



## **MOTOR VEHICLE OPERATIONS**

This section specifies the general operating procedures for all vehicles at the Airport. Except in cases of emergency involving the protection of life and/or property, motor vehicles shall be operated upon the Airport in strict accordance with the rules prescribed by this section and the California Vehicle Code, 49 CFR 383 and such other rules and regulations governing the safe operation of a motor vehicle.

The airline or contractor is responsible for ensuring that applicants and employees can work safely in the airport environment. When making these decisions airlines and Contractors are responsible for adherence to the Americans with Disabilities Act (ADA), Air Carrier Access Act (ACAA), Section 504 of the U. S. Rehabilitation Act, California Fair Housing and Employment Act, and such other rules and regulations that may be in place regarding the selection of individuals for employment at LAWA airports.

Specific procedures covering the use of fueling vehicles and equipment for fueling operations are provided in Section 6, Fire & Safety, Paragraph 9.

### **1. Operation of Motor Vehicles**

- a. No vehicle shall be operated in or upon any Airport property in a careless or negligent manner or in disregard of the rights and safety of others, or without due caution or circumspection.
- b. No vehicle shall be operated at a speed or in a manner, which endangers unreasonably, or is likely to unreasonably endanger persons or property.
- c. No vehicle shall be operated if such vehicle is constructed, equipped, or loaded as to endanger or be likely to endanger persons or property.

### **2. Traffic Signs, Directions, Signals and Markings**

- a. All vehicles operated on any Airport property must at all times comply with any lawful order, signal, or direction by authorized personnel.
- b. The Executive Director is authorized to place and maintain such traffic signs, signals, pavement markings, and other Airport property as required to indicate and carry out the provisions of these Rules and Regulations and of the California Vehicle Code to guide and control traffic.
- c. Where traffic is controlled by traffic lights, signs, mechanical or electrical signals, or pavement markings, such lights, signs, signals and markings shall be obeyed unless an authorized LAWA representative directs otherwise.



- d. Airport signs generally conform to the standards set by the California Vehicle Code. In addition, special LAWA signs may be posted to alert drivers to special conditions.
- e. Where conditions preclude the use of post-mounted traffic signs, road surface markings have the same validity. Special caution is therefore advised in case of poor road conditions.

**3. Reserved, Posted or Restricted Parking Areas**

- a. The Executive Director is authorized to reserve all or any part of parking lots or other areas not under lease or permit for the sole use of vehicles of the City of Los Angeles, its officers or employees, tenants, or for such visitors to the Airport as he/she may designate, and to indicate such restrictions by appropriate markings and/or signs; designate a parking time limit on any portion of said lots; designate any portion of said lots as a passenger loading zone, designate any portion of said lots as a no stopping, no waiting or no parking area; designate where and how vehicles shall be parked by means of parking space markers; and designate direction of travel and indicate same by means of appropriate signs and/or markings.
- b. When appropriate signs and/or markings have been installed, no person may park or drive a vehicle on any portion of such lots reserved for the exclusive use of any vehicle unless authorized by the Director.
- c. Vehicles parked in any garage, parking lot or other authorized parking area reserved for public, private or employee use, shall park in such a manner as to comply with all posted and/or painted lines, signs, and rules.
- d. Vehicles displaying either a distinguishing license plate or a placard issued pursuant to Section 22511.5 or Section 9015 of the California Vehicle Code may park in designated disabled parking sections as indicated by appropriate signs and/or markings. All others not displaying such license plate or placard shall be towed.

**4. Curb Markings**

**a. Red Zone**

No vehicle, whether attended or unattended, shall stop, wait or park in any area adjacent to a curb which is painted red; provided, however, that a scheduled transit bus may park in a red zone designated as a bus zone by a sign or other marking.

**b. White Zone**



No vehicle shall stop, wait or park in any area adjacent to a curb which is painted white, except that a vehicle may be stopped at a white zone while actively engaged in the immediate loading or unloading of passengers and/or baggage. No vehicle stopped in a white zone shall be left unattended. Stopping a taxi in a white zone for the purpose of waiting for passengers and/or baggage is however permitted, provided that the white zone is designated as a taxi zone by a sign or other marking.

**5. Emergency Suspension of Parking**

- a. The Executive Director is authorized, when he/she shall determine that traffic congestion or hazard is likely to result from the holding of any assemblage, celebration, or function, to prohibit parking or movement of vehicles on any part of the Airport until such congestion hazard is eliminated.
- b. The Executive Director is further authorized to post signs giving notice of such addition to other instructions appearing thereon.

**6. Authorization to Move Vehicles - Vehicle Impound**

- a. The Executive Director may move, or cause to be removed (at the owner's/operator's expense) from any restricted or reserved area, any roadway or right-of-way, or any other area on the Airport, any vehicle which is disabled, abandoned, or illegally or improperly parked, or which creates a safety hazard or interferes with airport operations.
- b. Any such vehicle may be removed or caused to be removed to the official vehicle impound area designated by the Executive Director. Any vehicle impounded shall be released to the owner or operator upon proper identification of the person claiming such vehicle and upon payment of the towing charge currently in effect and any accrued storage fees. The Airport shall not be liable for damage to any vehicle or loss of personal property, which might result from the act of removal.

**7. Authorized Vehicles on the Air Operations Area (AOA)**

- a. Access to the AOA is subject to prior approval by the Executive Director through the Manager, LAX Airfield Permits Unit (424) 646-5880.
- b. Tenants may use their leaseholds for access onto the AOA.
- c. All others should enter the AOA through an established LAWA access post. **Refer to Drawing No. 2.**
- d. No motorized vehicle shall be operated in the AOA or upon any movement area, passenger or cargo ramp and apron area, or other non-leasehold area unless:



- i. Driving in the AOA requires vigilance on the part of drivers. It is therefore encumbered upon companies employing individuals that drive on the AOA to meet the qualifications set forth under the California Vehicle Code, 49 CFR 383 and such other rules and regulations governing the safe operation of a motor vehicle.
  - ii. Such vehicle is especially authorized by LAWA to be operated in the AOA.
  - iii. The airline contractor is responsible for ensuring that applicants and employees can work safely in the airport environment. When making these decisions, airlines and contractors are responsible for adherence to the Americans with Disabilities Act (ADA), Air Carrier Access Act (ACAA), Section 504 of the U. S. Rehabilitation Act, and such other rules and regulations that may be in place regarding the selection of individuals for employment at LAWA airports.
  - iv. Airlines and contractors working at LAX should also take into consideration the unique conditions of operating a motor vehicle in an aircraft operating environment under all weather conditions.
- e. No motorized vehicles shall be operated in or upon any AOA Roadway unless:
  - i. The driver is duly authorized and licensed by the California Department of Motor Vehicles or other state as well as a current and valid LAX Security Badge with “Restricted Area Driver” access issued by LAWA, and;
    - (1). The vehicle is legally authorized and or equipped to be operated on public roads, or;
    - (2). The vehicle is a specialty vehicle used to facilitate the loading, unloading, fueling, maintenance, and servicing of aircraft, and is especially authorized by LAWA to be driven on the AOA Roadways.
- f. Specialty vehicles such as golf carts are prohibited from traversing AOA Roadways.
- g. Operating specialty vehicles such as golf carts on any movement area, passenger or cargo ramp and apron area, or other non-leasehold areas must be approved by the Executive Director, through the Airport Operations Airside Manager (424) 646-7489.



- h. Approval for tenants to escort vendors or suppliers is determined on a case-by-case basis by LAX Airport Response Coordination Center (ARCC) at (424) 646-5292.
- i. Escorting drivers on the AOA must possess an “Escort” icon and “Restricted Area Driver” icon on their LAX Security Badge.

**8. Insurance Requirements**

All vehicles operated on the AOA must have liability insurance as required by the Director.

**9. Motor Vehicle Operating Permit**

- a. Operation of a vehicle on the AOA requires a Motor Vehicle Operating Permit issued by LAWA in accordance with Board Order AO-5078.
  - i. The Executive Director shall execute all Motor Vehicle Operating Permits on behalf of Los Angeles World Airports. Requests for permits should be directed to the LAX Airfield Permits Unit at (424) 646-5880.

**10. Vehicle Identification**

- a. All motor vehicles other than LAWA, LAFD, and law enforcement agencies must display either a yearly restricted area permit decal or a monthly airfield access permit. Authorized ground equipment is exempt from this requirement.
- b. In addition, each vehicle operating on the AOA will be required to have an approved logo or company name displayed on both sides of the vehicle in a location opposite the front seat.
- c. The name of the company or tenant shall be spelled out in letters no less than three inches in height. Company logos or symbols shall be at least 18 inches in diameter when not accompanied by approved lettering. To enhance visibility, all markings shall be on a background of sharply contrasting color.
- d. Placards, magnetic or temporary identification panels are not allowed unless prior approval has been given by the Manager of LAX Airport Operations Airside Section (424) 646-7489.
- e. Non-Permitted Aircraft Ground Support Equipment must have company name and company equipment number stenciled on two sides of each piece of equipment.



**11. Vehicle Licensing**

A valid California license plate is not required on vehicles or equipment operated solely within the AOA.

**12. Restricted Area Driver Permit Program**

- a. No motor vehicle shall be operated on the AOA unless the driver is appropriately licensed to operate such vehicle. It is the responsibility of the applicant's organization to verify and ensure all Restricted Area Driver applicants, are in possession of a valid California Driver License. Out-of-state driver licenses are accepted for transfer employees.
  - i. A transferred employee who establishes permanent residence in the State of California must possess a valid driver license, issued by the California Department of Motor Vehicles.
  - ii. The Security Badge Office of the Airport Police Division shall issue the Restricted Area Driver Permit.
  - iii. When driving a passenger for hire vehicle, the driver must be in possession of a valid California driver's license or out of state license. A Class A or B license is not required for drivers on the AOA, but it is strongly recommended that drivers hold a valid and appropriate license and medical certificate for the vehicles they are operating.
  - iv. Suspension or revocation of any driver's California or other state driver's license must be immediately reported to Security Badge Office (424) 646-5500. Los Angeles World Airports reserves the right to check whether the driver of any motor vehicle holds a valid driver's license.
  - v. All persons holding a driver's permit issued by LAWA shall return said permit to the Security Badge Office without being expressly requested to do so, upon termination of employment, revocation or suspension of the person's California, other state, or international driver's license, or when their job no longer includes the driving of a vehicle in the AOA.

**13. Driver's Training and Testing**

- a. Every driver/applicant who operates a vehicle on the AOA of the Airport must be familiar with the pertinent provisions of the State of California Vehicle Code; and, the traffic and licensing subsections of these Rules and Regulations. The driver must have been trained in the vehicle to be operated.
- b. Class A and B licensing is not required for airport tenant drivers operating on the AOA, but it is strongly recommended that drivers hold a valid and



appropriate license and medical certificate for the vehicles they are operating.

- c. A minimum of eight (8) supervised hours of practical driver training (behind the wheel) on the AOA is required prior to the testing of the applicant for issuance of the Restricted Area Driver Permit. **Note: All drivers training should include daylight and night driving on roadways, access lanes and ramp/apron areas. Applicant must be the driver during the required training and not the passenger in the vehicle.**
- d. The applicant must pass a written (multiple-choice) test administered by the Security Badge Office. The test covers AOA safety rules and regulations. If the applicant fails the test, it can be re-administered in five (5) days. If the applicant fails the second test, it can be re-administered in one month. A third attempt can be administered in sixty (60) days and then every six (6) months.

No study material or notes may be used during the Restricted Area Drivers examination. When prearranged with the Badge Office a representative who does not have a Restricted Area Driver Permit may be sent by the organization to translate the exam for languages other than Spanish. The study guide and exam are available in English and Spanish only.

**14. Driving on the AOA without Driver Permit/Restricted Area Permit Decal or Monthly Airfield Access Permit**

- a. Every driver must carry in their personal possession at all times, a valid California or other state driver license and an Airport photo identification badge with Restricted Area Driver access and present it to any Airport Police or Airfield Operations personnel on request.
- b. A driver without Restricted Area Driver access shall not drive on the AOA unless guided by an escort vehicle driven by an authorized Restricted Area Driver with an Escort Icon or training with an authorized Restricted Area Driver in the same vehicle.
- c. Permission must be obtained from LAX Airport Operations via the ARCC (424) 646-5292, prior to escorting any vehicle onto the AOA when such vehicle does not have the requisite valid Restricted Area Permit decal or Monthly Airfield Access Permit.
- d. Vehicle escorts are limited to one per each escort vehicle driven by an authorized Restricted Area Driver with an Escort Icon.





**15. Vehicle Roadworthiness**

- a. Before operating any motor vehicle on the Airport, the driver must ensure that the vehicle is in roadworthy condition. No vehicle shall be operated which is not in a sound mechanical and safe condition. The Los Angeles World Airports reserves the right to inspect and declare unfit for use on Airport property any vehicle or piece of equipment that does not comply with all safety requirements.
- b. Vehicles which, by virtue of the work they perform, are regularly driven on the aircraft movement area shall be fitted with a rotating yellow light.
- c. Vehicles designed to transport special goods (i.e., fuel tanker trucks,) shall comply with all pertinent provisions contained in Department of Transportation Regulations and Section 407 of the National Fire Protection Association Code.
- d. It is the sole responsibility of the vehicle owner and driver for ensuring the roadworthiness and operational safety of the vehicle, and shall in no way be reduced or restricted by the issuance of a Restricted Area Permit decal or Monthly Airfield Access Permit or by any technical inspections carried out by LAWA personnel.

**16. Emergency and Special Purpose Vehicles**

- a. All vehicles proceeding with a red rotating beacon or red and blue light bars, and all vehicles guided by them, i.e., Aircraft Rescue and Firefighting, Airfield Operations and Airport Police vehicles, and all LAWA vehicles proceeding with a yellow rotating beacon, i.e., Airport busses, special purpose vehicles, are exempt from the speed limit when responding to an emergency or other special situations and may leave the established roadways, if necessary, or when appropriate.
- b. All drivers must exercise special caution when in proximity to these vehicles.
- c. All vehicles described in this subsection, however, must yield the right-of-way to taxiing aircraft.

**17. Actions in Case of Accident**

- a. In case of an accident involving injury or death to any person, the following must be notified immediately:
  - i. Los Angeles Fire Department - (213) 485-6180 or 911
  - ii. LAWA Airport Police Division - (310) 646-7911





**iii. LAX ARCC - (424) 646-5292**

- b.** All accidents, which result in damage to any property, must also be reported immediately to the LAWA Airport Police Division at (310) 646-7911.
- c.** Any accident involving an aircraft and a vehicle must be reported immediately to the ARCC at (424) 646-5292 and LAWA Airport Police Division at (310) 646-7911.
- d.** Any vehicle involved in an accident shall not be moved until released by the Airport Police Division.
- e.** All persons involved in an accident and all witnesses shall remain at the scene of the accident until an officer of the Airport Police Division arrives. If witnesses cannot remain at the scene of an accident for reasons of other urgent duties, they shall report to the Airport Police Division Office located at 6320 West 96th Street, immediately upon accomplishing their urgent duties.

**18. Intoxicants and Drugs**

Drivers who operate a motor vehicle or automotive equipment shall not consume intoxicating beverages, drugs or narcotics while on duty; nor shall they have consumed the same within six hours prior to driving upon the AOA.

**19. Right-of-Way**

- a.** All vehicles operated in or upon the AOA shall yield the right-of-way as follows:
  - i.** Aircraft which are being taxied, towed or otherwise moved, including their towing and guiding vehicles.
  - ii.** Emergency equipment responding to an emergency (i.e. Aircraft Rescue and Firefighting, LAX Airport Operations and Airport Police vehicles displaying a rotating red beacon).
  - iii.** Airport busses operating on taxiways and displaying a rotating yellow beacon.
  - iv.** Vehicles operating on roadways take precedence over all other traffic in adjacent areas, i.e. leaseholds, aircraft parking and loading ramps, equipment parking areas.



- v. At road intersections or junctions and in all other areas, the right before left principle shall apply, unless prescribed otherwise by traffic signs.

## **20. Use of Roadways**

All traffic in or upon the AOA must, where designated, stay on the roadways (refer to **Drawing No. 2** for designation of roadways). Only designated entry and exit points onto the ramp and apron areas will be used. When driving on ramps/aprons or taxilanes, drive to the outside, but in close proximity to the white apron/ramp limit (wing clearance) line.

## **21. Speed Limits**

- a. Vehicles shall be operated on the AOA at the Airport in strict compliance with speed limits prescribed by LAWA as follows:
  - i. 30 mph on the following roadways unless otherwise indicated:
    - Service Road R
    - Service Road F
    - Service Road AA
    - Service Road E-15
    - Service Road E-16
    - North/South segment of Service Road A
    - North/South segment of Service Road E-17
  - ii. 20 mph on the following roadways unless otherwise indicated:
    - Service Road E
    - Service Road C
    - Service Road A
    - East/west segment of Service Road E-17
    - East/west segment of Service Road AA
  - iii. 10 mph on all ramp/apron areas and taxilanes.
  - iv. At walking speed only in occupied aircraft parking areas, but in no event faster than three mph.
  - v. Notwithstanding the above, at no time shall speeds exceed that which is reasonable and prudent, consistent with existing traffic, lighting and weather conditions.

## **22. Special Safety Rules**



- a. The use of vehicles on the AOA shall be limited to the absolute minimum required. Unnecessary running of engines is prohibited.
- b. Hydraulic stabilizers on vehicles may be extended only after it has first been ascertained that all persons are clear of the danger area.
- c. The use of forklifts for cargo handling at terminal gate positions is prohibited.
- d. Moving scissors-type vehicles, with scissors extended, is prohibited, except to position the vehicle against an aircraft for servicing. The scissors shall not be extended behind an aircraft with engines running. When scissors are extended, a safety lock is required to prevent injury to personnel due to inadvertent lowering of the scissors platform.
  - i. A guide person is required whenever the vehicle operator's vision is restricted.

**23. Driving Areas**

- a. Roadways - defined as the system of marked service roadways, access lanes and passageways or other designated ways set-aside for the movement of vehicular traffic on the AOA.

If a driver's destination is located off the roadways (terminal areas, aircraft positions, equipment parking areas, etc.), the marked roadway shall be used as long as possible. Access to ramp/apron areas shall be accomplished by using designated access lanes with all due care. The shortest route must be taken to/from the roadway. It is prohibited to leave a roadway towards a movement area unless authorized to do so.
- b. Access Lanes - defined as a specially delineated intersection of roadway with an apron taxiway or taxilane.
  - i. Entrances/exits to access lanes are delineated by flush mounted red light markers.
  - ii. Access lanes may be used only if it does not hinder or endanger taxiing aircraft traffic. Access lanes must be used with special care and attention and must be cleared immediately if aircraft approach.
- c. Passageways - defined as a special form of roadway in an aircraft position area at a terminal that is bordered by solid yellow lines on both sides.
  - i. Passageways located adjacent to aircraft positions at the terminal (two solid yellow or yellow hatching lines) serve to guide emergency and service vehicle traffic in the aircraft position area.



- ii. Passageways may not be used when aircraft are taxiing in or out. Utmost caution shall be exercised when operating within these areas due to the possibility of obstacles. Vehicles may in exceptional cases, and only when necessary, cross the boundaries of a yellow line area to avoid obstructions. In doing so, vehicles must not in any way hinder or endanger taxiing aircraft traffic.
  - iii. No vehicle shall remain stopped on a passageway except when actively used in connection with servicing operations.
- d. Aircraft Parking Positions - defined as an area around an aircraft position designated for aircraft parking and/or servicing delineated by markings and buildings.
  - i. Aircraft parking position areas are bounded by terminal buildings, perimeter fences, roadways, etc., on one side and white boundary lines (wing clearance lines - an unbroken white line which delineates the separation between the aircraft maneuvering and ramp areas) separating it from the taxiways on the other side.
  - ii. No vehicle may operate in an aircraft parking area except when actively involved in aircraft servicing.
  - iii. Drivers of motor vehicles must exercise special caution when aircraft are taxiing into or out of aircraft parking positions.
  - iv. Parking positions about to be occupied by an aircraft can be recognized by observing that the taxi-in area has been cleared up to the white line and that vehicles and servicing equipment are standing by behind this line. Parking positions equipped with passenger boarding bridges will also display an amber rotating light.
  - v. Aircraft preparing to depart a parking position can be recognized by observing the red aircraft position light (usually a red strobe type beacon) and running aircraft engines. A departing aircraft can be determined by observing that wheel chocks have been removed from the landing gear and by observing that there are no vehicles and servicing equipment in the immediate vicinity.
  - vi. An aircraft parking position safety zone is delineated by extending an imaginary line running around the aircraft at a distance of at least five feet from the tips of the wings, the nose and the tail. No vehicles are allowed to stop and park within this area except those that have to establish a direct connection with the aircraft for servicing or maintenance.



- vii. Motor vehicle drivers must exercise special caution when approaching an aircraft.
  - viii. The marking lines and imaginary safety zone in the aircraft parking position area must be strictly observed.
  - ix. Vehicles stopped on active aircraft parking positions must be attended at all times.
- e. Taxiways and Taxilanes - Taxiways are a defined path for the taxiing of aircraft from one part of an airport to another marked by a continuous yellow centerline. Taxilanes are a defined path for the taxiing of aircraft, which provides access from taxiways to aircraft parking positions and other terminal areas marked by a continuous yellow centerline.
  - i. Taxiways and taxilanes are reserved for taxiing aircraft traffic.
  - ii. Driving of motor vehicles on aircraft taxiways and taxilanes is prohibited, except when crossed at designated roadways and access lanes. Stopping on aircraft taxiways and taxilanes at anytime is prohibited.
  - iii. No person or vehicle shall cross taxiways/taxilanes if an aircraft is taxiing in the vicinity. Ground vehicles must stop at the "Stop for Aircraft" sign and yield the right of way to the taxiing aircraft.
- f. Equipment Parking Areas
  - i. Equipment parking areas are marked by unbroken white boundary lines and/or by fences, buildings and signs.
  - ii. An equipment parking area may also be located within a staging area, (an area next to an aircraft parking position where servicing equipment is assembled prior to the arrival of an aircraft) in the aircraft parking position area.
  - iii. Restricted standby areas are marked on an aircraft parking position by unbroken red and white lines. All equipment shall be cleared from this area immediately after completion of aircraft servicing activities.

## **24. Movement Area**

The movement area consists of runways, taxiways and other areas of the Airport, including the surrounding safety areas, which are used for the taxiing, hover taxiing, takeoff and landing of aircraft, exclusive of loading ramps and



aircraft parking areas. The apron is not considered to be part of the aircraft movement area.

- a. The aircraft movement area is reserved for flight operations. Walking or driving in or upon the movement area is prohibited, unless approved by LAX Airport Operations and the FAA ATC Tower.
- b. All vehicles operating in the movement area shall be equipped with a lighted, rotating lamp to make their movements clearly discernible and have two-way radio communications with the FAA ATC Tower.
- c. All traffic must at all times comply with the directions of LAX Airport Operations.
- d. No vehicle shall cross a runway unless escorted by an LAX Airport Operation's vehicle.
- e. All vehicles, except in emergencies, shall enter or exit a closed runway at the approach or departure end.

**25. Stopping, Parking and Unattended Vehicles/Equipment**

- a. Vehicles shall be parked only in LAWA approved parking areas and shall be secured against uncontrolled rolling by an engaged handbrake or equally effective measure. Ignitions shall be switched off unless required for auxiliary functions.
- b. The parking of vehicles in the painted restricted area around ramp fire hydrants and the blocking of approaches to such hydrants is prohibited.
- c. No vehicle shall be stopped or parked on any taxiway, taxilane, access lane, passageway or area marked with solid red or red hatching lines. The authorized use of a vehicle in these areas must receive prior clearance from LAX ARCC (424) 646-5292.
- d. No vehicle or equipment shall be stopped or parked in an area that blocks the ingress/egress of emergency vehicles, including LAX Airport Operations and Airport Police vehicles.
- e. No person shall stop or park a vehicle, position an object, or carry out work behind another vehicle, which can only be reversed out of its existing position. If it is not possible to avoid this situation, the driver of the blocked vehicle shall be immediately notified.

**26. Driving Under Aircraft**



Except where a vehicle is actively involved in servicing aircraft, no driver shall drive any motor vehicle under any portion of the aircraft. When driving under an aircraft, a vehicle must be driven the slowest speed possible paying attention to height restrictions. A guide person shall be used, even when moving forward, if for any reason the vision of the driver of a motor vehicle is obstructed. This section shall not apply to fueling operations, which are separately covered by Section 6.

**27. Reversing and Driving Backwards**

Reversing and driving backwards is permitted only if existing conditions make it impossible to drive forward. When reversing or driving backwards, it is the driver's responsibility to ensure that the path is free of obstacles. If the vision of the driver of a motor vehicle is obstructed to the rear for any reason, a guide person shall assist the driver.

**28. Driving Behind Aircraft Engines**

Minimum safe distances must be maintained when operating a motor vehicle in front of or behind aircraft with running jet engines. When engines are running at high power, such as during maintenance runs, taxi or takeoffs, vehicles shall remain well clear until the run has subsided or the aircraft has departed.

Note: Restriction for vehicular traffic on Service Road E at Twy Q and Twy S due to jet blast. Vehicles holding on Service Road E for B-747 aircraft turning from Taxiway D westbound to Taxiway S southbound must not proceed through the intersection till the aircraft has completed turn and is established on Twy S.

**29. Driving Between Aircraft and Loading Gate / Bus**

- a. In aircraft parking areas, drivers must be especially watchful for pedestrians. At no time shall a vehicle be driven between an aircraft and a loading gate when passengers are using the walkways.
- b. No vehicle shall be driven in any area between a bus and an aircraft, loading gate or building when the area is actively being used as a walkway for passengers.

**30. Pedestrian Movement**

- a. Pedestrian traffic is prohibited on AOA roadways and apron/ramp areas.
- b. Pedestrians on the runways and taxiways are strictly prohibited.

**31. Motorcycles and Bicycles**





The use and storage of two wheeled cycles, motor-driven bikes, and motorcycles on AOA roadways and ramp/apron areas is prohibited.

**32. Electric Carts**

Electric carts are subject to approval by the Airport Operations Manager. All requests should be made in writing and should include specific details on the vehicle and the location of use. Refer to Section 04, paragraph 7e thru 7g.

**33. Ground Equipment Inspection Program (GEIP)**

The primary goal of the LAX Ground Equipment Inspection Program is to increase the safety awareness on the airfield and to reduce equipment and property damage caused by defective ground equipment. The GEIP Office via the LAX ARCC (424) 646-5292 will institute the following procedures to accomplish this goal:

- a. Conduct physical inspection of equipment.
- b. Follow-up on repairs.
- c. Investigate all breakaway occurrences.
- d. Monitor owner/operator inventory records.
- e. Review ground equipment maintenance records.
- f. Review operator training records.
- g. Provide training to groups interested in increasing safety awareness with Ground Support Equipment.

Airport Operations reserves the right to inspect equipment for repairs corrected under the SAFE Program (See Appendix # 4).

**34. Towed Vehicles**

- a. The total length of a combination of tractor and towed vehicles (except fire vehicles) inclusive of load and bumpers shall not be more than eighty-five (85) feet.
- b. There shall be no more than five (5) LD-3 size containers, carts, pods, igloos, etc., or four (4) LD-7 or larger size trailer units in any combination of vehicles; but in no event shall the number towed exceed that which are under control, tracking properly and safely. \*\*NOTE: If a LD-7 or larger trailer unit is in any combination, the maximum number of units shall be



four (4). These towing limitations pertain to loaded or unloaded dolly trains. However, no citations will be issued to persons for towing more than six carts and dollies in staging areas and terminal gate areas.

- c. No single vehicle or a tractor semi-trailer unit shall exceed fifty (50) feet in length.

**35. Trailer Restrictions**

Trailers shall not be permitted on the AOA unless equipped with reflective markings and equipped with proper brakes so that when disengaged from a towing vehicle, neither aircraft engine blast nor wind will cause such equipment to become free rolling. Positive lock coupling shall be required for all towed equipment. The yokes of trailers shall also be inspected frequently for metal fatigue by the owner/operator to preclude yoke malfunctions.

**36. Vehicle Lights/Reflectors**

- a. While operating on the AOA from sunset to sunrise, or when limited visibility conditions are present, a vehicle's lights must be switched on (low-beam lights). All headlights, taillights, turn signal lights and running or clearance lights on a vehicle shall be in proper working order.
- b. Any cart or piece of equipment being towed after darkness must have 3" diameter reflectors, reflective tape or operable lights on both sides and rear.
- c. All vehicles being guided must switch on their low-beam lights.
- d. Driving with parking lights only or high beam headlights is prohibited.

**37. Passenger and Employee Transportation**

Passengers and employees may be transported only in vehicles equipped for that purpose, provided the driver has been appropriately trained to operate said vehicle. Class A and B licensing is not required when operating on the AOA but it is strongly recommended that drivers hold a valid and appropriate license and medical certificate for the vehicles they are operating. Seatbelts, if available, shall be fastened by all.

**38. Freight / Cargo Transportation**

All freight/cargo must be transported in a manner that prevents spillage. The use of netting, carts with curtains or in the case of oversize cargo, rope or strapping shall be used for such purpose. Prior to starting, the driver must check that the load and any trailers are properly secured and connected. Roadblocks by Airport Police will be used to enforce these rules. If freight/cargo being



transported are not secure the shipment will be detained and not allowed to continue until properly secured.

**39. In-flight Kitchen / Cabin Service Trucks**

In-flight kitchen and cabin service trucks should be operated in such a manner so that trash bags do not have the potential of falling or being blown off the vehicle. They should be stored behind closed doors in the vehicle or placed in a trash receptacle before driving in the AOA. Service vehicles are prohibited from having open doors or personnel on the rear landing of the vehicle while in motion.

**40. Transportation of Hazardous Material**

- a. Due to the extreme impact of a hazardous material spill on airport operations, exceptional care must be exercised when transporting hazardous material.
- b. The freight/cargo must be secured before movement on the AOA.
- c. Any violations shall be reported to the Airport Manager for review and further administrative action.
- d. Refer to Section 6 Fire & Safety - Handling of Explosives and Other Hazardous Materials for further information.

**41. Traffic Obstructions**

- a. Any mail sack, package, object or other property observed unattended on ramp/apron area or roadway shall be removed and turned in to Airport Police at Access Post #2 for distribution to the proper agency or owner.
- b. Any condition which creates a hazard or obstruction to traffic in the AOA shall immediately be reported to LAX Airport Operations via the ARCC (424) 646-5292 and removed as soon as possible by the responsible tenant.
- c. After aircraft servicing has been completed, the aircraft position area must be cleared of all vehicles and other obstructions without delay. This does not apply to equipment staging areas per paragraph 23f *Equipment Parking Areas*.

**42. Special Weather and Road Conditions**

- a. Special caution is necessary if markings on the road surface (traffic signs, stop lines, etc.) are not visible because of adverse weather and road



conditions. All persons operating a motor vehicle shall drive at speeds that are reasonable and prudent under the prevailing conditions.

- b. In low visibility weather conditions (RVR below 1200'), LAX Airport Operations and LAX ATCT will determine the implementation of the Surface Movement Guidance and Control System (SMGCS) Plan. All traffic in the aircraft movement area shall be prohibited. This section shall not apply to vehicles responding to an emergency or other special situation as described on Page 4-8, Paragraph 16.
- c. All non-essential vehicle operations not directly supporting aircraft servicing will be restricted when the SMGCS Plan is in effect. The concerned airline operations control section shall decide which vehicles are required for this purpose.
- d. See Surface Movement Guidance and Control System (SMGCS) Plan **Appendix #06** for complete document.

**43. Maintenance of Vehicles and Ground Servicing Equipment (GSE)**

- a. Repairing, dismantling or servicing equipment in any area other than the tenant's approved leasehold is prohibited.
- b. Maintenance of vehicles and equipment at terminal gate positions or adjacent apron/ramp areas is prohibited.

**44. Unauthorized Use of Equipment**

Using other company's GSE without written agreement with the owner is prohibited. A copy of the written agreement shall be sent to the LAX Airport Operations GEIP Office for record keeping at:

*7333 World Way West Room 312, Los Angeles, CA 90045-5828  
Phone contact ARCC: (424) 646-5292 or (310) 646-4265*

The copy of the written agreement with Airport Operations shall be current at all times.

**45. Derelict Equipment Retrieval Program**

- a. LAX Airport Operations GEIP Office will administer the Derelict Equipment Retrieval Program. In conjunction with Airport Police, this office will handle the impounding of all equipment. For inquiries, contact GEIP via the LAX ARCC (424) 646-5292.



- b. Prior to equipment impoundment, GSE owners will be contacted to remove derelict equipment. The notification process will be as follows:
  - i. **First Notification:** Upon first observation, an Airport Operations representative will contact a designated company representative to request equipment pick-up.
  - ii. **Second Notification:** After a period of at least one-hour, a second request for pick-up will be made to non-responsive owners. At this point, notice of intent to impound will be given.
  - iii. **Third Notification:** After a period of not less than 24 hours from the first notification, the equipment will be impounded.

**NOTE:** All vehicles or equipment creating imminent safety hazards are subject to immediate impound.

- c. **Impound Retrieval.** A fee will be attached to impounded equipment. Steps for retrieving impound equipment.
  - i. GSE owners are to report to Airport Police Station, 6320 W. 96<sup>th</sup> Street, to pay impound charges.
  - ii. GSE owners contact LAX Airport Operations via the ARCC (424) 646-5292 to arrange for access to the impound lot for equipment pickup. **The GSE owner must present a receipt of impound charges paid before equipment is released.**

Impound charges and storage fees are as follows: \$150.00 impound charge, \$25.00 per day of storage fees or fraction thereof. **Equipment not retrieved within 30 days may be eligible for salvage** (Board Order AO-5078).

#### **46. Traffic and Access Control**

- a. The responsible office for passenger and vehicle traffic control on the Airport is the Airport Police Division.
- b. All persons entering the AOA located inside the perimeter security fence including the runways, taxiways, infield areas, service roads, fuel storage facilities, aircraft parking and service aprons/ramps including terminal, cargo and hangar areas; and all other airfield restricted areas, are required to have a LAX Security Identification badge in their possession at all times or be under escort by an individual with a valid LAX Security Identification Badge with Escort Icon.



- c. Permits and/or identification badges shall be presented to the guard at inspection stations and control posts upon entry without special request.
- d. Airport Police personnel are authorized to check all persons and vehicles in the AOA to determine identity, ensure compliance with these Rules and Regulations, and protect all persons and property in the area.
- e. The LAX Airport Operations is also responsible for traffic control on the apron/ramp and authorized to check persons and vehicles within the provisions of the law.
- f. Under emergency conditions and by specific orders of Airport Police or LAX Airport Operations personnel, traffic may be detoured, halted, or diverted in any manner to maintain safe and efficient operations in the AOA.
- g. Airport Police and LAX Airport Operations are authorized to prevent any persons from driving in the AOA whose conduct may endanger persons or property. In such cases, the driver's permit may be confiscated.
- h. All gates or entrances providing access to the AOA must be closed or barricaded immediately after passage by the user. Any gate observed open shall immediately be reported to the LAWA Airport Police Division (310) 646-7911.

#### **47. Contractor Vehicle Operations**

- a. Contractor vehicles will not be permitted within the AOA without permission of the Executive Director or designee. These vehicles must have a Monthly Airfield Access Permit and meet, as a minimum, the following requirements:
  - i. Construction contractors working in the AOA that need to operate vehicles on runways, taxiways and ramp/apron areas shall be escorted by LAX Airport Operations via the ARCC (424) 646-5292, and shall furnish flag persons and traffic signals as required by LAWA.
  - ii. All construction activity adjacent to any portion of the movement area shall be coordinated with LAX Airport Operations via the ARCC (424) 646-5292 on a daily basis.
  - iii. Construction contractors working on the Airport that require frequent access to the AOA through gates not normally controlled by security guards shall furnish guard personnel to control such gates and prevent access to the AOA by unauthorized persons and vehicles.



**48. Vehicle Flag Requirements**

- a. The requirements for flags on construction-related vehicles are as follows:
  - i. All vehicles and/or equipment that will be parked close to runways, taxiways/taxilanes and aircraft maneuvering areas.
  - ii. All vehicles and/or equipment that are operated adjacent to any runway, taxiway/taxilane, aircraft maneuvering area and/or aircraft parking positions, and when not under proper escort on the service roads.
  - iii. All contractors' vehicles utilized to escort sub-contractors on the service roads and aircraft ramps.
  - iv. All cranes (at highest point) during daylight hours, and at night when the boom is up, a steady red light (minimum of 100 watts).
  - v. The exception to the above is for vehicles properly escorted to and from terminal buildings and parked well clear of aircraft maneuvering areas and aircraft parking positions.

**49. Vehicle / Equipment Inspection Program**

- a. Implemented by Airport Police, the program (Appendix 5) identifies vehicles or equipment, in need of repair, operating the AOA. Coordinator of the Vehicle / Equipment Inspection Program can be contacted at (424) 646-5587.
- b. Airport Police Officer will issue an Airfield Citation and place a Blue Identifier Tag on the defected vehicle and/or equipment.
- c. The company has 72 hours to repair the vehicle/equipment.
- d. Company employee must bring the repaired vehicle/equipment to the Inspection Station located on Service Road "E" at Twy "E-13" for verification. If the repair is acceptable, the inspector will remove the Blue Identifier Tag and issue a receipt.
- e. Any vehicle/equipment in use past the 72-hour period with a Blue Identifier Tag will be escorted to the company leasehold and given a Red Identifier Tag. The vehicle/equipment is to remain "out of service" until repaired.
- f. Airport Police will impound vehicles/equipment operating on the AOA with a Red Identifier Tag.

**50. Security and Airfield Enforcement Program (SAFE)**





- a. The SAFE Program is in place to identify violations of the LAWA Rules and Regulations on the AOA.
- b. When a SAFE Violation Notice is issued and within 72 hours of issuance, the supervisor of the notice recipient must return the signed notice to the Airport Police Division identifying the corrective action taken. Failure to do so will result in deactivation of the notice recipient's Security Identification Badge.
- c. See SAFE Document in **Appendix # 4** for further details.

**51. Commercial Passenger Vehicles Operating at the Airport**

All commercial vehicles and the owners, operators, and drivers thereof transporting or offering to transport passengers shall operate at the Airport in compliance with the applicable rules and regulations of the Ground Transportation Permit Program as stated. The following link will direct you to the Commercial Vehicles Rules and Regulations:

<http://www.lawa.org/airops.aspx?id=864&linkidentifier=id&itemid=864>

**52. Compliance and Enforcement of Motor Vehicle Operations Rules and Regulations**

- a. All persons, while on the Airport, shall comply with all lawful orders or directives given by representatives of Airport Police and/or LAX Airport Operations. This obligation also applies to orders issued by persons exercising legal powers within the scope and course of their employment and duties, i.e. Los Angeles Fire Department, Los Angeles Police Department, Federal Aviation Administration, U.S. Customs and Border Protection, Transportation Security Administration, etc.
- b. Violations of these Rules and Regulations may lead to temporary suspension or permanent revocation of the privilege to operate a motor vehicle on the Airport. It is the intention of the Airport, through the SAFE Program and Commercial Passenger Vehicle Rules and Regulations, to encourage drivers to operate in an orderly and safe manner by complying with the rules and regulations contained herein.
- c. Any Airport Police Officer, LAX Airport Operations representative, or other LAWA representative designated by the Director shall have authority to enforce these Rules and Regulations as applicable to their appropriate areas of responsibility and oversight.
- d. Many of the rules and regulations applicable to the operation of motor vehicles on the Airport are contained in City ordinance or in the statutes of



**LAX**

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## **RULES AND REGULATIONS**

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the State of California Vehicle Code and/or the City of Los Angeles Municipal and Administrative Codes.

- e.** Driving on the AOA of the Airport is a privilege granted by the Executive Director and may be suspended or revoked at any time for just cause.
- f.** Commercial Passenger Vehicle access on the Airport is a privilege granted by the Executive Director and may be suspended or revoked at any time for just cause.