

**Chicago Airport System
O'Hare & Midway International Airports
Ground Motor Vehicle Operation Regulations Manual**



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Effective July 15, 2005

4. **Miscellaneous** – A situation that occurs that cannot be attributed to any of the three categories above (for example: Equipment failure).
- B. All runway incursions are surface incidents, but not all surface incidents are runway incursions. To qualify as a runway incursion, an aircraft that is taking off, intending to take off, landing, or intending to land must encounter both of the following conditions listed below:
 1. At least one aircraft, vehicle, pedestrian, or object must be on the runway.
 2. A collision hazard or a loss of separation must occur.
 - C. A **collision hazard** is any condition, event, or circumstance that could induce an occurrence of a collision or surface accident or incident (for example: A pilot makes an unplanned or evasive action to avoid an aircraft, vehicle, object, or person on the runway).
 - D. A **loss of separation** is an occurrence or operation that results in less than the prescribed separation between aircraft, or between an aircraft and a vehicle, pedestrian, or object.
 - E. No aircraft, vehicle or pedestrian may enter onto the runway without receiving a specific clearance to do so by the FAA Airport Traffic Control Tower. Only FAA Air Traffic Control Personnel can give the authorization for entry onto a runway.
11. **OPERATIONS NEAR AIRCRAFT**
- A. No person, other than the operator of an aircraft-servicing vehicle for a designated aircraft, operating a ground vehicle on the ramp will pass within 20 feet of a parked aircraft. In situations where an aircraft is being loaded, unloaded or serviced at ground level, vehicles will not pass such an aircraft and terminal concourses while passengers are enplaning or deplaning.
 - B. No person will operate an aircraft-servicing vehicle within the gate area unless the aircraft to be serviced has come to a complete stop at its designated loading position.
 - C. When on the airfield, all vehicles must back into designated parking areas, including spaces adjacent to and perpendicular to buildings.
 - D. No person will conduct aircraft refueling operations unless aircraft is properly bonded to the refueling equipment. The refueling operator must maintain physical control over the equipment during the refueling process.

ORD: If any spill occurs, contact 773-894-9111 for proper disposal.

MDW: If any spill occurs, contact 773-838-9111 and MDW Airfield Operations at 773-838-0677 for proper disposal.
 - E. After aircraft pushback, all equipment must be stored or returned to designated areas. This equipment includes but is not limited to aircraft chocks, belt loaders, baggage carts, air stairs and tugs.
 - F. After sunset, no person will park in the gate area with the vehicle headlights on and facing the inbound aircraft so as not to distract the flight crew during aircraft parking procedures.
12. **VEHICLE OPERATION ON THE AIRFIELD**
- A. All vehicles must travel in a single lane of traffic.
 - B. Vehicles must remain on paved surfaces and within designated lanes and adhere to all traffic signals and signs. **BLOCKING A SERVICE ROAD IS PROHIBITED.**
 - C. All vehicles must use the designated service roads whenever possible.
 - D. Vehicles may not park closer than **100 feet** from a fuel spill. **Never drive through a fuel spill.**
 - E. In the event of a fuel spill, vehicles that are running must be left running. Consequently, non-running vehicles must not be started.
 - F. AGI Vacuum trucks transporting flammable materials and Fuel Tanker Trucks will not be permitted to drive through a concourse underpass or under Terminal Buildings, Depressed Roadway, No vehicles transporting flammable materials will be permitted to drive through a concourse underpass or under terminal buildings.

ORD: Trucks transporting flammable materials cannot pass through the cargo tunnel to access the Southwest Cargo area.

MDW: No motorized vehicles are allowed on depressed roadways except for DOA or Emergency Response vehicles.

G. Only baggage tugs, carts engaged in baggage operations, and emergency vehicles are permitted to use the depressed roadway.

H. No vehicle will be left unattended with its motor running, unless weather or operational conditions dictate otherwise.

MDW: If a vehicle is left unattended and equipped with chocks, they must be in place.

I. Rotating/Flashing Beacon Lights must be on at all times for ground vehicles operating in the movement areas.

J. No fossil fuel vehicles containing flammable liquid will be permitted through a concourse underpass or under the terminal buildings (except for Public Safety and Airfield Operations Vehicles).

K. **ORD:** No vehicle containing Flammable Liquid (fuel trucks) will park under or near the ATS.

L. **MDW:** All vehicles traveling north bound on the airfield service road behind Runway 31C (South-East Corner) must stop at the designated stop sign and wait for oncoming south bound vehicular traffic to pass.

13. SPEED LIMITS

A. No person will operate a ground vehicle in excess of the posted speed limit while within the security perimeter of the Airport, other than a public safety vehicle responding to an emergency.

B. All vehicles will operate at a speed not to exceed five miles per hour while in the baggage make-up area, tug tunnel and depressed roadway.

C. **ORD:** All vehicles will operate at a speed not to exceed 20 miles per hour while traversing the Ramp areas.

MDW: All vehicles will operate at a speed not to exceed 15 miles per hour while crossing the Terminal, South or West ramp areas.

D. No person will drive a ground vehicle in terminal baggage rooms or within 20 feet of a parked or taxiing Aircraft at a speed or in a manner that is considered unsafe or unreasonable.

ORD: The speed limit at O'Hare is 30 miles per hour, except as otherwise posted.

MDW: The speed limit at Midway is 15 miles per hour except as otherwise posted.

14. CARELESS AND RECKLESS DRIVING

A. No person will operate a ground vehicle within the security perimeter in a careless manner. Prudent vehicular operation requires careful attention to the width, grade, curves, corners, traffic and use of roadways, weather conditions and all other attendant circumstances, so as not to endanger the life, limb or property of any person.

B. No person will operate a ground vehicle within the security perimeter in a reckless manner, with a willful or wanton disregard for the safety of persons or property.

15. CROSSING PROCEDURES FOR TAXIWAYS & SERVICE ROADS

ORD:

A - (ALPHA) B - (BRAVO) D - (DELTA)

The following vehicle operation procedures **MUST** be followed:

A. Stop prior to initiating the crossing of the taxiways A, B, and D to determine if the crossing could be accomplished without stopping in the islands between the taxiways. (The island abeam the Kilo Concourse between the A - (Alpha) and B - (Bravo) Taxiways is the only exception where limited stopping space is provided which is between stop bars.)

ION PHONETIC ALPHABET

A	Alpha		N	November
B	Bravo		O	Oscar
C	Charlie		P	Papa
D	Delta		Q	Quebec
E	Echo		R	Romeo
F	Foxtrot		S	Sierra
G	Golf		T	Tango
H	Hotel		U	Uniform
I	India		V	Victor
J	Juliet		W	Whiskey
K	Kilo		X	X-Ray
L	Lima		Y	Yankee
M	Mike		Z	Zulu

18. SMOKING

As of August 1, 2004, smoking on the airside is strictly prohibited. No person will smoke while on the airfield or secured perimeter, including baggage make-up areas, all movement areas, ramp areas, Taxiways and/or Runways. This applies to persons both inside and outside vehicles, ramp areas, Taxiways, Runways and or/near equipment located on the airside.

19. SAFETY EQUIPMENT

No person will operate a ground vehicle within the security perimeter unless the vehicle is equipped with the following safety equipment in operable condition:

A. **Ground Vehicle Lights**

1. All vehicle headlights and taillights must be illuminated and of sufficient brilliance to ensure safe driving between sunset and sunrise. The vehicle lights must be on at all times when passing through poorly lighted areas, and during periods of low visibility due.
2. All baggage or cargo carts must be equipped with at least two reflectors or fluorescent tape on each side and rear of the vehicle.

B. **Ground Vehicle Brakes**

1. All vehicle operators must test the vehicle's brakes when approaching an aircraft in order to avoid a collision in the event of brake failure.
2. All vehicles must be equipped with a properly functioning parking brake. In the event a vehicle operator must leave their vehicle unattended, they must engage the parking brake.

C. **Ground Vehicle Windows, Mirrors, and other Safety Equipment**

1. No person will operate a ground vehicle not licensed for general highway use, except for specialized Airport and aircraft-servicing equipment.
2. All ground vehicles must have an open cab, which provides the driver with unobstructed 360-degree visibility, unless the vehicle is equipped with at least one rear-view mirror that is adjusted so the operator has a clear view of the road behind for a distance of at least 200 feet.
3. All vehicle windows must be free of cracks, blisters, discoloration or any other defect that causes distortion or obstructions that limit the operator's vision.
4. Posters, stickers, signs or other objects on the windows of a ground vehicle are prohibited, except for those required by the Department or by law.
5. No person will operate a ground vehicle if an extended superstructure or load obstructs his or her forward vision.
6. No person will operate a ground vehicle with unsafe tires.
7. All vehicles must be equipped with a horn in good working order that is audible under normal conditions from a distance of not less than 200 feet.