



# **OMAHA AIRPORT AUTHORITY**

## **RULES AND REGULATIONS**

Effective December 4, 2025

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## SECTION 1 - DEFINITIONS

### 1.0 Definitions

Abandoned Aircraft – An aircraft that has remained in an idle state on the Airport for forty-five (45) consecutive calendar days without a contractual agreement between the owner or operator of the aircraft and the Omaha Airport Authority for use of Airport premises.

Air Carrier – Person/organization having an operating certificate issued by the Federal Aviation Administration to operate an aircraft with passengers.

Air Operations Area (AOA) – That portion of the Eppley Airfield within the perimeter fence where aircraft operations and support services take place. This includes the General Aviation Area and Cargo Area but does NOT include the Secured Area.

Aircraft – Device/s that are used or intended to be used for flight in the air and may include aircrew. This definition includes drones.

Aircraft Operator – Person who uses, causes to be used, or authorizes to be used, an Aircraft with or without the right of legal control (as owner, lessee or otherwise), for the purpose of air navigation including the piloting of aircraft, or on any part of the surface of an airport.

Airport – All land and improvements located within the geographical boundaries of Eppley Airfield or Millard Airport, Douglas County, Nebraska.

Airport Badge – A badge issued by the OAA for the purpose of identification, vehicle operation, security and access of persons employed by companies operating at Eppley. Airport Badge is also referred to as an identification badge or ID Media.

Airport Board – The members of the Board of Directors of the Omaha Airport Authority of the City of Omaha.

Airport Security Program (ASP) – A security program approved by TSA under TSR 1542.101.

Airport Tenant – Any person who has an agreement or permit with the Omaha Airport Authority to conduct business on airport property, including aircraft operators.

Airside – That portion of airport property within the airfield perimeter fence.

ATCT – FAA Air Traffic Control Tower.

Authority Having Jurisdiction – The Omaha Airport Authority, under the laws of the State of Nebraska, has exclusive jurisdiction and control over the Airport and among other powers has the power to establish and collect rates, fees, rentals and other charges for services and facilities provided to or for the benefit of Airport Tenants.

Bus – A motor vehicle having a seating capacity of twenty or more passengers, which operates over a fixed route or on a charter basis and has valid operating authority from the State of Nebraska Public Service Commission and/or U.S. Department of Transportation.

Cargo – Property tendered air transportation accounted for on an air waybill. All accompanied commercial courier consignments, whether or not accounted for on an air waybill, are also classified as cargo. Aircraft operator security programs further define the term cargo.

Cargo Area – That portion of the air operations area utilized primarily by freight-only aircraft.

CFR – U.S. Code of Federal Regulations.

Challenge – When an individual, who has unescorted access authority to the Secured Area/SIDA, determines the authority of any other individual to be present in the area, who is not displaying an ID badge or appropriate ID badge.

Checked Baggage – Property tendered by or on behalf of a passenger and accepted by an aircraft operator for transport which is inaccessible to passengers during flight. Accompanied commercial courier consignments are not classified as checked baggage.

Chief Executive Officer (CEO) - The person appointed by the Omaha Airport Authority Board of Directors to have immediate supervision of the administration and operation of the Airport. The Chief Executive Officer may employ and designate staff to act in their behalf. Whenever in these rules and regulations where Chief Executive Officer is designated, it shall mean Chief Executive Officer or designee.

City – The City of Omaha, Nebraska.

Commercial Operation – Sales, auction, lease, sub-lease, rent, barter, trade, transaction, retail; to sell, hawk, peddle, vend, effect a sale, deal in, offer, market liquidate, turn into money, advertise, hold out, perform services, engage in business; for the benefit, gain, earnings, return income, remuneration, compensation, profit or any act or activity, the object of which is any or all of the previous whether or not such objective is met.

Comm Center – The Eppley Airfield 24-hour Communications Center.

Contractor – Any person or company doing construction or installation work on the Airport under a contract basis and who is not a tenant.

Courtesy Vehicle – Those vehicles used in the business operation of any hotel, motel, parking lot or auto rental office solely to transport customers between landside points at Eppley Airfield and such hotel, motel, parking lot or automobile rental office located on or off Airport property.

Disabled Aircraft – An aircraft left in a wrecked, inoperative, or partially dismantled condition on the Airport.



Derelict Aircraft – Any aircraft that is not in a flyable condition, or does not have a current registration issued by the Federal Aviation Administration, or does not have a current certificate of air worthiness issued by the Federal Aviation Administration, or is not actively in the process of being repaired, or there is reasonable evidence that the aircraft has not been flown in the last 12 months, or there is reasonable evidence that the owner or operator of the aircraft has no intention of flying the aircraft in the foreseeable future.

DOT - United States Department of Transportation.

Engine Run-Up - any activity other than taxi, take-off, or landing which involves an aircraft engine power setting above idle.

EPA - United States Environmental Protection Agency.

Eppley - Eppley Airfield.

Escort - To accompany or monitor the activities of an individual who does NOT have unescorted access authority to the Secured Area, Sterile Area, Security Identification Display Area (SIDA) or AOA.

FAA - Federal Aviation Administration.

FAR - United States Federal Aviation Regulations.

FBO - Fixed Base Operator.

Fire Resistant - The capability of materials to be resistant to damage by fire.

Flammable - The tendency of a material, liquid or gas to ignite readily or to explode.

FOD - Foreign Object Debris.

Fuel Storage Area - Those portions of the Airport designated by the CEO, or their designee, as areas in which gasoline or any other type of fuel may be stored, including, but not limited to tank farms and bulkheads, piers or wharves at which fuel is loaded.

General Aviation - Private and corporate aircraft operating under FAR Part 91 or 135.

General Aviation Area - That portion of Eppley Airfield located on the east side of the field and used by the fixed base operators, corporate aviation, and private individuals for general aviation activities and support services.

Ground Support Equipment (GSE) - All conveyances (i.e., tugs, belt loaders, bag carts, de-ice trucks, fuel trucks, etc.), normally used in support of aircraft operations.

IBC - International Building Codes.

Landside - That portion of airport property not enclosed by the airfield perimeter fence.

Limousine – A chauffeur-operated motor vehicle, available for charter, having a seating capacity of not less than four passengers nor more than nine passengers, excluding the driver.

Millard - Millard Airport (owned by the Omaha Airport Authority).

Motorized Carts – A motor driven (electric, compressed natural gas or gasoline) device in, upon, or by which a person or property is, or may be, transported and is smaller than the motor vehicles required to be registered by the Bureau of Motor Vehicles (i.e., golf carts, electric utility carts, buggy).

Motorized Vehicle - Every self-propelled land vehicle not operated upon rails, except mopeds and self-propelled wheelchairs.

Movement Area - The runway and taxiway system of the Airport which is used for taxiing, take-off, and landing of aircraft and is controlled through communication with ATCT.

NFPA - National Fire Protection Agency.

NOTAM - Notice to Air Mission.

NTSB - National Transportation Safety Board.

OAA - Omaha Airport Authority.

OPS - Airport Operations Department.

Permission or Permit - Permission granted by the Chief Executive Officer, unless otherwise indicated. Permission or permit, whenever required by the rules and regulations shall be written permission, except that verbal permission in specific instances may be granted under special circumstances where the obtaining of written permission would not be practical.

Person - Any individual, firm, partnership, corporation, company, association, joint stock association, or political body, and includes any trustee, receiver, assignee, or representative thereof.

Restricted Area - Those portions of the Airport, or portions of any building on the Airport, to which access is restricted to authorized persons and is not accessible by the general public.

Roadway - The portion of a highway or street improved, designed, or ordinarily used for vehicular travel.

Secured Area - The portion of Eppley Airfield within the perimeter fence where aircraft operators enplane and deplane passengers, and sort and load baggage. This is the area around the terminal building and boarding concourses.

Security Identification Display Area (SIDA) - The portion of Eppley Airfield within the perimeter fence where the display of an approved airport badge is required. This is the area around the terminal building and boarding satellites, which is also the Secured Area, and the cargo ramps.

Social Media – The means of interacting with people in which they create, share, and/or exchange information and ideas in virtual communities and networks.

State - The State of Nebraska.

Sterile Area - That portion of the terminal building that provides passenger access to the boarding aircraft and to which access is controlled by TSA through the screening of passengers or property.

Taxi Qualified Mechanic – An individual, excluding pilots, qualified to taxi an aircraft onto the Movement Area for purposes that exclude flight.

T-Hangar or Box Hangar – Individual T-Hangars at OMA or MLE are designated for the storage of one aircraft. The seven individual box hangars at OMA are designated for the storage of up to two (2) aircraft.

Taxicab - A passenger type vehicle available for hire, having seating capacity of not less than/nor more than five (5) excluding the driver.

Tenant - A leaseholder, permittee or other occupant of land or premises within the boundaries of Eppley Airfield, and his or her sublessee or duly authorized agent. For the purpose of these regulations, "tenant" shall include any party who discharges sanitary sewage, industrial waste or storm water in the respective systems owned and operated by OAA.

Terminal Building - All buildings and structures located within the Airport and open to the public for the purpose of flight ticket purchase, public lobby waiting, baggage check-in and those other services related to public air travel.

Terminal Ramp - The portion of the secured area immediately adjacent to the passenger terminal.

TSA - Transportation Security Administration.

Transportation Security Regulations (TSR) - The regulations issued by the Transportation Security Administration, in title 49 of the Code of Federal Regulations, chapter XII, which includes Parts 1500 through 1699.

Unescorted Access Authority - The privilege granted to individuals by the Omaha Airport Authority to gain entry to and be present in the Secured Area, Sterile Area, SIDA, and AOA without an escort. The individual granted unescorted access authority must possess an approved airport badge.

Unmanned Aircraft System (UAS or drones) - an aircraft that operates without direct human

intervention, along with all the equipment required for its safe and efficient operation.

Vehicles - Authorized company vehicles (i.e., pick-up trucks, vans, etc.) that are, or could be licensed for operation on city streets and highways.

Vehicle Service Road (VSR) – Designated roadways that concentrate vehicle operations on the apron or other areas of the airside for safe maneuvering and interaction with taxiing and parked aircraft.

Vendor - Any person or company engaged in the sale of goods or services on the Airport on a contract basis.

## **SECTION 2 – INTRODUCTION**

### **2.1 Authority for Implementation of Rules and Regulations**

The Airport Authority of the City of Omaha (aka Omaha Airport Authority) was created by Resolution 514, of the City Council of the City of Omaha. The Omaha Airport Authority has been granted the authority to make rules and regulations for the management and supervision of its affairs, by the Cities Airport Authorities Act adopted by the State of Nebraska.

### **2.2 Applicability**

These rules and regulations apply to all users of, and persons on, any portion of the property owned or controlled by the Omaha Airport Authority including Eppley Airfield and Millard Airport (also referred to as “Airport” throughout). Tenant organizations shall be responsible for the dissemination of, accessibility to and the compliance with these rules and regulations by their employees.

These Rules and Regulations may be amended, changed or modified by the Omaha Airport Authority.

### **2.3 Violation of Rules**

Any person, who violates, disobeys, omits, neglects, or refuses to comply with any of the provisions of these Rules and Regulations or any lawful order issued pursuant thereto may be denied use of the Airport or any portion thereof by the Chief Executive Officer, in addition to any penalties described pursuant to federal, state or local authorities. Violations of these Rules & Regulations will be investigated and documented, with appropriate resolution administered by the OAA.

### **2.4 Severability**

If any section, subsection, subdivision, paragraph, sentence, clause or phrase of these Rules and Regulations or any part thereof, is for any reason held to be unconstitutional or invalid or ineffective by any court of competent jurisdiction, or other competent agency, such decision shall not affect the validity or effectiveness of the remaining portions of these Rules and Regulations or any part thereof.

If the application of any provision or provisions of these Rules and Regulations to any lot, building, sign, other structure, or parcel of land is found to be invalid or ineffective in whole or in part by any court, or other competent jurisdiction, or other competent agency, the effect of such decision shall be limited to the property or situation immediately involved in the controversy, and the application of any such provision to other properties and situations shall not be affected.

Section 2.4 shall apply to every portion of these Rules and Regulations as they have existed in the past, as it now exists and as it may exist in the future, including all modifications thereof and additions and amendments thereto.

## **2.5 Interpretation**

If an interpretation of any provision of these Rules and Regulations is required, the Chief Executive Officer shall render such interpretation.

## **2.6 Procedures, Amendments and Addendums**

Written operational procedures, amendments and addendums to these Rules and Regulations will be issued by the Chief Executive Officer.

## **2.7 Chief Executive Officer Designation of Authority**

Throughout this document any references to Chief Executive Officer outlines, approval or authority are meant to include the Chief Executive Officer or their designee.

## **SECTION 3 - GENERAL REGULATIONS**

### **3.1 Applicable Laws**

All applicable Federal, State and local laws and regulations and the laws and regulations of any other legal authority having jurisdiction, as now in effect or as they may from time to time be amended, are hereby incorporated as part of these Rules and Regulations as fully set forth herein.

### **3.2 Chief Executive Officer Authority**

When the Chief Executive Officer determines that conditions effecting the health, welfare and/or safety of persons and/or property exists at the Airport, he/she shall be empowered to take that action which, within their discretion and judgment, is necessary or desirable to protect persons and property and to facilitate the operation of the Airport.

When such conditions exist, the Chief Executive Officer, or his/her designee, may suspend these Rules and Regulations, or any part thereof, and he/she may in addition issue such orders, rules and regulations as may be necessary.

The Chief Executive Officer, or their designee, shall at all times have authority to take such reasonable action as may be necessary for the safety, security, proper conduct and management of the Airport and public.

### **3.3 Airport Police**

Airport Police have authority to take action against anyone violating these rules and regulations or any other applicable laws or ordinances.

### **3.4 Airport Fire/Rescue**

Airport Fire/Rescue has the primary duty of responding to aircraft emergencies at Eppley. Through mutual aid agreements with the City of Omaha, Airport Fire/Rescue personnel also respond to non-aircraft emergencies on and in the immediate environs of Eppley, including medical emergencies. The City of Omaha remains responsible for, and is the primary provider of, these non-aircraft emergency services.

### **3.5 Commercial Activities**

An agreement, permit, or other form of prior written consent is required for all commercial activities conducted at Eppley Airfield or the Millard Airport. No person shall enter or remain on the Airport and buy, sell, rent, peddle or offer for sale or purchase any goods, merchandise, property or services of any kind whatsoever, on or from the Airport property without an agreement, permit, or other form of prior written consent of the Chief Executive Officer or their designee in accordance with the OAA Minimum Standards for Commercial Aviation Services Eppley Airfield or Millard Minimum Standards for Commercial Services.

### **3.6 Rates and Charges**

The Airport Board may in a rates and charges document, or resolution adopted by the Airport Board establish, fix, and alter, or delegate to the Chief Executive officer the authority to establish, fix, and alter, rates, fees, and charges for the use of the Airport. These use fees may be changed from time to time at the discretion of the Omaha Airport Authority. Airport Tenants and Persons using the Airport agree to comply with all such terms, conditions, rules and regulations, and to pay promptly all rates, fees and charges properly levied or assessed.

### **3.7 Litter and Refuse**

No person shall place, discharge, or deposit in any manner, papers, trash, rubbish or other refuse anywhere on the Airport, except in receptacles and other such places prescribed by the Chief Executive Officer. All litter and refuse must be covered when transported in vehicles, and all receptacles for said materials must have covers and be kept closed. Stored or transported litter or garbage must be in secured plastic bags.

### **3.8 Lost Articles**

At Eppley Airfield, all lost articles in the terminal with the exception of the TSA Checkpoints and items found on an aircraft, shall be turned over to an Airport Police Officer, or with personnel at the Airport Police Office as soon as reasonably possible. Any articles not claimed within 30 days shall become the property of the OAA and disposed of or discarded. Any item left within the footprint of the TSA Checkpoints will be handled by the TSA and items left on an aircraft will be handled by the aircraft operator or airline. The Omaha Airport Authority does not maintain a lost and found program at Millard Airport.

### **3.9 Animals**

No person shall enter the terminal building with any animal, except a personal service animal, unless the animal is properly confined and ready for shipment by air. Animals are permitted landside outside of the terminal building if on a leash, restrained, or carried in such a manner as to be under complete control. Animals associated with law enforcement operations are exempt from this requirement.

Animals are not permitted airside except for transitioning between an aircraft and a building. While transitioning, the animal must be on a leash, restrained, or carried in such a manner as to be under complete control. Animals associated with law enforcement operations are exempt from this requirement.

### **3.10 Restricted Areas**

No person shall enter any restricted area except persons assigned to duty therein or authorized by the Chief Executive Officer and who display an approved airport badge for the restricted area or are properly escorted, per the Airport Security Program (ASP).



**3.11 Compliance with Signs**

All Persons shall observe and obey all posted signs, fences, and barricades prohibiting entry upon the Airport Operations Area, Movement Areas, Secured Areas, Sterile Areas or governing the activities and demeanor of the public while on the Airport. Notices of restricted access to AOA, Movement Areas, Secured Areas or Sterile Areas shall be posted in accordance with applicable regulation.

**3.12 Non-Interference with Airport Operations or Use**

No person shall singularly, or in association with others, interfere with any lawful business carried on by the employees of the Omaha Airport Authority or by any airport tenant employees through obstruction or intimidation.

No person shall remain in or on any public area, place, or facility at the Airport in such a manner as to hinder or impede the orderly passage into or through such area, place, or facility by other persons or vehicles entitled to such passage or use.

No person shall refuse or fail to leave any portion of a building at the Airport, including the terminal during those hours of the day or night when that portion of the building is regularly closed to the public after being requested to do so by a law enforcement officer or Omaha Airport Authority representative except when such person is pursuing lawful business authorized by the Omaha Airport Authority at such building.

**3.13 Commercial Photography**

No person, except representatives of the news media on duty or during official assignments, shall take still, motion, television, or sound pictures for commercial purposes on the Airport without the prior consent of the Omaha Airport Authority.

**3.14 Advertisements**

No person shall post, distribute, or display signs, advertisements, circulars, printed or written matter at the Airport without the prior permission of the Omaha Airport Authority.

**3.15 Tenant Activities****A. Unauthorized Activity**

No tenant, tenant employee, or any other person authorized to perform any function on the Airport on behalf of a tenant, shall in any way assist any person to engage in any activity on the Airport that is not authorized by the Chief Executive Officer.

**B. Construction Requirements**

All tenant construction must be approved in writing by the Chief Executive Officer before any work is begun and must conform to requirements outlined within each tenant lease agreement and as set forth by the Chief Executive Officer.

Portable toilets, outdoor storage containers, portable sheds, or structures of a non-permanent nature are prohibited without Omaha Airport Authority approval and, unless otherwise authorized, are only permitted on a temporary basis.

**C. Signage & Appearance of Leased Areas**

No signs or decoration, exposed to public view, shall be installed on the Airport without the prior written approval of the Chief Executive Officer or designee. No signs or decorations shall be installed beyond the lease boundaries of a tenant without the prior written approval of the Chief Executive Officer. Signage and leased space shall be used in a manner that is in furtherance of the commercial enterprise, and the space shall not be used for advancement of partisan or political advocacy.

**D. Special Events**

No special events shall be hosted on the Airport without the prior written approval of the Chief Executive Officer. A Special Event Request Form, obtained through the Airport Badging Office, must be submitted 14 days in advance of the event date. Special events such as, but not limited to, aircraft displays or social events, are activities that are inconsistent with normal operations and have the potential to impact airport operations.

**E. General**

All tenant staff, while on or about the Leased Premises, shall be polite, friendly, clean, appropriately attired, and neat in appearance. The Authority shall have the right to object to the demeanor, conduct, and appearance of any employee of a tenant, or any of its invitees or those doing business with it, whereupon tenant shall take all steps necessary to remedy the cause of the objection.

**3.16 Construction and Obstruction Control**

No person shall conduct any work on Airport property without first obtaining permission from the Chief Executive Officer, or his designee, and with strict compliance to the directions of the Chief Executive Officer. Nor shall any person:

- A.** erect, construct, modify or in any manner alter any structure, sign, post or pole of any type;
- B.** alter or in any way change color, design or decor of existing Airport improvements;
- C.** operate, park or store any equipment, vehicles, supplies or materials;
- D.** create any mounds of earth or debris;
- E.** cause or create any physical object (e.g., building, antenna, crane, etc.) on land or water that penetrates the operational air space as outlined in FAR Part 77.

Tenants scheduling construction or major maintenance projects shall notify OAA at least 48 hours in advance, or as soon as possible in the event of an emergency. Failure to inform OAA could result in the work being delayed or interrupted by OAA Operations/Management personnel until determination is made as to the authorization/coordination to proceed with the work.

### **3.17 Damage to Airport Property**

No person shall destroy or cause to be destroyed, injure, damage, deface or disturb in any way, property of any nature located on the Airport, nor willfully abandon any personal property on the Airport. Any person causing or responsible for such injury, destruction, damage or disturbance shall report such damage to the Airport Police immediately and, upon demand by the Chief Executive Officer, shall reimburse the Airport for the full amount of the damage. Any person causing or failing to report and/or reimburse the Airport for injury, destruction, damage or disturbance of Airport property, may be refused the use of any facility until and unless said report and/or reimbursement has been made.

### **3.18 Elevators and Escalators**

Elevators and escalators located in the public areas of the terminal building and parking garage are restricted to the use of individuals and their personal luggage only. Cargo and freight shall be confined to freight elevators.

Skycap baggage dollies with baggage, wheelchairs and large quantities of oversize baggage shall be restricted to using elevators only.

Children shall not be left unattended or allowed to play on any escalator, elevator, or baggage carousel.

### **3.19 Smoking**

No person shall smoke or carry lighted cigars, cigarettes, pipes, electronic cigarettes or vaping devices, matches or any open flame in or upon the airside.

No person shall smoke or carry lighted cigars, cigarettes, pipes, electronic cigarettes or vaping devices, matches or any open flame within 25 feet of the five main public entrances (doors marked 1-5) to the terminal or in the public area of the terminal building.

Designated public smoking areas are provided on the terminal front drive sidewalk and within areas identified in the South Garage.

### **3.20 Airport Security Program (ASP)**

The TSA approved security program for Eppley Airfield is security sensitive and maintained by Omaha Airport Authority personnel.

### **3.21 Airport Emergency Plan**

The FAA approved Airport Emergency Plan for Eppley Airfield is maintained by Omaha

Airport Authority personnel.

### **3.22 Snow and Ice Control Plan**

The FAA approved Snow and Ice Control Plan for Eppley Airfield is maintained by Omaha Airport Authority personnel.

The extent of such obligation as to snow and ice removal from public ramp and apron areas including, but not limited to, the area around aircraft and the outbound baggage areas, shall be limited to general snow and ice removal required for operation of aircraft and ground equipment. Such snow and ice removal may not necessarily be to the extent considered necessary for the safety of pedestrians using such areas.

During snow/ice removal operations, tenants must park vehicles and ground support equipment in a manner that does not obstruct the movement of the snow/ice removal equipment. If requested by the Omaha Airport Authority to move vehicles or ground support equipment the tenant must comply as soon as practical.

Pavement deicers, anti-icers and sand used on the airside of the Airport must comply with FAA Advisory Circular 150/5200-30, current edition, and the OAA Snow and Ice Control Plan. Documentation of compliance with these standards must be provided to the FAA or Airport upon request.

### **3.23 Equipment Storage**

Tenants are required to maintain the property in a safe, neat, clean, and presentable condition. Outdoor equipment and materials must be stored in an orderly fashion and not impede or obstruct aircraft operations or the operations of other tenants nor present an unsafe condition.

Cargo containers must be stored in a way that prevents displacement by high winds. This includes using wheel chocks, tethers, brakes, and closing container doors.

Any cost associated with the repair or replacement of damaged property that the Airport Authority ascertains is due to improper storage of equipment, including cargo containers, will be the entity responsible for improperly securing the equipment.

Exterior storage of vehicles, equipment and materials not related to the operation of the tenant are prohibited.

## **SECTION 4 - AIRCRAFT OPERATIONS**

### **4.1 Authority to Restrict Operations**

The Chief Executive Officer shall have the authority at any time, to close the Airport in its entirety or any portion thereof to air traffic, to delay or restrict any flight, or other aircraft operation, to refuse takeoff permission to aircraft, and to deny the use of the Airport or any portion thereof to any specified class of aircraft or to any individual or group, when he considers any such action to be necessary and desirable to avoid endangering persons or property and to be consistent with the safe and proper operation of the Airport. In the event the Chief Executive Officer determines the condition of the Airport or any part thereof to be unsafe for landings or takeoffs, he shall issue appropriate NOTAM(s) closing the Airport or any part thereof.

### **4.2 Restriction of Operations**

All aircraft operations will be confined to hard surface areas (runways, taxiway, parking aprons), except when authorized to do otherwise by the Omaha Airport Authority.

### **4.3 Operation of Aircraft**

All aircraft operations on the Airport shall comply with FAA, TSA, state and local rules, regulations, ordinances, statutes or laws.

No aircraft shall be operated on the Airport in a careless or negligent manner, in disregard of the rights and safety of others, without due caution, at a speed or in a manner which endangers personnel or property or while the pilot or any other person aboard, controlling any part of the operation thereof, is under the influence of or impaired by the use of alcohol, illegal drugs or legal drugs.

### **4.4 Taxiing or Moving of Aircraft**

- A.** Any aircraft being taxied, towed or otherwise moved shall do so at a reasonable speed and not to exceed 10 m.p.h. when being towed. Except during general aviation aircraft towing operations, there shall be a certified person attending the controls who shall at all times monitor the ATCT ground control frequency. In the event of radio equipment failure, ATCT may use light gun signals for communication.
- B.** During hours of darkness, while taxiing or towing an aircraft, the wingtip lights and tow vehicle lights shall be illuminated.
- C.** Wing walkers are required whenever pushed back aircraft are to pass any other aircraft; or any vertical obstructions; or when being towed in proximity to other aircraft or fixed structures.
- D.** Tenant vehicles used for towing aircraft are restricted to routes prescribed by the Chief Executive Officer.

#### **4.5 Aircraft Engine Starts and Run-Ups**

- A.** All aircraft shall be started and run-up in locations designated for such purposes by the Chief Executive Officer. Aircraft engines shall not be operated in such position or directed in such manner that persons, structures, property, runways and taxiways may be injured or endangered by the path of the aircraft prop/rotor wash or jet blast.
- B.** No aircraft engine shall be started or run unless a licensed pilot or certificated A&P mechanic is attending the aircraft controls. Wheel blocks equipped with ropes or other suitable means of chocking the wheels of an aircraft to deter movement shall always be placed in front of the main landing wheels before starting the engine or engines, unless the aircraft is locked into position by functioning locking brakes.
- C.** Aircraft engine maintenance runs at ground idle speeds may be conducted at Terminal Gates and Apron Areas, Cargo Ramps “A” and “B”, east side General Aviation Aprons, and airfield run-up pads (Runways 18, 32L, and 32R).
- D.** If an engine run above ground idle is required, it must be performed at one of the airfield run-up pads (Runways 18, 32L, and 32R). The maintenance crew performing the engine maintenance run must be qualified to operate the aircraft. Unless the operator holds a pilot certification from the Federal Aviation Administration, operators of the aircraft entering the Movement Area for maintenance purposes must be current with the Omaha Airport Authority’s Taxi Qualified Mechanic training program or under the escort of the Omaha Airport Authority.
- E.** Between the hours of 2200L and 0600L, all engine runs shall be coordinated and approved by Airport Operations (402-661-8070). The duration of the engine run should be kept to a minimum during this time for noise abatement.

#### **4.6 Aircraft Parking**

- A.** No person may park any aircraft in any area other than that prescribed by the Chief Executive Officer. Except in emergencies, no person may enplane or deplane passengers in an area that has not been designated for that purpose.
- B.** No person operating a private, non-scheduled or military aircraft may park, unload passengers, obstruct or attempt to use any aircraft gate position assigned to a scheduled air carrier without making prior arrangements with the carrier involved and the Airport Operations department.

#### **4.7 Aircraft Accident Reports**

The pilot or operator of any aircraft involved in an accident, causing personal injury or property damage, shall make a prompt and complete report concerning said accident to the Chief Executive Officer in addition to all other reports required to be made to other agencies.

**4.8 Disabled or Abandoned Aircraft**

- A. Any owner, lessee, operator or other person having the control, or the right of control, of any disabled or abandoned aircraft on the Airport shall be responsible for the prompt removal and disposal thereof, and any and all parts thereof, subject, however, to any requirements or direction by the NTSB, the FAA or the Chief Executive Officer that such removal or disposal be delayed pending an investigation of the accident.
- B. Any owner, lessee, operator or other person having control, or the right of control, of any aircraft does, by use of the Airport, agree and consent, notwithstanding any provision in any agreement, lease, permit or other instrument to the contrary, that the Chief Executive Officer may take any and all necessary action to effect the prompt removal or disposal of disabled or abandoned aircraft that presents an unsafe or unsightly condition, or obstructs any part of the Airport utilized for aircraft operations; that any costs incurred by or on behalf of the Airport for any such removal or disposal of any aircraft shall be paid to the Omaha Airport Authority; that any claim for compensation against the Omaha Airport Authority, the Airport Board and any of their officers, agents or employees, for any and all loss or damage sustained to any such disabled or abandoned aircraft, or any part thereof, by reason of any such removal or disposal, is waived; and that the owner, lessee, operator or other person having control, or the right of control, of said aircraft shall indemnify, hold harmless and defend the Omaha Airport Authority, the Airport Board and all of their officers, agents and employees, against any and all liability for injury to or the death of any person, or for any injury to any property arising out of such removal or disposal of said aircraft.

**4.9 Derelict Aircraft**

- A. Unless the aircraft owner or operator has received permission from the Omaha Airport Authority, derelict aircraft are not allowed to be stored on the Airport regardless of location to include inside T-hangars and other leased space.
- B. If, in the opinion of the Omaha Airport Authority, an aircraft is deemed to be derelict as defined in Section 1 of these OAA Rules and Regulations, the owner or operator of said aircraft will be notified of this determination. As part of this notification, the owner or operator of the aircraft will be given a reasonable deadline for removal of the aircraft as determined by the Omaha Airport Authority. The owner or operator of the derelict aircraft may also be given the opportunity to resolve any issues causing the aircraft to be deemed derelict at the discretion of the Omaha Airport Authority.
- C. Should the owner or operator of a derelict aircraft fail to comply with the requirements described in the previous paragraph, the Chief Executive Officer may take any and all necessary action to remove and/or dispose of it. Any costs incurred by or on behalf of the Airport for any such removal or disposal of any aircraft shall be paid to the Omaha Airport Authority. Any claim for compensation against the Omaha Airport Authority, the Airport Board and any of their officers, agents or employees, for any and all loss or damage sustained to any such derelict aircraft, or

any part thereof, by reason of any such removal or disposal, is waived; and that the owner, lessee, operator or other person having control, or the right of control, of said aircraft shall indemnify, hold harmless and defend the Omaha Airport Authority, the Airport Board and all of their officers, agents and employees, against any and all liability for injury to or the death of any person, or for any injury to any property arising out of such removal or disposal of said aircraft.

#### **4.10 Two-Way Radio and Transponder**

In order to meet the requirements of Class C airspace, no aircraft may land or take-off at Eppley unless it is equipped with an operational transponder and a functioning two-way radio having two-way communication with the ATCT on the Airport. Any aircraft not so equipped must have received permission for each such landing or take-off from the Chief Executive Officer and ATCT.

#### **4.11 Weight Limitations - OMA**

Aircraft with a certified maximum aircraft ramp weight of over 80,000 pounds shall not park on the general aviation aprons at Eppley. Aircraft with a certified maximum aircraft ramp weight over 65,000 pounds are not permitted at any time on the light cargo ramp pavement. Runway weight limitations at Eppley are as published in the United States Government Flight Information Publication – Chart Supplements, current edition.

#### **4.12 Weight Limitations - MLE**

Aircraft exceeding the weight limitations listed below shall not land, take-off or taxi at Millard:

Single wheel type landing gear – 25,000 lbs.  
Dual wheel type landing gear – 28,000 lbs.

#### **4.13 Aircraft Tie-Down**

It shall be the responsibility of the aircraft owner or operator to ensure the adequacy of tie-down equipment and methods used in securing aircraft parked on the Airport.

#### **4.14 Liability for Damages**

The cost for repair or replacement of damage to field lighting, turf, or other airport facilities shall be borne by the operator, pilot or person causing such damage.

#### **4.15 Interfering or Tampering**

No person may interfere or tamper with any aircraft or put in motion the engine of such aircraft, or use any aircraft parts, instruments or tools, without permission of the owner.

#### **4.16 Parking Responsibility**

Upon direction from the Chief Executive Officer, the operator of any aircraft parked or



stored at the passenger terminal shall move said aircraft from the place where it is parked or stored. If the operator refuses to comply with such directions, the Chief Executive

Officer may arrange for the towing of said aircraft at the expense of the owner or operator, and without liability for damage that may result in the course of such moving.

#### **4.17 Taxiing Into or Out of Hangars**

No aircraft shall be taxied into or out of a hangar.

#### **4.18 Use of Unsafe Areas**

No aircraft shall use any part of the AOA considered temporarily unsafe for taxiing, landing or takeoff, or which is not available for any reason. The boundaries of such areas may be marked with barricades and, if necessary, an appropriate NOTAM issued.

#### **4.19 Passenger Enplaning and Deplaning**

All aircraft shall be loaded or unloaded, passengers enplaned or deplaned, in designated areas unless otherwise permitted by the Chief Executive Officer, and all passengers shall be channeled through designated routes to and from the terminal buildings. Airline personnel shall be stationed to assist and channel passengers during ground level enplaning and deplaning. There shall be no enplaning or deplaning of passengers on the ramp when aircraft engines are operating. No pedestrian traffic is allowed to cross any taxiway or terminal ramp between boarding areas. Use of the Cargo Area may be approved by Airport Operations.

#### **4.20 Helicopter Operations**

Helicopters arriving and departing Eppley shall operate under the direction of the ATCT at all times. No helicopter may land or take off from the Airport unless it is equipped with a two-way radio functioning on a frequency to maintain communication with the ATCT.

#### **4.21 Air Traffic Rules**

- A. No motor-less aircraft including blimps, dirigibles or ultra-light aircraft shall land or takeoff from the Airport without the exclusive permission of the Chief Executive Officer.
- B. Taxiways shall not be used for takeoffs and landings of aircraft without the permission of the Chief Executive Officer.
- C. No unmanned aircraft (drones or UAS) shall land, takeoff, or traverse above the Airport without the permission of the Chief Executive Officer.

#### **4.22 Intoxicants and Drugs**

As provided under FAR Part 91.17, no pilot or other member of the flight crew of an aircraft in operation on the Airport or any person attending or assisting in said operation

on the Airport shall be under the influence of intoxicating liquor or drugs, nor shall any person under the influence of intoxicating liquor or drugs be permitted to board any aircraft, except a medical patient under care. The Chief Executive Officer has the sole discretion to deny any use of the Airport to any person violating this section.

#### **4.23 Charter or Unscheduled Aircraft**

All operators are required to advise Airport Operations at 402-661-8070 in advance of any charter or unscheduled aircraft needing to utilize the Eppley terminal or cargo facilities.

## **SECTION 5 - VEHICLE AND GROUND SUPPORT EQUIPMENT OPERATIONS**

### **5.1 General**

- A.** The laws of the State of Nebraska and the City of Omaha relating to the operation of motor vehicles on streets and public highways shall apply, where applicable, to the operation of motor vehicles on Airport streets and roadways. No person may operate a motor vehicle on Airport property unless they hold a valid state issued motor vehicle operator's license.
- B.** All vehicles operated on Airport roadways must, at all times, comply with any lawful order, signal or directions given by Omaha Airport Authority personnel. When traffic is controlled by signs or by mechanical or electrical signals, such signs or signals shall be obeyed unless directed otherwise by OAA personnel.
- C.** The Chief Executive Officer is authorized to place and maintain such traffic signs, signals, pavement markings, and other traffic control devices upon Airport roadways, parking facilities and other Airport property as required to indicate and carry out the provisions of these Rules & Regulations to guide and control traffic.
- D.** Vehicles/ground support equipment on Airport roadways shall be operated in strict compliance with the roadway speed limits indicated by posted traffic signs.
- E.** Persons violating OAA Rules and Regulations concerning vehicle operations shall be subject to the following:
  - 1. Any person who does not comply with any of the provisions of these Rules and Regulations, or any lawful order issued pursuant thereto, will be subject to progressive penalties for repeat violations. These penalties may include denied use of the Airport by the Omaha Airport Authority in addition to the penalties described pursuant to federal, state, or local authorities.
  - 2. Penalties for failure to comply with the Vehicular Traffic Regulations may consist of remedial training, written warnings, suspension of driving privileges and/or OAA issued identification badge, or revocation of driving privileges and/or OAA issued identification badge.
  - 3. The Omaha Airport Authority reserves the right to assess any penalty it deems appropriate at any given time to any individual authorized to operate a vehicle on the Airport without regard to prior operating history.
  - 4. The Omaha Airport Authority will provide a copy of all written warnings issued to an operator to the local manager of the company owning or in possession and control of the vehicle or vehicles involved in the violation(s).

**5.2 Reserved, Posted or Restricted Parking Area**

- A.** The Chief Executive Officer is authorized to reserve all or any part of parking lots or other areas, not under lease or permit, for the sole use of vehicles of the Omaha Airport Authority, its officers or employees, tenants, or for such visitors to the Airport as he may designate, and to indicate such restrictions by appropriate markings and/or signs; designate a parking time limit on any portion of said lots; designate any portion of said lots as a passenger loading zone or a freight loading zone; designate any portion of said lots as a "No Stopping" "No Waiting" or "No Parking" area; designate where and how vehicles shall be parked by means of parking space markers; and designate direction of travel and indicate same by means of appropriate signs and/or markings.
- B.** When appropriate signs and/or markings have been installed, no person may park or drive a vehicle on any portion of such lots reserved for the exclusive use of any vehicles unless authorized by the Chief Executive Officer.
- C.** Vehicles of working members of the news media and communication vehicles may park in designated press parking areas or as directed by Omaha Airport Authority personnel.
- D.** Vehicles parked in any garage, parking lot or other parking area reserved for public, private or employee use, shall park in such manner as to comply with all posted and/or painted lines, signs, and rules.
- E.** Vehicles displaying appropriate insignia, issued by state authorities, may park in designated handicapped parking areas for such periods as indicated by appropriate signs and/or markings.

**5.3 Authorization to Move Vehicles**

The Chief Executive Officer may remove, or cause to be removed at the owner's expense from any restricted or reserved area, roadway or right-of-way, or other area on the airport any vehicle which is disabled, abandoned, or illegally or improperly parked, or which creates a hazard or interferes with airport operations. Any removed vehicle shall be released to the owner or operator thereof upon proper identification of the person claiming such vehicle and upon payment of the towing charge and any accrued parking fees thereon. The Omaha Airport Authority shall not be liable for damage to any vehicle or loss of personal property that might result from the act of removal.

**5.4 Proper Use**

- A.** No person shall operate any vehicle/ground support equipment on the Airport other than on the roads or places authorized by the Chief Executive Officer for use by that particular type of vehicle.
- B.** No person shall use the roads or walk on the Airport in such manner as to hinder or obstruct proper use.
- C.** No person shall operate a vehicle/ground support equipment in a reckless or dangerous manner, or at a speed greater than posted, or if the vehicle is not roadworthy,

and in such mechanical condition that could endanger persons or property.

## **5.5 Pedestrians**

Pedestrians in marked crosswalks shall have the right-of-way at all times over vehicular traffic unless otherwise directed by Airport Police Officers.

## **5.6 Terminal Entrance Drive (Eppley)**

- A.** Commercial Lanes (between the parking garage and island) are for loading of passengers and commercial vehicles operating under a Commercial Vehicle permit or as authorized by Omaha Airport Authority personnel. Taxis and TNCs shall use the drop off and pickup location designated by the Omaha Airport Authority.
- B.** Terminal Lanes (between the island and the main terminal) are for use by the general public for the immediate loading and unloading of passengers. Taxis and TNCs may also use these lanes for the unloading of passengers with special needs only. Other use may be authorized by Omaha Airport Authority personnel.
  - 1. Left two lanes – Is intended for through and maneuvering traffic no vehicle, attended or unattended, shall stop, wait, or park in this lane.
  - 2. Right two lanes – Vehicles may stop in these lanes to drop off or pick up passengers but shall not be left unattended at any time.

Vehicles violating these regulations may be ticketed and/or towed at the owner's expense.

- C.** Commercial Parking Area

- 1. Courier & Delivery vehicles

Those vehicles operated by courier or delivery companies may utilize areas designated by Airport Police while conducting business in the terminal building under the following procedures:

- a. The driver must stop at the first available Airport Police booth, sign-in with the police officer and allow the vehicle to undergo inspection. Sign-in and inspection is required each time the driver returns.
    - b. The vehicle must display the company name/logo on the side of the vehicle; or the driver must have a placard visible in the interior of the vehicle displaying the company name/logo.
    - c. Courier/Delivery drivers may be allowed a maximum of two (2) hours to complete business. After two (2) hours the driver should be advised to move the vehicle to the parking garage or other appropriate parking lot.

- d. On completion of business the courier/delivery driver shall sign out with a police officer and return any tags, items, or other indicia of parking authorization.

## 2. Commercial Ground Transportation

Those vehicles classified as Commercial Ground Transportation under Omaha Airport Authority Rules & Regulations Section 10.3, with the exception of buses, taxis or TNCs may utilize the Commercial Lane only while conducting business in the terminal building under the following procedures:

- a. The driver must stop at first available Airport Police booth, sign-in with the police officer and allow the vehicle to undergo inspection. Sign-in and inspection is required each time the driver returns to use the Commercial Lane.
- b. The vehicle must display the company name/logo on the side of the vehicle; or the driver must have a placard visible in the interior of the vehicle displaying the company name/logo.
- c. Commercial Ground Transportation drivers may be allowed a maximum of one (1) hour to load passengers and luggage. After one (1) hour the driver should be advised to move the vehicle to the parking garage or other appropriate parking lot.
- d. On completion of business the courier/delivery driver shall sign out with a police officer and return any tags, items, or other indicia of parking authorization.

## 3. Contractor Vehicles

Contractors working at the airport on behalf of the Omaha Airport Authority may utilize the areas designated by Airport Police under the following procedures:

- a. The driver must stop at the first available Airport Police booth, sign-in with the police officer and allow the vehicle to undergo inspection. Sign-in and inspection is required each time the driver returns.
- b. The vehicle must display the company name/logo on the side of the vehicle; or the driver must have a placard visible placard in the interior of the vehicle displaying the company name/logo.
- c. Contractors working on behalf of the Omaha Airport Authority may be allowed a maximum of one (1) hour to perform work activities unless authorized by Airport Police. After one (1) hour the driver should be advised to move the vehicle to the parking garage or other appropriate parking lot.

#### 4. Tenant Company Contractors

- a. Generally, unless authorized by an Omaha Airport Authority representative contractors working at the airport on behalf of a tenant company should not utilize the front drive, but rather be advised to park in the parking garage, surface lot or other appropriate parking lot; and to seek any parking fee reimbursement from the tenant company or their employer.
- b. Contractor vehicles may be allowed to temporarily park along the center island commercial lane or terminal passenger drop-off lane to load or unload equipment, tools, supplies, workers, etc.; by authorization of the Airport Police then proceed to appropriate parking lot with the vehicle

### 5.7 Tenant and Employee Parking

All employees of companies, organizations or agencies having tenancy at the Airport shall park only in assigned or designated parking areas.

### 5.8 Motorcycles and Bicycles

Every person riding a motorcycle or bicycle upon an Airport landside roadway shall be granted all rights and shall be subject to all duties made applicable to the driver of a vehicle, except as to rules and regulations which by their nature can have no application. Such cycles are strictly prohibited from operating or parking on lawns or sidewalks.

All bicycles shall be parked or secured only on bike racks provided by the Airport within authorized areas.

Unless specifically authorized by the Chief Executive Officer, motorcycles and bicycles are not permitted on the airside areas.

### 5.9 Vehicle and Driver Regulations for the Airside Non-Movement Areas

#### A. Drivers

1. No vehicle/ground support equipment shall be operated on the airside non-movement areas unless:

The driver is licensed to operate the class of vehicle by an appropriate state licensing agency.

The driver has submitted an application for non-movement area driving privileges to the Omaha Airport Authority, completed the required training items listed on the application and been approved for non-movement area driving.

The driver possesses an Omaha Airport Authority issued ID badge with the "Authorized Driver" ("D") designation or the vehicle/ground support equipment is under escort according to the following procedures. The ("D") designation does

not include driving privileges in the movement area.

- a. If under escort, the person performing the escort must have authorized unescorted access to the area of the escort and possess and display their ID badge with the authorized driver (“D”) designation; and escort (“E”) designation as required for a SIDA.
  - b. The person performing the escort must be authorized to drive in the area of the escort and must be operating a separate vehicle that is authorized in the area of the escort.
  - c. Vehicles, motorized carts and ground support equipment escorted onto the airside intended for the secured area, must undergo an inspection by authorized Omaha Airport Authority personnel prior to entering the secured area. Tenant vehicles and ground support equipment remaining on the property need not be escorted or inspected repeatedly while entering the secured area.
    - i) All vehicles, vehicle operators and passengers, including personal property, entering the secured area are subject to inspection.
2. No person operating or driving a vehicle, motorized cart or ground support equipment on any aircraft ramp shall drive at a speed greater than fifteen (15) miles per hour or at such a rate of speed as to endanger any aircraft, vehicle/ground support equipment or personnel.
  3. At Eppley, no vehicle, motorized cart or ground support equipment shall pass between an aircraft and passenger terminal or passenger lane when the aircraft is parked at a gate position, except those vehicles/ground support equipment servicing the aircraft. All other vehicles/ground support equipment must drive to the rear of the aircraft and shall pass no closer than twenty (20) feet from any wing or tail section, except when operating within established vehicle service roads
  4. Where vehicle service roads are established, vehicle operators are expected to remain within the boundaries of the vehicle service road when operating on aprons or other areas of the airside. OAA vehicles performing official work functions and emergency vehicles are exempt for this requirement.
  5. Passengers enplaning or deplaning aircraft, and moving aircraft, shall have the right-of-way at all times over vehicular/ground support equipment traffic. Vehicle/ground support equipment drivers must yield the right-of- way.
  6. No vehicle, motorized carts, or ground support equipment shall enter the airside non-movement areas at Eppley Airfield unless an inspection, and permission has been obtained from the Omaha Airport Authority, or the vehicle, motorized carts, or ground support equipment is properly escorted.



- a. Motorized carts are not granted vehicle gate access, nor may enter or exit a vehicle gate while under operation.
7. No person shall operate any vehicle, motorized cart or ground support equipment which is in such physical or mechanical condition as to endanger persons or property or which, in the opinion of the Chief Executive Officer, is an eyesore.
8. No person shall:
  - a. Operate any vehicle/ground support equipment that is overloaded or carrying more passengers than the number for which the vehicle was designed.
  - b. Ride on the running board or stand up in the body of a moving vehicle/ground support equipment.
  - c. Ride with arms or legs protruding from the body of a vehicle/ground support equipment.
9. A guide-person is required whenever the vehicle/ground support equipment operator's vision is restricted.
10. No fuel truck shall be brought into, stored, or parked within 50 feet of any building unless authorized by the Chief Executive Officer.
11. Tractor and/or container carriers shall not tow more carts, pods, igloos or containers than are practical, under control, tracking properly, and safe.
12. Vehicles/ground support equipment and other equipment shall be parked only within a tenant's own leased space; or in other approved areas as directed by Omaha Airport Authority personnel.
13. Vehicles shall not be operated under the movable portion of any passenger loading bridge except during emergencies or authorized repair work.
14. Operations under the north and south concourse connectors are restricted to posted heights:

North Connector - 8 feet 3 inches

South Connector - 13 feet 0 inches

Gate B-11 Tunnel – 11 feet 5 inches
15. No person shall park a vehicle/ground support equipment in an aircraft parking area, safety area, grass area, or in a manner so as to obstruct or interfere with any aircraft movement area or ramp area.
16. No person shall park, or leave unattended, vehicles/ground support equipment or other equipment that interferes with use of any facility by others, or prevents movement or passage of aircraft, emergency vehicles or other motor

vehicles/ground support equipment or equipment.

17. No person shall park a vehicle/ground support equipment or equipment within fifteen feet of a fire hydrant or in such a manner as to prohibit access to the fire hydrant by personnel or equipment.
18. No person shall operate a vehicle/ground support equipment or other equipment on the airside non-movement areas while under the influence of alcohol or any drug which impairs or may impair the operator's abilities.
19. Each vehicle/ground support equipment operator utilizing an airport perimeter (security) gate shall ensure the gate closes behind their vehicle prior to leaving the vicinity of the gate and shall ensure no unauthorized vehicles or persons gain access to the airside while the gate is open.
20. Vehicles/ground support equipment shall not be operated in a reckless or careless manner. A reckless or careless manner is one that intentionally or through negligence threatens the life or safety of any person or threatens damage or destruction to property.
21. No vehicle/ground support equipment shall be driven over any unprotected hose of a fire department without the consent of a fire department official.

**B. Deliveries**

Vendors and contractors serving a tenant located in the secured area must be escorted to and from the tenant's location by Omaha Airport Authority personnel. Once in the secured area, delivery vehicles servicing multiple tenant locations may be escorted between locations by a tenant driver meeting the qualifications described in this section.

1. Vehicles requiring access to the Secured Area for the purpose of deliveries shall be completed within the hours of 6:00 a.m. and 12:00 p.m.
2. Deliveries required outside of the specified time must be scheduled 24 hours in advance by contacting the Communications Center.
3. The vehicle must be escorted back out using the same escort procedures.

**C. Vehicles and Ground Support Equipment**

1. No vehicle shall be operated on the airside non-movement areas unless it has a federal or state registration or is designated as ground support equipment not normally operated on public streets.
2. All vehicles operated on the airside non-movement areas must have vehicle liability insurance as required by the Chief Executive Officer.
3. At Eppley, all vehicles, motorized carts, or ground support equipment operated on the airside non-movement areas shall be approved by the Chief Executive

Officer. All vehicles, motorized carts or ground support equipment shall be marked with the tenant company's logo or be of such configuration that its purpose as ground support equipment is obvious.

- a. Tenant company logos or markings shall be readily visible on both sides of the vehicle/ground support equipment.
  - b. If lettering is used it shall be no less than four (4) inches in height and readily visible on both sides of the vehicle, motorized cart or ground support equipment.
4. Carts and all non-motorized equipment being towed or moved after darkness shall have reflectors, rear lights and/or reflective tape visible from a 360-degree circle around them.
5. No vehicle shall be permitted on the airside non-movement areas unless:
  - a. It is properly marked as outlined in Section 5.9(B) (3) above.
  - b. It is in sound mechanical condition with unobstructed forward and side vision from the driver's seat.
6. From sunset to sunrise, and during inclement weather resulting in periods of low visibility (snow, rain, fog, etc.):
  - a. All motorized ground support equipment shall utilize headlights and taillights.
  - b. All authorized company vehicles shall utilize headlights and taillights and be equipped with an operating amber beacon or equivalent, which is visible for 360° around the vehicle.
7. Should poor visibility conditions become significant, the Omaha Airport Authority may suspend or restrict escorts of vehicles and/or ground support equipment. These conditions can be weather related or manmade (i.e. fog, snow, dust, smoke, etc.), which limits the visibility of the driver on a ramp. The determination to suspend or restrict escorts will be made by the On- Duty Operations Supervisor.
8. Regardless of weather conditions, no person shall conduct an airside non-movement area vehicle escort, unless the escorting vehicle is equipped with an operating amber beacon or equivalent, which is visible for 360° around the vehicle.
9. Only appropriately badged employees with airside driving privileges, who have received appropriate drivers training from their employer for the current conditions, are authorized to conduct airside non-movement area escorts on the terminal, cargo, and general aviation ramps.

10. Regardless of weather conditions, if a driver conducting or about to conduct an escort feels they need assistance with an escort for any reason, (i.e., low visibility, size of vehicle, route of travel, etc.) they should contact the Omaha Airport Authority Communications Center immediately and request an Omaha Airport Authority escort.
11. The Omaha Airport Authority reserves the right to deny, terminate, or take control of any airside escort that is deemed inappropriate or dangerous.

**D. Fueling**

Tenants who perform fueling services must have an approved FAA training program for their employees.

Please refer to the Omaha Airport Authority Minimum Standards for Commercial and Non-Commercial Fuel Dispensing.

1. All fueling vehicles of 5,000 gallons or larger, operating airside non-movement area shall be equipped with an operating amber beacon or equivalent on both the front and back portions of the vehicle. Each beacon shall be visible from all points along an arc beginning on one side of the vehicle around the end of the vehicle, and terminating on the opposite side of the vehicle; or an arc of not less than 270°.
2. Fueling vehicles of less than 5,000 gallons operating in an airside non-movement area shall be equipped at minimum, with one operating amber beacon or equivalent which shall be visible from all points on a 360° circle around the vehicle.
3. The required operating amber beacons, or equivalents, shall be operational at all times while operating airside. In addition, headlights, taillights and all marker lights shall be used during all airside operations during inclement weather and from sunset to sunrise.

**E. De-Icing Vehicles**

All de-icing vehicles operating on the airside non-movement area shall be equipped with, and use, an operating amber beacon or equivalent (i.e., flashing strobe) which shall be visible from all points on a 360° circle around the vehicle. In addition, headlights, taillights and all marker lights shall be used from sunset to sunrise and during inclement weather.

**F. Emergency Response Vehicles**

1. Tenants are advised that operators of emergency response vehicles, when responding to an emergency, or when in pursuit of a suspected violator and utilizing audible and/or emergency devices may:
  - a. Proceed through a stop signal or sign after ensuring passage through the

signal or sign will not endanger aircraft, property or personnel.

- b. Exceed speed limits and disregard regulations governing direction of movement or turning in specified directions.
2. When conducting official business, drivers of authorized emergency or police vehicles may park or stand without regard to the provisions of these regulations.
3. When a driver observes the approach of an authorized emergency or police vehicle making use of audible and/or visual signals, the driver shall yield the right of way to the responding vehicle until the vehicle(s) have passed, unless otherwise directed by a police officer.

## **5.10 Vehicle and Driver Regulations for the Airside Movement Areas**

### **A. Authorized Movement Area Vehicles**

Only Omaha Airport Authority, FAA and USDA vehicles are allowed in the Movement Area and only when equipped with an operable two-way radio in communication with and having obtained clearance from ATCT (at Eppley). These vehicles must be operated by a person who has completed the Omaha Airport Authority Movement Area Training Program and has been certified by the Omaha Airport Authority to operate on the movement area. All other vehicles/ground support equipment shall be escorted by an authorized Omaha Airport Authority or FAA vehicle and vehicle operator.

### **B. Radio Failure**

In the event of a two-way radio failure and loss of communications with the control tower when operating a vehicle on the movement area, the driver shall exit the movement area via the closest access service road that does not require the vehicle operator to cross a runway and then advise ATCT via alternative methods (cell phone, through the Operations Supervisor, etc.) of the actions taken. If this is not possible, the driver shall turn the vehicle toward the tower and flash its lights. After receiving the proper light gun signal from the tower, the driver shall proceed as directed. All personnel who operate vehicles on the movement area shall know the meaning of all FAA light gun signals.

## **5.11 Taxi Qualified Mechanics**

Some aircraft operators/tenants have an operational need to use maintenance personnel, other than FAA certificated pilots, to taxi aircraft onto the Movement Area for reasons other than flight (e.g., engine maintenance runs, balance props, relocation to a maintenance hangar etc.). These personnel, referred to as Taxi Qualified Mechanics (TQMs), taxiing aircraft on the movement area are considered vehicle operations under FAA Standards. The TQM must receive initial and recurrent training and certification from the OAA similar to those operating vehicles and equipment on the Movement Area, however, TQM Movement Area access is limited only to areas of operational necessity.

Aircraft operators/tenants must request this certification from the Omaha Airport Authority prior to conducting these operations. The Omaha Airport Authority will review the specifics of the

request and make the determination as to whether or not it is an operational necessity on a case-by-case basis.

Aircraft taxied by an FAA certified pilot for reasons other than flight, or those under an Omaha Airport Authority escort, are exempt from the Omaha Airport Authority's TQM training and certification requirements.

## **5.12 Vehicle and Ground Support Equipment Accidents**

Operators of vehicles and ground support equipment involved in an accident on airport property that results in damage to an aircraft, airport property, another vehicle, or other ground support equipment, or injury to a person shall:

1. Immediately stop and remain at the scene of the accident.
2. Render reasonable assistance, if capable, to any person injured in the accident.
3. Immediately report the accident to the Airport Police by calling the Communications Center at 402-661-8100 or 402-661-8200.
4. Provide and surrender the following to an Airport Police Officer: name and address, airport identification card, state driver's license and any related information the officer requests.

## **SECTION 6 FIRE SAFETY STANDARDS**

### **GENERAL RESPONSIBILITIES**

#### **6.1 General Fire Prevention and Safety**

- A.** All persons using the Airport and its facilities shall use the utmost care to guard against fire and injury to persons and property. It is the responsibility of personnel at all levels to encourage fire safety and accident prevention.
- B.** Fire/Safety provisions of the Omaha Airport Authority Rules and Regulations for Eppley Airfield and Millard Airport, including hazardous materials, are in accordance with applicable sections of the International Building Codes (IBC), and/or the National Fire Protection Association (NFPA) Standards, and all the applicable laws of the local jurisdiction. NFPA will be used as the standard to supplement Omaha Airport Authority local rules and regulations. The Omaha Airport Authority is the authority having jurisdiction as defined in NFPA. In some cases, Omaha Airport Authority rules and procedures may be more restrictive due to the needs of the Airport. The Omaha Airport Authority Fire Chief utilizing these codes, standards, and laws will address and make a determination for rules not covered herein.
- C.** Individuals or organizations requesting exceptions to the policies identified herein should submit their request for exemption in writing to the Omaha Airport Authority. The requested exemption will be reviewed and responded to by the Chief Executive Officer or designee.
- D.** Conflict in rules and procedures. When a conflict occurs between written directives, the most stringent directive will take precedence.

#### **6.2 Aircraft Rescue Firefighting (ARFF)**

- A.** ARFF is responsible for responding to aircraft emergencies at Eppley Airfield. The ARFF department, in addition, will respond in accordance with all Omaha Airport Authority Emergency Management, Disaster, Security, Mutual Aid Plans and agreements. The department will also respond to non-aircraft emergencies on and in the immediate vicinity of Eppley Airfield, including medical emergencies. The department shall:
  - 1.** Establish an aircraft rescue-training program that supports all Airport plans, rules and procedures for the safety and well-being of passengers and tenants.
  - 2.** Ensure vehicle, equipment, and firefighter readiness.
  - 3.** Provide fire safety briefings to Airport employees, tenants, contractors, and others utilizing airport facilities when requested.
  - 4.** Enforce no-smoking practices.

5. Encourage good housekeeping practices.
  6. Encourage safe storage of flammable liquids.
  7. Assist the respective tenant/facility manager by annually inspecting all facilities owned and/or operated by the Omaha Airport Authority.
  8. Maintain a facility file to include all fire inspection reports, fire extinguisher identification and locations, pre-fire plans, evacuation plans, facility fire protection systems, and other fire safety items. Facility files will also include major portions of the airfield, including aircraft ramps, boat ramps, and other facilities deemed necessary.
  9. Every three months perform fire inspections in accordance with Federal Aviation Regulations 14 CFR § 139 on all Airport fuel servicing, storage, pumping, and loading and off-loading stations. Records will be maintained at the Fire Station.
  10. Perform runway standby, or ramp patrol, utilizing an ARFF vehicle during increased flight schedules; or as required to improve ARFF response time.
- B.** Institute fire, safety, and health programs benefiting the Omaha Airport Authority, tenants, contractors, and airline patrons. For example: blood pressure checks, fire extinguisher training and inspections, first aid, and CPR training, etc.
- C.** Conduct Fire Safety visits. Fire Safety visits will include all areas under Omaha Airport Authority supervisory control, leased areas, and land. These facilities/areas consist of, but are not limited to: airline leased areas including gates, storage, workshops, parking ramps, outside areas, ticket counters and other offices under their control. In addition, inspections will be conducted on areas such as: FBO and private fueling operations, aircraft parking ramps, T-hangars, industrial areas owned by the Omaha Airport Authority and all acreage belonging to the Omaha Airport Authority. These visits can be requested by the facility manager, or the leaseholder. Inspections will also be conducted for compliance with Federal Aviation Administration (FAA) or Omaha Airport Authority regulations. Discrepancies, hazards, or questions arising from inspections not covered above will be addressed within the NFPA. The inspection process consists of:
1. The tenant or the facility manager accompanying the ARFF inspector(s).
  2. A periodic review of fire safety programs, evacuation procedures, fire safety equipment, specialized equipment (fire extinguishers), good housekeeping, and storage practices, etc.
  3. Visits during either day or evening operations.
  4. Occasional no notice visits.



5. The issuance of a report with findings attached upon completion of the visit. All noted discrepancies that cannot be corrected on the spot would be noted and must be corrected within 14 calendar days. Items of a more serious nature may require more immediate corrective action. If an ongoing operation is determined too dangerous to continue, the process will be shut down or the hazard mitigated until an immediate correction is in place. In some cases, a critical operation is necessary and does produce a risk. In this case the on duty ARFF Fire Captain will make a determination of the safest course of action. Once ARFF identifies a fire or safety hazard, the responsible agent or tenant is required to correct the item and notify ARFF that the item has been corrected so follow up inspections can be performed.
6. Significant safety problems, discrepancies and/or deficiencies will be brought to the immediate attention of the Omaha Authority Safety Committee.

### **6.3 Facility Manager/Tenant Responsibilities**

- A. The facility manager or the tenant is responsible for the fire safe condition of the facility and shall have all employees follow prescribed fire safety procedures. These include:
  1. Implementing an effective fire prevention program within their section or department. Managers are responsible for the fire-safe condition of the areas/facilities under their supervision.
  2. Development of written procedures (instructions, supplements, operating instructions, as appropriate) for their employees to follow in the event of a fire. Instructions must cover fire reporting, patron evacuation and pre-designated meeting locations, and initial fire-fighting actions. Depending on the type of activity, instructions shall also include such items as emergency removal of aircraft from hangars, protection of high value and critical materials, and accidents involving fuel handling.
  3. The senior person representing the facility or tenant during a fire should be readily available to answer questions of Fire Operations and Police/Fire Investigative agencies. If an investigation reveals a violation of fire prevention policies, the Omaha Airport Authority will initiate appropriate administrative and/or disciplinary action.
  4. When fire hazards or deficiencies are found, initiate immediate corrective action to eliminate these hazards/deficiencies. Fire hazards or deficiencies that cannot be internally corrected within 14 calendar days after detection will be examined at the Omaha Airport Authority Quarterly Safety Meeting.
  5. Follow good daily housekeeping practices at fuel storage farms and fuel facilities. Accumulated debris of trash and paper along with overgrowth of vegetation all represent fire hazards and will not be tolerated. Fueling agents will take all precautions to maintain areas in a clean and safe condition. This

same standard also applies to painting, signage and general appearance of the facility.

6. Ensure all fire extinguishers and other safety equipment remain serviceable, unobstructed and are rated appropriately.
7. Request fire extinguisher and other specific safety training for employees.
8. Perform periodic fire safety inspections of areas under their control.

#### **6.4 New Employee Fire Safety Briefing**

- A.** Workplace managers are responsible for ensuring personnel under their supervision are trained within 30 days of employment in their fire prevention responsibilities as prescribed in these instructions. A record of this training will be kept on file for all current employees and will be made available upon request from the Omaha Airport Authority. These records shall include:
  1. Fire Safety practices in the area where the employee will be working.
  2. Fire reporting procedures.
  3. Procedures to follow during a fire alarm activation or area evacuation.
  4. Location and use of fire extinguishers.
  5. Location and use of facility fire protection systems, AFFF foam systems, oven range hood systems, and alarm pull stations, etc. if the facility is so equipped.
- B.** Employees working near aircraft boarding gates will be familiar with and know how to operate all wheeled fire extinguisher units.

#### **6.5 Fire/Emergency Reporting Procedures**

- A.** All fires on Eppley Airfield must be reported. The ARFF station is staffed 24 hours per day, seven days a week. Emergency crews will be dispatched by the Omaha Airport Authority Communications Center.
- B.** Fire Reporting and Evacuation Procedures - the following actions will be taken in the event of a fire or emergency:
  1. Alert the occupants by pulling the nearest fire alarm pull station. If the facility is not equipped with a fire alarm system, then they should verbally alert the occupants.
  2. Call the Omaha Airport Authority Communications Center at (402) 661-8200. Remain on the phone (**DO NOT HANG UP**) until released by the Communications Center operator.

3. Ensure all people have been evacuated and assembled at a designated area as identified in your organization's emergency plan.
4. Make an attempt to fight the fire if it is small and confined to the area where it started. Use proper fire extinguisher techniques and always fight a fire with an exit or other means of escape at your back. If the fire is too large and uncontrollable, abandon firefighting efforts and evacuate the building; do not endanger yourself or others.
5. Activate installed fire suppression system if needed or required when the system does not function automatically.
6. Designate an individual to go outside the building to meet and direct fire crews to the location of the fire or emergency.

## **6.6 Airport Fire Safety Fuel Handling Standard**

- A.** NFPA 407 (current edition), and NFPA 30, (current edition), is the local fire code governing airport fueling operations. To establish and maintain fire safety fueling standards at the airport, as required by 14 CFR Part 139.321(b), the Airport fueling agents shall be responsible for purchasing and maintaining copies of the most current NFPA 407 and NFPA 30 standards.
- B.** All fueling agents are required by the Airport to comply with NFPA 407 and NFPA 30 fire code standards. All fueling activities on the airport are monitored by Airport Operations and ARFF Departments.
- C.** Fueling agents shall reference and comply with NFPA 407 and NFPA 30 for all activities related to:
  1. Fuel Farm Storage Areas
  2. Fuel Tanks
  3. Mobile Fueler Equipment Design
  4. Fueling Practices
- D.** Omaha Airport Authority Fire Department personnel conduct inspections of the fueling agent fuel facilities and aircraft fuel servicing vehicles for compliance to the above referenced standards every 3 months. These inspections are conducted in the months of January, April, July and October each year. Follow-up inspections will be conducted when unsatisfactory items are found. Items needing correction will have 14 calendar days to be brought up to standard. Inspection records are maintained in the Fire Rescue station, Training and Administration office for at least 24 months.

**E. Driving Fueling Vehicles**

1. Drivers of fuel vehicles need to be especially cautious when backing fuel trucks. Drivers shall request back up spotters before backing their vehicle.
2. Fuel truck drivers will use extreme caution when driving. Some tank trucks are prone to roll over when partially loaded. Drivers shall obey all airport traffic regulations, especially the observance of speed limits.
3. Driving during inclement weather and icy conditions poses a serious risk to fuel truck drivers. Drivers should use extra caution during these driving conditions.

**F. Fuel Spill Procedures – All spilled fuel, oil, grease, or other material which is flammable or hazardous has the potential to flow or be washed into the storm drain system and shall be cleaned immediately and reported to the Omaha Airport Authority Communications Center. The airport ARFF department shall respond to all reported fuel spills or any spill that is a hazard to people or property. The fueling company is responsible for clean-up and disposal of the fuel in a safe and expeditious manner. The refueler operator or responsible party shall follow the procedures below:**

1. Immediately stop the flow of fuel. Where a spill is observed during a fueling operation, the fuel servicing shall be stopped immediately by release of the dead-man control.
2. In the event the spill continues, the equipment emergency fuel shutoff shall be activated.
3. Notify the **Omaha Airport Authority Communications Center (402) 661-8200.**
4. The fueling supervisor shall be notified immediately.
5. Evacuate aircraft and area if necessary. Direct passengers and others away from fuel.
6. Persons who have been sprayed or had their clothing soaked with fuel should be directed to a place of refuge away from any ignition sources and washed thoroughly with soap and water.
7. Place fire extinguishers upwind and uphill of the spill.
8. If unable to move the fuel truck due to safety reasons, leave it in place.
9. Do not activate or deactivate the ignition of any equipment within the immediate area. If an engine is running, leave it running; if an engine is off, leave it off. If directed to shut an engine down within the fuel spill area the engine speeds should be reduced to idle prior to cutting ignition in order to

prevent backfire.

10. Notify everyone in the area of the spill not to use cellular telephones or radio communications.
11. If you have the proper absorbent materials and there is no apparent danger, you may start cleanup operations.
12. Direct traffic away from the area.
13. Do not walk through the fuel and remain upwind and uphill as much as possible.
14. Ensure a clear arrival path for ARFF vehicles.
15. Channel fuel away from drains by diking or other means.
16. When dumping the dry-all material over the spilled fuel, block and protect drains from running fuel. If possible, dump the dry-all material over the upwind and uphill sides of the spill, and sweep the material toward the center of the spill. Pads and other approved drying materials may also be used in accordance with the manufacturer's specifications.
17. At no time will metal tools be used during the clean-up of the spill absorption material. Only plastic/non-sparking tools shall be utilized.

**G. ARFF Fuel Spill Procedures – A reported fuel spill is considered a ground emergency. ARFF will take the following precautions:**

1. Flight crew and passengers should be deplaned from an aircraft which has a large fuel spill around or underneath it. Flight crew and passengers on surrounding aircraft may need to be deplaned if the spill is threatening the adjacent parked aircraft.
2. Stop the flow of fuel; establish a cordon around the spilled fuel; position ARFF vehicles to allow the maximum protection; standby to deliver appropriate amounts of 3% Synthetic Fluorine Free Foam (SFFF); and perform rescue if needed.
3. Employ SFFF when appropriate. In certain rare occasions SFFF may be used to cover large spills, or low flash point fuels such as gasoline, which are considered dangerous to people, aircraft, and facilities. The foam forms a vapor seal over the fuel, limiting the amount of vapor able to escape the fuel surface. If this occurs, all SFFF and spilled fuel still require the same cleanup. At no time should aircraft or vehicles be moved through spilled fuel.
4. Aircraft on which fuel has been spilled should be inspected thoroughly to determine if fuel vapors have accumulated in flap and well areas, or internal

wing sections not designed for fuel storage. Any cargo, baggage, express, mail sacks, or similar items that have been wetted by fuel should be decontaminated before being placed aboard any aircraft.

- H.** Fueler Records and Requirements – Fueler staff and supervisors shall develop and maintain (for at least 12 months) records adequate to at least show:
  - 1. Source, tests run on fuel, and ultimate delivery point of all fuel brought onto the airport.
  - 2. Operational checks and any subsequent corrective action taken/made on equipment required by these standards.
  - 3. Training given and qualifications/achievements of all fueling staff on airport.
  - 4. These records shall be made available for inspection by the Omaha Airport Authority or the FAA upon request.
- I.** Federal Requirements – The Fuel Operator shall comply with all Federal statutes and all regulations including, but not limited to, those promulgated by the FAA.
- J.** State and Local Requirements – The Fuel Operator shall comply with all State and local statutes, rules and regulations including but not limited to, those relating to tax, fire, building codes, and safety matters.
- K.** Environmental Requirements – The Fuel Operator shall comply with all applicable local, State and Federal environmental statutes and regulations including, but not limited to, requirements for underground storage tanks, for the disposal of waste oil and other potentially hazardous substances, and for the refueling of all aircraft.
- L.** Compliance with Regulations, Codes Publications and Other Codes – The regulations, code publications, FAA Advisory Circulars and orders along with any amendments or revisions which may be issued or adopted are incorporated herein and all airport fueling operations shall be performed in compliance with those standards. In the event the language of any of these documents may be construed to be inconsistent with the language of these minimum standards or any Fuel Dispensing Permit, which may be issued, the most stringent requirement upon the fuel dispenser will be deemed to apply.

## **RAMP/AIRFIELD SAFETY PRACTICES**

### **6.7 Open Flames**

- A.** No person shall smoke, vape or use electric cigarettes in any portion of the AOA/SIDA including hangars, rooms, and buildings, except in designated areas approved by the Omaha Airport Authority Fire Chief. No Smoking signs shall be posted in conspicuous locations and enforced by all ramp employees.

- B. No person shall initiate or maintain any open fire of any type on any part of the Airport without permission from the Omaha Airport Authority Fire Chief.
- C. Open flames shall not be allowed within a 50 ft. radius of an aircraft.
- D. No person shall operate an oxyacetylene torch, electric arc, or similar flame or spark-producing device such as a grinder on any part of the Airport except in areas within leased premises specifically designated for such use by the Chief Executive Officer or designee, unless an Omaha Airport Authority Welding Cutting, and Brazing Permit from ARFF has been obtained. Permits will be issued for one area only. No permit shall be issued for operations within an aircraft hangar, any fuel storage area, or upon any components or section of any hydrant fuel distribution systems, unless the work is required for repair of such areas, hangars, or fuel systems. Where such an operation is required, permission shall first be obtained from the Omaha Airport Authority Fire Chief and shall be subject to such conditions as may be imposed.
- E. Anyone observing an unattended or uncontrolled fire on Airport premises shall immediately report it directly to the **Communications Center at (402) 661-8200**.
- F. The heating of engine oil to promote easier cold weather operation shall be restricted to steam, hot water, hot air, or approved electrical heaters.

#### **6.8 Care of Flammables and Combustible Liquids**

- A. Motor Fuel Dispensing Facilities and Repair Garages shall meet the requirements stated within NFPA 30, 30A and other referenced documents within those standards.
- B. Flammable/combustible liquids, and other hazardous materials, such as paints, thinners, gasoline, diesel fuel, etc., will be stored in UL listed metal cabinets/lockers.
- C. Dip tanks or bench-washing vats using flammable/combustible solvents will be of metal construction, equipped with self-closing lids and a fusible link. Lids will not be wired or propped in the open position.

#### **6.9 Flammable Gases**

- A. Storage of flammable gases in buildings, hangars, inside rooms, or outside areas will be in accordance with NFPA 1, NPFA 55, Compressed Gases and Cryogenic Fluids Code; NFPA 58, Liquid Petroleum Gas Code.
- B. Smoking and open flames will not be permitted in storage areas or within 50 feet of storage areas.
- C. All compressed gas cylinders, full or empty, when not in storage, will be secured to a wall.

**6.10 Safe Handling of Explosives and Other Hazardous Materials**

- A.** Explosives found not acceptable for transportation under federal regulations are not permitted on Eppley Airfield or Millard Airport, unless under the supervision of the Omaha Airport Authority Police Department, Omaha Police Department, FBI, ATF, or authorized TSA personnel.
- B.** No person shall store, keep, handle, use, dispense or transport at, in, or upon the Airport, any explosives, flammable gases, nonflammable gases, poisons, irritating materials. For purposes of this hazardous class scheme, the DOT definitions of 49 CFR § 173, as amended, shall be utilized.
- C.** Hazardous materials regulated in this article shall include, but not be limited to, those materials enumerated in:

  - 1. DOT Regulations published in 49 CFR § 100-200, as amended.
  - 2. The list of EPA pollutants, 40 CFR § 401.15, as amended.
- D.** Hazardous materials regulated in this article shall also include any material which has been determined to be hazardous based upon any appraisal or assessment by, or on behalf of, the party storing this material in compliance with the requirements of the Environmental Protection Agency (EPA), Nebraska Department of Environment and Energy (NDEE), the Nebraska Department of Health and Human Service, or which should have been, but was not, determined to be hazardous due to the deliberate failure of the party storing the material to comply with the requirements of the EPA and/or the Department of Health and Human Services.
- E.** Compliance with all applicable regulations governing explosives, which are acceptable for transportation, is required. Any other material subject to federal or state regulations governing hazardous materials must be handled in compliance with those regulations and any other more restrictive regulations that the Chief Executive Officer might deem necessary to impose. Any waiver of such regulations or any part thereof by the FAA or by any other competent authority shall not constitute, or be construed to constitute, a waiver of this rule by the Chief Executive Officer or an implied permission by the CEO. Advance notice of at least twenty-four hours shall be given to the Chief Executive Officer for any operations requiring their permission pursuant to this rule.
- F.** Movement of radioactive materials must be compliant with all Federal, State and local laws.
- G.** All airport tenants involved with the handling of hazardous materials must have a Hazardous Materials Removal Plan. The plan will include the name of the company used for removal of hazardous materials and the names and 24-hour telephone numbers of tenant staff authorized to handle such removals. The plan will be updated annually.



- H. Anyone gaining access to the Explosive Storage Magazine (ESM) site will not introduce or have on their person flame or spark-producing materials. This area will be maintained and will be void of trash and debris. Grass will be kept cut and neat in appearance.

#### **6.11 Aircraft Gates, Hangars and Ramp Areas**

- A. The starting or operating of aircraft engines inside any hangar is prohibited.
- B. Good housekeeping practices will be observed and practiced in and around all aircraft gates, hangars and ramps. Foreign Object Debris (FOD) containers with self-closing or tight-fitting lids will be available and utilized at each aircraft gate. These containers will be emptied at least daily or as often as needed. Each Air Carrier is responsible for the cleanup of excessive trash, weeds and other debris within their leased areas.
- C. Lighting in hangars shall be restricted to electricity.
- D. Cleaning of aircraft parts and other equipment shall be performed with nonflammable cleaning agents. When flammable cleaning agents must be used, only liquids having flash points in excess of 100° F shall be used and special precautions shall be taken to eliminate possible ignition sources. Aircraft washing runoff must be placed in a sanitary sewer if any cleaning agents are used. Only hand washing with water is allowed outdoors.
- E. Pre-approved paint, varnish, or lacquer spraying operations, exclusively by Fixed Based Operators, shall be in accordance with the NFPA. No spray painting shall take place inside any Airport structure unless it is an approved spray booth.
- F. Airline employees, crews, ARFF personnel and others who have occasion to be near aircraft with internal combustion reciprocating engines will take care to:
  - 1. Remain clear of the propeller when operating.
  - 2. Stay out of the prop arc.
  - 3. Ensure that when the engine has been shut down and the propeller is slowing to a stop, personnel shall not reach and grab the propeller for any reason.
- G. When working around jet engines personnel shall:
  - 1. Wear proper hearing protection.
  - 2. Not approach the jet until the engine has been shut down. Jet engine exhaust or blast is superheated and may approach velocities well over 800 mph. Emergency vehicles shall also avoid approaching within the exhaust danger area of a jet engine while it is operating.
  - 3. Insist that only trained personnel shall enter this area if necessary. Note:

Even after shutdown, jet engines retain sufficient heat to ignite spilled flammable materials for up to 20 minutes.

**H.** Aircraft Hazards to remain clear of:

1. Hot brakes —normally allow 30 minutes for aircraft brakes to cool down.
2. Aircraft on fire - evacuate the area and remain upwind and uphill of the aircraft.
3. The underside of wings - Wings often have small equipment protrusions that can cause head injuries, or very high pressure hydraulic operated doors, rams, hoses and other devices that can cause other severe injuries.

**6.12 Aircraft Ramp Fire Protection**

- A.** Aircraft shall be periodically checked when connected to ground power.
- B.** Flammable liquids shall not be placed in trash cans or poured down storm drains.
- C.** In the event of a fire on or adjacent to an aircraft, the captain, crew, or personnel on board shall be alerted immediately so that an evacuation can be initiated.
- D.** The fire shall be reported immediately to the Omaha Airport Authority Communications Center fire emergency telephone number **(402) 661-8200** indicating the fire's exact location, aircraft type, and any other pertinent information concerning life safety.
- E.** Airlines may be asked for assistance in backing their own aircraft away from the adjoining gates.

**6.13 Aircraft Ramp Fire Extinguisher Protection**

- A.** At least one wheeled extinguisher having a rating of not less than 160 BC shall be located at each air carrier's leased gate, as well as at intervals of 200 ft. along the length of aircraft ramps. The wheeled extinguishers are the responsibility of the aircraft company leasing the gate. Wheeled extinguisher procurement responsibilities rest with the aircraft company utilizing the ramp and/or the FBO ground handlers handling the aircraft. The Omaha Airport Authority has placed additional wheeled extinguishers in unleased locations. Emergency use of Omaha Airport Authority extinguishers must be immediately reported to the Omaha Airport Authority ARFF Department.
- B.** All fire extinguishers shall be freely accessible. Nothing will be permitted to block the extinguisher, drape or hang over it, partially hide it, or compromise its use.
- C.** All portable extinguishers shall meet the requirements of NFPA 10 Standard for Portable Fire Extinguishers.

- D.** All personnel employed on aircraft ramps shall be given training on action to take in case of fire. This shall include hands-on training in the use of portable and wheeled extinguishers.
- E.** Multi-purpose (ABC) dry chemical-type extinguishers shall not be located within 500 ft. of aircraft operating areas.
- F.** At least one portable extinguisher having a rating of not less than 10 BC and a minimum capacity of 15 lb. shall be provided on mobile service equipment, including the following:
  - 1. Air conditioning units
  - 2. Aircraft tractors
  - 3. Air starter units
  - 4. Cabin service trucks
  - 5. Catering trucks
  - 6. Container loaders
  - 7. Deicer trucks
  - 8. Engine driven passenger loading steps
  - 9. Ground power units

**Note:** For further guidance, review the current edition of NFPA 410.

#### **6.14 Electrical Equipment**

- A.** Electrical equipment and installations will conform to NFPA 70, National Electrical Code. Operation of all electrical equipment will be discontinued immediately upon recognition of an unsafe or hazardous condition. The following electrical precautions shall be adhered to:
  - 1. Tampering with electrical wiring or fixtures is prohibited.
  - 2. Extension cords will be UL approved and used only when flexible connections are necessary and will not be substituted for fixed wiring. Extension cords will be:
    - a. Used only in continuous lengths without taped or spliced sections.
    - b. Not tacked, stapled, or in any other manner fastened to woodwork.
    - c. Suitable for the purpose for which they are being used.
    - d. Protected from damage and will not be placed under rugs or carpets.
    - e. Rated at or above the required amperage to operate the electrical equipment being used.
    - f. Extension cords will not be plugged into other extension cords, multi plugs, or surge protectors (power strips). Electrical extension cords will be of suitable length and stored properly when not being used. Surge protectors (power strips) will not be plugged into other

surge protectors (power strips).

3. An 18-inch clearance will be maintained between electrical light fixtures and any combustible storage.
4. Electrical equipment used in the vicinity of flammable liquids or gases will meet applicable NFPA Standards for the particular application.
5. All electrical devices installed within 18-inches of floors in hazardous locations (aircraft hangars, repair garages, or similar areas) will be rated for Class I, Division 1 areas.
6. Electrical equipment used in the vicinity of flammable liquids or gases will meet applicable NFPA standards for the particular application.
7. Tenants/Facility Managers shall require all unnecessary powered equipment is turned off and left unplugged at the end of the day.

#### **6.15 Gas Powered Equipment**

- A. In addition to the safety hazards involved when gas powered equipment is used in a careless manner, a dangerous fire potential exists when such equipment is being operated, refueled, or improperly stored.
- B. Do not refuel any power or special purpose equipment while engine is running. Allow equipment to cool before refueling.

#### **6.16 Heating and Cooking Appliances**

- A. The use of heat-producing electrical appliances not listed by the Underwriters Laboratory (UL) is prohibited.
- B. Heating and cooking appliances shall not be left unattended when in use. Cooking of food in areas not specifically designed for use of cooking equipment is strictly prohibited.
- C. Open flame heaters and gas tanks are prohibited.
- D. Electric space heaters may be used with the exception of aircraft storage and maintenance areas, providing the building's electrical utilities are sufficient, they are UL approved, equipped with an automatic (tip-over) cutoff switch, and authorized by the facility manager. Heaters will never be left unattended. Heaters will have 36-inch clearance from combustibles.
- E. Kerosene and propane gas heaters and gas tanks are not permitted unless used by emergency personnel.
- F. Automatic start timers shall not be used in conjunction with space heaters, coffee makers, or any other type of cooking appliance.

**6.17 Storage Areas**

- A. Compressed gas cylinders shall be stored with protective caps in place and restrained to keep from falling. Cylinders will be stored in suitable UL approved metal cabinets in accordance with NFPA.
- B. A clearance of 18 inches will be maintained between storage material and ceilings regardless of building occupancy.
- C. Materials will not be stored so as to block or interfere with fire lanes, fire protection systems, extinguishers, escapes, exits, doors, or electrical switches.

**6.18 Common Fire Safety Practices**

- A. Good housekeeping practices apply throughout the airport. The accumulation of debris and trash will not be tolerated anywhere.
- B. Rags contaminated with petroleum products or vegetable oil will not be permitted to accumulate.
- C. Exhaust fans and motors will be kept clear of dust, lint, and grime.
- D. Smoking in bed is strictly prohibited in Airport facilities including the ARFF Station and Omaha Airport Authority Field Maintenance facility.
- E. The use of candles and other open flame devices is strictly prohibited within all facilities on the airport.

**6.19 Contractors and Construction Projects**

- A. Contractors, concessionaires, tenants, and facility managers are responsible for fire prevention in their work areas and will comply with this instruction as it pertains to them.
- B. Contractors who perform work on Airport property are responsible for ensuring that adequate fire safety equipment is available for the work area. The contractor must furnish this equipment. The contractor must ensure their staff is properly trained to use their fire safety equipment.
- C. Contractors must notify ARFF of proposed water system repair or outages that may affect fire hydrants or fire protection systems. Fire hydrants out of service will be identified by placing an appropriate “OUT OF SERVICE” placard on the fire hydrant.

**6.20 Fire Hydrants and Water Mains**

- A. ARFF will flow test a limited number of fire hydrants annually to check for proper functioning. These fire hydrants shall be opened fully, flowed until all foreign

material has cleared and report required maintenance and discrepancies to Field Maintenance. It is the goal of the ARFF Department to flow test each fire hydrant once every 4 years.

- B. ARFF will lubricate a limited number of fire hydrants annually. It is the goal to lubricate each fire hydrant once every 4 years.
- C. Field Maintenance must notify ARFF of proposed water system repair or outages that may affect fire hydrants. Fire hydrants out of service will be identified by placing an appropriate “OUT OF SERVICE” placard on the fire hydrant.

#### **6.21 Welding, Cutting, Brazing, and Grinding**

- A. Prior to any pre-approved welding, cutting, brazing, open flames, grinding, or torch operations contact the **Communications Center (402) 661-8100**. The Communications Center will call the ARFF Fire Captain to inspect the work site. ARFF will inspect the site for adequate fire extinguishers, see that adjacent exposures are protected, and make a determination as to what type of ARFF standby is required. Where removal of combustible materials is impractical, a suitable fire resistive shield or welding blanket will be placed between the materials and the welding operation.
- B. Welding, cutting, grinding, or brazing will not be permitted in the vicinity of flammable or explosive materials until the possibility of fire or explosion has been eliminated.
- C. When welding, cutting, grinding, or brazing operations are completed, the area will be thoroughly and carefully checked for hot spots.
- D. The **Omaha Airport Authority Communications Center (402) 661-8100** will be notified upon completion of all welding, cutting, grinding, or brazing operations.
- E. Pre-approved welding operations within an aircraft hangar will be performed in accordance with the requirements of NFPA 410. Reference NFPA 410 Chapter 8 Aircraft Welding Operations for additional safety requirements.

#### **6.22 Specific T-Hangar/Box Hangar Fire/Safety Practices:**

- A. The Omaha Airport Authority T-hangar/Box Hangar Rental Agreement and Lease provides that the Omaha Airport Authority and its duly authorized representatives shall have the full and unrestricted right to enter Leased Premises for the purpose of inspecting, conducting maintenance or for emergency purposes.
- B. T-hangar/Box Hangar tenants are responsible for the fire-safe condition of their facility. The following equipment and procedures are identified for tenants to meet Omaha Airport Authority Fire Safety Regulations:
  - 1. Tenants are responsible for complying with all related Omaha Airport Authority Rules and Regulations, not just those specific to this Section 6.22,

their lease agreement with the OAA, and FAA regulations and policies related to hangars.

2. T-hangars/Box Hangars are restricted for aviation use only. The Omaha Airport Authority designation means exclusively for storage of one aircraft in a T-hangar or up to two (2) aircraft in a box hangar, and the equipment and materials that support the aircraft that is maintained within the safety limits of all national and local Fire/Safety requirements.
3. T-hangars/Box Hangars may not be used for commercial purposes or industrial workshops, car repair, warehouse storage, extensive spray painting (see 11 below), meeting rooms, cooking, welding and cutting operations or any personal business activity. The storage of hazardous materials, firearms and ammunition, furniture, appliances, open flame heaters, propane bottles, gas grills, or other hazardous storage is prohibited. Additionally, the storage or use of alcohol or other illegal substances is prohibited. Storage permitted by the Omaha Airport Authority will be orderly and within the fire/safety parameters described herein.
4. Aircraft will be parked in a manner that facilitates its rapid removal from the facility in the event of an emergency.
5. Fueling of the aircraft will be performed outdoors from Omaha Airport Authority approved fueling agents. Stored aircraft fuel shall not exceed five (5) gallons and will be stored in an approved UL listed container.
6. Flammable cleaners and combustible liquid storage will be limited to the amount required to service or clean small items on a daily basis and must be kept in a UL approved metal cabinet. No more than a one working day supply shall be on hand.
7. Smoking, vaping, use of electronic cigarettes, any open flame, or grill use is not permitted within the airside operational areas (including T-hangars) of Millard Airport and Eppley Airfield. Areas for smoking approval must be submitted in writing to the Omaha Airport Authority. Sufficient justification must be detailed that describes the smoking area, disposal methods, and proper safety equipment required (smoking material disposal cans, etc.).
8. Trash (i.e., stacked newspapers, cardboard boxes, used oil, oily rags, etc.) shall not be permitted to accumulate. Following any activity within the hangar the trash shall be removed upon completion. Oil spills shall be promptly cleaned up.
9. Electric space heaters are not permitted.
10. Tenant aircraft preheating systems (Tanis heating system or equivalent) must be of an approved design. The aircraft preheating system may utilize a remote (cellular, wireless, etc.) on feature, provided it is manufactured for the specific preheating system installed on the aircraft and is approved by

the Omaha Airport Authority. Engine dipstick heaters and battery pre-heaters are also permitted. These preheating systems must be UL approved.

11. Spray painting may not be performed within the hangar. Touch up painting is permitted up to the contents of no larger than a 17 oz. paint spray can. The storage of one working day supply is permitted in a UL approved metal locker. Touch up painting shall be accomplished only with the main door open so that the area is well ventilated. Extreme care should be used so that paint overspray to the neighboring hangars is avoided.
12. Each T-hangar/Box Hangar will have a minimum of one 40 BC rated fire extinguisher furnished by the tenant. **ABC rated fire extinguishers are not permitted.** The extinguisher must be fully charged and in good working order. The tenant must re-service or replace an extinguisher that is not fully charged or is beyond the normal service life of 10 years.
13. Aircraft batteries may be maintained using a UL approved battery maintainer (trickle charger) with an automatic shut-off feature. These battery maintainers may utilize a remote (cellular, wireless, etc.) feature, provided it is manufactured for the specific battery maintaining system installed on the aircraft and is approved by the Omaha Airport Authority. The charging of aircraft batteries should be accomplished in a well-ventilated area. The charger shall be UL listed and equipped with an automatic shut off device.
14. Any modification of any T-hangar/Box Hangar (including structural, electrical, heating, plumbing or other systems) is prohibited without prior written approval of the Omaha Airport Authority.
15. Suspending or storing items from T-hangar ceilings or beams is prohibited.
16. Attaching shelving, boards, wiring, winches, or other items to T-hangar walls is prohibited.
17. The Omaha Airport Authority provides a padlock for each T-hangar/Box Hangar. This lock is part of a system that provides the Omaha Airport Authority access for inspections, maintenance or emergencies. Replacement locks are provided at a nominal cost. Private padlocks, utilized in a way that prevents Omaha Airport Authority access, are not permitted, and will be removed when discovered. The padlock and key(s) for the T-hangar/Box Hangar door, as well as the key(s) providing access to airport gates, must be returned to the OAA or their designated representative upon lease termination.
18. Waste oil or fuel is not to be disposed of in any drain or on the ground.
19. T-hangar/Box Hangar tenants are permitted to use the T-hangar/Box Hangar taxilanes for ground vehicular access to their hangar. They will exercise caution and ensure that aircraft have the right-of-way, at all times. Parking or driving on any turf areas is prohibited. Leaving unattended



vehicles or equipment (auto, truck, aircraft tug, mopeds, motorized scooters, etc.) between T-hangar/Box Hangar buildings is prohibited. The aircraft owner's vehicle may be parked inside the T- hangar/Box Hangar leased to the tenant while the aircraft is in use. Tenants must comply with auto liability insurance requirements per Nebraska State law.

20. Should door maintenance or other services be required, call the **Omaha Airport Authority Communications Center at (402) 661-8100**. Repair of doors or other maintenance discrepancies should not be attempted by the tenant.
21. When the hanger is not in use, the bi-fold door will be kept closed and latched utilizing the cable-lock system. Damage to these bi-fold doors is a major concern during high wind conditions and by keeping these doors closed and latched when not in use, security and safety can be enhanced.
22. Breathing Oxygen Cylinder Storage – Cylinders shall be stored in an assigned location protected against tampering by unauthorized individuals. Oxygen cylinders other than cylinders scheduled to be installed on the aircraft shall not be stored in aircraft servicing and maintenance areas of aircraft hangars.
23. Oxygen storage areas shall be clearly placarded “Oxygen – No Smoking – No Open Flames” or equivalent.
24. Oxygen cylinders shall be stored so that they are never allowed to reach a temperature exceeding 125° F and protected from rusting.
25. Cylinders shall be protected against abnormal mechanical shock that could damage the cylinder, valve, or safety devices.
26. Hand washing of aircraft with water only is permitted. Substances (i.e., degreasers, soaps, etc.) shall not be used as they could be classified as an environmental hazard and cause possible environmental harm.

## **RESTAURANT FACILITIES**

### **6.23 Restaurant Facilities**

- A. The potential for life and property loss in mercantile, public assembly, and restaurant facilities require extraordinary actions to prevent fire. Managers and their assistants must:
  1. Establish and maintain a training program for employees' fire prevention and safety responsibilities within the work environment. This training program includes procedures to follow in case of fire, fire extinguisher training, fire and medical emergency reporting, and large-scale evacuation. Immediate indoctrination of newly hired employees is important concerning the above topics.

2. Facilities shall be left in a fire-safe condition. The Manager or designated person will include the following fire safety items in a facility closing inspection:
  - a. Contents of trashcans, etc., are disposed of in a safe manner and removed from the building.
  - b. Cooking equipment and nonessential electrical equipment is turned off and properly cleaned.
  - c. The use of open flame decorations (including candles) is prohibited.
3. Establish and enforce the following procedures in facilities with commercial or restaurant-type cooking:
  - a. Install and maintain grease extractors according to the manufacturer's recommendations and instructions.
  - b. Clean installed grease filters and exposed surfaces of kitchen hoods by the operator on a daily basis, or more frequently, to prevent accumulation of grease. Spare filter sets are required in kitchens that operate continuously.
  - c. Clean every 6 months, or more often, if necessary, to prevent the hazardous accumulation of grease. This cleaning cycle includes grease accumulations on fans, roofs, louvers, exterior walls, cupolas, etc., and where the system exhausts to the outside. Specific guidance for cleaning is in NFPA 96, *Ventilation Control and Fire Protection of Commercial Cooking Operations*.
  - d. Exhaust system is operational while cooking equipment is being used. If an exhaust fan is shut down for repair or replacement, equipment served by that exhaust system must not be used until the fan is restored to service. The relocation of any food preparation equipment underneath a kitchen hood is prohibited without prior coordination and approval of the Fire Department and local code officials.
  - e. Automatic fire-extinguishing systems are inspected and serviced semiannually. Provide a metal or metal-clad cover designed specifically for the purpose of smothering deep-fat fryer fires. Position covers for immediate use in case of a grease fire.
  - f. A Class K fire extinguisher (wet chemical) will be located within 30 feet of deep fat fryer units.
  - g. Deep fat fryers shall be equipped with a separate high-limit control in addition to the adjustable operating control (thermostat) to shut off

fuel or energy when the fat temperature reaches 475°F (1 inch below the surface of the liquid).

- h. Power cutoff switches and exhaust systems are identified, and their accessibility maintained. Annually instruct all kitchen operators as to the importance of these switches.
- i. Ensure all personnel know the location of override switches for installed fire suppression systems, which can be used to activate the system.

**B. General Facility Rules**

- 1. Routes of egress, aisles, corridors, and stairways leading to exits will not be obstructed in any manner. Combustibles will not be stored under or in stairwells.
- 2. Exit signs and emergency lighting connected or provided with a battery-operated emergency illumination source will be periodically tested. Equipment must be fully functional for the duration of the test.

**6.24 Fire Extinguishers and Equipment**

- A. The operator of any hangar, building, mercantile store, office or other tenant business is responsible for furnishing and maintaining adequate first aid and fire appliances in accordance with NFPA 10, NFPA 410, and other local ordinances.
- B. Fire extinguisher equipment shall not be tampered with at any time, nor used for any purpose other than firefighting or fire prevention.
- C. All extinguishers and other such equipment shall be inspected annually by a licensed company and properly labeled as referenced in NFPA 10 *Standard for Portable Fire Extinguishers*.
- D. Airport fire protection systems and equipment shall not be altered or tampered with at any time.
- E. All fire doors and other fire prevention apparatus shall be accessible and kept unobstructed at all times.
- F. Fire extinguisher classes are available on **Thursdays** when scheduled at least 24 hours in advance through ARFF at **(402) 661-8040**.
- G. Fire extinguishers shall be checked for serviceability daily by the facility occupant, especially the wheeled units protecting aircraft at the gates and parking locations on the various ramps. They shall also be checked monthly and have the monthly inspection label denoted.
- H. A fire extinguisher briefing shall be provided to all newly hired employees.

**6.25 Vehicle Control**

- A. Vehicles and trailers will not be parked in any manner that would prevent access by fire equipment to all sides of a building.

**6.26 Fire Safety Checklist**

- A. A number of safety checklists have been developed and are available for managers to use for the fire safety of their facility and the proper training of their employees (see Section 6.29).
- B. ARFF is available to address your safety concerns and will conduct safety briefings, first aid and CPR classes (including defibrillation training), fire extinguisher training, infectious control procedures, and other suitable subject areas to support your training program.

**6.27 Emergency Procedures (Eppley Airfield)**

- A. Medical Emergencies

All tenants shall contact the **Omaha Airport Authority Communications Center (402) 661-8200 or 911** to report medical emergencies.

- B. Building Fires

All tenants shall contact the **Omaha Airport Authority Communications Center (402) 661-8200 or 911** to report building fires.

- C. Aircraft Emergencies

Omaha Airport Authority will coordinate with the ATCT on the notification and response to aircraft emergencies. Should an emergency situation involving an aircraft at the gate or otherwise parked and not under control of ATCT occur the **Omaha Airport Authority Communications Center (402) 661-8200** shall be contacted.

- D. Non-Medical Emergencies

All tenants shall contact the **Omaha Airport Authority Communications Center (402) 661-8100** for all other types of assistance.

- E. Fuel Spills

All tenants shall contact the **Omaha Airport Authority Communications Center (402) 661-8200** to report any size of fuel spill.

During all emergency situations, the Omaha Airport Authority Airport Emergency Plan (AEP) and/or the Airport Security Plan (ASP) shall govern as applicable.

#### **6.28 Emergency Procedures (Millard Airport)**

Millard tenants should contact 911 for any emergency.

**6.29 Fire Prevention Checklist****FIRE PREVENTION CHECKLISTS****Page 1 of 3**

| <b>ELECTRICAL CHECKLIST</b>                                                    | <b>Yes</b> | <b>No</b> |
|--------------------------------------------------------------------------------|------------|-----------|
| Are cords and plugs free from defect, fraying, etc.?                           |            |           |
| Is wiring properly installed (not nailed or fastened over hooks, pipes, etc.)? |            |           |
| Are covers in place on all electrical controls and electrical equipment?       |            |           |
| Are light bulbs kept clear of combustible materials?                           |            |           |
| Are appliances and accessories labeled by a recognized testing laboratory?     |            |           |
| Are emergency lights operating?                                                |            |           |

| <b>HOUSEKEEPING CHECKLIST</b>                                                                                                                                                          | <b>Yes</b> | <b>No</b> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|-----------|
| Are oily mops, cleaning cloths, sweeping compounds, paints, oils, grease and cleaning equipment stored in a non-combustible container or cabinet?                                      |            |           |
| Are trash receptacles emptied daily?                                                                                                                                                   |            |           |
| Are areas around heaters, boilers, motors, hot air ducts, etc., clear of combustibles?                                                                                                 |            |           |
| Are cooking hoods and ducts cleaned and maintained?                                                                                                                                    |            |           |
| Are stairwells free of storage?                                                                                                                                                        |            |           |
| Is the trash (cardboard, paper, cleaning rags, etc.) removed on a daily basis?                                                                                                         |            |           |
| Are all sources of heat (steam pipes, space heaters, electric motors, etc.) clean and have a proper clearance maintained from combustible materials or disconnected where appropriate? |            |           |

| <b>FLAMMABLE LIQUID CHECKLIST</b>                                                                                                                                          | <b>Yes</b> | <b>No</b> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|-----------|
| Are containers kept sealed for liquids such as alcohol, fuel, cleaning fluids, etc.?                                                                                       |            |           |
| Are safety cans for handling flammable liquids well marked, available and used?                                                                                            |            |           |
| Are flammable liquids limited to “working amounts”, stored properly within the work area, and the rest kept in bulk storage away from the main building in a storage area? |            |           |
| Are storage areas for such liquids clean and orderly?                                                                                                                      |            |           |
| Are flammable liquids stowed away at the end of each day in approved UL listed metal lockers?                                                                              |            |           |

**FIRE PREVENTION CHECKLISTS****Page 2 of 3**

| <b>FIRE EXTINGUISHER CHECKLIST</b>                                     | <b>Yes</b> | <b>No</b> |
|------------------------------------------------------------------------|------------|-----------|
| Are fire extinguishers kept in readily accessible and known locations? |            |           |
| Are fire extinguishers kept in good operating condition?               |            |           |
| Are fire extinguishers inspected monthly?                              |            |           |
| Are employees trained in the use of fire extinguishers?                |            |           |

| <b>EMERGENCY CHECKLIST</b>                                         | <b>Yes</b> | <b>No</b> |
|--------------------------------------------------------------------|------------|-----------|
| Do employees know how to report a fire and/or medical emergency?   |            |           |
| Are employees trained in their emergency duties?                   |            |           |
| Do employees know the location of the nearest emergency equipment? |            |           |

| <b>KITCHEN AREA CHECKLIST</b>                                                                                | <b>Yes</b> | <b>No</b> |
|--------------------------------------------------------------------------------------------------------------|------------|-----------|
| Are the kitchen exhaust hoods and grease filters free of excessive grease accumulation?                      |            |           |
| Are exhaust hood ducts and fans cleaned every six months or sooner if required?                              |            |           |
| Are covers for deep fat fryers kept nearby the unit in case of fire?                                         |            |           |
| Each evening at closing, are stainless steel surfaces cleaned of grease underneath the hood and duct system? |            |           |
| Is the hood and gutter of the hood cleaned each evening?                                                     |            |           |
| Are grease filters within the hood system run through the dishwasher and thoroughly cleaned each evening?    |            |           |
| Is a spare set of hood filters available for each specifically designed hood and duct system?                |            |           |
| Have thermostats on each deep fat fryer been periodically calibrated?                                        |            |           |

**FIRE PREVENTION CHECKLISTS**  
**Page 3 of 3**

| <b>GATE, AND AIRCRAFT RAMP CHECKLIST</b>                                                                                            | <b>Yes</b> | <b>No</b> |
|-------------------------------------------------------------------------------------------------------------------------------------|------------|-----------|
| Is each assigned extinguisher charged, free from obstruction and ready for use?                                                     |            |           |
| Is a wheeled fire extinguisher unit of not less than 160 BC, located at each leased gate?                                           |            |           |
| Have all employees received initial and recurring training in Fire Prevention practices including all first aid fire extinguishers? |            |           |
| Has all trash and debris been properly disposed of in trash cans with self-closing or tight-fitting lids?                           |            |           |
| Has all trash/FOD containers been emptied daily or as often as necessary?                                                           |            |           |
| Are “No Smoking” rules strictly enforced, and “No Smoking” signs posted within all leased areas?                                    |            |           |



**6.30 Referenced Publications**

- A. The following documents or portions thereof are referenced herein and were used as guidance for this Standard: (Reminder to refer to regulatory agencies to confirm and update standards/regulations).
- B. Federal Aviation Administration Publications Advisory Circulars – Department of Transportation, Distribution Unit, Washington, DC 20590, [www.faa.gov](http://www.faa.gov)

| <b><u>Document</u></b> | <b><u>Description</u></b>                                  |
|------------------------|------------------------------------------------------------|
| AC 00-34               | Aircraft Ground Handling and Servicing                     |
| AC 150/5230            | Aircraft Fuel Storage, Handling and Dispensing on Airports |

- C. National Fire Protection Association Publication – NFPA, 1 Batterymarch Park, P.O. Box 9101, Quincy, MA 02269-9101, [www.nfpa.org](http://www.nfpa.org)

| <b><u>Document</u></b> | <b><u>Description</u></b>                                         |
|------------------------|-------------------------------------------------------------------|
| NFPA 10                | Standards for Portable Fire Extinguishers                         |
| NFPA 30                | Flammable and Combustible Liquid Code                             |
| NFPA 70                | National Electrical Code                                          |
| NFPA 77                | Static Electricity                                                |
| NFPA 101 A&B           | Life Safety Code                                                  |
| NFPA 385               | Tank Vehicles for Flammable and Combustible Liquids               |
| NFPA 407               | Aircraft Fuel Servicing                                           |
| NFPA 410               | Standard on Aircraft Maintenance                                  |
| NFPA 415               | Aircraft Fueling Ramp Drainage                                    |
| NFPA 704               | Identification of the Hazards of Materials for Emergency Response |

- D. American Petroleum Institute, 1220 L Street, NW, Washington, DC 20005

| <b><u>Document</u></b> | <b><u>Description</u></b>                                                             |
|------------------------|---------------------------------------------------------------------------------------|
| Bulletin 1529          | Aviation Fueling Hose, and Hose Assemblies 1998                                       |
| Bulletin 1542          | Aviation Fuels Identification and Airport Equipment Marking and Color Coding          |
| Bulletin 1581          | Specifications and Procedures for Jet Fuel Filter/Separators                          |
| Bulletin 1584          | Four-Inch Hydrant System Components and Arrangements                                  |
| Bulletin 1800          | Corrosion Control at Petroleum Storage/Dispensing Systems                             |
| Bulletin 2003          | Protection Against Ignitions Arising Out of Static Lightning and Stray Currents, 1991 |

- E. United States Environmental Protection Agency  
Chemical Emergency Preparedness and Prevention Office (5104A),  
Ariel Rios Federal Building, 1200 Pennsylvania Avenue, NW  
Washington, DC 20460, [www.epa.gov](http://www.epa.gov)

| <b><u>Document</u></b> | <b><u>Description</u></b> |
|------------------------|---------------------------|
| Part 112               | Oil Program               |

Note: When obtaining the above regulations, codes and standards you shall be responsible to check with the issuing agency to confirm the item you are purchasing is the latest edition.

## **SECTION 7 - PUBLIC AND TENANT USE**

### **7.1 General**

The laws of the State of Nebraska apply at the Airport.

### **7.2 Security**

#### **A. Airport Security Program**

All persons present on or using Eppley Airfield are subject to the provisions of the Airport Security Program (ASP) as amended. Information contained in the ASP is Sensitive Security Information (SSI) and its release is governed by Transportation Security Regulation 49 CFR Part 1520.

#### **B. Aircraft Operator Security Program**

All aircraft operators, or foreign air carriers, operating at Eppley Airfield must have an approved security program in accordance with applicable Transportation Security Regulations.

#### **C. Omaha Airport Authority Issued or Approved Identification Badges**

1. All persons requiring unescorted access authority to the Secured Area, Security Identification Display Area (SIDA), Air Operations Area (AOA), or Sterile Area at Eppley Airfield, as herein defined, must possess an Omaha Airport Authority issued and approved, airport badge.
  - a. Any individual who signs a T-hangar Lease Agreement, or other lease agreement, for a T-hangar at Eppley Airfield is required to obtain an Omaha Airport Authority issued ID badge whether or not unescorted access to the AOA is requested by the individual.
  - b. Training is required under TSR 1542.213 for all individuals who have unescorted access authority to a Secured Area, Sterile Area, SIDA and AOA. The training must be completed prior to an individual being granted unescorted access to these areas. ID badge applicants that fail to achieve a passing test score will not be badged and will be required to re-test. Should an individual fail the SIDA test a second time, a letter from their manager to the ASC must be submitted stating the remedial steps that have been taken to ensure the individual can safely carry out security requirements in the SIDA. Failure to achieve a passing test score on the third testing attempt will result in revocation of, or a not-issued OAA ID badge.
2. Identification badges are issued by the Omaha Airport Authority, at its sole discretion, upon application by an approved tenant or other organization according to the procedures outlined in the Airport Security Program.

- a. All Fingerprint, ID badge, Escort, and Driver application forms must be signed by an Authorized Signer.
  - b. An Authorized Signer is that individual or designated representative approved by the Omaha Airport Authority to sponsor individuals and request identification badges for them.
  - c. An Authorized Signer shall not sign an OAA badge application form without first verifying the identity and work authorization of the applicant.
  - d. An Authorized Signer shall not sign a blank OAA badge, Escort, Driver, or any other application form.
  - e. Individuals who possess an Omaha Airport Authority issued ID badge allowing access to a Secured Area, Sterile Area, SIDA who are convicted of a disqualifying criminal offense as described in 49 CFR Part 1542.209 shall report the conviction to the Omaha Airport Authority within 24 hours of the conviction and return their ID badge to the Badging Office.
  - f. Authorized Signers, or a member of management, must notify the Airport Badging Office (ABO) at any time an individual with an OAA ID badge is on extended leave of absence greater than two weeks or any change in an employee's access authority, regardless of whether the ID badge has access to open any doors or gates.
3. Fraud and intentional falsification of records.
- No person may make, or cause to be made, any of the following:
- a. Any fraudulent or intentionally false statement in any application for access medium, or identification medium.
  - b. Any fraudulent or intentionally false entry in any record or report that is kept, made, or used to show compliance with Transportation Security Regulations or the Airport Security Program.
  - c. Any reproduction or alteration, for fraudulent purpose, of any report, record, access medium, or identification medium.
4. An Omaha Airport Authority issued identification badge is subject to reasonable fees for initial issuance, renewal and associated badging services. In addition, lost, stolen or unreturned ID badges shall incur an unaccountability fee.
5. No person may use, allow to be used, or cause to be used, any airport-issued or approved access medium or identification medium that authorizes the

access, presence, or movement of persons or vehicles in Secured Areas, AOAs, SIDAs, or Sterile Areas in any other manner than that for which it was issued by the Omaha Airport Authority. Additionally:

- a. No person shall allow or permit another person to use or attempt to use his or her Omaha Airport Authority issued, or approved, identification badge.
  - b. No person shall use or attempt to use an Omaha Airport Authority issued, or approved, identification badge that was issued to another person.
  - c. No person shall falsify, forge, counterfeit, alter, tamper with, deface, or destroy an Omaha Airport Authority issued, or approved, identification badge.
6. In areas identified as a Security Identification Display Area (SIDA), individuals must hold unescorted access authority to the area and properly display an Omaha Airport Authority approved identification badge; or be under authorized escort. Proper display of an ID badge requires that it be visible outside the outermost garment and above the waist, regardless of weather or job-related activity.
  7. All persons with unescorted access authority to a SIDA must challenge any other person present in the area who is not displaying an Omaha Airport Authority issued, or approved, ID badge.
  8. All individuals and their accessible property are subject to inspection prior to entering or while present in a Sterile Area, the AOA, Secured Area or areas designated as SIDA.
  9. Identification badges are issued for use in designated areas only and persons are restricted to those areas. Any attempt to use an ID badge outside the designated area is prohibited.
  10. Omaha Airport Authority issued identification badges are the property of the Omaha Airport Authority and must be surrendered upon the demand of a representative of the Omaha Airport Authority.
  11. Omaha Airport Authority issued identification badges must be returned to the Omaha Airport Authority immediately upon the termination of a person's employment or need for the ID badge.
  12. Lost, stolen or unreturned ID badges must be reported to the Omaha Airport Authority immediately. Failure to immediately report lost, stolen or unreturned ID badges may result in a penalty.
  13. Expired ID badges must be returned to the Omaha Airport Authority; the use or attempted use of an expired ID badge is a violation and is expressly

prohibited. Individuals with expired, suspended and revoked badges shall not be escorted and will incur an additional fee upon renewal.

14. Airport issued or approved ID badges shall not be used to bypass or otherwise circumvent Omaha Airport Authority, air carrier, or TSA security procedures.
15. Individuals who have an Omaha Airport Authority issued ID badge are required to update the Badging Office with any changes to the personal information included on their ID badge application within 30 days of such change.

**D. Escorting in a Security Identification Display Area (SIDA)**

1. Escort is defined in Section 1 of the Rules and Regulations.
2. Escorting in a SIDA is restricted to those individuals with a demonstrated operational need to escort others. Escort authorization will be granted to individuals at the sole discretion of the Omaha Airport Authority, provided the following conditions are met:
  - a. An escort application is completed by the person's Authorized Signer outlining the person's operational need for escort authority.
  - b. The person has not committed an escort violation in the past twelve months.
  - c. The person has not committed two or more other violations of Omaha Airport Authority rules in the past twelve months.
  - d. The person has received appropriate training regarding escort procedures.
3. The escort authority of badged airport law enforcement personnel is unrestricted.
4. No badged person may escort an unbadged individual while in a SIDA unless:
  - a. The individual has been granted escort authority in accordance with the procedures outlined above; and
  - b. The individual has received training in escort procedures; and
  - c. The individual displays an ID badge with the appropriate escort designator.
5. Persons escorted into, and while present in, a SIDA must remain under the continuous escort of an appropriately badged person until the individual is

removed from the area.

**E. Escorting in a Sterile Area**

1. Escorting in a sterile area is restricted to those individuals with a demonstrated operational need to escort others. Escort authorization will be granted to individuals at the sole discretion of the Omaha Airport Authority, provided the same conditions outlined above for the SIDA are met.
2. Persons escorted into a Sterile Area must remain under the continuous escort of an authorized badged person while in the Sterile Area; or, until they undergo security screening by the TSA in accordance with all applicable security measures governing entry into a Sterile Area.
3. Unbadged persons under escort in the Sterile Area may be in possession of and use prohibited items only when:
  - a. The prohibited item is necessary for the performance of the person's duties, and the prohibited item has been approved by the local TSA Federal Security Director (FSD) or is on the approved prohibited items exemption list.
  - b. The authorized escort closely monitors the use of the prohibited item by the individual.
  - c. The prohibited item is not accessible to any passenger or unauthorized individual.
  - d. The prohibited item is removed once the assigned duties are completed and when the individual leaves the sterile area.

**F. Extended Escorting in the Terminal SIDA and Sterile Areas**

1. Persons requiring escort in the Terminal SIDA and Sterile Areas for a period exceeding one (1) work shift (defined as twelve (12) hours), must be registered with the Airport Police Department by completing the following steps:
  - a. Complete an Escort Registration Form (PF49) as provided by the Airport Police Department, prior to the commencement of a second work shift of the escort.
    - i. Individuals requiring an Escort Registration Tag will be required to present a government issued identification displaying the individual's date of birth.
  - b. Upon receipt of an Escort Registration Form, a Registration Tag will be issued to the escorted person. The tag must be worn on the

outermost garment and is valid for a period of up to two (2) weeks. The Escort Registration Tag must be returned to the badging office at the end of the escort period or two weeks, whichever is shorter.

- c. Specify the duration of the escort, providing the beginning and anticipated end dates.
  - d. Describe the reason for the escort, including job responsibilities at the airport.
  - e. Complete the Omaha Airport Authority badging process if the need for an escort exceeds two (2) weeks or ten (10) work shifts.
  - f. Notify the Airport Police when the need for a continued escort at Eppley Airfield ends.
- 2. Persons under escort are required to:
    - a. Report to the Airport Police any failure by the responsible escorting person to maintain a continuous or proper escort.
    - b. Immediately notify the Airport Police if left unescorted for any reason in the Terminal SIDA or Sterile Area.
    - c. Notify the Airport Police when the need for a continued escort at the Airport ends.
  - 3. Extended escorts by Omaha Airport Authority employees or Omaha Airport Authority project contractor's employees are exempt from these requirements.

**G. Escorting in Non-SIDA Areas**

- 1. Non-SIDA areas are those portions of the Air Operations Area (AOA) that are outside the boundaries of the Terminal SIDA and the Cargo SIDA. These areas include the general aviation area, the movement area, and the north and south ends of the airfield.
- 2. Escorting in a non-SIDA area may be performed by a person who has been issued an ID badge by the Omaha Airport and is appropriately badged for the designated area.
- 3. Persons escorted into, and while present in, a non-SIDA area must remain under the continuous escort of an appropriately badged person until the individual is removed from the area.

**H. Access Control**

- 1. No person may enter or be present in the secured area, Security



Identification Display Area (SIDA), Air Operations Area (AOA) or Sterile Area without complying with the systems, measures, or procedures used to control access to the area.

2. No person may tamper or interfere with, compromise, modify, attempt to circumvent, or cause a person to tamper or interfere with, compromise, modify, or attempt to circumvent any security system, measure or procedure implemented under the Airport Security Program. When accessing a portal (door, gate, etc.), individuals shall:
  - a. Monitor the opening and prevent access by unauthorized individuals.
  - b. Re-secure the opening after passing through or when no longer required to be open.
  - c. Immediately notify the Airport Police of any attempt or actual access by an unauthorized person(s).
  - d. Immediately notify the Communications Center of any malfunction or failure of an access portal to re-secure and remain at the portal until arrival of an OAA representative.
3. “Piggybacking” is when one person uses their ID badge for access through a card reader-controlled door or gate, and a second person follows them through without using their ID badge. Piggybacking is prohibited except as follows:
  - a. When a person is under proper escort as outlined above.
  - b. When a person’s ID badge fails to work properly during hours when the Badging Office is closed, and such failure is verified by the on-duty Airport Police Sergeant through the Communications Center.
  - c. As otherwise authorized by the Omaha Airport Authority.
4. “Tailgating” is when one person operating a vehicle uses an ID badge for access through a card reader-controlled vehicle gate, and a second vehicle follows through the gate without the driver using their own ID badge to activate or open the vehicle gate. Tailgating is prohibited except as follows:
  - a. When a vehicle is under proper escort as outlined above.
  - b. When a person’s ID badge fails to work properly during hours when the Badging Office is closed, and such failure is verified by the on-duty Airport Police Sergeant
  - c. As otherwise authorized by the Omaha Airport Authority.
5. All persons and property are subject to security screening or inspection prior

to or after entering a Secured Area, Sterile Area, the AOA, any SIDA, or any other area designated by the Chief Executive Officer. Further, all persons who are granted an airport issued identification badge, including individuals under escort, may be subject to search of their person and their accessible property anytime while on Airport property.

- a. Refusal to comply with inspections, attempt to circumvent an inspection or discovery of a prohibited item during the inspection conducted by designated OAA personnel or TSA will be thoroughly investigated and may result in revocation of access privileges.
  - b. An individual refusing or circumventing inspection or screening while on the Airport, will be subject to the following:
    - i. Immediate removal of the individual from the airport and suspension of the individual's OAA ID badge until completion of the investigation and/or deemed appropriate by the Chief Operating Officer, and review of the individual's ID badge privileges for further suspension or permanent revocation of the individual's ID badge. Written notice of the violation will be forwarded to the individual and the tenant manager. OAA ID badges that are revoked due to a security violation will be entered into the TSA Centralized Revocation Database (CRD) for 5 years.
6. Unidentified or unauthorized personnel in the AOA, Secured Area or SIDA may be detained and/or removed by the Airport Police. Unidentified or unauthorized vehicles in the AOA or SIDA may be removed by the Airport Police at the expense of the owner.

#### **I. Omaha Airport Authority Issued Keys**

All keys issued by the Omaha Airport Authority for access to the AOA or any other areas, are the property of the Omaha Airport Authority and must be surrendered upon the demand of a representative of the Omaha Airport Authority.

Persons who have been issued keys by the Omaha Airport Authority shall:

- a. Maintain custody and control of the key(s).
- b. Not duplicate or copy the key(s).
- c. Not turn the key(s) over to another person without authorization and documentation by the Omaha Airport Authority.
- d. Immediately report any lost, stolen, or otherwise unaccounted for keys to the Omaha Airport Authority.

- e. Return the key(s) when no longer needed or upon termination of employment. Lost, stolen or unreturned keys shall incur an unaccountability/replacement fee.

**J. Tenant Issued Keys**

Those tenants who issue keys or other access media to their employees that provide access to the Air Operations Area shall maintain a Tenant Key/Access Media Control Plan as required under the Airport Security Program and make the Plan available for inspection and audit by the Omaha Airport Authority or TSA.

Tenants who exceed the established maximum lost rates for access media shall notify the Omaha Airport Authority as outlined in the Tenant Key/Access Media Control Plan and rekey affected doors or other portals.

**K. Sterile Areas - Submission to screening and inspection**

No individual traveling as a passenger may enter a Sterile Area or board an aircraft without submitting to the screening and inspection of their person and accessible property in accordance with the procedures being applied to control access to that area and to aircraft.

Individuals, not traveling as a passenger, who have and display an airport issued, or approved, ID badge granting unescorted access to the secured area may enter and be present in the sterile area without submitting to the screening of their person and accessible property provided entry is appropriately gained from the secured area.

Individuals who have and display an airport issued, or approved, ID badge granting unescorted access to the secured area and sterile area may enter the sterile area through the screening checkpoint; however, must submit to the screening of their person and accessible property in accordance with current TSA screening procedures.

All persons entering the sterile area from the secured area (ramp) are subject to search or inspection of their person and property by Omaha Airport Authority or TSA personnel.

**L. Prohibited Items**

While in the sterile area, appropriately badged persons who have a need for an item listed on the TSA Prohibited Items List for the performance of assigned duties may use and be in possession of such items if the prohibited item has been approved by the local TSA Federal Security Director (FSD) and is on the approved prohibited items list.

1. Requests for prohibited items requiring authorization by the FSD for use in the Sterile Area must be submitted to the Airport Security Coordinator (ASC) no less than 2 weeks prior to the required use.

2. Individuals with unescorted access to the Sterile Area who have a need for use of a prohibited item for the performance of their duties may be in possession of these items through the screening checkpoint if approved by the FSD.
3. Contractors, vendors or appropriately badged persons who have an operational need for an item listed on the prohibited list that has not been previously approved by the TSA, must access the Sterile Area through the TSA checkpoint in order to gain access with a prohibited item for approval and use.

The badged individual must closely control, and account for, such items to prevent their accessibility to passengers. These items may be stored on a person (tool belt) or secured in an OAA approved lock box.

The badged individual must remove such items once the assigned duties are completed or when the individual exits the sterile area.

Failure to maintain positive control of a prohibited item will be investigated and may result in revocation of access privileges.

#### **M. Reporting Responsibility**

All users of the Airport are required to immediately report to the Airport Police the following occurrences:

1. Suspicious persons or circumstances.
2. Possible surveillance of airport facilities or security procedures.
3. Security violations by any person.
4. Unsecured or unsafe conditions.
5. Unattended baggage, parcels, packages or other property.
6. Property damage and/or personal injury occurring on the Airport.

#### **N. Perimeter Fence Clear Zones**

No person may place, or cause to be placed, any vehicle, equipment or other object, including snow piles, trash piles or other debris within ten (10) feet of the airport perimeter fence on either the landside or the airside.

#### **O. Unattended Baggage**

No person may leave any bag, parcel, package or other property, including any item of checked baggage unattended in any public area of the airport at any time, regardless of whether or not security screening has been performed on the item.

**P. Terminal Building Restricted Areas**

No person may enter or be present in any area of the terminal building not accessible to the general public except for persons assigned to duty therein or persons authorized by the Chief Executive Officer or by a tenant when that person is limited to the area solely occupied by the tenant.

**7.3 Compliance with Rules and Regulations**

All persons holding an airport issued or approved ID badge shall comply with all Federal, State, and local laws or regulations including these Rules and Regulations, the Airport Security Program, Airport Certification Manual, and applicable TSA Security Directives.

Any person causing or responsible for any security or safety violation which results in the imposition of a monetary or civil penalty upon the Omaha Airport Authority shall reimburse the Omaha Airport Authority for the full amount of the penalty and the Omaha Airport Authority's costs, expenses, and attorneys' fees arising out of such violation.

Any person violating the Omaha Airport Authority Rules and Regulations, the Airport Security Program, or being arrested or found guilty of any Federal, State, or local law, while on the Airport, or having a safety or security violation will be subject to the following:

1. May result in possible removal of the individual from the airport and suspension of the individual's OAA ID badge until completion of the investigation and/or deemed appropriate by the Chief Operating Officer, and review of the individual's ID badge privileges for further suspension or permanent revocation of the individual's ID badge. Written notice of the violation will be forwarded to the individual and the tenant manager. OAA ID badges that are revoked due to a security violation may be entered into the TSA Centralized Revocation Database (CRD) for 5 years.
2. The Omaha Airport Authority reserves the right to revoke an OAA ID badge at any time due to the security and safety of the airport.

**7.4 General Security - Eppley and Millard**

- A. No person shall destroy, injure, deface, modify or disturb in any way, any buildings or other structures, signs, equipment, markers, trees, flowers, lawn or other property on the Airport; nor alter, make additions to, or erect, any building or sign or make any excavations on the Airport without the authorization of the Chief Executive Officer; nor willfully abandon any personal property on the Airport.
- B. No person shall enter the airside, ATCT, utilities and services rooms, or other areas designated as restricted, except:
  1. A properly identified person assigned to duty.
  2. A passenger, who, under appropriate escort/supervision, is entering the

ramp to enplane or deplane an aircraft.

3. Any person authorized by the Chief Executive Officer or by a tenant and limited solely to the area occupied by the tenant.

## **7.5 Social Media and Artificial Intelligence**

The OAA recognizes that participation in social media may be important to the performance and operational needs of an organization. However, social media activity including the use of Generative Artificial Intelligence (AI) platforms related to incidents or operations occurring at the airport may pose significant safety, security, operational, and investigative concerns.

Employees and badge holders are personally responsible for any content they publish online and/or upload into Generative AI platforms. Individuals must refrain from posting content that is discriminatory, harassing, threatening, defamatory, obscene, or otherwise inconsistent with OAA values. Employees and badge holders shall not speak on behalf of the OAA or represent themselves as OAA spokespersons unless expressly authorized by the Chief Executive Officer or their designee.

Individuals shall not disclose, publish, upload into a Generative AI platform, or otherwise disseminate: Trade secrets, intellectual property, or proprietary business information of the OAA; Non-public financial, operational, or strategic information; client, partner, or vendor information subject to confidentiality obligations; personal data of employees, clients, or business partners without proper consent.

No individual shall use or upload OAA logos, trademarks, service marks, copyrighted material, or any other protected brand assets on personal social media or generative AI accounts without prior authorization of the Chief Executive Officer or their designee.

Individuals must not: Imply OAA endorsement of personal opinions, views, or activities; Engage in online conduct that adversely affects the OAA's reputation or legitimate business interests; Use social media during working hours in a manner that interferes with work performance.

Individuals must comply with all applicable laws, including but not limited to: Intellectual property laws; Data privacy and protection regulations; Anti-discrimination and anti-harassment laws; Securities laws, including prohibitions on insider trading and disclosure of material non-public information.

The posting, reposting or uploading of pictures, text, personal opinions, or other information on any social media platform or Generative AI Platform, or being interviewed or coordinating with the media related to an incident or operation occurring at the OAA is strictly prohibited unless it is authorized by the OAA Chief Strategy and Technology Officer or Chief Operating Officer or an organizations public information representatives working collaboratively with the OAA Public Information representatives.

The OAA reserves the right, consistent with applicable law, to monitor public social media content and public generative AI Platforms referencing the OAA. Any individual violating

this policy may be subject to suspension or revocation of their OAA ID badge privileges.

#### **7.6 Roads and Walks**

No person shall travel on the Airport other than on the roads, walks, or places appropriate for the manner of travel being performed or occupy the roads and walks in such a manner as to hinder or obstruct their proper use. This includes areas specifically designated and posted prohibiting pedestrian and/or vehicular traffic.

#### **7.7 Soliciting**

No person shall solicit funds or distribute handouts on the Airport or within any facilities, structures, or areas, except as prescribed and set forth in Section 9 - Solicitation and Distribution of Literature.

#### **7.8 Hunting and Fishing**

No person may fish, hunt, trap or kill any fish, bird or animal on the Airport without the prior written permission of the Chief Executive Officer.

#### **7.9 Loitering**

No person may loiter or loaf on any part of the Airport or in any building on the Airport. Any person who refuses to comply with a proper request to leave the Airport shall be regarded as a trespasser.

#### **7.10 No Lodging**

Due to the physical limitations of the passenger terminal, high volumes of passenger traffic, and concern for the general safety, security and welfare of the traveling public, no person shall sleep in or remain in the airport for the purpose of lodging, unless one of the following occurs:

1. The person has arrived at, is in transit through, or will be departing from the airport as an airline passenger within twenty-four (24) hours, as evidenced by a valid travel itinerary, ticket, or boarding pass matching the person's valid identification.
2. The person is awaiting the arrival of an airline passenger due to arrive within two (2) hours or the arrival of an airline passenger on a flight that has been unexpectedly delayed or cancelled, and the passenger is expected to arrive within four (4) hours, as evidenced by flight information verifiable with the airline.

Behavior warranting a brief investigative detention to determine whether an individual is violating this Section shall include, but not be limited to, both sleeping in the passenger terminal and/or remaining in the passenger terminal for more than one (1) hour. Notwithstanding this prohibition on lodging, the Chief Executive Officer, or his designee, may declare an emergency and allow temporary lodging in case of severe weather or other

conditions which are beyond the control of the Omaha Airport Authority.

### **7.11 Use of Shop Areas**

All shops, garages, equipment, and facilities are expressly for the conduct of the owner's or lessee's official business and operations. No person other than employees of the owner or lessee shall make use of these facilities or loiter around such premises without individual and specific permission of the owner or lessee. This section applies to OAA facilities as well as all others.

### **7.12 Weapons Prohibited**

The carrying or possession of a firearm or other weapon, whether or not concealed on or about a person, including, but not limited to, a rifle, shotgun, revolver, pistol, knife, brass or iron knuckles, or any other weapon or object which appears to be a weapon, such as a starter's pistol or pellet gun, as well as the threat to use such weapon, on property operated by and under the jurisdiction of the Omaha Airport Authority, including the parking ramps and lots, is prohibited.

This Regulation does not apply to: 1) local, state, or federal credentialed law enforcement personnel carrying such weapons or firearms in the course of performing their law enforcement duties, 2) U.S. military personnel performing official law enforcement or security duties, 3) firearms secured for flight in accordance with Transportation Security Administration and airline regulations, including checked baggage or 4) as authorized by the Omaha Airport Authority.

By the adoption of this Regulation, the Omaha Airport Authority does not assume any duty to provide protection or to take other action that is not otherwise required by law.



## **SECTION 8 - ENVIRONMENTAL**

### **8.1 Litter and Cleaning of Allotted Space**

- A.** Each tenant at the Airport shall keep their allotted space policed and free from rubbish and debris. Flammable materials shall be stored in approved containers in or about tenant areas and floors shall be clean of fuel, oil and litter.
- B.** The use of volatile or flammable solvents for cleaning floors is prohibited. Approved metal receptacles with tight-fitting, self-closing covers shall be used for the storage of oily waste rags and similar materials. The contents of these receptacles shall be removed daily. Clothes lockers shall be constructed of metal or fire-resistant material.
- C.** Storage of boxes, trash or paper is prohibited in hangars. No boxes, pallets, crates, rubbish, paper or litter of any kind shall be permitted to be stored in or about hangars.
- D.** All empty oil, paint and varnish cans, bottles, or other containers shall be removed from all buildings and not allowed to accumulate.
- E.** Each tenant on the Airport is responsible for keeping the AOA FOD-free.

### **8.2 Control of Contaminants**

- A.** No fuel, grease, oil, flammable liquids, or contaminants of any kind, including detergents used to wash aircraft or other surfaces, shall be allowed to flow into or be placed in any storm water sewer system or open water areas without a separator or unless connected to an industrial waste system.
- B.** Persons who allow contaminants to enter the storm water system, either intentionally or unintentionally shall be responsible for reporting the spill to the Omaha Airport Authority Communications Center and the Nebraska Department of Environment and Energy (NDEE) and will be liable for the cleanup of such spill and any fines levied and subject to lease review and possible termination.
- C.** Drip pans shall be placed under aircraft whenever necessary to prevent an accumulation of oil, hydraulic fluid or other contaminants.
- D.** No commercial trash disposal container shall be placed closer than fifty (50) feet from a combustible wall or building ventilation in-take system.
- E.** The operator of any hangar or occupant of any space in Airport buildings shall be responsible for the prompt and proper disposal or removal of any trash, rubbish, garbage or debris from the Airport.
- F.** The Storm Water Pollution and Prevention Plan (SWPPP) for Eppley Airfield is required by the National Pollution Discharge Elimination System (NPDES) Permit

# NE 0111848, or any renewal permit, and is incorporated herein by reference. The NPDES permit was issued to Eppley Airfield for the purpose of allowing storm water to be discharged to the Missouri River - the objectives of the SWPPP include:

1. identification of potential sources of pollution that may affect the quality of storm water discharges.
2. description of pollution control strategies or best management practices (BMPs) intended to minimize the pollutants in the facilities runoff.
3. practical guidance for implementing the SWPPP (and complying with) the terms and conditions of the NPDES Permit.

### **8.3 Floor Drains**

All shop and hangar installations where any engine, mechanical equipment or vehicle is maintained, cleaned or painted shall be equipped with proper disposal facilities. This includes floor drains equipped with properly maintained traps to collect grease, grit and fuel. Tenants will dispose of trapped materials in accordance with applicable state and federal regulations.

### **8.4 Sanitary Sewers**

Disposal of high grease content, fibrous materials, bulky solids or grit into the sanitary sewer system is prohibited. All Airport tenants shall comply with Title 51 of the City code.

### **8.5 Detergents**

All tenants who use detergents in their operations, particularly equipment for vehicle washing and kitchens, are required to utilize only biodegradable detergents which are not harmful to the environment. Proof of such shall be provided to the Omaha Airport Authority on demand.

### **8.6 Waste Petroleum**

Approved fuel separators, grease/fuel traps or other receptacles shall be utilized and maintained for the collection of waste petroleum products. These systems shall be inspected periodically, and the waste products shall be disposed of in accordance with applicable environmental regulations. Proof of proper disposal methods shall be provided to Omaha Airport Authority on demand.

### **8.7 Aircraft Deicing**

Aircraft deicing is permitted at gate and ramp areas. Between the months of October and May, any tenant that performs aircraft deicing must document the amount, type, and concentration of fluid that is dispensed on a monthly basis and submit a report to the Omaha Airport Authority Operations Department. Discharge of aircraft deicing fluids for any purposes other than active aircraft deicing are not permitted. Any discharge to test equipment must be contained and disposed of properly and any leaks from storage tanks

or deicing vehicles must be cleaned up and reported to the Omaha Airport Authority. The use of Ethylene Glycol is prohibited.

## **8.8 Air Contamination Devices**

In accordance with the provisions of the NDEE, Title 129 - Nebraska Air Quality Regulations as adopted by the City of Omaha and Chapter 41, Air Quality Control of the Omaha Municipal Code, the Omaha Airport Authority is authorized to operate emissions units as defined in Permit #O-21-00090-SM, or any renewal permit, and is incorporated herein by reference. This permit authorizes the operation of emission units, i.e., boilers, unit heaters, radiant heaters, furnaces, emergency generators, deicing fluid dispensers, etc.

All stationary air contamination devices must be registered with the Permits and Inspection Division, Omaha Public Safety Department by its user. This includes heating units of all types, incinerators and all other devices of this nature.

## **8.9 Fuel Spills**

The Spill Prevention Control and Countermeasure Plan (SPCC) for Eppley Airfield as required under Code of Federal Regulations: 40 CFR, Chapter 1, Subchapter D, Part 112 - Oil Pollution Prevention is incorporated herein by reference. This plan is designed to complement existing laws, regulating rules, standards, policies and procedures pertaining to safety standards, fire prevention and pollution prevention rules for the purpose of minimizing the potential for discharges.

In the event of a fuel spill:

- A.** The flight crew and passengers should be deplaned immediately if a large fuel spill is around or under an aircraft. Passengers shall not be permitted to board the aircraft or enter a jet bridge to the aircraft until authorized by fire/rescue personnel.
- B.** The Eppley Comm Center (402) 661-8200 shall be immediately notified of all fuel spills.
- C.** If fuel is discovered spilling from fuel service equipment or from an aircraft, fuel servicing shall be stopped.
- D.** If there is no apparent danger of fire, fuel delivery units shall not be moved until the spill is cleaned up. No aircraft or vehicle shall be allowed in the area, unless authorized by fire/rescue personnel.

Fuel spill clean-up procedures:

- E.** The immediate clean up and removal of materials used to clean up spilled or dripped fuel, oil, grease or other material is the responsibility of the equipment operator causing the spill or the tenant involved.
- F.** Each loading/unloading station and each fueller shall have a supply of absorbent cleaning materials on hand to sufficiently clean fuel spills up to 6 feet in any

dimension or to initially control a fuel spill in excess of 6 feet in any dimension.

- G.** Any spilled or dripped fuel, oil, grease or other material that is flammable or detrimental to the pavement shall be cleaned immediately.
- H.** Spilled fuel, oil, grease or other material shall not be washed or flushed or allowed to flow into any storm drain.
- I.** Materials utilized to clean up spilled fuel, oil, grease or other material shall not be disposed of in any container used for disposal of other, non-contaminated, trash, garbage, etc. Materials used to clean up fuel, oil, grease or other material shall be disposed of by approved methods.
- J.** If the spill is not contained and enters an inlet or drainage area or if the amount of material released is greater than 25 gallons then the responsible party must notify the NDEE within 24 hours of the release and report the spill number provided by NDEE to the Omaha Airport Authority.

#### Omaha Airport Authority Pump Houses:

The Omaha Airport Authority owns and operates three pumping facilities to handle storm water runoff at Eppley. There is one sanitary pump station at Eppley and one at Millard Airport.

Any fuel spill which cannot be contained, and which enters either the storm or sanitary sewer system will, under most conditions, be contained within one of these pump house facilities.

This spilled fuel, etc., must be cleaned up and properly disposed of by the operator and/or airport tenant causing or responsible for the spill. Any costs incurred by the Omaha Airport Authority in such instances shall be reimbursable to Omaha Airport Authority by the operator and/or tenant who causes the spill or is responsible for the spill.

### **8.10 Fluid Spills Other Than Fuel**

In the event of a spilled contaminant the Eppley Comm Center (402) 661-8200 shall be immediately notified by the responsible party.

#### Spill cleanup procedures:

- A.** The immediate clean up and removal of materials used to clean up a spilled contaminant is the responsibility of the equipment operator causing the spill or the tenant involved.
- B.** Any spilled contaminant that is flammable or detrimental to the pavement shall be cleaned immediately.
- C.** Spilled contaminants shall not be washed or flushed or allowed to flow into any storm drain.

- D.** Materials utilized to clean up spilled contaminants shall not be disposed of in any container used for disposal of other, non-contaminated, trash, garbage, etc. Materials used to clean a spilled contaminant shall be disposed of by approved methods.

## **SECTION 9 - SOLICITATION AND DISTRIBUTION OF LITERATURE**

### **9.1 Purpose**

The rules and regulations of this section are declared to be necessary for the accomplishment of the following purposes:

- A.** Ensure the free and orderly flow of pedestrian traffic through Eppley Airfield and Millard Airport;
- B.** Protect persons using Eppley Airfield and Millard Airport from repeated communications or encounters that constitute harassment or intimidation;
- C.** Ensure that only properly authorized persons and organizations have access to the traveling public;
- D.** Direct certain activities to the appropriate public areas of buildings and premises at Eppley Airfield and Millard.

### **9.2 Definition**

Speech making refers to the act of giving a speech to the public or any individual member of the public which attempts to persuade the listener regarding a particular viewpoint, idea or doctrine. Speech making does not refer to informal discussions or everyday conversations among members of the public.

### **9.3 General Provisions**

- A.** Due to space constraints caused by the Terminal Modernization Program (“TMP”), the Omaha Airport Authority reserves the right to restrict or deny access to any person or group seeking to solicit or distribute literature under this Section.
- B.** Any person or organization desiring to engage in activities at Eppley Airfield or Millard Airport which involve First Amendment expression, including speech-making, distribution of any literature, pamphlets, printed material or other items shall be permitted to do so in the non-secured public use areas of Eppley Airfield and Millard Airport, subject to the terms, conditions, and regulations hereinafter set forth.
- C.** Any person or organization desiring to engage in speech making or the distribution of literature, pamphlets, printed material or other items at Eppley Airfield or Millard Airport shall make a request in writing seven business days prior to the date of the proposed activity to the Airport Police office in the Terminal Building at Eppley Airfield under the guidelines set forth below.

Any person or organization who has applied seven business days prior to the date of the proposed activity and has been approved for the activity must restrict their activity to Monday through Friday between the hours of 8:00 am to 7:00 pm. and the duration of the activity will not exceed ten business days. At the end of the approved time

period, any person or organization must re-apply and receive approval to extend the activity beyond the previously approved ten-day time period.

- D.** Any person or organization desiring to engage in speech-making or the distribution of literature, pamphlets, printed material or other items at Eppley Airfield or Millard Airport shall supply in writing the following information to the Airport Police office seven business days prior to the start of the proposed activity:
1. Full legal name, mailing address and telephone number of the person and organization sponsoring, promoting, or conducting the proposed speech-making activity or distribution of literature, pamphlets, printed material or other items who will have supervision of and responsibility for the proposed activity;
  2. Full legal names, addresses and telephone numbers of the persons to be engaged in said speech-making activity or distribution of literature, pamphlets, printed material or other items;
  3. Exact copy of the proposed item to be distributed, which will be returned upon request on final completion of such activities;
  4. The purpose of the proposed activity.
- E.** All speech-making activity or distribution of literature, pamphlets, printed material or other items referred to herein, shall be conducted only in or upon those premises which are non-secured, public use areas. Speech-making activity or distribution of literature, pamphlets, printed material or other items shall not be conducted:
1. Beyond the pre-departure screening points through which passengers and visitors are required to pass when moving toward aircraft gate positions, i.e., on the side of the pre-departure screening points where the gate positions of arriving and departing aircraft are located;
  2. In any parking areas, parking garages and parking lots, restroom facilities, restaurants, ticket counters or baggage claims areas;
  3. Within exclusively leased areas or within ten (10) feet of the entrance of any area leased exclusively to a tenant of the Airport;
  4. Within five (5) feet of any person waiting in any ticket line, baggage line, pre-departure screening point line, or any other line at the Airport; or
  5. Within twenty-five (25) feet of any pre-departure screening point, or any baggage claim carousel, or any other baggage claim device.
- F.** Each person or organization registering in accordance with the provisions hereof shall be informed and advised of the Terminal Building areas in which speech-making activity or distribution of literature, pamphlets, printed material or other items may be conducted in accordance with this section.

- G.** Not more than three people shall be engaged in speech-making activity, or the distribution of literature, pamphlets, printed material or other items in the Terminal Building area at the same time.
- H.** In reference to the speech-making activity or distribution of literature, pamphlets, printed material or other items described herein, no person shall:
1. In any way obstruct, delay or interfere with the free movements of any other person, seek to coerce or physically disturb any other person, or hamper or impede the conduct of any authorized business at the Airport;
  2. Use any sound or voice amplifying apparatus on the premises of the Airport;
  3. Sing, chant, dance, or use drums, cymbals, or other musical instruments or noise making devices;
  4. Erect or place a table, bench, chair, display or other structure or thing on any sidewalk or in and upon any premises of either Airport or in any area or areas of the Terminal Building without prior written authorization of the Omaha Airport Authority;
  5. Harass persons at the Airport by demanding, threatening or intimidating conduct;
  6. Distribute candy, gum or other food snacks, or any food product;
  7. Pin, tie, or attach any flower or other symbol, insignia, article, or object on the clothing, luggage or vehicle of passengers or other persons at either Airport, unless such person has first consented to the pinning, tying or attaching of the flower, symbol, insignia, article or object;
  8. Interfere with the free passage of, or access of, other persons along sidewalks or at any entrances to or exits from the Terminal Building or any other structure, place, area or attaching of the flower, symbol, insignia, article or object;
  9. Engage in the above activity in any stairwell, staircase, elevator, or escalator, or impede the flow of pedestrian traffic to baggage collection or baggage loading areas;
  10. Impede or approach any person or persons loading or unloading baggage from any public or private vehicle;
  11. Operate in the roadways adjoining the Terminal Building sidewalks, nor in any other manner to impede vehicular traffic in any roadway, parking garage or lot;
  12. Nor shall more than one person contact, engage in speech-making or the



distribution of literature, pamphlets, printed materials or other items to any one member of the public at any one time;

- I. All literature, pamphlets, printed material or other items distributed by any person or organization, which is discarded by recipients, shall be retrieved in the areas where distribution is permitted and removed from the premises.
- J. All persons and organizations conducting speech-making activity or distributing literature, pamphlets, printed material or other items as permitted hereunder, shall obey all laws, federal, state and local, including but not limited to fraud, assault, battery, theft, littering, picketing, and all other laws relating to personal conduct.

#### **9.4 Solicitation Prohibition**

The following activities are prohibited in the sole discretion of the Omaha Airport Authority within the interior areas of the Airport buildings and in and around the Terminal at Eppley Airfield and Millard Airport.

- A. Soliciting (actively or passively) and receiving funds from the public;
- B. Soliciting signatures for any purpose from the public; and
- C. Soliciting information from the public.

#### **9.5 Indemnification**

All persons and organizations conducting speech-making activity or distributing literature, pamphlets, printed material or other items at either Millard Airport or Eppley Airfield shall agree in writing (see Section 9.8 for form) to indemnify and save harmless the Omaha Airport Authority, its members, agents, officers and employees, their successors and assigns, individually and collectively, from and against all liability for any fines, claims, suits, demands, actions or cause of action of any kind or nature whatsoever for defamation, personal injury, death, or property damage suffered by or inflicted upon any persons or organizations, or any of their members, or by or to any other person or persons using Millard Airport or Eppley Airfield, in any way arising out of or resulting from any speech-making activity or distribution of literature, pamphlets, printed material or other items by any such person or any such organizations or their members, and such persons and organizations shall pay all expenses in defending against any claims made against the Omaha Airport Authority.

#### **9.6 Violations and Penalties**

Any violation of the terms, conditions, rules and regulations contained herein shall be deemed to constitute an offense under Section 3-504 (5), Revised Statutes of Nebraska, 1943, as amended, and subject the violator to the penalties therein provided.

In addition to the penalties provided above, any person convicted of a violation of the terms, conditions, rules and regulations contained in this section shall be ineligible to conduct speech-making activity or distribute literature, pamphlets, printed material or other items at Millard Airport or Eppley Airfield for a period of one year from the date of such conviction.

**9.7 Severability**

If any clause, provisions, or part of this section, or the application thereof, to any person or circumstance is held invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity or application or any other section, clause, provision, or part or portion of this document.

Solicitation and Distribution of Literature**9.8 INDEMNIFICATION AGREEMENT**

The undersigned individual as the duly authorized representative of and on behalf of the undersigned sponsoring organization identified below hereby agrees to indemnify the Airport Authority of the City of Omaha ("Omaha Airport Authority"), its members, agents, officers, employees and directors, their successors and assigns, individually and collectively from and against all liability for any fines, claims, suits, demands, actions or cause of action of any kind or nature whatsoever for defamation, personal injury, death, or property damage suffered by or inflicted upon any persons or organizations, or any of their members, or by or to any other person or persons using Millard Airport or Eppley Airfield, in any way arising out of or resulting from any speech-making activity or distribution of literature, pamphlets, printed material or other items by any such person or any such organizations or their members, and such persons and organizations shall pay all expenses in defending against any claims made against the Omaha Airport Authority.

The undersigned individual further represents to the Omaha Airport Authority that he is authorized to enter into this Indemnification Agreement and that it is within the scope of his/her authority within the sponsoring organization.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Sponsoring Organization: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Organization's Representative: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_

Representative's Signature: \_\_\_\_\_

**REQUESTED DATES FOR SOLICITATION AND DISTRIBUTION OF LITURATURE**

Start Date: \_\_\_\_\_

End Date: \_\_\_\_\_

\_\_\_\_\_ Approved

\_\_\_\_\_ Denied

\_\_\_\_\_  
Airport Police Chief or Designee

\_\_\_\_\_  
Date

## **SECTION 10 - COMMERCIAL GROUND TRANSPORTATION**

### **10.1 Purpose**

These rules and regulations are promulgated to promote customer service and ensure safe, efficient and consistent movement for both the traveling public and commercial Passenger Carriers and Drivers transporting passengers to or from Eppley Airfield (note: terms in Section 10 of the Omaha Airport Authority's Rules and Regulations are defined herein, or have the meaning defined elsewhere in the Omaha Airport Authority's Rules and Regulations, or the State of Nebraska Public Service Commission's Motor Carrier Rules and Regulations).

### **10.2 Applicability**

The provision of ground transportation services at Eppley Airfield shall be governed by all applicable laws and ordinances (federal, state and local) in addition to these Rules and Regulations. Any person who engages in the provision of commercial ground transportation services at Eppley Airfield in a manner that is in violation of these Commercial Ground Transportation Rules and Regulations (CGTRR) shall be subject to the enforcement section of these CGTRR.

Prior to operating at Eppley Airfield all ground transportation Passenger Carriers that desire to pick up or drop off passengers and conduct any business that generates revenue directly or indirectly from Eppley Airfield involving the movement of passengers in surface vehicles shall have in place, to the extent applicable as determined by the sole discretion of the Omaha Airport Authority: (1) a valid classification permit issued by the State of Nebraska Public Services Commission (PSC) (for those entities within the PSC jurisdiction) as described in the PSC's Motor Carrier Rules and Regulations, and have filed the same with the Omaha Airport Authority, (2) a fully executed and valid Passenger Carrier Vehicle Permit issued by the Omaha Airport Authority, (3) a valid certificate of insurance including all provisions as stipulated herein, (4) all applicable City or PSC permits, documents and/or provisions required for the classification of Passenger Carrier Vehicle(s) operated, and (5) all applicable Department of Transportation (DOT) permits, inspections, documents and/or provisions required for the classification of Passenger Carrier Vehicle(s) operated. Depending on the type of service being offered and business activities of the Passenger Carriers and Drivers, additional requirements may apply as specified by the Omaha Airport Authority Police; in the Passenger Carrier Permit Application contained herein; other resolutions passed by the Omaha Airport Authority's Board of Directors; other contracts, permits, regulations, license agreements, or other documents. Passenger Carriers or Drivers that do not have an active Permit or that are seeking additional information should contact the Airport Police / Communications Center at 402.661.8100 in advance of operating at Eppley Airfield.

Drivers of Passenger Carriers transporting passengers to or from Eppley Airfield shall be subject to these Airport Rules and Regulations. Passenger Carriers are responsible for obtaining the latest version of the CGTRR and ensuring all current and future employees and/or independent contractors are familiar with, and comply with, these Rules and Regulations.

It is the intention of the Omaha Airport Authority, through its Airport Police enforcement activities, to encourage Passenger Carriers to operate in an orderly and safe manner by complying with the CGTRR contained herein.

### 10.3 Definitions

CGTRR: Omaha Airport Authority's Commercial Ground Transportation Rules & Regulations as represented herein as Section 10 of the Omaha Airport Authority's Rules & Regulations.

Charter Bus: A motor vehicle having a seating capacity of twenty (20) or more passengers, which operates over a fixed route or on a charter basis and has valid operating authority from the State of Nebraska Public Service Commission or U.S. Department of Transportation.

Commercial Vehicle Lanes: For purposes of this regulation the Commercial Lane is defined as the outer lanes of the terminal drive west of the center island and adjacent to the right-hand curb.

Curb Coordinators and Customer Service Representatives: Omaha Airport Authority-approved staff only to facilitate ground transportation customer service initiatives identified as "ParkOMA Customer Service" and at the discretion of Omaha Airport Authority to be stationed on a center island, sidewalk, in-terminal or other landside facilities as necessary.

Driver: Any properly trained and appropriately licensed person who operates a Passenger Carrier or Commercial Vehicle.

Limousine: Service consists of all of the following elements: (1) the business of carrying passengers for hire by a premium-type vehicle (2) along a route under the control of the person who hired the vehicle and not over a defined regular route (3) on prearranged and not on a demand basis (4) at a premium fare.

Omaha Airport Authority - Airport Omaha Airport Authority of the City of Omaha.

Open Class: Service shall consist of the following elements: (1) the business of carrying passengers for hire by a vehicle (2) along the most direct route between the points of origin and destination or along a route under the control of the person who hired the vehicle and not over a defined regular route (3) on a prearranged and not on a demand basis, (4) at a mileage based, per Trip fare, or an hourly rate.

Passenger Carrier: A corporation, company, association, entity or individual holding a permit from the PSC, DOT, and from the Omaha Airport Authority. A corporation, company, association, entity or individual shall be deemed by Omaha Airport Authority as a separate business and unique carrier for each type of permit granted by Omaha Airport Authority (e.g., Taxicab, Limousine, Open Class, Charter Bus, Shared-Ride Van, Shuttle Vehicle, and TNC).

Passenger Carrier Permit: A fully executed Permit (Exhibit A of this CGTRR) is required by all Passenger Carriers utilizing the Eppley Airfield roadway system.

Passenger Carrier Permit Application: The application (Exhibit A of this CGTRR) must be submitted by all Passenger Carriers prior to utilizing the Eppley Airfield roadway system.

Passenger Carrier Vehicle: For purposes of this regulation, Passenger Carrier Vehicles (Vehicles) shall be defined as:

1. Vehicles operating on the Eppley Airfield Terminal Roadways and Commercial Carrier Lanes for purposes of transporting passengers for a fee whether that fee is paid by the passenger or not; or
2. Vehicles operating on the Eppley Airfield Terminal Roadways and Commercial Carrier Lanes for purposes of transporting passengers to a particular commercial enterprise or event, operated by that commercial enterprise or event sponsor for which no direct fee is charged to the passenger.

This definition is intended to include, but is not limited to, Taxicabs, Limousines, scheduled charter buses, Shared-Ride Vans, hotel/motel/casino Shuttle Vehicles, any facility transporting off-airport parking customers utilizing Shuttle Vehicles, City Bus, any vehicles operated for purposes of commercial car rental enterprises, Transportation Network Company (TNC) vehicles, and any other vehicle used for as a Passenger Carrier service defined by the PSC. This definition does not include the Omaha Airport Authority's (or its contracted provider) on-airport parking shuttles.

Passenger Carrier Vehicle Permit: A decal or sticker may be issued by the Omaha Airport Authority evidencing Driver's authority to operate Passenger Carrier Vehicle at Eppley Airfield.

Prearranged: Service requested and arranged in advance of the time that the service is to be performed.

PSC: The Nebraska Public Service Commission. The PSC's Transportation Department regulates intrastate transportation for hire by motor carriers of passengers on the public highways of the State of Nebraska.

Revocation – As more fully described within Section 10.10 herein, the temporary or permanent discontinuance of Driver privileges to pick up and drop off passengers at Eppley Airfield.

Shared-Ride Van - A Passenger Carrier Vehicle designed to carry between three (3) and fourteen (14) passengers not including the Driver for hire operating to and from fixed points of pickup and drop-off for a fixed rate or fare. Conventional passenger station wagons, sedans, sport utility vehicles and Limousines shall not be considered vans.

Shuttle Vehicle - Those vehicles used in the business operation of any hotel, motel, casino, or parking lot solely to transport customers between landside points at Eppley Airfield and such hotel, motel, casino, or parking lot located on or off Airport property.

Solicit/Solicitation - The uninvited initiation of a conversation with any potential customer for the purpose of enticing or persuading said customer to use any service or facilities provided by any Driver.

Taxicab: Service consists of all of the following elements: (1) the PSC-permitted business of carrying passengers for hire by a vehicle (2) along the most direct route between the points of origin and destination or a route under the control of the person who hired the vehicle and not over a defined regular route (3) on a Prearranged or demand basis (4) at a metered mileage based or per Trip fare (5) commencing within and/or restricted to a defined geographic area.

Terminal Drive Lanes: – The four innermost lanes east of the center island and adjacent to the Terminal building and used to access terminal entrances by privately owned, non-commercial vehicles.

Transportation Network Company (TNC): an organization, including a corporation, a limited liability company, a partnership, a sole proprietor, or any other entity, operating with a valid PSC permit in the State of Nebraska that provides prearranged transportation services for compensation using an online-enabled application or platform to connect passengers with affiliated Drivers using a personal vehicle. TNC's are also referred to as Ride Share or Ride App Pick up

Trip: A scheduled or unscheduled arrival and/or departure on Eppley Airfield roadways by a Driver, vehicle, or Passenger Carrier.

Violation Notice: As more fully described within Section 10.10 herein, a written administrative notice of violation of Omaha Airport Authority Rules and Regulations issued by any Airport police officer or any Omaha Airport Authority personnel, representative or agent designated by the CEO to enforce the CGTRR.

#### **10.4 Permissions**

All Passenger Carriers and Drivers operating on behalf of Passenger Carriers utilizing the Eppley Airfield roadway system are required to operate in compliance with the Rules and Regulations of the Omaha Airport Authority detailed herein; and shall have the permission of the Omaha Airport Authority to operate at Eppley Airfield. Passenger Carriers shall apply for permission to operate by submitting a Passenger Carrier Permit Application (See paragraph 10.11). Once the Passenger Carrier Permit Application is signed by an authorized representative, the Omaha Airport Authority will review required documentation and pertinent information, and in its sole discretion acknowledge and approve (or disapprove) an application. A signed copy of Exhibit A that is fully executed by both the Passenger Carrier and Omaha Airport Authority will be returned to the Passenger Carrier and will serve as the Passenger Carrier Permit for Drivers operating on their behalf. Failure to complete the Passenger Carrier Permit Application and meet the insurance requirement will result in prohibited commercial lane use. Details relating to the permitting process are maintained by the Omaha Airport Authority.

**10.5 General Operating Procedures for All Passenger Carriers**

In addition to the rules outlined herein all Passenger Carriers and Drivers utilizing the Eppley Airfield roadway system are subject to, and shall comply, with:

- A. Transportation Security Administration security measures as issued via a Security Directives;
- B. Airport Police Department procedures for controlling access to the Commercial Passenger Carrier Lane, terminal building, or other areas of Eppley Airfield.
- C. ADA: Passenger Carrier acknowledges, pursuant to Titles II and III of the Americans with Disabilities Act ("ADA") of 1990, as implemented by DOT regulations at 49 CFR Parts 37 and 38 programs, services and other activities provided by a public entity, whether directly or through a contractor, that certain vehicles must be accessible to the disabled public (with particular emphasis on shuttle buses). Passenger Carriers and Drivers shall ensure that the services specified in this CGTRR are provided in a manner that complies with the ADA. Passenger Carrier agree not to discriminate against disabled persons in the provision of services, benefits or activities provided under this CGTRR and Passenger Carrier Vehicle Permit Application, and to actively regulate the activities of Drivers to ensure they do not discriminate against disabled persons. Passenger Carrier further agrees that any violation of this prohibition on the part of Passenger Carrier, its employees, agents or assigns shall constitute a material breach of this CGTRR.
- D. Signs: Drivers shall comply and obey all signs posted by Omaha Airport Authority upon Eppley Airfield Roadways;
- E. Driver Appearance and Name Tag: Drivers shall present a neat appearance with Driver's name tag/identification clearly visible while passengers are in-vehicle;
- F. Driver Courtesy: Drivers and agents of Passenger Carriers shall be courteous to members of the public, all Airport Police, Omaha Airport Authority-authorized personnel, and any state or local officers;
- G. Passenger Carriers shall abide by all applicable requirements of the PSC's Motor Carrier Rules and Regulations with special attention to sections specifying (i) Driver Requirements and Hours of Operation; (ii) Medical Certificate requirements, and (iii) Drugs and Alcohol Policy;
- H. Soliciting: Drivers and third persons representing Passenger Carriers shall not Solicit passengers on Eppley Airfield premises for any reason;
- I. Advertising: Passenger Carriers, their Drivers, and agents on Passenger Carrier Vehicles shall not erect, post or place any sign, business card or any form of advertising anywhere on Eppley Airfield premises without prior written approval of Omaha Airport Authority;
- J. Curb Coordinators and Customer Service Representatives: Passenger Carriers shall



not use employees or agents on a traffic island, sidewalk, or in terminal for any reason without prior written approval of Omaha Airport Authority;

- K.** Crosswalks: Drivers shall not stop any vehicle on or in a crosswalk; additionally, passengers crossing the crosswalks have right of way over Drivers and Drivers must stop for passengers crossing.
- L.** Use of Vehicles: Drivers of any Passenger Carrier Vehicles shall not use their vehicle to unreasonably block, cut off or restrict the movement of a vehicle of another commercial Passenger Carrier parked at the Commercial Lane Curb.
- M.** Unattended Vehicles: Drivers of any Passenger Carrier Vehicles shall not leave a vehicle unattended at any curb without permission from the Omaha Airport Authority Police. Unattended vehicles may be cited or removed. If Drivers do not obtain permission and must park or leave their vehicles unattended, they may park in a ParkOMA public parking facility most appropriate to accommodate the Passenger Carrier Vehicle's height and length and pay the corresponding parking fees.
- N.** In addition to the requirements specified herein for minimum liability insurance coverage, Passenger Carriers and Driver shall also carry uninsured and underinsured motorist coverage with a minimum limit of one hundred thousand (\$100,000) per person, three hundred thousand \$300,000 aggregate per accident coverage.
- O.** Alcoholic Beverage or Controlled Substance: The use, possession, or operating under the influence of any alcoholic beverage, or controlled substance while operating at Eppley Airfield is prohibited. Passenger Carriers and Drivers shall be in compliance with 49 CFR Parts 40 and 383.
- P.** False Information: Providing false information to the Omaha Airport Authority is prohibited.
- Q.** Criminal Conduct: Criminal conduct of any nature is prohibited.
- R.** Passenger Carrier Vehicle Operation: Failure to operate a vehicle in a safe manner as required by the Nebraska Motor Vehicle Code is prohibited.
- S.** Driver Conduct: Use of profane or vulgar language directed to or at the public, Omaha Airport Authority personnel or to another Passenger Carrier Vehicles Driver is prohibited.
- T.** A regulated motor common or contract carrier of passengers shall not operate any vehicle on any Eppley Airfield roadways except in accordance with state laws, PSC Rules and Regulation and subject to these CGTRR.
- U.** Passenger Carriers shall provide contact information to the Omaha Airport Authority at any time of change in the designated contact representative.

**10.6 Shuttle Vehicles**

- A.** Shuttle vehicles shall be identified with the name and/or logo of the company requesting the permit and must be maintained in a safe and presentable condition.
- B.** Shuttle Vehicle Requirements
  - 1. Use of the Commercial Lane is restricted to designated Shuttle Vehicle areas only.
  - 2. Dwell time on the Commercial Lane shall be limited to active loading and unloading of passengers or as allowed by Omaha Airport Authority personnel.
  - 3. Unless permitted by Omaha Airport Authority personnel, at no time shall more than one (1) of the Passenger Carrier Vehicles use the Commercial Lane.
  - 4. So as not to disrupt the active operations of the outermost Commercial Lane for all other Passenger Carriers, Drivers shall safely move to the inner Commercial Lane's assigned areas for active passenger pick-up and drop-off.
  - 5. Passenger Carriers must adhere to requirements in Sections 10.5 and Section 10.6.
- C.** Proof of insurance coverage must be submitted to the Omaha Airport Authority with the Passenger Carrier Permit Application and presented by the Driver upon the demand of a representative of the Omaha Airport Authority. The Omaha Airport Authority shall be named Additional Insured.

Each Shuttle Vehicle operating at Eppley Airfield shall have minimum automobile liability insurance coverage for any one accident as well as commercial general liability coverage in an amount not less than:

- 1. Seven passengers or less - \$500,000
- 2. Eight to Fifteen passengers - \$1,500,000
- 3. Sixteen passengers or more - \$5,000,000

**10.7 Limousine and Open Class**

- A.** All Passenger Carrier Vehicles used as Limousines and Open Class for hire picking up passengers at Eppley Airfield by prior appointment or pre-arrangement with the passengers shall pick up passengers in one of the following manners:
  - 1. Upon arrival at Eppley Airfield, if the Limousine and Open Class Driver has pre-arranged to meet the passenger(s) within 20 minutes of the passenger(s) arrival the Driver may proceed to the Commercial Vehicle

Lanes to meet and load his passengers, or;

2. If waiting longer than 20 minutes, the Limousine and Open Class Driver may proceed to a paid public parking area and park the Limousine and Open Class in any unrestricted area. The Driver shall then proceed to the appropriate location to contact the passenger(s). After contacting the passenger(s), the Driver may arrange to load the passenger(s) either in the North Garage or South Garage (and pay associated parking fees) or in the Commercial Vehicle Lanes designated area for Limousine and Open Class services.
  3. Limousines and Open Class may drop off passengers along the Commercial Vehicle Lanes passenger loading curb but shall not remain any longer than necessary to unload passengers and baggage.
  4. Drivers of Limousines and Open Class shall not solicit fares at Eppley Airfield.
- B.** Proof of insurance coverage, in the amounts required by the Nebraska Public Service Commission, must be submitted to the Omaha Airport Authority with the Passenger Carrier Permit Application; and presented by the Driver upon the demand of a representative of the Omaha Airport Authority. The presentation of a Nebraska Public Service Commission Form E, Certificate of Insurance is sufficient to demonstrate proof of insurance coverage. The Omaha Airport Authority shall be named Additional Insured.

Each Limousines and Open Class for hire vehicle operating at Eppley Airfield shall have minimum automobile liability insurance coverage for any one accident as well as commercial general liability coverage in an amount not less than:

- |    |                             |             |
|----|-----------------------------|-------------|
| 1. | Seven passengers or less    | \$500,000   |
| 2. | Eight to Fifteen passengers | \$1,500,000 |
| 3. | Sixteen passengers or more  | \$5,000,000 |

## **10.8 Scheduled Charter Bus and Shared-Ride Van Service**

- A.** Includes those buses and vans operating on a pre-determined or scheduled basis.
- B.** No Charter Bus or Shared-Ride Van Driver may solicit fares at Eppley Airfield.
- C.** Charter Buses and Shared-Ride Vans shall only utilize designated zones of the Commercial Vehicle Lanes to pick up and drop off passengers, or as directed by Omaha Airport Authority Police. No buses or vans shall be parked for a period in excess of twenty (20) minutes.
- D.** Proof of insurance coverage must be submitted to the Omaha Airport Authority with the Passenger Carrier Permit Application and presented by the Driver upon the demand of a representative of the Omaha Airport Authority. The Omaha Airport

Authority shall be named Additional Insured.

Each Bus and Shared-Ride Van vehicle operating at Eppley Airfield shall have minimum automobile liability insurance coverage for any one accident as well as commercial general liability coverage in an amount not less than:

1. Seven passengers or less - \$500,000
2. Eight to Fifteen passengers - \$1,500,000
3. Sixteen passengers or more - \$5,000,000

- E.** Infrequent or one-time-only Passenger Carriers operating Charter Bus or Shared-Ride Van who do not have a Passenger Carrier Vehicle Permit may only operate at Eppley Airfield with the written permission of the Airport Police. Passenger Carriers and/or Drivers that do not have a Passenger Carrier Vehicle Permit and wish to obtain one or seek one-time-only permission must contact the Airport Police / Communications Center at 402.661.8100 in advance of operating at Eppley Airfield. The Passenger Carriers and/or Driver may be required to provide evidence of appropriate Federal or PSC permits along with proof of insurance in amounts as outlined above or other information as necessary based on the description of services.
- F.** Charter buses and Shared-Ride Vans using the Commercial Vehicle Lanes shall have the company name or logo on the outside of the vehicle; or display an appropriate placard approved by the Airport Police Department.

## **10.9 Taxicabs**

- A.** While operating at Eppley Airfield, each Driver of a Taxicab shall have in their possession the following:
1. A valid state issued motor vehicle Driver's license appropriate for the vehicle being operated.
  2. A valid, properly affixed state license plate and PSC plate on the Taxicab.
  3. A valid, operational and properly sealed taximeter or electronic meter, as approved by the PSC, for use in computing the amount of fare to charge for a passenger Trip.
  4. A valid Taxicab Driver's Permit issued by the City of Omaha and properly displayed.
  5. Proof of Insurance coverage, in amounts not less than that required by the Nebraska Public Service Commission, must be submitted to the Omaha Airport Authority with the Passenger Carrier Permit Application and presented by the Driver upon the demand of an Airport Police Officer. The Omaha Airport Authority shall be named Additional Insured.

Each Taxicab operating at Eppley Airfield shall have minimum automobile liability insurance coverage for any one accident as well as commercial general liability coverage in an amount not less than:

- |    |                             |             |
|----|-----------------------------|-------------|
| a. | Seven passengers or less    | \$500,000   |
| b. | Eight to Fifteen passengers | \$1,500,000 |
| c. | Sixteen passengers or more  | \$5,000,000 |

6. A current "Flat Rate Sheet" approved by the Nebraska Public Service Commission.

**B. General Operating Rules for Taxicabs**

1. Taxicabs shall be identified with the name and/or logo of the company requesting the permit.
2. Taxicabs parked in the terminal Taxicab stand are to be attended continuously unless a Driver is using a terminal restroom or assisting a fare with luggage, etc., subject to applicable security measures and Airport Police authorization.
  - a. If a Driver's absence from their Taxicab for these reasons is abused or becomes excessive, appropriate corrective action will be taken.
  - b. If a Driver has other business that requires leaving his or her Taxicab unattended, the Driver shall relocate the vehicle to a paid public ParkOMA parking area.
3. Parking, standing or stopping in any lane other than the passenger loading curb, or Commercial Vehicle Lane (as defined above) is prohibited.
4. Taxicabs shall be considered available for service at all times. Refusal to operate Taxicabs for public transportation or refusing a fare, while on Omaha Airport Authority property is prohibited.
5. Taxicabs present at Eppley Airfield to pick up prearranged fares may use the Commercial Vehicle Lane in front of the terminal Taxicab stand, or any other location as directed by Airport Police.

**C. Areas of Operation for Taxicabs**

1. Taxicabs are allowed to operate in two areas of the Eppley Airfield Terminal Building complex.
  - a. The Taxicab feeder line (or staging) area is located south of the Terminal Building. This area is accessed from Abbott Drive just south of the terminal entrance road on Nakoma Ave.
  - b. The terminal Taxicab stand is located in the first level of the South

Garage across from Door #3; and is intended as a standby location for passenger pickup.

**D. Feeder Line for Passenger Pick-Up Operations for Taxicabs**

1. Taxicab Drivers shall ensure that access along Terminal Drive and Nakoma Ave. is maintained at all times.
2. The feeder line is intended as a long-term waiting or staging area for Taxicabs in excess of those waiting in the Terminal Taxicab stand areas across from Door #3.
3. Taxicabs shall park single file along the east curb, facing north, just south of the South Cell Phone Waiting Lot entrance.
4. There is a call light located at the north end of the feeder line. When activated, this call light alerts the first Taxicab in the feeder line to proceed to the Taxicab stand at the Terminal.
5. The portable toilet facility located in the feeder line area is for Taxi Drivers use only. Misuse or abuse of this facility could result in its removal.
6. Drivers are required to remain with their vehicles at all times when in the Feeder Line unless utilizing the rest rooms.

**E. Terminal Taxicab Stand Operation for Taxicabs**

1. The maximum number of Taxicabs allowed to standby in the Terminal Taxicab stand at any one time is four. The Airport Police may authorize additional or reduce Taxicabs should events or circumstances require additional or reduce Taxicab service. Should a Taxicab respond to the Terminal Taxicab stand in excess of the number allowed one of the Drivers must either:
  - a. Return to the feeder line.
  - b. Leave the airport.
2. A switch, shall be used by Taxicab Drivers to activate the call light at the feeder line.

Prior to a Taxicab departing the Terminal Taxicab stand with a fare, the Driver shall activate the call light so that another Taxicab can relocate from the feeder line to the Terminal Taxicab stand and other Taxis at the Terminal Taxi stand, in line, shall move forward.

This procedure can only work when there is at least one Taxicab in the Terminal Taxicab stand and all Drivers are conscientious of alerting other drivers in the feeder line that there is space for them to move up to the Terminal Taxicab stand.

**F. Other Violations for Taxicab, Limousine, and Open Class Drivers****1. The following conduct is prohibited for Drivers at Eppley Airfield:**

- a. Refusing to convey a passenger to the destination requested.
- b. Possession of any of the items specified in Section 10.9 above in an altered or fictitious form or for another vehicle other than the one in operation at the time.
- c. Any attempt to solicit fees in excess of those authorized by law.
- d. Acceptance of a passenger for hire at any location on the Terminal Drive other than the assigned Commercial Vehicle Lane areas, unless authorized by Airport Police.
- e. Refusing to transport any passenger's luggage, possessions, or wheelchair that can be accommodated in the passenger, Driver, or trunk compartments of the Taxicab.
- f. Misuse or abuse of the portable toilet facility located in the Taxicab feeder line, littering, or destruction of property in either the feeder line or the Taxicab stand areas.
- g. Refusing to accept a form of payment that has been authorized by the Passenger Carrier.
- h. Any Solicitation for any activity prohibited by the penal code of the State of Nebraska.
- i. Any unprofessional behavior, arguments or confrontations between drivers or other individuals will not be tolerated and may result in removal from airport property.

**10.10 General Enforcement Procedures for Passenger Carrier Vehicles Drivers**

- A.** With the exception of Transportation Network Company (TNC) Licensee/Driver compliance and violations included in Section 5 of Omaha Airport Authority's TNC Non-Exclusive License Agreement (NELA), all Drivers of Commercial Passenger Carrier Vehicles operating under the authority of the Omaha Airport Authority Passenger Carrier Vehicle Permit shall be subject to the action outlined herein for violation of these Rules and Regulations. Based on an evaluation of the circumstances or the severity of a particular incident or incidents, the Omaha Airport Authority reserves the right to assess any penalty it deems appropriate at any given time to any individual authorized without regard to prior operating history

**First Violation** - eviction of the Driver from airport property until the next business day. Written notice of the violation will be forwarded to the Driver and the Passenger Carrier Vehicle Permit holder.

**Second Violation** - eviction of the Driver from airport property for a period up to seven (7) calendar days. Written notice of the violation will be forwarded to the Driver and the Passenger Carrier Vehicle Permit holder.

**Third Violation** - suspension of the Driver for a period up to thirty (30) calendar days. Written notice of the violation will be forwarded to the Driver and the Passenger Carrier Vehicle Permit holder.

**Fourth Violation** - Revocation of the Driver's privilege for use of the Commercial Vehicle Lanes. Written notice of the violation will be forwarded to the Driver and the Passenger Carrier Vehicle Permit holder.

**Public Safety Interruption** – The Omaha Airport Authority may interrupt or suspend Driver's activities at the Airport and Driver's use of the Airport if, in the Omaha Airport Authority's sole reasonable discretion, such interruption or termination is necessary in the interest of public safety.

**B. Appeal Procedure**

Individuals who are the subject of disciplinary action under these Rules and Regulations may appeal the action. Appeals must be in writing addressed to the Airport Police Chief. The appeal should:

1. Outline the facts of the violation, including the date, time, individuals involved, and all pertinent information.
2. Provide any mitigating circumstances to be considered.
3. Explain the reason discipline should not be administered, or
4. Explain why the decision should be reversed.

The Omaha Airport Authority Police Chief will review the appeal and make a determination, in consultation with the Chief Operating Officer, on the merits of the appeal. The Omaha Airport Authority Police Chief will make a decision regarding the disciplinary action and whether or not it will be carried out, amended, or reversed. The decision of the Omaha Airport Authority Police Chief shall be final.

- C.** Companies who are authorized to use the Commercial Vehicle Lanes via the Passenger Carrier Vehicle Permit process may have their Passenger Carrier Vehicle Permit suspended, or revoked, in the event individual Drivers for the company engage in repeated violations of these Rules and Regulations.

**10.11 Exhibit Incorporated by Reference**

The Passenger Carrier Permit Application (Exhibit A) is incorporated by reference and made a part hereof.



**Exhibit A****Omaha Airport Authority (Eppley Airfield)****Passenger Carrier Permit Application**

The company identified below is requesting permission to operate vehicles at Eppley Airfield for the purpose of transporting passengers to and from the airport.

Please type or print the following information:

|                                 |                 |      |
|---------------------------------|-----------------|------|
| Passenger Carrier Name:         |                 |      |
| Passenger Carrier Address:      |                 |      |
| City:                           | State:          | Zip: |
| Name of Contact Representative: |                 |      |
| Contact Phone Number:           | Contact e-mail: |      |

Type of Passenger Carrier service provided (check all applicable classifications):

- ☐ TNC<sup>1</sup>
☐ Taxicab<sup>2</sup>
☐ Limousine<sup>2</sup>
☐ Open Class (describe business below)<sup>2</sup>  
☐ Bus (Scheduled or Charter)
 ☐ Hotel Shuttles
 ☐ Off-Airport Parking Company<sup>4</sup>  
☐ Off-Airport Rental Car<sup>3</sup>
☐ Other (describe business below)

Notes:

1. TNCs must enter into a Non-Exclusive License Agreement (NELA) with Omaha Airport Authority prior to receiving a permit and commencing operations.
2. Taxicab, Limousine, and Open Class Passenger Carriers must abide by all provisions of Omaha Airport Authority's for Hire (Taxicab, Limousine and Open Class) Trip Fee Resolution.
3. Off-Airport Rental Car companies must have a concession agreement with the airport and must abide by all provisions of Omaha Airport Authority's Rental Car Customer Facility Charge Resolution.
4. Off-Airport Parking Companies must abide by all provisions of Omaha Airport Authority's Off-Airport Parking Company User Fee Resolution.

**Describe fleet size and class of vehicles to be operated on airport:**

|                            |                                                     |                         |
|----------------------------|-----------------------------------------------------|-------------------------|
| <b>Number of vehicles:</b> | <b>Class (i.e., van, motor coach, sedan, etc.):</b> | <b>Number of seats:</b> |
|----------------------------|-----------------------------------------------------|-------------------------|

|                                                                                                                 |
|-----------------------------------------------------------------------------------------------------------------|
| <b>Describe service to be provided, include any third-party business which may be served by your operation:</b> |
|                                                                                                                 |
|                                                                                                                 |
|                                                                                                                 |

As an authorized representative of the Passenger Carrier identified above, I agree that the Passenger Carrier and its Drivers, employees, independent operators, or representatives have a need to access and use the Commercial Vehicle Lanes at Eppley Airfield for its passenger transportation operations. Further by signing this permit the Passenger Carrier and its Drivers, employees, independent operators, or representatives agree to abide by applicable Resolutions of the Omaha Airport Authority as well as Rules and Regulations, especially as they pertain to commercial ground transportation. I acknowledge receipt and have read such Resolutions, Rules and Regulations. Any decals, access cards, etc., issued by Omaha Airport Authority shall remain the property of the Omaha Airport Authority and are subject to confiscation or revocation in accordance with the Resolutions, Rules and Regulations. To the extent there are violations of Resolutions and/or Rules and Regulations this permit is subject to being revoked. All the information on this application is true and correct.

In addition, Passenger Carrier and its Drivers, employees, independent operators or representatives shall abide by all applicable State and Federal law. The State of Nebraska Public Service Commission's Transportation Department regulates intrastate transportation for hire by motor carriers of passengers on the public highways of the State of Nebraska. Additionally, Federal Requirements of all Passenger Carriers and Drivers, to the extent applicable, include but are not limited to the items noted on the subsequent pages.

**FEDERAL REQUIREMENTS****Nondiscrimination**

During the performance of this Passenger Carrier Permit, Passenger Carrier for itself, its assignees and successors in interest, agrees as follows:

- A. Passenger Carrier for itself, its successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree as a covenant running with the land that in the event facilities are constructed, maintained, or otherwise operated on the said property described in this Passenger Carrier Permit for a purpose for which a Department of Transportation program or activity is extended or for another purpose involving the provision of similar services or benefits, Passenger Carrier shall maintain and operate such facilities and services in compliance with all other requirements imposed pursuant to 49 CFR Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation, and as said Regulations may be amended.
- B. Passenger Carrier for itself, its successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree as a covenant running with the land that:
  - 1. no person on the grounds of race, creed, color, national origin or sex shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities.
  - 2. that in the construction of any improvements on, over, or under such land and the furnishing of services thereon, no persons on the grounds of race, creed, color, national origin or sex shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination; and
  - 3. that Passenger Carrier shall use the premises in compliance with all other requirements imposed by or pursuant to 49 CFR Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation, and as said Regulations may be amended.
- C. Passenger Carrier shall make the Airport available to all users thereof on reasonable, and not unjustly discriminatory basis, and shall charge reasonable, and not unjustly discriminatory, prices for each unit or service, provided that Passenger Carrier may make reasonable and nondiscriminatory discounts, rebates or similar types of price reductions to volume purchasers.
- D. Noncompliance with Article XII A, B or C above, after timely notice by the Federal Aviation Administration to the Omaha Airport Authority of the noncompliance of Passenger Carrier and a failure of Passenger Carrier to substantially remedy such noncompliance within a reasonable period, shall constitute a material breach thereof, and in the event of such noncompliance, the Omaha Airport Authority shall have the right to terminate this Passenger Carrier Permit.

- E. Passenger Carrier agrees to comply with pertinent statutes, Executive orders and such rules as are promulgated to ensure that no person shall, on the grounds of race, creed, color, national origin, sex, age, or disability be excluded from participating in any activity conducted with or benefitting from Federal assistance.

This provision obligates Passenger Carrier for the period during which Federal assistance is extended to the Airport through the Airport Improvement Program.

In cases where Federal assistance provides, or is in the form of personal property; real property or interest therein; structures or improvements thereon, this provision obligates the party or any transferee for the longer of the following periods:

1. The period during which property is used by the airport sponsor or any transferee for a purpose for which Federal assistance is extended, or for another purpose involving the provision of similar services or benefits; or
  2. The period during which the airport sponsor or any transferee retains ownership or possession of the property.
- F. During the performance of this Passenger Carrier Permit, Passenger Carrier, for itself, its assignees, and successors in interest agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:
1. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 Stat. 252), (prohibits discrimination on the basis of race, color, national origin);
  2. 49 CFR part 21 (Non-discrimination in Federally-Assisted Programs of The Department of Transportation – Effectuation of Title VI of The Civil Rights Act of 1964);
  3. The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S. C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
  4. Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR part 27;
  5. The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
  6. Airport and Airway Improvement Act of 1982, (49 U.S.C. § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
  7. The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964,

The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients, consultants and sub-consultants, whether such programs or activities are Federally funded or not);

8. Titles II and III of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 to 12189) as implemented by Department of Transportation regulations at 49 CFR parts 37 and 38;
  9. The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
  10. Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
  11. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
  12. Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. § 1681 et seq.).
- G. This Passenger Carrier Permit is subject to the requirements of the U.S. Department of Transportation’s regulations, 49 CFR part 23. Passenger Carrier agrees that it will not discriminate against any business owner because of the owner’s race, color, national origin, or sex in connection with the award or performance of any concession Passenger Carrier Permit, management contract, or subcontract, purchase or lease Passenger Carrier Permit, or other Passenger Carrier Permit covered by 49 CFR part 23.
1. Passenger Carrier agrees to include the above statements in any subsequent concession Passenger Carrier Permit covered by 49 CFR part 23, that it enters and causes those businesses to similarly include the statements in further Passenger Carrier Permits.
  2. Passenger Carrier, with regard to the work performed by it during the Passenger Carrier Permit, will not discriminate on the grounds of race, color,

or national origin in the selection and retention of sub-contractor/sub-consultant/sub-lessee. Passenger Carrier will not participate directly or indirectly in the discrimination prohibited by the Nondiscrimination Acts and Authorities, including employment practices when the Passenger Carrier Permit covers any activity, project, or program set forth in Appendix B of 49 CFR part 21.

### Equal Opportunity

Passenger Carrier and all agents shall not discriminate against any employee or applicant for employment because of race, creed, religion, color, sex, national origin, age or disability. Passenger Carrier shall take affirmative action to ensure that employees are treated during employment without regard to their race, creed, religion, color, sex, national origin, age or disability. Such action shall include, but not be limited to, the following:

- A. Employment, upgrading, demotion, or transfer;
- B. Recruitment or recruitment advertising;
- C. Layoff or termination;
- D. Rates of pay or other forms of compensation; and
- E. Selection for training, including apprenticeship.

Passenger Carrier agrees to post in conspicuous places, available to employees and applications for employment, notices setting forth the policies of non-discrimination. Passenger Carrier and all agents shall, in all solicitations or advertisements for employees placed by them or on their behalf, state that all qualified applicants will receive consideration for employment without regard to race, creed, religion, color, sex, national origin, age or disability.

### Binding Obligation

The provisions of this subsection bind Passenger Carrier and sub-tier agents from the effective date of the Passenger Carrier Permit through the completion of the Passenger Carrier Permit. This provision is in addition to that required of Title VI of the Civil Rights Act of 1964.

Passenger Carrier assures that, in the performance of its obligations under this Passenger Carrier Permit, it will fully comply with the requirements of 14 CFR part 152, subpart E (Non-Discrimination in Airport Aid Program), as amended from time to time, to the extent applicable to Passenger Carrier, to ensure, among other things, that no person will be excluded from participating in any activities covered by such requirements on the grounds of race, creed, color, national origin, or sex. Passenger Carrier, if required by such requirements, will provide assurances to the Omaha Airport Authority that Passenger Carrier will undertake an affirmative action program and will require the same of its sub-contract/sub-consultant/sub-lessee.

Attached are copies of:

- ☐ Evidence of required insurance coverages naming the Omaha Airport Authority as an Additional Insured and
- ☐ PSC/DOT permit. Passenger Carrier has reviewed this Permit Application, and all applicable references to other documents as noted herein to the extent applicable, and unconditionally agrees to all terms and conditions.

Furthermore, Passenger Carrier understands that Passenger Carrier has an ongoing requirement to provide updated information as required in this Permit Application annually or as necessary due to changes.

**Authorized company representative/title (print):** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*Return completed form to:* Omaha Airport Authority, Badging Office, 4501 Abbott Drive, Suite 2300, Omaha, Nebraska 68110

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*The Omaha Airport Authority will acknowledge receipt and provide written confirmation that the Passenger Carrier Permit Application was accepted, at which point in time the Passenger Carrier will be permitted to operate until status is revised or revoked.*

**Omaha Airport Authority Accepted and Approved:**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## **SECTION 11 - GUIDELINES FOR NON-COMMERCIAL/NON-TENANT DISPLAYS AT EPPLEY AIRFIELD**

### **11.1 Purpose**

Eppley Airfield is operated by the Omaha Airport Authority. The purpose of the Omaha Airport Authority is to provide high quality and safe airport facilities for use by airline passengers and airport tenants. Activities and conduct that may compromise or interfere with the purpose of the Omaha Airport Authority will not be permitted.

The Omaha Airport Authority will endeavor to accommodate requests for displays ("Displays") by non-tenants in the Eppley Airfield terminal ("Terminal") provided that the guidelines established by the Omaha Airport Authority for such displays are satisfied.

### **11.2 Location of Displays**

Displays of non-commercial/tenants meeting the guidelines established by the Omaha Airport Authority will be located only in the spaces designated by the Omaha Airport Authority in its sole discretion.

### **11.3 Eligible Organizations**

Municipal corporations, governmental agencies, political subdivisions, state accredited or nationally accredited non-profit educational institutions, local chambers of commerce and local service clubs and organizations will receive priority in approving and assigning usage of the designated display area. Displays shall not contain information of a religious nature or advancement of partisan or political advocacy..

### **11.4 Guidelines for Use of Non-Tenant Display Area**

1. Due to space constraints caused by the Terminal Modernization Program ("TMP"), the Omaha Airport Authority reserves the right to restrict or deny access to any person or group seeking to display information under this Section.
2. Before placement, all displays must have the written approval of the Chief Executive Officer of the Omaha Airport Authority. A written request for the approval of the Chief Executive Officer must be submitted at least 45 days in advance of the requested display date. Each written request for use of the non-commercial/tenant display area must be accompanied by plans or photographs of the proposed display.
3. The duration of the display shall be determined and limited at the Omaha Airport Authority Chief Executive Officer's sole discretion but shall not exceed thirty (30) days. Notwithstanding the foregoing, any display may be terminated and withdrawn from the display area by the Omaha Airport Authority without advance notice or penalty at any time.

4. The Omaha Airport Authority encourages displays relating to historical or contemporary attractions such as: STRATCOM, the Henry Doorly Zoo, the College World Series, Tuskegee Airmen, and Sister-City.
5. Displays must be attractive and professional in nature. Displays shall be in keeping with the kind and character of other displays in the Terminal. Displays which create danger to airport safety or security will not be approved. The Chief Executive Officer of the Omaha Airport Authority shall reach a determination on such matters.
6. The area provided by the Omaha Airport Authority for non-tenant promotional displays shall not be altered. No auxiliary lighting or decoration beyond the perimeter of the display itself will be permitted, and no directional signs or public address system announcements will be permitted within the Terminal. Displays should also be limited to visual effects only without any audio component or agents affecting the olfactory senses.
7. Unless authorized by the Omaha Airport Authority, no sales, solicitation of funds, distribution of merchandise or leaflets will be permitted in connection with any display.
8. Attendants, other than those required for temporary maintenance of the display, will not be permitted in the non-commercial/tenant promotional display area, nor will representatives of the organization sponsoring the display be permitted in other areas of the Terminal for purposes of directing pedestrian traffic to the non-commercial/tenant promotional display area.
9. The organization or entity sponsoring the display must agree to be solely responsible for all materials and property utilized in connection with the display and must waive any right of recovery against the Omaha Airport Authority, together with its employees and directors, for any loss, damage, or theft of all or any part of the display.
10. The organization or entity sponsoring the display must agree to indemnify and hold the Omaha Airport Authority harmless, together with its employees and officers, from and against any and all claims for defamation, personal injuries, death, damages, costs or expenses in any way arising from or connected with the use of the non-tenant promotional display area, including claims, damages, expenses, or costs incurred in connection with litigation relating to the content of the display. Please refer to the following Indemnification Agreement.



NON-COMMERCIAL/NON-TENANT PROMOTIONAL DISPLAY AREA**11.5 INDEMNIFICATION AGREEMENT**

The undersigned individual as the duly authorized representative of and on behalf of the undersigned sponsoring organization identified below hereby agrees to indemnify the Omaha Airport Authority"), its agents, employees and directors and to save them and each of them harmless from and against any and all claims, actions, causes of action, liability, damages, and expense in connection with the loss of life, personal injury or property damage, including claims and litigation relating to the content or subject matter of the display, arising from the use or occupancy of the non-tenant promotional display area in the Eppley Airfield terminal.

The undersigned individual further represents to the Omaha Airport Authority that he is authorized to enter into this Indemnification Agreement and that it is within the scope of his/her authority within the sponsoring organization.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

Sponsoring Organization: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Organization's Representative: \_\_\_\_\_

Representative's Address: \_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_

**PROPOSED DATES OF DISPLAY**

Start Date: \_\_\_\_\_ Setup Time: \_\_\_\_\_

End Date: \_\_\_\_\_ Take Down Time: \_\_\_\_\_

\_\_\_\_\_ Approved

\_\_\_\_\_ Denied

\_\_\_\_\_  
Chief Operating Officer or Designee

\_\_\_\_\_  
Date

## **SECTION 12 -TENANT OPERATING RULES FOR AIR CARGO AREA**

### **12.1 General**

- A.** The rules apply to all cargo area tenants who are held accountable by the Omaha Airport Authority for adherence by all employees, patrons, contractors, invitees and guests.
- B.** Aircraft always have the right-of-way when in motion. However, they shall not park so as to restrict ground vehicle movement in areas designated as non-aircraft areas.
- C.** Omaha Airport Authority Rules and Regulations are hereby incorporated by reference.

### **12.2 Aircraft Operating Area**

- A.** Parking Aprons
  - 1. Light Cargo Ramp
  - 2. Cargo Ramp A, heavy duty parking spots A1-A9
  - 3. Cargo Ramp B, heavy duty parking spots B1-B5
- B.** The non-exclusive preferential use aircraft parking positions (gate) assignments established are:  
  
UPS - A1, A2                  FedEx - A3, A4, A8                  DHL - A5
- C.** The assignments are not permanent and may be altered by the users by mutual agreement without consultation with the Omaha Airport Authority. The Omaha Airport Authority is to be notified, however, of such agreed reassignments as it may occur.
- D.** “Preferential Use” is defined as:
  - 1. Each carrier so assigned is assured of one gate to operate its flights at any time.
  - 2. Any cargo carrier operating large aircraft (greater than 65,000 lbs. maximum aircraft ramp weight) is authorized to use any Cargo A or Cargo B gate that is otherwise unoccupied to work its flight.
  - 3. Any working flight takes priority over any non-working or parked aircraft occupying any of the assigned gates. This is not to preclude any carrier, at its option, choosing to work a flight in an “off-gate” position (i.e., “double-parked” in the taxi lane) as long as doing so does not restrict any other

carrier's access to or from a gate. This is not to say that any carrier's working flight takes gate priority from any other preferential carrier's non-working aircraft if the first carrier also has a non-working aircraft occupying its preferential gate.

- E.** The distinction between “working” and “non-working” depends upon whether the carrier is actively unloading or loading cargo from or upon the aircraft or has had ample opportunity to do so. A guideline of 1-1/2 hours (i.e., an arriving aircraft becomes a non-working flight 45 minutes after arrival and a departing aircraft becomes a working flight 45 minutes prior to departure) is assumed.
- F.** Heavy aircraft (greater than 65,000 lbs. maximum aircraft ramp weight) operations are not permitted at any time on the light cargo ramp pavement. Light aircraft (less than or equal to 65,000 lbs. maximum aircraft ramp weight) are permitted on the heavy-duty pavement only as may be considered prudent and convenient in the transfer of cargo between aircraft by the heavy-duty apron or impede heavy aircraft operations.
- G.** There are no “preferential” position assignments on the light duty apron; however, there are vehicle service roadways (VSR) on this apron. The apron is to be used in a safe, courteous, prudent manner by all light freighter operators. The apron is for aircraft, not for vehicle or ground equipment parking.
- H.** Generally, there are no contingent aircraft parking positions available. Either FBO can accommodate small aircraft within their operations area. However, large aircraft must be accommodated within the cargo aprons on an adhoc basis. Should there be an aircraft likely to be out of service for an extended period of time, contact the Airport Operations Department for assistance in parking.

### **12.3 Aircraft Operations on Cargo Ramps A, B, and Light Cargo Ramp**

There are periods when the ramp area is congested with both aircraft and ground support equipment.

The VSR that parallels the cargo aprons in a North-South direction also intersects Taxiways G1 through G5. This VSR is heavily traveled, especially during cargo operations in the early morning and evening hours. Though ground vehicles are to give right-of-way to aircraft, pilots should exercise caution when entering the cargo aprons.

The cargo ramps are non-movement areas and are not controlled or fully visible from the control tower.

- A.** Push-back operations should not commence if an aircraft is approaching the entrance to the cargo apron where your aircraft is parked.
- B.** Once a push-back has commenced, taxiing aircraft should give way.
- C.** Aircraft entering the ramp should reduce taxi speed to ten miles per hour and remain on the taxilane centerline until adjacent their parking position.

- D.** Pilots entering the apron should carefully observe all activity.

In summary, all users should proceed with caution and maintain situational awareness while operating on the cargo apron.

#### **12.4 Safety and Security**

- A.** Vehicular Gate B3 is in the security fence adjacent to building 4311. All cargo operators who are tenants of the Omaha Airport Authority and having legitimate need for airside access may obtain card reader access to operate this gate.
- B.** Operators shall, at their expense and prior to commencing airport operations, arrange for and ensure that all persons operating on the airport and under this agreement are identified with an Airport Identification Badge. All persons who are unescorted while in the Freight Forwarding Area are required to display an airport issued ID on their person, at all times.

#### **12.5 Maintenance**

- A.** The Omaha Airport Authority will maintain the aircraft taxiway and apron pavement, taxiway and pole mounted apron lighting, Carter Court, Boeing Court, Camden Court, Lockheed Court, Hartman Court and Fort Court Street pavement and lighting and the security fence and gates. Any deficiencies are to be reported to Airport Operations as soon as evident. Any damage that the Airport Authority ascertains is due to negligence, recklessness, or vandalism, will be charged to the party responsible in all cases where responsibility can be established.
- B.** Omaha Airport Authority Maintenance includes snow removal as can be reasonably accomplished with snow removal vehicles. The Omaha Airport Authority will provide no “hand” removal that, if deemed necessary or desirable by the user, shall be accomplished by the user. Tenants are responsible for snow removal from their leased building space out beyond the end of any Jetbridge, GSE parking or aircraft parking position. For the Cargo A Ramp, the tenant will remove snow from their aircraft parking position to the taxilane and then continue removal of the snow to the far west end of the ramp. At this point, snow should be tapered in depth and no snowbanks or snow berms are permitted that would be hazardous to personnel or aircraft operations. OAA snow removal equipment will not operate closer than 25 feet of any aircraft.