

To: CVG Airlines and Tenants

From: Brian Cobb, VP - Customer Experience

Subject: Airport Service Roads and Movement Area Access Requests

Date: April 4, 2016

This Operations Memorandum supersedes prior guidance and is a detailed reference to the following Airport Ordinance:

The CVG "Movement Area" are runways and taxiways (a.k.a. Airfield), where the movement of aircraft and vehicles are closely controlled by the FAA. KCAB has a very restrictive Movement Area access policy to minimize the opportunities for Runway Incursions (RI), more specifically a Vehicle / Pedestrian Deviations (V/PD), and to minimize the opportunity for Foreign Object Debris (FOD).

Periodic requests are made of KCAB to escort personnel and equipment into the Movement Area. These requests can be categorized into two basic types;

1. Escorting to/from the Airfield (a.k.a. Movement Area)
Example: Aircraft mechanical issues or evacuated passengers, etc.
2. Escorting across the airfield, traversing the Movement Area.
Example: Large or slow moving equipment/objects going from one ramp area to another.

Escorting for the first type of activity will continue to take place as normal. As previously mentioned, going forward type 2 request will have an increased level of scrutiny therefore the requestor should plan accordingly by:

1. Considering an alternate routing that avoids the Movement Area
 - a. Gate SE-20 is now accessible to support this approach. There is a gate guard at this position 24 hours per day.
 - b. Anyone wanting to access the gate must have ramp driving privileges on their badge and must have a ramp vehicle permit. Any vehicle with a red ramp permit will be subject to search prior to entry.

- c. This access should be used only when necessary to access the airfield from the south.
- d. Be aware of cross traffic on South Airfield Road when using this gate. Do not block traffic or allow a vehicle to hang out into the traffic lane when at the gate.



- 2. Submitting a request to KCAB, if an alternate routing is not possible, per the following guidelines:
 - a. Requests should be a week in advance but no less than 72hours before the desired movement day
 - b. Requests must be sent via email to the ACC (Airport Communications Center) 7777@cvgairport.com
 - c. Requests should include:
 - Contact name, title, and phone #
 - Locations (From / To)
 - Purpose/intent of relocation request and why the Movement Area route is necessary
- 3. Be prepared in the event the request is delayed to allow for additional planning considerations or denied altogether.

Additional reference regarding KCAB Ordinance:

(2) Designation of Roadways - Pursuant to KRS 183.885, the designation and classification of the roadways owned by the Airport is set forth on Exhibit "C," attached hereto and incorporated herein by reference. The operators of any motor vehicle or mobile equipment, when traversing any such roadway, must adhere to the restrictions, as designated for each classification, as set forth on Exhibit "C" and further must adhere to all other requirements of these Rules and Regulations. The Chief Executive Officer or the Chief Operating Officer, in order to provide for orderly flow of traffic, or in the interest of safety, security, operations, or as may be required by reconfigured or newly constructed roadways, or as a result of other construction, renovation, or improvements at the Airport, shall have the authority to amend Exhibit "C" to these Rules and Regulations by filing an amended Exhibit "C" with the Secretary of the Board.

Exhibit C: Airport Roads

- Roads shown on Google®
- Public Roads Only
- Airport Service Roads
- AOA Service Roads
- Restricted Service Roads

Roads shown on Google Maps® and/or Google Earth® provided for illustrative purposes.

Public Roads = roads accessible to the general public and fall under the jurisdiction of KRS 183.885¹

Airport Service Roads = public roads also designated as Airport Service Roads.

AOA Service Roads = Airport service roads not accessible by the public.

Restricted Service Roads = Airport Service roads with restricted use, as designated by KCAB.

1 = KRS 183.885

<http://www.lrc.ky.gov/Statutes/statute.aspx?id=5878>



Operating non-registered vehicles/equipment on Airport Service Roads:

In an effort to facilitate safe and efficient air and ground support operations, the Airport has designated certain publicly accessible, KCAB owned roads, to also serve as "service roads", which permit non-state registered vehicles and equipment to operate in those areas: See below and attached those areas, the type of equipment, and any specific requirements:

- Vehicles, trailers, carts, and equipment must have operational tires or solid wheels. Tracked vehicles and/or equipment that must be dragged are prohibited.
- Vehicles, trailers, carts, and equipment must have operational headlights, tail lights, and brake lights, or be followed by a vehicle so equipped¹.
- Hand signals must be used for turning when operating equipment without turn signals.
- Vehicles, trailers, carts, and equipment must be insured and a copy of the insurance must be with the vehicle or a corporate/company "blanket" insurance card/document on file with the Airport Police Department.
- Vehicle and equipment operators must have a valid driver's license
- All state and local traffic laws apply.
- Fuel vehicles, tankers, and fuel equipment **will not** be operated in the South Airfield Drive tunnel.
- Baggage carts must have curtains/nets closed to prevent baggage from falling off during transport. Baggage carts without curtains/nets are prohibited unless empty.
- Equipment shall not cause damage to Airport Service Roads

The above exceptions and/or requirements are applicable on the following Airport Service Roads:

- | South | East | West |
|-------------------------------------|---------------|-----------------------------------|
| - South Airfield Dr. | - Lincoln Rd. | - Loomis Rd (KY 236-Terminal Dr.) |
| - Fuel Rd. | - Spence Dr. | - Clay Dr. |
| - Wendell Ford Blvd. (South of DHL) | - Kenton Rd. | - Barkley Dr. |
| - Holscher Dr. | | - Logan Rd. |
| - New Price Pike | | |
| - Comair Blvd. | | |

Per KRS 183.885, non-registered vehicles operating on any County or State roadway are subject to impound.

KY 236/Donaldson HWY is a state maintained road and cannot be traversed by unlicensed vehicles or equipment.

1 = Escort Vehicles - Marking and Lighting of Vehicles: Per AC 150/5210-5, the standard for identification lighting is a yellow flashing light that is mounted on the uppermost part of the vehicle structure. The light must be visible from any direction, day and night, including from the air. For vehicles and/or construction equipment where a light is not feasible, a flag must be attached that is readily visible. The flag must be at least a 3-foot by 3-foot square having a checkered pattern of international orange and white squares at least 1 foot on each side.