

## **PART 130: OPERATING VEHICLES IN THE SECURED AREA**

Except as specifically provided otherwise in this regulation, all vehicles and operators in the Denver International Airport (“DEN” or “Airport”) Secured Area shall comply with the Regulations in Part 70 “Traffic and Public Safety”. In addition, the following regulations apply to traffic in the Secured Area as defined in Part 20 “Airport Security” and Part 230 “Minimum Insurance Requirements and Assumption of Risk” in the Denver Municipal Airport System Rules and Regulations (“DEN Rules and Regulations”):

### **130.01 Secured Area Driver Authorization**

**130.01-1** Drivers operating a vehicle in the Secured Area must have a valid Driver’s License without court-imposed restrictions in their possession and a DEN Airport ID badge with Driver Authorization.

- (a) Pursuant to Colorado law, C.R.S. 42-2-102 (2), all Colorado residents are required to obtain a Colorado Driver’s License within thirty (30) days of residency.

**130.01-2** Each Secured Area Driver shall be proficient in the English language to the extent that the driver can:

- (a) Understand DEN’s Driver Training as outlined in this regulation without assistance and be capable of passing the required Driver Authorization Tests.
- (b) For otherwise qualified individuals meeting all other parts of this rule but requiring assistance for the airfield driving video test to accommodate a disability, the sponsoring organization will notify the Airport prior to the driver testing and coordinate these accommodations with airport representatives.
- (c) Understand and comply with the signs and/or other markings posted in the Secured Area.
- (d) Hear, understand, and comply with spoken instructions or corrections by Denver Police Department (DPD) officers, contract security personnel, DEN Airport Operations personnel or other individuals charged with maintaining a safe operating environment in the Secured Area.
- (e) Hear, understand, comply, and respond to spoken instructions over a radio if the job function requires driving in the Secured Area.

### **130.02 Secured Area Driver Training**

**130.02-1** City and County of Denver, Department of Aviation, (CCD) Driver Training, a DEN Operations division reporting to the DEN Senior Vice President (SVP) of Operations or his/her designee, will train all unescorted Secured Area drivers and will test them on the procedures and rules outlined in this Part and are applicable with Federal Aviation Administration (FAA) Regulations. Training and testing will be provided in the English

language only. Before being issued an Airport ID badge with Driver Authorization, the employee must be able to pass the Airport's training and testing requirements. Organizations that employ airfield drivers must maintain training records for a minimum of twenty-four (24) months which show the new driver orientation training date, any applicable recurrent training dates, and whether training was conducted during daytime, nighttime, or both.

Drivers must:

- (a) Demonstrate a thorough understanding of all DEN Rules and Regulations, safe vehicle operations and Airport guidance on driving in the Secured Area.
- (b) New Employees must complete a Driver Orientation with an organization's representative in the areas they are authorized to drive. The organization will provide, upon request, individual driver training records which include specific approved routes (access gate to parking space or leasehold area) as approved to Airport Operations Driver Training.

### **130.03 Driver Revalidation**

**130.03-1** Employees with Driver Authorization must successfully pass all required DEN Badging Office Driver Authorization Tests and present a valid Driver's License to complete Driver Authorization Revalidation consistent with all DEN Rules and Regulations.

**130.03-2** All organizations that employ and/or sponsor vehicle operators in the Secured Area are responsible for ensuring the vehicle operator meets the minimum proficiency level as outlined in Part 130.01.

### **130.04 Operating in the Secured Area**

**130.04-1** Vehicles may drive across or within the ramp areas beyond the limits of the Vehicle Service Road (VSR) when permission is granted in advance by an Airport Operations Manager (AOM) or designee. Airport Operations vehicles who have demonstrated need for continuous access to all ramp areas, may drive across or within the ramp areas beyond the limits of the VSRs at all times without advanced permission. DEN emergency response vehicle(s), including DPD when escorting an ambulance, may drive beyond the limits of the VSRs without advanced permission if doing so in response to an emergency within the non-movement area.

**130.04-2** Vehicles must be operated within the clearly marked system of vehicle drive lanes. The drive lanes are identified by solid white lines with dashed white lines used as centerline dividers. Where a roadway intersects a taxiway, a solid white stop line is provided across the vehicle lane at a point that assures adequate clearance to taxiing aircraft.

**130.04-3** Aircraft, including aircraft under tow, shall have the right-of-way over all vehicles.

**130.04-4** Towbarless Tow Vehicles (TLTV) with a LED light bar placed above the operator's cab may be used in place of the rotating yellow flashing light. In addition, a yellow flashing light (of any type) must be installed on the upper left-rear and right-rear corners of the TLTV and must be activated when an aircraft is in tow. The size of the rear flashing lights must be large enough to meet the requirements of Section 5.c of the current version of FAA Advisory Circular 150/5210-5, but not so large as to interfere with the normal or towing operations of the TLTV.

**130.04-5** Emergency response vehicles responding to an emergency shall have right of way over all vehicles and will yield to aircraft, including aircraft under tow.

**130.04-6** Snow equipment actively involved in snow removal shall have the right-of way over all vehicles, including tugs not towing an aircraft. Snow removal equipment must still give way to aircraft, aircraft under tow, and emergency response vehicles responding to an emergency.

### **130.05 Vehicle Requirements in the Secured Area**

**130.05-1** All vehicles in the Secured Area must be properly permitted, inspected, maintained, and operated in a manner that prevents obstruction or closure of any portion of the airfield.

(a) Vehicles operating unescorted in the Secured Area must meet the following requirements: The vehicle must have an organization logo with a minimum of 4" marking on each side or display a 3' x 3' orange and white checkered flag on the rear of the vehicle at a height of twelve (12) inches or greater above the highest point of the vehicle.

(b) The standard for identification lighting is a yellow flashing light that is mounted on the uppermost part of the vehicle structure and be visible day or night.

**130.05-2** All vehicle operators shall wear seat belts while operating a vehicle equipped with seat belts. Drivers are responsible for ensuring that all occupants also wear seat belts. Exceptions will be made for operations in lease hold areas in which tenants have designated procedures that do not require seat belts to be worn.

**130.05-3** Electric carts with 4-inch markings (organization name and/or logo) are allowed in the service tunnels and in tenant leasehold areas. They are also allowed with 4-inch markings on the concourse VSRs, if the organization has a driver training program and an approved driver trainer.

## **130.06 Escorted Vehicles in the Secured Area**

**130.06-1** Vehicles not meeting the requirements of section 130.05 may be escorted by a separate vehicle that does meet the requirements. A Daily Vehicle Permit must be obtained from a staffed perimeter guard gate before being escorted into the Secured Area.

**130.06-2** Vehicle operators escorting other vehicles in the Secured Area must have escorting privileges and a Driver Authorization Endorsement.

**130.06-3** Vehicle operators providing the escort must ensure that the escorted vehicle(s) and escorted individual(s) remain in view and under control at all times and the operator must follow escort protocols as defined in Part 20 of the DEN Rules and Regulations.

**130.06-4** The escorted movement of an exceptionally large, tall, or slow vehicle (e.g., large crane, vehicle carrying an oversized load, etc.) must be coordinated with the AOM or designee prior to starting the escort.

**130.06-5** Motorcycles shall not be operated in the Secured Area. DPD motorcycles are authorized to drive from Gate 5 to the City Maintenance Facility. Motorcycles in direct support of a special event are approved with prior coordination and approval from the Senior Vice President of Operations or designee.

**130.06-6** Vehicle Operators are not required to obtain a Commercial Driver's License (CDL) to operate a vehicle with a weight greater than 26,000 pounds Gross Vehicle Weight Rating ("GVWR") in the Secured Area. Unlicensed and unregistered vehicles are prohibited from exiting through a gate onto a public road. See 130.17-5 for exceptions exiting a gate onto a leasehold area only.

## **130.07 Operating in Service Tunnels and Baggage Areas**

**130.07-1** All vehicles operating in the service tunnels, baggage makeup areas, or other enclosed areas at the Airport must be electric (battery) powered, propane or operated on Compressed Natural Gas (CNG). Receipt of an Airport Vehicle Permit for a CNG vehicle may be conditioned upon passing an annual emissions test conducted by the City or its authorized agents. The City shall publish permitted levels of emission and monitor compliance for vehicles operating within the enclosed area. Vehicles equipped with dual fuel systems (e.g., gasoline/electric hybrids, gasoline/CNG) are not permitted access to the service tunnels.

**130.07-2** Emergency response vehicles are authorized to drive in the service tunnels without operating on electric (battery) power, propane or CNG in the course of official business. Unless necessary for emergency response capabilities, engines of emergency response vehicles shall be shut down when parked.

**130.07-3** The maximum height for vehicles operating in the service tunnels is eight (8) feet unless otherwise posted. Vehicle width must not be such that creates a hazard for operators in adjacent/oncoming lanes.

**130.07-4** Vehicles equipped with snowplows are prohibited in the service tunnel system.

### **130.08 Operating in the Secured Area Ramps & Leasehold Areas**

**130.08-1** The Scottsburg VSR crossings at taxiway SC and taxiway A in the South Cargo area, the south shoulder of taxiway AA, taxiway F7, and the VSRs between C Concourse and the DS Deice Pad are limited to those operators with a “demonstrated need” as determined by Airport Operations. It is the operator’s responsibility to ensure these operations are performed in a manner which doesn’t affect an aircraft operation or put the vehicle in a position of going under any portion of an aircraft.

**130.08-2** The inter-concourse VSRs between A/B Concourses and B/C Concourses are approved for:

- (a) City employees with driver authorization may use all inter-concourse baggage VSR’s, including those on the south side of A Concourse (during a department defined emergency).
- (b) Qualified airline mechanics, in marked vans and empty Supertugs are allowed to use the inter-concourse VSR’s between A/B Concourse and B/C Concourse when in direct support of an aircraft movement.

**130.08-3** Vehicle operators shall not operate or park vehicles under any passenger loading bridge or within the passenger loading bridge operating area

**130.08-4** Parking is prohibited in traffic lanes, fire lanes, specifically marked areas, and within ten (10) feet of emergency exit doors or fire hydrants.

### **130.09 Operating on Vehicle Service Roads**

**130.09-1** Vehicle Service Roads are shared roads on the Airport Operation area between concourses and various lease hold areas.

- (a) The bus center-core VSR are restricted to bus operations to support the Alternate Passenger Transportation System (APTS) plan during an emergency.
- (b) Vehicles travelling on the concourse outer VSR shall yield to vehicles using the inter-concourse VSR as they are joining the outer VSR.
- (c) Any baggage cart with an open top must have a secure load or covered to prevent items from being lost or dropped along any VSR or tunnel.

**130.09-2** The use of handheld devices is strongly discouraged while a vehicle is in motion and must be limited to official business. Texting while operating a vehicle is strictly prohibited.

### **130.10 Limited Access Route (“LAR”)**

**130.10-1** Limited Access Routes (“LARs”) are designated routes in the Secured Area that allow vehicles to cross movement area taxiways. Individuals are authorized to operate a vehicle on a LAR if they:

- (a) possess an Airport ID badge with Driver Authorization and either LAR endorsement or a Restricted LAR card;
- (b) are operating on a designated haul route for which they have been trained;
- (c) have a “demonstrated need” as determined by the Senior Vice President of Airport Operations or designee.

**130.10-2** LARs are VSRs that allow access to the following areas:

- (a) Taxiway EA, taxiway EC, taxiway ED and taxiway EE on Allium Street
- (b) Taxiway EC, taxiway P7, and taxiway ED on Electra Street
- (c) Taxiway L and taxiway M at 98<sup>th</sup> Avenue (vehicle must cross both taxiways without stopping)
- (d) Taxiway G and taxiway B4 at 84th Avenue
- (e) Taxiway WC, taxiway WD, and taxiway WE on Kewaunee Street

### **130.11 Operating a Vehicle in the Movement Area**

**130.11-1** All persons who access the movement areas or safety areas unescorted must complete movement area computer-based training every 12 consecutive calendar months. This training must include airport familiarization including airport markings, lighting and sign systems, procedures for access into operations areas, and proper radio communications between Air Traffic Control (ATC) and Airport Operations personnel. Movement area drivers must also pass a written test and a practical drive in the movement area with an authorized driver trainer biennially to demonstrate proficiency.

**130.11-2** To operate on or across a runway a vehicle must be equipped with lights in accordance with the current version of FAA Advisory Circular 150/5210-5, a two-way ground control radio and the vehicle and/or operator must be authorized by both the AOM or designee and the FAA Control Tower. The AOM or designee will initially coordinate

with the FAA Control Tower for authorization to operate a vehicle and/or personnel on or across the runway.

Failure to coordinate with the FAA Control Tower and AOM or designee may cause the immediate revocation of the operator's Driver Authorization and/or Airport ID badge.

**130.11-3** DEN Airside Operations, DFD vehicles and vehicles performing snow removal per the DEN Snow and Ice Control Program, are authorized on or near the RWY 17L ILS Critical Area on Great Rock Rd. between TWY R and TWY ED.

**130.11-4** To operate on or across a movement area taxiway, a vehicle must be equipped with lights in accordance with the current version of FAA Advisory Circular 150/5210-5, two-way ground control radio, and the vehicle and/or operator must be authorized by the AOM or designee and the FAA Control Tower. Failure to coordinate with the FAA Control Tower and AOM or designee may cause the immediate revocation of the vehicle operator's Driver Authorization and/or Airport ID badge. The only exceptions are:

- (a) Crossing taxiway Z on the Oakhill Street VSR, taxiway Z on the Vandriver Street VSR
- (b) Individuals with a Limited Access Route (LAR) Endorsement crossing at designated LAR crossings

**130.11-5** An aircraft taxiing to or from a run-up area may escort one (1) aircraft maintenance vehicle to and from that run-up area. The aircraft and the maintenance vehicle must maintain two-way radio communications at all times. The aircraft maintenance vehicle must closely follow or drive alongside of the aircraft and immediately notify the aircraft operator if the vehicle cannot maintain its position. The aircraft must taxi at a speed that is reasonable and prudent for the escorted vehicle. The aircraft must obtain clearance from the Ramp Control Tower for the non-movement area and the FAA Control Tower for the movement area prior to beginning an escort of this type.

## **130.12 Repositioning Aircraft in Movement Area**

**130.12-1** In order to reposition aircraft with tugs or taxi qualified mechanics, airlines must submit the names and Airport ID badge numbers of personnel who wish to obtain the proper training along with Airport ID badge credentials to the DEN Director of Operations or designee. These employees must obtain a DEN Movement Area Drivers Authorization Card prior to operating unescorted in the movement area. These drivers must have a valid driver's license in their possession when operating any vehicle at DEN.

### **130.12-2 Training and Record Keeping**

- (a) The Airport will supply content information to support the development of a training program. Airlines will need to provide the DEN Driver Trainers a copy of their proposed curriculum for approval with the following minimum content. (See

Section b. and c. below) Airlines will maintain a list of certified trainers approved by Airport Operations.

(b) This training will be completed by employees initially and then once every 12 consecutive calendar months:

- i. Airfield layout, movement / non-movement area boundaries
- ii. Air Traffic Control phraseology
- iii. VHF radio operations
- iv. DEN airfield lighting, markings and signs
- v. Runway incursion prevention and the human factors of ground operations
- vi. Equipment familiarization including safe tug operations and applicable aircraft systems
- vii. Irregular operations and emergency tug procedures
- viii. Procedures outlined in this regulation

(c) Drivers will need to complete a skills proficiency check and driving test initially and then once every 12 consecutive calendar months. The skills proficiency should at a minimum cover the following items:

- i. Demonstrated knowledge of all Federal and Local rules related to driving in the movement area
- ii. Identify DEN specific airfield markings, lighting and signage
- iii. Situational awareness of the Air Operations Area (AOA) environment
- iv. Ability to initiate and respond to VHF radio calls clearly and consistently using standard phraseology

(d) The Airport will provide computer-based training for movement area driving annually.

(e) Airlines will provide Airport Operations Driver Training with a list of employees who have successfully completed this training. The list will include the employee's name, Airport ID badge number, email address and date of completion. Airlines will maintain their training records for a minimum of 24 consecutive calendar months. Training records must be made available to Airport Operations on request.

### **130.12-3 Repositioning Procedures**

(a) Prior to conducting movement area maneuvers, the vehicle operator must contact the appropriate FAA Ground Control frequency for clearance.

(b) Prior to conducting non-movement area maneuvers, the vehicle operator must contact the appropriate Ramp Tower frequency for clearance.



- (c) Personnel must be in the cockpit to operate the aircraft brakes except when using a Towbarless tow vehicle.
- (d) All aircraft being towed must have their position lights and rotating beacon illuminated between dusk and dawn.
- (e) Tow vehicles must be maintained according to applicable FAA Advisory Circulars.
- (f) Aircraft being repositioned do not have escort privileges.
- (g) Employees with approval to reposition aircraft in the movement area do not have access to runways and cannot self-dispatch to aircraft alerts or emergencies.
- (h) Should equipment break down during repositioning, the vehicle operator must immediately notify the appropriate FAA Ground or Ramp Tower frequency. Airport Operations should also be advised to assist with closing pavement and escorting recovery vehicles as needed.
- (i) Repositions in the movement area will be suspended during the following conditions:
  - a. Low Visibility Operations below 1200 feet Runway Visual Range (SMGCS)
  - b. At the discretion of DEN Airport Operations
- (j) Any deviations from these procedures may result in the vehicle operator receiving DEN Violation Notices and Safety Infractions. This may include loss of driving privileges and loss of their Airport ID badge.

### **130.13 Autonomous & Remote Vehicles**

**130.13-1** DEN does not currently allow autonomous or remotely driven vehicles on or in the movement area. Autonomous or remote driven vehicle use may be permitted in the non-movement area, tenant lease hold areas, deice pads and public areas by submitting a use case, equipment specifications, and safety plan to the DEN Senior Vice President of Airport Operations, or designee for approval.

**130.13-2** Use of any autonomous vehicles is prohibited on any VSR, taxiway, tunnel, or roadway at DEN. Testing or use of any new technologies shall be reviewed and coordinated through DEN Airport Operations.

### **130.14 Low Visibility Operations/Surface Movement Guidance Control System (SMGCS)**

**130.14-1** The FAA requires DEN to have a Surface Movement Guidance Control System (SMGCS) for Low Visibility Operations (LVO) when the Runway Visual Range (RVR) is

below 1200 feet. Between 1,200 feet and 500 feet RVR, the Airport will suspend the following roadway crossings:

- (a) 98th Ave at taxiway L and taxiway M
- (b) Taxiway ED and taxiway P7 at Electra
- (c) Taxiway B4 and taxiway G at 84th Ave
- (d) Taxiway Z at Oakhill Street
- (e) Taxiway ED at Allium Street
- (f) All inter concourse VSR crossings
- (g) Ramp VSRs that cross taxiway CN to the DS deice pads

**130.14-2** When the visibility is below 500 feet RVR, only vehicles that can monitor the Ramp Tower frequencies with a VHF radio can cross taxiway SC and taxiway A on Scottsburg and all other authorized ramp taxiway crossings.

**130.14-3** Unless otherwise coordinated and approved by AOM, all non-essential airline employees, DEN employees, concessionaires, vendors, and contractors operating vehicles within the AOA must terminate all activity during low visibility operations.

**130.14-4** When visibility is less than 500 feet RVR, vehicles can only cross between taxiway Z and taxiway AA while traveling on Vandriver VSR while monitoring FAA ground control frequency 121.85.

### **130.15 Vehicle Speed Limits in the Secured Area**

**130.15-1** A driver may not operate a vehicle anywhere within the Secured Area at a speed greater than is reasonable and prudent under the existing conditions as determined by DPD or DEN Airport Operations personnel designated by the DEN Senior Vice President of Airport Operations or designee.

**130.15-2** Vehicles shall not exceed the posted speed limits. Emergency response vehicles responding to an emergency are exempt from this rule. Where speed limits are not posted and where no special hazard exists, the following speed limits shall apply:

- (a) 10 MPH: All baggage make-up areas including inner concourse VSR's near building structures;
- (b) 15 MPH in the service tunnels;
- (c) 20 MPH around hangars, buildings, and outer concourse VSRs;

(d) 25 MPH east and west VSRs around the main ramp including VanDriver and Oakhill, gravel perimeter roads outside the ramp area, Inter-concourse VSRs located between A/B, B/C and C Concourses, North side of C Concourse and South side of A Concourse;

(e) 30 MPH on the south shoulder of taxiway AA (Authorized and Emergency Vehicles only).

(f) 35 MPH on designated LARs and on paved perimeter roads or as posted.

**130.15-3** A driver must operate a vehicle in a manner that is safe for conditions, does not place a greater number of individuals in the vehicle than the vehicle is designed for, does not cut in and out of traffic or through gates, and does not place other vehicle operators, aircraft, or facilities at risk of damage/injury. Upon request from Airport Operations or contract security personnel, all individuals must surrender their Airport ID badge.

### **130.16 Enforcement of Driving**

**130.16-1** DPD personnel assigned to the Airport have the authority to write traffic citations in the Secured Area for any offense for which a citation can be written on City & County of Denver streets.

**130.16-2** Personnel designated by the Senior Vice President of Airport Operations or designee, shall issue Safety Infraction Notices to individuals for failure to adhere to Airport Rules and Regulations as set forth in Part 35 Infraction Accountability Program and Appeals Process.

**130.16-3** Any driver who receives a Safety Infraction Notice for driving may have their Driving Authorization and/or Airport ID badge suspended or revoked.

### **130.17 Vehicle Restrictions**

**130.17-1** Baggage trains operating on the ramp and VSRs shall not exceed a maximum of five (5) carts/dollies behind the tow vehicle.

**130.17-2** Baggage trains operating in the service tunnels under the concourses or terminal building shall not exceed a maximum of four (4) carts/dollies behind the tow vehicle.

**130.17-3** The Concourse A and C ramp level floor areas are restricted to repetitive wheel loads of 6,000 lbs. per wheel, with the exception of the VSR drives through the sub core areas which can accommodate aircraft pushback tugs with a maximum of 55,000 lbs. on 40,000 lbs. per wheel.

**130.17-4** Concourse B ramp level floors are restricted to tugs with a maximum weight of 100,000 lbs. on 29,000 lbs. per wheel.

**130.17-5** Unlicensed vehicles are authorized only on the following public Airport roads outside of the Secured Area in accordance with Airport Operations:

- (a) Queensburg Street between Gate G4 and the Fuel Farm.
- (b) 75th Avenue between Gate G6 and the United GSE Facility.
- (c) Gate 9 to the Matheson Building via 74th Avenue.

**130.17-6** Secured Area driving and permitting regulations apply to all unlicensed vehicles. All vehicles are prohibited from leaving Airport property or deviating from the prescribed routes without being properly licensed and registered.

**130.17-7** Upon re-entry into the secured area on the airfield, vehicles and drivers will be subjected to search by contract security personnel at gates. Once completed, vehicles and drivers will be allowed to enter with a valid Airport ID badge.

### **130.18 Use of Bicycles**

**130.18-1** Bicycles are not allowed in the service tunnel system except when operated by law enforcement officers in the performance of their patrol responsibilities.

**130.18-2** Bicycles shall not be operated in the Secured Area with the following exception: Bicycles are allowed to operate in leased aircraft hangar areas located within the Secured Area as long as the Tenant accepts full liability.

### **130.19 Driver Quality Assurance Program**

**130.19-1** Companies with a demonstrated need to operate a vehicle on the airfield must have:

- (a) A company driver training program that has been approved by DEN Driver Training.
- (b) Designated Driver Trainer(s) that have completed the “Train the Trainer” program with DEN Driver Training must complete recurrent training every two years. If this designated trainer leaves the company, the company will immediately designate someone to step into that role and will have them enroll in the program.

**130.19-2** DEN Driver Training will provide stakeholders with training material. Stakeholders will have an option of using this material or incorporating the information into their own program. If they create their own program or plan, the plan/program will need to be approved within two (2) weeks of completing the “Train the Trainer” program.

**130.19-3** Stakeholders will provide annual recurrent training to their airfield drivers, at the level of current Airport ID badge endorsements, via their designated Driver Trainer.

**130.19-4** DEN Driver Training reserves the right to review, observe or retrain any organization operating on the airport.