



भारतीय विमानपत्तन प्राधिकरण AIRPORTS AUTHORITY OF INDIA

AAI/VOBZ/RTI/2025/

Dated: 17th June, 2025

To

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Subject: - Reply to RTI Application from Shri Rajasekhari Nambiar.

Sir,

Reference may please be made to your RTI Application bearing Registration No.AAI/CH/R/X/25/13 received in this office on 04.06.2025 upon transfer from other Public Authority (AAI, New Delhi) seeking information regarding runway inspection by fire personnel.

2. Information sought by you is furnished as under:

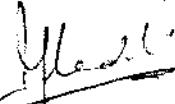
Point No.	Information Sought	Reply from the Custodian of Information.
1.	Eligibility & Role of Fire personnel in Runway inspections	As per Point No. 1.14.12 of Chapter-1 of Fire Safety Manual 2015 of Airports Authority of India (AAI) (copy enclosed), Runway inspection to be carried out as per Operational Circular No. 5/2011 and whenever fire crew required carrying out runway inspection, Operational / ATC Vehicle may be utilized. No ambulance for runway inspection shall be utilized.
(a)	Details regarding the official authorization or eligibility of Fire personnel to carry out runway inspections at Vijayawada Airport	Copy of the Office order No.AAI/VA/DUTY ALLOCATION/HR/805-809 dated 26.08.2024 issued by Vijayawada Airport for carrying out runway inspection by fire personnel is attached herewith.
(b)	Please provide the circumstances if any, under which Fire service staff are deputed for runway inspection duties	As per Operation Circular 5/2011 and corrigendum No.Ops/720/81/2016 dated 27.10.2016 Routine Runway Inspection at Non metro airports may be carried out by Fire officials till the trained manpower for Airside Management is available.
2.	Sanctioned strength and present available strength of manpower in Operations department at Vijayawada Airport(AAI)	GM(Operations) / CPIO, AAI, New Delhi has replied for this point.

3. (a)	Information regarding the mandatory deployment of fire service officials for runway inspections in case of manpower shortage in Operations department Copy of any official communication or office order authorizing fire service personnel to carry out runway inspection duties, if issued.	Please refer Operation Circular 5/2011 and corrigendum No.Ops/720/81/2016 dated 27.10.2016 (copy attached) wherein it has been stated that "Routine Runway Inspection at Non-metro airports may be carried out by Fire officials till the trained manpower for Airside Management is available".
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3. In case, you are not satisfied with the information, you can prefer an appeal before the First Appellate Authority (FAA) as per Section 19(1) of the RTI Act, 2005 within 30 days from the receipt of this reply, whose name and address is given below:

The Regional Executive Director (SR), First Appellate Authority, Airports Authority of India, RHQ, Southern Region, Meenambakkam, CHENNAI – 600 016. Phone: 044 – 22561234, Email: redsr@aai.aero

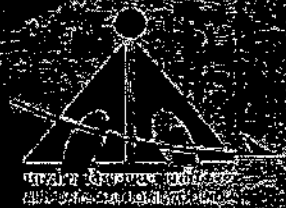
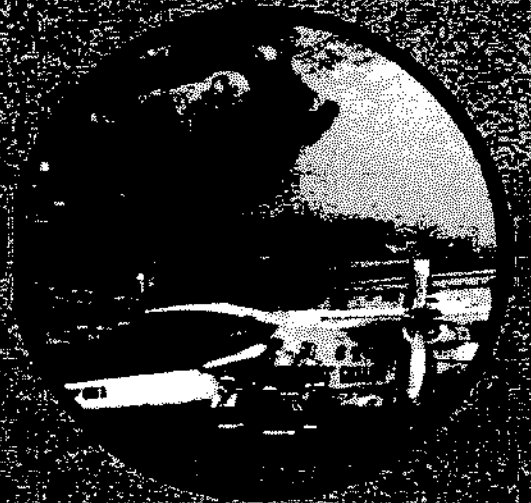
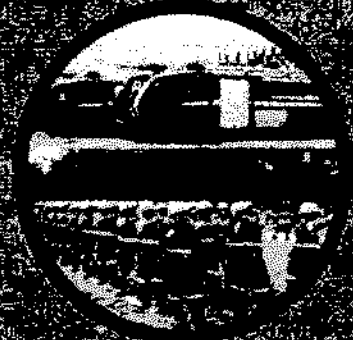
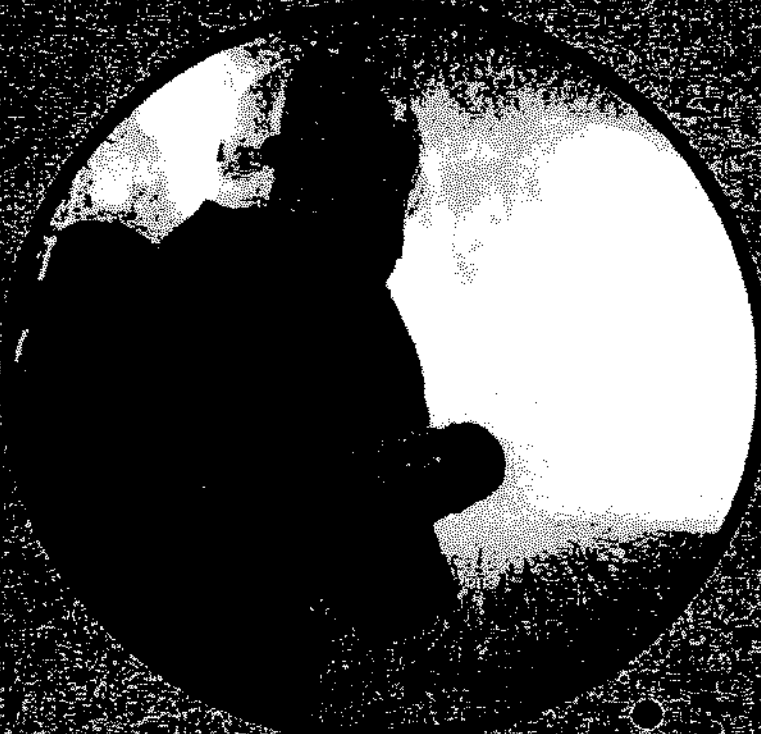
Yours sincerely,



(Mallakanti Lakshmi Kantha Reddy)
Public Information Officer / Airport Director
Vijayawada International Airport



FIRE SAFETY MANUAL



विमानपत्तन
AFS

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CHAPTER-1

PROFILE OF AIRPORT FIRE SERVICES

- 1.14.8 To ensure serviceability & availability of all Fire equipments/appliances for smooth operation of shift & deployment of fire personnel as per roster/requirement and maintain discipline and enforcement of departmental orders.
- 1.14.9 To upkeep of station inventory, training records, physical fitness records, drill records, Hose register, Fire Extinguisher register, Personnel Protective equipments record, Rescue tools record and other record etc.
- 1.14.10 To upkeep MI Room/First Aid Room and liaison with medical authority.
- 1.14.11 To inspect fire inspection of Terminal Building, Operational & Related Building and vital installations etc.

✓
1.14.12 Runway inspection to be carried out as per Operational Circular No. 5/2011 and whenever fire crew required carrying out runway inspection, Operational / A TC Vehicle may be utilized. No ambulance for runway inspection shall be utilized.

**1.15 ASSTT. MANAGER/JR.
EXECUTIVE/SR.SUPERINTENDENT TURN- OUT IN-CHARGE**

- 1.15.1 Incharge of one Airport Rescue and firefighting Vehicle and is responsible for deployment/allocation of crew work & supervision of upkeep maintenance, operability, availability of extinguishing media and cleanliness of all equipment on AR FFV & over all ARFFV under his command or the direction of Station in - charge/Shift in-charge.
- 1.15.2 All duties assigned by shift in-charge of Fire Service.
- 1.15.3 To be responsible for wearing of full uniform by ARFFV crew member.
- 1.15.4 To verify compatibility of firefighting equipment/appliances under his charge, adequacy of Fire extinguishing media and availability of Fire crew.
- 1.15.5 To participate in station level training / Fire fighting exercises/ rescue drills along with the fire crew and deliver lectures and leads group discussions occasionally.
- 1.15.6 Turn out of Firefighting vehicle under his charge with the Fire crew on board to the site of crash / Fire, keeps contacts with the ATC through RT or available communication media, briefs the fire crew about the situation of Fire/ emergency/ drill and positioning of



भारतीय विमानपत्तन प्राधिकरण
Airports Authority of India

भा वि प्रा / वि वा / इयूटि एलोकेशन / मा सं 1805-809

दिनांक : 26.08.2024

कार्यालय ज्ञापन / OFFICE ORDER

विषय Sub:- कार्य आवंटन Allocation of Duties – reg.

निम्नलिखित कर्तव्यों का आवंटन/पुनः स्थापन तत्काल प्रभाव से किया जाता है।

The following allocation/recollection of duties are made with immediate effect.

1. श्री बी. श्रीकांत, सहायक महाप्रबंधक (संचार दिक्कालन) को सुरक्षा प्रबंधक का कार्यभार संभालने का निर्देश दिया जाता है। वे विजयवाड़ा हवाई अड्डे पर श्री एन.वी.पी.एस. वम्सी कृष्णा, सहायक महाप्रबंधक (एटीसी) के साथ 2 महीने की अवधि के लिए या श्री एन.वी.पी.एस. वम्सी कृष्णा जी के कार्यमुक्त होने तक, जो पहले हो, आन जॉब प्रशिक्षण लेंगे।

Sh.B. Srikanth, Asst. General Manager (CNS) is directed to take over the charge as Safety Manager. He will be doing on job training with Sh. NVPS Vamsi Krishna, AGM(ATC) at Vijayawada Airport for the period of 2 months or till Shri. NVPS Vamsi Krishna is relived whichever is earlier.

2. रनवे का निरीक्षण इयूटी पर तैनात संबंधित अग्निशमन अधिकारियों द्वारा किया जाएगा। Runway Inspection shall be carried out by on-duty Fire officials concerned.

(म. लक्ष्मी कांत रेड्डी/M. LAKSHMI KANTHA REDDY)

विमानपत्तन निदेशक / AIRPORT DIRECTOR
विजयवाड़ा हवाई अड्डा / VIJAYAWADA AIRPORT
A.A.I. Vijayawada Airport-521 102

- 1) श्री एन वी पी एस वम्सी कृष्णा, सहायक महाप्रबंधक (ए.टी.एम), भा वि प्रा, विजयवाड़ा हवाई अड्डा
Sh. NVPS Vamsi Krishna, AGM(ATM), AAI, Vijayawada Airport
- 2) श्री बी.श्रीकांत, सहायक महाप्रबंधक (संचार), भा वि प्रा, विजयवाड़ा हवाई अड्डा
Sh. B.Srikanth, AGM(CNS), AAI, Vijayawada Airport
- 3) प्रभारी – अग्नि शमन / In-charge, Fire Department
- 4) सभी विभागाध्यक्ष/All HODs

विजयवाड़ा हवाई अड्डा, VIJAYAWADA AIRPORT,

विजयवाड़ा VIJAYAWADA दूरभाष Phone 08676-252729 फेक्स Fax No 08676-254757

Airports Authority of India
(Department of Operations)

No.Ops.720/81/

Dated : 10th June, 2011

Operational Circular No. 5 of 2011

Sub : Procedure for inspecting runways, taxiways, aprons and fencing and sweeping of operational area

Operational area at an aerodrome is an area of vital importance. Its proper upkeep and maintenance is a mandatory requirement. It is therefore imperative that inspection of Runway, Taxiways, Aprons and fencing etc. has to be a regular and routine affair at all the aerodromes in order to make aircraft operations safe. With a view to achieve the above objectives, the following guidelines are issued for information and compliance.

2 Frequency of inspection

2.1 Inspection of movement area should be regular and as frequent as possible.

2.1.1 For runways where ATC watch hours are from dawn to dusk or H-24, at least four inspections as given below shall be carried out :-

- 2.1.1.1 a) Dawn;
 b) Morning;
 c) Afternoon and
 d) Dusk.

2.1.1.2 Dawn and Dusk inspections should be detailed inspections covering full lengths of runways including runway lights.

2.1.1.3 Morning and Afternoon inspections shall be carried out on an ON/OFF basis concentrating on the area between the runway edge lights.

NOTE : ON/OFF basis means where inspection vehicle may be required to vacate the runway at short notice.

2.1.2 For Runways where watch hours are less than dawn to dusk, the following procedure shall be adopted :

2.1.2.1 The first inspection shall be carried out immediately upon opening the watch and the last one before closing the watch, especially to observe any damage to runway lights where provided. Inspections in-between may be done as per local requirement depending upon aircraft movements.

2.1.3 If there has been no aircraft movement for one hour during ATC watch hours runway inspection shall be carried out and completed at least ten minutes before the ETA.

2.1.4 A runway inspection shall also be conducted if an aircraft reports presence of any foreign object on the runway or after an abandoned take-off due to engine failure, tyre burst or wheel failure or after a heavy landing etc.

2.2 Taxiways and Apron(s) shall be inspected at least once a day.

3. Method of inspection

3.1 In order to make runway inspection effective, the vehicle used for it should be equipped with spot light and also fitted with R/T facility in order to have two way communication with control tower. The speed of the vehicle should be kept low during inspection.

4. Procedure

4.1 Before commencing runway inspection, permission shall be obtained from the Control Tower. A positive ENTRY & EXIT call shall be given to Tower on appropriate R/T channel where available, i.e. "Checker entering for inspection" and "Runway vacated" followed by inspection report. The vehicle must be outside the runway strip before advising Control Tower that the runway has been vacated. It is essential to maintain a listening watch on appropriate R/T channel during runway inspection.

4.2 During ON/OFF inspection, if instructions are received from ATC to vacate the runway, the vehicle must move outside the runway strips immediately and remain there while awaiting permission to re-enter. The vehicle shall not enter on ILS sensitive area or wait in that area.

4.3 Runway inspection should normally be carried in the direction opposite so that being used for landing and taking off due safety reasons.

4.4 While inspecting paved areas, attention should be paid to:

- a) general cleanliness with particular emphasis on loose materials which could cause damage to a/c engine due to ingestion.
- b) signs of damage to the pavement surface such as cracking, condition of joint sealing undulation or unevenness in asphalt surfaces or deterioration of any kind which may cause damage to aircraft.
- c) areas which get flooded during rain, should be identified and resurfaced.
- d) any damage to light fittings.
- e) cleanliness and conspicuity of runways, taxiways and apron markings.
- f) condition of pit covers.
- g) the extremities of the runway for early touch down marks, damage to approach lights and threshold lights etc.

4.5 General Inspection of operation area

It should be carried out every day along with the Junior Engineer posted at the station. During this inspection, attention shall be paid to :

- a) Operational wall / fencing. If any breach is observed, it must be repaired forthwith.
- b) Vegetation check -
If excessive growth is obscuring lights, signs, markers etc., the same should be urgently removed by the Engineering Staff – Civil Wing.
- c) depressions, rat-holes, ant hills if observed on the side strips, should be filled and leveled by the Engineering Staff – Civil Wing.
- d) Signs of blast erosion, if any, should be noted.
- e) Obstacles which are authorized should be checked for proper markings and lighting and unauthorized obstacles must be reported to the Incharge of the Aerodrome for prompt action.

5. Reporting procedure

5.1 All unserviceabilities noticed during an inspection shall be reported to the Control Tower. The Tower Officer in turn shall bring the same to the notice of the Incharge of the Aerodrome for appropriate action. Should aircraft parts / tyre pieces etc. be found during a runway inspection, the same shall be promptly intimated to the Control Tower so that they can be related to the particular aircraft movement and further action taken.

5.2 Inspection of entire operational area should be carried by the Duty Officer – Tower / Incharge of the Aerodrome along with JE / AE at mutually agreed time.

5.3 Routine runway inspection may be carried out at metro airports by the GFS officials and at non-metro airports, Rwy inspection may be carried out by Tower officials / Aerodrome Asstt. / Fire Foreman till the trained manpower for airside management is provided.

5.4 Chowkidars on night duties in the operational area should be equipped with torches and lathies.

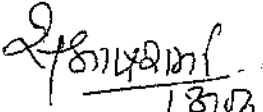
5.5 All runway inspections shall be logged in the Runway Inspection Log-Book.

5.6 Incharge of the Aerodrome shall conduct at least two surprise checks during a week to ensure that staff on duty is alert and the operational area is fully serviceable and is free from trespass. He shall pursue the Runway Inspection Log-Book to ensure prompt action by the Engineering staff.

6 Cleaning of Surfaces

- 6.1 Paved surfaces intended to be used by aircraft should always be kept clean to prevent ingestion of any loose foreign material into the aircraft engines. It should also be ensured that these surfaces are not contaminated by fuel, lubricants, hydraulic oils, marking paints or rubber etc. The frequency of sweeping / cleaning will be determined by the Duty Officer, Control Tower.
- 6.2 It is the responsibility of the Engineering Staff – Civil to arrange sweeping of runways, taxiways and apron(s) etc. where GFS unit is not functioning / established. In the rare event of a cattle trespass, cowdung will however be cleared by the Safaiwalas of the airport.
7. In case of the GFS Unit is established, all above requirements shall be met by them. Unless otherwise reported, it shall be presumed that runways / taxiways / aprons etc. are, at all times, fit for aircraft operations.

This circular supercedes DARA circular No.1 of 1991.


18/08/11
(S. C. Sharma)
Executive Director(Ops.)

To :

Airport Director, AAI
NSCBI / Chennai Airport
Kolkata / Chennai

- for information and necessary action. Additional photocopies be made at airport for distribution among concerned officers.

Regional Executive Director,
Airports Authority of India,
NR/ ER / WR / SR / NER Regions
New Delhi / Kolkata / Mumbai / Chennai / Guwahati

- for information and necessary action. Additional photocopies be made for distribution to airports in the region.

CC :

1. ED(ATM)
2. ED(Comm.)
3. ED(F&A)
4. ED(Cargo)
5. GM(Security)
6. Sr. EA to CM
7. PS to M(OPS.)



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA

No. Ops/720/81/2016

Dated: 27.10.2016

CORRIGENDUM

Sub: Procedure for Inspecting Runways, Taxiways, aprons, fencing and sweeping of Operational area.

The Operational Circular No. 05 of 2011 Para 5.3 may be read as "Routine Runway inspection may be carried out at metro airports by the GFS officials and at non metro airports, Runway inspection may be carried out by Tower officials / Aerodrome Assistant/ Fire Foreman re-designated as **Senior Assistant/ Supervisor (Fire Service)** till the trained manpower for Airside management is provided".

Inconvenience caused is regretted.

Rakesh Singh
27.10.16

(Rakesh Singh)
General Manager (Ops)
For Executive Director (Ops)

To:

Airport Director, AAI
NSCBI/ Chennai Airport

- Kolkata / Chennai- For information and necessary action. Additional photocopies be made at airport for distribution among concerned officers.

Regional Executive Director,
Airports Authority of India,
NR/ER/WR/SR/NER Regions
New Delhi/ Kolkata/ Mumbai/ Chennai/ Guwahati

- For information and necessary action. Additional photocopies be made at airport for distribution among concerned officers.

CC:

ED(ATM)/ ED (Comml.)/ ED (F&A)/ ED (Cargo)/GM Security/ (PS to M Ops)

RTI REQUEST DETAILS

Registration No. :	AAICH/R/X/25/00013	Date of Receipt :	04/06/2025
Transferred From :	Airports Authority of India on 04/06/2025 With Reference Number : AAOIN/R/E/25/00816		
Type of Receipt :	Electronically Transferred from Other Public Authority	Language of Request :	English
Name :	Rajashekar Nambiar	Gender :	Male
Address :	Advocate Rajashekar Nambiar, Hicourt of kerala, Ernakulam Highcourt., Cochin kerala, Pin:682031		
State :	Kerala	Country :	Details not provided
Phone No. :	+91-9496568248	Mobile No. :	+91-9496568248
Email :	rajashekarnambiar76@gmail.com		
Status(Rural/Urban) :	Urban	Education Status :	Above Graduate
Letter No. :	Details not provided	Letter Date :	Details not provided
Is Requester Below Poverty Line ? :	No	Citizenship Status	Indian
Amount Paid :	10)	Mode of Payment	Payment Gateway
Does it concern the life or Liberty of a Person ? :	No(Normal)	Request Pertains to :	AIRPORT DIRECTOR, VIJAYAWADA
Information Sought :	for Vijaywada Airport		
Original RTI Text :	PLEASE PROVIDE INFORMATION REGARDING FOLLOWING POINTS- 1)Eligibility & Role of Fire personnel in Runway inspections a)Details regarding the official authorization or eligibility of Fire personnel to carry out runway inspections at Vijayawada Airport b)Please provide the circumstances if any, under which Fire service staff are deputed for runway inspection duties 2)Sanctioned strength and present available strength of manpower in Operations department at Vijaywada Airport(AAI) 3)Information regarding the mandatory deployment of fire service officials for runway inspections in case of manpower shortage in Operations department a)Copy of any official communication or office order authorizing fire service personnel to carry out runway inspection duties.if issued.		