

OPERATING DIRECTIVE

Aviation Authority

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Subject: Airside Aircraft Aprons

**PURPOSE:** To establish procedures for tenants in the use of the aircraft aprons at Tampa International Airport (TPA).

**BACKGROUND:** The airside terminal aircraft aprons are operated and managed by the Authority. Gates and associated aprons may be assigned to specific airlines according to preferential use agreements or retained by the Authority for common use.

**PROCEDURES:**

- A. All aircraft parking positions are subject to adjustments based upon the type of aircraft to be accommodated. Any modifications in the use of a gate and associated apron must be analyzed in advance with the airside master plan and approved by the Authority.
- B. Tenants desiring to place markings on the airside apron are required to complete a tenant work permit. All requests will include a review of the proposed marking plan by Planning and Development. Maintenance will consider providing marking services for the airline's designed marking plans subject to the Authority's review and on a reimbursable basis.

Only ground service equipment utilized by the approved user may be positioned on the associated aprons unless otherwise approved by the Authority. The parking of any equipment must not at any time obstruct access to or from aircraft parking positions, loading bridge maneuvering corridors, exit doors, water hydrants, and emergency fuel shut-off switches.

Additional guidance and direction is provided in the TPA Ground Operations Manual, which is available on the Authority's website under Airport Operations.

- C. All tenants are responsible for maintaining security for leased areas, access doors, and gate use assignments. Each tenant will participate in and abide by the airport security plan.

APPROVED: Joe Lopano

DATE: 4/3/19