

SECTION 9 - MOTOR VEHICLE OPERATIONS

In this Section, the OIAA specifies general operating procedures and requirements for all vehicles at Ontario International Airport (ONT).

Except as prescribed in this Section, or in cases of emergency involving the protection of life and/or property, all motor vehicles shall be operated upon the Airport in accordance with the California Vehicle Code. Specific procedures covering the use of fueling vehicles and equipment for fueling operations are provided in **Section 6, Fire Safety**.

9.1 Operation of Motor Vehicles:

- a. No vehicle shall be operated in or upon any Airport property in a careless or negligent manner or in disregard of the rights and safety of others, or without due caution or circumspection.
- b. No vehicle shall be operated at a speed or in a manner, which endangers unreasonably, or is likely to unreasonably endanger persons or property.
- c. No vehicle shall be operated if such vehicle is as constructed, equipped or loaded as to endanger or be likely to endanger persons or property.

9.2 Reserved, Posted or Restricted Parking Areas:

- a. The ONT CEO or his/her authorized representative, may reserve all or any part of parking lots or other areas not under lease or permit for the sole use of vehicles of ONT and the OIAA, its officers or employees, tenants, or for such visitors to ONT, as he/she 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, 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 vehicle unless authorized by the ONT CEO or his/her authorized representative.

- c. Vehicles parked in any garage, parking lot or other authorized parking area reserved for public, private or employee use, shall park in such a manner as to comply with all posted and/or painted lines, signs, and rules.
- d. Vehicles displaying either a distinguishing license plate or a placard issued pursuant to Section 22511.5 of the California Vehicle Code may park in designated disabled parking sections as indicated by appropriate signs and/or markings. All others not displaying such license plate or placard shall be towed.

9.3 Curb Markings:

All vehicles parked and unattended at ONT are subject to immediate tow and storage at the owner's expense.

- a. Red Zone: No vehicle, whether attended or unattended, shall stop, wait or park in any area adjacent to a curb which is painted red; provided, however, that a scheduled transit bus may park in a red zone designated as a bus zone by a sign or other marking.
- b. White Zone: (TCP Operators) No vehicle shall stop, wait or park in any area adjacent to a curb which is painted white; Exception, vehicles may be stopped at a white zone while actively engaged in the immediate loading or unloading of passengers and/or baggage. No vehicle stopped in a white zone shall be left unattended. Stopping a Limousine in a white zone for the purpose of waiting for passengers and/or baggage is however permitted, provided that the white zone is designated as a Limousine zone by a sign or other marking.
- c. Yellow Zone: (Taxicab Operators) Taxi cabs are the only vehicles permitted to stop, wait, load and unload passengers at ONT passenger terminals. Taxi cabs may not be left unattended.
- d. Green Zone: Allows government owned vehicles to park for up to 20 minutes.

9.4 Cell Phone Waiting Lot:

Vehicles waiting to meet arriving ONT passengers are encouraged to wait in the Cell Phone Waiting Lot, located west of Terminal 2 and Terminal 4 at: 1040 W. Moore Way, Ontario, CA 91761 (east of closed Terminal 1).

9.5 Emergency Suspension of Parking:

- a. The ONT CEO or his/her authorized representative, may prohibit parking or movement of vehicles on any part of the Airport when a traffic congestion or hazard is likely to result from the holding of any assemblage, celebration, or function on Airport property.
- b. The ONT CEO or his/her authorized representative is further authorized to post signs giving notice of such addition to other instructions appearing thereon.

9.6 Authorized Vehicles on ONT Air Operations Area (AOA):

- a. The Air Operations Area (AOA) includes all aircraft movement areas, apron areas, cargo ramps, and other non-leasehold areas located inside the Airport security fence. All vehicles must enter the ONT AOA through an established Secured Area Access Point (SAAP). Primary SAAP's are located at:
 - 1) North SAAP (Post 5) - 590 South Vineyard Ave.
 - 2) South SAAP (Post 6) - 2095 East Avion Street.
- b. Operators of motorized vehicles in the AOA shall have drivers duly authorized and licensed by the California Department of Motor Vehicles, or other state, and possess a current/valid ONT Security Photo Identification Badge with "Restricted Area Driver" permit; with the following exception:
 - 1) ONT does not require Class A or B licenses for drivers in the AOA and private driveways; however, ONT strongly recommends drivers hold valid and appropriate licenses, and medical certificate for the vehicles they are operating.
- c. Approval for tenants to escort vendors or suppliers is determined on a case-by-case basis by ONT Airside Operations, (909) 214-7682 or (909) 214-7683.
- d. Drivers who escort other persons and/or vehicles in the AOA must have an escort icon 'E' and a 'Restricted Area Driver' icon on their ONT Security Photo Identification Badge.
- e. Lightweight specialty vehicles such as golf carts are prohibited from AOA roadways and must remain on passenger terminal aprons, cargo ramps, or on leasehold areas. Use of golf carts must be approved by ONT Airport Operations, (909) 214-7682 or (909) 214-7683.

9.7 AOA Motor Vehicle Operating Permit (MVOP):

- a. Airport tenant vehicles with State issued license and registration authorized to operate on public roadways require an ONT Motor Vehicle Operating Permit (MVOP) prior to entering the AOA, in accordance with OIAA requirements.
- b. Access to the AOA is subject to prior approval by the ONT CEO or an authorized representative.
- c. Vehicles exempt from obtaining an ONT MVOP are: all OIAA, fire department and law enforcement vehicles; and, Ground Support Equipment (GSE) exclusive to use in the AOA.
- d. ONT MVOP can be obtained from the ONT Landside Operations Unit, (909) 544-5302.

9.8 Insurance Requirements:

All vehicles operated on the AOA must have appropriate liability insurance as required by the OIAA.

9.9 AOA Vehicle Identification:

- a. All DMV registered motor vehicles entering the AOA must display a current ONT MVOP decal or be under authorized escort.
- b. All vehicles operating on the ONT AOA are required to have an approved logo or company name displayed on both sides of the vehicle in a location opposite the front seat. For vehicles having front doors, the identification shall be located on the front door panels.
- c. The name of the company or tenant shall be spelled out in letters no less than three (3) inches in height. Company logos or symbols shall be at least 18 inches in diameter when not accompanied by approved lettering. To enhance conspicuity, all markings shall be on a background of sharply contrasting color.
- d. Magnetic or temporary identification panels, and logos, are not permitted without prior approval by ONT Airside Operations at (909) 214-7682 or (909) 214-7683.
- e. Non-Permitted Aircraft Ground Support Equipment must have company name and company equipment number stenciled on two sides of each piece of equipment.

9.10 Vehicle Licensing:

A valid California license plate and registration is not required on vehicles or equipment when operated exclusively in the ONT AOA.

9.11 AOA Restricted Area Driver Permit Program:

- a. No motor vehicle shall be operated on the AOA unless the driver possesses a valid State of California Driver's license and ONT issued Restricted Area Driver's Permit. It is the responsibility of an applicant's organization to verify and ensure all current and future AOA Restricted Area drivers possess a valid California Driver's license. The temporary use of an out-of-state driver license may be permitted until an out-of-state transferred employee establishes permanent residence in the State of California.
- b. When transporting passengers for hire, drivers must be in possession of an appropriate and valid California driver's license, or other valid out of state license.
- c. Suspension or revocation of any California or other state driver's license must be immediately reported to ONT Security Badge Office, (909) 544-5170. OPD Airport Bureau, SAAP Security personnel and Airside Operations reserve the right to check whether a driver of any motor vehicle holds a valid driver's license while on the AOA.
- d. All persons holding an Airport-issued security badge with a depicted Restricted Area Driver's permit, shall return the security badge to the Security Badge Office (SBO) without being expressly requested to do so, upon termination of employment, revocation or suspension of the person's California, other state, or international driver's license, or when their job no longer includes the driving of a vehicle in the AOA. See **Section 7 – Airport Security**
- e. Training and Testing Requirements for AOA Restricted Area Driver Permits;

Every driver/applicant who operates a vehicle on the ONT AOA must be familiar with the pertinent provisions of the State of California Vehicle Code; and, the traffic and licensing Sections and Subsections of these Rules and Regulations. The driver must have been trained in the vehicle type he/she will operate.

- 1) Airport tenants are responsible to provide proper training for all vehicles and equipment their employee(s) are authorized and required to operate on the ONT AOA.

- 2) A minimum of eight (8) supervised hours of practical driver training (behind the wheel) on the ONT AOA is required prior to the applicant becoming eligible to attend the ONT AOA Restricted Area Driver Permit class. Practical driver training should include daylight and night driving on ONT AOA roadways, access drives, aircraft aprons and cargo ramps. Applicants must be the driver during the required practical training and not a passenger in the vehicle.
- 3) Applicants attending the ONT AOA Restricted Area Driver Permit training class must pass a written (multiple-choice) 25 question test. The class and test will be administered by the applicant's company representative who has completed a Train the Trainer class within the previous two years. The Train the Trainer class is given by ONT Airside Operations, (909) 214-7682 or (909) 214-7683 upon request or as needed to satisfy a request from an airline or tenant at ONT. The class and test cover ONT AOA rules and regulations, safety practices, and facility familiarization. Training Class study materials and notes may be used during the Restricted Area Drivers test. The applicant will fail the class when incorrectly answering three (3) or more test questions; applicants who fail the class may attend the next scheduled course taught by their company. If the applicant fails the second test, it can be re-administered in one month.
- 4) The International Civil Aviation Organization (ICAO) has designated English as the official language of aviation worldwide; the FAA has also adopted English to be used in the United States. ONT AOA Restricted Area Driver Training classes are instructed in English only. Students are welcome to bring a language interpreter, a representative at their own cost and choice, to translate class materials and tests for languages other than English. The ONT AOA Restricted Area Driver Study Guide and exam are available in English only.

9.12 Movement of Aircraft by Other than Pilot in Command:

- a. Any person who operates a push back/tow tractor to move aircraft is required to complete a Surface Movement Training Class for Non-Pilots. The class is also required for the brake rider in the cockpit. The class is given monthly by Airside Operations staff. The class is also required for mechanics that taxi aircraft for maintenance purposes. If there are two mechanics in the cockpit both are required to have the training. The training is valid for one year or until the badge of the employee expires. For information on the class call ONT Airside Operations, (909) 214-7682 or (909) 214-7683.

9.13 AOA Escort of Vehicles/Drivers Without Restricted Area Driver Permit and/or Motor Vehicle Operating Permit:

- a. Every AOA driver must carry, in their personal possession, a valid California, or other state driver license in addition drivers must display an ONT Security Photo Identification Badge with Restricted Area Driver Permit, worn above the waist. ONT Security Photo Identification Badges must be presented to any Airport Police or Airport Operations personnel upon request.
- b. Drivers without an AOA Restricted Area Driver permit shall not drive on the AOA unless guided by an escort vehicle driven by an authorized Restricted Area Driver with an Escort icon (“E”) or while training with an authorized Restricted Area Driver in the same vehicle.
- c. ONT tenants shall escort all company and contracted vehicles not having an annual ONT Motor Vehicle Operating Permit (MVOP), and/or vehicles driven by persons without an ONT Security Photo Identification Badge with AOA Restricted Area Driver Permit.
- d. ONT airline and tenants escorting box trucks, tractor trailers, buses, and other high-profile equipment, must have approval from ONT Airside Operations to enter the AOA. Upon arrival at a Secured Area Access Point (SAAP), the attending SAAP Security Officer shall contact Airside Operations, (909) 214-7682 or (909) 214-7683, to verify the escorting tenant, type of equipment, and intended AOA destination of the escort requested.
- e. Tenant vehicle escorts are limited to Two (2) vehicles per escort; or Four (4) vehicles, when the tenant provides both lead and trailing escort vehicles.
- f. Tenants who provide AOA escort to vehicle(s) without a current ONT MVOP accept all legal liabilities for the operator/owner of the vehicle and driver they escort in the ONT AOA.

9.14 Vehicle Roadworthiness:

- a. Before operating any motor vehicle on the Airport, the driver must ensure that the vehicle is in roadworthy condition. No vehicle shall be operated which is not in a sound mechanical and safe condition. OIAA reserves the right to inspect and declare unfit for use on Airport property any vehicle or piece of equipment that does not comply with all safety requirements.
- b. It is the sole responsibility of the vehicle owner and driver for ensuring the roadworthiness and operational safety of the vehicle, and shall in no

way be reduced, or restricted, by the issuance of an ONT Restricted Area Driver Permit, Annual Motor Vehicle Operating Permit, or by any technical inspections carried out by OIAA personnel.

- c. Vehicles designed to transport special goods (i.e., fuel tanker trucks,) shall comply with all pertinent provisions contained in Department of Transportation Regulations and National Fire Protection Association (NFPA) Section 407 guidelines. See **Section 6, Fire Safety**, for more information regarding the carriage of hazardous materials on the AOA.
- d. Vehicles regularly driven on ONT Aircraft Movement Areas (runways and taxiways) shall be fitted with an operational rotating yellow light or strobe.

9.15 Emergency and Special Purpose Vehicles:

- a. All vehicles proceeding with a red rotating beacon or red and blue light bars, and all vehicles guided by them; i.e., OFD Station 10 and OPD Airport Bureau vehicles; and, all OIAA vehicles proceeding with a yellow rotating beacon, i.e., Airside Operations, Airport Passenger Buses and special purpose vehicles, are exempt from the speed limit when responding to an emergency, or other special situation, and may leave the established roadways when necessary and appropriate.
- b. All drivers must exercise special caution when in proximity to these vehicles; do not drive in front of emergency vehicles responding to an emergency, or on scene of an emergency.
- c. All vehicles described in this Subsection must yield the right-of-way to taxiing aircraft.

9.16 Actions in Case of an Accident:

- a. In case of an accident involving injury or death to any person, the following must be notified immediately:
 - 1) OFD Dispatch, (909) 983-5911 or 911.
 - 2) OPD Dispatch, (909) 986-3371 or 911.
 - 2) ONT Airside Operations, (909) 214-7682 or (909) 214-7683.
- b. Any incident or accident involving an aircraft and a vehicle must be reported immediately to OFD Dispatch, (909) 983-5911 or 911, OPD Dispatch, (909) 986-6711 or 911, and ONT Airside Operations, (909) 214-7682 or (909) 214-7683.

- c. Any vehicle involved in an accident shall not be moved until released by the OPD Airport Bureau Officer in charge.
- d. All persons involved in an accident, including accident witnesses, shall remain at the scene of the accident until an OPD Airport Bureau Officer arrives. If witnesses cannot remain at the scene of an accident for reason of other urgent duties, they shall report to the OPD Airport Bureau Office, located at 1923 East Avion Street, Ontario, CA 91761, immediately upon accomplishing their urgent duties.

9.17 Intoxicants and Drugs:

Drivers who operate a motor vehicle or automotive equipment shall not consume intoxicating beverages, drugs or narcotics while on duty; nor shall they have consumed the same within six (6) hours prior to driving on the AOA.

9.18 Right-of-Way:

All vehicles operated in or upon the AOA shall yield the right-of-way as follows:

- a. All aircraft being taxied, towed or otherwise moved, including their towing and guiding vehicles, and ground safety personnel.
- b. Emergency vehicles, equipment and personnel responding to an emergency; i.e., OFD Station 10, OPD Airport Bureau, ONT Airside Operations, City of Ontario Fire and Police Department, Rescue Ambulances, or vehicles which display California Emergency Vehicle exterior lighting including ONT vehicles with yellow rotating beacons.
- c. Vehicles operating on service roadways take precedence over all vehicle traffic in entering roadways from: leased premises, aircraft parking aprons and loading cargo ramps, and other equipment parking areas.
- d. At road intersections or junctions and in all other areas vehicles shall yield to vehicles the right before left principle (right-of-way) shall apply, unless prescribed otherwise by traffic signs.

9.19 Use of AOA Roadways:

Vehicles shall use only designated and marked (surface painted) roadways and access lanes when crossing taxiways and taxilanes, or when entering/exiting aircraft aprons and cargo loading ramps as follows:

- a. If a driver's destination is located off a designated roadway (at

passenger terminal gates, aircraft parking positions, or equipment parking areas) the marked roadway shall be used as long as possible. Vehicles entering and exiting aircraft aprons and ramp areas shall use all due care; the shortest route must be taken to/from the roadway. Entrances/exits to access lanes are delineated by elevated red retro-reflective markers.

- b. Access lanes may be used only if it does not hinder or endanger taxiing aircraft traffic. Access lanes must be used with special care and attention and must be cleared immediately if aircraft approach.
- c. Vehicles are prohibited from leaving marked roadways, or driving on Aircraft Movement Areas, unless escorted by ONT Airside Operations, OPD Airport Bureau or OFD Station 10 personnel.
- d. Vehicles are prohibited from driving through aircraft parking positions and passenger terminal gates.

9.20 Speed Limits:

Vehicles shall be operated on the ONT AOA in strict compliance with speed limits as follows:

- a. **20 mph** on the main ONT roadway loop, including roadways.
- b. **10 mph** on all access drives to/from aircraft aprons, cargo loading ramps, aircraft parking positions, passenger terminal gates.
- c. **5 mph** on baggage drives, fuel farms, hangars, etc.
- d. **At walking speed** - 3 miles per hour or less where aircraft occupy parking positions and gates.
- e. **Basic Speed Laws;** At no time shall a driver exceed speeds which are reasonable and prudent, consistent with prevailing visibility, and then existing weather conditions such as fog, precipitation, smoke, and respective of available lighting and traffic conditions.

9.21 Traffic Signs, Directions, Signals and Markings:

- a. All vehicles operated on any Airport property must always comply with any lawful order, signal, or direction by authorized OPD Airport Bureau, OFD Station 10 or ONT Airside Operations personnel.
- b. The OIAA is authorized to place and maintain such traffic signs, signals, pavement markings, and other Airport property as required to indicate and carry out the provisions of these Rules and Regulations and of the California Vehicle Code to guide and control traffic.

- c. Where traffic is controlled by traffic lights, signs, mechanical or electrical signals, or pavement markings, such lights, signs, signals and markings shall be obeyed.
- d. Airport signs generally conform to the standards set by the California Vehicle Code. In addition, OIAA signs may be posted to alert drivers to special conditions.
- e. Where conditions preclude the use of post-mounted traffic signs, surface painted roadway markings shall have the same validity.

9.22 Special Safety Rules:

- a. The use of vehicles on the ONT AOA shall be limited to the absolute minimum required. Unnecessary running of engines is prohibited.
- b. Hydraulic stabilizers on vehicles may be extended only after it has first been ascertained that all persons are clear of the danger area.
- c. The use of forklifts for cargo handling at passenger terminal gate positions is prohibited.
- d. Moving scissors-type vehicles, with scissors extended, is prohibited, except to position the vehicle against an aircraft for servicing. The scissors shall not be extended behind an aircraft with engines running. When scissors are extended, a safety lock is required to prevent injury to personnel due to inadvertent lowering of the scissor's platform.
- e. A guide person is required whenever the vehicle operator's vision is restricted.

9.23 AOA Driving Area Definitions:

- a. Roadways; a system of six (6") inch wide white color surface painted parallel markings which demark roadways, access lanes and passage ways or other designated ways intended for the movement of ground vehicle traffic on the AOA. Roadways intersect aircraft taxiways, as such, ground vehicle operators shall stop to visually ensure their vehicle and equipment are safely clear of all aircraft before proceeding across the taxiway intersection; roadway vehicles may cross taxiway intersection(s) after verifying no danger of collision exists for aircraft occupying, approaching, or exiting the taxiway.
- b. Access Lanes; exit and entry points to/from roadways allowing ground vehicles and equipment access to aircraft aprons, cargo ramps, public aircraft parking positions, and passenger terminal gates. Ground

vehicles and equipment using access lanes may cross taxilane(s), to gain access to roadways, after the vehicle operator has ensured all equipment can remain safely clear of aircraft occupying, approaching, or exiting the taxilane to be crossed.

- c. Aircraft Parking Positions; an area around an aircraft position designated for public parking and/or servicing of aircraft, as delineated by signs surface painted markings and buildings or hangars.
 - 1) Aircraft parking positions are normally bounded by passenger terminals, aircraft aprons, cargo ramps, buildings, perimeter fences or roadways. All public aircraft parking positions are co-located with roadway or access lane (solid white lines), and Aircraft Movement Area boundary markings (one (1) solid and one (1) dashed yellow line), which demark the physical limit of a properly parked aircraft, providing safe separation for aircraft maneuvering on adjacent taxilanes or taxiways. Additionally, aircraft parking positions located at ONT passenger terminal gates are marked with surface painted aircraft safety zones, or envelopes, consisting of two (2) solid red stripes separated by one (1) solid white stripe.
 - 2) No vehicle may operate or park inside the envelope of an aircraft parking safety zone, except to actively service an aircraft.
 - 3) Drivers of ground vehicles must exercise special caution when aircraft are taxiing and maneuvering into, or out of, aircraft parking positions. Drivers can make several observations to help identify when an aircraft will soon occupy or push off an aircraft parking position:
 - a. When an aircraft is about to occupy (taxi into) an empty aircraft parking position, or gate, observe the following indications:
 - i. Passenger Boarding Bridges (PBB) have a lighted amber rotating beacon; the beacon will be lighted and rotating.
 - ii. All ground support equipment is clear of the red/white aircraft safety zone envelope area.
 - iii. Aircraft ground support staff are positioned outside at the top, and sides, of the painted red/white aircraft safety envelope.

- b. When an aircraft is about to depart (pushback) from an aircraft parking position, or gate, drivers should observe the following conditions;
 - i. Aircraft position lights are lighted; GREEN on the right-wing tip and RED on left-wing tip.
 - ii. Aircraft beacons/strobes on the belly and top of the aircraft are flashing RED, the aircraft doors are closed, and the PBB is pulled away from the aircraft.
 - iii. Aircraft wheel chocks have been removed from the landing gear, and vehicles are no longer servicing the aircraft. Use caution, aircraft engine(s) may be running.
- 4) For your personal safety, and the safety of others, aircraft parking position red/white safety zones must be strictly observed. Vehicles stopped/parked inside an aircraft parking position safety zone envelope must always be attended.
- d. Taxiways and Taxilanes: Taxiways are a defined path for the taxiing of aircraft from one part of an airport to another marked by a continuous yellow centerline. Taxilanes are a defined path for the taxiing of aircraft, which provides access from taxiways to aircraft parking positions and other terminal areas marked by a continuous yellow centerline.
 - 1) Taxiways and Taxilanes are reserved for aircraft traffic.
 - 2) Driving of motor vehicles on aircraft taxiways and taxilanes is prohibited, except when crossed at designated roadways and access lanes. Stopping on aircraft taxiways and taxilanes at any time is prohibited.
 - 3) No person or vehicle shall cross taxiways/taxilanes if an aircraft is in the vicinity. Ground vehicles must stop at posted "Stop" signs and yield the right of way to the aircraft whether it is taxiing or under tow.
- e. Ground Support Equipment (GSE) Parking Areas;
 - 1) GSE parking areas are marked by unbroken white boundary lines and/or by fences, buildings and signs.

- 2) GSE parking areas may also be located next to an aircraft parking position safety zone envelope. These surface painted safety zone markings are designed to protect operating and parked aircraft, they are; two (2) red lines separated by a white line. No equipment or vehicle shall be parked inside this aircraft safety envelope unless actively being used to service parked aircraft.

9.24 Aircraft Movement Area (AMA):

The ONT Aircraft Movement Area (AMA) consist of runways, taxiways, and other surfaces of the Airport, including Safety Areas, which surround an AMA to protect aircraft which are taxiing, hover taxiing, or performing takeoff and landing. Aircraft Movement Areas may exclude some taxilanes, but do include all aircraft aprons, cargo ramps, aircraft parking positions and passenger terminal gates at ONT.

- a. The AMA is reserved for flight operations. Walking or driving on active AMA surfaces is prohibited. However, ground vehicles may cross taxiways where required by marked roadways. Approval for AMA access must be obtained from ONT Airside Operations, (909) 214-7682 or (909) 214-7683, and FAA ONT ATCT.
- b. All vehicles operating on the ONT AMA shall be equipped with a lighted, rotating amber beacon or "Light Bars", making vehicle movement clearly identifiable; and be equipped with an operational two-way VHF radio (transceiver) for communications with the FAA ONT ATCT.
- c. All ground vehicle traffic must, always, comply with the directions of ONT Airside Operations, OPD Airport Bureau, and OFD Station 10 personnel.
- d. No vehicle shall cross a runway unless escorted by an ONT Airside Operations vehicle having proper ONT ATCT clearance.
- e. All vehicles approved to access a closed runway shall enter and exit the closed runway from the runway approach or departure end; except when deemed necessary during emergency conditions, or as approved by ONT Airside Operations.

9.25 Stopping, Parking and Unattended Vehicles/Equipment:

RULES AND REGULATIONS

- a. Vehicles shall be parked only in OIAA approved parking areas; be secured against uncontrolled rolling by an engaged handbrake and/or have the wheels blocked with appropriately sized wheels chocks. Ignitions shall be switched off unless required for auxiliary functions.
- b. Parking of vehicles in surface painted restricted areas that surround fire hydrants, or the blocking of access to fire hydrants is prohibited.
- c. No vehicle shall be stopped or parked on any taxiway, taxilane, access service roadway, access lane, or area marked with solid red or red hatched lines. Authorization to park a vehicle in these areas must receive prior approval from ONT Airside Operations, (909) 214-7682 or (909) 214-7683.
- d. No vehicle or equipment shall be stopped or parked in an area that blocks the ingress/egress of emergency vehicles, including vehicles responding to the emergency; i.e., ONT Airside Operations, OPD Airport Bureau, and OFD Station 10.
- e. No person shall stop or park a vehicle, place an object, or perform work blocking another vehicle (equipment) which prevents a forward path free of obstacles. If the vehicle becomes blocked and cannot freely move forward from its parked position, the operator of the blocking vehicle must immediately notify the blocked vehicle owner/operator.
- f. Operators of vehicles and GSE which becomes disabled on AOA roadways must notify the ONT Airside Operations, (909) 214-7682 or (909) 214-7683. The vehicle operator/s must stay with (attend) the disabled vehicle, or GSE, until released by ONT Airside Operations or OPD Airport Bureau personnel.

9.26 Driving Under Aircraft:

No vehicle or equipment operator shall drive a motor vehicle under any portion of an aircraft, except where the vehicle is actively involved in servicing that aircraft. When driving under an aircraft, vehicle operators must drive the slowest speed possible paying strict attention to height limitations. A guide person (marshal) shall be used, even when moving forward, if the drivers view from the vehicle is obstructed.

This section shall not apply to fueling operations, which are covered separately by **Section 6, Fire Safety**.

9.27 Reversing and Driving Backwards:

Reversing and driving backwards is permitted only if existing conditions

make it impossible to drive forward. When reversing or driving backwards, it is the driver's responsibility to ensure that the path is free of obstacles. If the vision of the driver of a motor vehicle is obstructed to the rear for any reason, a guide person (marshal) shall assist the driver.

9.28 Driving Behind Aircraft Engines:

Aircraft blast can cause severe injury or death. Safe distances must be maintained when operating vehicles, or when walking, in front of or behind aircraft with engines running. Minimum safe distance behind an operating jet engine (at minimum idle power) is 200 feet. All vehicles, equipment, and persons, shall remain well clear of aircraft running jet engines at high power; such as during maintenance runs, taxi, takeoff, or landing roll, until the high-power run has subsided, or the aircraft has departed:

- a. Due to the potential for aircraft jet blast, drivers of open air and high-profile vehicles are advised not to hold on the following roadways and roadway connectors when B-747, B-777, MD-10, MD-11, A-340 and B-747-8, A-380 or similar Group V and Group VI aircraft are present:
 - 1) On the north-south access lane(s) east of taxiway P, and west of taxiway W, where located between taxiway N and Taxilane N-1 (between Terminal 2 and Terminal 4).
 - 2) On the east-west oriented south vehicle service road at taxiway S intersections: F, S-4, P, K, S-5, W, and taxilane S-1 south of taxiway S (FedEx).
 - 3) On the east-west access lanes of taxiway intersections: Y-1, Y-2 and Y-3 (United Parcel Service - UPS).
 - 4) At the east-west oriented north vehicle service road at taxiway N intersections: P, R, U, V and W (between Terminal 2 and Terminal 4).

9.29 Driving Between Aircraft and Passenger Terminal or Bus Loading Gates:

- a. In aircraft parking areas, vehicle and equipment operators must be especially watchful for pedestrians. At no time shall a vehicle be driven between an aircraft and a passenger terminal gate when passengers are actively using the walkways.
- b. No vehicle shall be driven in any area between a bus and an aircraft, loading gate or building when the area is actively being used as a

walkway for passengers.

9.30 Pedestrian Movement:

- a. Pedestrian traffic is prohibited on AOA roadways, access lanes, driveways and between passenger terminals.
- b. Pedestrians on runways, taxiways/taxilanes are prohibited.

9.31 Motorcycles and Bicycles:

The use of two (2) and three (3) wheeled cycles, and motorcycles on AOA roadways, aircraft aprons and cargo ramps are prohibited.

9.32 Electric Carts:

Use of electric carts and recharging stations are subject to approval by the ONT CEO or his/her authorized representative. All requests for the installation of electric vehicle charging stations must be made in writing to the OIAA, and should including specific details of the electric vehicle, location of use, recharging location and method.

9.33 Towed Vehicles:

- a. The maximum length of a vehicle train; inclusive of tractor, trailer, and all other vehicles being towed (except fire safety vehicles), shall not exceed 85 feet; inclusive of the load being towed.
- b. Tractor/tug towed trains, full or empty, shall not exceed five (5) carts or lower deck LD-3 and or other lower deck containers on single wide dollies. Tractor/tug trains shall not exceed four (4), full or empty, when transporting larger lower deck LD-7 or other lower deck containers, main deck M-1 containers, and bulk cargo pallets on double wide dollies. At no time shall the number of towed units exceed that which is safely under control, as indicated by the proper loading and tracking of the vehicles being towed in the train.
- c. No single vehicle, or tractor with semi-trailer, shall exceed 50 feet in length.

9.34 Trailers and Baggage/Cargo Carts and Container Dolly Restrictions:

Trailers, baggage/cargo carts and container dollies shall not be permitted on the AOA unless equipped with reflective markings, an operational positive lock coupling and independent locking brake system so that when disengaged from a towing vehicle, neither aircraft engine blast nor wind will cause the equipment to become free rolling. The yoke and hitch

of all trailers, carts, and dollies shall be inspected prior to use, by the owner/operator, for metal fatigue to preclude yoke malfunction and failure.

9.35 Vehicle Lights/Reflectors:

- a. While operating on the AOA from sunset to sunrise, or in limited visibility conditions, a vehicle's lights must be switched on (low-beam lights). All headlights, taillights, turn signal lights and running or clearance lights on a vehicle shall be in proper working order.
- b. Any cart or piece of equipment being towed after darkness must have 3" diameter reflectors, reflective tape or operable lights on both sides and rear.
- c. All vehicles being guided must switch on their low-beam lights.
- d. Driving with parking lights only or high beam headlights is prohibited.

9.36 Passenger and Employee Transportation:

Passengers and employees may be transported only in vehicles equipped for that purpose, provided the driver has been appropriately trained to operate said vehicle. Class A and B licensing is not required when operating on the AOA; however, it is strongly recommended that drivers hold a valid and appropriate license and medical certificate for the vehicles they are operating. If vehicle is equipped with seatbelts they shall be used and fastened.

9.37 Freight/Cargo Transportation:

All freight/cargo must be transported in a manner that prevents spillage. The use of netting, carts with curtains or in the case of oversize cargo payloads, rope or strapping shall be used for such purpose. Prior to transporting, cargo vehicle operators must inspect trailers and dollies to ensure they are properly secured and connected. Inspections by OPD Airport Bureau personnel will be used to enforce these rules. If freight/cargo payloads transported are not secure the tractor trailer train will be detained, then allowed to continue when properly secured.

9.38 In-flight Kitchen/Cabin Service Trucks:

In-flight kitchen and cabin service trucks should be operated in such a manner so that trash bags do not have the potential of falling out or being blown off the vehicle. They should be stored behind closed doors in the vehicle or placed in a trash receptacle before driving in the AOA. Service vehicles are prohibited from having open doors or personnel on the rear landing of the vehicle while in motion. See **Section 2 General**, for further information regarding refuse and litter, and use of plastic at ONT.

9.39 Transportation of Dangerous Goods and Hazardous Material (HAZMAT):

- a. Dangerous Goods and Hazardous Material (HAZMAT) spills can adversely impact airport operations and the overall safety of the traveling public and airport employees alike. Exceptional care must be exercised when transporting HAZMAT at ONT.
- b. Transportation of approved FAA explosives on the ONT AOA requires prior written permission from OPD Airport Bureau. Possession of DOT Class 1.1 explosives are strictly prohibited at ONT and are subject to Federal prosecution and imprisonment.
- c. OFD Station 10, and City of Ontario Fire Department Fire Inspectors, have the right to conduct inspections of all airport property (public, leased and private) for the safe use and storage of HAZMAT. Any HAZMAT violation shall be reported to the OIAA for review and further administrative action.

For further information regarding the Handling of Dangerous Goods, Explosives and Other Hazardous Materials at ONT. Please refer to **Section 6, Fire Safety.** and, **Appendix 2.**

9.40 Traffic Obstructions:

- a. Any found U.S. Mail sack or letter box, airline freight/cargo package, container, and other property observed unattended on aircraft aprons, cargo ramps, aircraft parking positions, or roadways shall be removed and delivered to an OPD Airport Bureau Officer, or to the Secured Area Access Point (SAAP) Security Officer, as recovered property for distribution to the appropriate agency or owner, as practicable.
- b. Any condition which creates a hazard or obstruction to aircraft, or ground vehicle traffic on the AOA shall immediately be reported to ONT Airside Operations, (909) 214-7682 or (909) 214-7683. Owners of property creating a hazard, when identified, shall remove the hazard soon as possible.
- c. Following the servicing of an aircraft, the aircraft parking position or aircraft safety zone (if marked) must be cleared of all vehicles, equipment, and other obstructions without delay.

9.41 Special Weather and Roadway Conditions:

RULES AND REGULATIONS

- a. Special caution is necessary if roadway markings (traffic signs, stop limit lines, etc.) and maneuvering aircraft are not visible because of adverse weather; i.e., fog, precipitation, smoke and haze; including diminished road conditions. All persons operating a motor vehicle shall drive at speeds that are reasonable and prudent under the prevailing conditions.
- b. In low visibility weather conditions (Runway Visual Range (RVR) below 1200 feet horizontally) ONT ATCT and Airside Operations determine the need to activate the ONT Low Visibility Operations/Surface Movement Guidance and Control System (LVO/SMGCS) Plan.
- c. In LVO/SMGCS conditions, all ground vehicle traffic, construction, and maintenance activity are prohibited in aircraft movement areas. Exempt are Airside Operations vehicles issued an ONT ATCT clearance to enter the AMA and other OFD Station 10 vehicles responding to emergencies or other special needs situations.
- d. All non-essential vehicle operations not directly supporting aircraft servicing will be restricted when the ONT LVO/SMGCS Plan is in effect. Individual airlines shall decide which vehicles are essential for use during LVO/SMGCS conditions.

9.42 Maintenance of Vehicles and Ground Servicing Equipment:

- a. Repair, dismantling or servicing equipment in any area other than on tenant approved leasehold(s) is prohibited; however, ONT Airside Operations, (909) 214-7682 or (909) 214-7683, may approve repairs to disabled equipment in public areas, as necessary, to maintain the safe and efficient operation of the airport.
- b. Maintenance of vehicles and equipment on public aircraft parking positions and passenger terminal gates; including aircraft aprons and cargo ramps, is prohibited.
- c. For further information regarding hazardous materials and environmental issues involving maintenance and repair of vehicles and equipment at ONT, see **Appendix 2**.

9.43 Authorization to Move Vehicles - Vehicle Impound:

- a. The OIAA and its authorized representative may move or cause to be removed (at the owner's/operator's expense) from any restricted or reserved area, any roadway or right-of-way, or any other area on the airport, any vehicle which is disabled, abandoned, or illegally or

improperly parked, or which creates a safety hazard or interferes with airport operations.

- b. Any such vehicle may be removed or caused to be removed to the official vehicle impound area designated by the OIAA. Any vehicle impounded shall be released to the owner or operator upon proper identification of the person claiming such vehicle and upon payment of the towing charge currently in effect and any accrued storage fees. ONT shall not be liable for damage to any vehicle or loss of personal property, which might result from the act of removal.

9.44 Vehicle Traffic and Air Operations Area (AOA) Access Control:

- a. The responsible office for passenger and vehicle traffic control at ONT is the OPD Airport Bureau.
- b. All persons entering the AOA located inside the Airport Security Perimeter Fence (runways, taxiways, infield safety areas, taxilanes, roadways, fuel storage facilities, aircraft aprons, cargo ramps, aircraft parking positions, passenger terminals, buildings and aircraft hangars) identified as restricted areas in the approved ONT DHS-TSA Airport Security Plan (ASP), Security Identification Display Area (SIDA), are required to have a valid ONT Security Photo Identification Badge in their possession at all times; or, be under positive control escort provided by an individual(s) having an "E" escort icon displayed on their Security Photo Identification Badge.
- c. Permits and/or Security Photo Identification badges shall be presented to SAAP guards and at all OPD Airport Bureau inspection stations and control posts upon entry without special request.
- d. OPD Airport Bureau personnel are authorized to check all persons and vehicles in the AOA to determine identity, ensure compliance with these Rules and Regulations, and protect all persons and property in the area.
- e. ONT Airside Operations is responsible for traffic control on aircraft aprons/ramps and authorized to check persons and vehicles within the provisions of the law.
- f. Under emergency conditions and by specific orders of OPD Airport Bureau or ONT Airside Operations personnel, traffic may be detoured, halted or diverted in any manner to maintain safe and efficient operations in the AOA.

- g. OPD Airport Bureau and ONT Airport Operations personnel are authorized to prevent any persons from driving in the AOA whose conduct may endanger persons or property. In such cases, the driver's permit may be confiscated.
- h. All gates or entrances providing access to the AOA must be closed or barricaded immediately after passage by the user. Any gate observed open shall immediately be reported to the OPD Dispatch, (909) 986-3371

9.45 Contractor Vehicle Operations:

- a. Contractor vehicles will not be permitted into ONT Air Operations Areas (AOA) without permission of the OIAA or authorized representative. A Letter of Approval is required prior to any construction, or associated vehicles, being approved on the AOA. Construction vehicles must display a valid Monthly Airfield Access Permit and meet, as a minimum, the following requirements:
 - 1) A FETS Construction Inspector must be present during all phases of OIAA contracted construction activity.
 - 2) Construction activity on ONT Aircraft Movement Areas (AMA) requires daily approval from ONT Airside Operations, (909) 214-7682 or (909) 214-7683, with construction safety briefings conducted daily and prior to starting work on the AMA. Airside Operations personnel escort may be necessary during the hours of construction.
 - 3) Construction contractors working within the AOA, who also need to operate vehicles on the AMA (runways, taxiways), aircraft aprons and cargo ramp areas shall furnish flag personnel for vehicle traffic signaling as required by ONT.
 - 4) Construction contractors working on the airport requiring frequent access to the AOA through gates, not normally granted via ONT Secured Area Access Points, shall furnish guard personnel to control such gates and prevent access to the AOA by unauthorized persons and vehicles.

9.46 Construction Vehicle Flag Requirements:

- a. Contractors shall furnish 3' x 3' orange/white checkered flags affixed to the highest point of all construction-related and oversized vehicles as follows:

- 1) On all vehicles and/or equipment not equipped with a continuously operating yellow beacon.
 - 2) On all vehicles and/or equipment that are parked or operated adjacent to any runway, taxiway/taxilane, aircraft maneuvering area, aircraft parking position or passenger terminal gate.
 - 3) On all vehicles traveling on ONT approved haul routes and AOA roadways.
 - 4) On all contractors' vehicles utilized to escort sub-contractors on AOA roadways, aircraft aprons and cargo ramps.
 - 5) On all cranes (at highest point) during daylight hours; at night crane owner/operators shall add a steady red light (minimum of 100 watts) atop while the crane boom while raised. Note: all cranes operated within five (5) statute miles of an airport require an FAA 7460-1 Aeronautical Study be conducted and approved prior to operation.
- b. Certain AOA construction vehicles do not require orange/white checkered flags by meeting all of the following conditions: The vehicles are not oversized, are properly marked with company logos on both sides, will travel only on marked roadways to/from aircraft aprons, cargo ramps, and will be parked clear of all aircraft maneuvering areas, aircraft parking positions and passenger terminal gates.

9.47 Compliance and Enforcement of Motor Vehicle Operations Rules and Regulations:

- a. All persons, while on the Airport, shall comply with all lawful orders or directives given by representatives of OPD Airport Bureau and Airside Operations. This obligation also applies to orders issued by persons exercising legal powers within the scope and course of their employment and duties; i.e., OFD Station 10, City of Ontario Police (OPD) and Fire Departments (OFD), and Divisions of the Department of Homeland Security (DHS); including, Federal Aviation Administration (FAA), U.S. Customs and Border Protection (CBP), Transportation Security Administration (TSA), and related DHS Law Enforcement Agencies.
- b. Violations of these Rules and Regulations may lead to temporary suspension or permanent revocation of the privilege to operate a motor vehicle on the AOA or at ONT overall. Any OPD Airport

RULES AND REGULATIONS

Bureau, ONT Airside Operations, or other OIAA representative designated by the ONT CEO or his/her authorized representative, shall have authority to enforce these Rules and Regulations.

- c. Many of the Rules and Regulations applicable to the operation of motor vehicles at ONT are contained in the statutes of the State of California Vehicle Code and the City of Ontario Municipal Code.

Driving on the AOA of the Airport is a privilege granted by the ONT CEO and may be suspended or revoked at any time for just cause.

SECTION 9 – MOTOR VEHICLE OPERATIONS

LIST OF REVISIONS

The following list identifies all changes and revisions made to this specific Section of the ONT Rules and Regulations Manual.

Date of Revision	Section	Pages	Subject