

Part 139 Compliance Matrix

The rule references in this compliance matrix have been extracted from the Civil Aviation Rules system as the minimum compliance requirements for an applicant for the issue or renewal of a Part 139 Aerodrome Certificate.

A completed compliance matrix must be submitted by the applicant for both initial certification and for renewal. Additionally, the certificate holder should maintain an up-to-date compliance matrix to assist with on-going compliance and to support certificate amendment requests.

The purpose of the matrix is to speed up the certification process, ensure every applicable rule requirement has been addressed in the exposition and reduce the cost of certification by allowing the quick location of required policies or procedures in the applicant's exposition manual suite.

All Civil Aviation Rules have to be complied with, but not every rule has to be addressed in the exposition. At least the following Rules must be included unless they are not applicable to the operation, in which case they should be annotated as such. The intention of this matrix is to assist rather than instruct the applicant in an initial application or request for renewal. If, for your operation, compliance is required with a rule not listed in the matrix, please add it to the list and identify the exposition reference.

This matrix must be completed by every applicant for a Part 139 Aerodrome Certificate and show the exposition pages and paragraph numbers that satisfy the rules in the *Manual references / applicant's comments* column. Where the applicant does not meet the rule requirement or deems it not applicable, an explanation should be given in this column. **Please note ticks (✓) are not acceptable.**

The completed matrix should accompany the exposition documents and preferably be included as a component of the exposition. The applicant may submit a completed matrix in a different format as long as it includes all the rule references identified below; however, there may be additional processing time required by the CAA in cross-referencing requirements.

PDF is the preferred format for the receipt of expositions.

Applicant:		CAA participant number:	
Manuals submitted:		Revision:	Dated:

	Applicant's comments	CAA comments (CAA use only)
Rule compliance matrix		
Company statement page, signed by the Chief Executive		
List of effective pages (or version control method)		
Record of amendments		
Distribution list & copies to be numbered		
Contents page		
Definitions & abbreviations (not mandatory)		
On every page, headers and/or footers to include:		
(a) Company name		
(b) Name of the manual		
(c) Effective revision and date of the page		
(d) Page number		
Index (not mandatory but desirable)		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
139.77 Aerodrome certificate exposition – please provide details as necessary		
139.77(a)(1)(i)-(ii) <i>Statement(s) signed by the Chief Executive</i>		
139.77(a)(1A)(i) <i>All documentation required by rule 100.3(b)</i>		
139.77(a)(2) <i>Titles and names of the senior persons required by Part 139.55(a)(1)&(2)</i>		
139.77(a)(3)(i) <i>The duties and responsibilities of the senior person or persons required by rules 139.55(a)(1) and (2), including who can deal directly with CAA</i>		
139.77(a)(3)(ii) <i>Responsibilities for safety management</i>		
139.77(a)(4) <i>An Organisation chart showing lines of responsibility of the senior person or persons required by rules 139.55(a)(1) and (2);</i>		
139.77(a)(5) <i>Limitations on the use of the aerodrome established by 139.53</i>		
139.77(a)(6) <i>Any exemptions required from Subparts A, B, C, or D, including General exemptions applicable to the aerodrome</i>		
139.77(a)(6A) <i>Information that details the lines of safety responsibility within the organisation and explains who reports to whom on what topics.</i>		
139.77(a)(22) <i>Procedures for controlling, amending and distributing the exposition.</i>		
139.127 (a)-(h) <i>Changes to organisation exposition must meet applicable rule requirements. Prior acceptance of changes to senior persons and material changes to the safety management systems.</i>		
139.57 and 139.77(a)(7) Aerodrome emergency plan		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
139.57(b)(1) <i>The types of emergencies planned for</i>		
139.57(b)(2) <i>The procedures to enable a prompt response to the emergencies planned for</i>		
139.57(b)(3) <i>Sufficient detail to provide adequate guidance to each person who must carry out the plan</i>		
139.57(b)(4) <i>Details of the agencies involved in the plan and the responsibility and role of each agency</i>		
139.57(b)(5) <i>For International aerodromes provide details of adequately equipped emergency operations centre and command post for each type of emergency</i>		
139.57(b)(6) <i>Description and location of equipment, including medical equipment available during an emergency</i>		
139.57(b)(7) <i>Information on names and telephone numbers of offices and persons to be contacted in the case of a particular emergency</i>		
139.57(b)(8) <i>Grid map(s) of the aerodrome and its immediate vicinity</i>		
139.57(c)(2) <i>to the extent practicable, provide for participation by all relevant agencies and personnel in the development of the aerodrome emergency plan</i>		
139.109 Aerodrome emergency plan		
139.109(1) <i>Ensure aerodrome personnel are familiar with their assignments and are properly trained</i>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
139.109(2)(i) <i>a full-scale aerodrome emergency exercise at intervals not exceeding two years and special emergency exercises between the full-scale aerodrome emergency exercises to ensure that any deficiencies found during the full-scale aerodrome emergency exercise have been corrected; or</i>		
139.109(2)(ii) <i>The emergency plan is tested with modular tests and concluding in a full scale aerodrome emergency exercise no more than 3 years after the commencement</i>		
139.109(3) <i>The emergency plan is reviewed to correct any deficiency found</i>		
139.109(4) <i>Co-ordinate the aerodrome emergency plan required by rule 139.57 with all organisations and persons who have responsibilities in the plan, including, where appropriate, law enforcement agencies, security providers, rescue and firefighting agencies, medical personnel and organisations, and principal tenants of the aerodrome.</i>		
139.59 – 139.111 - Rescue and firefighting		
139.59(a)-(c) <i>Category determination considers aircraft type regularly using the aerodrome</i>		
139.61 <i>Description of extinguishing agents including foam performance levels</i>		
139.63(a)-(d) <i>Description of vehicles</i>		
139.65(1) <i>Firefighting personnel are equipped with adequate protective clothing and rescue equipment need to do their duties.</i>		
139.65(2) <i>Firefighting personnel are trained, medically and physically fit and competent the use of the rescue and firefighting equipment</i>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
139.65(3) <i>Firefighting personnel receive recurrent training and regular practices to maintain their competency</i>		
139.65(4) <i>Firefighting personnel are sufficient in numbers and readily available to operate the rescue and firefighting vehicle or vehicles and the equipment at maximum capacity</i>		
139.65(5) <i>Firefighting personnel are alerted by siren, alarm, or other means to any existing or impending emergency requiring their assistance</i>		
139.67(A) <i>Provide details of the discrete communication system linking a fire station with the control tower, any other fire station on the aerodrome, and the rescue and fire fighting vehicle</i>		
139.76 <i>Provide details of how movement data is gathered and reported</i>		
139.101(2) <i>Provide the methods used to ensure staff comply with all procedures, plans, systems and programmes detailed in the exposition</i>		
139.111(c)(1) <i>procedures for reducing aerodrome fire category and limiting use of the aerodrome to aircraft with the lower fire category</i>		
139.111(c)(2) <i>Procedures for and the persons having the authority to implement, the reductions are included in the exposition required by rule 139.77</i>		
139.111(c)(3) <i>procedures for the recall of the full aerodrome rescue and firefighting capability are included in the exposition required by rule 139.77</i>		
139.111(e) <i>Procedures detailing the system for preventive maintenance of airport fire appliances.</i>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
139.69 – Public protection		
139.69(a)-(b) <i>Description of safeguards to deter against inadvertent entry of animals, deterring entry of people and protection from aircraft blast</i>		
139.71 - Wildlife hazard management		
139.71 <i>Environmental management programme</i>		
139.73 - Notification of aerodrome data and information		
<i>Refer requirements of Rule Part 175</i>		
139.73(1) <i>Procedures to enable notification to AIS of data and information</i>		
139.73(2) <i>Procedures to enable notification of limitations</i>		
139.73(3) <i>Procedures to enable, as soon as practical, notification of changes</i>		
100.3 Safety management / 139.75 Safety management		
139.75 <i>System for safety management</i>		
100.3(a)(1) <i>Safety policy</i>		
100.3(a)(2) <i>Risk management process</i>		
100.3(a)(3)(i) <i>Hazard etc. reporting</i>		
100.3(a)(3)(ii) <i>Safety improvement goals and measures</i>		
100.3(a)(3)(iii) <i>Quality assurance</i>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
100.3(a)(4) <i>Training</i>		
100.3(b) <i>Documentation</i>		
100.3(c) <i>Adequacy of SMS for the organisation</i>		
139.103 - Aerodrome maintenance		
139.103(b)(1) <i>A maintenance programme must include the surface of paved manoeuvring areas to be kept clear of any loose objects or debris that might endanger aircraft operations;</i>		
139.103(b)(2) <i>A maintenance programme must include the surface of paved runways to be maintained in a condition that provides good surface friction characteristics and low rolling resistance for aircraft</i>		
139.103(b)(3) <i>A maintenance programme must include an assessment of runway condition and provision of runway condition report as specified in rule 139.107.</i>		
139.105 - Visual aids for navigation - maintenance and checking		
139.105(b)(1) <i>The maintenance programme must include procedures for ensuring that each visual aid for navigation continues to provide reliable and accurate guidance information to the user</i>		
139.105(b)(2) <i>The maintenance programme must include details on the number of lights that may be allowed to be unserviceable in each lighting system to ensure continuity of guidance to the user</i>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
139.105(b)(3) <i>The maintenance programme must include procedures for restoring any unserviceable or deteriorated item back into service without undue delay</i>		
139.107 Assessment of runway condition and provision of runway condition report (RCR)		
139.107(a)(1)(i) & (ii) <i>Assessment and provision of the runway condition report is in accordance with section 4 of ICAO Circular 355 Assessment, Measurement and Reporting of Runway Conditions and the runway condition assessment matrix (RCAM)</i>		
139.107 (a)(2) <i>Is in an equivalent format acceptable to the Director</i>		
139.107(b)(1) <i>At a controlled aerodrome the RCR, other than for wet or dry, is compiled and produced each calendar day immediately before the first aircraft takes off or lands at the aerodrome</i>		
139.107(b)(2)(i) & (ii) <i>At a controlled aerodrome the RCR is amended when there is a change in the conditions since the last report immediately before a Part 121 aircraft takes off or lands at the aerodrome</i> <i>Note: a change in the conditions is defined in 139.107(c)(3)(i).</i> 139.107(c)(3)(i) and (ii) <i>A change in the condition includes:</i> <i>(i) when the runway conditions have changed significantly due to meteorological conditions but excluding a change from dry to wet runway, or wet to dry runway; or</i> <i>(ii) following a report of poor braking action and further assessment of runway condition resulting in different runway condition codes.</i>		
139.107(b)(3) <i>At a controlled aerodrome the RCR is issued in a timely manner.</i>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
139.107(c)(1)(i) <i>At an uncontrolled aerodrome an RCR is compiled each calendar day immediately before the aircraft takes off or lands at the aerodrome</i>		
139.107(c)(1)(ii) <i>At civil evening twilight if additional take-off and landing of aircraft are scheduled</i>		
139.107(c)(2) <i>At an uncontrolled aerodrome and if agreement is in place the RCR is issued to the Part 121 operator in a timely manner</i>		
139.107B Training and competency of personnel for assessment of runway condition and provision of runway condition report		
<i>Personnel are suitably trained and competent to perform the task of assessing the runway condition – to include the 'how' in your exposition</i>		
139.76A - Works on aerodrome		
139.76A <i>Procedures are established including precautions to be taken, for ensuring that any works carried out on the aerodrome do not endanger aircraft operations</i>		
139.76B - Documentation		
139.76B(1) <i>Hold relevant documentation for the provision of the associated services and facilities</i>		
139.76B(2)(i) <i>Current issues available to personnel at each location where personnel require access to the documentation</i>		
139.76B(2)(ii) <i>Obsolete document removed from every point of issue</i>		
139.76B(2)(iii) <i>Methods to identify the current version of each item of documentation</i>		
139.77(a)(17) Aerodrome inspection programme		
139.117		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
139.117(1) <i>Establish an aerodrome inspection programme for ensuring that the aerodrome and its facilities are maintained as specified under this Part</i>		
139.117(2) <i>Provide appropriate equipment for use in conducting the aerodrome inspections</i>		
139.117(3) <i>Procedures for ensuring that personnel performing aerodrome inspections are appropriately trained</i>		
139.117(4) <i>Establish a reporting system for ensuring prompt correction of an unsafe aerodrome condition that is noted during an aerodrome inspection</i>		
139.77(a)(18) Control of ground vehicles		
139.119		
139.119(a) <i>Procedures for limiting and controlling access of ground vehicles to the operational area of the aerodrome.</i>		
139.119(b) <i>[with control service]</i> <i>Procedures required by paragraph (a), ground vehicle access to the operational area of the aerodrome must be limited to those vehicles that are necessary for aerodrome or aircraft operations.</i>		
139.119(c)(1) <i>When an aerodrome control service is in operation at the aerodrome procedures to provide for the safe and orderly access to, and operation on the operational area of ground vehicles;</i>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>139.119(c)(2) When an aerodrome control service is in operation at the aerodrome procedures to require each ground vehicle operating on the manoeuvring area of the aerodrome to be controlled by</p> <ul style="list-style-type: none"> (i) two-way radio communications between the vehicle and the aerodrome control service; or (ii) if the vehicle does not have radio communications, an accompanying escort vehicle that has two-way radio communications with the aerodrome control service; or (iii) if it is not practical to have two-way radio communications or an escort vehicle, adequate measures such as signs, signals, or guards for controlling the vehicle. 		
<p>139.119(d) When an aerodrome control service is not in operation at the aerodrome, the procedures required by paragraph (a) must provide for ground vehicles operating on the operational area of the aerodrome to be controlled by signs or prearranged signals</p>		
<p>139.119(e) Procedures required by paragraph (a) must ensure that each employee, tenant, or contractor who operates a ground vehicle on any portion of the aerodrome which has access to the operational area of the aerodrome is familiar with, and complies with, the procedures established by the certificate holder for the operation of ground vehicles on the aerodrome.</p>		
<p>139.77(a)(19) Limitation of aircraft operations under unsafe Conditions 139.125</p>		
<p>139.125 Procedures for ensuring that aircraft operations are restricted, or if necessary prohibited, on any part of the aerodrome where an unsafe condition may exist</p>		
<p>139.51 Aerodrome design requirements</p>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
139.51(a) <i>Provide dates of most recent obstacle limitation surfaces (OLS) survey completed</i>		
139.51(a)(1) <i>Provide detail of the design aircraft of aerodrome</i>		
139.51(a)(2) <i>Provide detail of the lowest meteorological minima intended for each runway</i>		
139.51(a)(3) <i>Provide detail of lights provided for visual aids to aircraft</i>		
139.51(d)(1)(i) <i>Procedures to ensure that the physical characteristics, obstacle limitation surfaces, visual aids, equipment and installations, provided at the aerodrome are compliant with Appendices C, D, F, G & H</i>		
139.51(d)(1)(ii) <i>Procedures to ensure that the physical characteristics, obstacle limitation surfaces, visual aids, equipment and installations, provided at the aerodrome are compliant with Appendices E.1, E.2, E.3 & E.4</i>		
Appendix A — Aerodrome physical characteristics		
A.1(a) Provide detail of RESA length		
A.1.(b) Provide detail of RESA width		
A.1.(c) Provide detail of RESA construction		
A.1.(d) A RESA must not penetrate the approach or take-off climb surface for the runway		
A.1 (e) Provide detail of RESA longitudinal slope		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
A.1.(f) Provide detail of RESA transverse slope		
Appendix B — Reference code		
(a) Provide the aerodrome reference code		
Appendix C — Physical Characteristics		
C.1 (a) Provide detail of runway surface construction <i>The surface of a runway must be constructed without irregularities that would impair the runway surface friction characteristics or otherwise adversely affect the take-off or landing of an aeroplane.</i>		
C.1 (b) Provide detail of runway friction characteristics <i>A paved runway must be so constructed or resurfaced as to provide friction characteristics at or above the minimum friction level specified by the Director.</i>		
C.2.1 Provide detail of length of runway strip <i>A strip must extend before the threshold and beyond the end of the paved runway or stopway for a distance of at least:</i> 1) 60 m where the aerodrome reference code number in Table B1 is 3 or 4; or 2) 30 m where the aerodrome reference code number in Table B1 is 2; or 3) 10 m where the aerodrome reference code number in Table B1 is 1.		
C.2.2 Provide detail of width of runway strip <i>A strip must extend laterally on each side of the centre line of the runway and its extended centre line throughout the length of the strip to the minimum distance determined in Table C-1.</i>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>C.2.3(a) Provide detail of obstacles within the runway strip <i>No fixed object, other than visual aids required for air navigation purposes and satisfying the relevant frangibility requirements must be permitted on a runway strip</i></p>		
<p>C.2.3(b) Provide detail of how the aerodrome operator ensures mobile objects are not within the runway strip during times when aircraft are landing and taking off. <i>No mobile object must be permitted on those parts of the runway strip as defined in paragraph (a) during use of the runway for landing or take-off.</i></p>		
<p>C.2.4 <i>The surface of that portion of a strip that abuts a runway, shoulder or stopway must be flush with the surface of the runway, shoulder or stopway.</i> Refer to AC139-6 Chapter 3.5.7</p>		
<p>C.3 Provide engineering drawing that demonstrates ability of the design aircraft type to perform 180° on turn pad. <i>Turn Pad must be provided if runway is not served by a taxiway</i></p>		
<p>C.4 Provide length and width of stopway if present. <i>A stopway must have the same width as the runway with which it is associated.</i></p>		
<p>C.5 Detail design aircraft type and corresponding clearance in accordance with Table C-2 <i>Taxiway design must meet requirements of Table C-2</i></p>		
<p>C.6 Width of taxiway bridge must not be less than the width of the graded area of the strip provided for that taxiway (if applicable)</p>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>C.7 Refer to AC139-6 Chapter 3.11 <i>A taxiway, other than an aircraft stand taxilane, must be included in a strip.</i></p>		
<p>C.8(a) If domestic, provide distance from runway centreline to runway-holding position line <i>A runway holding position must be established as per C.8(a)(1) & (2)</i></p>		
<p>C.8(b) A runway holding position must be established to avoid infringing OLS or interfering with radio navigation aids.</p>		
<p>C.8(c) <i>A road-holding position must be established at an intersection of a road with a runway.</i></p>		
Appendix D - Obstacle Restriction and Removal		
<p>D.1 (a) The provision of your OLS survey must capture the detail to the surfaces listed below (sealed and grass runways): <i>The following obstacle limitation surfaces must be established for a runway:</i></p> <ul style="list-style-type: none"> – <i>conical surface; and</i> – <i>inner horizontal surface;</i> – <i>and approach surface;</i> – <i>and transitional surfaces.</i> 		
<p>D.1 (b) If applicable, the provision of your OLS survey must capture the detail to the surfaces listed below: <i>The following additional obstacle limitation surfaces must be established for a precision approach runway category II or III—</i></p> <ul style="list-style-type: none"> – <i>inner approach surface;</i> – <i>inner transitional surfaces;</i> – <i>and balked landing surface</i> 		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>D.1(c) Provide detail of how new or existing objects are identified and managed</p> <p><i>For a non-instrument runway, new objects or extensions of existing objects must not be permitted above an approach or transitional surface except when the new object or extension would be shielded by an existing immovable object, or an aeronautical study determines that the object would not adversely affect the safety or significantly affect the regularity of operations of aircraft.</i></p>		
<p>D.1(d) Provide detail of how new or existing objects are identified and managed</p> <p><i>For a non-precision approach runway, new objects or extensions of existing objects must not be permitted above an approach surface within 3000 m of the inner edge or above a transitional surface except when the new object or extension would be shielded by an existing immovable object, or an aeronautical study determines that the object would not adversely affect the safety or significantly affect the regularity of operations of aircraft.</i></p>		
<p>D.1(e) Provide detail of how new or existing objects are identified and managed</p> <p><i>For a precision approach runway fixed objects must not be permitted above the inner approach surface, the inner transitional surface or the balked landing surface, except for frangible objects which because of their function must be located on the strip.</i></p>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>D.1(f) Provide detail of how new or existing objects are identified and managed <i>For a precision approach runway, new objects or extensions of existing objects must not be permitted above an approach surface or a transitional surface except when the new object or extension would be shielded by an existing immovable object, or an aeronautical study determines that the object would not adversely affect the safety or significantly affect the regularity of operations of aircraft.</i></p>		
<p>D.2(a) Provide detail of how new or existing objects are identified and managed <i>A take-off climb surface must be established for a runway meant for take-off:</i></p>		
<p>D.2(b) Provide detail of how new or existing objects are identified and managed <i>New objects or extensions of existing objects must not be permitted above a take-off climb surface except when the new object or extension would be shielded by an existing immovable object, or an aeronautical study determines that the object would not adversely affect the safety or significantly affect the regularity of operations of aircraft.</i></p>		
Appendix E - Visual Aids for Navigation		
<p>E.1(a) Detail position of wind direction indicators <i>Wind direction indicators (windsock) must be located adjacent to each paved runway threshold.</i></p>		
<p>E.1(b) Provide detail of which runway ends have illuminated wind direction indicators <i>If a paved runway is intended to be used at night, the wind direction indicators required by paragraph (a) must be illuminated.</i></p>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
E.2.1 (a) Provide width of runway markings <i>Runway markings must be white</i>		
E.2.1(b) Provide width of taxiway and turn pad markings where present <i>Taxiway markings, runway turn pad markings and aircraft stand markings must be yellow</i>		
E.2.1(c) Provide colour and position of apron safety lines <i>Apron safety lines must be of a conspicuous colour which must contrast with that used for aircraft stand markings.</i>		
E.2.2 As per AC139-6 Chapter 5, provide dimensions of runway markings listed below <i>A runway designation marking, centre line marking and threshold marking must be provided on all paved runways.</i>		
E.2.3 (a) As per AC139-6 Chapter 5 <i>Where applicable - At an intersection of 2 or more runways the markings of the more important runway, except for the runway side stripe marking, must be displayed and the markings of the other runway(s) must be interrupted. The runway side stripe marking of the more important runway may be either continued across the intersection or interrupted.</i>		
E.2.3(b) As per AC139-6 Chapter 5 <i>At an intersection of a runway and taxiway the markings of the runway must be displayed and the markings of the taxiway interrupted, except that runway side stripe markings may be interrupted.</i>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>E.2.4 Provide dimensions of displaced area of runway threshold <i>Transverse stripe - Where a runway threshold is displaced from the extremity of a paved runway or where the extremity of a paved runway is not square with the runway centre line, a transverse stripe must be added to the threshold marking.</i></p>		
<p>E.2.5 Arrows Provide dimensions of displaced threshold arrows <i>Where a paved runway threshold is permanently displaced, arrows must be provided on the portion of the runway before the displaced threshold</i></p>		
<p>E.2.6 Aiming point - marking Provide location and dimensions of aiming point marking <i>An aiming point marking must be provided at each approach end of a paved instrument runway where the aerodrome reference code number is 2, 3 or 4 as determined in accordance with Appendix B.</i></p>		
<p>E.2.7 Touchdown zone marking Provide location and dimension of touchdown zone marking <i>A touchdown zone marking must be provided in the touchdown zone of a paved precision approach runway where the aerodrome reference code number is 2, 3 or 4 as determined in accordance with Appendix B.</i></p>		
<p>E.2.8 Runway side stripe marking Provide dimensions of runway side stripe marking or details of how the environment provides a satisfactory contrast between the edge of the runway and the shoulder <i>A runway side stripe marking must be provided between the thresholds of a paved runway where there is a lack of contrast between the runway edges and the shoulders or the surrounding terrain.</i></p>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>E.2.9 Taxiway centre line marking Where applicable, provide location and dimensions of taxiway centre line marking</p> <p><i>(a) Taxiway centre line marking must be provided on a paved taxiway, de/anti-icing facility and apron where the aerodrome reference code number is 3 or 4, as determined in accordance with Appendix B, in such a way as to provide continuous guidance between the runway centre line and aircraft stands.</i></p>		
<p>E.2.9(b) Where applicable provide location and dimensions of taxiway centre line marking</p> <p><i>Taxiway centre line marking must be provided on a paved runway when the runway is part of a standard taxi-route and</i></p> <ol style="list-style-type: none"> 1. <i>there is no runway centre line marking; or</i> 2. <i>where the taxiway centre line is not coincident with the runway centre line.</i> 		
<p>E.2.9(c) Where applicable provide location and dimensions of enhanced taxiway centre line marking</p> <p><i>Where provided, enhanced taxiway centre line marking must be installed at each taxiway and runway intersection.</i></p>		
<p>E2.10 Refer Appendix C.3 - Where applicable provide location and dimensions of runway turnpad</p> <p><i>When a runway turnpad is required the marking for guidance should be continuous</i></p>		
<p>E.2.11 Runway-holding position marking Provide location and dimensions of runway holding positions</p> <p><i>On a paved runway or taxiway a runway-holding position marking must be displayed along a runway-holding position.</i></p>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>E.2.12 Refer AC139 Chapter 5.2.70 Provide location and dimensions of VOR aerodrome check-point marking <i>When a VOR aerodrome check-point is established, it must be indicated by a VOR aerodrome check-point marking.</i></p>		
<p>E.2.13 Where applicable provide location and dimension of road-holding position <i>A road-holding position marking must be provided at all paved road entrances to a runway.</i></p>		
<p>E.2.14 Where applicable, provide location and dimensions of mandatory markings <i>Where it is impracticable to install a mandatory instruction sign, a mandatory marking must be provided on the surface of the pavement.</i></p>		
<p>E.2.15 Where applicable, provide location and dimensions of information marking <i>Where an information sign would normally be installed and it is impracticable to install, an information marking must be displayed on the surface of the pavement.</i></p>		
<p>E.3 Lights</p>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>E.3.1(a) Describe measures taken to ensure structures are frangible <i>Elevated approach lights and their supporting structures must be frangible except that, in that portion of the approach lighting system beyond 300 m from the threshold —</i></p> <ol style="list-style-type: none"> 1. <i>where the height of a supporting structure exceeds 12 m, the frangibility requirement must apply to the top 12 m only; and</i> 2. <i>where a supporting structure is surrounded by non-frangible objects, only that part of the structure that extends above the surrounding objects must be frangible.</i> 		
<p>E.3.1(b) Provide details of how structures have been determined to be sufficiently conspicuous and what markings have been applied when required. <i>When an approach light fixture or supporting structure is not in itself sufficiently conspicuous, it must be suitably marked.</i></p>		
<p>E.3.2 Provide height of lights and describe measures taken to ensure structures are frangible <i>Elevated runway, stopway and taxiway lights must be frangible. Their height must be sufficiently low to preserve clearance for propellers and for the engine pods of jet aircraft.</i></p>		
<p>E.3.3 How is the aerodrome operator assured that inset lights can withstand the weight of the design aircraft <i>Light fixtures inset in the surface of runways, stopways, taxiways, and aprons must be so designed and fitted as to withstand being run over by the wheels of an aircraft without damage either to the aircraft or to the lights themselves.</i></p>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>E.3.4 (a)</p> <p>How does the aerodrome operator assure that the intensity of runway lighting is adequate for the minimum conditions of visibility and ambient light. (Does the provider of airfield ground lighting conduct regular testing? Can reports of regular testing be provided?)</p> <p>Can be runway lighting be controlled independently from approach lighting system?</p> <p><i>The intensity of runway lighting must be adequate for the minimum conditions of visibility and ambient light in which use of the runway is intended, and compatible with that of the nearest section of the approach lighting system when provided.</i></p>		
<p>E.3.4 (b)</p> <p>Provide details of intensity control system used to make adjustments to light intensity of 1-7 below (location of primary and auxiliary control system and operating procedures).</p> <p><i>A suitable intensity control must be incorporated to allow for adjustment of the light intensity to meet the prevailing conditions. Separate intensity controls or other suitable methods must be provided to ensure that the following systems, when installed, can be operated at compatible intensities:</i></p> <ul style="list-style-type: none"> (1) <i>approach lighting system:</i> (2) <i>runway edge lights:</i> (3) <i>runway threshold lights:</i> (4) <i>runway end lights:</i> (5) <i>runway centre line lights:</i> (6) <i>runway touchdown zone lights:</i> (7) <i>taxiway centre line lights.</i> 		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>E.3.5 If aerodrome beacon is provided, provide rationale for beacon, in accordance with Part 139 Appendix E.3.5 (1)(2)(3) <i>An aerodrome beacon must be provided at an aerodrome intended for use at night if 1 or more of the following conditions exist:</i></p> <ol style="list-style-type: none"> 1. <i>aircraft navigate predominantly by visual means:</i> 2. <i>reduced visibilities are frequent:</i> 3. <i>it is difficult to locate the aerodrome from the air due to surrounding lights or terrain..</i> 		
<p>E.3.6(a) Provide details of approach lighting system used (refer Aerodrome lighting aviation.govt.nz). If approach lighting is not installed provide rationale demonstrating it is not physically practicable <i>Where physically practicable, a simple approach lighting system must be provided to serve a non-precision approach runway, except when the runway is used only in conditions of good visibility or sufficient guidance is provided by other visual aids.</i></p>		
<p>E.3.6(b) Provide details of lighting which collectively makes up the precision approach category I lighting system <i>Where physically practicable, a precision approach category I lighting system must be provided to serve a precision approach runway category I.</i></p>		
<p>E.3.6(c) Provide details of lighting which collectively makes up the precision approach category II and III lighting system <i>A precision approach category II and III lighting system must be provided to serve a precision approach runway category II or III.</i></p>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>E.3.7 (a) Provide rationale for provision or non-provision of a visual approach slope indicator system. Where installed provide detail of system used refer E.3.7(b),(c) <i>A visual approach slope indicator system must be provided to serve the approach to a runway whether or not the runway is served by other visual approach aids or by non-visual aids</i></p>		
<p>E.3.8 (a) Provide detail of how obstacle protection surface of VASI system is established and maintained <i>An obstacle protection surface must be established when it is intended to provide a visual approach slope indicator system.</i></p>		
<p>E.3.9 Provide number and spacing of runway edge and end lights where provided (to help with percentage of reliable outages) <i>Runway edge lights and runway end lights must be provided for a runway intended for use at night or for a precision approach runway intended for use by day or night.</i></p>		
<p>E.3.10 (a) Explain where runway threshold lights and wing bar lights are deployed <i>Runway threshold lights must be provided for a runway equipped with runway edge lights, except on a non-instrument or non-precision approach runway where the threshold is displaced and wing bar lights are provided.</i></p>		
<p>E.3.10(b) Explain where runway threshold lights and wing bar lights are deployed <i>Wing bar lights must be provided on a non- instrument or non-precision approach runway where the threshold is displaced and runway threshold lights are required, but are not provided.</i></p>		
<p>E.3.11 (a) Provide spacing of runway centre line lights where provided <i>Runway centre line lights must be provided on a precision approach runway category II or III.</i></p>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>E.3.11(b) Detail how runway visual range is determined Provide spacing of runway centre line lights <i>Runway centre line lights must be provided on a runway intended to be used for take-off with an operating minimum below a runway visual range of 400 m.</i></p>		
<p>E.3.12 Provide location and design of runway touchdown zone lights where applicable <i>Runway touchdown zone lights must be provided in the touchdown zone of a precision approach runway category II or III.</i></p>		
<p>E.3.13 Provide location and design of stopway lights where applicable <i>Stopway lights must be provided for a stopway intended for use at night.</i></p>		
<p>E.3.14 (a) Where applicable, provide spacing of taxiway lights <i>Taxiway centre line lights must be provided on an exit taxiway, taxiway, de/anti-icing facility and apron intended for use in runway visual range conditions of less than 350 m</i></p>		
<p>E.3.14 (b) List runways used as part of standard taxi routes Where applicable, provide spacing of taxiway lights <i>Taxiway centre line lights must be provided on a runway forming part of a standard taxi-route and intended for taxiing in runway visual range conditions of less than 350 m,</i></p>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>E.3.15 (a) Detail rationale for provision or non-provision of taxiway edge lights at nights. <i>Taxiway edge lights must be provided at the edges of a holding bay, de/anti-icing facility, apron and other similar areas intended for use at night and on a taxiway not provided with taxiway centre line lights and intended for use at night except that taxiway edge lights need not be provided where, considering the nature of the operations, adequate guidance can be achieved by surface illumination or other means</i></p>		
<p>E.3.15 (b) Where applicable, provide spacing of taxiway lights <i>Taxiway edge lights must be provided on a runway forming part of a standard taxi-route and intended for taxiing at night where the runway is not provided with taxiway centre line lights.</i></p>		
<p>E.3.16 Where applicable; <i>Runway turn pad lights must be provided for continuous guidance on a runway turn pad intended for use in runway visual range conditions of less than 350 m, to enable an aeroplane to complete a 180 degree turn and align with the runway centre line.</i></p>		
<p>E.3.17 (a) Where applicable, detail which runway holding positions are co-located with stop bars <i>A stop bar must be provided at every runway-holding position serving a runway when it is intended that the runway will be used in runway visual range conditions of less than 550 m, except where—</i></p> <ol style="list-style-type: none"> 1. <i>appropriate aids and procedures are available to assist in preventing inadvertent incursions of traffic onto the runway; or</i> 2. <i>operational procedures exist to limit, in runway visual range conditions of less than 550 m, the number of—</i> <ol style="list-style-type: none"> i. <i>aircraft on the manoeuvring area to 1 at a time; and</i> ii. <i>vehicles on the manoeuvring area to the essential minimum</i> 		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>E.3.18 <i>Intermediate holding position lights</i> Where applicable, detail location of intermediate holding positions <i>Except where a stop bar has been installed, intermediate holding position lights must be provided at an intermediate holding position intended for use in runway visual range conditions of less than 350 m.</i></p>		
<p>E.3.19 Where applicable, provide location of runway guard lights <i>Runway guard lights must be provided at each intersection of a taxiway with a runway intended for use in—</i> <i>(1) runway visual range conditions of less than 550 m where a stop bar is not installed; and</i> <i>(2) runway visual range conditions between 550 m and 1200 m where the traffic density is heavy.</i></p>		
<p>E.3.20 Where applicable detail which stands have visual docking guidance system <i>A visual docking guidance system must be provided when it is intended to indicate, by a visual aid, the precise positioning of an aircraft on an aircraft stand and other alternative means, such as marshalls, are not practicable.</i></p>		
<p>E.3.21 Where applicable, detail road holding positions to be used in RVR conditions of less than 350m <i>A road-holding position light must be provided at each road-holding position serving a runway when it is intended that the runway will be used in runway visual range conditions of less than 350 m.</i></p>		
<p>E.4 Signs and Markers Signs must be provided to convey a mandatory instruction, information on a specific location or destination on a movement area or to provide other information to meet the requirements of a surface movement guidance and control system.</p>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>E.4.2</p> <p>Where applicable detail location and type of signs which are illuminated</p> <p><i>Signs must be illuminated when intended for use—</i></p> <ol style="list-style-type: none"> 1. <i>in runway visual range conditions of less than 800 m; or</i> 2. <i>at night in association with an instrument runway; or</i> 3. <i>at night in association with a non-instrument runway where the code number is 3 or 4.</i> 		
E.4.3 Mandatory instruction signs		
<p>(a)</p> <p>Provide location of ICAO standard mandatory instruction sign and co-located runway holding position.</p> <p><i>A mandatory instruction sign must be provided at a controlled aerodrome to identify a location beyond which an aircraft taxiing or vehicle must not proceed unless authorised by the aerodrome control tower.</i></p>		
<p>(b)</p> <p>If not provided in E.4.2 provide details of signs below.</p> <p><i>Mandatory instruction signs must include runway designation signs, category I, II or III holding position signs, runway-holding position signs, road-holding position signs and 'NO ENTRY' signs.</i></p>		
<p>(c)</p> <p>Provide locations of runway holding positions which are supported by runway designation sign</p> <p><i>A runway holding position established in accordance with Appendix C.8(a) for a non-instrument, non-precision approach or take-off runway must be supplemented at a taxiway/runway or runway/runway intersection with a runway designation sign.</i></p>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>(d) Provide location of runway holding position which is supported by a runway designation sign <i>Where a single runway holding position has been established in accordance with rule C.8(a) of Appendix C for a precision approach runway, the runway holding position marking must be supplemented with a runway designation sign.</i></p>		
<p>(e) Where applicable provide locations of runway holding positions which are supported by category I, II or III holding position sign <i>Where 2 or 3 runway holding positions have been established in accordance with rule C.8(a) of Appendix C for a precision approach runway, the runway holding position closest to the runway must be supplemented with a runway designation sign, and those runway holding positions furthest from the runway must be supplemented with a category I, II or III holding position sign.</i></p>		
<p>(f) Provide location of runway holding position which is supported by a runway holding position sign <i>A runway-holding position established in accordance with rule C.8(b) of Appendix C must be supplemented with a runway-holding position sign.</i></p>		
<p>(g) Provide location of any NO ENTRY signs on aerodrome <i>A 'NO ENTRY' sign must be provided when entry into an area is prohibited.</i></p>		
<p>E.4.4 Information signs</p>		
<p>(a) Provide location and details (refer E.4.4(b)) of any information signs on the aerodrome <i>An information sign must be provided where there is an operational need to identify by a sign, a specific location, or routing (direction or destination) information.</i></p>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>(c) Provide location and detail of any runway exit signs on aerodrome <i>A runway exit sign must be provided where there is an operational need to identify a runway exit.</i></p>		
<p>(d) Provide location of any runway vacated signs on aerodrome <i>A runway vacated sign must be provided where the exit taxiway is not provided with taxiway centre line lights and there is a need to indicate to a pilot leaving a runway the perimeter of the ILS/MLS critical/sensitive area or the lower edge of the inner transitional surface, whichever is farther from the runway centre line.</i></p>		
<p>(e) Where applicable, provide location of any combined location and direction signs <i>A combined location and direction sign must be provided when it is intended to indicate routing information prior to a taxiway intersection.</i></p>		
<p>(f) Where applicable, provide location of direction signs <i>A direction sign must be provided when there is an operational need to identify the designation and direction of taxiways at an intersection.</i></p>		
<p>(g) Where applicable, provide position of any installed location signs <i>A location sign must be provided in conjunction with a runway designation sign except at a runway or runway intersection.</i></p>		
<p>(h) Provide aeronautical study if this situation exists <i>A location sign must be provided in conjunction with a direction sign, except that it may be omitted where an aeronautical study indicates that it is not required</i></p>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>E.4.5 Where applicable, provide location of VOR aerodrome check-point and VOR aerodrome check-point sign <i>When a VOR aerodrome check-point is established, it must be indicated by a VOR aerodrome check-point sign.</i></p>		
<p>E.4.6 Where applicable provide location of road holding position sign <i>A road-holding position sign must be provided at all road entrances to a runway.</i></p>		
<p>E.4.7 Please provide location of all markers, construction of markers, height of markers and rationale to determine frangibility (Marker board dimensions can be found in AC139-7 Chapter 5.2.8) <i>Markers must be frangible. Those located near a runway or taxiway must be sufficiently low to preserve clearance for propellers and for the engine pods of jet aircraft.</i></p>		
Appendix F — Visual Aids for Denoting Obstacles		
<p>(a) Where applicable, provide location and height of obstacles and details of marking or lighting used <i>A fixed obstacle that extends above an approach surface within 3000 m of the inner edge or above a transitional surface must be marked and, if the runway is used at night, lighted, except that—</i></p> <ol style="list-style-type: none"> 1. <i>such marking and lighting may be omitted when the obstacle is shielded by another fixed obstacle; or</i> 2. <i>the marking may be omitted when the obstacle is lighted by medium-intensity obstacle lights, Type A, by day and its height above the level of the surrounding ground does not exceed 150 m; or</i> 3. <i>the marking may be omitted when the obstacle is lighted by high-intensity obstacle lights by day; or</i> 4. <i>the lighting may be omitted where the obstacle is a lighthouse and an aeronautical study indicates the lighthouse light to be sufficient.</i> 		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>(b) Where applicable, provide location and height of obstacles and details of marking or lighting used (Refer Ac139-6 Chapter 5.3.105) <i>A fixed object that extends above an obstacle protection surface must be marked and, if the runway is used at night, lighted.</i></p>		
<p>(c) Provide details of how vehicles and other mobile objects are conspicuous and, if used at night, how lighting is made conspicuous <i>Vehicles and other mobile objects, excluding aircraft and aircraft servicing equipment and vehicles used only on aprons, on the movement area of an aerodrome are obstacles and must be marked and, if the vehicles and aerodrome are used at night or in conditions of low visibility, lighted.</i></p>		
<p>(d) Provide location of elevated aeronautical ground lights and provide detail of marking <i>Elevated aeronautical ground lights within the movement area must be marked so as to be conspicuous by day. Obstacle lights must not be installed on elevated ground lights or signs in the movement area.</i></p>		
<p>(e) Where applicable, provide location and height of all obstacles as required in Table F-1. <i>All obstacles within the distance specified in Table F-1, from the centre line of a taxiway, an apron taxiway, or aircraft stand taxilane must be marked and, if the taxiway, apron taxiway, or aircraft stand taxilane is used at night, lighted.</i></p>		
<p>F.2(a) Provide details of markings or flags used to denote obstacles <i>All fixed objects to be marked must, whenever practicable, be coloured, but if this is not practicable, markers or flags must be displayed on or above them, except that objects that are sufficiently conspicuous by their shape, size, or colour need not be otherwise marked.</i></p>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>F.3 Where applicable, ensure that; <i>Markers displayed on or adjacent to objects must be located in conspicuous positions so as to retain the general definition of the object and must be recognizable in clear weather from a distance of at least 1000 m for an object to be viewed from the air and 300 m for an object to be viewed from the ground in all directions in which an aircraft is likely to approach the object.</i></p>		
<p>F.4 Detail procedure to ensure use of flag meets the requirements of F.4 (a)-(c)</p> <ul style="list-style-type: none"> a. <i>Flags used to mark objects must be displayed around, on top of, or around the highest edge of, the object. When flags are used to mark extensive objects or groups of closely spaced objects, they must be displayed at least every 15 m. Flags must not increase the hazard presented by the object they mark.</i> b. <i>Flags used to mark fixed objects must not be less than 0.6 m square and flags used to mark mobile objects, not less than 0.9 m square.</i> c. <i>Flags used to mark mobile objects must consist of a chequered pattern, each square having sides of not less than 0.3 m. The colours of the pattern must contrast each with the other and with the background against which they will be seen. Orange and white or alternatively red and white must be used, except where such colours merge with the background.</i> 		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>F.5 Detail the intensity level of lighting used to illuminate objects identified in Table F-1 in Appendix F.1</p> <p>a. <i>The presence of objects which must be lighted, as specified in Appendix F.1, must be indicated by low-, medium- or high-intensity obstacle lights, or a combination of such lights.</i></p> <p>b. <i>Type C low-intensity obstacle lights must be displayed on vehicles and other mobile objects excluding aircraft.</i></p> <p>c. <i>Type D low-intensity obstacle lights must be displayed on follow-me vehicles.</i></p>		
Appendix G — Visual Aids for Denoting Restricted Use Areas		
<p>G.1 Provide details of any permanently closed runway or taxiways <i>Closed runways and taxiways A closed marking must be displayed on a runway or taxiway, or portion thereof, which is permanently closed to the use of all aircraft.</i></p>		
<p>G.2 Provide evidence to show which surfaces are load bearing and non-load bearing for design aircraft <i>Shoulders for taxiways, holding bays and aprons and other non-load-bearing surfaces which cannot readily be distinguished from load-bearing surfaces and which, if used by aircraft, might result in damage to the aircraft must have the boundary between such areas and the load-bearing surface marked by a side stripe marking.</i></p>		
<p>G.3 Provide details of any areas identified as unserviceable <i>Unserviceability markers must be displayed wherever any portion of a taxiway, apron or holding bay is unfit for the movement of aircraft but it is still possible for aircraft to bypass the area safely. On a movement area used at night, unserviceability lights must be used.</i></p>		
Appendix H — Electrical Systems		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>H.1(a) Provide details of primary power supply for air navigation facilities <i>Adequate primary power supply must be available at aerodromes for the safe functioning of air navigation facilities.</i></p>		
<p>(b) Provide details of secondary (back-up) power supplies for visual and navigation aids <i>For aerodromes that are referred to in rule 139.5(aa)(1), the design and provision of electrical power systems for the aerodrome visual and radio navigation aids must be such that an equipment failure will not leave pilots with inadequate visual and non-visual guidance or misleading information.</i></p>		
<p>H.2 Visual aids (a) Where applicable, identify the equipment and testing regime used to ensure the requirements of Table H-1 are met <i>For a precision approach runway, a secondary power supply capable of meeting the requirements specified in Table H-1 for the appropriate category of precision approach runway must be provided. Electric power supply connections to those facilities for which secondary power is required must be so arranged that the facilities are automatically connected to the secondary power supply on failure of the primary source of power.</i></p>		
<p>(b) Where applicable, identify the equipment and testing regime used to ensure the requirements of Table H-1 are met <i>For a runway meant for take-off in runway visual range conditions of less than 800 m, a secondary power supply capable of meeting the relevant requirements of Table H-1 must be provided.</i></p>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>H.3 System design (a) Where applicable, identify the equipment and testing regime used to ensure the requirements of Table H-1 are met <i>For a runway meant for use in runway visual range conditions of less than 550 m, the electrical systems for the power supply, lighting and control of the lighting systems included in Table H-1 must be so designed that an equipment failure will not leave the pilot with inadequate visual guidance or misleading information</i></p>		
<p>(b) Provide drawing or schematic that demonstrates how secondary power is physically and electronically separate <i>Where the secondary power supply of an aerodrome is provided by the use of duplicate feeders, such supplies must be physically and electrically separate so as to ensure the required level of availability and independence.</i></p>		
<p>(c) Where applicable, provide details of interlocking mechanisms used <i>Where a runway forming part of a standard taxi-route is provided with runway lighting and taxiway lighting, the lighting systems must be interlocked to preclude the possibility of simultaneous operation of both forms of lighting.</i></p>		
<p>H.4 Monitoring Explain how the monitoring system works in practice <i>Where lighting systems are used for aircraft control purposes, such systems must be monitored automatically so as to provide an indication of any fault which may affect the control functions. This information must be automatically relayed to the air traffic service unit.</i></p>		
139.55 Personnel requirements		
<p>139.55(a)(3) <i>Procedures to determine there are sufficient personnel to operate and maintain the aerodrome and its services and facilities in accordance with the requirements of Subparts A to D.</i></p>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
139.55(b) <i>Procedure for initially assessing and for maintaining the competence of personnel required to operate and maintain the aerodrome and its services and facilities.</i>		
139.113 Aerodrome aircraft traffic management		
139.113 <i>Provision of flight information service or aerodrome control service when so required by the Director in the interest of safety</i>		
139.115 Apron management service		
139.115(a) <i>Provision of an appropriate management service when such a service is warranted by the volume of traffic and operating conditions</i>		
139.115(b) <i>Procedures to facilitate the transition of aircraft between the apron management service and the aerodrome control service when an aerodrome control service is not operating.</i>		
139.121 Protection of navigation aids		
139.121(1) <i>Prevent any construction or activity on the aerodrome or surrounding area that the certificate holder has authority over, that could have an adverse effect on the operation of any electronic or visual navigation aid or air traffic service facility for the aerodrome;</i>		
139.121(2) <i>Prevent, as far as it is within the certificate holder's authority, any interruption of electronic or visual navigation aid or air traffic service facility for the aerodrome.</i>		
139.77(a)(20) Security requirements 139.77(a)(21) Security training programme 139.203 Security designated aerodromes and 139.205 Non-security designated aerodromes		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>139.203(b)(1) <i>Safeguards required by paragraph (a) must— (1) consist of fences, gates, doors and other barriers between public and security areas or security enhanced areas with adequate locking or control systems</i></p>		
<p>139.203(b)(2) <i>Ensure control of any duct, drain or tunnel giving access to any security area or security enhanced area</i></p>		
<p>139.203(c) <i>Construction and height of barriers</i> <i>The construction and height of each barrier required by paragraph (b)(1) must, considering the surrounding topography, provide an effective measure against penetration of any security area or security enhanced area and must in no case be less than 2440 millimetres in height.</i></p>		
<p>139.203(d)(1) <i>Designate an isolated aircraft parking position at the aerodrome for the parking of an aircraft that is known or believed to be the subject of unlawful interference, or which for other security reasons needs isolation from normal aerodrome activities</i></p>		
<p>139.203(d)(2) <i>Provide and maintain lighting, and emergency lighting in the event of failure of the normal lighting system, on any parking areas at the aerodrome used at night by aeroplanes having a certified seating capacity of 30 or more passengers that are engaged in air transport operations for the carriage of passengers</i></p>		
<p>139.203(d)(3) <i>Provide lighting, or have portable lighting available within 30 minutes, on any designated isolated aircraft parking area at the aerodrome intended to be used at night</i></p>		
<p>139.203(d)(4)(i) <i>Provide areas for the screening of international passengers, crew, and baggage, before aircraft boarding</i></p>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>139.203(d)(4)(ii) <i>Provide sterile areas where international passengers and crew subject to screening are prevented from having access to unauthorised articles or contact with unscreened persons</i></p>		
<p>139.203(d)(4)(iii) <i>Provide areas for the separation of arriving passengers and crew from departing passengers and crew during international deplaning to prevent arriving, transit, and transfer passengers and crew having contact with any person who has been subject to screening</i></p>		
<p>139.203(d)(4A) <i>When considered necessary by the Minister or the Director, provide areas at the aerodrome for the screening and searching of persons, items, substances, and vehicles entering and within security enhanced areas</i></p>		
<p>139.203(d)(5) <i>When considered necessary by the Minister, or the Director in any case to respond to a security threat, provide areas at the aerodrome of the kind required by paragraph (d)(4) (for the screening of international passengers, crew, and their baggage) for the screening of domestic passengers, crew and their baggage</i></p>		
<p>139.203(d)(6)(i)-(iv) <i>Ensure that concession areas at the aerodrome that are situated in an area accessible to screened passengers are designed in such a way that they provide access control measures sufficient to prevent delivery to any screened person of any prohibited and restricted items as listed</i></p>		
<p>139.203(d)(7) <i>Design all areas required by paragraphs (d)(4), (d)(4A), (d)(5), and (d)(6) in such a way that they provide access control measures sufficient to prevent any unauthorised persons from entering the area</i></p>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>139.203(d)(8)</p> <p><i>Establish a security training programme and procedures for ensuring that every person who is employed, engaged, or contracted by the certificate holder has the appropriate level of security awareness applicable to the person's function</i></p>		
<p>139.203(d)(9)</p> <p><i>Establish procedures for identifying, reporting to the Director, and dealing with, breaches of and deficiencies in, any security procedures established by the holder and any enactment relating to security at the aerodrome</i></p>		
<p>139.203(d)(10)</p> <p><i>Make provision for the security of services including, but not limited to, energy supplies, communications, sewerage and water supplies, in order to minimise the risk of such services being used to interfere unlawfully with aviation operations</i></p>		
<p>139.203(d)(11)</p> <p><i>When so required by the Director, affix signs at the perimeter of security areas or security enhanced areas within the aerodrome; and</i></p>		
<p>139.203(d)(12)</p> <p><i>Establish procedures for ensuring that</i></p> <p><i>(i) unauthorised vehicles do not enter security areas or security enhanced areas; and</i></p> <p><i>(ii) unauthorised vehicles, or vehicles that appear suspicious, that are found within a security area or security enhanced area are appropriately dealt with</i></p>		
<p>139.203(e)</p> <p><i>The training programme required by paragraph (d)(8) must include:</i></p> <ol style="list-style-type: none"> <i>1) applicable segments for initial training and recurrent training; and</i> <i>2) knowledge testing or competency assessment as appropriate for the training conducted.</i> 		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>139.203(f) Must ensure that each segment required by paragraph (e)(i)</p> <ol style="list-style-type: none"> 1) includes a syllabus that is acceptable to the Director; and 2) is conducted in a structured and coordinated manner by a person authorised by the certificate holder. 		
<p>139.203(g) Must ensure that every person who is required to be trained under paragraph (d)(8) undertakes the recurrent training segment of the training programme at an interval of not more than 3 years.</p>		
139.205 Requirements for non-security designated aerodromes		
<p>139.205(a)(1) An aerodrome that is not a security designated aerodrome must, in addition to complying with the requirements in rule 139.69 (Public protection)—</p> <p>(1) have a contingency plan to provide at the aerodrome those areas that must be provided by the holder of a certificate issued for a security designated aerodrome under rule 139.203(d)(4) (as if those requirements applied to domestic passengers, crew and baggage) and under rule 139.203(d)(4A) when so required by the Minister, or the D</p>		
<p>139.205(a)(2) An aerodrome that is not a security designated aerodrome must, in addition to complying with the requirements in rule 139.69 (Public protection) comply with rules 139.203(d)(2), (3) and (9) that are prescribed for the holder of an aerodrome operator certificate issued for a security designated aerodrome</p>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>139.205(b)(1) <i>An aerodrome that is not a security designated aerodrome and serves an aeroplane having a type certificated seating capacity of 19 or more passengers engaged in scheduled air transport operations for the carriage of passengers must—</i> <i>(1) establish and facilitate a security awareness group in order to ensure sufficient information is given to other organisations at the aerodrome to motivate security awareness on the part of all personnel; and</i></p>		
<p>139.205(b)(2) <i>convene, chair, and minute meetings of the security awareness group established under paragraph (1) at regular intervals not exceeding 12 months.</i></p>		
<p>139.205(c) <i>An aerodrome that is not a security designated aerodrome and serves an aeroplane having a type certificated seating capacity of 19 or more passengers engaged in scheduled air transport operations for the carriage of passengers must establish a security training programme and procedures for ensuring that every person who is employed, engaged, or contracted by the certificate holder has the appropriate level of security awareness applicable to the person's function</i></p>		
<p>139.205(d) <i>The training programme required by paragraph (c) must include—</i> <i>(1) applicable segments for initial training and recurrent training; and</i></p>		
<p>139.205(d)(2) <i>knowledge testing or competency assessment as appropriate for the training conducted</i></p>		
<p>139.205(e) <i>Must ensure that each segment required by paragraph (d)(1)— (1) includes a syllabus that is acceptable to the Director; and</i></p>		
<p>139.205(e)(2) <i>Is conducted in a structured and coordinated manner by a person authorised by the certificate holder.</i></p>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>139.205(f) <i>Must ensure that every person who is required to be trained undertakes the recurrent training segment of the training programme at an interval of not more than 3 years</i></p>		
Subpart F – UNICOM and AWIB Service Requirements		
<p>139.353(a) <i>A person intending to provide a UNICOM or AWIB service must</i> <i>(1) apply to the Director for the allocation of a call sign under rule 171.17; and</i> <i>(2) apply for the grant of a radio licence issued under the Radiocommunications Act 1989 for the radio apparatus; and</i> <i>(3) obtain the written consent of the aerodrome operator where the service is intended to be provided.</i></p>		
<p>139.353(b) <i>A person providing or operating a UNICOM or AWIB service must ensure that the UNICOM or AWIB service is operated—</i> <i>(1) with the allocated call sign referred to in paragraph (a) (1); and</i> <i>(2) under the authority of a radio licence referred to in paragraph (a) (2); and</i> <i>(3) in accordance with the applicable system characteristics prescribed in ICAO Annex 10, Volume III, Part II Chapter 2; and (4) in accordance with the applicable communications procedures prescribed in ICAO Annex 10, Volume II.</i></p>		
<p>139.353(c) <i>A person providing or operating a UNICOM or AWIB service must ensure that the UNICOM or AWIB service does not</i> <i>1) transmit erroneous or misleading information; or</i> <i>2) change the information received during onward transmission; or</i> <i>3) conflict with any air traffic service or meteorological service.</i></p>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>139.353(d)</p> <p><i>A person providing or operating a UNICOM or AWIB service must ensure that the UNICOM or AWIB service—</i></p> <p><i>(1) is provided without transmitting erroneous or misleading information; and</i></p> <p><i>(2) is not allowed to continue in operation if the operator or service provider has any cause to suspect that the information being provided by the service is erroneous; and</i></p> <p><i>(3) meets the requirements for providing a basic weather report in accordance with rule 174.6.</i></p>		
<p>139.353 (e)</p> <p><i>A person providing or operating a UNICOM service may—</i></p> <p><i>(1) provide basic weather reports in accordance with rule 174.6, or meteorological information under the authority of a meteorological service certificate issued by the Director under the Act and in accordance with Part 174; and</i></p> <p><i>(2) provide information on the preferred runway in use, as indicated by wind direction information from either a basic weather report or other appropriate meteorological information, and reports from pilots of aircraft using the aerodrome; and</i></p> <p><i>(3) provide a flight following service meeting the requirements of an air operator under rule 119.73; and</i></p> <p><i>(4) initiate emergency responses; and</i></p> <p><i>(5) provide an Aerodrome Frequency Response Unit ; and</i></p> <p><i>(6) at the request of a pilot, provide information on the general location of any aircraft the UNICOM service operator has knowledge of; and</i></p> <p><i>(7) give details of temporary or permanent hazards to air navigation associated with the aerodrome that are normally published or notified by the AIS.</i></p>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
<p>139.353(f)</p> <p><i>A person providing or operating a UNICOM service must not—</i></p> <p><i>(1) provide any air traffic services; or</i></p> <p><i>(2) give or suggest traffic information; or</i></p> <p><i>(3) initiate or derive traffic information</i></p>		
<p>139.353(g)</p> <p><i>A person providing a UNICOM service must implement procedures for training, assessing for competence, and authorising persons operating a UNICOM facility under this Subpart.</i></p>		
<p>139.353(h)</p> <p><i>A person providing or operating an AWIB service may provide information on the following:</i></p> <p><i>(1) wind direction and strength:</i></p> <p><i>(2) visibility:</i></p> <p><i>(3) cloud cover:</i></p> <p><i>(4) temperature:</i></p> <p><i>(5) mean sea level air pressure:</i></p> <p><i>(6) the preferred runway in use, as indicated by wind direction information from a basic weather report provided in accordance with rule 174.6</i></p> <p><i>(7) operational matters, excluding traffic information</i></p>		
139.355 UNICOM Service Operator Requirements		
<p>139.355</p> <p><i>A person operating a UNICOM service must be—</i></p> <p><i>(1) trained and assessed as competent to the level of the flight radio telephony requirements of a private pilot licence or equivalent; and</i></p> <p><i>(2) trained and assessed as competent to meet the requirements of the services offered; and</i></p>		
<p><i>(3) given written evidence of the scope of their authorisation to operate the service.</i></p>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
139.357 Notification of UNICOM or AWIB service information		
<p>139.357</p> <p><i>A person intending to provide a UNICOM or AWIB service must, at least 90 days before commencing the service, provide the following information to the AIS provider for publication in the AIPNZ:</i></p> <p><i>(1) the location, call sign, and radio frequency for the service; and</i></p> <p><i>(2) the identification of the aerodrome or aerodromes that the service is intended to serve; and</i></p> <p><i>(3) the operational hours; and</i></p> <p><i>(4) details of the services provided; and</i></p> <p><i>(5) any other relevant operational information; and</i></p> <p><i>(6) administrative details including—</i></p> <p><i>(i) the name of the service provider, including postal address and, where available, email, telephone, and facsimile numbers; and</i></p> <p><i>(ii) the name, telephone number, postal address and, where available, email, and facsimile numbers, of a person who is responsible for providing updates to the published information and for requesting NOTAM action as may be required.</i></p>		
Part 12 Occurrence reporting		
<p>12.55 & 12.57</p> <p><i>Notification of aerodrome incident</i></p> <p><i>The exposition must describe the process you will undertake to notify the CAA of serious incident or an immediate hazard that would impact safety of an aircraft operation.</i></p> <p><i>12.55 Notify as soon as practicable.</i></p> <p><i>12.57 Submitting CA005 or CA005D form; or by a means acceptable to the CAA within 14 days of the incident.</i></p>		
<p>12.59</p> <p><i>Conduct investigation</i></p> <p><i>The exposition must have a clear description of your internal investigation process and submit a report to the CAA within 90 days.</i></p>		

Rule reference	Manual references / applicant's comments	CAA comments (CAA use only)
List any other rules complied with:		

Submit the completed compliance matrix to:

Manager Aeronautical Services
Civil Aviation Authority
PO Box 3555
Wellington 6140

The compliance matrix may also be submitted to: aeronautical.services@caa.govt.nz

CAA use

Assessed by:

Work request:

Date received: DD / MM / YYYY Date accepted: DD / MM / YYYY

This matrix was established using the following Rule Part amendment statuses

12	Accidents, Incidents, and Statistics	Amendment 11	1 December 2020
100	Safety Management	Amendment 1	1 February 2016
139	Aerodromes – Certification, Operation and Use	Amendment 15	1 May 2023
175	Aeronautical Information Services Organisations	Amendment 9	1 December 2020

Other rules or advisory circulars referred to during the assessment by Inspector

Development status control

Version	Date	Status	Reason for amendment
6	1/05/2022	Final	Reference to Transitional Provisions (TP) removed. CAR139.51, 139.55, 139.103,139.105,139.117, 139.119 and 139.125 rule reference corrections. Appendices A,B,C,D,E,F,G and H inserted.
7	5/12/2023	Final	Updated content to reflect Part 139 amendment 15.