



St. George Municipal Airport Airport Certification Manual

APPROVED: _____

This approval pertains to all contents of this manual as required by Part 139 of the Federal Aviation Administration.

All pages not carrying a revision date are original and carry the date of: May 26, 2005

Michael B. LaPier, A.A.E.
Airport Manager

Original Date: May 26, 2005

Revision Date: _____

Introduction
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FAA Approval: _____



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Distribution List

The official copy of the Airport Certification Manual and Airport Emergency Plan is maintained in the Airport Manager's Office. Copies or portions of the Airport Certification Manual, including all revisions and amendments, are also distributed to the following:

Main Body of the ACM

1. Airport Operations Office
2. Public Works Director
3. FAA, Northwest Mountain Region
4. SkyWest Airlines
5. S.G. Jet Center (FBO)
6. Above View (FBO)

Airport Emergency Plan

1. Airport Operations Office
2. FAA, Northwest Mountain Region
3. SkyWest Airlines
4. Direct Aviation (FBO)
5. Air Superiority (FBO)
6. St. George Police Department
7. St. George Fire Department
8. Dixie Ambulance
9. Washington County Emergency Management



Section 101 - General Requirements

Purpose

This manual provides direction and lines of responsibility in the day-to-day operation of the St. George Municipal Airport. It details operating procedures to be followed for both routine matters and unusual circumstances or emergencies that may arise. The content of this manual complies with the Federal Aviation Administration rules and regulations Title 14 CFR Part 139, *Airport Certification*, effective June 9, 2004.

Airport Information

Under this regulation, St. George Municipal Airport operates as a Class III airport with scheduled air carrier service with Embraer EMB-120 Brasilia aircraft with 30 passenger seats. The airport is open to unscheduled air carrier operations with more than 30 passenger seats with prior permission. The St. George Municipal Airport is owned and operated by the City of St. George. An airport diagram is attached as Appendix 1.

Mailing Address

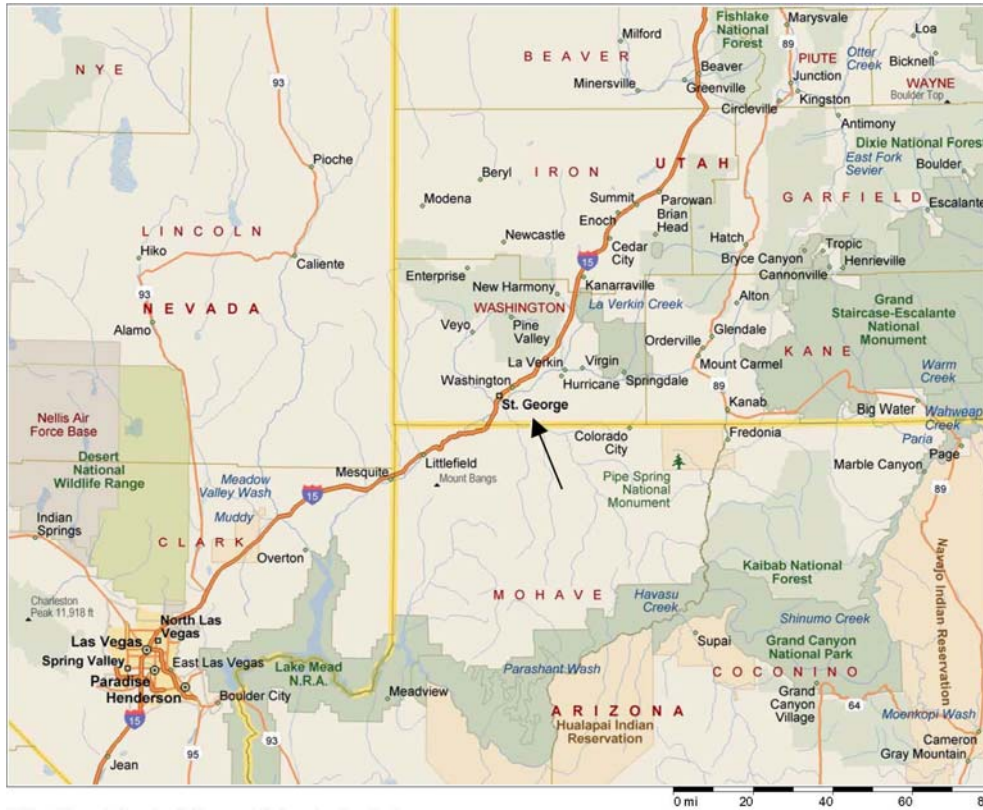
Airport Manager
St. George Municipal Airport
317 S. Donlee Dr.
St. George, UT 84770

Lines of Operational Succession

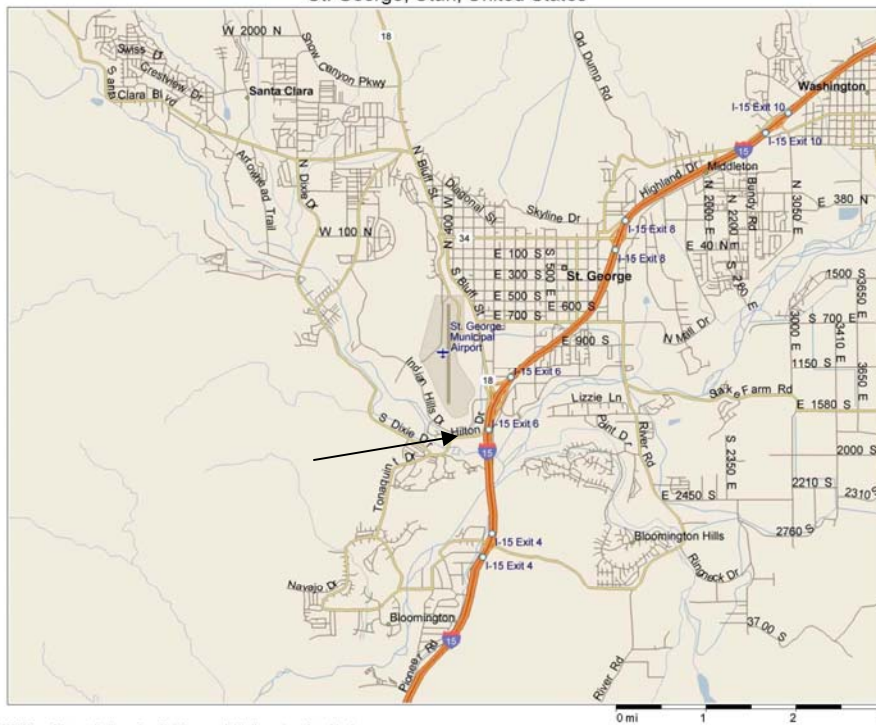
1. Mayor/City Council
2. City Manager
3. Public Works Director
4. Airport Manager
5. Airport Operations Personnel

Location

The St. George Municipal Airport (herein referred to as "Airport") is located approximately 1 mile west of downtown St. George, in Washington County, Utah. Location maps are shown on the following page.



St. George, Utah, United States



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Section 201 - General Requirements

The Airport will:

- A. Keep the ACM current at all times. The Airport Manager is responsible for maintaining the ACM;
- B. Maintain at least one complete and current copy of the approved ACM on the Airport, which will be available for inspection by the FAA. This copy will be maintained in the Airport Manager's office;
- C. Furnish the applicable portions of the FAA approved ACM to airport personnel responsible for its implementation (see distribution list);
- D. Ensure that the FAA Regional Airports Division is provided a complete copy of the most current ACM including any approved amendments.



Section 205 - Amendment of Airport Certification Manual

Amendments

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

- A. Two copies of the amendment, in color if applicable, will be submitted to the following address:
Federal Aviation Administration
Airports Division, ANM-620
1601 Lind Avenue SW
Renton, WA 98055-4056
- B. Amendments to the ACM will be submitted at least 30 days prior to the proposed effective date. They will be submitted as needed to maintain currency;
- C. The ACM Page Amendment Log will be completed and submitted with each amendment;
- D. Each page of the amendment, including the Page Amendment Log, will have the date of the amendment and the original approval date of the ACM;
- E. Upon FAA approval, copies of the approved amendment will be made and distributed to the holders of the Airport Certification Manual on the Distribution List.



Section 301 – Records

General

Records are maintained in the airport operations department for the below listed required records. Airport Operations personnel are responsible for maintaining records using forms provided in Appendix 3.

- A. Furnish records upon request of the Administrator, the Airport will furnish records listed under this section.
- B. 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 and emergency medical service personnel training records under Section 319;
 - 3. Airport Fueling Agent supervisor and employee training – 12 consecutive calendar months for conformation of training of fueling personnel under Section 321;
 - 4. Self-Inspection – 12 consecutive calendar months for self-inspection records under Section 327;
 - 5. Movement area and safety training – 24 consecutive calendar months, after termination of employee’s access to movement and safety areas, for records of training given to pedestrians and ground vehicle operators under Section 329;
 - 6. Accident and Incidents – 12 consecutive calendar months for each accident or incident in movement areas or safety areas involving air carrier aircraft and/or ground vehicles under Section 329;
 - 7. Airport Condition – 12 consecutive calendar months for records of airport condition information dissemination under Section 339.
- C. The Airport will make and maintain any additional records required by the Administrator.



Section 303 - Personnel

Lines of Succession of Operational Responsibility

1. Mayor/City Council
2. City Manager
3. Public Works Director
4. Airport Manager
5. Airport Operations Personnel

Personnel Requirements

The Airport will comply with the following personnel requirements:

- A. Maintain sufficient qualified personnel to comply with the requirements of the ACM and the requirements of Title 14 CFR Part 139;
- B. Equip personnel with sufficient resources needed to comply with the requirements of Title 14 CFR Part 139;
- C. Train all personnel who access the movement areas and safety areas and perform duties in compliance with the requirements of the ACM and Part 139. This training shall be completed before initial performance of duties. Recurrent training shall be completed at least once every 12 consecutive calendar months thereafter. The curriculum for initial and recurrent training shall include at least the following areas:
 1. Airport familiarization, including airport marking, lighting and sign system;
 2. Procedures for access to, and operation in, movement areas and safety areas under Section 329;
 3. Airport communications, including Common Traffic Advisory (CATF) 122.800 MHz.
 4. Duties required under the Airport Certification Manual and the requirements of Part 139;
 5. Any additional subject areas required under Part 139 Sections 319, 321, 327, 329, 337 and 339, as appropriate.
- D. Make record of all training completed by each individual in compliance with this section including, at a minimum, a description and date of training received. Such records shall be maintained by Airport Operations personnel in the airport administrative office for 24 consecutive calendar months after completion of training.



Section 303 - Personnel (Continued)

- E. As appropriate, comply with the following training requirements of Part 139:
 - 1. Section 319 - Aircraft Rescue and Firefighting: Operational Requirements;
 - 2. Section 321 - Handling and Storage of Hazardous Substances and Materials;
 - 3. Section 327 - Self-Inspection Program;
 - 4. Section 329 - Pedestrian and Ground Vehicles;
 - 5. Section 337 - Wildlife Hazard Management;
 - 6. Section 339 – Airport Condition Reporting/NOTAM's



Section 305 - Paved Areas

Required Conditions of Paved Areas

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

- A. Pavement edges shall not exceed 3 inches difference in elevation between abutting pavement sections and between pavement and abutting areas;
- B. 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" diameter circle;
- C. The pavement shall be free of cracks and surface variations that could impair directional control of an air carrier aircraft. Any pavement crack or surface deterioration that produces loose aggregate or other contaminants shall be promptly repaired;
- D. 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;
- E. 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;
- F. Pavement shall be sufficiently drained and free of depressions to prevent ponding that obscures markings or impairs safe aircraft operations.

Maintenance of Paved Areas

Corrective action shall be initiated by operations personnel as soon as practical when any unsatisfactory conditions are found in the paved areas. Maintenance personnel are responsible for the correction of any unsatisfactory conditions on paved areas. If operations personnel 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.

Paved Areas Available for Air Carriers

Taxiway A, runway 16/34 and the air carrier ramp are the paved areas available for air carrier operations. See Appendix 1.



Section 309 - Safety Areas

Safety Area Dimensions

Safety area dimensions conform to FAA standards in AC 150/5300-13, *Airport Design*.

Safety area dimensions are as follows:

- A. Runway 16/34 - 75 feet from centerline and 300 feet off each end;
- B. Taxiway A – 39.5 feet from the centerline.
- C. Taxiway B – 39.5 feet from the centerline.

Required Conditions of Safety Areas

Safety area conditions are maintained as follows:

- A. Each safety area shall be cleared and graded, and shall be maintained free of potentially hazardous ruts, humps, depressions, or other surface variations;
- B. Each safety area shall be drained by grading and storm drains to prevent water accumulation;
- C. Each safety area shall be capable under dry conditions of supporting snow removal equipment, aircraft rescue and firefighting equipment and the occasional passage of aircraft without causing major damage. Manhole or duct access covers are constructed of material of sufficient thickness and strength to support equipment and aircraft;
- D. No object shall be located in any safety area, except for objects that need to be located in the safety area 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;
- E. Safety areas shall conform to dimensions acceptable to the FAA if any runways or taxiways are constructed, reconstructed, or extended

Maintenance of Safety Areas

Corrective action shall be initiated by Operations personnel as soon as practical when any unsatisfactory conditions are found in the safety areas. Operations personnel are also responsible for the correction of any unsatisfactory conditions within the safety areas. Service roads are maintained in the same manner.



Section 311 - Marking, Signs and Lighting

Marking

The airport will provide and maintain marking systems for air carrier operations in accordance with Part 139.311(a) and the most current version of AC 150/5340-1, *Standards for Airport Markings*. The airport's signage and marking plan is attached as Appendix 2.

- A. Runway/Taxiways
 - 1. Runway 16 has visual runway markings.
 - 2. Runway 34 has non-precision runway markings.
 - 3. Taxiways – Markings include the following: taxiway centerlines, leadoff lines on all exits and dashed taxiway edge markings.
- B. Hold Position Markings
The hold position markings are located 125 feet from the centerline of runway 16/34.
- C. The St. George Municipal Airport does not have Land and Hold Short Operations.

Signs

The Airport will provide and maintain a sign system for air carrier operations in accordance with 14 CFR Part 139.311 (b). The Signage and Marking Plan is attached as Appendix 2. 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*.

Lighting

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

- A. Runways:
Runway 16/34 – Medium Intensity Runway Lights (MIRL).
- B. Taxiways:
MIRL is installed on all taxiways available for air carrier operations.
- C. Airport Beacon:
The airport is equipped with a rotating beacon with a green and clear lens, located on the southwest side of the airport.
- D. NAVAIDS and Visual Aids:
Precision approach path indicators (PAPI's) and runway end identifier lights (REIL's) are the only NAVAIDS/Visual Aids provided and maintained by the Airport.



Section 311 - Marking, Signs and Lighting (Continued)

Airfield Emergency Generator

To ensure constant source of power for airfield lighting, the Airport maintains a diesel powered generator as a secondary power source to commercial power for runways 16/34, taxiways A and B and the rotating beacon.

Maintenance

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

Each lighting system will be maintained at least to the minimum operational criteria listed in Appendix 1, Table 7, of AC 150/5340-26, current edition, *Maintenance of Airport Visual Aid Facilities*.

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. In addition, an unserviceable light shall not be adjacent to another unserviceable light. Lights are considered adjacent if located either laterally or longitudinally in a lighting system.

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. If an entire lighting system is inoperable or out of service, a NOTAM shall be issued in accordance with Section 339.

Lighting Interference

All other lighting on the airport is adjusted to prevent interference with aircraft operations.



Section 315 - Aircraft Rescue and Fire Fighting (ARFF):

Index Determination

The ARFF Index at the Airport is Index A, based on the 65' 6" long, 30 passenger Embraer EMB-120 Brasilia with more than 5 daily departures. Index B ARFF equipment is available upon request.



Section 317 - Aircraft Rescue & Firefighting: Equipment and Agents

The Airport operates the following aircraft rescue firefighting vehicle:

- 2004 Oshkosh STI-1500 Striker Index B ARFF Vehicle
 - 1,500 gallons water
 - 200 gallons Class B AFFF
 - 500 pounds Purple-K dry chemical
 - 25 pound Metal-X Class D handheld extinguisher
 - 25 pound Halotron handheld extinguisher (2)

Additional mutual aid firefighting vehicles are provided by the St. George Fire Department.



Section 319 - Aircraft Rescue and Fire Fighting: Operational Requirements

Vehicle Communications

The ARFF vehicle is equipped with two-way voice radio communications equipment capable of communication with mutual aid departments. The ARFF vehicle is also equipped with an aircraft radio to permit communications via the airport's common traffic advisory frequency (CTAF/UNICOM), as well as with Cedar City Flight Service and Los Angeles Air Route Traffic Control Center via on-airport remote communications outlets.

Vehicle Marking and Lighting

The ARFF vehicle(s) are painted in accordance with the most current version of AC 150/5210-5 and are equipped with flashing red beacons to contrast with background and optimize nighttime visibility.

Vehicle Readiness

- A. The ARFF vehicle is maintained so as to be operationally capable of performing their intended functions. Operational checks of the ARFF vehicles and their firefighting systems are conducted at least weekly by the operations department. Scheduled service inspections and routine maintenance is performed by the City's fleet maintenance department.
- B. The ARFF vehicle is housed in a heated hangar.
- C. Maintenance or repairs which cannot be accomplished by the City's fleet maintenance department are completed by Oshkosh Truck or their designee.
- D. In the event the ARFF vehicle becomes inoperative, it will be replaced immediately with equipment having at least equal Index A capabilities. If replacement equipment is not available immediately, airport operations personnel will contact the Airport Manager, who will notify the Regional Airport's Division Manager and each air carrier using the airport in accordance with Part 139.339. If the required level of capability is not restored within 48 hours, the airport, unless authorized by the Administrator, must limit air carrier operations on the airport to those compatible with the Index corresponding to the remaining operative rescue and firefighting equipment.



Section 319 - Aircraft Rescue and Fire Fighting: Operational Requirements (Continued)

Facility

The ARFF facility is located in the City Hangar on the northwest side of the airport, with direct access to the airfield. The ARFF vehicle is operated and controlled by the airport directly. Airport operations personnel are the ARFF staff and will decide if the ARFF vehicles may go off the airport based on air carrier operations considerations. Prior permission from the airport manager is required for aircraft operations using aircraft with more than 30 passenger seat.

Personnel

The ARFF vehicle is staffed by at least one airport operations employee during air carrier operations.



Section 319 - Aircraft Rescue and Fire Fighting: Operational Requirements (Continued)

Response Requirements

When requested by the FAA to demonstrate compliance with 139.319, the ARFF vehicle is capable of responding from the ARFF department to the mid-point of the furthest air carrier runway or comparable distance and initiate discharge of extinguishing agent within 3 minutes of the alarm. Index "A" ARFF coverage is provided during all regularly scheduled air carrier operations from 15 minutes prior to arrival to 15 minutes after departure.

Personnel

- A. All rescue and firefighting personnel are equipped with protective clothing and equipment needed to perform their duties.
- B. ARFF personnel receive initial and recurrent training (minimum every 12 consecutive calendar months) in the following areas:
 - 1. Airport familiarization;
 - 2. Aircraft familiarization;
 - 3. Rescue and firefighting personnel safety;
 - 4. Emergency communication system on the airport, including fire alarms;
 - 5. Use of the fire hoses, nozzles, turrets, and other appliances required;
 - 6. Application of the types of extinguishing agents required for compliance with this part;
 - 7. Emergency aircraft evacuation assistance;
 - 8. Firefighting operations;
 - 9. Adapting and using structural rescue and firefighting equipment for aircraft rescue and firefighting;
 - 10. Aircraft cargo hazards, including hazardous materials/dangerous goods Incidents;
 - 11. Familiarization with firefighters' duties under the Airport Emergency Plan.
- C. ARFF personnel are trained in the above subject areas following a site specific training curriculum. The Airport Manager is responsible for maintaining the ARFF training curriculum and records of all training given to each individual.
 - 1. All ARFF personnel shall participate in a live-fire drill prior to initial performance of ARFF duties and participate in live-fire training at least once every 12 consecutive calendar months at an FAA-approved ARFF training facility.
 - 2. Emergency Medical Services are provided by Dixie Ambulance Service, whose base of operations is located approximately $\frac{3}{4}$ of a mile to the northeast of the airport. Dixie Ambulance personnel are trained to a level which exceeds the requirement of FAR Part 139.319i(iv).



Section 319 - Aircraft Rescue and Fire Fighting: Operational Requirements (Continued)

Records

The Airport Manager is responsible for maintaining records of all training given to each individual. ARFF training records will be maintained for 24 consecutive calendar months. Such records include a description and date of training received. A sample of the ARFF training form is attached as Appendix 3 .

Sufficient Personnel

Sufficient rescue and firefighting personnel are available during all air carrier operations to operate the ARFF vehicle, meet response times, and meet the minimum agent discharge rates.

Emergency Alerting System

ARFF personnel are alerted of existing or impending aircraft emergencies by the following alerting systems:

- A. Direct monitoring of the CTAF/Unicom. Monitored daily.
- B. Notification by the St. George Police Departement dispatch via tone pager.

The emergency paging system shall be tested daily.

Hazardous Materials Guidance

Each ARFF vehicle is equipped with the “North American Emergency Response Guidebook.”

Emergency Access Roads

There are no designated Emergency Access roads at St. George Municipal Airport.



Section 319 - Aircraft Rescue and Fire Fighting: Operational Requirements (Continued)

Off Airport or Other Emergency Response of ARFF Equipment

An ARFF response by any required vehicle or personnel to non-aviation incidents, such as structural fires or traffic accidents, during air carrier operations may result in a violation of 14 CFR Part 139. An off-airport ARFF response to an aircraft incident or accident may be a Deviation as defined by 14 CFR Part 139.113, and will be conducted during air carrier operations only if City fire department equipment and personnel are not adequate to meet the demands of the aircraft emergency. In such cases, if continuing air carrier operations are not fully protected in terms of required ARFF vehicles, agent quantities, trained personnel, communications, response time, and other requirements of 14 CFR Part 139.319, the Airport Manager or designee will issue a NOTAM informing air carriers of the airport ARFF Index level corresponding the remaining equipment and personnel. As soon as possible thereafter, all vehicles will be returned to service at their assigned post and the NOTAM will be cancelled. If any air carrier operation was not informed of the off-airport response, it will be treated as a Deviation and will be reported to the FAA by the Airport Manager.

As a general policy, off-airport response of the Airport's ARFF vehicle will not be permitted during air carrier operations, and only with the approval of the Airport Manager or designee.



Section 321 - Handling and Storing of Hazardous Substances and Materials

Airport Fire Safety Fuel Handling Standards

The Airport complies with the 1997 Uniform Fire Code (UFC), which is the local fire code. The Airport does not act as a cargo handling agent.

Fueling Agents

Air Superiority and Direct Aviation are the two full-service fueling agents on the airport. There is one self-serve 100LL facility located on the west side of the airport. All fuel providers on the airport are required by lease agreement to comply with the UFC and other applicable rules and regulations. Reasonable surveillance of all fueling activities on the airport is conducted by Airport Operations personnel.

Inspection of Fueling Facilities

Airport Operations personnel conduct periodic inspections of the fueling agents fuel storage tanks and mobile fuel equipment for compliance with the airport's fire safety standards at least once every 3 consecutive calendar months. Follow up inspections will be conducted when unsatisfactory items are found. Checklists used by Airport Operations when conducting the inspections and follow-up inspections are attached as Appendix 4. Inspection records are maintained in the airport operations department 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 UFC. If corrective action cannot be accomplished within a reasonable period of time, the Airport Manager or designee will notify the Airport's assigned Airport Certification Safety Inspector.

Training

- A. Each fueling agent will have a supervisor complete an aviation fuel-training course in fire safety that is acceptable to the FAA. The supervisor will receive recurrent training at least once every 24 consecutive calendar months. If a new supervisor is hired, he/she will successfully complete an authorized aviation fuel-training course within 90 days.
- B. All other employees at each fueling agent who fuel aircraft, accept fuel shipments, or handle fuel, shall receive at least initial on-the-job training in fire safety and recurrent training every 24 consecutive calendar months from the supervisor who has been trained in the fuel-training course in fire safety acceptable to the FAA.
- C. All fueling agents engaged in handling and dispensing fuel at the airport, shall submit written certification to airport management once every 12 consecutive calendar months that the above training standards have been accomplished. Those records shall be maintained in airport operations for 12 consecutive calendar months.



Section 323 - Traffic and Wind Direction Indicators

Wind Direction Indicators

The Airport has 3 lighted windcones located as follows;
In the segmented circle west of runway 16/34
At the approach end to runway 16, north of taxiway A-1
At the approach end to runway 34, west of the touchdown zone

Segmented Circle

The airport has a segmented circle around the primary windcone. The airport has left traffic patterns. The segmented circle is located west of runway 16/34.

Maintenance

The segmented wind direction indicator is inspected each day during the daytime and nighttime safety inspection conducted by airport operations personnel.

The segmented circle and wind direction indicators are maintained clearly visible and functional. Corrective action shall be initiated promptly by airport operations personnel when unsatisfactory conditions are found with the wind direction indicators.



Section 325 – Airport Emergency Plan

Airport Emergency Plan (AEP)

An Airport Emergency Plan (AEP) is included as appendix 10. The plan was developed and coordinated with law enforcement agencies, rescue and firefighting agencies, medical personnel and organizations, the principal tenants at the airport, and all other agencies/persons who have responsibilities under this plan.

Training of Airport Personnel

All airport personnel that have duties and responsibilities under the AEP are properly trained and familiar with their assignments when training is conducted under Section 325.

Annual Review of the AEP

A review of the AEP is conducted at least once every 12 consecutive calendar months to ensure the AEP is current and all parties with whom the plan is coordinated are familiar with their responsibilities. Agencies involved in the AEP shall participate in the annual review meeting.

Consistency with Security Regulations

The AEP contains instructions for response to bomb incidents, including designation of parking areas for the aircraft involved; and sabotage, hijack incidents, and other unlawful interference with operations that are consistent with the approved airport security program.



Section 327 – Self-Inspection Program

Frequency of Inspection

The self inspections are conducted by Airport Operations personnel at least once daily seven days a week. All self inspection personnel are provided equipment as required by Advisory Circular 150/5200-18. Additional safety inspections shall be conducted whenever required by the following circumstances:

- A. During and after construction activity;
- B. During rapidly changing meteorological conditions;
- C. Immediately after any incident or accident;
- D. After any other unusual condition on the airport.

Reporting System

In a manner authorized by the FAA, the Airport Operations Department provides for the collection and dissemination of airport condition information. Notices to Airmen (NOTAM's) are generated and controlled by Airport Operations personnel and issued through the Cedar City Flight Service Station. The procedure for issuing Notices to Airmen (NOTAMS) is contained in Section 339

Training

The Airport Manager is responsible for training airport operations personnel to ensure that qualified personnel perform the inspections. Training records are kept on the forms contained in Appendix 3. In addition to on-the-job training, a training program has been established and includes initial and recurrent training every 12 consecutive months in the following subject areas:

Inspection Records

A copy of the Airport Self Inspection Checklist used is attached as Appendix 5. Inspection records will show the conditions found and all corrective action taken. Inspection records are kept on file in the Airport Manager's office for at least 12 consecutive calendar months.

Training Records

Training records for each individual include a description and date of training received. Training records are kept on file in the Airport Manager's office for at least 24 consecutive calendar months.



Section 329 - Pedestrians and Ground Vehicles

Personnel and Equipment

Pedestrians and ground vehicles authorized by airport operations, to operate on movement areas and safety areas at the airport are limited to those pedestrians and vehicles necessary for airport operations and include the following type of vehicles:

- A. Airport owned vehicles equipped with CTAF radio. Airport owned vehicles equipped with a flashing or rotating beacon;
- B. FAA Airway Facilities vehicles authorized for maintenance of FAA equipment;
- C. Authorized construction vehicles;
- D. FBO fuel trucks, limited to taxiways only as necessary to access certain airport ramp areas. (FBO vehicles are not permitted on runway 16/34 unless escorted by Airport Operations personnel.)
- E. Other individuals who need access to the movement areas are escorted by qualified personnel.

Controls

Vehicular access to the airport ramp areas is controlled by mechanical gates activated by Airport-issued gate cards. Gate card holders are required to complete an application and certification form prior to being granted access to the ramp areas. The Application/Certification form is attached as Appendix 8. Pedestrian access to the airport is controlled by key code locks on walk-through gates..

Procedures for Ground Vehicle Operations

The St. George Municipal Airport Ground Vehicle Operations Manual is attached as Appendix 6.

Training of Employees Authorized to Operate on the Movement Area and Safety Areas

Airport and FBO Employees authorized to enter Movement areas and Safety areas are trained by the following methods:

- A. Review of the Ground Vehicle Procedures Manual (Appendix 6), conducted by Airport Operations personnel
- B. Review of FAA Ground Vehicle Operations Safety video
- C. Ten question written test with a 100% correct requirement to pass

Consequences of Non-Compliance

See Appendix 6.



Section 329 - Pedestrians and Ground Vehicles (Continued)

Maintain Records

- A. Training
The Airport maintains a description and date of training completed by each individual operating in the movement areas or safety areas, including the certifications of airport gate cardholders. Records are maintained for 24 consecutive calendar months after the termination of an individual's access to movement areas, safety areas and aprons;
- B. Accidents/Incidents
The Airport maintains records of accidents or incidents in the movement areas and safety areas, involving air carrier aircraft and/or ground vehicles. Records of each accident or incident are maintained for 12 consecutive calendar months from the date of accident or incident.
- C. Records are maintained in the Airport Administration office.



Section 331 - Obstructions

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.

Obstructions

Obstruction lighting on the windcones and rotating beacon is maintained by the Airport. The AWOS is maintained by the Federal Aviation Administration. The TVOR is maintained by an independent contractor under contract to the State of Utah.

On-airport obstructions are noted on the Obstruction Lighting Map, attached as Appendix 7.



Section 333 – Protection of NAVAIDS

Construction

No facilities shall be constructed on the airport that have been determined by the FAA to derogate the operation of an electronic or visual NAVAID or air traffic control facilities. The Airport shall notify the FAA if aware of any changes in construction plans or equipment. FAA field sector personnel are responsible for monitoring construction activity on the airport to prevent the interruption of visual and electronic signals of NAVAIDS.

Protection Against Vandalism

The Airport is surrounded by a perimeter fence to deter access by potential vandals. Airport Operations personnel also conduct frequent site inspections to deter such activity.

Interruption of Visual and Electronic Signals of NAVAIDS

Interruption of visual and electronic signals of NAVAIDS is prevented, when within the Airport's authority. In the event Airport Operations personnel become aware of a NAVAID's compromised operation is compromised, Airport Operations personnel will issue the appropriate NOTAM as provided in section 339. In the event Airport Operations personnel become aware of the FAA's VOR on the Airport becoming inoperable, Airport Operations personnel will notify the FAA's Airway Facility Maintenance division.



Section 335 – Public Protection

Access Control

Access onto apron areas is limited to persons who have an operational need and have completed a gate card application form. Individuals desiring access onto the airport's ramp areas apply for and are issued a gate card. The gate card application and cardholder certification are attached as appendix 8.

Fencing

Fencing at the airport shall prevent inadvertent entry onto airport property by persons or vehicles. Signs restricting access are posted at regular intervals around the perimeter. The airport has established procedures, locks and touch pads for controlling access through perimeter gates.

Inspection and Maintenance

Airport Operations personnel inspect the fencing and access gates on an ongoing basis as part of their daily activities. Breaches in the perimeter fence or malfunctions of access gates are corrected by the Airport Operations personnel.



Section 337 - Wildlife Hazard Management

General

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

- A. Watch for and report any unusual concentration of wildlife or birds that may be a hazard to aircraft operations, especially when low-flying or in the vicinity of 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, and immediately issue a NOTAM advising pilots of the potential hazard.
- C. There is no current wildlife activity noted at the airport.

Events Triggering a Wildlife Hazard Assessment

The Airport Manager will arrange for a Wildlife Hazard Assessment to be conducted when any of the events occurs on the airport:

- A. An air carrier aircraft experiences multiple wildlife strikes;
- B. An air carrier aircraft experiences substantial damage from striking wildlife;
- C. An air carrier aircraft experiences an engine ingestion of wildlife;
- D. Wildlife is observed to have access to any airport movement area or flight pattern, in a size and number capable of causing one of the above noted events.



Section 339-Airport Condition Reporting/NOTAM's

Reporting Airport Conditions

- A. Report of certain airport conditions will be accomplished through the issuance of a Notice to Airmen (NOTAM).
- B. A copy of the NOTAM form is included in Exhibit 9.
- C. Airport personnel in the following positions are authorized to issue NOTAMs to Cedar City AFSS, or disseminate airport conditions locally to the FBO's and air carriers:
 1. The Airport Manager
 2. Airport Operations Personnel

Airport Condition Reporting System

The procedures for issuing the Airport Conditions Reports are as follows:

- A. The NOTAM is prepared by authorized personnel, then disseminated in either in person or by facsimile Cedar City AFSS, airport FBO's and SkyWest Airlines.

A current listing of personnel authorized to issue NOTAM's is provided to Cedar City AFSS.

Conditions Requiring issuance of a NOTAM Surface Condition Report

The following airport conditions that may affect the safe operation of air carriers shall be disseminated to the Cedar City AFSS, FBO's and SkyWest Airlines:

- A. Construction or maintenance activity on movement areas, safety areas, or loading ramps and parking areas;
- B. Surface irregularities on movement areas, safety areas, or loading ramps and parking areas;
- C. Snow, ice, slush or significant amounts of standing water on movement areas or loading ramps and parking areas;
- D. Object on the movement area or safety areas contrary to Section 309;
- E. Malfunction of any required lighting system or hold position signs;
- F. Unresolved wildlife hazards in accordance with Section 337;
- G. Non-availability of any required rescue and firefighting capability required in Sections 317 and 319.
- H. Any other conditions that may otherwise adversely affect the safe operations of air carriers.

Records

The Airport will keep, for at least 12 consecutive calendar months, a record of each NOTAM disseminated.



Section 341 – Identifying, Marking, Lighting Construction and Unserviceable Areas

Safety plans and construction marking and lighting will be accomplished in accordance with the most current version of AC 150/5370-2, Operational Safety on Airports During Construction. Mark and, if appropriate, light:

- A. Construction Areas
Each construction area or unserviceable area on or adjacent to a movement area that may be used by air carrier aircraft shall be marked and, if appropriate, lighted.
- B. Construction Equipment
Construction equipment shall be marked, and, if appropriate, lighted.
- C. 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 contractor under the direction of Airport Operations personnel. The FAA Field Sector staff is 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.

Procedures for Avoiding Damage to Utilities

The location of any airport utility lines in the areas of construction shall be marked by Utah Blue Stakes/One-Call prior to the start of construction. Airport Operations personnel are responsible for monitoring construction activity on the airport to prevent the interruption of utilities.

