EASA Aerodrome Manual Structure

Version 2.4, 13.11.2025

	EASA Description (ADR.OR.E.005, AMC3 ADR.OR.E.005)	FOCA Nr.	FOCA Title	BAZL Titel	OFAC Titre	UFAC Titolo
-	***Part A - General***	-	**Part A - General**	**Teil A - Generelles**	**Partie A - Généralités**	**Part A - Disposizioni generali**
0	***Administration and control of the aerodrome manual including the following:***	**0**	**Administration and control of the aerodrome manual**	**Administratives und Nachführung des Flugplatzhandbuches**	**Administration et suivi du manuel d'aérodrome**	**Gestione e aggiornamento del manuale d'aerodromo**
0.1	*Introduction:*	**0.1**	**Introduction**	**Einführung**	**Introduction**	**Introduzione**
0.1.1	*a statement signed by the accountable manager that the aerodrome manual complies with all applicable requirements, and with the terms of the certificate;*	0.1.1	Compliance statement by the accountable manager	Konformitätserklärung durch den Flugplatzleiter (accountable manager)	Déclaration de conformité par le chef d'aérodrome (accountable manager)	Dichiarazione di conformità da parte del capo d'aerodromo (accountable manager)
0.1.2	*a statement signed by the accountable manager that the aerodrome manual contains operational instructions that are to be complied with by the relevant personnel;*	0.1.2	Instructional statement by the accountable manager	Anwendungserklärung durch den Flugplatzleiter (accountable manager)	Déclaration d'application par le chef d'aérodrome (accountable manager)	Dichiarazione d'applicazione da parte del capo d'aerodromo (accountable manager)
0.1.3	*a list and brief description of the various parts, their contents, applicability, and use;*	0.1.3	Table of contents	Inhaltsverzeichnis	Table des matières	Sommario
0.1.4	*explanations, abbreviations, and definitions of terms needed for the use of the manual;*	0.1.4	Explanations, abbreviations and definitions	Erklärungen, Abkürzungen und Definitionen	Explications, abréviations et definitions	Spiegazioni, abbreviazioni e definizioni
0.2	*System of amendment and revision:*	**0.2**	**Amendments and revisions**	**Anpassungen und Nachführungen**	**Amendements et révisions**	**Modifiche e revisioni**
0.2.1	*details of the person(s) responsible for the issuance and insertion of amendments and revisions;*	0.2.1	Responsible person	Verantwortliche Person	Responsable	Responsabilità
0.2.2	*a record of amendments and revisions with insertion dates, and effective dates;*	0.2.2	Record of amendments and revisions	Aufzeichnung der Anpassungen und Nachführungen	Liste des amendements et révisions	Cronologia delle modifiche e delle revisioni
0.2.3	*a statement that handwritten amendments and revisions are not permitted, except in situations requiring immediate amendment, or revision in the interest of safety;*	0.2.3	Handwritten amendments and revisions	Handschriftliche Anpassungen und Nachführungen	Amendements et révisions écrits à la main	Modifiche e revisioni inserite a mano
0.2.4	*a description of the system for the annotation of pages, or paragraphs and their effective dates;*	0.2.4	Description of page layout	Beschrieb des Seitenaufbaus	Description de la mise en page	Layout delle pagine
0.2.5	*a list of effective pages or paragraphs;*	0.2.5	List of effective pages or paragraphs	Liste der anwendbaren Seiten oder Paragraphen	Liste des pages et paragraphes applicables	Lista effettiva di pagine o paragrafi
0.2.6	*annotation of changes (in the text and, as far as practicable, on charts and diagrams);*	0.2.6	Annotation of changes	Beschrieb von Änderungen	Annotation des changements	Annotazione delle modifiche
0.2.7	*temporary revisions; and*	0.2.7	Temporary revisions	Temporäre Nachführungen	Révisions partielles	Revisioni provvisorie
0.2.8	*description of the distribution system and a distribution list for the aerodrome manual, its amendments, and revisions.*	0.2.8	Distribution	Verteilsystem	Distribution	Distribuzione
-	*description of the distribution system and a distribution list for the aerodrome manual, its amendments, and revisions.*	**0.3**	**Record Keeping**	**Archivierung**	**Archivage**	**Archiviazione**
1	***General information including the following:***	**1**	**General information**	**Generelle Informationen**	**Informations générales**	**Informazioni generali**
1.1	*purpose and scope of the aerodrome manual;*	**1.1**	**Purpose and scope of the aerodrome manual**	**Sinn und Anwendungsbereich des Flugplatzhandbuches**	**But et portée du manuel d'aérodrome**	**Scopo e campo d'applicazione del manuale d'aerodromo**
1.2	*legal requirements for an aerodrome certificate and the aerodrome manual as prescribed in Part-ADR.OR;*	**1.2**	**Legal requirements**	**Gesetzliche Anforderungen**	**Exigences légales**	**Requisiti legali**
1.3	*conditions for use of the aerodrome by its users;*	**1.3**	**Conditions for use of the aerodrome**	**Benutzungsbedingungen des Flugplatzes**	**Conditions d'utilisation de l'aérodrome**	**Condizioni d'utilizzo dell'aerodromo**
1.4	*the obligations of the aerodrome operator; rights of the Competent Authority and guidance to staff on how to facilitate audits/inspections by Competent Authority personnel.*	**1.4**	**Obligations of the aerodrome operator**	**Verpflichtungen des Flugplatzbetreibers**	**Obligations de l'exploitant de l'aérodrome**	**Obblighi dell'operatore aeoportuale**
-	***Part B - Aerodrome Management System, Qualification and Training Requirements***	-	**Part B - Aerodrome Management System, Qualification and Training Requirements**	**Teil B - Anforderungen an das Flugplatzmanagementsystem, Qualifikation und Schulung**	**Partie B - Système de gestion de l'aérodrome, exigences en matière de qualification et de formation**	**Parte B - Sistema di gestione dell'aerodromo, qualifiche e requisiti di addestramento**
2	***A description of the management system, including the following:***	**2**	**Management system**	**Management System**	**Système de gestion**	**Sistema di gestione**
2.1	*Aerodrome organisation and responsibilities including the following: a description of the organisational structure, including the general organogram and other departments' organograms. The organigram should depict the relationship between the departments. Subordination and reporting lines of all levels of organisational structure (Departments, Sections, etc.) related to safety should be shown. Names, authorities, responsibilities, and duties of management and nomi-nated persons; responsibilities and duties of other operational, maintenance personnel, as well of the aerodrome safety committees and the Local Runway Safety Team and their functioning, should also be included*	**2.1**	**Aerodrome organisation and responsibilities**	**Flugplatzorganisation und Verantwortlichkeiten**	**Organisation de l'aérodrome et responsabilités**	**Organizzazione dell'aerodromo e responsabilità**
2.2	*A description of the safety management system, including:*	**2.2**	**Safety management system**	**Safety Management System**	**Système de gestion de la sécurité**	**Sistema di gestione della safety**
2.2.1	*scope of the safety management system;*	2.2.1	Scope	Anwendungsbereich	Champ d'application	Campo d'applicazione
2.2.2	*safety policy and objectives;*	2.2.2	Safety policy and objectives	Sicherheitsgrundsätze und -ziele	Politique de sécurité et objectifs	Politica della safety e obiettivi
2.2.3	*safety responsibilities of key safety personnel;*	2.2.3	Safety responsibilities	Sicherheitsverantwortlichkeiten	Responsabilités en matière de sécurité	Responsabilità nell'ambito della safety
2.2.4	*documentation control procedures;*	2.2.4	Documentation control procedures	Dokumentenkontrolle	Procédures de contrôle de la documentation	Controllo della documentazione
2.2.5	*safety risk management process, including hazard identification and risk assessment schemes;*	2.2.5	Safety risk management and hazard identification	Sicherheitsrisikomanagement und Gefahrenidentifikation	Gestion de la sécurité et des risques et identification des dangers	Gestione dei rischi per la safety e identificazione dei pericoli
2.2.6	*monitoring of implementation and effectiveness of safety actions, and risk mitigation measures;*	2.2.6	Monitoring of risk mitigation measures	Überwachung von Risikomitigationsmassnahmen	Contrôle des mesures de réduction des risques	Monitoraggio delle misure di attenuazione dei rischi
2.2.7	*safety performance monitoring;*	2.2.7	Monitoring of safety performance	Überwachung der Safety Performance	Contrôle de la performance en terme de sécurité	Monitoraggio della performance di safety
2.2.8	*Safety reporting (including mandatory and voluntary reporting / reporting of safety hazards) related arrangements with organisations operating or providing services at the aerodrome, and safety investigation;*	2.2.8	Safety reporting, investigation and arrangements with organisations	Meldewesen, Sicherheitsuntersuchungen und Vereinbarungen mit Organisationen	Compte-rendu d'événements, enquêtes et accords avec les organisations	Rapporti sulla sicurezza, investigazioni e accordi con le organizzazioni
2.2.9	*emergency response planning;*	2.2.9	Emergency response planning	Notfallplanung	Plan d'urgence	Piano d'emergenza
2.2.10	*management of change (including organisational changes with regard to safety responsibilities);*	2.2.10	Management of change	Umgang mit Änderungen	Gestion des changements	Gestione dei cambiamenti
2.2.11	*safety promotion; and*	2.2.11	Safety promotion	Sicherheitsförderung	Promotion de la sécurité	Promozione della safety
2.2.12	*safety management system outputs .*	2.2.12	Safety management system outputs	Ergebnisse aus dem Safety Management System	Résultats du système de gestion de la sécurité	Efficacia del sistema di gestione della safety
2.3	*A description of the compliance monitoring and related procedures.*	**2.3**	**Compliance monitoring**	**Konformitätsüberwachung**	**Contrôle de conformité**	**Monitoraggio della conformità**
2.4	*A description of the quality management system for aeronautical data and aeronautical information provision activities and related procedures, including those for meeting the relevant safety, and security management objectives.*	**2.4**	**Quality management system for aeronautical data and information**	**Quality Management System für Luftfahrtdaten**	**Système de gestion de la qualité des données et informations aéronautiques**	**Sistema di gestione della qualità di dati e informazioni aeronautiche**
2.4.1	*Information security management including a description of the interrelation between information security and safety*	2.4.1	Information security management	Information security management	Information security management	Information security management
2.5	*Procedures for reporting to the Competent Authority related to handling, notifying and reporting accidents, serious incidents, and occurrences, including:*	**2.5**	**Occurrence reporting to authorities**	**Ereignismeldung an Behörden**	**Compte-rendu d'événements à l'autorité**	**Rapporto di eventi all'autorità**
a	*definition of accident, serious incident and occurrence and of the relevant responsibilities of all persons involved;*	2.5.1	Definition of occurrence, accident, serious incident	Definition von Ereignis, Unfall und schwerem Vorfall	Définition d'événement, d'accident et d'incident sérieux	Definizione di evento, incidente ed inconveniente grave
b	*illustrations of forms to be used (or copies of the forms themselves), instructions on how they are to be completed, the addresses to which they should be sent and the time allowed for this to be done*	2.5.2	Forms and instructions	Formulare und Anweisungen	Formulaires et instructions d'usage	Formulari ed istruzioni
c	*procedures and arrangements for the preservation of evidence, in-cluding recordings, following a reportable event.*	2.5.3	Preservation of evidence	Sicherung von Nachweisen	Conservation des preuves	Conservazione delle prove
2.6	*Procedures related to the use of alcohol, psychoactive substances and medicines.*	**2.6**	**Use of alcohol, psychoactive substances and medicines**	**Konsumation von Alkohol, Drogen und Medikamenten**	**Consommation d'alcool, de drogues et de médicaments**	**Uso di alcol, droghe e medicinali**
2.7	*Procedures for:*	**2.7**	**Reaction to safety issues**	**Umgang mit Sicherheitsthemen**	**Gestion des thèmes liés à la sécurité**	**Gestione di temi riguardanti la safety**
2.7.1	*complying with safety directives;*	2.7.1	Competent Authority safety directives	Sicherheitsanweisungen der Aufsichtsbehörde	Directives de sécurité émises par l'autorité compétente	Direttive in materia di safety da parte dell'autorità competente
2.7.2	*reaction to safety problems; and*	2.7.2	Reaction to safety problems	Reaktion bei Sicherheitsproblemen	Réponse aux problèmes de sécurité	Reazione in caso di problemi relativi alla safety
2.7.3	*handling of safety recommendations issued by Safety Investigation Authorities.*	2.7.3	Investigation Authorities safety recommendations	Sicherheitsempfehlungen der Untersuchungsbehörden	Traitement des recommendations de sécurité des services d'enquête	Raccomandazioni in materia di safety dell'ufficio d'inchiesta
2.8	*A description of the method and procedures for recording aircraft movements, including movement and aircraft type, dates, and number of passengers.*	**2.8**	**Recording of aircraft movements**	**Erfassung von Flugbewegungen**	**Enregistrement des données de mouvements d'aéronefs**	**Registrazione dei movimenti degli aeromobili**
3	***Required aerodrome personnel qualifications. Moreover, procedures related to:***	**3**	**Aerodrome personnel qualifications**	**Qualifikationen des Flugplatzpersonals**	**Qualifications du personnel d'aérodrome**	**Qualifiche del personale dell'aerodromo**
3.1	*The training programme, including the following:*	**3.1**	**Training programme**	**Ausbildungsprogramm**	**Programme de formation**	**Programma di formazione**
3.1.1	*responsibilities, frequencies, syllabi, duration of each type of training, method for delivery of training and competency assessment, minimum performance to be achieved by the trainees, and the identified training standards for all personnel involved in the operation, rescue and firefighting maintenance and management of the aerodrome, and those persons operating unescorted on the movement area and other operational areas of the aerodrome*	3.1.1	Training standards	Ausbildungsanforderungen	Requis de la formation	Standard di formazione
3.1.2	*procedures for training and competency assessment of the trainees including the event that personnel do not achieve the required standards*	3.1.2	Procedures for training and competency assessment of the trainees	Ausbildung und Kompetenzüberprüfung der Auszubildenden	Procédures de formation et de contrôle des compétences des stagiaires	Procedure di formazione e di verfica delle competenze degli apprendisti
3.1.3	*description of documentation to be stored and storage periods.*	3.1.3	Storage	Archivierung	Archivage	Archiviazione
3.2	*The proficiency check programme, including responsibilities and frequencies of proficiency checks;*	**3.2**	**Proficiency check programme**	**Kompetenzüberprüfungsprogramm**	**Programme de contrôle des compétences**	**Programma di verifica delle competenze**
3.2.1	*checking methods and procedures*	3.2.1	Checking methods and procedures	Prüfmethoden und -verfahren	Méthodes et procédures de contrôle	Metodi e procedure di verifica
3.2.2	*procedures to be applied in the event that personnel do not achieve the required standards*	3.2.2	Procedures for personnel not achieving the required standards	Umgang mit Personal, das die Anforderungen nicht erfüllt	Procédures pour le personnel n'atteignant pas les standards requis	Procedure da applicare al personale che non soddisfa gli standard di competenze richiesti

	EASA Description (ADR.OR.E.005, AMC3 ADR.OR.E.005)	FOCA Nr.	FOCA Title	BAZL Titel	OFAC Titre	UFAC Titolo
3.2.3	*the validation process to measure the effectiveness of the programme*	3.2.3	Validation of the effectiveness of the proficiency check programme	Validierung der Wirksamkeit des Kompetenzüberprüfungsprogramms	Validation de l'efficacité du programme de contrôle des compétences	Validazione dell'efficacia del programma di verifica delle competenze
3.2.4	*description of documentation to be stored and storage periods*	3.2.4	Storage	Archivierung	Archivage	Archiviazione
-	***Part C - Particulars of the Aerodrome Site Requirements***	-	**Part C - Particulars of the Aerodrome Site Requirements**	**Teil C - Details zum Flugplatz**	**Partie C - Caractéristiques du site de l'aérodrome**	**Parte C - Caratteristiche del sito aeroportuale**
4	***A description of the aerodrome site including in particular, the following information:***	**4**	**Description of the aerodrome site**	**Beschreibung des Flugplatzes**	**Description de l'aérodrome**	**Descrizione dell'aerodromo**
4.1	*a plan showing the distance of the aerodrome from the nearest city, town, or other populous area;*	**4.1**	**Area chart**	**Umgebungskarte**	**Carte régionale**	**Carta dell'area**
4.2	*detailed maps and charts of the aerodrome showing the aerodrome's location (longitude and latitude) and boundaries, major facilities, aerodrome reference point, layout of runways, taxiways and aprons, aerodrome visual and non-visual aids, and wind direction indicators;*	**4.2**	**Aerodrome chart**	**Flugplatzkarte**	**Carte d'aérodrome**	**Carta dell'aerodromo**
4.3	*a plan showing the location of any aerodrome facilities and equipment outside the boundaries of the aerodrome;*	**4.3**	**Chart of aerodrome facilities and equipment outside the aerodrome boundaries**	**Karte der Flugplatzinfrastruktur und -ausrüstung ausserhalb des Flugplatzperimters**	**Carte des installations d'aérodrome et des équipments hors site**	**Carta delle infrastrutture dell'aerodromo e apparecchiature al di fuori del perimetro aeroportuale**
4.4	*description of the physical characteristics of the aerodrome, elevations, visual and non-visual aids, as well as the information regarding the aerodrome reference temperature, strength of pavements, rescue and firefighting level of protection, ground aids and main obstacles;*	**4.4**	**Physical characteristics**	**Physische Eigenschaften, Dimensionen**	**Caractéristiques physiques**	**Caratteristiche fisiche**
4.5	*description of any cases of exemptions or derogations, equivalent level of safety, special conditions, and operating limitations*	**4.5**	**Exemptions or derogations, ELOS, SC, DAAD, AltMoc and operating limitations**	**Ausnahmen und Abweichungen, ELOS, SC, DAAD, AltMoc und operationelle Einschränkungen**	**Exceptions ou dérogations, ELOS, SC, DAAD, AltMoc et restrictions opérationnelles**	**Eccezioni o deroghe, ELOS, SC, DAAD, AltMoc e restrizioni operative**
4.6	*description of the types of operations that the aerodrome is approved to conduct.*	**4.6**	**Types of operations**	**Verkehrsarten**	**Types d'opérations**	**Tipo di operazioni**
-	***Part D - Particulars of the Aerodrome required to be reported to the Aeronautical Information Service Requirements***	-	**Part D - Particulars of the Aerodrome required to be reported to the Aeronautical Information Service Requirements**	**Teil D - Details des Flugplatzes, die dem Luftfahrtinformationsdienst gemeldet werden müssen**	**Partie D - Caractéristiques de l'aérodrome devant être communiquées au service d'information aéronautique**	**Parte D - Caratteristiche aeroportuali da segnalare al servizio d'informazioni aeronautiche**
5	***The aeronautical information services available and the procedures for the promulgation of general information, including the following:***	**5**	**Aeronautical information services and general details**	**Luftfahrtinformationsdienste und generelle Angaben**	**Services d'informations aéronautiques et informations générales**	**Servizio informazioni aeronautiche e informazioni generali**
5.1	*the name of the aerodrome;*	**5.1**	**Name of the aerodrome**	**Name des Flugplatzes**	**Nom de l'aérodrome**	**Nome dell'aerodromo**
5.2	*the location of the aerodrome;*	**5.2**	**Location of the aerodrome**	**Lage des Flugplatzes**	**Emplacement de l'aérodrome**	**Ubicazione dell'aerodromo**
5.3	*the geographical coordinates of the aerodrome reference point determined in terms of the World Geodetic System — 1984 (WGS-84) reference datum;*	**5.3**	**Geographical coordinates of the aerodrome reference point (WGS-84)**	**Koordinaten des Flugplatzbezugspunktes (WGS-84)**	**Coordonnées géographiques du point de référence de l'aérodrome (WGS-84)**	**Coordinate geografiche del punto di riferimento dell'aerodromo (aerodrome reference point) (WGS-84)**
5.4	*the aerodrome elevation and geoid undulation;*	**5.4**	**Aerodrome elevation**	**Flugplatzhöhe**	**Altitude de l'aérodrome**	**Altitudine dell'aerodromo**
5.5	*the elevation of each threshold and geoid undulation, the elevation of the runway end, and any significant high and low points along the runway, and the highest elevation of the touchdown zone of a precision approach runway;*	**5.5**	**Runway elevations and geoid undulations**	**Pistenhöhen und Geoidundulation**	**Altitudes des pistes et ondulation du géoïde**	**Altitudine delle piste e ondulazioni del geoide**
5.6	*the aerodrome reference temperature;*	**5.6**	**Aerodrome reference temperature**	**Flugplatzreferenztemperatur**	**Température de référence de l'aérodrome**	**Temperatura di riferimento dell'aerodromo**
5.7	*details of the aerodrome beacon; and*	**5.7**	**Aerodrome beacon**	**Flugplatzleuchtfeuer**	**Phare d'aérodrome**	**Faro d'aerodromo**
5.8	*the name of the aerodrome operator and contact details (including telephone numbers) of the aerodrome operator at which may be contacted at all times.*	**5.8**	**Name of the aerodrome operator and contact details**	**Flugplatzbetreiber und Kontaktdetails**	**Nom de l'exploitant d'aérodrome et coordonnées**	**Nome e dati di contatto dell'operatore aeroportuale**
6	***Aerodrome dimensions and related information, inducing the following:***	**6**	**Aerodrome dimensions**	**Flugplatzdimensionen**	**Dimensions de l'aérodrome**	**Dimensioni dell'aerodromo**
		6.1	**Runways**	**Pisten**	**Pistes**	**Piste**
6.1	*runway — true bearing, designation number, length, width, displaced threshold location, slope, surface type, type of runway and, for a precision approach runway, the existence of an obstacle free zone;*	6.1.1	Runway physical characteristics	Pistencharakteristika	Caractéristiques physiques des pistes	Caratteristiche fisiche delle piste
		6.1.2	Runway strips and Runway end safety areas	Pistenstreifen und Runway End Safety Areas	Bandes de piste et aires de sécurité d'extrémité de piste	Runway strips e Runway End Safety Areas (RESA)
		6.1.3	Clearways and stopways	Clearways und Stopways	Prolongements dégagés et d'arrêt	Clearways e stopways
6.2	*length, width and surface type of strip, runway end safety areas, stopways; length, width and surface type of taxiways; apron surface type and aircraft stands; clearway length and ground profile;*	**6.2**	**Taxiways and aprons**	**Rollwege und Vorfeld**	**Taxiways et aires de trafic**	**Taxiways e Aprons**
		6.2.1	Taxiway physical characteristics	Rollwegcharakteristika	Caractéristiques physiques des taxiways	Caratteristiche fisiche delle taxiways
		6.2.2	Taxiway strips	Rollwegstreifen	Bandes de taxiway	Taxiway Strips
		6.2.3	Aprons and aircraft stands	Vorfeld und Flugzeugstandplätze	Aires de trafic et postes de stationnement	Aprons e piazzole di sosta
6.3	*visual aids for approach procedures, approach lighting type and visual approach slope indicator system; marking and lighting of runways, taxiways, and aprons; other visual guidance and control aids on taxiways and aprons, location and type of visual docking guidance system; availability of standby power for lighting*	**6.3**	**Visual aids and standby power**	**Visuelle Hilfen und Notstromversorgung**	**Aides visuelles et alimentation de secours**	**Aiuti visivi e gruppi di continuità**
6.4	*the location and radio frequency of VOR aerodrome checkpoints;*	**6.4**	**VOR checkpoints**	**VOR Checkpunkte**	**Points de vérification VOR**	**Punti di controllo VOR**
6.5	*the location and designation of standard taxi routes;*	**6.5**	**Standard taxi routes**	**Standardrollrouten**	**Itinéraires de roulage standards**	**Percorso di rullaggio standard (standard taxi routes)**
6.6	*the geographical coordinates of each threshold, appropriate taxiway centre line points, and aircraft stands;*	**6.6**	**Coordinates of thresholds and aircraft stands**	**Koordinaten der Pistenschwellen und Flugzeugstandplätze**	**Coordonnées des seuils de piste et des postes de stationnement**	**Coordinate delle soglie delle piste e delle piazzole di sosta degli aerodromi**
6.7	*the geographical coordinates, and the top elevation of significant obstacles in the approach and take-off areas, in the circling area and in the surroundings of the aerodrome (in the form of charts);*	**6.7**	**Coordinates and top elevation of significant obstacles**	**Koordinaten und höchste Erhebung von siginifikanten Hindernissen**	**Coordonnées et altitudes maximales des obstacles critiques**	**Coordinate e altezza massima degli ostacoli rilevanti**
6.8	*pavement surface type and bearing strength using the Aircraft Classification Number — Pavement Classification Number (ACN-PCN) method;*	**6.8**	**Pavement surface type and bearing strength**	**Belagsoberfläche und Tragfähigkeit**	**Type de chaussée aéronautique et portance**	**Tipo di pavimentazione aeroportuale e capacità portante**
6.9	*pre-flight altimeter check locations established and their elevation;*	**6.9**	**Pre-flight altimeter check locations and elevations**	**Höhenmesser-Prüfstandorte und -höhen**	**Localisation et altitude des emplacements pour la vérification des altimètres**	**Ubicazione e altitudine delle aree per il controllo dell'altimetro**
6.10	*declared distances;*	**6.10**	**Declared distances**	**Deklarierte Distanzen**	**Distances déclarées**	**Distanze dichiarate**
6.11	*contact details (telephone/telex/fax numbers and e-mail address) of the aerodrome coordinator for the removal of disabled aircraft, and information on the capability to remove disabled aircraft, expressed in terms of the largest aircraft type;*	**6.11**	**Contact details for the removal of disabled aircraft**	**Kontaktdetails bezüglich der Bergung von bewegungsunfähigen Luftfahrzeugen**	**Contact en cas d'enlèvement d'aéronefs accidentellement immobilisés**	**Dati di contatto per la rimozione di aeromobili accidentati o in avaria**
6.12	*rescue and firefighting level of protection; types and amounts of extinguishing agents normally available at the aerodrome; and*	**6.12**	**Firefighting level of protection**	**Feuerwehrkategorie**	**Niveau de protection au niveau de la lutte contre l'incendie**	**Livello di protezione servizi di lotta antincendio**
6.13	*exemptions or derogations from the applicable requirements, cases of equivalent level of safety, special conditions, and limitations*	**6.13**	**Exemptions, derogations, ELOS, SC, DAAD, AltMoc and operating limitations**	**Ausnahmen und Abweichungen, ELOS, SC, DAAD, AltMoc und operationelle Einschränkungen**	**Exemptions, dérogations, ELOS, SC, DAAD, AltMoc et restrictions opérationnelles**	**Esenzioni, deroghe, ELOS, SC, DAAD, AltMoc a restrizioni operative**
-	***Part E - Particulars of Operating Procedures of the Aerodromes, its Equipment, and Safety Measures Requirements***	-	**Part E - Particulars of Operating Procedures of the Aerodromes, its Equipment, and Safety Measures Requirements**	**Teil E - Details der Betriebsverfahren des Flugplatzes, seiner Ausrüstung und der Sicherheitsmaßnahmen**	**Partie E - Caractéristiques des procédures d'exploitation de l'aérodrome, de ses équipements et des mesures de sécurité**	**Parte E - Particolarità relative alle procedure operative dell'aerodromo, ai suoi equipaggiamenti e alle misure di safety**
7	***Aerodrome reporting, including:***	**7**	**Aerodrome publications**	**Flugplatzpublikationen**	**Publications d'aérodrome**	**Pubblicazioni dell'aerodromo**
7.1	*arrangements and procedures for reporting changes to the aerodrome information set out in the AIP and requesting the issue of NOTAM, including reporting changes to the Competent Authority and recording of the reporting of changes;*	**7.1**	**Publication of aeronautical information**	**Publikation von Luftfahrtinformation**	**Publication d'informations aéronautiques**	**Pubblicazione d'informazioni aeronautiche**
-	-	7.1.1	AIP/VFRM amendments	Anpassungen AIP/VFRM	Amendements de l'AIP/VFRM	Modifiche AIP/VFRM
-	-	7.1.2	NOTAM issuing	Erstellung von NOTAM	Publication de NOTAM	Pubblicazione NOTAM
-	-	7.1.3	SNOWTAM issuing	Erstellung von SNOWTAM	Publication de SNOWTAM	Pubblicazione SNOWTAM
7.2	*procedures and frequencies for aeronautical data surveying, including areas to be surveyed*	**7.2**	**Aeronautical data surveying**	**Überwachung von Luftfahrtdaten**	**Surveillance des données aéronautiques**	**Sorveglianza dei dati aeronautici**
8	***Procedures for accessing the aerodrome movement area, including:***	**8**	**Access to the movement area**	**Zugang auf die Bewegungsfläche**	**Accès à l'aire de mouvement**	**Accesso alla Movement Area**
8.1	*coordination with the security agencies;*	**8.1**	**Coordination with the security agencies**	**Koordination mit Security-Stellen**	**Coordination avec les agences de sûreté**	**Coordinamento con gli enti presposti alla sicurezza**
8.2	*prevention of unauthorised entry into the movement area;*	**8.2**	**Prevention of unauthorised entry**	**Verhinderung von unbefugtem Zutritt**	**Prévention de l'accès non autorisé**	**Prevenzione dell'accesso non autorizzato**
9	***Procedures for the inspection, assessment and reporting of the condition of the aerodrome movement area and other operational areas and facilities, (including runway surface friction characteristics assessments and water-depth measurements), including:***	**9**	**Inspection of the movement area**	**Inspektion der Bewegungsflächen**	**Inspection de l'aire de mouvement**	**Ispezione della Movement Area**
9.1	*arrangements and means of communicating with the air traffic services unit during inspections;*	**9.1**	**Communication with air traffic services**	**Kommunikation mit der Flugsicherung**	**Communication avec les services de contrôle de la circulation aérienne**	**Comunicazione con i servizi ATC**
9.2	*inspection checklists, logbook, and record-keeping; and*	**9.2**	**Checklists, logbook, and record-keeping**	**Checklisten, Protokolle und Journal**	**Check-listes, logbook et journal de compte-rendus**	**Checklist, logbook e record-keeping**
9.3	*inspection intervals and times; reporting results and follow-up actions*	**9.3**	**Frequency of inspections, reporting of results and follow-up actions**	**Inspektionsintervalle und Meldung von Inspektionsresultaten mit Folgeaktionen**	**Fréquence d'inspection, communication des résultats et actions de suivi**	**Frequenza delle ispezioni, comunicazione dei risultati e follow-up**
-	-	9.3.1	Visual inspections	Visuelle Inspektionen	Inspections visuelles	Ispezioni visive
-	-	9.3.2	Friction measurement for maintenance purposes	Griffigkeitsmessung zwecks Unterhalt	Mesure du coefficient de frottement à des fins d'entretien	Misurazione del coefficiente d'attrito per motivi di manutenzione
10	***Procedures for the inspection, and routine and emergency maintenance of visual and non-visual aids, as appropriate, and the aerodrome electrical systems, including:***	**10**	**Inspection of visual, non-visual aids and the aerodrome electrical systems**	**Inspektionen von visuellen Hilfen, Navigationsanlagen und elektrischen Systemen**	**Inspection des aides visuelles et non-visuelles ainsi que des systèmes électriques**	**Ispezione degli aiuti visivi e non visivi, nonché dei sistemi elettrici dell'aerodromo**
-	-	**10.1**	**Communication with air traffic services**	**Kommunikation mit der Flugsicherung**	**Communication avec les services de contrôle de la circulation aérienne**	**Comunicazione con i servizi ATC**
10.1	*inspection checklists, logbook, and record keeping; and*	**10.2**	**Checklists, logbook, and record-keeping**	**Checklisten, Protokolle und Journal**	**Check-lists, logbook et comptes-rendus**	**Checklist, logbook e record-keeping**

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10.2	*inspection intervals and times; reporting results and follow-up actions.*	**10.3**	**Frequency of inspections, reporting of results, follow-up actions**	**Inspektionsintervalle, Meldung von Inspektionsresultaten, Folgemassnahmen**	**Fréquence d'inspection, communication des résultats, actions de suivi**	**Frequenza delle ispezioni, comunicazione dei risultati, misure di follow-up**
-		10.3.1	Control of lighting systems	Kontrolle der Befeuerungssysteme	Contrôle du balisage lumineux	Ispezione degli impianti luminosi
-		10.3.2	Control of electrical circuits and power supply	Kontrolle der Stromkreise und der Stromversorgung	Contrôle des circuits et de l'alimentation électriques	Ispezione dei circuiti e del sistema di alimentazione elettrica
-		10.3.3	Control of markings and markers	Kontrolle der Markierungen und Markers	Contrôle des marquages et des balises	Ispezione della segnaletica orizzontale e verticale
11	***Operating, maintenance and repair instructions, servicing information, troubleshooting and inspection procedures of aerodrome equipment.***	**11**	**Inspection and maintenance of the aerodrome equipment**	**Inspektionen und Unterhalt von Flugplatzausrüstung**	**Inspection et entretien des équipements de l'aérodrome**	**Ispezioni e manutenzione delle apparecchiature dell'aerodromo**
12	***Procedures for:***	**12**	**Maintenance of the movement area**	**Unterhalt der Bewegungsfläche**	**Entretien de l'aire de mouvement**	**Manutenzione della Movement Area**
12.1	*maintenance of the movement area, including paved areas; unpaved runways and taxiways; runways and runway strips and aerodrome drainage*	**12.1**	**Paved and unpaved movement area, aerodrome drainage**	**Befestigte und unbefestigte Bewegungsfläche, Entwässerungsysteme**	**Aire de mouvement revêtue et non-revêtue, systèmes de drainage**	**Movement area pavimentata e non pavimentata, sistemi di drenaggio**
-	-	12.1.1	Maintenance of the paved movement area	Unterhalt der befestigten Bewegungsflächen	Entretien des aires revêtues	Manutenzione delle superfici pavimentate
-	-	12.1.2	Maintenance of the unpaved movement area	Unterhalt der unbefestigten Bewegungsflächen	Entretien des aires non revêtues	Manutenzione delle superfici non pavimentate
-	-	12.1.3	Maintenance of other unpaved surfaces	Unterhalt der Grünflächen	Entretien des surfaces vertes	Manutenzione dei prati
-	-	12.1.4	Drainage maintenance	Unterhalt der Entwässerungsanlagen	Entretien du système d'écoulement des eaux	Manutenzione dei drenaggi
12.2	*overload operations.*	**12.2**	**Overload operations**	**Überlast-Operationen**	**Opérations en surcharge**	**Operazioni con sovraccarico**
13	***Procedures for aerodrome works, including:***	**13**	**Aerodrome works**	**Arbeiten auf dem Flugplatz**	**Travaux d'aérodrome**	**Lavori sull'aerodromo**
13.2	*arrangements and means of communicating with air traffic services unit during the progress of such work.*	**13.1**	**Communication with air traffic services**	**Kommunikation mit der Flugsicherung**	**Communication avec les services de contrôle de la circulation aérienne**	**Comunicazione con i servizi ATC**
13.1	*coordinating, planning, and carrying out construction and maintenance work; and*	**13.2**	**Planning, coordination and execution of contruction and maintenance work**	**Planung, Koordination und Ausführung von Bau- und Unterhaltsarbeiten**	**Planification, coordination et exécution des travaux**	**Pianificazione, coordinamento ed esecuzione dei lavori di manutenzione**
-	-	13.2.1	Planning procedures	Planung und Bewilligungsverfahren	Procédures de planification et d'approbation	Procedure di pianificazione
-	-	13.2.2	Procedures during construction	Durchführung von Bauarbeiten	Procédures d'exécution des travaux	Procedure durante l'esecuzione dei lavori
14	***Procedures for apron management, including:***	**14**	**Apron Management**	**Vorfeldmanagement**	**Gestion de l'aire de trafic**	**Gestione dell'Apron**
14.1	*transfer of the aircraft between air traffic services unit, and the apron management unit;*	**14.1**	**Aircraft transfer between air traffic services and the apron management unit**	**Übergabe von Luftfahrzeugen zwischen Flugsicherung und Vorfeldkontrolle**	**Transfert de l'aéronef entre les services de contrôle de la circulation aérienne et l'unité de gestion de l'aire de trafic**	**Trasferimento dell'aeromobile dai servizi ATC al servizio di controllo dell'Apron**
14.2	*allocation of aircraft parking positions;*	**14.2**	**Allocation of aircraft parking positions**	**Zuweisung von Luftfahrzeug-Standplätzen**	**Attribution des postes de stationnement d'aéronef**	**Attribuzione di piazzole di sosta degli aeromobili**
14.3	*engine start and aircraft push-back; and*	**14.3**	**Engine start and aircraft push-back**	**Motorenstart und Push-back**	**Mise en route et repoussage**	**Accensione motori e pushback**
14.4	*marshalling and 'follow-me' service.*	**14.4**	**Marshalling and 'Follow-Me' service**	**Marshalling und "Follow-Me" Verfahren**	**Placement et service de convoyage (Follow-Me)**	**Aircraft marshalling e "Follow-Me"**
15	***Procedures for apron safety management, including:***	**15**	**Apron safety**	**Sicherheit auf dem Vorfeld**	**Sécurité sur l'aire de trafic**	**Apron Safety**
15.1	*protection from jet blasts and downwash;*	**15.1**	**Protection from jet blast and rotor downwash**	**Vorsichtsmassnahmen gegen Jet Blast und Rotor Downwash**	**Protection contre le souffle des moteurs et le rotor downwash**	**Misure di protezione dal jet blast e dal rotor downwash**
15.2	*enforcement of safety precautions during aircraft refuelling operations;*	**15.2**	**Aircraft fuelling**	**Betankung von Luftfahrzeugen**	**Avitaillement des aéronefs**	**Rifornimento carburante**
15.3	*FOD prevention, including apron cleaning/sweeping;*	**15.3**	**FOD prevention and apron cleaning**	**FOD Prävention und Vorfeldreinigung**	**Prévention des FOD et nettoyage de l'aire de trafic**	**Prevenzione dei FOD e pulizia dell'apron**
15.4	*monitoring compliance of personnel on the apron with safety procedure; and*	**15.4**	**Safety procedures for personnel on the apron**	**Sicherheitsvorschriften für das Vorfeldpersonal**	**Prescriptions sécuritaires applicables au personnel de l'aire de trafic**	**Misure di safety da parte del personale sull'Apron**
15.5	*escorting, controlling and protecting passengers on the apron, from vehicular traffic and operating aircraft, use of predetermined routes, and avoiding interference with stationary aircraft ground servicing activities.*	**15.5**	**Escort and protection of passengers on the apron**	**Begleitung und Schutz von Passagieren auf dem Vorfeld**	**Accompagnement et protection des passagers sur l'aire de trafic**	**Accompagnamento e protezione dei passageri sull'Apron**
16	***Procedures for the control and limitation of the number of vehicles operating on the movement area, issuance of authorisations and temporary permits of vehicles operating on or in the vicinity of the movement area, including driver's obligations, traffic rules, right of way, speed limits, and procedures for issuing driving authorisations and permits, and enforcement procedures. Procedures for escorting vehicles occasionally used in areas where radio and transponder or equivalent is required, as well as for vehicles temporarily permitted to operate on the movement area. Procedures and responsibilities for establishing and monitoring the implementation of the maintenance programme for vehicles operating on the movement area and other operating areas.***	**16**	**Vehicles operating on the movement area**	**Fahrzeuge auf der Bewegungsfläche**	**Vehicules sur l'aire de mouvement**	**Veicoli all'interno della Movement Area**
-	-	**16.1**	**Airside traffic rules**	**Verkehrsregeln auf der Bewegungsfläche**	**Règles de trafic sur l'aire de movement**	**Regole di circolazione sulla Movement Area**
-	-	**16.2**	**Airside driving training**	**Fahrausbildung**	**Formation à la conduite**	**Formazione alla guida**
-	-	**16.3**	**Airside driving permits**	**Fahrberechtigung**	**Permis de conduire**	**Permesso di conducente aeroportuale**
17	***Procedures for wildlife hazard management, including assessing wildlife hazards and arrangements for implementation of the wildlife control programme, and promulgation of the relevant information to the AIS; wildlife strike form.***	**17**	**Wildlife hazard management**	**Umgang mit Risiken durch Wildtiere**	**Gestion du péril animalier**	**Gestione dei pericoli provocati dalla fauna selvatica**
-	-	**17.1**	**Wildlife control**	**Kontrolle über Wildtiere**	**Contrôle des animaux sauvages**	**Controllo della fauna**
-	-	**17.2**	**Wildlife strike procedure**	**Vorgehen bei Vogelschlag und durch Wildtiere verursachte Vorfälle**	**Procédure en cas de choc aviaire et d'incidents causés par des animaux sauvages**	**Procedure in caso di collisione con fauna**
18	***Procedures for:***	**18**	**Obstacle control and monitoring of land use**	**Hinderniskontrolle und Überwachung der Flächennutzung**	**Contrôle des obstacles et surveillance de l'aménagement du territoire**	**Controllo degli ostacoli e sorveglianza della pianificazione del territorio**
18.1	*obstacle control and monitoring within and outside of the aerodrome boundaries, and notification to the Competent Authority, of the nature and location of obstacles, and any subsequent addition, or removal of obstacles for action as necessary, including amendment of the AIS publications. Relevant inspection checklists, logbook, and record keeping; inspection intervals and times; reporting results and follow-up actions*	**18.1**	**Obstacle control and monitoring**	**Hinderniskontrolle und -überwachung**	**Contrôle et surveillance des obstacles**	**Controllo e monitoraggio degli ostacoli**
-	-	18.1.1	Control of marking and lighting of obstacles in and around the aerodrome	Kontrolle von Markierung und Befeuerung bestehender Luftfahrthindernisse in und um den Flughafen	Contrôle du marquage et du balisage des obstacles sur et autour de l'aérodrome	Controllo della segnaletica e delle luci d'ostacolo sull'aerodromo e nelle sue vicinanze
-	-	18.1.2	Obstacle identification in and aound the aerodrome	Identifizierung von Luftfahrthindernissen auf und um den Flughafen	Identification des obstacles sur et autour de l'aérodrome	Idenficazione degli ostacoli sull'aerodromo e nelle sue vicinanze
-	-	18.1.3	Notification of obstacles	Meldeverfahren von Luftfahrthindernissen	Procédures de notification d'obstacles	Procedura per le notifiche d'ostacolo
18.2	*monitoring and mitigating hazards related to human activities and land use, on the aerodrome and its surroundings. Relevant inspection checklists, logbook, and record keeping; inspection intervals and times; reporting results and follow-up actions*	**18.2**	**Monitoring and mitigating hazards related to human activities and land use**	**Überwachung und Minderung von Gefahren im Zusammenhang mit menschlichen Aktivitäten und Flächennutzung**	**Surveillance et atténuation des dangers liés aux activités humaines et de l'aménagement du territoire**	**Monitoraggio e mitigazione dei pericoli legati alle attività umane e all'utilizzo del territorio.**
19	***Aerodrome emergency plan including:***	**19**	**Aerodrome emergency plan**	**Flugplatz-Notfallplan**	**Plan d'urgence de l'aérodrome**	**Piano di emergenza dell'aerodromo**
19.1	*dealing with emergencies at the aerodrome or in its surroundings;*	**19.1**	**Emergencies at the aerodrome or in its surroundings**	**Notfälle auf dem Flugplatz und in der Umgebung**	**Urgences au sein de l'aérodrome et dans ses environs**	**Emergenza sull'aerodromo e nelle aree circostanti**
19.2	*tests for aerodrome facilities and equipment to be used in emergencies, including their frequency; and*	**19.2**	**Tests for emergency facilities and equipment**	**Test der Notfallanlagen und -ausrüstung**	**Tests des installations et équipements d'urgence**	**Controllo delle installazioni e delle apparecchiature d'emergenza**
19.3	*exercises to test emergency plans, including their frequency*	**19.3**	**Exercises to emergency plans**	**Notfallübungen**	**Exercices d'urgence**	**Esercitazioni secondo il piano di emergenza**
20	***Rescue and firefighting, including description of facilities, equipment, personnel and procedures for meeting the firefighting requirements***	**20**	**Rescue and firefighting**	**Feuerwehr- und Rettungswesen**	**Sauvetage et lutte contre l'incendie**	**Lotta antincendio e servizi di soccorso**
21	***Removal plan of disabled aircraft, including relevant arrangements, equipment, and procedures for its implementation***	**21**	**Removal of disabled aircraft**	**Bergen von bewegungsunfähigen Luftfahrzeugen**	**Enlèvement d'aéronefs accidentellement immobilisés**	**Rimozione di aeromobili incidentati o in avaria**
22	***Procedures for ensuring the safe handling and storage of fuel and dangerous goods in the aerodrome, including***	**22**	**Safe handling and storage of fuel and dangerous goods**	**Sichere Handhabung und Lagerung von Treibstoffen sowie gefährlichen Gütern**	**Traitement et entreposage des carburants et matières dangereuses**	**Gestione e immagazzinamento di carburanti e merci pericolose**
22.1	*equipment, storage areas, delivery, dispensing, handling, and safety measures;*	**22.1**	**Equipment, storage areas and handling**	**Ausrüstung, Lagerstandorte und Handhabung**	**Equipement, dépôts et traitement**	**Gestione delle apparecchiature e dei magazzini**
22.2	*quality and correct specification of aviation fuel; audit and inspection intervals, checklists, sampling and record keeping.*	**22.2**	**Quality and specification of aviation fuel**	**Qualität und Spezifikation von Flugzeugtreibstoffen**	**Qualité et spécifications des carburants d'aviation**	**Qualità e caratteristiche del carburante**
23	***Low visibility operations: description of operational procedures, including coordination with air traffic services unit and apron management unit, standard taxiing routes, control of activities, and measurement and reporting of runway visual range.***	**23**	**Low visibility operations**	**Betrieb bei geringer Sicht**	**Exploitation par faible visibilité**	**Operazioni di volo in condizioni di scarsa visibilità**
24	***Procedures for winter operations, including snow removal plan and procedures for its implementation as well as description of the available means and relevant arrangements.***	**24**	**Winter operations**	**Winterdienst**	**Exploitation et procédures hivernales**	**Operazioni invernali**
-	-	**24.1**	**Snow Removal**	**Schneeräumung**	**Déneigement**	**Operazioni di rimozione della neve**
-	-	**24.2**	**Friction measurement on snow or ice covered surfaces**	**Reibungsmessung auf schnee- oder eisbedeckten Oberflächen**	**Mesure du coefficient de frottement sur des surfaces enneigées ou verglacées**	**Misurazione del coefficiente d'attrito**
-	-	***24.3****	***Aircraft Deicing****	***Flugzeugenteisung****	***Dégivrage des aéronefs****	***Servizi di sghiacciamento degli aeromobili****
25	***Procedures for operations in adverse weather conditions.***	**25**	**Adverse weather conditions.**	**Schlechtwetterverfahren**	**Procédures par conditions météorologiques adverses**	**Condizioni meteorologiche avverse**
26	***Procedures for night operations***	**26**	**Night operations**	**Nachtbetrieb**	**Exploitation nocturne**	**Operazioni notturne**

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27	*Procedures for the protection of radar and other navigational aids, control of activities, and ground maintenance in the vicinity of these installations.*	27	Protection of radar and other navigational aids	Schutz von Radar- und anderen Navigationsanlagen	Protection des radars et autres aides à la navigation aérienne	Protezione del radar e degli altri strumenti di ausilio alla navigazione aerea
28	*Procedures for the operation of aircraft that exceed the certified design characteristics of the aerodrome, including taxiing routes in accordance with point ADR.OPS.B.090.*	28	Operation of aicraft that exceed the certified design characteristics of the aerodrome	Betrieb von Luftfahrzeugen, welche die zugelassenen Designmerkmale des Flugplatzes überschreiten	Exploitation d'aéronefs dépassant les caractéristiques de dimensionement certifiées de l'aérodrome	Operazioni di aeromobili che superano le caratteristiche certificate di progettazione dell'aerodromo
29	*Procedures and measures for the prevention of fire at the aerodrome.*	29	Fire prevention	Feuerprävention	Prévention des incendies	Prevenzione degli incendi
30	*Communication procedures, including: frequencies; language and phraseology to be used when communicating with the air traffic services; vehicle call signs; communication signals to be used in case of radio communication failure; communication via the air traffic services provider; and dissemination of significant information.*	30	Communication procedures	Kommunikationsverfahren	Procédures de communication	Procedure di comunicazione
31	*Aircraft towing procedures, including: designated routes to be used; lights to be displayed by aircraft; communication procedures; guidance to be provided; measures for ensuring safety of towing operation in adverse weather conditions, including visibility and weather phenomena in which towing is limited or not permitted.*	31	Aircraft towing procedures	Schleppverfahren für Luftfahrzeuge	Remorquage des aéronefs	Procedura di traino degli aeromobili
32	*Procedures for the handover of activities between aerodrome personnel, including description of the system for the provision of operational information to other organisations operating at the aerodrome.*	32	Procedures for the handover of activities	Verfahren zur Übergabe von Aktivitäten	Procédures de transfert d'activités	Procedura per il trasferimento di attività

* *optional chapter (out of certification scope)*