TERMINAL PROCEDURE MANUAL

Procedure No. TLPM/027

Landside Traffic Management and Regulations

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<th>Owner</th>
<th>AGM, Estate &amp; Road Traffic Management, Market &amp; Connectivity Development Department</th>
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1.0 PURPOSE

1.1 The purpose of the manual is to introduce the landside traffic management and regulations so as to provide a safe and efficient surface transport system to effectively support the core business of the airport.

2.0 SCOPE

2.1 The scope of manual covers entire landside road network as well as the associated transport facilities.

3.0 BACKGROUND

3.1 Introduction

3.1.1 The landside area has over 300 hectares of land, comprising an extensive road network and a Ground Transportation Centre with both private and public transport interchange facilities. This transport infrastructure in the Chek Lap Kok facilitates the services of various passenger transport providers operating in the new airport including franchised buses, taxis, tour coaches, Airport-Mainland coaches, hotel limousines and airlines limousines.

3.1.2 The road system shall be managed to ensure that free flow conditions are maintained under normal operating conditions, in order that road delays are not translated into delays for passenger and freight schedules, with adverse safety, service quality and financial implications.

3.1.3 Airport Authority Hong Kong aims to provide safe and efficient transport facilities in the new airport to effectively serve the transportation needs of the airport users. To meet the objective, appropriate management regulations and bylaws are applied to managing the activities of vehicles and pedestrians on the landside road network and transport facilities.

3.2 Objectives

3.2.1 An effective range of regulatory measures are necessary for the following reasons:

- To effectively serve the operational needs of the users of the associated facilities supported by the road network

- To maintain traffic flows and prevent congestion which could lead to potential delays in operating schedules, raise the potential for accidents and lower the level of service quality
• To maximize the available design capacities of the road network and the GTC transport facilities

• To provide a code of operation and usage for AA staff and airport users and to provide an effective means of communicating the practical requirements

• To improve access for people and goods

• To achieve a safe, clean and user friendly environment for the airport users

• To empower Authorized Persons (AA’s officers and designated contractor staff) to control and direct operations and, where necessary, to enable enforcement

3.2.2 The principal methods to be adopted will involve the study of the traffic characteristics, users requirements, potential risk and develop appropriate regulation accordingly. In keeping with accepted practice, as laid down in, for example, Government’s Transport Planning and Design Manuals, standard approaches will be adopted where possible, utilizing signage and markings which will be familiar with the majority of road users, together with observing other guidelines accepted as good practice, e.g. providing simple messages, advance warnings, limiting the amount of information being presented at a given location or time.

3.2.3 Strategic deployment of signage, in conjunction with other control methods, will contribute to maintaining free flow conditions throughout the road network, particularly in areas identified as having the potential for congestion as a result of relatively minor and everyday incidents.

3.2.4 Having effectively communicated the required messages to airport users, this will assist airport operations staff in performing duties associated with maintaining a safe and high quality system of roads and associated facilities. In cases of persistent or extreme conduct which pose a threat to the safety, efficiency and quality of the facilities, the regulatory implications of signage, in conjunction with existing Ordinances, e.g. AA Ordinance, Road Traffic Ordinance and AA ByLaw, permit the Authority and / or the Police to take the appropriate steps to bring about prosecution.

3.3 Road Designation and by-laws

3.3.1 All landside public roads are designated under the AA Ordinance.

3.3.2 Designation of the road system empowers the Authority as well as the Police, as per AA Ordinance, Section 36(4), to exercise direct control over the road system, where Road Traffic Ordinance, its subsidiary
regulations, Fixed Penalty (Criminal Proceedings) Ordinance and Fixed Penalty (Traffic Contravention) Ordinance apply, except as excluded or varied by the AA ByLaw.

3.3.3 Non-standard signage adopted are included in the Schedule 5 of AA ByLaw (CAP 483A), in order to confer the regulatory powers required to facilitate enforcement by the Authorized Persons.

4.0 REFERENCES

AA Ordinance (CAP 483)
AA ByLaw (CAP 483A)
Road Traffic Ordinance (CAP 374)
Fixed Penalty (Criminal Proceedings) Ordinance (CAP 240)
Fixed Penalty (Traffic Contravention) Ordinance (CAP 237)

5.0 DEFINITIONS AND ABBREVIATIONS

5.1 Abbreviation

AA Airport Authority Hong Kong
AEL Airport Express Link
CLK Chek Lap Kok
GTC Ground Transportation Centre
IAC Integrated Airport Centre
MCDD Market and Connectivity Development
NLH North Lantau Highway
RTO Road Traffic Ordinance
TCSS Traffic Control and Surveillance System
TD Transport Department, HKSSA
TMCA Tsing Ma Control Area

5.2 Landside Road Network and Transport Facilities

5.2.1 The Road System

The surface access of the airport facilities is served by a road network inside CLK landside totals approximately 34km of roads, connected to downtown via two major channels. The major channel connects to the North Lantau Highway (NLH) via the first sea channel crossing (section of Airport Road) and the other one to Tung Chung via the second sea channel crossing (section of Chek Lap Kok South Road).

The Airport Road connects the NLH to the CLK road network, via a series of intersections and distributor roads, with facilities catering for a broad choice of transport modes in the Ground Transportation Centre (GTC).
To assist the management of the landside roads, a sophisticated Traffic Control and Surveillance System (TCSS) have been installed to facilitate the monitoring and controlling of the traffic on the main access routes. The main features of the TCSS include CCTV, Incident Detection Systems, Pre-programmed Diversion Strategies, Variable Message and Dynamic Signage, Car Parking Guidance System, Emergency Telephones, Traffic Control Signals and a Taxi Staging Control System. The TCSS, together with state of the art communications systems are linked to the Intergrated Airport Centre (IAC) with dedicated communications systems and procedures for direct communications with Police, Fire Services, Tsing Ma Control Area Control Centre and Transport Department.

5.2.2 Transport Facilities

The purposely built GTC comprises a range of public transport interchanges, drop off zones, private vehicle car parks and the station for the Airport Express Link (AEL), all located within easy walking distance of the passenger terminal buildings. The interchange facilities comprise:

- Departures Kerbs of Terminal 1 & Terminal 2
- Taxi Station and Staging Area
- Franchised Bus Facilities
- Coach Station and Staging Area
- SkyLimo Station and Staging Area
- Limousines Station and Staging Area
- VIP Lounge Pick-up Area
- Multi-storey Car Park
- At-grade Car Parks

Other landside facilities throughout CLK, including cargo terminals, aircraft servicing facilities, airlines, government facilities, catering premises and other tenants/concessionaires are mainly located in the Southern part of the island and are served by bus stops and/or private vehicle parking lots.

Except for designated parking areas, parking will be prohibited throughout the landside designated road network and enforced accordingly.

5.2.3 Traffic Characteristics

The majority of road traffic using the CLK road network can be categorized as follows:

- Private Cars and Motorcycles
- Taxis (urban-red, NT-Green and Lantau-blue)
- Hotel Vehicles and Limousines
• Franchised Buses (incl. Airbus)
• Residential bus (Discovery Bay)
• Coaches
• SkyLimo
• AA Contractors' vehicles
• Tenants/Concessionaires' vehicles
• AA Patrol and Maintenance Vehicles
• Special purpose vehicles (towing vehicles, ambulances etc.)
• Airport Community's vehicles

5.3 Traffic Regulations and Restrictions

5.3.1 Introduction

This section presents the traffic regulations and restrictions required on the road network and various facilities in the landside area. A description of the users characteristics are provided together with the method of control on the road sections or facilities concerned.

The GTC elements and road system are classified into 16 functional and physical groups. Where no specific circumstances have been identified as being associated with a given road or facility, no category is listed. Those identified are as follows:

• All Designated Roads
• Primary Access Road PAR (Airport Road)
• Taxi Station and Staging Area
• Coach Station and Staging Area
• SkyLimo Station and Staging Area
• Franchised Bus Facilities
• Limousine Station and Staging Area
• VIP Lounge Pick-up Area
• Departures Kerbs
• Archaeological Site
• Chinese Pavilion (South Headland Reserve)
• Kwo Lo Wan Road
• Catering Area Roads
• Undeveloped Plots
• Chek Lap Kok South Road
• Cheong Lin Roads

Landside road operation contractors supervised AA Duty Staff will conduct 24-hour mobile patrols of the CLK road network in vehicles specially equipped for traffic management, surveillance and incident management. They will be connected into the IAC communications network via Trunked Mobile Radio.
5.3.2 All Designated Roads

Users: All classes (referred to in Schedule 1 of RTO) except public light buses and rickshaw, which are excluded, but not all classes to all areas. AA and emergency services and other classes of authorized vehicle to have unrestricted access

Function: To form road system for CLK island, consisting Primary Access Road, Distributors and Access Roads

Management and control:
- Prohibit stopping or parking except in designated areas
- Prohibit animals
- Prohibit learner drivers
- Prohibit pedestrians from areas other than those for which special provision has been made
- Limit traffic speed at locations where potential pedestrian/vehicle or vehicle conflicts exist e.g. departures kerb or pedestrian crossings, otherwise keep traffic moving as far as possible, especially along Airport Road
- Advise users that airport by-laws/special rules apply, publish by-laws as required to enable prosecution. Establish powers to stop, detain, impound, remove vehicles/persons/property and provide specific advice at particular locations of importance, as appropriate
- Provide markings or signage where necessary to reinforce AA reference/identification systems for locations or infrastructure items. Most junctions, gantries, lamp posts etc. will have their own referencing system within system definitions, e.g. TCSS, and/or Technical Services Unit inventories and certain chainage markers have already been included
- Provide advance warnings of junctions, merging/converging traffic conflicts, pedestrian crossings and hazards, e.g. sudden aircraft noise along extended runway centerline 07R/25L
- Limit overall dimensions for unescorted vehicles
- Provide adequate information and advance information for directions, standard regulatory signage and road markings. Specification for this type of signage / marking is considered as complete
- Ensure that road users understand appropriate courses of action to be taken in the event of breakdown or accident. Appropriate signage has been provided for the Emergency Telephones located along the Airport Road and TCSS will identify stationary vehicles throughout the scope of coverage
5.3.3 Primary Access Road (Airport Road)

Users: All classes (referred to in Schedule 1 of RTO) mechanically propelled excluding motor cycles and motor tricycles, (bicycles not allowed)

Function: High capacity vehicular access thoroughfare linking CLK and NLH

Management and control:
- Highway sign denotes a stretch of road along which highway regulations apply and as such, are shown on slip roads to Southbound Airport Road carriageway (without expressway designation) i.e. consider as Expressway approach road
- Advise northbound drivers about end of expressway and reinforce advice about lower speed limits, where appropriate, when leaving Airport Road. Vehicles will have been traveling at high speed for a prolonged period which has the effect of lowering drivers' perceptions of speed
- Provide advice on Airport Regulations that apply/do not apply to Northbound/Southbound traffic

5.3.4 Taxi Station and Staging Area

Users: Red (urban), Green (NT) and Blue (Lantau) Taxis

Function: To provide off-road holding facility for taxis waiting to pick up at the GTC and an orderly mechanism to feed taxis through the collection area

Management and control:
- Exclusion of all other classes of vehicle with the exception of authorized vehicles
- Provide means of identification for bays, lanes and other system elements
- Prevention of waiting in all areas except drivers’ WC facility, queues within staging area and while loading at pick-up bays
- Limit activities in area of drivers’ WC facility, e.g. no maintenance, vehicle washing, littering. Consider implications of prolonged waiting in this area
- Identification of escape lane
- Achieve effective control of taxi flow feeding pick-up bays. Identify best available solution within context of TCSS PTS and feed into detailed design process for C536
- Effective customer signage at/on pedestrian approaches to pick up area, to identify red, blue and green taxi bays, together with information to identify destinations served
- Provision of special instructions associated with breakdown, fire etc., in staging area or tunnel
- Provide priority system for merging conflicts on departure from pick-up area
- Prevention of vehicle/pedestrian conflict. Pedestrian warning signage for drivers, for zone and/or at crossing points. Containment of pedestrians within pedestrian area
- Prevention of taxi queue formation beyond limit of approach road
- Baggage trolley control measures

5.3.5 Coach Station and Staging Area

Users: AA authorized coaches

Function: To provide off-road holding facility for coaches waiting to pick up at the Coach Stands and to provide customers with convenient means of locating their coach, loading baggage and boarding

Management and control:
- Exclusion of all other classes of vehicle with the exception of authorized vehicles
- Exclusion of non-permit holders
- Enforcement of no waiting in approach road
- Limitation/control of waiting period in staging area
- Containment of pedestrians within boundary of coach station pick-up area
- Advice to drivers concerning reserve staging facility
- Advance advice to drivers in Staging Area, concerning regulation of pick-up area
- Baggage trolley control measures

5.3.6 SkyLimo Station and Staging Area

Users: AA authorized SkyLimo

Function: To provide off-road holding facility for SkyLimo to pick up at the SkyLimo Station and to provide customers with
convenient means of locating their vehicles, loading baggage and boarding

Management and control:
- Exclusion of all other classes of vehicle with the exception of authorized vehicles
- Exclusion of non-permit holders
- Enforcement of no waiting in approach road
- Regulation of waiting period
- Containment of pedestrians within boundary of SkyLimo station pick-up area
- Advice to drivers concerning reserve staging facility
- Advance advice to drivers in Staging Area, concerning regulation of pick-up area
- Baggage trolley control measures

5.3.7 Franchised Bus Facilities
Users: Franchised Bus Operators
Function: To provide safe stopping places for boarding/dismounting of passengers at specific locations along designated routes and provision of terminal/interchange facility at Bus Terminus, operated by service provider franchisees

Management and Control:
- Provision of signage/markings to identify specified stopping places along routes, for road users and bus passengers
- Exclusion of all other classes of vehicle with the exception of authorized vehicles, at entrance to bus station approach road
- Identification and marking of pedestrian/vehicular conflicts at crossing points within bus station
- Containment of pedestrians within bus station
- Baggage trolley control measures

5.3.8 Limousine Station and Staging Area
Users: AA authorized hotel and travel agent passenger and baggage vehicles
Function: To provide off-road holding facility for hotel and travel agent vehicles waiting to pick up at the vehicle pick-up area and to
provide customers with convenient means of locating their vehicle, loading baggage and boarding

Management and control:

- Exclusion of all other classes of vehicle with the exception of authorized vehicles
- Exclusion of non-permit holders
- Limitation/control of waiting period within pick-up area
- Advance advice to drivers in Staging Area, concerning regulation of pick-up area
- Baggage trolley control measures
- No dropping off within pick-up area

5.3.9 VIP Lounge Pick-up Area

Users: Authorised vehicles for collection of VIPs
Function: To provide convenient / discreet facility for inbound / outbound VIPs

Management and control:

- Exclusion of all other classes of vehicle with the exception of authorized vehicles. Avoid the use of signage identifying facility
- Provision of signage associated with traffic merging as VIP traffic leaves facility

5.3.10 Departures Kerbs

Users: All classes of vehicle
Function: Drop off point for airport users and baggage, arriving by above classes of vehicle

Management and control:

- No pick up of passengers or baggage allowed
- Preventing goods vehicles from stopping or loading/off-loading at kerb unless specifically authorized
- Limitation/control of stopping time at kerb and providing notification of consequences
- Conduct manual traffic diversion for private cars and taxis from median kerb to inner kerb to facilitate the smooth and orderly traffic flow during peak times. (newly added)
- Provide warnings about vehicle/pedestrian conflicts to vehicles and provide pedestrian instruction to use designated crossing points only
- Baggage trolley location signage
- Containment of pedestrians

5.3.11 Cheong Tat Road

Users: Franchised buses and AA authorized vehicles only
Function: To provide access to terminal building for staff arriving by franchised bus, authorized service/maintenance personnel and other AA authorized persons

Management and control:
- To exclude all other classes of vehicle other than the above and notify consequences
- To prohibit dangerous goods unless Authorised

5.3.12 Archaeological Site

Users: Vehicles carrying visitors to site
Function: Conservation and Leisure facility

Management and control:
- Public access to the site will be provided as required and the road access will be of for approved vehicles only. There is existing signage to this effect

5.3.13 Chinese Pavilion (South Headland Reserve)

Users: General Public - Pedestrians
Function: Leisure Facility

Management and control:
- Provision of advice concerning Airport Regulations
- Limit pedestrian access to pavilion site only
5.3.14 Kwo Lo Wan Road

Users: AA, Emergency Services, maintenance vehicles and towing vehicles

Function: To provide Northbound entry route to Airport Road for above users

Management and control:
- Guard against pedestrian access by public using South Headland Preserve area

5.3.15 Catering Area Roads

Users: Employees of, plus visitors and deliveries to/from, catering companies, Police and Airmail Centre

Function: Landside access to above companies, with isolated central road providing airside access for Authorized users, via control post

Management and control:
- Provide advice to road users that roads are for access only, for staff and visitors to facilities served
- Provide ‘Restricted Area’ notification on central road, with no waiting permitted

5.3.16 Undeveloped Plots

Users: None

Function: To provide future development sites

Management and control:
- Where necessary, areas would be fenced to prevent unauthorized use for parking, dumping etc.
- Provide signage indicating that unauthorized access prohibited and unauthorized dumping will be prosecuted

5.3.17 Chek Lap Kok South Road

Users: All vehicle classes except Public Light Buses and Rickshaw

Function: To provide access between Tung Chung and CLK and to act as major diversion route in event of first sea channel crossing closure.
Management and control:
- Provide advice that Airport Regulations apply/do not apply to Northbound/Southbound traffic
- Sign major aspects of above for Northbound traffic
- Prohibit Public Light Busses

6.0 ROLES AND RESPONSIBILITIES
N/A

7.0 ACTIONS
N/A

8.0 ATTACHMENTS
N/A