



396 EXPEDITIONARY COMBAT SUPPORT WING
'Steadfast In Support'

DIVERSION CONTINGENCY PLAN (DCP) FOR CIVILIAN AIRLINES NOMINATING RAAF LEARMONTH AS AN INTERNATIONAL ALTERNATE AERODROME

INTRODUCTION

1. RAAF Base Learmonth (RAAF LMO) exists to support the generation, sustainment and deployment of military capability to meet Defence tasking by the Australian Government. The requirement for Defence to generate this capability in an efficient and effective manner will necessitate the primacy of military operations. To maintain the necessary level of primacy, Defence may need to restrict civil operations at RAAF LMO to ensure that the essential level of capacity remains to undertake military activity. In extreme cases, Defence may need to prohibit civil operations to maintain the required level of safety and operational security. However, whilst RAAF LMO is intended for Defence use, civilian operations may be approved.

POLICY STATEMENT

2. While Defence needs to maintain its ability to generate military capability, it also recognises that Australia as a nation has limited airfield infrastructure and that significant national benefit can be gained from controlled access to RAAF LMO. In particular, the use of RAAF LMO as planning alternates, in specified circumstances, can have a significant impact on airlines efficiency through reducing the required uplift of fuel. Prior to this approval for nomination of RAAF LMO as a technical international aerodrome, the airline is to create a Diversion Contingency Plan (DCP). The purpose of this instruction is to provide guidance on the required content of the DCP.

SCOPE

3. This instruction covers all guidance on the requirements of DCPs for civilian airlines applying to nominate RAAF LMO as an international alternate aerodrome.

AIRLINE OPERATOR REQUIRMENTS

4. Airline operators must meet the following requirements:
- a. Agree that a flight will only divert to RAAF LMO if the primary destination becomes unavailable after the point of no return, and that prior the point of no return the aircraft will divert to a more suitable civilian airfield.
 - b. Agree that the airline will operate at the air base with the current level of infrastructure and availability of Air Traffic Control, Rescue and Fire Fighting

Services and other airfield services. NOTE: RAAF LMO rarely have these services activated. Airfield infrastructure and services will be provided in accordance with paragraphs 9 and 10.

- c. Agree that any services provided to the airline at the air base that expend additional resources will be recovered by Defence at full cost.
- d. Provide proof that a DCP has been created, reviewed by and agreed to by the airport operator and approved by the SO AC 396ECSW in accordance with paragraph 7.
- e. That any Civil Aviation Safety Authority (CASA) operational approvals required to hold Defence air bases as technical alternates are the responsibility of the eligible airline to source.

DIVERSION CONTINGENCY PLANS

5. DCPs are to be developed by airlines, submitted to the airfield operator for comment and submitted through the airfield operator to SO AC 396ECSW for approval. The specific base circumstances, including remote areas and facilities at RAAF LMO means planning must be undertaken in advance of diversion planning. Pavement concessions (which, if given accompany this document) must be noted in the DCP.

6. **Purpose.** The purpose of the DCP is to ensure that in the unlikely event of an aircraft diversion there are agreed procedures to enable an appropriate reaction to the event. An airline will need to create a DCP for each aircraft type that plans to hold the air base as an alternate, unless a single plan can be created to satisfy multiple aircraft types. Annex A contains a template for airline DCPs.

7. **Content.** The DCP is to cover the following areas:

- a. **Diversion Notification.** There should be an agreed procedure by which the airline notifies the airport operator and RAAF LMO staff of the intention to divert an aircraft to a Defence air base. This procedure will need to take into account in-hours and out-of hours procedures.
- b. **Parking Facilities.** Designated parking positions will be required for each type of aircraft holding the air base as an alternate.
- c. **Aviation Fuel Provision.** The method by which aviation fuel will be provided to the aircraft is to be agreed. Any required call-out procedures are to be in accordance with paragraph 8.
- d. **Ground Handling.** The method by which ground handling requirements will be met is to be agreed and should be in enough detail to ensure that all aspects of passenger movement and aircraft ground services are considered. The plan should also address how an airline intends to move passengers from the aircraft and off the air base, should that requirement eventuate. Any required call-out procedures are to be in accordance with paragraph 8.

- e. **Security.** The plan should address how airline or contractor support staff can gain access to the air base if it is required for the provision of fuel or ground handling services. The plan should also address how security concerns could be satisfied in the event of passengers having to be removed from the aircraft. Any required call-out procedures are to be in accordance with paragraph 8.
 - f. **Cost Recovery.** An agreed method in accordance with *Resource Costing Manual* (FINMAN 4) by which airlines can be charged for any additional services provided by Defence in the event of a diversion.
8. **On Call Requirements.** SADFOs, or their delegates, are not to agree to an increase in on-call requirements for Defence personnel as part of the DCP process, unless, they are only minor amendments to existing call-out procedures. If the current Defence call-out procedures do not provide the timely response that airlines require, alternative contractor arrangements are to be created by the airline, or the airline can decide not to hold the air base as an alternate.

AIRFIELD INFRASTRUCTURE AND SERVICES

9. Airfield infrastructure at Defence air bases is constructed in accordance with Australian Defence Force Publication (ADFP) 602—*Joint Services Works Administration Aerodrome Design Criteria*. While this document is based on the conventions of the International Civil Aviation Organisation, which promulgates international standards and recommended practices in relation to aerodromes, it does not equate directly to the *Manual of Standards* (MOS)—Part 139. In practical terms this leads to certain aspects of Defence airfields not being CASA compliant. Any civil operator choosing to hold a Defence air base as an alternate may only do so on the understanding that the airfield infrastructure may not be compliant with MOS—Part 139.

10. At several Defence air bases the hours of operation for air traffic and ground handling services are based on the operational requirements of the military aircraft based at that location. This leads to airfield services being provided at variable times to provide the required flexibility. Airlines operating into Defence air bases may only do so on the understanding that airfield services are not provided for guaranteed windows of service and that short notice changes to airfield activation can be expected.

11. On several Defence air bases the infrastructure is quite limited and does not include major facilities such as pilot activated lighting (PAL). It is not Defence's intention to improve air base infrastructure or services to facilitate civilian airline operations. Defence will consider a civilian operator's proposal to pay for an upgrade Defence facilities or services, but these upgrades must be completed in accordance with standard Defence procurement policy.

**PROPOSED DIVERSION CONTINGENCY PLAN FOR (INSERT AIRLINE)
DIVERTING TO RAAF BASE LMO**

Note: This document is a proposal and is **not** an authorisation to use a Defence airfield as a technical alternate.

1. **Purpose.** *The purpose of this Diversion Contingency Plan (DCP) is to detail the operational and administrative requirements associated with an aircraft diversion to a Defence air base. While this plan can be used to support decision making during an emergency diversion, all possible support is to be given to a civilian airliner diverting to a Defence air base under emergency conditions, and that support to that emergency aircraft should not be limited by the contents of this plan.*

2. **Diversion notification.** *The purpose of this section is to describe the agreed notification procedures between the airline and air base personnel and should include:*

- a. **Initial notification.** *Describe where the initial notification for diversion should be made, and any additional notifications required. This could also be the area that internal Defence notification procedures are detailed. Consideration needs to be given to whether there should be a different procedure for when the air base is supporting operational flying activities.*
- b. **Coordination procedures.** *Describe the communication protocols to be followed if the coordination of airfield services and facilities is required.*

3. **Parking areas.** *This paragraph should detail the approved parking positions for the type of aircraft being covered by the DCP. It should detail the approved parking areas in order of preference, and should also consider the possibility of multiple civil diversions. It should also detail any operational considerations that might affect the choice of parking areas.*

4. **Aviation fuel availability.** *This paragraph should detail the method by which aviation fuel is expected to be provided to the diverted aircraft, and what procedures are to be followed to organise the provision of that fuel. The preference would be for fuel to be provided from a civil supplier on the airfield, but if the air base only has military fuel supplies available, it should also detail the method of payment for that fuel. Consideration should be given to whether this procedure differs during out of hours operation, and the extent to which fuel is available on call.*

5. **Ground handling requirements.** *This paragraph should detail all of the agreed ground handling procedures and facilities availability to ensure that the airline is fully aware of potential limitations. It should also detail the ground handling equipment that the airline has agreed to pre-position at the airfield and the method of storage for that equipment. Areas to be covered in paragraph should include, but are not limited, to the following:*

- a. *external power requirements;*
- b. *aircraft stairs;*
- c. *towing capabilities and tow bar availability; and*

- d. *passenger holding areas (if required).*
6. **Security procedures.** *This paragraph should detail any security requirements that need to be met to enable the DCP. This could include:*
- a. *agreement on how airline personnel gain access the air base;*
 - b. *agreement on how contract personnel, working on behalf of the airline, gain access to the base;*
 - c. *agreement on how passengers would be moved off and on the air base if a long term diversion was required; and*
 - d. *agreement on how the physical security for the aircraft would be addressed.*
7. **Passenger Medical Emergencies.** *This paragraph should detail the procedures to be followed if a passenger on the diverting aircraft suffers a medical emergency that requires an immediate response.*
8. **Cost Recovery Procedures.** *This paragraph should detail the procedures by which the SADFO will recover costs associated with the diversion. Defence's cost recovery policies and the different types of costing methodologies that may be used to calculate a charge are contained in FINMAN 4 and should be referred to when determining the costs to be recovered.*
9. **Specified Operational Limitations.** *This paragraph should detail any other operational requirements or restrictions that the SADFO requires the airline to comply with during a diversion to the air base.*
10. **Remote Area Requirements.** *This DCP needs to acknowledge the potentially extended waiting times for Australian Customs & Quarantine personnel to arrive at Learmonth to process personnel, the limited airport waiting areas, toilet areas and catering capabilities. The airline operator is to include in the DCP details of use of civilian facilities that have been negotiated with the airfield operator.*
11. **DCP Review.** *This DCP needs to be reviewed every two years and it is the responsibility of the requesting airline to initiate the review.*

Airport Operator

HQ396ECSW Approval

Signature Required
I. NAME
Reporting Officer
Learmonth Airport

Signature Required
I. NAME
SQNLDR
SO AC 396ECSW

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Insert Date

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