

LAKE CHARLES REGIONAL AIRPORT
RULES AND REGULATIONS
FOR GROUND VEHICLES

The Airport Operator is by regulation and national policy, responsible for controlling access to each Air Operations Area. This responsibility includes methods for preventing the entry of unauthorized persons or ground vehicles, controlling movement of persons and ground vehicles within each Air Operations Area.

Access control for every point at an airport that provides entry into the AOA, includes those FIXED BASE OPERATORS, and ALL TENANTS, to include air carriers, and be viewed as the direct responsibility of the Airport Operator.

The overall responsibility for vehicle operations on an airport rests with the Airport Management. The best way to ensure that such operations are conducted in a safe and orderly manner is to establish rules and/or regulations that all drivers operating on the airport must obey. The following rules and regulations address such areas as access, vehicle operator requirements, vehicle insurance requirements, operations and enforcement.

Step one is to restrict access to the Air Operations Area (AOA) to those vehicles that have a need to be there. The ADA is the area used or intended to be used for surface maneuvering of aircraft.

Drivers are:

- (1) required to possess a valid state driver's license.
- (2) required to be familiar with airport layout including designation of runways and taxi-ways.
- (3) required to be familiar with boundaries of movement areas, and areas requiring authorization from Air Traffic Control to enter.
- (4) required to understand the meaning of Control Tower light gun signals.
- (5) responsible for passengers in their vehicle at all times and must be prepared to give satisfactory explanation of his or her presence, and shall not allow them to loiter anywhere in the AOA.
- (6) required to comply with all signs, automated and mechanical equipment, lights and signals.
- (7) required to operate a registered vehicle by provisions of State law.

No person shall operate a motor vehicle of any kind in the AOA in a reckless or negligent manner or in excess of the speed limits prescribed, and in no event, in excess of the speed limits prescribed, and in no event, in excess of ten (10) miles per hour.

Vehicle requirement items include:

- (1) marking and identification of vehicle.
- (2) equipment requirements, beacons, mirrors, two—way radios, fire extinguishers, speedometers, etc.
- (3) insurance coverage. Persons operating a motor vehicle of any kind in the AOA shall maintain automobile insurance coverage with minimum limits of \$100,000.00 each person, \$300,000.00 each accident for personal injury and/or death and \$100,000.00 each accident for property or damage; or \$300,000.00 combined single limit of liability.
- (4) Vehicle condition requirements and inspection.
- (5) ALL vehicles will park only in areas designated by the Management of the airport. Individuals with T-Hangers may be allowed to park their vehicles in their respective hangars while their aircraft is out of “said” hangar. Under no circumstances are vehicles allowed to park on the grass areas of the AOA.
- (6) Persons loading or unloading in front of the Transit Aviation building have a five (5) minute time limit posted.
- (7) Any vehicle disabled, abandoned or parked in violation of these rules and regulations, or which present an operational problem in the AOA, will be hauled away at the vehicle operator’s expense without liability for damage which may result from such move. -
- (8) Prohibitions on:
 - (a) Leaving a running vehicle unattended.
 - (b) Driving under an aircraft.

CONSEQUENCES OF NONCOMPLIANCE WITH RULES AND REGULATIONS

Consequences of noncompliance by an employee, tenant or contractor are as follows:

	<u>1ST OFFENSE</u>	<u>2ND OFFENSE</u>	<u>3RD OFFENSE</u>
Employees	Airport Mgmt. Reprimand	Suspension	Termination
Tenants (not FBO)	Training Dept. Session	Suspension of Drive Thru Gate Privileges	Escort Only
FBO*	Training Dept. Session	Suspension of Employee Gate Privileges - Add. Training	\$2000 fine
Contractors	Training Dept. Session	Suspension of Drive Thru Gate Privileges- Additional Training	\$2000 fine and use of ADA by Escort only

*FBO — is responsible for all persons loading and unloading bags in their respective area - especially in the 10 minute parking and vehicles parked in areas loading aircraft. Moreover, FBO is also responsible for its own employees' driving and their contractors doing business anywhere on airport property.

I have read and understand the above rules and regulations for ground vehicles at Lake Charles Regional Airport. I understand that I will park my vehicle in the parking lot located near the walk-through gate and use the walk-through gate for access to airside unless loading or unloading of said vehicle is needed. I fully understand Rules 5, 6, and 7 on page 2.