Rules and Regulations

for the use of Airports and facilities for

NASHVILLE INTERNATIONAL AIRPORT

and

JOHN C. TUNE AIRPORT

Policy #24-004
Effective: 15-DAY POSTING (5/22/20)

Metropolitan Nashville Airport Authority
One Terminal Drive, Suite 501
Nashville, TN 37214

BNA

Metropolitan Nashville Airport Authority

Rules and Regulations

FOREWORD

These rules and regulations as set forth herein are authorized by Tennessee Code Annotated Section 42-4-101 et seq. and Metropolitan Council Resolution Number 70-872. These rules have been adopted in the interest of safety and efficient operation of all Airports under the jurisdiction of the Airport Authority and are designed to protect the rights and safety of the Airport tenants and users.

Approved by:

_____	_____
Chief Operating Officer	Date
_____	_____
Legal Counsel	Date
_____	_____
President & CEO	Date

Metropolitan Nashville Airport Authority

Rules and Regulations

TABLE OF CONTENTS

Statistics of Airports **4**
Definitions **5**
Scope **9**
Adoption and Amendment **9**
Liability **9**
ARTICLE I – GENERAL **10**
1-1 Commercial Activity 10
1-2 Soliciting 11
1-3 Advertising 12
1-4 Picketing 12
1-5 Loitering/Criminal Trespass 12
1-6 Disorderly Conduct 12
1-7 Public Intoxication 12
1-8 Sanitary Actions 13
1-9 Animals 13
1-10 Use of Roads and Walks 13
1-11 Photographs/Visual Recordings 14
1-12 Lost Articles 14
1-13 General Housekeeping 14
1-14 Smoking 14
1-15 Damage to or Destruction of Airport Property 15
1-16 Storage of Property and Equipment 15
1-17 Abandonment of Property 16
1-18 Alteration by Airport Tenants 16
1-19 Schedule of Charges 16
1-20 Enforcement 16
ARTICLE II – AERONAUTICAL **17**
2-1 Aircraft Regulations 17
2-2 Closing and Use of Airport 17
2-3 Taxiing of Aircraft 19
2-4 Repair of Aircraft 20
2-5 Engine Run-Up 20
2-6 Disabled Aircraft 20
2-7 Parking of Aircraft 21
2-8 Helicopter Operations Rules 21
2-9 Unmanned Aircraft Systems (UAS, but commonly referred to as drones) 21
2-10 Aircraft Deicing 22
2-11 Regulated Garbage 22
ARTICLE III – VEHICLE OPERATIONS **22**

3-1 Authorization and Access 22
3-2 Vehicle Operation Guidelines 22
ARTICLE IV –GENERAL SAFETY **27**
4-1 Observance and Adherence of Safety Procedures 27
4-2 Fueling Operations 27
4-3 Spillage 28
4-4 Hunting and Firearms 29
4-5 Grilling and/or Open Flames 29
4-6 Restricted Areas 29
4-7 Accident Reports 31
4-8 Emergency Conditions 31
References **32**
Revision History **32**

Metropolitan Nashville Airport Authority

Rules and Regulations

Statistics of Airports

Nashville International Airport

Location	6 miles S.E. Nashville	
Latitude	36-07’-28.10”	
Longitude	86-40’-55.42”	
Elevation	599’ MSL	
Runways	2L-20R - 7,704’ x 150’	
	2R-20L - 8,001’ x 150’	
	2C-20C - 8,001 x 150’	
	13-31 - 11,030’ x 150’ -	31 Threshold displaced 742’
		13 Threshold displaced 802’

John C. Tune Airport

Location	9 miles N.W. Nashville
Latitude	36-10’- 58.88”
Longitude	86-53’-11.38”
Elevation	4501’ MSL
Runways	2-20 – 6,001’ x 100’

Metropolitan Nashville Airport Authority

Rules and Regulations

The following rules and regulations will govern all conduct and activities, aeronautical or other, on the Airports owned by the Airport Authority. The Chief Operating Officer will propose and regularly update rules, regulations, and procedures relating to the operation, use and control of Airports and facilities related thereto, owned and/or operated by the Airport Authority. All rules and regulations will be approved by the Legal Counsel, Chief Operating Officer, and President & CEO. The Airport Authority will keep a permanent record of these Rules and Regulations for public inspection. The Chief Operating Officer will delegate responsibilities and authorities to administer these Rules and Regulations. Employees who are hosting visitors or have engaged contractors or tenants are responsible for communicating these Rules and Regulations.

Definitions

The following words, terms, or phrases where used herein shall have the meanings respectively ascribed as follows:

A. Aircraft

Any device used or intended to be used for flight in the air except a parachute or other invention used primarily as safety equipment.

B. Aircraft Movement Area

Runways, taxiways, and other areas of an Airport that are used for taxiing, takeoff, and landing of Aircraft, exclusive of loading ramps and parking areas.

C. Air Operations Area (AOA)

The AOA consists of all areas contained within the Airport perimeter fence at Nashville International Airport and John C. Tune Airport. These areas are subject to all the requirements set forth in the Airport Security Plan.

D. Airport

1. Any facility or area of land intended to be used for the landing, maneuvering, and take off of Aircraft, and

2. All contiguous property thereto held or used for aviation purposes, including all improvements and appurtenances thereon, regardless of the fact that these improvements and appurtenances may be owned, controlled, leased, or occupied by persons or governmental agencies other than the Airport Authority.

3. Within these Rules and Regulations, unless otherwise specified, the term Airport shall refer to both Nashville International Airport and John C. Tune Airport.

E. Airport Authority

The Metropolitan Nashville Airport Authority created pursuant to the Metropolitan Airport Authority Act, Acts 1969, Ch. 174, codified in T.C.A. . § 42-4-101 et. Seq., and Resolution Number 70-782 of the Council of the Metropolitan Government of Nashville and Davidson County, Tennessee.

F. Airport Employee

Authorized personnel of all organizations, activities, and governmental agencies located on or connected with the operation, maintenance, and servicing of the Airports.

G. Airport Improvement Request (AIR) Manual

The Airport Improvement Request Manual defines uniform design and construction standards for physical improvements on airport property, and the required submissions prior to making changes to Airport Property.

H. Airport Property

Property presently owned or hereafter acquired by the Airport Authority.

I. ATC

Federal Aviation Administration Air Traffic Control Tower.

J. Board

The Board of Commissioners of the Airport Authority appointed by the Mayor and approved by the Council of the Metropolitan Government of Nashville and Davidson County, Tennessee.

K. Commercial Ground Transportation Policy

Policy establishing operating rules and regulations for all types of Commercial Ground Transportation Services at the Airport.

L. Commercial Operations

All operations of Aircraft for commercial purposes or any for profit operation or activity being conducted on the Airport.

M. CEO

President and Chief Executive Officer of the Airport Authority.

N. COO

Chief Operating Officer of the Airport Authority.

O. FAA

The United States Department of Transportation Federal Aviation Administration.

P. Fixed Base Operator

Any other person, organization, or sublessee engaged in business of an aviation nature conducting transient Aircraft services and being authorized to conduct such business by virtue of a contract with the Airport Authority in compliance with specified minimum standards.

Q. Ground Transportation Permit

Permit required prior to engaging in the transportation of passengers or property at the Airport, in accordance with the Commercial Ground Transportation Policy.

R. Motor Vehicle

Any self-propelled wheeled or tracked vehicle, including elements hitched thereto, for the conveyance of people or goods on Airport Property or for the service and maintenance of equipment or property.

S. Person

Any individual, firm, corporation, partnership, company, association, joint stock association, or political body and includes any trustee, receiver, assignee, or other representative thereof.

T. Public Area

Those areas including the terminal lobby, restrooms, and areas used for public thoroughfares, gathering, waiting, and viewing, streets and roads, sidewalks, and all others, except areas under lease to Airport tenants and

areas beyond the TSA Screening Checkpoints. All other areas are to be considered Restricted Areas and access must be permitted by the Airport Authority.

U. Restricted Areas

Areas which are closed to the general public. These areas are defined as areas which are used to perform the daily activities and operations of the Airports. These areas include, but are not limited to, the AOA, tenant leased operational areas, perimeter roads, Airport Authority Administrative Offices, and locations having access to the AOA.

V. Sterile Area

A portion of an Airport defined in the Airport security program that provides passenger's access to boarding Aircraft and to which the access generally is controlled by TSA, or by an Aircraft operator under part 49 CFR 1544 or a foreign air carrier under part 49 CFR 1546, through the screening of person and property.

W. Tobacco Product

Any Tobacco Product, including smoking tobacco, smokeless tobacco, vaping, and other nicotine-delivery devices.

X. TSA

The United States Department of Homeland Security's Transportation Security Administration.

Scope

A. All users of, and persons on, the Airport shall be governed by these Rules and Regulations and the directions of the CEO and COO.

B. These regulations are not intended to amend, modify, or supersede federal, state, or local laws.

C. If any portion of these regulations shall be invalid or unenforceable, all other portions shall remain in effect and be construed to achieve the purposes hereof.

Adoption and Amendment

Rules and regulations and amendments thereto will be proposed as needed by the COO, and approved by the Legal Counsel, COO and CEO. Issued rules, regulations, and amendments thereto shall be noticed by posting a copy on the public notice bulletin board in the Airport Authority's Administrative Offices and by sending a copy to each Airport(s) tenant primarily affected. Upon such posting and notification, any person, within fifteen (15) days, may submit written comments and proposed changes to the COO. Thirty (30) days from issuing a proposed rulemaking, the COO will hold a hearing; at which time persons may appear whether in opposition to or in favor of the rulemaking. The date of such hearing shall be established in the notice of proposed rulemaking. Following that hearing, a revised rule or amendment will be issued if deemed appropriate, or notification that the original rulemaking has been incorporated in the official rules and regulations promulgated by the Airport Authority will be issued.

Liability

A. The Airport Authority, its officers and employees, by publication of said rules and regulations, assumes no responsibility for loss, injury or damage to persons or property by reason of fire, vandalism, wind, flood, earthquake, collision, strikes or Acts of God or of public enemy; nor does it assume liability for injury to persons while on Airport(s) or while using the facilities of same or for property damage.

B. All persons shall conduct activities and render services upon the Airport Property in a safe, responsible and efficient manner and shall be solely liable for having properly trained and instructed their agents and/or employees for such purposes.

ARTICLE I – GENERAL

1-1 Commercial Activity

A. No person shall utilize any portion of the Airport Property, or any structure thereon, for any commercial activities except under terms of a lease, contract, permit, or other instrument executed with the Airport Authority.

B. No person or corporation operating any facility on the Airport shall discriminate or permit discrimination against any person or group of persons in any manner prohibited by Title VI of the Civil Rights Act of 1964 or any other applicable federal, state, or local regulation or law.

C. All persons engaged in Commercial Operations on Airport Property will operate in such a way as to fully comply with these Rules and Regulations as well as any other relevant policy or procedure of the Airport Authority.

D. Owners, by the terms and conditions of a lease, contract, permit, or other instrument issued by the Airport Authority, operating facilities on the Airport, shall operate in such a way as to fully protect the Airport and its environs from any environmental pollution. They shall operate in accordance with the United States Environmental Protection Agency (USEPA), Tennessee Department of Environment and Conservation, and the Metropolitan Government of Nashville and Davidson County's statutes, rules, and regulations. The list of environmental concerns shall include, but not be limited to, the following:

1. Asbestos

2. Emissions to the atmosphere

3. Hazardous material exposures – worker training

4. Hazardous materials transporting

5. Hazardous waste generation, storage, treatment and disposal

6. Occupational health, safety, and environmental controls

7. Release notification and emergency response

8. Release/storage of oil and other petroleum products

9. Notification of releases to the environment

10. Storm water discharges

11. Wastewater discharges to a municipal sanitary sewer

12. Wastewater discharges to surface waters

13. Underground and above ground storage tanks

14. Use and release of Polychlorinated Biphenyls (PCB)

15. Waste disposal sites

16. Aircraft deicing

17. Confined space entry

E. Should the Airport Authority be required by any department of the Federal, State, or Metropolitan Government to take any action in order to be eligible for any Federal funds and this action relates to the property leased hereunder, then these persons and/or corporations will, at their own expense, take such action necessary to comply.

F. Owners, by the terms and conditions of lease, contract, permit, or other instrument with the Airport Authority operating facilities on the Airport, may be required to obtain United States Environmental Protection Agency (USEPA) storm water discharge permit for the National Pollution Discharge Elimination System (NPDES) or show financial responsibility for any contamination resulting from materials used or stored on their leasehold. These materials include, but are not limited to, fuel and other petroleum-based materials.

1-2 Soliciting

The soliciting of business, fares, alms, or funds for any purpose on Airport Property is prohibited without a permit approved by the Airport Authority in accordance with the Airport Authority's Speech-Related Activities Procedure, which is incorporated herein by reference in its entirety. A copy of such procedure may be secured from the Airport Authority.

1-3 Advertising

No person or organization will pass, distribute, or display signs, and advertisements, circulars, printed or written matter on Airport Property or any structure thereon without an Airport Authority approved Speech Related Activities permit or in accordance with the provisions of a lease executed with the Airport Authority. A copy of the Speech Related Activities Procedure may be secured from the Airport Authority.

1-4 Picketing

No person will walk in a picket line as a picket or take part in any labor or other public demonstration on any part of the Airport Property except in those places which may specifically be assigned for use of such picket lines or other public demonstrations by an Airport Authority approved Speech Related Activities permit. A copy of the Speech Related Activities Procedure may be secured from the Airport Authority.

1-5 Loitering/Criminal Trespass

No person may loiter on any part of the Airport Property. If a loitering person is told by an Airport police officer to leave Airport Property, that person shall do so or be subject to arrest for Criminal Trespass (T.C.A. § 39-14-405).

1-6 Disorderly Conduct

No person shall cause public annoyance or alarm, engage in fighting or threatening behavior, or refuse to obey an official order to disperse by police officer. No person shall create hazardous or physically offensive conditions by any act that serves no legitimate purpose to include making unnecessary noise that prevents BNA/JWN passengers from carrying on normal activities (T.C.A § 39-17-305).

1-7 Public Intoxication

No person shall be on BNA/JWN property under the influence of a controlled substance, control substance analogue, or any other intoxicating substance to the degree that: the offender may be endangered, there is an endangerment to other persons/property, or the offender unreasonably annoys people in the vicinity (T.C.A. § 39-17-310).

1-8 Sanitary Actions

No person may dispose of garbage, papers, refuse, or other material on Airport Property except in the receptacles provided for that purpose; nor use comfort station other than in a clean and sanitary manner; nor expectorate on the floors, walls, or other surfaces of any Airport facility.

1-9 Animals

A. No person may enter Airport with a domestic or wild animal without written permission of the Airport Authority, except:

1. Persons entering any part of the Airport Property other than the terminal buildings, air freight, or other Restricted Areas with a domestic animal that is kept restrained by a leash or is confined so as to be completely under control.

2. Persons entering the terminal, passenger boarding areas, cargo facilities, or Aircraft ramp with:
   a. animals confined to airline-approved pet carrier.
      Animals that are not recognized by the Americans with Disabilities Act as Service Animals but do meet the requirements under the Air Carrier Access Act to travel in the cabin of Aircraft as Service Animals must remain in airline-approved pet carriers until boarding the Aircraft or upon deplaning until exiting Airport buildings.
   b. animals recognized by the Americans with Disabilities Act as Service Animals;
   c. animals being trained by certified trainers to become Service Animals;
   d. animals used by law enforcement for the detection of contraband, explosives, or apprehension of individuals;
   e. animals that are trained therapy animals scheduled with, and approved by, MNAA for therapeutic visitation at the Airport. Handlers will be required to provide insurance certificates meeting MNAA's requirements as well as up to date shot records.

1-10 Use of Roads and Walks

No person may travel on the Airport Property other than on roads, walks, or places provided for the particular class of traffic.

1-11 Photographs/Visual Recordings

No person may take still, sound, or motion pictures for commercial use on Airport Property without approval pursuant to the Speech Related Activities Procedure and the Photography of MNAA Property Procedure, from the Airport Authority. A copy of the Speech Related Activities Procedure and Photography of MNAA Property Procedure may be secured from the Airport Authority.

1-12 Lost Articles

Finders of a lost article will turn the same into the Airport Information Center or, if the Airport Information Center is closed, to an Airport police officer on duty. If the article is not claimed by its owner within thirty (30) days after it is deposited, it may be returned to the finder or otherwise disposed of in the discretion of the Airport Authority.

1-13 General Housekeeping

A. All persons occupying space of the Airport Authority must keep the space allotted to them policed and free of rubbish and accumulation of any such material. Only approved items shall be stored in Airport buildings or hangars.

B. All floors must be kept clean and free from fuel and oil. The use of volatile or flammable solvents for cleaning floors is prohibited.

C. Approved trash receptacles shall be emptied on a timely basis as needs dictate; drip pans shall be placed under engines, kept clean and maintained in a safe manner. An overall general appearance and cleanliness shall prevail throughout the Airport complex.

D. All tenants with access to the AOA must ensure any debris that has the potential to create damage is immediately removed from the area. If unable to do so, notify the Airport Authority's Department of Public Safety.

E. The Airport Authority's stormwater discharge permit does not allow the uncontrolled washing of equipment, vehicles, or Aircraft. All washing activities must be performed in an area approved by the Airport Authority and by a method approved by the Airport Authority.

1-14 Smoking

A. Use of any Tobacco Product is prohibited inside Airport Authority facilities at any time, except in designated identified concessions located on various concourses.

B. Use of any Tobacco Product is prohibited in Airport Authority vehicles or personal vehicles when transporting people on Airport Authority business.

C. Use of any Tobacco Product is prohibited outside the facilities, except in designated smoking areas located at least 25 ft. from entries, outdoor air intakes, or operable windows. The location of designated outdoor smoking areas is identified by signage.

1-15 Damage to or Destruction of Airport Property

No person shall destroy, or cause to be destroyed, injure, damage, deface, or disturb in any way any building, sign, equipment, marker, or other structure, tree, flower, lawn, or property of any nature located on the Airport.

Any person causing or responsible for such injury, destruction, damage, or disturbance, including damage caused by the improper operation of a vehicle or Aircraft must immediately report such damage to the Department of Public Safety, and upon demand by the COO and/or designee, shall reimburse the Airport Authority for the full amount of the damage(s). **This person may also be subject to the issuance of a Breach of Rules and/or additional fines.**

1-16 Storage of Property and Equipment

A. Unless otherwise provided in a lease or other agreement, no person may use any area of the Airport for storage of property without the permission of the Airport Authority.

B. No tenant or lessee on the Airport Property may store or stock material or equipment in such a manner as to constitute a hazard to personnel, passengers, or property.

1-17 Abandonment of Property

No person may abandon any personal property on the Airport Property nor leave such property temporarily unattended. Any personal property so abandoned or unattended will be disposed of in the manner described by applicable laws or statutes. (T.C.A § 55-16-104 & T.C.A. § 66-29-120)

1-18 Alteration by Airport Tenants

A. Prior to any sign addition, or other alteration, repair, and/or construction on leased property, the Airport tenant must submit an Airport Improvement Request (AIR) to the Airport Authority. A copy of this procedure may be obtained from the Airport Authority Commercial Development Department.

B. All phases of construction must meet federal, state, local, and Airport Authority requirements.

1-19 Schedule of Charges

Charges for the use of Airport Property and related facilities will be as determined and established by the Airport Authority.

1-20 Enforcement

The uniformed and/or plain clothed officers of the Airport Authority's Department of Public Safety and/or officers of creating municipalities are empowered to require compliance with these Rules and Regulations. No authority is either hereby expressed or implied, however, that would permit any individual other than the CEO to change, alter, or amend these rules and regulations. MNAA Leadership is authorized to interpret and construe these regulations wherever necessary, either by directives of general or specific application, and those interpretations and construction may be deemed a part of the regulations and binding upon all persons.

ARTICLE II – AERONAUTICAL

2-1 Aircraft Regulations

All aeronautical activities at the Airport and all flying of Aircraft, manned or unmanned, within the Airport traffic area shall be governed by the FAA.

2-2 Closing and Use of Airport

A. The Airport Authority will have the right at any time to close the Airport in its entirety or any portion thereof to air traffic, to delay or restrict any flight or any portion thereof to any specified class of Aircraft or to any individual or group when such actions are necessary and desirable to avoid endangering persons or property and to be consistent with the safe and proper operation of the Airport. In the event the Airport Authority believes the condition of the Airport to be unsafe for landings and takeoffs or in violation of the rules, regulations, and federal standards, it will be within the authority of the COO, or delegates, to issue or cause to be issued, a NOTAM (Notice to Airmen) closing the Airport or any portion thereof.

B. No Aircraft may be operated on the surface of any Airport runway, taxiway, ramp, or Aircraft parking and storage area in a careless or negligent manner or in disrespect of the rights and safety of others; or without due caution and at a speed likely to unreasonably endanger persons or property; or while the pilot or other persons aboard controlling any part of the operation thereof is under the influence of intoxicating liquor as defined as the minimum allowable blood alcohol content to be considered "intoxicated" by state and/or local laws or any narcotic or habit-forming drug; or if such Aircraft is so constructed, equipped, or loaded as to endanger or to be likely to unreasonably endanger persons or property.

C. Prior approval from the Airport Authority is required before landing and takeoff is permitted on the Airport by an Aircraft in excess of the following:

Nashville International Airport:

Rwy 2R/20L
PCN 59 /R/B/W/T

Rwy 2C/20C
PCN 56 /R/B/W/T

Rwy 2L/20R
PCN 70 /R/C/W/T

Rwy 13/31
PCN 70 /R/C/W/T

John C. Tune Airport:

Rwy 2/20
PCN 41 F/A/W/T

Consult the Airport 5010 for current Airport pavement conditions.

D. No Aircraft exceeding a gross weight of 12,500 pounds may be permitted to make a 180 degree turn on any asphalt runway or taxiway unless required to do so due to an operational necessity. The owner of an Aircraft causing damage to the asphalt surface while executing an unauthorized 180 degree turn on a runway or taxiway will be responsible for the cost of repair to the surface.

E. No Aircraft may fly over the BNA Main Terminal Building.

F. Aircraft authorized to conduct practice approaches at BNA are as follows:

1. Aircraft with a gross weight of less than 12,500 pounds

2. Aircraft which are propeller powered with turbine or piston power plants

3. Single or twin-engine Aircraft

4. Civilian Aircraft only

Practice approaches are not permitted between 2300L and 0700L.

There are no restrictions related to practice approaches at JWN.

G. No turbojet Aircraft training flights may be permitted without prior notification of and approval from the Airport Authority.

H. Turbojet Aircraft will be permitted to make overhead approaches only on Runway 13/31. Turbojet Aircraft overhead approaches to Runway 2R/20L will be permitted only when traffic and/or weather dictates. The traffic pattern altitude will be 2,100 feet.

2-3 Taxiing of Aircraft

A. No person may taxi or tow an Aircraft upon the Aircraft Movement Area of the Airport until appropriate communications have occurred. Also, no person may taxi or tow an Aircraft upon the ramp, approved parking space, or hangar area until they have ascertained that there will be no damage or collision with other Aircraft, persons, or objects.

B. No person may taxi an Aircraft with inadequate brakes or other malfunctioning systems that could impede the control of the Aircraft near buildings, parked Aircraft, or equipment.

C. Aircraft awaiting takeoff must stop short of the surface painted holding position markings and in a position to have a direct view of Aircraft approaching for landings. Aircraft are to hold at painted lines at “critical area” signs during IFR conditions and approach hold signs as instructed by ATC.

D. Aircraft entering all ramps are to use taxiways leadoffs. Aircraft departing all ramps are to use appropriate communication once under power and prior to the non-movement area boundary markings for assignment to a specific exit point.

E. Aircraft taxiing via ramp between leased areas is prohibited.

2-4 Repair of Aircraft

A. No person may repair any Aircraft or component of an Aircraft, in any facility on Airport Property other than a facility specifically designed and built for such purpose. Minor adjustments and repairs may be performed on air carrier Aircraft at gate positions or approved ramp locations on the terminal ramp when such repairs can be accomplished without inconvenience to other persons and when such adjustment is necessary to prevent a delayed departure. The designated area for maintenance by non-air carrier Aircraft may be marked and signed by the respective tenant who shall be responsible for advising all subleases and other users of this location. Persons conducting maintenance in T-Hangar facilities must have prior approval in writing from the Airport Authority. All persons should exercise good housekeeping practices.

B. All persons engaged in the maintenance, repair, and servicing of Aircraft will do so in accordance with the rules and regulations of applicable agencies, to include, but not limited to the following: FAA, U.S. Environmental Protection Agency, National Board of Fire Underwriters, U.S. Department of Labor Occupational Safety and Health Act, Airport Authority, and other governmental agencies with jurisdiction.

2-5 Engine Run-Up

A. No person may start or run any engine on an Aircraft unless a competent person is in the Aircraft attending the engine controls. Chocks must always be placed in front of the Aircraft wheels before starting the engine unless the Aircraft is provided with adequate parking brakes.

B. Aircraft may not perform engine run-up or prolonged test operations in any area other than approved engine run-up locations. At no time may engines be run-up for test or maintenance purposes between the hours of 2300L and 0600L without prior approval by the Airport Authority and at a designated location on the Airport.

C. No person may start an engine of an Aircraft while it is in a hangar or enclosed space.

2-6 Disabled Aircraft

A. The owner, or representative (i.e., pilot or operator), will be responsible for the prompt removal of Aircraft wrecked or damaged on the Airport as reasonably directed by the Airport Authority after such Aircraft has been

officially released by National Transportation Safety Board or Federal Aviation Administration Flight Standards District Office representatives if applicable. In case an Aircraft becomes disabled while on the Aircraft Movement Area due to a flat tire, engine failure, etc., the owner or representative shall arrange for the immediate removal of the Aircraft and oversee the process. In case the owner or representative fails to immediately remove the wrecked, damaged, or disabled Aircraft, such may be removed by order of the Airport Authority at the owner's or representative's expense without liability for damage which may result in the course of or after such removal.

B. The owner of unsightly or unairworthy Aircraft parked or stored on Airport Property will be responsible for the removal of same within thirty (30) days, or sooner if in the opinion of the Airport Authority such Aircraft creates an image detrimental to the appearance of the Airport and aviation.

2-7 Parking of Aircraft

A. No person may park Aircraft in any area on Airport Property other than designated areas.

B. Aircraft parked on areas of leased Airport Property must be under the lessee's control and liability.

2-8 Helicopter Operations Rules

A. No persons may park a helicopter in any area on the Airport Property other than designated areas.

B. Helicopter arrivals and departures into the Airport will use the Aircraft Movement Area or other areas designated by the Airport Authority. ATC will direct helicopters into these areas.

C. Helicopter operations must avoid taxiing over or parking in close proximity to a fixed wing Aircraft.

D. Helicopter arrivals and departures into the Airport will not fly over any Airport buildings, structures, or automobile parking area.

2-9 Unmanned Aircraft Systems (UAS, but commonly referred to as drones)

The control of unmanned Aircraft systems from Airport Property is prohibited without prior written approval of the COO. The use of drones is subject to the

provisions of Federal Aviation Regulations Part 101 and 107 and Public Law 112, Section 336. Drones operating contrary to this policy or federal regulations will be reported to law enforcement. See MNAA Unmanned Aircraft System (UAS) Policy (21-001).

2-10 Aircraft Deicing

Deicing of Aircraft may only be performed at BNA in those areas designated for Aircraft deicing in the Airport Authority's Snow and Ice Control Plan.

2-11 Regulated Garbage

All Animal and Plant Health Inspection Service (APHIS) regulated garbage must be handled and disposed of in accordance with the United States Department of Agriculture, APHIS policies, which are written in support of the Code of Federal Regulations (CFR), Title 7 CFR 330.400 through 330.403 and Title 9 CFR 94.5.

ARTICLE III – VEHICLE OPERATIONS

3-1 Authorization and Access

A. Motor Vehicle operation on Airport Property will be governed by the provisions of the Metropolitan Traffic and Parking Commission, Tennessee Code Annotated, as amended, Code of Laws of the Metropolitan Government, relevant private acts, and such regulations as promulgated from time to time by the Airport Authority, including but not limited to the Commercial Ground Transportation Policy.

B. The operator of each ground vehicle must meet the qualifications of the specific Airport for access to the AOA or any ramp area.

C. Motor Vehicles with axle load exceeding 42,500 pounds are not permitted upon Aircraft parking areas, service roads, or perimeter roads without approval of the Airport Authority.

D. Two-wheel vehicles (i.e. bicycles, motorcycles, etc.) will not be allowed to operate inside the AOA fence line unless approved by the Airport Authority.

3-2 Vehicle Operation Guidelines

A. Vehicle Operations

1. No motorized equipment may be operated on the Aircraft parking ramps, the Aircraft Movement Area, or Airport perimeter roads except:

   a. By persons assigned duty thereon,

   b. By persons authorized by the Airport Authority, and

   c. By persons escorted by an approved escort vehicle of the Airport Authority, or in a vehicle approved by the Airport Authority.

2. No vehicle will be allowed to enter upon the Aircraft Movement Area (taxiways and runways) either day or night unless equipped with a radio with two-way communications with ATC or escorted by a vehicle so equipped. No vehicle may enter the Aircraft Movement Area until clearance has been given by ATC. It is the responsibility of all vehicle operators to be conversant with the standard Airport light signals regardless of whether vehicle is radio equipped. (In the absence of a control tower, the assigned Airport supervisor may grant right to enter Aircraft Movement Areas.)

3. Operators of motorized equipment must operate such equipment with extreme caution. The following speed limits will be strictly enforced, unless otherwise indicated on signs posted and maintained by the Airport Authority:

   a. Aircraft Parking Areas – 15 mph

   b. Baggage Claim Drive – 10 mph

   c. Terminal Service Drive – 10 mph

   d. Perimeter Roads – 30 mph

   e. Terminal Passenger Loading Ramps – 15 mph

   The maximum baggage or freight cart train shall consist of one (1) tug and four (4) tandem carts.

4. No person may operate any motorized vehicle upon any area of the Airport if such vehicle with or without towed equipment is so constructed, equipped, or loaded so as to be a danger or is likely to

endanger persons or property. All persons riding in any motorized vehicle must be seated in seats permanently affixed to the vehicle.

5. All motorized vehicles while operating upon an Aircraft ramp area must pass to the rear of taxiing Aircraft and may not be driven between a parked Aircraft and its loading gate while enplaning or deplaning activities are in effect. Driving under passenger boarding bridges is strictly prohibited.

6. Vehicles will yield right-of-way to all Aircraft.

7. All vehicles utilizing gates which access the AOA, including perimeter and service roads, must wait for the gate to close before proceeding. Entry by unauthorized vehicles into these areas will be promptly reported to the Department of Public Safety.

8. All vehicles will drive in the marked roadways on the ramp areas and will not drive across an open ramp area.

B. Airport Roadways

Motor Vehicles may be operated by a licensed driver in strict compliance with posted stop, yield, pedestrian, parking, road direction, road height clearance, and speed limit traffic signs.

C. Repair of Motor Vehicles

No person may clean or make any repairs to Motor Vehicles anywhere on the Airport Property other than in designated shop areas except minor repairs necessary to remove such Motor Vehicles from the Airport Property, nor shall any person move, interfere with, or tamper with any Motor Vehicle part, instrument or tool thereof without permission of the owner or satisfactory evidence of the right to do so duly presented to the Airport Authority.

All work performed on vehicles must be to vehicles that have an operational need to be on Airport Property.

D. Vehicle Parking

1. No person will park a Motor Vehicle for loading or unloading, or any other purpose on the Airport Property, other than in the manner prescribed by signs, lines, or other means.

2. No person will park a Motor Vehicle in an area requiring payment for parking thereon without paying the required parking fee; nor outside a designated parking space; nor in a manner so as to obstruct roadways; nor in Aircraft parking areas; nor in grass areas or other areas not designated for parking.

3. If authorized by the Airport Authority, employees of organizations or agencies having tenancy on Airport Property may park private vehicles in the employee parking lots as designated by the Airport Authority. Follow procedures for the designated lots as required. (An exception will be the Temporary Permit issued by the Airport Authority Identification Office). Registration of the vehicles will be made with the Airport Authority, and the fees for parking agreements established by the Airport Authority will prevail. Registration of vehicle will be renewed on a routine basis.

4. No person may abandon any Motor Vehicle on Airport Property.

5. The Airport Authority will have the authority to tow or otherwise move vehicles which are parked by their owners or operators on the Airport Property in violation of the regulations of the Airport Authority, state or local laws, or regulations at the operator's expense and without liability for damage which may result in the course of such moving.

E. Commercial Ground Transportation

Commercial Ground Transportation Operators include but are not limited to Charter Buses, Courier/Package Delivery Services, Courtesy Vehicles, Fixed Base Operators (FBO) Shuttles, Hotel/Motel/Corporate Shuttles, Limousines, Occasional Users, Public Transit Systems, Rental car Shuttles, Shuttle Service Operators, Sightseeing Services, Special Event Transporters, Taxicabs, Transportation Network Companies, Peer to Peer Car Sharing, and Valet Parking Shuttles.

Any Commercial Ground Transportation Operator operating from the Airport must have a Ground Transportation Permit with the Airport Authority as outlined in the Commercial Ground Transportation Policy. Such operations are limited to the terms and conditions set forth in the Commercial Ground Transportation Policy, which is incorporated herein by reference in its entirety.

F. Procedure in Case of Accident

The driver of any vehicle involved in an accident on the Airport which results in injury to any person or damage to any vehicle, Aircraft, or property must immediately stop such vehicle at the scene of the accident and report such accident to the Department of Public Safety or to the Metropolitan Police Department in which the Airport is located. The operator of such vehicle, within a reasonable time after the occurrence, will make other reports as may be required by and in accordance with federal, state, and local laws and regulations.

ARTICLE IV –GENERAL SAFETY

4-1 Observance and Adherence of Safety Procedures

A. All persons in any way using the Airport Property and/or its facilities shall exercise the utmost care to guard against fire and/or injury to persons or property.

1. No person shall walk across an open ramp area. Walking will be permitted between terminal building and the designated roadway.

2. There will be no “play” on any ramp areas by employees

4-2 Fueling Operations

A. Each person except air carriers operating under FAR Part 121 or FAA Part 135 engaged in fueling or defueling on Airport Property shall do so in accordance with FAR Part 139 Airport Authority rules and regulations and have necessary permits/licenses as may be required. Each person will be subject to a fire safety inspection of the fuel farm/storage area and mobile fuelers.

B. No person may fuel or defuel an Aircraft on Airport Property while:

1. Its engine is running, or the engine is being warmed by applying external heat.

2. It is in a hangar or enclosed space.

3. Passengers are in the Aircraft, unless a passenger loading ramp is in place at the cabin door; the door is open; and a cabin attendant is at or near the door. Medivac Aircraft are allowed to fuel with passengers on the Aircraft with prior approval from the Airport Authority.

C. No person may start the engine of an Aircraft on Airport Property if there is any gasoline or other volatile flammable liquids on the ground underneath it.

D. No person may operate a high frequency radio transmitter or receiver or switch electrical appliances on or off in an Aircraft on Airport Property while it is being fueled or defueled.

E. During the fueling of an Aircraft on Airport Property, the dispensing apparatus and the Aircraft must be bonded in accordance with current safety standards. During active fueling operations, cell phone use is strictly prohibited.

F. Each person engaged in fueling or defueling on Airport Property must exercise care to prevent the overflow of fuel and must have readily accessible adequate fire extinguishers and absorbent materials.

G. During the fueling and defueling of an Aircraft on Airport Property, no persons may smoke or use any materials that are likely to cause a spark or be a source of ignition. Smoking is prohibited on all Aircraft parking areas.

H. Each hose, funnel, or accessory used in fueling or defueling an Aircraft on Airport Property must be maintained in a safe, sound, and non-leaking condition and must be properly grounded to prevent ignition of volatile liquids.

I. Fire extinguishing equipment must be readily available during fueling and defueling operations.

J. Fueling vehicles should be parked parallel to or heading away from the Aircraft wing leading edge, so it may be moved away quickly in the event of an emergency. In positioning for refueling, the operator of the vehicle must make a complete stop at 20 feet and then be directed by another person to not less than 10 feet from the Aircraft. Corporate policies more stringent than the above and/or an approved FAA fueling procedure may be applied.

K. Failure to comply with National Fire Protection Association (NFPA) standards, the Airport Certification Manual and/or any applicable FAA Advisory Circulars can result in the issuance of a Notice of Violation, Breach of Rules, or a monetary fine; or any combination thereof. Contact an Airport Authority Aviation Fuel Safety Inspector to address any questions or concerns related to this matter.

L. ABC multipurpose dry chemical fire extinguishers (ammonium phosphate) shall not be placed on Aircraft fueling vehicles, Airport fuel servicing ramps or aprons, or at Airport fuel facilities that are located within (500 ft) of Aircraft operating areas (Reference current edition of NFPA 407).

4-3 Spillage

A. In the event of spillage or dripping of petroleum products, or any material on Airport Property which may cause a hazardous condition detrimental to the ground or pavement surface, cause harm to the environment, or create an unsightly condition; the same must be removed immediately. The removal will be in accordance with United States Environmental Agency standards, the Airport Authority Spill Prevention Control and Countermeasure Plan and Emergency Response Procedure. The responsibility for removal of such spillage or drippings will be assumed by the operator of the equipment causing the same or by the tenant responsible for the deposit thereof.

B. No fuel, grease, oil, flammable liquids, or contaminants of any kind will be allowed to flow or be placed in any sewer or drainage system on the Airport.

C. Owners and operators of fueling facilities may be required to prepare and maintain an approved Spill Prevention Control and Countermeasure Plan (SPCC Plan). The Federal Clean Water Act of 1977, amendments of 1987, the Oil Pollution Act of 1990, and 40 Code of Federal Regulations, Part 112, Oil Pollution Prevention, require preparation of a plan for certain storage capacity facilities. The Airport Authority may request copies of the plan and updates to the plan. Owners and operators of these regulated facilities must operate as specified in Paragraph 4A-1-5-C.

D. Any fuel spill, no matter the size, must be reported immediately to the Airport Communication Center (615-275-1703).

4-4 Hunting and Firearms

Hunting or the discharge of firearms on the Airport Property is prohibited unless permission has been obtained from the Airport Authority.

4-5 Grilling and/or Open Flames

There will be no grilling or open flames within the AOA without prior written approval from the Airport Authority.

Hot work permits must be obtained through the Airport Authority's Maintenance Department for all work requiring an open flame.

4-6 Restricted Areas

A. No person may enter any Airport Property area or building posted with signage or secured by card reader with the exception of the following:

1. Persons assigned to duty therein under the authorization of an Airport tenant and/or the Airport Authority.

2. Persons authorized under contractual agreements with the Airport Authority.

3. Authorized representatives of the Federal Aviation Administration or the Transportation Security Administration.

4. Persons engaged, or about to be engaged, or having been engaged, in the operation of any Aircraft.

5. Passenger under appropriate supervision (escort) entering ramp operational areas for the purpose of enplaning or deplaning Aircraft.

6. Police or fire personnel with equipment in case of an emergency.

B. Restricted Areas at the Nashville International Airport are designated in the approved Airport Security Program (ASP) as required by the Transportation Security Administration's regulations, Part 49 CFR 1542. These areas cover the following:

1. All persons authorized access to the AOA must have an identification badge or be under escort of a properly badged Airport Employee.

2. The operator of each ground vehicle authorized access to the AOA must display upon both sides of the vehicle visual identification (i.e., decal, sign, logo) along with approved Airport-issued vehicle identification media while operating in that area. Any exception to this rule will be as directed by appropriate TSA regulations.

3. All persons upon entering the Sterile Area are subjected to be screened, along with x-ray of their baggage and investigation of their personal items. Any exception to this rule will be as directed by appropriate TSA regulations.

4. All doors in the terminal sterile concourses that enter to a ramp operational area must be kept locked and/or controlled at all times.

5. All tenant organizations on the Airport in which their leased areas access the AOA will be responsible for security in their respective area to ensure that doors, gates, service docks, etc. are locked or properly controlled so as to prevent unauthorized entry. In addition, all persons utilizing doors or gates to any Restricted Area (i.e., perimeter road gates) are required to observe the door or gate close so as to prevent unauthorized persons and/or vehicles from gaining access.

6. Each person entering the Restricted Areas in violation of security requirement is subject to be assessed a civil penalty (fine) by the TSA and/or the Airport Authority. This penalty will be assessed against the person committing the violation and/or respective Airport tenant.

4-7 Accident Reports

All persons involved in any accident, including Aircraft or automobile, occurring on the Airport Property shall make a full report to the Airport police officer on duty as soon after the accident as possible. When a written report of an Aircraft accident is required by Federal Aviation Regulations, a copy of such report may be submitted in lieu of the report required above. (T.C.A. § 55-12-104)

4-8 Emergency Conditions

A. Emergency conditions existing on the Airport Property will not mitigate or cancel any responsibilities under these Rules and Regulations unless authorized by the Airport Authority with respect to protection of life.

B. All persons and vehicles must yield right-of-way to emergency equipment.

C. All persons will move as directed to designated areas/exits as conditions dictate in appropriate emergency plans.

References

Tennessee Code Annotated

T.C.A. § 42-4-101 et seq., Metropolitan Airport Authority Act
T.C.A. § 39-14-405, Criminal Trespass
T.C.A § 39-17-305, Disorderly Conduct
T.C.A § 39-17-310, Public Intoxication
T.C.A § 55-16-104, Authority to Take Possession of Abandoned Motor Vehicles of those used in Curbstoning
T.C.A. § 66-29-120, Custody of Property Presumed Abandoned if Transaction Took Place in this State
T.C.A. § 55-12-104, Report of Accident Required – Suspension of Registration or Operating Privileges for Failure to Report – Restoration – Access to Information

Metropolitan Government of Nashville & Davidson County

Metropolitan Council Resolution Number 70-872

Federal

Americans with Disabilities Act
Code of Federal Regulations, Part 112, Oil Pollution Prevention
Federal Aviation Regulations, Part 139
Federal Clean Water Act of 1977, amendments of 1987
Oil Pollution Act of 1990
Title VI, Civil Rights Act of 1964
U.S. Department of Labor Occupational Safety and Health Act

Metropolitan Nashville Airport Authority

Airport Certification Manual
Airport Improvement Request (AIR) Manual
Airport Security Plan
Commercial Ground Transportation Policy, 24-002
MNAA Unmanned Aircraft System (UAS) Policy, 21-001
Photography of MNAA Property Procedure, 31-007
Speech-Related Activities Procedure, 51-004
Commercial Ground Transportation Policy, 24-002

Revision History

Defined approval authority; Delegated responsibilities and authorities to COO; Defined responsibilities for communication; Updated definitions; Updated all sections to reflect current rules and regulations; Added public intoxication, smoking, UAS, aircraft deicing and regulated garbage; Added references; Added revision history

April 1999 Prior issue