



Ministry  
of Defence

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# TEST

Trials, Evaluation  
Services & Targets

## MoD Boscombe Down

## Defence Aerodrome Manual

Version **11.2**

Active: **26 Feb 25**





Working in partnership to deliver



**REGULATORY ARTICLES / REFERENCES**

This document supports and must be read in conjunction with the following:

DOCUMENT	TITLE
<a href="#">RA 1010</a>	Head of Establishment Aviation Responsibilities and Aviation Duty Holder / Accountable Manager (Military Flying) Establishment Responsibilities
<a href="#">RA 1026</a>	Aerodrome Operator and Aerodrome Supervisor (Recreational Flying) Roles and Responsibilities
<a href="#">RA 1030</a>	Defence Aeronautical Information Management
<a href="#">RA 1032</a>	Aviation Duty Holder-Facing Organizations and Accountable Manager (Military Flying) – Facing Organizations – Roles and Responsibilities
<a href="#">RA 1200</a>	Air Safety Management
<a href="#">RA 1205(4)</a>	Responsibilities of Organizations Supporting an Air System Safety Case
<a href="#">RA 1400</a>	Flight Safety
<a href="#">RA 1410</a>	Occurrence Reporting and Management
<a href="#">RA 1430</a>	Aircraft Post Crash Management and Significant Occurrence Management
<a href="#">RA 3000 Series</a>	Air Traffic Management (ATM) Regulations
<a href="#">MAS</a>	Manual of Air Safety
<a href="#">MAPCIM</a>	Manual of Aircraft Post Crash and Incident Management
<a href="#">MMATM</a>	Manual of Military Air Traffic Management
<a href="#">DSA02 DFRS</a>	Defence Aerodrome Rescue and Fire Fighting (ARFF) Regulation
<a href="#">JSP 360</a>	Use of Military Aerodromes by Civil Aircraft
<a href="#">AP 600</a>	Royal Air Force Information and CIS Policy
<a href="#">BMO</a>	Battlespace Management Orders
<a href="#">BDN AOHL</a>	MOD Boscombe Down Aerodrome Operator’s Hazard Log
<a href="#">BDN DAAF</a>	MOD Boscombe Down Defence Aerodrome Assurance Framework

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**TABLE OF AMENDMENTS**

Amendment No.	Amendment Date	Date of Incorporation	Details	Name
11.0	28 Nov 24	12 Dec 24	See DAM V11.0 Cover Note.	Flt Lt Britten
11.1	11 Dec 24	6 Jan 25	See DAM V11.1 Cover Note.	Flt Lt Britten
11.2	12 Feb 25	26 Feb 25	See DAM V11.2 <a href="#">Cover Note</a> .	Flt Lt Britten

## Long-Term Partnering Agreement (LTPA) Aerodrome Operator's (AO's) Foreword

1. This document, the MoD Boscombe Down (BDN) Defence Aerodrome Manual (DAM), is a living document which provides, in a standardized format, a mechanism to inform both military and civilian operators of the Aerodrome facilities, services, operating procedures and any known Aerodrome Hazards.
2. The BDN DAM, when used in conjunction with the Defence Aerodrome Assurance Framework (DAAF), enables the LTPA AO to provide Assurance to the LTPA Head of Establishment (HoE) that the Aerodrome is being managed in a way that accommodates the safe operation of Aircraft, and that all Aerodrome management requirements are being met and assured correctly.
3. The DAM sits alongside the UK Mil AP – EGDM, the LTPA Air Safety Management Plan (ASMP), and above the BDN Aerodrome Order Book (AOB). Together they provide information on the management and Assurance of all Aerodrome activities, operating procedures, standards, Flight Safety, and regulatory compliance.

### DAM Management

4. Overall accountability for the DAM resides with the LTPA AO. Responsibility for day-to-day management, update and review resides with BDN Fit Lt Ops (FLOps). FLOps is to:
  - a. Ensure that the DAM is a living document<sup>1</sup>. Where amendments are made, publish to the [BDN SharePoint](#) (MODNet) and [BDN Flying Information](#) (External) as a PDF.
  - b. Annotate the Index and Annexes with the appropriate Sponsor and ensure that they formally review their area(s) at least annually, and prior to LTPA AO annual review.
  - c. Staff minor amendments for release as soon as possible. Major amendments are to be circulated to key stakeholders for comment prior to issue of the approved amendment.
  - d. Formally review<sup>2</sup> the DAM as the result of any of the following:
    - (1) Annually - November.
    - (2) A change of TEST TL, LTPA HoE or LTPA AO.
    - (3) Major organisational changes at BDN<sup>3</sup>.
    - (4) In the event of an Air System Accident or Significant Occurrence.
    - (5) Changes in MAA Policy or regulation, or relevant Air Safety changes in Civil Safety Legislation.

### Assurance

5. The LTPA AO will assess performance of the DAM, DAAF and 1PA through the ASWG. 1PA periodicities are to be risk-based but should not normally exceed 6 months, or as directed by the LTPA AO through the DAAF. DAAF management is detailed within the DAAF.

<sup>1</sup> A working document is held on the "DES-Wpns TEST-LTPA Aerodromes-ASO" MS Teams Site.

<sup>2</sup> When the DAM is reviewed, FLOps is to ensure the DAAF is also reviewed for any required amendments captured.

<sup>3</sup> Including changes to the management of all Aerodrome activities, operating procedures, standards, flight safety and regulatory compliance within the LTPA AO's AoR.

6. Personnel nominated to conduct 1PA of the DAM should:
  - a. Assesses compliance with the MRP.
  - b. Assure the aeronautical information contained within the UK MIL AIP and DAM match, and where relevant, confirm appropriate assurance checks have been completed.
  - c. Identify strengths, weaknesses, and opportunities for improvement of the DAM.
  - d. Detail / hyperlink evidence within the DAAF, providing assurance to the LTPA AO that the Aerodrome management accommodates the safe operation of Air Systems. Appropriate information, to enable action for discrepancies, potential problems, or improvements, must be provided.
7. The DAM contains several hyperlinks leading to further regulations, orders, and instructions. The complex nature of BDN's aerodrome management means some information is intellectual property and is, for example, only hosted on QinetiQ (QQ) or MOD servers. All hyperlinks work but users may lack the permissions to access. Main Ops can provide copies on request.
8. For questions and clarifications, please contact Main Ops at [DESWpnsTEST-BSDOps@mod.gov.uk](mailto:DESWpnsTEST-BSDOps@mod.gov.uk).

*Mark C Walker*

LTPA AO  
MoD Boscombe Down  
TEST PT

LIST OF ABBREVIATIONS<sup>1</sup>

<b>AAIB</b>	Air Accident Investigation Branch	<b>BFC</b>	Bustard Flying Club
<b>AAMC</b>	Alternate Acceptable Means of Compliance	<b>BFSM</b>	Boscombe Flight Safety Meeting
<b>Ac</b>	Aircraft	<b>Bldg</b>	Building
<b>ACAM</b>	Airfield Compliance and Assurance Manager	<b>BUAS</b>	Bristol University Air Squadron
<b>AD</b>	Aerodrome	<b>CCT</b>	Circuit
<b>ADH</b>	Aviation Duty Holder	<b>Cdr</b>	Commander
<b>AIP</b>	Aeronautical Information Publications	<b>CFAOS</b>	Contractor Flying Approved Organization Scheme
<b>ALARP</b>	As Low As Reasonably Practicable	<b>CMATZ</b>	Combined Military Aerodrome Traffic Zone
<b>AM</b>	Accountable Manager	<b>CO</b>	Commanding Officer
<b>AM(MF)</b>	Accountable Manager (Military Flying)	<b>CCB</b>	Compass Calibration Base
<b>AMA</b>	Aircraft Manoeuvring Areas	<b>Cx</b>	Crash
<b>AN</b>	Air Notice	<b>DAAF</b>	Defence Aerodrome Assurance Framework
<b>AO</b>	Aerodrome Operator	<b>DAIB</b>	Defence Accident Investigation Branch
<b>AOB</b>	Aerodrome Order Book	<b>DASOR</b>	Defence Air Safety Occurrence Report
<b>AOHL</b>	Aerodrome Operator's Hazard Log	<b>DCDSO</b>	Deputy Chief of Defence Staff Duty Officer
<b>AOM</b>	Airfield Operations Manager	<b>DDH</b>	Delivery Duty Holder
<b>APU</b>	Auxiliary Power Unit	<b>DG</b>	Dangerous Goods
<b>ARFF</b>	Aerodrome Rescue and Fire Fighting	<b>DIO</b>	Defence Infrastructure Organisation
<b>ASIMS</b>	Air Safety Information Management System	<b>Div</b>	Division
<b>ASMO</b>	Air Safety Management Officer	<b>DME</b>	Distance Measuring Equipment
<b>ASMP</b>	Air Safety Management Plan	<b>DOE</b>	Duty Operations <b>Executive</b>
<b>ASSG</b>	Air Safety Steering Group	<b>DSA</b>	Defence Safety Authority
<b>ASWG</b>	Aircraft Safety Working Group	<b>Eng</b>	Engineer
<b>ATC</b>	Air Traffic Control	<b>ERP</b>	Emergency Response Plan
<b>ATIS</b>	Air Traffic Information System	<b>ETPS</b>	Empire Test Pilots' School
<b>ATZ</b>	Aerodrome Traffic Zone	<b>FLOps</b>	Flight Cdr Operations
<b>ASWC</b>	Air Space Warfare Centre	<b>FOD</b>	Foreign Object Debris
<b>BDN</b>	Boscombe Down	<b>FODPO</b>	Unit FOD Prevention Officer

<sup>1</sup> See also the [MAA Master Glossary](#)

<b>FS</b>	Flight Safety	<b>QAO</b>	QinetiQ Airfield Operations
<b>FTS</b>	Flying Training Squadron	<b>QCF</b>	QQ Civil Flying
<b>GADFLY</b>	Aerodrome Electrician	<b>QQ</b>	QinetiQ
<b>GL AFD</b>	Group Leader Airfield Operations	<b>RA</b>	Regulatory Article
<b>GRMS</b>	Ground Radio Maintenance Section	<b>REG</b>	Radio Frequency Environment Generator
<b>GSE</b>	Ground Support Equipment	<b>RESA</b>	Runway End Safety Area
<b>H70</b>	Hydrazine	<b>RHAG</b>	Rotary Hydraulic Arrestor Gear
<b>HIRTA</b>	High Intensity Radio Transmission Area	<b>RPAS</b>	Remotely Piloted Air System
<b>HoE</b>	Head of Establishment	<b>RRRF</b>	Rotors Running Refuelling
<b>ICAO</b>	International Civil Aviation Organisation	<b>RWTES</b>	Rotary Wing Test and Evaluation Squadron
<b>ILS</b>	Instrument Landing System	<b>SATCO</b>	Senior Air Traffic Control Officer
<b>JARTS</b>	Joint Aircraft Recovery and Transportation Squadron	<b>SDH</b>	Senior Duty Holder
<b>LoA</b>	Letter of Agreement	<b>SLA</b>	Service Level Agreement
<b>LTPA</b>	Long-Term Partnering Agreement	<b>SME</b>	Subject Matter Expert
<b>LVO</b>	Low Visibility Operations	<b>SOP</b>	Standard Operating Procedure
<b>LVP</b>	Low Visibility Procedures	<b>SPS</b>	Support Policy Statement
<b>Lytag</b>	Light Aggregate	<b>SPTA</b>	Salisbury Plain Training Area
<b>MAA</b>	Military Aviation Authority	<b>SQEP</b>	Suitably Qualified and Experienced Personnel
<b>MAPP</b>	Military Aviation Planning Portal	<b>Stn</b>	Station
<b>MATZ</b>	Military Aerodrome Traffic Zone	<b>SUAS</b>	Southampton UAS
<b>MMATM</b>	Manual of Military Air Traffic Management	<b>T&amp;E</b>	Test and Evaluation
<b>MoD</b>	Ministry of Defence	<b>TAF</b>	Terminal Aerodrome Forecast
<b>MOU</b>	Memorandum of Understanding	<b>TAP</b>	Terminal Approach Procedures
<b>NOTAM</b>	Notice to Airmen	<b>TEST PT</b>	Trials, Evaluation Services and Targets Project Team
<b>OC</b>	Officer Commanding	<b>TRA</b>	Task Resource Analysis
<b>ODH</b>	Operational Duty Holder	<b>UAS</b>	University Air Squadron
<b>OOH</b>	Out of Hours	<b>VAS</b>	Visiting Aircraft Section
<b>PAR</b>	Precision Approach Radar	<b>VFR</b>	Visual Flight Rules
<b>POC</b>	Point of Contact	<b>VHF</b>	Very High Frequency
<b>PPR</b>	Prior Permission Required	<b>VIP</b>	Very Important Person
<b>QARel</b>	QQ Aircraft Release	<b>WIP</b>	Work in Progress

## Chapter 1: Technical Administration – Aerodrome Location, Layout and Access

### 1.1 Name and Work Address of LTPA AO:

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1.2 LTPA AO's Letter of Authority. See [Annex A](#).

1.3 Safety Meeting Structure. See [Annex B](#).

1.4 Aerodrome Key Stakeholders. See [Annex C](#).

1.5 AO's Hazard Log (AOHL). See [Annex D](#).

1.6 Formal Aerodrome Related Agreements (FORA). See [Annex E](#).

1.7 Aerodrome Alternative Acceptable Means of Compliance (AAMC), Waivers and Exemptions. See [Annex F](#).

1.8 Aerodrome Location and Control of Entry and Access. See [Annex G](#).

**Chapter 2: Aerodrome Data, Characteristics and Facilities**

2.1 **Aerodrome Data.** See UK MIL AIP, Part 3 Aerodromes (AD) – [EGDM](#).

2.2 **Special Procedures.** See UK MIL AIP - AD 2 - EGDM - [1 - 9](#).

Elevation	Variation	TA	Position	Date	Chart No.
407ft	0.06°W (Dec 22)	3000ft	<a href="#">51°09'11.9"N</a> <a href="#">1°45'03.6"W</a>	5 Sep 24	B1

Table 1 - Special Procedures

2.3 **Noise Abatement Procedure Orders.** See EGDM AD2.21, Special Procedures (UK MIL AIP - AD 2 - EGDM - [1 - 9](#)), Terminal Approach Procedure (TAP) Charts and [Annex H](#).

2.4 **Temporary Obstruction Orders.** See [Annex I](#).

2.5 **Runway Strip Obstructions.** There are 5 x electrical infrastructure obstacles within the graded portion of runway strips. All are Operationally Essential Obstructions and comply with RA3590(12)<sup>1</sup>. Their locations are captured in the image (serials 4-7, 10 only) and table below.



Figure 1 - Runway Strip Obstructions ▶ (Left image Runway 05 Threshold. Right image Runway 23 Threshold) ◀

Image Serial	Item	W3W Location
4	Eastern RHAG – South LDU	<a href="#">///rekindle.venturing.chariots</a>
5	Eastern RHAG – North LDU	<a href="#">///talent.suggested.motor</a>
6	Western RHAG – North LDU	<a href="#">///obeyed.simulates.splat</a>
7	Western RHAG – South LDU	<a href="#">///airstrip.stitch.artichoke</a>
10	Western Barrier – LDU junction box	<a href="#">///piled.unhelpful.sketch</a>

Table 2 - Runway Strip Obstructions

2.6 **Runway End Safety Area (RESA).** Not declared for Runway 23.

2.7 **Light Aggregate (Lytag) Arrestor Beds or Engineered Materials Arrestor System (EMAS).** Nil.

2.8 **Aerodrome Arresting System Orders.** Nil.

2.9 **Manoeuvring Area Safety and Control Orders.** See [Annex K](#).

<sup>1</sup> Siting boards have been completed, and the hazard is captured in the BDN AOHL.

### Chapter 3: Emergency and Aerodrome Rescue and Firefighting Orders

3.1 **Emergency Organisation.** BDN complies with RA 3261(2), RA 3263, RA 3311 and DSA02 DFSR. QQ is responsible for providing an Aerodrome Rescue and Fire Fighting (ARFF) service to the standards articulated within the LTPA. DPHC is responsible for providing MAME<sup>1</sup> and Aerodrome Emergency Medical cover.

3.2 **Emergency Orders / Aerodrome Crash Plan.** See [Annex L](#).

3.3 **Aerodrome Rescue and Fire Fighting Services and Training Orders.** See [Annex M](#).

3.4 **Disabled Aircraft Removal.** See [Annex N](#).

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<sup>1</sup> MAME is provided by DPHC RAF Odiham.

## Chapter 4: Air Traffic Services and Local Procedures

4.1 **Air Traffic Control Orders.** Orders for Aerodrome Activity Sanitisation, Embargoes and Ground Restrictions, as well as for Visitors, can be found at [Annex O](#).

4.2 **Air Traffic ► Squadron ◀ Order Book** The ► **ATSOB** ◀<sup>1</sup> covers ATC procedures for the safe and expeditious flow of air traffic.

4.3 **Aerodrome Order Book (AOB).** Conformance with the procedures laid out in the [AOB](#)<sup>2</sup> are mandatory for all involved in flying at BDN.

### 4.4 Aerodrome User Priorities.

4.4.1 BDN provides an operational aerodrome and related services for the benefit of Approved Aircraft<sup>3</sup>. The following Priority should be applied in support of the operation of Approved Aircraft at BDN<sup>4</sup>:

4.4.1.1 HMG / MOD directed tasks.

4.4.1.2 Test and Evaluation Flying of MOD sponsored Air Systems.

4.4.1.3 The training of Test Pilots and Flight Test Engineers and other Air T&E specialists (ATO).

4.4.1.4 QCF/ RWTES RA1166 flying.

4.4.1.5 6 FTS University Air Squadron and Air Experience Flying.

4.4.1.6 All other flying, including but not limited to practice diversions, routine MOD PPR, non-MOD T&E flying and commercial activity.

4.4.1.7 Bustard Flying Club.

4.4.2 The priority of non-directed MOD tasks that are approved by DE&S and contracted with QQ will be promulgated via the Shortcast.

<sup>1</sup> The BDN ► **ATSOB** ◀ complies with RA3000 series, MMATM and BMOs. A copy can be obtained on request to the BDN SATCO or DSATCO, via BDN Main Ops.

<sup>2</sup> The BDN AOB is hosted on MODNet. A copy can be obtained on request to BDN Main Ops.

<sup>3</sup> Approved Aircraft is defined by the LTPA as Aircraft from the QintetiQ Airfleet or as authorised by the Authority (TEST PT TL, LTPA HoE, or LTPA AO on behalf of DE&S) to operate at Boscombe Down.

<sup>4</sup> Priority will be applied when sufficient notice of aerodrome activity requiring management (e.g., circuit priority, embargos, etc) is given. Flying units are to provide specific details during the Shortcast the week before the activity. Where this notice is not given at the Shortcast, priority is not guaranteed.

4.5 **Restricted Access.** If required, QAO is to establish roadblocks to maintain >150m safety perimeter between the Runway edge and any person or vehicle and remain in situ and in continuous comms with ATC to control the safe zone.



Table 3 - Restricted Access - Looking SW



Table 4 - Restricted Access - Looking NE

4.6 **Comms Plan.** QAO will inform and warn aerodrome users through:

- 4.6.1 The Shortcast Meeting, Aerodrome Notices, briefings, QQ site portal and emails.
- 4.6.2 Information screens at the Main Gate on the morning of the activity.
- 4.6.3 Remaining on site to co-ordinate and communicate in real time.

4.7 **Explosive Storage Area.** A/c are to not overfly the Explosive Storage Area below 900ft BDN QNH.



Table 5 - Explosive Storage Area

#### 4.8 **Cautions:**

4.8.1 **Parallel Ops.** Parallel to Runway 23/05 is 23/05 Grass and 23/05 North. All Parallel Ops are under positive control by ATC and only available to BDN-based ac.

4.8.2 No aerodrome ident beacon.

4.8.3 Non-compliant Runway 23/05 high intensity side lighting spacing.

4.8.4 A Cloud Base Recording Laser is projected vertically from the ground and fires approximately once every 5 secs. Crash Map E8.

4.8.5 50% of the Runway 23 Approach Lights are unserviceable.

## Chapter 5: Aerodrome Administration and Operating Procedures

- 5.1 **Aerodrome Data Reporting.** See [Annex P](#).
- 5.2 **Aerodrome Serviceability Inspections.** See [Annex Q](#).
- 5.3 **Aerodrome Technical Inspections.** See [Annex R](#).
- 5.4 **Radar, Radio, & Navigation Aid Maintenance, Monitoring & Protection.** See [Annex S](#).
- 5.5 **Aerodrome Works Safety.** See [Annex T](#).
- 5.6 **Aerodrome Users - Vehicle and Pedestrian Control.** See [Annex U](#).
- 5.7 **FOD Prevention – Training and Awareness.** See [Annex V](#).
- 5.8 **Aerodrome Wildlife Management.** See [Annex W](#).
- 5.9 **Low Visibility Operations (LVO).** See [Annex X](#).
- 5.10 **Snow and Ice Operations.** See [Annex Y](#).
- 5.11 **Thunderstorm and Strong Wind Procedures.** See [Annex Z](#).
- 5.12 **Civil Registered Aircraft Aerodrome Usage Terms and Conditions.** See [Annex AA](#).
- 5.13 **Safeguarding Requirements – Waivers and Exemptions.** See [Annex F](#).
- 5.14 **Aerodrome Assurance Activity.** See [BDN DAAF](#).
- 5.15 **Electrical Ground Power Procedures.** See [Annex BB](#).
- 5.16 **Aviation Fuel Management Procedures.** See [Annex CC](#).
- 5.17 **Hazardous Materials - Spillage Plan.** See [Annex DD](#).
- 5.18 **Jettison and Fuel Dumping Area.** Nil.
- 5.19 **Compass Swing Area.** See [Annex FF](#).
- 5.20 **Explosive Ordnance Disposal Area.** Nil.
- 5.21 **Dangerous Goods (DG) Procedure.** See [Annex HH](#).
- 5.22 **Hydrazine (H70) Leak.** Nil.
- 5.23 **RPAS Orders.** See [Annex JJ](#).
- 5.24 **Aerodrome HIRTA Restrictions.** See [Annex KK](#).
- 5.25 **Transport of Ejection Seats.** The transportation of Ejection Seats at BDN will be conducted iaw ENG/INS/1390/4.0. On request, copies can be provided by BDN Main Ops.

Annex A: LTPA AO Letter of Authority [□](#)

Sponsor: LTPA AO

1. The LTPA HoE is to ensure that an AO is appointed and provided with a Letter of Authority (LoA), in accordance iaw RA1026. The Letter of Authority (LoA) between the HoE and AO has been approved and the AO responsibility accepted. A copy of the letter is included below:



Ministry  
of Defence



Kieren MacMahon  
LTPA Head of Establishment  
Defence Equipment and Support  
MoD Boscombe Down  
Amesbury  
SP4 0JF

Tel: +44300 1617034  
Email: Kieren.Macmahon100@mod.gov.uk

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Mark Walker  
LTPA Aerodrome Operator

20 Jun 24

**LETTER OF AUTHORITY – LTPA AERODROME OPERATOR**

1. As the LTPA Head of Establishment I am responsible for providing a Safe Operating Environment (SOE) for Aircraft to meet my Aviation Duty Holder-Facing / Accountable Manager (Military Flying) Facing responsibilities<sup>1</sup>. Under this responsibility, I define your authority and responsibilities as the LTPA Aerodrome Operator (AO) in this Letter of Authority.
2. You are to support me in discharging my responsibility to provide a SOE. Specifically, you are responsible for the management of the Aerodrome environment at LTPA establishments<sup>2</sup> to support the safe operation of Aircraft in accordance with RA1026 and all other publications and regulations mentioned therein. You may appoint Subject Matter Experts to advise you in the conduct of your role and responsibilities.
3. You are to liaise with MAA, CAA, DE&S, QinetiQ, DFR, the UK AIRPROX Board, and other Services' staffs as appropriate in the execution of your duties as LTPA AO.
4. You are empowered to close LTPA Aerodromes immediately should you judge they cannot be operated safely.
5. In addition to the responsibilities at RA1026, you are to:
  - a. Raise, sentence and close DASORs relating to aerodrome issues on my behalf, escalating to me as required.
  - b. Manage the LTPA Air Safety Management System and associated ASMP.
6. This LoA is to be reviewed by 20 Jun 25.

Digitally signed by Kieren  
MacMahon  
Date: 2024.06.26 15:40:41 +01'00'

K MacMahon  
LTPA HoE

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<sup>1</sup> RA1010.  
<sup>2</sup> iaw the classification tier promulgated in the Air Safety Management Plan (ASMP).

Defence Equipment & Support



## Annex B: Safety Meeting Structure

### Sponsor: FLOps

1. ▶ The BDN Safety Meeting Structure can be found within A4 of ◀ the [LTPA ASMP](#).
2. ▶ ◀
  - a. ▶ ◀
  - b. ▶ ◀

## Annex C: Aerodrome Key Stakeholders

### Sponsor: FLOps

1. BDN is managed under the LTPA between QQ and the UK MOD. The Aerodrome / Flying Unit construct at BDN requires specific consideration of how one organisation interfaces with the other. Whilst most of these interactions already exist, the split of Duty Holder/Accountable Manager & Head of Establishment (HoE)/Aerodrome Operator (AO) responsibilities at BDN requires that these interactions are subject to continuous improvement to ensure that any associated Hazards and Air Safety risks are quickly communicated to the relevant staff on both sides. ▶ ◀

2. ▶ **BDN Air Safety Structure.** The BDN Air Safety structure is headed by the LTPA HoE, managed by the LTPA AO. Further details (such as the day-to-day managerial oversight and assurance) can be found within A4 for the [LTPA ASMP](#). ◀



3. **Responsibilities and Supervision of Flying.** The maintenance of a Safe Operating Environment (SOE) and the Supervision of flying at the BDN aerodrome and in related airspace requires that interactions on the management of day-to-day flying operations are recognised, as follows:

a. HoE. IAW MAA RA1010(2), the HoE is responsible for providing a SOE to support aviation activity that is reliant on the aviation services provided by the establishment.

b. AO. IAW MAA RA1026(2), the AO is responsible for the management of the Aerodrome environment to support the safe operation of Air Systems. This will include the deconfliction, prioritisation and planning of the FlyPro (aerodrome activity) and the safe application of Air Traffic Services (ATS), as described in Aerodrome Order Book (AOB).

c. Aviation Duty Holders (ADHs), Accountable Managers (Military Flying) (AM(MF)) and Accountable Managers (AM). ADH, AM(MF) and AM are responsible for the supervision of flying within their AOR.

d. **Duty Operations ▶ Executive (DOE) ◀.** Suitably Qualified and Experienced Personnel (SQEP<sup>1</sup>) within Ops Wg (Sgt-Sqn Ldr) are appointed by the LTPA AO as the DOE. During core operating hours<sup>2</sup>, the LTPA AO empowers the DOE with the responsibility for the day-to-day management, deconfliction and prioritisation of routine Aerodrome activity. The DOE is to remain on the ground and within 15 minutes of the Stn throughout their duty. They are to provide support to the Unit / Squadron Duty Supervisors and to advise the AO of any event that may cause a hazard to aircraft.

4. ▶ **Safety Management Stakeholders and Interactions.** ◀ A depiction of the relationships and interfaces that provide the SOE ▶ can be found within A5 of the [LTPA ASMP](#). ◀



5. **Resident Flying Organisations.** ▶ The ◀ interactions made with BDN resident ADHs, AM(MF), AM and other DH-Facing organisations ▶ are found within Annex G to the [LTPA ASMP](#). ◀



<sup>1</sup> Current SQEP individuals include SLOps, FLOps & Main Ops ASOM.

<sup>2</sup> As per Mil AIP – [EGDM](#).

## Annex D: Aerodrome Operator's Hazard Log [📄](#)

### Sponsor: FLOps

1. The BDN AOHL clearly indicates the active BDN Aerodrome operating Hazards. The BDN AOHL is a live document, reviewed Quarterly, and can be found at this [link](#)<sup>1</sup>.

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<sup>1</sup> The AOHL is hosted on MODNet. If you are unable to access the link, please contact BDN Main Ops, who can provide a soft copy of the extant AOHL, on request.

### Annex E: Formal Aerodrome Related Agreements [□](#)

#### Sponsor: DSATCO

1. Formal Aerodrome Related Agreements (FORAs) are detailed below and can be found on the [BDN SharePoint](#). If access is required by those without access, individuals are to request through BDN Main Ops. FORAs expiry dates are tracked via the [BDN DAAF](#), and [BDN Assurance Tracker](#) and are reviewed annually.

No.	Title	Effective Date	Expiry Date
<b>BDN-LoA-19-001</b>	Terms and conditions applying to aircraft under the control of MOD Boscombe Down ATC or Middle Wallop ATC overflying Porton Down range D127	Sep 19	Oct 28
<b>BDN-LoA-20-001</b>	LoA between MOD Boscombe Down and Shalbourne Soaring Society (Rivar Hill).	Feb 20	Feb 25
<b>BDN-LoA-22-001</b>	LoA between MOD Boscombe Down and Old Sarum Aerodrome	12-Apr-22	Apr 27
<b>BDN-LoA-22-002</b>	LoA between MOD Boscombe Down and Go Skydive	12-Apr-22	Apr 27
<b>BDN-LoA-22-003</b>	LoA between 6FTS and MOD Boscombe Down (Under Review)	07-Jun-22	Jun 23
<b>BDN-LoA-22-004</b>	7 Regt AAC Apache helicopters to undertake training after hours at MOD Boscombe Down airfield	19-Sep-22	Sep 25
<b>BDN-LoA-22-005</b>	Fast jets conducting live firing practices on Salisbury Plain to enter MOD Boscombe Down controlled airspace	03-Oct-22	Oct 27
<b>BDN-LoA-23-001</b>	Operation of watchkeeper from Keevil Airfield and over Salisbury Plain Training Area	18-May-23	May 25
<b>BDN-LoA-23-002</b>	Operation of aircraft in EGD126 and EGD128	01-Jul-23	Jul 26
<b>BDN-LoA-23-003</b>	LoA between NATS and MOD Boscombe Down	01-Jul-23	Jul 25
<b>BDN-LoA-23-004</b>	Procedures for helicopters operated by AACEN Middle Wallop undertaking instrument approaches to MOD Boscombe Down	01-Oct-23	Oct 28
<b>BDN-LoA-23-005</b>	Aircraft within the Combined Military Air Traffic Zone (CMATZ)	01-Oct-23	Oct 28
<b>BDN-LoA-23-006</b>	Low level routes between Shipton Bellinger and Grateley, Wilton and Airman's Cross, and Wilton and Grateley	01-Oct-23	Oct 28

No.	Title	Effective Date	Expiry Date
<b>BDN-LoA-24-001</b>	LoA between MOD Boscombe Down and Thruxton Aerodrome	01-May-24	May 29
<b>BDN-LoA-24-002</b>	LoA between MOD Boscombe Down and Wiltshire Air Ambulance (WAA)	13-Sep-24	Sep 29
<b>BDN-LoA-24-003</b>	LoA between MOD Boscombe Down, NATS, DIO and 78 Sqn SWK	01-Oct-24	Oct 26
<b>BDN-LoA-25-001</b>	LoA enabling Boeing to conduct Chinook aviation operations at MOD Boscombe Down	Jan 25	Jan 28
<b>BDN-ITSF-22-001</b>	Border Force Internal Temporary Storage Facility (ITSF) Approval: Ministry of Defence – Boscombe Down	5-Jul-22	N/A
<b>BDN-MSA-24-001</b>	MSA for Beacon Hill Farm, Amesbury <sup>1</sup>	1-Aug-24	Aug 25

Table 6 - Formal Aerodrome Related Agreements

<sup>1</sup> Further detail can be found in 20241206-PL-2023-11131-Beacon Hill-Decision Notice.

**Annex F: Aerodrome Alternative Acceptable Means of Compliance, Waivers and Exemptions**

**Sponsor: DSATCO**

1. Aerodrome Alternative Acceptable Means of Compliance (AAMC), Waivers and Exemptions are detailed below, and can be found on the [BDN SharePoint](#), and are tracked through the [BDN Assurance Tracker](#). If access is required by those without SharePoint access, individuals are to request through BDN Main Ops. FORAs expiry dates are tracked via the DAAF.

BDN Serial	Waivers, Exemptions and AAMC Title	Detail	Expiry Date
MAA-FTD-Approvals	Watchman MTI Marker Position	Waiver	PERM
MAA-AWE-15-008	BDN Exemption regarding Parallel Runway Operations	Exemption	TBC
MAA-AWE-17-005	BDN WAM Installation	Waiver	31 Dec 2037
MAA-AWE-20-085	BDN Taxiway Characteristics	Waiver	31 Aug 2025
MAA-AWE-22-158	BDN Non-Compliance with RA3301(2) – Meteorological Information Requirements Extension	Waiver	31 Jan 2026
FCN-23-280	RJ100 RFFS Category – AM Standing Dispensation	FCN	PERM
DSFR-R0203.AMC.19	DSA DFSA Waiver against R0203.AMC.19 (ARFF Vehicle, Equipment, and Infrastructure Requirements) & R.0208.GM.20 (ARFF Training Requirements)	Waiver	30 Jun 2026

**Table 7 - Waivers, Exemptions and AAMC**

2. **Safeguarding Concession References.** Current, in-use safeguarding concession references for the PAR (inc MTI markers), Watchman (inc MTI markers), and ILS (Localiser, Glidepath or DME) can be provided from BDN Ground Radio. Requests should be made through BDN Main Ops.

3. **Master Infringement Register.** BDN maintains a Master Infringement Register which is managed and maintained by the QQ Air Traffic Management Equipment Approved Organisation Scheme (AAOS), and 1PA assured by QQ Aviation Safety Manager and QQ Airfield Compliance and Assurance Manager (ACAM). This document is held on QQ IT REST. A copy can be requested through BDN Main Ops<sup>1</sup>.

<sup>1</sup> [DESWopsTEST-BSDOps@mod.gov.uk](mailto:DESWopsTEST-BSDOps@mod.gov.uk)

Annex G: Aerodrome Locations & Control of Entry and Access

Sponsor: FLOps

1. **Aerodrome Location.** BDN is 6 miles NNE of Salisbury, just SE of Amesbury and 1 hour 40mins from central London, if travelling by road. The main gate is to the NW of the aerodrome.

- a. **Access by Road.** From A303, take Porton Rd southbound and Main Rd.
- b. **Access by Rail.** Nearest train station is Grateley (no public transport to Amesbury, onward journey by taxi / car). Salisbury station has better public transport links.

2. **Local Area Maps.**

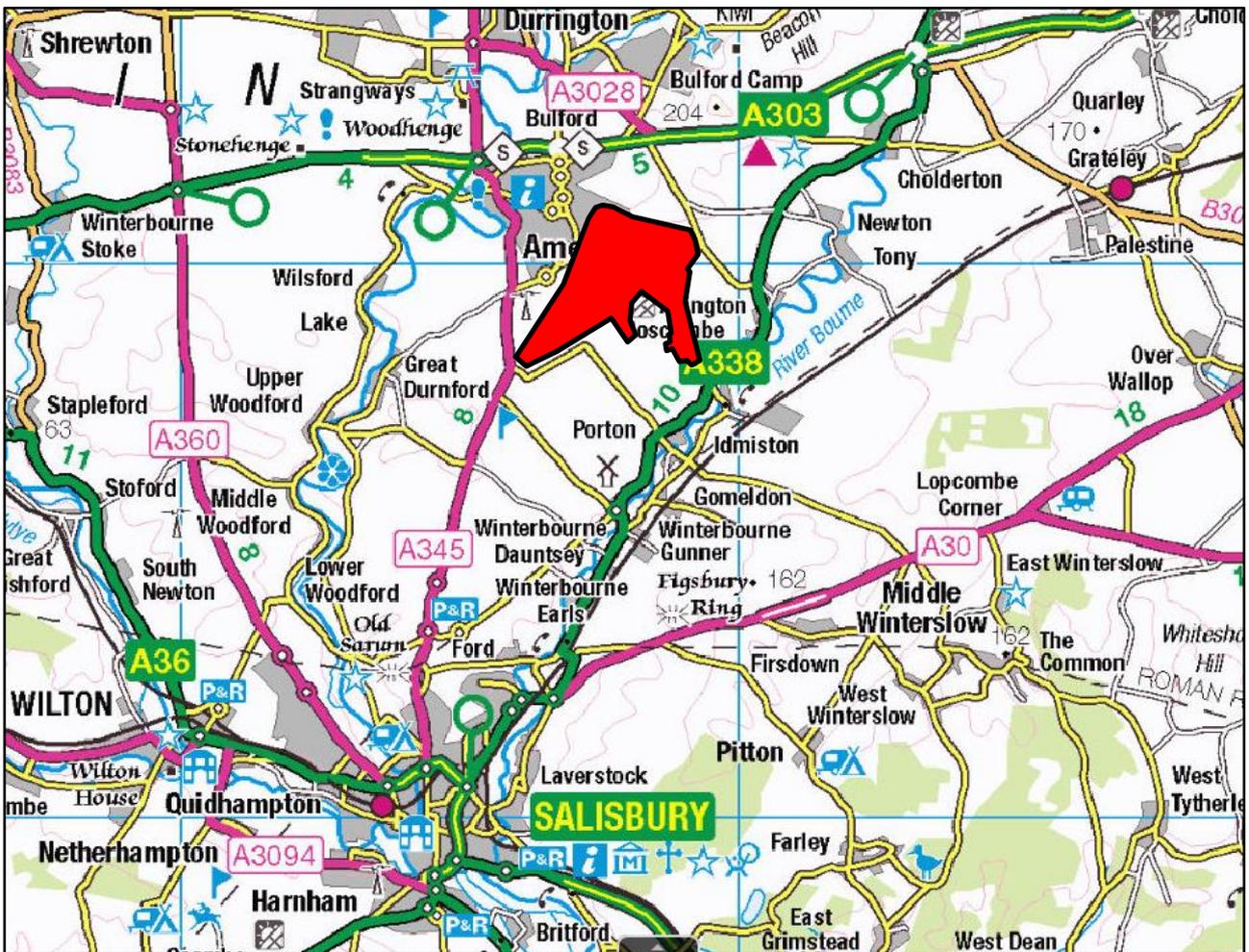


Table 8 - Local Area Map - General Location relative to Salisbury



Table 9 - Local Area Map - Identifying Main Entrance



Table 10 - Aerial Photograph showing Aerodrome Layout

# MOD Boscombe Down Defence Aerodrome Manual

## Aerodrome Crash Map

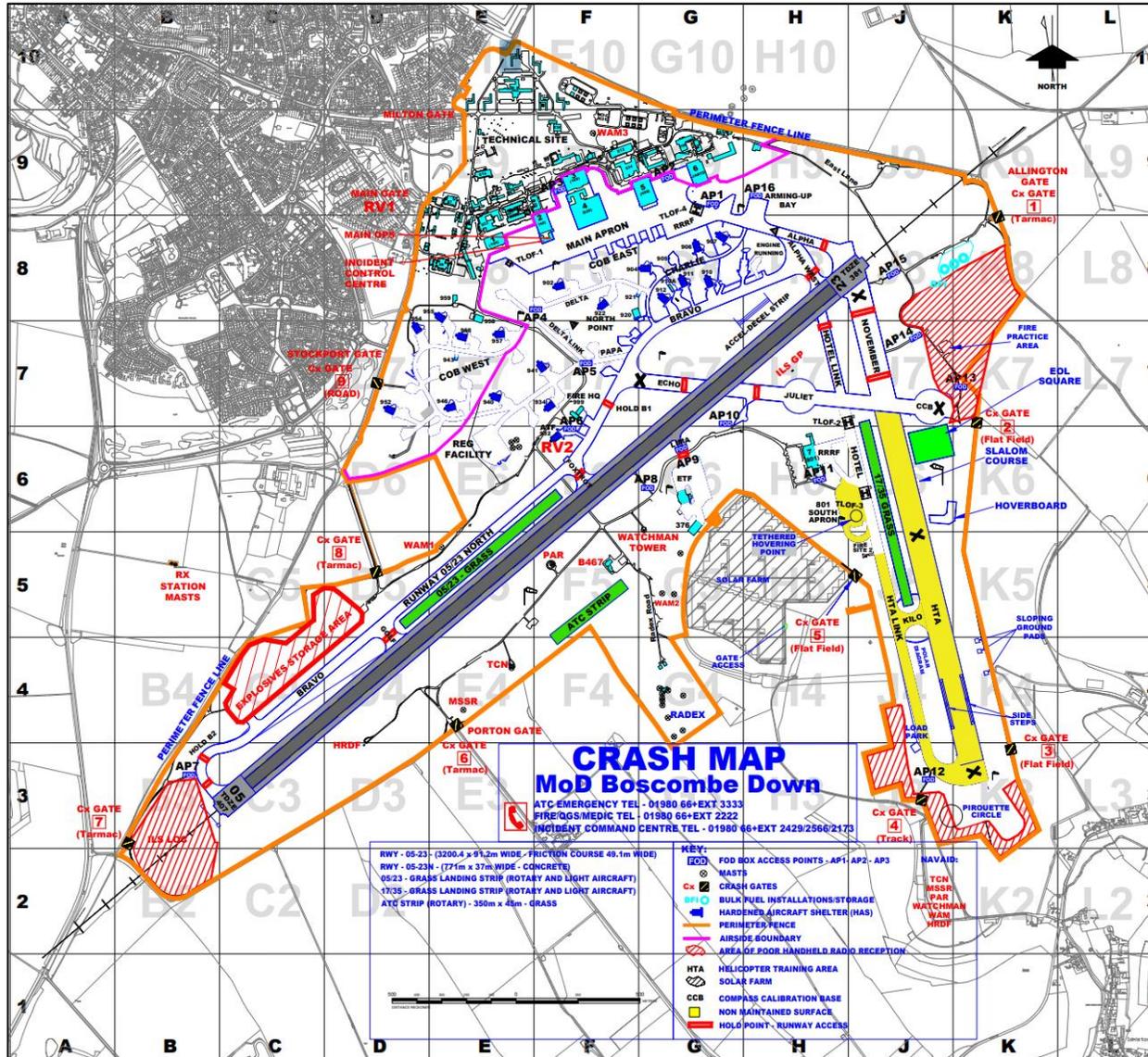


Table 11 - Aerodrome Crash Map

3. **Aerodrome Crash Map.** The BDN Aerodrome Crash Map (Rev “L2” (RA 3261) compliant) is stored on the BDN SharePoint. Fully scalable .pdf copies can be requested through BDN Main Ops<sup>1</sup>.

4. **What 3 Words.** This is an alternative to grid referencing systems. Through its use, you can provide an accurate reference to your location or navigate to a given location using the 3 words provided. Points of Interest at BDN are provided using What 3 Words below:

Point of Interest	<u>What 3 Words Locations</u>	Remarks
Main Entrance / RV1	///escorting.revisit.likewise	H24
South Site entrance (Porton Gate)	///processes.moods.revolting	Limited weekday opening hrs
Air Traffic Control	///stance.available.glaze	Open for Flying
Main and Eng Ops	///brands.desktops.sailing	1 <sup>st</sup> floor
Fire Section / RV 2	///steer.chest.warms	-
ICC	///shielding.conjured.nappy	1 <sup>st</sup> floor (01980 66 3052 for access)

Table 12 - Aerodrome Crash Map - What 3 Words

5. **Visitors.**

a. **Notification.** Non-permanent pass holders must be pre-booked by a permanent staff sponsor.

b. **Access.** Visitors to BDN are to have a valid reason to come on Site. They must be over 18 unless holding a military dependant’s pass or with prior permission from Head of Site. Access is restricted to persons:

- (1) On official business (as defined by LTPA HOE, LTPA AO, CO BDN or QQ Hd of Site).
- (2) Notified as pre-planned visitors by Main Ops to the Site office as transiting through Site as a boarding / disembarking aircraft passenger, in which case, vehicle or escorts will be provided.
- (3) Who are guests of a service person, civilian permanent member of staff or one of the Messes with Site Office permission.

c. **Control of Entry.** Visitors are to present valid photo ID to Security at the Main Gate on arrival and comply immediately and fully with all instructions given by members of the Guard Force and BDN permanent pass holder personnel.

d. **ID and Vehicle Checks.** BDN is a secure MOD Site managed by QQ on behalf of the MOD and identity and vehicle checks may be conducted before entry is permitted.

e. **“Escorted” Pass Holders.** “Escorted” pass holders are to be escorted by their host throughout their visit. Passes are to be surrendered on exit or date of expiry.

<sup>1</sup> [DESWpnsTEST-BSDOps@mod.gov.uk](mailto:DESWpnsTEST-BSDOps@mod.gov.uk)

- f. **Limit of access.** The aerodrome is off-limits to all without a valid aerodrome permit or specific clearance by ATC if accessing the AMA. Access to the main apron is coordinated through Eng Ops (Ext 3388), not ATC. Further Order for Aerodrome Users, Vehicles and Pedestrian Control can be found in [Annex U](#).
- g. **Orders.** Site Security instructions are managed by QQ Head of Site, a copy can be requested through the QQ Site team [BCESITE@qinetiq.com](mailto:BCESITE@qinetiq.com).

## Annex H: Noise Abatement Procedure Orders [□](#)

### Sponsor: DSATCO

1. **General Orders for Noise Abatement.** To minimise noise in the local area, aircraft are to avoid direct overflight of the villages within BDN ATZ where possible and ensure that noise nuisance around the airfield is kept to a minimum.
2. **Sensitive Areas List.** Sensitive Areas for the surrounding area of BDN can be found within the LFA [Sensitive Areas List](#)<sup>1</sup>. These are also detailed on the MAPP application under the section relating to local avoids, which can provide a user-friendly visual overlay. Within the BDN-MW Sensitive Area, Middle Wallop hold responsibility for ensuring it is accurate and up to date.
3. **Engine Ground Running (EGR).** EGR requests are to be made through BDN Eng Ops and conducted iaw QQ Eng Instructions<sup>2</sup>. The following ARFF restrictions apply:
  - a. **During Aerodrome Operating Hours.** EGR is to be conducted with the ARFF Service Levels of Protection for each aircraft, as outlined in DFSA 0201. Any Reduced Hazard Profile requests to accommodate EGR at a lower than published category is to be made by the ADH/AM Chain, in consultation with the BDN Stn Fire Officer, through the LTPA AO.
  - b. **Outside of Aerodrome Operating Hours.** All OOH EGR are to be pre-notified to BDN Eng Ops, who will co-ordinate with BDN ARFF to ensure the required cover is provided. A DFSA Form 04 will be raised as required.

<sup>1</sup> On request, copies can be provided by BDN Main Ops.

<sup>2</sup> The current edition, QQ ENG/INST/1521/5.0, can be accessed on QQ IT, or requested from BDN QQ Eng Ops.

## Annex I: Temporary Obstruction Orders [□](#)

### Sponsor: DSATCO

1. Temporary Obstructions on or around any Manoeuvring Area or Apron that are considered a Hazard to Aircraft, vehicles or pedestrians are to be marked and lit in accordance with extant regulations using approved high visibility markers, tape or fencing with additional red light markers at night. NOTAMs are to be issued and taxi patterns controlled. If relevant, pilots are to be briefed on landing or when calling for start.
2. **Taxi Patterns.** ATC may amend BDN Taxi Patterns if required. ATC will inform pilots, on start for outbound aircraft and prior to taxiing on arrival. If required, and on request, QQ VAS will provide wing walkers and/or follow-me vehicles.
3. **NOTAM Action.** Main Ops will issue a NOTAM as per extant FLIPs. The NOTAM will include:
  - a. Nature and position of unserviceable area or obstruction.
  - b. Nature of markings (day and night).
  - c. Approximate period for which the area will remain unserviceable.



**Annex J: Aerodrome Arresting Systems** [□](#)

**Sponsor: QQ AOM**

1. Nil.

## Annex K: Manoeuvring Area Safety and Control Orders

### Sponsor: QQ AOM, QQ ACAM, SATCO

1. Eng Ops control vehicle movements on the main apron, all other areas are under the control of ATC.

2. **Aircraft Movement Area (AMA).** The AMA is part of the aerodrome, excluding aprons (parking is detailed in Para 5 onwards of this Annex), used for take-off, landing and the movement of aircraft associated with take-off and landing. Movement on the AMA is controlled by ATC and in some cases restricted, notably:

a. **Runways:**

- (1) **Runway 23/05.** BDN Main Runways, for use by all aircraft types.
- (2) **Runway 23/05 North.** BDN-based LFW movements only (not visitors).
- (3) **23/05 and 17/35 Grass Strips.** BDN-based LFW and RW only.
- (4) **The 'ATC Strip'.** For BDN-based RW only.
- (5) Non-BDN based aircraft are to use Runway 23/05 only.

b. **Helicopter-specific Areas:**

- (1) **Helicopter Trg Area (HTA).** Used for helicopter training and not suitable for FW take-off and landing.
- (2) **Helicopter Landing Pads.** TLOF 1-4 as shown on AD-2 TAXI CHART.
- (3) **North Point.** Entry and exit to slots A-N through TLOF 1 and North Point is reserved for BDN based and specially briefed crews only (not visitors).
- (4) **RW Test Areas.** "Tethered Hovering", "Sloping Ground Pads" and other test-specific areas are for BDN-based RW, or visiting trials aircraft that have received an ATC brief.
- (5) **Main Dispersal TLOF 4.** Used for the purposes of aircraft departures and arrivals during OOH use only or at **DOE's** (Main Ops) discretion.

c. **Other Areas.** With Main Ops' permission, other parts of the aerodrome may be used for trials or other purposes.

d. **Long Term AMA Deficiencies/Restriction Information.** Found in the [UK MIL AIP – AD 2 – EGDM](#).

e. **Short Term AMA Deficiencies/Restriction Information.** Promulgated by NOTAM/Air Notice.

3. **Aircraft Taxiing.** [See UK MIL AIP – AD 2 – EGDM – TAXI CHART.](#)

a. **Radio Procedures.**

(1) **Engine / APU Start.**

(a) Unless by prior arrangement with Main Ops, Engines are not to be started before 0830L and be shut down no later than 1730 (Mon-Thu) / 1630 (Fri). Pilots must call 'Boscombe Ground' before starting engines ►◄.

(b) VHF only aircraft departing BDN should contact Boscombe Tower on ►130.755 for start clearance.◄

(c) **Requesting Start.**

(1) ► **Callsign, Aircraft Type, Location / Slot No, and POB is to be passed on initial contact with Boscombe Ground/Tower.**◄

(2) ATC will confirm the runway in use, BDN QNH and bird activity (when HIGH or VERY HIGH) for all aircraft on taxi.

(2) **Taxi Clearance.** Aircrew are to obtain clearance from Boscombe Ground before taxi, stating ATIS information letter received, BDN QNH ►◄ and remain with Ground until the runway holding point, except:

(a) Helicopters taxiing from Main Dispersal to North Point for VFR departure; change to Boscombe Tower at North Point.

(b) Helicopters taxiing from Apron 2 (Southside – 801) are to change to 'Boscombe Tower' at TLOF 2 or TLOF 3, as appropriate.

(3) **05/23N Holds.** When taxiing, aircraft are to request clearance to proceed past the BRAVO 1 or BRAVO 2 holds. This applies to aircraft taxiing for Runway 05 departure and when vacating Runway 23.

(4) **Departure Clearance.** Aircrew are to obtain departure clearance details from Ground before changing to Tower for take-off clearance.

(5) **Taxi Back Procedure.** After landing, fixed wing aircraft are to change from 'Boscombe Tower' to 'Boscombe Ground' upon vacating the Runway. Helicopters inbound to the Main Dispersal are to change to Boscombe Ground at North Point; helicopters inbound to 801 Apron are to change to Boscombe Ground at TLOF 2 or TLOF 3 as appropriate. Radio contact is to be maintained after landing until APU/engines are stopped.

b. **General Precautions.**

(1) **Taxiway ALPHA.**

(a) By Day Stn based FW/LFW with a wingspan of 11m or smaller may pass each other at the discretion of ATC on Taxiway ALPHA.

(b) By night, aircraft are not to pass each other on Taxiway ALPHA. When necessary, ATC will give priority to aircraft taxiing for departure.

(2) **Taxiway BRAVO.** Stn-based Tutor aircraft may pass on Taxiway BRAVO to the West of Taxiway ECHO. The crossing of aircraft will only be permitted during daylight hours and good visibility at the discretion of ATC.

(3) **Taxiway CHARLIE.** Can be used by all Stn based FW except the RJ70/100 ► and King Air ◀. Visiting LFW and FW may use Taxiway CHARLIE subject to ATC discretion. No heavy aircraft may use Taxiway CHARLIE unless pre-approved by Ops and QQ ACAM.

(4) **Slots 1 – 26.** RW are not permitted to hover taxi on or in vicinity of these slots, unless within the RW dispersal area (A-N), conducting RRRF on slots 25-26 or unless authorised by Eng Ops.

**c. Taxiing for Departure.**

(1) **From Slots 1-30 for Runway 23 and 17 Grass Departures.** Aircraft are to use Taxiway ALPHA to the appropriate holding point.

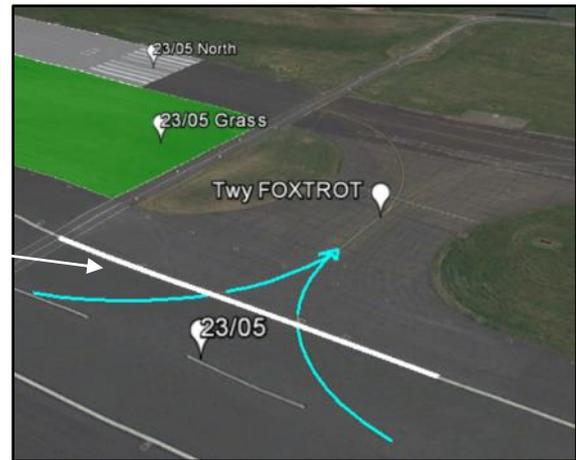
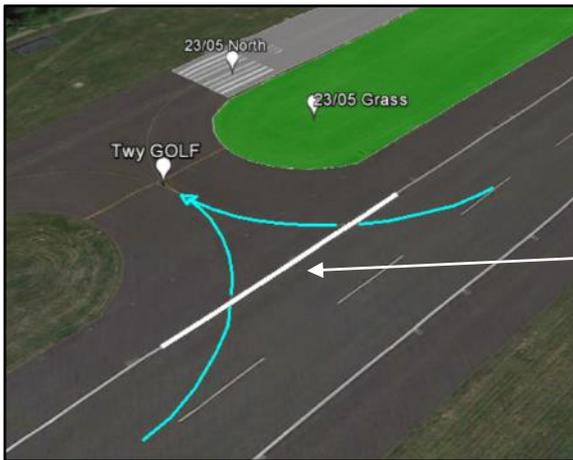
(2) **From Slots 1-30 for Runway 05 Departures.** Aircraft are to use Taxiway ALPHA, Taxiway ALPHA WEST or Taxiway CHARLIE, as appropriate, and along Taxiway BRAVO to Hold Bravo One or Bravo Two.

(3) **From Slots A-N.** Aircraft on Slots A and B (normally used as overflow or for special purposes) or C-E (normally used for wheeled aircraft) should route via TLOF 1; if unable to do so for reasons of aircraft performance or flight safety, pilots are to ask ATC for a non-standard taxi direct to North Point across the southern edge of the dispersal to warn Eng Ops, who manage ground operations. If on Slots J, K and L (normally used for skidded aircraft) at captain's discretion, aircraft may hover taxi to North Point across the southern edge of the dispersal.

(4) **From 801 Dispersal.** When Runway 05/23 is in use, RW aircraft are to taxi to TLOF 2 or TLOF 3 as appropriate for departure. If a 23/05 Runway departure is required, aircraft are to taxi via Taxiway HOTEL and Taxiway JULIET to one of the Taxiway NOVEMBER HOLDS.

**d. Taxiing after Arrival.**

(1) **Runway 23/05.** No aircraft may vacate the Runway without positive ATC clearance. When vacating Runway 23/05 at FOXTROT or GOLF, the Taxiway "Hold Short" lines do not provide safe separation from operations on Runways 23/05 Northern or 23/05 Grass. Aircraft that intend to exit Runway 23/05 at FOXTROT or GOLF are to remain south of the white line that marks the northerly edge of the main Runway until in receipt of positive clearance from ATC.



Cross white line only with positive clearance from ATC

Table 13 - Taxiing after Arrival - Runway 23/05

(2) **Taxiway BRAVO.** When vacating Runway 23 at the upwind end, pilots are not to proceed past 'Hold BRAVO 2' without positive clearance from 'Boscombe Ground', to ensure de-confliction with Runway 23 North. (Do not confuse 'Hold Bravo 2' (used heading north-east) with the Runway 05 Hold (used heading south-east).



Table 14 - Taxiing after Arrival - Taxiway BRAVO

(3) **RW Arrivals to Main Dispersal.** RW aircraft may be directed to park in 2 locations on the main dispersal.

4. **Main Dispersal (Slots A-N).** RW aircraft are to make an approach to North Point and air taxi to the dispersal. Not applicable to visiting aircraft or crews. Aircraft on Slots A-H should route via TLOF 1 unless unable to do so for reasons of aircraft performance or flight safety, pilots are to ask ATC for a non-standard taxi direct from North Point across the southern edge of the dispersal to warn Eng Ops, who manage ground operations. If on Slots J, K or L, at captain's discretion, aircraft may hover taxi from North Point across the southern edge of the dispersal.

5. **Arming Up Bay (Slots 27-30).** Aircraft are to ground taxi, apart from aircraft where performance or configuration will not allow, along ALPHA Taxiway to enter and exit the main dispersal.

a. **RW Arrivals to 801 Dispersals.** Aircraft are normally to make an approach to TLOF 2 or TLOF 3, as directed by ATC, and taxi to dispersal slot 32.

b. **Arrival or departure from the Arming up Bay (AUB).** Authorised aircraft may operate from the AUB. FW aircraft are to taxi in accordance with normal procedures. RW aircraft:

- (1) Ground taxi to either NOVEMBER or 23-Hold and obtain departure instructions. If skidded, RW are to make an approach to the RW aiming Triangle and air taxi to the allotted parking slot.
- (2) At respective Hold change freq to Stud 3 and call for departure.
- (3) Taxi onto the intersection between NOVEMBER and 23 to depart.
- (4) Final approach to be made to the Runway 23 or NOVEMBER.
- (5) Taxi to the Hold area and change to Stud 2.
- (6) Taxi via Taxiway ALPHA to the AUB.

6. **Cob West Aerodrome Traffic Lights and bollards for Aircraft Under Tow.** The Cob West aerodrome traffic lights provide aircraft marshallers with a means to stop vehicles at the REG access road traffic lights. The traffic-lights are located at the junction of Taxiway Papa and REG access road traffic lights. Aircraft marshallers stop the aircraft and tow combine at least 1m from the Runway Crossing Road They set traffic lights to RED using the control box, remove bollards to allow the combine to cross and tow the aircraft to at least 1m beyond the road on the other side, replace the bollards and set the lights to green again.

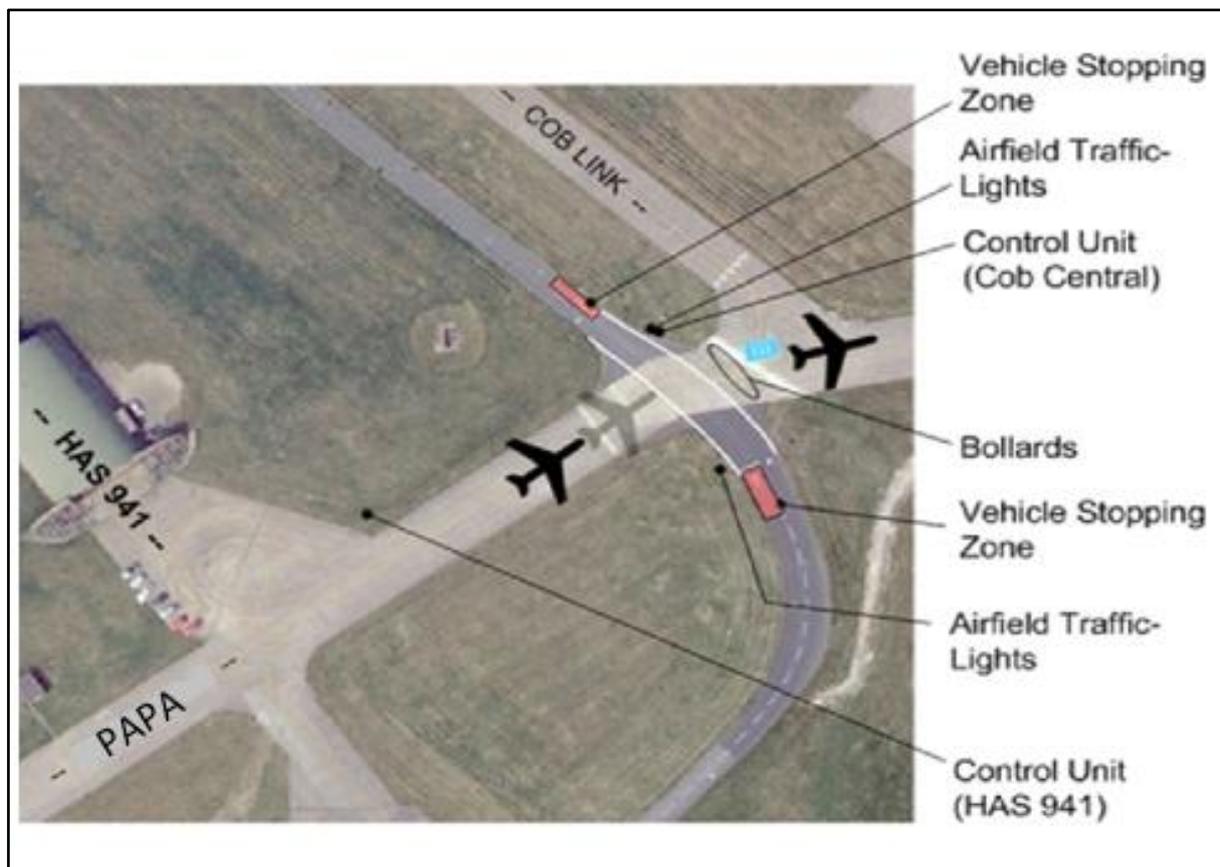


Table 15 - Cob West Aerodrome Traffic Lights and Bollards Overhead



Table 16 - Cob West Bollards Photograph

7. **Aircraft Parking.** Eng Ops allocate parking on Northern and Southern dispersals and other special parking. Unless directed by Eng Ops / ATC, BDN-based aircraft are to return to the slot they vacated.

- a. **Main Dispersal.** Aircraft parking on the main dispersal is found in the [UK MIL AIP – AD 2 – EGDM – APRON 1 CHART](#).
- b. **Rotors Running Refuel (RRRF) Parking.** RRRF can only be carried out in specific locations. RRRF parking locations are found in the [UK MIL AIP – AD 2 – EGDM – RRRF CHART](#).

8. Parking Slot Allocation Consideration.

Parking Slots /Spots	Fixed Wing							Rotary Wing							Key		
	Small	Large	Visitors	Armed/DAC	Fuel tasks	LP Ground Run	HP Ground Run	Light	Medium	Large	Visitors	Armed/DAC	Fuel Tasks	LP Ground Run	HP Ground Run	Not to use	Use under certain conditions
Apron 1 (RW)	A	Red	Red	Red	Red	Red	Red	Yellow	Red	Red	Green	Red	Green	Green	Red	VIP Only, Taxi straight to North Point.	
	B	Red	Red	Red	Red	Red	Red	Green	Red	Red	Green	Red	Green	Green	Red	Taxi straight to North Point.	
	C	Red	Red	Red	Red	Red	Red	Green	Red	Red	Green	Red	Green	Green	Red	Taxi via TLOF 1 then North Point.	
	D	Red	Red	Red	Red	Red	Red	Green	Red	Red	Green	Red	Green	Green	Red	Taxi via TLOF 1 then North Point.	
	E	Red	Red	Red	Red	Red	Red	Green	Red	Red	Green	Red	Green	Green	Red	Taxi via TLOF 1 then to North Point.	
	F	Red	Red	Red	Red	Red	Red	Green	Red	Red	Green	Red	Green	Green	Red	Taxi via TLOF 1 then to North Point.	
	G	Red	Red	Red	Red	Red	Red	Green	Red	Red	Green	Red	Green	Green	Red	Taxi via TLOF 1 then to North Point	
	H	Red	Red	Red	Red	Red	Red	Green	Red	Red	Green	Red	Green	Green	Red	Taxi via TLOF 1 then to North Point.	
	J	Red	Red	Red	Red	Red	Red	Green	Red	Red	Green	Red	Green	Green	Red	Taxi via TLOF 1 then to North Point. If no A/C on spots M and N can Taxi straight to North Point.	
	K	Red	Red	Red	Red	Red	Red	Green	Red	Red	Green	Red	Green	Green	Red	Taxi via TLOF 1 then to North Point. If no A/C on spots M and N can Taxi straight to North Point.	
	L	Red	Red	Red	Red	Red	Red	Green	Red	Red	Green	Red	Green	Green	Red	Taxi via TLOF 1 then to North Point. If no A/C on spots M and N can Taxi straight to North Point.	
	M	Red	Red	Red	Red	Red	Red	Green	Green	Red	Green	Red	Green	Green	Red	Taxi straight to North Point.	
	N	Red	Red	Red	Red	Red	Red	Green	Green	Red	Green	Red	Green	Green	Red	Taxi straight to North Point.	

Parking Slots / Spots	Fixed Wing							Rotary Wing							Key			
	Small	Large	Visitors	Armed/DAC	Fuel tasks	LP Ground Run	HP Ground Run	Light	Medium	Large	Visitors	Armed/DAC	Fuel Tasks	LP Ground Run	HP Ground Run	Not to use	Use under certain conditions	Free to use
Apron 1 (FW and RW)	1	Green	Red	Green	Red	Green	Red	Red	Red	Red	Red	Red	Red	Red	Red			
	2	Green	Red	Green	Red	Green	Red	Red	Red	Red	Red	Red	Red	Red	Red			
	3	Green	Red	Green	Red	Green	Red	Red	Red	Red	Red	Red	Red	Red	Red			
	4	Green	Red	Green	Red	Green	Red	Red	Red	Red	Red	Red	Red	Red	Red			
	8	Green	Red	Green	Red	Green	Red	Red	Red	Red	Red	Red	Red	Red	Red			
	9	Green	Red	Green	Red	Green	Red	Red	Red	Red	Red	Red	Red	Red	Red			
	10	Green	Red	Green	Red	Green	Red	Red	Red	Red	Red	Red	Red	Red	Red			
	11	Green	Red	Green	Red	Green	Red	Yellow	Yellow	Yellow	Red	Red	Red	Green	Red			APU Runs allowed, RW no ECU runs rotors running.
	12	Green	Red	Green	Red	Green	Red	Yellow	Yellow	Yellow	Red	Red	Red	Green	Red			APU Runs allowed, RW no ECU runs rotors running.
	13	Green	Red	Green	Red	Red	Green	Yellow	Red	Red	Red	Red	Red	Red	Red			Up to 80% Engine Runs allowed.
	14	Green	Red	Green	Red	Red	Green	Yellow	Red	Red	Red	Red	Red	Red	Red			Up to 80% Engine Runs allowed.
	15	Green	Green	Green	Red	Red	Green	Yellow	Green	Green	Yellow	Green	Red	Red	Green			Fixed wing Up to 80% Engine Runs allowed. If Large RW on this slot 16 is out of use.
	16	Green	Green	Green	Red	Red	Green	Yellow	Green	Green	Yellow	Green	Red	Red	Green			Fixed wing Up to 80% Engine Runs allowed. If Large RW on this slot 15 & 17 is out of use.
17	Green	Green	Green	Red	Red	Green	Yellow	Green	Green	Yellow	Green	Red	Red	Green			Fixed wing Up to 80% Engine Runs allowed. If Large RW on this slot 16 is out of use.	

	Parking Slots Spots	Fixed Wing						Rotary Wing						Key					
		Small	Large	Visitors	Armed/DAC	Fuel tasks	LP Ground Run	HP Ground Run	Light	Medium	Large	Visitors	Armed/DAC	Fuel Tasks	LP Ground Run	HP Ground Run	Not to use	Use under certain conditions	Free to use
Apron 1 (FW and RW)	18	Free	Not	Free	Not	Free	Not	Not	Not	Not	Not	Not	Not	Not	Not	Not	Not	Not	Not
	19	Free	Not	Free	Not	Free	Not	Not	Not	Not	Not	Not	Not	Not	Not	Not	Not	Not	Not
	20	Free	Not	Free	Not	Free	Not	Not	Not	Not	Not	Not	Not	Not	Not	Not	Not	Not	Not
	21	Free	Not	Free	Not	Free	Not	Not	Not	Not	Not	Not	Not	Not	Not	Not	Not	Not	Not
	22	Free	Not	Free	Not	Free	Not	Not	Not	Not	Not	Not	Not	Not	Not	Not	Not	Not	Not
	23	Free	Not	Free	Not	Free	Not	Not	Not	Not	Not	Not	Not	Not	Not	Not	Not	Not	Not
	24	Free	Not	Free	Use	Free	Not	Not	Free	Free	Free	Free	Use	Free	Free	Not	Armed A/C can use this slot with prior planning with Eng Ops. No Forward firing Weapons.		
	25	Free	Not	Free	Use	Free	Not	Not	Free	Free	Free	Free	Use	Free	Free	Not	Armed A/C can use this slot with prior planning with Eng Ops. No Forward firing Weapons.		
26	Free	Not	Free	Use	Free	Not	Not	Not	Not	Not	Not	Not	Not	Not	Not	Armed A/C can use this slot with prior planning with Eng Ops. No Forward firing Weapons.			
Arming Up Bay	27	Free	Not	Free	Use	Use	Free	Use	Use	Use	Use	Use	Use	Use	Use	Armed A/C can use this slot with prior planning with Eng Ops. No Forward Firing Weapons. Fuelling tasks can be carried out, a fire truck will be in attendance whilst the fuelling task takes place.			
	28	Free	Not	Free	Use	Use	Free	Use	Use	Use	Use	Use	Use	Use	Use	Armed A/C can use this slot with prior planning with Eng Ops. No Forward Firing Weapons. Fuelling tasks can be carried out, a fire truck will be in attendance whilst the fuelling task takes place.			

Parking Slots Spots	Fixed Wing							Rotary Wing							Key				
	Small	Large	Visitors	Armed/DAC	Fuel tasks	LP Ground Run	HP Ground Run	Light	Medium	Large	Visitors	Armed/DAC	Fuel Tasks	LP Ground Run	HP Ground Run	Not to use	Free to use		
Arming Up Bay	29	Green	Red	Green	Yellow	Yellow	Green	Yellow	Yellow	Yellow	Yellow	Yellow	Yellow	Yellow	Yellow	Red	Green	Armed A/C can use this slot with prior planning with Eng Ops. No Forward Firing Weapons. Fuelling tasks can be carried out, a fire truck will be in attendance whilst the fuelling task takes place.	
	30	Red	Green	Green	Yellow	Yellow	Red	Green	Green	Green	Green	Yellow	Yellow	Green	Red	Red	Green	Armed A/C can use this slot with prior planning with Eng Ops. No Forward Firing Weapons. Fuelling tasks can be carried out, a fire truck will be in attendance whilst the fuelling task takes place.	
	31	Green	Green	Green	Red	Yellow	Green	Green	Green	Green	Green	Red	Yellow	Green	Green	Green	Green	Fuelling tasks only to take place if necessary and a fire truck will be in attendance whilst the fuelling task takes place.	
	32	Red	Red	Red	Red	Red	Red	Green	Green	Green	Green	Red	Green	Green	Red	Red	Red		
	33	Green	Green	Green	Yellow	Yellow	Green	Green	Green	Green	Green	Yellow	Yellow	Green	Green	Green	Green	Green	Armed A/C can use this slot with prior planning with Eng Ops. No Forward Firing Weapons. Fuelling tasks can be carried out, a fire truck will be in attendance whilst the fuelling task takes place.
	34	Green	Green	Green	Red	Yellow	Green	Green	Green	Green	Green	Red	Yellow	Green	Green	Green	Green	Green	Fuelling tasks only to take place if necessary and a fire truck will be in attendance whilst the fuelling task takes place.

Table 17 - Parking Slot Allocation Considerations

9. **Armed aircraft.** Aircraft may load and unload weapons and countermeasures only with Eng Ops' permission. Where flare safety distances are not known, a 360° 200m circle will apply. The weapons drop pit is not in use. Appropriate signs are to be always displayed.

a. **Pre-arranged movements.** Booking requests with Main Ops for aircraft to operate carrying live ordinance require 1-wk's notice are to fully declare the nature of the weapons, including explosive category, NEQs and required safety distances. Bespoke licences will be requested through the QQ TL Armaments. Countermeasures may only be loaded, unloaded or parked on the "arming-up" bay or Taxiway MIKE as these require earthing points unavailable on forward firing points. Main Ops will issue Air Notices to warn stakeholders that armed aircraft are expected and advise of amended taxiing / road routes.

b. **Unplanned arrivals.** Armed aircraft arriving unexpectedly (diversion, emergency, etc):

(1) **With a weapons fault.** Park on the nearest safe hdg.

(2) **With a weapon in a safe condition:**

(a) **Forward-Firing Weapons (FFW).** Aircraft carrying can park on either of the licenced armed parking areas.

(b) **Other munitions.** Aircraft carrying explosives not greater than UN Class 1.3 (i.e., practice bombs, CMs etc) are to park on the AUB. Aircraft with munitions of categories greater than UN Class 1.3 are to park on the AUB or armed slot 2 as an emergency measure. BDN does not have the capability to supported routine, non-emergency, free fall weapon armed aircraft.

10. **Safe headings.** Surveyed safe area / headings for FFW are marked with painted yellow arrows and a direction at the locations below. The full map can be obtained from the QQ ACAM through Main Ops.

Ser	Area	Authorised Operation	Directional Wpn Safe Dist Req <sup>1</sup>	Safest Bearing Deg (True)
1	End of Runway 05-23 (05 access)	After landing safe area / hdg for aircraft fitted with / carrying FFW or malfunctioning weapon systems.	General – 3.1km 27mm – 6.8km 30mm – 7.4km	087°
2	End of HTA (former 35 access)	After landing safe area / hdg for aircraft fitted with / carrying FFW or malfunctioning weapon systems.	General – 3.1km 27mm – 6.8km 30mm – 7.4km	235°

Table 18 - Safe Headings

11. **'Follow-Me' provision.** Follow me vehicles can be requested on PPR. Follow me instructions will be briefed and provided via ground frequency until marshallars are reported in sight. ATC-qualified drivers and the QQ ACAM and QQ AOM may conduct follow-me duties, under authority of the ATC supervisor.

12. **Protection from jet blasts.** Engine ground runs must be iaw QQ ENG/INS/1522/3.0<sup>2</sup> with permission of Eng Ops through Main Ops.

<sup>1</sup> OME aerodromes SAF/INS/0266

<sup>2</sup> Copies can be requested through [BCEEngOps@QinetiQ.com](mailto:BCEEngOps@QinetiQ.com)

13. **Enforcement of safety precautions during aircraft refuelling.** QQ ENG/INS/1522/2.0<sup>3</sup> covers Fuelling of Aircraft.

14. **Enforcement of safety precautions during aircraft ground running operations.** QQ ENG/INS/1521/3.0<sup>4</sup> covers fuelling of aircraft. All procedures are iaw RA 4510.

15. **Aerodrome Sweeping Plan.** The AMA is swept on a weekly cycle by VAS, Runway 23/05 is swept daily by Property Ops. An AS90 sweeper will brush, vacuum & magnet. A second (domestic) sweeper is on site but it is not to be used airside. Further details on aerodrome sweeping can be sought from the QAO team. VAS to carry out routine daily sweeping between 07:30-09:30

DAY	TAXI-WAYS/ AREAS				
Mon	B	G	F	E	
Tues	MA	AUB	A	AW	
Wed	HTA	HTA link	K	H	
Thu	N	J	H Link	23 LHS	
Fri	C	D/DL	P	L	23 RHS

Table 19 - Aerodrome Sweeping Plan

KEY					
A	Alpha	F	Foxtrot	L	Lima
AUB	Arming Up Bay	G	Golf	MA	Main Apron
AW	Alpha West	H	Hotel	N	November
B	Bravo	H Link	Hotel Link	P	Papa
C	Charlie	HTA	Helicopter Training Area	23 LHS	23 Left Hand Shoulder
D	Delta	HTA Link	HTA Link	23 RHS	23 Right Hand Shoulder
DL	Delta Link	J	Juliet		
E	Echo	K	Kilo		

Table 20 - Aerodrome Sweeping Plan Key

16. **Reporting accidents and incidents on an apron:**

- a. **Immediate** – Contact 2222 if ARFF and / or medical services are required.

<sup>3</sup> Copies can be requested through [BCEngOps@QinetiQ.com](mailto:BCEngOps@QinetiQ.com)

<sup>4</sup> Copies can be requested through [BCEngOps@QinetiQ.com](mailto:BCEngOps@QinetiQ.com)

- b. **Post incident** – All incidents or accidents are to be reported to either Main Ops or Eng Ops and appropriately formatted reports filed. QQ employees are to submit a post incident report on i-Rep which will be transferred to a DASOR by the Air Safety Cell.

Apron ops comply with Manual of Maintenance and Airworthiness Process ( <a href="#">MAM-P</a> ).	
<b>Minimum Requirements – Arrangements with ATC and the Supply and Movements Organisation (QQ)</b>	
Allocation of aircraft parking.	See <a href="#">Annex K</a> .
Arrangements for engine start.	Call for start on 'Boscombe Ground'.
Aircraft Marshalling.	Aircraft Marshalling is mandatory for FW but optional for RW at <b>DOE's</b> (Main Ops) discretion. Eng Ops will arrange marshallers as required.
'Follow-Me' vehicles.	'Follow-me' should be requested through Main Ops when booking-in if req'd.
'Follow-Me' drivers.	ATC/QAO-qualified drivers may conduct follow-me duties, under authority of the ATC supervisor.
<b>Apron Safety</b>	
Protection from jet blasts.	Engine ground runs must be iaw <a href="#">QQ ENG/INS/1521/2.0</a> (undated) with permission of Eng Ops through Main Ops.
Enforcement of safety precautions during aircraft refuelling.	<a href="#">QQ ENG/INS/1488/1.0</a> dated Oct 18 covers Fuelling of Aircraft and can be requested from Eng Ops through Main Ops. All procedures are iaw <a href="#">JSP 317</a> .
Runway & Apron sweeping.	See para 14 above.
Reporting accidents and incidents on an apron.	<b>Immediate</b> – Contact 2222 if ARFF and / or medical services are required. <b>Post incident</b> – All incidents or accidents are to be reported to either Main Ops or Eng Ops and appropriately formatted reports filed. QQ employees are to submit a post incident report on IMR which will be transferred to a DASOR by the Air Safety Cell.
Vehicle Access to the Apron	Drivers are to: Hold a valid aerodrome access permit Request apron access from, and be in radio contact with Eng Ops (01980 663388), notifying when leaving the Apron. Vehicles are to stop within designated FOD boxes at AMA entry checks points. Personnel are to get out of vehicles and check for FOD on the vehicle before rolling forward to check tyre tread not visible on the initial check. Display; an occulting blue or green; or flashing amber light as appropriate. Wear PPE iaw QQ <a href="#">ENG/INS/1176/1.0</a> date 10 May 18.

Table 21 - Minimum Requirements and Apron Safety

## Annex L: Emergency Orders / Aerodrome Crash Plan [□](#)

### Sponsor: FLOps

1. **Orders.** BDN Orders cover the eventuality of an Aircraft accident / incident and capture that BDN will provide ARFF to 1000m outside the airfield boundary and APCM within the perimeter fence. APCM will be conducted iaw RA3261(2), RA3263, MPCM, DSA02 and DSA03 (Defence Fire Safety Regulations and Guidance). Specific Emergency Orders / Aerodrome Crash Plan for BDN are:

a. **Emergency Response Plan (ERP).** Under the LTPA, QQ, not the MOD, are responsible for the BDN ERP<sup>1</sup>.

b. **Aircraft Post Crash Management Plan (APCMP).** The BDN APCMP should be read in conjunction with the BDN ERP. It is exercised by table-top or live exercise on alternate years iaw extant regulations, and a copy is available on request from Main Ops.

c. **Passenger Evacuation Management System (PEMS).** A PEMS is under development from QQ.

### 2. **Emergency Ground Frequency - Fire Master.**

a. Comms between Crash Fire Service and aircraft during an emergency may take place on 121.6 MHz.

b. Aircraft with smoke, fire or hot brakes will be directed by ATC to call "BOSCOMBE FIRE" on 121.6 MHz.

c. For other emergencies, aircraft captains may request the attendance of the Fire Master and transfer to 121.6 MHz. Comms will only take place when the aircraft is on the ground and the pilot should, wherever possible, maintain a listening watch on the appropriate ATC freq too.

d. For single radio aircraft, ATC will monitor 121.6 MHz and can be contacted on that freq.

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<sup>1</sup> Copies can be requested through [BCESITE@qinetiq.com](mailto:BCESITE@qinetiq.com)

## Annex M: Aerodrome Rescue and Fire Fighting Services and Training Orders [□](#)

### Sponsor: QQ Snr Fire Officer

1. **Aerodrome Rescue & Fire Fighting (ARFF).** QQ provides fire cover at MOD Boscombe Down, including the provision of the appropriate equipment and fire engines as detailed below:

a. ARFF service on the following basis:

(1) Core operating hours:

08:30 to 1730 Mon – Thurs; and  
08:30 to 1630 Fri.

(2) Subject to mutual agreement between the LTPA AO and the QQ Head of Aviation Services, an extension of up to 45 minutes at end of day may be utilised to support activities taking place outside of core operating hours.

(3) In accordance with an Event Type where it explicitly references the provision of fire fighters and operating parameters.

(4) ARFF to be provided to meet ICAO Crash Category 6. Any reduction to the Crash Category to be agreed at the local level between the LTPA AO and the QQ Head of Aviation Services, subject to the requesting Party providing a minimum of 2 weeks' notice or such other period as may be mutually agreed in writing. If the need exceeds Crash Category 6 then this would require further tasking services to be arranged in accordance with paragraph 1.b.

(5) Fire fighters will be unavailable on Bank holidays and Public holidays.

(6) Bustard Flying Club (BFC) only are permitted to conduct flying operations at BDN outside of QQ ARFF provision, provided a BFC Immediate Emergency Response (IER) is in place.

b. Additional cover may be arranged outside of the above parameters provided always that there is a minimum of 2 weeks' notice (unless otherwise mutually agreed in writing between the Parties) and subject to mutual agreement of the relevant Tasking Order or Other Works.

2. In the event of an unexpected reduction in Crash (Cx) Cat capability, e.g., unavailability of a vehicle/specialist equipment, response to domestic site emergency<sup>1</sup> or unplanned shortage of fire or aerodrome emergency medical personnel, the Senior ARFF Officer on duty will inform ATC to allow the LTPA AO to determine what action will be taken concerning continuance of flying operations. The ADH/AM(MF)/AM will be informed, with the decision to approve flying to/from the Aerodrome with a reduced Crash Cat/Medical level<sup>2</sup> retained by the ADHs/AM(MF)/AM, in consultation with the LTPA AO, and following a Risk Assessment<sup>3</sup>. Until such ADHs/AM(MF)/AM approval is given:

a. Airborne aircraft should not make an approach to the runway when the aerodrome ARFF Cx Cat is below that required for their aircraft type.

<sup>1</sup> Iaw RA3261 (para 46)

<sup>2</sup> For a domestic incident, ICAO Crash Category 6 will reduce to 4; Category 5 will reduce to 0.

<sup>3</sup> [DFSR form 06 / 07: Reduction of Cover Hazard Assessment \(DDH/AM\(MF\)\) templates](#)

- b. Aircraft on the ground should hold or return to the dispersal if ARFF Cx Cat below their requirement.
3. **Training Orders.** Under the LTPA, QQ manage ARFF and associated orders. To ensure version control, orders, and Task Resource Analysis (up to and including ICAO 8 sized aircraft) are held by the Senior Fire Officer. Copies of these documents can be gained from the QinetiQ Fire Section SFireO.
4. **Task Resource Analysis (TRA).** Completed TRAs for each ICAO Aerodrome Category (ICAO 1-9 & H1-H3) are stored on [SharePoint](#). On request, copies of the TRAs can be provided by BDN Main Ops.
5. **DSA DSFR Forms.** The below DFSR Forms are stored on [SharePoint](#). On request, copies of the documents can be provided by BDN Main Ops:
  - a. **Form 01 – Response Area Assessment.** The latest BDN Response Area Assessment received LTPA AO signature on 25 Jul 24.
  - b. **Form 02 – 1000 Meter Assessment.** The latest BDN Aerodrome 1000m Assessment received LTPA AO signature on 25 Jul 24. The document is subject to reviews at 2 yearly intervals.
  - c. **Form 03 – Water Assessment.** The latest BDN Water Assessment received LTPA AO signature on 25 Jul 24. This document is subject to reviews at 2 yearly intervals.
  - d. **Form 04 – ARFF Category for Specific Tasks Hazard Assessment.** A Form 04 will be raised for specific tasks outside of BDN ARFF Operating Hours as required.
6. **BFC IER Risk Assessment.** The BFC IER risk assessment to enable flying operations at BDN outside of QQ ARFF provision is stored on [SharePoint](#).

**Annex N: Removal of Disabled Aircraft** [□](#)

**Sponsor: QQ AOM**

1. There are no specific orders for the removal of a disabled aircraft at BDN. Where an immobilised aircraft obstructs the AMA or aprons, Eng Ops will co-ordinate removal activity.
2. Should there be safety concerns to the wider fleet, advice should be sought from the Defence Accident Investigation Branch (Defence AIB) (Air) or Civilian Air Accidents Investigation Branch (AAIB), as appropriate.
3. If circumstances merit neither activation of the APCM Plan nor require an aircraft to remain in-situ for investigation<sup>1</sup>, Eng Ops can deploy a tug. Aircraft documents may contain instructions for moving an aircraft that is incapable of being towed. JARTS are based at BDN and if permission from the DCSDO is given, advice or assistance can be requested if the aircraft requiring to be removed is of an unusual or difficult nature. Points for **consideration**:

Air Traffic Control Officer In Charge (ATCO I/C)	
1	Notification of the ARFF Services.
2	Aircraft identification and type.
3	Nature of Aircraft un-serviceability.
4	Location of Aircraft.
5	Section of the manoeuvring area affected.
6	Persons on Board (POB).
7	Estimated time of Arrival (ETA) of all Aircraft requiring use of the closed runway.
8	Latest time for affected Aircraft to divert.
9	Ensure that any unserviceable areas of the manoeuvring area are correctly marked, iaw MAA standards, to provide for safe Aircraft operation of the remaining areas.

**Table 22 - Points for Consideration - ATCO I/C**

<sup>1</sup> Advice should be sought from the Air Accident Investigation Branch (AAIB) Defence AIB as appropriate.

Station Operations	
10	Notify ATC of a disabled Aircraft if not already aware.
11	Ensure the appropriate NOTAM has been raised.
12	If required carry out RUNWAY BLACK plan.
13	Notify LTPA AO, SLOps, <b>DOE</b> , Eng Ops VAS / Movements (or equivalent), appropriate Sqn (if it affects a station-based Aircraft).
14	Contact Defence Accident Investigation Branch (DAIB) Air, if applicable or if clarification is required that the Station assessment of the incident falls beneath that warranting an Air Accident Investigation Branch (AAIB) investigation <sup>2</sup> .

Table 23 - Points for Consideration - Stn Ops

Duty Operations Controller	
15	Obtain and record permission from the owner or duly authorized representative of the owner of the Aircraft to move the disabled Aircraft.
16	Notify all Aircraft operators likely to be affected if "RUNWAY BLACK".
17	For civilian Aircraft, notify the Aircraft operating authority and AAIB.

Table 24 - Points for Consideration - **DOE**

Fire Section	
18	Respond iaw DSA02 DFRS – Defence ARFF Regulation and site-specific Incident Plan.

Table 25 - Points for Consideration - Fire Section

Aircraft Owner	
19	The Aircraft owner is defined as the holder of the Certificate of Registration and can be held responsible for the Aircraft removal and disposal of fuel and other hazardous materials that have been spilt because of an incident (noting the Aerodrome will have instigated the Unit Spill Plan). When advised of a disabled Aircraft, the owner can liaise with Station Operations (or equivalent) to discuss its removal.

Table 26 - Points for Consideration - Aircraft Owner

VAS / Eng Control (Or equivalent)	
20	Once cleared by Ops, tow the disabled Aircraft clear if permissible.

Table 27 - Points for Consideration - VAS/Eng Control

<sup>2</sup> If the AAIB elect to conduct an on-scene investigation, the disabled aircraft cannot be removed until authorized by the AAIB. AAIB will require Aircraft identification and type; nature of un-serviceability; location; section of the manoeuvring area affected and POB. 2022DIN06-005 contains additional information on when and by what method accidents and serious incidents are to be reported to the DAIB.

4. **Indemnity and Release Form for Civilian Aircraft.** Aircraft operators are to be contacted before disabled aircraft are moved. For UK military owned-and-flown aircraft, contact the aircraft's home unit Senior Engineering Officer. For all other operators, (including [CFAOS](#)) a signed statement is required:

*To: Long-Term Partnering Agreement Aerodrome Operator*

*I, the undersigned, being the owner or the duly authorised representative of the owner of the aircraft described below hereby agree to provide this indemnity and release on the conditions set out below.*

*I agree and consent to the Long-Term Partnering Agreement Aerodrome Operator (LTPA AO), its servants, agents, contractors, and employees to move at any time required the aircraft at my sole cost and expense.*

*In consideration of the LTPA AO moving the aircraft I agree to indemnify and keep indemnified the LTPA AO against all and any loss damage cost charge expense or other liability however suffered paid or incurred by or threatened against the LTPA AO in relation to or arising out of or in consequence of any action, proceeding, claim or demand which is or may be brought made or prosecuted or threatened against the LTPA AO in respect of any loss of or damage to property, loss of life or personal injury or other loss that may arise in any way from the moving of the aircraft by the LTPA AO.*

*I further agree to release the LTPA AO from all claims actions, causes of actions, proceedings and demands which I and or the owner now has or but for this indemnity and release would or might at any time in the future have against the LTPA AO and from all present and future liability of the LTPA AO to me and or the owner however caused in relation to or arising out of or in consequence of the moving of the aircraft.*

*I confirm that it is the intention of this indemnity and release that each servant, agent, contractor, and employee of the LTPA AO obtain the benefits expressed in their favour under this indemnity and release and be entitled to enforce such benefits.*

*I confirm that I and the owner have abided and will abide by all applicable laws including without limitation acts, regulations, bylaws, directions and determinations relating to or made by the Civil Aviation Authority, the Aircraft Accident Investigation Branch, the LTPA AO and any other relevant authority or body which has authority in relation to interference with or movement of an aircraft.*

*Aircraft type and Registration:*

*Full name:*

*Position and authority:*

*Signed by:*

*Date:*

Annex O: Air Traffic Control Orders [□](#)

Sponsor: DSATCO

1. **Aerodrome Activity Sanitisation, Embargoes and Ground Restrictions.** To support specific events; Activity Sanitisation, Embargoes and Ground Restriction may be approved by the LTPA AO. Users requests are to be made in accordance with the following:

- a. To minimise disruption to the Aerodrome flying programme, all requests should be submitted to Main Ops with one week’s notice where possible.
- b. Requests should be tailored to specific activity requirements, as per the table below.
- c. Once approval has been sought from the LTPA AO<sup>1</sup>, activity details and event specific restrictions will be added to STARS and notified to Site/Property Ops, ATC and airfield users through Air Notice and Shortcast (a NOTAM may be issued if required).

Activity		Example Event Specific Restrictions
Activity Sanitisation		<ul style="list-style-type: none"> <li>• Start-Ups, Taxiing, Take-Offs, Circuits, Transits, and Landings.</li> <li>• Operating area is to be specified as per user requirements (e.g. Northside, Southside, runway, and circuit only or applicable to aerodrome).</li> </ul>
Embargo	Noise	<ul style="list-style-type: none"> <li>• Aircraft Activity and Engine Ground Runs are to cease.</li> </ul>
	Flying	<ul style="list-style-type: none"> <li>• All airborne activity is to cease. Ground runs and ground movements may continue.</li> </ul>
Ground Restrictions		<ul style="list-style-type: none"> <li>• Restrictions on aircraft and vehicle movements on runways, taxiways, or aircraft dispersals (Eng Ops coordinate Main Apron movements for vehicles and unpowered aircraft).</li> </ul>

Table 28 - Example Event Specific Restrictions

- d. N.B. Air systems in emergency take priority over all activity.
- e. **Implementation.** SLOps is to oversee sanitisation planning, as directed by the LTPA AO.

2. **▶ ATC Brief.** All aircrew flying from BDN **should** receive an ATC brief by a qualified ATCO, iaw the DAM and AOB. Pilots who have not received the brief will be subject to the same restrictions as a visiting aircraft, as outlined in para 3 below. The brief **should** be booked through ATC and conducted: ◀

- a. ▶ Before their first flight from BDN. ◀
- b. ▶ As directed by the respective ADH/AM. ◀

3. **Visitors.**

- a. All visiting Aircraft are to recover to Boscombe to land, no circuits or other operations will be approved until an Air Traffic brief has been delivered.

<sup>1</sup> Flying requiring sanitisation may only be approved by the LTPA AO who will consult with the aircraft operator, trials manager and AHASP committee as required.

- b. All recoveries are to be either via Radar or a Visual Straight in Approach.
- c. Prior to start, departing visiting Aircraft are to warn out via STARS.
- d. By default, a departing visiting Aircraft will be given a runway track departure regardless of their destination.

Annex P: Aerodrome Data Reporting Orders [📄](#)

**Sponsor: QQ ACAM**

1. The LTPA AO through the QQ Airfield Compliance and Assurance Manager is responsible for the ownership of the Aerodrome data and is to ensure all data provided is always correct.
2. Aviation stakeholders at BDN have a responsibility to report errors identified in current aerodrome information documents at the earliest opportunity.
3. Reports of errors or requests for permanent changes to publications should be made primarily through QQ ACAM (Ext 4141), with FLOps/Main Ops at Cc as the secondary (Ext 3052).

Aerodrome Data Reporting Procedures		
1	<b>Legislation, Standards and Technical References.</b> Information relating to the Aerodrome serviceability or Hazards to air navigation is to be routinely updated through the AIP and NOTAM. At BDN this is through QQ ACAM, as the Unit AIM Sponsor.	
2	<b>Reporting Procedures.</b> Any situation that may have an immediate effect on the Safety of Aircraft operations is to be reported as soon as possible. In the first instance to ATC / Ops by radio or telephone.	
3	<b>NOTAM<sup>1</sup>.</b> The LTPA AO is to ensure that all NOTAM action is recorded for possible 1 <sup>st</sup> / 2 <sup>nd</sup> and 3 <sup>rd</sup> party audit. NOTAMS will be originated in the standard NOTAM format for any of the following circumstances <sup>2</sup> . NOTAMS are only to be used for 3 months and can only be extended with NATS Approval for a further 3 months.	
	1	A change in the serviceability of approach aids and radios.
	2	A change in the operational information contained in the DAM and published in the Mil AIP.
	3	Aerodrome works affecting the manoeuvring area or penetrating the OLS.
	4	New obstacles which affect the Safety of Aircraft operations.
	5	Bird or animal Hazards on or in the vicinity of the Aerodrome.
	6	A change in the availability of Aerodrome visual aids, i.e. markers and markings, runway lighting, etc.
	7	Any change in Aerodrome facilities published in AIP.
8	Unusual air activities at the Aerodrome.	
4	<b>WIP &amp; Projects.</b> WIP and Projects planned for durations greater than 6 months should be recorded in the Mil-AIP.	

Table 29 - Aerodrome Data Reporting Procedures

<sup>1</sup> NOTAM information must be provided by email. Where urgent advice can be given by telephone, it must be confirmed by email as soon as possible. Reporting Officers raising a NOTAM must subsequently check the issued NOTAM for accuracy.

<sup>2</sup> Where a permanent NOTAM is subsequently issued, the LTPA AO is to ensure that the Mil AIP is updated to reflect the change.

Annex Q: Aerodrome Serviceability Inspections [□](#)

Sponsor: SATCO

1. **Orders.** Aerodrome serviceability inspections are carried out iaw procedures laid down in MMATM and the ATC Sqn Order Book available through Main Ops.

Aerodrome Serviceability Inspections	
	Daily and weekly <b>Aerodrome inspections are to be carried out by SQEP<sup>1</sup>.</b>
1	1 Daily inspections are to be conducted before the Aerodrome is opened for flying and is to include a functional test of Aerodrome lighting (if initial inspection is carried out in darkness then a further inspection will be carried out after first light).
	2 If the Aerodrome has been open for day flying and night flying is planned a further inspection is to be carried out before last light and is to include another functional test of Aerodrome lighting.
	3 Where ATC is staffed on a 24-hour basis, an inspection is to be undertaken as soon as practicable after first light and again before last light and is to include a functional test of Aerodrome lighting.
	4 Weekly Aerodrome Inspections are to be conducted and recorded by the QQ ACAM in addition to daily inspections to ensure previously reported defects / unserviceability's have been appropriately actioned.
	5 ATC Supervisor / ATCO IC / QQ AOM should consider conducting or requesting additional Airfield Inspections at their discretion, particularly following adverse weather and following reports from airfield users.
2	Daily and weekly inspections are to be logged into an appropriate logbook, including any issues raised. AGL unserviceabilities are entered into a separate lighting logbook and the ATCO IC and aerodrome electricians informed via QQ Airfield Services. similarly, worn or obliterated markings / signs are reported to the QQ AOM and ATCO IC for action.
3	Areas of grass in need of cutting; areas in need of sweeping are reported to the QQ AOM and Eng Ops. Other works requests are made to the appropriate department and a record of the request and subsequent action monitored.
	All deficiencies are to be reported to QQ ACAM or QQ AOM for Maintenance actions and WIP monitoring actions.
4	The AMA is assessed for aircraft and vehicle operations. Controllers leave their vehicles periodically to conduct a close-up visual inspection of surfaces. The QQ AOM are to ensure that work in progress and obstructions are appropriately identified, marked and lit. Air Traffic Controllers or QAO complete a FOD check following physical check of grassed operating surfaces. If ATC is not present, the LTPA AO can delegate management of inspection to other individuals .

<sup>1</sup> SQEP are defined in BM Orders and QQ Airfield Operations – Eng Ops Processes.

## Annex R: Aerodrome Technical Inspections [□](#)

### Sponsor: QQ AOM/ QQ TL ATM Eng

1. QQ Ground Radio Maintenance Section (GRMS) is an Air Traffic Management Equipment Approved Organisation Scheme (AAOS), granted by the MAA. A more in-depth QAO inspection of the aerodrome and associated equipment is to be conducted each week on behalf of the LTPA AO
2. QQ are contracted to conduct routine inspections, maintenance, and repair of many aerodrome facilities. Technical inspections are carried out periodically by QAO and GRMS. Schedules can be requested from the QQ ACAM, QQ AOM or QQ TL ATMEGR through Eng Ops:
  - a. **Radio and NavAids.** GRMS inspect technical eqpt (transmitters, receivers, ILS, etc) with precision nav aids being calibrated by a flight check aircraft iaw AP 600 and Support Policy Statements.
  - b. **Aerodrome Electricians.** Aerodrome electricians inspect aerodrome lighting (runway, taxiway, obstruction, traffic, and other lights), barriers and CCTV and HV and LV power distribution. Including the back-up stand-by power system, which is inspected daily and switchover tested at least weekly and run for 15 min under full load when carrying out this check.
  - c. **Earthing Points.** Independent checks to assure sufficient earthing points allow safe refuelling and other servicing to take place across the aerodrome. Main earth points are to be tested every 24 months. The resistance is to be as low as possible but is not to exceed 10 ohm. Temporary earth points are to be tested at regular intervals (at least annually) and must not exceed 10,000 ohm. IAW AEP-24 (STANAG 7009).
  - d. **Surfaces and Drainage.** The QQ ACAM and ATC inspect the AMA and drainage iaw DIO guidance informed by bi-annual DIO inspection (BAIR). Additionally, iaw RA3272, the QQ ACAM produces an annual [Pooling Chart](#).
  - e. **Signage.** The QQ ACAM, QQ AOM and ATC are responsible for inspecting (weekly) and maintaining Aerodrome signs; repair requests are passed to QQ Property Operations.
  - f. **Vehicles and Equipment.** Aerodrome spt vehicles (including AWCU and ARFF) and eqpt (including bird-scarers, lasers, radios and weapons) are inspected, tested and maintained daily iaw manufacturers' instructions and regulations.

### Annex S: Radar, Radio, and Navigation Aid maintenance, monitoring and Protection [□](#)

#### Sponsor: SATCO, DSATCO

1. BDN's primary and secondary surveillance radars and navigation aids are the responsibility of QQ's Ground Radio Maintenance Section (GRMS). During working hours, ATC monitor systems and report faults to the Aquila Help desk. Others who believe there may be faults should report them immediately to ATC. Local maintenance procedures, produced in conjunction with RAF High Wycombe's Eng Role Office and Battlespace Management Force are iaw extant regulations, AP600 and Support Policy Statements (SPS); copies are available through GRMS' manager (01980 663103).

Annex T: Aerodrome Works Safety 

Sponsor: SATCO, DSATCO

Aerodrome Works Safety		
Site contractor control and aerodrome works on BDN are managed under QQ's Contractor Control Local Instructions; real-time aerodrome access is managed by ATC / Eng Ops by radio.		
1	<b>Work in Progress (WIP) Records.</b> WIP records are maintained iaw RA3266 (Aerodrome Maintenance). An aerodrome map is made available to both ATC and Main Ops detailing temporary obstacles, and work in progress. Additionally, the QAO and ATC maintain a log of work in progress.	
2	<b>WIP Log.</b> No airside WIP that involves ground or infrastructure works is allowed without Siting Board approval. Project Managers coordinate works with the QQ ACAM and Property Ops who check Risk Assessment Methods-Safety (RAMS), brief contractors on control processes, issue Works Permits, assigned escorts to accompany them to ATC for a WIP briefing. ATC keep a WIP log iaw RA3266 and liaise with QQ Property Operations to ensure that contractors are in and out briefed from the aerodrome daily.	
3	<b>WIP Briefings.</b> When work must be carried out during flying, personnel will be briefed by ATC as to procedures and any special measures to ensure safety. Supervisors of any working parties are fully briefed on their responsibilities. The ATCO IC will ensure that working party supervisors are briefed on, but not limited to, mandatory elements of the MMATM:	
	1	Limits of the work area.
	2	Direction of Aircraft movements.
	3	Route to be taken by works vehicles.
	4	1. Parking area for works vehicles and equipment.
	5	2. Control to be exercised over works vehicles and workers.
	6	3. Signals to be employed.
	7	4. FOD prevention.
4	<b>Control Measures.</b> The QAO Ops team will warn stakeholders of planned WIP at the Shortcast Meeting; Main Ops may issue Local Air Notices. Aerodrome works are clearly marked and lit using approved means. Those conducting work on the airfield are to comply with Contractor Control Local Instructions and all orders as briefed.	
5	<b>Grass Cutting.</b> Property Ops cut aerodrome grass iaw the Wildlife Control Management Plan and RA3270. Property Ops and ATC will co-ordinate grass cutting location iaw the MOD Boscombe Down <a href="#">Hectare Map</a> . Work is notified through the morning Ops brief.	
6	<b>Assurance.</b> The QAO are responsible to the LTPA AO for ensuring that WIP is safeguarded against flying and completed to the specified requirements, whilst operational oversight of the work parties is managed through QQ Property Operations.	
7	<b>WIP Completion.</b> The QQ ACAM, QQ AOM and Airfield Ops Co-ord are authorised to certify works completion on the aerodrome. The QAO Ops Form 2 is to be reviewed daily on WIP completion for all airside work parties to ensure areas are left in a safe condition.	

Annex U: Aerodrome Users, Vehicles and Pedestrian Control [□](#)

Sponsor: SATCO, DSATCO

Aerodrome Users - Vehicle and Pedestrian Control	
Control of vehicle and pedestrian traffic on the aerodrome is iaw RA 3262 (Aerodrome Access) and RA 3500. The Aircraft Movement Area (AMA) comprises (1) the area used for take-off, landing and taxiing (the 'Manoeuvring Area') and (2) aprons and dispersals (for parking, loading etc).	
1	<p><b>Aerodrome Access Permits (AAP).</b></p> <p>ATC administer aerodrome access permits which are only issued after a brief and training.</p>
2	<p><b>Aerodrome Access Briefs (AAB).</b></p> <p>Briefs for permanent staff are held on the first Wednesday of the month at 1030L in the QQ Lecture Hall. Attendance does not need to be pre-booked with ATC.</p> <p>All new permit holders require proof of colour perception (CP), to the minimum of CP2 or CP3 defective reds/greens safe. Proof is provided by an optician's report, a pilot medical or print out/screenshot from JPA.</p> <p>Contractors are required to justify their requirement for an AAP. They then will be briefed by ATC as part of their contractor controls or trials coordination process as a condition of site access.</p>
3	<p><b>Training and requirement.</b> Prior to attending a brief, personnel are to organise an airfield familiarisation with a designated SQEP person within their section.</p> <p>The familiarisation should consist of understanding the airfield layout, operating in regular working areas, and basic radio comms practice including phraseology.</p> <p>Upon completion of a familiarisation, proof of CP and completion of the AAB, personnel will be issued a 'R' Permit once they have demonstrated proficiency to ATC that they are able to safely operate on the airfield. The permit can then be collected from ATC.</p>
4	<p><b>Periodicity of Aerodrome access permit.</b> Permits are valid for 1 year from date of issue. Infringements of rules may result in permits being revoked.</p>
5	<p><b>Audit and Assurance process.</b> Under review by IC Airfield Driving</p>
6	<p><b>When permits can be revoked or suspended.</b> If airfield users fail to follow the rules laid out in the Aerodrome Access Brief, RA 3262 and CAP 790, AAPs can be revoked or suspended. Each incident and its severity to flight safety will be reviewed prior to any decision.</p> <p>Reasons include but are not limited to; entering runway/taxiway without clearance from ATC, failing to follow Air Traffic instructions, operating in an unsafe manner.</p> <p>Spot checks will be conducted periodically.</p>
7	<p><b>Driving Airside at Night.</b> Vehicles towing aircraft at night are to display an illuminated triangle on the front of the vehicle and a spotlight at the rear to illuminate the aircraft wing on the offside of the vehicle.</p>
8	<p><b>Types of Access.</b> Types of access are detailed below in para 3</p>

9	<p><b>Speed Limits.</b> 10mph (16kph) on Aprons at all times. On manoeuvring areas by day up to 30 mph (50kph) and by night up to 20 mph (30kph)</p>												
10	<p><b>Details of Runway and Movement Area boundaries.</b> Entry to the Movement Areas is by Access Points 1-16. At each of these APs are FOD Check Points where all airfield users are to check their vehicle tyres and underside of the vehicle for any loose articles or issues that could lead to FOD on the airfield.</p> <div style="text-align: center;">  </div> <p>Runway 23/05 and Runway 23/05 North are protected by Hold Lines (see image) on each taxiway. The Hold Lines are at a distance from the runway to give the required separation for aircraft landing and taking off from vehicles on taxiways.</p>												
11	<p><b>Parking arrangements.</b> No parking on runway or taxiways without approval from ATC. Parking within the Movement Areas is permitted within the HAS bays and in the car park situated next to 912A.</p>												
12	<p><b>Signal Lamps.</b> Light signals may be used to control traffic on the manoeuvring area:</p> <table border="1" data-bbox="306 974 1313 1319"> <thead> <tr> <th data-bbox="306 974 579 1043">Lamp Signals</th> <th data-bbox="579 974 847 1043">Red</th> <th data-bbox="847 974 1313 1043">Emergency Stop</th> </tr> </thead> <tbody> <tr> <td data-bbox="306 1043 579 1120" rowspan="4" style="text-align: center; vertical-align: middle;"><b>Lights</b></td> <td data-bbox="579 1043 847 1120">Flashing Green light</td> <td data-bbox="847 1043 1313 1120">Clear to Proceed</td> </tr> <tr> <td data-bbox="579 1120 847 1182">Steady Red Light</td> <td data-bbox="847 1120 1313 1182">Stop/Hold Position</td> </tr> <tr> <td data-bbox="579 1182 847 1249">Flashing Red</td> <td data-bbox="847 1182 1313 1249">Clear the runway or taxiway immediately</td> </tr> <tr> <td data-bbox="579 1249 847 1319">Flashing White</td> <td data-bbox="847 1249 1313 1319">Return to start point or do as briefed</td> </tr> </tbody> </table>	Lamp Signals	Red	Emergency Stop	<b>Lights</b>	Flashing Green light	Clear to Proceed	Steady Red Light	Stop/Hold Position	Flashing Red	Clear the runway or taxiway immediately	Flashing White	Return to start point or do as briefed
Lamp Signals	Red	Emergency Stop											
<b>Lights</b>	Flashing Green light	Clear to Proceed											
	Steady Red Light	Stop/Hold Position											
	Flashing Red	Clear the runway or taxiway immediately											
	Flashing White	Return to start point or do as briefed											
13	<p><b>Access Routes.</b> Access to the AMA is marked by signs and in some areas, coded barriers. Access points have painted blue FOD boxes; a check for FOD is mandatory; see also <a href="#">Annex V</a>.</p>												
14	<p><b>Official Reception Parties and VVIPs.</b> If VVIPs are to be greeted, hats may be worn to pay compliments but only from immediately after aircraft shuts down until immediately before engine start (flashing beacon) ; common sense should apply with helicopters.</p> <p>Passengers must be escorted to vehicles or the nearest building or walkway. Vehicles on the Movement Area must be co-ordinated/escorted by Security, ATC or the QAO Ops team. Exceptional permission to dispense with FOD box checks lies with the SATCO.</p>												
15	<p><b>High-Visibility Reflective Clothing and PPE.</b></p> <p>a. <b>Manoeuvring Area<sup>1</sup>.</b> Personnel with an authorised reason to be on the Manoeuvring Area as part of their duties are to wear a high-visibility (Hi-Viz) reflective clothing, e.g., jacket, vest, or belt. This includes pedestrian/runners using the 'Sills Trail' and cyclists on MT routes between Porton Gate and ATC, RADEX, and 801 Hangar and from the Main Site to the Fire Section.</p>												

<sup>1</sup> That part of an aerodrome to be used for the take-off, landing and taxiing of aircraft, excluding aprons.

	<p>b. <b>Aprons<sup>2</sup></b>. Aprons are not to be used for convenient pedestrian access between buildings unless there is a marked walkway where identified. Personnel with an authorised reason to be on an Apron as part of their duties should wear hearing protection in the vicinity of running engines/aircraft. Hi-Viz reflective clothing such as a jacket, vest or belt is to be worn, with the following exceptions:</p> <p>(1) As approved by an ADH/AM(MF)/MF, who remain accountable for the Risk to Life within their AoR. Examples might include aircrew and passengers accessing a waiting aircraft by the most direct route; or aircrew performing pre-flight inspections.</p> <p>(2) Groups where at least one member of any group is wearing Hi-Viz reflective clothing.</p>
16	<b>Aerodrome Driving Orders are reviewed annually.</b>

1. **Movement on the AMA.** Driving on the AMA is to be iaw ATC instructions whether passed directly or indirectly by radio or lamp apart from the Main Apron which is controlled by Eng Ops.

a. **Near Aircraft.** Vehicles are to give way to aircraft according to the ['Rules of the Air'](#) and ADP regulations as briefed, even if clearing the manoeuvring area risks vehicle damage. Drivers are to take all necessary precautions to avoid collisions.

b. **Away from Aircraft.** Vehicles are to be driven according to 'rules of the road' but may not overtake moving vehicles. Vehicles are to stop as infrequently as necessary and, in any event, not park on or near taxiways. Drivers are not to leave vehicles unattended.

c. **Breakdowns.** Drivers are to remain with vehicle. Hazard warning lights are only to be used to warn that the vehicle presents an obstruction. Drivers are to notify ATC by radio, phone (x3246), pre-arranged signal (by lifting the vehicle bonnet) or by contacting a passing vehicle.

d. Drivers are not to proceed on to the Manoeuvring Area without specific permission from the Aerodrome Controller. With permission, drivers may enter the manoeuvring area with caution and must report to the Aerodrome Controller when leaving; drivers escorting convoys are to ensure all vehicles are clear before reporting vacated. Vehicles and pedestrians are to stop at holding (or other designated) points until cleared by radio, traffic lights or signal lamp. Even when cleared, drivers are to positively check that no aircraft are approaching the runway.

2. **Movement on Aprons.** Drivers are not to:

a. Enter aprons until sure that no aircraft or vehicle is moving, or likely to move, near the point of entry.

b. Reverse on aprons without the guidance of a qualified marshaller.

c. Enter the Main Apron during aerodrome operating hours without contacting Eng Ops by radio or prior arrangement by telephone. Instructions are to be read back and followed

<sup>2</sup> A defined area, on a land Aerodrome, intended to accommodate aircraft for purposes of Loading or unloading Passengers or Cargo, fuelling, parking or Maintenance.

### 3. Types of Access.

#### a. Vehicles.

(1) Drivers who require aerodrome access:

(a) Are to hold an appropriate, valid aerodrome access permit.

(b) When operating within active Movement Areas, ensure that:

(a) They are in 2-way comms with ATC or Eng Ops.

(b) Drivers of vehicles without 2-way comms are to be escorted by a SQEP permanent pass holder who have 2-way comms with ATC or Eng Ops.

(c) When the aerodrome is closed, drivers are to broadcast blind calls to ATC or Eng Ops, as if open.

(2) Ensure vehicles<sup>3</sup> are road worthy and insured for AIRSIDE use. RA3267s wording states that vehicle markings and lights are for vehicles regularly operating within Movement Areas. Personal vehicles would not be considered regular (such as Bustard Flying Club).

#### b. Pedestrians (inc. Runners), Cyclists (inc. Motorcyclists), Dogs and Horses.



Table 30 – Movement Area (South of Red Line)

(1) **Pedestrians (inc. Runners).** Pedestrians may only access the Movement Area<sup>4</sup>, i.e. south of the red line shown above, if they are:

(2) Authorised personnel while performing their duties, e.g., aircrew, engineers, passengers, airfield maintenance.

(a) Pedestrians on marked walkways where identified.

<sup>3</sup> At BDN, motorised, electric, or self-powered bikes are not permitted during Aerodrome opening hours to access the Manoeuvring Area, outside of Annex U Para 10.b. allowances, unless operationally required, and with prior permission from ATC.

<sup>4</sup> That part of an Aerodrome intended for the surface movement of aircraft, including the Manoeuvring Area and Apron(s).

(b) Pedestrians/runners using the 'Sills Trail' (shown below). Use of the Sills Trail is restricted to those in Hi-Viz clothing and in daylight only.



Table 31 - 'Sills Trail'

c. **Cyclists (inc. Motorcyclists).** During Aerodrome opening hours, cyclists, including motorcyclists, may only use MT routes between Porton Gate and ATC, RADEX, and 801 Hangar and from the Main Site to the Fire Section. Bicycles are to display road lights at night and cyclists are to wear Hi-Viz reflective clothing.

(1) **Dogs and Horses.** Dogs and horses are not allowed on the Movement Area unless operationally required.

## Annex V: FOD Prevention, Training and Awareness [□](#)

### Sponsor: FODPO

1. Foreign Object Debris (FOD) is defined in as any item or material, other than birds or wildlife, that originates from any source, either external to or part of an aircraft, and which then has the potential to cause damage.
2. FOD presents a significant risk to Air Safety since latent damage caused by FOD could cause catastrophic failure at any time. Personal injury, loss of life, damage to, or loss of, an aircraft through avoidable FOD risk undermines safety principles. It is imperative that every effort be made to ensure that all avoidable FOD incidents are prevented and that all instances of FOD are reported to enable effective investigation and analysis.
3. The BDN FOD Prevention Plan, managed by the Unit FOD Prevention Officer (FODPO), is stored on the BDN [SharePoint](#). On request, copies can be provided by BDN Main Ops.

## Annex W: Aerodrome Wildlife Management [□](#)

### Sponsor: QQ GL AFD

#### 1. **Wildlife Management.**

a. The Ministry of Defence, by policy, conforms to ICAO Standards and operating procedures if they do not conflict with military requirements. ICAO Annex 14 states that “when a bird strike hazard is identified at an aerodrome, the appropriate authority will take action to decrease the number of birds constituting a potential hazard to aircraft operations by adopting measures for discouraging their presence on or in the vicinity of an aerodrome”. The object of wildlife management at BDN is to implement those measures necessary to reduce the wildlife risk, particularly that of bird strike, to a level that accords to the ALARP principles within MoD Risk Management.

b. The primary task of the BDN Airfield Wildlife Control Unit (AWCU) is to maintain a continuous bird/wildlife deterrent programme on the airfield and its approach areas and to minimise the bird strike hazard to aircraft within the circuit area.

2. **Aerodrome Wildlife Control Management.** Wildlife Control services are provided to MOD Boscombe Down by Warrington Wildlife Services who operates under contract to QinetiQ. The QQ ACAM is the assigned contract manager and POC. The Aerodrome Wildlife Control Unit (AWCU) are to provide an efficient wildlife & pest control system of habitat management seven days a week when FW flying is being conducted in accordance with the RA3270, BM Orders and this DAM. The BDN Wildlife Control Management Plan is stored on the [BDN SharePoint](#).

3. **Monitoring, Reporting and Trend Analysis.** AWCU regularly inspects the aerodrome and local off-unit sites (e.g., landfill) to identify wildlife that may affect flying and report back to the QQ ACAM. Wildlife seen on the aerodrome and in safeguarded areas is recorded for monthly analysis and trend reporting; reports are available from the QQ ACAM (01980 664141). Wildlife/bird strikes are reported by DASOR. AWCU and QQ ACAM liaise with local ornithological societies, Defence Infrastructure Organization, local authorities, landowners / farmers with land adjacent to the aerodrome to identify and dispersal of local bird concentrations and eliminate food sources and topographical features which might attract birds.

4. AWCU will report bird activity levels to ATC / Ops by 0815L daily for inclusion in Main Ops' Morning Brief, display in ops rooms and included in aircrew 'out-briefs'. Additionally, ATC monitor bird activity and liaise closely with AWCU to discuss the control measures and the flying programme. AWCU will report to ATC all bird activity under the below categories:

a. **Normal.** Bird activity but easily cleared with no increased risk to aircraft.

b. **High.** Increased risk to aircraft from numbers or species of birds which are increasingly difficult to clear and may remain around aerodrome. Consideration may be given to limiting numbers of circuits flown. ATC will warn airborne aircraft and those taxiing out.

c. **Very High.** Increased risk to aircraft from birds persistently on the aerodrome that are proving extremely difficult to clear. ATC will promulgate 'Very High' bird activity on the ATIS and broadcast on frequency. Ultimately should the bird activity become unmanageable, the LTPA AO may pause flying.

5. ATC will inform Main Ops of all changes to Bird Activity Levels, who notify BDN Fg Sqns and visiting detachments ops. For 'Very High' bird activity, the **DOE** may elect to publish a NOTAM.

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Very few birds visiting airfield.	Rooks reoccupy rookeries after winter roosts.	Migrant birds arrive; rooks active building nests.	Majority of rooks sitting on eggs. Males feed in small groups.	Young rooks leave nests, feeding more. Chafer beetles hatch end May.	Young rooks from local rookeries come to airfield, annual numbers peak.	Beetle hatch finished, harvest on farms starts; birds source food off-airfield.	Ploughing on farms brings in large numbers of gulls to airspace.	swallows, swifts & martins feed on crane flies; gulls rest on airfield in wet.	Rooks damaging airfield grass digging for beetle larvae.	Beetle larvae still an issue; golden plovers & lapwings on airfield in wet.	Winter frosts drive food underground reducing bird activity.

Green - Normal  
 Amber - High  
 Red - Very High

Guide only. See morning Ops Brief for activity level in force.

Table 32 - Bird Activity Level Guide

6. **Passive Control Measures.** QQ Property Ops engages a grounds maintenance contractor to cut aerodrome and former 'COB West' grass iaw MAA RA3270 and CAP772. Birds on the aerodrome respond to the presence of AWCU vehicles alone at considerable distance.

7. **Active Control Measures.** AWCU deals with threats to aircraft ops by animals on and around the aerodrome using full spectrum measures; including lawful lethal control. AWCU is well-equipped incl 2 vehicles with roof mounted "distress call units" speaker systems, 12-bore shotguns, air rifles, rimfire rifles and a bird scaring CAT 3B laser. BDN manages the wildlife habitat iaw a 'Class licence' issued by Natural England including species-specific licences. AWCU holds a falconry license and uses Peregrine and Gyr falcons to kill gulls and corvids. The wildlife control management plan is held by the QQ ACAM and is tracked in the DAAF.

8. **Bird Strikes.** The ACWU will attend all suspected or confirmed birdstrike incidents to gather samples for identification or analysis by DEFRA. ACWU should be notified through Eng Ops.

## Annex X: Low Visibility Operations

### Sponsor: SATCO/DSATCO

1. **Purpose.** Performing normal aerodrome activities in reduced visibility introduces hazards to aviation, limiting air traffic controllers', pilots', drivers' and others' ability to identify hazards and manage risk. Ops in visibility of 1600m reported Met visibility<sup>1</sup> or less, require Low Visibility Procedures (LVP) to ensure only essential aircraft, people and vehicles are on the aerodrome. Limiting activities reduces the likelihood of collision between people, vehicles and aircraft. These procedures provide guidance for LVP ops and meet MAA regulation<sup>2</sup>; operating outside of these procedures should only be considered for an immediate air safety or H&S reason and be reported post-incident.
2. **Scope.** These procedures apply to all persons when airside<sup>3</sup> on foot or in vehicles or aircraft.
3. **Responsibility.** On behalf of the LTPA AO:
  - a. ATC are responsible for instigating and suspending LVP below unless unstaffed, in which case, see para 7.
  - b. Main Ops is responsible for communicating the plan with aerodrome users.
4. **Authority and Notification.** Met Office provide half-hourly observations to ATC, as well as special reports when there is significant change outside these reporting times. Weather warnings are sent to Ops who promulgate to aerodrome users. When initiated by the ATC Supervisor / ATCO IC, procedures will be notified by:
  - a. **Email.** Main Ops will email a standing LVP distribution list, saying that LVPs are in force and the associated visibility condition. Changes to visibility condition will be promulgated as required. Email templates for each visibility condition and the distribution list are at Table 2.
  - b. **Radio.** Main Ops will Tannoy; ATC and Eng Ops will transmit on their respective SMRE channels that LVPs are in force and the associated visibility condition. Changes will be promulgated as required.
  - c. **Signage.** Main Ops will programme the electronic signs on the Main, Porton and Stockport Gates to effect that LVPs are in force along with the associated visibility condition. Changes will be promulgated as required.
5. **Application.** The ATC Supervisor / ATCO IC is responsible for initiating LVPs and subsequent changes to visibility conditions. LVPs should be initiated when visibility drops below 1600m reported Met visibility and forecast to drop below 800m. There may be occasions where visibility drops below the upper limit but is unlikely to reduce further; the ATC Supervisor / ATCO IC will liaise with the MetO to determine if it is appropriate to activate LVPs. Conversely, at other times – such as fast-moving weather – early activation of LVPs (even before the visibility threshold is officially reported) may be prudent; this will be at ATC Supervisor / ATCO IC's discretion.
6. There may be occasions where visibility is not consistent across the aerodrome e.g. Main Apron visibility good but the rest of the aerodrome poor. In such circumstances, having discussed

<sup>1</sup> MAA [RA3274](#) specifies that LVP implementation should be defined in relation to Runway Visual Range but BDN does not have RVR measuring equipment. Should it be required by a pilot, RVR may be calculated from the MET visibility iaw MAA RA 3275: Runway Visual Range.

<sup>2</sup> MAA [RA3274](#): Low Visibility Procedures.

<sup>3</sup> As defined in the BDN Crash Map.

with the MetO, the ATC Supervisor / ATCO IC may delegate responsibility for lifting LVPs **on the Main Apron only** to the Eng Ops Controller, who controls access and vehicle movement on Management Radio Equipment (MRE). If the visibility degrades again, the Eng Ops Controller is responsible for re-applying LVPs on the Main Apron. Ceding control to Eng Ops may allow aircraft to be towed-out, or (subject to in situ fire cover and approval by Eng Ops and ATC) ground run engines. Aircraft will not be allowed to start until ATC are able to start a surface / lighting inspection. Aircraft may not taxi until ATC's aerodrome inspection is complete.

7. When ATC is unstaffed e.g., prior to aerodrome opening, Main Ops are the authority for instigating LVPs and should coordinate with ATC as soon as available. Main Ops should use their locally produced visibility range cards and consult the MET Office, to determine which visibility code to promulgate.

8. **Visibility Condition Codes.** Three condition codes have been defined to group restrictions appropriate to visibility. Visibility may vary across the aerodrome and the ATC Supervisor / ATCO IC should use judgement and Met O advice to determine which to declare:

<b>Visibility Condition 1</b> (Normal ops)	<b>Reported Met visibility 1600m or greater<sup>4</sup>.</b>
	Visibility sufficient for pilot to taxi and avoid collision with other traffic on taxiways and intersections; ATC personnel able to exercise control of the AMA visually. No requirement for activation of LVPs.
<b>Visibility Condition 2</b>	<b>Reported Met visibility &lt;1600m<sup>5</sup>.</b>
	Visibility sufficient for pilot to taxi and avoid collision with other traffic on taxiways and intersections; ATC personnel able to exercise control of the AMA visually. If visibility is likely to deteriorate, notification of "Condition 2" allows time to prepare aerodrome users and the manoeuvring area for LVP and clear all non-essential users while the aerodrome can still be seen by ATC.
<b>Visibility Condition 3</b>	<b>Reported Met visibility &lt;800m<sup>6</sup>.</b>
	Insufficient visibility for ATC personnel to exercise control of traffic visually. A guide for ATC to change to Visibility Condition 3 is when the Aerodrome Controller is unable to see both thresholds of the main runway. Once LVP measures are in place, LVP should be declared. All aircraft departures and arrivals require LTPA AO or SLOps approval.

**Table 33 - Visibility Condition Codes**

9. **Aircrew responsibilities.** Aircraft Captains are to decide whether met conditions are suitable for departure/recovery, iaw regulations. The minimum visibility for recovery is recorded in the Terminal Approach Procedures (TAP) and modified as appropriate for regulations under which the aircraft Captain is operating. Aircrew should consider the impact of actual/forecast conditions for planned and emergency recoveries. Aircrew are reminded that in case of incident, low visibility may delay crash response; personnel should provide as accurate a position report as possible to assist crash crews.

<sup>4</sup> Equates to the visibility component of colour code YLO2 or better.

<sup>5</sup> Equates to the visibility component of colour code AMB.

<sup>6</sup> Equates to the visibility component of colour code RED.

Visibility Condition	MET Visibility	Safeguarding Actions	Aircraft	Vehicles	WIP Personnel
1	>1600m	<p><b>If coming down from a higher visibility condition code, sections should:</b></p> <p><b>Ops:</b> Send email "Visibility Condition 1" (see Table 2) to LVP distribution list. Transmit by Tannoy: <i>"Visibility condition 1 - Low Visibility Procedures are no longer in force. Normal operations on the aerodrome may resume."</i></p> <p><b>ATC and Eng Ops<sup>1</sup>:</b> Notify mobile units by radio: <i>"Visibility Condition 1 - Low Visibility Procedures are no longer in force. Normal operations on the aerodrome may resume."</i></p>	Normal ops.	Normal ops.	Normal ops.
2	≤1600m and >800m	<p><b>Ops:</b> Send email "Visibility Condition 2" (see Table 2) to LVP distribution list. Transmit by Tannoy: <i>"Visibility condition 2 - Low Visibility Procedures are now in force."</i> Inform QQ AOM and Site Security Control Room.</p> <p><b>ATC:</b> Consider suspension of routine NavAid maintenance, noting the nature and location of the activities. Notify units operating on the aerodrome by SMRE <i>"Visibility Condition 2 - Low Visibility Procedures are now in force. Non-essential vehicles and personnel are to vacate the Manoeuvring Area and return to unit."</i> Ensure aerodrome lighting is set to the appropriate level. Suspend WIP to allow contractors time to clear site in good visibility. In consultation with ATC Supervisor and the QQ AOM, the LTPA AO may permit critical WIP activities to continue.</p>	Flying activity restricted in the visual circuit iaw the AOB.	Manoeuvring Area and Apron out of bounds to non-essential vehicles.	Suspend WIP and contact ATC/QQ AOM for approval to continue, if essential activity. Escorts may be provided if considered necessary.

<sup>1</sup> Eng Ops do not need to broadcast if LVPs have already been lifted on the Main Apron.

Visibility Condition	MET Visibility	Safeguarding Actions	Aircraft	Vehicles	WIP Personnel
3	≤800m	<p><b><u>If visibility &lt;800m before aerodrome opening time:</u></b></p> <p><b>Ops:</b> Send email “Visibility Condition 3” (see table 2) to LVP distribution list. Transmit via Tannoy: “<i>Visibility condition 3 - Low Visibility Procedures are now in force.</i>” Main Operations are to inform all Sqns and any pre-booked inbound aircraft that the aerodrome is closed due to poor visibility. Inform QQ AOM and Site Security Control Room.</p> <p><b>ATC:</b> Inform Main Operations that the aerodrome will remain closed due to poor visibility and pass on the Met Office estimate for improvement. Broadcast on SMRE: “<i>Visibility Condition 3 - Low Visibility Procedures are now in force. The aerodrome will remain closed until further notice, all non-essential vehicles and personnel are to vacate the Manoeuvring Area and return to unit.</i>”</p> <p><b>Eng Ops:</b> Broadcast on SMRE: “<i>Visibility condition 3 - Low Visibility Procedures are now in force. The apron will remain closed until further notice, all non-essential vehicles and personnel are to vacate the Manoeuvring Area and return to unit.</i>”</p> <p><b><u>Aerodrome closed, LVPs in force – single aircraft departure:</u></b> <i>Likely to be requested for aircraft departing with the intention to land-away. Operators are to ask permission for movements from SLOps, or their deputy, through Main Ops. If approved, there must be at least 30 min notice prior to taxi.</i></p> <p><b>ATC:</b> Sup/ATCO IC is to ensure (if time permits) a pre-emptive SMRE broadcast is made saying all runway access points will be closing for LVP in XX mins. ADC is to close runway access points and Rover 1 is to complete a runway inspection to perform a lighting check / ensure no obstructions or FOD on runway.</p>	<p>Only one aircraft permitted to taxi at a time if movement approved by SLOps or their nominated deputy.</p> <p>Follow-me vehicle for taxiing aircraft at ATC discretion.</p> <p>No aircraft to commence an approach until previous arriving aircraft have landed and are visible to the controller, or their position on the aerodrome is confirmed to the controller by the pilot.</p>	<p>Manoeuvring Area and Apron out of bounds to non-essential vehicles.</p>	<p>No WIP permitted on manoeuvring area or apron, unless outside runway and specifically approved to continue by the LTPA AO.</p>

Visibility Condition	MET Visibility	Safeguarding Actions	Aircraft	Vehicles	WIP Personnel
		<p>Movement of all vehicles under ATC control is to cease on AMA prior to starting the runway inspection. Essential movements should only restart when the aircraft is established en route.</p> <p>Once the runway inspection is complete, Sup/ATCO IC is to declare to Main Ops / D&amp;D that the aerodrome is open for a single movement only. Close the aerodrome again 15 minutes after the aircraft departs and, if relevant, runway access points are to be re-opened and an appropriate SMRE broadcast made.</p> <p><b>Eng Ops:</b> Ensure no movements on the apron that could endanger the taxiing aircraft.</p> <p><b><u>Aerodrome Open - Visibility Deteriorates to less than 800m.</u></b></p> <p><b>Ops:</b> Actions as per <i>visibility &lt;800m before aerodrome opening time.</i></p> <p><b>ATC:</b> If the visibility deteriorates to less than 800m, the aerodrome will remain open and the Sup/ATCO IC is to liaise with the SLOps / DOE regarding planned movements.</p> <p>Broadcast on SMRE: “<i>Visibility condition 3 - Low Visibility Procedures are now in force. All non-essential vehicles and personnel are to vacate the Manoeuvring Area and return to unit.</i>”</p> <p>Approved aircraft movements (departures and recoveries) should be conducted iaw ATC actions 1-3 of ‘Aerodrome Closed, LVPs in Force - Single Aircraft Departure’.</p> <p>Once the last movement is complete, or successfully diverted, aerodrome is to be declared closed to Main Ops and D&amp;D (Sup/ATCO IC will determine whether temporarily or permanently following liaison with Met O).</p> <p><b>Eng Ops:</b> Suspend engine runs on ERB (low-power runs on Apron may still be approved subject to fire cover being in place if ATC cannot see the Apron).</p>			

Visibility Condition	MET Visibility	Safeguarding Actions	Aircraft	Vehicles	WIP Personnel
		<p>Broadcast on SMRE: “<i>Visibility condition 3 - Low Visibility Procedures are now in force. The apron will remain closed until further notice, all non-essential vehicles and personnel are to vacate the apron and return to unit.</i>”</p> <p>Ensure no movements or activities on the apron that would endanger taxiing aircraft.</p> <p><b>Main apron only visibility fit for normal ops:</b></p> <p><b>Eng Ops / ATC:</b> If visibility on main apron is greater than – and not expected to fall again below – 85m movements on the main dispersal may continue.</p> <p><b>Eng Ops:</b> If appropriate, broadcast on SMRE: “<i>Visibility condition 3 in force – normal activities with caution may take place on the Main Apron only. All other parts of the aerodrome remain closed to non-essential vehicles.</i>”</p>			

Table 34 - Visibility Conditions and Corresponding Actions

Ops to Email <sup>2</sup>	Text
<b>Visibility Condition 1</b>	<p><i>"BOSCOMBE DOWN AERODROME - LOW VISIBILITY PROCEDURES</i></p> <p><i>Visibility Condition 1 - Low Visibility Procedures are no longer in force. Normal rules on aerodrome movements apply."</i></p>
<b>Visibility Condition 2</b>	<p><i>"BOSCOMBE DOWN AERODROME - LOW VISIBILITY PROCEDURES</i></p> <p><i>Visibility Condition 2 is now in force - personnel are to ensure familiarity with LVPs in the DAM Annex X – Standby for further emails updating restrictions according to changes in visibility."</i></p>
<b>Low Visibility Condition 3</b>	<p><i>"BOSCOMBE DOWN AERODROME - LOW VISIBILITY PROCEDURES.</i></p> <p><i>Visibility Condition 3 is now in force until further notice. Airside is out of bounds to all vehicles except:</i></p> <p>Those undertaking emergency response or safety-related duties, incl AWCU, GADFLY and SWEEPER if conducting maintenance / repair.</p> <p><b>ATC vehicles undertaking LVP-related duties e.g., surface inspections.</b></p> <p>If visibility allows, with ATC permission and managed by Eng Ops; vehicles and towed aircraft on the Main Apron only.</p> <p>Those supporting operationally essential movements approved by the LTPA AO.</p> <p>Others as specifically cleared by the LTPA AO or SLOps through ATC.</p> <p>Personnel cleared airside are to note:</p> <p>Runway access points are not to be driven past without ATC permission.</p> <p>Drivers are to drive with caution and operate with dipped headlights and fog lights, where fitted.</p> <p>ATC may challenge drivers to justify their journeys.</p> <p><i>Pedestrians on the main apron may only use marked pedestrian walkways, are to wear suitable 'hi-viz' PPE and only such hearing protection commensurate with safety as affords appropriate situational awareness.</i></p> <p><i>Work in progress on or near manoeuvring areas is suspended unless specially cleared by the LTPA AO.</i></p> <p><i>Standby for further emails updating restrictions or suspension of Low Visibility Operations."</i></p>
<b>E-mail dist list</b>	<p><i>Per Ops' SOP.</i></p>

Table 35 - LVP Email Templates

<sup>2</sup> Eng Ops make a back-up phone call to ARFF, Tanker Pool and Flying Units (permanent and temporary). Inform BFC that aerodrome is out of bounds to club members for Condition 3.

Annex Y: Snow and Ice Operations [□](#)

**Sponsor for Clearance: QQ Hd of Aviation Services**

1. **General.** QQ's site Adverse Weather Plan, contains the QQ Snow and Ice Plan. It is available on QQ SharePoint or on request from QQ Site Ops<sup>1</sup>.
2. Aerodrome operating surfaces will not be cleared routinely. Clearance concentrates on maintaining the normal (non-airside) site routine over air ops after snowfall or severe icing.
3. **Review.** These orders are reviewed in March and October.

**Sponsor for Operations: SATCO**

4. **Restrictions on Movements.** When the aerodrome is unsuitable for flying due to snow/ice, "Aerodrome Black" is declared to prohibit aircraft / vehicle movements on manoeuvring areas. This avoids significant hazards and minimises compaction of snow or ice to promote faster recovery. Requests for exception are to be made to Eng Ops (Main Apron) or ATCO i/c (rest of AMA) for LTPA AO approval.
5. **Partial Recovery.** If snow/ice clears from aprons before runways and taxiways, SATCO or their deputy may cancel "Aerodrome Black" and instead declare: "Runway Black". This condition is site-specific and intended to allow aircraft / vehicles movements on aprons only. Helicopter flying may be authorised iaw below table:

Level	Name	Restrictions	Authorised	Comms / Tannoy
1	AERODROME BLACK	Vehicle and aircraft movements prohibited.	ATC to declare aerodrome BLACK.	<i>"The aerodrome is now BLACK. All vehicles and aircraft are prohibited from using runways, taxiways and aprons until further notice"</i>
2	RWY BLACK	Vehicle and aircraft movements prohibited from using Runways and Taxiways.  Vehicles and aircraft may access main aprons to the minimum extent to allow RW Ops. RW Ops may resume using North Point.	SATCO or nominated duty person to assess main apron and approve it for use.  SATCO can approve RWY BLACK and allow RW Ops in liaison with Airfield Operations.	<i>"Runway only BLACK is in force. All vehicles and aircraft are prohibited from using runways, and taxiways. Until further notice, vehicles and aircraft may access aprons to the minimum extent necessary to conduct rotary wing operations."</i>
3	NORMAL OPS	All vehicle and aircraft restrictions are lifted and normal operations may resume.	Authorised by SATCO	<i>"The aerodrome is no longer BLACK. All vehicle restrictions have now been removed."</i>

Table 36 - Blacktop Levels

<sup>1</sup> [BCESITE@qinetiq.com](mailto:BCESITE@qinetiq.com).



6. **Runway 23/05 surface issues below freezing.** Ice blisters / ice mushrooms can appear along the full length of the Runway when temperature drops to freezing. The runway may still be used , mitigated through the following actions:

- a. ATC daily inspections.
- b. Blisters / mushrooms are regularly monitored by the QQ AOM and are treated where required.
- c. Runway friction testing and pavement survey completed iaw RA3500.

## Annex Z: Thunderstorms and Strong Wind Procedures [□](#)

### Sponsor: FLOps

1. **Strong Winds Warnings.** The Met Office will distribute forecasted wind speeds by email to relevant sections on the Area Forecast, Aerodrome Cross Section and the Daily Weather Report. The Met Office will not provide additional warnings or updates outside of 0730-0930hrs during weekend flying in support of Tutor AEF Ops.
  - a. **Hangar Doors.** Managers of aircraft hangars are to ensure hangar doors are closed in winds >25 kts or local orders if more restrictive.
  - b. **Aircraft Parking and GSE.** Aircraft are to be hangered / sheltered when possible. The use of vehicles as shelter should be considered. If hangarage or shelter is unavailable, covers, blanks and main-rotor blade securing ropes are to be fitted. Care should be taken to secure GSE and loose items in the vicinity of aircraft.
  - c. **Safety of personnel.** As BDN does not have passenger handling facilities, aircraft captains and commanders are responsible for crew and passenger safety, including boarding and deplaning; especially so in inclement weather.
  - d. **Safety of Visiting Aircraft.** Crews of visiting aircraft are responsible for the safety of their own aircraft and personnel in strong winds. Requests for shelter or hangars should be made to Main Ops.
2. **Thunderstorms and Lightning Risks.** The Met Office notifies thunderstorm warnings (per JSP 847) by email during the weekday flying window; Main Ops will Tanoy moderate and high warnings upon receipt of the email. Met Office will not issue thunderstorm warnings outside 0730-0930hrs during weekend flying in support of Tutor AEF Ops.
  - a. **Aircraft refuelling under Thunderstorm Warnings.** law MAM-P:
    - (1) **Thunderstorm Warning High.** When a thunderstorm Risk/level high warning has been issued, or thunderstorm activity is apparent in the vicinity of an Aircraft, fuelling operations are to cease.
    - (2) **Thunderstorm Warning Moderate.** Refuelling may be undertaken, but only on the direct authorisation of a QQ Engineering Manager and the aircraft operating authority.
    - (3) **Thunderstorm Warning Low.** Refuelling may be carried out as normal.

Annex AA: Civil Registered Aircraft Aerodrome Usage - Terms and Conditions [□](#)

Sponsor: FLOps

Civil Registered Aircraft Aerodrome Usage - Terms and Conditions (T&Cs)		
1	The use of BDN by civil registered aircraft will be conducted iaw JSP360 <sup>1</sup> . Civil registered Aircraft captains wishing to operate in and out of BDN must agree to abide by the extant T&Cs. Extant T&Cs and prices are available from Main Ops on request; however, the T&Cs may be varied at any time by the LTPA AO to reflect any changes, amendments, or additions to working practices at BDN. Factors may include some or all the following:	
	1	Winter Operations BDN has no aircraft de-icing capability. QQ can, through advanced request, contract in de-icing capability if required.
	2	Operations Support All requests should be made through BDN Main Operations and are subject to PPR.
	3	Passenger Handling BDN has no hard passenger handling facilities, however vehicle borne passengers will be escorted to / from the airside boundary in their own vehicles.
	4	Animal Handling BDN has no animal handling facilities.
	5	Refuelling Services AVTUR (F34) and AVGAS (F18) and limited SAF is stored on site in Bulk Fuel Installations and available from QQ on request. See <a href="#">Annex CC</a> .
	6	Catering BDN has no aircraft catering facilities.
	7	Aircraft Maintenance BDN has no provision of aircraft maintenance for civil users.
	8	Security BDN aerodrome has a perimeter fence and secure entrances, and is covered by H24 foot and vehicle patrols, and CCTV. There is no dedicated aircraft security at BDN.
	9	Flight Safety All BDN personnel, including civilians, are responsible for flight safety, and are to comply with all extant orders and instructions to ensure flight safety is not compromised. Visitors are encouraged to contact Main Ops for help in reporting incidents or accidents.
	10	Aircraft Handling BDN has a Visitor Aircraft Handling Squadron, who will aid with re-fuelling and ground manoeuvring of aircraft.
11	Airworthiness Visiting aircraft are to be maintained to standards recognized by their national regulator.	
2	Whilst the LTPA AO will use all reasonable endeavours to advise civilian users of any changes to the T&Cs, it will be for the civilian users to ensure that they are aware of extant T&Cs. The LTPA AO will not be liable for any loss or damage (whether direct or indirect) arising out of any change in the T&Cs.	
3	All civilian users are to operate iaw extant Department for Transport National Aviation Security Programme and wider Air Transport Security protocols. With some exceptions, the restrictions for civil aircraft carrying (fare paying) passengers exceeding 10 tonnes cannot be met at BDN	
4	Opening hours are captured UK MIL AIP, Part 3 Aerodromes (AD) – <a href="#">EGDM</a> . Civilian visitors are not accepted outside of published hours, on public holidays or at weekends. BDN may operate exclusively for priority test and evaluation flying and training when the aerodrome is notified as open.	

<sup>1</sup> Civil registered aircraft delivering T3E, including BDN based QCF aircraft, are subject to separate contractual arrangements under the LTPA.

Civil Registered Aircraft Aerodrome Usage - Terms and Conditions (T&Cs)	
5	Charter operations are not permitted to operate from BDN. This does not preclude small business jets and UK Gov tasked aircraft using the aerodrome
6	Scheduled Aircraft operations are not permitted to operate from BDN. This does not preclude small business jets and UK Gov tasked aircraft using the aerodrome.
7	Under the Border Force (BF) Internal Temporary Storage Facility (ITSF) Approval, BDN is a designated Port of Entry. However, there is no permanent HM Revenue and Customs, UK Border Agency, or SO15 (CTC) presence. Small ports Farnborough is the closest BF Agency.
8	In the event of a Local or National Emergency whether declared or not BDN may be closed to civilian operators. A non-exhaustive list of potential circumstances includes:
	1 Loss / reduction of ARFF category
	2 Repatriation of troops
	3 Loss of power to all, or parts, of the Aerodrome
	4 Interruptions in communications both within the Aerodrome, and with external agencies.
	5 Unforeseen natural disaster (Flooding, etc).
	6 Unforeseen national epidemics (Swine Flu, COVID-19, etc)
	<b>Note:</b> In the event of such a closure, all access to the Aerodrome for any reason whatsoever may be restricted and no liability is accepted for any loss or damage (whether direct or indirect) arising.
9	Breaches of the T&Cs are considered on a case-by-case basis by the LTPA AO who may withdraw permission to use the aerodrome either temporarily or permanently
10	Any complaints of feedback should be made to BDN Main Ops in the first instance.

**Annex BB: Electrical Ground Power** 

**Sponsor: QQ AOM**

1. Ground power is available on request to Eng Ops through Main Ops:
  - a. **Fixed Ground Power.** Unavailable outside hangars 45, 168, 801 and 626.
  - b. **Auxiliary Power Units.** APUs may be run on all designated parking slots.
  - c. **Mobile Ground Power.** Details in the Mil AIP.

Annex CC: Aviation Fuel Management [□](#)

**Sponsor: QQ AOM**

1. QQ manage fuel services at BDN, and the MoD is not party to any contracts.
2. **Fuel Sources at BDN.** QQ supply aviation fuel at BDN, not the MoD; visitors requiring fuel should make a request when booking in with Main Ops. QQ uses the NATO/NSPA 'GAS' contract as far as possible for MOD and NATO fuel uplift transactions. UK MOD aircraft do not need to seek preauthorisation; however, NATO do via their own national eCIS portals.
3. **Procedures.** The following reference related to fuelling procedures.

Aviation Fuel Management Procedures	Reference
Management of Bulk Fuel Installations (BFI).	Air-AFD-Bulk Fuel Installation and Tanker Pool Instructions
Fuel storage, quality and delivery.	Air-AFD-Bulk Fuel Installation and Tanker Pool Instructions
Safety procedures	Air-AFD-Bulk Fuel Installation and Tanker Pool Instructions and MAM-P
Fuelling zone procedures	QQ Eng Instructions and MAM-P
Bonding and grounding of Aircraft and fuelling equipment	Air-AFD-Bulk Fuel Installation and Tanker Pool Instructions and MAM-P.
Refuelling with pax-on-board: To be conducted under the aircraft operators own guidance process. Acft commanders shall ensure that ARFF presence and aircraft passenger steps shall be placed against the aircraft by QQ VAS before any refuelling takes place.	QQ Eng Instructions and MAM-P
Fuelling with engines running (Rotors Running Refuel (RRRF)).	QQ Eng Instructions and MAM-P
Fuelling and de-fuelling in hangars	QQ Eng Instructions and MAM-P
Fuel spillage procedures	Pollution Incident Response Plan

Table 37 - Aviation Fuel Management Procedures

## Annex DD: Handling of Hazardous Materials (Spillage Plan) [📄](#)

### Sponsor: QQ Hd of Site

1. QQ manage the aerodrome Pollution Incident Response Plan(PIRP), which is accessible on the QQ SharePoint. On request, copies can be provided by QQ Site Ops<sup>1</sup>.
2. **Fuel Leaks – Action by Aircrew.** On discovery of a Fuel Leak, Aircrew should, without putting lives or aircraft in unnecessary risk:
  - a. **Fuel Leak on Start.** Inform ATC, shutdown and withdraw from aircraft to a safe distance. ATC and Eng Ops will then activate the PIRP.
  - b. **Fuel Leak on Taxi.** Inform ATC, who will confirm with Eng Ops appropriate shutdown location. If necessary, abandon the aircraft with the park brake engaged/set, advising ATC of intentions. ATC and Eng Ops will then activate the PIRP.
  - c. **Recovery to the Aerodrome with a Fuel Leak.** Inform ATC, recover to BDN and if possible, taxi to parking spots 24-26, shutdown and withdraw from aircraft to a safe distance. ATC and Eng Ops will then activate the PIRP.
  - d. **Use of Grass.** Unless unavoidable, aircraft suffering from fuel leaks should not overfly or use grassed areas to save contaminating the ground or water table.

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<sup>1</sup> [BCESITE@qinetiq.com](mailto:BCESITE@qinetiq.com).



**Annex EE: Jettison and Fuel Dumping Area** [📄](#)

**Sponsor: FLOps**

1. Nil.

Annex FF: Compass Swing Area [□](#)

Sponsor: QQ AOM

1. **Active Compass Swing Area.** The MAGNETIC Compass Calibration Base (CCB) is active and requests to use the CCB are to be made with Eng Ops on 01980 66 3388. Main Ops will publish an Air Notice for local users detailing restrictions if bay is active.



Table 38 - Compass Swing Area

2. **Maintenance and Calibration.** QAO is responsible for maintaining the CCB and ensures 5-yearly calibration checks are carried out iaw RA 3521(3). Certification information is available from the QQ Eng Ops; it is Class 1 certified until the date recorded in the DAAF.



**Annex GG: Explosive Ordnance Disposal Area** [📄](#)

**Sponsor: FLOps**

1. BDN has no Explosive Ordnance Disposal Area.

**Annex HH: Dangerous Goods (DG) Procedures**

**Sponsor: QQ GL AFD Ops**

1. Aircraft carrying DG are not routinely handled at BDN unless:
  - a. Experiencing an in-flight emergency.
  - b. Mandatory through the PPR process, made at least one week in advance.
  - c. Mandatory approval through LTPA AO.
  - d. Approved Other Works Approval (OWA) Task through QQ LTPA Commercial Manager.
2. Should DG aircraft operate at BDN as per above, QAO are responsible for the parking, control, loading, unloading and management of DG iaw extant Regulations, seeking support as required.



**Annex II: Hydrazine (H70) Leak** [□](#)

**Sponsor: FLOps**

1. BDN does not routinely accept or publish orders for aircraft that use Hydrazine.

Annex JJ: RPAS Orders [□](#)

Sponsor: FLOps

1. **General.** Remotely Piloted Air Systems (RPAS), including model aircraft, are to be flown iaw the law<sup>1</sup>.
2. **RPAS use within the BDN Flight Restriction Zone (FRZ).** Permission to fly RPAS within the BDN FRZ is to be sought from BDN Main Ops: [DESWpnsTEST-BSDOps@mod.gov.uk](mailto:DESWpnsTEST-BSDOps@mod.gov.uk), who will provide the operator with the latest BDN RPAS Request Form. The following caveats apply:
  - a. **QinetiQ (QQ).** QQ operate small drones at BDN outside published opening hours, managed iaw the BDN Aerodrome Order Book (AOB) Order 12, and do not need to complete the BDN RPAS Request Form.
  - b. **Surveillance Technology, including RPAS, from Vendors of Concern.** Not permitted on site or within the BDN FRZ, without prior LTPA AO or HoE approval.
  - c. **Approval.** If permission is granted, operators are to comply with the information contained within the BDN RPAS Request Form.
  - d. **Breaches.** Any breaches to the requirements or control provided to the operator(s) may result in future requests being rejected, and notification of relevant authorities.
  - e. **Aircraft Notification.** In addition to requirements within the BDN RPAS Request Form, where possible, BDN Fg Units will receive the routing as part of the Daily Brief, or via ATC
3. **RPAS use outside FRZ.** BDN will not action any non-BDN RPAS operating outside of the BDN FRZ. Operators planning to conduct RPAS flying outside the BDN FRZ should consider the following notification requirements:
  - a. **Above 400ft AGL.** Planned RPAS flying above 400ft AGL is to be notified by the operator to the Airspace Regulator (0207 453 6599) for NOTAM action.
  - b. **Below 400ft AGL.** Planned RPAS flying below 400ft AGL is to be notified by the operator to the Low Flying Operations Flight: [SWK-LowFlying@mod.gov.uk](mailto:SWK-LowFlying@mod.gov.uk).
4. **Suspicious RPAS activity within the BDN FRZ.** Any suspicious RPAS activity within the BDN FRZ should be considered to not have prior approval and must be reported to BDN Main Ops (01980 663052) immediately for investigation, who will notify ATC. A standard sighting format is requested, to contain:

A	<b>When? DTG</b>
B	<b>Where is it? Consider What 3 Words</b>
C	<b>Where are you? Consider What 3 Words</b>
D	<b>What is it?</b>
E	<b>What is it doing?</b>
F	<b>What are you doing about it?</b>

Table 39 - RPAS Standard Sighting Format

<sup>1</sup> [Drones: how to fly them safely and legally](#)

**Annex KK: Aerodrome HIRTA Restrictions** □

**Sponsor: RF Spectrum Mgr**

1. **HIRTA permanent sources.** There are no A Band HIRTA sources at BDN, but there are five permanent HIRTA sources in the other bands at three separate sites on the aerodrome shown below.

Serial	Identity	Descriptor	Location
B 2011 (CW)	REG HF suite	HF EMC Test Facility	<u>51°09'23.5"N</u> <u>001°45'13.7"W</u>
D 1270 (CW & Pulsed)	Watchman Radar	RNAS WATCHMAN	<u>51°09'12.54"N</u> <u>001°44'43.47"W</u>
E 2295 (CW & Pulsed)	REG Microwave suite	EMC Test Facility	<u>51°09'23.5"N</u> <u>001°45'13.7"W</u>
C 2486# (CW)	REG VHF Suite	VHF EMC Test Facility	<u>51°09'23.5"N</u> <u>001°45'13.7"W</u>
D 2481 (CW & Pulsed)	REG	EMC Test Facility	<u>51°09'23.5"N</u> <u>001°45'13.7"W</u>

**Table 40 - BDN HIRTA Bands**

2. **HIRTA Temporary Sources.** Sometimes, additional temporary local HIRTAs may be notified by Air Notice or NOTAM for trials on or close to the aerodrome.

3. **HIRTA restrictions at BDN.** Avoidance distances vary with freq band and are published in the UK Low-Flying Handbook (LFHB)<sup>49</sup> but some temporary HIRTAs may require greater avoids. Aircraft susceptibility grades are listed in Releases to Service and QARel (or equivalent); the effect of exposing aircraft to RADHAZ is platform-specific; aviation risk holders and manufacturers' orders and instructions are to be reviewed as authoritative but the following diagram is shown for guidance; Unless notified otherwise by Main Ops, avoidance distances / areas around the Radio Frequency Environment Generator (REG) are fixed for aircraft with B HIGH, C HIGH and D HIGH, (including Pulse HIGH) or E HIGH restrictions; the area marked below shows the HIRTA hazard area with a safety height of 600ft agl. For aircraft with more restrictive HIRTA clearances (SEVERE) or for aircraft of unknown clearance, further advice may be sought through Main Ops.



**Table 41 - HIRTA Hazard Area**

<sup>49</sup> UK LFHB Section 1 Annex D describes a HIRTA scheme in line with JSP 846 to define policy and strategy for radio site protection and clearance. The HIRTA scheme in the UK LFHB covers threats from both average and peak (pulsed) RF environment to aircraft electrical/electronic avionic systems, and weapon systems (including electro-explosive devices).