

Airport Utilization Regulations for Dortmund Airport

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List of Abbreviations

AIP	Aeronautical Information Publication
APU	Auxiliary Power Unit
ASDA	Accelerate-Stop Distance Available
AVGAS	Aviation Gasoline
BADV	<i>Bodenabfertigungsdienst-Verordnung</i> (Ground Handling Service Regulation)
BetrSichV	<i>Betriebssicherheitsverordnung</i> (Industrial Safety Regulation)
BGB	<i>Bürgerliches Gesetzbuch</i> (German Civil Code)
DWD	<i>Deutscher Wetterdienst</i> (German Meteorological Service)
FBO	<i>Flughafenbenutzungsordnung</i> (Airport Utilization Regulations)
FBP	<i>Flughafenbezugspunkt</i> (Airport Reference Point)
FOD	Foreign Object Debris
ft	Foot/feet, (1ft=0,3048 m)
GefStoffV	<i>Gefahrstoffverordnung</i> (Ordinance on Hazardous Substances)
IATA	International Air Transport Association
ICAO	International Civil Aviation Organization
LDA	Landing Distance Available
LHundG NRW	<i>Landeshundegesetz NRW</i> (State Dog Regulation Act NRW)
LuftSiG	<i>Luftsicherheitsgesetz</i> (Aviation Security Act)
LuftVG	<i>Luftverkehrsgesetz</i> (Air Traffic Act)
LuftVO	<i>Luftverkehrsordnung</i> (Air Traffic Regulations)
MTOM	Maximum Take-Off Measurement
NN	<i>Normalnull</i> (Sea Level)
PCN	Pavement Classification Number
PPR	Prior Permission Required
PWK	<i>Personal- und Warenkontrolle</i> (Personnel and Goods Control)
SBP	<i>Startbahnbezugspunkt</i> (Take-Off Reference Point)
SMS	Safety Management System
StVO	<i>Straßenverkehrsordnung</i> (Road Traffic Regulations)
TODA	Take-off Distance Available
TORA	Take-off Run Available
WHG	<i>Wasserhaushaltsgesetz</i> (Water Resources Act)

1 Description of Dortmund Airport

1.1 General Information on the Commercial Dortmund Airport

1.1.1 Description

Dortmund Airport

ICAO-Abbreviation: EDLW

IATA-Abbreviation: DTM

1.1.2 Airport Operator

Dortmund Airport

Postal address: Flughafen Dortmund GmbH
Flugplatz 21
44319 Dortmund

Telephone: 0231 / 9213-01

Fax: 0231 / 9213-125

SITA: DTMAPXH

Internet: www.dortmund-airport.com

E-Mail-Address: service@dortmund-airport.de

1.1.3 Location and Distance to the City

Dortmund Airport is located 10 km east of the city centre of Dortmund.

1.1.4 Airport Reference Point (FBP)

Geographical latitude: 51°31'05,925" N

Geographical longitude: 07°36'44,066" E

Altitude above sea level: 123,75 m (406 ft)

1.1.5 Runways Reference Point (SBP)

Geographical latitude: 51°31'08,658" N

Geographical longitude: 07°36'51,788" E

Altitude above sea level: 122,63 m (402 ft)

1.1.6 Airport Reference Temperature

21,9°C

1.1.7 Local Variation

1,7° E (2018,01)

1.1.8 Operating Period

The airport serves the general traffic with aircrafts according to visual and instrument flight rules for precision and non-precision approach procedures between 06:00 hours and 22:00 hours (local time).

Until 23:00 hours (local time) four scheduled landings per each day on average during the six busiest months of the year are permitted.

Aircrafts in scheduled regular service, whose scheduled landings are intended until 23:00 hours (local time), are permitted to land until 23:30 hours (local time) in case of a delay after prior approval by the placeholder (PPR).

Aircrafts in scheduled regular service, whose scheduled take-offs at Dortmund Airport are intended until 22:00 hours (local time), are permitted to take-off until 22:30 hours (local time) in case of a delay after prior permission by the placeholder (PPR).

If the number of 16 delays are exceeded in a month, additional late take-offs or late landings shall only be permitted with the approval of the local aviation supervision in the month in question. In case of predictability and/or repeated repetition of a delay on a flight connection, such local aviation supervision may withhold its consent. Applications must be submitted by the placeholder at the local aviation supervision. Only aircrafts for delayed take-offs or landings on the commercial Dortmund Airport shall be permitted, which due to its particular low-noise construction are included in the bonus list of the Federal Ministry of Transport, Construction and Housing, as amended.

1.1.9 Types of Aircrafts

On the commercial Dortmund Airport only aircrafts up to a maximum permissible take-off weight of 100,000 kg (MTOM) and rotary wing aircrafts up to a maximum permissible take-off weight of 30,000 kg (MTOM) are permitted to operate. Aircrafts with a maximum permissible take-off weight (MTOM) above 9,000 kg may only operate, if they are in compliance with the noise protection requirements of the ICAO-Attachment 16, volume I. Aircrafts with a maximum permissible take-off weight of more than 75,000 kg may only operate, if due to their particular low-noise construction they are included in the bonus list of the Federal Ministry of Transport, Construction and Housing or in more recent regulations, which supersede the bonus list. In case of self-starter power gliders the prior approval of Flughafen Dortmund GmbH is required.

1.1.10 Other Information

Further information may be obtained from the Aeronautical Information Publication (AIP) of the Federal Republic of Germany. Amendments of the description are published in the AIP and shall be decisive as from the date of the given publication.

1.2 **Meteorological Information**

The prevailing wind direction at the commercial Dortmund Airport is southwest. The average maximum daily temperature of the warmest month (July) is 21,9°C, the average minimum daily temperature of the coldest month (January) is -0,8°C. Further information may be obtained from the Aeronautical Information Publication (AIP) of the Federal Republic of Germany.

1.3 **Information on Flight Operation Facilities**

1.3.1 Take-off and Landing Runway of the Commercial Airport

Description	Sizes [m]	Capacity PCN-value	Surface
06 / 24	2000 x 45	49/F/C/W/T	Asphalt / Anti-skid surface

Description	TORA [m]	TODA [m]	ASDA [m]	LDA [m]
06	2000	2060	2000	1700
24	2000	2060	2000	1700

1.3.2 Taxiing Runways of the Commercial Airport

Description	Width [m]	Capacity PCN-Wert	Surface
A	23	49/F/C/W/T	Asphalt
B	15	49/F/C/W/T	Asphalt
C	23	49/F/C/W/T	Asphalt
D	23	49/F/C/W/T	Asphalt
K	23	49/F/C/W/T	Asphalt
L	20	49/F/C/W/T	Asphalt
M	23	49/F/C/W/T	Asphalt

1.3.3 Aprons

Information on location, carrying capacity and condition of the aprons may be obtained from the Aeronautical Information Publication (AIP) of the Federal Republic of Germany.

1.3.4 Helicopter Traffic

Location, carrying capacity and condition of the parking area for helicopters may be obtained from the Aeronautical Information Publication (AIP) of the Federal Republic of Germany. Instructions of the air traffic control must be taken into account.

1.3.5 Classification of the Commercial Airport

ICAO-airport reference code: 4C

1.3.6 Opening Hours Terminal

The terminal is open from 03.45 hours until 24.00 hours.

The opening hours can be adapted as to the seasonal requirements, where appropriate.

2 Applicability of the Airport Utilization Regulations

Those who enter the commercial Dortmund Airport or drives over there with aircrafts, vehicles and devices, is subject to the provisions of these Airport Utilization Regulations (FBO) and any instructions given by the airport operator (Flughafen Dortmund GmbH) for their execution. The provisions of these utilization regulations and authorizations granted thereto and/or permits shall not substitute authorizations and/or permits required according to different legal provisions.

Insofar as the provisions and instructions concern aircraft operators, they shall apply accordingly for the owners of the aircrafts as well as for persons, who make use of the aircrafts, without being operators or owners of these aircrafts, or to be commissioned with their handling at the airport.

Flughafen Dortmund GmbH must ensure, that the facilities prescribed by the authorization authorities and other available facilities are in a condition intended accordingly.

The contents of the authorizations, as amended, of the commercial airport Dortmund pursuant to § 6 LuftVG (*Luftverkehrsgesetz*, Air Traffic Act) – planning permission resolution of 24.01.2000 as well as amendment of the operating licence of 29.01.2003, of 07.05.2009 as well as of 01.08.2018 – and EASA-certification of 18.12.2017 remain unaffected of this FBO. The same applies for the regulation of the airport traffic pursuant to § 21a LuftVO (*Luftverkehrsordnung*, Air Traffic Regulations).

3 Utilization with Aircrafts and Ground Handling Services

3.1 Authority for Take-Off and Landing

- 3.1.1 The utilization of the commercial airport with aircrafts is permitted against payment defined in the individual charging system as well as when utilizing other services against the individually defined charges.
- 3.1.2 Upon request the aircraft operators must provide to the airport operator the documents, which are necessary for review of the utilization entitlement and charging settlement.
- 3.1.3 The utilization of the commercial airport with gliders, ultralight aircrafts and balloons as well as for dropping of parachutists is not permitted.

3.2 Take-Off and Landing Facilities

- 3.2.1 For take-offs and landings as well as when taxiing the take-off and landing runways and the taxiing runways or other particularly marked areas are to be used.
- 3.2.2 Taxiing airfield are the take-off and landing runway as well as the taxiing runways (see AIP) located in the areas of responsibility of the air traffic control unit.
- 3.2.3 The aprons and taxiing runways outside the area of responsibility of the air traffic control unit are not part of the taxiing airfield.
- 3.2.4 The taxiing and the appropriate security space and the protection zone around the facilities of the instrument landing system may only be entered or driven on with the consent of the Flughafen Dortmund GmbH after permission of the air traffic control unit (control tower). The traffic guidance on the taxiing airfield takes place by instruction or release of the control tower. Also the movements of aircrafts on aprons and taxiing runways outside the taxiing airfield require the permission of the air traffic control unit (control tower). Taxiing instructions of the air traffic control unit including the allocation of parking positions take place on behalf of the airport operator. Traffic information on other aircrafts, vehicles and pedestrians are granted as far as possible and shall not release the aircraft pilot in command from his responsibility regarding the avoidance of collisions according to SERA.3225. Constant tuning-in to the tower is required. Exceptions require the explicit authorization of the air traffic control unit. Releases are to be confirmed by way of verbal repetitions.

3.3 Taxiing and Towing

- 3.3.1 Aircrafts may only be taxied with their own power by persons authorized to do so. They may not be taxied with their own power into or out from hangars and workshops. If taxiing plans exist, they must be observed.
- 3.3.2 In the area of the aprons aircrafts may only be taxied with the strictly necessary minimum speed of the jet engines.
- 3.3.3 The instructions of the employees of the Flughafen Dortmund GmbH must be followed on the aprons when taxiing with own power and also when moving the aircrafts without own power, for example during towing of aircrafts.

3.4 Handling Apron

- 3.4.1 The handling apron serves the traffic handling of the aircrafts. A different utilization, like for example for the parking of aircrafts or maintenance works, is only permissible with the consent of the Flughafen Dortmund GmbH.
- 3.4.2 Handling positions (Terminal + GAT) are allocated by the Flughafen Dortmund GmbH according to the operational requirement and are marked by markings and description. The maximum parking time on the apron is two hours. An extension of the parking time is only possible, if an explicit extension of the parking time was agreed with the Flughafen Dortmund GmbH, which is invoiced in accordance with the individually effective charging system.

3.5 Ground Handling Services (as required)

- 3.5.1 Flughafen Dortmund GmbH is authorized to perform ground handling services according to the directory of the ground handling services (Attachment 1 of the ground handling services regulations (BADV). Self-handlers and service providers are authorized within the scope permitted by Flughafen Dortmund GmbH by way of user contract, to perform these services as well. The permitted self-handlers and service providers must place their handling devices exclusively at areas allocated by Flughafen Dortmund GmbH against payment. Legal provisions concerning rent (§§ 535 and subsequent BGB, *Bürgerliches Gesetzbuch*; German Civil Code) shall become applicable for the parking and storage of handling equipments. A storage obligation only exists for Flughafen Dortmund GmbH, if a particular written agreement has been made in this respect.

In cases, in which the smooth operational workflow on the airport is jeopardized or disturbed by conduct caused by a self-handler or service provider or the requirements according to § 8 BADV are not fulfilled, the airport operator is authorized to take the required actions at their expense. The individual self-handler or service provider will be given the opportunity to express himself in this respect (see § 10 Abs. 2 BADV).

The non-compliance of contractual or legal provisions authorizes the airport operator to terminate the usage contract, to prohibit the access to the Flughafen Dortmund GmbH as well as the blocking of using the airport IDs.

- 3.5.2 The liability insurance required according to BADV (Attachment 3 to § 8 BADV) must be concluded with an insurance company authorized to operate this business and to be evidenced by a certification of the insurer to Dortmund Airport GmbH, which must describe the insured sum and the legal provision (BADV) mandatory for the insurance (§ 113 Insurance Contract Act).
- 3.5.3 Self-handlers and service providers are admitted by the airport operator by way of licence agreement, if they comply particularly with the legal requirements of BADV. Flughafen Dortmund GmbH is authorized to charge a fee from the admitted self-handlers and service providers for the access, for the maintenance and for the use of its equipments (§ 9 para. 1 and para. 3 BADV).
- 3.5.4 The following equipments are central infrastructure equipments within the meaning of § 6 BADV:
1. Handling counter
 2. Handling apron
 3. Equipments for the direction of the aircrafts
 4. Boarding bridges
 5. Flight information system
 6. Aircraft de-icing system
 7. Baggage handling system
 8. Ground power supply
 9. Tank storage and underground fuelling system
 10. Noise protection cabin for jet engine trial runs

The central infrastructure equipments are exclusively maintained, managed and operated by Flughafen Dortmund GmbH. If services, which may be obtained by these equipments, are required, the central infrastructure equipments are to be used against payment. The relevant payments can be derived from the charging system valid for Flughafen Dortmund GmbH.

- 3.5.5 The airline companies and the aircraft operators or the individual aircraft pilots assume responsibility for the safety of their passengers when entering the apron areas and the other operational facilities.
- 3.5.6 The self-handlers and service providers must observe the relevant public-law provisions including official regulations for the Flughafen Dortmund GmbH.
- 3.5.7 Providers of ground handling services on the apron are subject to immediate reporting to the supervisory bodies of the airport operator (transport manager on duty), if events

will occur, be established or observed during service provision, which might have impacts on the safe, proper and swift airport operation transaction.

3.6 Statistics

The aircraft operators are obliged to provide Flughafen Dortmund GmbH without specific request with information required for the statistical recording and the payment in line with procedures established by Flughafen Dortmund GmbH.

3.7 Parking and Storage

3.7.1 Parking and storage areas are provided by Flughafen Dortmund GmbH. If an aircraft stays longer than two hours on the commercial airport, the aircraft operator at request of Flughafen Dortmund GmbH must park it on a parking area allocated to him or have it stored in a hangar. Due to safety and operational reasons Dortmund Airport GmbH can request the positioning of the aircraft at another parking or storage area, or, if the aircraft operator cannot be contacted or if the demand is not duly complied with, is entitled to have the aircraft against payment taxied without its own power or positioned there by skilled personnel.

3.7.2 The security of a parked or stored aircraft falls within the responsibility of the aircraft pilot or aircraft operator. During darkness or poor visibility the aircraft pilot or aircraft operator must sufficiently mark a parked aircraft by lights or other tools. If the aircraft pilot or operator does not comply with this request, Flughafen Dortmund GmbH takes over the security according to prices of the individual valid charging system.

3.7.3 The legal provisions concerning the rent (§§ 535 and subsequent BGB, *Bürgerliches Gesetzbuch*; German Civil Code) are applicable for the parking and storage of an aircraft by referring to the restriction in figure 3.11. A storage obligation only exists for Flughafen Dortmund GmbH, if a particular written agreement was made in this respect.

3.7.4 The users of aircraft hangars must treat the aircraft hangars and their equipment with care and to comply particularly with the following provisions:

3.7.4.1 The storage of aircrafts is only permitted against payment due to a contract with Flughafen Dortmund GmbH.

3.7.4.2 The storage area will be allocated to the aircraft operator or his representative. The instructions of the supervising personnel of Flughafen Dortmund GmbH are to be followed.

3.7.4.3 Technical facilities, equipments and devices of Flughafen Dortmund GmbH, particularly power supply systems, cranes, vehicles and assembly frames may

only be used after agreement with the airport and against payment. Furthermore, obstacle-relevant objects require the consent of the aviation authority (construction protection area pursuant to § 12 LuftVG, Aviation Act).

- 3.7.4.4 The hangar doors may only be operated by skilled personnel of Flughafen Dortmund GmbH. The space in front of the hangar doors must be kept clear.
- 3.7.4.5 Aircrafts may not be repaired, cleaned, polished or sprayed in the aircraft hangars.
- 3.7.4.6 The storage and maintenance of private vehicles, other ground vehicles and other objects in aircraft hangars is not permitted.
- 3.7.4.7 Also in case of long-term contracts with Flughafen Dortmund GmbH the stored aircrafts are not insured against fire and theft and not against damages caused by third parties on the side of Flughafen Dortmund GmbH.
- 3.7.4.8 The collected storage payment relates only to the hangar area and shall not include any servicing by personnel of Flughafen Dortmund GmbH. The manoeuvring of aircrafts shall only be made by skilled personnel of Flughafen Dortmund GmbH. This is done on behalf of the aircraft operator. Flughafen Dortmund GmbH shall only assume liability for damages at aircrafts, which were evidently caused by the personnel of the airport operator.

3.8 Noise Control

- 3.8.1 The aircraft operator and aircraft pilot must limit noise level caused by the jet engines of the aircrafts, to the unavoidable minimum.
- 3.8.2 Jet engine trial runs may only be made within the noise control cabin. In this respect the running of the engines at idle speed is not involved. Inspections of the jet engines within the scope of the pre-flight check intended by the manufacturer, which serve the direct preparation of the take-off, are not involved. These trial runs, however, shall only be permissible in the operating time. If the noise control cabin can evidently not be used due to technical reasons and a maintenance in a timely manner is impossible, Dortmund Airport GmbH shall be entitled to allow exceptions in urgent cases during the time of 06:00 - 22:00 hours (local time). During the time between 06:00 - 08:00 hours and 20:00 - 22:00 hours the additional consent of the air traffic control must be obtained.

For using the noise control cabin the prior consent of the shift supervisor of the ground traffic service of Flughafen Dortmund GmbH, Tel. 0231/9213-245, must be obtained. The operating of the noise control cabin may only be performed by authorized personnel.

- 3.8.3 For the avoidance of ground noise all movements with own power in connection with the operation of aircrafts may only take place during the defined operating time. The

taxiing after landing with own engines is in any case permitted up to the first allocated handling position.

- 3.8.4 For the general traffic with aircrafts according to visual and instrument flight rules for precision and non-precision approach procedures, the operating time at Flughafen Dortmund GmbH is permitted between 06:00 and 22:00 hours (local time).

Four scheduled landings per day on average during the six busiest months of the year are permitted up to 23:00 hours (local time).

- 3.8.5 Aircrafts, which are positioned at the terminal positions 0-12, must fundamentally use the ground power supply at the positions for noise reduction. Exceptions require the explicit consent of Flughafen Dortmund GmbH.

- 3.8.6 For aircrafts up to 2,000 kg in non-commercial traffic, the landing site noise protection regulation, as amended, must be applied. Furthermore, repeated take-offs and landings of the same aircraft are not allowed within a period of less than one hour at following hours:

Saturday:	before 07:00 hours, 12:30 - 14:30 hours, after 20:00 hours (local time)
Sunday/public holiday:	before 09:00 hours, 12:30 – 14:30 hours, after 19:00 hours (local time)

Excepted from the timely limitation are aircrafts of the Federal Armed Forces, federal police force, ambulance and police, insofar as this is required for the compliance of their special tasks taking into account the public security or order.

- 3.8.7 The aircraft operators or the local aircraft building companies must furthermore follow the instructions to execute the jet engine trial runs or to reduce the flight noise. They indemnify Flughafen Dortmund GmbH against any claims of residents due to unlawful noise causation.

3.9 Maintenance Works

Maintenance works as well as the refuelling and defueling of aircrafts, vehicles, equipments and other objects, cleaning, polishing, spraying and de-icing of aircrafts may only take place at the areas allocated by Flughafen Dortmund GmbH or central infrastructure facilities. The implemented tools need to be coordinated with Flughafen Dortmund GmbH.

3.10 Immobilized Aircrafts

- 3.10.1 The aircraft operator must ensure to make all related agreements and decisions for the quickest removal of an immobilized aircraft from the flight operating areas.
- 3.10.2 If an aircraft remains immobilized at the commercial airport, Dortmund Airport GmbH shall be entitled to remove it from the flight operating areas also against objections from the aircraft operator at his expense or commission qualified third parties with the removal, insofar as this is required for the handling of the air traffic. Flughafen Dortmund GmbH shall only be liable for damages, if it has caused them intentionally or with gross negligence. The same shall apply, if the aircraft operator has commissioned Flughafen Dortmund GmbH, to remove his immobilized aircraft from the flight operating areas or to collaborate with the removal.
- 3.10.3 The aircraft operator/-pilot or the station manager of the aviation company is obliged to sign a recovery order prior to the recovery of the immobilized aircraft.
- 3.10.4 If an aircraft is immobilized and Flughafen Dortmund GmbH is therefore subject to financial loss, Flughafen Dortmund GmbH is entitled to request replacement from the aircraft operator.

3.11 Tenant-Law Liability

Flughafen Dortmund GmbH shall not be made liable for damages, which occur due to no fault of Flughafen Dortmund GmbH during take-off, landing, parking or storage of aircrafts.

4 Entry and Driving on the Airport Grounds

4.1 Roads, Places and Entrances

- 4.1.1 Roads and places of the commercial Flughafen Dortmund GmbH are not meant for the public transport and may be restricted and closed due to operational reasons. Users must observe the Road Traffic Act also on the part of the commercial airport not accessible to public transport, insofar as no deviating regulation has been specified by Flughafen Dortmund GmbH.
- 4.1.2 The non-public area of the airport grounds may only be entered and driven on through the entrances released by Flughafen Dortmund GmbH of the individually authorized person and group of persons explicitly authorized by Flughafen Dortmund GmbH. The entry takes place through control authorities GAT, gate 15 or the personnel and goods control (PWK). Due to operational and air safety reasons traffic can be restricted or closed.
- 4.1.3 The permission to enter or drive on the security sector (LuftSiG; Aviation Security Act § 8), includes the obligation to tolerate entry and exit controls of persons, the vehicles as well as carried items through Flughafen Dortmund GmbH or authorized persons for the purpose of establishing injury to property on the commercial airport.
- 4.1.4 All persons employed on the apron, who regularly stay outside of vehicles, ground equipments and aircrafts for works, must wear safety clothing pursuant to the valid European Norm. The compulsory wearing also extends to all traffic routes on the total apron area. Excepted therefrom are crew members or flight passengers under supervision of the crew on short walks between terminal building/bus and aircraft.

4.2 Vehicle Traffic

- 4.2.1 If vehicles and equipments are used at the airport, vehicle owners and drivers and possibly insured parties shall assume responsibility for their traffic safety and operational safety.
- 4.2.2 All vehicles, which permanently drive on the security area of the commercial airport, must be insured for liability, namely with a sum insured of at least 50 million Euro net, which includes the operation on the airport grounds.
- 4.2.3 The driving on the security area of the commercial airport requires the written consent of Flughafen Dortmund GmbH. The access authorization is documented by way of a badge, which visibly must be fixed behind the windscreen of the vehicle.

- 4.2.4 The driving on the security area of the commercial airport is only permitted after prior traffic instruction by Flughafen Dortmund GmbH. The instruction is documented by Flughafen Dortmund GmbH. This traffic instruction is chargeable. The current expenses are indicated on the valid charging system (part E charges for special services).
- 4.2.5 Prior to the drive-in into the security area of the commercial airport an inspection of the wheels of the vehicle as to foreign-object debris (FOD) takes place. This inspection must also take place after exiting of unsecured roads within the scope of the non-accessible area of the commercial airport. This regulation shall not apply for follow-me, fire engine, ambulance, and emergency vehicles in use. If wheels were not inspected and are the cause for dirt on the movable areas, their cleaning will be invoiced to the owner of the vehicle.
- 4.2.6 Vehicles may only be parked in the car parks and on the marked parking spaces. Any vehicles parked contrary to traffic regulations or after expiry of the maximum permissible parking time in the car parks or parking spaces may be subject to removal at the cost and risk of the owner. The general terms and conditions for the utilization of the car parks P1/P2/P4/P5 and parking spaces P3/P6/P7 are applicable.
- 4.2.7 If vehicles are used on the commercial airport, which are not allowed to drive on public roads, this requires the written consent given by Flughafen Dortmund GmbH. The owner of these vehicles is responsible for the reliable condition (according to BGV D 29) and the proper operation of the vehicles.
- 4.2.8 The owner or driver of these vehicles indemnifies Flughafen Dortmund GmbH from claims for damages resulting from the operation of such vehicles.
- 4.2.9 The provision of the rules of traffic (StVO; Road Traffic Act) shall be applied analogously regarding the regulation of road traffic in the security area of the commercial airport. § 22 para 4 LuftVO (Air Traffic Regulation) remains unaffected thereby.
The effective "traffic and security rules for the non-public area of the airport grounds" must be observed and complied with. The employees of Flughafen Dortmund GmbH (red "V" in the airport identity card) are particularly authorized to perform monitoring, stop drivers, and to withdraw the internal driving licence in case of infringements.
- 4.2.10 Small vehicles (for example mopeds, bikes) shall not be parked on aprons, stairs and aisles, but only on areas intended therefore.
- 4.2.11 The driving and exiting of the fence paths by internal and/or external employees of own companies or third-party companies as well as of authorities must be notified on telephone number 0231/9213-650, Flughafen Dortmund GmbH (apron control, traffic management).

4.3 Generally not accessible Facilities

4.3.1 General

4.3.1.1 Facilities in the security area of the commercial airport, which are not generally accessible, may only be entered or driven on with the consent of Flughafen Dortmund GmbH. For this part of the grounds of the commercial airport photo IDs are prepared by Flughafen Dortmund GmbH. The IDs must be worn visibly and openly.

The facilities include the following:

1. the taxiing airfield with the runways and spaces for take-off, landing and taxiing
2. handling aprons and other apron spaces
3. aircraft hangars
4. baggage and freight hangars
5. garages and workshops
6. fuel facilities
7. work and maintenance yards
8. construction sites

Sentence 1 relevant for properties and facilities (for example for flight securities, navigation light and emission measurement facilities) outside of the enclosed grounds of the commercial airport.

Without authorization the aprons may not be exited in direction to the taxiing airfield, but only with single consent of the air traffic control unit.

4.3.1.2 Flughafen Dortmund GmbH is entitled to grant and revoke at any time the consent according to para. 4.3.1.1 in general or for each single case.

4.3.1.3 The entry or driving on the security area may only take place for visitors and suppliers under responsible guidance of an authorized person of Flughafen Dortmund GmbH or by an airport security badge wearer.
In this respect aircrafts may not be touched. Children may only enter the facilities accompanied by an adult.

4.3.1.4 The commissioners of the police, federal police, District Government Münster, Federal Aviation Office, Aviation Security Authority, customs and health authority, the company instructed with the execution of the flight security, and the German Meteorological Service are authorized to enter the security areas in the performance of their professional duties or to drive on them as an exception with the approval of Dortmund Airport GmbH. In any case Flughafen Dortmund GmbH must be informed in advance.
The other established rights of the aviation authority and the German Meteorological Service (DWD) remain unaffected thereby.

4.3.1.5 Vehicles being driven in the security area, must particularly be marked at request of Flughafen Dortmund GmbH and be provided with special security equipments.

4.3.1.6 Aircrafts may only be entered with the consent of the aircraft operator or representatives of the operator, with the exception in the cases according to point 3.7.1 last sentence and point 3.10.2 first sentence.

4.3.2 Taxiing Airfield

4.3.2.1 The consent required for the entrance or driving on the taxiing airfield according to para. 4.3.1.1 is granted by Flughafen Dortmund GmbH in agreement with the air traffic control unit. Those who enter or drive on the taxiing airfield, may only move according to the instructions of the air traffic control unit and must particularly observe their radio messages, light signals and signs, about its importance he must inform himself on the taxiing airfield.

4.3.2.2 For the driving on the taxiing airfields a special traffic instruction is required, which Flughafen Dortmund GmbH performs. This traffic instruction is payable. The current charges are shown in the current charging system (part E charges for special services).

4.3.2.3 If a commissioner of the authority described in para. 4.3.1.4 intends to enter or drive on the taxiing airfield, he must – other than informing Flughafen Dortmund GmbH – obtain the permission of the air traffic control unit and must observe the provisions to para. 4.3.2.1.

4.3.2.4 The taxiing airfield may only be driven on with vehicles, which are in constant radio message connection with the air traffic control unit and which are equipped with a flashing light, so that their movements may be followed from the tower or which are led by a follow-me vehicle. In agreement with the air traffic control unit, Flughafen Dortmund GmbH may allow exceptions.

4.3.2.5 Vehicles, which drive on the taxiing airfield in darkness, must be lit in such a way, that their movements can be followed by the air traffic control unit.

4.3.3 Aprons

4.3.3.1 The maximum speed on the roads of the aprons is limited to 30 km/h for vehicles. This speed limit shall not apply for follow-me, fire engine, ambulance, emergency, traffic management and winter service vehicles in use. Driving at walking speed applies on the apron positions.

4.3.3.2 The handling aprons may only be driven on with vehicles admitted by Flughafen Dortmund GmbH for the handling of the aircrafts, the fire engine, ambulance, traffic management and winter service vehicles and the vehicles of

the competent authorities. All other vehicles require a special authorization of Flughafen Dortmund GmbH.

4.3.3.3 Owners of a permit to drive on a security area must unrequestedly, immediately and in writing report the withdrawal of the driving licence or a driving ban to Flughafen Dortmund GmbH. Flughafen Dortmund GmbH is at any time authorized to effect vehicle inspection of the driving licence and in case of a missing driving licence prohibit the driving on a security area.

4.3.3.4 The leaving of the apron in direction to the taxiing airfield requires the explicit consent of the air traffic control unit.

4.4 Accompanying Animals

In the security area as well as in the terminal accompanying animals are prohibited.

An exception are animals, which are transported within the aircraft. Guide dogs as well as service dogs of authorities must be kept on a leash on the airport grounds. Dogs with increased aggressiveness and dangerousness must be kept in such a way, that no danger exists for third persons.

(The Dog Regulation Act for the state of Northrhine-Westphalia (State Dog Regulation Act - LHundG NRW) – as amended – as well as § 13 of the administrative regulation concerning the maintenance of public security and order in the city of Dortmund – as amended).

5 Other Activities at the Airport

5.1 Commercial Activities outside the Ground Handling Services

Commercial activities outside the ground handling services according to 3.5 is only permissible due to an agreement with Flughafen Dortmund GmbH. Such agreement fundamentally is subject to a fee to be paid. A commercial activity is also insofar exercised on the airport grounds, if it is only partially exercised. This also applies to audio and visual recording and broadcasting and for audio and visual transmission.

5.2 Collections, Adverts, Distribution of Printed Material and Music Performance

Collections, adverts as well as distribution of flyers, advertising material, goods samples and other printed material on the grounds of the commercial airport require the approval of Flughafen Dortmund GmbH.

5.3 Construction Works

5.3.1 Construction works on the commercial airport require the approval of Dortmund Airport GmbH and, insofar as they are linked with the creation of obstacles, they require the prior approval of the competent aviation authority. Prior to the beginning of construction works, Flughafen Dortmund GmbH as well as the aviation authority must be timely notified.

5.3.2 The co-ordination and security obligations imposed on the executing party as well as actions regarding the spatial and temporal course must be observed.

5.3.3 The particular provisions regarding construction works in water conservation zones are to be observed.

5.3.4 Inflammable works as well as works, which can trigger alarm through dust, heat and aerosol, must be reported in writing to the airport fire department. This particularly applies for works in the generally not accessible security area, the terminal buildings, parking facilities, aircraft hangars and other airport facilities.

5.4 Data Communication Networks

The development and operation of wired and wireless data communication networks (for example WLAN) require permission on the grounds of the commercial Flughafen Dortmund GmbH. An approval only takes place in exceptional cases. Commercial mobile phones do not require an explicit approval on the side of Flughafen Dortmund GmbH.

6 Safety Regulations

6.1 Handling with Fuels and Oils

6.1.1 Aircrafts may not be refuelled or defuelled with running jet engines. Aircrafts may only be refuelled, if no unauthorized persons are located in the aircraft. The defueling of the aircraft with passengers on board as well as during embarking and disembarking is not permitted.

6.1.2 Refuelling of an Aircraft while Passengers are on Board:

The requirements for refuelling or defueling of an aircraft, while passengers are embarking, are on board or disembark, is regulated in the EU-OPS, the joint technical provisions and administrative procedures for the commercial air traffic with fixed wing aircrafts.




EU-OPS 1.305 "Refuelling or Defuelling, while Passengers are embarking, are on Board or Disembark" permits under certain conditions, that the passengers during the fuel procedure may remain on board of an aircraft. These conditions again are regulated in Attachment 1 to EU-OPS 1.305. There it states:


"The airline carrier must establish operating procedures for refuelling and defueling, while passengers embark, stay on board or disembark, which guarantee, that the following precautionary methods are met:

- 1st During the fuel procedure a skilled person must be located at a fixed place, if passengers are on board. This person must be in a position to execute the emergency procedures regarding fire protection and the firefighting, to execute the voice communication and to initiate and manage an evacuation,
- 2nd between the ground personnel, who supervises the refuelling and the skilled personnel on board the aircraft, a two-way communication must be provided and maintained through the internal board intercom of the aircraft or through other suitable methods,
- 3rd the crew, other personnel and passengers must be informed, that the aircraft is refuelled or defueled,
- 4th the signs for the fastening of the safety belts must be switched off,
- 5th the non-smoking signs must be switched on, also the interior lights to recognize the emergency exits,
- 6th the passengers must be instructed to open their safety belts and to refrain from smoking,
- 7th sufficient skilled personnel must be on board, who will be in a position to order an immediate emergency evacuation,

- 8th if the existence of leaking fuel vapours in the aircraft is ascertained or another danger exists during refuelling or defueling, the fuel procedure must immediately be stopped,
- 9th the area under the exits, which is intended for the emergency evacuation, as well as the areas for the unfolding of the evacuation slides must be kept clear, and
- 10th precautions for a safe and quick evacuation of the aircraft must be arranged."

Standard hand signals for emergency situations

	<p>1. Evacuation recommended</p> <p>Due to the assessment of the situation outside of the aircraft by the head of operations of the emergency and fire-fighting service the evacuation is recommend.</p> <p>The right or left arm is horizontally extended and the hand must be lifted at eye level. To wave backwards with the arm. The other arm remains straight at the body.</p> <p>At night — the same sign with waving rods.</p>
	<p>2. Stop recommended</p> <p>It is recommended to stop the ongoing evacuation. Movement of the aircraft or other ongoing activities must stop.</p> <p>Arms are crossed at the joints in front of the head.</p> <p>At night — the same sign with waving rods.</p>
	<p>3. Emergency situation under control</p> <p>No external indication of danger or „all clear“.</p> <p>Arms are extended outwards and at a 45-degree-angle downwards. Both arms are swung inwards to below the waist and crossed at the joints, then swung outwards to the starting position.</p> <p>At night —the same with waving rods.</p>

	<p>4. Fire</p> <p>Right hand is moved from shoulder to knee in a figure-eight mixing pattern, at the same time the left hand points to the source of the fire.</p> <p>At night — the same with waving rods.</p>
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- 6.1.3
- If the conditions under 6.1.2 will not completely be fulfilled, the fuelling of the aircraft with passengers on board is only permitted, if it takes place in the presence of the airport fire department and that thereby the safety for the passengers is secured again.

The airport fire department therefore provides a fire truck with at least 1/3 of the extinguishing capacity and at least 1/3 of the extinguishing expulsion rate for the aircraft (classification of the aircraft according to ICAO-category) in the extinguishing effective vicinity and occupies it ready for service with planned employees. The airline company assumes responsibility for the so called position fire protection. Fuelling may only take place, if the airport fire department is ready for service on-site. If the airport fire department must leave the position because of a higher-valued emergency call, the fuelling must be suspended until return of the airport fire department.

The costs for the position fire protection are paid by the airline company. They will be settled according to the service specifications of Dortmund Airport.
- 6.1.4
- Passengers shall not be allowed to remain on board during fuelling/defueling of helicopters.
- 6.1.5
- Furthermore, the provisions of the operating manual for the fuelling facility are applicable.
- 6.1.6
- In case of thunderstorms fuelling and defuelling is not permitted.
- 6.1.7
- Aircrafts may not be fuelled or defueled in a hangar or another enclosed space, but only on places allocated by Flughafen Dortmund GmbH.
- 6.1.8
- If an aircraft is fuelled or defueled, it must electroconductively be linked and earthed with the connected fuel supply facilities.
- 6.1.9
- During the fuelling or defueling of an aircraft no power sources may be connected or completed in the safety distance of 4 m around tank openings, from which gas/air mixture leaks, and no switching units for electric power may be used. This shall not apply for the switches required for fuelling and defueling and not for switching units with explosion-proof constructions. When using fuel trucks they must be able to leave the area of the aircrafts at any time unhindered, it is imperative to keep the escape routes clear.

- 6.1.10 During fuelling of an aircraft with AVGAS the effective rules of the individual fuel companies must be complied with.
- 6.1.11 Overflow and spillage of fuel are to be avoided. If fuel has overflowed or spilled, a safety distance of 4 m must be observed until it evaporated or was removed according to para. 6.1.9.
The airport fire department must immediately be informed (emergency call 112; airport extension: 0231/9213-412 or trunked radio).
- 6.1.12 The valid operating provisions of fuel companies as well as the operating provisions of the hydrant fuel facility must be followed, particularly special instructions and the approval of Dortmund Airport must be obtained for the necessary defueling. Any fuelling may only take place at permitted fuel facilities, which were inspected for operation.
- 6.1.13 The entrance or driving on the fuel depots by unauthorized persons is prohibited.
- 6.1.14 At any time sufficient quantities of suitable oil binding agents must be kept at fuelling facilities and fuel vehicles.
- 6.1.15 Fuels must be stored in fixed or mobile tanks with proper pump nozzle.
- 6.1.16 Companies, which supply the aircrafts, vehicles and equipments with fuel materials (for example fuel, gasoline, hydraulic liquid, lubricant, engine oil, etc.) must be authorized by Flughafen Dortmund GmbH. These companies and the aircraft operators have to follow the safety regulations and the effective rules for the handling of fuel materials. The employees working during the fuel supply at the aircraft must be briefed and instructed regarding fire protection devices, the emergency shut-off switches, the fire-fighting and the conduct as to spillage of fuels. They must regularly be kept in practice (except self-refuelling AVGAS petrol station).

6.2 Operation of Aircraft Jet Engines

- 6.2.1 Jet Engines of aircrafts may not be operated in hangars and workshops.
- 6.2.2 Trial runs of the jet engines of aircrafts may only be made within the protection cabin (see also section 3.8.2.).
- 6.2.3 Prior to starting the jet engines the wheels of the aircrafts must sufficiently be secured by brake blocks or brakes.
- 6.2.4 As a warning of danger by running jet engines available collision warnings lights of the aircrafts must always be switched on prior to starting the engines and only to switch them off after their stop. The procedure must be done at day and night.

- 6.2.5 Engines of aircrafts may only be switched on and run, if the pilot cabin of the aircraft is occupied with a pilot or skilled mechanic. Embarking and disembarking of passengers as well as loading and unloading is prohibited when engines are in operation. Under certain conditions and supervision of the crew in exceptional cases deviating cases therefrom are permitted in the GAT area.
- 6.2.6 Those who start engines of aircrafts or operates them during run, must ensure himself, that the aircscrew and the airflow caused by it or the engines cannot injure persons or damage objects. The safety distances to be observed before and behind running engines must be followed.
- 6.2.7 On the aprons engines of aircrafts may not be increased to a higher rotation speed, than is unavoidable under the circumstances.
- 6.2.8 After 22:00 hours (end of general operating time for take-offs) the use of APUs for aircrafts is prohibited. After such time the power supply must exclusively take place via GPUs. Only with prior consent by the air traffic control exceptions are permitted and in case, that a safety-relevant inspection of components of an aircraft makes the operation of an APU unavoidable.

6.3 Smoking Ban and Handling of open Fire

On the aprons, in vehicles, in the aircraft workshops, in the aircraft hangars and in fuel supply facilities smoking and handling of open fire is prohibited. In the buildings smoking is only allowed in special indicated areas. The smoking ban also applies for electronic cigarettes.

Handling of open fire may only be done in premises, which are equipped in this respect in accordance with the fire protection regulations and the provisions of the trade supervision, and which are admitted by Flughafen Dortmund GmbH. For welding works the provisions of the effective Fire Protection Code of Flughafen Dortmund GmbH apply. Welding works are only permissible, if a welding approval was granted by the airport fire department.

6.4 Alcohol and Drugs Ban and Ban of psychoactive Substances

On all aviation areas, which means on the SL-runway, in the areas of the taxiing airfields, the handling aprons and other aprons as well as in the facilities and equipments of the aircraft handling, a ban on alcohol and drugs exists as well as a ban on medication which impair the ability to drive. The consumption of intoxicating substances, like alcohol, drugs and medication or other psychoactive substances is prohibited.

Flughafen Dortmund GmbH is authorized at any time to make a breath-alcohol testing and to demand removal of persons concerned in case of infringement or refusal of control from these areas, also permanently, where appropriate.

Employers, whose staff members are working on the airfield areas, must contribute within the scope of their duty of care, that the alcohol and drugs ban is complied with.

6.5 Vehicles and Equipments with Combustion Engines

Vehicles and equipments with combustion engines operating on the aprons and the aircraft hangars must be equipped with commercial safety systems – like exhaust pipes with silencers – which prevent the escape of burning exhaust fumes and which are suppressed.

6.6 Works in Hangars and Workshops

- 6.6.1 Aircrafts may not be cleaned in hangars and workshops with burning liquids within the scope of the Industrial Safety Regulation and the Ordinance on Hazardous Substances. For the cleaning of removed aircraft parts burning liquids may only be used in separated and well-ventilated space within the meaning of Industrial Safety Regulation and Ordinance of Hazardous Substances.
- 6.6.2 Inflammable, highly inflammable and volatile substances may only be processed in hangars and workshops, if the areas are equipped in accordance with the fire protection provisions, the provisions of the Trade Supervision and the special provisions of aircraft holders granted by the Trade Supervision.
- 6.6.3 Lubricants and fuel residues must be emptied and properly disposed of in prescribed containers outside of the hangar. Appropriate absorbent must be made available for the containers.
- 6.6.4 The grounds of the aircraft hangars, aprons and adjoining areas must be kept clear by the user of oil, grease and other inflammable substances.

6.7 Storage of Material, Devices and Wastes

- 6.7.1 Material, devices and wastes are to be stored in such a way, that no inflammable and explosion danger exists.
- 6.7.2 Lubricants within or in the vicinity of aircraft hangars or workshops are to be stored in containers with proper pump nozzle.
- 6.7.3 Empty fuel and lubricant containers as well as empty high-pressure containers for hazardous substances may not be stored in hangars and workshops.
- 6.7.4 Inflammable wastes (lubricant residues, used cleaning material, etc.) must be collected in marked metal containers with tight-closing lids. Whenever the containers need to be

emptied, it must be ascertained, that a self-ignition of the wastes is excluded. Oil collection equipments and similar containers are properly to be emptied and cleaned after use.

- 6.7.5 Water-contaminating liquids must be stored in such a way, that a contamination of the ground water can be excluded. Pursuant to Water Resources Act (WHG) oil collecting equipments or similar must be used.

6.8 Storage

- 6.8.1 During storage, filling and handling of water-contaminating substances the relevant provisions must be followed.
- 6.8.2 The user must inform in writing Flughafen Dortmund GmbH on the intended storage of water-contaminating substances or the type and volume of the intended use.
- 6.8.3 The user must ensure, that a pollution of natural waterways or other detrimental changes of their characteristics shall be excluded by adherence of the valid legal provisions. The user is responsible for authorization and notification obligations vis-à-vis the competent authorities. Any official authorizations for the storage or the use with water-contaminating or hazardous substances must be notified to Flughafen Dortmund GmbH by the user.
- 6.8.4 Hazardous goods within the meaning of § 27 para. 1 LuftVG (Aviation Act) and the legal provisions enacted for its execution, particularly nuclear fuels and other radioactive substances, are prohibited to be stored outside an officially permitted storage site. The permission must be evidenced to the airport operator. Prior to the storage the consent of Flughafen Dortmund GmbH must be obtained.
- 6.8.5 During the period of the hazardous goods transaction and the storage a person to be contacted of the airline company or the forwarding agent, who is able to render all necessary information on the hazardous goods, must be reachable for the fire department. In case of a hazardous goods accident Flughafen Dortmund GmbH, the fire department and the hazardous goods commissioner must immediately be informed. The fire department is responsible for the incident command and the handling of the hazard prevention. The causer must bear all costs in relation with the hazardous accident.
- 6.8.6 Freight, boxes, construction material, devices, etc. may only be stored with the consent of Flughafen Dortmund GmbH outside the areas or places rented in this respect.

6.9 Fire-Fighting Personnel and Emergency Service

- 6.9.1 It is imperative to keep fire department facilities and escape and rescue routes clear.

- 6.9.2 In case of a fire the departments participating in the emergency planning must be notified. Until arrival of the fire department, requested emergency actions must be made and the firefighting under exclusion of self-endangerment is to be initiated with means available.
- 6.9.3 Furthermore, the emergency plan and the Fire Protection Code is applicable for Flughafen Dortmund GmbH for rescue, salvage, disaster and emergency cases.

6.10 Safety Management System (SMS)

- 6.10.1 Flughafen Dortmund GmbH must keep the commercial airport in a reliable condition and must duly operate it. The safety of the flight operation and hence the passengers and customers are of utmost priority for the airport operator. Due to this reason Flughafen Dortmund GmbH operates a safety management system (SMS) in line with the specifications of ICAO Annex 14 and the supervising instructions of the aviation authority aiming thereupon, taking into account the companies actively trading at the commercial airport Dortmund. Within such scope the companies doing business at the commercial airport Dortmund and the persons commercially active at the commercial airport Dortmund are obliged, to observe the specifications and directives of Flughafen Dortmund GmbH relevant for their responsible and performed works and processes. The particulars and detailed procedures for the implementation of the system and the integration of the companies are separately specified by Flughafen Dortmund GmbH.
- 6.10.2 All persons as well as their employers or executives, who must use or enter the flight operation areas of the commercial airport, are obliged to participate at the SMS of Flughafen Dortmund GmbH. This includes the compliance of the safety provisions as well as further actions upon request of the airport operator, like for example the collaboration in safety committees and participation at the SMS reporting system.

7 Environmental Protection

7.1 Pollution

- 7.1.1 Pollution and debris of the commercial airport Dortmund are to be avoided. Occurred pollution and debris must at once professionally be removed by the causers. Otherwise Flughafen Dortmund GmbH can effect or arrange the cleaning and disposal at costs of the causer. The causer must in any case immediately inform Flughafen Dortmund GmbH and follow their instructions.

Pollution of any kind on the airport grounds (FOD - Foreign Object Debris) are independently from the causer, to be reported and disposed by all persons working on the air operation grounds.

- 7.1.2 Environmentally hazardous substances must be collected when leaking or exiting. If the causer is unable to immediately and fully collect the leaking substances, he must at once inform the fire department on Tel. 0231/9213-412.
- 7.1.3 The release of hazardous substances or hazardous goods is in any case to be reported at once to Flughafen Dortmund GmbH.

7.2 Sewage

- 7.2.1 All discharges into the sewage system of the airport require the written authorization by Flughafen Dortmund GmbH.
- 7.2.2 Unless Flughafen Dortmund GmbH states otherwise, only ordinary dirt water is supposed to be put into the sewage intake.
If it is suspected, that water is particularly polluted and for example polluted by fuel, operational materials, oil or faeces, it must be treated according to special instruction of Flughafen Dortmund GmbH. Infringers must release the airport operator of third-party claims.
- 7.2.3 Only outgoing sewage altered after domestic or commercial use is allowed to be discharged into the dirt water intakes in accordance with the valid sewage regulation of the city of Dortmund and the Water Resources Act. The limit values specified in this regulation must be complied with.
- 7.2.4 Discharges which are no ordinary sewage according to the sewage statutes or rainwater, require unanimously the written consent by Flughafen Dortmund GmbH as well as the official authorization.
- 7.2.5 To guarantee a proper sewage removal Flughafen Dortmund GmbH can also take further measures and particularly regulate type and quantity of the sewage of the single

user by individual order (product assessment for detergents and cleaners, type, quantity, analytic examinations, etc.).

- 7.2.6 The user must immediately inform Flughafen Dortmund GmbH on any change of the sewage condition and the sewage quantity.
- 7.2.7 Only CFC free detergents, cleaners and lubricants may be used.
- 7.2.8 All new connections or changes of existing sewage facilities are under the responsibility of Flughafen Dortmund GmbH.
- 7.2.9 For monitoring purposes or removal of improper discharges access to the operating premises must be granted at any time to employees of Flughafen Dortmund GmbH and the authorities.

7.3 Waste Disposal

- 7.3.1 On the grounds of the commercial airport all relevant laws and provisions regarding the waste legislation must be complied with.
- 7.3.2 The quantity of waste must be kept as low as possible. Harmful substances in waste should possibly be reduced or to be avoided at all. Reusable materials, like for example glass, paper, metal, plastics, wood (not polluted) as well as building rubble must be separated from the waste.

7.4 Air Pollutions

The operation of combustion engines must be limited to the absolutely necessary extent. The use of the onboard generator of the aircraft (APU) must be reduced to a minimum due to environmental protection.

The fuel consumption and the relevant CO₂-emissions required for the APU operation can be reduced by approximately 90 percent when not using the APU.

7.5 De-icing Fluids

De-icing fluids may only be used after prior written authorization by Flughafen Dortmund GmbH and on the intended areas. The chemical composition of the de-icing fluid must be reported to Flughafen Dortmund GmbH together with the authorization application, and the suitability or ecological characteristics must be evidenced by appropriate documents. The use should be limited to the extent necessary.

7.6 Extinguishing Agents

Only PFT/PFC-free extinguishing agents and fundamentally only in single cases may be used. Exercises with the “Schmitten” used at Dortmund Airport are possible provided that the areas used are connected to the sewerage of the airport and from there are discharged through the separators into the public water network. Any further exercises with extinguishing agents are prohibited.

8 Lost Objects

Objects or lost objects, which were found on the premises of the commercial airport Dortmund, must immediately be handed over to the lost and found office. (lost + found/departure level). §§ 978 – 981 BGB (German Civil Code) is applicable.

9 Infringements against the Airport Utilization Regulations, Domiciliary Right

Those who infringe against this Airport Utilization Regulations or against instructions of Flughafen Dortmund GmbH, which were issued on this Airport Utilization Regulations, are to be expelled from the commercial airport Dortmund by Flughafen Dortmund GmbH and reported to the police. Accruing costs may be charged to the causer by Flughafen Dortmund GmbH

The authorizations, admission and permits required according to these Airport Utilization Regulations must be obtained in writing beforehand.

10 Authorized Recipient

Aircraft operators without domestic residence or business branch must appoint a domestic authorized recipient upon request of Flughafen Dortmund GmbH.

11 Place of Performance and Jurisdiction

Place of performance and jurisdiction for all obligations and legal disputes resulting from these Airport Utilization Regulations shall be Dortmund.

12 Amendments of the Airport Utilization Regulations

Amendments of the Airport Utilization Regulations, particularly if they are required due to the officially legal foundations of the airport operation, including the airport operating licence, are to be reserved.

13 Authorization of the Airport Utilization Regulations

The Airport Utilization Regulations for Flughafen Dortmund GmbH enter into force on the day of the authorization. Simultaneously the Airport Utilization Regulations of 20.09.2017 cease to be in force.

Dortmund, 23.03.2020

signed: Udo Mager

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Place, Date

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Managing Director Flughafen Dortmund GmbH

Authorization of the Airport Utilization Regulations:

Münster, 24.03.2020

signed: Pia Dierkes

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Place, Date

.....
Regional Government Münster

NfL I-1132-17 is hereby repealed.

Münster, 26.03.2020

Regional Government Münster

Department 26 – Air Traffic

File number 26.05.02-017/2020.0001

Dierkes