



GOVERNMENT OF INDIA

OFFICE OF THE DIRECTOR GENERAL OF CIVIL AVIATION

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Air Safety Circular No. 5 of 2013

SUBJECT: Airport Rescue and Fire Fighting Services personnel training and Drill requirements

1. Introduction:

Firefighting and rescue function addresses emergency services available at the airport and any other emergency responses that may affect life, property and safety. Fire and rescue includes response capabilities for: Aircraft Rescue and Fire Fighting (ARFF), structural fire, rescue situations, hazardous materials incidents, etc.

Responses to emergencies involve a myriad of diverse resources. All emergencies, regardless of their severity, will require dispatch of well qualified and trained personnel with unique specialties, equipment, supplies, and facilities. The types and volume of emergency responses can overwhelm a fire organization's capabilities. Thus, support from communities surrounding the airport may be necessary.

ICAO Annex 14, Doc 9137-AN/898 Parts 1 & 7 & Civil Aviation Requirement Section 4 Series B Part I, requires that an airport operator must ensure that firefighting personnel are properly trained to perform their duties. This circular provides instructions/guidance for meeting the relevant provisions contained in above mentioned ICAO documents and CAR.

2. Applicability

This circular shall apply to all Airports in India.

3. Airport Emergency Plan (AEP):

3.1 An airport emergency is any occasion or instance, natural or man-made that warrants action to save lives and protects property and public health. The

AEP should address those emergencies that occur on or directly impact an airport or adjacent property that:

- a) is within the authority and responsibility of the airport to respond; or
- b) may present a threat to the airport because of the proximity of the emergency to the airport i.e. near water or table top airport. Availability of special procedures and equipment to deal with accidents which may occur in these areas is imperative. These facilities need not be located on, or be provided by the airport operator if they can be made immediately available by off- airport agencies as part of the airport emergency plan. In all cases, the airport operator must determine and specify in advance the response area for which it undertakes to provide a rescue service and should have mutual agreement in place.

3.2 While the primary responsibility of airport-based firefighting units is to respond to aircraft emergencies that occur on the airport, ARFF, in certain situations, may respond to events off the airport boundaries. To reach the accident site, ARFF personnel may have to use perimeter gates which are locked or require special procedures for opening/closing.

3.3 It is recommended that two grid maps be provided, one depicting confines of airport access roads, location of water supplies, rendezvous points, staging areas, etc., and the other depicting surrounding communities, appropriate medical facilities, access roads, rendezvous points, etc, in the vicinity of the airport.

3.4 Command and Control is the most critical element of the emergency management functions. Effective central control is essential to manage an occurrence, provide for up/down communications, lateral functional support, and the central control of resources.

3.5 It is important that the people assigned to support the AEP are familiar with their roles and responsibilities and have undergone relevant training, familiarization, drills and exercises. The training requirements for initial, recurrent, ON and OFF Aerodrome familiarization are defined in CAR Section 4 Series B Part I.

4. Drills and Exercises.

4.1 The AEP provides the framework that enables airport and community fire, security, medical, and other resources to join in an effective, coordinated response to airport emergencies.

4.2 A drill is the lowest level exercise which tests, develops, or maintains skills in a single emergency response procedure. It may focus, for example, on the emergency notification process to determine the effectiveness and timeliness of notifying participating personnel/organizations. A drill is considered to be a necessary part of ongoing training.

4.3 The purpose of emergency exercises is to provide an opportunity for the airport operator to test the plan. Such exercises are categorized as:

4.3.1 **Full Scale Emergency Exercises:** The full-scale exercise is the most comprehensive test and is intended to evaluate the operational capability of the emergency management system in a stressed environment with actual mobilization and deployment to demonstrate coordination and response capability. The airport operator is responsible to ensure that a full scale emergency exercise is conducted at least once every two years i.e., no more than 24 months apart as stipulated in the CAR Section 4 Series B Part I, Chapter 9. The exercise should be followed by a full debriefing, critique and analysis.

4.3.2 **Partial Exercises:** These exercises should be held at least once each year to ensure that deficiencies found during the full-scale airport emergency exercise have been corrected.

4.3.3 **Tabletop exercises:** Tabletop exercises provide an opportunity for airport operators and responding emergency agencies to assess procedures without the disruption of operations that may be incurred during a full scale emergency exercise. The exercise should test the capability and integration of emergency response resources. Such an exercise normally requires the participation of but is not limited to key personnel. These exercises should be held semiannually, but not coincidental with other exercises.

5. Conduct of Full Scale Exercise and Documentation:

5.1 The emergency exercises should be held in locations which will provide maximum realism while ensuring minimum disruption of the airport operations. The exercise may be held either during the day or at night on the airport, in the runway end safety area, or in the surrounding community.

5.2 The exercise should include external agencies such as city fire brigade, local hospitals, police and local authorities and other agencies identified in the AEP. During the exercise the response time and coordination procedure should be evaluated.

5.3 After the exercise, but not later than seven days, Airport Operator should hold a critique meeting along with observations and recommendations, if any

and make changes to the emergency plan considered necessary to improve the response capability for future emergencies.

5.4 In order to obtain the maximum benefit from a full-scale emergency exercise, it is important to review the entire proceedings. Airport Operator shall submit advance intimation to Air Safety Directorate DGCA (Hqrs) and concerned Regional Air Safety Office in this regard.

5.5 A team of officials from Air Safety and Operations Directorate O/o DGCA will associate with the Full scale emergency exercise of the airport and submit their observation report to DGCA Hqrs.

5.6 During annual audit/inspections, aerodrome emergency plan and preparedness should be assessed.

Sd/-
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For Director General of Civil Aviation

To:

- (1) All Aircraft Operators/ Aerodromes Operators/Airports Authority of India
- (2) Internal distribution as per list.