Assistant Director of Operations and Maintenance
01/2024	303-2 (B)	Updated Assistant Director of Operations & Maintenance
01/2024	303-6 (D), Section 9	Changed “Hazardous Materials” to “Handling and Storing of Hazardous Substances and Materials”
01/2024	305-1 (A)	Changed 5” to 5-inch
01/2024	309-1 (A)	Capitalized words Taxiway and N-E-S-W where they were previously lower case.
01/2024	311-1 (A), Section 2	Included 15/5300-13 (current edition)
01/2024	311-3 (C), Section 3-5	Included complete terms before introducing acronyms (PAPI & NAVAIDs). Added AC 70/7460 reference.
01/2024	311-4 (C), Section 6	Provided better explanation of airport beacon location.
01/2024	311-5 (D)	Added ARFF to last paragraph.
01/2024	313-1 (A)	Included statement of why MLB does not require a Snow & Ice plan.
01/2024	315-1	Updated to ensure “current edition” is referenced.
01/2024	317-1 (A) iii	Added Crash 4 to ARFF equipment list.
01/2024	319-1	Identified who provides ARFF services at MLB
01/2024	319-2 (E)	Added “initiate discharge of foam and/or dry chem”
01/2024	319-3, Section 3	Added “consecutive calendar”
01/2024	319-4, Section 7	Corrected mHz to MHz
01/2024	319-6 (J)	Corrected paragraph spacing.
01/2024	321-1 (D) – 321-2	Added “consecutive calendar”. Changed exceed to exceeding.
01/2024	325-1 (C)	Added “consecutive calendar”.
01/2024	327-1 (A) & (C)	Updated paragraph verbiage.
01/2024	327-2 (D)	Added “consecutive calendar”.
01/2024	331-1 (A), Section 2	Corrected missing parentheses.
01/2024	331-4 (A), Section 5	Added “consecutive calendar”.
01/2024	337-2 (C) & (D)	Referenced recent WHMP update. Added “consecutive calendar”.
01/2024	339-1 (A)	Added “call Flight Services NOTAM phone line”.
01/2024	343-1	Added Non-Complying Conditions Section to ACM
01/2024	Appendix A-D	Updated cover sheets to each appendix

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AIRPORT CERTIFICATION MANUAL
DISTRIBUTION LIST

The official file copy of the Airport Certification Manual is maintained in the Airport Executive Director's Office.

Copies or portions of the Airport Certification Manual, including all revisions and amendments, are distributed to the following:

Main Body of the ACM

1. Executive Director's Office
2. Director of Operations & Maintenance
3. Assistant Director of Airport Operations & Maintenance
4. Director of Communications
5. Director of Public Safety
6. Airport Ground Services Manager
7. Airport Operations Officer
8. Airport Commercial Business Center Supervisor
9. Airport Terminal Operations Supervisor
10. Airfield Maintenance Supervisor
11. Airport Operations & Maintenance Department (3 copies)
12. Airport Police Department (2 copies)
13. ATCT
14. FAA – ASO ASCI
15. City of Melbourne Fire Department (Station 73 - ARFF)

Airport Marking and Sign Plan (Appendix A) in addition to Main Body of ACM:

1. Executive Director's Office
2. Director of Operations & Maintenance
3. Assistant Director of Operations & Maintenance
4. Airport Operations and Maintenance Department
5. ATCT

Wildlife Hazard Management Plan (Appendix B) in addition to Main Body of ACM:

1. Executive Director's Office
2. Director of Operations & Maintenance
3. Assistant Director of Operations & Maintenance
4. Airport Operations & Maintenance Department (3 copies)
5. ATCT

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Airport Emergency Plan Only (Appendix C):

1. Executive Director's Office
2. Director of Public Safety
3. Director of Operations & Maintenance
4. Assistant Director of Operations & Maintenance
5. Airport Public Information Officer
6. Airport Operations Officer
7. Airport Commercial Business Center Supervisor
8. Airport Operations & Maintenance Department (2 copies)
9. Airport Terminal Supervisor
10. Airport Police Department (2 copies)
11. Air Traffic Control Tower (ATCT)
12. Allegiant Airlines (Digital Copy)
13. American Airlines (Digital Copy)
14. TSA – Regulatory (Digital Copy)
15. TSA – Security Screening (Digital Copy)
16. Brevard County Emergency Operations Center (EOC) (Digital Copy)
17. Brevard County Sherriff's Office (Digital Copy)
18. Brevard County Fire Rescue (Digital Copy)
19. City of Melbourne Fire Department (Fire Chief) (Digital Copy)
20. City of Melbourne Police Department (Communications Center) (Digital Copy)
21. City of Melbourne Fire Department (Station 73 - ARFF)
22. Brevard County Medical Examiner Office (Digital Copy)
23. Delta Air Lines (Digital Copy)
24. Federal Bureau of Investigation (FBI)
25. First Flight (Digital Copy)
26. FAA – ASO ASCI (Digital Copy)
27. Holmes Regional Medical Center (Health First) (Digital Copy)
28. Melbourne Police Department (Digital Copy)
29. Melbourne Regional Medical Center (Digital Copy)
30. Menzies Aviation (Digital Copy)
31. Northrop Grumman (ARFF Chief) (Digital Copy)
32. Patrick Space Force Base (Digital Copy)
33. Red Cross (Digital Copy)
34. Space Coast Area Transit (SCAT) (Digital Copy)
35. TSA – Regulatory (Digital Copy)
36. TSA – Security Screening (Digital Copy)
37. Tui Airlines (Digital Copy)
38. United States Coast Guard (Digital Copy)
39. United States Customs & Border Protection (Digital Copy)

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SECTION 100 – GENERAL REQUIREMENTS

A. ADMINISTRATOR'S ADDITIONAL PROVISIONS, LIMITATIONS, & EXEMPTIONS

1. **Additional Provisions – None.**
2. **Limitations – None.**
3. **Exemptions – None.**

B. AIRPORT INFORMATION

1. ADDRESS

Mailing address:

Melbourne Orlando International Airport
One Air Terminal Parkway, Suite 220
Melbourne, FL 32935

Phone number: 321-723-6227

2. LOCATION

The Melbourne Orlando International Airport (hereinafter referred to as "**Airport**") is located approximately 1.5 miles northeast of downtown Melbourne, in Brevard County, Florida.

3. AIRPORT OPERATOR/CLASS

The Airport is owned by the City of Melbourne and operated by the City of Melbourne Airport Authority. The Airport operates as a Class I airport under 14 CFR Part 139.

4. RUNWAY AND TAXIWAY IDENTIFICATION SYSTEM

The runways carry the standard magnetic heading identification, which are as follows:

- Runway 5-23 – 75' x 3001'
- Runway 9R-27L – 150' x 10181'
- Runway 9L-27R – 150' x 6000'

Taxiways are identified by a single letter, and/or single letter and number combination (e.g., S1) and include the following:

- Taxiway A – Parallel to Runway 9R-27L
- Taxiway B – Taxiway turnaround at Runway 9L approach/ Temporary Compass Calibration Pad location.

- Taxiway C – Taxiway connecting Runway 9L-27R and 9R-27L / Intersects Taxiway K, Taxiway A, Taxiway F, Runway 5-23 and Taxiway D / Intersects Taxiway V1 and Taxiway V2
- Taxiway D – Parallel to Runway 5-23
- Taxiway E – Stub taxiway for Runway 5-23
- Taxiway F – Parallel to Runway 5-23
- Taxiway G – Stub taxiway to Taxiway K
- Taxiway H – Stub taxiway to Taxiway K
- Taxiway K – Parallel to Runway 9L-27R / Doglegs south, east of Runway 9L-27R, terminating at Runway 9R-27L
- Taxiway L – Stub taxiway for Runway 9R-27L
- Taxiway M – Exit taxiway for Runway 9L-27R / Intersects Taxiway K
- Taxiway N – Stub taxiway for Runway 9R-27L
- Taxiway Q – Perpendicular taxiway intersecting Runway 9L-27R, Runway 9R-27, Taxiway A, and Taxiway K
- Taxiway R – High speed exit taxiway for Runway 9R / Intersects Taxiway A
  Taxiway S – Exit Taxiway for Runway 9R-27L / Intersects Taxiway S1
- Taxiway S – Taxiway connecting Runway 9R-27L to S1 and Sheltair Apron entrances.
- Taxiway S1 – Stub taxiway connecting Taxiway K and Taxiway S
- Taxiway T – Exit taxiway for Runway 9R-27L / Terminal apron entrance
- Taxiway U – Taxiway connecting Taxiway T to “MRO Apron”
- Taxiway V – High speed exit taxiway for Runway 9R / General aviation Apron taxi route south of Taxiway A / intersects Runway 5-23
- Taxiway V1 – Taxiway connecting Taxiway V and Taxiway C
- Taxiway V2 – Taxiway connecting Taxiway V and Taxiway C

5. APRONS

The apron areas are as follows:

- Sheltair Aviation Apron
- Northside Apron
- Embraer Delivery Apron
- Embraer Production Apron
- Florida Tech Aviation Apron
- Ground Run-up Enclosure Apron (available to aircraft with wingspan <118’)
- Grumman Flight Apron
- Grumman North Apron
- Grumman South Apron
- Harris Apron
- Hut Apron

- Maintenance Repair Overhaul Apron
- North T-Hangar Apron
- Northwest Apron
- SATCOM Apron
- South T-Hanger Apron
- Terminal Apron
- US Customs Apron

6. AREAS AVAILABLE FOR AIR CARRIERS

Movement Areas

The following movement areas are available for use by air carrier aircraft:

- Runway 9L/27R
- Runway 9R/27L
- Taxiway A
- Taxiway B
- Taxiway C, between Taxiway A and Taxiway K
- Taxiway G
- Taxiway K
- Taxiway K1
- Taxiway L
- Taxiway M
- Taxiway N
- Taxiway Q
- Taxiway R
- Taxiway S
- Taxiway S1
- Taxiway T
- Taxiway U
- Taxiway V, between Runway 9R-27L and Taxiway A

Apron Areas

The following aprons are available for use by air carrier aircraft:

- Sheltair Aviation Apron
- North Apron
- Grumman Flight Apron
- Grumman North Apron
- Grumman South Apron
- Maintenance Repair Overhaul Apron
- Northwest Apron
- Terminal Apron
- US Customs Apron

7. AREAS NOT AVAILABLE FOR AIR CARRIERS

The following areas are not available for use by air carriers and are excluded from airport certification requirements:

- Runway 5-23 (except for crossing at TWY A & TWY R)
- Taxiway C, South of Taxiway A
- Taxiway D
- Taxiway E
- Taxiway F
- Taxiway H
- Taxiway V, South of Taxiway A
- Taxiway V1
- Taxiway V2
- Florida Tech Aviation Apron
- Harris Apron
- Hut Apron
- North T-Hangar Apron
- SATCOM Apron
- South T-Hangar Apron

8. AIRLINE SERVICE

Airline service is provided by:

- Delta Air Lines
  - B737 with approximately 160 seats
  - B717 with approximately 110 seats
  - CRJ-700 with approximately 69 seats
  - CRJ-900 with approximately 76 seats
  - A321 with approximately 192 seats

- American Airlines, operated by PSA
  - A319 with approximately 128 seats
  - CRJ-700 with approximately 70 seats
  - CRJ-900 with approximately 76 seats
  - ERJ-175 with approximately 76 seats

- Allegiant Air
  - A319 with approximately 156 seats
  - A320 with approximately 186 seats

- Sun Country Airlines
  - B737-700 with approximately 147 seats
  - B737-800 with approximately 189 seats
- TUI Airways UK
  - B787-800 with approximately 300 seats
  - B787-900 with approximately 345 seats

SECTION 105 – INSPECTION AUTHORITY

The Airport shall allow the Administrator to make any inspections, including unannounced inspections, or tests to determine compliance with 14 CFR Part 139.

SECTION 113 – DEVIATION TO PART 139 REQUIREMENTS

A. DEVIATION

In an emergency condition requiring immediate action for the protection of life or property, the Airport may deviate from an operations requirement of Title 14 CFR Part 139, Subpart D, or the Airport Certification Manual, to the extent required to meet that emergency.

B. REPORTING

In the event of a deviation, the Airport shall notify the FAA Regional Airports Division by phone or email within 14 days of the deviation's nature, extent, and duration. If requested by FAA, the Airport shall submit a report in writing to the FAA Regional Airports Division Manager.

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SECTION 115 – FALSIFICATION, REPRODUCTION, OR ALTERATION OF CERTIFICATES, REPORTS, OR RECORDS

A. The Airport shall not make or cause to be made:

(1) Any fraudulent or intentionally false entry in any record or report required to be made, kept, or used to show compliance with any requirement under this part.
(2) Any reproduction, for a fraudulent purpose, of any certificate or approval issued under this part.
(3) Any alteration, for a fraudulent purpose, of any certificate or approval issued under this part.

B. The Airport understands that the commission of an act prohibited under 14 CFR Part 139.115 is a basis for suspending or revoking of the Airport Operating Certificate by the FAA.

SECTION 201 – ACM MAINTENANCE/REVISIONS

A. ACM MAINTENANCE

The Airport will:

1. Maintain the ACM current at all times. The Operations Manager, under the direction of the Director of Operations and Maintenance, is responsible for maintaining the currency of the ACM.

2. Maintain at least one complete and current copy of the approved ACM at the airport, which will be available for inspection by the FAA. This copy will be maintained in the Airport Operations office.

3. Furnish the applicable portions of the FAA approved ACM to the personnel responsible for its implementation.

4. Ensure that the Regional Airports Division is provided a complete copy of the most current ACM including any amendments approved under 14 CFR Part 139.205.

B. ACM REVISIONS/AMENDMENTS

The following procedure is in effect for revisions/amendments to the ACM:

1. Revisions will be submitted electronically to the Airport's assigned 14 CFR Part 139 Inspector and/or to the following address for review and approval:
   Federal Aviation Administration
   Attn: (ACSI Name)
   1701 Columbia Ave
   College Park, GA 30337

2. Amendments to the ACM are significant changes to the ACM concerning compliance method to 14 CFR Part 139 requirements and will be submitted at least 30 days before the proposed effective date. Revisions will be submitted as needed to maintain currency.

3. The ACM Page Revision Log will be completed and submitted with the revision.

4. Each page of the revision, including the Page Revision Log, will have the date of the revision. This date will be affixed by the FAA ACSI by way of date stamp upon approval of revision.

5. Upon FAA approval, copies of the approved revision will be made and distributed to holders of the Airport Certification Manual listed on the Distribution List.

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SECTION 301 – RECORDS

A. FURNISH RECORDS

Upon request of the Administrator, the Airport will furnish records listed under this section.

B. LIST OF REQUIRED RECORDS

The Airport will maintain the following records:

1. Personnel Training – 24 consecutive calendar months for personnel training records under Sections 303 and 327.
2. Emergency Personnel Training – 24 consecutive calendar months for ARFF & emergency medical service personnel training records under Section 319.
3. Airport Fueling Agent Inspection – 12 consecutive calendar months for records of inspection of airport fueling agents under Section 321.
4. Fueling Personnel Training – 12 consecutive calendar months for training records of fueling personnel under Section 321.
5. Self-Inspection – 12 consecutive calendar months for self-inspection records under Section 327.
6. Movement Areas and Safety Areas Training – 24 consecutive calendar months for records of training given to pedestrians and ground vehicle operators with access to movement areas and safety areas under Section 329.
7. Accident and Incident – 12 consecutive calendar months for each accident or incident in movement areas and safety areas involving an air carrier aircraft and/or ground vehicle under Section 329.
8. Wildlife Hazard Management (If applicable) – 24 consecutive calendar months for training related to wildlife hazard management.
9. Airport Condition – 12 consecutive calendar months for records of airport condition information dissemination under Section 339.

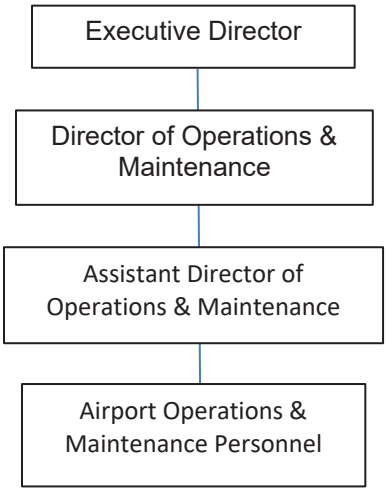
C. ADDITIONAL RECORDS

The Airport will make and maintain any additional records required by the Administrator.

SECTION 303 – PERSONNEL

A. LINES OF SUCCESSION OF OPERATIONAL RESPONSIBILITY

The following is the lines of succession of airport operational responsibility:



B. KEY PERSONNEL

Executive Director (Greg Donovan)

The senior leader in the organization. Performs highly responsible administrative and supervisory work directing the operations, maintenance and security of the Melbourne Orlando International Airport. The Executive Director exercises considerable independent judgment in planning airport operational procedures and development. The Director of Aviation has overall responsibility and signing authority for most airport activities. This is an “at will” position and work is reviewed by the City of Melbourne Airport Authority Board.

Plans, organizes, coordinates and directs the internal procedures of the departmental operations including finance, accounting, leasing procedures, purchasing, airport safety regulations, and terminal operations.

Directs the preparation of reports and maintenance of records covering operations of the airport.

Inspects and surveys airport facilities and coordinates plans for major construction, maintenance and repair with consulting engineers, architects, contractors and FAA, including major work on runways, taxiways, lighting, terminal and other building facilities.

Provides competent staff to ensure safety and compliance with all federal, state and local regulations.

Director of Operations and Maintenance (Cliff Graham)
Under general direction, plans, manages, directs and coordinates activities of the Operations and Maintenance Department. Oversees and directs programs, projects and contracts and staff for Airfield Operations & Maintenance, Landside Operations & Maintenance, Terminal Services and Network & Computer Systems.
Serves as a principal liaison to federal, state and local aviation entities.
Administers the daily activities at Melbourne Orlando International Airport to ensure safe, secure, and efficient operations in the best interest of the general public by adhering to established rules, regulations and criteria of federal, state and local governments.
Provides support in securing federal and state grants for infrastructure, facilities, airport safety equipment, and safety related projects.

Reviews Airport Authority and tenant construction proposals that directly affect operations to ensure safety and security and to minimize operational interruptions.

Develops, recommends and enforces airside operational policies, regulations and procedures governing aerial control systems and airside ground safety.

Assumes responsibility for airfield operations and ensures the airport is operated in accordance with applicable federal, state and local rules/regulations including those by the FAA, TSA and state.

Plans and implements emergency response operations, including developing plans/procedures and coordinating these plans with airport tenants, air carriers, and other mutual aid agencies; directs and oversees the testing of emergency plans and procedures in accordance with FAA directives.

Responds to emergencies, either in person or by delegation of authority - on or off duty, in a manner consistent with the nature of the call to provide resources to resolve the situation in a safe and timely manner.

Assistant Director of Operations & Maintenance (Stephanie Betts)
Under the general direction of the Director of Operations and Maintenance, responsible for the condition, repair and replacement of Airport aviation facilities and systems. In accordance with airport directives, policies and procedures, design plans, the Airport Operations Manager allocates resources, manages on-going inspections, performs maintenance, and provides technical support to all activities required to ensure that airport facilities remain and operate in a safe, efficient, and serviceable condition at all times.

Manages and directs 14 CFR Part 139 “Certifications of Airports” Program at the Melbourne Orlando International Airport.

Under the general direction of the Director of Operations and Maintenance, plans the sequence of work programs and projects necessary to accomplish general responsibilities in a timely manner.

Directs the day-to-day activities of the airport operations staff.

Responds to all aircraft incidents or other significant events and assumes on-site responsibility for airport operations in coordinating response as appropriate.

Responsible for safety inspections of runways, taxiways, and aircraft parking areas; lighting systems; records results of inspections; and reports discrepancies on airfield inspection log for correction.

Assists airport staff during emergencies involving aircraft or vehicle accidents, incidents, inclement weather conditions, and assists in fuel spill clean ups to protect the environment.

Plans and coordinates special airfield events, including air shows, to ensure 14 CFR Part 139 compliance. Works with local government agencies for specialized assistance as required.

C. PERSONNEL REQUIREMENTS

The Airport will comply with the following personnel requirements:

Maintain sufficient qualified personnel to comply with the requirements of the ACM and the requirements of Title 14 CFR Part 139.

Equip personnel with sufficient resources needed to comply with the requirements of Title 14 CFR Part 139.

Train all personnel who access movement areas and safety areas and perform duties in compliance with the requirements of the ACM and 14 CFR Part 139. This training must be completed before the initial performance of such duties and at least once every 12 consecutive calendar months. The curriculum for initial and recurrent training must include at least the following areas:

a. Airport Familiarization, including airport marking, lighting, and signs.
b. Procedures for access to, and operation in, movement areas and safety areas, as specified under 14 CFR Part 139.329.

c. Airport communications, including radio communication between the air traffic control tower and personnel, use of the common traffic advisory frequency (CTAF) if the tower is not in operation, and procedures for reporting unsafe airport conditions.
d. Duties required under the Airport Certification Manual and the requirements of 14 CFR Part 139.
e. Any additional subject areas required under 14 CFR Part 139 Sections 319, 321, 327, 329, 337, and 339, as appropriate.

2. Make a record of all training completed by each individual in compliance with this section that includes, at a minimum, a description and date of training received. Such records shall be maintained for 24 consecutive calendar months after completion of training.

3. As appropriate, comply with the following training requirements of this ACM:

a. Section 319 - Aircraft rescue and firefighting: Operational requirements;
b. Section 321 - Handling and storage of hazardous substances and materials;
c. Section 327 - Self-inspection program;
d. Section 329 - Pedestrians and Ground Vehicles;
e. Section 337 - Wildlife hazard management; and
f. Section 339 - Airport condition reporting

D. PERSONNEL TRAINING PROGRAM

A training curriculum has been prepared for the below listed subjects related to the airport certification program required by 14 CFR Part 139.303(c).

The following personnel are required to receive initial and annual recurrent training in airport certification related areas as required by 14 CFR Part 139.303(c).

1. **Airport Maintenance** personnel are trained in accordance with a training curriculum addressing the following subjects:
   a. Airport Certification Manual (ACM)
   b. Operational Safety on Airports During Construction
   c. Ground Vehicle/Pedestrian Operations on the Non-movement Area
   d. Ground Vehicle/Pedestrian Operations on the Movement Area, as applicable
   e. Responsibilities in the Airport Emergency Plan (AEP)

2. **Airport Operations** personnel are trained in accordance with a training curriculum addressing the following subjects:
    a. Airport Certification Manual (ACM)
    b. Ground Vehicle/Pedestrian Operations on the Non-movement Area
    c. Ground Vehicle/Pedestrian Operations on the Movement Area
    d. Airport Self Inspection Program
    e. Inspection of Fueling Operations, as applicable
    f. Responsibilities in the Airport Emergency Plan (AEP)
    g. Wildlife Hazard Management
    h. Snow and Ice Control Plan
    i. Airport Condition Reporting and NOTAM Manager, as applicable

3. **FAA Technical Operations** personnel are trained in accordance with a training curriculum addressing the following topics:
    a. Ground Vehicle/Pedestrian Operations on the Non-movement Area (24 consecutive calendar months)
    b. Ground Vehicle/Pedestrian Operations on the Movement Area (12 consecutive calendar months)

4. **FBO/Airline** personnel are trained in accordance with a training curriculum addressing the following topics:
    a. Ground Vehicle/Pedestrian Operations on the Non-movement Area (24 consecutive calendar months)

5. **Aeronautical Tenants** and their personnel requiring access to the AOA are trained in accordance with a training curriculum addressing the following topics:
    a. Ground Vehicle/Pedestrian Operations on the Non-movement Area (24 consecutive calendar months)

6. **National Weather Service** personnel are trained in accordance with a training curriculum addressing the following topics:
    a. Ground Vehicle/Pedestrian Operations on the Non-movement Area (24 consecutive calendar months)
    b. Ground Vehicle/Pedestrian Operations on the Movement Area (12 consecutive calendar months)

7. **Northrop Grumman Fire Rescue** personnel are trained, at their location by their Trainer, using at a minimum training material provided by the Airport for the below listed topics. Records of the 14 CFR Part 139 required training conducted by Northrop Grumman Fire Rescue are provided to the Airport annually or on request.
    a. Ground Vehicle/Pedestrian Operations on the Non-movement Area (24 consecutive calendar months)
    b. Ground Vehicle/Pedestrian Operations on the Movement Area (12 consecutive calendar months)

8. **ARFF** personnel are trained in accordance with a training curriculum addressing the following topics:
    a. Ground Vehicle/Pedestrian Operations on the Non-movement Area (24 consecutive calendar months)
    b. Ground Vehicle/Pedestrian Operations on the Movement Area (12 consecutive calendar months)
    c. All applicable training as required by 14CFR139.319 and described in "Section 319 – Aircraft Rescue & Firefighting Operations" of this document.

9. **Fuel Farm Operators** are trained in accordance with a training curriculum addressing the following topics:
    a. Ground Vehicle/Pedestrian Operations on the Non-movement Area (24 consecutive calendar months)
    b. Ground Vehicle/Pedestrian Operations on the Movement Area (12 consecutive calendar months); As **authorized and applicable,** personnel are trained, at their location by their Trainer, using at a minimum training material provided by the Airport. Records of the 14 CFR Part 139 required training conducted by applicable entities are provided to the Airport annually or on request.
    c. All applicable training as required by 14CFR139.321 and described in "Section 321 – Handling and Storing of Hazardous Substances and Materials" of this document.

10. **Authorized Construction** personnel are trained in accordance with a training curriculum addressing the following topics as appropriate for the project:
    a. Ground Vehicle/Pedestrian Operations on the Non-movement Area (24 consecutive calendar months)
    b. Ground Vehicle/Pedestrian Operations on the Movement Area (12 consecutive calendar months)
    c. Construction Safety Phasing Plan

11. **Embraer** personnel are trained, at their location by their Trainer, using authorized training material provided by the Airport for the below listed topics. Records of the 14 CFR Part 139 required training conducted by Embraer are provided to the Airport annually or on request and are maintained on file by the airport.
    a. Ground Vehicle/Pedestrian Operations on the Non-movement Area (24 consecutive calendar months)
    b. Ground Vehicle/Pedestrian Operations on the Movement Area (12 consecutive calendar months).

12. **Sheltair Aviation** personnel are trained, at their location by their Trainer, using authorized training material provided by the Airport for the below listed topics. Records of the 14 CFR Part 139 required training conducted by Sheltair Aviation are provided to the Airport annually or on request and are maintained on file.
    a. Ground Vehicle/Pedestrian Operations on the Non-movement Area (24 consecutive calendar months)
    b. Ground Vehicle/Pedestrian Operations on the Movement Area, limited to (12 consecutive calendar months)

SECTION 305 – PAVED AREAS

A. REQUIRED CONDITIONS OF PAVED AREAS

Airport pavement areas, including aprons available for air carrier operations, shall be promptly repaired and maintained as follows:

1. Pavement edges shall not exceed 3 inches difference in elevation between abutting pavement sections and between pavement and abutting areas.

2. Pavement shall have no holes exceeding 3 inches in depth nor any hole the slope of which from any point in the hole to the nearest point at the lip of the hole is 45 degrees or greater as measured from the pavement surface plane, unless, in either case, the entire area of the hole can be covered by a 5-inch diameter circle.

3. The pavement must be free of cracks and surface variations that could impair directional control of air carrier aircraft, including any pavement crack or surface deterioration that produces loose aggregate or other contaminants.

4. Mud, dirt, sand, loose aggregate, debris, foreign objects, rubber deposits, and other contaminants shall be removed promptly and as completely as practicable, except the associated use of materials such as sand and deicing solutions for snow and ice control.

5. Any chemical solvent that is used to clean any pavement area shall be removed as soon as possible, consistent with the instructions of the manufacturer of the solvent, except for the associated use of deicing solutions for snow and ice control.

6. Pavement shall be sufficiently drained and free of depressions to prevent ponding that obscures markings or impairs safe aircraft operations.

B. MAINTENANCE OF PAVED AREAS

Corrective action shall be initiated by Airport Maintenance personnel as soon as practical when any unsatisfactory conditions are found in the paved areas. Airport Maintenance personnel are responsible for correction of any unsatisfactory conditions on paved areas. If Director of Operations and Maintenance, or designated representative, determines that an uncorrected condition in a paved area is unsafe for aircraft operations, that portion of the airport shall be closed to air carrier operations until the unsafe condition is corrected.

SECTION 309 – SAFETY AREAS

A. SAFETY AREA DIMENSIONS

Safety area dimensions conform to FAA standards in Advisory Circular (AC) 150/5300-13, *Airport Design*. Safety area dimensions are as follows:

Safety Area	Width	Length
Runway 9R/27L	500 ft. (250 ft. from CL)	1,000 ft. beyond runway end
Runway 9L/27R	400 ft. (200 ft. from CL)	1,000 ft. beyond runway end
Runway 5/23	120 ft. (60 ft. from CL)	240 ft. beyond runway end
Taxiway A	171 ft. (85.5 ft. from CL)	(West of Taxiway L)
Taxiway B	171 ft. (85.5 ft. from CL)	
Taxiway C	171 ft (85.5 ft. from CL)	(Between Taxiway A & Taxiway K)
Taxiway C	79 ft. (39.5 ft. from CL)	(South of Taxiway A)
Taxiway D	79 ft. (39.5 ft. from CL)	
Taxiway E	79 ft. (39.5 ft. from CL)	
Taxiway F	49 ft. (24.5 ft. from CL)	
Taxiway G	118 ft. (59 ft. from CL)	
Taxiway H	79 ft. (39.5 ft. from CL)	
Taxiway K	79 ft. (39.5 ft. from CL)	(West of Taxiway M)
Taxiway K	118 ft. (59 ft. from CL)	(East of Taxiway M)
Taxiway K1	79 ft. (39.5 ft. from CL)	
Taxiway K2	79 ft. (39.5 ft. from CL)	
Taxiway L	171 ft. (85.5 ft. from CL)	
Taxiway M	171 ft. (85.5 ft. from CL)	
Taxiway N	171 ft. (85.5 ft. from CL)	
Taxiway Q	171 ft. (85.5 ft. from CL)	(South of Runway 9L-27R)
Taxiway Q		(North of Runway 9L-27R)
Taxiway R	171 ft. (85.5 ft. from CL)	
Taxiway S	79 ft. (39.5 ft. from CL)	
Taxiway S1	79 ft. (39.5 ft. from CL)	
Taxiway T	171 ft. (85.5 ft. from CL)	
Taxiway U	171 ft. (85.5 ft. from CL)	
Taxiway V	171 ft. (85.5 ft. from CL)	(North of Taxiway A)
Taxiway V	49 ft. (24.5 ft. from CL)	(Taxiway A to Taxiway V1)
Taxiway V	79 ft. (39.5 ft. from CL)	(South of Taxiway V1)
Taxiway V1	79 ft. (39.5 ft. from CL)	
Taxiway V2	49 ft. (24.5 ft. from CL)	

B. REQUIRED CONDITIONS OF SAFETY AREAS

Safety area conditions are maintained as follows:

1. Each safety area shall be cleared and graded, and shall be maintained free of potentially hazardous ruts, humps, depressions, or other potentially hazardous surface variations.

2. Each safety area shall be drained by grading and storm sewers to prevent water accumulation.

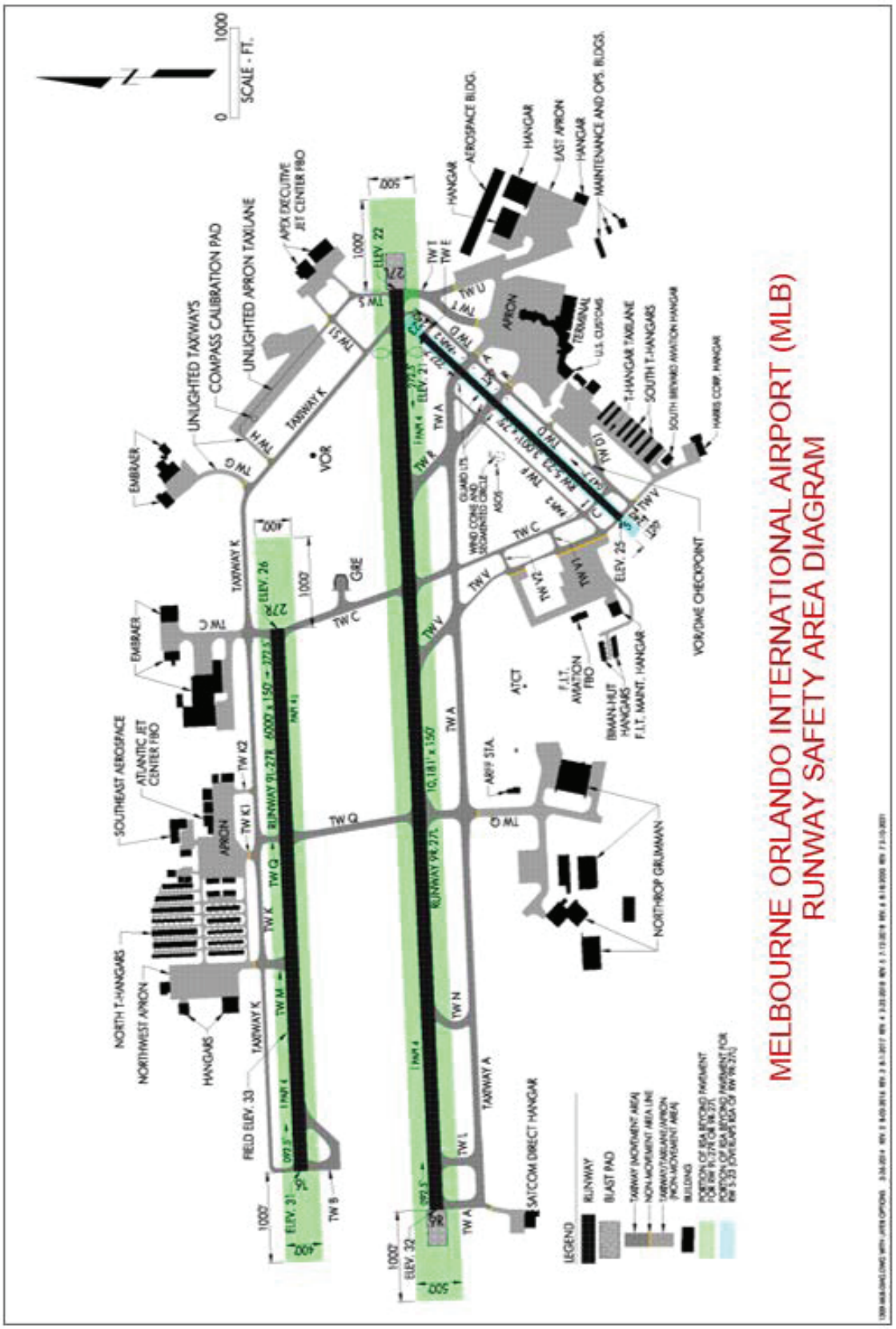
3. Each safety area shall be capable under dry conditions of supporting aircraft rescue and firefighting equipment and the occasional passage of aircraft without causing major damage. Manhole or duct access covers within the safety areas are constructed from steel of sufficient thickness and strength to support equipment and aircraft.

4. No objects shall be located in any safety area, except for objects that need to be located in the safety areas because of their function. These objects shall be constructed, to the extent practical, on frangible mounted structures of the lowest practical height and maintained so the frangible point is no higher than 3 inches above grade.

5. Safety areas shall conform to dimensions acceptable to the FAA if any runways or taxiways are constructed, reconstructed, or extended.

C. MAINTENANCE OF SAFETY AREAS

Corrective action shall be initiated by Airport Maintenance staff as soon as practical when any unsatisfactory conditions are found in the safety areas.



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JNF
Airport Certification Safety Inspector

SECTION 311 – MARKING, SIGNS, AND LIGHTING

A. MARKING

The Airport will provide and maintain marking systems for air carrier operations in accordance with 14 CFR Part 139.311(a) and AC 150/5340-1, *Standards for Airport Markings*

1. Runways/Taxiways
   Runways and taxiways are marked as follows:

   a. Runway 9R – PIR
   b. Runway 27L – NPI with displaced threshold markings
   c. Runway 9L – NPI
   d. Runway 27R – NPI
   e. Runway 5-23 - Visual
   f. Taxiways are marked with centerlines and include, where applicable, continuous type edge markings, dashed type edge markings, and/or lead lines.
   g. Enhanced taxiway centerline markings have been installed at all runway holding positions on taxiways.

2. Holding Position Markings
   The Runway Design Code (RDC) for Runway 9R/27L is D-IV, however, out of an abundance of caution and to accommodate larger aircraft and the future RDC of D-V as set forth in the MLB Runway Data table in the Master Plan Update, all runway holding position markings for this runway are located 280 feet from runway centerline.

   The RDC for Runway 9L/27R is D-II with all holding position markings located 250 feet from centerline.

   The RDC for Runway 5/23 is an A-I Small with all holding position markings located 125 feet from centerline.

   All holding position markings are in accordance with AC 150/5340-1, *Standards for Airport Markings*, and AC 150/5300-13, *Airport Design.,* (current editions).

B. SIGNS

1. Signs Identifying Taxi Routes
   The Airport will provide and maintain a sign system for air carrier operations in accordance with 14 CFR Part 139.311(b) and the Marking and Sign Plan included as Appendix A. The signs will meet standards in AC 150/5340-18 (current edition), *Standards for Airport Sign Systems*, and sign specifications in AC 150/5345-44 (current edition), *Specifications for Taxiway and Runway Signs*.

2. Holding Position Signs
   Holding position signs are installed at all holding positions in accordance with the Marking and Sign Plan included as Appendix A. The signs will meet standards in AC 150/5340-18 (current edition), *Standards for Airport Sign Systems*, and sign specifications in AC 150/5345-44 (current edition), *Specifications for Taxiway and Runway Signs*.

3. Surface Painted Holding Position Signs (SPHPS)
   SPHPS are installed at all runway holding positions on taxiways in accordance with standards in AC 150/5340-1 (current edition), *Standards for Airport Markings,* and are depicted on the Sign and Marking Plan in Appendix A of the ACM.

C. LIGHTING

The Airport will provide and maintain lighting systems for air carrier operations in accordance with 14 CFR Part 139.311(c) and AC 150/5340-30 (current edition), *Design and Installation Details for Airport Visual Aids*, to meet the specifications for the lowest approach minimums authorized for each runway.

1. Runways

   Runway 9R/27L – High Intensity Runway Lights (HIRL)
   Runway 9L/27R – Medium Intensity Runway Lights (MIRL)
   Runway 5/23 – Medium Intensity Runway Lights (MIRL)

   Runway lights are bidirectional white/yellow to mark the caution zone on the last 2000 feet of each end of Runway 9R/27L and Runway 9L/27R. There is no caution zone lighting on Runway 5/23 as it is a visual runway.

   Displaced threshold lights are installed at the displaced threshold for Runway 27L, approximately 700 feet west of the east end of the runway.

   Centerline lighting is provided on Runway 9R/27L.

Touchdown zone lighting is provided on Runway 9R in approximately the first third of the runway.

2. Taxiways

   Medium intensity taxiway edge lighting is installed on all taxiways available for air carrier operations.

3. Airfield Standby Generator
   To ensure a constant source of power for airfield lighting, the Airport maintains a diesel generator as a backup to commercial power for the electrical vault, which powers the Runway and Taxiway lighting systems, guidance and hold short signage, wind cones, Precision Approach Path Indicators (PAPIs), and Runway 5-23 elevated guard lights.

   The generator is tested weekly and preventative maintenance tests and inspections are performed annually at a minimum.

4. Navigational Aids (NAVAIDs) and Visual Landing Aids
   Airport-provided and maintained NAVAIDs are as follows:

   - Runway 9R and 27L – Precision Approach Path Indicator (PAPI)
   - Runway 9L and 27R – PAPI
   - Runway 5 and 23 – PAPI

   FAA-owned and maintained NAVAIDs are as follows:

   - Runway 9R – Instrument Landing System (ILS), Medium Intensity Approach Light System with Runway Indicator Lights (MALSR)
   - Runway 27L – Runway End Identifier Lights (REIL)
   - Doppler Very High Frequency Omni Range (DVOR / Distance Measuring Equipment (DME)

5. Obstruction Lighting
   All obstruction lighting maintained by the Airport, National Weather Service, Florida Power and Light (FPL), and Northrop Grumman (NGC) shall be maintained in accordance with AC 70/7460, *Obstruction Marking & Lighting (current edition)*.

   a. Obstruction lighting is maintained by the Airport for the following objects:

      1. Airport beacon
      2. Primary wind cone
      3. Supplemental wind cones (3)

4. Air Traffic Control Tower (2) (901 Tower Access Road)
5. Ground Run-up Enclosure (8)

b. Obstruction lighting is maintained by the FAA for the following objects:

1. Localizer antenna (2)
2. Glide Slope (2)
3. ATCT & Airport Beacon (2) (911 Tower Access Road)
4. DVOR / DME (2)
5. Airport Surveillance Radar (ASR) (2)

c. Obstruction lighting is maintained by the National Weather Service (NWS) for the following object:

1. Weather instruments towers (2) directly adjacent to primary wind cone.

d. Obstruction lighting is maintained by FPL for the following objects:

1. Poles (5) for high tension power lines on the approach to Runway 9R at Wickham Road.

e. Obstruction lighting is maintained by NGC for the following objects:

1. Radomes (2)
2. Antenna array on NGC buildings (1).
3. Hangar (2)

6. Airport Beacon
The Airport is equipped with a rotating beacon with a green and white lens, located on the ATCT rooftop, located on the south side of the Airport, approximately 1,600 feet southeast of the ARP.

7. Lighting Interference
All other lighting on the airport for aprons, parking areas, roadways, fuel storage areas, and buildings, is adjusted or shielded to prevent interference with air traffic control and aircraft operations.

D. MAINTENANCE

1. Each marking, sign, and lighting system installed on the airport that is owned by the airport will be properly maintained by cleaning, replacing, or repairing any faded, missing, or nonfunctional item. Items will also be maintained unobscured, clearly visible, and each item shall provide an accurate reference to airport users.

2. Each lighting system will be maintained at least to the minimum operational criteria listed below, or per tolerances defined Table A-8, of AC 150/5340-26 (current

edition), *Maintenance of Airport Visual Aid Facilities.* The operating limits for lighting systems before a system is considered inoperable are as follows:

Runway edge lights
- 85% operable for Visual, Non-precision or Cat 1 runways
  - *Runway 9R/27L (Cat 1) – 104 total (89 operable / 15 inoperable tolerance)*
  - *Runway 9L/27R (NPI) – 57 total (48 operable / 9 inoperable)*
  - *Runway 5/23 (Visual) – 32 total (27 operable / 5 inoperable)*

Runway centerline lights
- 95% operable
  - *Runway 9R/27L – 202 total (192 operable / 10 inoperable tolerance)*

Runway TDZ lights
- 90% operable
  - *Runway 9R – 180 total (162 operable / 18 inoperable tolerance)*

Runway end/threshold lights
- 75% operable (No more than two lights inoperable at any runway end)
  - *Runway 9R/27L – 24 total (18 operable / 6 inoperable or 2 inoperable on a single end)*
  - *Runway 9L/27R – 16 total (12 operable / 4 inoperable or 2 inoperable on a single end)*
  - *Runway 5/23 – 16 total (12 operable / 4 inoperable or 2 inoperable on a single end)*

Taxiway edge lights
- 85% operable (applies to each individual taxiway)

Elevated Runway Guard Lights
- No more than one light **per fixture** inoperable

In order to provide continuity of visual guidance, the allowable percentage of inoperable lights shall not be in such a way as to alter the basic pattern of the lighting system.

Maintenance of lighting for holding position signs will receive high priority. If the lighting for a holding position sign cannot be immediately repaired, a Notice to Air Missions (NOTAM) will be issued in accordance with procedures in Section 339.

Corrective action shall be initiated by Airport Maintenance personnel when any unsatisfactory conditions are found in the marking or lighting systems. If the above operating limits cannot be maintained, and airport management determines that the outage may not provide an accurate reference to airport users, information concerning the outage shall be disseminated locally to ATCT, ARFF and airlines. If an entire lighting system is inoperable or out of service, appropriate NOTAMs shall be issued in accordance with Section 339.

MELBOURNE ORLANDO INTERNATIONAL AIRPORT · MLB

ACM ATTACHMENT 311-1

OBSTRUCTION LIGHTING LOCATION MAP

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SECTION 313 – SNOW & ICE CONTROL

A. Snow or Ice Event

In accordance with 14 CFR Part 139.313(a) and AC 150/5200-30 (current edition) regarding snow and ice control, the geographic location and associated climate of Melbourne Orlando International Airport does not warrant the need to develop or employ a snow and ice control plan. In the unlikely event of snow or ice contamination, airfield surfaces will be inspected, and a field condition (FICON) NOTAM will be issued to inform users of the conditions. If during such inspection unsafe conditions are found, impacted surface(s), up to and including the entire airport, if applicable, will be closed until such a time when safe conditions are available.

B. Wet Conditions

Wet conditions and their associated Runway Condition Codes (RwyCCs) will be reported via a field condition (FICON) NOTAM if there exists on a runway:

- Greater than 1/8th inch of water over more than 25 percent of the overall runway length and width coverage.
- Any condition not bare and dry, associated with or caused by winter contaminants (e.g. snow, sleet, etc.), present in any longitudinal third of the runway (i.e. touchdown, midpoint, rollout.)

SECTION 315 – AIRCRAFT RESCUE & FIREFIGHTING (ARFF) INDEX

Current aircraft operations require the Airport to maintain ARFF capabilities consistent with Airport Index C, as defined in 150/5220-10 (current edition), *Guide Specification for Aircraft Rescue and Fire Fighting (ARFF) Vehicles*.

The Airport additionally accommodates periodic charter operations by air carrier aircraft with more than 30 passenger seats.

The Airport will provide at least Index C level ARFF capability during air carrier operations at the airport. However, the airport equipment and extinguishing agent availability meets Index D capability.

A remark is published in the Airport Chart Supplement stating that Index C level ARFF equipment is provided.

If an increase in the average daily departures or the length of air carrier aircraft results in an increase in the ARFF Index from Index C to Index D, the airport has the ARFF equipment available to meet Index D requirements and comply with 14 CFR Part 139.319(b).

SECTION 317 – AIRCRAFT RESCUE & FIREFIGHTING (ARFF): EQUIPMENT, & AGENTS

ARFF equipment at the airport consists of the following:

A. Primary ARFF Vehicles

i. Crash 1 (CR-1) – 2010 E-One
- Water: 1,500 gal.
- AFFF (3%): 210 gal.
- Dry Chemical: 450 lbs. potassium based.
- Roof Turret: 750 max. gpm, water / foam capable
- Bumper Turret: 750 max. gpm, hydrochem chem capable
- Portable extinguishers
  - Dry Powder (NaCl based): 30 lbs.
  - Purple K: 20 lbs.

ii. Crash 2 (CR-2) – 2013 Oshkosh
- Water: 1,500 gal.
- AFFF (3%): 210 gal.
- Dry Chemical: 450 lbs. potassium based.
- Roof Turret: 750 max. gpm, water / foam capable
- Bumper Turret: 750 max. gpm, hydrochem chem capable
- Portable extinguishers
  - Dry Powder (NaCl based): 30 lbs.
  - Purple K: 20 lbs.
  - Halotron: 15.5 lbs.

iii. Crash 4 (CR-4) – 2023 Oshkosh
- Water: 1,500 gal.
- AFFF (3%): 210 gal.
- Dry Chemical: 450 lbs. potassium based.
- Roof Turret: 750 max. gpm, water / foam capable
- Bumper Turret: 700 max. gpm, hydrochem chem capable
- Portable extinguishers
  - **a.** Purple K: 20 lbs.
  - **b.** Dry Chemical (A|B|C): 10 lbs.
  - c. Carbon Dioxide (10 B|C) : 20 lbs.

B. Reserve ARFF Vehicle:

i. Crash 3 (CR-3) - 1999 Oshkosh
- Water: 1,500 gal.
- AFFF (3%): 210 gal.
- Dry Chemical: 450lbs.potassium based.
- Roof Turret: 750 max. gpm, water & foam & dry chem capable
- Bumper Turret: 300 max. gpm, water & foam capable
- Portable extinguishers
  - Purple K: 20 lbs.
  - Dry Chemical (A|B|C): 10 lbs.
  - Carbon Dioxide (10 B|C) : 20 lbs.

SECTION 319 – AIRCRAFT RESCUE & FIREFIGHTING OPERATIONS

A. ARFF HOURS OF OPERATIONS

ARFF operations meeting Index C requirements are provided by the City of Melbourne Fire Department for air carrier operations with more than 30 passenger seats, unless otherwise reduced in accordance with 139.319 and so noted.

If the Executive Director, or his designated representative, becomes aware of an unscheduled air carrier operation outside the ATC "Class D" coverage (0600L – 0000L) time frame without prior coordination, ARFF will be notified. Procedures have also been established with the FBOs to notify Airport Operations and Maintenance whenever an unscheduled air carrier with over 30 passenger seats operates at the airport outside the 0600L – 0000L time frame.

B. VEHICLE COMMUNICATIONS

The ARFF Vehicles are equipped with two-way voice radio communications that provide contact with:

- All other required emergency vehicles
- The air traffic control tower
- The common traffic advisory frequency (CTAF) when the air traffic control tower is not in operation.

C. VEHICLE MARKING & LIGHTING

Each required vehicle has a flashing amber beacon and is marked in colors to enhance contrast with the background environment and optimize daytime and nighttime visibility, assuring rapid, positive identification.

D. VEHICLE READINESS

1. ARFF vehicles are housed in a fire station at 1530 Tower Access Rd. (landside) / abeam Taxiway Q south (airside).

2. Each vehicle shall be maintained in operable condition. If a required firefighting vehicle becomes inoperative, each air carrier user and the FAA shall be notified in accordance with 14 CFR Part 139.339. If the vehicle cannot be repaired or replaced within 48 hours, a NOTAM will be issued in accordance with 14 CFR Part 139.319(d) and 14 CFR Part 139.339(c)(8). Air carrier service will be reduced until the appropriate level of service is restored.

3. ARFF vehicles are maintained so as to be operationally capable of performing their intended functions. Operational checks of the ARFF vehicles and their firefighting

systems are conducted daily by the ARFF personnel. Scheduled service inspections and routine maintenance is performed by the Airport Operations & Maintenance Department. Maintenance or repairs, which cannot be accomplished at the airport, may be completed offsite by a certified contractor.

4. If an ARFF vehicle becomes inoperative to the extent that it cannot perform its required functions, the third/backup vehicle shall be used to maintain Index C requirements. In the unlikely event that two or three ARFF vehicles become out of service, the Executive Director, or his designated representative, will notify the FAA Airports Division. During non-business hours notification shall be made to the FAA Eastern Regional Operations Center (EROC) at **404-305-5180**. The Airlines shall also be notified in accordance with Section 339 of this manual if Index C level ARFF equipment is temporarily not available.

   In the event that the Airport is not able to meet Index C requirements within 48 hours, the Executive Director, or designated representative, will either NOTAM ARFF Index to the highest achievable and restrict air carrier operations appropriately, or will close the airport to air carrier operations.

E. RESPONSE REQUIREMENTS

At least one ARFF vehicle will respond from the Airport Fire Station to the mid-point of the farthest runway serving air carrier aircraft or reach any other specified point of comparable distance on the movement area which is available to air carriers, within 3 minutes from the time of the alarm, and initiate discharge of foam and/or dry chemical.

A second required ARFF vehicle must reach the above destination within 4 minutes from the time of the alarm and initiate discharge of foam and/or dry chemical.

F. PERSONNEL

ARFF operations are provided by the Melbourne Fire Department. At least two ARFF-certified firefighters will be on duty at the Airport Fire Station during air carrier operations.

1. Equipment

ARFF personnel are equipped with protective clothing, self-contained breathing apparatus (SCBA) and Personnel Alert Safety System (PASS) meeting National Fire Protection Association (NFPA) standards.

2. ARFF Training

ARFF personnel receive initial and recurrent training. The training curriculum addresses the following areas and covers a 12-month period:

   a. Airport familiarization, including airport signs, marking & lighting

b. Aircraft familiarization.
c. Rescue and firefighting personnel safety.
d. Emergency communications systems on the airport, including fire alarms.
e. Use of the fire hoses, nozzles, turrets, and other appliances required.
f. Application of the types of extinguishing agents required for compliance with this part.
g. Emergency aircraft evacuation assistance.
h. Firefighting operations.
i. Adapting and using structural rescue and firefighting equipment for aircraft rescue and firefighting.
j. Aircraft cargo hazards, including hazardous materials/dangerous goods incidents.
k. Familiarization with firefighter's duties under the Airport Emergency Plan.

ARFF personnel are trained in the above subject areas following a computer-based and site-specific training (as applicable) curriculum. The training program includes the use of IFSTA, NFPA, Computer Based ARFF Training Program and airport specific training materials.

3. Live-Fire Drill
All ARFF personnel shall participate in a live-fire drill prior to initial performance of ARFF duties and participate in a live-fire drill at least once every 12 consecutive calendar months at the Florida State College of Jacksonville ARFF Training Center, with a Mobile ARFF Trainer, or at another FAA-approved Regional Training Facility.

4. Basic Emergency Medical Training
All ARFF personnel are at a minimum EMT certified, retain currency and meet the basic emergency medical care training requirements as required by the FAA, to include but not limited to training in the following areas:

1. Bleeding
2. Cardiopulmonary Resuscitation (CPR)
3. Shock
4. Primary Patient Survey
5. Injuries to the Skull, Spine, Chest, and Extremities
6. Internal Injuries
7. Moving Patients
8. Burns
9. Triage

5. Records
Melbourne Fire Department leadership is responsible for maintaining and providing to the Airport, when requested, all ARFF training records. Records will

be maintained for 24 consecutive calendar months. Such records include a description and date of training received.

6. Sufficient Personnel
   At least two ARFF personnel are available during all air carrier operations to operate the ARFF vehicles, meet the 3 minute and 4 minute response and discharge times, and take command of the scene until appropriately relieved.

7. Emergency Alerting System

   a. ARFF personnel are alerted of existing or impending aircraft emergencies by the following alerting system:

      1. The ARFF alarm system is activated by the Tower direct line to the Airport Fire Station. A "crash button" (touch-screen activation) in the ATCT cab sends a signal through a direct line which in turn activates an audible alarm, flashes the bunkroom lights, and turns off the stove in the Airport Fire Station. When alerted, ARFF personnel immediately man their equipment and receive further instructions from the Air Traffic Control Tower on MLB's ground control radio frequency (121.900 MHz.) The "crash button" and associated alarm is tested by ATCT personnel and acknowledged by the senior ARFF Officer daily at the beginning of each ARFF shift.

         a. ATC-Zero – Should an unplanned ATCT closure occur during Class D service (0600L – 0000L), the MLB tower controllers will immediately notify Airport Operations and ARFF personnel. Until ATCT systems are restored, tested and returned to service, the tower will notify ARFF of any emergencies by way of the 800 MHz radio as identified in Appendix D3-1, the Letter of Agreement for Airport Emergency Services. Additionally, Airport Operations staff will issue appropriate NOTAMs to alert pilots that Tower services are unavailable.

      2. ATCT Closed Periods: In the event of an aircraft accident/incident involving commercial air carrier aircraft, before or after the Air Traffic Control Tower is staffed (MLB ATCT hours of operation: 0600L – 0000L) the following are in place to ensure ARFF is alerted in such a manner as to provide a response time consistent with 14 CFR Part 139.319(h).

            a. Prior to ATC coverage – Airport Operations conducts a daily self-inspection of the Airfield beginning (1) hour prior to the first scheduled commercial air carrier operation of the day. As such, the operations agent on-duty is both communicating on, and monitoring, MLB's CTAF (118.200MHz). Should an

accident or incident occur during this time, prior to ATCT hours of operation, the on-duty operations agent would immediately call 911 and report the event. That agent would then call the Melbourne Airport Police Department's "On-Duty 1" phone (321-288-0147) to report the event as a duplicative measure to ensure City of Melbourne Emergency Dispatch (Fire/Police) alerts ARFF of the accident/incident and required response.

b. After ATCT coverage – In the event that a scheduled commercial air carrier operation occurs following ATCT coverage, the Melbourne Airport Police Department (MAPD)

"On-duty" airport police officer monitors the CTAF (118.200 MHz) via a handheld ICOM radio from 0000L until such a time that ALL scheduled commercial air carrier operations are completed/suspended for the "day." For this purpose, an operation is considered to be suspended when an arrival or departure has been cancelled for the "day." Likewise, an operation is considered completed 15 minutes after landing or departure.

Should an accident/incident occur during this period, the MAPD officer will notify City of Melbourne dispatch.

b. In the event of an airport emergency, Mutual Aid are requested by the Incident Commander through the Melbourne City Emergency Operations Center (EOC).

G. HAZARDOUS MATERIALS GUIDANCE

Each ARFF vehicle is equipped with the current edition of the Pipeline and Hazardous Materials Safety Administration's (PHMSA) "Emergency Response Guidebook."

I. EMERGENCY ACCESS ROADS

There are no emergency access roads as defined by the FAA at the airport. However, there is a patrol road circumnavigating the perimeter. Additionally, there are unimproved off-road "fire" trails on the west end of the airfield. Both the patrol road and "fire" trails are of sufficient strength and width to allow access by emergency response vehicles, to include ARFF vehicles, under normally dry conditions.

J. OFF AIRPORT OR OTHER EMERGENCY RESPONSE OF ARFF EQUIPMENT

In the event of an off airport emergency requiring ARFF support and equipment, ARFF firefighters are permitted to respond to an event up to 2 miles from the Airport perimeter per Section 113 of this manual. In this event, immediate and simultaneous notification of an off airport response must be made to the Airport's Director of Operations and Maintenance, or designated representative, so as to allow for proper notification of reduced ARFF coverage to ATC, all air carriers, to the FAA Airports Division or EROC. Notification of reduced ARFF coverage shall be made via phone call and a NOTAM.

Further, this deviation (i.e. index coverage) shall be reported in the manner prescribed in Section 113(b) of this manual.

When ARFF extinguishing agents have been exhausted and specialized support is no longer required, ARFF personnel and equipment will return to the Airport, resupply, and again notify the Airport's Director of Operations and Maintenance, or designated representative, of ARFF Index availability.

K. LETTERS OF AGREEMENT

The Letter of Agreement (LOA) between Melbourne Orlando International Airport and local Air Traffic Control for Airport Emergency Service can be found in Appendix D of this document.

SECTION 321 – HAZARDOUS MATERIALS

A. FUELING AGENTS

The following fueling agents operate at the airport:

1. Sheltair Aviation
2. FIT Aviation, LLC
3. Menzies Aviation

B. AIRPORT FIRE SAFETY FUEL HANDLING STANDARDS

City of Melbourne Code (Chapter 12), Airport Rules and Regulation and the most current edition of NFPA 407 govern airport fueling operations. To establish and maintain fire safety fueling standards at the airport, as required by 14 CFR Part 139.321(b), the Airport requires that each fueling agent retains a copy of the current NFPA 407 standards. The Airport is responsible for approving equipment, materials, installation, and procedures related to airport fueling operations.

C. COMPLIANCE

All fueling agents are required by the Airport to comply with NFPA 407, City of Melbourne Code (Chapter 12), and Airport Rules and Regulations. Surveillance of fueling activities on the airport is conducted by Airport Operations and Maintenance Department.

D. INSPECTIONS OF FUELING FACILITIES

Airport Operations and Maintenance personnel conduct inspections of the fueling agent fuel facilities and aircraft fuel servicing vehicles for compliance to the above listed standards every 3 consecutive calendar months. These inspections are conducted in March, June, September and December of each year. Follow-up inspections will be conducted when unsatisfactory items are found. A copy of the checklists used by Airport Operations and Maintenance personnel when conducting the inspections and follow-up inspections are included as ACM Attachments 321-1 and 321-2. Inspection records are maintained in the Airport Operation's office for at least 12 consecutive calendar months.

All fueling agents engaged in handling and dispensing aviation fuel are required to take immediate corrective action whenever notified of noncompliance with any of the NFPA 407 standards, City of Melbourne Code (Chapter 12), and Airport Rules and Regulations. If corrective action cannot be accomplished within a reasonable period of time, up to and not exceeding 21 calendar days, the Director of Operations and Maintenance or his designee will notify the FAA by email, or by phone or mail at:

Federal Aviation Administration
Airports Division
Attn: (Insert ACSI Name)
1701 Columbia Avenue
College Park, GA 30337

Telephone: 404-305-6700

E. TRAINING

1. A supervisor with each fueling agent will complete an FAA authorized aviation fuel training course in fire safety. The supervisor will receive recurrent training at least once every 24 consecutive calendar months. If a new supervisor is hired, he/she will be enrolled in an authorized aviation fuel training course that will be completed within 90 days.

2. All other employees of each respective fueling agent, who fuel aircraft, accept fuel shipments, or handle fuel, receive at least initial on-the-job training in fire safety and recurrent training every 24 consecutive calendar months from the supervisor mentioned in previous paragraph. The OJT shall include hands-on fire extinguisher training.

3. Fueling agent personnel training records must include the aforementioned requirements and will be maintained for 24 consecutive calendar months at the fueling agent's office.

F. CONFIRMATION OF FUELING AGENT TRAINING

4. The Airport will obtain written confirmation once every 12 consecutive calendar months from each fueling agent that the training required by 14 CFR Part 139.321(e) has been accomplished. The training confirmation records shall be maintained in the Airport Operations office for 12 consecutive calendar months.

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ACM ATTACHMENT 321-1

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FUELING AGENT INSPECTION REPORT

MOBILE FUELERS

INSPECTOR: _____ DATE: _____

FUEL AGENT: _____

S – Satisfactory **U** – Unsatisfactory **R** – Remark Below **N/A** – Not Applicable

	Truck #			Truck #			Truck #		
	Fuel Type			Fuel Type			Fuel Type		
	S	U	R	S	U	R	S	U	R
No Smoking / Flammable Placards on all 4 sides of vehicle.									
Hazmat (1203 or 1863) & Product Name (100LL or Jet-A) placards on all 4 sides.									
Fuel trucks marked with operator name on both sides.									
No evidence of fuel leaks									
Vehicle Exhaust System -Shielded/Leak free/spark arrestor if required									
No evidence of smoking/No ashtray/lighters.									
Dome cover seals intact with forward mounted hinge.									
Functional Bonding equipment cables/clips/plugs. Resistance is ≤ 25 ohms.									
Fuel Trucks - Two 40-B:C/20 lb extinguishers/No ABC DC Ext.									
Hydrant vehicles and carts - One 40-B:C/20 lb extinguisher.									
Deadman Control for all nozzles/Not bypassed.									
Integral system for nozzles to be stowed before moving fuel vehicle.									
Brake interlock system for bottom loading coupler/Overwing nozzles.									
Emergency fuel shutoffs operable and properly placard/1 each side.									
Fueling hose/No blistering, cracking, saturation, & separation from dry break									
Fuel trucks/trailers parked 50' from buildings and 10' apart.									
Aviation fueling hose used/No Kinks.									
Explosion proof electrical intact. No exposed wiring.									
All lights/reflectors are functional and secure.									
Truck cabinets have grating type flooring or open flooring.									
Vehicle DPF Regeneration Area meets standards, if Applicable.									
Proper Fueling Procedures Observed.									

REINSPECTION DATE: **SIGNATURE:**

Remarks:

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ACM ATTACHMENT 321-2

FUELING AGENT INSPECTION REPORT

FUEL FACILITIES

INSPECTOR: _____ **DATE:** _____

FUEL AGENT: _____

S – Satisfactory **U** – Unsatisfactory **R** – Remark Below **N/A** – Not Applicable

	Jet A			100LL		
	S	U	R	S	U	R
No Smoking signs posted at all entrances to fueling areas. No evidence of smoking present.						
Fuel storage areas are free of weeds, trash or combustible materials.						
Placards: Hazmat/Flammable/Product sign/tank identifier displayed on all sides of tank(s).						
Emergency fuel shutoff available for each fuel system: Vehicle loading stations & outside spill areas.						
EMERGENCY FUEL SHUTTOFF placards at least 7 ft above grade.						
Emergency fuel shutoffs kept clear and tested every 6 months.						
Fuel servicing equipment properly maintained free of leaks.						
Procedures for prevention & control of spills and notification to fire dept.						
Bonding connections available for loading stations.						
All tanks, machinery, piping is bonded or grounded. Resistance measured is $\leq$ 25 ohms.						
Deadman controls: Available for loading stations/No evidence of bypassing/In good condition.						
Fuel hose free of blistering, cracking, saturation, kinks, separation from dry break couplers.						
Fueling hydrants, pits, cabinets located 50' from building except loading bridges						
Explosion proof electrical equipment						
Above ground fuel piping on aircraft movement area protected by barrier guard						
40-B:C/20 lb fire extinguishers available at fuel storage area & at each vehicle loading station						
Verify fire extinguisher inspection date is current (annual and monthly).						
Pressure gauges in the green and not damaged or showing "recharge"						
No A:B:C rated DC extinguishers within 500 ft of aircraft operating areas						
80-B wheeled extinguishers on aircraft servicing aprons at gates or 200 ft apart						

REINSPECTION DATE: **SIGNATURE:**

Remarks:

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SECTION 323 – TRAFFIC & WIND INDICATORS

A. WIND CONES

The primary wind cone is lighted and located between Taxiways C, A, R, and F. The primary wind cone provides a visual indication of wind direction on final approach or prior to landing for Runway 5, Runway 23 and Runway 27L.

Lighted supplemental wind cones are provided near the approach ends of Runway 9R, Runway 9L, and Runway 27R.

B. SEGMENTED CIRCLE

The airport has a segmented circle around the primary wind cone.

C. TRAFFIC PATTERN INDICATORS

L-shaped traffic pattern indicators for all runways are displayed with the segmented circle. Runway 05 and Runway 27R have right traffic patterns.

D. MAINTENANCE

The segmented circle is inspected periodically, and the wind cones are inspected each day during the daytime and nighttime safety inspection conducted by designated self-inspection personnel.

The segmented circle and wind cones are maintained clearly visible and functional. Corrective action shall be initiated by Airport Operations and Maintenance personnel as soon as practical when any unsatisfactory conditions are found.

SECTION 325 – AIRPORT EMERGENCY PLAN

A. AIRPORT EMERGENCY PLAN (AEP)

The Airport Emergency Plan is included as Appendix C. The plan was developed by the Airport through coordination with mutual aid partners having primary responsibilities under the plan.

B. TRAINING OF AIRPORT PERSONNEL

All airport personnel having duties and responsibilities under the AEP are properly trained and familiar with their assignments in event of an emergency situation.

C. ANNUAL REVIEW OF THE AEP

A review of the AEP is conducted at least every 12 consecutive calendar months to ensure that the AEP is current and all parties with whom the plan is coordinated are familiar with their responsibilities and accuracy.

D. TRIENNUAL FULL-SCALE EXERCISE OF THE AEP

A full-scale exercise of the AEP is conducted at least once every 36 consecutive calendar months. The full-scale exercise involves, to the extent practicable, all mutual aid participants and a reasonable amount of emergency equipment. The purpose of the exercise is to test the effectiveness of the Airport's response to an identified AEP hazard. Additionally, this exercise serves to familiarize emergency personnel with their responsibilities in the plan.

E. CONSISTENCY WITH SECURITY REGULATIONS

The AEP contains instructions for response to sabotage, hijack incidents, and other unlawful interference with operations to include bomb incidents, including designation of parking areas for any aircraft involved in such incidents. These responses are consistent with the approved airport security program. Due to the nature of the material, respective AEP sections pertaining to these hazards are considered security sensitive information (SSI) and are kept under separate cover. These sections are kept as an appendix in the Airport's Security Plan (ASP).

SECTION 327 – SELF-INSPECTION PROGRAM

A. FREQUENCY OF INSPECTIONS

Safety inspections are conducted daily by Airport Operations and Maintenance personnel in accordance with 14 CFR Part 139.327 and FAA AC 150/5200-18, *Airport Safety Self-Inspection* (current edition). Additional safety inspections shall be conducted whenever required by the following circumstances:

1. During and/or following daily airfield construction activity.
2. During rapidly changing meteorological conditions (e.g., heavy rain and/or lightning.)
3. Immediately after any incident or accident.
4. After any other unusual condition on the airport.

When Special Inspections are conducted, a Special Inspection Report, as shown in Attachment 327-2, is completed. Yellow paper will be used to identify Special Inspection Checklists and they will be maintained with daily self-inspection records. Orange paper will be used for special inspections of construction. The construction checklists are shown as Attachments 327-3 and 327-4.

B. REPORTING SYSTEM

Paragraph E of this section lists the unsatisfactory conditions to be noted during self-inspections. Any unsatisfactory conditions noted during an inspection will be recorded on the inspection checklist which is reviewed by the Operations Manager and his or her designee. A Maintenance Work Order is also completed for unsatisfactory conditions listed in paragraph E of this section and assigned to the appropriate Airport Maintenance personnel. Unsatisfactory conditions that cannot be promptly corrected shall be disseminated by NOTAM in accordance with Section 339 of this ACM, if determined to be potentially unsafe by Airport Operations and Maintenance personnel.

C. TRAINING

The Safety and Training Coordinator is responsible for training the applicable Airport Operations and Maintenance personnel to ensure that qualified personnel perform the inspections. In addition to On-The-Job Training, a training program has been established and includes initial and recurrent training every 12 consecutive calendar months in accordance with ACM Section 303 and includes the following subjects:

1. Airport Familiarization, including airport signs, marking, and lighting
2. Airport Emergency Plan (AEP)
3. Notice to Airmen (NOTAM) notification procedures

4. Procedures for pedestrians and ground vehicles in movement areas and safety areas
5. Discrepancy reporting procedures
6. Inspection Procedures and Record Keeping

D. RECORDS

1. Inspection Checklists
   Copies of the regularly scheduled Airport Safety Inspection, Special Inspection, Construction in Progress Inspection, and Post Construction Inspection checklists are included as Attachments 327-1, 327-2, 327-3 and 327-4. All regularly scheduled inspections, special inspections, and construction inspections will be documented with inspection checklists. Inspection records will show the conditions found and all corrective actions taken. Inspection records are kept on file in the Airport Operations and Maintenance office for at least 12 consecutive calendar months.

2. Training Records
   Training records for all qualified airport safety inspectors include a description and date of the training received. Training records are kept for at least 24 consecutive calendar months.

E. AREAS INSPECTED AND UNSATISFACTORY CONDITIONS NOTED

Pavement Areas

1. Pavement lips exceeding 3 inches.
2. Holes exceeding 3 inches deep and 5 inches across.
3. Cracks or surface variations which could impair directional control of aircraft.
4. Cracks or surface deterioration producing loose aggregate that needs repair.
5. Pavement heaves or blowups during excessive heat waves.
6. Presence of snow, ice, slush, standing water or ponding.
7. Presence of mud, excessive sand, loose aggregate, rubber deposits, or other debris.
8. Vegetation growth

Safety Areas

1. Potentially hazardous ruts, depressions, humps, erosion, or other surface variations.
2. Objects in safety areas, other than those required by function.
3. Storm debris.
4. Mounting bases on authorized objects in safety areas in which the frangible point exceeds 3 inches above grade, including FAA NAVAIDs.
5. Ponding of water or plugged drains.

6. Removed or missing manhole covers.

Pavement Markings
1. Markings which are not clearly visible / not in good condition.
2. Glass beads not clearly visible at night.
3. Markings which are not in accordance with standards in AC 150/5340-1 (current edition), and any other FAA ACs unless otherwise indicated and the Marking & Sign Plan.

Guidance Signs
1. Signs not in accordance with the Marking & Sign Plan.
2. Signs not in accordance with standards in AC 150/5340-18 (current edition), and any other FAA ACs unless otherwise indicated.
3. Signs not in accordance with specifications in AC 150/5345-44 (current edition), and any other FAA ACs unless otherwise indicated.
4. Inoperable lighting.
5. Damaged, missing, peeling, flaking, obscured or inoperable signs.
6. Concrete base or frangible point more than 3 inches above grade.

Holding Position Markings/Signs
1. Signs not in accordance with standards in AC150/5340-18 & 150/5345-44 (current edition), and any other FAA ACs unless otherwise indicated.
2. Marking not in accordance with standards in AC 150/5340-1 (current edition), and any other FAA ACs unless otherwise indicated.
3. Hold markings, SPHPS, ETCL markings not clearly visible.
4. Glass beads not clearly visible at night.
5. Damaged, missing, peeling, flaking, inoperable or obscured hold position signs.

Lighting
1. Lights not in accordance with standards in AC 150/5340-30 (current edition), and any other FAA ACs unless otherwise indicated.
2. Lighting systems not maintained in accordance with Section 311 of this ACM.
3. Lights dim, obscured, dirty, missing, or out of adjustment.
4. Inoperable light
5. Inoperable lighting system.
6. Pilot Control Lighting system.
7. Inadequate shielding of apron, parking, and roadway lighting.

AIRCRAFT RESCUE & FIRE FIGHTING
1. Equipment and Crew Availability.
2. Communications and Alarm system operability.
3. Response Routes Affected
4. Extinguishing Agent Adequacy
5. ARFF Daily Checks Complete

NAVAIDs

1. Inoperable rotating beacon.
2. Inoperable airport owned NAVAIDs, including radio-controlled operation.
3. Inoperable FAA NAVAIDs (Notify FAA Tech Ops)
4. Inoperable lighting on wind direction indicators.
5. Deteriorated, faded, or malfunctioning windsock.
6. Segmented circle not clearly visible or obscured.
7. Objects or vegetation that may affect NAVAID signals.

Obstructions

1. Inoperable obstruction lights.
2. New construction nearby which may affect aircraft operations or NAVAIDs.

Fueling Operations

1. Inoperable bonding cables/clips.
2. Fire extinguishers missing on mobile fuelers and at fuel storage areas.
3. Fire extinguishers not sealed, charged, and in place.
4. Incorrect type and size fire extinguishers.
5. Fuel leaking.
6. "No Smoking" signs missing.
7. Presence of trash or weeds in fuel storage area.

Airfield Construction Areas

1. Barricades not in place or too high to provide adequate clearance for aircraft.
2. Construction warning lights inoperable.
3. Potential for Vehicle/Pedestrian Deviations.
4. Marking of construction vehicle routes inadequate.
5. NOTAMs not current.
6. Construction equipment parked or operating in unauthorized areas.
7. Marking, lighting, or sign systems being installed contrary to FAA standards.
8. Potentially confusing marking/lighting/signs around construction areas
9. Construction activity is contrary to AC 150/5370-2 (current edition), *Operational Safety on Airports During Construction.* and any other FAA ACs unless otherwise indicated.
10. Construction activity contrary to the Construction Safety Phasing Plan.

Fencing

1. Perimeter fencing down, gates open, or signs missing.
2. Erosion/holes under the fence/gaps in gates.

Wildlife Hazards

1. The presence of birds, deer, coyotes or other wildlife that could affect safe operations of air carrier aircraft.

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DAILY AIRFIELD INSPECTION REPORT

DATE:_____ DAY(Circle): M T W T F S S

DAY INSPECTOR: _____ TIME: _____

NIGHT INSPECTOR: _____ TIME: _____

✓ = NO DESCREPANCY X= DESCREPANCY N/A= NOT APPLICABLE or NOT OBSERVED

	CONDITIONS	DAY	NIGHT	Work Order Number/Remarks/Comments	RESOLVED BY (Date /Initials)	NOTAM #
PAVEMENT AREAS	Pavement lips over 3"					
	Hole – 5" diam. 3" deep					
	Cracks/spalling/heaves, etc.					
	Surface Contaminants: FOD/Ponding/Debris					
	Vegetation Growth					
MARKINGS Pavement	Clearly visible/standard					
	Runway markings					
	Taxiway markings					
	Hold position markings					
	Glass beads					
SAFETY AREA RUNWAYS & TAXIWAYS	Ruts/humps/erosion					
	Drainage/construction					
	Support equipment/aircraft					
	Unauthorized objects/ FOD					
	Frangible Base					
LIGHTING TAXIWAYS & APRON	Obscured/dirty/inoperable					
	Damaged/missing					
	Faulty aim/adjustment					
SIGNS Mandatory, RWY remaining distance & guidance.	Standard/ meets Sign Plan					
	Damaged/ retroreflective/ Obscured					
LIGHTING RUNWAYS	Runway End Identifier Lights (**REIL**)					
	Precision Approach Path Indicator (**PAPI**)					
	Medium Approach Lighting System with Runway (**MALSR**)					
	Touch Down Zone Lighting (**TDZL**)					
	Runway Lighting (Edge lights, centerline, elevated runway guard lights, and threshold)					

Verified By: _____

_____

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DAILY AIRFIELD INSPECTION REPORT

✓ = NO DESCREPANCY X= DESCREPANCY N/A= NOT APPLICABLE or NOT OBSERVED

	CONDITIONS	DAY	NIGHT	Work Order Number/Remarks/Comments	RESOLVED BY (Date /Initials)	NOTAM #
AIRCRAFT RESCUE & FIRE FIGHTING	Equipment/crew availability					
	Communications/alarms					
	Response routes affected					
	Extinguishing Agent Adequacy					
	ARFF Daily checks completed					
NAVIGATIONAL AIDS	Rotating beacon operable (11-13 RPM / 22-26 FPM)					
	Wind indicators					
OBSTRUCTIONS	Obstruction lights operable					
	Cranes/Trees					
FUEL FARM OPERATIONS	Fencing/gates/signs					
	Fuel leaks/vegetation growth					
	Fuel Farm Lighting					
CONSTRUCTION OPERATIONS	Barricades/lights					
	Equipment parking					
	Material stockpiles/Location					
	Confusing signs/markings					
PUBLIC PROTECTION	Fencing/gates/signs					
	Other					
WILDLIFE HAZARDS	Wildlife present/location					
	Dead birds					
OTHER	Lighting Vault					

ADDITIONAL COMMENTS/REMARKS (DAY):

ADDITIONAL COMMENTS/REMARKS (NIGHT):

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DAILY AIRFIELD INSPECTION REPORT

DAILY WILDLIFE ACTIVITY OBSERVATIONS

OBSERVATION A	TIME:	LOCATION:
WEATHER (Circle all that apply):	SUNNY PARTLY CLOUDY RAIN FOG CLOUDY/OVERCAST DARK	
WILDLIFE SPECIES:		**NUMBER:**
ACTIVITY (Circle all that apply):	FEEDING FLYING HAWKING INSECTS LOAFING NESTING PERCHING RUNNING ROOSTING TOWERING VOCALIZING WALKING N/A	
CORRECTIVE ACTION:		
REMARKS:		

OBSERVATION B	TIME:	LOCATION:
WEATHER (Circle all that apply):	SUNNY PARTLY CLOUDY RAIN FOG CLOUDY/OVERCAST DARK	
WILDLIFE SPECIES:		**NUMBER:**
ACTIVITY (Circle all that apply):	FEEDING FLYING HAWKING INSECTS LOAFING NESTING PERCHING RUNNING ROOSTING TOWERING VOCALIZING WALKING N/A	
CORRECTIVE ACTION:		
REMARKS:		

OBSERVATION C	TIME:	LOCATION:
WEATHER (Circle all that apply):	SUNNY PARTLY CLOUDY RAIN FOG CLOUDY/OVERCAST DARK	
WILDLIFE SPECIES:		**NUMBER:**
ACTIVITY (Circle all that apply):	FEEDING FLYING HAWKING INSECTS LOAFING NESTING PERCHING RUNNING ROOSTING TOWERING VOCALIZING WALKING N/A	
CORRECTIVE ACTION:		
REMARKS:		

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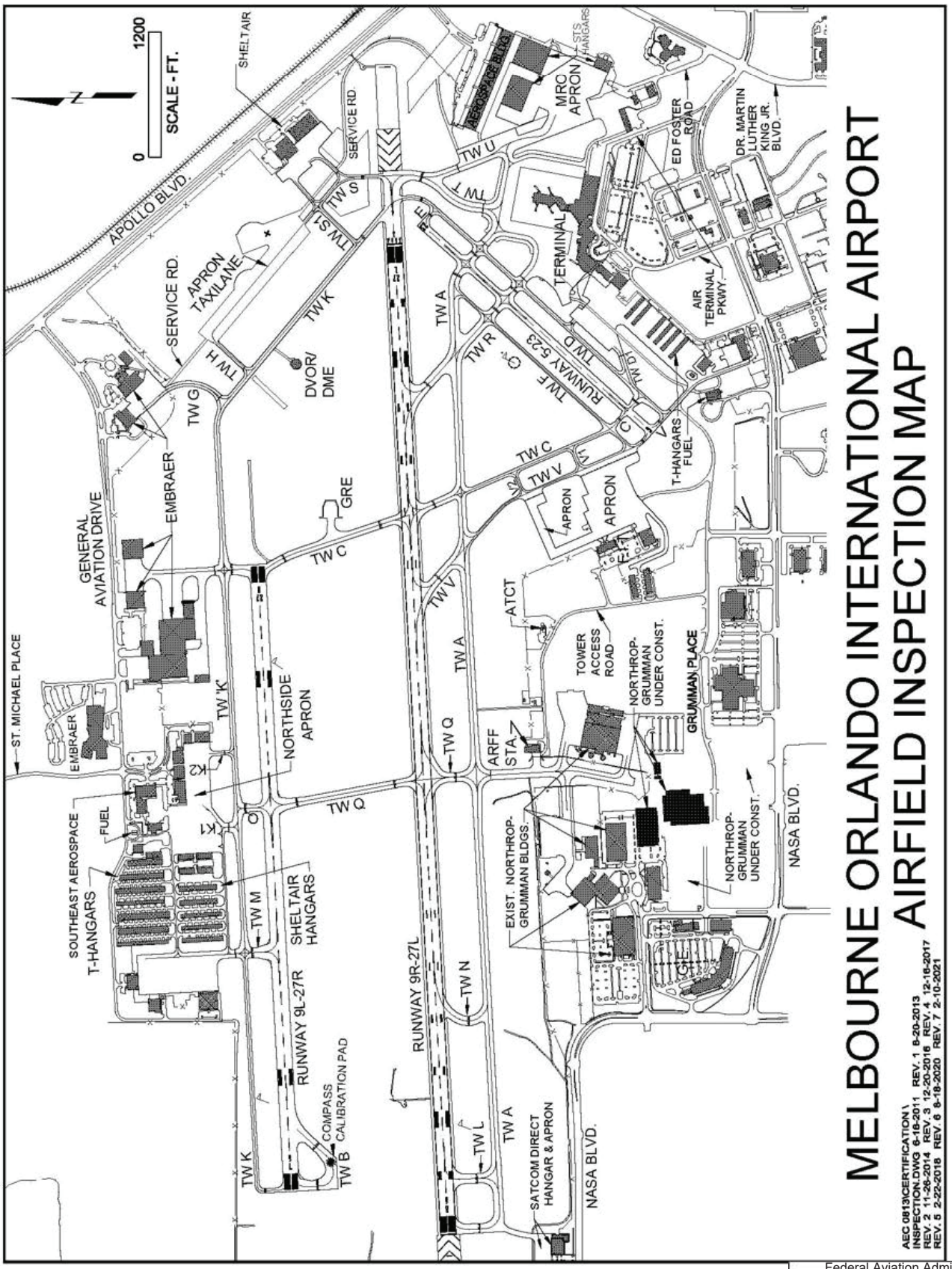

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SPECIAL

AIRFIELD INSPECTION REPORT

DATE: _____ TIME: _____

INSPECTOR: _____

SURFACE(s) INSPECTED: _____

✓COMPLIANT × NON-COMPLAINT - NOT APPLICABLE

AIRFIELD OPEN **AIRCRAFT ALERT** **EXTREME WEATHER** **WILDLIFE** **OTHER**

	CONDITIONS	✓ ×	REMARKS	RESOLVED BY	NOTAM #
PAVEMENT AREAS	FOD/Debris/Ponding				
	Cracks/heaves/blowups				
	Surface conditions				
SAFETY AREAS	Ruts/surface variations				
	Drainage				
	Debris				
	Unauthorized objects				
MARKING	Clearly visible				
	IAW FAA standards				
	Hold Positions				
	Glass beads				
SIGNS	Obscured/inoperable				
	Damaged/Missing				
	IAW Sign & Marking Plan				
	IAW FAA standards/spec.				
LIGHTING	Inoperable/damaged/missing				
	Obscured				
	IAW FAA standards				
	Faulty aim/adjustment				
	Lighting systems operational				
	Pilot Control Lighting				
NAVAIDs	Rotating beacon				
	Wind indicators/Obst lights				
	PAPI/REIL systems				
	FAA ILS & approach lights				
Wildlife Hazards	Wildlife present/location				
	Complying with WHMP				

ADDITIONAL REMARKS:

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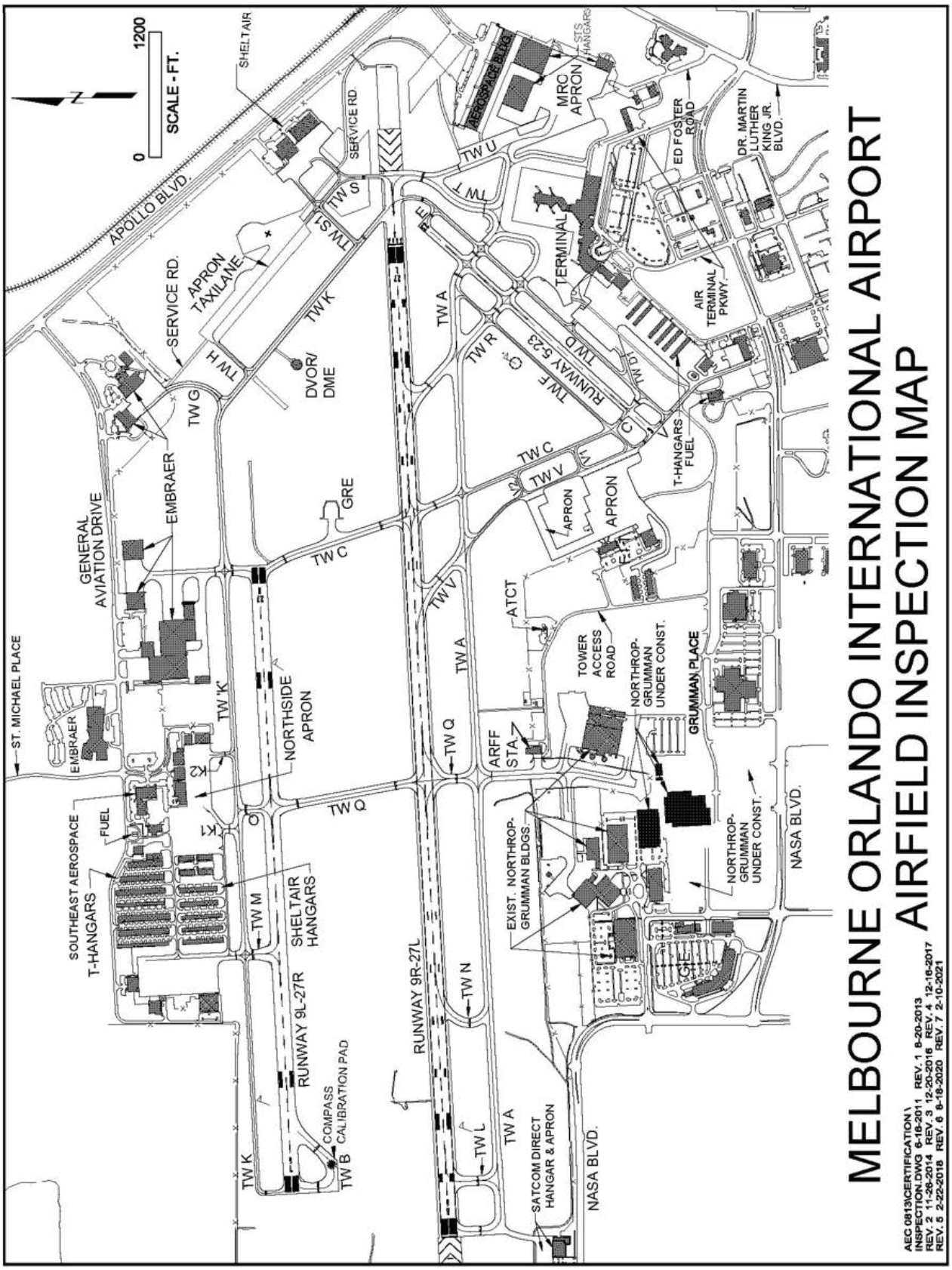
SPECIAL AIRFIELD INSPECTION REPORT



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CONSTRUCTION IN PROGRESS INSPECTION CHECKLIST

Inspector:	Inspection Date:	
Surface:	Inspection Time:	S=Satisfactory U=Unsatisfactory N/A = Not Applicable Remarks Required

AREA: RUNWAY	S	U	N/A	REMARKS
1. **Closed runway** - Yellow X or lighted X properly located and functional				
2. **Temporary displaced threshold** marking/lighting				
3. **Partial runway closure** marking/lighting				
4. **Runway Distance Remaining signs** covered in appropriate direction for partial runway closure				
5. **Runway Caution Zone lighting** adjusted for partial runway closure				
6. **Closed Runway Exit** – Lead-off line obliterated for long term closure, Yellow X adjacent to runway, barricades at hold position, runway exit signs covered, taxiway lights off or covered				
7. **Barricades** – Outside RSA, easily collapsible, orange/white reflective, less than 18" high, 4' spacing or continuously linked, secured, red lights spacing 10' or less				
8. **Runway Object Free Area** – No parked equipment in ROFA and no stockpiled material unless necessary and FAA approved				
9. **Crossing Taxiways for Closed Runway** – Hold signs illuminated for night operations				
10. **No construction activity in RSA** of active runway, unless restriction in effect for smaller RSA				
11. **Part time runway closure** – RSA meets 14 CFR Part 139 requirements before opening				
12. Construction related **NOTAMS** issued and current				

AREA: CLOSED TAXIWAYS	S	U	N/A	REMARKS
1. **Taxiway centerlines obliterated** to closed areas for long term closures				
2. **Barricades** are secured				
• **Barricades** are located outside TSA				
• **Barricades** are easily collapsible				
• **Barricades** have orange/white diagonal reflective stripes				
• **Barricades** are less than 18" high, not counting red lights/flags				
• **Barricade** spacing 4' for vehicles/equipment or continuously linked to exclude pedestrians				
• **Barricade red lights** spacing 10' or less				
3. **Taxiway direction signs** covered where appropriate				
4. **Outbound runway destination signs** covered for closed runways where appropriate				
5. **No construction activity in TSA** of active taxiway, unless on pullback or restriction in effect for smaller TSA				
6. **Taxiway object free area** – Clear of equipment if necessary to protect aircraft wing tip clearance				
7. **Taxiway lights** are disconnected or covered in closed areas				
8. **Barricade red lights** are adequately maintained – night inspection				
9. **Construction crossing points** on active taxiways are controlled by flag persons, have FOD control				
10. Construction related **NOTAMS** issued and current				

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POST CONSTRUCTION INSPECTION CHECKLIST

Inspector:	Inspection Date:	
Surface:	Inspection Time:	S=Satisfactory U=Unsatisfactory N/A = Not Applicable Remarks Required

AREA:	S	U	N/A	REMARKS
1. **Paved areas swept and free of FOD**				
2. **No pavement lips** over 3"				
3. **Pavement is sufficiently drained** to prevent ponding that could affect directional control of aircraft or obscure markings				
4. **No Potentially hazardous surface variations** present in the safety areas/ graded				
5. **No Objects in the safety areas** except those that are required and are frangibly mounted				
6. **Safety areas are adequately drained** to prevent water accumulations				
7. **No exposed concrete bases** located in the safety areas (potentially hazardous surface variation)				
8. **Old markings** which are no longer needed are removed IAW Marking AC standards				
9. **Required markings** are provided and are IAW Marking AC standards				
10. **Required signs** are provided and are IAW Sign AC standards/Sign & Marking Plan				
11l. **Required SPHPS** are provided and are IAW Marking AC standards				
12. **Required lighting** is provided and is IAW lighting AC standards				
13. **Supplemental wind cone** is provided at the takeoff end of runways and do not have logos				

OTHER	S	U	N/A	REMARKS
1. **ACM/Sign & Marking Plan** updated if needed				
2. **5010 data** updated if needed				
3. **Airport Diagram Change** submitted to NFDC website if needed				

REMARKS

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SECTION 329 – PEDESTRIANS & GROUND VEHICLES

A. LIMITING ACCESS

1. Personnel and Equipment
Pedestrians and ground vehicles authorized by the Director of Operations and Maintenance to operate on movement areas and safety areas at the airport are limited only to those pedestrians and vehicles necessary for airport operations and include the following type vehicles:

   a. Airport owned vehicles equipped with ATC/CTAF transmit/receiver capable radios. Airport owned vehicles are equipped with a roof top beacon, where practical.

   b. FAA Technical Operations vehicles authorized for maintenance of FAA NAVAIDs.

   c. Weather Service vehicles authorized for maintenance of weather equipment.

   d. Authorized construction vehicles.

   e. Authorized FBO/tenant vehicles/equipment (e.g. fuel truck, tug, etc.)

   Other individuals who need access to the movement areas are escorted by qualified personnel or required to attend the airport's ground vehicle operator training (GVOT) and pass a field check ride prior to operating a vehicle on the aircraft movement area. Copies of the airport's ground vehicle procedures are distributed to all employees authorized to operate a vehicle on movement areas or areas adjacent to movement areas.

   Mechanics authorized by FAA to taxi aircraft on the movement area, to reposition aircraft or conduct engine run-ups, are under the jurisdiction of the FAA Flight Standards District Office (FSDO). However, in the interest of safety, the airport has provided the airport's GVOT program materials to the applicable tenants for use in training mechanics authorized to taxi aircraft on the movement area.

2. Controls
Access into the AOA is controlled by doors, gates and signs. Access through all Airport perimeter doors or gates are controlled by badge access automated controllers, padlocks, or access control switches (FBOs). Only persons authorized by the Airport Security Coordinator (ASC) are issued access. Signs posted on airport gates and airport perimeter fence line read as follows: "No Trespassing"; "Title 49 USC § 46314 / Florida Statute 810"; "This area is a designated operational area of an airport and anyone who trespasses on this property commits a felony.";

"The offender commits a felony of the third degree punishable as provided in s. 775.082, s 775.083 & s. 775.084."

1. PROCEDURES FOR GROUND VEHICLE OPERATIONS

A Letter of Agreement with the ATCT contains procedures for air traffic control of the airport movement area and is included as ACM Attachment 329-1. Additional ground vehicle procedures are as follows:

1. Ground vehicles are required to operate under the procedures established by the Director of Operations and Maintenance.

2. Operators of any radio equipped vehicles on the movement areas must be trained and familiar with airport radio procedures prior to operating on movement areas. The vehicle beacon, if equipped, shall be operated at all times while on movement areas.

3. Vehicle operators must obtain ATCT clearance before operating on the movement areas and prior to operating on active runways or in runway safety areas.

4. During periods when the ATCT is closed, vehicle operators shall stop at all hold lines and visually check both approaches before they cross or enter an active runway. Operators shall announce their intentions on CTAF, when operating on or near the runways.

5. Vehicle operators at all times must monitor the radio when on movement areas.

6. The direction of travel on runways shall generally be with the wind, when practical, with headlights on in order to provide better viewing of the runway approach.

7. Aircraft under power have the right-of-way on all Airport surfaces. Vehicles are required to yield to all moving aircraft.

8. Movement areas or areas adjacent to movement areas under construction shall be closed to aircraft operations if possible. Construction equipment that must operate on active movement areas shall be controlled by flag person and/or radio equipped escort vehicle. Operators of construction equipment shall be briefed on their procedures for operating on or near movement areas. Construction personnel authorized to operate on the movement area without an escort must successfully complete the Airport's GVOT program.

9. Tugs on the movement area are included in the GVOT program.

2. TRAINING OF EMPLOYEES AUTHORIZED TO OPERATE ON THE MOVEMENT AREA AND SAFETY AREAS

The Airport has a Pedestrian and Ground Vehicle Operations Training program (GVOT) that requires all applicable persons authorized to operate on the movement area. In addition, to ensure all persons are familiar with the ground vehicle procedures and consequences of noncompliance, the following training program has been established at the airport:

1. New employees authorized to operate a vehicle on the movement areas are required to successfully complete a GVOT program which includes on-the-job training and computer/classroom training covering the following subjects:

    a. Review of the Airport pedestrian and ground vehicle procedures and consequences of noncompliance to those procedures.

    b. SSi training material for movement area operations

    c. PowerPoint presentation covering

        1. Airport familiarization
        2. Aircraft operations
        3. Radio procedures
        4. Vehicle / Pedestrian deviations (FAA PowerPoint “Reducing the Potential for V/PDs and Runway Incursions”

The Airport will ensure that all persons are trained on pedestrian & ground vehicle procedures and consequences of noncompliance prior to the initial independent performance of such duties and at least once every 12 consecutive calendar months. The classroom training is conducted by the Airport Safety and Training Coordinator, or a trained trainer and the OJT portion of the training program is conducted by a qualified movement area trained person. Records of classroom training are maintained by the Airport Safety and Training Coordinator.

Note: Northrop Grumman Fire Rescue and Sheltair Aviation are currently providing “in-house” GVOT classroom and OJT through a trained trainer. Training frequency, records retention, and training materials used are consistent with, and approved by, the Airport to ensure competency. These programs are overseen by the Airport Safety and Training Coordinator and audited at least once per annum. Prior to authorization for independent access to the movement area, a field check ride must still be, and will only be, performed by the Airport Safety and Training Coordinator or designated staff member.

3. TRAINING OF EMPLOYEES AUTHORIZED FOR NON MOVEMENT ONLY

The Airport has a non-movement area training (RVOT) curriculum that consists of computer-based interactive training videos. Training is conducted during the badge application process, when identified as a job performance requirement, or as recurrent training every 2 years when a security badge is renewed.

4. CONSEQUENCES OF NON-COMPLIANCE

Enforcement of the pedestrian and ground vehicle regulations applicable to airport employees, tenants and contractors, shall be handled by the Director of Operations and Maintenance or their designated representative. The Director of Operations and Maintenance shall take appropriate enforcement action depending on the nature and severity of the offense. Enforcement actions are available at the discretion of the Director of Operations and Maintenance and may be used singularly or in conjunction with one another. The following enforcement actions are available at the discretion of the Director: Refer to Rules and Regulations

1. Written reprimand or warning letter
2. Recurrent/Remedial training
3. Monetary fines
4. Loss of authorization to operate a vehicle on the non-movement or movement area (as applicable)
5. Revocation of Airport security badge
6. Personnel actions for City employees

5. RECORDS

1. Training
   The Airport maintains a description and date of training completed by each individual operating in movement areas and/or non-movement. Records are maintained for 24 consecutive calendar months after the termination of an individual's respective access.

2. Accidents/Incidents
   The Airport maintains records of accidents or incidents in the movement areas, involving all aircraft and/or ground vehicles. Records of each accident or incident are maintained for 24 consecutive calendar months from the date of the accident or incident.

G. LETTERS OF AGREEMENT

The Letter of Agreement (LOA) between Melbourne Orlando International Airport and local Air Traffic Control for Airport Emergency Service can be found in Appendix D of this document.

SECTION 331 – OBSTRUCTIONS

A. GENERAL

The Airport shall ensure that each object within the authority of the airport that has been determined by the FAA to be an obstruction is removed, marked, or lighted unless determined to be unnecessary by an FAA aeronautical study.

B. OBSTRUCTIONS

Obstructions within the authority of the airport are required to be lighted in accordance with AC 70/7460 (current edition), *Obstruction Marking and Lighting*. They are also listed in Section 311-3 of this ACM and are visually depicted in Attachment 311-1. Presence and operability of obstruction lights are noted during daily Airport safety inspections. The Airport Operations and Maintenance Department shall repair inoperable obstruction lights owned by the airport and notify the appropriate owner of inoperable obstruction lights owned by others.

SECTION 333 – PROTECTION OF NAVAIDs

A. CONSTRUCTION

No facilities shall be constructed on the airport that, when determined by the FAA would derogate the operation of an electronic or visual NAVAID or the air traffic control facility. The Director of Operations and Maintenance, or their designee, shall notify the FAA if aware of any changes in construction plans or equipment that may impact NAVAIDs.

Locating and marking of any and all airport utility lines in the areas of construction shall be conducted prior to any construction excavation. The Airport will notify FAA Tech Ops if any construction excavation is scheduled to occur that may impact FAA NAVAID connections below grade. FAA is responsible for locating and marking all such connections.

Airport Operations and Maintenance staff are responsible for monitoring construction activity on the airport to prevent the interruption of visual signals of NAVAIDs.

B. PROTECTION AGAINST VANDALISM

All NAVAIDs are located on airport property within the perimeter fence and as such are protected against vandalism and theft.

C. INTERRUPTION OF VISUAL AND ELECTRONIC SIGNALS OF NAVAIDs

Interruption of visual and electronic signals of NAVAIDs is prevented, insofar as it is within the Airport's authority.

ILS critical areas have been identified by signs and ground vehicle procedures have been established to prevent inadvertent entry into critical areas by a vehicle during IFR conditions. In addition, Airport Operations and Maintenance personnel maintain the height of grass in ILS critical areas below levels that may affect electronic signals of NAVAIDs.

SECTION 335 – PUBLIC PROTECTION

A. FENCING

Fencing at the airport meets TSA requirements and shall prevent inadvertent entry onto airport property by persons or vehicles. Signs restricting access are posted on all gates and at regular intervals around the perimeter.

B. ACCESS CONTROL

Access to the AOA is limited to persons who have an operational need. Further, persons are restricted within the AOA to only those areas for which they have an operational need. Procedures for controlling access to the AOA are included in the TSA approved Airport Security Program. An airport security badging program has been established in accordance with the Airport Security Plan for persons within the AOA. Procedures for authorizing temporary access to the AOA are also addressed in the Airport Security Plan.

C. INSPECTION AND MAINTENANCE

Perimeter fencing, gates, and signs are inspected as part of the Airport's safety inspection program. Any open or unlocked gates shall immediately be reported to Melbourne Airport Police Department (MAPD) and secured if able. MAPD will investigate. The Airport Operations and Maintenance Department is responsible for maintaining fencing.

SECTION 337 – WILDLIFE HAZARD MANAGEMENT

A. GENERAL

The Airport conducted, prepared, submitted and received approval for its Wildlife Hazard Management Plan (WHMP), dated August 2014. This plan was last revised in October 2023. The WHMP lists mitigation techniques for wildlife and birds, requirements for Wildlife Hazard Assessments (WHA), roles and responsibilities, and other required topics according to AC 150/5200-38 (current edition), *Protocol for the Conduct and Review of Wildlife Hazard Site Visits, Wildlife Hazard Assessments, and Wildlife Hazard Management Plans.*

The Airport shall take immediate measures to alleviate wildlife hazards whenever they are detected or reported.

1. Airport Operations and Maintenance personnel shall:
   a. Watch for and report to the ATCT any unusual concentration of wildlife or birds that may be a hazard to aircraft operations, especially when low-flying or in the vicinity of the runways, their respective safety areas and immediate approach areas.
   b. In circumstances when such concentration of wildlife or birds are observed, take appropriate measures to disperse the wildlife or birds or otherwise attempt to alleviate any risk of strikes by aircraft. Dispersal activities will be coordinated with ATC to avoid dispersing wildlife into the path of aircraft. Variations of hazing and harassment practices should be applied to situations where hazardous wildlife remains persistent.

2. When the airport is aware of projects or activity that might create a wildlife hazard having a potentially adverse impact on aircraft operations, the airport shall make reasonable efforts to prevent such projects from taking place. If said prevention efforts are unsuccessful or if the activity is of short duration, the airport shall initiate the airport condition reporting procedures and/or close the affected areas to aircraft operations.

B. EVENTS TRIGGERING A WILDLIFE HAZARD ASSESSMENT

The Director of Operations and Maintenance, or designated representative, will arrange for a Wildlife Hazard Assessment to be conducted when any of the following events occur on or near the airport:

1. An air carrier aircraft experiences multiple wildlife strikes;
2. An air carrier aircraft experiences substantial damage from striking wildlife;
3. An air carrier aircraft experiences an engine ingestion of wildlife;
4. Wildlife is observed to have access to any airport movement area or flight pattern, in a size or in numbers capable of causing one of the above events.

If a new WHA is necessary, the Airport will maintain records documenting the qualifications of the airport wildlife biologist conducting the WHA, effective January 31, 2013. These records will be maintained for 10 years. If the Airport arranges for another WHA before the 10-year expiration, the airport will maintain the records of the qualifications of the airport wildlife biologist for the previous WHA for 1 year after the new WHA is completed. The Airport will require the airport wildlife biologist to include the documentation of their qualifications to conduct the WHA in the contents of the WHA Report.

C. WILDLIFE HAZARD MANAGEMENT PLAN

The approved WHMP is contained in Appendix B of this ACM. The current WHMP was conducted and approved in 2014. The most recent revision was completed in October 2023, after completion of a Wildlife Hazard Site Visit by a designated FAA Approved Qualified Airport Wildlife Biologist (QAWB) throughout June and July of 2023.

D. WILDLIFE HAZARD MANAGEMENT PLAN TRAINING

The airport will arrange for wildlife hazard management training every 12 consecutive calendar months for airport personnel with responsibilities in the Wildlife Hazard Management Plan. The training will be conducted by a qualified wildlife biologist. Airport employees who miss the annual wildlife training will receive training from a qualified airport employee, to provide airport personnel with the knowledge and skills needed to successfully carry out the Wildlife Hazard Management Plan.

E. WILDLIFE HAZARD MANAGEMENT PLAN ANNUAL REVIEW

The WHMP will be reviewed and evaluated every 12 consecutive calendar months during the annual training conducted by a qualified wildlife damage management biologist. In addition, a review of the WHMP will be conducted following an event described in 14 CFR Part 139.337(b)(1), (b)(2) or (b)(3), which includes:

(1) An air carrier aircraft experiences multiple wildlife strikes.
(2) An air carrier aircraft experiences substantial damage from striking wildlife.
(3) An air carrier aircraft experiences an engine ingestion of wildlife.

The review and evaluation of the WHMP shall be consistent with methodology outlined in AC 150/5200-38, *Protocol for the Conduct and Review of Wildlife Hazard Site Visits, Wildlife Hazard Assessments, and Wildlife Hazard Management* Plans, Appendix F. Such review and evaluation, found in Appendix F, will identify the following:

(1) The WHMP's effectiveness in combatting known wildlife hazards on the airport and in the airport's vicinity.

(2) Aspects of the wildlife hazards described in the Wildlife Hazard Assessment that call for reevaluation.

F. CONTRACTED SERVICES UNDER THE WHMP

1. FAA Qualified Airport Wildlife Biologist
   Resource Environmental Solutions (RES)
   Gary Exner 407.312.5066

2. Licensed Wildlife Removal Expert
   Florida Wildlife Trappers and Rescue, Inc.
   321.557.7000

MELBOURNE ORLANDO INTERNATIONAL AIRPORT• MLB

WILDLIFE DEPREDATION PERMIT

DEPREDATION AT AIRPORTS
Permit Number: MB691003
Version Number: 3
Effective: 2023-04-01 **Expires:** 2024-03-31

Issuing Office:
Department of the Interior
U.S. FISH AND WILDLIFE SERVICE
MB Atlanta Permit Office
1875 Century Boulevard, NE
Atlanta, Georgia 30345
permitsR4MB@fws.gov
Tel: 404-679-7070

Carmen Simonton
Chief, Migratory Bird Permit Office, Atlanta, Georgia

Digitally signed by
Carmen Simonton
2023-04-11 15:46:24

Permittee:
MELBOURNE INTERNATIONAL AIRPORT
CLIFFORD GRAHAM
850 ED FOSTER ROAD
MELBOURNE, FL 32901

Name and Title of Principal Officer:
CLIFFORD GRAHAM

Authority: Statutes and Regulations: 16 U.S.C 703-712 50 CFR Part 13, 50 CFR 21.100

Location where authorized activity may be conducted:

Melbourne International Airport property.

Reporting requirements:

You must submit a report to your Regional Migratory Bird Permit Office even if you had no activity. Report form is at www.fws.gov/forms/3-202-9.pdf.

Authorizations and Conditions:

Last Full Review: 2021 Next Full Review: 2026

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Migratory Bird Permit Office Contact: R4BirdPermits@fws.gov

A. To resolve or prevent threats to human safety and/or aircraft safety at airports or airfields, you are authorized to take, temporarily possess, and transport the migratory birds specified below.

(1) **Additional authorization is required for bald eagles, golden eagles, and bird species federally listed as threatened or endangered (t/e)** (http://www.fws.gov/endangered).

Take of Birds of Conservation Concern (BCC) requires additional notification (see A(5) below). A list of BCC species can be found at: https://www.fws.gov/migratorybirds/pdf/management/BCC2008.pdf

For information on the presence of bird species at your airport, we recommend using IPAC: https://ecos.fws.gov/ipac/

(2) Lethal take and take of nest with viable eggs, up to: 100 migratory birds.

(3) Emergency Take:
You are authorized to exceed the take authorized above in emergency situations and/or to take of birds listed in the 2008 Birds of Conservation Concern. You must notify your Migratory Bird Permit Office (contact information above Condition A) within 48 hours and include the following information:

(i) Emergency situation description, including date and time
(ii) Species and number of bird(s) taken
(iii) Method of take

A response from the office is not expected nor required. You will be contacted only if further coordination is appropriate.

(4) To minimize the lethal take of migratory birds, you are required to continually apply non-lethal methods in conjunction with lethal control. All take must be done as part of an integrated wildlife damage management program that implements nonlethal management techniques. You may not use this authority for situations in which migratory birds are merely causing a nuisance.

(5) Do not report the following activities under your Airport Depredation permit. If activities are conducted under a Depredation Order, Conservation Order, or other regulatory authorization or permit you should conduct activities in accordance with those authorizations and reporting requirements. Canada goose nests should be taken and reported under the Resident Canada Goose registration system (https://epermits.fws.gov/eRCGR/).

B. **Methods**. You may use the following methods of take. The use of any of the below methods is at your discretion for each situation.

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(1) Firearms. Shotguns must be no larger than 10-gauge and must be fired from the shoulder. You must use nontoxic shot listed in 50 CFR 20.21(j). Rifles or air rifles may be used when determined most appropriate to resolve the injurious situation. Nontoxic ammunition must be used when humane and feasible. If lead shot is used, bird remains must be disposed of in a manner that prevents introducing lead in the environment. Paint ball guns may be used to haze birds but are not an authorized firearm for take. You may not use blinds, pits, or other means of concealment, decoys, duck calls, or other devices to lure or entice migratory birds into gun range. Firearm use must be in accordance with local laws and ordinances.

(2) Lethal and/or live traps. All trapping must be under humane and healthful conditions (50 CFR 13.41).
Use of Pole Traps is prohibited.

Trap-and-euthanized birds count toward the lethal take authorized under Condition A of your permit. If birds are trapped and released, birds must be released in suitable habitat in an area where they are unlikely to pose a depredation threat. When appropriate, birds should be relocated a distance sufficient to minimize potential for return to the capture site. This permit does not authorize retaining birds in captivity longer than 24 hours. Additional state and/or tribal authorization may be required for release. The Service recommends banding or marking released raptors under a USGS Bird Banding permit prior to release.

If a bird is not appropriate for release to the wild, it may be transferred as non-releasable to an individual or entity authorized to receive live birds. Approval from your Migratory Bird Permit Office is required PRIOR to transferring birds. Transferred birds count toward the lethal take authorized under Condition A, as they are removed from the wild population. Contact your Migratory Bird Permit Office prior to placement to request authorization (contact information above Condition A).

(3) Nest Take. Viable eggs may be oiled, addled, or destroyed. Eggs must by oiled using only 100% corn oil, a substance exempt from regulation by the Environmental Protection Agency. Eggs may be addled in any humane manner (see 6 below). Nests, including viable eggs, may be destroyed by any humane method, provided they are completely destroyed and eggs and/or nests are not retained after destruction.

Report take as number of active nests (not number of eggs). Do not report inactive nests taken (nests with no viable eggs or chicks present). No federal authorization is required for the take of inactive migratory bird nests.

(4) Registered animal drugs (excluding nicarbazin), pesticides, and repellents. Must be humane and used in accordance with label instructions. Additional state and/or tribal authorization may be required for use.

(5) Falconry Abatement. Migratory birds may be killed by abatement falconry birds. Birds killed by falconry abatement count toward the lethal take authorized under Condition A. Additional state and/or tribal authorization may be required.

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(6) Any live birds trapped or otherwise in-hand must be in humane and healthful conditions (50 CFR 13.41). Birds euthanized must follow the American Veterinary Medical Association Guidelines on Euthanasia (https://www.avma.org/resources-tools/avma-policies/avma-guidelines-euthanasia-animals).

C. **Sick, injured, or orphaned migratory birds.** You may possess and immediately transport any birds found sick, injured, or orphaned to a federally permitted rehabilitator or licensed veterinarian for care. You do not need to report these birds (50 CFR 21.31(a)), except:

Birds injured by your activities must be humanely euthanized or transferred immediately to a federally permitted migratory bird rehabilitator or a licensed veterinarian for medical care at the permittee's expense. You must report any birds injured by your activities on your Annual Report.

D. **Salvage**. You are authorized to salvage and temporarily possess migratory birds found dead. Salvaged birds must be disposed of as described in Condition E below within 6 months of salvage. Before you salvage any bird killed by suspected illegal activity, you must first contact the U.S. Fish and Wildlife Service Office of Law Enforcement (OLE) for authorization to salvage that bird. See FWS OLE contact information below.

Any dead bald eagle or golden eagle salvaged must be reported within 48 hours to your local U.S. Fish and Wildlife Service Office of Law Enforcement (contact information below) and to your migratory bird permit issuing office (contact information above Condition A). After clearance from OLE, contact the National Eagle Repository at (303) 287-2110 for shipment directions of these specimens.

E. **Disposition of dead migratory birds.** Migratory birds, nests, or eggs taken under this permit must be disposed of by one of the following:
(1) Donated to an individual or entity authorized by permit or regulation to receive donated birds (i.e. scientific, educational, or tribal use);
(2) Completely destroyed in accordance with local laws and ordinances;
(3) Retained for diagnostic or personnel training purposes;
(4) Retained and used as effigies; or
(4) If the species is a migratory game bird and suitable for consumption, donated to a public charity.

F. **Reporting.**
Immediate Notification. You must immediately notify your Migratory Bird Permit Office at the contact information above Condition A about:
(1) Emergency Take (Condition A(3))
(2) Salvage of eagles (Condition D)

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Annual Report. You must submit an annual report (Form 3-202-9). You must report take by species (e.g. ring-billed gull, Canada goose) and method (e.g. kill, nest take, trap-release, trap-relocate, DRC-1339).

G. **Subpermittees.** A subpermittee is an individual to whom you have provided written authorization to conduct some or all of the permitted activities in your absence. As the permittee, you are legally responsible for ensuring that your subpermittees are adequately trained and adhere to the terms of your permit. The following subpermittees are authorized: Any other person who is (1) employed by or under contract to you for the activities specified in this permit, or (2) otherwise designated a subpermittee by you in writing, may exercise the authority of this permit.

You and any subpermittees must carry a legible paper or electronic copy of this permit and display it upon request whenever you are exercising its authority. Subpermittees must be at least 18 years of age. You are responsible for maintaining current records of who you have designated as a subpermittee, including copies of any designation letters provided to individuals not named above.

H. You and any subpermittees must comply with the below Standard Conditions. **These standard conditions are a continuation of your permit conditions *and must remain with your permit.*** These standard conditions are nationwide and may not be modified for individual permits.

1. All of the provisions and conditions of the governing regulations at 50 CFR part 13 and 50 CFR part 21.41 are conditions of your permit. Failure to comply with the conditions of your permit could be cause for suspension of the permit. If you have questions regarding these conditions, refer to the regulations or, if necessary, contact your migratory bird permit issuing office. For copies of the regulations and forms, or to obtain contact information for your issuing office, visit: http://www.fws.gov/migratorybirds/mbpermits.html.

2. General conditions set out in Subpart B of 50 CFR 13, and specific conditions contained in Federal regulations cited above, are hereby made a part of this permit. All activities authorized herein must be carried out in accord with and for the purposes described in the application submitted. Continued validity, or renewal of this permit is subject to complete and timely compliance with all applicable conditions, including the filing of all required information and reports.

3. The validity of this permit is also conditioned upon strict observance of all applicable foreign, state, local tribal, or other federal law.

4. Valid for use by permittee named above.

5. Explosive Pest Control Devices (EPCDs) are regulated by the Bureau of Alcohol, Tobacco, Firearms, and Explosives (ATF). If you plan to use EPCDs, you require a Federal explosives permit, unless you are exempt under 27 CFR 555.141. Information and contacts may be found at www.atf.gov/explosives/howto/become-an-fel.htm.

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6. If you encounter a migratory bird with a Federal band issued by the U.S. Geological Survey Bird Banding Laboratory, Laurel MD, report the band number to http://www.reportband.gov.

7. You are responsible for obtaining appropriate, prior, written landowner permission for activity (take or release) of any migratory birds, nests, or eggs on lands where you are not the landowner or custodian.

8. You must maintain records as required in 50 CFR 13.46 and 50 CFR 21.41. All records relating to the permitted activities must be kept at the location indicated in writing by you to the migratory bird permit issuing office.

9. Acceptance of this permit authorizes the U.S. Fish and Wildlife Service to inspect any wildlife held, and to audit or copy any permits, books, or records required to be kept by the permit and governing regulations.

10. You may not conduct the activities authorized by this permit if doing so would violate the laws of the applicable State, county, municipal or tribal government or any other applicable law.

For suspected illegal activity, immediately contact USFWS Law Enforcement 1-844-FWS-TIPS (397-8477)
https://www.fws.gov/le/regional-law-enforcement-offices.html

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SECTION 339 – AIRPORT CONDITION REPORTING

A. PERSONNEL AUTHORIZED TO ISSUE NOTAMS/SURFACE CONDITION REPORTS

Airport personnel in the following positions are authorized to issue airport condition reports into the FAA Digital NOTAM Manager website or call the Flight Services NOTAM phone line:

1. Airport Director of Operations & Maintenance
2. Assistant Director of Operations & Maintenance
3. Commercial Business Center Supervisor
4. Operations Officer
5. Safety & Training Coordinator
6. Terminal Maintenance Supervisor
7. Night Shift Supervisor
8. Assistant Night Shift Supervisor

B. CONDITIONS REQUIRING A NOTAM/SURFACE CONDITION REPORT

The following airport conditions that may affect the safe operations of air carriers shall be disseminated through the Digital NOTAM Manager system:

1. Construction activity on movement areas
2. Surface irregularities on movement area
3. Objects on the movement area or safety areas contrary to 139.309
4. Out of service or malfunction of any required lighting systems, hold position signs, surface painted hold position signs.
5. Greater than 1/8th inch of water over more than 25 percent of the overall runway length and coverage
6. Any condition not bare and dry, associated with or caused by winter contaminants (e.g., snow, sleet, etc.), present in any longitudinal third off the runway (I.e., touchdown, midpoint, rollout)
7. Light outage conditions described in Section 311(d)
8. Unresolved wildlife hazards in accordance with 139.337
9. Non-availability of any require rescue and firefighting capabilities required in 139.317 or 139.319.
10. A NOTAM will be issued closing a runway whenever a NIL pilot braking action report is received, whenever a NIL braking action assessment is made by the Airport Safety Office, or when the RCAM generates a RwyCC “0”. The runway will remain closed until the NIL braking condition no longer exists.
11. Any other condition that may otherwise adversely affect the safe operations of air carriers.

C. NOTAM/AIRPORT CONDITION REPORTING RECORDS

The FAA Digital NOTAM Manager website is used to issue NOTAMs.

Records of NOTAMs issued in the Digital NOTAM Manager System are maintained in an airport spreadsheet maintained for at least 12 consecutive calendar months.

SECTION 341 – IDENTIFYING, MARKING, & LIGHTING CONSTRUCTION & UNSERVICEABLE AREAS

A. MARKING/LIGHTING OF CONSTRUCTION AREAS

Each construction area and unserviceable area on or adjacent to a movement area that may be used by air carrier aircraft shall be marked and, if appropriate, lighted in a manner acceptable to the Administrator. Plans and specifications involving marking/lighting of construction areas and unserviceable areas shall be submitted to the FAA for approval for AIP-funded projects. AC150/5370-2 (current edition), and the findings of the FAA aeronautical study, shall be used as guidance for marking, and lighting where appropriate, construction areas and temporary unserviceable areas. Permanent unserviceable or closed areas shall be marked in accordance with marking standards in AC 150/5340-1 (current edition).

B. MARKING/LIGHTING OF CONSTRUCTION EQUIPMENT

Construction equipment and each construction roadway that may affect the safe movement of aircraft on the airport shall be marked and, if appropriate, lighted in a manner acceptable to the Administrator. Plans and specifications involving marking and lighting of construction equipment and construction roadways shall be submitted to the FAA for approval on AIP funded projects. AC 150/5370-2 (current edition), and the findings of the FAA aeronautical study, shall be used as guidance for marking, lighting where appropriate, construction equipment and roadways.

C. MARKING/LIGHTING OF AREAS ADJACENT TO NAVAIDs

Any area adjacent to a NAVAID that could cause derogation of the signal or failure of the NAVAID, if traversed, shall be marked and, if appropriate, lighted in a manner acceptable to the Administrator. Marking and lighting, when appropriate, of areas adjacent to NAVAIDs shall be accomplished by the Airport or contractor under the direction of the Airport Operation and Maintenance Department. Airport Operations and Maintenance staff are responsible for monitoring construction activity on the airport to prevent construction equipment from traversing any areas adjacent to NAVAIDs that could cause derogation of signals.

D. PROCEDURES FOR AVOIDING DAMAGE TO UTILITIES

It is a requirement of all Airport construction involving excavation to acquire utility locates prior to commencement of construction. Airport Operations and Maintenance staff monitor construction activity on the Airport to prevent the interruption of utilities.

SECTION 343 – NON-COMPLYING CONDITIONS

A. NON-COMPLYING CONDITIONS

When an unsafe condition exists on the airport and cannot be corrected, Airport Operations and Maintenance personnel shall take the necessary steps to prohibit all air carrier operations from entering any area deemed unsafe as a result of such conditions.

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APPENDIX A – MARKING AND SIGN PLAN

APPENDIX B – WILDLIFE HAZARD MANAGEMENT PLAN

The Wildlife Hazard Management Plan is kept under separate cover.

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APPENDIX C -- AIRPORT EMERGENCY PLAN

The Airport Emergency Plan is kept under separate cover.

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APPENDIX D – LETTERS OF AGREEMENT

Letters of Agreement

1. Operation of Airport Lighting (D2)
2. Airport Emergency Service (D3)
3. Designation of Movement/Non-Movement Areas and Control of Vehicular Traffic on Airport Movement Areas (Amendment 1) (D4)
4. Field Condition (FICON) Reporting and Takeoff and Landing Performance Assessment (TALPA) (D5)
5. Notification Process by the Airport for Surface Area NOTAMs (D6)
6. Requirements for Operating in the Runway Safety Areas LOA (D7)