

OPERATING DIRECTIVE

Hillsborough County
Aviation Authority

Number: D343.00.01

Effective: 05/20/85

Revised: 06/25/03

Page: 1 of 2

Subject: Air Cargo Apron Operations

PURPOSE: To establish procedures for the use of the air cargo building aircraft parking apron.

PROCEDURES:

- A. Aircraft Priorities: The aprons are restricted to air cargo operations unless otherwise approved by the Authority. There will be no exclusive use areas.
- B. Aircraft Parking: All aircraft will park in one of the marked aircraft parking spaces and only as the space markings direct. Aircraft parking will be conducted nose in toward the cargo building. Jet aircraft will be pushed back from the parking space to the air cargo apron common use taxilane. Power out will not be permitted for jet aircraft without prior written approval from Operations.
- C. Parking Space Assignment: The aircraft parking spaces on the north cargo apron and the Drew Park cargo aprons will be assigned to users by Operations on a first come first served basis. The north cargo apron spaces are numbered 1 through 5 from north to south, while Drew Park cargo aprons are numbered 1, 2, 5, 6 and 7. Active cargo loading and off loading will take precedence over aircraft storage but, only for apron space, not specific spaces. Tenants with regular aircraft operations will be given a continuing slot assignment on a preferential basis.
- D. Cargo Handling Authorization: Authorization to handle air cargo on the cargo apron and deliver it to, or receive it from, the general public on the airport is restricted to tenants of the cargo buildings, agent of tenants and licensed ground handlers.
- E. Apron Access: All cargo building tenants will control access to the apron in compliance with the security program.
- F. Aircraft Fueling: All fueling on the cargo apron will be conducted through the hydrant fueling system. Authorized company personnel will be familiar with procedures recommended for safe fueling practices.
- G. Vehicular Operations: All vehicles operating on the apron will conform to all applicable Authority rules and regulations, policies, procedures and directives. Vehicles will be

