



PHOENIX DEER VALLEY AIRPORT



PHOENIX SKY HARBOR
INTERNATIONAL AIRPORT

America's Friendliest Airport™



PHOENIX GOODYEAR AIRPORT

City of Phoenix Aviation Department Rules & Regulations

Number: R&R 03-08

Authority: This Rule and Regulation (Rule) is promulgated pursuant to Phoenix City Code Chapter 4, Article III (Vehicle Operation or Parking and Pedestrian Traffic Regulation), Section 4-49(A).

Rule and Regulations: **Operation of Motor Vehicles on the Air Operations Area**

Purpose: To set forth the City of Phoenix Aviation Department's rule and regulation for the operation of motor vehicles on the Air Operations Area for airfield safety.

Scope: This Rule applies to all individuals who have access to the Air Operations Area.

Definitions:

For the purposes of this Rule, the following words and terms have the following meanings:

Air Operations Area (AOA) means all airport areas where aircraft can operate, either under their own power or while in tow. The AOA includes runways, taxiways, and apron areas.

Aircraft means a device that is used or intended to be used for flight in the air.

Airfield means the specific portion of an airport that contains the facilities necessary for the operation of aircraft.

Airfield Driving Privilege (ADP) means authorization granted to an individual for the purpose of driving only on ramps, aprons, and certain service roads where aircraft are parked or serviced.

Airport means all the land, buildings, and facilities comprising Phoenix Sky Harbor International Airport, as now existing or as the same may hereafter be expanded and developed, unless otherwise designated.

Airside Operations means the City of Phoenix Aviation Department Airside Operations Section.

City of Phoenix Aviation Department Rules & Regulations

Escort means to continuously accompany and monitor an individual who does not have unescorted access authority while they are within a restricted area, such as a Secured Area or Security Identification Display Area (SIDA).

Motor Vehicle or Vehicle means any device that is registered with the Arizona Department of Transportation Vehicle Division upon which an individual is or may be transported upon a public highway, except devices moved by human power or used exclusively on stationary rails or tracks.

Movement Area means any restricted portion of the airport specifically meant for aircraft movement, including taxiways, runways, and safety areas under the direct control of the Federal Aviation Administration (FAA) tower.

Top hat means a magnetic colored indicator that identifies a motor vehicle that has been inspected and given temporary access to non-movement areas through a staffed perimeter gate.

Authorized Motor Vehicle Markings

All vehicles on the AOA must be clearly identified with the company name and/or logo (together, vehicle identification) in a manner approved by Deputy Aviation Director of Operations or designee.

The company name must have lettering that is at least 4" high and/or the company logo must be a minimum 12" high. Vehicle identification must appear on both sides of the vehicle.

Vehicles operating on the AOA without approved vehicle identification shall be escorted at all times, regardless of the driver's ADP status, by a SIDA badged individual possessing both ADP and Escort privileges and shall be issued a numbered top hat for identification while present on the AOA. The numbered top hat shall be formally issued by, recorded by, monitored by, and returned to the staffed vehicle gate upon the vehicle's departure from the AOA.

Vehicle Access

Vehicle access to the AOA is obtained through staffed or automated security-controlled gates. All vehicles are subject to search by authorized personnel at any time. When accessing or leaving the AOA, the driver must wait until the gate is completely closed before leaving the gate area. Failure to wait for gate closure is a security violation and shall result in a Notice of Violation (NOV).

City of Phoenix Aviation Department Rules & Regulations

Vehicle Escorts

All escorts must provide the escort in a separate vehicle.

The following procedures must be followed when providing an escort on the AOA:

1. The escorted individual must arrive at a staffed gate and inform the security guard of their destination on the AOA.
2. The escort will provide the security guard with the escort's current driver's license and SIDA media credential, which must have the word "Escort" printed on the back. The security guard will verify that the escort has airfield driving and escort privileges. Escorted individuals must provide a valid and current government picture ID to the security guard. The security guard will register all escorted individuals and provide a numbered top hat to be placed on the escorted vehicle's dashboard.
3. The escorted individual will be notified that they must remain with the escort at all times.
4. The escort must make contact with the security guard prior to escorting the escorted individual onto the AOA.
5. The escort shall make contact with the escorted individual and ask if they have any prohibited items in their vehicle prior to the vehicle screening.
6. The escort must remain with the escorted individual at all times while on the AOA. Failure to follow this procedure will result in an NOV.
7. The escorted individual must return the numbered top hat to the security guard at the staffed gate when exiting the AOA.
8. The escort may leave once the staffed gate has closed.
9. Vehicles that are considered oversize or that are delivering hazardous materials **must** contact Airport Command Center for an Airside Operations escort at 602-273-3300.

Operation of Motor Vehicles General Procedures

1. All motor vehicles operating on the airfield are required to have current vehicle registration and automobile liability insurance coverage in effect with minimum liability limits of five million dollars (\$5,000,000) auto liability. The automobile liability policy(ies) must be endorsed to include the City of Phoenix as an additional insured.
2. Any vehicle under escort must be insured by the escorting company or possess its own insurance that meets the requirements stated above.
3. As applicable, all vehicles must comply with Contractor Requirements for the Mitigation of Heat-Related Illnesses and Injuries in the Workplace Phoenix City Code Chapter 18, Article XI, Section 18-413, as may be amended.



PHOENIX DEER VALLEY AIRPORT



PHOENIX SKY HARBOR
INTERNATIONAL AIRPORT

America's Friendliest Airport™



PHOENIX GOODYEAR AIRPORT

City of Phoenix Aviation Department Rules & Regulations

4. All motor vehicles and Ground Support Equipment (GSE) on the AOA must be maintained in sound mechanical condition. Proper operating condition will help prevent breakdowns, and excessive leaking of fluids.
5. No vehicle will be allowed onto the AOA unless equipped with adequate lights, horn, and brakes. It is required that the driver have a clear and unobstructed view from the driver's seat at all times.
6. Motor vehicles will be operated only in those areas of the AOA authorized by the Deputy Aviation Director of Operations or designee.
7. No one will clean or make any repairs to motor vehicles anywhere on the AOA other than in a designated shop area, except minor repairs necessary to remove such disabled vehicles or as otherwise approved by Airside Operations.
8. No one will move, interfere, or tamper with any motor vehicle part, instrument, or tool without the permission of the owner or satisfactory evidence of the right to do so by the owner or as approved by the Deputy Aviation Director of Operations or designee.
9. All vehicles operating in any portion of the AOA will continuously display headlights and taillights between dusk and dawn. Headlights must be on low beam setting. Vehicles should be angled so that headlight beams do not directly impact aircraft.
10. All motor vehicles and/or GSE on the AOA and outside the boundaries of the apron areas, white marked roadways, terminal services areas, or authorized parking areas shall display a rotating or flashing amber beacon at all times.
11. No vehicle except GSE will be driven under an aircraft or a passenger boarding bridge.
12. No motor vehicle or GSE will be permitted to remain unattended in any portion of the AOA affecting aircraft movement, except in designated staging and storage areas.
13. All non-motorized GSE shall be prominently marked with reflective tape. Parking brakes or chocks shall be used when not in use.
14. For security reasons, keys should never be left in unattended vehicles. If a vehicle is not under the direct control of an authorized employee, the vehicle must be turned off and the keys removed or secured. Unattended vehicles parked for an extended period of time should be locked.
15. All passengers must be seated in an approved seat while the vehicle is in motion.

Right-of-way

1. Moving aircraft always have the right-of-way.
2. All vehicles and GSE must maintain a distance of five hundred (500) feet from any moving aircraft.
3. All motor vehicles must yield the right-of-way to emergency vehicles.

City of Phoenix Aviation Department Rules & Regulations

Prohibitions

Vehicles shall not be operated in any portion of the AOA:

1. In a careless or negligent manner.
2. In disregard of the safety of persons or property.
3. Without due caution or at a speed or manner which could endanger persons or property.
4. While the driver is impaired or under the influence of an intoxicating liquor, medication, or any narcotic drug.
5. If it is loaded in a manner which could endanger persons or property.

Baggage Carts

1. At no time shall more than four (4) baggage carts be towed while operating on the AOA.
2. At no time shall more than four (4) baggage carts be towed while operating in the inbound baggage loading areas.
3. Baggage carts that use the inbound baggage belt devices must pull up to the furthest available loading device from the entrance.

Construction Vehicles

1. When entering the AOA, all construction vehicles should be identified with a logo or company name and display an orange and white 3-foot by 3-foot square flag or flashing amber beacon for daytime visibility. During nighttime operations, construction vehicles shall be lighted with an amber rotating or flashing beacon and must have operable front and rear lights.
2. Vehicles not meeting these requirements must be escorted by a vehicle that meets the requirements.

Use of Roadways

1. All individuals operating vehicles on the AOA shall drive within the white marked roadways. Individuals shall never operate vehicles in the Movement Area such as taxiways and runways without proper training and authorization prior to entering the Movement Area. Failure to follow this requirement could result in suspension of SIDA badge and a Notice of Violation could be issued.
2. All vehicles not equipped with an amber beacon, or other approved lighting system for authorized emergency vehicles, AND continuous two-way radio communication access with the Phoenix Air Traffic Control Tower will be



PHOENIX DEER VALLEY AIRPORT



PHOENIX SKY HARBOR
INTERNATIONAL AIRPORT

America's Friendliest Airport™



PHOENIX GOODYEAR AIRPORT

City of Phoenix Aviation Department Rules & Regulations

- limited to transit operations conducted within terminal ramp areas and white marked roadways (non-movement areas).
3. Zippered roadways may encroach upon aircraft object free areas. Vehicles must yield the right-of-way to aircraft, emergency vehicles, and PHX Operations vehicles while in these roadways.

Operating Speeds

All vehicles and equipment, with the exception of authorized emergency vehicles during emergency functions and Airside Operations vehicles operating on the AOA, shall follow the following speed limit guidelines:

1. Roadway traffic must not exceed 25 miles per hour (mph), except where marked 15 or 5 mph on roadways near loading docks and work areas.
2. Vehicles and equipment operating in all apron and terminal service areas must not exceed 15 mph.
3. Vehicles operating near parked aircraft, baggage makeup areas, inbound baggage areas, baggage sort areas, or around hangars must not exceed 5 mph.
4. The maximum speed for all motor vehicles operating in the Movement Area, such as runways and taxiways, is 30 mph unless otherwise posted. The exception to this requirement is Airside Operations, Fire, and Police vehicles for operational necessity.
5. Construction vehicles shall follow the above guidelines. Speed limits may be reduced if determined by the Deputy Aviation Director of Operations or designee and is based on the construction site location and operational necessity.

Movement Area

No individual will be allowed into the Movement Area unless they have been certified to operate in the Movement Area or are escorted by an individual that has been trained and certified as detailed in Rule and Regulation 03-09 "Movement Area Driving Privileges".

Vehicle Accidents

An individual of any motor vehicle involved in an accident while on the AOA, which results in damage to any property, injury or death to any person, must immediately report the accident by calling the Aviation Command Center at 602-273-3311.



PHOENIX DEER VALLEY AIRPORT



PHOENIX SKY HARBOR
INTERNATIONAL AIRPORT

America's Friendliest Airport™



PHOENIX GOODYEAR AIRPORT

City of Phoenix Aviation Department Rules & Regulations

Roles and

Responsibilities The Aviation Department will implement rules and regulations ensuring the safety of everyone driving on the airfield. Airside Operations personnel will enforce the driving rules and regulations.

The foregoing R&R is hereby adopted and promulgated this 29th day of
July, 2026.

Chad R. Makovsky, A.A.E.
Aviation Director

Carolina Potts
Assistant Chief Counsel