



Supercedes: N/A

Directive # 2022-D-009

Subject: Requirements for Airside Vehicle Identification & Personal Vehicles
Airside for Commercial Usage

From: Airport Operations, Ground Operations

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Purpose: The purpose of this directive is to restate operating restrictions for street licensed vehicles operating on the airfield as well as when personal vehicles may operate in a commercial use mode on the airfield.

Expected Action: Companies that are authorized to perform work or operate airside must abide by all aspects of the Airport Traffic Directives including but not limited to sections 1.4 and subsections 1.4.2, 1,4.3, and 1.4.4 which states:

1.4.2 - "**Corporate Identification**, All vehicles shall display signage which includes the company name. Signage must be visible from both sides of the vehicles and be of a sufficient size to be legible from a distance of at least 15 metres. Signage may be either permanent paint, applied decal, or securely adhered magnetic placards (for temporary use). This policy excludes certain enforcement and inspection vehicles pre-approved by the GTAA."

1.4.3 - "**Personal Vehicles**, Personal vehicles are not permitted airside unless they are actively engaged in commercial activity at the airport and are appropriately signed, equipped, and insured. There is no parking of personal vehicles airside. Unmarked, unauthorized vehicles may be towed off the airfield and impounded."

1.4.4 and 1.4.4.1 - "**Vehicle Markers**, To indicate proof of insurance, vehicle owners shall obtain a vehicle marker for each vehicle that employees drive airside while in the performance of job-related duties. Each vehicle marker must be accompanied by the following validating documentation: Vehicle Registration Certificate form & Validation Sticker. To obtain a vehicle marker, vehicle owners must complete and submit a "Restricted Area Vehicle Marker Application" form to the Pass/Permit Control Office. Vehicle Markers are not transferable." And 1.4.4.1 which states; "**Vehicle Marker and Validation Sticker Locations**, Vehicle markers shall be placed on the vehicle exterior on the front left side panel. The validation sticker shall be placed in the top right corner of the vehicle marker."

The above noted details can also be found within the ATD AVOP Requirement and Administration document at the following website, [AVOP Requirements and Administration](#).

Additionally,

- PPCO will do a complete and thorough review of all Vehicle Marker requests
- Airside Coordination Team will ensure contractors are briefed on the requirement standards
- Security Department will update post orders for all projects to ensure compliance
- Aviation Safety Officers (ASO) will monitor airside for compliance and utilize towing directive 2019-D-005 to remove any non-compliant vehicles.



Craig Bradbrook
Chief Operating Officer