

# OFFICE OF THE DIRECTOR

Government Flying Training School  
Jakkur Aerodrome, Bangalore  
(Government of Karnataka)

No: FTS/ATM/OPS/2013-14

Date: 31.05.2014

## OPERATIONAL CIRCULAR NO. 2/2014

Sub: Standard Operating Procedure – prevention of runway incursions.

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Prevention of runway incursions is a very important aspect of aerodrome operations, to ensure safety of aircraft operations. This assumes even more critical proportions at Jakkur aerodrome, as there is no operational wall along a length of about 100m of the boundary in the North-eastern part of the aerodrome. The land in this portion of the aerodrome is under dispute and a court case is pending. No wall can be constructed here, till the case is settled. In the meanwhile, the following procedures shall be followed, to prevent entry of people, cattle and vehicles to the operational area:

1. One vehicle (ATC Jeep), manned by a driver and an assistant will be at the disposal of Aerodrome Control Tower during ATC watch hours. The ATC jeep is also equipped to tow a trailer carrying fire extinguishers, and bird scaring devices. The driver and assistant are trained in the use of these equipment.
2. Jakkur Aerodrome maintains ATC watch from dawn to dusk. The Air Traffic Controller on duty in the morning shift, shall get a thorough inspection done of the runway, taxiway and other operational areas of the aerodrome, to ensure that there are no cattle/men in the operational area. If there were to be any cattle found in the operational area, they should be driven out. Any unauthorized men caught in the operational area shall be handed to Amruthahalli Police Station, along with a letter explaining how, when and where they were caught.
3. The ATC jeep shall also carry out an inspection of the 3 guard positions and ensure that they are properly manned. Gate No. 1, (near GFTS office) is manned round the clock by State Police and aerodrome security personnel. Gate No. 2 (near NCC hanger) is manned 24 hours by aerodrome security personnel. The open area in the North-eastern corner will be manned by 2 aerodrome security personnel during Flying Training operations and by one aerodrome security personnel when Flying Training operations are not there.
4. The ATC jeep shall inform ATC tower after completing the inspection that operational areas are clear and that all gates are manned. Air Traffic Controller shall clear flight operation only after getting this report.

5. The security guard/ guards in the North-east corner of the aerodrome will be provided with a walkie-talkie set to keep in touch with ATC tower. These guards shall not allow any cattle, people or vehicles to enter the operational area. In case, things go out of their hand and someone were to enter the aerodrome area by force, they shall immediately inform control tower on the walkie-talkie. Air Traffic controller shall immediately take action to deploy the ATC jeep to the site and get the incursion removed. Air Traffic Controller shall also inform Aerodrome Operations Manager or Chief Flight Instructor for additional help, if needed. Flight operations shall be suspended during such prolonged disturbances and they shall be resumed only after the incursion is removed.
6. Air Traffic Controllers on duty, deploy the ATC jeep to attend the various kinds of emergencies like aircraft incident, aircraft accident, runway blocking, grass fire, bird incidence etc., in addition to immediate alerting action as per emergency procedures.
7. The driver and the assistant of ATC jeep shall provide initial assistance to aircraft involved in the incident/accident, as required, till the arrival of emergency vehicles of Municipal organizations on the scene. They shall also provide bird scaring services on being informed by ATC tower.
8. Air Traffic Controllers shall keep a vigil over all the operational area to identify any possible source of runway incursion and initiate pre-emptive action to prevent them.

The issue of this circular is with the concurrence of the Director, GFTS.



A.N. Viswanatha  
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For Director  
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Copy to:

1. Chief Flying Instructor, GFTS
2. Quality Control Manager, GFTS
3. Aerodrome Supervisor, GFTS
4. Engineering Section
5. ATC Tower
6. The Director General of Civil Aviation for information vide letter No. AV 22011/1/2001-FG dated: 23.05.2014.