Aerodrome Emergency Plan

King Island Aerodrome
King Island Council
February 2017
Administration

Authority:

The King Island Aerodrome Emergency Plan has been prepared by the Aerodrome Emergency Committee in compliance with Civil Aviation Regulation 139.210 and the Tasmanian Emergency Management Act 2006.

Approved:

[Signature]

Aerodrome Manager
King Island Aerodrome
Date: February 2017

Endorsed:

[Signature]

King Island Municipal Coordinator

The King Island Aerodrome Emergency Plan is issued as an associated plan of the King Island Council Emergency Management Plan in accordance with the Emergency Management Act.
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Record of Amendments

As information is updated, you will be sent new electronic copies for this Aerodrome Emergency Plan (AEP) so that it is always current.

Please ensure that as soon as you receive these new electronic copies, that the old copies are deleted.

This page will help you keep track of all amendments.

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Distribution List

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<tr>
<td>Aerodrome Manager</td>
<td>Nicolle Stones</td>
<td>0427 992 609</td>
</tr>
<tr>
<td>Airport Reporting Officer</td>
<td>Greg Linz</td>
<td>6462 1499</td>
</tr>
<tr>
<td>Airservices Australia Rescue and Fire Fighting Service</td>
<td>N/A</td>
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<tr>
<td>King Island Council</td>
<td>David Laugher</td>
<td>6462 9000</td>
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<tr>
<td>Tasmania Police</td>
<td>SGT Steve Shaw</td>
<td>6462 1211/0419 321303</td>
</tr>
<tr>
<td>Municipal Coordinator</td>
<td>Tony Melis</td>
<td>0400 602 776</td>
</tr>
<tr>
<td>Tasmania Fire Service</td>
<td></td>
<td>000</td>
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<td>Ambulance Tasmania</td>
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<tr>
<td>State Emergency Service</td>
<td>NW Regional Duty Officer</td>
<td>6477 7293</td>
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<tr>
<td>King Island Hospital and Health Centre</td>
<td>Robyn Bridgewater</td>
<td>6462 9900</td>
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<tr>
<td>Welfare Agencies – Red Cross</td>
<td>Anna De La Rue</td>
<td>0439 394 794</td>
</tr>
<tr>
<td>King Island Airlines</td>
<td>Lee Faulkner</td>
<td>03 95803797</td>
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<tr>
<td>Sharp</td>
<td>Mandy Blackney</td>
<td>0427 621672</td>
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<tr>
<td>Regional Express</td>
<td>Stuart Eaves</td>
<td>0448 185141</td>
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<tr>
<td>Tas Fast/Vortex</td>
<td>Neale Batey</td>
<td>0427 611133</td>
</tr>
<tr>
<td></td>
<td>24Hr Contact</td>
<td>0409 869 879</td>
</tr>
<tr>
<td></td>
<td>David Brewster</td>
<td>0428 621880</td>
</tr>
<tr>
<td></td>
<td>Danny Tutec</td>
<td>0425 755589</td>
</tr>
<tr>
<td></td>
<td>Kim Walker</td>
<td>0428 991711</td>
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<tr>
<td>Aerodrome based aircraft operators</td>
<td>David Brewster</td>
<td>0428 621880</td>
</tr>
<tr>
<td>Lions, Rotary etc or a Catering Contractor</td>
<td>Lions (Linda Payne)</td>
<td>0428 307 751</td>
</tr>
<tr>
<td>Telecommunications provider</td>
<td>Telstra</td>
<td>0457 306 130</td>
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<tr>
<td>Australian Transport Safety Bureau (ATSB)</td>
<td>Accident Investigators</td>
<td>24 hrs: 1800 020 616</td>
</tr>
<tr>
<td>Civil Aviation Safety Authority (CASA)</td>
<td>Airport Inspector</td>
<td>CASA national 131 757</td>
</tr>
<tr>
<td>Airservices Australia</td>
<td>Aeronautical Information Services (AIS)</td>
<td>(02) 6268 4111</td>
</tr>
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<td>Service</td>
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<td>Air Traffic Services (ATS)</td>
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<td>Technical Customer Interface</td>
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<td>Search and Rescue Coordination Centre (AusSAR)</td>
<td>Duty Officer</td>
<td>24 hrs: 1800 815 257</td>
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<tr>
<td>Department of Infrastructure – Office of Transport Security</td>
<td>Duty Officer</td>
<td>24 hrs: 1300 734 950</td>
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Fig. 1 Aerodrome Plan
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KING ISLAND AERODROME
EMERGENCY SERVICES INFORMATION CHART

LEGEND
A. AIRCRAFT SEARCH AREA
B. ALERT STANDBY POSITIONS
C. VEHICLE MARSHALLING POINT
D. CRASH GATES

Issued: February 2017
Fig. 5 Crash Reference Map
SECTION 1 - INTRODUCTION

1.1 **Aim**

The aim of the King Island Aerodrome AEP is to provide a timely and coordinated response to, and initial recovery from, an emergency at King Island Aerodrome.

1.2 **Scope**

This AEP details the arrangements for control and coordination of the response to and the initial recovery from an emergency on or within the vicinity of King Island Aerodrome.

This AEP is based upon the assumption that each individual agency with a statutory responsibility has in place appropriate supporting Aerodrome Emergency Procedures or Standard Operating Procedures (SOPs) which deal with that agency’s response in accordance with this AEP.

1.3 **Legislation**

Australia has international obligations as a Contracting State to ICAO (International Civil Aviation Organization); the Commonwealth has entrusted the enforcement of its obligations to the Civil Aviation Safety Authority (CASA). CASA has enacted Civil Aviation Safety Regulations (CASR) Part 139.095(a) (ii), Appendix 1(b) and Part139.210 pertaining to AEPs and provides guidance in the Manual of Standards (MOS) Part 139 - Aerodromes, Chapter 10.

Further legislation, plans and procedures were also considered in developing the King Island Aerodrome AEP:
- Emergency Management Act
- King Island - Municipal Emergency Management Plan

1.4 **Response Area Covered by the AEP**

The Aerodrome Emergency Committee (AEC) has decided that this AEP will cover aircraft and other emergencies that occur on the King Island Aerodrome.

SECTION 2 - AERODROME EMERGENCY COMMITTEE (AEC)

2.1 The King Island Aerodrome AEP is published and distributed independently of the Aerodrome Manual.

2.2 The AEC is responsible for preparing and maintaining the AEP and formulating the relevant procedures that are applicable to its operations and any arrangements that exist with the emergency services.

2.3 King Island Aerodrome Manager or their appointee chairs the AEC. The AEC comprises representatives of the major agencies involved in the response to and recovery from an emergency on or in the vicinity of King Island Aerodrome and includes:
• Aerodrome Manager
• Airport Reporting Officer
• Municipal Emergency Management Coordinator
• Tasmania Police
• General Manager King Island Council
• Tasmania Fire Service
• State Emergency Service
• Ambulance Tasmania
• King Island District Hospital
• Airlines

2.4 The contact details for each member of the AEC are found in the Master Contact List.

2.5 The AEP is developed and reviewed by the AEC under the provisions of the Civil Aviation Safety Regulations.

2.6 The primary aim of the AEC is to achieve an integrated emergency management response. This is achieved through a consultative planning and review process that is documented in the AEP.
   (a) The AEC will meet annually or when required by the Aerodrome Manager of King Island Aerodrome.
   (b) The AEC will review the results of major incidents/emergencies that occur.
   (c) The AEC will arrange the conduct of an annual exercise to test the AEP.

SECTION 3 - ROLES AND RESPONSIBILITIES

3.1 **Airport Reporting Officer**
• Ensure Tasmania Police have been notified.
• Ensure that all other emergency services are contacted.
• Initial establishment of forward command post.
• NOTAM and markers initiated.
• Site safety and security.
• Provide assistance to survivors.
• Ensure set up of passenger reception centre.
• Assist response agencies and investigation teams.
• Control and coordinate restoration of Aerodrome facilities.
• Coordinate review of emergency procedures and plans.
• Recovery of the Aerodrome to full serviceability.

3.2 **Tasmania Police**
• Notification and activation of agencies and resources deemed necessary to manage the emergency.
• Provide on scene management and establish forward command post in support of control authorities and EOC if required.
• Coordination of resources and flow of information to and from all involved agencies and the public by establishing a media centre and appointing media liaison officers.
• Account for all persons (including crew) on board the aircraft.
• Establish and maintain a secure cordon to protect the site and to secure access and egress to and from the site.
• Ensure the orderly evacuation and transportation of uninjured passengers.
• Provide for recovery and management of the deceased including Disaster Victim Identification.
• Undertake the statutory investigative requirements particularly for the coroner and assist the ATSB.

3.3 **King Island Council**
• Activate co-ordination centre if required.
• Activate evacuation and recovery centre if required.

3.4 **Airservices Australia**
• If a pilot advises of a crash or an emergency on board to Air Traffic Services (ATS) the ATS will notify the Tasmania Police.
• In most instances ATS will remain in radio contact with the pilot and convey information to the Tasmania Police by telephone.
• The radio frequency used by ATS in the King Island Aerodrome area is 126.85kHz.

3.5 **Tasmania Fire Service**
• Act as combat agency for fire and hazardous material incidents.
• Assist any other response or recovery operations for which the authorities training and equipment is suitable.

3.6 **State Emergency Service**
• Act as combat agency for rescue as required.
• Act as support agency for fire and hazardous material incidents.
• Assist any other response or recovery operations for which the rescue authority’s training and equipment is suitable.
• Assist with site security

3.7 **Ambulance Tasmania**
• Act as control agency for medical response as required.
• Provide triage of the injured.
• Coordination of all Ambulance Tasmania resources.
• Provision of medical treatment to casualties until hospitalised.
• Transportation of casualties.

3.8 **Airlines**
• Provide accurate passenger/cargo manifests to assist Emergency Response Coordinator.
• Provide technical assistance to Emergency Response Coordinator and combat agencies.
• Provide specialist support to Aerodrome staff.
• Assist with aircraft recovery and removal.
SECTION 4 - ACTIVATION, CONTROL AND COORDINATION

The AEP can be activated by Aerodrome staff, Airservices Australia, Airlines and the public by calling “000”. The AEP is activated on receipt of notification of an occurrence of one or more of the conditions covered by the AEP, i.e. full emergency notified by others, etc.

4.1 **King Island Council Emergency Response Coordinator SGT of Tas Police**

The senior Tasmania Police Officer stationed in Currie is the Emergency Response Coordinator. The Tasmania Police officer is responsible for the overall control and coordination of the emergency response and initial recovery measures on King Island Airport.

All public information about the emergency must only be released through the Tasmania Police and all requests for further resources must initially be directed to the Emergency Response Coordinator.

4.2 **Initial Control**

Aerodrome Management assumes initial control of the emergency response on King Island Aerodrome until the arrival of the Tasmania Police.

SECTION 5 - AERODROME EMERGENCY FACILITIES

The duty Aerodrome Reporting Officer checks the equipment provided at the Aerodrome for emergencies daily, including the radio in their vehicle and amber flashing lights on the vehicle.

Emergency response agencies are responsible for testing their own equipment that may be used when attending an emergency at the Airport.

5.1 **Forward Command Post (FCP)**

The FCP is established upwind near the accident site to act as a coordination point for ALL responding agencies.

King Island Aerodrome will provide the initial FCP if the aircraft emergency is on the airport. A vehicle with an amber flashing light will be used initially and ideally will be set up as close as possible to the initial access route to be utilised by emergency response agencies.

The first Tasmania Police vehicle that arrives at the site is to leave its red/blue flashing light activated and the Aerodrome vehicle flashing lights are to be extinguished.

The following agencies are required to provide a Liaison Officer at the FCP:
- Aerodrome Operator
- Tasmania Fire Service
- State Emergency Service
• Ambulance Tasmania
• Airline

Tasmania Police are responsible for terminating the responding agencies at the end of the emergency.

5.2 Emergency Operations Centre (EOC)

The EOC can be located on or off the airport. However, the Tasmania Police may relocate the EOC to any location that is practicable if required.

Tasmania Police will determine if the EOC is activated.

Generally it will depend upon the size of the emergency as to whether the EOC is activated. It is expected that the FCP can handle some incidents at the aerodrome site.

The EOC is the centre from which the Emergency Response Coordinator OIC Tasmania Police controls the aviation emergency operation, and coordinates support to the involved agencies and functional areas. The EOC has the necessary communications, facilities and staff (including Liaison Officers from the support agencies and functional areas) for these purposes. Agencies working at the EOC are stood down by the Emergency Response Coordinator OIC Tasmania Police.

The following organisations may be required to supply Liaison Officers to the EOC:
• Tasmania Fire Service
• King Island District Hospital
• Ambulance Tasmania
• State Emergency Service
• Airline/Handling Agent
• King Island Council

5.3 Casualty Processing Area (CPA)

In general the CPA on the aerodrome will be located adjacent to the FCP and will be coordinated by Ambulance Tasmania. This area is to facilitate triage, assessment and classification of injured persons so that suitable transportation can be arranged. Consideration should be given when locating the casualty clearing area that suitable helicopter landing areas are available close by.

The coordinating agency for the CPA will be ambulance or medical officers when available.

Ambulance or medical officers will provide the triage of injured persons when available.

Consideration should be given to the location of a temporary morgue.
If an Ambulance Commander is available then that person will take over the command and coordination of the CPA. A green flashing beacon identifies the location of the CPA.

The following agencies are represented at the CPA:
- Medical Services
- Ambulance Tasmania
- First Aid personnel
- Tasmania Police (Liaison Officer)
- Clergy (if required)

Agencies working at the CPA are stood down by the Ambulance Commander.

5.4 **Passenger Reception Centre (PRC)**

At King Island Aerodrome, the Old Flight Services building will be used as a PRC. The PRC can be used to process uninjured or slightly injured passengers, arrange registration and provide basic welfare.

Initially King Island Aerodrome staff will set up the building for the reception of passengers. The registration process is the responsibility of the Tasmania Police.

*Note. The crew of the aircraft should be cared for in a separate area of the Aerodrome if possible e.g. airport house*

The following agencies may be represented at the PRC:
- Tasmanian Police
- Welfare Agencies (Clergy)
- Ambulance Service Tasmania
- Airline/Handling Agent

Agencies working at the PRC are stood down by the Emergency Response Coordinator OIC Tasmania Police.

5.5 **Relative Reception Centre (RRC)**

The provision of a centre to provide care of relatives and friends to wait for news of the passengers needs to be established on the aerodrome in the first instance, as this will be the initial location that relatives and friends of passengers will attend.

The location of the RRC will be King Island Airport Passenger Terminal

The operating airline shall on notification of a crash or crash imminent, secure the doors of the terminal and advise the relatives/greeters that they are to remain in the building.

The following agencies may be represented at the RRC:
- Welfare Agencies
- Tasmania Police
- If requested, Ambulance Tasmania
- Airline/Handling Agent
Agencies working at the RRC are stood down by the Emergency Response Coordinator OIC Tasmania Police.

5.6 **Reuniting Facility**

The provision of a facility that can be used for reuniting uninjured passengers and relatives and friends needs to be included in the AEP.

The location of the reuniting facility will be the baggage make up area in the terminal.

The following agencies may be represented at the reuniting facility:
- Community Health
- Tasmania Police
- If requested, Ambulance Tasmania
- Airline/Handling Agent

Agencies working at the reuniting facility are stood down by the Emergency Response Coordinator OIC Tasmania Police.

5.7 **Facility to Advise Families of Deceased Relatives**

The King Island District Hospital shall make available an area to allow for families of deceased relatives to meet.

The following agencies may be represented at this facility:
- Welfare Agencies
- Tasmania Police
- If requested, Ambulance Tasmania
- Airline/Handling Agent
- Religious Groups

Agencies working at this facility are stood down by the Emergency Response Coordinator OIC Tasmania Police.

5.8 **Crew Reception Facility**

A facility should be designated to separate the uninjured crew from the other uninjured passengers and media to enable the airline to provide welfare and support.

The location of this facility will be the Airport Office of the operating airline.

The following agencies may be represented at this facility:
- Airline/Handling Agent
- Welfare Agencies
- Tasmania Police
- If requested, Ambulance Tasmania

Agencies working at this facility are stood down by the Emergency Response Coordinator OIC Tasmania Police.
5.9 **Media Centre**

The media will be coordinated by the Tasmania Police to ensure that timely provision of release of information on the emergency situation is available for all media outlets. A suitable location should be determined and advised by Tasmanian Police at the time of the incident.

If the emergency is off aerodrome the Tasmania Police may decide to use the aerodrome terminal building as the media centre.

The aim of emergency response agencies is to provide the media with accurate and timely information and to reduce the potential for inaccurate and/or adverse publicity.

Roles and responsibilities:

Tasmania Police
- Control and coordinate the media handling operation.
- Establish, secure and operate the media centre.

King Island Aerodrome Management
- Assist the Tasmania Police to establish the Media Information Centre.
- Liaise with the Tasmania Police and the aircraft owner to provide information to the media.

Airlines (if involved)
- Liaise with the Tasmania Police and Aerodrome Management to provide information to the media.

The Tasmania Police, in consultation with Aerodrome Management and the Airline following an assessment of the media interest in recovery operations, stand down agencies.

**SECTION 6 - OPERATIONAL RESPONSE TO AN EMERGENCY**

The usual hours of operation for suitably trained aerodrome staff who will respond initially to an emergency are 7.30 – 4.30. Outside of these hours emergency agencies will need to gain access to the airside of the aerodrome through the secondary access gate.

6.1 **Aerodrome Access**

King Island Aerodrome has a secondary access gate at the Western End of the car park and all emergency services vehicles must respond to that gate. An Aerodrome Staff member will control access to the site or direct all required emergency response vehicles to the Aerodrome Assembly Area.

6.2 **Activation and Call Out**

The AEP is activated on receipt of notification of an occurrence of one or more of the conditions covered by the AEP, for example full emergency notified by others.
In all cases of emergency the primary notification is to the Tasmania Police who shall be responsible for calling out the applicable services, including as necessary:
- Tasmania Fire Service
- Ambulance Tasmania
- King Island District Hospital
- State Emergency Service
- Aerodrome Management
- Airline
- King Island Council
- Welfare Agencies

6.3 **Aerodrome Assembly Area**

The off aerodrome staging area will be determined by response agencies and may include the Airport.

If the primary assembly area is not used an alternative aerodrome assembly area is to be nominated by the Tasmania Police in conjunction with the Aerodrome Manager.

6.4 **Communication with Aerodrome Community**

It is essential that a communication protocol is established for advising all aerodrome tenants when aircraft emergencies are taking place. This will ensure that facilities that may be required as part of the response to the emergency are accessible and that all resources can be made available.

This communication protocol can also be used to advise the aerodrome community of events and/or accidents that are not directly related to aircraft operations but may have an impact on the operation of the airport.

### SECTION 7 - LOCAL STANDBY

**Local Standby**

7.1 A condition declared when an aircraft approaching the aerodrome is known or is suspected to have developed some defect but the trouble is not such as would normally involve any serious difficulty in effecting a safe landing and thus NOT requiring response from off aerodrome agencies. Due to the lack of permanent emergency resources on the aerodrome it is considered that Local Standby would be implemented but ‘Full Emergency’ procedures will apply.

7.2 It is unlikely that this condition would be declared at King Island Aerodrome due to its remote location. The pilot would most likely decide to divert to an Aerodrome with more facilities.
SECTION 8 - FULL EMERGENCY AND CRASH

8.1 Full Emergency

A condition declared when it is known that an aircraft approaching the aerodrome is, or is suspected to be, in such trouble that there is danger of an accident and requiring the response from off airport agencies.

To facilitate the initial measured response one of the following levels will be used by ATS in declaring the full emergency:

- **Level I** - up to 18 seats (ATS terminology – Light aircraft)
- **Level II** - up to 215 seats (ATS terminology – Medium aircraft)
- **Level III** - up to 560 seats (ATS terminology – Heavy aircraft)

When the various agencies are notified through the normal communication channels all or some of the following information will be given if it is known:
- level of full emergency
- type of aircraft
- passengers on board (POB), if available
- expected time of arrival (ETA)
- nature of the problem

Each agency assesses the level of staff and equipment to be dispatched to King Island Aerodrome.

Support agencies assembling at the airport can include all or some of the following:
- King Island Aerodrome / Council Staff
- Tasmania Police
- Tasmania Fire Service
- State Emergency Service
- Ambulance Tasmania

The Tasmania Police are the coordinating authority during a full emergency.

The Tasmania Police will declare stand down following consultation with Air Traffic Services and/or pilot in command.

**IF A CRASH OCCURS, OR IS ABOUT TO OCCUR, IMPLEMENT CRASH ON AERODROME PLAN.**
8.2 **Crash on Aerodrome**

A crash is declared following an aircraft impact emergency on King Island Aerodrome.

Combat agencies will be the Tasmania Fire Service for all fire fuel & chemical associated with the crash and the SES for the rescue of all trapped passengers. (Note: Ambulance Tasmania also assists in rescues)

Support agencies will include:
- King Island Aerodrome Staff
- Ambulance Tasmania
- King Island Council
- Airlines

The coordination agency is the Tasmania Police.

When the various agencies are notified the following information should be given:
- Type of aircraft
- Passengers On Board (POB)

Each agency is responsible for assessing the level of staff and equipment to be dispatched to King Island Airport.

The Emergency Response Coordinator, OIC of Tasmania Police will declare stand down following consultation with all the agencies involved.

8.3 **Crash off Aerodrome**

Individual agencies may respond to notification of an aircraft crash in the vicinity of King Island Aerodrome through their normal communication channels. The King Island Council Emergency Management Plan may be initiated.

The coordination agency is the Tasmania Police.

Tasmania Police maintain a Marine Search and Rescue capacity on King Island for response to aircraft crash into the ocean/waterways. Water rescue criteria are referred to in the King Island Municipal Emergency Management Plan.

The Emergency Response Coordinator, OIC of Tasmania Police will declare stand down following consultation with all the agencies involved.

8.4 **Bomb Threat (including buildings)**

A bomb threat is a statement or action, real or implied, indicating interference, or intended interference with an aircraft, associated aerodrome facilities or personnel by use of an explosive device designed with the intention of causing destruction or injury.

A bomb threat emergency may involve two conditions:
- detection of a suspect device, or
- information received by telephone, letter, etc.
The initial control agency is the Tasmania Police.

Any agency involved assesses the threat as genuine or hoax in accordance with agency procedures. Activation of the AEP to "full emergency" status is by the Tasmania Police.

Immediately a bomb threat against an aircraft on the ground is declared genuine, the aircraft shall be moved to a nominated bomb search position and searched.

Immediately a bomb threat against an aerodrome facility is declared genuine, all or part of the facility shall be evacuated.

The Emergency Response Coordinator, OIC of Tasmania Police will declare stand down following consultation with all the agencies involved.

IF A DETONATION OCCURS, ACTIVATE THE CRASH ON AERODROME PLAN (Refer Section 8.2).

### 8.5 Disabled Aircraft

The person responsible for coordinating the recovery process is the Aerodrome Supervisor. The aircraft owner is responsible for recovery and removal of any aircraft wreckage.

The aim of this section is to provide for a coordinated response to quickly and safely remove an aircraft that has caused the temporary closure of a runway or taxiway.

At King Island Aerodrome the following agencies may be involved in disabled aircraft recovery:

**Airport Reporting Officer**
- Control and coordinate the recovery of the disabled aircraft.
- Secure the site of the operation.
- Liaise with the Airline/Aircraft owner and the Investigating Teams to obtain clearance to move the aircraft.

**Aircraft Owner**
- Subject to clearance by the Investigating Teams, undertake the removal of the disabled aircraft.
- Undertake the removal and disposal of fuel and other hazardous materials associated with the aircraft.

**Tasmania Police**
- In conjunction with ATSB, authorise the removal of a disabled aircraft when the investigation is completed.

**Australian Transport Safety Bureau (ATSB)**
- Authorise the removal of the disabled aircraft when the investigation is completed.
Directorate of Defence Aviation and Air Force Safety

- In the event of an emergency involving ADF aircraft, will authorise the removal of the disabled aircraft.

Tasmania Fire Service

- Remain on standby to assist with the operations as required, especially during the de-fuelling of the aircraft.

Aerodrome Manager will declare a stand down in consultation with the Airline/Aircraft owner.

8.6 Hazardous Material Incident

King Island Aerodrome has spill prevention and response procedures for staff to follow. For incidents that require outside assistance the following applies:

- The control agency will be the Tasmania Fire Service.
- Support agencies will be the EPA, State Emergency Service and Tasmania Police.
- The Tasmania Police will declare termination of the emergency response.

8.7 Structural Fire

The loss or disruption to airport infrastructure and assets may be caused by fire, intentional or accidental or natural disaster.

- The control agency will be the Tasmania Fire Service.
- Support agencies will be the State Emergency Service, Tasmania Police and King Island Airport.
- The Tasmania Police will declare termination of the emergency response.

8.8 Natural Disaster

- The control agency will be the Tasmania Fire Service or State Emergency Service.
- Support agencies will be the Tasmania Police and all other emergency agencies if required.
- Termination of the emergency response will be declared by the Tasmania Police.

8.9 Medical Emergency

- The control agency will be Ambulance Tasmania.
- Support agencies will be activated through the Medical Emergency Response Plan.
- Ambulance Tasmania, or the Tasmania Police if they are involved, will declare stand down to the emergency response.
SECTION 9 - RETURNING THE AERODROME TO OPERATIONAL STATUS

It is essential that the need for recovery operations is assessed and planned during the early stages of an emergency response operation. Aerodrome Management, in conjunction with the Emergency Response Coordinator, OIC of Tasmania Police, is responsible to ensure that this occurs.

9.1 Investigations

Following an emergency at King Island Aerodrome, investigations will be required. Until preliminary investigations have been completed, or the relevant authority gives approval, the airport operator should not commence the recovery process with the aircraft owner.

The following agencies have a statutory responsibility to investigate the cause of the emergency.

- ATSB – in the event of an emergency involving an aircraft incident.
- State Coroner/Tasmania Police – in the event of an emergency involving a death or serious injury.
- RAAF Director of Flying Safety – in the event of an emergency involving RAAF/ADF Military aircraft.
- Tasmania Police – in the event of unlawful seizure or bomb detonation.
- Airline/aircraft operator and its insurers.
- Aerodrome operator and its insurers.

9.2 Recovery of Wreckage/Clean Up

Recovery is the process of returning the aerodrome to its operational status by the removal of wreckage, clean up and inspection processes.

Subject to clearance by the Investigating Teams the owner of the aircraft/facility is responsible for the removal of wreckage and the cleanup of facilities. The owner is also responsible for the removal and disposal of fuel and hazardous materials.

The Aerodrome Management accepts no responsibility for the removal of crashed or immobilised aircraft on King Island Aerodrome. Aerodrome staff will require the owner of the Aircraft to sign an Indemnity form.

9.3 Security Control

Site security may be required on an incident by incident basis where, for example, an investigation is not complete.

Responsibility for coordinating this function will be the Tasmania Police.

9.4 Return to Operational Status

Once the investigation and removal of wreckage/clean-up are completed, the next stage of the recovery phase is to bring the aerodrome back to full operational status.
in a safe, efficient and orderly manner. The following tasks must be undertaken prior to return of the aerodrome to full operations:

- Aerodrome inspection.
- All debris must be removed and pavements repaired.
- Security control inspected.
- Restricted aircraft operations if required.
- Any NOTAM initiated will be cancelled.
- Unrestricted aircraft operations if possible.

The person responsible for inspecting the airport and declaring it safe for aircraft operations is the Aerodrome Manager and the duty Airport Reporting Officer.

9.5 **Critical Incident Stress (CIS) and Post Trauma Management (PTM)**

Most agencies will have their own procedures, systems to deal with CIS and PTM for their own staff. There is a need, however, to detail the control, coordination, activation and stand down procedures for other agency’s staff and personnel involved, but not otherwise covered.

The person responsible for arranging resources to deal with CIS & PTM for King Island Aerodrome staff is the Aerodrome Manager.

9.6 **Emergency Relief**

The King Island Council Municipal Emergency Management Plan details all emergency relief available.

**SECTION 10 - PLAN REVIEW**

10.1 **The arrangements for periodic review of the AEP by the AEC**

In order to ensure that the King Island Aerodrome AEP continues to meet its aim a review of the AEP by the AEC will be conducted annually or following:

- the activation of the AEP for an emergency other than local standby
- an exercise testing primary aspects of the AEP
- changes to the roles or responsibilities of participating agencies

Deficiencies and/or changes resulting from the review/s will be addressed as amendments to the AEP. All records of review need to be kept for a minimum of three years.

**SECTION 11 - EXERCISES**

11.1 The AEP will be tested by holding a realistic field exercise every two years and a tabletop exercise in alternate years.

11.2 If a real emergency occurs within six months before an emergency exercise is due, CASA can be requested to defer the exercise.
11.3 Exercises will address all parts of the AEP, but not necessarily at the same time and should test facilities for the largest size aircraft operating at the airport from time to time. A debrief of the exercise will be conducted and any recommendations be forwarded to the AEC for their consideration. All AEP activity will be held in printed form for at least three years. The exercise will be timed so that all emergency response organisations can provide members who can participate.

11.4 Exercises are to be notified to participants by the Aerodrome Manager through the publication of a detailed exercise brief. During an emergency exercise referees will be used to evaluate the exercise.

11.5 Each organisation is responsible for the training of its personnel to enable that agency to perform its role and responsibilities under the AEP. However, King Island Aerodrome will assist organisations by providing familiarisation tours of the aerodrome.
ATTACHMENTS

Fig. 1 Aerodrome Incident Flow Chart
Fig. 2 Aircraft Data
Fig. 1 Aerodrome Incident Flow Chart
### Fig. 2 Aircraft Data

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<th>MAKE</th>
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