# Mildura Airport Aerodrome Manual

**CASA PART 139**

**Mildura Airport Aerodrome Manual**

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|---|---|
| **Version** | **1.0 – April 2026** |
| **Approver** | *Rebecca Chamberlain* |
| **Review Date** | *June 2026* |

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# Glossary

## Acronyms and abbreviations

| Acronym / abbreviation | Description |
|---|---|
| ACN | aircraft classification number |
| ADP | aeronautical data package |
| AEP | aerodrome emergency plan |
| ARC | aircraft reference code |
| ARFFS | aviation rescue and firefighting services |
| AGL | aeronautical ground lighting |
| AHD | Australian height datum |
| AIP | aeronautical information publication |
| AIS | aeronautical information service |
| ALARP | as low as reasonably practicable |
| AMSL | above mean sea level |
| ARO | aerodrome reporting officer |
| ARP | aerodrome reference point |
| ASDA | accelerate-stop distance available |
| ATC | air traffic control |
| AT-VASIS | an abbreviated T pattern visual approach slope indicator system |
| AVDGS | advanced visual docking guidance system |
| CASA | Civil Aviation Safety Authority |
| ERSA | En-Route Supplement Australia |
| ft | feet |
| FOD | foreign object debris |
| H24 | continuous |
| IFR | instrument flight rules |
| ILS | instrument landing system |
| IWDI | illuminated wind direction indicator |
| LDA | landing distance available |
| LVP | low visibility procedures |
| m | metre(s) |
| MAGS | movement area guidance sign |
| MOS | Manual of Standards |
| MOWP | method of working plan |

| | |
|---|---|
| NAIPS | national aeronautical information processing system |
| NOF | NOTAM Office |
| NOTAM | notice to airmen |
| OFZ | obstacle free zone |
| OLS | obstacle limitation surface |
| OMGWS | outer main gear wheel span |
| PAL | pilot activated lighting system |
| PANS-OPS | Procedures for Air Navigation Services – Aircraft Operations |
| PAPI | precision approach path indicator |
| PCN | pavement classification number |
| RESA | runway end safety area |
| RTIL | runway threshold identification lights |
| RV | runway visibility |
| RVR | runway visual range |
| RWY | runway |
| SMS | safety management system |
| STODA | supplementary take-off distance |
| RMP | risk management plan |
| TDZ | touchdown zone |
| TODA | take-off distance available |
| TORA | take-off run available |
| T-VASIS | T pattern visual approach slope indictor system |
| TWY | taxiway |
| VASIS | visual approach slope indicator system |
| VDGS | visual docking guidance system |
| VFR | visual flight rules |
| WDI | wind direction indicator |

# Definitions

| Term | Definition |
|---|---|
| accelerate-stop distance available | the length of the take-off run available plus the length of the stopway if provided. |
| accident | an occurrence associated with the operation of an aircraft which takes place between the time any person boards the aircraft with the intention of flight until such time as all such persons have disembarked, in which:<br>a person is fatally or seriously injured as a result of:<br>being in the aircraft, or<br>direct contact with any part of the aircraft, including parts which have become detached from the aircraft, or<br>direct exposure to jet blast, except when the injuries are from natural causes, self-inflicted by other persons, or when the injuries are to stowaways hiding outside the areas normally available to the passengers and crew, or<br>the aircraft sustains damage or structural failure which:<br>adversely affects the structural strength, performance or flight characteristics of the aircraft, and<br>would normally require major repair or replacement of the affected component, except for engine failure or damage when the damage is limited to the engine, its cowlings or accessories, or for damage limited to propellers, wing tips, antennas, tyres, brakes, fairings, small dents or puncture holes in the aircraft skin, or<br>the aircraft is missing or is completely inaccessible. |
| aerodrome | an area of land or water (including any buildings, installations, and equipment) intended to be used either wholly or in part for the arrival, departure or movement of aircraft. |
| aerodrome elevation | the elevation of the highest point of the landing area. |
| aerodrome reference code | refers to the three (3) elements that are nominated by the aerodrome operator, specifically:<br>a code number which is determined by the aeroplane reference field length, and which is applicable to runways<br>a code letter which is determined by the aeroplane wingspan, and which is applicable to runways, taxiways, aircraft holding bays and parking positions<br>the OMGWS which is applicable to runways and taxiways. |
| aerodrome reference point | the designated geographical location of an aerodrome. |
| AIP responsible person | for an aeronautical data originator, a person appointed by the originator under regulation 175.445 as responsible for the provision of aeronautical data or aeronautical information published in the AIP. |

| Term | Definition |
|---|---|
| air transport operation | a passenger transport operation, or a cargo transport operation, that<br>is conducted for hire or reward, or<br>is prescribed by an instrument issued under regulation 201.025.<br>However, an operation conducted for a purpose mentioned in paragraph 206(1)(a) of CAR is not an air transport operation.<br>206(1)(a) aerial work purposes, being purposes of the following kinds (except when carried out by means of an RPA):<br>aerial surveying<br>aerial spotting<br>agricultural operations<br>aerial photography<br>advertising<br>balloon flying training<br>ambulance functions<br>carriage, for the purposes of trade, of goods being the property of the pilot, the owner of the hirer of the aircraft (not being a carriage of goods in accordance with fixed schedules to and from fixed terminals)<br>any other purpose that is substantially similar to any of those specified in subparagraphs (i) to (vii) (inclusive). |
| AIS provider | a person who holds a certificate under regulation 175.055 of CASR. |
| apron | a defined area on a land aerodrome to accommodate aircraft for the purposes of loading or unloading passengers, mail or cargo, fuelling, parking or maintenance. |
| apron taxiway | a portion of a taxiway system located on an apron to provide a through taxi route for aircraft across the apron to another part of the taxiway system. |
| Australian height datum | the datum that sets mean sea level as zero elevation. |
| clearway | a defined area at the end of the TORA, on the ground or water under the control of the aerodrome operator, which is selected or prepared as a suitable area over which an aeroplane may make a portion of its initial climb to a specified height. |
| displaced threshold | a threshold not located at the extremity of a runway. |
| holding bay | a defined area where aircraft can be held or bypassed to facilitate efficient surface movement of aircraft. |
| incident | an occurrence, other than an accident, associated with the operation of an aircraft which affects or could affect the safety of operation. |
| international aerodrome | an aerodrome:<br>designated by the Department as an international airport in Australia; and<br>identified as a designated international airport in Australia on the Department's website. |

| Term | Definition |
|---|---|
| instrument runway | one of the following types of runway nominated for the operation of aircraft using instrument approach procedures:<br>non precision approach runway<br>precision approach runway (CAT I)<br>precision approach runway (SA CAT I)<br>precision approach runway (SA CAT II)<br>precision approach runway (CAT II)<br>precision approach runway (CAT III A / B / C) |
| landing distance available | the length of the runway which is declared available and suitable for the ground run of an aeroplane landing. |
| manoeuvring area | part of the aerodrome used for the take-off, landing and taxiing of aircraft, excluding aprons. |
| method of working plan | a plan to ensure that aerodrome works do not present a hazard to aircraft operations. |
| movement area | a part of an aerodrome to be used for the take-off, landing and taxiing of aircraft, consisting of the manoeuvring area and the aprons. |
| non-homogenous runway surface | a runway surface that has different surface finishes across its full width. |
| non-instrument runway | a runway for the operation of aircraft using visual approach procedures. |
| NOTAM | Notice to Airmen and is a notice issued by the NOTAM Office containing information or instructions concerning the establishment, condition or change in any aeronautical facility, service, procedure or hazard, the timely knowledge of which is essential to persons concerned with flight operations. |
| NOTAM authorised persons | for an aeronautical data originator, a person(s) appointed under regulation 175.445 by the originator authorised to request the issue, review or cancellation of a NOTAM. |
| obstacle | fixed (whether temporarily or permanently) and mobile objects, structures and parts of such objects and structures that:<br>are located on an area provided for the surface movement of aircraft, or<br>extend above a defined surface designated to protect aircraft in flight, or<br>stand outside the defined surfaces mentioned in items (a) and (b) above and that have been assessed as being a hazard to air navigation. |
| obstacle free zone | the airspace above the inner approach surface, inner transitional surface, baulked landing surface, and that portion of the runway strip bounded by these surfaces, which is not infringed by any fixed obstacle other than a low mass and frangibly mounted one required for air navigation purposes. |
| obstacle limitation surfaces | a series of planes, associated with each runway at an aerodrome, that defines the desirable limits to which objects or structures may project into the airspace around the aerodrome so that aircraft operations at the aerodrome may be conducted safely. |

| Term | Definition |
|---|---|
| PANS-OPS | Doc.8168-OPS/611 Volume II (Procedures for Air Navigation Services – Construction of Visual and Instrument Flight Procedures) approved and published by decision of the Council of the International Civil Aviation Organization, as in force from time to time. |
| pavement classification number | a number expressing the bearing strength of a pavement for unrestricted operations by aircraft with aircraft classification number (ACN) less than or equal to the PCN. |
| runway | a defined rectangular area on a land aerodrome prepared for the landing and take-off of aircraft. |
| runway end safety area | an area symmetrical about the extended runway centreline and adjacent to the end of the runway strip, primarily to reduce the risk of damage to an aeroplane which undershoots or overruns the runway. |
| runway strip | a defined area, including the runway and stopway, provided to:<br>reduce the risk of damage to aircraft running off a runway, and<br>protect aircraft flying over the runway during take-off or landing operations. |
| scheduled air transport operation | an air transport operation conducted in accordance with a published schedule. |
| secondary power supply | an electrical power supply that:<br>is automatically connected to the relevant load when the primary power source fails, and<br>is derived from:<br>the normal public electrical power supply, but in a way that:<br>supplies power for the aerodrome's functionality from a special substation that is not the normal substation, and<br>supplies the power through a special transmission line that follows a route different from the normal power supply route, and<br>makes extremely remote the possibility of a simultaneous failure of the normal public electrical power supply and the power supply for the aerodrome, or<br>one or more generators, batteries, or similar devices which deliver a constant, reliable and sufficient supply of electrical power for the relevant aerodrome service. |
| shoulder | an area adjacent to the edge of a pavement so prepared as to provide a transition between the pavement and the adjacent surface. |
| stopway | a defined rectangular area on the ground at the end of the take-off run available and prepared as a suitable area in which an aircraft can be stopped in the case of an abandoned take-off. |
| take-off distance available | the length of the take-off run available, plus the length of the clearway if provided. |
| take-off runway available | the length of the runway declared available and suitable for the ground run of an aeroplane taking off. |
| taxilane | a portion of an apron designated as a taxiway and for use only to provide access to and egress from aircraft parking positions. |

| Term | Definition |
|---|---|
| taxiway | a defined path on an aerodrome on land, established for the taxiing of aircraft from one part of an aerodrome to another. A taxiway includes a taxilane, an apron taxiway, and a rapid exit taxiway. |
| threshold | the beginning of that portion of the runway usable for landing. |
| Type A chart | a chart which contains information on all significant obstacles within the take-off area of an aerodrome up to 10 km from the end of the runway. |
| Type B chart | an obstacle chart which provides obstacle data from around the aerodrome. |
| Y location code | the international code prefix used to identify Australian aerodromes. |

## Reference material

| Document type | Title |
|---|---|
| Regulation | Part 123 of the *Civil Aviation Safety Regulations 1998* |
| | |

## Forms

| Form no. | Title |
|---|---|
| *N/A* | *Pavement Concession Request* |
| *N/A* | *Disabled Aircraft Indemnity and Release* |

# Preface

## Amendment record

***(Part 139 MOS – 10.03)***

Revisions to this manual are dated and a new version number assigned accordingly. In addition to recording the date of change for each section or page of this manual, a summary of the changes made is also recorded.

| Version no. | Date of change | Parts and page | Summary of change(s) |
|---|---|---|---|
| *1.0* | *April 2026* | *All* | *Initial issue to CASA Template* |
| | | | |
| | | | |

## Distribution list

***(Part 139 MOS – 10.02(2)(7))***

A copy of this manual is retained in the Administration Offices at Mildura Airport. This manual is made available to CASA for inspection if requested.

Electronic or printed copies of this manual are further distributed as follows:

| Copy No. (if assigned) | Manual holder | Electronic Format | Hard copy |
|---|---|---|---|
| *1* | *Rebecca Chamberlian, Safety & Security Compliance Manager, Mildura Airport.* | *0* | *1* |
| *2* | *Aerodrome Reporting Officers, MA003 Operations room* | *0* | *1* |
| *3* | *AVCRM, Mildura Airport* | *1* | *0* |
| *4* | *Mildura Airport Website* | *1* | *0* |

*Mildura* Airport makes this manual available to all relevant persons on our website. Access is also available to staff within AVCRM.

Persons printing this manual should be aware that any hard copies are uncontrolled and may not be the most up-to-date version.

# 1 Aerodrome Administration

## 1.1 Operator's statement

***(CASR 139.110(5)(c))***

The Mildura Airport Aerodrome Manual has been prepared in accordance with the requirements set out in the Civil Aviation Safety Regulations 1998 (CASRs), and associated Part 139 (Aerodromes) Manual of Standards 2019 (Part 139 MOS).

The contents of this manual describe the systematic approach to the operation and maintenance of Mildura Airport and demonstrates Mildura Airport's commitment to managing the aerodrome safely and promoting a positive safety culture.

The aerodrome will be operated and maintained in accordance with the procedures set out in this manual, and in any subsidiary materials that are referenced in this manual, unless a temporary non-compliance or deviation from the procedures is necessary to ensure the safety of aircraft, aircraft operations, or individuals using the aerodrome. If the temporary non-compliance or deviation in the procedures is to take effect on a permanent basis, the manual will be updated. CASA will be advised of a temporary deviation or a change to this manual within 30 days.

At all times when the aerodrome is operating, the aerodrome manual and any subsidiary materials will be accessible by those personnel who have a role of responsibility.

This manual identifies persons from all levels of the organisation that are responsible and accountable for the safe operation of the aerodrome. As the authorisation holder, Mildura Airport Pty Ltd. is committed to ensuring that all individuals understand their responsibilities and accountabilities as defined within this aerodrome manual.

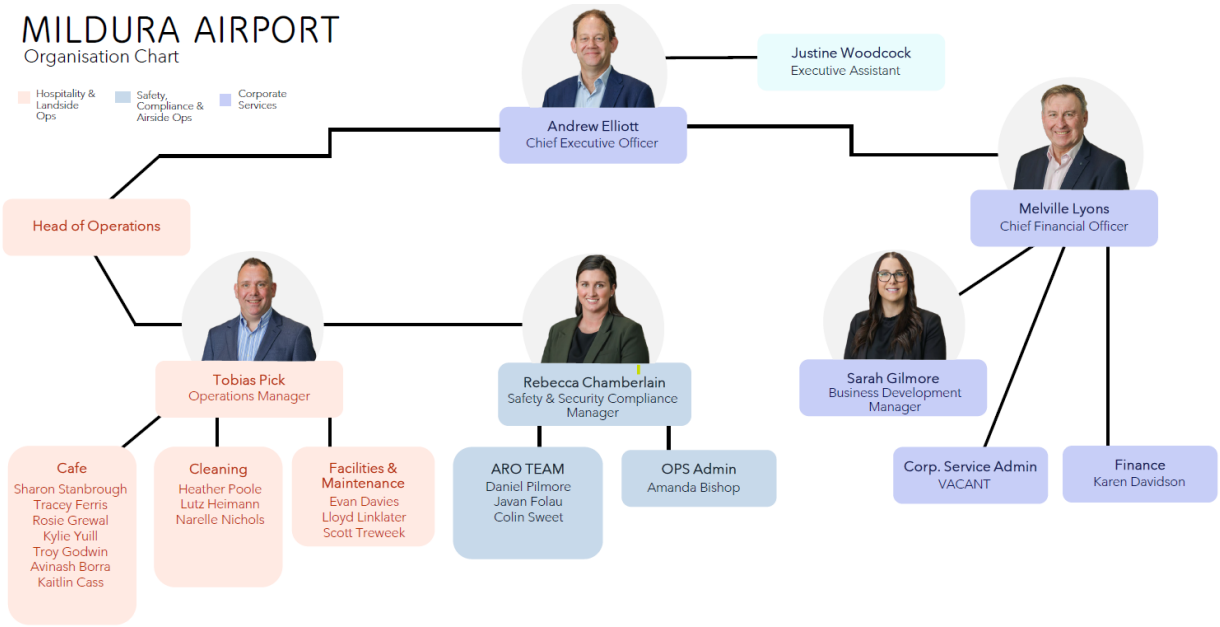
Signed: 

Name: ***Andrew Elliott***

Position: ***Chief Executive Officer***

## 1.2 Organisational structure

***(Part 139 MOS – 11.02(a)(i))***




An organisational chart which clearly identifies all personnel responsible for the management and administration of Mildura Airport is inserted below:

## 1.3 Key personnel

### 1.3.1 Accountable Manager

***(CASR 139.110(1)(5); Part 139 MOS – 11.02(a)(ii); 13.02; 16.08(3); 25.04(2)(4))***

**Name:** *Andrew Elliott*

**Management position:** *Chief Executive Office & Interim Head of Operations*

**Responsibilities:**

To ensure Mildura Airport:

- complies with civil aviation legislation
- operates and maintains the aerodrome safely and with a reasonable degree of care and diligence
- operates and maintains the aerodrome in accordance with the aerodrome manual for the aerodrome.

The accountable manager has a general knowledge of the relevant civil aviation safety legislation and standards that are applicable to the inspection, reporting, operation and maintenance of the aerodrome.

### 1.3.2 Management positions (aerodrome operation and maintenance)

***(Part 139 MOS – 11.02(a)(ii))***

The management position(s) responsible for the **operation** of the aerodrome is / are:

**Management position:** *Head of Operations*

**Responsibilities:** *Leadership over daily Airport Operations*

The management position(s) responsible for the **maintenance** of the aerodrome is / are:

**Management position:** *Safety & Security Compliance Manager*

**Responsibilities:** *Aerodrome Operations functions, Aerodrome Maintenance, Safety Management Systems (SMS), Aerodrome Manual Control.*

### 1.3.3 Aerodrome operations and Safety functions

***(Part 139 MOS – 11.02(c))***

The following individuals or positions are responsible for the aerodrome's operations and safety functions:

**Individual / position:**

*Reporting Officer & Work Safety Officers – Javan Folau, Daniel Pilmore, Colin Sweet, Evan Davies & Lloyd Linklater*

**Responsibilities:** *Airfield Inspections & Safety Monitoring, Reporting & Documentation, Compliance & Regulatory Frameworks, Emergency & Incident Response, Works Safety (MOWP) Supervision, Communication & Coordination, Security & Passenger Safety Support, Facility & Grounds Maintenance (where applicable).*

## 1.4 Aerodrome manual administration

***(Part 139 MOS – 10.01(1)(2)(3); 10.02(1)(3)(4); 10.04(1)(2)(b)(c); 11.02(b))***

This aerodrome manual identifies all elements required by the Part 139 MOS. Information that is not relevant to the aerodrome's operational context or regulatory compliance is marked NOT APPLICABLE or N/A.

All subsidiary materials that are adopted are clearly referenced in the relevant sections of this manual.

This manual and the adopted subsidiary materials will at all times be accessible by those persons who have a role in the operation and maintenance of the aerodrome.

### 1.4.1 Manual control

***(Part 139 MOS – 10.01(4); 11.02(b))***

The following individuals / positions are responsible for reviewing, maintaining, amending and controlling this aerodrome manual:

| Individual / position | Role / Function |
|---|---|
| *Rebecca Chamberlain, Safety & Security Compliance Manager* | *Reviewing, maintaining, amending and controlling the aerodrome manual* |
| *Amanda Bishop, Operations Administration* | *Reviewing, maintaining and controlling the aerodrome manual* |
| *Javan Folau, Aerodrome Reporting Officer* | *Reviewing the aerodrome manual* |

### 1.4.2 Manual amendment

***(Part 139 MOS – 10.03(1)(2)(3))***

To maintain the accuracy of this manual, the aerodrome manual controller(s) will be advised of any changes to the aerodrome's facilities, operating procedures, or of any errors or omissions, so that an amendment can be made.

When an amendment is made, the aerodrome manual controller will update the amendment record in the respective section of this manual.

So that readers can identify information in the manual that has changed, the following procedure has been adopted:

Tracked changes in which the changed information:

a. is shown in a different format to the unchanged information, and

b. includes reference to the date the change was made.

The first method would meet requirements by controlling track changes, shading, or coloured fonts in the Word template.

Updating the amendment record in the manual to include a written summary of each change and the date on which the change was made.

Within 30 days of any amendment to this manual, written notice of the change and a copy of the changed part of the aerodrome manual is provided to CASA.

### 1.4.3 Manual review

***(Part 139 MOS – 12.09(6)(a)(ii))***

This manual will be reviewed annually as part of the aerodrome technical inspection process.

## 1.5 Authorisations

### 1.5.1 Aerodrome certificate – conditions

***(Part 139 MOS – 11.01(3)(c))***

The aerodrome was formerly a certified aerodrome. The aerodrome certificate issued by CASA was subject of the following conditions:

*The Certificate replaces Certificate No.1 – BIOGH*

## 1.5.2 Aerodrome instruments

***(Part 139 MOS – Chapter 11.01(3)(a))***

CASA has issued the following approvals, determinations, directions, exemptions or other instruments:

| **Type and particulars of authorisation** | | | |
|---|---|---|---|
| Exemption for Mildura Aerodrome (Glidepath Antenna and Equipment Shed) | | | |
| **No.** | **Effective date** | **Expiry date** (if applicable) | **Document location** |
| *CASA 37/23* | *31/08/2023* | *31/07/2033* | *Mildura Airport Digital Filing System Appendix B* |

# 2 Aerodrome Information

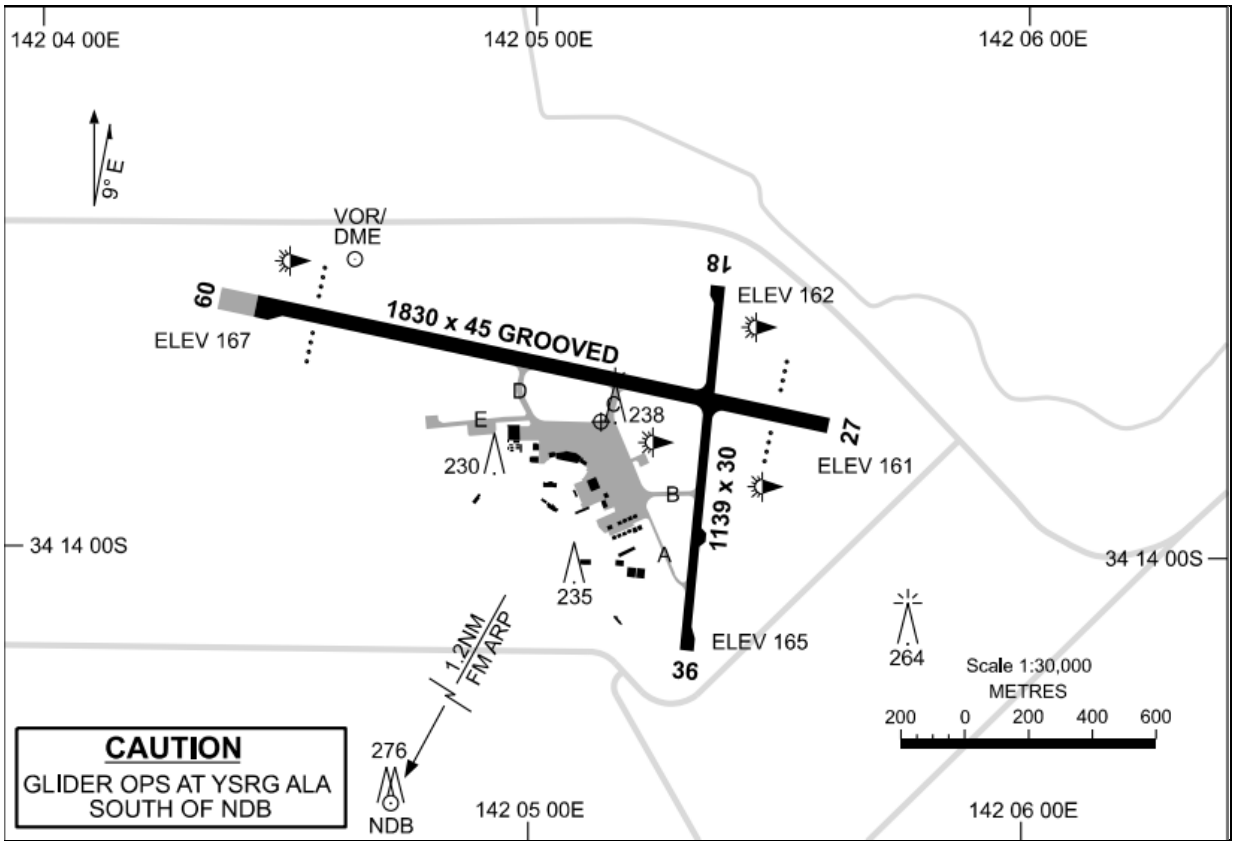
## 2.1 Aeronautical information

***(Part 139 MOS – 11.01(1); Chapter 5)***

### 2.1.1 Aerodrome diagram

***(Part 139 MOS – 11.01(1); 5.03(1)(a)-(j))***

A single aerodrome diagram that clearly illustrates all applicable aerodrome facilities prescribed in subparagraph 5.03(1) of the Part 139 MOS is inserted below.



### 2.1.2 Aerodrome administration statement

***(Part 139 MOS – 11.01(1); 5.03(2)(a)-(c))***

The aerodrome's administration information prescribed in subparagraph 5.03(2) of the Part 139 MOS has been reported to Airservices. This information is contained in Mildura Airport Airport's ADP. The ADP is available in *Appendix A* of this manual.

The aerodrome's administration information prescribed in subparagraph 5.03(2) of the Part 139 MOS is recorded below:

| | |
|---|---|
| Name of aerodrome operator: | Mildura Airport Pty Ltd |
| Postal address: | PO Box 356, Mildura South VIC 3505 |
| Phone number: | (03) 5055 0500 |
| E-mail address: | *info@milduraairport.com.au* |
| Website: | www.milduraairport.com.au |
| Facsimile number (if provided): | *N/A* |
| Name of after-hours contact: | Aerodrome Reporting Officer |
| Phone number: | 0428 596 871 |
| E-mail address: | aro@milduraairport.com.au |
| Facsimile number (if provided): | *N/A* |
| Aerodrome usage: | *Regular Passenger Transport (RPT), Charter & General Aviation, Air Ambulance, Medical Transport, Flight Training, Freight & Air Transport of Good and Emergency Services &* Firefighting Support. |

### 2.1.3 Aerodrome location statement

***(Part 139 MOS – 11.01(1); 5.03(4)(a)-(f))***

The aerodrome's location information prescribed in subparagraph 5.03(4) of the Part 139 MOS has been reported to Airservices. This information is contained in Mildura Airport's ADP. The ADP is available in *Appendix A* of this manual.

### 2.1.4 Movement area information – runways

#### 2.1.4.1 Runway code number

***(Part 139 MOS – 11.01(1); 5.04(1)(a))***

The code number of the runway(s) has been reported to Airservices. This information is contained in Mildura Airport's ADP. The ADP is available in Appendix A of this manual.

The code number of the runway(s) is recorded in the table below:

| Runway | Code number |
|---|---|
| *09/27* | *Code 4C* |
| *18/36* | *Code 2B* |

### 2.1.4.2 Runway bearing, length, width, and surface type

***(Part 139 MOS – 11.01(1); 5.04(1)(b)(c))***

The bearings, length, width and surface type(s) of the runway(s) have been reported to Airservices. This information is contained in Mildura Airport's ADP. The ADP is available in *Appendix A* of this manual.

The bearings, length, width, and surface type(s) of the runway(s) is recorded in the table below:

| Runway | Runway bearing (Magnetic) | Runway length (m) | Runway width (m) | Runway surface type, or types (non-homogenous runways) |
|---|---|---|---|---|
| *09/26* | *092/100* | *1830m* | *45m* | *BITUM [Bituminous]*<br>*ASPH [Asphalt]* |
| *18/36* | *176/100* | *1139m* | *30m* | *BITUM [Bituminous]*<br>*ASPH [Asphalt]* |

### 2.1.4.3 Threshold geographical location & elevation - instrument runways

***(Part 139 MOS – 11.01(1); 5.04(1)(d)(i)(ii))***

The geographical location coordinates, and the elevation of the midpoint of the runway threshold for each instrument runway have been provided to Airservices.

This information is contained in Mildura Airport's ADP. The ADP is available in *Appendix A* of this manual.

The geographical location coordinates, and the elevation of the midpoint of the runway threshold for each instrument runway are recorded in the table below:

| Runway threshold | Latitude (WGS84) | Longitude (WGS84) | Midpoint elevation |
|---|---|---|---|
| *Runway 09* | *341335.07S* | *1420425.94E* | *167 FT* |
| *Runway 27* | *341347.03S* | *1420535.97E* | *161.3 FT* |

### 2.1.4.4 Runway pavement strength rating

***(Part 139 MOS – 11.01(1); 5.04(1)(e))***

The strength rating of the runway(s) pavement has been reported to Airservices. This information is contained in Mildura Airport's ADP. The ADP is available in *Appendix A* of this manual.

### 2.1.4.5 Runway strip length and width

***(Part 139 MOS – 11.01(1); 5.04(1)(f))***

The length and width of the runway strip(s) have been reported to Airservices. This information is contained in Mildura Airport's ADP. The ADP is available in *Appendix A* of this manual.

### 2.1.4.6 Runway slope

***(Part 139 MOS – 11.01(1); 5.04(1)(g))***

The runway slope(s) has / have been reported to Airservices. This information is contained in Mildura Airport's ADP. The ADP is available in *Appendix A* of this manual.

### 2.1.4.7 Runway declared distances

***(Part 139 MOS – 11.01(1); 5.04(1)(h))***

The runway(s) declared distances have been reported to Airservices. This information is contained in Mildura Airport's ADP. The ADP is available in *Appendix A* of this manual.

### 2.1.4.8 Intersection departure take-off distances available

***(Part 139 MOS – 11.01(1); 5.04(1)(h); 5.12(3)(4))***

The runways(s) intersection departure take-off distances have been reported to Airservices. This information is contained in Mildura Airport's ADP. The ADP is available in *Appendix A* of this manual.

### 2.1.4.9 Supplementary take-off distances available (STODA)

***(Part 139 MOS – 11.01(1); 5.04(1)(h))***

The runway(s) supplementary take-off distances have been reported to Airservices. This information is contained in Mildura Airport's ADP. The ADP is available in *Appendix A* of this manual.

### 2.1.4.10 Established OLS for the runway

**(Part 139 MOS – 11.01(1); 5.04(1)(i))**

The code number of the runway(s) OLS have been reported to Airservices. This information is contained in Mildura Airport's ADP. The ADP is available in *Appendix A* of this manual.

The code number of the runway(s) OLS is recorded in the table below:

| Runway end | Established code |
|---|---|
| *RWY 09* | *Code 4* |
| *RWY 27* | *Code 4* |
| *RWY 18* | *Code 2* |
| *RWY 36* | *Code 2* |

### 2.1.4.11 Type A charts

***(Part 139 MOS – 11.01(1); 5.04(1)(j)(i))***

A Type A chart is not required and has not been prepared.

***(Part 139 MOS – 11.01(1); 5.04(1)(j)(ii))***

A type B chart has not been prepared.

### 2.1.4.12 Obstacle-free zone (OFZ)

***(Part 139 MOS – 11.01(1); 5.04(1)(k))***

An obstacle free zone is not identified.

### 2.1.4.13 Arrestor system

***(Part 139 MOS – 11.01(1); 5.04(1)(l))***

An arrestor system is not provided.

## 2.1.5 Movement area information – runway strip availability

***(Part 139 MOS – 11.01(1); 5.04(2)(a)(b))***

The availability of the runway strip(s) for take-offs and landings, including any limitations, has been reported to Airservices. This information is contained in Mildura Airport's ADP. The ADP is available in *Appendix A* of this manual.

### 2.1.6 Movement area information – taxiways

***(Part 139 MOS – 11.01(1); 5.04(3)(a)-(d))***

Each taxiway designation, code letter, width, and surface type have been reported to Airservices. This information is contained in Mildura Airport's ADP. The ADP is available in *Appendix A* of this manual.

### 2.1.7 Movement area information – aprons

***(Part 139 MOS – 11.01(1); 5.04(4)(a)-(c); 5.04(5)(a)(b))***

The aerodrome has no international operations, nor have the parking position designations been provided to Airservices for publication in the AIP. The apron surface type(s) have been reported to Airservices. This information is contained in Mildura Airport's ADP. The ADP is available in *Appendix A* of this manual.

### 2.1.8 Visual aids – approach and runway lighting systems

***(Part 139 MOS – 11.01(1); 5.05)***

#### 2.1.8.1 Approach lighting system(s) (ALS)

***(Part 139 MOS – 11.01(1); 5.05(1)(a))***

The aerodrome does not have a runway approach lighting system.

#### 2.1.8.2 Runway threshold lights and wing bars

***(Part 139 MOS – 11.01(1); 5.05(1)(b))***

The particulars for each runway threshold lights / wing bars (if provided) have been reported to Airservices. This information is contained in Mildura Airport's ADP. The ADP is available in *Appendix A* of this manual.

#### 2.1.8.3 Visual approach slope indicator system (VASIS)

***(Part 139 MOS – 11.01(1); 5.05(1)(c))***

The particulars of each visual slope indicator system have been reported to the Airservices. This information is contained in Mildura Airport's ADP. The ADP is available in *Appendix A* of this manual.

***(Part 139 MOS – 11.01(1); 5.05(1)(d))***

Touchdown zone lighting is not provided.

#### 2.1.8.4 Runway centreline lights

***(Part 139 MOS – 11.01(1); 5.05(1)(e))***

Runway centreline lights are not provided.

#### 2.1.8.5 Runway edge lights

***(Part 139 MOS – 11.01(1); 5.05(1)(f))***

The length, longitudinal spacing, colour and intensity of the runway edge lights have been reported to Airservices. This information is contained in Mildura Airport's ADP. The ADP is available in *Appendix A* of this manual.

#### 2.1.8.6 Runway end lights

***(Part 139 MOS – 11.01(1); 5.05(1)(g); Chapter 9, Division 10)***

The colours of runway end lights, and wing bars (if provided), have been reported to Airservices. This information is contained in Mildura Airport's ADP. The ADP is available in *Appendix A* of this manual.

#### 2.1.8.7 Stopway lights

***(Part 139 MOS – 11.01(1); 5.05(1)(h))***

The aerodrome does not have stopway lights.

#### 2.1.8.8 Starter extension lighting

***(Part 139 MOS – 11.01(1); 5.05(1)(i))***

The availability of starter extension lighting has been reported to Airservices. This information is contained in Mildura Airport's ADP. The ADP is available in *Appendix A* of this manual.

#### 2.1.8.9 Runway threshold identification lights (RTIL)

***(Part 139 MOS – 11.01(1); 5.05(1)(j))***

The aerodrome does not have RTIL.

#### 2.1.8.10 Pilot activated lighting (PAL) system

***(Part 139 MOS – 11.01(1); 5.05(1)(k))***

The availability of a PAL system has been reported to Airservices. This information is contained in Mildura Airport's ADP. The ADP is available in Appendix A of this manual.

The availability of a PAL system is as follows:

*PAL+AFRU operates on the VHF radio frequency 119.6 MHz and requires three one-second pulses to activate.*

### 2.1.9 Visual aids – other lighting and secondary power supply

#### 2.1.9.1 Aerodrome beacon

***(Part 139 MOS – 11.01(1); 5.05(2)(a))***

The aerodrome does not have an aerodrome beacon.

#### 2.1.9.2 Taxiway lighting systems (including holding positions and stop bars)

***(Part 139 MOS – 11.01(1); 5.05(2)(b))***

The lighting systems for taxiways, including taxiway holding positions and stop bars (where provided), are recorded in the table below:

| | **Taxiway lighting systems** |
|---|---|

| Taxiway designation | Edge lights | Centreline lights | Stop bars | Holding position lights |
|---|---|---|---|---|
| *Taxiway Alpha* | *N/A* | *N/A* | *N/A* | *N/A* |
| *Taxiway Bravo* | *N/A* | *N/A* | *N/A* | *N/A* |
| *Taxiway Charlie* | *Blue* | *N/A* | *N/A* | *N/A* |
| *Taxiway Delta* | *Blue* | *N/A* | *N/A* | *N/A* |

#### 2.1.9.3 Apron lighting systems (including VDGS)

***(Part 139 MOS – 11.01(1); 5.05(2)(c))***

The lighting systems for aprons, including the location and type of VDGS, have been reported to Airservices. This information is contained in Mildura Airport's ADP. The ADP is available in *Appendix A* of this manual.

#### 2.1.9.4 Other movement areas – lighting systems

***(Part 139 MOS – 11.01(1); 5.05(2)(d))***

No other movement area lighting systems are provided at the aerodrome.

#### 2.1.9.5 Obstacle lighting for OLS infringements

***(Part 139 MOS – 11.01(1); 5.05(2)(e))***

All lit obstacles within the aerodromes OLS have been reported to Airservices. This information is contained in Mildura Airport's ADP. The ADP is available in *Appendix A* of this manual.

Secondary power supply (including switch-over time)

***(Part 139 MOS – 11.01(1); 5.05(2)(f))***

The particulars of the secondary power supply and its switchover time are recorded below:

| Secondary power supply type | Switch-over time |
|---|---|
| *Diesel Generator* | *15 seconds* |

### 2.1.10 Navigation aids

***(Part 139 MOS – 11.01(1); 5.06)***

All navigation aids provided by the aerodrome operator have been reported to Airservices. This information is contained in Mildura Airport's ADP. The ADP is available in *Appendix A* of this manual.

### 2.1.11 Aviation rescue and fire-fighting services (ARFFS)

***(Part 139 MOS – 11.01(1); 5.07)***

An ARFFS is not provided by the aerodrome operator.

## 2.1.12 Ground services

### 2.1.12.1 Fuel suppliers

***(Part 139 MOS – 11.01(1); 5.08(a))***

Fuel suppliers and their contact details are recorded in the table below:

| Fuel supplier | Fuel type | Contact details | After-hours contact details |
|---|---|---|---|
| *World Fuel Services (WFS)* | *Jet A1*<br>*Avgas* | *PH:0409 736 530*<br>*mildurawfs@gmail.com* | *PH:0409 736 530* |

### 2.1.12.2 Weather information broadcasts

***(Part 139 MOS – 11.01(1); 5.08(b))***

The weather information broadcasts provided by the aerodrome operator are as follows:

*Automatic Weather Station (AWS) available on – 128.675*

### 2.1.12.3 Ground-to-air communication systems

***(Part 139 MOS – 11.01(1); 5.08(c))***

The ground-to-air communication systems provided by the aerodrome operator have been reported to Airservices. This information is contained in Mildura Airport's ADP. The ADP is available in *Appendix A* of this manual.

The ground-to-air communication systems provided by the aerodrome operator are recorded below:

*Aerodrome Frequency Response Unit (ARFU) available on – 118.8*

### 2.1.12.4 Other aviation-related services made available to pilots

***(Part 139 MOS – 11.01(1); 5.08(d))***

No other aviation-related services are made available to pilots by the aerodrome operator.

## 2.1.13 Aerodrome operational procedures – standard taxi routes

### 2.1.13.1 Standard taxi routes determined by aerodrome operator

***(Part 139 MOS – 11.01(1); 5.09(1)(a))***

Standard taxi routes have not been determined by the aerodrome operator.

### 2.1.13.2 Standard taxi routes determined by the ATS provider

***(Part 139 MOS – 11.01(1); 5.09(1)(b))***

Standard taxi routes have not been determined by the ATS provider.

### 2.1.13.3 Aerodrome operational procedures – special procedures

***(Part 139 MOS – 11.01(1); 5.09(2))***

Special procedures unique to the aerodrome which pilots would reasonably be expected to know in the interests of aviation safety are recorded below:

***Mandatory Rolling Radio Calls:***

*Due to limited visual line-of-sight between aircraft at runway thresholds (particularly Runways 09/27 and 36), pilots are required to make mandatory rolling broadcast calls on the Common Traffic Advisory Frequency (CTAF) immediately prior to take-off.*

### 2.1.14 Aerodrome operational procedures – notices

***(Part 139 MOS – 11.01(1); 5.09(3))***

Cautionary or administrative notices relating to the safe use of the aerodrome are recorded below:

*Due to limited visual line-of-sight between aircraft at runway thresholds (particularly Runways 09/27 and 36), pilots are required to make mandatory rolling broadcast calls on the Common Traffic Advisory Frequency (CTAF) immediately prior to take-off.*

*This procedure is promulgated in the ERSA for Mildura Airport and must be observed to enhance traffic awareness and reduce collision risk.*

### 2.1.15 Aerodrome operational procedures – low-visibility procedures

***(Part 139 MOS – 11.01(1); 5.09(4)(a)(b)(c))***

Low-visibility procedures are not established at the aerodrome.

## 2.2 Aerodrome site plan

***(Part 139 MOS – 11.01(2)(a)(i)-(v))***

A scaled plan of the aerodrome site that clearly shows all applicable aerodrome facilities prescribed in subparagraph 11.01(2)(a) of the Part 139 MOS is available in *Appendix C* of this manual.

## 2.3 Site plan – facilities outside the aerodrome boundary

***(Part 139 MOS – 11.01(2)(b))***

A plan showing the facilities and / or equipment that is owned by the aerodrome operator and that are located outside the boundaries of the aerodrome is available in *Appendix 5* of this manual.

## 2.4 Aerodrome reference code (ARC) nominations

***(Part 139 MOS – 4.01; 11.01)***

### 2.4.1 Runways

***(Part 139 MOS – 11.01(2)(c))***

The aerodrome reference code (ARC) number, letter and OMGWS for each runway are recorded in the table below:

| Runway | ARC number | ARC letter | OMGWS |
|---|---|---|---|
| *09/27* | *4* | *C* | *6m up to but not including 9m* |
| *18/36* | *2* | *B* | *4.5m up to, but not including 6m* |

### 2.4.2 Taxiways and taxilanes

***(Part 139 MOS – 11.01(2)(c))***

The aerodrome reference code (ARC) letter and OMGWS for each taxiway and taxilane is recorded in the table below:

| Taxiway / Taxilane | ARC letter | OMGWS |
|---|---|---|
| *TWY Alpha* | *A* | *up to but not including 4.5m* |
| *TWY Bravo* | *B* | *4.5m up to but not including 6m* |
| *TWY Charlie* | *C* | *6m up to but not including 9m* |
| *TWY Delta* | *D* | *9m up to but not including 9m* |
| *TWY Echo* | *B* | *4.5m up to but not including 6m* |

### 2.4.3 Aircraft parking positions

***(Part 139 MOS – 1.08(2))***

The aerodrome reference code (ARC) letter for each marked primary and secondary aircraft parking position is recorded in the table below:

| Parking position designation | ARC letter |
|---|---|
| *Bay 1 (+Reverse Park SF34 Only)* | *C* |
| *Bay 2 (+Reverse Park SF34 Only)* | *C* |
| *Bay 3* | *C* |
| *Bay 4 (Alternative Park Position Q300-Q400 Only)* | *C* |
| *Bay 5* | *C* |

### 2.4.4 Holding bays (aircraft)

***(Part 139 MOS – 1.08(2); 6.55(2))***

Aircraft holding bays are not provided; therefore, this is NOT APPLICABLE.

## 2.5 Instrument classification of each runway

***(Part 139 MOS – 3.01(2); 11.01(2)(d))***

The instrument classification for each runway end is recorded in the table below:

| Runway designation | Instrument classification |
|---|---|
| *RWY 09* | *Insturment non-precision runway* |
| *RWY 27* | *Insturment non-precision runway* |
| *RWY 18* | *Non-precision instrument / visual runway* |
| *RWY 36* | *Non-precision instrument / visual runway* |

## 2.6 Deviations from preferred standards

***(Part 139 MOS – 1.08(3)(4); 11.01(3)(d))***

### 2.6.1 Location of runway threshold

***(Part 139 MOS – 6.01(3)(4)(6); 8.26)***

All runway thresholds are located at the extremity of the runway.

### 2.6.2 Runway turn pad / bypass pad

***(Part 139 MOS – 6.03(2)(3))***

Because it is impracticable to do so, the following runway turn pads / bypass pads are located on the left-hand side of the runway as viewed when looking in the direction of take-off from that runway end. There placement does not adversely affect safety for the take-off and landing of aircraft.

| Runway end | Describe placement |
|---|---|
| *RWY 09* | *Turn pad located on the left-hand side, near the threshold/start of the runway; suitable for regional aircraft (Dash 8, B737) to manoeuvre safely onto the runway.* |
| *RWY 27* | *No dedicated turn pad exists at this runway end; aircraft may use the adjacent taxiway/runway intersection to safely turn.* |
| *RWY 18* | *A turn pad is provided on the left-hand side near the runway threshold, with an additional pad located midway between Taxiway Alpha and Taxiway Bravo, allowing turboprop and general aviation aircraft to manoeuvre safely onto the runway* |
| *RWY 36* | *Turn pad located on the left-hand side, near the threshold; suitable for turboprop and GA aircraft* |

### 2.6.3 Runway longitudinal slope values

***(Part 139 MOS – 6.06(1)-(7))***

The maximum runway longitudinal slope values expressed in subparagraphs 6.06(1) to (6) of the Part 139 MOS have not been exceeded.

## 2.6.4 Runway transverse slope values

***(Part 139 MOS – 6.08(2)(3))***

The runway transverse slope values expressed in Table 6.08(2) of the Part 139 MOS have not been exceeded.

## 2.6.5 Runway surfaces

### 2.6.5.1 Average surface texture depth

***(Part 139 MOS – 1.08(4); Table 6.09(1)-1)***

The preferred average surface texture depth of 1 mm has been met on all runways.

### 2.6.5.2 Friction values

***(Part 139 MOS – 108(4); Table 6.09(1)-2)***

The aerodrome is not used for scheduled international air transport operations.

## 2.6.6 Longitudinal slope design values on graded runway strip

***(Part 139 MOS – 6.18(1)(2))***

The design longitudinal slope values expressed in subparagraph 6.18(1) of the Part 139 MOS have not been exceeded.

## 2.6.7 Runway end safety area (RESA)

***(Part 139 MOS – 1.08(4); 6.26(4))***

The preferred RESA length as stated in Table 6.26(4) of the Part 139 MOS has been met for all runways.

## 2.6.8 Taxiway longitudinal slope values

***(Part 139 MOS – 1.08(4); 6.40(1)(2)(3))***

The maximum taxiway longitudinal slope values expressed in subparagraphs 6.40(1) and (2) of the Part 139 MOS have not been exceeded.

## 2.6.9 Taxiway transverse slope values

***(Part 139 MOS – 6.41(2)(3))***

The taxiway transverse slope values expressed in Table 6.41 (2) of the Part 139 MOS have not been exceeded.

## 2.6.10 Colour of aerodrome markings, markers, signals and signs

***(Part 139 MOS – Table 8.03(1))***

AS Code R13 (signal red) has been used for all aerodrome markings, markers, signals and signs (as applicable).

## 2.6.11 Runway edge lights on a reduced runway width

***(Part 139 MOS – 9.51(10)(11))***

Runway edge lights are not located more than 3 m from the runway edge.

## 2.6.12 Spacing of taxiway edge lights

***(Part 139 MOS – 9.92(1))***

The spacing of all taxiway edge lights complies with section 9.92 of the Part 139 MOS.

## 2.7 Facilities with retained compliance

### 2.7.1 Non-compliant grandfathered facilities

***(Part 139 MOS – 11.01(3)(b))***

At the time of commencement of the Part 139 MOS, the following aerodrome facilities / OLS do not comply with the new standards.

These aerodrome facilities / OLS did meet a previous standard that was in place at the time the facility was introduced, last upgraded or replaced.

These facilities will be maintained in accordance with the requirements set out in the Part 139 MOS for the same facility.

This information is contained in Mildura Airport's ADP. The ADP is available in *Appendix A* of this manual.

### 2.7.2 Grandfathered facilities – opted-in

***(Part 139 MOS – 2.01 opted-in)***

All grandfathered facilities remain grandfathered to a previous standard.

# 3 Aerodrome Operating Procedures and Systems

## 3.1 Reporting aeronautical data and information

This section documents the procedures for:

- providing information to the AIS provider (Airservices) for publication in the Aeronautical Information Package (AIP)
- notifying Airservices of any changes that are required to be made to the information that is published in the AIP
- reporting to the NOTAM Office (NOF) any changes to the condition of the aerodrome facility, or any hazards, that may adversely affect aviation safety
- reporting hazards that may adversely affect aviation safety to ATC
- making the aerodrome reports readily accessible to relevant personnel
- retaining reports for at least 3 years
- maintaining the integrity of information that is published.

### 3.1.1 Personnel with responsibilities – data originator

***(CASR 175.445; Part 139 MOS – 11.05(3))***

#### 3.1.1.1 AIP responsible person

***(CASR 175.445(1)(2); Part 139 MOS – 11.05(3))***

The nominated AIP responsible person for Mildura Airport is

*Rebecca Chamberlain, Safety & Security Compliance Manager*

Their nomination has been provided to Airservices on the Aeronautical Data Originator (ADO) form that is available on the Airservices Australia website.

To meet the requirements of CASR 175.445, Mildura Airport ensures that the AIP responsible person has been suitably trained so that they have the knowledge and competence to carry out their responsibilities**.**

Where a change to the AIP responsible person is required, a new ADO form will be submitted to Airservices informing them of the new appointment. This subsection of the manual will also be updated to reflect the change in nomination.

#### 3.1.1.2 NOTAM authorised person(s)

***(CASR 175.445(4)(5); Part 139 MOS – 11.05(3))***

Persons who are authorised to request the issue, review, and cancellation of NOTAMs at Mildura Airport are listed below:

| **NOTAM authorised person(s)** |
|---|
| *Rebecca Chamberlain, Safety & Security Compliance Manager* |
| *Javan Folau, Aerodrome Reporting Officer* |
| *Daniel Pilmore, Aerodrome Reporting Officer* |
| *Colin Sweet, Aerodrome Reporting Officer* |
| *Lloyd Linklater, Aerodrome Reporting Officer* |

*Evan Davies, Aerodrome Reporting Officer*

To meet the requirements of CASR 175.445, Mildura Airport ensures that these persons have been suitably trained so that they have the knowledge and competence to request the issue, review and cancellation of NOTAMs.

The list of NOTAM authorised person(s) is also recorded in the NAIPS system that Airservices administers.

A NOTAM group manager who is responsible for maintaining and updating the NOTAM group is also recorded in the NAIPS system.

The NOTAM group manager for Mildura Airport is;

*Rebecca Chamberlain, Safety & Security Compliance Manager*

*Javan Folau, Aerodrome Reporting Officer*

Where a change to the NOTAM group is required, the NOTAM group manager will update the NAIPS system. This subsection of the manual will also be updated to reflect the change in NOTAM authorised person(s).

### 3.1.2 Changes to published aeronautical information

***(CASR 175.455, 175.460; Part 139 MOS – 11.05(1)(a))***

The AIP responsible person is authorised to request a change to information that is published in the AIP.

Mildura Airport ensures that all requests for a change adhere to Airservices data quality requirements and are in a format that allows Airservices to readily identify the required change(s) to the existing published data or information, including any consequential changes.

As soon as practicable after becoming aware of the change, a request for a change will be made in writing to Airservices at**:** docs.amend@airservicesaustralia.com.

Mildura Airport ensures that a statement of any consultation undertaken is provided with the request for change if the data is expected to cause an aviation organisation to make plans for changes to the organisations' operating procedures.

Once the request for a change has been submitted, the Aeronautical Data Package / Section 2 of this manual will be amended to reflect the change in aeronautical information.

Mildura Airport endeavours to ensure that long-term changes are planned and incorporated into the AIP. Aeronautical information is updated quarterly. The Airservices document amendment calendar is published on the Airservices website. To best ensure the timely communication of a change to published information, the deadlines for submissions are monitored by the AIP responsible person.

### 3.1.3 Advising NOTAM Office (NOF) of changes – aerodrome conditions / hazards

***(CASR 175.470; Part 139 MOS – 11.05(1)(b)(c))***

In the event there is a change to the condition of the aerodrome facility, or there is a hazard to aircraft operations, a NOTAM authorised person will, as soon as possible after the condition or hazard is detected, request the issue of a NOTAM.

To request the issue of a NOTAM, the NOTAM authorised person will complete a NOTAM request form which is available on the Airservices website.

The completed NOTAM request form will be submitted electronically to the Notam Office (NOF) at: nof@aiservicesaustralia.com.

Alternatively, a NOTAM request form will be faxed to the NOF. The fax number for the NOF is:

02 6268 5044.

In an emergency or if the matter is urgent, the NOTAM authorised person may phone the NOF to request the immediate issue of a NOTAM. In these circumstances, the NOF can be contacted on:

02 6268 5063.

Urgent reports made by phone will be confirmed as soon as possible by the submission of a NOTAM request form forwarded either by e-mail or facsimile.

On submission of the request to issue a NOTAM, the NOTAM authorised person will obtain a copy of the published NOTAM through NAIPS to check the accuracy of that information which has been published. If an error is discovered, the discrepancy will be reported immediately to the NOF.

NOTAM will normally only be used in the case of operationally significant changes (reportable occurrences) that are required at short notice. The list of reportable occurrences is contained in subsection 3.2.6.1 of this manual.

### 3.1.4 Reporting hazards that may adversely affect aviation safety to ATC

***(Part 139 MOS – 11.05(1)(d))***

As the aerodrome is not a controlled aerodrome, hazards that are of an urgent nature and may adversely affect aviation safety for aircraft en-route to the aerodrome will be communicated to Melbourne ATC centre.

*The contact phone number is (03) 9235 7337 or*

*CTAF Frequency 112.10 Mhz*

### 3.1.5 Record keeping – reports

***(Part 139 MOS – 11.05(2)(a)(b))***

A copy of all NOTAMs requested by Mildura Airport are:

Retained by: *Aerodrome Reporting Officers*

Stored securely at: *Within AVCRM Reporting System*

A copy of all requests for change(s) to published information that are sent to Airservices docs amend are:

Retained by: *Safety & Security Compliance Manager*

Stored securely at: *Mildura Airport within it's Digital Filing System, under Aviation*

Copies of all requests are held on file for a minimum period of three (3) years from the date each request was made.

The AIP responsible person and NOTAM authorised person(s) have access to all reports held on file.

The accuracy and currency of all active NOTAMs requested by Mildura Airport is checked by the aerodrome reporting officer during the serviceability inspection process. Refer to subsection 3.2.4.1 of this manual.

### 3.1.6 Review of published information

***(CASR Part 175.465; Part 139 MOS – 12.09(6)(a)(i); 12.11(11)(d)(i))***

The Safety & Security Compliance Manager will review, at least once annually, the published aeronautical data and aeronautical information for which the aerodrome is responsible. Documented evidence of each review is:

Retained by: *Safety & Security Compliance Manager or delegate*

Stored securely at: *Mildura Airport within it's Digital Filing System, under Aviation*

Mildura Airport ensures the records of each review are kept for a minimum period of three (3) years from the date the review was completed.

In the event inaccurate information is identified during the review, the AIP responsible person will notify Airservices immediately.

## 3.2 Aerodrome serviceability inspections

***(Part 139 MOS – 11.03(1)(2))***

This section documents the procedures for:

- scheduling, conducting and reporting on the results of routine aerodrome serviceability inspections and additional aerodrome serviceability inspections should the circumstances require them to be conducted
- communicating with ATC during the inspection (if applicable)
- taking prompt follow-up action(s) to ensure the correction of any unsafe conditions
- arranging a technical inspection if an unsafe condition is identified
- maintaining records of inspections.

### 3.2.1 Positions with responsibilities

***(CASR 139.080(2); 139.085(2); Part 139 MOS – 11.03(2)(a)-(d); 13.03(a)-(f))***

The Safety & Security Compliance Manager is responsible for managing the aerodrome's serviceability inspections, ensuring that they occur in accordance with the requirements of the Part 139 MOS, and this manual.

The following is a list of personnel authorised to perform the functions of a reporting officer. The authorisation allows them to carry out serviceability inspections at Mildura Airport.

| Name | Position | Function |
|---|---|---|
| *Javan Folau* | *Aerodrome Reporting Officer* | *Reporting Officer* |
| *Daniel Pilmore* | *Aerodrome Reporting Officer* | *Reporting Officer* |
| *Colin Sweet* | *Aerodrome Reporting Officer* | *Reporting Officer* |
| *Lloyd Linklater* | *Maintenance Officer and Aerodrome Reporting Officer* | *Reporting Officer* |
| *Evan Davies* | *Maintenance Officer, Aerodrome Reporting Officer* | *Reporting Officer* |

All personnel appointed as reporting officers have been trained so that they can competently carry out their duties at this aerodrome, without the need for supervision.

Mildura Airport ensures all training activities for reporting officers are recorded to verify achieved competencies.

All reporting officers undergo recurrent training every two to five years as is recommended in guidance material published by CASA.

A training schedule has been established and is maintained by Mildura Airport, Corporate Services Department. The training schedule is reviewed regularly to ensure training is completed in a timely manner.

The training records of all reporting officers are:

Maintained by: *Administration Service Officers*

Stored securely at: *within AVCRM Reporting System*

**The** Aerodrome Reporting Officer is responsible for reporting the results of the inspections.

**The** Aerodrome Reporting Officer is responsible for taking follow-up action if an unsafe condition is identified during the inspection.

### 3.2.2 Routine serviceability inspections

***(Part 139 MOS – 11.03(1)(a)(i); 12.01(2)(3))***

The aerodrome has scheduled passenger air transport operations. An aerodrome serviceability inspection is carried out on each day that an air transport movement is scheduled. A minimum of two (2) aerodrome serviceability inspections are conducted each week (at least 48 hours apart).

Mildura Airport ensures that the aerodrome serviceability inspections are completed before the first passenger air transport operation occurs.

Should the first air transport passenger movement occur before first light, an inspection of the safety critical elements is completed before the first movement occurs.

The safety critical elements are:

| | |
|---|---|
| *Movement Areas* | *Runways, taxiways, lighting, markings, obstacle management* |
| *Communications* | *AFRU, CTAF, AWIS, mandatory rolling call systems* |

Inspections of the remaining items will re-commence and be completed as soon there is sufficient daylight.

The serviceability inspections occur in accordance with the pre-determined schedule below:

| Day of Inspection | Inspection times |
|---|---|
| *Monday – Sunday* | *Prior to first scheduled flights, approx. 0600* |
| *Monday – Sunday* | *After 1800* |

### 3.2.3 Additional serviceability inspections

***(Part 139 MOS – 11.03(1)(a)(ii); 12.01(1)(a)-(d))***

Mildura Airport ensures that the reporting officer conducts additional serviceability inspections immediately any of the following occur:

- following an incident or accident
- a severe wind event, a severe storm or a period of heavy rainfall
- if a hazard to aircraft may be present on the manoeuvring area
- when requested in writing by CASA
- when requested by ATC
- when a pilot or ARFFS provider reports a hazard.

### 3.2.4 Inspection procedures

***(Part 139 MOS – 11.03(1)(b))***

When conducting a serviceability inspection, the reporting officer will ensure that the vehicle they use to complete the inspection is:

- in a sound mechanical state to prevent a breakdown, unsafe operation, and any spillage of fuel lubricant or hydraulic fluid
- lit in accordance with the requirements set out in subsection 3.5.3 of this manual
- equipped with a VHF radio capable of monitoring the CTAF and / or ATC frequency.

Reporting officers are instructed to maintain a continuous listening watch of the VHF radio at all times when operating on the manoeuvring area.

Procedures for conducting runway inspections, including the direction of travel, communication procedures, actions in the event of a communication failure or vehicle breakdown etc. are documented in the: *Airside Vehicle Control Handbook*

This is a subsidiary document to this manual and is available at:

*Mildura Airport Administration, or within AVCRM.*

#### 3.2.4.1 Inspection items

***(Part 139 MOS – 12.03(3)-(11))***

When performing each serviceability inspection, aerodrome reporting officers will check:

1. The surface condition of the movement area (which also includes runway and taxiway strips) looking for the following:
    a. surface irregularities, including cracking or spalling
    b. pavement deflections, including rutting or slipping
    c. water pooling or ponding
    d. build-up of rubber or other contaminants which may reduce runway surface friction
    e. surface damage caused by the spillage of corrosive fluids or oil
    f. subsurface leaks or pressure, including broken water mains or inadequate or defective drainage
    g. scour or erosion ditches within unsealed areas, including step-downs from sealed runway surfaces
    h. termite mounds, sink holes or other ground obstacles obscured, or not obscured, by grass
    i. soft ground, particularly in combination with surface roughness and slipperiness
    j. any other signs of pavement distress which have the potential to develop into a hazard for aircraft.
2. Aerodrome markings, lighting, wind direction indicators and ground signals for the following:
    a. loss of visibility markers and markings
    b. incorrect markers or markings
    c. any disturbance to the correct intensity level and alignment of lights
    d. discoloured or dirty lenses
    e. unserviceable lights, incorrectly fitted lights, or lights that are misaligned
    f. stand-by power equipment, to ensure that it is serviceable including the availability of fuel (if applicable)
    g. the condition of light bases, MAGS and navigation equipment within the movement area, including strips
    h. exposed edges around concrete footings and other aerodrome installations within the runway and taxiway strips
    i. damage to the wind indicator assembly or mounting
    j. for wind indicators – damage to sleeve fabric or loss of conspicuous colour
    k. the correct operation of the pilot activated lighting (if installed)
    l. the correct operation of the broadcast aerodrome weather station (if installed).
3. The cleanliness of the movement area looking for the following:
    a. foreign objects, for example, aircraft fastening devices and other aircraft parts
    b. work tools, small items of equipment and personal items
    c. debris, for example, sand, loose rocks, concrete, wood, plastic, pieces of tyre, mud and any other foreign bodies
    d. hazards created during and after construction activity, including hazards arising from vehicles and plant travelling over unpaved, wet or contaminated areas.
4. For any obstacles infringing the take-off, approach, transitional and PANS-OPS surfaces that are visible from the aerodrome, specifically:
    a. the take-off, approach and transitional elements of the OLS

b. PANS-OPS airspace, including any critical obstacles that would otherwise affect the safety or integrity of PANS-OPS airspace.

5. For wildlife on, or in the vicinity of, the movement area:
   a. the condition of aerodrome fencing and the security of access points to the movement area
   b. monitoring the presence and behaviour of any wildlife on, or likely to be on, the aerodrome, and identifying seasonal and environmental conditions which may act as an attractant
   c. monitoring evidence of wildlife shelter provided by aerodrome infrastructure, for example, buildings, equipment and gable markers
   d. checking for off-aerodrome wildlife attraction sources, observable from the aerodrome site, for example, mowing activities, seeding, standing water bodies, uncovered waste disposal, deceased wildlife or offal
   e. the presence and operating condition of any wildlife hazard mitigating equipment incorporated into the wildlife hazard management procedures for the aerodrome.
6. Where the runway and runway strip surfaces are unrated, an empirical assessment of the runway, and the runway strip if it is available for aircraft operations, will be conducted to confirm their suitability.
7. Aerodrome fencing and signage to:
   a. identify any damage
   b. confirm gates are secured
   c. ensure there has been no attempted entry onto the manoeuvring area by either land-based wildlife or unauthorised persons.
8. Active NOTAMs requested by the aerodrome to ensure they are accurate and current.
9. The aerodrome frequency response unit to verify that it is functioning correctly.

All items and the areas that are to be checked as part of each aerodrome serviceability inspection are identified in a checklist titled;

*Daily Inspection & Activity Report.*

The checklist is a subsidiary document to this manual and is available in:

*AVCRM Reporting System*

### 3.2.5 Communicating with ATC during inspection (if applicable)

***(Part 139 MOS – 11.03(1)(g))***

The aerodrome is not a controlled aerodrome; therefore, this subsection is NOT APPLICABLE.

### 3.2.6 Reporting inspection results

***(Part 139 MOS – 11.03(1)(c); 12.03(12))***

Aerodrome Reporting Officers ensures that any significant object found during the serviceability inspection that could reasonably be expected to have an immediate adverse effect on the safety of an aircraft is reported to ATC in accordance with subsection 3.1.4 of this manual.

At the completion of each aerodrome serviceability inspection, the reporting officer records the following information on the Daily Inspection & Activity Report, within AVCRM reporting system:

- the date and time the serviceability inspection was completed
- the results of the inspection
- a description of any remedial action taken or scheduled to be taken.

All identified faults that require further corrective action are managed within AVCRM – Issue Manager.

Any works activities that are required to correct these faults are conducted in accordance with the works protocols set out in section 3.10 of this manual.

When the fault has been rectified, an entry to confirm the corrective action is complete is made within AVCRM – Issue Manager.

Faults that remain open are subject to regular monitoring.

In the event the aerodrome serviceability inspection identifies a reportable occurrence as prescribed in subsection 3.2.6.1 below, a NOTAM authorised person is to contact the NOF to request the issue of a NOTAM. This request is to be made as soon as possible after it is observed and e in accordance with subsection 3.1.3 of this manual.

The NOTAM authorised person has been instructed to provide as much detail as available. Should additional information become known, a revised NOTAM is to be submitted as soon as possible.

At a controlled aerodrome, the aerodrome reporting officer is to advise ATC of any finding identified during the serviceability inspection that requires the issue of a NOTAM.

### 3.2.6.1 Reportable occurrences to the NOTAM Office

***(Part 139 MOS – 11.03(1)(c); 12.04(1)(a)-(i))***

A report to the NOF will be made on identification of the following:

- published runway information – any change (whether temporary or permanent), including changes to current information contained in permanent NOTAMs or in the AIP
- aerodrome works affecting the manoeuvring area or the obstacle limitation surfaces – includes time-limited works that require more than 10 minutes to restore normal safety standards
- aerodrome lighting / obstacle lighting – outage or unserviceability, unless the outage or unserviceability is fixed immediately, or does not meet the required outage limits
- temporary obstacles to aircraft operations, unless the temporary obstacle is removed immediately
- any significant increase in, or concentration of, wildlife hazards on or near the aerodrome which constitute a danger to aircraft, unless the wildlife causing the hazard is dispersed immediately
- any change to gradients within the take-off climb area that is due to a new or changed obstacle which results in a change to the gradient of more than 0.05% from the published gradient data for the runway, unless that new or changed obstacle can be removed without delay
- the emergence of new obstacles, unless the new obstacle is removed immediately

- a radio navigation aid or landing aid owned by Mildura Airport is unserviceable or has returned to service
- any other event which affects the safety of aircraft using the aerodrome, unless the event is ceased immediately.

### 3.2.7 Prompt follow-up action to correct unsafe conditions

***(Part 139 MOS – 11.03(1)(d); 12.04(2)(3(4))***

In the event the aerodrome serviceability inspection identifies an unsafe condition, the aerodrome reporting officer will**:**

- immediately report the unserviceability to ATC (if applicable)
- if urgent, advise the NOF via the phone to request the immediate issue of a NOTAM
- mark the unserviceable portion of the movement area so that it is not available by deploying the appropriate markers, markings, and lighting in accordance with the Part 139 MOS
- submit a request to issue a NOTAM (if applicable)
- if issued, verify the accuracy of the NOTAM information published by Airservices
- arrange for a technical inspection as soon as practicable
- arrange for repairs to the affected area ensuring that works requirements are adhered
- confirm the suitability of the repairs and the serviceability of the affected areas before returning to normal operations
- cancel the NOTAM (if applicable)
- advise ATC (if applicable).

### 3.2.8 Technical inspection of identified unsafe condition

***(Part 139 MOS – 11.03(1)(e); 12.08; 12.09; 12.10(2)(d))***

If any unsafe condition is identified during the serviceability inspection, a technical inspection of the area impacted by the defect or deficiency will be immediately carried out in accordance with section 12.09 of the Part 139 MOS.

When arranging the technical inspection, the Safety & Security Compliance Manager will ensure that the person engaged to conduct the inspection has the required technical qualifications and experience, or demonstrable relevant experience, as required by section 12.10 of the Part 139 MOS.

A copy of the person’s qualifications and relevant experience will be included in the resulting technical inspection report or maintained as part of the aerodrome manual.

On receipt of the technical inspection report, the recommendations will be reviewed by Mildura Airport Management Team and agreed corrective actions will be entered into a corrective actions plan. Where a recommendation is not supported, the reasons the recommendation was not supported will also be documented in the corrective actions plan. A timeframe for implementation will be recorded.

The corrective actions plan will be retained on file at

*Mildura Airport within its Digital Filing System, under Aviation.*

The corrective actions plan will be reviewed regularly and updated by

*Safety & Security Compliance Manager or delegate.*

The technical inspection report will be retained for a minimum period of three (3) years at

*Mildura Airport within its Digital Filing System, under Aviation.*

Within 30 days of receiving the technical inspection report, the *Safety & Security Compliance Manager, or delegate* will send a copy of the report to CASA via e-mail at: aerodromes@casa.gov.au

### 3.2.9 Maintaining inspection records

***(Part 139 MOS – 11.03(1)(f); 11.04(1)(d); 12.03(12))***

Completed inspection records are:

Filed: *Electronically*

Stored securely at: *Mildura Airport within AVCRM Reporting System.*

The results of each aerodrome serviceability inspection are retained for a minimum period of two (2) years from the date the inspection was completed.

## 3.3 Aerodrome lighting

This section documents the procedures for:

- inspecting and maintaining aerodrome lighting, and obstacle lighting that is maintained by Mildura Airport.
- carrying out routine maintenance and emergency maintenance
- monitoring the supply of secondary and stand-by power (if provided)
- responding to a partial or total power system failure
- taking follow-up action(s) to correct deficiencies
- maintaining records of inspections
- monitoring hazardous lights, lasers, and reflection or glare within the aerodrome boundary.

### 3.3.1 Personnel with responsibilities

***(Part 139 MOS – 11.04(2)(a)-(f))***

The following individuals or positions have responsibilities for each lighting-related activity:

**(a) Carrying out lighting inspections**

Individual / position: *External Specialist Contractor*

**(b) Maintaining the records of inspections**

Individual / position: *Safety & Security Compliance Manager, or delegate*

**(c) Taking follow-up action if unsafe condition identified during inspection**

Individual / position: *Safety & Security Compliance Manager, or delegate*

**(d) Operating aerodrome lighting, including switching systems, back-up supply systems, and portable lighting equipment**

Individual / position: *External Specialist Contractor*

**(e) Performing maintenance on aerodrome lighting**

Individual / position: *External Specialist Contractor*

**(f) Monitoring hazardous lights, lasers, reflection or glare within the aerodrome boundary**

Individual / position: *Aerodrome Reporting Officers*

## 3.3.2 Aerodrome lighting – inspection and maintenance

***(Part 139 MOS – 9.136(2); 9.138(4); 11.04(1)(a))***

The reporting officer carries out a visual inspection of aerodrome lighting as part of the routine serviceability inspection process. The lights will be switched on so that their serviceability can be assessed.

At least one inspection each week will occur after sunset or before sunrise.

The inspection, reporting the results of the inspection, and any follow-up actions that are required, will occur in accordance with the serviceability inspection process outlined in section 3.2 of this manual.

In addition to the serviceability inspection, inspection and maintenance activities for each lighting system will occur in accordance with the table below.

| Aerodrome lighting systems | Inspection schedule | Items to be inspected or checked | Maintenance activities |
|---|---|---|---|
| *Runway Edge /Turning Node lights* | *Daily serviceability inspection and annual technical inspection* | *Correct operation, serviceability, alignment, colour, presence of damaged fittings or lenses* | *Replacement of failed lamps, cleaning of fittings, reporting of faults.* |
| *Runway Threshold/End lights* | *Daily serviceability inspection and annual technical inspection* | *Correct operation, colour, intensity, alignment, condition of fittings* | *Replacement of lamps, adjustment or repair of fittings, escalation of defects for rectification* |
| *Taxiway edge lights* | *Daily serviceability inspection and annual technical inspection* | *Operation, colour, visibility, damage to fittings or cabling* | *Lamp replacement, cleaning, reporting of defects requiring electrical works* |
| *PAPI systems (RWY 09/27)* | *Daily serviceability inspection and annual technical inspection* | *Correct light presentation, alignment, obstruction-free operation, serviceability* | *Defective lamps reported, NOTAM. alignment and specialist maintenance undertaken by trained personnel* |
| *Illuminated wind direction indicators (IWDI)* | *Daily serviceability inspection and annual technical inspection* | *illumination, visibility, rotation, condition of lighting* | *Lamp replacement, cleaning, rectification of defects* |
| *Apron lights* | *Daily serviceability inspection and annual technical inspection* | *Illumination levels, coverage, operation, damaged fittings* | *Reporting of defects and engagement of licensed electrician for rectification* |
| *Obstacle lights* | *Daily serviceability inspection and annual technical inspection* | *Operation, visibility, correct lighting characteristics* | *Reporting of failures and coordination of rectification with responsible owner* |

### 3.3.3 Obstacle lighting maintained by aerodrome operator – inspection and maintenance

***(Part 139 MOS – 11.04(1)(a))***

Inspection and maintenance of the obstacle lights maintained by Mildura Airport occur in accordance with the table below:

| Obstacle type / location | Obstacle light type | Inspection schedule | Items to be inspected or checked | Maintenance activities |
|---|---|---|---|---|
| *Apron Light, BRG 229° MAG / 219 m FM ARP* | *Medium intensity obstacle light (steady red)* | *Every 6 months* | *Light operation, power source, lens condition* | *Replace/clean lights, test functionality,* |
| *Apron Light, BRG 212° MAG / 170 m FM ARP* | *Medium intensity obstacle light (steady red)* | *Every 6 months* | *Light operation, power source, lens condition* | *Replace/clean lights, test functionality,* |
| *Apron Light, BRG 193° MAG / 147 m FM ARP* | *Medium intensity obstacle light (steady red)* | *Every 6 months* | *Light operation, power source, lens condition* | *Replace/clean lights, test functionality,* |
| *Apron Light, BRG 178° MAG / 180 m FM ARP* | *Medium intensity obstacle light (steady red)* | *Every 6 months* | *Light operation, power source, lens condition* | *Replace/clean lights, test functionality,* |
| *Apron Light, BRG 167° MAG / 197 m FM ARP* | *Medium intensity obstacle light (steady red)* | *Every 6 months* | *Light operation, power source, lens condition* | *Replace/clean lights, test functionality,* |
| *Illuminated WDI, 198 ft AMSL, BRG 126° MAG / 162 m FM ARP* | *Medium intensity obstacle light (steady red)* | *Every 6 months* | *Light operation, wind indicator integrity, mounting stability* | *Replace/clean lights, test functionality,* |

Procedures for recoding inspection and maintenance activities are included in subsection 3.3.8 of this manual.

In addition, the aerodrome reporting officer carries out a visual inspection of all obstacle lighting in accordance with subsection 3.7.10 of this manual. The inspection, reporting the results of the inspection, and any follow up action(s) that are required are conducted in accordance with procedures included in subsection 3.7.11 of this manual.

### 3.3.4 Portable runway lights – inspection and maintenance

***(Part 139 MOS – 9.07(3)(a))***

No portable runway lights are available for use at the aerodrome; therefore, this subsection is NOT APPLICABLE.

### 3.3.5 Monitoring secondary power supply

***(Part 139 MOS – 9.04; 9.05; 11.04(1)(b))***

A secondary power supply is not available at Mildura Airport; therefore, this subsection is NOT APPLICABLE.

### 3.3.6 Monitoring standby power supply

***(Part 139 MOS – 11.04(1)(b))***

Standby power is available at Mildura Airport.

The standby power supply is automatically activated.

The availability of standby power is notified in AIP ERSA.

The supply of standby power will be monitored by *Aerodrome Reporting Officer* in accordance with the following procedure:

1. *Observe Lighting Operation After Automatic Changeover*
   *Upon activation of the standby power system, the ARO shall observe the aerodrome lighting systems to verify that an automatic changeover has occurred and that all associated lighting activates as expected.*
2. *Confirm Serviceability on Standby Power*
   *The ARO shall ensure that all aerodrome lighting systems remain fully serviceable while operating on standby power, confirming that illumination levels and functionality meet required operational standards.*
3. *Identify Abnormalities or Degradation*
   *The ARO shall identify and record any abnormalities, including—but not limited to—failure of systems to change over, irregular or degraded lighting performance, or any indication of partial or complete failure of the standby system.*
4. *Report Defects and Abnormal Operation*
   *Any defects, failures, or abnormal operations observed shall be reported and rectified immediately.*

### 3.3.7 Lighting inspections and checks

***(Part 139 MOS – 11.04(1)(c))***

In addition to the inspections outlined in subsection 3.3.2, inspection and maintenance activities for each lighting system will occur in accordance with the table below:

| Aerodrome lighting systems | Inspection schedule | Items to be inspected or checked | Maintenance activities |
|---|---|---|---|
| *Runway Edge /Turning Node lights* | *Daily Serviceability Inspections*<br><br>*6 Monthly Inspections*<br><br>*Annual Technical Inspection* | *Correct operation, serviceability, alignment, colour, presence of damaged fittings or lenses* | *Replacement of failed lamps, cleaning of fittings, reporting of faults.* |
| *Runway Threshold/End lights* | *Daily Serviceability Inspections*<br><br>*6 Monthly Inspections*<br><br>*Annual Technical Inspection* | *Correct operation, colour, intensity, alignment, condition of fittings* | *Replacement of lamps, adjustment or repair of fittings, escalation of defects for rectification* |
| *Taxiway edge lights* | *Daily Serviceability Inspections*<br><br>*6 Monthly Inspections*<br><br>*Annual Technical Inspection* | *Operation, colour, visibility, damage to fittings or cabling* | *Lamp replacement, cleaning, reporting of defects requiring electrical works* |
| *PAPI systems (RWY 09/27)* | *Daily Serviceability Inspections* | *Correct light presentation, alignment, obstruction-* | *Defective lamps reported, NOTAM. alignment and* |

| | | | |
|---|---|---|---|
| | *6 Monthly Inspections*<br><br>*Annual Technical Inspection* | *free operation, serviceability* | *specialist maintenance undertaken by trained personnel* |
| *illuminated wind direction indicators (IWDI)* | *Daily Serviceability Inspections*<br><br>*6 Monthly Inspections*<br><br>*Annual Technical Inspection* | *illumination, visibility, rotation, condition of lighting* | *Lamp replacement, cleaning, rectification of defects* |
| *Apron lights* | *Daily Serviceability Inspections*<br><br>*6 Monthly Inspections*<br><br>*Annual Technical Inspection* | *Illumination levels, coverage, operation, damaged fittings* | *Reporting of defects and engagement of licensed electrician for rectification* |
| *Obstacle lights* | *Daily Serviceability Inspections*<br><br>*Annual Technical Inspection* | *Operation, visibility, correct lighting characteristics* | *Reporting of failures and coordination of rectification with responsible owner* |

Procedures for recording inspection and maintenance activities are included in subsection 3.3.8 of this manual.

Aerodrome lighting inspections carried out as part of the Aerodrome Technical Inspection will be conducted in accordance with section 3.9 of this manual.

Each lighting system and the list of specific elements to be inspected and checked is contained in the below inspections which is available in *AVCRM Reporting System*.

*Daily Serviceability Inspection*

*6 Monthly PAPI Inspection & Maintenance Inspection*

*6 Monthly Wind Direction Indicator & Obstacle Lighting Inspection*

*3 Monthly Runway, Apron & Taxiway Lighting Inspection*

### 3.3.8 Maintaining lighting inspections records and follow-up actions

***(Part 139 MOS – 11.04(1)(d))***

At the completion of each lighting inspection, the *Aerodrome Reporting Officer* records the following information on the *associated inspection.*

- the date and time the inspection was completed
- the person responsible for completing the inspection
- the results of the inspection
- a description of any action taken.

All identified faults that require further corrective action are to be entered into the *issue manager within AVCRM Reporting System*. Any works activities that are required to correct these faults are to be conducted in accordance with the works protocols set out in section 3.10 of this manual.

When the fault has been rectified, an entry will be made in the *issue manager within AVCRM Reporting System* confirming the corrective action is complete.

Faults that remain open are to be subject to regular monitoring.

### 3.3.9 Switching lights on and off & intensity selection

***(Part 139 MOS – 11.04(1)(e))***

The lighting system is operated by: *PAL or Manually by ARO*

The data on the operating current and the corresponding intensity selection is recorded in the table below:

| Lighting system | Operating current | Intensity selection |
|---|---|---|
| *Low Intensity Runway Lighting (LIRL) – RWY 09/27 & RWY 18/36 (Pilot Activated Lighting controlled)* | *Prior to first scheduled flights, approx. 06:00* | *N/A* |

The procedures for switching lights on and off, including the intensity selection, are as follows:

***Switching Arrangements***

*Aerodrome lighting at Mildura Airport is operated by either:*

*a. Pilot Activated Lighting (PAL) on the published VHF frequency 119.60 MHz;*
*b. Manual activation by an Aerodrome Reporting Officer (ARO) from the Airport Lighting Equipment Room (ALER).*

*Activation of the PAL system illuminates the following lighting systems for night operations:*

- *Runway edge lighting for RWY 09/27 and RWY 18/36;*
- *Taxiway lighting;*
- *Apron edge lighting;*
- *Illuminated Wind Direction Indicators (IWDI); and*
- *Precision Approach Path Indicator (PAPI) systems.*

*When activated via PAL, aerodrome lighting remains illuminated for the preset activation period. The primary IWDI provides a visual warning of impending shut-down by flashing for approximately ten (10) minutes prior to automatic deactivation.*
*In the event of PAL system failure, the ARO shall attend the ALER and manually activate the lighting using the control cabinet. When operated manually, aerodrome lighting remains illuminated until manually reset.*
*A separate key-operated switch is provided to facilitate manual shut-down of the lighting systems when required.*

***Intensity Control and Selection***

*The aerodrome lighting system operates at a fixed intensity.*
*No multi-step, variable, or pilot-selectable intensity control system is installed at Mildura Airport. Accordingly, lighting intensity selection is not applicable.*

***Standby / Secondary Power Arrangements***

*Standby power for the following aerodrome lighting systems is provided by an on-site diesel generator:*

- *Runway lighting;*

- *Taxiway lighting;*
- *Apron edge lighting;*
- *Illuminated Wind Direction Indicators (IWDI); and*
- *PAPI systems.*

*The standby generator is configured to:*

- *Automatically start upon failure of the mains power supply;*
- *Automatically transfer the electrical load within approximately 15 seconds; and*

*Automatically shut down once mains power is restored*

## 3.3.10 Back-up arrangements for PAL system

***(Part 139 MOS – 9.23(1)(b); 11.04(1)(e))***

The pilot-activated lighting (PAL) system has been designed so that, if it fails, it can be manually activated.

A bypass switch has been provided that allows manual activation of the lights. The bypass switch is located within the *Airfield Lighting building on the control panel.*

Mildura Airport *Aerodrome Reporting Officers* have authorisation for manual activation of the lights, if required.

The manual activation switch is accessible without a key.

## 3.3.11 Routine and emergency lighting maintenance

***(Part 139 MOS – 11.04(1)(f))***

There is no lighting installed at Mildura Airport; therefore, this subsection is NOT APPLICABLE.

## 3.3.12 Partial or total power system failure

***(Part 139 MOS – 11.04(1)(g))***

In the event of a partial or total power system failure, the following procedures are to be followed:

***Identification of Lighting Failure***

*The Aerodrome Reporting Officer (ARO) shall monitor the serviceability of aerodrome lighting systems through:*

- *Daily serviceability inspections;*
- *Six-monthly aerodrome lighting inspections;*
- *Review of the Annual Airport Lighting Technical Inspection conducted by a licensed electrician; and*
- *Assessment of reports received from pilots or other operational personnel.*

*Upon identification of a defect, the ARO shall assess the serviceability status of the affected lighting system against the outage criteria.*

*A lighting system shall be declared unserviceable (on outage) when:*

- *More than 15% of lights in the system are unserviceable; or*
- *Two (2) or more adjacent lights are unserviceable.*
- *For PAPI systems, any failure of a lamp within a light unit shall constitute a system outage.*

***Actions for Partial Lighting Failure***

*When a partial lighting failure is identified, the ARO shall:*

- *Determine whether the failure is minor or significant.*
- *Minor failures (e.g. failed lamps, damaged lenses within ARO capability):*
- *Shall be rectified by the ARO as soon as practicable;*
- *Shall be recorded in the Daily Inspection and Activity Report.*

*All maintenance actions, including repairs, replacements, adjustments, or modifications:*

- *AVCRM Reporting System, under Issue Manager*

*Failures outside the scope of the ARO:*

- *Shall be referred to a licensed electrician;*
- *Shall be arranged and monitored by the ARO.*

*Where a lighting defect is assessed as affecting aircraft operations:*

- *The ARO shall notify the National Operations and Flying Information Office (NOF); and*
- *A NOTAM shall be issued*

*Any failure affecting a PAPI system:*

- *Shall be reported to NOF without delay; and*
- *Shall result in immediate NOTAM action for the affected runway side.*

***Actions for Mains Power Failure***

*In the event of a mains power supply failure:*

*The on-site diesel generator shall automatically start.*

*The generator shall:*

- *Transfer electrical load within approximately 15 seconds; and*
- *Supply power to runway lighting, taxiway lighting, apron edge lighting, IWDI, and PAPI systems.*
- *Aerodrome lighting shall remain operational under generator supply until mains power is restored.*

*On restoration of mains power:*

- *The system shall automatically revert to mains supply; and*
- *The generator shall automatically shut down.*

*The ARO shall ensure:*

- *The availability of standby power remains consistent with published information in AIP-ERSA.*

***Actions for Total Electrical Failure***

*Where both mains and generator power supplies are unavailable:*

- *The ARO shall assess operational requirements and risk and report to NOF, support by a NOTAM.*

***Reporting and Corrective Action***

*The ARO shall ensure all significant lighting failures:*

- *Are reported to NOF; and*
- *Are supported by NOTAM action where operationally required.*

*Following inspections or repair work:*

- *Licensed electricians shall provide written reports to the aerodrome operator.*

*The ARO shall:*

- *Coordinate and arrange all significant lighting repairs; and*
- *Monitor rectification progress to completion.*

*All defects, corrective actions, and non-compliances are recorded in:*

- *AVCRM Reporting System, under Issue Manager*

## 3.3.13 Monitoring hazardous lights, lasers, reflection or glare

***(Part 139 MOS – 9.143(2)(a)(3)(4)(5)(8); 9.144(2); 11.04(1)(h))***

The *Safety & Security Compliance Manager or delegate* is to notify CASA in writing immediately when they become aware of any installation, or a proposal to install, or use any installation, equipment or laser, outside the aerodrome boundary that may have lighting or lighting intensity greater than that specified in Figure 9.144(2) of the Part 139 MOS.

Before proceeding to install or use any installation, equipment, or lasers within the boundary of the aerodrome, the *Safety & Security Compliance Manager or delegate* will report the following proposals to CASA so that a hazard assessment can be undertaken:

- installation of any equipment or lighting which would reflect sunlight (including solar panels, lasers, mirrors, or reflective building cladding)
- lighting that will emit multiple colours from a single source
- lighting that will result in rapid change in light colour
- flashing lights
- lighting that may have a lighting intensity that is greater than that specified in Figure 9.144(2) of the Part 139 MOS.

Mildura Airport will not proceed with any proposal until CASA has assessed, and approved in writing, confirming the installations will not cause a hazard to aircraft operations.

## 3.3.14 Commissioned lighting systems

***(Part 139 MOS – 9.18(8))***

Mildura Airport has commissioned the following lighting systems:

| | | **Commissioning documentation** | | |
|---|---|---|---|---|
| **Lighting system** | **Date commissioned** | **Independent compliance statement / laboratory test report** | **Ground check report** | **Flight check report** |
| *RWY 09/27 Edge Lights* | *16 April 2024* | *Letter 03/05/2024 ADB Safegate Peter Turnball, Senior Project Manager*<br><br>*S:\Product Development\Projects\Airfield Ground Lighting Apr 24* | *Letter 16/04/2024 ADB Safegate Peter Turnball, Senior Project Manager*<br><br>*S:\Product Development\Projects\Airfield Ground Lighting Apr 24* | *AC 139.C-11 v1.0*<br>*Commissioning of Aerodrome Lighting System 06/02/2024*<br><br>*S:\Product Development\Projects\Airfield Ground Lighting Apr 24* |
| *RWY 18/36 Edge Lights* | *16 April 2024* | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* | *No flight check* |

| | | | | |
|---|---|---|---|---|
| *RWY 09 PAPI* | *2 February 2024* | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* | *Mildura Airport PAPI Ground Check 09-27 240201*<br>*S:\Product Development\Projects\Airfield Ground Lighting Apr 24* | *AC 139.C-11 v1.0*<br>*Commissioning of Aerodrome Lighting System 06/02/2024* |
| *RWY 27 PAPI* | *2 February 2024* | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* | *Mildura Airport PAPI Ground Check 09-27 240201*<br>*S:\Product Development\Projects\Airfield Ground Lighting Apr 24* | *AC 139.C-11 v1.0*<br>*Commissioning of Aerodrome Lighting System 06/02/2024* |
| *RWY 09/27 Threshold and end Lighting* | *S:\Product Development\Projects* | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* |
| *RWY 18/36 Threshold and end Lighting* | | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* |
| *RWY 09/27 Turn pad edge lighting* | | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* |
| *RWY 09/27 Hold Point Lighting* | | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* |
| *RWY 18/36 Hold Point Lighting* | | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* |
| *Wind Indicator Lighting (WDI)-Main* | *April 2024* | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* |
| *Wind Indicator Lighting (WDI) 09/27* | *April 2024* | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* |
| *Taxiway Edge Lighting* | | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* |
| *Apron Flood Lighting* | | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* |
| *PAL Lighting* | | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* | *S:\Product Development\Projects\Airfield Ground Lighting Apr 24* |

### 3.3.15 Commissioning a new or upgrading / replacing an existing lighting system

***(Part 139 MOS – 9.17(1)-(10); 9.18(1)-(8))***

Mildura Airport will not commission a new aerodrome lighting system, or permit the use of a lighting system that has been replaced or upgraded, until:

- compliance statements from the manufacturer and the supplier, or, a test report from an accredited laboratory (as per subparagraph 9.17(1) of the Part 139 MOS), confirm that light fitting types, models and versions comply with the standard for photometric and other relevant characteristic specified in the Part 139 MOS
- a ground check has been completed by an appropriately qualified person and written evidence has been provided that confirms the lighting system meets the requirements of the Part 139 MOS
- if applicable, a flight check has been completed by a CASA approved person and written evidence has been provided that confirms the lighting system meets the requirements of the Part 139 MOS.

Once full compliance with the Part 139 MOS has been confirmed, a NOTAM authorised person is to request the issue of a NOTAM advising that the lighting system is available. The AIP responsible person is to advise Airservices of the particulars of the lighting system for publication in the AIP.

The *Safety & Security Compliance Manager or delegate* will provide a copy of the ground check determination, and the flight check report (if applicable), to CASA via e-mail to: aerodromes@casa.gov.au.

All compliance statements / laboratory test reports, ground check, and flight check reports will be retained by the *Safety & Security Compliance Manager* and stored securely at *Mildura Airport within its Digital Filing System, under Aviation.*

Subsection 3.3.14 of this manual is to be amended to include the particulars of the newly commissioned lighting system(s).

All reports and commissioning records are retained for as long as the lighting system remains in service.

## 3.4 Unauthorised entry to aerodrome

***(Part 139 MOS – 11.11)***

This section details how unauthorised persons, vehicles, equipment, mobile plant, animals, or other things that may endanger the safety of aircraft, are prevented from entering onto the movement area, including procedures for:

- controlling airside access
- monitoring airside access control points and barriers.

### 3.4.1 Controlling airside access

***(Part 139 MOS – 11.11(a))***

As Mildura Airport is a security-controlled aerodrome, persons in security restricted areas are required to display a valid Aviation Security Identification Card (ASIC) or, a Visitor

Identification Card (VIC) and be escorted by an ASIC holder. All persons not displaying a valid ASIC / VIC are to be challenged and escorted from the secure area.

To prevent unauthorised access by persons, vehicles, equipment, mobile plant, animals and other things that may endanger aircraft safety, a fence has been installed around the perimeter of the airside boundary:

- Type of fence: *Steel chain mesh*
- Height of fence: *2.4 m*

Mildura Airport ensures that access is only permitted in accordance with the access control procedures:

- Name of procedures: *Mildura Airport Security Access Control*
- Available at: *Mildura Airport within its Digital Filing System*

Only authorised persons are allowed unescorted access to the movement area and other operational areas of the aerodrome. For those persons not authorised, escorted access is provided as required.

Manned airside access gates are:

- Located at: *No manned access gates are at Mildura Airport*
- Always manned by: *N/A*

Unmanned airside access gates are:

- Located at: *AVCRM Reporting System - Documents Library*
- Always locked by: *Electronic keying system including door and paddocks or pin codes.*
- Keys and / or electronic access cards are issued by: *Administration Service Officers.*
- A register of issued keys and / or access cards is maintained by: *Administration Service Officers.*
- An audit of issued and unissued keys and / or access control cards is conducted annually by: *Administration Service Officers.*

Restricted access signs are located at regular intervals along the boundary fence, at each airside access gate, and at each building that provides direct access airside. The signs are located such that at least one sign is visible to a person approaching the secure perimeter.

Airport tenants are responsible for controlling airside access through their leased areas. Any unauthorised entry observed by the tenant is to be reported immediately to the *Aerodrome Reporting Officers.*

Only authorised vehicles driven by ‘an airside driver’ are permitted airside. Refer to section 3.5 of this manual.

Animals are only permitted airside if caged or restrained.

### 3.4.2 Monitoring airside access points and barriers

***(Part 139 MOS – 11.11(b))***

The reporting officer carries out a visual inspection of the perimeter fence and airside access gates as a part of the aerodrome serviceability inspection process. The inspection, reporting the results of the inspection, and any follow-up action(s) that is required, is to occur in accordance with the process outlined in section 3.2 of this manual.

Additional fence and access gate inspections are conducted:

By: *Aerodrome Reporting Officers*

When: *At least one (1) inspection per shift*

These additional inspections are recorded: *Within AVCRM Reporting System*

In the event there is evidence of unauthorised entry by persons or wildlife, or the fence or access gates are compromised, the fence or access gates are to be re-secured where possible, and an airside inspection undertaken immediately to ensure there are no unauthorised persons, or wildlife, on the aerodrome.

Damaged fences or gates will be entered in the *AVCRM Reporting System – Issue Manager*, in accordance with the process outlined subsection 3.2.6 of this manual, and are repaired as soon as possible.

## 3.5 Airside vehicle control

***(Part 139 MOS – 11.14)***

### 3.5.1 Permit system for airside vehicles

***(Part 139 MOS – 11.14(a); 14.02(a))***

A permit system for the operation of vehicles airside has been established.

The permit issuing authority is: Mildura Airport

Details of the airside vehicle permit system are contained in the:

*Airside Vehicle Control Handbook*

This is a subsidiary document to this is manual and is available at:

*Mildura Airport within its Digital Filing System, under Aviation & AVCRM Reporting System*

### 3.5.2 Vehicles and ground equipment operated airside

***(Part 139 MOS – 14.03(1)(a)(b))***

Mildura Airport ensures that all vehicles and ground equipment operated airside are maintained in a sound mechanical state to prevent a breakdown or unsafe operation, and any spillage of fuel, lubricant or hydraulic fluid.

Mildura Airport requires:

- vehicles operating airside to hold state registration confirming they are maintained in a roadworthy condition
- in the event an airside vehicle does not, or cannot obtain state registration, the owner of the vehicle is to provide a statement of vehicle condition from a qualified mechanic prior to accessing the airside for the first time. A vehicle condition statement is valid for a maximum period of 12 months. If the owner still intends for the vehicle to be operated airside, a new vehicle condition statement is required to be presented prior to the end of that 12-month period
- evidence that vehicles comply with lighting and radio requirements (as applicable)
- a certificate of insurance with valid cover for the use of the vehicle within the airside area of the aerodrome.

A list of authorised vehicles is:

Maintained by: *Administration Services Officers*
Available at: *Mildura Airport within its Digital Filing System, under Aviation.*

To ensure the requirements of this manual are achieved, *Mildura* Airport can inspect or can require an inspection to be carried out on any vehicle or ground equipment that is operating airside.

In the event that an inspection is not carried out, or the inspection identifies an unsafe condition that may create a hazard to aviation safety, the vehicle is to be denied access. If the vehicle is already airside, the operator of the vehicle is to be instructed to remove the vehicle from the airside.

A list of vehicles that have been removed from the airside or denied access is:

Maintained by: *Administration Service Officers*
Available at: *Mildura Airport within its Digital Filing System, under Aviation*

A vehicle that is denied access or has been removed from the airside at the direction of Mildura Airport is not to be authorised to re-enter the airside until an inspection has been completed and a satisfactory vehicle condition statement has been received.

### 3.5.3 Airside vehicle lighting requirements

***(Part 139 MOS – 14.05(1)-(11))***

As the aerodrome has scheduled air transport operations or is an international aerodrome, all vehicles, during daylight hours and at night, are to display a flashing or rotating light on the top of the vehicle that complies with the specifications listed in subparagraph 14.05(8) of the Part 139 MOS when moving or operating on:

- a runway / runway strip
- a taxiway / taxiway strip.

All other vehicles operating airside during periods of low visibility, or when on the aprons at night, are to display a light on the top of the vehicle. If a light cannot be suitably placed on the top of the vehicle, additional lights are to be displayed so that the vehicle is visible in all directions.

During daylight hours only, a vehicle directly connected to an aircraft is permitted to display the standard manufacturer-fitted vehicle hazard warning lights, rather than a light on the top of the vehicle.

### 3.5.4 Vehicles on manoeuvring area

***(Part 139 MOS – 14.03(4)(8); 14.04)***

Except for a vehicle that is under escort, all vehicles operating on the runway, runway strip, taxiways and taxiway strips have a VHF receiver capable of monitoring the CTAF and / or ATC frequency. All drivers are to maintain a listening watch through the VHF receiver. Only those persons that hold an Aeronautical Radio Operator Certificate (AROC) are permitted to transmit.

### 3.5.5 Airside drivers – training

***(Part 139 MOS – 14.01(1)-(4), 14.02(b); 11.14(b))***

As Mildura Airport has scheduled air transport operations with 350,000 or less air transport passenger movements / 100,000 or less aircraft movements, drivers not under escort and who are operating a vehicle airside, are trained to know and understand the following:

- the terminology used to describe the movement area
- the purpose and location of all airside areas
- hazardous or prohibited areas on the airside
- the significance of aerodrome visual aids and signs.

Training details:

- Training method: *Theory, assessment and area familiarisation*
- Responsible for records: *Administration Service Officers*
- Stored securely at: *Mildura Airport within its Digital Filing System, under Aviation*

### 3.5.6 Vehicles in proximity to aircraft

***(Part 139 MOS – 14.03(3))***

Airside drivers must give way to aircraft.

Airside vehicles are to remain clear of the runway, runway strip, taxiway(s), or taxiway strip(s) when they are in use or available to be used by aircraft unless there is a safety-related or operational requirement for vehicles to operate in these areas.

Airside vehicles are not to be driven:

- in a manner likely to endanger the safety of any person or create a hazard to aircraft operations
- under an aircraft, or within three (3) m of lateral clearance, or within 1 m of overhead clearance, of any part of the aircraft, except when required for servicing the aircraft
- within 15 m of refuelling aircraft
- when drivers are affected by alcohol or drugs as per CASR Part 99.

All vehicles operated within 15 m of an aircraft's fuel tank filling points and vent outlets during fuelling operations comply with Appendix A of Civil Aviation Order 20.9.

### 3.5.7 Movement area speed limits

***(Part 139 MOS – 14.03(2)(a))***

Speed limits are explained and provided to all drivers during their driver training and / or induction.

Drivers must adhere to the following speed limits:

| Location | Speed limit (km / h) |
|---|---|
| *Perimeter roads* | *60* |
| *Aprons* | *15* |
| *Taxiways* | *25* |
| *Runways* | *40* |

| | |
|---|---|
| *During low-visibility operations* | *N/A* |

The above speed limits are sign posted at the following locations: *Limits are not sign posted.*

## 3.5.8 Escort service procedures

***(Part 139 MOS – 14.01(5))***

Third parties are not permitted to provide vehicle escorts airside; therefore, this subsection is NOT APPLICABLE.

## 3.5.9 Monitoring and enforcing traffic rules

***(Part 139 MOS – 14.03(2)(b))***

The aerodrome reporting officer is responsible for periodically monitoring the operation of vehicles airside in accordance with the following:

***Safety & Security / Airside Operations***

- *Conduct routine and random monitoring of airside vehicle operations.*
- *Perform random Airside Vehicle and Airside Drivers Licence compliance checks.*
- *Record inspections, findings, and corrective actions.*
- *Report and manage non-compliances.*

*Monitoring of Movement Areas*

1. *Movement areas must be monitored through:*
    - *Routine operational inspections.*
    - *Direct observation during airside activities.*
2. *Monitoring shall include:*
    - *Compliance with approved routes and vehicle access permissions.*
    - *Adherence to ground markings and radio communication requirements.*
    - *Observance of speed limits, right-of-way rules, and signage.*
3. *Any unsafe behaviour or potential runway incursions must be:*
    - *Acted upon immediately.*
    - *Reported in accordance with the Incident Reporting Procedure.*

***Random Checks – Airside Vehicle Permits***

1. *Random Airside Vehicle Permits checks shall be conducted without prior notice.*
2. *Airside Vehicle Permits checks must verify:*
    - *The Airside Vehicle Permits is current and clearly displayed.*
    - *The Airside Vehicle Permits category aligns with the area of operation.*
    - *The vehicle meets airside operational requirements (e.g. beacon, markings, serviceability).*
3. *Vehicles found non-compliant may be:*
    - *Directed to exit airside immediately.*
    - *Issued a non-compliance notice.*
    - *Referred for further enforcement action.*

***Random Checks – Airside Driver Licences***

1. *Random Airside Drivers Licence checks shall be conducted on drivers operating airside.*
2. *Airside Drivers Licence verification must confirm:*
    - *Licence validity and currency.*
    - *Correct licence category for the area and vehicle type.*

- *Airside Drivers Licence is carried and produced upon request.*

3. *Drivers unable to produce a valid ADL may:*
   - *Have airside driving privileges suspended.*
   - *Be removed from airside until compliance is confirmed.*

***Records and Documentation***

*The following records must be logged within the Airside Diary on AVCRM.*

- *Monitoring events*
- *Airside Drivers Licence check records*
- *Airside Vehicle Permits check records*

*The following records must be logged within the SMS register on AVCRM*

- *Non-compliance reports and corrective actions*
- *Incident reports where applicable.*

Appropriate action is to be taken against drivers who are clearly in breach of displayed signage, markings, or speed limits. This may include withdrawing their authority to operate a vehicle airside.

## 3.6 Aircraft parking control

***(Part 139 MOS – 11.15(1))***

### 3.6.1 Aircraft parking control personnel

***(Part 139 MOS – 11.15(2)(g)(i)(ii))***

Mildura Airport does not have scheduled international air transport operations, and there is no hazard resulting from apron congestion. Aircraft parking control procedures have not been established at the aerodrome; therefore, this subsection is NOT APPLICABLE.

**Liaison with ATC – apron management**

***(Part 139 MOS – 11.15(2)(a))***

The aerodrome does not have scheduled international transport operations and apron congestion does not create a hazard to aircraft operations. Aircraft parking control procedures have not been established at the aerodrome; therefore, this subsection is NOT APPLICABLE.

### 3.6.2 Allocating aircraft parking positions

***(Part 139 MOS – 11.15(2)(b))***

Aircraft parking positions are allocated in accordance with the procedures that are published on the apron parking plans.

Apron parking plans are:

Maintained by: *Safety & Security Compliance Manager or delegate.*

Available at: *Mildura Airport within its Digital Filing System, under Aviation & AVCRM Reporting System*

Parking position restrictions are adhered to in the bay planning process managed by:

*Safety & Security Compliance Manager, or delegate.*

Allocated bays are communicated to:

- the airline operator
- the ground handler
- ATC.

As schedule changes may require a reallocation of parking positions, airlines are to advise *Aerodrome Reporting Officer* so that where necessary, parking positions can be re-allocated and changes communicated**.**

### 3.6.3 Engine start and aircraft push-back clearances

***(Part 139 MOS – 11.15(2)(c))***

A FOD check is completed by the airline operator or ground handler prior to an aircraft starting its engines.

Permission to start engines and their power settings is in accordance with the local procedures:

- *Anti-collusion beacon must be switched on before an aircraft is permitted to move*

Anti-collision beacons are to be switched on before an aircraft is permitted to move.

It is the responsibility of the ground handlers to ensure that the area immediately behind the aircraft is clear and that there is no risk of collision or potential jet blast. In the event a hazard is detected, the ground handler is to inform the pilot and the push-back will be stopped.

The tug operator is to adhere to the directions published on the apron parking plans, and all line marking guidance provided.

The tug operator is to ensure the aircraft follows the marked path as a means to ensuring clearance distances are maintained.

### 3.6.4 Aerodrome visual docking guidance systems

***(Part 139 MOS –11.15(2)(d)))***

Visual Docking Guidance Systems are not available at the aerodrome; therefore, this subsection is NOT APPLICABLE.

### 3.6.5 Marshalling service

***(Part 139 MOS – 11.15(2)(e))***

A marshalling service is not provided by Mildura Airport. This is the responsibility of the aircraft operator.

### 3.6.6 Leader (van) service or follow-me service

***(Part 139 MOS – 11.15(2)(f))***

A leader (van) service or follow-me service is not available at the aerodrome; therefore, this subsection is NOT APPLICABLE.

### 3.6.7 Apron safety management procedures

***(Part 139 MOS – 11.15(3))***

The reporting officer(s) is responsible for periodically monitoring activities occurring on the apron to check that:

- no person, vehicle, or equipment is within the potential jet blast area behind the aircraft
- aprons are free from loose stones and other material that may cause FOD
- all equipment is appropriately stored in marked equipment storage areas
- vehicles do not pass behind aircraft that are displaying anti-collision beacons
- tug operators are adhering to the line marking guidance provided
- wheel chocks are appropriately positioned on parked aircraft.

As trends may identify changes to apron safety management procedures, reported incidents and hazards are also reviewed by:

Position / committee: *Safety & Security Compliance Manager along with Aerodrome Reporting Officers.*

Alternative separation distances and apron markings

### 3.6.7.1 Reduced separation distances – VDGS

***(Part 139 MOS – 6.58(1)(4)(a)(b))***

The aerodrome does not have VDGS; therefore, reduced separation distances are not permitted.

### 3.6.7.2 Aircraft type designator markings

***(Part 139 MOS – 8.49(3)(d))***

All aircraft type designations have been marked in accordance with the list of aircraft type designators published in ICAO Doc 8643, Aircraft Type Designators.

### 3.6.7.3 Alignment lines

***(Part 139 MOS – 8.65(5))***

An alignment line forward of the aircraft parking position stop line is not provided at the following aircraft parking positions that do not have a VDGS:

| Aircraft parking position designation | System of control |
|---|---|
| *RPT Bays 1,2,3,4,5* | *RPT Aircraft parking permitted only when a marshaller is present.* |

A marshaller will be present for all arriving aircraft at each of these aircraft parking positions.

### 3.6.7.4 Push-back operator guidance markings

***(Part 139 MOS – 8.70(4))***

*Push-back operations are not conducted at Mildura Airport. All aircraft parking stands are configured as power-in, power-out bays, enabling aircraft to enter and depart under their own engine power. Consequently, push-back guidance markings are not required or utilised. Ground handling activities are instead managed using standard apron markings, aircraft marshalling procedures, and visual aids appropriate for operations at a non-controlled aerodrome.*

### 3.6.7.5 Passenger path markings

***(Part 139 MOS – 8.76(2)(b))***

All passenger path markings are marked as a series of white transverse lines, 0.5 m wide, at least 2 m long and 0.5 m apart, in accordance with subparagraph 8.76(2)(a) of the Part 139 MOS.

### 3.6.7.6 Miscellaneous area line markings

***(Part 139 MOS – 8.77(2))***

There are no miscellaneous area line markings displayed on the apron(s).

# 3.7 Aerodrome obstacle control

## 3.7.1 Obstacle control personnel

***(Part 139 MOS – 11.06(2)(a)-(d))***

**Sample text**

The following person(s) have responsibilities for obstacle control:

| Individual or position | Responsibilities |
|---|---|
| *Safety & Security Compliance Manager or delegate & Aerodrome Reporting Officer* | monitoring surfaces related to the OLS and terminal instrument flight procedures (PANS-OPS) |
| *Safety & Security Compliance Manager or delegate & Aerodrome Reporting Officer* | notifying CASA or the procedure designer when a proposed or actual infringement of the prescribed airspace is identified |
| *Safety & Security Compliance Manager or delegate & Aerodrome Reporting Officer* | implementing obstacle control within the aerodrome boundary |
| *Safety & Security Compliance Manager or delegate & Aerodrome Reporting Officer* | liaison and facilitation of obstacle control outside the aerodrome boundary |

## 3.7.2 Monitoring take-off, approach and transitional surfaces

***(Part 139 MOS – 11.06(1)(a)(i))***

Mildura Airport has established the obstacle limitation surfaces (OLS) for each runway that meet the physical dimensions for approach and take-off runways as set out in Chapter 7 of the Part 139 MOS.

The particulars of each surface are shown on an OLS plan for the aerodrome which is available at *Mildura Airport within its Digital Filing System, under Aviation.*

The aerodrome reporting officer will visually scan the OLS as part of the aerodrome serviceability inspection in section 3.2 of this manual to identify the emergence of any new or potential obstacles.

A survey that assesses the take-off, approach, and transitional surfaces, is completed as part of the *aerodrome technical inspection programme* conducted in accordance with section 3.9 in this manual.

This survey is used to verify the accuracy of published information. On receipt of the survey, the results are compared against the aerodrome's information published in the AIP to ensure that there are no new obstacles, or that the height of existing obstacles has not changed.

## 3.7.3 Proposed or actual infringements – OLS

***(Part 139 MOS – 11.06(1)(d)(i))***

### 3.7.3.1 Proposed OLS infringements

***(Part 139 MOS – 7.01(1); 7.18(1)(b); 17.19(1); 11.06(1)(d)(i))***

If a proposed object or structure is identified as likely to be an obstacle, details of the proposal are to be sent to CASA in writing by: *Safety & Security Compliance Manager or delegate.*

On receipt of CASA's written assessment, the relevant planning authority is to be advised of the result of the assessment.

Mildura Airport will follow up with the planning authority to ensure that those obstacles considered an unacceptable risk to aviation safety are not approved, or that those obstacles that are considered acceptable but subject to additional mitigations are appropriately marked and / or lit.

### 3.7.3.2 Actual OLS infringements

***(Part 139 MOS – 7.18(1)(b); 7.19(2); 11.06(1)(d)(i))***

Mildura Airport will not make a runway available for night use until CASA has determined that any obstacle(s) will not adversely affect the safety of night operations.

For any identified obstacles that have been erected without prior notification and which have not been assessed, the aerodrome reporting officer is to:

- advise ATC immediately (if applicable)
- consider limiting aircraft approach and take-off to the runway
- ensure an immediate request is made to issue a NOTAM
- take immediate steps to have the obstacle removed
- ascertain the height of the obstacle and consider displacing the runway approach threshold. If the threshold is displaced, the published declared distances will be amended, and the new threshold location appropriately marked / lit
- report the infringement to CASA in writing.

The NOTAM authorised person is to include the following information in the NOTAM request:

- the nature of the obstacle
- the distance and magnetic bearing of the obstacle from:
  - if the obstacle is within the take-off area – the start of the take-off end of the runway, or
  - the ARP
- the height of the obstacle in relation to the aerodrome elevation
- if it is a temporary obstacle – the time during which it is a temporary obstacle.

The request to issue the NOTAM is to be made in accordance with the procedures set out in section 3.1 of this manual.

Once the obstacle has been removed, the aerodrome reporting officer is to:

- advise ATC (if applicable)
- re-open, or re-instate the full runway length (if required)
- ensure a request to cancel the NOTAM is made (if issued).

## 3.7.4 Height of infringements – OLS

***(Part 139 MOS – 11.06(1)(c)(i))***

There are no buildings, structures, plumes or other developments that infringe the aerodromes OLS; therefore, this subsection is NOT APPLICABLE.

### 3.7.4.1 Hazardous obstacles

***(Part 139 MOS – 8.109(4); 8.110(1)-(8); 8.111(2)(a)(b))***

CASA has not assessed any obstacles as being hazardous; therefore, this subsection is NOT APPLICABLE.

## 3.7.5 Monitoring visual segment surfaces and critical obstacles

***(Part 139 MOS – 11.06(1)(a)(ii))***

**Sample text** – no published terminal instrument flight procedures

There are no published terminal instrument flight procedures for the aerodrome; therefore, this subsection is NOT APPLICABLE.

**Sample text** – published terminal instrument flight procedures

Terminal instrument flight procedures have been established by

*Airservices Australia, Procedure Design Section.*

The data and drawings of the area around the aerodrome that show the designed approach paths, visual segment surface, circling areas, and the location of critical obstacles, have been provided by the procedure designer, are available at

*Mildura Airport within its Digital Filing System, under Aviation.*

The aerodrome reporting officer will use this data and drawings to monitor the visual segment surface and the nominated critical obstacles that are visible from the aerodrome as part of the aerodrome serviceability inspection in accordance with section 3.2 of this manual.

## 3.7.6 Proposed or actual infringements – PANS-OPS

***(Part 139 MOS – 7.20(3); 11.06(1)(d)(ii)(2)(b))***

The *Safety & Security Compliance Manager, Aerodrome Reporting Officer or delegate* is to immediately inform the terminal instrument flight procedure designer as soon as:

- a proposed or actual infringement of the PANS-OPS is identified
- a change to the status of an existing critical obstacle is identified
- there is a proposed development that is higher than the critical obstacle
- a new object or structure has been detected that is higher than the critical obstacle.

The procedure designer's' contact details are as follows:

- Name: *Airservices Australia – Procedure Design Section*
- E-mail: *ifp@airservicesaustralia.com*
- Phone: *0409 519 775*

## 3.7.7 Height of infringements – PANS-OPS

***(Part 139 MOS – 11.06(1)(c)(ii))***

The aerodrome has published terminal instrument flight procedures. There are no buildings, structures, plumes and other developments that infringe the surfaces or areas associated with the published terminal instrument flight procedures (as defined in PANS-OPS); therefore, this subsection is NOT APPLICABLE.

## 3.7.8 Obstacle control within aerodrome boundary

***(Part 139 MOS – 11.06(1)(e))***

Mildura Airport does not permit objects or structures, other than approved visual and navigational aids, to be erected within the obstacle restriction area of the aerodrome without the written approval of CASA.

All proposed fixed objects or structures at the aerodrome, whether temporary or permanent, that sit on or above the movement area, or those that extend above the defined height limits, including the OLS, have been and / or will be reported to CASA in writing.

On receipt of CASA's **assessment,** Mildura Airport adopts controls appropriate to the recommendations provided by CASA.

## 3.7.9 Obstacle control outside aerodrome boundary

***(Part 139 MOS – 11.06(1)(f))***

Mildura Airport has liaised with local government authorities located within the OLS footprint of the aerodrome and requested they forward development proposals for assessment where the proposal may penetrate the OLS or PANS-OPS of the aerodrome.

Assistance has been provided to ensure the local government authority has suitable processes and information to determine which development proposals should be forwarded for assessment.

## 3.7.10 Obstacle lights serviceability monitoring programme

***(Part 139 MOS – 9.36(1)(3)(a))***

The following lit obstacles are located within the OLS area of the aerodrome:

| **Lit obstacles & inspection programme** | | |
|---|---|---|
| **Requirements** | **Obstacle details** | **Obstacle details** |
| **Obstacle type** | *ILS Glide Path (GP) antenna structure* | *Permanent structures*<br>*(Apron lights, Hangars, IWDI etc)* |
| **Location of obstacle** | *Runway 09 approach area, Southwest of Runway 09/27.* | *Various locations within the Obstacle Limitation Surfaces (OLS), including approach, take-off and transitional surface areas (refer OLS plans and AIP ERSA for published details)* |
| **Type of obstacle lighting** | *Low Intensity Obstacle Lights (LIOL) – steady red, operated HN unless otherwise specified* | *Low Intensity Obstacle Lights (LIOL) – steady red, operated HN unless otherwise specified* |
| **Obstacle light owner** | *Airservices Australia* | *Mildura Airport (published via AIP ERSA where applicable)* |
| **Obstacle inspection frequency** | *At least once every 7 days, in accordance with Part 139 MOS 9.36(1), unless otherwise specified by CASA.* | *At least once every 7 days, in accordance with Part 139 MOS 9.36(1), unless otherwise specified by CASA.* |
| **Inspection frequency for obstacle lights that are not visually observable** | *As per standard inspection frequency, or monitored through reports from the obstacle owner and follow-up inspection where required* | *As per standard inspection frequency, or monitored through reports from the obstacle owner and follow-up inspection where required* |

A plan that shows the location of each of these obstacle lights is available at: *Within Google Earth Pro, file is provided by Airport Surveys, and saved in Mildura Airports Digital Filing System, under Aviation but only accessible by Google Earth Pro.*

At the completion of each obstacle light inspection, the following information is recorded on the *Daily Inspection & Activity Report, within AVCRM reporting System*:

- the date and time the obstacle light inspection was completed
- who performed the inspection
- the results of the inspection
- a description of any action taken.

The results of each obstacle light inspection and any action taken will be maintained by the *Aerodrome Reporting Officers.*

Inspection records stored at: *AVCRM Reporting System.*

## 3.7.11 Obstacle light outage

***(Part 139 MOS – 9.36(2)(3)(b))***

In the event an obstacle light outage is detected during an inspection, the reporting officer is to:

- ensure that a NOTAM authorised person requests the immediate issue of a NOTAM
- liaise with the owner of the obstacle light so that the outage is repaired as quickly as possible.

If the obstacle light has been determined by CASA, in writing, as essential for aviation safety, the reporting officer is to:

- immediately report the outage to any aircraft that are manoeuvring, or about to manoeuvre on the affected runway
- immediately close the relevant runway or close the aerodrome until the outage is repaired
- notify CASA of the outage as soon as possible.

### 3.7.12 Charts published by the aerodrome operator

***(Part 139 MOS – 11.06(1)(b))***

#### 3.7.12.1 Type A charts

***(Part 139 MOS – 7.21)***

Type A charts are not required and have not been prepared; therefore, this subsection is NOT APPLICABLE.

#### 3.7.12.2 Type B charts

***(Part 139 MOS – 7.22)***

Type B charts have not been prepared; therefore, this subsection is NOT APPLICABLE.

#### 3.7.12.3 Precision Approach Terrain Charts – ICAO

***(Part 139 MOS – 7.23)***

Precision Approach Terrain Charts have not been prepared; therefore, this subsection is NOT APPLICABLE.

#### 3.7.12.4 Aerodrome Terrain and Obstacle Charts – ICAO (Electronic)

***(Part 139 MOS – 7.24)***

Aerodrome Terrain and Obstacle Charts that meet the standards and procedures set out in ICAO Annex 4 have been prepared. The terrain and obstacle data have been provided to the AIS provider in digital format in accordance with CASR Parts 175.D and 175.E.

The Aerodrome Terrain and Obstacle Charts are retained on file and are available at

*Mildura Airport within its Digital Filing System, under Aviation.*

## 3.8 Protection of communication, navigation, surveillance and meteorological facilities

### 3.8.1 Controlling activities near CNS and MET facilities

***(Part 139 MOS – 11.16(a); 19.02)***

The following is a list of all CNS and MET facilities, their location on the aerodrome, and the particulars of the respective service provider:

| CNS / MET facility | Location on the aerodrome | Service provider |
|---|---|---|
| *VHF Omni-directional Radio Range (DVOR)* | *North-west corner of the aerodrome* | *Airservices Australia* |
| *Satellite Ground Station* | *Wadi Drive* | *Airservices Australia* |
| *Distance Measuring Equipment (DME)* | *Located off aerodrome* | *Airservices Australia* |
| *Radio Transmitter Station* | As Per SGS | |
| *Radio Receiver Station* | As Per SGS | |
| *Automatic Weather Station (AWS)* | *South-eastern corner of the aerodrome* | *Airservices Australia* |
| *ILS Glide Path (GP)* | *South-western end of Runway 09/27* | *Airservices Australia* |
| *ILS Localiser* | *Eastern end of main Runway 27* | *Airservices Australia* |

Mildura Airport ensures that there will not be any interference to the CNS or MET facilities at the aerodrome caused by developments, the erection of structures or from work activities within the vicinity of each facility.

Mildura Airport refers all developments within the aerodrome boundary, near to or likely to affect an existing CNS or MET facility, to the respective CNS or MET facility providers for a hazard and impact assessment.

In consultation with each facility provider, the restricted area boundaries have been determined for each CNS and MET facility. The restricted area boundaries are shown on a plan which is available at *Mildura Airport within its Digital Filing System, under Aviation.*

Only the facility service provider is permitted to work within each boundary. When ground maintenance is required, the service provider is advised.

Vehicles and plant are not permitted to enter or remain in an ILS critical or sensitive area whilst the ILS is in use. Should vehicle access be required, Mildura Airport:

- liaises with the service provider to temporarily withdraw the ILS from service unless otherwise authorised by the service provider
- arranges for notification via ATC or NOTAM to inform pilots of the temporary withdrawal.

### 3.8.2 Supply and installation of warning signs

***(Part 139 MOS – 11.16(b); 19.06(5))***

Signs have been placed around each communications, navigation and surveillance (CNS) or meteorological (MET) facility to:

- deter unauthorised access from vehicles and persons
- warn of hazardous emissions, including electromagnetic and microwave radiation.

Signs have also been placed at each road access point to each of the ILS critical and sensitive areas to prohibit drivers and pedestrians against entering the area without authority.

The responsibilities for supplying, installing and maintaining the signs have been agreed upon with the service provider and are to occur as follows:

*Warning signs shall be provided and installed at all designated CNS, MET, and other protected aerodrome facility locations in accordance with the aerodrome's approved protection and safeguarding requirements. The Aerodrome Reporting Officers are responsible for the routine inspection, monitoring, and maintenance of these signs, ensuring they remain clearly visible, legible, correctly positioned, and effective in preventing unauthorised access or interference with operationally critical infrastructure and equipment*

## 3.9 Aerodrome technical inspections / manual validations

### 3.9.1 Inspection personnel

***(Part 139 MOS – 11.10(2)(a)-(e))***

The following is a list of individuals or positions, and their responsibilities in the aerodrome technical inspection and reporting process:

| Individual or position | Responsibilities |
|---|---|
| *Safety & Security Compliance Manager or delegate* | managing the inspection programme |
| *Safety & Security Compliance Manager or delegate* | planning the aerodrome technical inspections |
| *Safety & Security Compliance Manager or delegate* | reporting inspection results and follow-up action |
| *Safety & Security Compliance Manager or delegate* | receiving and considering inspection reports |
| *Safety & Security Compliance Manager or delegate & Aerodrome Reporting Officers* | taking follow-up action if defects or deficiencies have been identified |

### 3.9.2 Inspection items and timeframes

***(Part 139 MOS – 11.10(1)(a)(b); 12.09; 12.11(11))***

Mildura Airport, in a financial year, has 50,000 or more air transport passenger movements / 100,000 or more aircraft movements.

A technical inspection programme is carried out in accordance with the following:

| Inspection requirement | Frequency | Required qualifications and / or experience |
|---|---|---|
| An instrument survey of the approach, take-off and transitional surfaces | The inspection is completed annually | The person engaged to conduct the inspection is technically qualified or experienced in surveying and has a sound knowledge and understanding of the standards for OLS |
| A check of other applicable surfaces associated with the OLS | The inspection is completed annually | The person engaged to conduct the inspection:<br>• is a qualified or experienced in surveying and has a sound knowledge and understanding of the standards for OLS, or |

| Inspection requirement | Frequency | Required qualifications and / or experience |
|---|---|---|
| | | • has a sound knowledge and understanding of the standards for OLS |
| *For an aerodrome with a Type A chart, the currency and accuracy of the:*<br>*(a) Type A chart*<br>*(b) distribution list of current Type A chart holders* | *This inspection element is NOT APPLICABLE* | *The review of the Type A chart is completed by a person with tertiary qualifications in civil engineering or surveying, or a person that has the knowledge to interpret the chart and the associated data.* |
| *For an aerodrome with a TIFP - a check of the Mildura Airport's monitoring of the instrument approach procedure-critical obstacles nominated by the procedure designer* | *The inspection is completed annually* | *The person engaged to conduct the inspection has sound knowledge and experience of the applicable civil aviation safety legislation* |
| An inspection and assessment of the movement are pavements, drainage and associated strips, including a visual inspection and assessment of:<br>(a) pavement condition; and<br>(b) contamination, including from rubber build-up<br>**Note:** Periodic friction assessment and surface evaluation (as applicable) is undertaken to identify the need for maintenance or special surface treatment before surface conditions deteriorate below the specified limits. | The inspection is completed annually | The person engaged to conduct the inspection has:<br>• a recognised degree, diploma, or certificate of civil engineering, or<br>• demonstrable relevant technical experience in civil engineering |
| *An inspection and testing of the aerodrome lighting and electrical reticulation systems, including the following:*<br>*(a) visual aids on the movement area*<br>*(b) apron floodlighting, including illumination of the apron and paring positions*<br>*(c) illuminated wind direction indicators*<br>*(d) pilot-activated lighting systems*<br>*(e) stand-by and emergency aerodrome lighting (if applicable)*<br>*(f) the visual approach slope indicator system (if applicable)*<br>*(g) approach lighting systems (if applicable)*<br>*(h) obstacle lights and beacons maintained by the {insert aerodrome operator's name}*<br>*(i) any earthing points on the apron (if applicable)* | *The inspection is completed annually* | *The person engaged to conduct the inspection is:*<br>• *a qualified electrical engineer, or*<br>• *a qualified licensed electrician with relevant aerodrome lighting knowledge and experience* |
| An inspection and assessment of visual aids on the aerodrome, including the following:<br>(a) movement area markings<br>(b) movement area guidance signs, including aircraft parking position signs | The inspection is completed annually | The person engaged to conduct the inspection has sound knowledge and experience of the applicable civil aviation safety legislation |

| Inspection requirement | Frequency | Required qualifications and / or experience |
|---|---|---|
| (c) airside vehicle control signs<br>(d) protection of CNS and MET signs (if applicable) | | |
| An inspection of equipment or facilities at the aerodrome used for wildlife hazard management, including aerodrome fencing and gates | The inspection is completed annually | The person engaged to conduct the inspection has sound knowledge and experience of the applicable civil aviation safety legislation |
| An inspection of equipment or facilities at the aerodrome used for aerodrome emergencies | The inspection is completed annually | The person engaged to conduct the inspection has sound knowledge and experience of the applicable civil aviation safety legislation |
| A check of the currency and accuracy of aerodrome information published in the AIP} | The inspection is completed annually | The person engaged to conduct the inspection has sound knowledge and experience of the applicable civil aviation safety legislation |
| A check of the currency and accuracy of aerodrome operating procedures specified in the aerodrome manual and supporting documents | The inspection is completed annually | The person engaged to conduct the inspection has sound knowledge and experience of the applicable civil aviation safety legislation |
| A check that the safety management system is up-to-date and is functioning as documented} | The inspection is completed annually | The person engaged to conduct the inspection has sound knowledge and experience of the applicable civil aviation safety legislation |
| An inspection of airside vehicle control arrangements | The inspection is completed annually | The person engaged to conduct the inspection has sound knowledge and experience of the applicable civil aviation safety legislation |
| A check that personnel appointed as a reporting officer<br>(a) have been trained and assessed in accordance with Chapter 13, and<br>(b) appear to be generally competent to carry out the required duties in accordance with MOS | The inspection is completed annually | The person engaged to conduct the inspection has sound knowledge and experience of the applicable civil aviation safety legislation |
| A check that personnel appointed as a works safety officer<br>(a) have been trained and assessed in accordance with Chapter 13, and<br>(b) appear to be generally competent to carry out the required duties in accordance with MOS | The inspection is completed annually | The person engaged to conduct the inspection has sound knowledge and experience of the applicable civil aviation safety legislation |

### 3.9.3 Qualified personnel for technical inspections / manual validations

***(Part 139 MOS – 11.10(1)(b); 12.10(3)(4); 12.11(13))***

The *Safety & Security Compliance Manager*, or delegate at the time of engaging a person to conduct each element of the technical inspection, is to sight the qualifications and relevant experience of each person(s) to verify that they meet the required qualifications and / or experience as documented in subsection 3.9.2 of this manual.

A person who cannot demonstrate that they have the required technical qualifications and experience, or demonstrable relevant technical experience, will not be permitted to perform the inspection.

A record of qualifications and relevant experience is included in the technical inspection report.

The *Safety & Security Compliance Manager, or delegate* at the time of engaging a person to conduct each element of the aerodrome manual validation, is to sight the qualifications and relevant experience of each person(s) to verify that they meet the required qualifications and / or experience as documented in subsection 3.9.2 of this manual.

A person who cannot demonstrate that they have the required technical qualifications and experience, or demonstrable relevant technical experience, will not be permitted to perform the inspection.

A record of qualifications and relevant experience is retained in the report for the annual aerodrome manual validation.

### 3.9.4 Scheduling inspections / manual validations and recording their results

***(Part 139 MOS – 11.10(1)(c))***

A calendar is maintained to schedule inspections.

Person(s) responsible for calendar*:Safety & Security Compliance Manager, and Administration Service Officers.*
Location of calendar: *AVCRM Reporting System*

To allow adequate planning time, a reminder is also set in the calendar three (3) months in advance of the due date.

The calendar is updated when an element of the technical inspection is completed, and a new date for the next inspection and a three-month advance reminder is set.

The calendar is reviewed monthly.

Irrespective of the schedule, an immediate inspection is conducted in the event any of the following is detected during an aerodrome serviceability inspection:

- an unsafe condition is identified
- a defect or deficiency in a part of the aerodrome is identified.

The results of each technical inspection are presented in a report.

### 3.9.5 Briefing technical inspectors

***(Part 139 MOS – 11.10(1)(d)(i)(ii); 12.08(4); 12.11(8))***

At the time of engagement, the person(s) conducting the technical inspection will be briefed on the scope of the inspection, including the technical matters and the locations which must be inspected.

The *Safety & Security Compliance Manager*, or delegate is to advise the person(s) conducting each element of the technical inspection that they are to include in their report:

- any non-compliance with the Part 139 MOS with respect of the aerodrome's facility, equipment, operation, or aerodrome personnel.
- any defect or deterioration in any facility, equipment or visual aid which could make the aerodrome unsafe for aircraft operations
- any incorrect aerodrome information:
  - published in the AIP or NOTAMs
  - reported to ATC (if applicable).
- any information in the aerodrome manual which is incorrect or not current
- any procedure, or practice in use at the aerodrome, which is not in accordance with, or conflicts with, procedures in the aerodrome manual.

### 3.9.6 Post-inspection / validation corrective actions

***(Part 139 MOS – 11.10(1)(e); 12.08(4))***

On receipt of the technical inspection report, each recommendation is to entered into a corrective action plan and is to be considered. Each recommendation is to be documented and considered by the following person(s):

Documented by: *Safety & Security Compliance Manager or Administration Service Officers*
Considered by: *Safety & Security Compliance Manager*, or delegate

Where a recommendation has been supported, the agreed corrective actions are to be documented and assigned to an individual who will be responsible for implementing the listed corrective actions. An agreed target date for completion for each corrective action will also be assigned.

In the event a recommendation is not supported, the reasons for not supporting the recommendation are also to be documented in the corrective action plan.

Mildura Airport ensures that corrective action plans are reviewed and updated regularly. Specific responsibilities for corrective plans have been attributed to the following person(s):

Maintained by: *Safety & Security Compliance Manager or Administration Service Officers*
Stored securely at: *Mildura Airport within its Digital Filing System, under Aviation*

In the event CASA requests a written copy of the corrective action plan, Mildura Airport ensures that this copy will be provided to CASA within 30 days and will include a report showing the progress of corrections to any defects or deterioration.

### 3.9.7 Providing CASA with inspection / validation reports

***(Part 139 MOS – 11.10(1)(f); 12.08(7); 12.11(8))***

Within 30 days of receiving the technical inspection report, a copy of the report is to be provided to CASA:

By: *Safety & Security Compliance Manager*, or delegate
Via e-mail at: aerodromes@casa.gov.au

Upon receipt of a written request, a copy of the corrective actions plan, including progress made to address the actions, is to be provided within 30 days to the aerodrome inspector making the request:

By: *Safety & Security Compliance Manager*, or delegate

### 3.9.8 Maintaining records of technical inspections / manual validations

***(Part 139 MOS – 12.08(9); 12.11(10))***

Technical inspection reports are retained for a period of at least three (3) years from the date the report was completed.

Maintained by: *Safety & Security Compliance Manager, or delegate*
Stored securely at: *Mildura Airport within its Digital Filing System, under Aviation*

## 3.10 Aerodrome works safety

***(Part 139 MOS – 11.07)***

Mildura Airport always makes all necessary arrangements to ensure that aerodrome works do not create a hazard to aircraft or cause confusion to pilots.

A works safety officer is to be present to directly oversee works safety at all times when the aerodrome is open and available for aircraft operations.

Aerodrome markers, markings and lights required for, or affected by aerodrome works are installed, altered or removed in accordance with the required standards.

Any part of the movement area that is unserviceable as a result of aerodrome works being carried out are marked and lit. Obstacles created as a result of the aerodrome works are assessed and marked or lit in accordance with the assessment.

Where works are to be undertaken in the vicinity of CNS or MET facilities, the service provider is to be consulted to ensure neither the works, nor the vehicles or plant associated with the works affect performance of the facilities.

Where significant displacement of a runway threshold is planned, works planning may require consultations with the terminal instrument flight procedure (TIFP) designer and the surveyor that conducts the annual obstacle surveys.

### 3.10.1 Works safety personnel

***(Part 139 MOS – 11.07(1)(2); 13.01)***

The following persons have specified responsibilities for works:

| Individual / position | Responsibility |
|---|---|
| *Head of Operations* | works planning |
| *Contractors, Aerodrome Reporting Officers* | conducting works |
| *Aerodrome Reporting Officers* | arrangement and notifications |

The following is a list of personnel appointed to perform the functions of a works safety officer (WSO):

| Name | Position | Function |
|---|---|---|
| Javan Folau | Aerodrome Reporting Officer | Works safety officer |
| *Daniel Pilmore* | Aerodrome Reporting Officer | Works safety officer |
| *Colin Sweet* | Aerodrome Reporting Officer | Works safety officer |
| *Lloyd Linklater* | Maintenance Officer/ Aerodrome Reporting Officer | Works safety officer |

| | | |
|---|---|---|
| *Evan Davies* | Maintenance Officer/ Aerodrome Reporting Officer | Works safety officer |

All personnel appointed as a WSO have been trained so that they can competently carry out their duties at this aerodrome, without the need for supervision.

Mildura Airport ensures all training activities for works safety officers are recorded to verify achieved competencies.

All WSOs undergo recurrent training every two (2) to five (5) years as is recommended in guidance material published by CASA, or earlier if deficiencies are identified.

A training schedule has been established and is maintained by *Administration Service Officers.* The training schedule is reviewed regularly to ensure training is completed in a timely manner.

The training records of all WSOs are:

Maintained by: *Administration Service Officers*

Stored securely at: *Mildura Airport within its Digital Filing System, under Aviation*

## 3.10.2 Preparation of a method of working plan (MOWP)

***(Part 139 MOS – 11.07(1)(a); Chapter 15; Chapter 16)***

Mildura Airport develops a Method of Working Plan (MOWP) for scheduled works unless the:

- works are time-limited works
- aerodrome is closed to aircraft operations during the works and a 14-day written notice period of the impending closure was made
- works are of an emergency nature (to repair unforeseen failure or damage to part of the manoeuvring area, or to remove an obstacle)
- works do not require any restrictions to aircraft operations.

MOWPs are prepared in accordance with the content and sequencing requirements stated in Chapter 16 of the Part 139 MOS.

When preparing a MOWP, and so that the impact of the works is clearly understood, consultations are conducted by: *Safety & Security Compliance Manager or delegate.*

The following operators / organisations are consulted:

- air transport operators using the aerodrome
- operators of emergency services aircraft that are likely to operate at the aerodrome
- ATC (if applicable)
- ARFFS (if applicable)
- providers of any communications, navigation, surveillance or meteorological infrastructure or equipment that might be affected by the works (if applicable).

A list of representatives from each operator / organisation listed above, and their contact details, is maintained by: *Airport Services Officers.*

Although a MOWP does not require CASA approval, CASA is to be consulted on any safety issues identified in the preparation of the MOWP.

The name, position, and function of each WSO will be recorded in the MOWP.

MOWPs will be authorised and signed by either the:

- Accountable Manager
- Project Manager that has written authorisation from the aerodrome operator to sign the MOWP.

Written authorisations will be retained on file.

### 3.10.3 MOWP Notifications

***(Part 139 MOS – 11.07(1)(b); 15.02(3)(5); 16.10)***

**Sample text**

Unless the works are unforeseen urgent works, the authorised MOWP will be issued not less than 14 days before the works are scheduled to commence by: *Safety & Security Compliance Manager, or delegate.*

The MOWP is to be issued to:

- air transport operators using the aerodrome
- operators of emergency services aircraft that are likely to operate at the aerodrome
- ATC (if applicable)
- ARFFS (if applicable)
- providers of any communications, navigation, surveillance or meteorological infrastructure or equipment that might be affected by the works (if applicable)
- the WSO
- the project manager
- the works organiser
- the aerodrome security manager
- CASA via e-mail at aerodromes@casa.gov.au

A distribution list of all MOWP recipients and their contact details is:

- Maintained by: *Administration Services Officers*
- Stored securely at: *Mildura Airport within its Digital Filing System, under Aviation*

The following person(s) is responsible for ensuring that all recipients receive the MOWP: *Safety & Security Compliance Manager or Administration Services Officers*.

The MOWP distribution list will be regularly reviewed to ensure it remains current.

In the event a MOWP requires amendment, the amended MOWP will:

- clearly show the information that has changed
- be disseminated to all persons who received the original MOWP
- be issued no later than 48 hours before the change in works commences.

Amendments to the MOWP are the responsibility of: *Safety & Security Compliance Manager, or delegate.*

A NOTAM providing the time and date of the commencement of the works is to be issued as early as possible, but not less than 48 hours before commencement.

In the event the change in works is due to an unforeseen event and a notification period of at least 48 hours is not possible, a NOTAM is to be requested as soon as possible after the change becomes known, and notification of the change is declared on the AFRU / or requested on the ATIS.

## 3.10.4 Communications with ATC during aerodrome works

***(Part 139 MOS – 11.07(1)(c))***

WSOs that hold an Aeronautical Radio Operator Certificate (AROC) are authorised to transmit on an aeronautical radio frequency. WSOs without an AROC are only authorised to listen to the aeronautical radio frequency, but not transmit.

WSOs will at all times maintain a continuous radio listening watch.

In the event the runway is unserviceable and the WSO does not hold an AROC, unserviceability markings will be used so that a pilot can clearly identify that the runway is unserviceable.

During CTAF operations, WSOs have the contact number for the operations centre for air traffic service to communicate unexpected changes to the availability of the aerodrome.

## 3.10.5 Time-limited works (TLW) or emergency works

***(Part 139 MOS – 11.07(1)(d))***

TLW are only to be carried out if:

- a works safety officer(s) is present in the vicinity of the works
- normal operations are not disrupted
- the movement area can be restored to normal safety standards, and
- any obstacles created by those works removed in not more than 30 minutes.

At all times during TLW, the WSO is to maintain a continuous radio listening watch.

In the event TLW have been stopped to facilitate an aircraft movement, normal safety standards are to be restored not less than five (5) minutes before the aircraft movement is to occur.

Where TLW have been stopped for an aircraft movement, TLW is only permitted to resume:

- for an aircraft arrival:
  - immediately after the aircraft arrival provided the safety of the aircraft is not endangered
  - if the aircraft has not arrived, at least 30 minutes after the aircraft was due to arrive.
- for an aircraft departure:
  - a minimum period of 15 minutes must have elapsed between the aircraft's departure and the resumption of TLW.

## 3.10.6 Notifications of TLW or emergency works

***(Part 139 MOS – 11.07(1)(e))***

TLW or emergency works with recall times between 10 and 30 minutes are to be advised by NOTAM.

For TLW, the works safety officer is to ensure that a NOTAM has been issued at least 24 hours before the works commence.

The request for a NOTAM is to be made in accordance with section 3.1 of this manual.

The NOTAM authorised person is to include the following information in the NOTAM request:

- date and time of commencement of the works
- time required to restore normal safety standards.

Emergency works on a runway, or runway strip are not to commence until ATC (local tower, or the air traffic service centre) have been notified and the publication of a NOTAM advising the changes to the aerodrome has been verified. The operations centre for air transport operators with scheduled services occurring during the expected duration of emergency works is also be advised of the changes occurring due to the works.

### 3.10.7 Works at closed aerodrome

***(Part 139 MOS – 11.07(1)(f))***

To enable works to be completed when the aerodrome is closed, written notice of the intention to close the aerodrome is to be sent, at least 14 days before the aerodrome closure, to:

- air transport operators using the aerodrome
- each other known organisation using the aerodrome which is likely to be affected by the closure
- CASA.

A distribution list of those receiving the written notification will be retained by*: Administration Service Officers.*

A copy of the written notice will be retained by: *Safety & Security Compliance Manager, or delegate.*

At least 14 days before the aerodrome closure, a NOTAM will also be issued in accordance with section 3.1 of this manual, advising when the aerodrome will be temporarily closed.

## 3.11 Wildlife hazard management

### 3.11.1 Wildlife hazard personnel

***(Part 139 MOS – 11.08(2))***

The following individuals and positions have responsibilities for wildlife hazard management:

| Individual / position | Responsibilities |
|---|---|
| *Aerodrome Reporting Officers* | *monitoring wildlife hazards* |

### 3.11.2 Training of personnel

#### 3.11.2.1 Training for wildlife hazard monitoring and reporting

***(Part 139 MOS – 17.07(1)(3))***

At Mildura Airport, all personnel tasked with wildlife hazard monitoring and reporting are trained, so that they can competently:

- conduct wildlife observations and identify high-risk species
- assess wildlife populations and describe their behaviour
- record information
- collect any remains of a wildlife strike on the aerodrome

- attempt to facilitate the identification of
  - any wildlife involved in a strike event
  - any resulting damage to an aircraft
- report the outcomes of observations, monitoring and strike collection activities.

Re-currency training is completed every: *three (3) years*

The training records of all personnel are kept for a minimum period of three (3) years and are:

Maintained by: *Administration Service Officers*
Stored securely at: *AVCRM Reporting System*

#### 3.11.2.2 Training for wildlife hazard mitigation

***(Part 139 MOS – 17.07(2)(a)(b)(3))***

All personnel engaged in wildlife hazard mitigation are trained, so that they can competently:

- engage in active wildlife management without causing a hazard to aviation safety
- assess the effectiveness of any mitigation measures that are taken.

Re-currency training is completed every: *three (3) years*

The training records of all personnel are kept for a minimum period of three (3) years and are:

Maintained by: *Administration Service Officers*
Stored securely at: *AVCRM Reporting System*

### 3.11.3 Wildlife hazard management plan

***(Part 139 MOS – 17.03; 17.04)***

As the aerodrome has 50,000 or more air transport passenger movements / 100,000 or more aircraft movements in a financial year, a wildlife hazard management plan that meets the requirements of section 17.04 of the Part 139 MOS has been established and implemented.

The wildlife hazard management plan is a subsidiary document to this manual and is:

Maintained by: *Safety & Security Compliance Manager, or delegate*
Available at: *Mildura Airport within its Digital Filing System, under Aviation & AVCRM Reporting System*

## 3.11.4 Wildlife hazard monitoring

***(Part 139 MOS – 11.08(1)(a); 17.01(3))***

Wildlife hazards at Mildura Airport are monitored as part of the aerodrome serviceability inspection process as shown in section 3.2 of this manual.

In addition to an inspection of the aerodrome boundary fence, and gates, looking for holes or other potential signs of a breach by wildlife, reporting officers will identify and record the following:

- presence of wildlife on and in the vicinity of the aerodrome, which is to include:
  - a count of all birds and animals sighted
  - bird / animal activity, e.g. feeding, flying, nesting
  - species (if known)
  - numbers
  - location.
- seasonal and environmental conditions which may attract wildlife, such as grasses, standing water, uncovered waste, deceased wildlife (e.g. dead rabbits, mice etc.)
- any additional indicators such as new nests or eggs.

All wildlife observed on the aerodrome and in the vicinity of the aerodrome are recorded on the: *AVCRM Reporting System, under Wildlife*

A record of wildlife strikes is also included in the following register:

Wildlife strike register: *Within AVCRM Reporting System*
Stored securely at: *Mildura Airport, within AVCRM Reporting System*

All known or suspected wildlife strikes that occur at or in the vicinity of the aerodrome are reported to the Australian Transport Safety Bureau (ATSB). Each month, the wildlife strike statistical reports published by the ATSB are reviewed by*:*

*Aerodrome Reporting Officers and shared at Operations Meetings.*

Any reported occurrences near the aerodrome not previously recorded are included in the *Within AVCRM Reporting System* register.

To detect changes in wildlife hazards, reported wildlife observations and the wildlife strike register are reviewed every month by:

*Safety & Security Compliance Manager and ARO, within the Operations Meeting.*

## 3.11.5 Wildlife hazard assessment

***(Part 139 MOS – 11.08(1)(b); 17.02(1))***

Any detected wildlife hazard is assessed for risk to aircraft operations.

The hazard assessment process is completed in accordance with the procedures set out in the aerodrome's *Mildura Airport Wildlife Management Procedures*.

When assessing the risks, the following data is considered:

- wildlife observations
- reported strike events
- reported near miss events
- times of day or year / weather conditions.

Wildlife hazard risk assessments are:

Maintained by: *Safety & Security Compliance Manager or delegate.*
Stored securely at: *Mildura Airport within its Digital Filing System, under Aviation & AVCRM Reporting System*

## 3.11.6 Wildlife hazard mitigation

***(Part 139 MOS – 11.08(1)(c))***

The following measures have been implemented to assist in mitigating wildlife hazards:

- all gates are kept locked and rubbish appropriately stored
- grass heights are monitored to prevent seeding
- open unlined drains are regularly inspected and maintained to prevent water retention
- in the event dead birds and animal carcasses are located they are quickly removed
- bird spikes or barriers have been installed on roosting sites.

In the event a reporting officer(s) detects a source of attraction for wildlife, so that further actions can be considered and implemented to minimise the attraction, a report is to be drafted and sent to:

*AVCRM Reporting System, under inspections.*

Wildlife mitigation permit(s) is held at the required intervals and renewal is managed by:

*Administration Service Officers and overseen by Safety & Security Compliance Manager or delegate.*

Wildlife mitigation permits are stored securely at:

*Mildura Airport within its Digital Filing System, under Governance/Licences & Permits*

## 3.11.7 Wildlife hazard reporting (AIP, NOTAM, ATC, UNICOM)

***(Part 139 MOS – 11.08(1)(d); 17.05(1))***

In the event a wildlife risk is identified on or in the vicinity of the aerodrome, and the risk is a serious or imminent threat and cannot be immediately managed, the reporting officer(s) is to:

- notify ATC (if applicable)
- advise pilots via the CTAF / Unicom
- request the immediate issue of a NOTAM.

Known or seasonal hazards are reported in writing to the AIS provider for publication in the AIP-ERSA

A NOTAM is requested if the hazard is a higher risk than usual or is of a short term or seasonal nature.

## 3.11.8 Liaison with local authorities for wildlife hazard mitigation

***(Part 139 MOS – 11.08(1)(e); 17.01(2))***

**Sample text**

The following is a list of local authorities that have land within a 13 km radius of the aerodrome:

| Local authority | Contact |
|---|---|
| *Mildura Rural City Council (MRCC)* | *03 5018 8100* |
| *Department of Energy, Environment & Climate Action (DECCA)* | *03 5036 4800* |

Mildura Airport engages with these local authorities to ensure that future land uses and development proposals can be carefully considered.

Where existing land use presents a potential risk, site visits are conducted to discuss aviation safety concerns and possible mitigations to reduce those risks. Regular site visits are conducted to ensure mitigations are effective. A record of these sites and the frequency of review is recorded in the table below:

| Site | Site inspections |
|---|---|
| *Mildura Racecourse* | *Annual* |
| *Mildura Sports Centre* | *Annual* |
| *Mildura Gliding Airfield* | *Annual* |
| *Agriculture 1* | *Annual* |
| *Agriculture 2* | *Annual* |
| *Agriculture 3* | *Annual* |
| *Merbein Golf Course* | *Annual* |
| *Murray River* | *Annual* |
| *Bushland Reserve* | *Annual* |
| *Saleyard* | *Annual* |
| *Abattoir* | *Annual* |
| *Racecourse* | *Annual* |
| *Wetland* | *Annual* |
| *Mildura Lakes* | *Annual* |
| *Sports fields* | *Annual* |
| *Mildura Golf Course* | *Annual* |
| *Etiwanda Wetlands* | *Annual* |
| *Landfill* | *Annual* |

## 3.12 Low-visibility operations (LVO)

Low-visibility operations are not conducted; therefore, this section is NOT APPLICABLE.

### 3.12.1 Low-visibility personnel

***(Part 139 MOS – 11.17(1)(e)(i)(ii))***

Low-visibility operations are not conducted; therefore, this subsection is NOT APPLICABLE.

#### 3.12.1.1 Runway visibility (RV) assessment personnel

***(Part 139 MOS – 23.08)***

No persons at Mildura Airport are authorised to conduct runway visibility assessments.

## 3.12.2 Vehicular traffic in low-visibility operations

***(Part 139 MOS – 11.17(1)(b))***

Low-visibility operations are not conducted; therefore, this subsection is NOT APPLICABLE.

## 3.12.3 CNS facilities in low-visibility operations

***(Part 139 MOS – 11.17(1)(c))***

Low-visibility operations are not conducted; therefore, this subsection is NOT APPLICABLE.

## 3.12.4 Manoeuvring area inspections in low-visibility operations

***(Part 139 MOS – 11.17(1)(d))***

Low-visibility operations are not conducted; therefore, this subsection is NOT APPLICABLE.

## 3.12.5 Measuring runway visibility

***(Part 139 MOS – 11.17(1)(a); 23.09(c)(iii)(iv))***

Low-visibility operations are not conducted; therefore, this subsection is NOT APPLICABLE.

## 3.12.6 Communicating visibility measurements to ATC or pilots

***(Part 139 MOS – 11.17(1)(a))***

Low-visibility operations are not conducted; therefore, this subsection is NOT APPLICABLE.

## 3.12.7 Transmissometers

***(Part 139 MOS – 11.17(2))***

Transmissometers are not installed at Mildura Airport; therefore, this is NOT APPLICABLE.

## 3.12.8 Low-visibility procedures (LVP)

***(Part 139 MOS – Chapter 23)***

Low-visibility procedures (LVP) have not been established; therefore, this subsection is NOT APPLICABLE.

### 3.12.8.1 Specific circumstances for LVP

***(Part 139 MOS – 23.02(c)(i))***

Low-visibility procedures (LVP) have not been established; therefore, this subsection is NOT APPLICABLE.

### 3.12.8.2 Nominated rate of aerodrome movements

***(Part 139 MOS – 23.02(c)(ii))***

Low-visibility procedures (LVP) have not been established; therefore, this subsection is NOT APPLICABLE.

### 3.12.8.3 LVP-related training and authorisation for airside drivers

***(Part 139 MOS – 23.02(c)(iii))***

Low-visibility procedures (LVP) have not been established; therefore, this subsection is NOT APPLICABLE.

### 3.12.8.4 Control of airside operations

***(Part 139 MOS – 23.02(c)(iv))***

Low-visibility procedures (LVP) have not been established; therefore, this subsection is NOT APPLICABLE.

### 3.12.8.5 Withdrawal of non-essential vehicles and personnel

***(Part 139 MOS – 23.02(c)(v))***

Low-visibility procedures (LVP) have not been established; therefore, this subsection is NOT APPLICABLE.

### 3.12.8.6 Suspension of visual and non-visual aid maintenance

***(Part 139 MOS – 23.02(c)(vi))***

Low-visibility procedures (LVP) have not been established; therefore, this subsection is NOT APPLICABLE.

### 3.12.8.7 Securing airside access and preventing entry

***(Part 139 MOS – 23.02(c)(vii))***

Low-visibility procedures (LVP) have not been established; therefore, this subsection is NOT APPLICABLE.

### 3.12.8.8 Alerting of LVP

***(Part 139 MOS – 23.02(c)(viii))***

Low-visibility procedures (LVP) have not been established; therefore, this subsection is NOT APPLICABLE.

### 3.12.8.9 Coordinating LVP activities with ATC

***(Part 139 MOS – 23.02(c)(ix))***

Low-visibility procedures (LVP) have not been established; therefore, this subsection is NOT APPLICABLE.

### 3.12.8.10 Physical checks of lighting and warning devices

***(Part 139 MOS – 23.02(c)(x))***

Low-visibility procedures (LVP) have not been established; therefore, this subsection is NOT APPLICABLE.

### 3.12.8.11 Protection of areas for ILS

***(Part 139 MOS – 23.02(c)(xi))***

Low-visibility procedures (LVP) have not been established; therefore, this subsection is NOT APPLICABLE.

#### 3.12.8.12 Emergency responses during LVP

***(Part 139 MOS – 23.02(c)(xii))***

Low-visibility procedures (LVP) have not been established; therefore, this subsection is NOT APPLICABLE.

#### 3.12.8.13 LVP status

***(Part 139 MOS – 23.02(c)(xiii))***

Low-visibility procedures (LVP) have not been established; therefore, this subsection is NOT APPLICABLE.

#### 3.12.8.14 Review of low-visibility procedures

***(Part 139 MOS – 23.04)***

Low-visibility procedures (LVP) have not been established; therefore, this subsection is NOT APPLICABLE.

## 3.13 Disabled aircraft removal

### 3.13.1 Aircraft removal personnel

***(Part 139 MOS – 11.13(e)(i)(ii))***

The following person(s) have responsibilities for arranging the removal of disabled aircraft:

| Name | Role | Phone number | After-hours phone number |
|---|---|---|---|
| *Pilot in Command or Aircraft Owner* | *Arranging crane or towing services* | *N/A* | *N/a* |
| *Aerodrome Reporting Officer on duty* | *Assisting with access to aerodrome* | *0428 596 871* | *0428 596 871* |

### 3.13.2 Aircraft removal – aerodrome operator & aircraft certificate holder

***(Part 139 MOS – 11.13(a))***

The registered owner or aircraft operator has complete responsibility for removing their aircraft should it become disabled. All airline operators are therefore expected to have aircraft recovery plans which identify any special equipment that may be necessary.

Mildura Airport coordinates the aircraft recovery operation to ensure that the disabled aircraft is removed in a timely and efficient manner.

Removal of damaged aircraft may be subject to clearance of Australian Transport Safety Bureau and other investigating teams.

Although the aircraft owner is responsible, Mildura Airport may, where necessary, initiate salvage action when:

- there is a serious and imminent threat or hazard to other aircraft, vehicles or personnel on the movement area
- the aircraft operator refuses to move a disabled aircraft, or neglects to do so within a reasonable time.

In these instances, Mildura Airport accepts no responsibility for any loss or damage of any kind resulting from this action, and the aircraft operator shall be held responsible for all costs incurred.

Once a runway is negatively impacted (unavailable), or a reduction in operating length is required, a NOTAM is to be issued in accordance with section 3.1 of this manual.

Appropriate visual aids are deployed, when necessary, to mark unserviceable portions of the aircraft movement area by the *Aerodrome Reporting Officers.*

### 3.13.3 Notifying aircraft certificate holder

***(Part 139 MOS – 11.13(b))***

The pilot of a disabled aircraft is expected to notify the holder of the aircraft's certificate of registration in the first instance.

If the pilot is not available or is unable to notify the certificate of registration holder, the required notification is to be issued by the *Aerodrome Reporting Officers.*

If the certificate of registration is not known to Mildura Airport, details are to be obtained from the pilot, if possible, or if available, from the CASA website via:
*https://www.casa.gov.au/aircraft/civil-aircraft-register*

### 3.13.4 Liaising with the ATSB, Defence and ATC

***(Part 139 MOS – 11.13(c))***

If the disabled aircraft cannot be immediately removed from the movement area, Mildura Airport will ensure:

- unserviceability markers, markings and lights are displayed as required
- the NOF is notified of the unserviceability, or changes to the runway or taxiway as applicable.

In the absence of a representative from Mildura Airport, the pilot is expected to advise air traffic services of the disabled aircraft closing the runway or airport. As there is no Air Traffic Control at Mildura Airport, this notification is expected to occur on the general area frequency should VHF be available on the ground. Once a representative from Mildura Airport becomes aware of the disabled aircraft, they are to confirm with the pilot that the air traffic services have been notified.

The ATSB will be notified immediately of an occurrence that requires their involvement.

### 3.13.5 Equipment and person(s) to remove aircraft

***(Part 139 MOS – 11.13(d))***

The holder of the aircraft's certificate of registration is expected to provide, by the fastest means possible, any specialised equipment and personnel required to remove a disabled aircraft.

Prior to engaging recovery assistance from Mildura Airport, the aircraft operator is required to indemnify Mildura Airport from any adverse consequence resulting from any activities during the recovery process.

Mildura Airport is to advise the aircraft operator of the contacts of any commercial crane operators that may assist in providing equipment for the removal of disabled aircraft.

## 3.14 Aerodrome safety management

### 3.14.1 Safety management system (SMS)

***(Part 139 MOS – 11.09(1); 25.02; 25.03; 25.04)***

As the aerodrome has 50,000 or more air transport passenger movements, or 100,000 or more aircraft movements, and scheduled international air transport operations are not conducted, an SMS that meets the requirements of section 25.03 of the Part 139 MOS has been prepared and implemented. The SMS is:

Maintained by: *Safety & Security Compliance Manager, or delegate*
Available at: *Within AVCRM Reporting System*

### 3.14.2 Risk management plan

***(Part 139 MOS – 11.09(2); Chapter 26)***

As the aerodrome has 50,000 or more air transport passenger movements, or 100,000 or more aircraft movements in a financial year, an SMS has been prepared and implemented. The procedures to manage risk are contained in the SMS framework.

# 4 Aerodrome Emergency Response

## 4.1 Emergency response personnel

***(Part 139 MOS – 11.12(2)(a)-(e))***

The following individuals or positions have responsibilities in an aerodrome emergency response:

| Individuals / positions | Responsibilities |
|---|---|
| *Safety & Security Compliance Manager or delegate.* | Maintaining aerodrome emergency response procedures |
| *Aerodrome Reporting Officer* | Notifying procedures to initiate an emergency response |
| *Aerodrome Reporting Officer* | Initiating emergency response actions by aerodrome personnel |
| *Aerodrome Reporting Officer* | Returning the aerodrome to operational status after an emergency |
| *Safety & Security Compliance Manager or delegate.* | Reviewing the aerodrome emergency plan |

## 4.2 Aerodrome emergency response

***(Part 139 MOS – 11.12; Chapter 24)***

### 4.2.1 Aerodrome emergency plan (AEP)

***(Part 139 MOS – Chapter 24)***

An AEP that meets the requirements of section 24.02 of the Part 139 MOS has been established and implemented. The aerodrome emergency plan is:

Maintained by: *Safety & Security Compliance Manager or delegate*
Available at: *Mildura Airport within its Digital Filing System, under Aviation*

### 4.2.2 Local / state emergency response plan

***(Part 139 MOS – Chapter 24)***

An AEP has been established and implemented at Mildura Airport; therefore, this subsection is NOT APPLICABLE.

## 4.3 Aerodrome emergency procedures

### 4.3.1 Aerodrome emergency committee

***(Part 139 MOS – 11.12(1)(a)(i))***

An aerodrome emergency committee has been established at Mildura Airport**.** The position of each member on the aerodrome emergency committee is recorded in the table below:

| Position | Organisation |
|---|---|
| *Municipal Emergency Response Co-ordinator* | *Victoria Police* |
| *Commander* | *Fire Rescue Victoria (FRV)* |
| *Commander* | *Country Fire Authority (CFA)* |
| *Operation Officer – (Emergency Management)* | *State Emergency Services (SES)* |
| *Senior Team Manager* | *Ambulance Victoria* |
| *Regional Officer* | *St John Ambulance* |
| *Divisional Operations Officer* | *Australian Redcross* |
| *Airport Manager – (Precision Aviation Services)* | *QantasLink Agent* |
| *Airport Manager – (Aus Flight Handling)* | *Regional Express Airlines Agent* |
| *Safety & Operational Department* | *QantasLink* |
| *Safety & Operational Department* | *Regional Express Airlines* |
| *Emergency Management Project Officer* | *Mildura Rural City Council* |
| *Mildura Screening Supervisor* | *MSS Security* |
| President | *Mildura Aeroclub* |

The responsibility of the aerodrome emergency committee is to ensure an appropriate and commensurate response in the event of a real emergency. The aerodrome emergency committee has assisted in:

- preparing and maintaining the aerodrome emergency plan
- planning the emergency response arrangements, including emergency preparation, testing and exercising the aerodrome's emergency plan.

The aerodrome emergency committee conducts a review of the aerodrome emergency plan following a test, an exercise, a real activation of the plan, or at least once annually.

Records of each review will be:

Retained by: *Administration Service Officers*
Stored securely at: *Mildura Airport within its Digital Filing System, under Aviation*

### 4.3.2 Emergency service organisations

***(Part 139 MOS – 11.12(1)(a)(ii))***

Descriptions of the roles of each emergency service organisation involved in the Mildura Airport AEP are recorded in the table below:

| Emergency service organisation | Role description |
|---|---|
| *Victoria Police* | *Control agency for aircraft emergency incidents* |
| *Fire Rescue Victoria* | *Response agency for fire & hazardous materials response* |
| *Country Fire Authority* | *Supporting agency for fire & hazardous material incidents* |
| *State Emergency Service* | *Response agency for rescue & recovery* |
| *Ambulance Victoria* | *Response agency for medical emergency response* |
| *St John Ambulance* | *Supporting agency for medical emergency response* |

### 4.3.3 Local emergency planning arrangements

***(Part 139 MOS – 11.12(1)(a)(iii))***

To ensure a coordinated response, the following procedures are followed when liaising with authorised person(s) responsible for local emergency planning arrangements:

- *Mildura Airport shall maintain current contact details for the authorised emergency planning representative, recorded in the AEP.*
- *Contact shall be verified at least every six months, or sooner if organisational changes occur.*
- *Any changes in contact details must be updated immediately.*

### 4.3.4 Notification and initiation of emergency response

***(Part 139 MOS – 11.12(1)(a)(iv); 24.04)***

Notification of an emergency will be made without delay.

To ensure agencies respond appropriately, it is important that all information known about the emergency is relayed as accurately as possible. The following information is to be relayed as applicable:

- exact location of the incident (including location details and map references etc.)
- nature of the incident
- type of aircraft
- estimated time of arrival of the aircraft involved and the runway to be used (if applicable)
- number of persons on board (including passengers and crew)
- presence of hazardous materials including dangerous goods
- any other relevant information.

To assist responding emergency agencies, location details and / or maps of the aerodrome and its immediate vicinity have been provided. The location details and / or maps show:

- primary and secondary access points
- emergency assembly areas
- aerodrome hazards.

The location details and / or maps are available at: *Mildura Airport within the Aerodrome Emergency Plan (AEP)*

### 4.3.5 Activation, control and coordination of emergency responders

***(Part 139 MOS – 11.12(1)(a)(v))***

Mildura Airport does not have any aerodrome-based emergency responders; therefore, this subsection is NOT APPLICABLE.

### 4.3.6 Aerodrome emergency facilities

***(Part 139 MOS – 11.12(1)(a)(vi))***

The facilities and specialist emergency equipment that are available at the aerodrome in the event of an emergency, and their procedures for use, are recorded below:

| Equipment | Location | Maintained by |
|---|---|---|
| *Fire Fighting Retardant* | *Secondary Emergency Gate* | *Fire Resue Victoria (FRV)* |

### 4.3.7 Access and management of assembly areas

***(Part 139 MOS – 11.12(1)(a)(vii))***

The procedures for access and the management of assembly areas are described within:

Located in: *Mildura Airport Aerodrome Emergency Plan*
Stored securely at: *Mildura Airport, within the AVCRM Reporting System*

### 4.3.8 Response to a local stand-by event

***(Part 139 MOS – 11.12(1)(a)(viii))***

The procedures to respond to a local stand-by event are described within:

Located in: *Mildura Airport Aerodrome Emergency Plan*
Stored securely at: *Mildura Airport, within the AVCRM Reporting System.*

### 4.3.9 Initial response to full emergency

***(Part 139 MOS – 11.12(1)(a)(ix))***

The procedures to respond to a full emergency at, or in the immediate vicinity of the aerodrome, are described within:

Located in: *Mildura Airport Aerodrome Emergency Plan*
Stored securely at: *Mildura Airport, within the AVCRM Reporting System*

## 4.4 Readiness of emergency facilities, access points & assembly areas

***(Part 139 MOS – 11.12(1)(b))***

The arrangements for keeping aerodrome emergency facilities, access points and assembly areas (if any) in a state of readiness are described below:

*A Monthly Serviceability Inspection is completed by the Aerodrome Reporting Officers on the Emergency Facilities & equipment; the inspection is contained within the within the AVCRM Reporting System.*

*Any faults are listing within AVCRM Reporting System – Issues Managers to be rectified.*

## 4.5 Emergency responder preparedness

***(Part 139 MOS – 11.12(1)(c))***

### 4.5.1 Site inductions for emergency responders

***(Part 139 MOS – 11.12(1)(c)(i))***

The aerodrome has an aerodrome emergency plan; therefore, this subsection is NOT APPLICABLE.

### 4.5.2 Emergency response training

***(Part 139 MOS – 11.12(1)(c)(ii))***

To ensure airport personnel and off-aerodrome responders are adequately trained in responding to an emergency, an initial and ongoing cyclic training programme has been established.

A register of training modules is:

Maintained by: *Mildura Airport, Administration Service Officers*
Available at: *Mildura Airport within its Digital Filing System, under Aviation*

Training records are:

Maintained by: *Mildura Airport, Administration Service Officers*
Available at: *Mildura Airport within its Digital Filing System, under Aviation*

### 4.5.3 Emergency exercises

***(Part 139 MOS – 11.12(1)(c)(iii))***

Following each exercise, a debrief is held to obtain feedback from volunteers and responding organisations. Records of these reviews are:

Retained by: *Mildura Airport Management, Operations Department*
Stored securely at: *Mildura Airport within its Digital Filing System, under Aviation*

## 4.6 Post-emergency return to operational status

***(Part 139 MOS – 11.12(1)(d))***

Aircraft operations will only be resumed when:

- circumstances permit aircraft to operate safely
- the airport movement area is secured
- there is no interference to emergency response activities
- all stakeholders are aware that the emergency response has been formally stood down, or a plan has been established to recommence operations while phases of the emergency response have not been finalised.

If the aerodrome has been closed due to the occurrence of an emergency, normal aircraft operations are not to resume until there are adequate aerodrome personnel available to support the resumption of operations, and trained aerodrome personnel have:

- conducted an inspection of the movement area making sure that the runway and taxiway surfaces are free of hazards that may cause damage to aircraft
- provided confirmation that the movement area is serviceable and safe to resume normal aircraft operations
- ensured that areas which remain closed are suitably marked and lit to distinguish their unserviceability
- completed an assessment that any operational equipment on or near the aerodrome as part of the emergency response does not infringe the prescribed airspace (OLS or PANS-OPS)
- if a displaced threshold is required, all components of the OLS will be assessed based on the displaced threshold location
- ensured the accuracy of information published in NOTAM.

Where the emergency is confined, operations are only able to resume under restricted conditions. Mildura Airport ensures all hazards are identified and appropriately assessed prior to the commencement of restricted operations. In completing this assessment and to ensure the ongoing integrity of CNS and MET equipment, communication navigation and surveillance systems specialists are consulted by: *Safety & Security Compliance Manager or delegate.*

The ATSB is to be consulted as they may require the preservation of evidence which may affect the return of part, or all of the movement area, to service.

## 4.7 Reviews of aerodrome emergency plan (AEP)

***(Part 139 MOS – 11.12(1)(e); 24.05(2))***

The aerodrome emergency plan is to be reviewed:

- following a test or exercise
- after the occurrence of a real emergency that requires activation of the aerodrome emergency plan
- at least once annually.

Documented evidence of each review is:

Retained by: *Safety & Security Compliance Manager or delegate*
Stored securely at: *Mildura Airport within its Digital Filing System, under Aviation*

## 4.8 Monitoring local emergency planning arrangements

***(Part 139 MOS – 11.12(1)(e))***

The aerodrome has an AEP; therefore, this section is NOT APPLICABLE.

# Appendix A. Data Product Specifications

## Mildura Aerodrome Manual - Data Product Specification

MILDURA

| Aerodrome Data | | | |
|---|---|---|---|
| REQUIRED INFORMATION | FORMAT | REQUIRED | INFORMATION |
| Name of Aerodrome Operator (Operator) | [CHAR] | Required | MILDURA AIRPORT PTY LTD |
| Operator ABN/ ACN | [Integer] | Required | ACN – 131 457 700/ABN – 54 131 457 700 |
| Operator Aviation Reference Number (ARN) | [Integer] | Required | 782861 |
| Name of Land Owner (Owner) | [CHAR] | Required | Mildura Rural City Council |
| Lease details/ CASA Reference (if Applicable) | | | lease in place for Mildura Airport Pty Ltd |
| Land Real Property Description | [CHAR] | Required | Zoned Special Use Aerodrome approx 240Ha |
| Operator Contact Details | [CHAR] | Required | ADDRESS: Alan Mathews Drive, South Mildura Vic 3502, P.O Box SM356 south Mildura Vic 3502 |
| Phone | | | 03 50550500 |
| Email | [CHAR] | Required | info@milduraairport.com.au |
| Aerodrome Name | [CHAR] | Required | MILDURA AIRPORT |
| Aerodrome 'Y' code | [CHAR] | Required | YMIA |
| Aerodrome Usage Classification | | | CERT Certified Aerodrome |
| State | [CHAR] | Optional | VIC – Victoria |
| ARP Latitude | [LAT] | Required | S34 13.8 |
| ARP Longitude | [LONG] | Required | E142 05.1 |
| Aerodrome highest known Elevation | [Integer] | Required | 167 |
| UTC Time | [CHAR] | Required | UTC+10 |
| Aerodrome Type AD Public Use | [CHAR] | Required | AD |
| Collected Data | [CHAR] | Required | Surveyed – Completed by qualified surveyor with survey report. |
| Horizontal Datum | [CHAR] | Required | WGS84 |
| Operating Hours | [CHAR] | Required | H24 |
| Obstacles | [CHAR] | Optional | |
| Aerodrome Obstacle Lighting | [CHAR] | Required | LIOL Low intensity obstacle lights (steady red). |
| Remarks and Landing Charges | [CHAR] | Optional | AD is security controlled airport. ASIC must be displayed at all time whilst on the airside. |
| Ground Services | [CHAR] | Optional | Per current 'Aerodrome Obstacles' in ERSA Facilities entry |
| Additional Information | [CHAR] | Optional | |
| Radio Navigation and Landing Aids | [CHAR] | Optional | |
| Local Traffic Regulations | [CHAR] | Optional | Right hand circuits RWY 27 & 36 |
| Special Procedures | | | |
| Flight Procedures | [CHAR] | Required | Nil Low Visibility Operations |
| Charts Related to Aerodrome *(Type A/B Charts and DAP)* | [CHAR] | Required | WAC 3458 |

| Aerodrome Lighting | | | |
|---|---|---|---|
| REQUIRED INFORMATION | FORMAT | REQUIRED | INFORMATION |
| Aerodrome and Approach Lighting | | | RWY 09/27 LIRL(2) PAL 119.6 SDBY PWR AVBL, RWY 09 Doubleside PAPI, 3.0 Deg 54ft, RWY27 double sided PAPI 3.0deg 48ft, RWY18/36 LIR ACFT landing at night to taxi via RWY 09/27, PAL 119.6 SDBY PWR AVBL. RWY Edge lighting spacing: 09/27: 60m, length 1710m18/36: 90m, 976m. PAL- PAPI AVBL H24, RWY lights HN. All RWY Edge lights are white, 100 candella RWY Threshold lights are Green, RWY end lights are Red, Starter extension lights are blue, Nil RTL lights, |

| | |
|---|---|
| VAR: | 9 Deg East |
| CTAF | AFRU 118.8 |

| Runway | | | |
|---|---|---|---|
| REQUIRED INFORMATION | FORMAT | REQUIRED | INFORMATION |
| RWY Designation (ID) | [CHAR] | Required | RWY 27 |
| RWY Surface | [CHAR] | Required | a or A asphalt or bitumen; |
| Pavement Type for ACN-PCN Determination | [CHAR] | Required | F - Flexible pavement |
| Subgrade Strength Category | [CHAR] | | C - Low strength |
| Maximum Tyre Pressure | [Integer] | Required | *1447 (210psi)* |
| RWY Length | [Integer] | Required | *1830* |
| RWY Width | [Integer] | Required | *45m* |
| RWY Strip Graded Width | [Integer] | Required | *150m* |
| RWY Strip Width | [Integer] | Required | *300m* |
| RESA | | | *90m X 90m* |
| | Information summarised: | | PCN40/F/C/1447(210PSI)/T GROOVED \|200 / F / C / 1.565 MPa (227 PSI) / T |

| | |
|---|---|
| RWY OMGWS | 37m |

| Runway Direction | | | |
|---|---|---|---|
| REQUIRED INFORMATION | FORMAT | REQUIRED | INFORMATION |
| RWY Direction Designation (ID) | [CHAR] | Required | RWY27 |
| Threshold Latitude / Helipad Latitude | [LAT] | Required | E34 13 47.03 |
| Threshold Longitude / Helipad Longitude | [LONG] | Required | S142 05 35.97 |
| Displaced Threshold Latitude | [LAT] | Required | N/A |
| Displaced Threshold Longitude | [LONG] | Required | N/A |
| RWY End Latitude | [LAT] | Required | E34 13 35.07 |
| RWY End Longitude | [LONG] | Required | S142 04 25.94 |
| Threshold Elevation | [Integer] | Required | 161.3FT |
| RWY Slope | [CHAR] | Required | 0.1 to East |
| Aerodrome Reference Code – Code Number **Code 4C** | [Integer] | Required | 4 - Field length of 1800M and over. |
| TORA (Take-Off run available | [Integer] | Required | *1830* |
| TODA (Take-Off distance available | [Integer] | Required | *1890* |
| TODA Gradient | [Integer] | Required | 1.67% |
| ASDA (Accelerate-Stop distance available) | [Integer] | Required | *1830* |
| LDA (Landing distance available) | [Integer] | Required | *1830* |
| STODA – (Supplementary Take-Off distance available) | [Integer] | Optional | 1846(1.6) |

| | |
|---|---|
| TWY & Intersection Declared Distance | RWY 27 Take off from RWY intersection, RWY remaining 1463, reduce all distance by 367<br>RWY 27 take off from TWY C, RWY remaining 1166, reduce all distance by 664<br>RWY 27 take off from TWY D, RWY remaining 861, reduce all distance by 969D |

| Runway | | | |
|---|---|---|---|
| REQUIRED INFORMATION | FORMAT | REQUIRED | INFORMATION |
| RWY Designation (ID) | [CHAR] | Required | RWY 09 |
| RWY Surface | [CHAR] | Required | a or A asphalt or bitumen; |
| Pavement Type for ACN-PCN Determination | [CHAR] | Required | F - Flexible pavement |
| Subgrade Strength Category | [CHAR] | | C - Low strength |
| Maximum Tyre Pressure | [Integer] | Required | *1447 (210psi)* |
| RWY Length | [Integer] | Required | *1830m* |
| RWY Width | [Integer] | Required | *45m* |
| RWY Strip Graded Width | [Integer] | Required | *150m* |
| RWY Strip Width | [Integer] | Required | *300m* |
| RESA | | | *90mX90m* |
| | Information summarised: | | PCN40/F/C/1447(210PSI)/T GROOVED \| 200 / F / C / 1.565 MPa (227 PSI) / T |

| | |
|---|---|
| RWY OMGWS | 37m |

| Runway Direction | | | | |
|---|---|---|---|---|
| REQUIRED INFORMATION | FORMAT | REQUIRED | INFORMATION | |
| RWY Direction Designation (ID) | [CHAR] | **Required** | RWY09 | |
| Threshold Latitude / Helipad Latitude | [LAT] | **Required** | E34 13 35.07 | |
| Threshold Longitude / Helipad Longitude | [LONG] | **Required** | S142 04 25.94 | |
| Displaced Threshold Latitude | [LAT] | **Required** | N/A | |
| Displaced Threshold Longitude | [LONG] | **Required** | N/A | RWY09 START TORA |
| RWY End Latitude | [LAT] | **Required** | E34 13 47.03 | E34 13 34.34 |
| RWY End Longitude | [LONG] | **Required** | S142 05 35.97 | S142 04 21.41 |
| Threshold Elevation | [Integer] | **Required** | 167.0FT | |
| RWY Slope | [CHAR] | **Required** | 0.1 to the East | |
| Aerodrome Reference Code – Code **Code 4C** | [Integer] | **Required** | 4 - Field length of 1800M and over. | |
| TORA (Take-Off run available | [Integer] | **Required** | 1830 | *Starter Extension 1947* |
| TODA (Take-Off distance available | [Integer] | **Required** | 1920 | *Starter Extension 2067* |
| TODA Gradient | [Integer] | **Required** | 1.89% | 1.93% |
| ASDA (Accelerate-Stop distance available) | [Integer] | **Required** | 1830 | *Starter Extension 1977* |
| LDA (Landing distance available) | [Integer] | **Required** | *1830* | *Starter Extension 1830* |
| STODA –<br>(Supplementary Take-Off distance available) | [Integer] | Optional | 1842(1.6) | |
| NOTES: | | | | |
| | | | RWY 09 Take off from TWY D, RWY remaining 987, reduce all distance by 843 | |
| TWY & Intersection Declared Distance | | | | |
| | | | TWY | |

| Runway | | | | |
|---|---|---|---|---|
| REQUIRED INFORMATION | FORMAT | REQUIRED | INFORMATION | |
| RWY Designation (ID) | [CHAR] | **Required** | RWY 18 | |
| RWY Surface | [CHAR] | **Required** | a or A asphalt or bitumen; | |
| Pavement Type for ACN-PCN Determination | [CHAR] | **Required** | F - Flexible pavement | |
| Subgrade Strength Category | [CHAR] | | C - Low strength | |
| Maximum Tyre Pressure | [Integer] | **Required** | *750kpa (109psi)* | |
| RWY Length | [Integer] | **Required** | *1139* | |
| RWY Width | [Integer] | **Required** | *30m* | |
| RWY Strip Graded Width | [Integer] | **Required** | *90m* | |
| RWY Strip Width | [Integer] | **Required** | *90m* | |
| RESA | | | *60mX60m* | |
| | | Information summarised: | PCN18/F/C/750(109PSI)/T (PCR 61/F/C? 0.750 Mpa (109 PSI) / U) | |
| RWY OMGWS | | | 26m | |

| Runway Direction | | | | |
|---|---|---|---|---|
| REQUIRED INFORMATION | FORMAT | REQUIRED | INFORMATION | |
| RWY Direction Designation (ID) | [CHAR] | **Required** | RWY18 | |
| Threshold Latitude / Helipad Latitude | [LAT] | **Required** | E34 13 32.96 | |
| Threshold Longitude / Helipad Longitude | [LONG] | **Required** | S142 05 22.83 | |
| Displaced Threshold Latitude | [LAT] | **Required** | N/A | |
| Displaced Threshold Longitude | [LONG] | **Required** | N/A | |
| RWY End Latitude | [LAT] | **Required** | E34 14 09.77 | |
| RWY End Longitude | [LONG] | **Required** | S142 05 18.90 | |
| Threshold Elevation | [Integer] | **Required** | 161.9FT | |
| RWY Slope | [CHAR] | **Required** | 0.1 to the north | |
| Aerodrome Reference Code – Code Number **Code 2B** | [Integer] | **Required** | 2 - Field length of 800M up to, but not including, 1200M | |
| TORA (Take-Off run available | [Integer] | **Required** | *1139* | |
| TODA (Take-Off distance available | [Integer] | **Required** | *1199* | |
| TODA Gradient | [Integer] | **Required** | 2.54% | |
| ASDA (Accelerate-Stop distance available) | [Integer] | **Required** | *1139* | |
| LDA (Landing distance available) | [Integer] | **Required** | *1139* | |
| STODA –<br>(Supplementary Take-Off distance available) | [Integer] | Optional | 1006(1.6) 1094(1.9) 1152(2.2) 1195(2.5) | |
| NOTES: | | | (PCR 61/F/C? 0.750 Mpa (109 PSI) / U) | |

| Runway | | | |
|---|---|---|---|
| **REQUIRED INFORMATION** | **FORMAT** | **REQUIRED** | **INFORMATION** |
| RWY Designation (ID) | [CHAR] | **Required** | RWY36 |
| RWY Surface | [CHAR] | **Required** | a or A asphalt or bitumen; |
| Pavement Type for ACN-PCN Determination | [CHAR] | **Required** | F - Flexible pavement |
| Subgrade Strength Category | [CHAR] | | C - Low strength |
| Maximum Tyre Pressure | [Integer] | **Required** | *750kpa (109psi)* |
| RWY Length | [Integer] | **Required** | *1139* |
| RWY Width | [Integer] | **Required** | *30m* |
| RWY Strip Graded Width | [Integer] | **Required** | *90m* |
| RWY Strip Width | [Integer] | **Required** | *90m* |
| RESA | | | *60mX60m* |
| | | Information summarised: | PCN18/F/C/750(109PSI)/T **(PCR 61/F/C? 0.750 Mpa (109 PSI) / U)** |
| RWY OMGWS | | | 26m |

| Runway Direction | | | | |
|---|---|---|---|---|
| **REQUIRED INFORMATION** | **FORMAT** | **REQUIRED** | **INFORMATION** | |
| RWY Direction Designation (ID) | [CHAR] | **Required** | RWY36 | |
| Threshold Latitude / Helipad Latitude | [LAT] | **Required** | E34 14 09.77 | |
| Threshold Longitude / Helipad Longitude | [LONG] | **Required** | S142 05 18.90 | |
| Displaced Threshold Latitude | [LAT] | **Required** | N/A | |
| Displaced Threshold Longitude | [LONG] | **Required** | N/A | |
| RWY End Latitude | [LAT] | **Required** | E34 13 32.96 | |
| RWY End Longitude | [LONG] | **Required** | S142 05 22.83 | |
| Threshold Elevation | [Integer] | **Required** | 165.4FT | |
| RWY Slope | [CHAR] | **Required** | 0.1 to the north | |
| Aerodrome Reference Code – Code Number **Code 2B** | [Integer] | **Required** | 2 - Field length of 800M up to, but not including, 1200M | |
| TORA (Take-Off run available | [Integer] | **Required** | *1139* | |
| TODA (Take-Off distance available | [Integer] | **Required** | *1199* | |
| TODA Gradient | [Integer] | **Required** | 2.05% | |
| ASDA (Accelerate-Stop distance available) | [Integer] | **Required** | *1139* | |
| LDA (Landing distance available) | [Integer] | **Required** | *1139* | |
| STODA –<br>(Supplementary Take-Off distance available) | [Integer] | Optional | 994(1.6) 1144(1.9) | |
| NOTES: | | | | |

| ILS RWY 09 Information | | | | |
|---|---|---|---|---|
| **DME** | IMI | 110.9/46X (RWY09) | 341341.7S | 1420437.1E |
| | | | | |
| **GP** | IMI | 330.8 (RWY09) | 341341.7S | 1420437.1E |
| | | | | |
| **ILS** | IMI | 110.9 (RWY09) | 341349.1S | 1420548.2E |
| | | | | |
| **LOC** | IMI | 110.9 (RWY09) | 341349S | 1420548.2E |

| Part 139.5.04(4)(a) | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| SURFACE TYPE | PCN VALUE | PCN PAVEMENT TYPE | PCN PAVEMENT SUBGRADE | MAX TAKEOFF WEIGHT (KG) | PCN MAX TIRE PRESSURE VALUE (KPA) | PCN MAX TIRE CODE | PCN EVALUATION METHOD | APN DESCRIPTION |
| Asphalt | PCN 40 | Flexible | C - low strength | 80 000kg | 1447 kpa (210Psi) | | T - technical | |
| Bitumen seal | PCN 18 | Flexible | C - low strength | 5700kg | 750kpa (109psi) | | T - technical | |
| Bitumen seal | PCN 18 | Flexible | C - low strength | 5700kg | 750kpa (109psi) | | T - technical | |
| Bitumen seal | PCN 18 | Flexible | C - low strength | 5700kg | 750kpa (109psi) | | T - technical | |
| Bitumen seal | PCN 18 | Flexible | C - low strength | 5700kg | 750kpa (109psi) | | T - technical | |
| Bitumen seal | PCN 18 | Flexible | C - low strength | 5700kg | 750kpa (109psi) | | T - technical | |
| Grassed | Not available | natual surfance | D - Ultra low Strength | 5700kg | 750kpa (109psi) | | U - ACFT Experience | |
| Asphalt | PCN 18 | Flexible | C - low strength | 5700kg | 750kpa (109psi) | | T - technical | |

| Part 139.5.04(4)(b) | Part 139.5.04(4)(b) | Part 139.5.04(4)(b) | Part 139.5.04(4)(b) | Part 139.5.04(4)(c) |
|---|---|---|---|---|
| PARKING POSITION/STAND DESIGNATION | LATITUDE (DDMMSS.ss) | LONGITUDE (DDDMMSS.ss) | CODE TYPE | ELEVATION (FT) AHD | PARKING GUIDANCE |
| Five B737 Parking Bays numbered 1 to 5 | S34.13.45.10;S34.13.45.21;<br>S34.13.46.89;S34.13.46.61;<br>S34.13.50.19;<br>S34.13.50.63;S34.13.50.19<br>S34.13.52.28; | E142.05.01.72;E142.05.07.71;<br>E142.05.01.69,142.05.27;<br>E142.05.11.75;E142.05.10.54;<br>E142.05.09.11 | Code C | 167ft AHD | RPT Apron provides five B737/A320 Acft parking |
| Three code B parks, 1 Code A park Priority on 1 code B park for RFDS | S34.13.52.98;S34.13.51.23;S34.13.<br>51.93 | E142.13.52.28;E142.05.12.56;E14<br>2.05.10.10;142.05.12.93 | Code A/B | 167ft AHD<br>167ft AHD | Three code B parks, 1 Code A park Priority on 1 code B park for RFDS |
| nil | N/a | N/a | Nil | 167ft AHD | Not yet constructed |
| Not yet constructed | Not yet constructed | Not yet constructed | Nil | 167ft AHD | Not yet constructed |
| nil | S34.13.57.56;<br>S34.13.57.78;S34.13.58.83;S34.13.<br>58.62 | E142.05.58.62;<br>E142.05.11.21;E142.05.12.13;E14<br>2.05.14.02 | Code A | 167ft AHD | Provides space to push and temporaly park acft before moving into hangar space |
| GA Parking Square | S34.13.43.56, S34.13.42.43,<br>S34.13.44.84; S34.13.44.70; | E142.04.48.36;E142.04.46.93EE14<br>2.04.48.53;E142.04.46.79 | Code A&B | 167ft AHD | Parking area defined by parking clearance lines |
| Three tie down cable areas | S34.13.52.28;<br>S34.13.52.98;S34.13.51.23;S34.13.<br>51.93 | E142.05.09.75;<br>E142.05.10.10;E142.05.12.93;E14<br>2.05.12.56 | Code A & Lt Code B | 167ft AHD | Parking area with tie down calbes entrance of TWY A |
| Parking Area | S34.13.44.12; S34.13.44.1; | E142. 04.58.48; E142.04.59.00; | Code A& B | 167ft AHD | Parking area defined by parking clearance lines |
| Not yet constructed | S34.13.45.93;S34.13.45.94 | E142.04.58.38;E142.05.00.69 | | | |

| RWY 09 | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| APPROACH LIGHTING TYPE | LENGTH (M) | INTENSITY | PAL CODE | APPROACH SLOPE | TVASSIS MIN EYE HEIGHT (FT) | SECONDARY POWER SUPPLY | SECONDARY PWR ACTIVATION | SWITCHOVER TIME (SEC) |
| PAPI | N/a | N/a | 119.6 | 3 deg | 54ft | yes | on loss of mains power | <15 sec |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

| RWY 27 | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| APPROACH LIGHTING TYPE | LENGTH (M) | INTENSITY | PAL CODE | APPROACH SLOPE | AT VASSIS MIN EYE HEIGHT (FT) | SECONDARY POWER SUPPLY | SECONDARY PWR ACTIVATION | SWITCHOVER TIME (SEC) |
| PAPI | N/a | N/a | 119.6 | 3 deg | 48.6 ft | yes | on loss of mains power | <15 Sec |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

| Part 139.5 04(3)(d) | Part 139.5 04(3)(e) | Part 139.5 04(3)(b) | Part 139.11 01(2)(c) | Part 139.5 04(3)(c) | If Surface Type is anything other than provided option then TWY Description is required | | | MTOW only required if PCN not AVBL | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| TWY DESIGNATION | TWY LETTER | TWY TOTAL WIDTH (M) | OMNIWIS | TWY SURFACE TYPE | PCN VALUE | PCN PAVEMENT TYPE | PCN PAVEMENT SUBGRADE | MAX TAKEOFF WEIGHT (KG) | PCN MAX TIRE PRESSURE VALUE (KPA) | PCN MAX TIRE CODE | PCN EVALUATION METHOD | TWY DESCRIPTION |
| TWY Alpha | Code 1A | 8.0m | 4.5m | Bitumen | N/A | Flexible | C - Low strength | MTOW 3700Kg | 750kpa (109psi) | | T | TWY TWY AlphaCode 1A: Bitumen PCN N/A/F/C/MTOW 3700Kg /750kpa (109psi)/T WID 8.0m Code A TWY Joins RWY18/36 to GA Apron areas |
| TWY Bravo | Code 2B | 13.8. | 7.8m | Bitumen | PCN 18 | Flexible PCN 18 | C - Low strength | N/A | 750kpa (109psi) | | T | TWY TWY BravoCode 2B: Bitumen PCN PCN 18 /F/C/N/A /750kpa (109psi)/T WID 13.8. Main TWY from REY 18/36 to GA apron Areas |
| TWY Charlie | Code 4C | 26.0m | 18m | Asphalt | PCN 40 | Flexible PCN 40 | C - Low strength | N/A | 1447 kpa (210Psi) | | T | TWY TWY CharlieCode 4C: Asphalt PCN PCN 40 /F/C/N/A /1447 kpa (210Psi)/T WID 26.0m Main RPT TWY on RPT Apron and GA Aprons |
| TWY Delta | Code 4C | 28.0m | 20m | Asphalt | PCN 40 | Flexible PCN 40 | C - Low strength | N/A | 1447 kpa (210Psi) | | T | TWY TWY Delta Code 4C: Asphalt PCN PCN 40 /F/C/N/A /1447 kpa (210Psi)/T WID 28.0m Main TWY for Weston End of RWY 09/27 into RPT Apron and westteren GA Areas. |
| TWY Echo | Code 2B | 14.0m | 6 | Bitumen | N/A | Flexible | C - Low strength | MTOW 3700Kg | 750kpa (109psi) | | T | TWY TWY EchoCode 2B: Bitumen PCN N/A/F/C/MTOW 3700Kg /750kpa (109psi)/T WID 14.0m TWY fo IAA acft to reach parking areas |

| Name of the facility | How the facility does not comply with MOS |
|---|---|
| **RWY 18/36** | RWS for this runway does not comply with MOS, the RWS is 90m and should be 140m MOS Table 6.17 (4) |
| **RWY 18/36** | OLS for each RWY end approach and take off and OLS |
| **General Aviation Apron** | the pavement is not flat as described in Part 139 MOS |
| **General Aviation Apron** | The apron flood lighting on this apron was designed to meet the standard of five LUX, as the apron is used for air ambulance and general aviation cargo operations it should meet the MOS standard of ten LUX (MOS139 Table 9.116(3) |
| **RPT Apron Flood lights** | Infringement of obstacle limitation surfaces/ transitional surface RWY 09/27 (MOS 9.115) |
| **MAIN IWDI** | Infringement of Transitional surface RWY 09/27 |
| **IAA Apron Western Apron** | The apron flood lighting on this apron was designed to meet the standard of five LUX, as the apron is used for training operations it should meet the MOS standard of ten LUX (MOS139 Table 9.116(3) |
| **RWY 09/27** | RWS for this runway is currently 300m, the new standard is 280m. |
| **RWY 09/27** | Obstacle lighting obstructs the transition surface southern side of RWS. |
| **RWY 09/27** | Number of OBS obstruct the transitional surface as noted in ERSA |
| **TWY C** | Narrow TWY for Q400 operations, was compliant under previous MOS part 139 |
| **TWY D** | Narrow TWY for Q400 operations, was compliant under previous MOS part 139 |

# Appendix B. CASA Approvals

**Australian Government**
**Civil Aviation Safety Authority**

Instrument number CASA 37/23

I, WILLIAM ANDREW TOOTELL, National Manager Regulatory Services, Regulatory Oversight Division, a delegate of CASA, make this instrument under section 2.06 and subsections 6.21(4) and 7.02(1) of the *Part 139 (Aerodromes) Manual of Standards 2019* and regulation 11.056 of the *Civil Aviation Safety Regulations 1998*.

William Tootell
National Manager Regulatory Services
Regulatory Oversight Division

31 August 2023

**CASA 37/23 — Mildura Aerodrome (Glidepath Antenna and Equipment Shed) Approvals 2023**

**1 Name**

This instrument is *CASA 37/23 — Mildura Aerodrome (Glidepath Antenna and Equipment Shed) Approvals 2023*.

**2 Definitions**

*Note* In this instrument, certain terms and expressions have the same meaning as they have in the *Civil Aviation Act 1988*, the regulations and the Part 139 MOS. These include: ***aerodrome***, ***aerodrome certificate***, ***aerodrome manual***, ***aerodrome operator***, ***AIS provider***, ***fly-over area*** and ***precision approach runway***.

In this instrument:

***equipment shed*** means the equipment shed, located at Mildura aerodrome, adjacent to the glidepath antenna.

***glidepath antenna*** means the antenna, located at Mildura aerodrome, for the glidepath component of the instrument landing system for runway 09/27.

***Mildura aerodrome*** means the aerodrome at Mildura Airport, Victoria, described in aerodrome certificate CASA.ADCERT.0105.

***Mildura Airport Pty Ltd*** means Mildura Airport Pty Ltd, ARN 782861, in its capacity as the aerodrome operator of Mildura aerodrome.

***runway 09/27*** means the precision approach runway at Mildura aerodrome designated as "runway 09/27".

Instrument number CASA 37/23 Page 1 of 3 pages

### 3 Approvals — glidepath antenna and equipment shed

(1) This section applies in relation to the glidepath antenna and the equipment shed.

(2) For the purposes of subsection 6.21(4) of the Part 139 MOS, the glidepath antenna:

(a) is approved as being permitted to project through the plane described in subsection 6.21(3) of the MOS in respect of the fly-over area of runway 09/27; and

(b) is approved under subsection 7.02(1) of the MOS as being permitted to be constructed or erected within the obstacle restriction area of Mildura aerodrome.

(3) For the purposes of subsection 2.06(1) of the Part 139 MOS, Mildura Airport Pty Ltd is approved as not being required to meet the requirements of paragraph 7.02(2)(b) of the MOS in relation to the equipment shed.

(4) The equipment shed is approved under subsection 7.02(1) of the Part 139 MOS as being permitted to be constructed or erected within the obstacle restriction area of Mildura aerodrome (despite not meeting the requirements of paragraph 7.02(2)(b) of the MOS).

(5) The approvals in this section are subject to the conditions in section 4.

### 4 Conditions

(1) Mildura Airport Pty Ltd must ensure that:

(a) the obstacle lighting requirements in the Part 139 MOS are complied with for the glidepath antenna; and

(b) the obstacle marking requirements in the Part 139 MOS are complied with for the glidepath antenna and equipment shed and those markings maintained; and

(c) changes are not made to the location, height or construction of the glidepath antenna without the prior written approval of CASA; and

(d) details of the approvals in section 3 relating to the glidepath antenna and equipment shed are:

(i) provided to any designer of terminal instrument flight procedures for runway 09/27; and

(ii) included in the aeronautical data required to be provided for the purposes of Subpart 175.D of CASR and submitted to the relevant AIS provider.

(2) Mildura Airport Pty Ltd must, at least once every 3 years:

(a) conduct a review of the safety case relating to the glidepath antenna and equipment shed that includes details of:

(i) any ongoing non-compliance with the requirements of sections 6.21 and 7.02 of the Part 139 MOS; and

(ii) the effects of the non-compliance on aerodrome and aviation safety at Mildura aerodrome; and

(iii) the measures proposed to mitigate those effects or to achieve the same safety outcome as would be achieved by compliance with the requirements; and

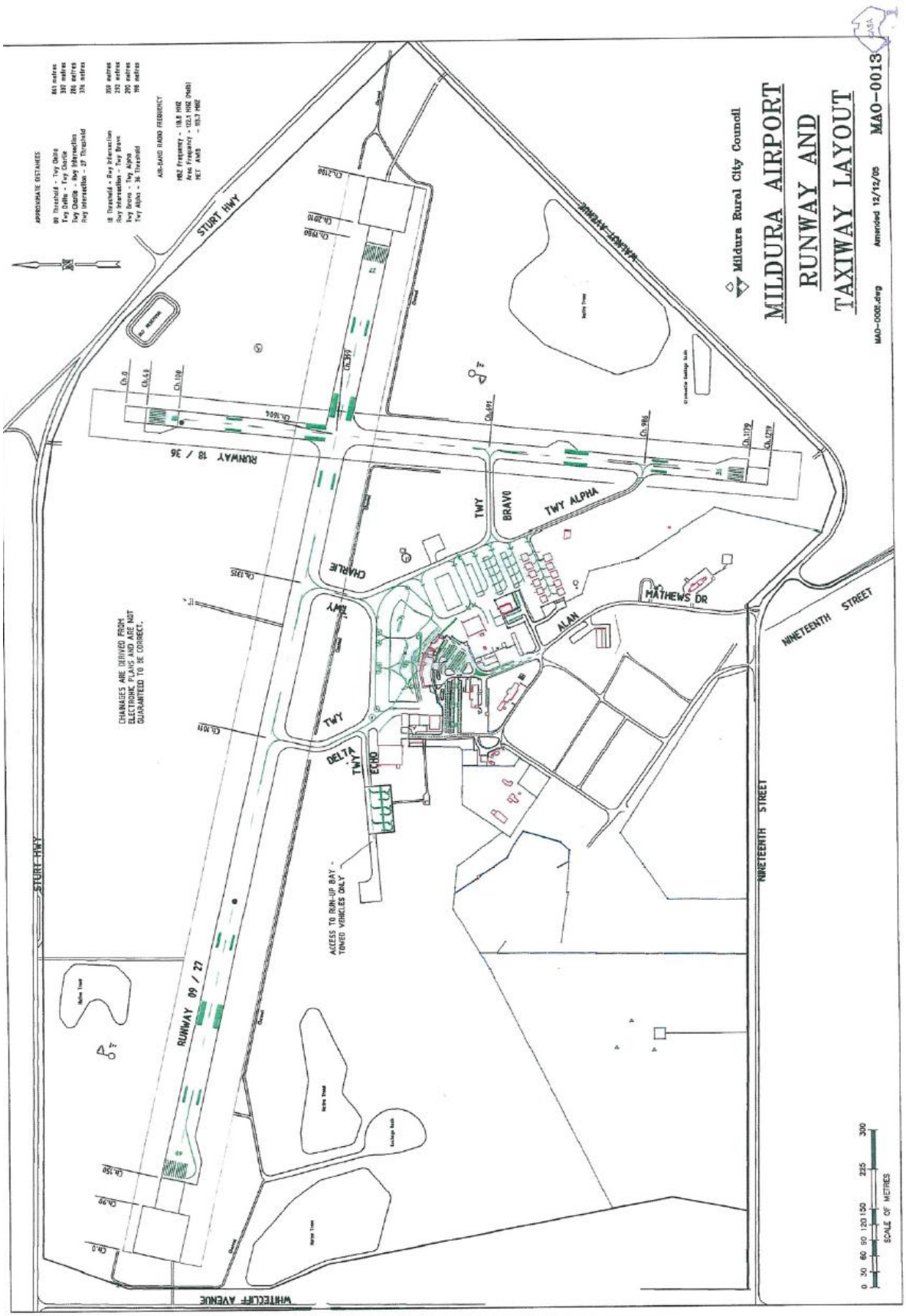
(b) submit the details of the review in a report to CASA.

(3) A copy of this instrument must be included in the aerodrome manual for Mildura aerodrome.

**5 Repeal**

This instrument is repealed at the end of 31 July 2033.

# Appendix C. Aerodrome Site Plans



# Appendix D. Site plans facilities outside the aerodrome boundary