

Safety Bulletin No.	01/2019	Date Issued	03 January 2019
Subject	Airside Driving Penalty Points System		
Area of Concern	Airside Operations		
Issued By	Mike Clancy – Airside Operations Manager		

Further to Safety Bulletin 01/2018 and discussion at RAMP Safety Meetings this Safety Bulletin is issued to remind all airside drivers that the Airside Driving Penalty Points System is now in effect.

Background

The Civil Aviation Safety Regulations (CASR) require DIA to have procedures in place for the management of vehicles and drivers operating on the airside of Darwin International Airport. The DIA Airside Vehicle Control Handbook (AVCH) and Airside Drivers Guide are issued under the authority of the Airports (Control of On-Airport) Activities and these documents detail the rules and procedures that apply to all airside users operating vehicles airside at DIA.

Introduction Penalty Points System

The rules for driving airside are an important part of the safety management system that DIA have put in place to promote the safe and orderly movement of staff, passengers, aircraft and vehicular traffic airside. The Airside Driving Penalty Points System has been developed and introduced at DIA to assist with managing airside driving. The penalty points system is not put in place as a tool to remove Airside Driving Authorities (ADA) though is intended to reinforce the rules for driving airside and to encourage drivers to be more aware and operate safely when driving and working on the airside. This also provides a system to manage airside driving infringements and identify any safety issues or trends.

Airside Driver Penalty Points

The DIA Demerit Penalty Points System allocates a points penalty for a range of prescribed airside driving offences, such as, speeding, failure to give way to an aircraft, improper parking, pushback and towing infringements.

Each time a driver incurs a breach of the rules for driving airside, the driver will be issued with an Infringement Notice by an authorised DIA Officer; and the driver and the driver's employer will be subsequently notified of any Demerit Penalty Points imposed for the offence. Details of all airside driving infringements will be maintained in the DIA Tracker Airside database. The points penalty applying to each type offence are set out in the DIA Demerit Penalty Points Table (refer Table 1).

For any specific incident, after full review and recommendation from the DIA Operations Management team, at their sole discretion, may elect to impose a serious, but lesser penalty for the infringement or incident.

DIA may at any time suspend or withdraw an Authority to Drive Airside (or an AUA) for any airside driver that accumulates twelve (12) or more demerit penalty points within a twenty-four (24) month period and/or who drives in a negligent manner.

Airside drivers will be provided with details of the airside driving offences and will be invited to show cause why their Authority to Drive Airside should not be suspended or withdrawn.

If the ADA is suspended or withdrawn, DIA will advise the driver and the driver's employer in writing of the reasons for the determination and duration of the suspension or withdrawal of the ADA.

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Appeal Process

Airside drivers may challenge individual Infringement Notices (and penalties), or suspension/withdrawal of an ADA, by writing to the DIA Head of Operations within 14 days of the Infringement Notice or invitation to show cause being issued and stating why the notice should be withdrawn.

The driver's response to the Infringement or show cause notice will be considered by the DIA Operations Management team, an ADA may be suspended pending this appeal process.

Upon making the determination to impose a points penalty infringement or to suspend or withdraw an ADA, DIA will advise the driver and the driver's employer of the reason for the determination and the duration of any ADA suspension/withdrawal.

If the determination is made to suspend an ADA for a specified time, the ADA may not be automatically reinstated and the driver may be required to re-apply for an ADA after the expiration time.

Prior to the reinstatement of the ADA the driver may be required to:

- Have undergone further driver training
- Re-sit the DIA online inductions and theory test(s); and/or
- Undertake a practical driving test (as required e.g. for CAT 3 or 4 ADA)

Airside driving reference and guidance material, includes:

- DIA Airside Drivers Guide – October 2018 – available on DIA website:
<https://www.darwinairport.com.au/corporate/operations#airside-driving>
- DIA Airside Vehicle Control Handbook – October 2018 – available on NTA documents site:
<http://sdp.ntairports.com.au/user/login>

Table 1. DIA Demerit Penalty Points Table

	OFFENCE	Demerit Points
1.	SPEEDING	
1.1	Exceeding the speed limit by 5 – 10 km/h	1
1.2	Exceeding the speed limit by 10 km/h but less than 20 km/h	2
1.3	Exceeding the speed limit by 20 km/h but less than 30 km/h	3
1.4	Exceeding the speed limit by 30 km/h or more	6 and 1 month ADA suspension
2.	SAFETY IN THE VICINITY OF AIRCRAFT	
2.1	Failure to give way to a taxiing aircraft	6
2.2	Failure to give way to an aircraft under tow	6
2.3	Failure to stop when an aircraft has beacons activated	3
2.4	Failure to give way to an aircraft that has commenced pushback	6
2.5	Driving within 3 metres of a parked aircraft	3
2.6	Driving in a manner dangerous to aircraft	12
2.7	Using the apron/aircraft parking Bays as a short cut (without an operational requirement or prior approval)	3
3.	IMPROPER OVERTAKING	
3.1	Driving in a manner dangerous to other vehicles	6
3.2	Failure to overtake in a safe manner	6
4.	DRIVING UNDER THE INFLUENCE	
4.1	Having returned a positive Drug or Alcohol test as per DAMP	12

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5.	FOD / COVER LOOSE MATERIAL	
5.1	Dropping rubbish/FOD from a vehicle	3
5.2	Failure to secure load	6
5.3	Failure to stop and pick up FOD	3
6.	IMPROPER PARKING	
6.1	Parking in a no parking zone	3
6.2	Parking in a safety area or Keep Clear e.g. obstructing Emergency Fuel Shut Off button	6
6.3	Parking in an area that obstructs an emergency exit	6
6.4	Parking in an area that obstructs pedestrians	6
6.5	Parking in an area that obstructs traffic, equipment or refuelling	3
6.6	Parking in an area that obstructs aircraft	6
6.7	Failure to park equipment in an equipment staging to storage area	3
7.	SAFETY IN VICINITY OF AEROBRIDGES	
7.1	Parking vehicles or equipment in an Aerobridge Keep Clear Zone (Bays 1 and 5 Apron Drive Aerobridges)	6
7.2	Driving beneath an aerobridge	6
8.	IMPROPER LIGHTING	
8.1	Driving without headlights	1
8.2	Failure to use flashing beacon	3
9.	PEDESTRIAN SAFETY	
9.1	Failure to give way to a pedestrian	6
10.	PUSHBACK TUGS	
10.1	Failure to return to apron other than by same bay aircraft pushed-back from	1
10.2	Towing / pushing aircraft in contravention to markers / markings	6
11.	TOWING OF EQUIPMENT/FREIGHT DOLLIES/BARROWS	
11.1	Towing more than the allowable number of dollies/barrows	3
11.2	Towing equipment/dollies/barrows that may constitute a hazard to other airside users	6
12.	RIDING ON EQUIPMENT	
12.1	Carrying a passenger when there is no seat provided	6
13.	BICYCLES	
13.1	Riding a bicycle airside <i>(unless written permission from DIA refer Airside Use of Bicycles Policy – Exemptions)</i>	3
14.	MOBILE DEVICES AND PHONES	
14.1	Driving whilst using a hand held mobile device or phone	3
15.	FAILURE TO FOLLOW DIRECTIONS	
15.1	Failure to follow directions of an Authorised Person	3
15.2	Failure to show Authority to Drive Airside when request by a DIA Airside Operations Officer	3
15.3	Taking children (or an animal) airside	3
15.4	Failure to stop after an accident	6
15.5	Failure to follow direction/instruction given by Air Traffic Control	6 + ADA Suspension to be examined on case by case basis
16.	FAILURE TO ABIDE BY AIRSIDE MARKINGS	
16.1	Failure to stop at a Stop sign	3
16.2	Failure to give way at a Give Way sign	3
16.3	Disobeying a traffic direction	3
16.4	Failure to stop at a 'live taxiway' crossing	6
16.5	Crossing a taxiway other than at a 'live taxiway' crossing	6
16.6	Failure to stop at a vehicle Access Control Point	6
16.7	Failure to abide by height sign causing damage to infrastructure	6
17.	EXCEEDING AUTHORITY	
17.1	Driving on the airside without the appropriate authority	6

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17.2	Driving on the perimeter road without the appropriate authority	3
17.3	Driving on the Apron (or Apron taxilane) without the appropriate authority	6
17.4	Driving on the taxiway without the appropriate authority	8
17.5	Driving on the runway without the appropriate authority	12
17.6	Escorting a vehicle without the appropriate authority	3
18.	RUNWAY CROSSING REQUIREMENTS	
18.1	Unauthorised vehicle crossing Runway	6 + ADA Suspension to be examined on a case by case basis
19.	OTHER	
19.1	Any other offence that may constitute a hazard to aircraft operations or airside safety	Case by case basis

Example: Infringement Notice

AIRFIELD INFRINGEMENTS TRACKER
TKRA 006

Full Name > Mike Clancy	Job Title > Airside Operations Manager	Date > 21/12/2018
E-mail > mike.clancy@ntairports.com.au	Start Time > 21/12/2018 09:25:16 Submit Time > 21/12/2018 09:31:21	Form Duration > 00:06:05
Mobile > 0889201904	Start GEO Location > -12.407906961743242,130.87481393757298 Submit GEO Location > -12.408293198476173,130.8776682096378	


AIRFIELD INFRINGEMENT

INFRINGEMENT # 35873	INFRINGEMENT DATE & TIME 31/12/2018 11:00
NAME A DRIVER	ASIC # ASIC 23456
COMPANY Other	ADA # CAT 2 EXP DEC 2019
VEHICLE / EQUIPMENT TYPE Tug	
OFFENCE Failure to give to an aircraft under tow	
LOCATION Regular Passenger Transport Apron -12.407906961743242,130.87481393757298	SPEEDGUN & SERIAL NUMBER N/A SPEEDGUN LAST CALIBRATION DATE N/A

ADDITIONAL COMMENTS
 A Driver did not stop and give way to A320 aircraft under tow from Bay 24 to Bay 2 - causing tow tug and aircraft to stop suddenly

This offence incurs an accumulation of **6 DEMERIT POINTS** and **0 MONTHS SUSPENSION**.

This notice is issued under Airport (Control Of Airports Activities) Regulation 125.



 Mike Clancy

