



CHICO MUNICIPAL AIRPORT

**MOVEMENT AREA
DRIVER TRAINING PROGRAM**

Introduction

In compliance with Federal Aviation Regulations (FAR) Part 139.329, and to provide for a safe operating environment for tenants, staff and users of the Chico Municipal Airport (CIC), Airport Operations provides this training program to all persons who may be required to conduct surface movement operations on the airfield. The training will provide familiarization with the layout of the runways and taxiways, airport signage, marking and lighting, proper aviation communication procedures and general procedures for safely operating vehicles on the airport. A written exam is included as part of this training along with a practical driving test with authorized airport operations personnel to assist in ensuring the information provided has been understood and retained. These guidelines and procedures are designed to enhance safety and efficiency of all aircraft surface movement operations.

Additionally, the implementation of this program is intended to assist in the elimination of surface incidents and runway incursions with the goal of increasing overall safety and efficiency.

- **Surface Incident** is defined as any movement area activity by a vehicle/pedestrian that has not been authorized by the ATCT.
- **Runway Incursion** is defined as any occurrence at an airport involving an aircraft, vehicle, person or object on the ground, that enters a protected area of a surface designated for the landing and take-off of aircraft.

These events can result in an aircraft collision. Such collisions are often deadly and always expensive.

- Movement area driver training is mandatory for all Fire, Police, and Airport personnel, as well as for FAA, TSA, Fixed Base Operator, contractor personnel whose job activities may require driving in the movement area. This training must be completed prior to obtaining an airport gate access card.
- Recurrent driver training is required every 12 consecutive calendar months to maintain these privileges.
- Movement area driver training consists of a study guide, PowerPoint presentation, a written exam administered by Airport/City personnel and a practical driving test with Airport Operations personnel.

Goals

1. Prevent incursions/surface incidents on airport movement areas.
2. Provide familiarization with CIC airfield layout, signage, markings and lighting.
3. Teach proper aviation terms, radio communication procedures and phraseology.
4. Provide general information regarding vehicle operating procedures on the airport.
5. Increase operational safety.

Sections

- SECTION 1: Airfield Familiarization
- SECTION 2: Airfield Markings, Lighting and Signage
- SECTION 3: Aviation Radio Communication
Procedures and Phraseology
- SECTION 4: Guidelines for Vehicle Operations on
the Airfield

Terms and Definitions

Air Operations Area (AOA) – the area of the airport located within the perimeter fence line used or intended to be used for landing, takeoff, or surface maneuvering of aircraft. The AOA includes active runways, taxiways, apron/ramp and the infield turf areas. Access to the AOA is restricted and is off-limits to the general public.

Air Traffic Control Tower (ATCT) – a service operated by an appropriate authority to promote the safe, orderly and expeditious flow of air traffic.

Aircraft Apron or Ramp – an area of the airport used or intended to be used for aircraft surface maneuvering, parking, fueling and the transport of passengers to and from aircraft.

Common Traffic Advisor Frequency (CTAF) – radio frequency designed for the purpose of carrying out airport advisory practices while operating to or from an airport without an operating ATCT or when the tower is closed.

Light Gun – a hand held directional light-signaling device that emits a narrow beam of white, green, or red light, as selected by the tower controller. The color and type of light transmitted can be used to approve or disapprove anticipated pilot or vehicle actions where radio communication is not available.

Movement Area – the runways, taxiways and other areas of an airport that aircraft use for taxiing, takeoff and landing exclusive of loading ramps and parking areas, and that are under the control of the ATCT and which require clearance from the ATCT prior to entering.

Non-movement Area – those areas of the airport where aircraft taxi, or are towed or pushed without radio contact with the ATCT, such as taxiways, aprons and other areas not under the control of the ATCT or at airports without an operating ATCT.

Restricted Areas – areas of the airport posted to prohibit or limit entry or access by the general public such as the area where air carrier operations take place.

Runway – a defined, rectangular, paved surface on an airport designed for the landing or takeoff of aircraft.

Runway Incursion - any occurrence at an airport involving an aircraft, vehicle, person, or object on the ground that enters a protected area of a surface designated for the landing and takeoff of aircraft.

Surface Incident - any movement area activity by a vehicle/pedestrian that has not been authorized by the ATCT.

Taxiways – those parts of the airside designated for the surface maneuvering of aircraft to and from the runways and aircraft parking areas.

Vehicle/Pedestrian Deviation (V/PD) – any event where unauthorized movement by an aircraft, vehicle, or pedestrian occurs on the Movement Area that affects or could affect the safety of flight.

Vehicle Travel Lane – a designated roadway for vehicles in a non-movement area.

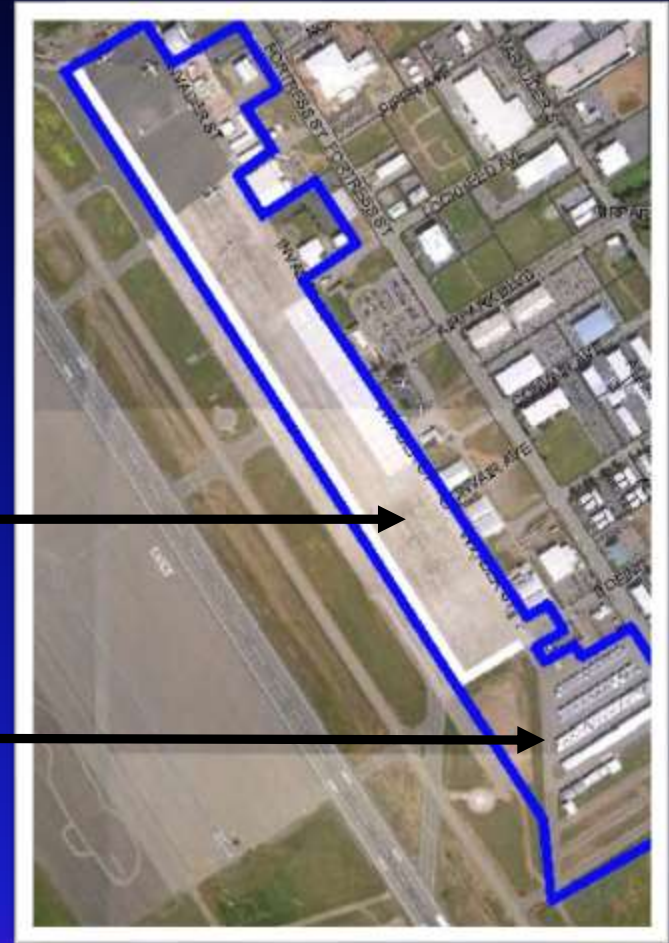
Airport Familiarization

Non-Movement Area

A *non-movement area* is an area that is not under the control of the ATCT. Aircraft and vehicle operations on a non-movement area are done so at the operator's own risk. The diagram to the right shows the locations and designations of the non-movement area taxilanes at CIC.

Apron/Ramp – a paved surface which is designed for the parking of aircraft for the purposes of loading, unloading, fueling and servicing.

Taxilane – a paved surface that is not under the control of the ATCT, taxilanes connect apron/ramp areas to the main taxiways.



Vehicle Travel Lane – is a paved surface delineated by a solid white line on each side and a broken line in the center.

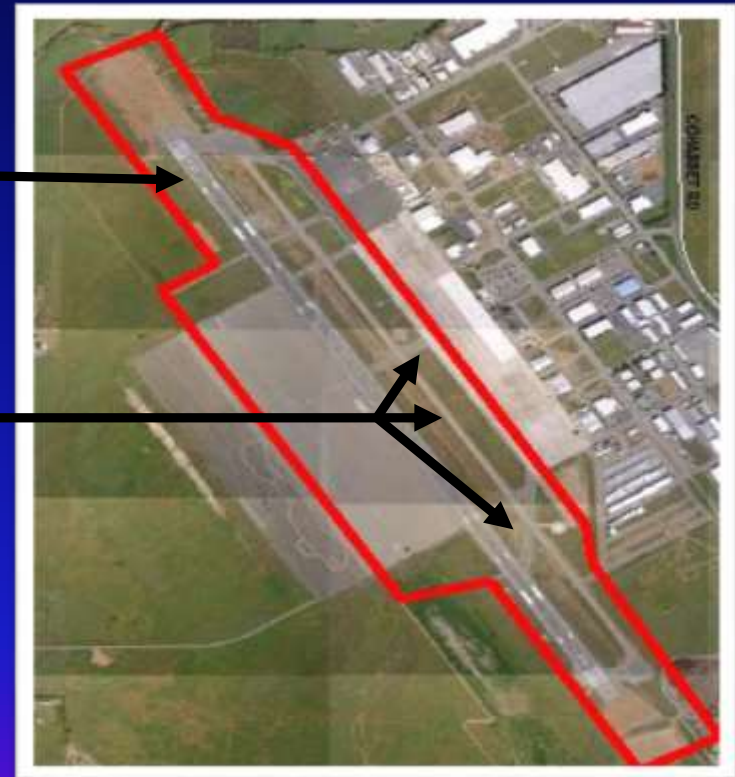


Movement Area

The *movement area* consists of the runways, taxiways and other areas on the airport which are used for taxiing, takeoff and landing of aircraft, and that are under the control of the ATCT. Following are the types of movement areas found on the airfield at CIC.

Runway – a defined, rectangular, paved surface on an airport designed for the landing or takeoff of aircraft.

Taxiway – a paved surface designed for the movement of aircraft from one part of an airport to another, including to and from the runways.



Movement / Non-Movement Area Boundary

The *movement / non-movement area boundary* marking delineates the movement area that is under the control of the ATCT from the non-movement area.

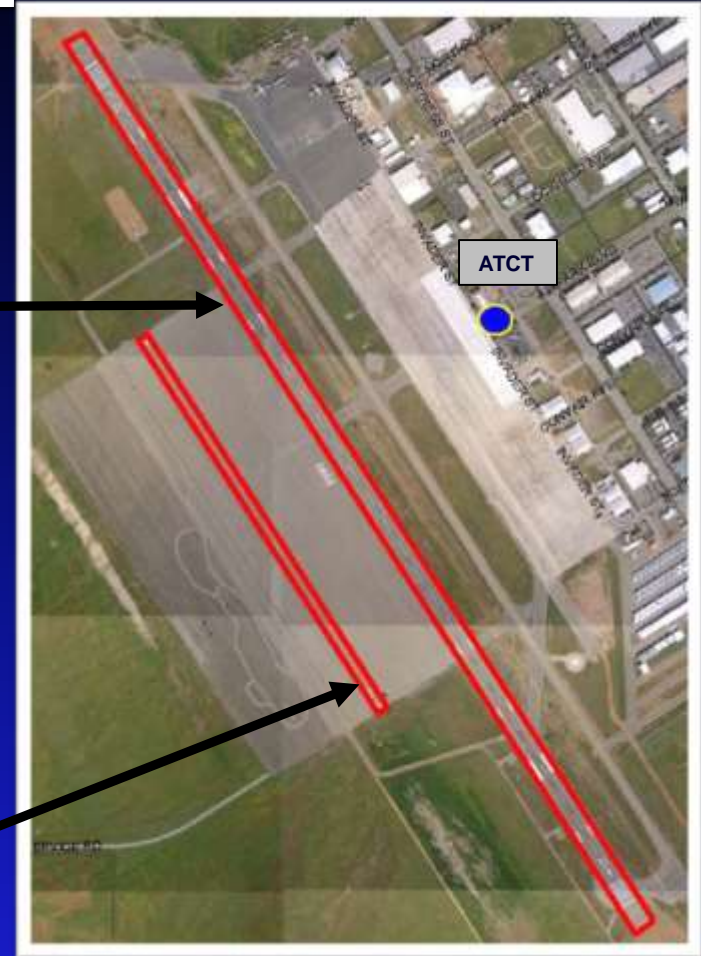


CIC Runway Layout

CIC has two parallel *runways* as shown in the diagram to the right.

Runway 13 Left / 31 Right is the precision instrument runway (PIR) which is the longer of the two runways. It is used by both propeller and jet aircraft, with jet aircraft having the majority of operations.

Runway 13 Right / 31 Left is a basic runway and is referred to as the short runway. This runway is used by smaller propeller aircraft and helicopters.

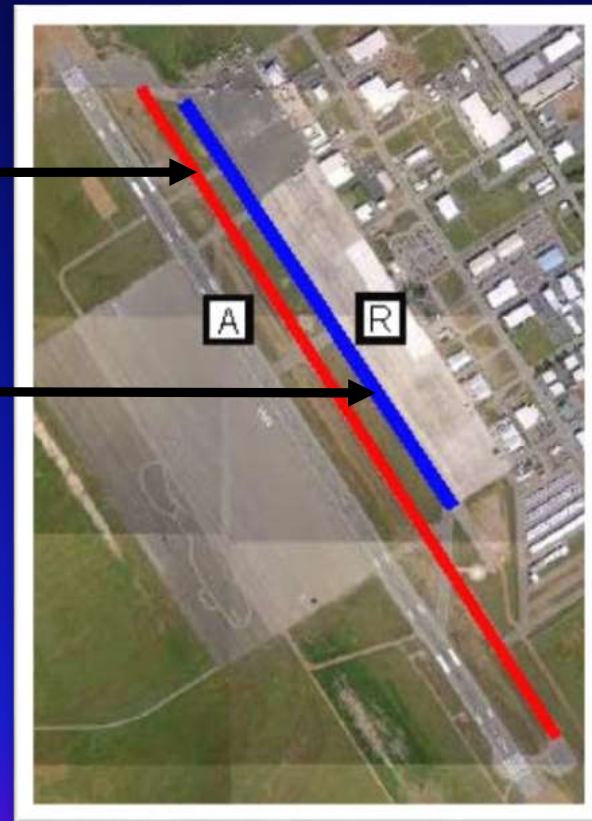


Taxiways

CIC has two main taxiways which are north-south oriented and run parallel to the runways. These taxiways are designated Alpha (A) and Romeo (R).

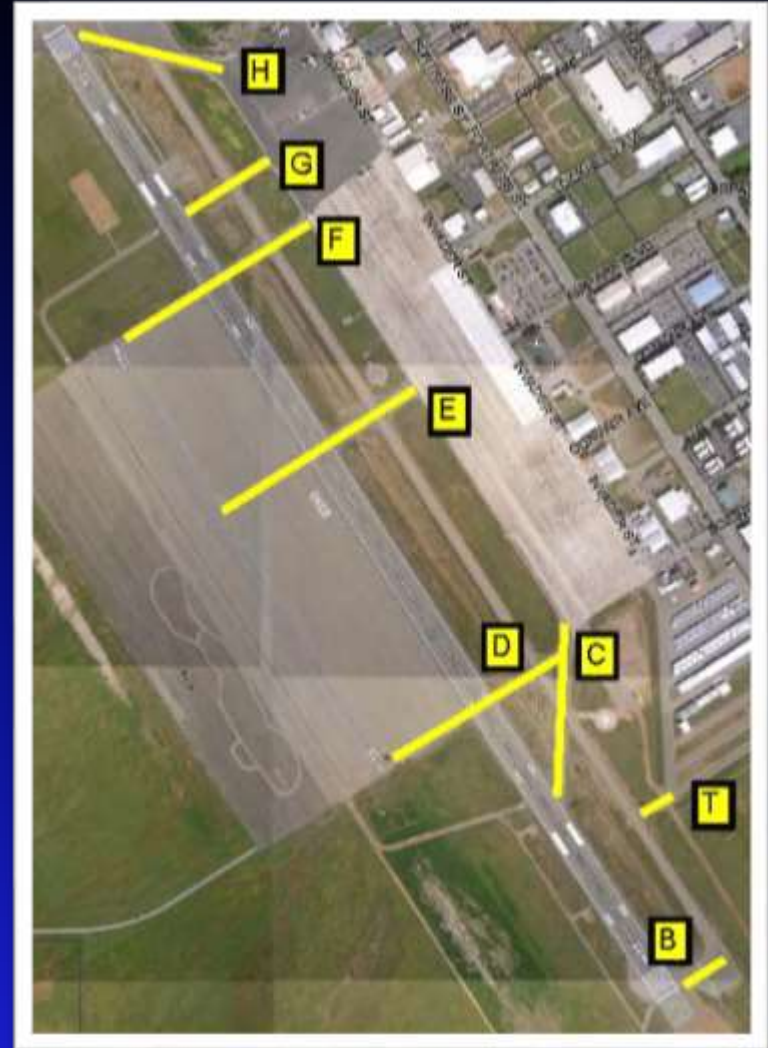
Taxiway Alpha (A) is located on the east side of Runway 13 Left/31 Right.

Taxiway Romeo (R) is located on the west side of the apron/ramp.



Connector Taxiways (Tie-ins)

The taxiways that cross the runways are known as *connector taxiways* or “tie-ins”. They are used by aircraft to taxi on, off, or across the runways. The image to the right shows the designations and locations of the connector taxiways found at CIC.



Safety Areas

A *safety area* is the surface surrounding the runway and/or taxiway which is prepared to be suitable for the occasional passage of an aircraft without undue risk of damage to the aircraft. Ground vehicles are prohibited from entering the safety areas.

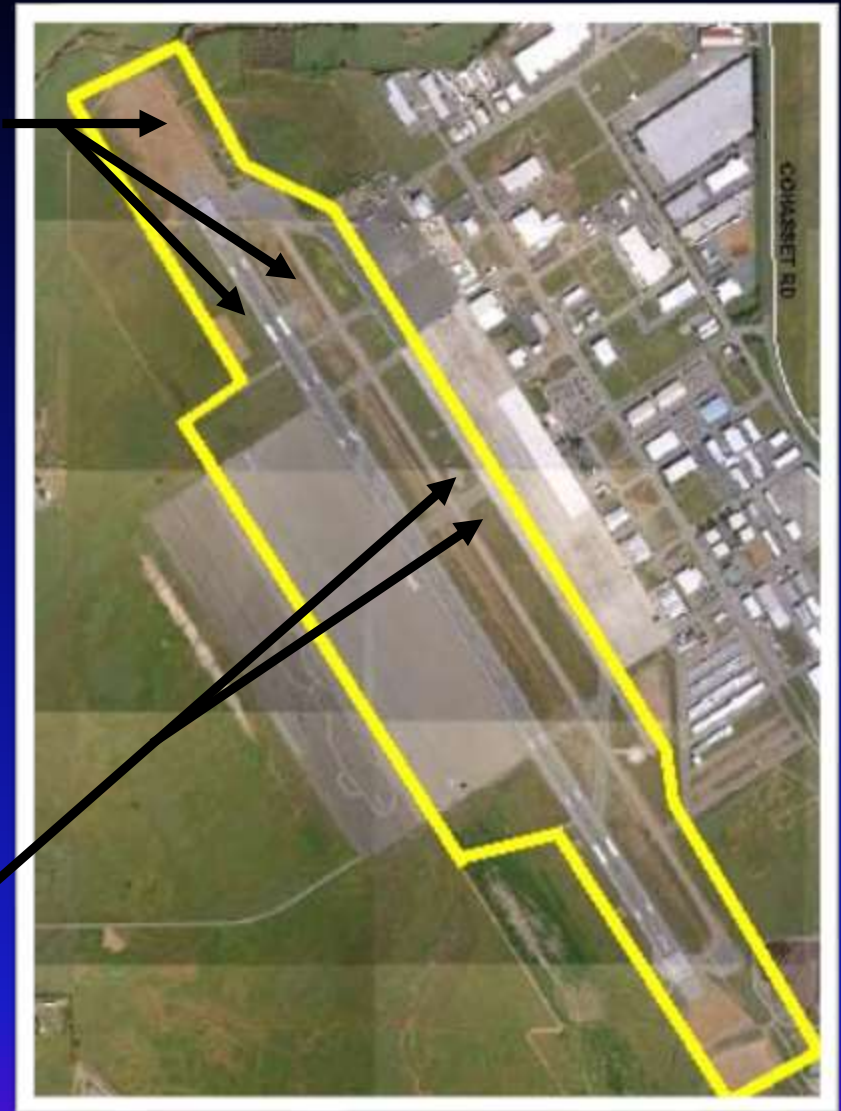
At CIC the safety areas are the dirt and grass infield areas adjacent to the runways and taxiways as depicted in the diagram to the right.



CIC Runway and Taxiway Safety Areas within yellow lines.

At CIC the runway safety area (RSA) is centered on the runway centerline. At CIC, the RSA is the standard 500 feet wide (250' each side of the runway centerline) and 1000 feet long (from the runway end). The RSA enhances the safety of aircraft which undershoot, overrun, or veer off the runway and it provides greater accessibility for fire-fighting and rescue equipment during such incidents.

The taxiway safety area is 118' centered on every taxiway (59' on each side of the taxiway centerline).



Restricted Area

The *Restricted Area* is the portion of the AOA where air carrier operations occur. The Restricted Area is the most secure area on the airport and all persons who operate within the Restricted Area have special security clearance.

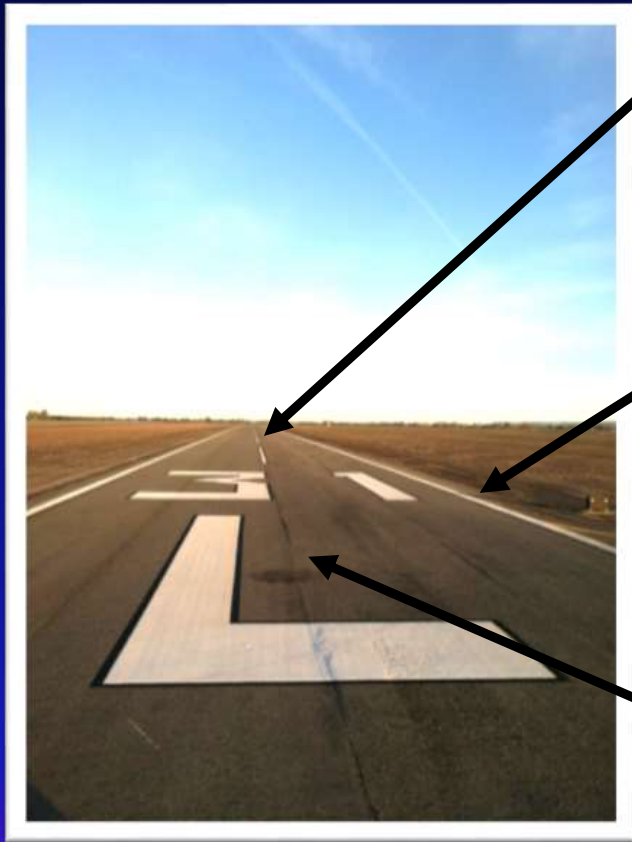


The *Restricted Area* at CIC is located adjacent to the passenger terminal building and is delineated by a red line in the shape of a box painted on the apron/ramp with white inscription stating “Restricted Area.”

Airport Markings, Lighting and Signage

Runway Surface Markings

Surface painting markings that denote a runway are white and include **centerline**, **edge-lines**, runway designation, **threshold** and **threshold bar markings**.



Runway Centerline Marking

- ✓ White in color
- ✓ Wide dashed stripe
- ✓ Indicates the center of the runway
- ✓ Provides alignment guidance for aircraft

Runway Edge-lines

- ✓ White in color
- ✓ Single solid wide stripe
- ✓ Indicates edge of the usable runway as well as the edge of the full-strength pavement

Runway Designation

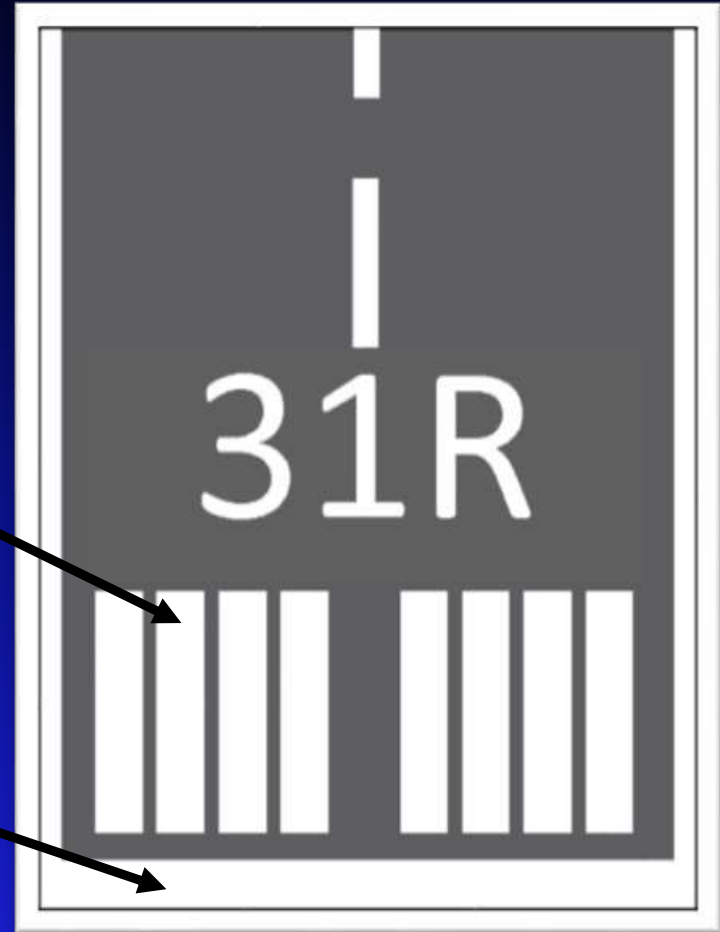
- ✓ White in color
- ✓ Numbers and letters that identify runway

Runway Threshold Marking

- ✓ White in color
- ✓ Identifies the beginning of the runway which is available for landing

Runway Threshold Bar

- ✓ White in color
- ✓ Identifies the runway threshold

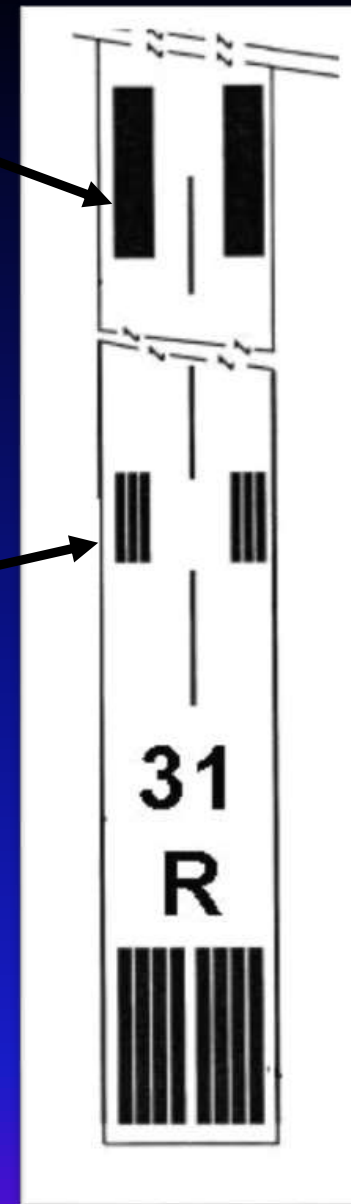


Runway Aiming Point

- ✓ White in color
- ✓ Serves as a visual aiming point for a landing aircraft. These two rectangular markings consist of a broad white stripe located on each side of the runway centerline and approximately 1,000 feet from the landing threshold

Runway Touchdown Zone (TDZ)

- ✓ White in color
- ✓ Identifies the touchdown zone for landing operations and are coded to provide distance information in 500 feet increments. These markings consist of groups of one, two, and three rectangular bars symmetrically arranged in pairs about the runway centerline



Runway Holding Position Markings

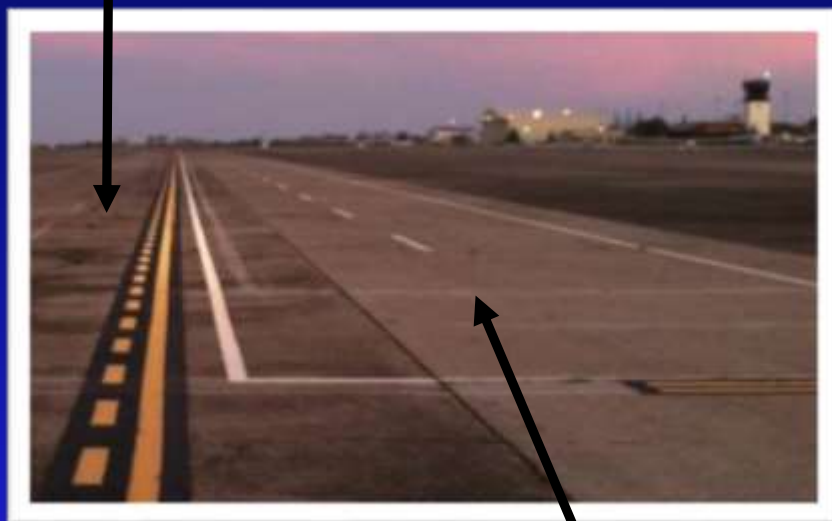
- ✓ Yellow in color
- ✓ Located at the intersection where a taxiway meets a runway
- ✓ Made up of *two solid and two dashed yellow lines*
- ✓ Denote a runway holding position
- ✓ When approaching this marking from the solid side, an operator must **“Hold Short”** and may not cross without first obtaining clearance from the ATCT
- ✓ When approaching this marking from the broken side of the line, the operator must cross the solid lines to be clear of the runway



Movement / Non-Movement Area Boundary Marking

- ✓ Yellow in color
- ✓ Located on the boundary between the movement and non-movement area
- ✓ Delineates the movement area that is under the control of the ATCT from the non-movement area

Taxiway Romeo
(movement area side)



Vehicle Travel Lane
(non-movement area side)



Taxiway Surface Markings

Taxiway surface markings are yellow. Markings include the **single solid yellow centerline** and a **double solid yellow edge line** marking. Shoulder areas beyond the solid double yellow edge lines are not intended for aircraft use.

Taxiway Centerline Marking

- ✓ Yellow in color
- ✓ Solid line
- ✓ Denotes the center of the taxiway and to provides alignment and guidance for aircraft



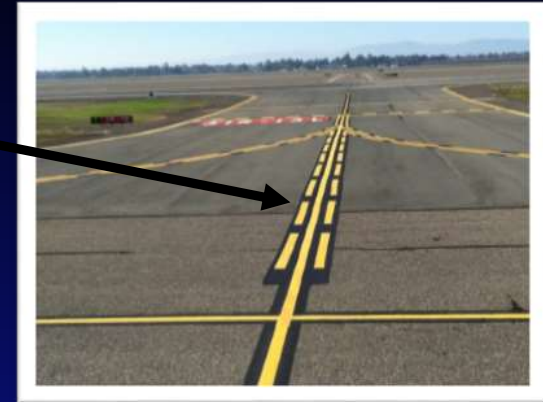
Taxiway Edge Line Marking

- ✓ Yellow in color
- ✓ Solid double line
- ✓ Defines the edge of the full-strength pavement



Enhanced Taxiway Centerline Marking

- ✓ Yellow in color
- ✓ Solid line with dashed lines on each side
- ✓ Warns pilots that they are approaching a runway holding position marking



Intermediate Holding Position Markings

- ✓ Yellow in color
- ✓ Located where two taxiways intersect or at a point on a taxiway where the ATCT may instruct you to “Hold”
- ✓ At CIC Intermediate Holding Position Markings are located on Taxiways **Bravo (B)** and **Hotel (H)**



Surface Painted Holding Position Marking

- ✓ Red in color with white lettering
- ✓ Denotes entrance to runway from a taxiway



Runway Lighting

Runway Edge Lights

- ✓ White in color
- ✓ Runway lighting at CIC consists of white edge lighting only, there are no runway centerline lights
- ✓ These edge lights exist in two different forms as pictured



Elevated



Flush-mounted

Runway Threshold Lights

- ✓ Red/Green in color
- ✓ Used to ensure that pilots of both landing and departing aircraft know exactly where the runway begins and ends



Taxiway Lighting

Taxiways Edge Lights

- ✓ Blue in color
- ✓ Define the edge of a taxiway during periods of darkness and reduced visibility



Elevated Taxiway Edge Light

Airfield Signage

Airfield signs are visual aids designed to guide operations on the movement areas. The colors and inscriptions of the signs are significant to the meaning of the information that the sign conveys.

Mandatory Instruction Signs

- ✓ Red background with white inscriptions
- ✓ Denote the entrance to a runway or other critical area
- ✓ Mandatory instruction signs are often co-located with location signs



Location Signs

- ✓ Black background with yellow inscriptions and a yellow border
- ✓ Identify the taxiway an operator is currently on
- ✓ Location signs are often co-located with other types of signs.



Direction Signs

- ✓ Yellow background with black inscriptions and always include arrows
- ✓ Indicate the name and direction of other taxiway(s) leading out of an intersection
- ✓ There are two kinds of direction signs, Taxiway Exit and Runway Exit signs (the exit sign depicted at right is a runway exit sign)
- ✓ Direction signs are often co-located with location signs.



Information Signs

- ✓ Yellow background with black inscriptions
- ✓ Provide various types of general advisory information



Destination Signs

- ✓ Yellow background with black inscriptions and always include arrows
- ✓ Provide various types of general destination information



Runway Distance Remaining Signs

- ✓ Black background with white inscriptions
- ✓ Provide distance remaining information to pilots during takeoff and landing operations
- ✓ The number on the sign provides the remaining runway length in 1,000-foot increments



Closed Areas

- ✓ Marked with orange cones, delineators, low profile barricades, standing red lights placed along the perimeter of the area and/or an “X” surface painted marking
- ✓ Closed areas are common during construction projects



Aviation Radio Communication Procedures & Phraseology

Aviation Radio Communication

It is essential to safety that personnel responsible for surface movements on the movement areas at CIC be thoroughly familiar with air traffic control tower (ATCT) procedures and proper radio phraseology. Correct phraseology and radio technique must be used in all communications with the ATCT. Use of correct radio techniques will reduce miscommunications, increase safety, reduce frequency congestion, and result in a more expeditious flow of aircraft movements.

CIC Air Traffic Control VHF Frequencies

Ground Control Frequency **121.90 MHz**

Tower Control Frequency **121.00 MHz**

Common Traffic Advisory Frequency (CTAF) is used from 7:00 p.m. to 7:00 a.m. when the ATCT is not in operation.

Unicom Frequency **122.95 MHz**

Used by FBO/Fueler for fueling operations.

ATIS / AWOS Frequency **119.675 MHz**

The ATIS/AWOS frequency provides a continuous broadcast of current weather conditions, runways in use, and notices for hazards on the airfield such as construction areas, or closed/restricted areas. It is recommended that you listen to the ATIS/AWOS broadcast before conducting a surface movement operation to find out the current conditions on the airport so that you may act accordingly. Alternates between ATIS (7:00 a.m. to 7:00 p.m.) and AWOS (7:00 p.m. to 7:00 a.m.).

Transmitting on Aviation VHF Frequencies

When using aviation VHF radio, it is important to communicate in a clear and concise manner so that the air traffic controller understands your transmission. Use of slang, CB or police jargon should be avoided. Transmissions should be brief yet complete enough to adequately convey the message to the air traffic controller.

There are a few simple measures, which should be taken before transmitting on the VHF radio:

1. Prior to transmitting, verify that the correct frequency has been selected on your radio, the volume is turned up to an appropriate level and that the radio is in good working condition (i.e. fresh batteries).

2. The frequency should be briefly monitored to determine that no one else is transmitting or waiting for a read-back. Monitoring the frequency prior to transmitting helps in establishing a mental picture of the current situation, commonly called “situational awareness”. This procedure will also eliminate instances of transmitting at the same time as someone else.

3. Before you key the microphone, consider what you are going to say, and use the following, WHO / WHERE / WHAT format:
 - ✓ **WHO** you are
 - ✓ **WHERE** you are on the airport
 - ✓ **WHAT** you are requesting or intending to do

NOTE: It is imperative that, after receiving your instructions and beginning your operation on the movement areas, you read back all “hold short” and “runway instructions” received from the ATCT and that you continue to monitor the frequency until your operation is concluded.

Phonetic Alphabet

To minimize confusion between similar sounding letters, a standardized aviation phonetic alphabet has been adopted for use by the International Civil Aviation Organization (ICAO). The ATCT will use this alphabet during all transmissions to identify taxiways. The phonetic alphabet is shown on the next slide and must be memorized.

Phonetic Alphabet

A	Alpha	AL-fah	N	November	no-VEM-bur
B	Bravo	BRAH-voh	O	Oscar	OSS-cah
C	Charlie	CHAR-lee	P	Papa	Pah-PAH
D	Delta	DELL-tah	Q	Quebec	keh-BECK
E	Echo	ECK-oh	R	Romeo	ROW-me-oh
F	Foxtrot	FOKS-trot	S	Sierra	SEE-air-ah
G	Golf	GOLF	T	Tango	TANG-oh
H	Hotel	HOH-tell	U	Uniform	YOO-nee-form
I	India	IN-dee-ah	V	Victor	VIK-tah
J	Juliett	JEW-lee-ETT	W	Whiskey	WISS-key
K	Kilo	KEE-loh	X	X-ray	ECKS-ray
L	Lima	LEE-mah	Y	Yankee	YANG-key
M	Mike	MIKE	Z	Zulu	ZOO-loo

Phraseology

Use of correct radio phraseology enhances safety and saves time. Below are some common terms and their meanings:

- **Acknowledge** – Let me know that you have received my message.
- **Advise Intentions** – Tell me what you plan to do.
- **Affirmative** – Yes
- **Confirm** – My version is ..., is that correct?
- **Correction** – An error has been made in the transmission and the correct version follows.
- **Expedite** – Proceed with approved instruction without hesitation.
- **Go-Ahead** – Proceed with your message.
Not to be used for any other purpose.
- **Hold** – Stop where you are

- **Hold Position** – Stop where you are.
- **Hold short of ... (Location)** – Proceed to, but stop before reaching a specified point.
- **Negative** – No, or permission is not granted or that is not correct.
- **No Delay** – Proceed with approved instruction without hesitation.
- **Proceed** – You are authorized to begin or continue moving.
- **Proceed as Requested** – You are authorized to conduct the operation. (ONLY as you requested it).
- **Read Back** – Repeat my message back to me.
- **Roger** – I have received all of your last transmission.
Should not be used to answer a question requiring a yes or no answer.
- **Say Again** – Used to request a repeat of the last transmission.
- **Stand By** – The controller or pilot must pause for a moment, usually to attend to other duties of a higher priority. Stand By is not an approval or denial.
If the delay is lengthy, the caller should re-establish contact.

- **Unable** – Indicates inability to comply with a specific instruction, request or clearance.
- **Verify** – Request confirmation of information; e.g. “...*verify cleared to tow on Alpha?*”
- **Wilco** – I have received your message, understand it, and will comply.
- **Without Delay** – Proceed with approved instruction without hesitation.

Proper Radio Procedures

- ✓ Use appropriate frequency
- ✓ Turn up the volume
- ✓ Monitor to ensure frequency is clear BEFORE transmitting and during the entire operation
- ✓ Do not interrupt controller or pilot transmissions
- ✓ Establish contact with ATCT and wait for a response prior to making any request
- ✓ Be clear and concise with your request – communicate WHO you are, WHERE you are on the airport, and WHAT you are requesting or intending to do
- ✓ Acknowledge and read back all “hold short” instructions

Radio procedures when the ATCT is not in Operation

- ✓ Monitor CTAF frequency 121.00 MHz
- ✓ Announce advisory when frequency is clear
- ✓ Begin all transmissions with “*CHICO MUNICIPAL AIRPORT TRAFFIC*” and then advise WHO you are, WHERE you are, and WHAT you intend to do. End all transmissions with “*CHICO MUNICIPAL AIRPORT TRAFFIC*”
- ✓ Monitor frequency during entire operation
- ✓ Report clear of movement area when operation is completed

Radio Failure Procedures

Should you encounter a VHF radio failure while conducting a surface movement operation on the movement areas at CIC, you should turn your vehicle toward the air traffic control tower, maintain visual contact with the tower, and expect to receive instructions via light gun signals (ALDIS lights).

The light gun signals used and their associated meaning:

Light Signal

Steady **Green**

Steady **Red**

Flashing **Red**

Flashing **White**

Alternating **Red**
and **Green**

Meaning

Clear to proceed

STOP!

Move off of taxiway/runway

Go back to your starting point

Use extreme caution



Green Light-Gun Signal



Red Light-Gun Signal

Automatic Terminal Information Service (ATIS) / Automated Weather Observation System (AWOS)

- ✓ Both the ATIS and AWOS are broadcast on frequency 119.675
- ✓ The ATIS is in service when the ATCT is in operation (7:00 a.m. to 7:00 p.m.)
- ✓ The AWOS is in service when the ATCT is closed (7:00 p.m. to 7:00 a.m.)
- ✓ Provide airport information such as:
 - Current weather conditions
 - Runways in use
 - Notices for hazards on the airfield such as construction areas, or closed / restricted areas

Aircraft Position Lights

- FAR 91.209 - *No person shall tow or move an aircraft on the AOA during hours of darkness or inclement weather without the position lights illuminated.*
- Lights are red on the left wing tip, green on the right wing tip and white on the tail.
- This lighting provides other aircraft and vehicles with a reference as to the direction the aircraft is moving. *For instance, an aircraft moving toward you will have a red light on the right side and a green light on the left side.*



Right wing – **GREEN**

Left wing – **RED**

Tail – **WHITE**

Guidance for Vehicle Operations on the Airport

Motor Vehicle Rules and Regulations

1. No vehicle shall be operated on the Airport Operations Area (AOA) unless the driver has a valid California Drivers License in their possession and they have successfully completed the applicable airport driver training program **within the last 12 consecutive calendar months.**
2. No person operating a vehicle on the aircraft apron/ramp or the vehicle travel lane shall exceed **25 mph.** When driving around aircraft the speed limit is reduced to **5 mph.**
3. No vehicle shall pass another vehicle in the vehicle travel lane.
4. Vehicle operators must **always yield the right-of-way to aircraft, passengers and emergency vehicles.**
5. Never drive under any portion of an aircraft and be aware and avoid moving propellers that can cause damage, injury or death.
6. Be aware of and avoid jet blast or prop wash which can blow debris or overturn vehicles.

7. No vehicle may enter onto a movement area without clearance from the ATCT via two way radio or escorted by CIC Airport Operations.
8. Aircraft under tow shall not cross the runway unless the operator of the tow vehicle has received the required driver training from CIC Airport Operations and clearance from the ATCT.
9. No person shall operate any motor vehicle that is in such physical or mechanical condition as to endanger persons or property or that CIC Airport Operations considers an endangerment.
10. No person shall operate a vehicle that is overloaded or carrying more passengers than it was designed, ride on the running board or stand up on the body of a moving vehicle, or ride with arms or legs outside of the vehicle unless it was designed for such use.
11. A vehicle guide person is required whenever the vision of the vehicle operator is restricted.

12. No fuel truck may be brought into, stored, or parked within 50 feet of a building. Fuel trucks must not be parked within 10 feet of other vehicles.
13. No person shall park, or leave unattended, a vehicle or other equipment in an area or in a manner that obstructs or interferes with operations of aircraft, emergency vehicles, or other motor vehicles or equipment. **Personal vehicles shall not be parked on the apron/ramp at any time.**
14. No person shall park a vehicle or equipment within 15 feet of a fire hydrant, in a manner that prohibits a vehicle from accessing the fire hydrant or in a designated fire lane.
15. No person shall operate a vehicle or other equipment within the AOA under the influence of alcohol or any drug that impairs or may impair the operator's abilities.
16. Each vehicle operator **shall ensure that airport access gates close behind the vehicle prior to leaving the vicinity of the gate.** The vehicle operator shall also ensure no unauthorized vehicles or persons gain access to the AOA while the gate is open.

17. Vehicle operators shall not operate vehicles in a reckless or careless manner that would intentionally or through negligence threaten the life or safety of any person or damage or destroy property.
18. Driving on the AOA at night or during periods of poor visibility should be avoided.
19. Each vehicle operator is responsible for the activities of their passengers on the AOA at all times.
20. No vehicle shall be operated on the AOA unless it has valid California vehicle registration and license plates or is a qualified “aircraft service vehicle” not normally operated on public streets.
21. All vehicles operated on the AOA must have vehicle liability insurance.

22. No vehicle shall be permitted on the AOA unless it:
 - a) Is in sound mechanical condition with unobstructed forward and side vision from the driver's seat.
 - b) Has the appropriately rated and inspected fire extinguishers (fuel trucks).
 - c) Has operable headlamps and brake lights.
23. All vehicles operating on the movement area shall be equipped with an operating amber rotating beacon or a correct orange and white flag.
24. All fuel trucks and any other vehicle 8-foot or more in width shall be equipped with a flashing amber beacon and flashing front, tail and clearance lights that are activated at all times when operating on the AOA.

Vehicle Accidents and Incidents

Operators of vehicles involved in an accident on the airport that results in injury to a person or damage to an aircraft, airport property, airport access gates, or another vehicle shall:

1. Immediately stop and remain at the scene and report the accident to the Chico Police Department at 911 or (530) 895-4911.
2. Vehicles involved in an accident that involves an aircraft **shall not be moved from the scene of the accident** until permission is given by CIC Airport Operations or Chico Police Department.
3. Disabled vehicles must be immediately reported to Airport Operations. Drivers should remain with the vehicle, attempt to delineate the vehicle with cones or hazard markers and must make arrangements to have the vehicle promptly removed.
4. Report any hazard or obstruction to aircraft or vehicular traffic to Airport Operations **immediately** at (530) 624-1342 or Chico Police Department at (530) 895-4911.
5. Poor weather conditions (fog, rain, etc.) might obscure visual cues, roadway markings, and airport signs. Vehicle operators should remain vigilant of their surroundings.

Airfield Security

1. Allowing another driver to enter the airfield through a gate behind you (“piggybacking”) is considered a serious violation and may result in the loss of your airport access privileges.
2. When entering the airfield through any gate (vehicle or pedestrian) it is your responsibility to ensure the gate closes and no one gains access behind you.
3. When exiting more than one vehicle may exit provided that the last vehicle through the gate stops and waits for the gate to close completely.
4. If you allow someone onto the airport you are responsible for them and their actions at all times.
5. **If an airport gate fails to close it is your responsibility to immediately report the issue** to CIC Airport Operations at (530) 624-1342 or Chico Police Department at (530) 895-4911.

Aircraft Fueling Operations (if applicable)

1. The fueling vehicle / equipment must be properly bonded to the aircraft during the entire fueling operation.
2. The fueling vehicle / equipment may not be left unattended at any time while connected to an aircraft.
3. The fueling control valve “Deadman” must be held by hand during the entire fueling operation. Blocking the “Deadman” in any manner is strictly prohibited.
4. “Hot” refueling (refueling an aircraft while the aircraft’s engine(s) are running) is strictly prohibited.
5. The wheels of the fueling vehicle / equipment must be chocked at all times when the vehicle is parked and / or during fueling operations.
6. Report all fuel spills regardless of type or amount to Chico Police Department at 911 or (530) 895-4911 and Airport Operations at (530) 624-1342.

Conclusion

When driving on the airfield:

1. Exercise forethought, proper planning, and continuous situational awareness;
2. Follow established procedures to ensure safe vehicle operations; and
3. Only drive on the airfield when absolutely necessary.

Operating a vehicle on the airport is a privilege that may be revoked at any time for serious or frequent violations of CIC Rules and Regulations.

Please forward questions or
comments to:

Chico Municipal Airport
(530) 896-7200

