



Supersedes: 2019-D-004 **Directive #**2019-D-005

Subject: Airside Parking of Vehicles and Ground Service Equipment (GSE) & Notice of Enhanced Enforcement Measures

From: Aviation Services

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Date of Issue: 2019-07-08

Effective Date: Immediate

Expected Action: Airside operators are required to:

- Ensure staff know where they are permitted to park/stage vehicles/GSE and ensure their compliance; and
- Note the enhanced enforcement measures that may be taken in cases where vehicles/GSE are improperly parked or staged.

Background and Impact:

Toronto Pearson is on a journey to become a global mega-hub airport and has a vision to become the best airport in the world. To achieve this, we need to improve the safety and efficiency of our apron operations. In short, we need to deliver a world-class airside operation.

The commercial airlines are growing their operations each year and the terminal aprons are operating at capacity during peak hours of the day. The airlines are also up-gauging to larger aircraft that require additional GSE to service their turn-around operations. This is creating congestion on the apron areas, which is being exacerbated by improperly parked/staged vehicles/GSE and poor operator discipline. We need to stop this malpractice and change behavior to provide a safer working environment for everyone on the aprons.

The requirements are simple:

- Vehicles shall be parked in Designated Parking Areas or in GSE Parking areas (which are denoted by paint markings on the ground (as illustrated in the extract from the Air Traffic Directives AVOP DA 2019 in Appendix A).
- Operational GSE shall be staged in GSE staging areas and always behind equipment restraint lines. Non-operational GSE that is not required imminently in the day's operation shall be stored in designated GSE Storage Areas (as indicated in the plans at Appendix B).
- Only vehicles and GSE needed to service the next aircraft on a stand may be parked on the adjacent Staging Areas.
- Contractor vehicles (i.e., involved in construction or maintenance projects) shall park only in those designated parking areas identified in the relevant activity permit.

Enhanced Enforcement Action

Improperly parked vehicles/GSE create a safety hazard, which can result in injury to workers and damage to aircraft, buildings and vehicles/GSE. They also obstruct ground operations, causing delays in servicing aircraft, which impacts airline on-time performance and inconveniences passengers.

The ground handlers are working with the GTAA to reduce the number of GSE and Unit Load Devices (ULDs) on the apron areas. The GTAA will continue to take action to remove and impound equipment that has been abandoned or otherwise is presenting a safety hazard. When a GTAA Airside Safety Officer (ASO) is called to assess or finds a vehicle/GSE improperly parked on the apron areas, the organization that owns or is responsible for that vehicle/GSE will be warned (either directly by the ASO or via the GTAA Airport Operations Centre (AOC) to remove it immediately.

From August 1, 2019 the GTAA will have additional, contracted resources that it can deploy to tow or otherwise remove vehicles/GSE improperly parked on the apron areas. Any offending vehicle/GSE that is not removed within 20 minutes of a warning being given, will be liable to removal to an airside locked compound (located by the H Gates), where it will be impounded. The impounded vehicle/GSE will only be released upon payment of a fee, which varies according to the type and size of the vehicle/GSE. The fees schedule and the associated payment procedure are prescribed in Appendix C.

A safe and efficient apron operation requires an airside community-wide effort. By reducing the congestion on the terminal aprons, we will provide a safer working environment for everyone working there. We will also facilitate a more efficient ground operation, with better airline on-time performance and an improved

passenger experience. Each organization operating on the terminal aprons needs to take ownership of its area of responsibility, build discipline within its operation and ensure compliance with the airside vehicle/GSE parking/staging requirements. An organization that fails to do so will render itself liable to the enhanced enforcement measures.

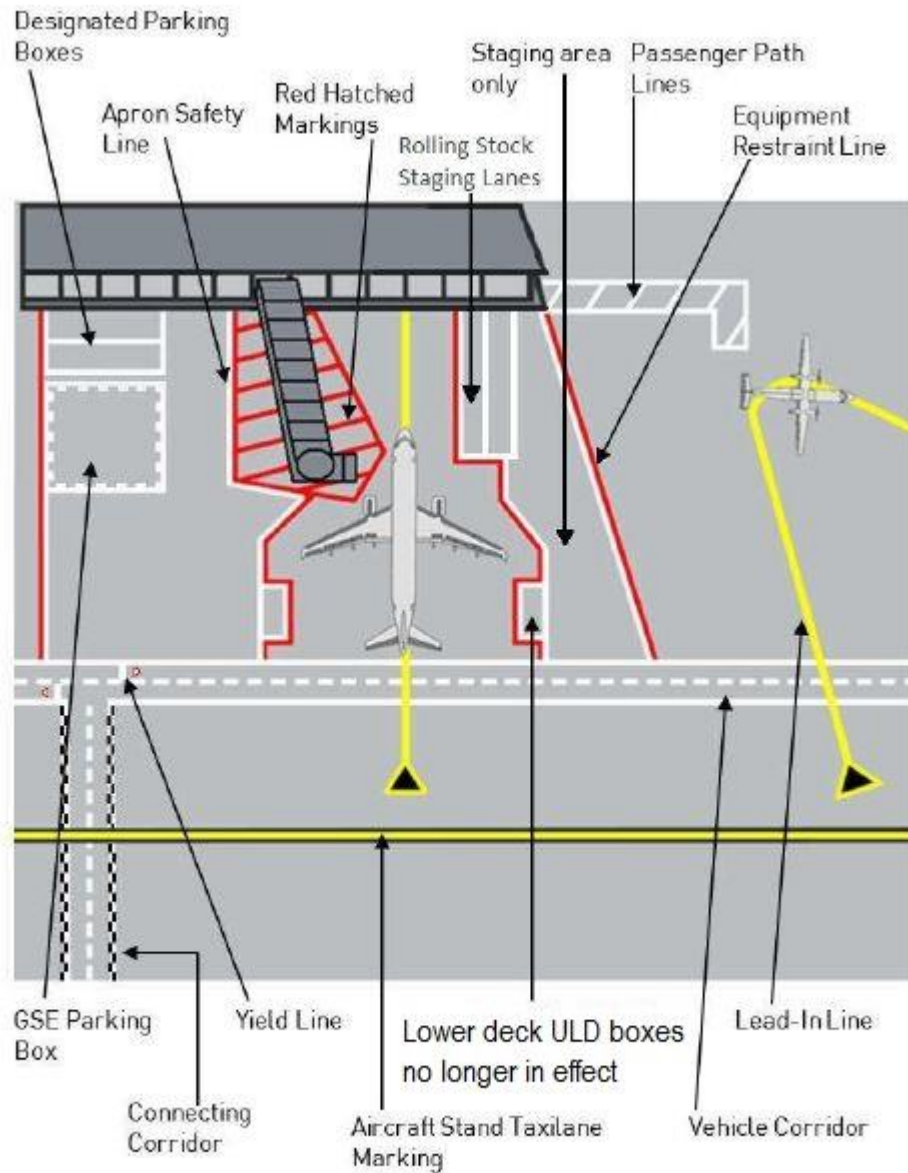
A handwritten signature in blue ink, appearing to read "Craig Bradbrook".

Craig Bradbrook
Vice President, Aviation Services

Appendix A

**Airside Traffic Directives – AVOP DA 2019
(Extract)**

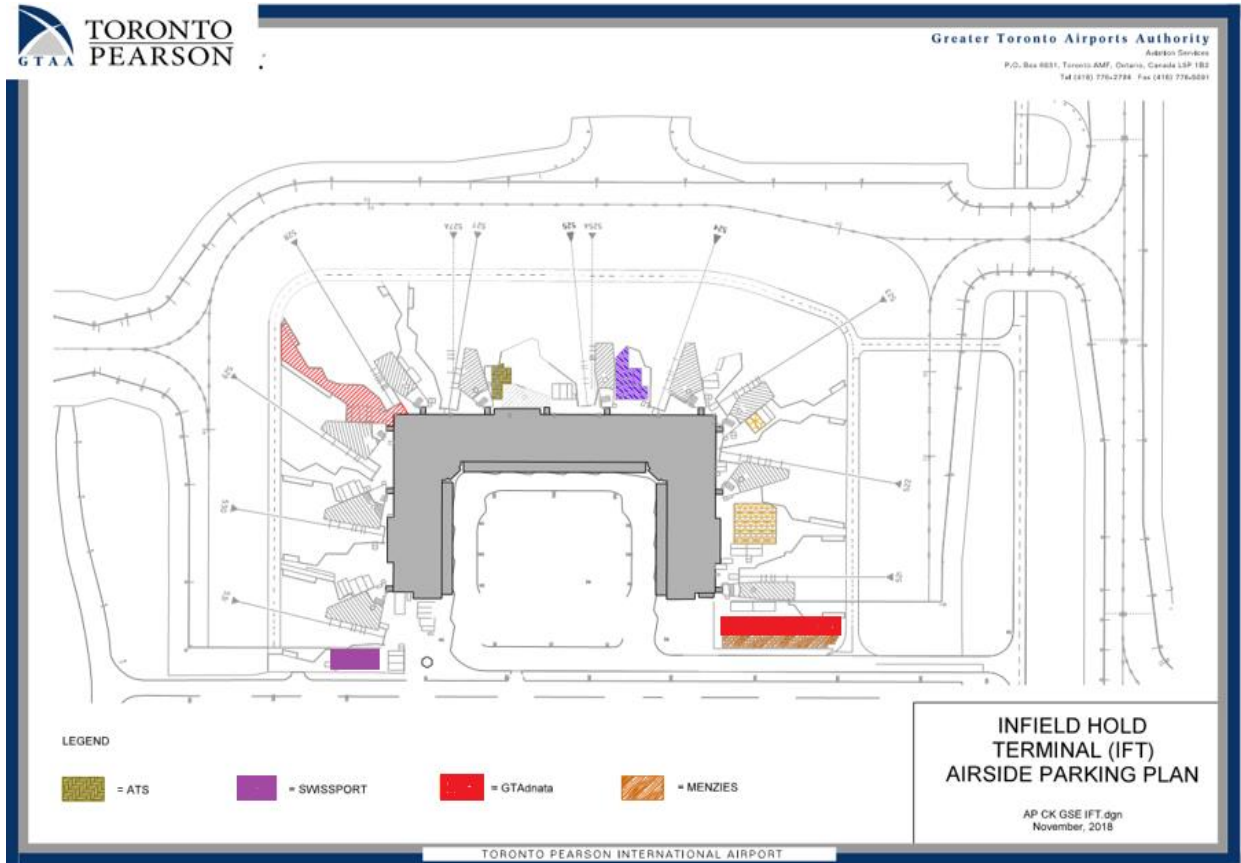
Authorized Parking & Staging Positions



Apron markings appear as shown.

Appendix B

GSE Storage Areas



North End GSE (NO-ULDs) Parking Areas-Available to all Airlines/Handlers



Terminal 1 GSE parking by stand H12



Specific Airline and Ground Handler Designated Terminal 1 ULD Storage Area



Appendix C

Impounded Airside Vehicle/GSE Release Procedure

1. When a vehicle/GSE is removed from the apron and impounded, the ASO will notify the owner of the ticket number assigned.
2. The owner must make payment of the applicable fee (see table below) in full by credit card at the following link, indicating the ticket number provided by the ASO. The link is: <https://www.torontopearson.com/payments.aspx>

	Small / Simple Tow Less than 4,000lbs	Large / Complex or Lengthy Tow 4,000-20,000lbs	Third Party or Heavy Tow More than 20,000lbs**
Tow Service	\$145	\$285	\$850
Compound Fee	\$200	\$200	\$200
Administrative Fee	\$86	\$121	\$262
HST	\$56	\$79	\$171
Total	\$487	\$685	\$1483

3. Once payment has been made the owner should print a proof of payment receipt or save a digital version. The owner should then contact the AVS-Manager Operations at 416-776-1102 to make arrangements for the release of the vehicle/GSE at the earliest, practicable opportunity and in any event, within seven calendar days.
4. The owner will be required to show a hard or digital version of the proof of payment receipt to the ASO at the airside compound before the vehicle/GSE will be released.
5. Any vehicle which remains unclaimed in the compound after 30 days will be deemed to have been abandoned and the GTAA will commence arrangements for its disposal with no recourse by the owner.
6. **=Heavy tow is equal to \$425/hr. for a minimum of two hours plus \$425/hr. or portion thereof in excess of two hours. If in excess of two hours the overall fees will be greater than the posted amounts noted and advised to the owner accordingly.