

**ICAO WORKSHOP
ON AERODROME CERTIFICATION**

SANTIAGO DE CHILE, 24 - 27 SEPTEMBER 2002

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INSPECTION LIST
INSPECTION OF AERODROMES
(AERODROME CERTIFICATION)

AIRPORT : _____ DATE : _____

INSPECTOR : _____ UNIT : _____

BACKGROUND :

Verification Notes - DGAC Chile
Aerodrome Certification Manual - Doc 9774 AN/969
Annex 14 - Volumen I
Amendment 4 - Annex 14 - Volume I

Part	Ref.	Detail	YES	NO	NA
1		Generalities			
	a)	Purpose and scope of the AGA Manual.			
	b)	Legal requirement certified by AD and AGA Manual as per DGAC's regulations.			
	c)	Conditions use AD (equal opportunity for users)			
	d)	AIS Service and Notam & Snowm Procedure			
	e)	System of aircraft movement register			
	f)	List of administrator responsibilities AD (ROF)			
2		Aerodrome site			
	a)	AGA Plan, with principal installations and WCI			
	b)	AGA Plan, with perimeter limits			
	c)	Plan with distance indication AD with respect to cities & installations AD out of limits AD			
	d)	AD Control Title and Plan with description land ownership			
3	3.1	General information			
	a)	Review of AIP's General Information			

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Part	Ref.	Details	YES	NO	NA		
4	4.1	Details of the Aerodromes Operational Procedures and Security measures					
		a)	AAC Notification arrangements on any change and notification register of the changes during and after the normal hours of operation of the aerodrome				
		b)	The names and functions of the responsible persons notifying the changes and telephone numbers during and after the normal operating hours of the aerodrome				
		c)	The address and phone numbers provided by the CAA, the place in which the changes must be notified to the CAA				
		4.2		Access to the movement areas at the aerodrome			
			a)	The functions of the aerodrome operator, of the aerodrome operator of the operators with fixed bases in the aerodrome, the aerodrome security agency, the CAA and other corresponding governmental departments			
			b)	The names and functions of the persons in charge of controlling the access to the aerodrome and the phone numbers to call them during and after working hours			

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Part	Ref.	Detail	YES	NO	NA	
3	3.2	Area of the Aerodrome and related information				
		a)	RWY markings, designation n°, length, width, location, etc., longitudinal slope, pavement surface type, runway type, in case of precision approach, runway, existence of clearway.			
		b)	Length, width and type of strips surfaces, RESA and SWY			
		c)	Length, width and taxiway surface types			
		d)	Surface apron type and aircraft parking spaces			
		e)	Length QW and ground profile			
		f)	Visual aids for approach procedures (Simple, Cat I, Cat II, BPRM, lighting signals of RWYs), TWYs and APRN visual guides and control aids for TWYs), points included: Run holding position, intermediate and stopbar and apron, location and type of visual docking guidance system, availability of electric secondary power			
		g)	Location/Radius frequency of airports, VOR/Verification			
		h)	Location/designation of normal taxiing routes			
		i)	Geographic coordinates of RWY			
		j)	Airport geographical coordinates. Appropriate TWY centre lines.			
		k)	Geographical coordinates with aircraft parking spaces.			
		l)	Geographical coordinates/significant obstacle max. elevation in approach area/ take off area, transit circuits and AD environment (presentation of information as indicated by basic format specified in DMR 4 and 15).			
		m)	Type of pavement surface strength in terms of ACN/PCN method			

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Part	Ref.	Details	YES	NO	NA		
4	4.3	Aerodrome Emergency Plan					
		a)	act flight performance, structural fire, sabotage (including act infrastructure bomb threat, unlawful seizure act, incidents in AD, including consequences during the emergency and after it.				
		b)	Details of installation test and equipment to be used during emergencies, including test frequencies				
		c)	Exercises details for tests of emergency plans, including frequencies				
		d)	List of organizations and authorities, inside and outside the apt, with their functions and responsibilities, telephones, fax, email, SITA and radio frequency dependencies				
		e)	Establishment of an AD Emergency Committee. For organization, training and others to confront emergencies.				
		f)	Responsible nomination of place for supervision of emergency operation aspects.				
		4.4		Rescue and Fire Fighting			
			a)	Installation details, equipments, personnel and procedures for satisfaction requirements SEL including names/functions of responsible persons to operate SEL and Category			
		4.5		Inspection of the movement areas and obstacle limiting surfaces			
a)	Inspection Procedure, including measurement of friction, water depth in runway during and out of normal service schedule						
b)	Communication procedure between ATC and Service Inspection						
c)	Register of inspection procedures, actions, solutions, remarks and location of the system and control of registers.						
d)	Periodicity and inspection hours						

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Part	Ref	Details	YES	NO	NA
		e) Inspection verification list			
		f) Notification Procedure, inspection result and adoption actions for improvements & follow-up in order to assure the correction of unsafety conditions			
		g) Dependencies, names and functions of responsible persons of making the inspections and their telephone numbers.			
4,6		Visual Aids and Aerodrome Electrical Systems			
	a)	Inspection Procedure and verification list			
	b)	Procedure of result inspection register, actions to improve them and follow-up.			
	c)	Technical orders for the routine maintenance execution and emergency			
	d)	Procedure of secondary power and actions of alternative case to face a partial or total failure			
	e)	Names and functions of the responsible persons of the inspections and maintenance of the lighting systems and phone numbers to call them during 24 hours			
4,7		Maintenance of the movement area and drainage system.			
	a)	Procedure, execution and result for maintenance of the paved zones			
	b)	Procedure, execution and maintenance result of runway and taxiway paved			
	c)	Procedure, execution and runway results for strip maintenance			
	d)	Procedure, execution and inspection results and maintenance of drainage system.			
4,8		Procedure, execution & Planning and Execution of construction results and maintenance.			
	a)	Procedure, execution and result of construction works in movement areas.			
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Part	Ref	Detail	YES	NO	NA
4,13		Obstacle Control			
	a)	Supervise the limiting surface of obstacles and Type A plots in take-off surface			
	b)	Control the obstacles inside the operator authority			
	c)	Supervise buildings heights or structures inside the limiting surfaces of obstacles			
	d)	Control new constructions near aerodrome vicinity			
	e)	Notify the CAA the nature and obstacle locations and any addition or later elimination in order to adopt necessary measures including the amendment of AIS publications			
4,14		Removal of disabled aircraft.			
	a)	The aerodrome operator's functions and the nominal of the certificate of aircraft registration			
	b)	Arrangements to notify the nominal of the certificate of registration			
	c)	Arrangements to establish links with the air traffic control dependency			
	d)	Arrangements to obtain equipment and personal to remove disabled aircraft			
	e)	The names, functions and phone numbers of the responsible persons of organizing the removal of disabled aircraft			
4,15		Manipulation of Dangerous Material			
	a)	Existence of special areas in the aerodrome for storage inflammables liquids (including aviation fuel) and any other dangerous material			
	b)	Existence of a method for storage, elimination and processing dangerous materials.			
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Annex 14 - Volume I
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Part	Ref	Details	YES	NO	NA
4,9		Apron Management Procedures			
	a)	Coordination between the ATS dependencies and the Apron Direction			
	b)	Coordination for parking assignments (bridges/remote positions)			
	c)	Coordination parking assignment considers motors and towing equipments started up.			
	d)	Signalling service			
	d)	Guard vehicle service.			
4,10		Procedure to assure apron security			
	a)	Jet blast protection			
	b)	Compliance with security measures during refuelling			
	c)	Apron cleaning			
	d)	Notification of apron incidents and accidents.			
	e)	Cumpliance with apron movement measures.			
4,11		Procedure of Surface Vehicle Movement Control			
	a)	Procedure and compliance of traffic rules (velocity/emission/identif.)			
	b)	License expedition and technical revisions.			
4,12		Management of Wild Fauna, principally, movement area and Aircraft Transit Circuits			
	a)	Procedure to consider evaluation, mitigation and monitoring of bird presence.			
	b)	Detection of attraction focus of Wild Fauna at the airport and its proximities			
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4,16		Conditions of operations at reduced visibility			
	a)	Procedures to be introduced for the conditions of operations at reduced visibility, including the measuring and notification of visual range at the runway when needed and the names and phone numbers, during the working hours and after them, the names of the responsible persons of measuring the runway visual range			
4,17		Procedure for Air Navigation Aids Protection.			
	a)	Air Navigation Aids Protection			
	b)	Maintenance programme for the adjacent areas of the installations at the aerodromes			
	c)	Signalling of Microwave Radiation Risks			
5		Safety Management System (SMS)			
	a)	Establishment of an Aerodrome Safety Management System			
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AGA INSPECTOR PROFILE

The AGA inspectors must be: Specialized in Aviation with minimum 5 years of experience on Airport Planning and Management and have solid knowledge in Annex 14, Volume I and the Standards Regulations and National Practices of each State.

(CERTIFICACION DE AERODROMOS)

Professional	Specialized in	Characteristics
Airport Administrators	<i>AP Planification & Operation</i>	
Electrical Civil Engineer	<i>Visual aids</i>	
Electronical Civil Engineer	<i>Radio aids</i>	
SEI Aeronautical Techn.	<i>Operational Procedures</i>	
	<i>Flame-out Operational Units</i>	
Sec. Aeronautical Technician.	<i>Operational Procedures</i>	
	<i>Rules.</i>	
Aeronautical MET Officer		
Air Transit Controller	<i>ATS Local Procedures.</i>	
	<i>AIS Information</i>	
Pilot Inspector		
Civil Engineer	<i>Pavements</i>	
Apron Supervisor	<i>Operations supervisor</i>	
Aeronautical Engineer	<i>Noise/Emission Gas Tur.ACFT.</i>	
	<i>(Land use)</i>	
Engineer for example Environment	<i>Liquid/Solid residue</i>	
	<i>Energetic Management Resources</i>	
Lawyer	<i>Airport Regulations.</i>	
Geomensor Engineer	<i>AGA Section.</i>	
	<i>Use Coordinates WGS 84</i>	
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**CHECK LIST FOR THE ANNUAL SURVEILLANCE
OF A CERTIFIED AERODROME**

		YES	NO	NA
I	Exemption and Deviations of Standards			
	Standard exemption			
II	Manual			
	a Comply			
	b Preparation			
	c Content			
	d Maintenance			
III	Personnel			
	a Enough number of trained persons			
IV	Paved and unpaved areas			
	Pavement			
	a Conditions/Variations			
	b Compaction			
	c Water			
V	Security Areas			
	a Dimensions			
	b Conditions/Surface Variations			
	c Water (Drainage)			
	d Aircraft stay			
	e Objects in fragile supports			
VI	Signaling and Lights			
	a Runway signaling			
	b Taxiway Signaling			
	c Holding Positions			
	d Vertical signaling (sign)			
	e Runway lights			
	f Taxiway Lights			
	g Aerodrome beacon			
	h Illumination of obstacles lights			
	i Other Lights			
	j Type of Approach and Lights			
VII	(ARFF) Rescue and fire fighting			
	a Number of index vehicles (required equipment)			
	b Vehicle communication			
	c Signaling Vehicles			
	d Status of the Vehicles			
	e Response time (3min)			
	f Personnel team			
	g Personnel training (real fire)			
	h Emergency notification			

**CHECK LIST FOR ANNUAL REVIEW
OF A CERTIFIED AERODROME**

		SI	NO	NA
VIII	Handling of dangerous materials			
	a Accepted procedures			
	b Training verification			
IX	Airport Emergency Plan			
	a Procedure of different emergencies			
	b Plan of person notification			
	c Training once a year, 2 every three years			
X	Auto inspection programme			
	a Daily or when required			
	b Necessary personnel			
	c Notification of public notifications			
	d System of documentation condition			
	e Documents for maintenance (maintenance report)			
XI	Management of Apron Security			
	a Access guidelines			
	b Movement procedure			
	c Control of ATC and without ATC Vehicles			
	d Driver Training			
	e Accidents Documents (statistics or record)			
XII	Obstacles Control			
	Obstacles inside the obstacle limiting surface			
XIII	Protection of Radar and Radio aids			
	a Arrangements for activity control			
	b Maintenance protection			
	c Protection of signs and signals			
XIV	Public protection			
	a Foresee the access of the movement area			
	b Personal protection against blast			
XV	Hazard Management of the Fauna			
	a Ecological studies when necessary			
	b Procedure Manual			
	c Contents or Results of the ecological studies			

TRAINING

For training, it should be considered the topics indicated by the check list of the annual inspections carried out for the certified aerodromes.

