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This Airside Driving Handbook is divided into two parts. Part I is applicable to all airside vehicles and mobile equipment operating within Airport Restricted Area, and Part II is applicable to airside vehicles and mobile equipment operating within Aircraft Manoeuvring Areas.

To safeguard the movement of aircraft, vehicles and personnel on the ground, the following rules governing vehicle driving and operation of mobile equipment on airside operational areas at the Hong Kong International Airport must be complied with. The airside road system within the apron and airfield areas is shown in Plans 1 and 2.

All rules and regulations stated in this handbook will be reviewed from time to time. Airfield Circulars will be issued for any updates.

Terminal vehicles which are confined within the Passenger Terminal Building and in the Baggage Hall are excluded. Driving and licencing of terminal vehicles are subject to the provisions contained in the Terminal Vehicle Operation Procedure issued by the Terminal 1 Department, Airport Authority.
PART I
APRON AREAS DRIVING RULES AND REGULATIONS

1. TRAINING AND CERTIFICATION OF AIRSIDE DRIVERS

1.1 Licence Requirement

Airport personnel who require to drive in the Restricted Areas in the performance of their duties should:

- possess a valid Hong Kong Driving Licence valid for the equivalent class(es) of vehicle they propose to drive.
- obtain Airport Authority “D” endorsement which signifies permission to drive in the airside. The “D” endorsement is valid for two years and is displayed on the holder’s Airport Restricted Area Permit.
- carry Hong Kong Driving Licence and own company driving endorsement at all times whilst driving in airside.

1.2 Drivers’ “D” Endorsement Application and Normal / Corrected Eyesight

When applying for the Airport Restricted Area Permits for their employees, the employer should indicate on the application form those employees who require a “D” endorsement. Justifications for their need to drive in connection with their duties should be given. The Airport Authority will charge an Airside Driving Endorsement Fee of HK$120 per examination for the Airside Driver Examination and issuance of the “D” endorsement.

“D” endorsement applicants shall undergo a colour vision screening test eg. the Ishihara Plates Test. Those who fail the screening test may request for an additional practical test to further assess the applicants’ colour perception ability. This practical test, which is conducted at the airport by the Airport Authority, will determine the applicant’s ability in recognising the red, blue, yellow and white apron ground markings and the red, green, blue and amber airfield ground lighting under typical working conditions at the airport during both day and night. Applicants must obtain full score in order to pass the test.

If requirements to wear corrective lenses or hearing aids are specified on their Hong Kong Driving Licence, they must be worn when driving.

1.3 Airside Driver Training

An Airside Driver Training Video produced by the Airport Authority should be used as training material in conjunction with this handbook to familiarise drivers on safety requirements.

The latest version of Airside Driver Training Video can be found on HKIA Extranet (https://extranet.hongkongairport.com). You can find it along the path Procedure Manual > AD Procedures > Airside Driving Handbook.

1.4 Airside Driver Examination

Applicants for “D” endorsement are required to pass an examination conducted by the Airport Authority, in order to ensure that they are conversant with the safety procedures and regulations governing vehicle driving and the operation of mobile equipment within the Restricted Area.

The thirty-minute examination consists of multiple choice questions in either Chinese or English.

The pass mark is 80%.

1.5 Biennial Renewal of “D” Endorsement

Airside drivers are required to attend the AA Airside Driver Examination every two years for renewal of the “D” endorsement. Should the driver fail to revalidate his/her “D” endorsement before the expiry date, he/she cannot perform airside driving duties after the expiry date and must replace his/her Airport Restricted Area Permit with one without “D” endorsement. Any breach of this requirement will result in serious consequences, such as driving without insurance coverage.

Result of Airside Driver Re-examination (due to breach of airside traffic regulations) taken within 3 months before his/her “D” endorsement expiry will be considered for “D” endorsement renewal.

1.6 Withdrawal of “D” Endorsement

All airside drivers must observe the provisions stipulated in the Airport Authority Bylaws. Drivers who commit traffic offences at the airside apart from being liable to legal action taken by Police or the Airport Authority in pursuant to the Airport Authority Bylaws may also result in the withdrawal of the “D” endorsement under the Airside Driving Offence Points Scheme as stipulated in Para. 4.2 of this handbook.

1.7 Airside Restricted Area Permit and Hong Kong Driving Licence

To facilitate Airfield Officers in discharging their duties, airside drivers shall provide, upon request, Airport Restricted Area Permit to confirm the person identity and Hong Kong Driving Licence on the classes of vehicle which he/she is endorsed to operate (section 56 of Airport Authority Bylaw refers).
2. RULES AND PROCEDURES GOVERNING VEHICLE DRIVING ON THE AIRSIDE OPERATIONAL AREAS

2.1 Airside Vehicle Licence
Vehicles in airside areas shall display on the windscreens or at a prominent position a valid Airside Vehicle Licence issued by the Airport Authority. The Conditions of Issue of Airside Vehicle Licence are stipulated in the Airside Vehicle Licensing and Examination handbook.

2.2 Vehicle Examination
All vehicles and trailers operating in the airside must comply with the Airport Airside Vehicle Safety Requirements stipulated in the Airside Vehicle Licensing and Examination Handbook, and are subject to:

- Annual examination (safety features inspection only or safety features plus technical inspection) and random examination

2.3 Airside Vehicle Access Zones
Airside drivers must confine the movement of their vehicles within the airside zone(s) in which both the vehicle and the driver are authorised to operate. The Airfield Zoning Plan is shown in Plan 3.

The airside zones are the Passenger Apron, Cargo Apron, Maintenance Apron and Runways and Taxiways and are indicated by the colour code on the Airside Vehicle Licence. Access within each airside zone may be further restricted as indicated on the Airside Vehicle Licence.

Entry into the taxiway and runway areas is strictly prohibited. Only authorized vehicles and drivers endorsed by the Airport Authority are permitted to operate in the taxiway and runway areas. Before entering the taxiway and runway, Air Traffic Control and Apron Control Centre approval must be sought.

Access to the North Perimeter Road is restricted. Drivers who require entry to the North Runway ILS Sensitive Areas (shown on Plan 2) must stop in front of the warning signs at the ILS Sensitive Area entry points and obtain Air Traffic Control permission to cross the sensitive area. Upon exit, drivers are required to notify the Air Traffic Control. Drivers must exercise vigilance when driving along the North Perimeter Road to ensure the vehicle head lights shall not affect the aircraft operation on the North Runway such as the head lights shall not face to the North Runway when making U-turn.

Access to the section of the South Runway Road along the Government Flying Service Base (shown on Plan 2) is also restricted. Vehicles which require passing through this section of South Runway Road must seek permission from GFS by pressing the control button and observe the traffic light signals. Vehicles must hold clear when the traffic light is red.

Drivers who are lost or uncertain of their position on the aerodrome manoeuvring area should report immediately to Air Traffic Control or Apron Control Center.

2.4 Vehicle Safety Requirements
Drivers must ensure that their vehicles or mobile equipment are roadworthy and meet safety requirements in accordance with Airport Airside Vehicle Safety Requirements. Any vehicle which fails to do so shall be required to be removed immediately from the airside operational areas.

a. Obstruction Beacons
The flashing yellow obstruction beacon(s) must be switched on whenever a vehicle is driven on the airside operational areas, no matter during daytime and at night.

b. No High Beam Headlights
Use of high beam headlights is prohibited.

c. Seating Capacity
Passengers may only be carried in vehicles or mobile equipment having a place provided for that purpose. The number of passengers carried shall not exceed that authorised on the Airside Vehicle Licence.

d. Seat Belts
All drivers and passengers must fasten seat belt on vehicles so equipped and drivers should ensure all passengers have seat belts on before driving off.
2.5 General Driving Conduct

a. No Alcohol and Drugs
Any person under the influence of alcohol, medicine or drugs or feeling drowsy which impair driving ability shall not drive.

b. No Smoking
Apart from the Designated Smoking Areas, smoking is strictly prohibited at all times on the airside operational areas. This rule applies also to persons inside vehicles.

c. Care and Vigilance
Drivers and equipment operators shall exercise extra care and vigilance when driving on airside roads and operating within the aircraft parking stands. Ensure you are fit to drive and not suffering from insufficient rest.

d. Prohibition of Using Hand-held Mobile Phones
All drivers are prohibited from using hand-held mobile phones, or holding the phones between the head and shoulder, whether communicating or not, while the vehicles are in motion.

e. Wide Berth from Preceding Traffic
Vehicles must maintain a wide berth from preceding traffic.

f. Loads on Vehicles
Loads carried in vehicles, containers and on pallets shall be properly secured to prevent them from being dislodged during carriage.

g. Vehicles with Engines Running
Vehicles with engines running shall not be left unattended.

h. Switch-off the Engine of Idling Vehicles/Ground Services Equipment (GSE)
Drivers and equipment operators must immediately switch-off the engine of the idling vehicle or ground services equipment with the exception of the following conditions:
- Vehicle stopped for active boarding or alighting of passengers.
- Emergency and recovery vehicles.
- GSE requires engine power for provision of ancillary services* (e.g. catering refrigeration, hydraulic lift, cleaning pumps, etc.).

2.6 Give Way to Aircraft

Vehicles shall give way to aircraft at all times. This rule applies to aircraft taxying on their own power as well as aircraft on tow.

2.7 Jet Efflux

Drivers operating on apron areas shall be vigilant of the hazard of jet efflux from aircraft starting engines or entering and leaving aircraft parking stands. Vehicles shall always maintain a safety distance behind aircraft with engines running.

a. Direct Taxi-out Operations
Aircraft departing from parking stands designated for direct taxi-out operations may direct taxi out on its own power after obtaining approval from Air Traffic Control.

All drivers and personnel must exercise extra cautions when passing behind the aircraft to avoid any jet blast hazards - Drivers should stop and wait if the engine(s) is / are running or until the aircraft has completely taxied out from the stand if the aircraft’s anti-collision beacons are switched on.
2.8 **GSE Parking / Vehicle Parking Space**

Vehicles when not in use must be parked in the designated equipment areas or in the parking spaces at Passenger Terminal Building frontage in the direction as indicated by the directional triangle in the parking spaces.

- **a. Equipment Holding Area**
  
  Ground services equipment associated with handling of aircraft should be parked inside the Equipment Holding Area.

- **b. Equipment Staging Area**
  
  Ground services equipment standing by to serve an arrival aircraft before the designated parking stand is available should be parked inside the Equipment Staging Area.

- **c. Equipment Parking Area**
  
  Idle ground services equipment should be parked within the Equipment Parking Area.

- **d. Temporary Equipment Holding Area**
  
  Specific ground services equipment indicated in the “L-shape” temporary equipment holding area should be parked inside the area when the equipment is standing-by for serving the on-coming aircraft.

  The area must be vacated after aircraft servicing is commenced.

2.9 **Driving on Airside Roads**

- **a. Speed**
  
  Vehicles shall be driven within the speed limits indicated by road signs and road markings.

  - In the Airfield Tunnel and on roads outside apron, the speed limit is 50 km/h unless otherwise indicated.
  - On the Apron Roads, speed limit is 35 km/h unless otherwise indicated.
  - For forklifts & vehicles towing trailers, the speed limit is 25km/h.
  - For tail jack or service step on tow, the speed limit is 20km/h.

  Driving in excess of the designated speed limit is strictly prohibited.

- **b. Designated Vehicle Routes**
  
  When driving in the airside areas, drivers must follow designated vehicular routes defined by ground markings, unless the vehicle is operating inside an aircraft parking stand. Vehicles should not enter a parking stand as short cut or to overtake vehicles.

- **c. Keep Left**
  
  Vehicles travelling on the vehicular routes shall keep to the left. A vehicle overtaking another should do so on the right hand side of the vehicle being overtaken; no overtaking unless safe to do so.
d. Head-of-Stand Road
Vehicles, other than those mentioned in paragraph ‘e’ below, shall at all times be driven on the head-of-stand road and must observe height restrictions at fixed bridges and terminal underpasses.

Vehicles stopping on the head-of-stand road should not obstruct the eye contact and hand signals between the Marshaller and the pilot of a docking aircraft.

e. Back-of-Stand Road
The following vehicles must use the back-of-stand road unless crossing the Passenger Terminal Building underpasses:
- tall vehicles exceeding 3.5m
- aircraft tractors
- loaders
- tractors towing cargo
- tractors towing more than four trailers

f. U-turn
In the Passenger Apron, vehicles shall U-turn at lay-bys marked by yellow hatched lines or designated areas.

g. Passenger Terminal Building Underpasses
Main deck loaders and certain models of towbarless tractors are restricted from using the underpasses of the Passenger Terminal Building.

h. Give Way to Passenger Buses and Emergency Vehicles
Vehicles operating on the aprons must give way to passenger buses, and ambulances and fire engines responding to emergency calls. These vehicles are exempted from the requirement to follow designated taxilanes crossing routes.

2.10 Driving near or crossing Taxilanes

a. Keep Clear
Vehicles shall keep clear of the aircraft taxilane designated by double white line ground markings.

b. Crossing Taxilane
Before crossing a taxilane, drivers must slow down before the Give Way to Aircraft ground marking and check that the vehicle will not conflict with aircraft on the taxilane.

c. Wide Berth from Aircraft
Vehicles must maintain a wide berth from aircraft irrespective of the position of the vehicular routes.

d. Never Overtake Aircraft
Vehicles must never overtake an aircraft no matter it is on tow or taxiing.

e. No Stopping on Taxilanes
Drivers must avoid stopping their vehicles on taxilanes. Vehicles travelling along the back-of-stand road should give way to the vehicle crossing taxilanes at the road junction.

2.11 Driving inside Aircraft Parking Stands

a. Driving into Parking Stands
Vehicles shall not enter or park in an aircraft parking stand unless they are required for the ground operations of the aircraft.

Vehicles shall under no circumstances enter an aircraft parking stand when an aircraft is entering the stand or is being pushed back.

Unattended vehicles shall be parked inside the Equipment Holding Area (paragraph 2.8(a)), with handbrake engaged and engine switched off.

b. Positioning before Aircraft Arrival
Vehicles waiting to serve an arrival aircraft shall be parked inside the Equipment Holding Area/Temporary Equipment Holding Area until the aircraft is chocked and all engines are shut down.
c. Positioning at Planeside
Drivers positioning vehicles at planeside must ensure adequate safety clearance from the aircraft and adjacent equipment. Company procedures must be strictly complied with.

d. No Driving Under Aircraft
Vehicles operating on a parking stand shall not be driven under the wings or fuselage of the aircraft, except for access in connection with aircraft servicing.

e. Keep Clear from Airbridge and Fuel Hydrants
Vehicles must not be driven or parked underneath the airbridges. Vehicles must not be driven or parked in the Clearance Zone marked by red hatches or Fuel Hydrant Clearance Zone marked by white line with a red border.

f. Aircraft Fuelling
When aircraft fuelling is in progress, vehicles on the parking stand shall not obstruct the emergency exit route in front of the refuelling vehicle.

g. Converging Vehicles
When two vehicles are converging, the vehicle on the left shall give way to the vehicle on the right.

h. Reversing
Vehicles operating on the apron shall not be driven in reverse unless absolutely necessary, such as exiting from planeside on completion of aircraft servicing. Whenever a vehicle is reversed, a look-out must be provided to ensure that the vehicle can be reversed safely.

i. Passing Behind Aircraft
Vehicles must not pass behind an aircraft when the aircraft engines are running or the anti-collision beacons are switched on.

j. Push Back
During aircraft departure push-back, vehicles shall keep away from the parking stand. With exception of the aircraft tractor, vehicles associated with servicing the departing aircraft should wait inside the Equipment Holding Area within the parking stand.

k. Ground Personnel
Vehicles shall give way to ground personnel operating at the aircraft side.

2.12 Towing

a. Trailer
No more than six trailers shall be towed by a tractor on the apron and at a speed not exceeding 25 km/h. The aggregate loading of the trailers being towed shall not exceed the maximum towing capacity of the tractor.

Tractors towing cargo or more than four trailers should be driven on the back-of-stand road except crossing apron via underpasses.

Line maintenance franchisees’ pick-up vans towing equipment / aircraft parts loaded in containers should also be driven on the back-of-stand road.

Baggage tractors on tow must not be driven in reverse.

b. Aircraft Tail Jack and Service Step

<table>
<thead>
<tr>
<th>Type</th>
<th>Maximum number of unit(s) to be towed</th>
<th>Speed Limit km/h</th>
</tr>
</thead>
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<tr>
<td>Aircraft Tail Jack</td>
<td>1</td>
<td>20</td>
</tr>
<tr>
<td>Aircraft Service Step</td>
<td>2</td>
<td>20</td>
</tr>
</tbody>
</table>

2.13 Forklift

- Maintain forks at lowest position whilst forklift is driven without load.
- Cover the forks with a safety protective box preferably painted with yellow and black stripes when travelling.
- Keep the mast tilted back slightly to ensure stability.
- Do not carry passenger at any time.
- Should only be driven at a speed not more than 25 km/h.
- Only be operated by own company authorized and trained person.
2.14 Safety Precautions during Low Visibility Conditions

In the event of low visibility conditions when Runway Visual Range (RVR) is 1000 metres or lower, or cloud ceiling is 400 feet or lower, and is forecast to deteriorate, the Airport Authority will stipulate restrictions on vehicle movements.

a. Vehicular Movements
Vehicular movements on the aprons shall be reduced to the minimum.

b. Aircraft Manoeuvring Area
Entry to the Aircraft Manoeuvring Area will be strictly prohibited.

c. Taxilane Crossing at Passenger Apron
To safeguard aircraft movement, seven of the twelve taxilane crossings on the Passenger Apron will be closed. Access to the remote parking stands will be confined to the remaining five taxilane crossings where entry will be controlled by Airport Authority staff or authorized personnel. These crossings are shown in Plan 4.

d. Taxilane Crossing at Cargo Apron
To safeguard aircraft movement, only two taxilane crossings abeam C20/C24 and C10/C34 will be opened where entry will be controlled by Airport Authority staff or authorized personnel. These crossings are shown in Plan 5.

e. Speed
Maximum driving speed shall be reduced to 20 km/h. However, as visibility reduces, drivers must further slow down to a speed safe for the prevailing conditions.

f. Wider Berth
Drivers shall keep a wider berth from aircraft and other vehicles.

g. Restriction
Under low visibility conditions, no vehicular movement is allowed on the North Perimeter Road except required and approved by Air Traffic Control.

2.15 Driving in Airfield Tunnels

Vehicles or mobile equipment using the Airfield Tunnels must strictly comply with traffic signs and markings. Overtaking is prohibited, and shall use dipped headlamps.

a. Speed
- The speed limit for vehicles in the airfield tunnels is 50 km/h.
- The speed limit for vehicle towing trailers is 25 km/h.

b. Dangerous Goods
The following vehicles shall not enter the tunnel area:
- carrying any of the dangerous goods specified in Category 1.
- carrying any of the dangerous goods specified in Category 2 and 5 in excess of the prescribed exempted quantity specified in Regulations 74 and 99 of the Dangerous Goods (General) Regulations (CAP. 295 Subsidiary Legislation B) respectively.
- carrying any cylinders which used or to be used for the storage of any compressed gas specified in Category 2, whether or not such cylinders contain any quantity of such gas.
- constructed or adapted for the conveyance, or carrying a container used or to be used for the storage of dangerous goods specified in Category 5, whether or not such vehicle or container contains any quantity of such goods.

Vehicles conveying any of the following goods shall enter the tunnel area with the permission of the Airport Duty Manager, Airport Authority:
- any dangerous goods specified in Category 3, 4, 6, 7, 8, 9 or 10.
- matches in bulk, radioactive substances, or biological specimens dangerous to human or animal life.

Please refer to Dangerous Goods Ordinance (CAP 295) and its subsidiary legislations for categorization and exempted quantity of dangerous goods. Enquiries should be addressed to Senior Manager, Airport Safety of the Airport Authority.
3. VEHICLE BREAKDOWN AND REPORTING ACCIDENTS

3.1 Vehicle Breakdown

a. Reporting
Drivers must immediately report to Apron Control Centre if their vehicles are broken down on taxiways, taxilanes or any airside operational areas. Hazard warning lights, if fitted, must be turned on.

b. Removal
The company concerned must arrange the expeditious removal of the vehicle.

c. No Servicing
Refuelling, servicing or repairing of vehicles on airside operational areas are prohibited.

3.2 Traffic Accidents

a. Reporting
In the event of an accident inside the Airport Restricted Area, the drivers concerned should report immediately, by telephone to the Apron Control Centre. Emergency phones are located at aircraft parking stands.

b. Injuries
If injuries are involved, drivers should immediately report this by telephone to the Apron Control Centre and to the Airport Police Control Room.

c. Remain at Scene
Unless aircraft movement is affected, all persons involved in the accident should remain at the scene. Vehicles involved should not be disturbed until an Airport Authority staff has arrived.
4. **ENFORCEMENT OF AIRSIDE DRIVING AND SAFETY REGULATIONS**

4.1 **Airport Authority Bylaws**

All airside drivers must observe the provisions stipulated in the Airport Authority Bylaws. Drivers who commit traffic offences at the airside may become liable to legal action taken by the Hong Kong Police or the Airport Authority in pursuance to the Airport Authority Bylaws. The airside traffic offences and corresponding penalties are tabulated in Para. 4.3.

4.2 **The Airside Driving Offence Points Scheme**

The Points Scheme is not a punitive measure. Emphasis is placed on the retraining of drivers, which must be completed within a prescribed period to refresh the offender’s knowledge on rules and safety procedures to prevent recurrence of the offence. Offender is permitted to continue driving duties on the airside subject to the maximum points being accumulated.

It should be noted that the Airside Driving Offence Points Scheme shall in no way prejudice the enforcement of the Airport Authority Bylaws.

a. **Driving Offence Points**

Notwithstanding the provisions in the Airport Authority Bylaws, violations of airside driving regulations which may compromise ramp safety will carry driving offence points. The number of driving offence points awarded to each offence relates to the severity of the hazard to ramp safety caused by the traffic offence.

The airside traffic offences and the corresponding number of driving offence points are tabulated in Para. 4.3.

Driving offence points are awarded independently for each offence committed irrespective of whether the offences arise from the same incident, and will last for a period of 12 months.

The “D” endorsement of the airside driver who has incurred 8 or more points will be withdrawn and the driver will be disqualified from driving on airside for a period of 3 months. The disqualification period will increase to 6 months for any subsequent accumulation of 8 points.

Drivers who commit offence of Speeding in excess of 30 km/h of speed limit or Causing Aircraft Damage by Careless Driving, in addition to the award of driving offence points, the “D” endorsement of the offenders will be suspended for 3 months immediately. Repeated offenders will be suspended for 6 months.

b. **Re-training**

Airside driver who has committed a driving offence will be required to be retrained at the earliest instance by his/her company on the rules and regulations governing driving and operation of mobile equipment on the airside. If the offender has accumulated 3 driving offence points or more in the previous 12 months, he/she must resit the Airside Driver Examination within two weeks from the date of the offence.

c. **Suspension**

Failure to resit and pass the examination within the prescribed period will result in the suspension of the “D” endorsement. The driver must not operate any mobile equipment or drive any vehicles within the Airside Restricted Area until he/she has passed the examination for the reissuing of “D” endorsement. The company concerned should ensure that no driving duties are assigned to the staff until he/she has passed the examination for the reissuing of the “D” endorsement.

d. **Withdrawal**

If the driver failed to attend the “D” endorsement examination due to whatever reasons, Airfield Department, Airport Authority will send a notification to the sponsoring organization that the permit holder is required to proceed to Permit Office to delete the “D” endorsement due to expiration, and in the event that the permit holder failed to do so on or before a specified date, his/her permit will be cancelled.

In the notification, the sponsoring organization will be reminded that they are responsible for all liabilities as a result of their staff driving inside the Airport Restricted Area without a valid “D” endorsement or driving authorization.

Airfield Department will copy the notification to the Authorized Signatory of the sponsoring organization.

Airfield Department will forward to Permit Office a list of permit for cancellation if no response was received from the sponsoring organization on whether the permit holder will attend driving test shortly for Permit Office to delete the “D” endorsement.

Permit Office will forthwith cancel the respective Airside Restricted Area permits, and enter remark in the respective Access Control System records that the permit was cancelled due to invalid “D” endorsement.

e. **Re-instatement of “D” Endorsement**

If a company requires the “D” endorsement of an employee to be reissued, the company must apply to the Airfield Department. The driver is required to resit and pass the Airside Driver Examination before his/her “D” endorsement will be reissued.

f. **Appeal**

An Appeal Panel is set up to review any appeal in respect of the award of driving offence points. The company of the driver concerned must submit in writing the justifications of appeal to the Chairman of the Appeal Panel, Assistant General Manager of Airfield Department, within 2 weeks from the date of award of the points. The decision made by the Appeal Panel shall be final and conclusive.
4.3 Traffic Offences

<table>
<thead>
<tr>
<th>Section</th>
<th>Offence</th>
<th>AA Bylaws Penalty</th>
<th>Points</th>
</tr>
</thead>
<tbody>
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<td>Causing death by dangerous driving</td>
<td>Level 5 and 6 months imprisonment</td>
<td>8</td>
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<td>48(4)</td>
<td>Dangerous driving</td>
<td>Level 4 and 6 months imprisonment</td>
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<td>48(5)</td>
<td>Careless driving</td>
<td>Level 3 and 3 months imprisonment</td>
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<td>48(6)</td>
<td>Driving in excess of speed limit</td>
<td>Level 3</td>
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<tr>
<td></td>
<td>• In excess of 30 km/h</td>
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<td>• Between 21 – 30 km/h</td>
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<td></td>
<td>• Between 11 – 20 km/h</td>
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<td></td>
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<td>Driving in area not permitted by the</td>
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<tr>
<td>48(10)</td>
<td>Driving in aircraft manoeuvring area, etc.</td>
<td>Level 4 and 3 months imprisonment</td>
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<tr>
<td>48(11)</td>
<td>Failure to give way to aircraft</td>
<td>Level 4 and 3 months imprisonment</td>
<td>4</td>
</tr>
<tr>
<td>48(12)</td>
<td>Failure to observe traffic signs or</td>
<td>Level 1</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>ground markings</td>
<td></td>
<td></td>
</tr>
<tr>
<td>48(13)</td>
<td>Failure to wear corrective lens or</td>
<td>Level 1</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>hearing aids</td>
<td></td>
<td></td>
</tr>
<tr>
<td>48(14)</td>
<td>Parking otherwise than at designated areas</td>
<td>Level 1</td>
<td>1</td>
</tr>
<tr>
<td>48(15)</td>
<td>Failure to report vehicular accident</td>
<td>Level 3</td>
<td>3</td>
</tr>
<tr>
<td>55(2)</td>
<td>Failure to provide information or giving</td>
<td>Level 3 and 3 months imprisonment</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>false or misleading statement</td>
<td></td>
<td></td>
</tr>
<tr>
<td>56(4)</td>
<td>Failure to comply with direction of</td>
<td>Level 1</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Authorised Person, etc</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Failure to fasten seat belt whilst driving</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>on airside vehicular route</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>U-turning otherwise than at designated area</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>in the Passenger apron</td>
<td></td>
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</tr>
</tbody>
</table>

4.4 Investigation

Traffic accidents will be investigated by Airfield Department. To facilitate investigation, all drivers involved in the traffic accident should give a preliminary statement in the first instant or within a reasonable time. Cases involving injury or fatality will also be investigated by the Hong Kong Police.

5. TRAFFIC MARKINGS AND SIGNS

5.1 Typical Layout of Parking Stand

- Equipment holding area*
- Airbridge clearance zone
- Fuel Hydrant clearance zone
- Stand lead-in line
- Stand lead-in line for narrow-bodied aircraft
- Stand clearance marking with stand number
- Taxilane clearance line
- Temporary equipment holding area*

* The actual configuration and size of the area varies according to the layout of individual stands
b. Remote Stand

1. Equipment holding area*
2. Stand lead-in line
3. Fuel Hydrant clearance zone
4. Taxi lane clearance line

* The actual configuration and size of the area varies according to the layout of individual stands

---

c. Cargo Stand

1. Equipment holding area*
2. Stand lead-in line
3. Fuel Hydrant clearance zone
4. Taxi lane clearance line
5. Stand clearance marking with stand number

* The actual configuration and size of the area varies according to the layout of individual stands
5.2 Apron Road Markings

**Road Edge Line**
100mm wide white continuous line

**Road Centre Line**
100mm wide white broken lines with 4m lines at 2m spacings

**Road Intersection Marking**
White 100mm X 600mm dashes at 300mm spacing

**Road Edge Marking at Taxilane Crossing**
150mm wide x 1000mm long chequered white line

**Do Not Cross or Straddle**
150mm wide double white continuous lines with a 100 mm gap

**Give Way to Other Vehicle**

**Give Way to Aircraft**

**Give Way Line**
(Give way to traffic on major road)

**Yellow Box Junction**
(No driver shall drive a vehicle/equipment into the “Yellow Box Junction” unless he/she will be immediately able to drive the vehicle/equipment wholly out of the “Yellow Box Junction”)

**Speed Limit Signage**

**No Entry**

**Lay-by Area**
(U-turn)

**Stand Clearance Marking with Stand Number for Particular Stand**
5.3 Apron Markings

- Equipment Holding Area
- Equipment Staging Area
- Equipment Parking Area
- Temporary Equipment Holding Area
  ("L-shape" for Specific Ground Services Equipment indicated)
- Keep Clear Box
  (No vehicle shall stay/enter into the “Keep Clear Box” when an aircraft is about to dock into/being pushed back from the adjacent parking stands)
- Clearance Zone
  (No entry)

5.4 Traffic Signs

- Fuel Hydrant Clearance Zone
- Clearance Line
  100mm wide double white continuous lines with a 100 mm gap
  (separate the parking apron and taxilane)
- Nose-Out Parking
- Bend to Left Ahead
- Bend to Right Ahead
- Road Narrows on Left Ahead
Roundabout Ahead

Side Road on Left Ahead

Cross Roads Ahead

No Entry for Vehicles

No Through Road

Turn Left

Keep Left

Sharp Deviation of Route to Left

Give Way

Stop Here When Aircraft Crossing Ahead

Keep Clear – Emergency Vehicular Access

Traffic Markings and Signs

Traffic Markings and Signs
6. SAFETY TIPS

6.1 Pre-Driving Vehicle Check

To drive safely, you should conduct pre-driving vehicle check before driving off:

- Your vehicle must have a valid Airside Vehicle Licence displayed on the windscreen or at a prominent position
- Check that the tyres are in good condition and inflated to the correct pressure
- Check that the steering, brakes and brake failure warning light is operating normally
- Make sure all lamps and the obstruction light work
- Make sure the vehicle or equipment is equipped with a serviceable fire extinguisher

6.2 Positive Driving Behaviour

- Always observe traffic conditions
- Be cautious
- Be patient and courteous
- Be accountable

6.3 10 Safety Tips for Driving in Airside

- Do not speed
- Do not drive under the influence of drugs or alcohol
- Give way to aircraft
- Driver and passengers must fasten seat belt
- No driving under aircraft
1. RULES GOVERNING DRIVING ON RUNWAYS STRIP, TAXIWAYS AND THE ASSOCIATED GRASS AREA AND AIRSIDE ROAD

To safeguard aircraft taking off, landing and ground taxiing on the runways and taxiways, movement of vehicles on runways and taxiways are strictly controlled. Drivers of vehicles on these areas must fully comply with the following procedures which should be read in conjunction with Airfield Road System (Plan 2) and Airfield Zoning Plan (Plan 3).

1.1 Mandatory Communication Requirement

- Drivers who require access to runway strip, taxiway and associated grass area must be certified by the Airport Authority to be conversant with radio-telephony techniques and procedures.
- Vehicles which require access to the runway strip must be equipped with VHF radio for communication with the Air Traffic Control Tower on the appropriate VHF frequency.
- Vehicles operating on the taxiway and associated grass area must be equipped with Trunk Mobile Radio (TMR) for communication with Air Traffic Control (ATC).
- Drivers must maintain listening watch on VHF radio or Trunk Mobile Radio as appropriate whilst driving on the runway strips, taxiways and the associated grass areas, and comply promptly with Air Traffic Control instructions.

1.2 Procedures for Entering the Runway Strip (Runway and the Grass Areas on Both Sides)

- The driver shall seek permission from ATC using VHF radio on the appropriate frequency for clearance to enter the runway strip. He/she shall state the vehicle call sign, present vehicle location, purpose of entering the runway and duration of stay.
- After permission is received from ATC, the driver will visually check that the runway strip is clear of aircraft movement and safe to proceed.
- Throughout the time the vehicle is inside the runway strip, the driver must maintain radio listening watch on the appropriate VHF frequency.
- Report promptly to ATC when exiting the runway strip.

Safety Tips

- Always stay alert and keep clear of other vehicles and people before moving on.
- To keep at least a private car distance.
- Provide a look-out when reversing in parking stand.
- Do not exceed the allowed passenger or goods capacity.
- Pay attention to traffic when overtaking or u-turn.

6.4 How to Avoid the Obstruction to a Taxiing Aircraft / Aircraft on Tow

a. Driving Along the Back-of-Stand Road

All drivers must exercise extra cautions when driving along the back-of-stand road and shall not cross over an aircraft parking stand when:
- airbridge operation lights are switched on.
- the aircraft docking guidance system is activating.
- Marshaller / Aircraft Parking Aid Operator / Line Maintenance Operator is standing by for an arrival aircraft.
- an aircraft inside the parking stand is on tow and its anti-collision beacons are switched on.

b. Crossing Taxilanes

Before crossing a taxilane, drivers must:
- stop before the Give Way to Aircraft ground marking.
- ensure that no aircraft taxiing on its own power as well as aircraft on tow is approaching.
- ensure that the road ahead is clear and he/she will be immediately able to drive across the taxilane without stopping.
1.3 Procedures for Entering the Taxiway Area (Taxiway and the Associated Grass Areas)

- The driver shall seek permission from ATC using TMR (channel 23101) or VHF radio on frequency of 121.7MHz for clearance to enter the taxiway area. He/she shall state the vehicle call sign, present vehicle location, purpose of entering the area and duration of stay.
- After permission is received from ATC, the driver will visually check that the taxiway area is clear of aircraft movements and safe to proceed.
- Throughout the time the vehicle is inside the taxiway area, the driver must maintain listening watch on the TMR or VHF radio.
- Report to ATC when exiting the taxiway area.
- In the event of TMR or VHF radio failure, the driver must immediately
  - leave the taxiway area; and
  - use alternative means such as telephone to report to ATC when clear of the taxiway area.

2. MOVEMENT AREA GUIDANCE SIGNS

Mandatory Instruction Signs
White inscription on red background
(Identify a location beyond which an aircraft taxiing or vehicle shall not proceed unless authorized by the air traffic control)

Direction Signs
Black inscription on yellow background
(Identify the designation and direction of taxiways at an intersection)

Location Signs
Yellow inscription on black background (with yellow border where it is a stand-alone sign)
(Identify the designation of the location taxiway, runway or other pavement the aircraft or vehicle is on or is entering)

Destination Signs
Black inscription on yellow background
(Indicate the direction to a specific destination on the aerodrome)
### 3. AIRFIELD GROUND MARKINGS

**Runway Centre Line**
- Dashed 900mm wide white line
- 30m long strip with 20.615m gap

**Runway Side Stripe**
- Continuous 900mm wide white line

**Threshold**
- 16 white stripes
- 30m long
- 1700mm wide
- each stripe separated with a 1700mm gap

**Runway-holding Position**
- Four yellow lines, each 150mm apart and 150mm wide
- Free flow direction has two dashed lines, 900mm dash and 900mm space
- Stop side has two continuous lines

**Taxi Side Stripe**
- Double yellow continuous lines
- 150mm wide lines with a 150mm gap

**Intermediate Holding Position**
- Located at entry to most of the taxiway intersections
- 300mm wide, 900mm long yellow dashed line at 900mm spacing

**Taxiway Centre Line**
- Rapid exit; 300mm wide continuous yellow line
- Other taxiways; 150mm wide continuous yellow line
4. AIRFIELD GROUND LIGHTINGS

Runway Centre Line Lights
- Bi-directional inset lights
- Located at 0.6m offset (south) of runway centre line
- 29.674m spacing for South Runway touchdown zone and 14.76m spacing for North Runway touchdown zone. Outside the touchdown zones, spacing is 30m and 15m for South Runway and North Runway respectively.
- Variable intensity white to 900m from runway end
- Alternative red/white from 900m to 300m from runway end
- Variable intensity red from 300m to runway end

Runway Edge Lights
- Omni-directional elevated lights and bi-directional inset lights at taxiway intersection
- Two parallel rows 30.375m either side of runway center line
- 59.348m spacing for South Runway and 59.041m spacing for North Runway except in the touchdown zone where spacing is 60m
- Variable intensity white to 600m from runway end
- Variable intensity yellow for the final 600m
- For runways 25R, 07L and 07R the lights beyond the far end displaced threshold are variable intensity red

Stop Bar Lights
- Unidirectional inset fitting with additional pair of elevated edge light
- Located at all runway entrances
- Lights spaced at 3m intervals across the taxiway
- Selectively switchable
- Interlocked to 90m of taxiway centre line lights beyond the stop bar
- Variable intensity red

Runway Guard Lights
- A pair of flashing elevated lights
- Located both sides of a stop bar
- 45 flashes per minute

Taxiway Centre Line Lights
- Bi-directional inset lights
- Offset 0.3m from the taxiway/taxilane centre line
- Spacing 30m maximum
- Spacing on curves of radii less than 400m is 7.5m
- Where the lighting forms part of CAT IIIA movement routing, the 7.5m nominal spacing is extended 60m beyond the curves
- Variable intensity green except in ILS sensitive zone where they show alternative green/yellow to aircraft exiting the runway
Taxiway Edge Lights
- Elevated fittings
- 30m maximum spacing
- Variable intensity blue

Intermediate Holding Position Lights
- Unidirectional inset lights
- 3 lights spaced 1.5m apart symmetric about the centre line
- Variable intensity yellow to approaching aircraft
- 2 sets at Taxiway V1 and Taxiway V4 with additional elevated lights
PLANS – AIRFIELD ROAD SYSTEM

- Airside Road
- Restricted airside road subject to GFS permission
- Restricted airside road subject to ATC permission
- Airport restricted area
- Bonded route to SkyPier ferry terminal
- Forbidden to vehicles exceeding 2.8m in height

LEGENDS:
- Airside Road
- Restricted airside road subject to GFS permission
- Restricted airside road subject to ATC permission
- Airport restricted area
- Bonded route to SkyPier ferry terminal
- Forbidden to vehicles exceeding 2.8m in height
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