

Part 1 - Runway Incursion

Take an inventory of each taxiway that enters/exits the runway

A) Taxiway Geometry	Comments/Remarks		
a. Is the entrance taxiway a single taxiway or two or more taxiways coming together at the same Runway Holding Position Marking?			
b. What is the angle between the taxiway centerline [or 2 or more taxiways that come together] and the runway centerline? (See Annex 14, figure 5-6.) For example, the 3 taxiways shown in figure 5-6 are 90°, 90° and 45°. If the centerline is curved report “curved.”			
c. What is the paved width in meters [excluding any shoulders] of the entrance taxiway at the runway holding position marking? (See Annex 14, paragraph 3.9.5.) Does the paved width (1) match, (2) exceed, or (3) smaller than Annex 14, paragraph 3.9.5?			
d. Can the fuselage of the longest airplane line-up completely with the taxiway centerline when this airplane “holds” at the Runway Holding Position Marking?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
B) Taxiway Signage			
a. Does each entrance taxiway have the red Mandatory Instruction Sign for the runway designation sign, as shown in figure 5-29; Annex 14, paragraph 5.4.2.2?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
b. Does each taxiway entrance have black/yellow information location sign as shown in figure 5-30?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
c. What is the Location Identification for this taxiway entrance?			
d. Is the sign(s) illuminated or retro-reflective as per Annex 14, paragraph 5.4.1.7 and 5.4.1.8?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
e. If Yes or No. Is the sign in alignment with the runway “Holding Position” marking?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
f. How many meters is this sign from the edge of the paved taxiway width (excluding the shoulder)? See Table 5-5 for recommended distance.			
g. How many meters is this sign from the taxiway centerline?			
h. Do all exit taxiways have “No Entry” signs? See figure 5-29 and Annex 14, paragraph 5.4.2.2?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
i. Do roads that enter a runway have Road Holding Position signs per Annex 14, paragraph 5.4.7?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
j. If Yes or No. Are they illuminated signs?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
C) Taxiway Markings			
a. Does each entrance and exit taxiway have a yellow taxiway centerline per Annex 14 paragraph 5.2.8?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
b. How many centimeters width is the taxiway centerline? See paragraph 5.2.8.10			
c. Does each entrance taxiway have the Runway Holding Position Marking? See paragraph 5.2.10 and 5.4.2.2?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
d. Does each taxiway entrance have the red/white Mandatory Instruction Marking paragraph 5.2.16 and figure 5-10 when there is no vertical red Runway Holding Position Sign?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
e. Does each taxiway entrance have the Enhanced Taxiway Centerline Marking per paragraph 5.2.8.11 and figure 5-7?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
f. Are all Enhanced Taxiway Centerline Markings 45 meters long [figure 5-7]?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
g. If Yes or No. Are all Enhanced Taxiway Centerline Markings straight for the full 45 meter length?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	

D) Taxiway Lighting		Comments/Remarks	
a. Which taxiway entrances, if any, have centerline lighting? See paragraph 5.3.16			
b. Which entrance/exit taxiways have Stop Bar Lights, as per paragraph 5.3.19.1 and 5.3.19.2, 5.3.19.3? Are there any exemptions to paragraph 5.3.19.1 or 5.3.19.2?			
c. Do all stop bar lights line up with the runway “Holding Position” marking?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
d. Which entrance/exit taxiways have Runway Guard Lights as per paragraph 5.3.22? Are there any exemptions per paragraph 5.3.22?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
e. If yes to section D(c) above which configuration A or B or both?			
f. Do all Runway Guard Lights line up with the Runway Holding Position Marking?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
g. Are all Runway Guard Lights located in accordance with Table 3-2 paragraph 5.3.22.4/5?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
h. How far are the Stop Bar Lights and Runway Guard Lights from the Taxiway Centerline?			
E) Daily Inspection			
a. Do you do a daily inspection of all entrance/exit taxiway markings, signage, and lighting?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
b. Do you keep a written maintenance record for them?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
c. Do you provide driver’s training?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
PART 2 – Runway Excursion			
Focus on the condition of the runway: (1) surface contamination, (2) longitudinal grades and changes, (3) faded markings, (4) inoperative lighting			
A) Condition of the runway surface			
a. How do you determine when to remove rubber built on the runway? Equipment or visual?			
b. Does rain water “pond” on a portion of the runway?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
c. Do you perform a daily inspection of the runway to check for damaged or inoperative lighting, visually dry “ponding” water markings after rain water evaporates, faded markings, FOD, etc.? If not, what is the programme for inspection?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
d. Does your Aerodrome Manual include the requirements to conduct Daily Inspections, for record keeping, and corrective procedures?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
e. When you find damaged lights, faded markings, how long does it take to correct the deficiency?			
B) Runway longitudinal Grades			
a. Does the longitudinal slope for the first and last quarter of the runway exceed Annex 14, paragraph 3.1.14?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
b. If yes to the APPROACH END, did you issued a NOTAM to warn pilots that the excessive POSITIVE slope might cause landing operations to land excessively beyond the aiming point marking?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
c. If yes to the ROLLOUT END OF THE RUNWAY, did you issue a NOTAM to warn pilots that the excessive NEGATIVE slopes might cause the landing rollout to accelerate, increase the stopping distance?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
d. To improve control of landing aircraft, are the changes in longitudinal slopes along the runway centerline in accordance with Annex 14, paragraphs 3.1.16 and 3.1.18?		Yes <input type="checkbox"/>	No <input type="checkbox"/>

PART III

Section A - Runway Strip per paragraph 3.4.1 of Annex 14

A1. List the runways and their Code Number and Runway Approach Category at your airport. For example, see **table A1 and Example International Airport on last page.**

A1 Runway ID	A1 Code Number	A1 Runway Approach Category

A2. Regarding “runway strips,” do all runway **ends** in **table A1** have the required *length* of runway strip before the threshold and beyond the runway end or stopway end per paragraph 3.4.2 of Annex 14?

(A2.1) List the runway ends that have or do not have the appropriate length in **table A2.1** with a YES or NO.

(A2.2) List the available length in **table A2.2**

(A2.3) For No entries, what is the problem? Was it an object, body of water, vegetation, terrain, etc.? Use **table A2.3**.

(A2.4) How far [location] is the problem from the *extended* runway centerline? Use X and Y coordinates where X is the distance from the end of the runway and Y is the distance from the *extended* runway centerline. Use **table A2.4**.

	A2.1 Runway Strip Length	A2.2 Existing Length	A2.3 Type of Problem	A2.4 Location X and Y Coordinates

A3. Regarding “runway strips,” do all runways in the **table A1** have the required or recommended *width* of runway strip from the runway centerline per paragraphs 3.4.3, 3.4.4 or 3.4.5 of Annex 14?

(A3.1) List the runways that have or do not have the appropriate width in **table A3.1** with a YES or NO.

(A3.2) List the available width for both sides in **table A3.2**.

(A3.3) For No entries, what is the problem? Was it an object, water body, vegetation, terrain, etc.? Use **table A3.3**.

(A3.4) How far [location] is the problem from the runway centerline or extended runway centerline? Use X and Y coordinates where X is the distance from the end of the runway and Y is the distance from the extended runway centerline. Use **table A3.4**.

	A3.1 Runway Strip Width	A3.2 Existing Width	A3.3 Type of Problem	A3.4 Location X and Y Coordinates	

Section B - Graded Portion of the Runway Strip

B1. Regarding the "graded portion of the runway strip," do all runways in the **table A1** have the required or recommended width from the runway centerline or extended runway centerline per paragraphs 3.4.8 or 3.4.9 of Annex 14:

(B1.1) List the runways that have or do not have the appropriate width in **table B1.1** with a YES or NO.

(B1.2) List the available width for both sides in **table B1.2**.

(B1.3) For No entries, what is the problem? Was it an object or excessive longitudinal or/and transverse slopes per paragraph 3.4.12 – 3.4.15 of Annex 14? Use **table B1.3**.

(B1.4) How far [location] is the problem from the runway centerline or extended runway centerline? Use X and Y coordinates where X is the distance from the end of the runway and Y is the distance from the extended runway centerline. Use **table B1.4**.

	B1.1 Graded Portion Width	B1.2 Existing Width	B1.3 Type of Problem	B1.4 Location X and Y Coordinates	

Section C – Runway End Safety Areas [RESA] per paragraph 3.5

C1. Regarding “runway end safety areas” [RESA], do all runway **ends** in **table A1** have the required or recommended length of RESA per paragraphs 3.5.2 (*Standard STD*) or 3.5.3 (*Recommended Practice RP*) of Annex 14?

(C1.1) List the runway **ends** that have or do not have a RESA in **table C1.1** with a YES or NO.

(C1.2) List the available length in **table C1.2**.

(C1.3) For No entries, what is the problem? Was it an object, body of water, vegetation, terrain, etc.? Use **table C1.3**.

(C1.4) How far [location] is the problem from the extended runway centerline? Use X and Y coordinates where X is the distance from the end of the *runway strip* and Y is the distance from the *extended* runway centerline. Use **table C1.4**.

	C1.1 RESA Length	C1.2 Existing Length	C1.3 Type of Problem	C1.4 Location X and Y Coordinates	

C2. Regarding “runway end safety areas” [RESA], do all runway ends in **table A1** have the required or recommended *width* of RESA per paragraphs 3.5.4 (*Standard STD*) or 3.5.5(*Recommended Practice RP*) of Annex 14?

(C2.1) List the runway ends that have or do not have a RESA in **table C2.1** with a YES or NO.

(C2.2) List the available length in **table C2.2**.

(C2.3) For No entries, what is the problem? Was it an object, body of water, vegetation, terrain, etc.? Use **table C2.3**.

(C2.4) How far [location] is the problem from the extended runway centerline? Use X and Y coordinates where X is the distance from the end of the runway strip and Y is the distance from the extended runway centerline. Use **table C2.4**.

	C2.1 RESA Width	C2.2 Existing Width	C2.3 Type of Problem	C2.4 Location X and Y Coordinates	

EXAMPLE

PART III

Section A - Runway Strip per paragraph 3.4.1 of Annex 14

A1. List the runways and their Code Number and Runway Approach Category at your airport. For example, see **table A1 and Example International Airport on last page.**

A1 Runway ID		A1 Code Number	A1 Runway Approach Category
09	27	Code 2	Visual
14L	32R	Code 3	Non-Precision
14R	32L	Code 4	Precision

A2. Regarding “runway strips,” do all runway **ends** in **table A1** have the required *length* of runway strip before the threshold and beyond the runway end or stopway end per paragraph 3.4.2 of Annex 14?

(A2.1) List the runway ends that have or do not have the appropriate length in **table A2.1** with a YES or NO.

(A2.2) List the available length in **table A2.2**

(A2.3) For No entries, what is the problem? Was it an object, body of water, vegetation, terrain, etc.? Use **table A2.3**.

(A2.4) How far [location] is the problem from the *extended* runway centerline? Use X and Y coordinates where X is the distance from the end of the runway and Y is the distance from the *extended* runway centerline. Use **table A2.4**.

	A2.1 Runway Strip Length	A2.2 Existing Length	A2.3 Type of Problem	A2.4 Location X and Y Coordinates	
Runway End 09	Yes	60 meters			
Runway End 27	Yes	60 meters			
Runway End 14L	Yes	60 meters			
Runway End 32R	No	45 meters	Small Building	X= 45 meters measured from end of Rwy 32R	Y= 110 meters from extended runway centerline
Runway End 14R	Yes	60 meters			
Runway End 32L	Yes	60 meters			

A3. Regarding “*runway strips*,” do all runways in the **table A1** have the required or recommended *width* of runway strip from the runway centerline per paragraphs 3.4.3, 3.4.4 or 3.4.5 of Annex 14?

(A3.1) List the runways that have or do not have the appropriate width in **table A3.1** with a YES or NO.

(A3.2) List the available width for both sides in **table A3.2**.

(A3.3) For No entries, what is the problem? Was it an object, water body, vegetation, terrain, etc.? Use **table A3.3**.

(A3.4) How far [location] is the problem from the runway centerline or extended runway centerline? Use X and Y coordinates where X is the distance from the end of the runway and Y is the distance from the extended runway centerline. Use **table A3.4**.

	A3.1 Runway Strip Width	A3.2 Existing Width	A3.3 Type of Problem	A3.4 Location X and Y Coordinates	
Runway 09/27	Yes	40 meters Both Sides			
Runway 14L/32R	No on one side	One side 150 meters other side 110 meters	Small Building	X= 45 meters measured Before Runway End 32R	Y= 110 meters
Runway 14R/32L	Yes	150 meters Both sides			

Section B - Graded Portion of the Runway Strip

B1. Regarding the “*graded portion of the runway strip*,” do all runways in the **tableA1** have the required or recommended *width* from the runway centerline or extended runway centerline per paragraphs 3.4.8or 3.4.9of Annex 14:

(B1.1) List the runways that have or do not have the appropriate width in **table B1.1** with a YES or NO.

(B1.2) List the available width for both sides in **table B1.2**.

(B1.3) For No entries, what is the problem? Was it an object or excessive longitudinal or/and transverse slopes per paragraph 3.4.12 – 3.4.15 of Annex 14? Use **table B1.3**.

(B1.4) How far [location] is the problem from the runway centerline or extended runway centerline? Use X and Y coordinates where X is the distance from the end of the runway and Y is the distance from the extended runway centerline. Use **table B1.4**.

	B1.1 Graded Portion Width	B1.2 Existing Width	B1.3 Type of Problem	B1.4 Location X and Y Coordinates	
Runway 09/27	No	One side 40 meters and other side 30 meters	Large area of small shrubs growing on the North side of runway	X= 80 to 330 meters as measured from Runway End 09 towards Runway End 27. Shrubs run parallel to runway for 250 meters	Y = 30 meters Small shrubs running parallel to runway are no closer than 30 meters from runway centerline
Runway 14L/32R	Yes	75 meters Both Sides			
Runway 14R/32L	No	One side 75 meters other side 55 meters	Excessive Transverse slope on one side of runway slopes downward at -4 %	X= 130to 150 meters as measured from Runway End 14R towards Runway End 32L. Excessive negative transverse slope along Northwest side of runway	Y = 60 meters. The ground starts to drop excessively after 60 meters from runway centerline

Section C – Runway End Safety Areas [RESA] per paragraph 3.5

C1. Regarding “runway end safety areas” [RESA], do all runway **ends** in **table A1** have the required or recommended *length* of RESA per paragraphs 3.5.2 (*Standard STD*) or 3.5.3 (*Recommended Practice RP*) of Annex 14?

(C1.1) List the runway **ends** that have or do not have a RESA in **table C1.1** with a YES or NO.

(C1.2) List the available length in **table C1.2**.

(C1.3) For No entries, what is the problem? Was it an object, body of water, vegetation, terrain, etc.? Use **table C1.3**.

(C1.4) How far [location] is the problem from the extended runway centerline? Use X and Y coordinates where X is the distance from the end of the *runway strip* and Y is the distance from the *extended* runway centerline. Use **table C1.4**.

	C1.1 RESA Length	C1.2 Existing Length	C1.3 Type of Problem	C1.4 Location X and Y Coordinates	
Runway End 09	None Required	None Required			
Runway End 27	None Required	None Required			
Runway End 14L	STD = No RP = No	70 meters Standard is 90 meters	Caribbean Sea	X=70 meters from Runway Strip	Y=Runway faces Caribbean Sea
Runway End 32R	STD=Yes RP=No	105 meters Meets the standard of 90 plus 15 meters for non- standard length of runway strip See Table A3.4 information	Small open drainage ditch	X= 105 meters from Runway Strip	Y= ditch runs perpendicular to runway end
Runway End 14R	STD=Yes RP=No	120 meters Meets the standard of 90 meter plus 30 meter of recommended practice	Caribbean Sea	X=120 meters from Runway Strip	Y=Runway faces Caribbean Sea
Runway End 32L	STD=Yes RP=Yes	240 meters 90 meter standard plus 150 meter recommended practice			

C2. Regarding “runway end safety areas” [RESA], do all runway ends in **table A1** have the required or recommended width of RESA per paragraphs 3.5.4 (*Standard STD*) or 3.5.5 (*Recommended Practice RP*) of Annex 14?

(C2.1) List the runway ends that have or do not have a RESA in **table C2.1** with a YES or NO.

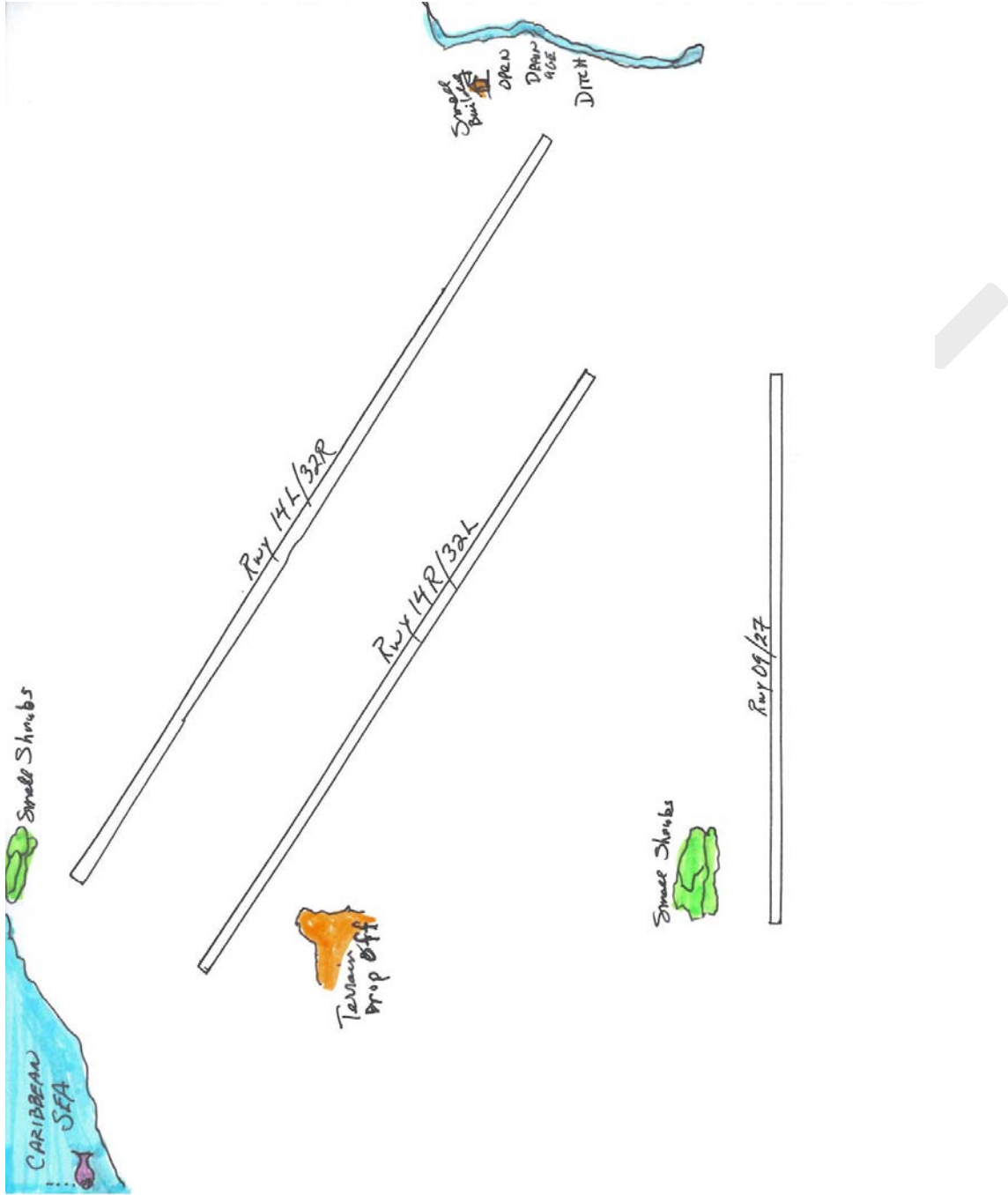
(C2.2) List the available length in **table C2.2**.

(C2.3) For No entries, what is the problem? Was it an object, body of water, vegetation, terrain, etc.? Use **table C2.3**.

(C2.4) How far [location] is the problem from the extended runway centerline? Use X and Y coordinates where X is the distance from the end of the runway strip and Y is the distance from the extended runway centerline. Use **table C2.4**.

	C2.1 RESA Width	C2.2 Existing Width	C2.3 Type of Problem	C2.4 Location X and Y Coordinates	
Runway End 09	None Required	None Required			
Runway End 27	None Required	None Required			
Runway End 14L	STD=Yes RP=No	140 meters Meets 90 meter standard but a portion of the graded portion of runway strip	Small shrubs	X=0 to 70 meters measured from end of Runway Strip to the Caribbean Sea	Y=65 feet from extended runway centerline. Only one side
Runway End 32R	STD=Yes RP=Yes	150 meters Meets 90 meter standard plus the graded portion of runway strip			
Runway End 14R	STD=Yes RP=Yes	150 meters Meets 90 meter standard plus the graded portion of runway strip			
Runway End 32L	STD=Yes RP=Yes	150 meters Meets 90 meter standard plus the graded portion of runway strip			

Example International Airport



- END -