

## ANNEX IV

**Part Operations Requirements — Aerodromes (Part-ADR.OPS)****SUBPART A — AERODROME DATA (ADR.OPS.A)****ADR.OPS.A.005 Aerodrome data**

The aerodrome operator shall as appropriate:

- (a) determine, document and maintain data relevant to the aerodrome and available services;
- (b) provide data relevant to the aerodrome and available services to the users and the relevant air traffic services and aeronautical information services providers.

**ADR.OPS.A.010 Data quality requirements**

The aerodrome operator shall have formal arrangements with organisations with which it exchanges aeronautical data and/or aeronautical information.

- (a) All data relevant to the aerodrome and available services shall be provided by the aerodrome operator with the required quality and integrity.
- (b) When data relevant to the aerodrome and available services are published, the aerodrome operator, shall:
  - (1) monitor data relevant to the aerodrome and available services originating from the aerodrome operator and promulgated by the relevant air traffic services providers and aeronautical information services providers;
  - (2) notify the relevant aeronautical information services providers of any changes necessary to ensure correct and complete data relevant to the aerodrome and available services, originating from the aerodrome operator;
  - (3) notify the relevant air traffic services providers and aeronautical information services providers when the published data originating from the aerodrome operator are incorrect or inappropriate.

**ADR.OPS.A.015 Coordination between aerodrome operators and providers of aeronautical information services**

- (a) To ensure that aeronautical information services providers obtain information to enable them to provide up-to-date pre-flight information and to meet the need for in-flight information, the aerodrome operator shall make arrangements to report to the relevant aeronautical information service providers, with a minimum of delay, the following:
  - (1) information on the aerodrome conditions, disabled aircraft removal, rescue and firefighting and visual approach slope indicator systems;
  - (2) the operational status of associated facilities, services and navigational aids at the aerodrome;
  - (3) any other information considered to be of operational significance.
- (b) Before introducing changes to the air navigation system, the aerodrome operator shall take due account of the time needed by the relevant aeronautical information services for the preparation, production and issue of relevant material for promulgation.

**SUBPART B — AERODROME OPERATIONAL SERVICES, EQUIPMENT AND INSTALLATIONS (ADR.OPS.B)**

**ADR.OPS.B.001 Provision of services**

The services under Subpart B of this Annex shall be provided at the aerodrome by the aerodrome operator directly or indirectly.

**ADR.OPS.B.005 Aerodrome emergency planning**

The aerodrome operator shall have and implement an aerodrome emergency plan that:

- (a) is commensurate with the aircraft operations and other activities conducted at the aerodrome;
- (b) provides for the coordination of appropriate organisations in response to an emergency occurring at an aerodrome or in its surroundings; and
- (c) contains procedures for periodic testing of the adequacy of the plan and for reviewing the results in order to improve its effectiveness.

**ADR.OPS.B.010 Rescue and firefighting services**

- (a) The aerodrome operator shall ensure that:
  - (1) aerodrome rescue and firefighting facilities, equipment and services are provided;
  - (2) adequate equipment, fire extinguishing agents and sufficient personnel are available in a timely manner;
  - (3) rescue and firefighting personnel are properly trained, equipped and qualified to operate in the aerodrome environment; and
  - (4) rescue and firefighting personnel potentially required to act in aviation emergencies demonstrate their medical fitness to execute their functions satisfactorily, taking into account the type of activity.
- (b) The aerodrome operator shall establish and implement a training programme for persons involved in rescue and firefighting services of the aerodrome;
- (c) The aerodrome operator shall implement proficiency checks at adequate intervals to ensure continued competence;
- (d) The aerodrome operator shall ensure that:
  - (1) adequately qualified and experienced instructors and assessors for the implementation of the training programme are used; and
  - (2) suitable facilities and means are used for the provision of the training.
- (e) The aerodrome operator shall:
  - (1) maintain appropriate qualification, training and proficiency check records to demonstrate compliance with this requirement;
  - (2) on request, make such records available to its personnel concerned; and
  - (3) if a person is employed by another employer, on request, make such records of that person available to that new employer.
- (f) Temporary reduction of the level of protection of the aerodrome's rescue and firefighting services, due to unforeseen circumstances, shall not require prior approval by the Competent Authority.

**ADR.OPS.B.015 Monitoring and inspection of movement area and related facilities**

- (a) The aerodrome operator shall monitor the condition of the movement area and the operational status of related facilities and report on matters of operational significance, whether of a temporary or permanent nature, to the relevant air traffic services providers and aeronautical information services providers.
- (b) The aerodrome operator shall carry out regular inspections of the movement area and its related facilities.

**ADR.OPS.B.020 Wildlife strike hazard reduction**

The aerodrome operator shall:

- (a) assess the wildlife hazard on, and in the surrounding, of the aerodrome;
- (b) establish means and procedures to minimise the risk of collisions between wildlife and aircraft, at the aerodrome; and
- (c) notify the appropriate authority if a wildlife assessment indicates conditions in the surroundings of the aerodrome are conducive to a wildlife hazard problem.

**ADR.OPS.B.025 Operation of vehicles**

The aerodrome operator shall establish and implement procedures for the training, assessment and authorisation of all drivers operating on the movement area.

**ADR.OPS.B.030 Surface movement guidance and control system**

The aerodrome operator shall ensure that a surface movement guidance and control system is provided at the aerodrome.

**ADR.OPS.B.035 Operations in winter conditions**

The aerodrome operator shall ensure that means and procedures are established and implemented for providing safe conditions for aerodrome operations during winter conditions.

**ADR.OPS.B.040 Night operations**

The aerodrome operator shall ensure that means and procedures are established and implemented for providing safe conditions for aerodrome operation during night operations.

**ADR.OPS.B.045 Low visibility operations**

- (a) The aerodrome operator shall ensure that means and procedures are established and implemented for providing safe conditions for aerodrome operations in low visibility conditions.
- (b) Low visibility procedures shall require prior approval by the Competent Authority.

**ADR.OPS.B.050 Operations in adverse weather conditions**

The aerodrome operator shall ensure that means and procedures are established and implemented to ensure the safety of aerodrome operations in adverse weather conditions.

**ADR.OPS.B.055 Fuel quality**

The aerodrome operator shall verify that organisations involved in storing and dispensing of fuel to aircraft have procedures to ensure that aircraft are provided with uncontaminated fuel and of the correct specification.

**ADR.OPS.B.065 Visual aids and aerodrome electrical systems**

The aerodrome operator shall have procedures to ensure that aerodrome visual aids and electrical systems function as intended.

**ADR.OPS.B.070 Aerodrome works safety**

- (a) The aerodrome operator shall establish and implement procedures to ensure that:

- (1) aircraft safety is not affected by aerodrome works; and
- (2) aerodrome works safety is not affected by aerodrome operational activities.

**ADR.OPS.B.075 Safeguarding of aerodromes**

- (a) The aerodrome operator shall monitor on the aerodrome and its surroundings:
  - (1) obstacle limitation and protection surfaces as established in accordance with the certification basis, and other surfaces and areas associated with the aerodrome, in order to take, within its competence, appropriate action to mitigate the risks associated with the penetration of those surfaces and areas;
  - (2) marking and lighting of obstacles in order to be able to take action within its competence, as appropriate; and
  - (3) hazards related to human activities and land use in order to take action within its competence, as appropriate.
- (b) The aerodrome operator shall have procedures in place for mitigating the risks associated with obstacles, developments and other activities within the monitored areas that could impact safe operations of aircraft operating at, to or from the aerodrome.

**ADR.OPS.B.080 Marking and lighting of vehicles and other mobile objects**

The aerodrome operator shall ensure that vehicles and other mobile objects, excluding aircraft, on the movement area of the aerodrome are marked and if the vehicles are used at night or in conditions of low visibility, lighted. Aircraft servicing equipment and vehicles used only on aprons may be exempted.

**ADR.OPS.B.090 Use of the aerodrome by higher code letter aircraft**

- (a) Except for aircraft emergency situations, an aerodrome operator may, subject to prior approval by the Competent Authority, permit the use of the aerodrome or parts thereof by aircraft with a higher code letter than the aerodrome design characteristics specified in the terms of the certificate.
- (b) In showing compliance with point (a), the provisions of ADR.OR.B.040 shall apply.

**SUBPART C — AERODROME MAINTENANCE (ADR.OPS.C)****ADR.OPS.C.005 General**

The aerodrome operator shall establish and implement a maintenance programme, including preventive maintenance where appropriate, to maintain aerodrome facilities so that they comply with the essential requirements set in Annex Va to Regulation (EC) No 216/2008.

**ADR.OPS.C.010 Pavements, other ground surfaces and drainage**

- (a) The aerodrome operator shall inspect the surfaces of all movement areas including pavements (runways, taxiways and aprons), adjacent areas and drainage to regularly assess their condition as part of an aerodrome preventive and corrective maintenance programme.
- (b) The aerodrome operator shall:
  - (1) maintain the surfaces of all movement areas with the objective of avoiding and eliminating any loose object/debris that might cause damage to aircraft or impair the operation of aircraft systems;
  - (2) maintain the surface of runways, taxiways and aprons in order to prevent the formation of harmful irregularities;

- (3) take corrective maintenance action when the friction characteristics for either the entire runway or a portion thereof, when uncontaminated, are below a minimum friction level. The frequency of these measurements shall be sufficient to determine the trend of the surface friction characteristics of the runway.

**ADR.OPS.C.015 Visual aids and electrical systems**

The aerodrome operator shall establish and ensure the implementation of a system of corrective and preventive maintenance of visual aids and electrical systems to ensure lighting and marking system availability, reliability and compliance.