

## NOTICE TO AERODROME CERTIFICATE HOLDERS (NOTAC)

**Number 04/2009**

**Effective Date: 02 August 2009**

ANS Regulations Section  
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### Status of NOTACs

Valid: 01/2009; 02/2009; 03/2009; 04/2009

Cancelled: Nil

Incorporated in CAR: Nil

### Airport Emergency Plans (Mutual Aid Emergency Agreements)

#### 1. INTRODUCTION

1.1 Airport emergency planning is the process of preparing an airport to cope with an emergency occurring at the airport or in its vicinity. The airport emergency plan sets forth the procedures for coordinating the response of different airport agencies (or services) and those agencies (or services) in the surrounding community that could be of assistance in responding to the emergency.

1.2 The close proximity of an airport to surrounding communities and the possibility of an off-airport aircraft accident give rise to the need for Mutual Aid Emergency Agreements.

A Mutual Aid Emergency Agreement should specify initial notification, response assignments and also specify the responsibilities of the agency concerned.

#### 2. PURPOSE

2.1 The purpose of this NOTAC is to assist Aerodrome Certificate holders to formulate Mutual Aid Emergency Agreements.

2.2 CAR Part 9 Sub-Part 2 Rescue & Fire-Fighting – Emergency Planning, Section 37 Mutual Aid Emergency Agreements.

### **3. SCOPE**

3.1 The content of this NOTAC applies to all UAE certified aerodromes.

### **4. MUTUAL AID EMERGENCY AGREEMENTS STRUCTURE**

#### **4.1 Planning**

An agreement should clearly state:-

- Mutual aid arrangements within the Aerodrome boundary.
- Mutual aid arrangements outside the aerodrome boundary including any difficult environments within 1,000m of the runway.
- Relationship of aerodrome emergency plan/orders to the local community plans.
- Use of internal and external resources: for example water supplies, specialist rescue equipment, etc.

#### **4.2 Incident Command & Control**

- The Senior Officer of the Airport Rescue and Fire Fighting Service receiving mutual aid shall have full authority for fire fighting and rescue operations at the scene for an aircraft accident on the aerodrome.
- The Senior Officer of the Airport Rescue and Fire Fighting Service responding to a mutual aid request off airport shall be under the authority of the most Senior Officer attending the incident.
- The safety of Airport Rescue and Fire Fighting Service personnel responding off airport should be the responsibility of Senior Airport Fire Officer attending under the Authority of the Incident Commander.
- The identification of the Incident Commander responsible for Rescue and Fire Fighting should be easily identifiable at the scene of operations, the process should be clearly stated.

#### **4.3 Responding / Pre-Determined Response**

The areas to be included in responding and for pre-determined response will be identified through carrying out:

1. The task and resource analysis. (CAR Part 9 Sub-Part 2 section 13)
2. The difficult environs analysis. (CAR Part 9 Sub-Part 2 section 15)

A Mutual Aid Emergency Agreement should include:

- Pre-determined attendances in relation to incident types.
- Agreed response areas.
- Requests for assistance or assessment.
- Command and control arrangements.
- Joint working arrangements and procedures.
- Tactical advice arrangements on particular types of incidents.

#### 4.4 Training

The areas that can be considered under training should include:

- Joint operational training focusing on local risks, joint operations, command, incidents other than aircraft e.g. domestic incidents, fuel storage facilities and hazardous cargo incidents.
- Airside safety procedures
- Preservation of evidence at aircraft accidents.
- Access procedures (RVPs, low visibility procedures, escort procedures etc).
- Mutual Aid agencies driving and responding within the aerodrome boundary.
- Airport Rescue and Fire Fighting Service driving and responding outside the aerodrome.

#### 4.5 Aerodrome Safety Compliance

This section can focus on those areas where there are underlying regulations, bye-laws or other rules that need to be set out.

- Security related incidents.
- Radio telephony on the aerodrome.
- Access rules and regulations.
- Conflicting regulations and procedures
- Response driving on the aerodrome and highway.

### 5 IMPLEMENTATION

- 5.1 With immediate effect, Aerodrome Certificate Holders shall formulate/review Mutual Aid Emergency Agreements.

### 6. QUERIES

- 6.1 Any queries, further guidance or a request for NOTAC action should be submitted by email to the Chief of ANS Regulations Department at the following address: [ans.reg@gcaa.ae](mailto:ans.reg@gcaa.ae)