# Table of Contents

- **General Information** ................................................................. 3
- **Introduction to this Familiarization Manual** ........................................ 4
- **DFW Passenger Terminals** ......................................................... 6
- **Security** ................................................................................... 7
- **Security Identification Display Area (SIDA)** ........................................ 8
- **AOA Vehicle Access Permits** ....................................................... 9
- **The AOA Gate Barrier System – SIDA Vehicle Entry/Exit** .................. 10
- **AOA Ground Vehicle Operator Safety** ........................................... 11
- **Ground Vehicle Operator Safety Responsibilities** ............................. 12
- **AOA Driver Authorization/Identification** ......................................... 13
- **Ground Vehicle Lighting Equipment** .............................................. 14
- **Aircraft Push Back Operations Safety** ............................................. 15
- **Nighttime Driving Conditions Safety** ............................................. 16
- **Vehicle Accident Reporting** .......................................................... 16
- **Foreign Object Debris/Foreign Object Damage (FOD)** ....................... 17
- **Aircraft Non-Movement Areas** ..................................................... 18
- **CTA** ........................................................................................ 20
- **The Non-Movement Area** ............................................................ 21
- **Non-Movement Area Boundary Line** ............................................. 22
- **Non-Movement Area Boundary Line Extension** ............................... 23
- **REVIEW** .................................................................................. 24
- **Special/Joint-Use Emergency Roadway Procedures** ......................... 25
- **Special Emergency Roadway (ARFF) Procedures for the Joint-Use of the West Cargo Area** ................................................ 26
- **Emergency Access Roadway Route** .............................................. 26
- **Authorized Non-Movement Area Drivers’ Vehicle Access to the American Airlines/Delta Airlines Southeast Glycol Storage Area** ......................................................... 27
- **Surface Incidents and Runway Incursions** ....................................... 29
- **Surface Incidents and Runway Incursions** ....................................... 29
- **Incident/Incursion Prevention By Using Situational Awareness** ............... 32
- **Escorting Ground Vehicles/Personnel** ............................................ 33
- **Aircraft Lighting** ......................................................................... 35
- **Appendix A: Key Acronyms/Definitions** ......................................... 36
- **Appendix B: Phonetic (ICAO) Alphabet and Numbers** ....................... 37

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IMPORTANT! Driver Policy

Effective October 1, 2018, all drivers on the Airport Operations Area (AOA) must abide by the requirements set forth in the Airport Driving Handbook. This document can be found by visiting dfwairport.com/operations. Questions regarding this policy or the handbook can be directed to airfield.safety@dfwairport.com.

General Information

The Dallas/Fort Worth International Airport (DFW) is one of the busiest airports in the world, averaging approximately 1,800 operations (combined landings and takeoffs) daily. It provides service to over 200 destinations including approximately 40 international destinations around the world. DFW annually ranks within the top five busiest airports in total operations in the world, and, ranks in the top ten of the busiest passenger traffic airports in the world.

The airport is surrounded by the cities of Grapevine, Coppell, Irving, Grand Prairie, Fort Worth, and Euless, encompassing more than 27 square miles of land. DFW is the third largest airport in land size area, in the world. DFW is owned by the cities of Dallas and Fort Worth.

American Airlines (AA) and Envoy (previously American Eagle) Airlines (AE) carry approximately 85% of passenger traffic at DFW.

The airport is generally considered to be defined by two areas of operations: Landside and Airside.

Landside includes the public side of the airport such as toll & non-toll roadways, parking areas & garages, hotels and the ticketing counters/baggage claim areas of the terminals.

The Airside portion of the airport refers to the restricted-access and secured Air Operations Area (AOA). This is the portion of the airport where aircraft land, takeoff, taxi, and park.
Introduction to this Familiarization Manual

The information contained in this Aircraft Non-Movement Area Familiarization Manual for Ground Vehicle Operators is for persons who intend to operate ground vehicles in the DFW aircraft Non-Movement Areas (NMAs), which are the passenger terminal ramp and hangar ramp areas. The NMAs, which are part of the larger Air Operations Area (AOA) or “Airside”, require security identification and authorization (badge/decals) to enter and occupy the AOA, and, recommended driver training and certification (Driver’s Certification Badge) to operate a ground vehicle safely in the NMA.

This Familiarization Manual reviews the Federal regulatory and safety information related to ground vehicle and personnel operations in the NMAs. This Manual includes information pertaining to the AOA, the NMA, and also applicable information about the Aircraft Movement Areas (AMAs) that ground vehicle operators should be familiar with.

Each person intending to operate a ground vehicle in the NMA is responsible for being familiar with this material. To accomplish that, each person should complete several online computer-based training units before operating a ground vehicle in the NMA. The appropriate training unit curriculum requirements for each driver can be found in the DFW LEARNINGHUB. Instructions on how to find the LEARNINGHUB follow.

Additionally, persons intending to operate a ground vehicle in the NMA may also need to complete an instructor-led Driver Simulation Scenario on a periodic basis.
To find the online and instructor-led training units supporting these requirements in the **DFW LEARNINGHUB**, for:

- **DFW Airport Board Employees**: If the required training is not already part of your LearningHub online Learning Plan, have your supervisor contact techtrain@dfwairport.com and request the correct curriculum be added to your profile.

- **Non-DFW-Airport-Employees**: For information on all of DFW Airport’s driver training programs, please visit [www.dfwairport.com/drive](http://www.dfwairport.com/drive).
DFW Passenger Terminals

The *Dallas/Ft Worth International Airport* (DFW) has six commercial, scheduled-airline passenger terminals (includes a satellite terminal). Five are used for domestic flights and one is used for international flights.

The airport also has a Corporate Aviation terminal for unscheduled/non-airline passenger flights.
Security

The Air Operations Area (AOA) includes all portions of the airport that are designed and used for landing, take off, and surface maneuvering of aircraft. The AOA also includes aircraft parking, loading and unloading, and maintenance/hangar areas. A six-foot-high chain link fence, topped with barbed and razor wire, as well as positive-controlled AOA entry/exit gates, protect all such areas. No unguarded openings to the AOA perimeter fencing are allowed.

The security protection of the AOA is maintained in accordance with CFR PART 1542, entitled "Airport Security." The DFW Department of Public Safety (DPS) is responsible for airport security and maintaining the DFW Airport Security Program. Any person authorized to be in the AOA is also responsible for ensuring that unauthorized access is prevented, and if observed, reported. Open gates shall be guarded and no person shall be allowed AOA entry without proper identification, nor will any vehicle be allowed entry without a valid Vehicle Access Permit, unless that person and/or vehicle is under escort at all times by a person authorized to escort.

Any person/vehicle NOT displaying a proper access badge and/or Vehicle Access Permit, who/that is not being properly escorted, shall be immediately escorted off the AOA by Airfield Operations or DPS.

Report any unescorted person who does not display proper identification and/or any vehicle that does not display a valid Vehicle Access Permit, to the DFW DPS immediately.
Security Identification Display Area (SIDA)

The SIDA is that portion of the airport identified by the airport’s security plan as the area requiring each person to continuously display airport-approved security identification medium (i.e., an Airport-issued personal picture badge) over their outermost garment and above the waist-belt area, unless that person is under airport-approved escort, and the escort is displaying a valid DFW SIDA badge.

The SIDA encompasses passenger Terminals A, B, C, D, E, and E-Satellite ramp areas. It also includes the Airline Cargo/Terminal 5E (previously the Delta Airlines Cargo) ramp area, the East and West Airfreight/Air Cargo ramp areas, the DFW International Air Cargo ramp areas, all American Airlines hangar ramp areas, the Envoy/American Eagle Airlines hangar ramp area, and the present Corporate Aviation (CA)/Terminal 1E and the previous General Aviation (GA) ramp areas.

AOA Badges

The Airport Identification Badge, also known as the AOA Badge, is issued by Access DFW to persons who are authorized access to secure areas of DFW Airport through doors and gates controlled by the Automated Access Control System (AACS). For SIDA Badge information/application, go to the web site: www.dfwairport.com/badge

Authorized Access to the SIDA

No person shall enter the SIDA without proper authorization. Any person found in the SIDA without a valid DFW AOA/SIDA Badge, and not being properly escorted by someone with a current DFW AOA/SIDA Badge, will be considered unauthorized, reported to DFW DPS and removed from the SIDA immediately. The unauthorized person will be subject to prosecution. Additionally, any vehicle not displaying a valid DFW AOA Vehicle Access Permit, that is not being properly escorted by a person with a current DFW AOA/SIDA Badge, shall be reported to DFW DPS and escorted off the AOA.
AOA Vehicle Access Permits

Access DFW administers the AOA Vehicle Access Permit program. There are three types of Vehicle Access Permits – Permanent, and Temporary & Escorted Vehicle Access Permits.

The Permanent AOA Vehicle Access Permit (consisting of 2 identical decals per vehicle – examples shown below) is affixed to the front and rear bumpers of the permitted vehicle. The Permanent Permit decal displays the permit number and expiration date, and is valid for a maximum of three years.

The Temporary AOA Vehicle Access Permit consists of a blue hanger-type placard designed to be hung on the inside rear view mirror of the vehicle to which the permit is issued. It contains the permit number, the vehicle’s license plate number, and the expiration date of the permit which is a specific period of time that is less than one year.

(Temporary AOA Vehicle Access Permit) (Escorted Vehicle Access Permit)

The Escorted Vehicle Access Permit is also a temporary but a more restrictive duration permit. It is a blue hanger-type placard designed to be hung on the inside rear view mirror of the vehicle being escorted. This permit is issued by DPS at AOA entry gates, and is valid for only 24 hours! This vehicle must be constantly escorted by an SIDA/AOA Badge-holder.

Only authorized vehicles with valid AOA Vehicle Access Permits (i.e., Permanent or Temporary) are allowed on the AOA without an escort. The person driving the vehicle must have a valid SIDA AOA Badge. The maximum speed limit in aircraft non-movement areas is 20 mph!
The AOA Gate Barrier System – SIDA Vehicle Entry/Exit

When approaching one of these gates for entry into, or exit out of the AOA, a **Red Traffic Light** will be seen, the fence-gate closed, the fence-gate arm “DOWN” (horizontal position), and the metal-plate barrier “UP” (vertical position).

When the **AOA Gate Barrier System** is activated, the traffic light turns **Yellow**, the fence-gate opens, the fence-gate arm rises (vertical position), and the metal-plate barrier lowers (horizontal position).

For exits, the system activates when the vehicle drives over an in-pavement detection loop, located before the gate. Once open, the vehicle pulls forward to a point just beyond the opened gate side over an in-pavement detection loop, and **STOPs**.

**WARNING:** In all cases:

- If the traffic light is **Red**, **DO NOT ATTEMPT** to cross the metal barricade!

- **DO NOT TAILGATE OR ATTEMPT TO PIGGYBACK WITH A VEHICLE AHEAD.**

- The vehicle driver is responsible for any damage caused to the barricade, the fence-gate arm, the traffic light, the AOA fence-gate, or the driver’s vehicle.

- **ALWAYS** wait for the gate to completely close behind you, regardless of whether or not the AOA Gate is staffed with a security guard. **YOU ALONE ARE RESPONSIBLE FOR INSURING THE GATE’S SECURITY IN THIS SITUATION!** To ensure this secure closure, pull forward far enough for the gate to swing closed behind you. Once the fence-gate is closed and secure, you may drive away. **NOTE:** If there is a vehicle exiting immediately behind you, pull forward leaving enough space for that vehicle to exit, pass over the in-pavement loop, and thereby activate the fence-gate closing mechanism. That following vehicle must then take the position of ensuring the AOA fence-gate opening is closed and secure. The security of the gate becomes the responsibility of the vehicle that has just exited.
AOA Ground Vehicle Operator Safety

Safety Belts
Safety belt use is mandatory, and vehicle restraints shall be used at all times by occupants traveling in a vehicle that is equipped with such safety items.

Safe Operation of Vehicles
Operators of ground vehicles in the AOA will operate their vehicles in a safe and responsible manner. Be courteous, and obey all posted speed limits. Keep in mind that during inclement weather lower speeds are prudent in order to maintain a safe and secure working environment.

No vehicle shall be operated on the AOA in a careless or negligent manner, in disregard of the safety of others, or at a speed or in a manner which endangers persons or property.

Safety Equipment
Safety vests with reflective striping are required for all personnel working or driving on the AOA. It is recommended that other personal safety equipment appropriate to the work area also be utilized. Using items such as hearing protection, break-away neck lanyards, and other safety items may reduce the risk of injury in the workplace.

Personal Communications/Electronic Devices
According to the Airport Driving Handbook: “Mobile devices cannot be used to text, use internet applications or to video or capture images while vehicles are in motion.”

Penalties: Violations of DFW Airport Rules and Regulations are grounds for immediate suspension or revocation of an Airport Identification Badge, SIDA badge, Driving Endorsement, and/or Vehicle Access Permit(s).
Ground Vehicle Operator Safety Responsibilities

The following are the responsibilities of **ALL** vehicle operators intending to operate on the **DFW Air Operations Area (AOA)**:

- Ensure each vehicle they operate is equipped with, and has an operational light-bar or flashing/rotating beacon on top of their vehicle. These lights will be on when operating on the AOA. (NOTE: Not all DPS vehicles are equipped with exterior flashing lights, a light bar, or a rotating beacon on top of the vehicle. Some vehicles have these lights installed inside the vehicle but visible to outside the vehicle.)

- **ALL** vehicle operators must always remember that:

**AIRCRAFT ALWAYS HAVE THE RIGHT OF WAY, EVERYWHERE IN THE AOA!**
AOA Driver Authorization/Identification

The **DFW Airport Administrative Policy and Procedure AO.014.02, Ground Vehicle Driver Training for Air Operations Area**, effective 08/01/2015, states that vehicle operators shall receive a Driver Certification card which clearly indicates when all required training has been successfully completed. This authorization shall indicate in which area(s) of the AOA the vehicle operator is authorized to drive in”. In this example, the Non-Movement Areas of the AOA. A facsimile of the current Authorization’s front & back are shown below:

**“NON-MOVEMENT” (Aircraft Non-Movement Area) Badge**: This badge applies to, and is awarded to vehicle operators “authorized to operate a ground vehicle, unescorted, BUT only within the Non-Movement Area of the AOA.” To operate beyond the Non-Movement Area of the AOA into the Aircraft Movement Area (AMA), the vehicle operator must be escorted.”

At the time of **Driver Certification Badge** issuance, the expiration date month and year will be hole-punched for validation and expiration information. The day due in that month is the last day; i.e., 28, 29, 30 or 31.
Ground Vehicle Lighting Equipment

Ground Vehicle Lighting

Before operating in the Air Operations Area (AOA):

All headlights, tail lights, running/clearance lights, and beacons/light bars on the vehicle shall be in operational condition.

Headlights, and if equipped, beacons/light bars, and running/clearance lights should be on while operating on the AOA.

Lighting Equipment/Colors

- **Aircraft Rescue and Fire Fighting (ARFF) Vehicles** – Red or combination of red-and-white flashing beacons. During non-emergency driving, amber/yellow flashing beacons will be used.

- **Airfield Operation’s Vehicles** – Yellow flashing beacons/bars.

- **Aircraft Support Vehicles** – Yellow or red steady burning beacons.

- **DPS Police & Airport Security Vehicles** – Signal blue or a combination of red-and-signal blue flashing beacons for most.

**Other vehicles** (Ex. Construction, Tenants, etc.) – Yellow flashing/rotating beacons at the highest vertical point of the vehicle.
Aircraft Push Back Operations Safety

Aircraft which are parked at passenger terminal gates "push back" to exit the gate area, and taxi for takeoff.

**Push backs** occur when aircraft are slowly pushed backwards by a tug-tractor. Be alert for wing walkers and their signals, this will alert you to aircraft preparing to "push back" from the gate, under the power of a tractor. When it is clear behind the aircraft, the wing walkers will raise their batons, which signal the tug driver it is "all clear", and the "push back" process begins. All vehicles must yield to this operation!

**DO NOT DRIVE** behind aircraft pushing back! **STOP** and give way to the aircraft operation.

**DO NOT DRIVE** between any wing walker or aircraft marshaller while the aircraft is being pushed, or pulled by an aircraft tug-tractor. Stop when directed by the aircraft handlers and yield to the operation.

**Jet Blast Danger**

When driving behind aircraft that are taxiing, be aware of the hazards of jet blast and use caution when aircraft apply "extra power" to begin taxiing from a standstill, or increase the aircraft’s speed while taxiing. Avoid the “ingestion area” in front of the engine inlets.
Nighttime Driving Conditions Safety

Nighttime driving requires total concentration on the part of the vehicle operator. Nighttime driving can be disorienting and confusing. Aircraft can taxi with or without their taxi or landing lights on, at their discretion. Navigation/Position/Anti-collision lights alone may be hard to see by vehicle operators.

When driving on the AOA at night, always use caution. Open your side window(s) slightly to detect engine noise, and look for the Navigation/Position/Anti-collision lights of taxiing aircraft.

Vehicle Accident Reporting

Any accidents occurring anywhere on the airport should be reported immediately to the Airport Operations Center (AOC) at 972-973-3112 and a written report made of the incident. DPS will respond to the location, evaluate the damage and include that information in the report. Report any personnel injury immediately to 911.
Foreign Object Debris/Foreign Object Damage (FOD)

FOD is Foreign Object Debris, or a substance, part, component, natural element or live animal that has the potential to accidentally encounter an aircraft and threaten its safe operation, and/or cause such damage that requires repair to the aircraft. FOD also stands for Foreign Object Damage to an aircraft attributed to foreign object debris.

FOD can be found in equipment, at terminal gates, cargo aprons, taxiways, runways, and run-up pads. It causes damage through direct contact with airplanes, such as cutting airplane tires or being ingested into engines, or as a result of being thrown by jet blast and damaging airplanes or injuring people. FOD can cause severe, or even fatal, injuries.

FOD barrels are located on each gate. FOD represents an enormous cost for aircraft repair and millions of dollars in lost revenue while the aircraft are out of service. FOD can cause personal injury, which can result in lost wages or even permanent disability.

Effective FOD prevention requires daily attention.

Do not eat or drink inside vehicles on the ramp, as the trash this generates can lead to additional FOD. Do not leave trash in the open bed of a truck.

If you find debris or trash – PICK IT UP immediately and place it in a FOD container.
Non-Movement Areas

Aircraft Non-Movement Areas

The Aircraft Non-Movement Area, or just the “Non-Movement Area” is an area of the SIDA that is inside the Airside’s Air Operations Area (AOA), and is located mostly next to the passenger terminals, but also at hangars, and other aircraft parking areas as well. Non-Movement Area-only drivers must remain within these areas while “Airside”.

The terms “Non-Movement Area” and “Movement Area” refer to the FAA Control Tower’s Areas-of-Responsibility, and not whether aircraft actually move around in these areas. The reason is that the FAA Control Tower is not responsible for, and does not control aircraft and vehicle activities/movements in the areas designated as “Non-Movement Areas”. The FAA Control Tower is ONLY responsible for, and DOES CONTROL aircraft and vehicle activities/movements in the areas designated as “Movement Areas”.

The “Movement and Non-Movement Areas”, are visibly separated by a boundary line that is marked with the surface-painted “Non-Movement Area Boundary Marking”. The marking is composed of two yellow lines, one solid and one dashed, painted over a black background. Persons not authorized in the AMA unescorted (i.e., ramp personnel), who cross this Non-Movement Area Boundary Marking to the Aircraft Movement Area (AMA), are in violation of Federal and DFW AOA Driving Rules!

DFW’s Non-Movement Areas include the ramps of Passenger Terminals’ A, B, C, D, E & E Satellite; West & East Air Freight ramps; the United Parcel Service (UPS) ramp; the American Airlines (AA) Hangars 1–5 ramps; the Airline Cargo (Terminal 5E) ramp; the Corporate Aviation (CA)/(Terminal 1E) ramp and the previously-used General Aviation (GA) ramp; Taxilane H1 on the Southwest Hold Pad, and the DFW International Cargo ramps. (NOTE: Taxilane H1 on the Southwest Hold Pad cannot be reached without entering the AMA! Call the AOC 972-973-3112 for an escort.)
The above depiction shows the **DFW Non-Movement Areas (NMAs)**, shaded in dark gray within yellow & black-outlined **Non-Movement Area Boundary Marking**, that separates the **Aircraft Movement Areas** from the NMAs.

Again, the designated **NMAs** are: **Passenger Terminals A, B, C, D, E & E Satellite ramps**; the **West and East Air Freight/Cargo ramps**; the **United Parcel Service (UPS)** ramp; the **American Airlines (AA) hangars 1 – 5 ramps**; the **Terminal 5E/Airline Cargo Ramp**; the **Terminal 1E/Corporate Aviation (CA) ramp** and the previously-used **General Aviation (GA) ramp**; Taxilane H1 on the **Southwest Hold Pad**, and the **DFW International Air Cargo ramps**. **NOTE:** Taxilane H1 on the Southwest Hold Pad cannot be reached without entering the AMA! Call for Escort!!
CTA

The Central Terminal Area (CTA) refers to the area encompassing Passenger Terminals A, B, C, D, E, and E-Satellite ramps, and the Corporate/General Aviation ramps. The CTA is part of the Non-Movement Area.

General rules on the AOA while operating in the aircraft Non–Movement Area

- **Aircraft always** have the right-of-way, everywhere in the AOA.
- Maximum speed limit on ramp areas is **20 MPH**. Inclement weather may dictate lower speeds.
- On ramp areas, aircraft taxi via taxilanes which are designated by a solid line usually yellow in color, but in some cases airline tenants may utilize other colors. Always use caution when driving near aircraft in these areas.
- Fire lanes are designated by **RED LINES** and the lanes must always remain **clear**.
- Do not block driveways or AOA gates.
- Do not park within fifteen (15) feet of a fire hydrant in any direction.
- Do not drive under any portion of an aircraft or allow the wing of an aircraft to pass over your vehicle.
- Do not drive between an aircraft and a loading gate when passengers are using the Passenger Boarding Bridge.
- Do not drive under or park under a Passenger Boarding/Jet Bridge.
- Do not drive near moving aircraft!
The Non-Movement Area

NOTE: Terminal 1E/Corporate Aviation (CA) ramp, also part of the CTA, is not shown in this depiction of the Central Terminal Area portion of the Non-Movement Area.
Non-Movement Areas

Non-Movement Area Boundary Line

The DFW Airport Certification Manual (ACM) specifies that only ground vehicles necessary for the operation of the airport shall be authorized unescorted access into the Aircraft Movement Area (that is, Taxiways, Runways and their protected safety areas). Non-Movement Area (ramp and apron) drivers must remain inside the Non-Movement Area, and not enter the Movement Area at any time unless being escorted by an Airport-authorized Escort.

The specific ground vehicles/operators-drivers that are defined as “necessary” are identified in the “Aircraft Certification Manual.” However, suffice it to say that almost all of these necessary vehicles are DFW Airport Board vehicles.

All other ground vehicle operators/drivers who need to leave the Non-Movement Area and cross into the Aircraft Movement Area are required to obtain Airport Board escorts by contacting the Airport Operations Center (AOC).

Call the AOC at 972-973-3112, to obtain an AMA escort.

Remember, Non-Movement-Area-ONLY vehicle drivers SHALL NOT CROSS the Non-Movement Area Boundary Marking into the AIRCRAFT MOVEMENT AREA (dashed side of the marking) unless accompanied by an Escort.

Vehicle drivers/pedestrians restricted to the Non-Movement-Area-ONLY, who are observed beyond the Non-Movement Area Boundary Marking should expect to be immediately reported to DFW Airfield Operations and DFW DPS Police. WARNING! Crossing this Boundary Marking can lead to suspension of the violator’s SIDA Badge, and prohibit the violator from entering the AOA.
Non-Movement Areas

Non-Movement Area Boundary Line Extension

IMPORTANT! This pavement marking with 2 yellow stripes, one solid and one dashed painted over a black background – known as the “Non-Movement Area Boundary Marking” – separates the ramp and parking areas where Non-Movement Area Drivers and Personnel are permitted to operate without Escort (i.e., the aircraft Non-Movement Area), from the area where Non-Movement Area Drivers and Personnel are prohibited from being in (i.e., the Aircraft Movement Area).

Although it is not painted or delineated in any way, the “Non-Movement Area Boundary Marking” extends laterally to both sides of the Marking across the asphalt shoulders of the taxiway, and across any adjacent vehicle roads/grass areas/etc. to join the next taxiway’s “Non-Movement Area Boundary Marking”. (See the example of red solid/dashed lines depicting this Marking's extension below.)
Non-Movement Areas

REVIEW

Vehicle drivers and personnel who are NOT authorized unescorted access out of the Non-Movement Area into/on the Aircraft Movement Area ARE NOT PERMITTED to cross this marking without an Airport Board escort.

The solid yellow line is located on the aircraft Non-Movement Area side.

The dashed yellow line is located on the Aircraft Movement Area side.

Non-Movement Area Drivers must stay on the solid-line side of this boundary marking, including its implied virtual extensions to the next pained marking. Do not cross into the Aircraft Movement Area on the dashed line side.

Unauthorized entry into the Aircraft Movement Area violates Title 14 Code of Federal Regulations, Part 139, and will potentially lead to suspension of your SIDA badge for the airport, as well as other consequences.

Ramp personnel Do NOT cross into the Aircraft Movement Area unless properly escorted!

Aircraft Movement Area –
RUNWAYS/TAXIWAYS/SAFETY AREAS

Under positive control by the FAA ATCT. You must be authorized to be in this area.

Non-Movement Area –

Consists of ramps, gate and aircraft parking areas NOT controlled by the FAA ATCT.
**Aircraft Movement Area (AMA)**

Aircraft Rescue and FireFighting (ARFF) (pronounced “arf”) roads, also known as "emergency access roads", “emergency roads”, or simply “ARFF Roads”, are used for DPS emergency personnel & equipment responses to airfield locations, from each DPS fire station.

When operating a ground vehicle in/on these areas, do not block or obstruct these emergency access (ARFF) roads. Should you become aware of any ARFF road being blocked, immediately notify the Airport Operation Center at 972-973-3112.

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**Always give way to EMERGENCY equipment. Always yield to aircraft.**

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**Special/Joint-Use Emergency Roadway Procedures**

**DFW** has a unique joint-use ARFF/ground service vehicle road on the northwest side of the airfield. Authorized ground service vehicle operators are permitted to drive on these roads, but only on the outer (shoulder) surface lanes as identified here by the black arrows in the image below.

The center lanes (identified here by the red arrows) are for airport emergency vehicles only! The maximum speed on all ARFF roads, including the Northwest ARFF/Service Road is **45 mph**. Of course, weather conditions may dictate a lesser safe operating speed.

- Use caution while driving on ARFF roads as many of these cross taxiways and taxilanes, especially those adjacent to the terminal and cargo areas where aircraft operations may be in progress.

- **DO NOT TRANSIT/DRIVE ON THE UNITED PARCEL SERVICE (UPS) RAMP (EASTERN EDGE) WHEN DRIVING THIS ROUTE!!**

There are 6 taxiway/taxilane & roadway intersections located on the “18R Emergency (ARFF) Road” & the “Northwest Emergency Loop” Route (aka, “West Cargo Area Emergency Access (ARFF) Roadway”) that require special attention by all vehicle drivers due to these taxiway/taxilane & roadway intersections being used by taxiing aircraft and Emergency Vehicles. The six intersections depicted are:

1. Taxiway/Taxilane “WF” at the NW Emergency Loop intersection.
2. Taxiway/Taxilane “C” at the NW Emergency Loop intersection.
3. Taxiway/Taxilane “Z” and 18R Emergency Road intersection.
4. Taxiway/Taxilane “C5” and 18R Emergency Road intersection.
5. Taxiway/Taxilane “WK” and 18R Emergency Road intersection.
6. Taxiway/Taxilane “C9” and 18R Emergency Road intersection.

Intersections 1 – 6 are denoted by special white and black pavement markings nicknamed “zippers” where they cross taxiways/taxilanes.

Personnel authorized to drive on the West Cargo Area Emergency Access Roadway (18R Emergency Road & the Northwest Emergency Loop), must **ALWAYS** give the right-of-way to aircraft & airport emergency vehicles. Ground Service Vehicles must yield completely when being approached from head-on, from behind, or when following behind emergency traffic.

**Due to the weight of emergency vehicles, DPS emergency trucks cannot travel on the shoulder of the road.** Ground Service Vehicle drivers must move to the right shoulder of the roadway (as far as the shoulder and the ground service vehicle’s weight will allow), come to a complete stop, and let the emergency vehicle(s) pass.
Authorized Non-Movement Area Drivers’ Vehicle Access to the American Airlines/Delta Airlines Southeast Glycol Storage Area

This ARFF Emergency road leads from the Terminal 5E/Airline Cargo ramp, south to the American (AA) and Delta (DL) Airlines' Southeast Glycol Storage area. AA and DL ground service vehicles driven by non-movement area personnel are the only tenants authorized to use this road.

This access road to the AA and DL Southeast Glycol Storage area continues past the blast wall. AA/DL drivers must remain on this road depicted by the green arrows! NON-MOVEMENT AREA DRIVERS DO NOT TURN LEFTWHERE THE RED ARROW INDICATES!

WHEN EXITING THE GYCOL STORAGE AREA, NON-AMA DRIVERS DO NOT TURN or PROCEED EAST towards the Taxiways, the Southeast Hold Pad, the Southeast Perimeter Road or the Runways! Travel beyond the point shown below, in those directions, requires an Authorized Escort.
Aircraft Movement Area (AMA)

The DFW Aircraft Movement Area (AMA) consists of the runways, taxiways, and other areas of an airport which are utilized for taxiing, air taxiing (helicopters), takeoff, and landing of aircraft, not including loading ramps and aircraft parking areas.

The Safety and Protected areas adjacent to Movement Areas are also considered part of those runways, taxiways, and other areas used for taxiing, air taxiing, takeoff, and landing.

Vehicles and/or persons that have a valid reason to enter or work in restricted areas such as Runways or Taxiways or their Safety and Protected Areas, Object Free Areas, Obstacle Free Zones, and ILS Critical Areas, and ARE NOT AUTHORIZED UNESCORTED ACCESS into the Aircraft Movement Area, must call the Airport Operations Center (AOC) at 972-973-3112, to obtain approval for their operation and an Airfield Operations Escort.

ONLY designated, trained and certified Movement Area drivers MAY CROSS the Non-Movement Area Boundary Marking and enter the AIRCRAFT MOVEMENT AREA.

Non-Movement Area personnel must understand that the Non-Movement Area Boundary Marking signifies the lateral limit of the adjacent Taxiway and its paved and unpaved area.

Personnel or vehicles who locate themselves just beyond the pavement shoulders of a taxiway, and outside of the NON-MOVEMENT AREA, ARE NOT CLEAR OF THE LATERAL LIMITS OF THE TAXIWAY’S PROTECTED AREA, AND ARE A THREAT TO THE SAFETY OF AIRCRAFT OPERATING ON THAT TAXIWAY!

Non-Movement Area personnel crossing this line can expect to receive a suspension of their (the violator's) SIDA Badge, and prohibition of the violator from entering the AOA.
Surface Incidents and Runway Incursions

A Surface Incident is any event where an unauthorized movement by an aircraft, vehicle, or pedestrian occurs on the Aircraft Movement Area that affects or could affect the safety of flight. The term Surface Incident will apply only to non-runway locations such as taxiways.

Examples of a Surface Incident include:

- Airport Tenant vehicle operators that are not authorized unescorted access to the AMA, driving past the Non-Movement Area Boundary Marking and into the Aircraft Movement Area, without an Airport Board escort.

- Construction vehicles driving beyond the cone line defining the closed portion of the airfield that is their work area, into the Aircraft Movement Area, unescorted.

- Airport Board-owned vehicle operators not authorized unescorted access to the AMA, driving on an ARFF road that intersects with a Taxiway, and then crossing that Taxiway, unescorted.
# Surface Incidents and Runway Incursions

A *Runway Incursion* is any occurrence at an aerodrome involving the incorrect presence of an aircraft, **vehicle**, or **person** on the protected area of the surface designated for the landing and take-off of aircraft.

The severity of a *Runway Incursion* is categorized by letter designation: **A**, **B**, **C**, and **D**. The category “**A**” *Runway Incursion* is the most severe.

<table>
<thead>
<tr>
<th>Available Reaction Time</th>
<th>Evasive or Corrective Action</th>
<th>Environmental Conditions</th>
<th>Speed of Aircraft and/or Vehicle</th>
<th>Proximity of Aircraft and/or Vehicle</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Category D</strong></td>
<td><strong>Category C</strong></td>
<td><strong>Category B</strong></td>
<td><strong>Category A</strong></td>
<td><strong>Accident</strong></td>
</tr>
<tr>
<td>An incident that meets the definition of runway incursion such as incorrect presence of a single vehicle or person or aircraft on the protected area of a surface designated for the landing and take-off of aircraft but with no immediate safety consequences.</td>
<td>An incident characterized by ample time and/or distance to avoid a collision.</td>
<td>An incident in which separation decreases and there is a significant potential for collision, which may result in a time critical corrective and/or evasive response to avoid a collision.</td>
<td>A serious incident in which a collision was narrowly avoided.</td>
<td>An incursion that resulted in a collision.</td>
</tr>
</tbody>
</table>

**MOST COMMON**
Runway Incursions are classified and grouped into three types:

1) Operational Errors/Deviations (OE/D) – an air traffic controller commits an error

2) Pilot Deviations (PD) – commercial, general aviation, or military pilot error

3) Vehicle & Pedestrian Deviations (V/PD) – Airport Board vehicles, ARFF (Fire Trucks), Super Tugs, Tenant vehicles, delivery trucks, trash trucks, construction vehicles, fuel trucks, and pedestrians are examples of who commits this type of error.

The three main causes of Runway Incursions are:

1) Breakdown in communications

2) Lack of airport familiarity

3) Loss of situational awareness (see next page)
Incident/Incursion Prevention By Using Situational Awareness

Situational awareness is the ability to identify, process, and comprehend the critical elements of information about where you are and what is happening around you. Situational awareness is a skill necessary to both ground and in-flight operations.

- **KNOW** where you are and where aircraft are operating around you at all times.
- **LISTEN AND LOOK** – be aware of your surroundings. Open the driver’s window slightly.
- **LOCATE** where you want to go. If outside of the NMA, call for an Escort.
- **REQUEST** your selected/desired route if this routing requires approval.
- **COMPARE** your requested route with the route(s) you are directed to take.
- **WHEN IN DOUBT** get assistance by radio or telephone!

Always have a pre-planned route of travel prior to driving on or around the AOA. Never travel into locations where you are not permitted. If ever in doubt about anything, get help before getting yourself or others into a potentially dangerous situation.

**Maintaining SITUATIONAL AWARENESS is essential to preventing surface incidents and runway incursions!**
**Escorting Ground Vehicles/Personnel**

No motor vehicle shall enter the Air Operations Area (AOA) unless the vehicle displays an AOA Vehicle Access Permit, or is being escorted by an authorized escort of the DFW Airport Board, the FAA, or the airport tenant responsible for the AOA gate through which the person and vehicle is to enter.

When vehicle drivers being escorted are not familiar with the AOA, the vehicle driver(s) being escorted will receive a verbal explanation from the DFW Airport Board Escort on what will happen on the escort. The DFW Airport Board Escort will also brief that if that is necessary hand signals may be used to communicate with the driver(s) being escorted, and the signals will be discussed and demonstrated. The DFW Airport Board Escort will also brief the escorted driver(s) to remain(s) immediately behind the DFW Airport Board Escort’s vehicle, with the standing instruction to FOLLOW THE ESCORT AT ALL TIMES UNTIL RELEASED BY THE DFW AIRPORT BOARD ESCORT DRIVER FROM THE ESCORT ACTIVITY.

Although this is the responsibility of the Escort Driver, the vehicle(s) being escorted should be aware of the following on any escort:

- Speed factor of the vehicles being escorted, particularly the slowest ones.
  - The slowest driving vehicle will be positioned directly behind the Escort vehicle. This will set the pace for the entire escorted convoy.
  - Keep in mind that large heavy equipment vehicles, such as a loaded dump truck or a convoy of many vehicles, cannot stop as fast as a car or pickup truck can.

- If escorting numerous vehicles back and forth from a gate to a construction site, the use of the same route of travel, avoiding taxiways/runways when possible, will help minimize FOD, the clean-up phase, and the closure-reopening inspection process.

The maximum ratio for escorting individuals in the DFW SIDA is one (1) AOA badged individual to five (5) non-AOA-badged individuals, BUT, in any event, non-badged individuals must remain within sight, and physical and voice control of their escort at all times.
Additionally, **DFW Airport Board** employees who provide escorts are required to:

- Physically meet with the party(s) to be escorted and verbally instruct them to follow the employee escort at all times as considerations of safety permit, and until the party(s) being escorted is(are) released by the employee performing the escort,
- Ensure the party(s) being escorted clearly understand their instructions,
- Confirm the escort release point with the party(s) to be escorted,
- Before beginning the escort, issue a laminated “Release/Pickup Point Escort Instruction Sheet” to the operator of each vehicle being escorted,
- Ensure the party(s) being escorted follow the employee escort at all times,
- Before releasing the party(s) being escorted, retrieve each of the laminated “Release/Pickup Point Escort Instruction Sheets” issued,
- Release the party(s) being escorted at the pre-determined Release Point

**NOTE: Asphalt Shoulders and FAA Navigational Aid Roads**

HEAVY equipment should avoid traveling on the soft asphalt surfaces of shoulders, blast pads, and **FAA** roads to prevent damaging the surface. If damage to the asphalt surface does occur, report the damage to **Airport Operations Center (AOC)** at 972-973-3112.

Construction vehicles shall be marked with a 3’x3’ orange and white checkered flag in lieu of overhead lighting.
Aircraft Lighting

When driving at night, or during low visibility conditions, it is important to be on the lookout for aircraft. Aircraft have lights placed at specific locations. Knowing the specific colors and placements of these lights will help you ascertain the size and direction of movement of the aircraft. Please study the graphic below and become acquainted with aircraft lighting.

- **Anti-collision lights** – These are rotating Beacons or strobe lights which can be red or white. The FAA recommends these lights be turned on anytime an aircraft’s engines are running.

- **Position/Navigation lights** - An unobstructed red light on the left side and green on the right near the wing tips and a white light near the tail or on the wingtips, visible from the rear of the aircraft.

- **Taxi/Landing Lights** – Bright lights used during taxi, landing and take-off operations, during operations below 10,000 ft., and within ten nautical miles of an airport.
Appendix A: Key Acronyms/Definitions

AA – American Airlines
AACS – Automated Access Control System
ACM – Airport Certification Manual
AE – American Eagle/Envoy Airlines
AEPs – Apron Entry/Exit Points
AMA – Aircraft Movement Area
ARFF – Aircraft Rescue and Fire Fighting
AOA – Air Operations Area
AOC – Airport Operations Center
ATC – Air Traffic Control
ATCT – Airport Traffic Control Tower
CA – Corporate Aviation
CFR – Code of Federal Regulation
CTA – Central Terminal Area
DFW – Dallas/Fort Worth International Airport
DL – Delta Airlines
DPS – Department of Public Safety
FAA – Federal Aviation Administration
FOD – Foreign Object Debris/Damage
NMA – Non-Movement Area
RSA – Runway Safety Area
SIDA – Security Identification Display Area
SMGCS – Surface Movement Guidance Control System
TRIP – Terminal Renewal and Improvement Program
TSA – Transportation Security Administration
UPS – United Parcel Service
VFR – Visual Flight Rules
Appendices

Appendix B: Phonetic (ICAO) Alphabet and Numbers

DFW Board personnel who are authorized to communicate on ATC frequencies use the International Civil Aviation Organization (ICAO) phonetic alphabet. That phonetic alphabet is to be used when stating taxiway names and locations designated by letters.

<table>
<thead>
<tr>
<th>Character</th>
<th>Name</th>
<th>Pronunciation</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Alfa</td>
<td>(AL-FAH)</td>
</tr>
<tr>
<td>B</td>
<td>Bravo</td>
<td>(BRAH-VOH)</td>
</tr>
<tr>
<td>C</td>
<td>Charlie</td>
<td>(CHAR-LEE)</td>
</tr>
<tr>
<td>D</td>
<td>Delta</td>
<td>(DELL-TAH)</td>
</tr>
<tr>
<td>E</td>
<td>Echo</td>
<td>(ECK-OH)</td>
</tr>
<tr>
<td>F</td>
<td>Foxtrot</td>
<td>(FOKS-TROT)</td>
</tr>
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<td>G</td>
<td>Golf</td>
<td>(GOLF)</td>
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<tr>
<td>H</td>
<td>Hotel</td>
<td>(HOH-TEL)</td>
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<td>I</td>
<td>India</td>
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<td>J</td>
<td>Juliett</td>
<td>(JEW-LEE-ETT)</td>
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<td>K</td>
<td>Kilo</td>
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<td>(ZOO-LOO)</td>
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<tr>
<td>0</td>
<td>Zero</td>
<td>(ZEE-RO)</td>
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