

Airport User Manual for Nuremberg Airport

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Part I

Description of the Airport

1. General Figures

- 1.1 Designation: Flughafen Nürnberg, ICAO-Abbreviation: EDDN
- 1.2 Airport Reference Point:
 Geographical Degree of Latitude: 49° 29' 59" North
 Geographical Degree of Longitude: 11° 04' 45" East
 Position: 1320 m (4330 ft) West of Threshold 28
- 1.3 Distance and Direction to the City: 5 km (2,7 NM) to the North of Nuremberg Downtown
- 1.4 Elevation:
 Airport Reference Point =
 Runway reference point:
 310,0 m (1017 ft) above sea level
 East Threshold 28:
 318,7 m (1045 ft) above sea level
 West Threshold 10:
 311,4 m (1021 ft) above sea level
- 1.5 Declination: 0° 14' E (1992.10)
- 1.6 Operating Hours: 24 hours, restrictions according to Aviation Manual Germany EDDN AD 2.3
- 1.7 Airport Operator: Flughafen Nürnberg GmbH (FNG)
- 1.8 Address: 90411 Nürnberg, Flughafenstr. 100
- 1.9 Telephone: 0911 937-00
 Fax: Managing Directors 0911 937-1881
 Commercial Management 0911 937-1734
 Operations Management 0911 937-1604
 Technical Management 0911 937-1706
- Internet: <http://www.flughafen-nuernberg.de>
<http://www.airport-nuernberg.com>
- 1.10 Accommodations: Available
- 1.11 Public Enterprises/Authorities: Meteorological Service
 DFS (German Air Traffic Control)
 Government of Middle-Franconia (Air Traffic Authorities Northern Bavaria - Luftamt Nordbayern)
 Custom
 Police
- 1.12 Restaurants: Available
- 1.13 Medical Services: First Aid Facility

Translation;
 German version prevails

- 1.14 Means of Transportation to the airport and back:
- 1.14.1 Public Transportation: → U2 Subway-Line
→ Public Buses
- 1.14.2 Rail Connection: Main Station Nuremberg 8 km away
- 1.15. Clearance Facilities: The airport has passenger handling terminals which are equipped with all required facilities for air traffic.
- 1.16 Fuel Supply: Tanker (see "Aviation Manual Germany" AD 2.3)
- 1.17 Available Hangars for Aircraft: Hangar A: 75 x 50 m, gate height 14 m; gate width 50 m
Hangar 2: 66 x 23 m gate height 6 m; gate width 21,6 m
Hangar 3: 66 x 23 m gate height 6 m; gate width 18,5 m
Hangar 4: 72 x 27 m gate height 7 m; gate width 23 m
Hangar 5: 66 x 38 m gate height 9 m; gate width 44 m
- 1.18 Repair and Maintenance Facilities: Facilities are provided by the Airlines. Repair and maintenance service for General Aviation Aircraft.
- 1.19 Fire Fighting and Rescue Equipment: Fire trucks and rescue equipment are available according to the ICAO Regulations as well as to the extent of the air traffic.
Available fire protection: category 8
- 1.20 Snow Equipment: According to the annual seasonal snow clearing up plan published by NFL
- 2. Meteorological Figures:** According to Aviation Manual EDDN AD 2.11

3. Figures regarding Flight-Operation-Systems:

3.1 Runway:

Designation	True Bearing	Dimensions (m)	Capacity PCN-Value	Individual Wheel Load (t)	Surface
10/28	099/279	2700 x 45	65	45	From W – E 932 m concrete 1768 m asphalt-concrete

- 3.2 Taxiways: Taxiway system which connects the runway to the apron; surface: asphalt concrete, width:

Translation;
German version prevails

	22,5 m; capacity: PCN = 65 (45 t Individual wheel load)
3.3 Aprons:	
3.3.1 Clearance Aprons:	175.500 m ²
3.3.2 Main Apron	155.500 m ² , concrete capacity PCN = 65
3.3.3 4 Hangar Aprons (hangar 2 – 5)	20.200 m ² , asphalt-concrete capacity PCN = 20
3.3.4 3 Helicopter Parking Areas	15 x 15 m, concrete

Part II

Terms of Use

1. **Applicability of the Airport User Manual**

- 1.1 These regulations have to be strictly observed by those who enter the airport or use it with aircraft. All instructions issued by the airport operator have to be observed. The regulations also refer to all contractors (tenants, customers, companies) who receive or offer services in the area of Flughafen Nürnberg GmbH.
- 1.2 These regulations and instructions apply to all users, holders and owners of aircraft, as far as concerned.

2. **Use of Aircraft, Ground Handling Services**

2.1 Permission for Take off and Landing

- 2.1.1 The use of the airport is permitted with aircraft up to 45,000 kg isolated individual wheel load as well as with helicopters. Therefore a charge based on the "Landing Charges for Nuremberg Airport" is submitted. The operation of airships, gliders, free and captive balloons, hang-glidern, flight models and other equipment meant for use in the air-space, is only allowed with special permission of the airport operator and only in agreement with the responsible air traffic control. Use restrictions as well as other flight operational regulations are published in the Aviation Manual Germany.

- 2.1.2 On demand the holder of the aircraft has to supply the airport operator with the data necessary for re-checking the authorization and for calculating the charges. These are for example: nationality- and entry-sign of the aircraft, aircraft pattern, number of passengers, type of the flight, start and destination-airport (only cross country flights), noise report.

2.2 Take off and Landing Facilities

For take off and landing as well as for taxiing, the runway, the taxiways or the other indicated areas are to be used. Captains are bound to the instructions of the air traffic checkpoint.

2.3 Taxiing and Towing

- 2.3.1 In principle, every taxiing- and towing-process requires a previous release of the airport operator's apron control representative.
- 2.3.2 The procedure of aircraft taxiing may only be performed by authorized persons. Taxiing into or out of hangars or workshops with engines running, is prohibited.
- 2.3.3 Aircraft may only move at the absolute minimum speed and power in the ramp area.
- 2.3.4 When required, aircraft may be towed by the airport operator or by the holder of the aircraft - after arrangement. Aircraft may only be towed by trained staff. The holder of the aircraft has to supply the staff required for safe towing. In case of towing the airport operator has to be given the necessary instructions by the holder of the aircraft.

2.4 Traffic Handling Apron

2.4.1 The traffic handling apron serves the traffic handling of the aircraft and is exclusively managed and operated by the airport operator or by an assigned representative. Another use – e.g. for parking of aircraft, for large maintenance jobs, for stand- and test-runs – is only permitted with consent of the airport operator or his representatives.

2.5 Ground Handling Services and Central Infrastructure Facilities

2.5.1 The airport operator is authorized to carry out ground handling services in accordance with attachment 1 of the “Ground Handling Ordinance” (BADV).

To a limited extent, self-handling agencies and service providers are also authorized to carry out these services.

The authorized handling contractors must store their handling equipment exclusively at the places assigned by the airport operator. Fees apply.

For storage of handling equipment the legal regulations regarding the rent apply (Article 535 pp of BGB - Civil Code).

2.5.2 In accordance with Article 9 Para. 3 BADV, the airport operator may require payment from authorized self-handling agencies and service providers, for allowing ground handling services or for using airport facilities and traffic areas.

2.5.3 The following facilities are central infrastructure facilities according to Article 6 of BADV:

- Aircraft handling positions including the facilities for marshalling/docking the aircraft
- Passenger jetways with integrated stationary ground power supply
- Toilet service disposal system
- Supply system for potable water
- Disposal system for waste
- Baggage conveyor systems
- Airport information system
- Fuel depot
- Store- and filling station of de-icing/anti-icing-fluid for aircraft

According to attachment 2, the central infrastructure facilities are managed and operated exclusively by the airport operator or by an authorized representative.

The use of these central infrastructure facilities has to be paid for.

2.6 Parking and Keeping

2.6.1 If an aircraft is kept on the airport longer than an hour, the holder of the aircraft has to park the aircraft on demand of the airport operator on an assigned area or in a hangar for payment. Parking - and keeping-spaces are assigned by the airport operator. For safety- and operation-reasons, the airport operator can insist on transferring the aircraft to a different parking- or keeping-place. If the holder of the aircraft is absent or doesn't comply with the request on time, the aircraft can be taxied or towed without running engine by trained staff.

On insistence of the airport operator, aircraft which are at the passenger loading area longer than STD (planned aircraft departure time) plus 10 minutes, may be towed to another ramp position at the owner's expense.

- 2.6.2 The safeguarding of a parked or docked aircraft is the aircraft holder's responsibility. The safeguarding duty of parked or docked aircraft may be transferred to the airport operator or his representatives by a written agreement from the aircraft holder against payment. In case of danger the airport operator or his representative takes the safeguarding, for which payment has to be made, of the parked or kept aircraft by trained staff without a previous written agreement. The same applies if the aircraft holder is absent.
- 2.6.3 For parking and keeping of an aircraft the legal regulations regarding the rent apply (Article 535 pp of BGB - Civil Code). There is only a keeping duty for the airport operator when a special written agreement on it is reached.
- 2.6.4 Users have to treat the aircraft hangars and the facilities with care. The following regulations need to be adhered to:
- Technical systems, facilities and equipment belonging to the airport operator, particularly energy systems, cranes and assembly stage, may only be used with the airport operator's agreement.
 - Only persons authorized by the airport operator may operate the hangar gates.
 - All work on aircraft within the hangar, or in a radius of 50 m around the hangar, requires a fire extinguisher be kept available in sufficient number and within reach.
 - Aircraft may not be washed in the hangar.
 - The space in front of the hangar gates has to be kept free.
 - Parking and maintenance of motor vehicles, other ground vehicles and equipment, require the consent of the airport operator.

2.7 Noise Prevention

It is particularly referred to the specifications of the operating permission dated 31.03.1997 for the traffic of Nuremberg Airport, especially with regard to the night air traffic (24 hour operation for take off and landing of aircraft patterns which are listed in the effective bonus list). Local flight restrictions have to be followed in accordance with the Aviation Manual Germany EDDN AD 2.20.

- 2.7.1 The aircraft holders have to restrict noise annoyances, caused by aircraft engines, at the airport and in its proximity to an inevitable minimum.

The holders of the aircraft have to follow order, given by the operations management, about the execution of test runs of the aircraft engines, as well as the instructions for reduction of the aircraft noise.

This way, eventual claims of the residents for inadmissible noise annoyance against the airport operator, are not to be considered.

- 2.7.2 For landings at the time from 10 p.m. till 6 a.m. local time, thrust turning back may be used only on the scale as required for safety reasons. The position – Neutral - of the engine levers in the aircraft isn't included by this regulation.

- 2.7.3 Engine test runs of aircraft may be carried out only in the sequences specified by the airport operator.

In principle, test runs of aircraft engines must not be carried out on Sundays and legal holidays from 0 a.m. till 0 p.m. local time and on weekdays from 10 p.m. till 6 a.m.

In special situations, exceptional approval can be assigned by the airport operator's operations manager at service.

2.8 Fuel Supply

Enterprises which provide aircraft with fuels must be authorized by the airport operator. These enterprises and the holders of the aircraft have to observe the safety regulations and the respectively valid legal regulations for handling fuels.

Furthermore they have the obligation to take precautions regarding the personnel working at the aircraft during the fuelling-procedure. Personnel should be in regular exercise and trained in fire reporting possibilities, emergency-turn-off possibilities and fire fighting as well as the behaviour in case of fuel leakage. On demand of the airport operator, proof has to be furnished of this.

2.9 Maintenance, Washing and Spraying

Large maintenance work on aircraft, as well as the washing and spraying of an aircraft may be carried out only on the places assigned by the airport operator. For this, the airport operator's permission is always necessary in advance. Instructions given by the airport operator have to be followed.

2.10 Disabled Aircraft

In case of a disabled aircraft, the aircraft holders have to take measures to remove the aircraft from the traffic area as quickly as possible.

- 2.10.1 If an aircraft breaks down at the airport and the holder of the aircraft isn't able to remove the aircraft in a timely manner, the airport operator may remove it at the aircraft holder's expense without further notice, as necessary for continued air traffic. The airport operator is only liable for damages caused with intent or by culpable negligence. The same applies if the aircraft holder gives the instructions to remove or to assist with the removal of a disabled aircraft from the traffic area.

- 2.10.2 If the break down of an aircraft results in capital damage for the airport operator, the operator may claim compensation from the aircraft holder unless no fault or limited negligence can be proven.

3. **Access**

3.1 Roads, Places and Entrances

- 3.1.1 Roads and areas at the airport are not meant to be for public traffic. The airport operator may restrict or close the traffic for operational reasons. Users have to observe the Highway Code as well as the traffic regulations passed by the airport operator (see attachment 3). This also applies to that part of the airport which is not accessible to the public traffic.

- 3.1.2 The airport may only be entered at the designated entrances assigned by the airport operator. According to EN 471 it is recommended to wear a fluorescent safety vest on all open parts of the handling areas.

3.1.3 Whoever removes freight, that hasn't arrived at the airport by aircraft, is obliged to inform the airport operator after instruction about flight data and/or loading value of this freight.

3.2 Vehicular Traffic (in general)

3.2.1 Personnel driving a motor vehicle on the ramp without being conducted by a follow-me-car have to be in the possession of a driver's license, valid within the working area, issued by the airport operator.

3.2.2 If vehicles are used in the airport area, the owner is responsible for traffic safety. Ground handling and service providers have to recheck annually the traffic safety of all vehicles put into service at the airport. Proof of the performed check-up has to be presented to the airport operator once a year.

3.2.3 Passengers and baggage may only be unloaded and loaded into vehicles on the roadside of the main building, as well as on the assigned parking- or keeping areas. Freight may only be loaded or unloaded at the freight-station.

3.2.4 Motor vehicles may only be parked in the assigned parking lots. Vehicles which have been parked contrary to road traffic regulations or remain parked after expiration of the maximum permissible parking duration, may be removed on the owner's expense and own risk.

3.2.5 Small vehicles (e.g. mopeds, bicycles) may not be parked on forecourts, stairs and passages.

3.3 Restricted Areas

3.3.1 General Information

3.3.1.1 Facilities which aren't released for general traffic within the enclosed airport-area may only be entered through the assigned entrances, with a valid airport identification card. This refers to the following facilities in particular:

- a) The taxiway (including the ways and areas for take off, landing and taxiing)
- b) The service area and other apron areas
- c) Gates
- d) Aircraft hangars
- e) Waiting rooms
- f) Transit area
- g) Other spaces and traffic areas for internal purpose
- h) Baggage and cargo areas
- i) Garages and workshops
- j) Operation stations
- k) Construction sites

First sentence applies to the airport-properties and –facilities, especially to those facilities of the air traffic control, which are located beyond the airport-area.

On principle passenger-transportation is carried out for payment with motor vehicles owned by the airport operator.

3.3.1.2 As for important reason the airport operator may withdraw the consent according to paragraph 3.3.1.1 generally or individually.

- 3.3.1.3 Restricted areas may only be entered with a responsible representative assigned by the airport operator. In this case aircraft may not be touched and one cannot leave the apron going towards the taxiway.
- 3.3.1.4 The representatives of aviation-, customs-, passport- and health-authority, German meteorological service, as well as the police, are authorized to enter the above mentioned facilities as part of their service only after appropriate safety- and driving instructions have been given by one of the airport operator's trainers. The airport operator has to be notified in advance.
- 3.3.1.5 On request of the airport operator, vehicles which run in the restricted areas, have to be specially marked and provided with safety equipment.
- 3.3.1.6 Aircraft may only be entered with the aircraft holder's approval.
- 3.3.2 Taxiway
- 3.3.2.1 The necessary permission according to paragraph 3.3.1.1a for entering the taxiway is granted by the airport operator in agreement with the air traffic control. Those who enter the taxiway may only move according to the air traffic control's instructions. Radio control messages, light signals and signs must be followed closely. Informations about the signals' meaning have to be obtained in advance.
- 3.3.2.2 If a representative of the authorities mentioned in paragraph 3.3.1.4 intends to enter or drive on the taxiway, the air traffic control's permission – apart from the airport operator's notification – must be received and the instructions followed according to paragraph 3.3.2.1 sentence 2.
- 3.3.2.3 Vehicles which enter the taxiway without escort of a conducting vehicle (follow-me-car) have to keep permanently in touch via radio control with the air traffic control. They also have to be equipped with an operating all around flashing light. The airport operator may allow exceptions in agreement with the air traffic control.
- 3.3.3 Aprons
- 3.3.3.1 For vehicles the maximum speed on the aprons is limited to 30 km/h. Within the aircraft's handling area only slow speed is permitted. If required, vehicles with a yellow flashing light (winter road clearance) and conducting vehicles (Follow-ME, Lima1) as well as fire engines, police cars and ambulance with flashing blue light on, aren't bound to the speed-limit.
- 3.3.3.2 The traffic regulations passed by the airport operator, are required for all vehicular traffic on the aprons (see attachment 3).
- 3.3.3.3 The aircraft handling apron may only be entered with the vehicles permitted by the airport operator. These are: fire engines and ambulance, as well as the vehicles of the responsible authorities. An airport operator's special agreement is required for other vehicles.
- 3.4 Buildings
- In addition to the Airport User Manual, the house rules issued by the airport operator apply to all buildings (see attachment 7).

4. Other Activities

4.1 Commercial Activity (beyond the Ground Handling Services)

Commercial activity is only permitted by agreement with the airport operator. This may include a charge payable to the airport operator. Same applies to the recording onto image- and sound-media as well as to image- and sound-transmissions.

4.2 Collections, Advertisements, Distribution of Printed Material

Collections, advertisements as well as the distribution of flyers and other printed material require the consent of the airport operator. This also applies to the distribution of advertising articles and merchandise samples (see attachment 6 House Rules).

4.3 Storage

4.3.1 Dangerous goods may only be stored with the airport operator's consent and under compliance with the legal regulations in specially provided storerooms. This applies according to article 27 para 1 LuftVG (air traffic regulations) as well as to article 2 para 1 and 2 GGG (dangerous goods regulations) to IATA DGR and its legal regulations, in particular to nuclear fuel and other radioactive substances.

For the time of dangerous goods turnover and storage, a contact person assigned by the airline or by the forwarding agent (dangerous goods or radiation protection representative) who can give all required information about the dangerous goods, must be present for the fire department. In the case of an accident with dangerous goods, the fire department has to be alerted. The fire department is responsible for the operation and completion of the clean up. Those who have caused an accident with dangerous goods have to bear all costs involved.

4.3.2 Freight, boxes, building material, equipment etc., may be stored outside the rented areas or rooms only with consent of the airport operator.

4.4 Construction Work

The airport operator has to be informed in time before the beginning of construction work. Coordination and safeguarding duties imposed have to be maintained by those carrying out construction work. The regulations covering safety and protection on building sites, according to the building site agreement (Baustellenverordnung), must be observed.

4.5 Facilities for Information- and Communication Technology

The facilities for information- and communication technology are managed and operated exclusively by the airport operator or an assigned representative. These facilities are among other things: the wired and/or wireless connections with the respective language- and/or data-transmission.

The airport operator may found a cooperation with third parties. These third parties are also authorized to use the network for the marketing of services. For the internal local business the airport operator may also offer services, not for public use, to resident airport enterprises in the context of the infrastructure equipment at the airport.

The use of facilities for information- and communication-technology owned by the customer requires the consent of the airport operator. Therefore a charge is payable to the airport operator.

- 4.5 In case of defects caused by the user within the facilities for information- and communication-technology, the airport operator may request to switch off the devices as well as a refund of the costs spent for repair.

A charge is payable for the use of these facilities.

5. Operational Safety Regulations

The safety regulations which are based on law or other legal regulations have to be followed as well as those regulations described in attachment 1 and 4. This also applies to working safety- and environmental protection-regulations, which also have to be observed by resident businesses at the airport.

6. Lost and Found

Things which are found on the premises of the airport have to be handed over immediately to the airport operator (information desks). Articles 978 – 981 Civil Code apply.

7. Environmental Protection

7.1 Pollution

Pollution of the airport facilities needs to be avoided. Airlines and the ramp agents in charge are responsible for keeping the handling position clean.

Chemicals endangering the environment have to be caught up. Wastes of any kind on the ramp have to be gathered. According to the valid legal regulations contaminations have to be removed by the polluter. Otherwise, the airport operator may carry out cleaning at the expense of the cause. Should the polluter not be able to catch up the running liquids immediately and completely, the airport operator (fire department) has to be informed at once. The release of hazardous materials/dangerous goods always has to be reported to the airport operator (fire department) immediately.

The regulation for handling water endangering substances (VAWS), applies to those facilities which are used for storing, filling and transferring water endangering substances.

The airport operator has to be informed about the storage of water endangering substances. Further detailed instructions may be given by the airport operator.

7.2 Sewage

7.2.1 Terms

Sewage: domestic, commercial and industrial waste water as well as rain water.

Waste water: water changed in its quality by domestic, commercial or other use.

Rain water: water draining from soft or sealed areas.

7.2.2 Drainage

The drainage of the airport area takes place in a separating system. Waste- or rain-water only may be discharged into the systems provided. The waste water is fed to a public purification plant. In winter operation, the surface water is also fed to the purification plant whereas in summer operation the surface water is discharged into the drainage system – the “Bucher Landgraben”.

- 7.2.2 Only the rainwater may be discharged into the surface water drainage system. No pollutants, such as cleaning water, detergents, fuels, sewage or similar, may be fed into the system. Only exception: De-icing/Anti-icing fluids during winter operation (see regulation 7.4)

According to the respectively valid sewage statutes of the city of Nuremberg (sewage rules), only ordinary sewage may be fed to the drainage system, as far as the airport operator doesn't decide anything else. The limiting values stipulated in the sewage rules have to be adhered. The substances listed in the sewage rules may not be discharged or fed into the drainage system.

Discharges which are according to sewage rules no ordinary sewage or rainwater, require without exception, the written consent of the airport operator as well as the official approval.

If there is the suspicion that water is contaminated radioactively or with other substances, e.g. by fuels, or oil, it has to be treated according to the airport operator's special instructions.

To ensure a proper sewage disposal, the airport operator may also make further arrangements, especially by regulating with individual orders the type and amount of sewage of each user.

For control purposes resp. for the disposal of improper discharges access must be granted to the airport operator's employees into the operating rooms at any time.

No claims can be asserted against the airport operator by the offender or a third party.

7.3 Detergents, Disinfectants, Lubricants

Only those detergents, disinfectants as well as lubricants may be used, which do not contain any organically united halogen compound and are free of PCB, PCP, PCDD/PCDF and CFC.

7.4 De-Icing-Agents

Aircraft de-icing/anti-icing-agents may only be used after previous approval of the airport operator and on the areas provided. With the approval application the airport operator gets the information about the chemical compound of the de-icing-agent and according to the certificate (see appendix 1 the document "de-icing-sewage at airports" issued by the federation/countries-conducting group Article 7 a "Wasserhaushaltsgesetz (WHG)" – water budget regulation -) the compound is to be detected. The cause (de-icer) has to refund the costs which result from discharging aircraft de-icing-agents into the public purification plant to the airport operator.

7.5 Waste

The amount of waste has to be kept as low as possible. If possible waste pollutants have to be reduced or completely avoided. Recycling material, such as glass, paper, metal, plastics as well as rubble and degradable substances have to be separated from the waste.

In their respectively current issue (attachment 5), the airport operator's waste- and environmental regulations show the details.

7.6 Air Pollution

The running of the engines has to be limited to an absolutely necessary extent (see attachment 3, No. 1.7).

8. Agreements and Permissions

The agreements and permissions necessary according to the Airport User Manual have to be asked for in advance.

9. Violations against the Regulations of the Airport User Manual

Whoever violates the regulations of the Airport User Manual or the airport operator's instructions, may be banned from the airport by the airport operator.

10. Place of Performance and Legal Jurisdiction

The place of performance is Nuremberg. The court of Nuremberg has jurisdiction over matters concerning obligations and legal issues as a result of the airport regulations.

11. Authorised Representative

On the airport operator's demand, aircraft owners without residence or registered office in Germany have to name a domestic authorised representative.

The regulations of the Airport User Manual including the attachments are effective on 01.01.2004. With this, the issue from 08.12.1997 is replaced. NFL I-7/98 is hereby cancelled.

Nuremberg, 17.12.2003

Flughafen Nürnberg GmbH

signed Karl-Heinz Krüger

signed Harry Marx

Munich, 19.12.2003

Approved according to Article 43 paragraph 1 LuftVZO:
Bavarian State Ministry for economy, infrastructure,
traffic and technology

file number. 8436 – VII/7e – 35 779

signed Göttler

Attachment 1 referring to point 5 of the Airport User Manual for Nuremberg Airport dated 17.12.03

Operational Safety Regulations

1. Handling of Fuels

- 1.1 Aircraft may not be fuelled or defuelled with running engines.
- 1.2 Aircraft may not be fuelled or defuelled in a hangar or in another enclosed station, except in the stations assigned by the airport operator. If an aircraft needs to be defuelled urgently in an enclosed station, it is only allowed with special fire protection by the airport fire department.
- 1.3 For the safety during fuelling or defuelling an aircraft has to be electrically grounded with the attached fuel supply facilities.
- 1.4 During fuelling and defuelling of an aircraft, electric sources may not be connected or disconnected within a safety distance of 6 m around tank openings, from where gas-/air mixtures could escape. Electrical switches may not be pressed at any time. This does not apply to the switches necessary for fuelling and defuelling and to the switch board in an explosion protected construction. During fuelling with a flash point less than 0 degrees C, the danger zone (effective radius) increases at filling rates of more than 100 l/min. to 10 m and at filling rates of more than 600 l/min. to 20 m.
- 1.5 Spilling of fuel and lubricants must be avoided. Until the spilled fuel is removed or evaporated, act according to para 1.4 of these regulations in consideration of a safety distance of 15 m. In this case, the airport fire department must be informed immediately.
- 1.6 Fuel trucks must be provided with fire extinguishers.
- 1.7 Fuel trucks and fuel depots always have to contain a sufficient quantity of oil binding agents.

2. Operation of Aircraft Engines

- 2.1 Aircraft engines may not run within hangars and workshops.
- 2.2 Test runs of aircraft engines may only be performed in the time periods stipulated by the responsible aviation authorities and in the sequences decided by the airport operator or by the operator of noise protection facilities.
- 2.3 Before engine start up the brakes have to be set or the aircraft has to be secured with wheel chocks.
- 2.4 For the warning of dangers by running engines, the collision-warning-lights of the aircraft have to be turned on immediately before the start of the beam engines. The lights may only be turned off after the beam engines shut down. This procedure has to be carried out at day and night. The same handling procedure is requested and recommended for propeller planes.
- 2.5 Aircraft engines may only be started and run with a captain or other qualified staff present in the cockpit of the aircraft.

- 2.6 Whoever starts the engine of an aircraft or operates the engine while running, has to make sure that the propellers as well as the air currents caused by the propellers or by the engine, do not injure any persons or damage anything.
- 2.7 Aircraft engines may not be brought up to a higher engine speed than unavoidable according to the circumstances.

3. No Smoking, Open Fire

Smoking and open fire is prohibited on the aprons, in the aircraft hangars and within the aircraft workshops, indicated by prohibitive signs, as well as within a safety distance of 5 m around parked aircraft and around fuel supply facilities. According to the fire protection regulations and the regulations of the Trade Supervisory Authority Germany, use of open fire is only allowed within the provided areas, when permitted by the airport operator.

4. Vehicles and Equipment with Internal Combustion Engines

Vehicles and equipment with internal combustion engines used on the aprons as well as within hangars and workshops have to be fitted with safety equipment customary in trade – e.g. exhaust systems and mufflers – which prevent the escape of burning exhaust fumes.

5. Operation within Hangars and Workshops

- 5.1 According to the regulations for combustible liquids, aircraft may not be cleaned with flammable liquids of type A danger class I within hangars and workshops. For the cleaning of disassembled aircraft parts, flammable liquids of type A danger class I may only be used within separate workshops with ventilation.
- 5.2 According to the fire protection regulations, the regulations of the Trade Supervisory Authority Germany and the special regulations of aircraft holders, approved by the trade supervisory authority Germany, inflammable, slightly volatile substances, (nitrocellulose paint, etc.) may only be used within hangars and workshops which are equipped corresponding to the regulations.
- 5.3 Lubricants and fuel residues have to be emptied into containers outside the hangar.

6. Storage of Material, Equipment and Waste

- 6.1 Material, equipment and waste has to be stored without risk of fire or explosions.
- 6.2 Lubricants within or close to an aircraft have to be stored within a container with proper delivery gadget.
- 6.3 Empty fuel- and lubricant-containers as well as empty high pressure store bins for dangerous substances may not be stored within hangars and workshops.
- 6.4 Flammable waste (lubricant residues, used cleaning material etc.) has to be kept in marked metal containers with lids closed tight. To prevent spontaneous combustion of the waste, the containers have to be emptied as often as necessary. Containers for draining oil and similar containers have to be emptied and cleaned after use.

7. Fire Protection and Rescue

7.1 Fire

In case of fire observe the following immediately:

- Press the fire alarm and
- Alert the airport fire department by dialling 112 or 0911/937-1593

7.1 The fire has to be controlled with available fire fighting equipment until the fire brigade arrives.

7.2 First Aid / Death

In case of injury or death of a person, the airport fire department, telephone 112, has to be called immediately. Operations management needs to be contacted by dialling 1220.

7.3 Fire protection- and rescue-measures apply to the airport's emergency plan and to the fire protection regulations (see attachment 6) in case of fire or aircraft accidents.

8. **Warning- and Special-Clothing**

8.1 Before entering the apron area, make sure that the following clothing regulations are observed for safety reasons:

When entering the apron area it is recommended to wear safety clothes according to EN 471 type 2.

Attachment 2 referring to point 2.5.3 of the Airport User Manual for Nuremberg Airport dated 17.12.03

Description of the Central Infrastructure Facilities according to the Ground Handling Ordinance (BADV)

1. Aircraft Handling Positions including Facilities for Marshalling/Docking of Aircraft

The aircraft handling positions on the apron are for traffic handling of aircraft. Another use e.g. for parking of aircraft, for large maintenance work, for stand and test runs is only allowed upon permission of the airport operator.

In the apron area, the aircraft is guided or marshalled by the airport operator or by an assigned representative.

Aircraft handling positions are managed and assigned by the airport operator. Aircraft are guided by the handling company's personnel, as far as the handling position is not equipped with an automatic docking system.

2. Passenger Jetways with Integrated Stationary Ground Power Supply

The passenger jetways consist of passenger walkway, staircase and telescopic corridor with integrated 400 Hz power supply.

The passenger jetways are managed and operated by the airport operator.

3. Toilet Service Disposal System

This disposal system consists of:

→ The toilet service station. The station is located in the operation building and provides facilities for filling up the vehicles with water and disinfectants as well as for emptying waste tanks into an underground tank, which is attached to the sewage system. At the same time, the station serves for keeping the vehicles heated in cold weather.

→ The toilet trucks.

The complete disposal system is managed and operated by the airport operator.

4. Supply System for Potable Water

The supply system for potable water consists of:

→ The potable water station. The station is located in the operation building and provides facilities for filling up the vehicles with water and disinfectants. A 380 V power supply, which is necessary for the operation of the built-in circulating pumps in the vehicles, is available. At the same time the station serves as heated parking place for the potable water trucks.

→ The potable water trucks.

The complete supply system is managed and operated by the airport operator.

5. **Waste Collecting Facility**

Regarding the waste resulting from aircraft handling (apart from catering), the waste collecting facility consists of containers separated for each type of waste or recyclable material.

On enquiry the location is announced to the users by the airport operator.

Waste needs to be transported from the aircraft to the waste collecting facility where it should be sorted and separated and disposed of in the respective containers.

6. **Baggage Conveyor Systems (GFS = Gepäckfördersystem)**

The baggage conveyor systems contain:

- The baggage sorting facilities and the baggage transport for outgoing baggage from baggage check in to the aircraft.
- The baggage claim-facilities and the baggage transport for incoming baggage from the aircraft up to the baggage claim.

All baggage conveyor systems are managed and operated by the airport operator.

7. **Airport Information System (FIS = Flughafeninformationssystem)**

The airport information system (FIS), consisting of a central database, software, input- and output devices, is managed and operated by the airport operator. For display of available information, output devices can be rented on demand.

8. **Fuel Depot**

The fuel depot, consisting of several stockpiling tanks with appropriate storage- and withdrawal-stations, is managed and operated by a company as a subcontractor on behalf of Flughafen Nürnberg GmbH.

9. **Store- and Filling-Facilities for De-Icing/Anti-Icing-Agents**

The store- and filling-facility for aircraft de-icing-agents is located in an aircraft maintenance hangar. It is centrally operated and can be shared for a charge by service providers, when required.

Attachment 3 referring to point 3.3.3.2 of the Airport User Manual for Nuremberg Airport dated 17.12.03

Traffic Regulations at Nuremberg Airport

1. Basic Regulations

- 1.1 Each road user has to act without harming himself and others. A safe and prompt traffic handling should be ensured. An impairment of the aircraft handling, particularly during taxiing needs to be avoided.
- 1.2 The Airport User Manual, the Highway Code and the general traffic regulations are binding.
- 1.3 As a matter of principle, the maximum speed is limited to 30 km/h. In the area of parked aircraft slow speed (6 km/h) needs to be followed.
- 1.4 As far as possible, the road for vehicular traffic shall be used.
- 1.5 Before driving, each driver has to convince himself about the roadworthiness of the vehicle.
- 1.6 The use of vehicles must be restricted to the absolute minimum necessary.
- 1.7 Unnecessarily running engines is prohibited.

2. Right of Way

- 2.1 The principle "right before left" applies to intersections and junctions, if the right of way isn't regulated by traffic signs. The traffic route (vehicular traffic) has the right of way over "ramp"-traffic.
- 2.2 Taxiing aircraft take precedence over every other traffic. Towed aircraft and taxiing aircraft are to be handled in a similar manner.



Stop aircraft during taxiing if crossing aircraft approaches on 100 m

3. Special Privileges

- 3.1 Vehicles with yellow flashing light and conducting vehicles, as well as fire trucks, police cars and ambulances with flashing blue light aren't bound to the speed limit.
- 3.2 Caution must be taken around wide body vehicles or other comparable vehicles. Taxiing aircraft also take precedence over these vehicles.

4. Accidents

In case of accidents the operations manager on duty (VVL) must be contacted immediately, Tel. 1220. The scene of the accident must be secured. The persons involved in the accident as well as the witnesses have to remain at the scene of the accident until the arrival of VVL.

Translation;
German version prevails

5. Safety Regulations

- 5.1 Smoking and open fire is prohibited on the apron area. This also applies within the vehicles.
- 5.2 Push-back procedure only with conductor
- 5.3 Being cautious is mandatory when approaching an aircraft.
- 5.4 During the refuelling of aircraft the appropriate safety regulations have to be observed.
- 5.5 Power wires and tank hoses may not be crossed over when lying on the ground.

6. Stopping and Parking

- 6.1 The parking of vehicles is only permitted with set parking brake and only on the areas assigned by FNG (Flughafen Nürnberg GmbH).

7. Lights

During darkness as well as in case of poor visibility during the day, the light (dimmed headlights) has to be switched on.

8. Traffic Obstructions

- 8.1 Contaminations of airport facilities as well as traffic obstructions and objects left behind have to be avoided.
- 8.2 Contamination of the apron area with fuel or other substances is prohibited. If contamination occurs nevertheless, the airport fire-department needs to be informed immediately. Cleaning and elimination of the fire- or accident-danger will be carried out by the fire-department at the expense of the holder or the polluter.

Legal Air Safety Regulations

1. Obligation for Carrying the Identity Card

The identity card always needs to be carried well visible in the upper area of the outer clothing. Failure to wear ID will result in removal from the airport, reoccurrence will result in expulsion.

The ID-card owner may enter the safety areas only in pursuance of his occupation resp. according to special order. Access with the intention to guide a private tour within the airport buildings or around the airport is prohibited.

The issuing counter needs to be notified immediately about the loss, theft, damage, uselessness of the ID-card as well as the owner's change of name. In case of absence (e.g. at the weekend) gate 1, tel. 1236, has to be contacted, so that the ID-card can be blocked immediately.

The ID-card isn't transferable. According to Article 29 of LuftVG (air traffic regulations), violators will be prosecuted as ID-card misuse and can be punished with temporary or permanent card withdrawal depending on the offence.

2. Access to the Safety Area

The access to the safety area is only permitted via the doors and turnstiles assigned. Access is only permitted after the PIN code has been entered and the ID-card read. In case of an already open door, the card must be read, nevertheless.

Access is only permitted for a single person after reading the card into the system. Following persons may only enter if they have also identified themselves with their ID card. Structural or technical closing- and safeguarding-facilities at the operation doors may not be turned off. It is inadmissible to block or keep the operation doors open.

3. Prohibition of allowing unauthorized persons to enter and carrying forbidden objects and materials along

It's each person's own responsibility to pay attention, during entry to all access points, that no unauthorized persons get into the safety area resp. no forbidden objects or materials are brought in.

4. Instructions Authorization

Instructions given by the security personnel have to be followed.

ID-card misuse or negligence of the safety regulations will result in loss of card and access. FNG (Flughafen Nürnberg GmbH) reserves the right to take appropriate measures in case of violations against legal acts particularly against air traffic regulations with reference to the supervisory authority's statement.

Attachment 5 referring to point 7.5 of the Airport User Manual for Nuremberg Airport dated 17.12.03

Waste- and Environment-Regulations

Complimentary to the general regulations of the Airport User Manual, the waste disposal at Nuremberg Airport is regulated in more details as follows.

1. General Information

- 1.1 The area of Nuremberg Airport is regarded as unified area, on which the airport operator is responsible for collection, transportation, intermediate storage and even for recycling of waste and recyclable material. These measures are subject to centralizing the amount of waste. Hereby the main aim is waste avoidance and waste reduction.
- 1.2 Waste disposal measures are carried out by the airport operator himself or by an assigned third party.
- 1.3 The instructions of these waste regulations as well as those issued by the airport operator have to be followed by each person using the airport.

2. Transportation of Waste and Recyclable Material

- 2.1 The following waste and recyclable substances within the airport area are subject to sorting and collecting by the airport operator:
 - Domestic garbage
 - Special refuses similar to domestic garbage
 - Degradable waste
 - Recyclable substances, like glass, paper, cardboard, magazines, metals, plastics, wood waste, styrofoam as well as materials according to the Dual System Germany (DSD)
 - Contents of grease isolating material
 - Hygienic hazardous waste concerning epidemic disease (aircraft waste)
 - Organic materials collected in sorted form
- 2.2 Other waste and recyclable substances (e.g. rubble, sludge and all other waste materials) are excluded from the removal by the airport operator.
- 2.3 The airport operator may, for the reason of waste disposal or other reasons, exclude from the disposal certain or further waste or recyclable materials, mentioned above. These materials may also be included to the disposal.
- 2.4 Those substances not being subject to the airport waste disposal have to be disposed of according to the respectively valid regulations and agreements. On demand of the airport operator, proof of disposal in sorted form and by qualified companies or facilities has to be furnished.

3. Obligated Persons

All persons occupied within the airport area as well as tenants (local enterprises and facilities which rent or lease rooms or trade areas), are obliged to act according to 2.1. In order to guarantee a proper disposal of waste or recyclable substances, this also applies to all other persons, who have to act according to the Airport User Manual.

4. Waste Avoidance

- 4.1 The amount of waste has to be kept as low as possible.
- 4.2 Pollutants in waste have to be minimized as far as possible.
- 4.3 Recyclable materials are not to be considered as waste. They must be separated and kept in sorted form.
- 4.4 Regarding waste-avoidance but also -reduction within the generally accessible airport areas, food and drinks shall be offered in reusable packing and containers or for deposit. The use of waste intensive throw-away dishes should be avoided completely.

5. Disposal of Recycling Material

- 5.1 Recyclable materials must be separated from waste in the operational facility. In particular, they have to be collected in sorted form, as follows:
 - Bottles and other containers made of glass, sorted according to colours, have to be disposed of in the containers especially provided.
 - Organic kitchen slops as well as organically soiled paper waste have to be disposed of, completely free of inorganic substances, in special collecting containers.
 - Clean paper, cardboard, magazines and newspapers have to be disposed of in the containers provided or according to detailed information by the airport operator, in special recycling containers within the operational facilities.
 - Further recyclable materials e.g. lumber, metal and pure synthetic materials (e.g. foils) have to be disposed of in the systems specifically provided.
- 5.2 The airport operator may plan a separate disposal system for further recyclable materials.

6. Waste Disposal

- 6.1 The airport internal waste collection picks up all waste and recycling material at a regular sequence (see. paragraph 2.1). If occasionally or seasonally larger quantities arise, additional waste removals are possible.
- 6.2 Removal of bulky refuse goes to the expense of those responsible for it.
- 6.3 With the disposal into the container, waste and recycling material, get in the airport operator's possession. This doesn't apply to substances which are excluded by the disposal.
- 6.4 Waste containers for final disposal may only be set up and used with consent of the airport operator.

7. Waste- and Recycling-Containers, Location

- 7.1 In consideration of the interests of the obliged, the airport operator decides about type, size and the quantity of the waste- and recycling-containers. The users have to inform the airport operator in time about the number of necessary containers as well as possible changes of the amount of waste.
- 7.2 Waste and recycling material may only be disposed of in the containers or garbage bags provided by the airport operator. Common containers for several users are permitted.

7.3 The containers as well as the locations and transport routes have to be kept clean and treated carefully by the obliged. In case of damages, excessive contaminations as well as in the case of loss, the obliged persons are liable for the damage caused, as far as a fault is provable.

8. Special Cases, Special Refuse

8.1 Special refuse has to be separated from other waste. This applies e.g. to batteries of every kind, fluorescent lamps, medicines and pesticides, paints and solvents as well as to brake fluids, mineral and other oils, antifreezes, and other ecologically harmful chemicals.

8.2 Regarding the disposal (e. g. by the Company for disposal of special refuse = Gesellschaft zur Beseitigung von Sondermüll (GSB) in Bavaria) for this type of waste, it can be referred to the airport operator who has a temporary store room for this purpose.

9. Degradable Waste

The users are obliged, to transport degradable waste at their own expense to the disposal stations determined by the airport operator or, to dispose of the waste according to the airport operator's instructions.

10. Disturbances

In case of reduced, interrupted or delayed waste disposal due to an act of god, official order, breakdowns, operationally necessary work, or other reasons, no compensation or reduction of payment can be claimed. The omitted measures will be made up as soon as possible.

11. Participating- and Tolerating-Duties

11.1 For control of waste disposal or for repairs, access to the operating rooms must be granted to the airport operator's representatives at any time,

11.2 On demand, information needed for waste disposal must be given by those who use the disposal facilities. Specifically information about quantity, compounds and origin of the waste and recycling material needs to be given.

11.3 If doubts arise with regard to correct waste disposal, the owners of the waste are obliged to have chemical waste testing at their own expense.

12. Other Matters

12.1 With the airport operator's agreement, regulations deviating from the waste regulations may be arranged.

12.2 Whoever violates these waste regulations or instructions issued, may be excluded from the use of the waste facilities. Further rights, e.g. being removed from the airport (see part II, no. 9. of the Airport User Manual), are reserved.

12.3 The users are liable for damages and charges which result from violations mentioned above, including the delivery of unauthorized waste materials.

House Rules

Welcome at Nuremberg Airport. We want you to feel comfortable with us. Therefore the following rules have to be taken into consideration within the terminals and on the forecourts.

It is prohibited ...

to spray, paint, write soil or damage furnishings, areas, ceilings and walls	to block rescue and escape routes
to throw away waste, cigarette ends and chewing gums outside the containers provided	to misuse emergency call facilities
to smoke outside the smoking area	to park vehicles outside the indicated areas
to beg, loiter or annoy persons	to play a loud music
to get drunk in public	to take unleashed dogs along
to trade with and consume drugs	to take along dangerous or aggressive dogs
to use bicycles, skate boards, scooters, inline skates and comparables	to take baggage trolleys outside the airport area
to misuse furnishings	to misuse the baggage trolley for transportation of construction- or other material

The following is only permitted according to previous approval by Flughafen Nürnberg GmbH:

distribution of flyers, brochures and leaflets

attachments of posters and notices

sale and distribution of goods

live music, appearances, events and demonstrations

commercial photo-, film- and TV-shootings

carrying out of interviews, collecting- and signature-campaigns

Please note ...

Instructions regarding the domiciliary rights, given by the personnel of Flughafen Nürnberg GmbH, have to be followed.

Parents are legally responsible for their children.

We wish you a pleasant stay and a good flight.

These house rules apply to the complete area of Flughafen Nürnberg GmbH

Violations against the house rules lead to house reprimand, exclusion, criminal prosecution or compensation claim.

For deliberately caused contamination we charge cleaning costs including our administrative costs (at least 20 €).