



JWN[®] NON-MOVEMENT AREA (APRON) TRAINING

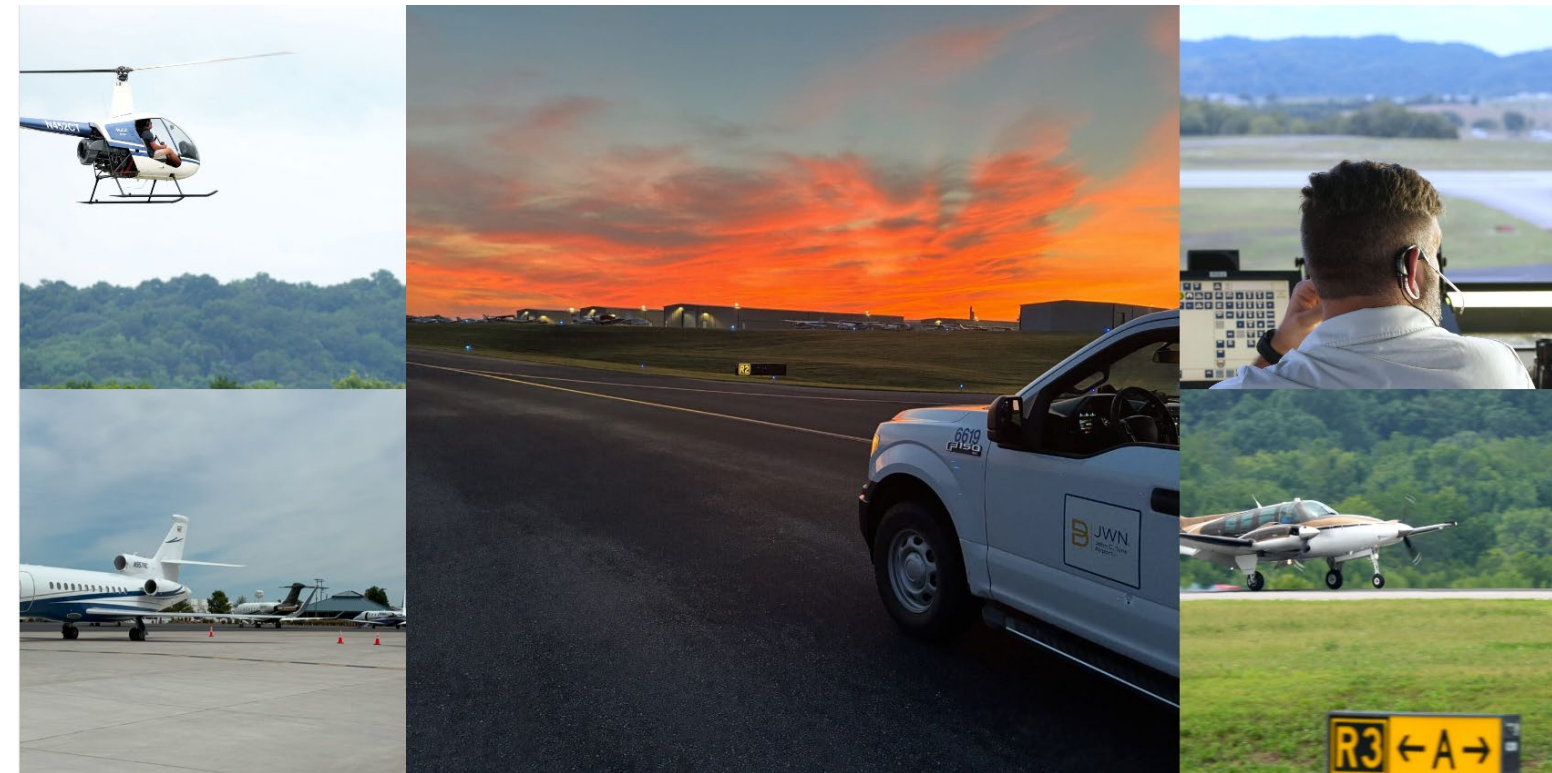
Updated July 2026

B | JWN John C. Tune
Airport[®]

NASHVILLE'S EXECUTIVE AIRPORT[®]

Audience

- This training is required for all JWN badge holders that access the Non-Movement Area:
 - Construction
 - Aircraft Mx
 - Hangar Operators
 - Based Pilots
 - FAA Tech Ops
 - FBO and SASO Staff




John C. Tune Airport® Access Badge

- It is required to have an access badge or be escorted while on the apron/airfield.
- The access badge displays the name and picture of the badge holder, the expiration date, and the name of the sponsor (i.e. Hangar Number, Business Partner, Flight School, etc.).

John C. Tune Airport® Access Badge

- The badge must be renewed once a year.
- It is required to wear the badge on the outermost garment when on the airfield.
- It is required to stay with the gate until it closes completely before proceeding.

BADGING INFORMATION

ADDRESS, OPERATING HOURS, AND APPOINTMENTS 

The JWN Badging Office is located at the JWN Administrative Building

Address: [1000 Tune Airport Dr, Nashville, TN 37209](#)

[Schedule Appointment](#)

The JWN® Badging Office controls the issuance of all identification access badges.

You can apply for identification access badges by filling out both forms below.

[ID Badge Application](#)

Applications must be typed; handwritten submissions, other than the signature, will not be processed.

[Security Responsibilities Form](#)

[Acceptable Forms of ID](#)

Appointment reservations are **required** and can be scheduled **Sunday - Thursday** from 8 a.m. to 3:00 p.m.

New and renewal applicants **must sign up** for an appointment by clicking the *Schedule Appointment* button above.

Badging Process

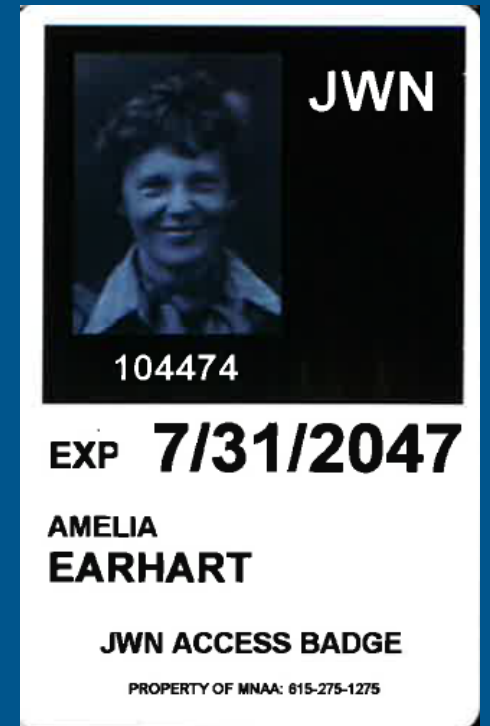
- All new and renewal badge appointments must be made through the [JWN website](#)
- Applications must be downloaded and typed
- Handwritten forms will not be accepted



VEHICLE ACCESS GATES & PARKING



Entering the Aircraft Operating Area and Gate Procedures



Entering the AOA

- Swipe your JWN badge at the card reader on the driver side of the road
- Wait for gate to fully open before pulling through
- Come to a full stop in the middle of the road about 2 car lengths inside of the gate to prevent piggybacking





Monitor Gate Closure

- Ensure the gate fully closes behind you before continuing onto the apron
- If the gate does not close or becomes stuck mid-close, remain at the gate and contact JWN staff.

Escorting Other Vehicles

- Proper escorting privileges are reserved for individuals with an active JWN badge.
- Individuals escorting other vehicles on the ramp are responsible for the actions of those being escorted. Make sure all drivers understand the rules.
- Maintain visual contact with all escorted vehicles while on the ramp. Speed limit on the ramp is 15 mph.



Aircraft **always** have the right of way.

- Each vehicle must swipe then stop and wait until the gate completely closes before leave the area.
- Make sure that no unauthorized person or vehicle enters the apron area behind you. If a vehicle drives around you while you wait for the gate to close, record the license plate number and call the phone number at the bottom of your badge or the phone number on the gate and report it to Airport Police.
- Each individual vehicle must swipe, including a vehicle immediately behind you; failure to do this is called piggybacking and a violation of the Rules and Regulations.
- Escort of another vehicle is only allowed if the person being escorted has not been issued a JWN badge (current or expired). If you are escorting, you must remain with that person the entirety of the visit and you are responsible for their actions while on the ramp.
- Leaving the gate open or piggybacking could result in a fine or loss of badge/access privileges.

Piggybacking

Leaving the gate open or piggybacking could result in a fine or loss of badge/access privileges.



Unauthorized Vehicle Parking Area



Unauthorized vehicle parking can result in fines per the MNAA Rules and Regulations.

Approved Vehicle Parking Area



Vehicle Parking Areas

- All Authorized vehicle parking in the vicinity of the hangars is marked by a dashed yellow line that indicates your vehicle is clear of the Taxilane Object Free Area (TLOFA)
- Parking or pulling onto the grass anywhere on the airport is strictly prohibited.

Correct Parking

- Photos to the left are examples of proper parking procedure.





AIRCRAFT ACTIVITY AWARENESS

Aircraft Always Have The Right of Way

- Always be aware of aircraft movements.
- This movement is normally associated with engine noise.
- Immediately Stop and Retreat to a safe distance.
- Maintain visual and situational awareness at all times.



Aprons

- Ramp Speed Limit 15 mph
- Yield To Aircraft
- Comply with all signage
- Do not drive between wing tips of aircraft



T-Hangar Complex

- T-Hangars have many blind spots
- Mirrors have been installed to mitigate blind spots at high traffic areas
- Best practice is to open vehicle windows and listen for running aircraft engines.
- Maintain visual and situational awareness at all times.

Driving – Non-Movement Areas – Servicing Aircraft



Watch for equipment and people servicing aircraft while driving in the non-movement area.

Driving – Non-Movement Areas – Servicing Aircraft



Watch for equipment and people servicing aircraft while driving in the non-movement area.

Driving – Non-Movement Areas – Stored Aircraft



Park Clear Line →

Driving – Non-Movement Areas – Stored Aircraft



Highlighted areas indicate aircraft is being stored.

Driving – Non-Movement Areas – Aircraft in Motion



Lights indicate aircraft moving or preparing to move.



APRON MARKINGS

Important Markings – Apron to Taxiway



PERMISSION REQUIRED. IF YOU DON'T HAVE PRIOR PERMISSION, CALL FOR AN ESCORT.



Taxiway - Marking/Signage



YOU ARE NOT AUTHORIZED TO BE ON A TAXIWAY



Do Not Cross Points (Contact With Tower Is Required)



Radio contact with pilots and ATC is required beyond these lines.

If you must go beyond these points for any reason, you must be escorted by JWN MNAA personnel.

Taxiway - Marking/Lighting/Signage



STOP YOU ARE NOT AUTHORIZED TO BE ON A TAXIWAY STOP



Blue Lights

Yellow & Black Signs

Solid Yellow Markings

Taxiway & Taxilane Safety Areas

- These area must remain clear of fixed objects such as trucks, drills and non frangible structures unless prior arrangements have been coordinated with Airport staff at a minimum of 24 hours in advance
- This area includes paved and unpaved surfaces 55 feet from taxiway/taxilane centerlines



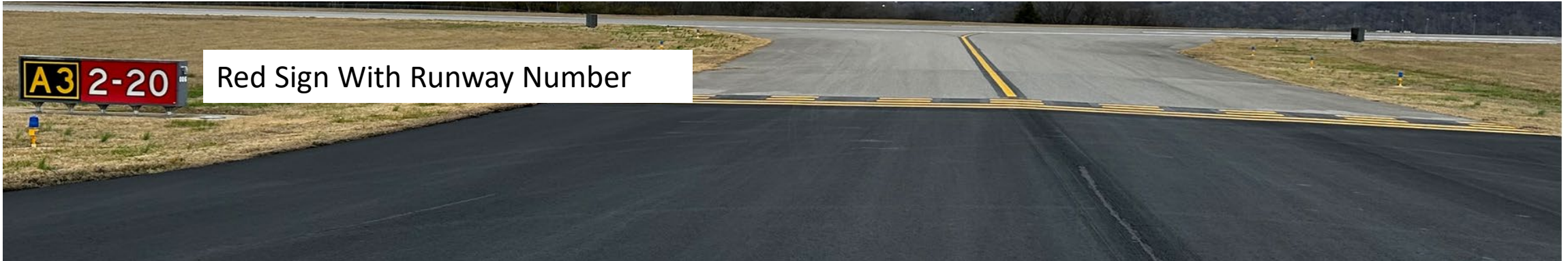
RUNWAY MARKINGS & LIGHTING

Preferred Flight Training Operating Area

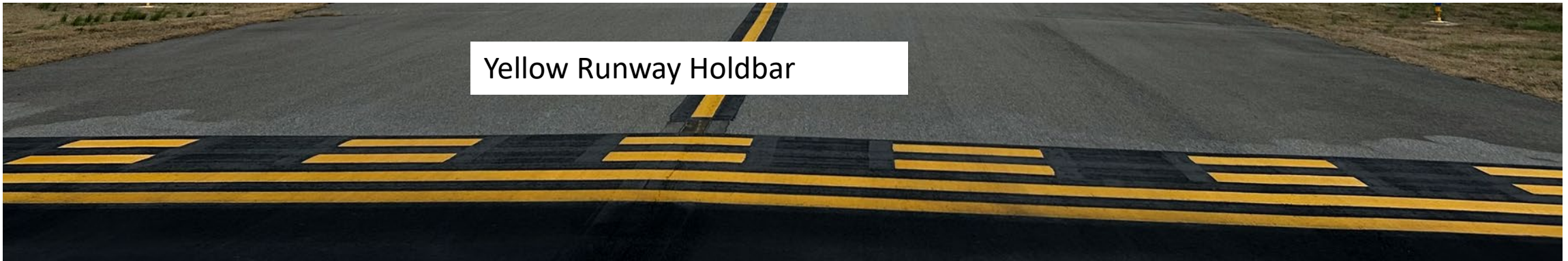
Important Markings – Taxiway to Runway



YOU SHOULD NOT BE HERE. CALL FOR AN ESCORT OUT OF THE AREA.



Red Sign With Runway Number



Yellow Runway Holdbar

Runway – Marking



YOU ARE NOT AUTHORIZED TO BE ON A RUNWAY



White 3ft Edge Markings

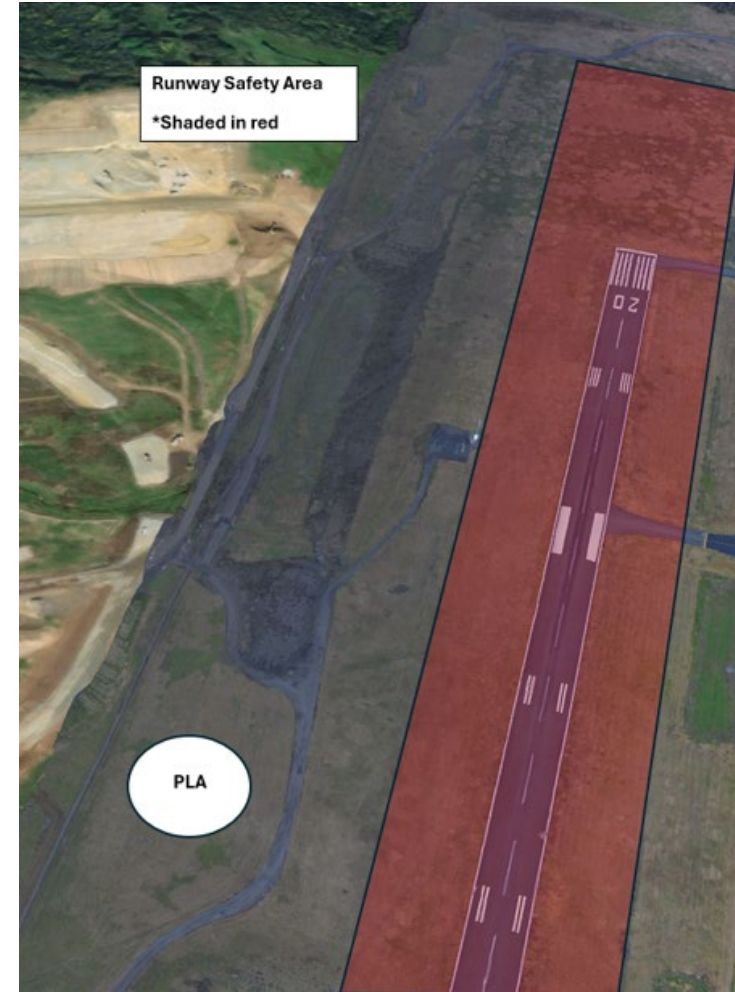
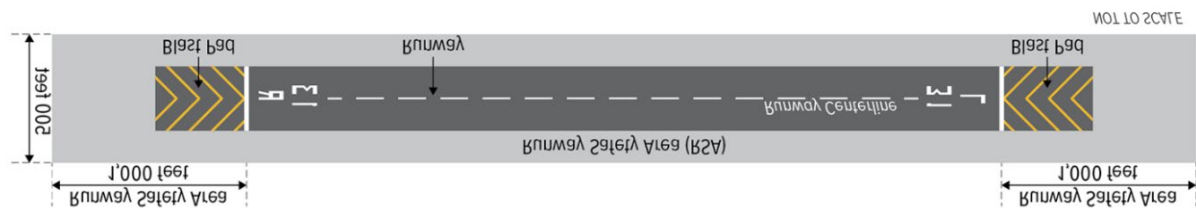
White 3ft Centerline Markings

White Runway Number

White Threshold Bars

Runway Safety Areas

- These areas must remain clear of fixed objects such as trucks, drills, non-frangible structures unless prior arrangements have been coordinated with Airport staff at a minimum of 24 hours in advance
- This area includes paved and unpaved surfaces **200 ft** from runway centerlines





MANUAL VEHICLE/PEDESTRIAN GATES

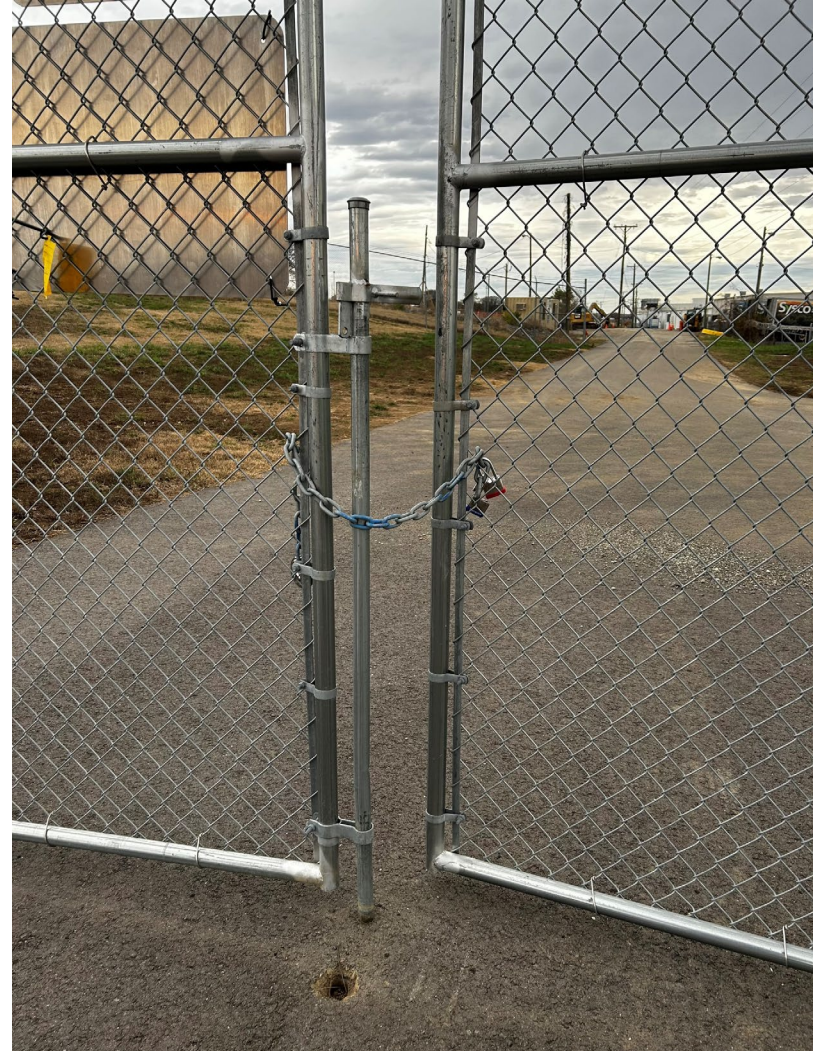
Limited Access

Manual Perimeter Gate Closure

Correct



Incorrect (Potential Wildlife Access)



Wildlife & Aircraft – Why This is Important

Plane Strikes Deer, Flips Over in Keene, New Hampshire



Plane hits coyote during takeoff, returns to airport

Wildlife

2022-04-30	15:41	(KJWN) JOHN C TUNE ARPT	(DPJ) DELTA PRIVATE JETS	BE-400 BJET	D	N	Unknown bird - small
2022-01-20		(KJWN) JOHN C TUNE ARPT					Mockingbirds
2022-01-09		(KJWN) JOHN C TUNE ARPT					Red-tailed hawk
2021-12-03		(KJWN) JOHN C TUNE ARPT					European starling
2021-07-29	11:15	(KJWN) JOHN C TUNE ARPT	(VTE) CORPORATE FLIGHT MANAGEMENT	EMB-135	D	N	Unknown bird - small
2020-10-02	17:00	(KJWN) JOHN C TUNE ARPT	(GAJ) GAMMA CHARTERS	BE-350 SUPER KING	C	N	Unknown bird - small
2019-09-03		(KJWN) JOHN C TUNE ARPT	(BUS) BUSINESS	BE-300 KING	C	N	Unknown bird - small
2018-06-29	19:46	(KJWN) JOHN C TUNE ARPT	(BUS) BUSINESS	DASSAULT-50 FALCON	D	N	Unknown bird - small
2018-06-27	17:38	(KJWN) JOHN C TUNE ARPT	(BUS) BUSINESS	DASSAULT-50 FALCON	D	N	Unknown bird - small
2018-05-04	18:00	(KJWN) JOHN C TUNE ARPT	(BUS) BUSINESS	SOCATA TBM700	C	N	American crow
2016-06-27	03:15	(KJWN) JOHN C TUNE ARPT	(BUS) BUSINESS	BE-300 KING	C	N	Unknown bird - small
2014-08-08	10:30	(KJWN) JOHN C TUNE ARPT	(BUS) BUSINESS	C-560	D	M?	Turkey vulture
2013-01-04	13:00	(KJWN) JOHN C TUNE ARPT	(BUS) BUSINESS	LEARJET-31	D	M	New World vultures
2012-07-20	06:30	(KJWN) JOHN C TUNE ARPT	(BUS) BUSINESS	BE-60 DUKE	A	N	Unknown bird - medium
2012-07-13	16:46	(KJWN) JOHN C TUNE ARPT	(PVT) PRIVATELY OWNED	BE-58 BARON	A	N	Mourning dove
2012-06-10	23:30	(KJWN) JOHN C TUNE ARPT	(PHM) PHI INC	EC135	F	N	Unknown bird - medium
2002-11-06		(KJWN) JOHN C TUNE ARPT	(BUS) BUSINESS	LEARJET-35	D	S	Mourning dove
2002-10-31	12:40	(KJWN) JOHN C TUNE ARPT	(BUS) BUSINESS	BE-90 KING	C	N	Mourning dove
1997-07-27		(KJWN) JOHN C TUNE ARPT	(BUS) BUSINESS	BE-200 KING	C	N	Hawks
1992-06-02		(KJWN) JOHN C TUNE ARPT	(PVT) PRIVATELY OWNED	BE-36	A	M?	Unknown bird - small
1990-01-11		(KJWN) JOHN C TUNE ARPT	(BUS) BUSINESS	HAWKER-SDLY HS125	B	D	White-tailed deer



HELICOPTER OPERATIONS ON THE APRON

Two Apron Helicopter Operating Areas



HOA 2 Preferred Operating Area For Flight Training

- Intermediate Holding Position Marking H2
- Circular Apron Control Markings For Two Different SASO

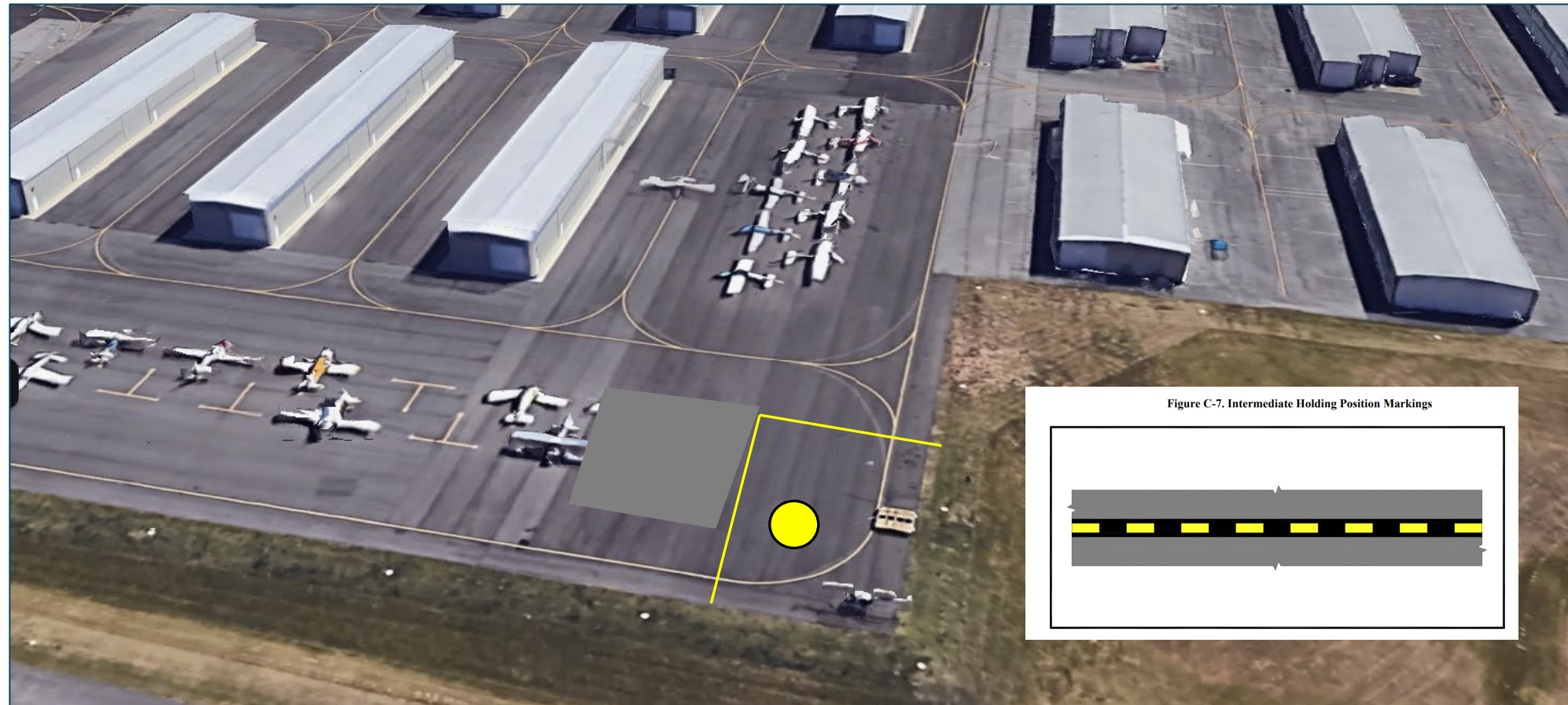
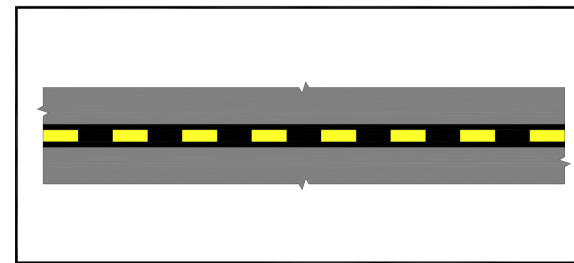


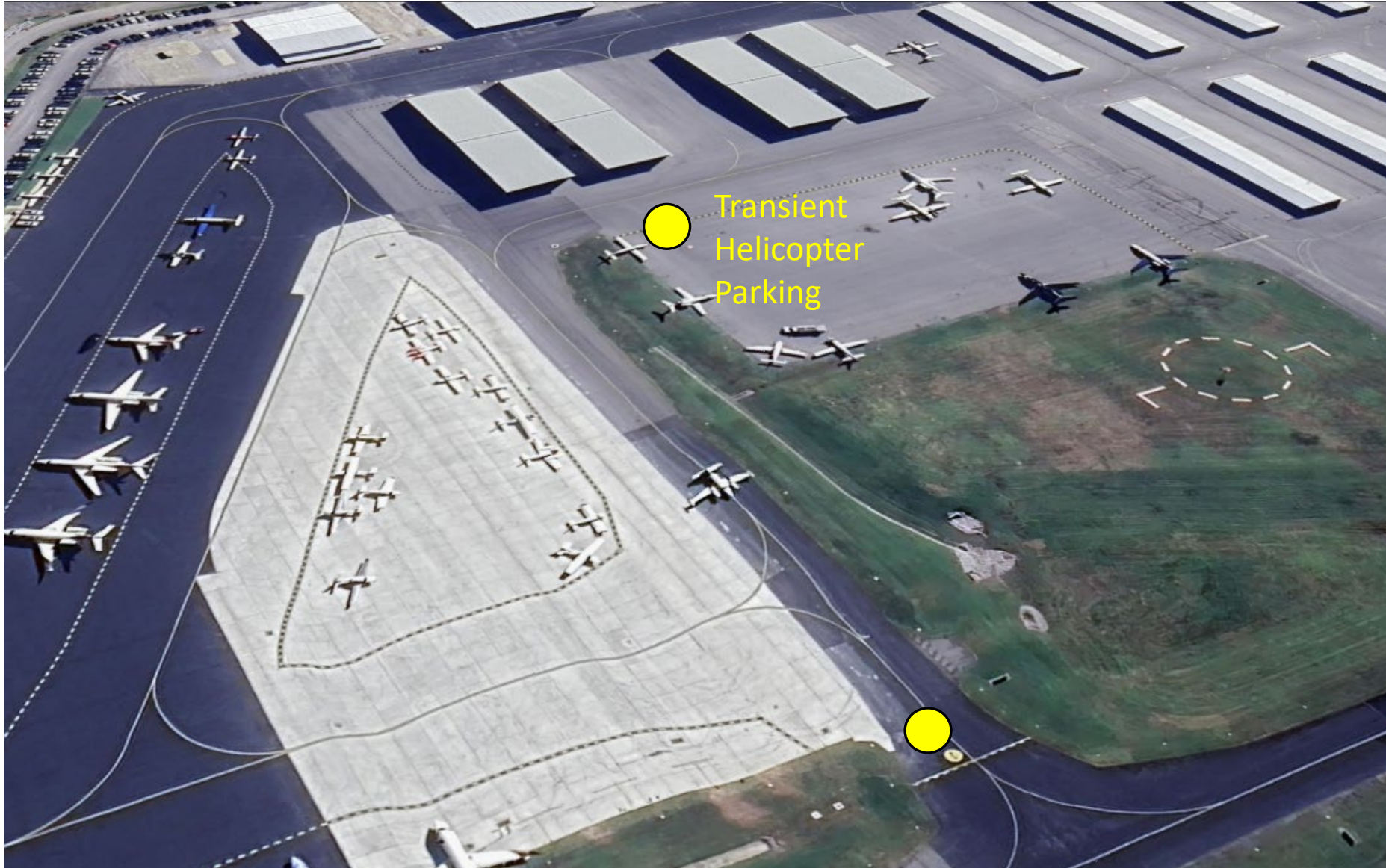
Figure C-7. Intermediate Holding Position Markings





HOTEL 2 HELICOPTER OPERATING AREA

Preferred Flight Training Operating Area



HOA 3

Preferred Operating Area For Hangar 1 Operators & Transit Operations

- Circular Apron Control Marking H3



HOTEL 3 HELICOPTER OPERATING AREA

Escorting Other Vehicles

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- Maintain visual contact with all escorted vehicles while on the Ramp.
- Speed limit on the ramp is 15 mph.

Aircraft always have the right of way.



FOREIGN OBJECT DAMAGE (FOD)

Foreign Object Debris (FOD)

Always be aware of debris/FOD

- FOD can include rocks, trash, screws, etc.
- Don't leave it behind
- Pick up all FOD or report to JWN staff





COMMUNICATIONS / ADMINISTRATION

We are here to help!



Do Not Assume – Get Clarification

- If you are asked to do something other than what has been discussed in this presentation:



Call for Airport Authority Staff

- If you are told to go somewhere outside the identified areas in this presentation:



Call for Airport Authority Staff

If you have any concerns/questions, **ask for clarification; do not make assumptions!**

JWN Staff Hours and Contacts

Typical JWN Staff Hours

7:00 a.m. – 3:30 p.m.

JWN Staff Contacts

Adam Wolf, Airport Manager, 615-924-2718

Aaron Evans, Director of Operations, 615-351-4057

Richard Waters, Operations Specialist, 615-881-4785

Duane Turner, Maintenance Supervisor, 615-571-6981

Jon Allen, Maintenance Specialist, 615-483-4029

In case of accidents, fire, and medical emergencies – call 911

In case of spills or suspicious activity – call the Airport Communications Center, 615-275-1703



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