

RA 3261 - Aerodrome Services

Rationale

The Aerodrome environment may contain a complex mix of Aircraft, vehicles, and personnel, often operating in close proximity. ▶ These activities require effective control, coordination and, where necessary, assistance in the event of an emergency. ◀ Without effective control procedures and management of Aerodrome assets, Aerodrome users may be exposed to ▶ elevated ◀ Risk ▶ to Life. To maintain a Safe Operating Environment (SOE) in accordance with (iaw) RA 1010 and RA 1026¹, ◀ it is ▶ ◀ essential that an ▶ appropriate ◀ Aerodrome Service is ▶ ◀ provided. ▶ These services ◀ enable the safe separation and effective operation of Aircraft, vehicles, and personnel on the Movement Area and in the vicinity of the Aerodrome. ▶ They ◀ also ▶ ensure a coordinated and timely ◀ emergency response when required.

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Regulation 3261(1)

▶ Provision of an Aerodrome Service

3261(1) HoE shall determine how an Aerodrome Service² will be provided at their Aerodrome.

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Provision of an Aerodrome Service

3. An Aerodrome Service **should** routinely be supported by the provision of Aerodrome Control Service² by a Controller iaw RA 3261(2)
4. Where the activity being conducted is deemed by the HoE³ to not require a Controller provided Aerodrome Control Service; the HoE **should** consult the Air Traffic Services Senior Officer (ATSSO)⁴ for advice when determining the operational parameters of the remaining Aerodrome Service. Aerodrome Service provision unsupported by a Controller provided Aerodrome Control Service iaw RA 3261(2) **should** considering the following:
 - a. An assessment of the capacity for residual Aerodrome support services on duty **should** be conducted to ensure mitigation of the additional task burden placed on them due to non-employment of a Controller provided Aerodrome Control Service.
 - b. Any mitigations **should not** detract from the ability to provide emergency response actions.
 - c. Any mitigations **should not** degrade the ability to conduct post-crash management activity, whilst facilitating any Aircraft Movements still ongoing.
 - d. If there is any change in activity, capacity of residual Aerodrome support or effectiveness of mitigations that compromise the ability to maintain a SOE, the activity **should** cease.

¹ ▶ Refer to RA 1010 - Head of Establishment Aviation Responsibilities and Aviation Duty Holder / Accountable Manager (Military Flying) Establishment Responsibilities and RA 1026 – Aerodrome Operator and Aerodrome Supervisor (Recreational Flying) Roles and Responsibilities.

² Refer to definitions in accompanying MAA/RI/2026/08.

³ Where one is present on a military establishment, if operating on a Defence Contractor Flying Organization site, considerations **should** be made iaw RA 3049 – Defence Contractor Flying Organization responsibilities for UK Military Air System Operating Locations and RA 1032 – Aviation Duty Holder-Facing Organizations and Accountable Manager (Military Flying)-Facing Organizations - Roles and Responsibilities.

⁴ Refer to RA 1033 – Air Traffic Services Senior Officer – Air Safety Responsibilities. ◀

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- e. The operating parameters and associated Hazards where applicable **should** be communicated, understood, and accepted by the Air System Aviation Duty Holder (ADH) / Accountable Manager (Military Flying) (AM(MF)); or applicable Risk Owner for civilian Air Systems operating from a Defence establishment.
5. Employment of an Aerodrome Service (either on regular or routine basis) **should** have their specificities detailed within local orders.

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Provision of an Aerodrome Service

6. Subject to ADH determined activity being considered by the HoE, the full suite of Aerodrome Control Service capability may not be required to conduct bounded activity.
7. This Regulation enables the HoE in consultation with the ATSSO to scale the service provision iaw the operational requirement and that of the Safe Operating Environment. ◀

**Regulation
3261(2)**

Aerodrome ▶ Control ◀ Service

- 3261(2) ▶ ◀ ADH-Facing Organizations and AM(MF)-Facing Organizations (AA-Facing Organization) and HoE **shall**, ▶ when deemed to be required iaw RA 3261(1), ◀ provide an Aerodrome ▶ Control ◀ Service at Aerodromes for which they are responsible.

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Aerodrome ▶ Control ◀ Service

8. Controllers providing an Aerodrome ▶ Control ◀ Service **should** issue information and instructions to Aircraft to achieve a safe, orderly and expeditious flow of Air Traffic in order to assist in preventing collisions between:
- Aircraft on the Manoeuvring Area.
 - Aircraft and obstructions on the Manoeuvring Area.
 - Aircraft landing and taking off.
 - Aircraft flying within the visual circuit and in the vicinity of the Aerodrome Traffic Zone (ATZ).
9. All instructions passed to Aircraft, vehicles and personnel on the Movement Area by Air Traffic Control (ATC) personnel, **should** be considered as mandatory.
10. **Aerodrome ▶ Control ◀ Service Provision.** Controllers providing an Aerodrome ▶ Control ◀ Service **should**, as a minimum:
- Alert and dispatch Aerodrome Emergency Services^{5, 6}.
 - Sequence Visual Flight Rules (VFR) traffic flying in the visual circuit and all movements of Aircraft on the Manoeuvring Area.
 - Sequence the mixed arrival and departure of visual and instrument traffic.
 - Notify changes to Aerodrome Crash Category.
 - Control Aircraft, vehicles and personnel on the Movement Area.
 - Provide an Alerting Service.
 - Monitor wind speed and direction.
 - Notify Aerodrome unserviceability or work in progress.
 - Warn Aircraft of other Aircraft conducting ground runs.

⁵ Aerodrome Emergency Services includes Aerodrome Rescue and Fire Fighting (ARFF) and Aerodrome Emergency Medical Services.

⁶ For the States of Readiness for Aircraft Emergencies refer to Manual of Military Air Traffic Management (MMATM): Chapter 5 – ▶ Aircraft Emergencies. ◀

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- j. Warn of significant changes in meteorological (Met) conditions.
 - k. Notify Runway surface conditions.
 - l. Warn of wildlife Hazards.
 - m. Notify Runway changes.
 - n. Notify Configuration of Aerodrome Arresting Systems.
 - o. Oversee the application of Low Visibility Procedures (LVP), where applicable, iaw RA 3274⁷.
 - p. Apply Local specific Orders, eg, noise abatement procedures.
 - q. Take overdue action iaw RA 3312⁸.
 - r. Apply Wake Turbulence separation iaw RA 3277⁹.
11. The Aerodrome Controller (ADC) and relevant radar Controller **should** manage the safe and expeditious flow of VFR / Instrument Flight Rules (IFR) arrivals and departures, and traffic routing in close proximity to the visual circuit, including appropriate clearances as required. Where necessary, local procedures for integrating Aircraft in the vicinity of the Aerodrome **should** be detailed in local orders.
12. The point at which the control of arriving and departing Aircraft is transferred between Controllers **should** be managed in order to maximize Safety and aid expedition, having considered the Met conditions, standard approach and departure procedures, traffic picture and any relevant local procedures.
13. **Traffic Information (TI) and Instructions.** TI and instructions **should** be passed to Aircraft on any occasion that a Controller considers it necessary in the interests of Safety, or when requested by the pilot. In particular, an Aerodrome Service **should** provide:
- a. Generic TI to enable VFR pilots to safely integrate their flight with other Aircraft; (eg number of Aircraft in the visual circuit).
 - b. Specific TI appropriate to the stage of flight and Risk of collision; (eg circuit positions of Aircraft passed to Aircraft calling at Initial).
 - c. Timely instructions as necessary to assist in the prevention of collisions and to enable safe, orderly and expeditious flight within and in the vicinity of the Military Aerodrome Traffic Zone (MATZ).
14. **Met Information.** Where Met information is required, it **should** include:
- a. Surface wind direction (magnetic) and speed.
 - b. Visibility.
 - c. Present weather.
 - d. Cloud base and amount.
 - e. Altimeter pressure setting (QFE or QNH respectively).
15. Controllers **should** warn pilots of gusts or crosswinds:
- a. When the maximum wind speed exceeds the mean speed by 10 knots or more.
 - b. Prior to take-off and landing, reporting the extremes in direction and speed (gust and lull) during the past 10 minutes iaw CAP 746¹⁰.
16. **Automatic Terminal Information System (ATIS).** Where ATIS is required, procedures **should** be established for its provision, delivery and content, prior to its introduction and when enduring changes are necessary. Relevant stakeholders **should** be engaged to ensure that any Hazards are identified and appropriately mitigated.

⁷ Refer to RA 3274 – Low Visibility Procedures.

⁸ Refer to RA 3312 – Overdue Action by Air Traffic Control.

⁹ Refer to RA 3277 – Wake Turbulence.

¹⁰ Refer to CAP 746 – Requirements for Meteorological Observations at Aerodromes.

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17. Procedures **should** cover as a minimum:
- a. Use of equipment employed in the provision of ATIS.
 - b. Means of delivery eg frequency allocation.
 - c. Mechanisms of delivery including:
 - (1) Requirements and process for initiating or updating ATIS messages.
 - (2) Communication of updates to ATIS messages.
 - d. Responsibility for ATIS provision and delivery, and qualification of relevant personnel.
 - e. Content of message, including mechanisms for assuring the content of messages.
18. **Essential Aerodrome Information.** To ensure the safe operation of Aircraft, Controllers **should** inform the pilot at the earliest opportunity of any defects affecting the Movement Area or any unserviceability of navigational aids and Aerodrome lighting that may constitute a Hazard.
19. **Brake Chute Recovery**¹¹. The recovery of a brake chute deployment **should** only be carried out by a Suitably Qualified ►and◄ Experienced Person.
20. **Runway Occupied.** When Aircraft, vehicles or personnel have been given permission to cross or occupy a Runway in use, the ADC **should** ►use a visual cue◄ on the part of the flight progress board that is used to represent the Runway as a positive reminder that the Runway is occupied.
21. **Traffic Lights.** The ADC is responsible for the operation of traffic lights to control vehicles, cyclists and pedestrians, but may delegate operation of them to appropriate personnel. Traffic lights **should** be operated to ensure that the red light signal is displayed in time for individuals to observe and obey the instruction.
22. **Jet Blast**¹². Prior to a Controller issuing instructions and clearances to an Aircraft, where relevant, the Hazards of jet blast **should** be taken into account. Particular care **should** be taken when multiple line-up instructions are issued and Aircraft could be subjected to the jet blast from preceding departures.
23. **Persons On Board (POB).** The ADC / Ground Controller **should** ascertain POB, at the earliest of:
- a. Initial contact.
 - b. Before issuing a clearance to taxi.
 - c. Before issuing a clearance to take-off.
 - d. Other times as specified in Local Orders.
24. **Taxiing Aircraft.** When the pilot of an Aircraft requires start-up or taxi clearance, the following information **should** be given:
- a. Runway in use.
 - b. Surface wind direction and speed, including significant variations.
 - c. Aerodrome QFE or QNH, as appropriate.
 - d. Outside air temperature.
 - e. Significant Met conditions.
25. **Taxi instructions.** Taxi instructions **should** be issued to a specific point on the Manoeuvring Area or Apron at which the Aircraft ►stops,◄ unless further permission to proceed is given.
26. When clearing an Aircraft to the Holding Point of the Runway in use and the intention ►remains◄ to permit the Aircraft to cross an additional Runway, whether active or not, the taxi clearance **should** contain an explicit clearance to cross that

¹¹ Refer to MMATM Chapter 5: ►Aircraft Emergencies◄ – Brake Chute Operations.

¹² Additional information on 'Heavy Aircraft Jet Exhaust' is contained in MMATM Chapter 2: Air Traffic Control Procedures.

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Runway. If such a clearance cannot be given, the clearance limit, with instructions to hold at a specific point, **should** exclude reference to a Runway or route beyond it.

27. **Runway Clearance.** Prior to issuing any permission / clearance to use the Runway, the ADC **should** perform a final check to confirm that:
- a. **▶ The Runway is clear of obstructions.**
 - b. **Traffic lights and arrestor systems are correctly configured and that any other required conditions are met iaw Local Orders and instructions. ◀**
28. When multiple Runways are in use and possibility of confusion exists, the clearance **should** include the applicable Runway designator.
29. **Line-Up Instruction.** Local Orders **should** define situations in which more than one Aircraft may be permitted to line-up.
30. **Departure Clearance.** If an ATC clearance could be confused with a taxi instruction, to avoid pilots taking-off without a take-off clearance, it **should** commence with the phrase 'after departure' to ensure clarity.
31. An Aircraft on an IFR flight **should not** be given take-off clearance until:
- a. The ATC clearance, if required, has been passed and acknowledged by the pilot, and;
 - b. The relevant radar Controller has authorized departure and any specific instructions have been passed to the Aircraft.
32. **Take-off Clearance.** The ADC **should** issue take-off clearances and advise pilots of the surface wind or other significant Met conditions.
33. A take-off clearance **should** be issued separately from any other clearance message.
34. If an Aircraft is lined up on the Runway and a revised clearance or post departure instructions need to be passed, the revised clearance or post departure instructions **should** be prefixed with an instruction to 'hold position'.
35. An Aircraft or Aircraft formation **should not** be permitted to begin take-off until the preceding departing Aircraft is observed to be airborne or has reported 'airborne' by radiotelephony (RTF) and all preceding landing Aircraft have vacated the Runway in use, ensuring the appropriate wake turbulence⁹ separation is applied.
36. A departing Aircraft **should not** be given control instructions which would require it to make a turn before it has reached a Height / Altitude that places it above the Radar Vector Chart (RVC) / Surveillance Minimum Altitude Area (SMAA) if using a Military Surveillance Minimum Altitude Chart (Mil SMAC) unless remaining below the Unit Terrain Safe Level iaw RA 3231¹³.
37. **Expedition.** Where there is a requirement for the ADC to be expeditious the following instruction 'cleared for immediate take-off, iaw CAP 413¹⁴, **should** be issued to the pilot who will respond accordingly:
- a. At the Holding Point, taxi immediately to the Runway and commence take-off without stopping the Aircraft.
 - b. If already lined-up on the Runway, take-off without delay.
 - c. If an immediate take-off is not possible, they will advise the ADC.
38. **Cancelling take-off Clearances.** If a take-off clearance has to be cancelled before the take-off run has commenced, the pilot **should** be instructed to 'hold position' and to acknowledge the instruction. If, after the Aircraft has commenced take-off, an issue is identified the ADC **should** notify the pilot, iaw CAP 413¹⁴.
39. **Landing.** When Aircraft are using the same Runway, a landing Aircraft **should** only be permitted to touch down before the preceding landing Aircraft has vacated the Runway if this is authorized in Local Orders.

¹³ Refer to RA 3231 – ▶ **Air Traffic Control Unit** ◀ Terrain Safe Level and Terrain Clearance.

¹⁴ Refer to CAP 413 – Radiotelephony Manual, Chapter 4 – Aerodrome Phraseology.

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40. **Instructions to Aircraft in the Final Stages of Approaching to Land.** With the exception of instructions to go-around, the ADC **should not** issue instructions to Aircraft in the final stages of approaching to land that would require it to deviate from its expected flight path unless exceptional and overriding Safety considerations apply.

41. **Gear Checks.** Clearance to use a Runway, for Aircraft with retractable landing gear, **should** only be issued after a positive gear check has been received from the pilot. ▶◀

42. **Low Approach Restrictions.** If the Runway in use is occupied by an Aircraft, vehicles or personnel, an approaching Aircraft that has requested a low approach or a touch and go, **should** only be cleared to carry out a low approach, restricted to a Height not below that specified in Local Orders. In such circumstances, the pilot **should** be informed of the Aircraft, vehicles or personnel on the Runway. Additionally, the Aircraft, vehicle or personnel on the Runway **should** be informed of the Aircraft carrying out the low approach.

43. **Light and Pyrotechnic Signals.** The standard light and pyrotechnic signals in Table 1 **should** be used in the control of Aircraft, where necessary.

Table 1. Light and Pyrotechnic Signals

Characteristic and Colour of Light Beam or Pyrotechnic	From ATC to an Aircraft in flight	From ATC to an Aircraft on the ground
Steady Red Light or Red flare	Go Around	Stop
Red Flashes ¹⁵	Total refusal of permission to land	Move clear of Landing Area
Steady Green Light or Green flare	You may land	You may take-off
White Flashes ¹⁵	Land at this Aerodrome after receiving steady green light	Return to starting point

44. The type of light and / or pyrotechnic signal in use at the Aerodrome, and where it is operated from¹⁶, **should** be annotated in the Military Air Information Publication (AIP) or UK AIP, where applicable, to ensure that Aircrew know what type and where to expect the light and / or pyrotechnic signal to come from.

45. **Runway and Aerodrome Movement Area (AMA) Incursion¹⁷.** Controllers **should** remain vigilant to the possibility of a Runway and AMA Incursion by Aircraft, vehicle, person, animal or object. All Runway and AMA Incursions **should** be reported iaw RA 1410¹⁸, with the relevant boxes selected and specific mention of Runway or AMA Incursion in the title to aid analysis.

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Aerodrome ▶ Control ◀ Service

46. AA-Facing Organization and HoEs may elect to delegate some responsibilities incumbent of an ADC in the provision of an Aerodrome Service, ▶such as the alerting and dispatch of ARFF and control of vehicles and pedestrians on the Movement Area,◀ to the Ground Controller or other ▶ATC◀ positions. ▶◀

47. Essential Aerodrome Information (detailed in paragraph ▶18◀) may include but not be limited to:

- a. Construction work or Maintenance on the Movement Area.
- b. Rough portions of the Movement Area and whether marked or not.
- c. Failure or irregular functioning of the Aerodrome lighting system.
- d. Failure or irregular functioning of approach aids.

¹⁵ Only applicable to light signals.

¹⁶ For example, from the ATC Tower, a remote light signal location or a Truck Runway Control (TRC) vehicle.

¹⁷ Refer to MAA 02: MAA Master Glossary.

¹⁸ Refer to RA 1410 – Occurrence Reporting and Management.

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- e. Aircraft parked close to Runways or taxiways and Aircraft engaged in ground running of engines.
 - f. Runway surface condition iaw RA 3272¹⁹.
 - g. In snow and ice conditions; information concerning sweeping and / or sanding of Runways and taxiways iaw the Snow and Ice Control Plan²⁰.
 - h. Bird formations or large birds reported or observed on or above the Movement Area or in the immediate vicinity of the Aerodrome and the extent of any bird dispersal action being carried out iaw RA 3270²¹.
48. **ATIS.** Guidance on the provision of ATIS can be found as follows:
- a. International Convention on Civil Aviation (ICAO) Annex 11 Air Traffic Services contains requirements for the provision and delivery of ATIS.
 - b. Guidance material relating to Data link-ATIS (D-ATIS) is contained in ICAO Doc 9694 Manual of Air Traffic Services Data Link Applications. The technical requirements for the D-ATIS application are contained in ICAO Annex 10 Aeronautical Telecommunications, Volume III, Part I, Chapter 3.
 - c. Civil Aviation Authority CAP 413¹⁴ contains requirements for the content of ATIS messages and guidance on transmitting technique.
 - d. ICAO Annex 3 Meteorological Service for International Air Navigation contains guidance on the use of Met information.
 - e. RA 3130²² regulates the use and Maintenance of ATM Equipment.
49. **Landing Direction and Runway in use.** These terms refer to the most suitable Runway or landing direction selected by a Controller at any particular time. Typically they are aligned to the surface wind direction, but other factors such as traffic patterns, availability of approach aids and the length of Runway or landing run available may also be taken into consideration.
50. Where the surface wind conditions are light and variable the 2000 ft wind will be taken into account before selecting the Runway in use. At certain Aerodromes more than one Runway may be in use at any one time.
51. **Traffic Patterns.** Details of Aerodrome Traffic patterns may be found in North Atlantic Treaty Organization (NATO) Standardization Agreement (STANAG) 3297, NATO Standard Aerodrome and Heliport Air Traffic Service (ATS) Procedures²³.

**Regulation
3261(3)**

Aerodrome Emergency Services

- 3261(3) ►◄ AA-Facing Organizations and HoE **shall** provide Emergency Services at Aerodromes for which they are responsible.

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Aerodrome Emergency Services

52. Aerodrome Emergency Services⁵ **should not** be reserved solely for flying operations. ARFF and Emergency Medical Services²⁴ **should** respond to all Incidents across the MOD estate where local conditions allow, as a priority, when life may be at Risk. Any consequent effect on Aerodrome operations through a reduction or total loss of Crash Category **should** be considered secondary to the saving of life.
53. **Communications.** ATC **should** be ►able to communicate with◄ Safety Services and Station / Unit departments concerned with flying. These communications **should** as a minimum be:

¹⁹ Refer to RA 3272 – Evaluation of Runway Surface Conditions.

²⁰ Refer to RA 3278 – Snow and Ice Operations.

²¹ Refer to RA 3270 – Aerodrome Wildlife Control.

²² Refer to RA 3130 – Air Traffic Management Equipment Safety Management.

²³ Relevant NATO STANAGs can be accessed via the Defence Standards intranet site.

²⁴ Refer to AP1269 Leaflet 12-8: Guidance on the Standards of Medical Cover for Military Aerodromes.

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- a. **Direct Communication.** ▶ A dedicated²⁵ and robust means of communication ▶ with ◀:
- (1) Station Fire Section (if separate from the crash bay).
 - (2) Station Medical Centre (where applicable).
 - (3) Crash Crew Bay.
 - (4) ATC Centre (ATCC).
 - (5) Distress and Diversion Cell (D&D).
- b. **Indirect Communication.** ▶ A suitable alternate and appropriate communications method²⁶ for communicating with: ◀
- (1) Duty Aircrew.
 - (2) All flying squadrons and flights.
 - (3) Senior Engineering Officer (SEngO).
 - (4) Station Works Services²⁷ representatives.
 - (5) Local civil Emergency Services.
 - (6) Local police.
- c. **RTF Communication.** RTF communication between the ATC Tower and the Aerodrome Emergency Service⁵ vehicles, and vehicles employed in Aircraft brake parachute recovery role.
- d. **Crash Alarm Bells / Telephones.** Crash alarm bells / telephones (operated from the Controller's position) to:
- (1) Crash Crew Bay.
 - (2) Station Fire Section (if separate from Crash Crew Bay).
 - (3) Station Medical Centre (where applicable).
- e. **Station / Unit Broadcast System.**
54. **Crash Maps.** The Aerodrome Operator (AO) **should** arrange for the production, distribution and document control of local area and Aerodrome crash maps to enable the rapid location of Aircraft crashes and Aerodrome Incidents as follows:
- a. **Local Area Crash Map.** A local area crash map **should** consist of an Ordnance Survey map to a range of at least a 5 nm radius from the Aerodrome. The map **should** show, as a minimum:
- (1) Areas of overlapping cover with adjacent Aerodromes.
 - (2) Areas of known poor RTF communications.
 - (3) Any other locally required features, eg rendezvous points.
- b. **Aerodrome Crash Map.** An Aerodrome crash map **should** be produced covering the Aerodrome and its surrounds within reasonable visual range of the ADC. The map, which may be orientated to meet local requirements, eg as the ADC sees the Aerodrome from their control position, will be overlaid with a simple grid system. The grid **should** be of reasonable size (not too small), ideally aligned along the main Instrument Runway, and arranged that significant areas are not divided by grid lines. ▶ ◀ The following features **should** be clearly depicted:
- (1) North orientation.
 - (2) Runway magnetic Headings.
 - (3) Taxiways and dispersals.

²⁵ ▶ A communication channel exclusively reserved for a single user or organization providing a constant, fixed connection between two points for reliable and secure data / voice transmission.

²⁶ Examples include Public Address Broadcast, Station Alarms, duty mobiles, notification procedures for unit emergency leads (Operations, Fire, Medical and Security) and VoIP to include MS Teams. ◀

²⁷ Representing Defence Infrastructure Organisation (DIO).

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- (4) All roads and tracks fit to take Aerodrome Emergency Service⁵ vehicles.
- (5) Main road junctions and crossings.
- (6) Hazards such as ditches and narrow or difficult areas.
- (7) Areas which are not negotiable by Aerodrome Emergency Service⁵ vehicles:
 - (a) At all times.
 - (b) At certain times of the year owing to weather and / or tides.
- (8) All points of exit from the Aerodrome, eg hedge gaps, bridges over ditches, gateways, etc.
- (9) Areas of known poor RTF cover.
- (10) Crash exits, which will be numbered.

c. **Crash Map Distribution.** Local area and Aerodrome crash maps **should**, be located in:

- (1) Station / Unit Headquarters.
- (2) ATC.
- (3) TRC iaw RA 3279(4)²⁸.
- (4) Station Fire Section / Crash Crew Bay.
- (5) Station Medical Centre.
- (6) All essential Aerodrome and ATC vehicles.
- (7) Other locations as defined in Local orders; with consideration to the following where appropriate:
 - (a) Local civil Emergency Services.
 - (b) Station crash / salvage section.
 - (c) Search and Rescue (SAR) helicopter.
 - (d) Executive vehicles.

55. **Crash Exits.** Crash exits **should** be:

- a. Numbered iaw the Aerodrome crash map.
- b. Kept clear and have appropriate signage displayed to this effect.
- c. Signposted where the location of the crash gate is not obvious.

56. On Aerodromes where crash gates are locked for security reasons, crash crews **should** be in possession of crash gate keys that are tagged for quick identification. Duplicate keys **should** be readily available in a known location.

57. **Testing of the Crash Organization.** The AO is responsible for ensuring that the Aerodrome Emergency Services⁵ are adequately prepared to cover the flying task. The ARFF services **should** be exercised with any lessons identified being recorded and actioned. Full advantage **should** be taken of any planned participation by the civilian emergency Services.

58. **Testing of Crash / Rescue Communications.** The ATC Officer in command (ATCO IC) (or other responsible individual specified in Local Orders) **should** ascertain the serviceability state of the ARFF and emergency medical services, RTF equipment, crash telephone, teletalk, and crash alarm systems at the start of their watch. They **should** take immediate action, in the event of any unserviceability, to have Repairs effected, and to make temporary alterations to the disposition of vehicles if this is

²⁸ Refer to RA 3279(4): Equipment and Operating Requirements – Truck Runway Control.

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necessary. Any unserviceability **should** be recorded and reported iaw RA 3204²⁹ and RA 3206³⁰.

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Material
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Aerodrome Emergency Services

59. The use of what3words by civil emergency services is common practice and Units may want to consider annotating key reference points on the Aerodrome to assist such users that are likely to be unfamiliar.

**Regulation
3261(4)**

Aerodrome Service in Class D Airspace

3261(4) ►◄ AA-Facing Organizations and HoE at Aerodromes inside Class D airspace **shall** ensure an ATS is provided iaw the airspace classification.

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Aerodrome Service in Class D Airspace

60. **Class D Flight Rules.** Whilst there is a requirement for Controllers to monitor the Met conditions, Controllers **should** also establish the flight rules that Aircraft are operating iaw, to ensure the appropriate ATS provision in Class D airspace. The pilot is responsible for determining the flight rules under which they wish to conduct their flight iaw RA 2307³¹, taking into account the Met conditions, airspace classification and the limitations of their licence / qualifications. ► Reported visibility³² ◄ **should** be used for Aircraft taking-off from or approaching to land. Whereas flight visibility **should** be used for transiting Aircraft (which may require entering an ATZ or Aerodrome Traffic circuit); therefore, Controllers **should not** declare Class D Airspace to be 'IFR' or 'IMC'.

61. **Class D ATS Provision.** All flights **should** be provided with an ATS as follows:

- a. All flights **should** be subject to ATC clearance.
- b. IFR flights **should** be separated from other IFR and Special VFR flights.
- c. IFR flights **should** receive TI in respect of VFR flights.
- d. IFR flights **should** receive traffic avoidance advice on request.
- e. VFR flights **should** receive TI in respect of all other flights and traffic avoidance advice on request.

62. **Cancelling IFR.** IFR flights **should** be afforded IFR separation until IFR flight is cancelled. A change **should** be accompanied by a statement from the Aircraft operator that cancels IFR flight iaw RA 2307³¹, paragraph ►47◄. This information is paramount in determining the actions in the event of an Aircraft being instructed to Go Around whilst conducting an IFR approach.

63. **Class D VFR Operations.** Controllers **should** permit Aircraft operating under VFR to operate to or from an Aerodrome in Class D airspace (which may require entering an ATZ or active Aerodrome Traffic circuit) iaw with the limitations dictated by the pilot's flight rules and the reported Met conditions as follows:

- a. **Flight Rules.** When the reported Met conditions reduce below the minima at paragraph ►63b◄, Controllers **should** request the pilot to specify the type of clearance required, (in order to ascertain the pilot's flight rules iaw RA 2307(1) Table 1 UK VMC Minima for VFR Flight).
- b. **Met Conditions:** Controllers **should not** issue any further VFR clearances to Aircraft wishing to operate iaw VFR when the reported Met conditions fall below the following minima:

²⁹ Refer to RA 3204 – Air Traffic Management Records.

³⁰ Refer to RA 3206 – Air Traffic Management Equipment Checks.

³¹ Refer to RA 2307 – Rules of the Air.

³² ► Reported visibility is the visibility reported by the Airfield meteorological office and is available from ATC. ◄

**Acceptable
Means of
Compliance
3261(4)**

- (1) The cloud ceiling is less than 450 m (1500 ft).
- (2) ► **Reported** ◄ visibility 5 km.
- (3) ► ◄

64. **Class D Special VFR Operations.** Controllers **should** issue a Special VFR clearance to Aircraft wishing to operate under Special VFR, during the day or night as follows:

a. ► ◄ Controllers **should** permit Aircraft operating Special VFR to transit to or from an Aerodrome in Class D airspace (which may require entering an ATZ or active Aerodrome Traffic circuit) iaw the following criteria:

- (1) Aircraft is ► ◄ 140 knots ► **or less** ◄ indicated air speed (IAS).
- (2) Aircraft is clear of cloud with the surface in sight.
- (3) Aircraft other than helicopters: minimum flight visibility 1500 m.
- (4) Helicopters: minimum flight visibility 800 m.

b. **Special VFR Landing and Taking Off.** ► **Refer to RA 2307, paragraph 62³¹.** ◄

- (1) ► ◄
- (2) ► ◄

c. **Special VFR** ► **Reported** ◄ **visibility.** When the reported ► ◄ visibility consists of two values, the lower of the two values **should** be used when determining if a Special VFR clearance can be issued.

65. **Shared Class D Airspace.** Procedures for operations at MOD Aerodromes located within Class D airspace where the controlling agency is not the control authority **should** be contained within Letters of Agreement and detailed in Local Orders.

**Guidance
Material
3261(4)**

Aerodrome Service in Class D Airspace

66. Nil.

**Regulation
3261(5)**

► Head of Aviation Duty Holder and Accountable Manager (Military Flying)-Facing Organizations Aerodrome Rescue and Fire Fighting Responsibilities

3261(5) AA-Facing Organizations of Rotary Wing Aircraft **shall** consider Emergency Service provision when their Aircraft land away from base.

**Acceptable
Means of
Compliance
3261(5)**

Head of Aviation Duty Holder and Accountable Manager (Military Flying)-Facing Organizations Aerodrome Rescue and Fire Fighting Responsibilities

67. **Emergency Service Provision.** ADH / AM(MF) **should** ensure that ARFF services are considered when Aircraft land away from their permanent base to an alternative location. This **should** be accounted for iaw DSA02 Defence Fire Safety Regulator (DFSR) – Defence Aerodrome Rescue & Fire Fighting (ARFF) Regulations Annex B.

**Guidance
Material
3261(5)**

Head of Aviation Duty Holder and Accountable Manager (Military Flying)-Facing Organizations Aerodrome Rescue and Fire Fighting Responsibilities

68. Nil. ◄

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