

WHANGANUI AIRPORT

MEMORANDUM

OF UNDERSTANDING



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REFERENCES

Ref	Title	Date
A	AIP NZ - NZWU	22 Apr 21
B	Whanganui Airport Aerodrome Operational Safety Aeronautical Study	10 Oct 19
C	Civil Aviation Rule Part 12. Accidents, Incidents and Statistics	1 Dec 20
D	Civil Aviation Rule Part 91. General Operating and Flight Rules	1 Dec 20
E	Civil Aviation Rule Part 139. Aerodromes - Certification, Operation and Use.	1 Dec 20

VERSION CONTROL

Version	Date	Amendment
0.1	10 Oct 19	Initial draft
0.2	18 Oct 19	Add Super Air Ltd. Add references and version control. Amend circuit procedures. Include helicopter operations. Amend low flying area procedures. Amend noise abatement courtesy.
0.3	22 Oct 19	Amend circuit procedures. Amend local training area procedures. Amend preferred VFR arrival and departure procedures. Amend low flying area procedures. Amend noise abatement courtesy. Amend agricultural operations.
0.4	2 Dec 19	Changes to incorporate recommendations of Whanganui Airspace Advisory Group regarding Noise Abatement Procedures.
0.5	20 Jun 20	Incorporated NZICPA recommendations. Removed L3.
0.6	8 Dec 20	Added 6-week initial review. Included CAA application of 'Just Culture'. Amended incident reporting requirements. Terminology change: Flight Training Organisations vice Aviation Training Organisation. Amended circuit traffic density. Removed reference to NZICPA flight coordinator. Amended VFR Arrivals and Circuit Procedures. Defined local training areas and procedures. Amended transit requirements. IFR Arrival and Departure Procedures amended in entirety. Removed Preferred VFR arrival and Departure Procedures. Updated low flying area briefing and transit from L365. Included FATO operations and Whanganui Hospital heliport arrivals. Amended noise abatement procedures. Updated Emergency Procedures, Ground Operations and Airport Facilities. Added Drones.

0.7	18 Dec 20	Deleted join via circuit leg (art 10.6). Reworded example position report (art 11.5). Added 'or depart' circuit (art 10.8). Added VFR training area transit diagram (art 11.6). Renumbered figures. Added priority info for IFR aircraft (arts 11.4 and 12.4). Added IFR arrival training area position reporting requirement (arts 11.3 and 12.2). Added low flying area exemption for agricultural aircraft (art 13.3).
0.8	28 Apr 21	Updated AIP NZ date at Ref A. UNICOM details amended (art 2.2). Corrected name of Airspace Advisory Group (art 4.2.3). Amended dates of Airspace Advisory Group meetings (art 6.1). Sentence structure amended for readability (arts 12.5 and 12.7). Radio call requirements amended (art 15.1).
1.0	13 May 21	Title page amended to better facilitate signatory updates. Renamed section 1.
1.1	14 May 21	Amended WAC description of operation and certification details. Corrected Air Chathams' signature block details.
1.2	12 Dec 22	Amended 13.2 to include safety area around the gas compression station in L365.

TABLE OF CONTENTS

- 1. KEY AIRPORT ORGANISATIONS AND USERS6
- 2. BACKGROUND 7
- 3. OBJECTIVES 7
- 4. GENERAL8
- 5. DISPUTE RESOLUTION.....9
- 6. MEETINGS9
- 7. ‘JUST CULTURE’ 10
- 8. INCIDENT REPORTING 10
- 9. CIRCUIT TRAFFIC DENSITY..... 10
- 10. VFR ARRIVALS AND CIRCUIT PROCEDURES..... 11
- 11. LOCAL TRAINING AREAS..... 11
- 12. IFR ARRIVAL AND DEPARTURE PROCEDURES 13
- 13. LOW FLYING ZONES 14
- 14. HELICOPTER OPERATIONS 15
- 15. RADIO PROCEDURES 16
- 16. DRONES..... 16
- 17. NOISE ABATEMENT 17
- 18. EMERGENCY PROCEDURES 17
- 19. GROUND OPERATIONS 17
- 20. AIRPORT FACILITIES..... 18
- 21. AUTHORISATION 19
- ANNEX A - DEFINITIONS AND TERMINOLOGY A - 1

1. KEY AIRPORT ORGANISATIONS AND USERS

1.1 **Whanganui Airport** (the Airport) is a Joint Venture airport owned by the Whanganui District Council and the Crown (represented by the Ministry of Transport) and the holder of a Civil Aviation Rule (CAR) Part 139 Aerodrome Operator Certificate from the Civil Aviation Authority (CAA).

1.2 The following are tenants and/or key users of the airport:

- **Air Chathams Ltd** (Air Chathams) is a scheduled airline operator based in Auckland operating a mixed fleet of SAAB 340, Convair 580, ATR72 and Metroliner III aircraft in accordance with CAR Part 121. Air Chathams provide check-in, baggage handling and marshalling services for their own aircraft. Utilises the CAA approved operator callsign 'Chatham'.
- **Air Wanganui Ltd** (Air Wanganui) operates two B200 and one C90 King Air fixed-wing aircraft providing aeromedical and charter services from the Airport in accordance with CAR Part 135. Utilises the CAA approved operator callsign 'Medicare'.
- **Massey University School of Aviation** (Massey) is a flight training organisation located at Palmerston North Airport. Operating a fleet of 12 Diamond DA40 and two Diamond DA42 aircraft Massey provides student flight training in accordance with an approved "Equivalence Agreement" with CAA and CAR Part 141. Utilises the CAA approved operator callsign 'Massey'.
- **Mid West Helicopters Ltd** (Mid West) is a commercial helicopter operator with eight helicopters providing a range of helicopter services to the central and lower North Island in accordance with CAR Parts 119/135 and 137.
- **New Zealand International Commercial Pilot Academy** (NZICPA) is a flight training organisation located at Whanganui Airport. Operating a mixed fleet of two twin- and 15 single-engine training aircraft the NZICPA provides student flight training in accordance with CAR Part 141. Utilises the CAA approved operator callsign 'Academy'.
- **Ravensdown Aerowork Ltd** (Aerowork) is a commercial agricultural aircraft operator with a fleet of 12 Cresco, two Fletcher and one Cessna 185 aircraft operating throughout New Zealand from bases spread from Te Kuiti in the north to Waimate in the south. Operations are in accordance with CAR Parts 119 and 137. From its Whanganui base Aerowork undertake maintenance and manufacturing requirements for their fleet in accordance with CAR Parts 145 and 148.
- **Royal New Zealand Air Force** (RNZAF) is located at RNZAF Base OHAKEA and WHENUAPAI. The predominant military aircraft types using the Airport are the B350 King Air and T-6C Texan fixed-wing aircraft, and the NH-90 and A109 helicopters.
- **Super Air Ltd** (Super Air) is a commercial agricultural aircraft company operating a mixed fleet of topdressing aircraft operating under Part 137. One Super Air Cresco aircraft is based at Whanganui Airport.

- **Wanganui Aero Club Inc (WAC)** provides recreational flying club activities and student flight training for Private Pilot Licence (PPL) and Commercial Pilot Licence (CPL) through to single-engine instrument and instructor ratings in accordance with CAR Part 91. WAC's recognition of this MoU is for their employees and aircraft operated by the WAC. WAC members operating privately-owned aircraft may conform with the MoU at their own discretion.
- 1.3 Other organisations able to demonstrate a permanent and active association with daily aeronautical activity at the Airport may apply for inclusion in this Memorandum of Understanding (MoU).
- 1.4 Whanganui Airport is responsible for the maintenance of the MoU and is the document owner.

2. BACKGROUND

- 2.1 Originally built in the 1930s Whanganui Airport has operated as a passenger airport since 1954 and has been the home to some of New Zealand's earliest pilot training schools. Whanganui Airport has recently seen significant growth in the total number of aircraft movements. This is primarily due to the increased number of training aircraft operating in the area. This growth is forecast to continue which will place significant demands on the local airspace and infrastructure at the airport.
- 2.2 As an unattended airport local Air Traffic Services are not provided, however, a UNICOM aerodrome information service began reduced-hours operations on 22 Apr 21. Full UNICOM hours of operation will begin once additional UNICOM Operators are trained and qualified.

3. OBJECTIVES

- 3.1 The objectives of this MoU are:
- Ensuring ongoing compliance with aviation legislation by Whanganui Airport and all Airport users.
 - Promoting and contributing to a safe and professional aviation environment on and within the vicinity of the Airport.
 - Proactively approaching formal risk management of aeronautical safety matters.
 - Contributing to outcomes that are in the best interests of all parties and the Airport users in general.
 - Recognising and adopting aeronautical industry best practice where appropriate.
 - Acknowledging and facilitating the diverse range of aviation activities conducted at the Airport.
 - Ensuring ongoing and constructive communication between Airport users with the aim of achieving consensus, endorsement and ownership of these objectives by the parties.
 - Minimising the impact of flying activities on the community and neighbours living in the vicinity of the Airport.
 - Supplementing promulgated operating procedures to further improve the safety of operations at the Airport.

- Maintaining an open and professional association with other Airport users.

4. GENERAL

- 4.1 While not intended to be legally binding upon the parties this MoU sets out the parties' commitment to certain objectives and means to achieve these in addition to their regulatory and legal obligations.
- 4.2 To achieve the above objectives, the parties recognise the need to adhere to the following obligations, which may be in addition to the minimum regulatory requirements:
- 4.2.1 All parties shall be familiar with and conduct their operations in accordance with:
- a) The respective CAR(s) pertinent to their types of operations.
 - b) The Rules, Limitations and Operational Conditions of Use of the Airport.
 - c) Aerodrome Charts and Supplements for Whanganui Airport (NZWU) promulgated in the Aeronautical Information Publication of New Zealand (AIPNZ).
 - d) Notices to Airmen (NOTAMs) for NZWU, to advise temporary short-term operational changes or conditions which may affect operations at the Airport.
 - e) The Standard Operating Procedures (SOP) applicable to their respective operations.
- 4.2.2 The parties acknowledge that the Airport may (at its sole and absolute discretion) change the Rules, Limitations and Operational Conditions of Use of the Airport from time to time.
- 4.2.3 The Airport will consult with the Airspace Advisory Group, Airport Users Group and any other relevant parties about proposed revisions to the Airport's Rules, Limitations and Operational Conditions. Whanganui Airport is required to approve any such revisions and is ultimately responsible for these.
- 4.2.4 The parties will each disseminate the agreed Rules, Procedures, Limitations and Operational Conditions for use of the Airport within their respective organisations as appropriate and will include this information in any company/organisation induction training for new employees and/or members.
- 4.2.5 All parties agree to instruct and encourage their pilots, employees, and/or members to adhere to the following procedures outlined in this document where applicable.
- 4.2.6 Each party will ensure that all of its relevant employees and/or members are aware of the MoU and its function, including the role the MoU plays in ensuring a safe and positive operating environment at the Airport.

- 4.2.7 Each party will publicise the existence of, and participation in, the MoU and agreed Rules, Limitations and Operational Conditions by notification on parties' premises, company/organisations websites and other documentation as appropriate at each organisation's discretion.
- 4.2.8 The parties agree to promote adherence to agreed and documented Rules, Limitations and Conditions of Use and to maintain Whanganui Airspace Advisory Group meeting minutes as a permanent agenda item on each parties' organisational meetings including committee and/or club meetings.
- 4.2.9 The parties will work constructively with other parties to this MoU to implement new rules, procedures and controls in a timely fashion so as to ensure the safe and efficient operation of the Airport.

5. DISPUTE RESOLUTION

- 5.1 In considering any difference or dispute that may arise in relation to this MoU or any policies, rules or requirements at the Airport that may be relevant to this MoU, the parties agree and acknowledge that:
 - 5.1.1 This MoU is not intended to be legally binding on the parties and is a statement of intent and commitment to objectives only;
 - 5.1.2 They will act reasonably, fairly and in good faith when dealing with one another; and
 - 5.1.3 Whanganui Airport shall have the right to determine matters which (in its sole and absolute discretion) impact on its rights and responsibilities as owner and operator of the Airport.
- 5.2 The parties shall endeavour to resolve any dispute or difference by agreement and if they agree, by mediation.

6. MEETINGS

- 6.1 Meetings of the Whanganui Airspace Advisory Group will be held twice a year, typically in June and December each year. Each party will ensure that their representative on the Whanganui Airspace Advisory Group is of appropriate seniority and is mandated to represent their organisation and its interests and to actively contribute to the meeting. Where the nominated representative is unable to attend that party shall endeavour to provide a suitable alternate.
- 6.2 Each representative on the Whanganui Airspace Advisory Group will convey the outcomes and agreed actions of the group back to their respective organisations.
- 6.3 The parties agree that the MoU and its objectives will be included as an agenda item at the Whanganui Airspace Advisory Group meetings a minimum of once per year. The purpose of the MoU agenda item will be to discuss and establish any necessary changes to the MoU.

- 6.4 The MoU may be included as an agenda item more frequently, or a meeting may be called to discuss the MoU specifically, should any party consider it necessary to do so in order to address a particular safety matter. The meeting shall be held as expeditiously as possible on notification to the Airport.
- 6.5 An initial review of the MoU will be conducted 6-week after implementation.

7. 'JUST CULTURE'

- 7.1 The signatories of this MoU are supportive of a 'Just Culture' which implies a 'duty of care' of aviation participants to follow procedures and rules, and to avoid causing harm or unjustifiable risk. Decision-makers should strive to strike the right balance between accountability and learning in responding to events, in order to create an environment where people feel comfortable reporting errors, hazards, and occurrences. Just Culture supports learning from events through enhanced sharing of safety information to prevent future accidents.
- 7.2 The CAA application of Just Culture is provided below as a guideline for this MoU.

"If an aviation participant reports their involvement in an incident or Rules omission/breach in a complete, accurate and timely fashion then the CAA will apply just culture principles in its response. Where there's no self-reporting or there is evidence of repeated at-risk behaviours or recklessness, then the protections of Just Culture will not apply." CAA NZ

8. INCIDENT REPORTING

- 8.1 The parties recognise the need to ensure a safe operating environment for all Whanganui airspace users and that reporting of any safety incidents and occurrences is pivotal to a safe aviation environment.
- 8.2 In addition to their obligations to report incidents or occurrences under Civil Aviation Rules the parties also agree to provide the Airport with a monthly summary of all reportable events that occur within the boundaries of the Whanganui MBZ (B375) that relate to airspace events, aerodrome occurrences or bird hazards. Nil returns are required.

9. CIRCUIT TRAFFIC DENSITY

- 9.1 A maximum of four aircraft are permitted to conduct circuit training at any one time.¹ Aircraft departing, conducting an instrument approach procedure or arrival procedure to land are not included in this limitation.
- 9.2 The number of aircraft in the circuit will be managed on a case-by-case basis by the PICs of the aircraft in the circuit assisted by the Flight Training Organisations when necessary. It is intended that the future UNICOM service will assist in the management of circuit density. Details of this process will be included in this MoU once UNICOM is established.

¹ This number will be reviewed and may be increased once the UNICOM aerodrome information service has been implemented at Whanganui Airport.

- 9.3 Visiting aircraft will be afforded same consideration as local aircraft.
- 9.4 All aircraft in the circuit may need additional reporting to ensure safe sequencing of IFR arrivals.

10. VFR ARRIVALS AND CIRCUIT PROCEDURES

- 10.1 Where possible pilots should take appropriate measures in the circuit to assist RPT and aeromedical flight operators to conduct expeditious arrivals and departures.
- 10.2 Pilots of RPT or aeromedical aircraft should state their intentions to join, including track and ETA, and liaise with other aircraft to accommodate their arrival. Confirmation of understanding should be sought if any doubt exists.
- 10.3 RPT and aeromedical aircraft will not assume a right-of-way. All concessions to assist their movements are made at the discretion of the aircraft established in the circuit.
- 10.4 VFR circuit traffic should be aware that with a low cloud base that requires the pilot of an IFR aircraft to fly an instrument approach the arriving IFR aircraft may have landing priority over VFR aircraft already operating in the circuit.
- 10.5 Departing aircraft should maintain 1000ft or below until clear of the circuit at 3Nm to provide vertical separation from joining aircraft.
- 10.6 VFR aircraft tracking to conduct a Standard Overhead Join should be aware that aircraft conducting the RNAV RWY 11 Missed Approach may be between 1500ft and 2700ft AMSL as far as 3Nm north-east of NZWU.
- 10.7 Only one aircraft should conduct a Standard Overhead Join at any one time.
- 10.8 No pilot shall join or depart the circuit by a non-standard procedure.
- 10.9 Orbits are not permitted in the circuit unless no other safe option exists.

11. LOCAL TRAINING AREAS

- 11.1 Local training areas, depicted at Figure 1, have been established to facilitate the separation of Flight Training Organisation aircraft.
 - 1 'Kaitoke'
 - 2 'Kai Iwi'
 - 3 'Maxwell'
 - 4 'Waitotara'
 - 5 'Waverley'
 - 6 'Windfarm'
 - 7 'Patea'

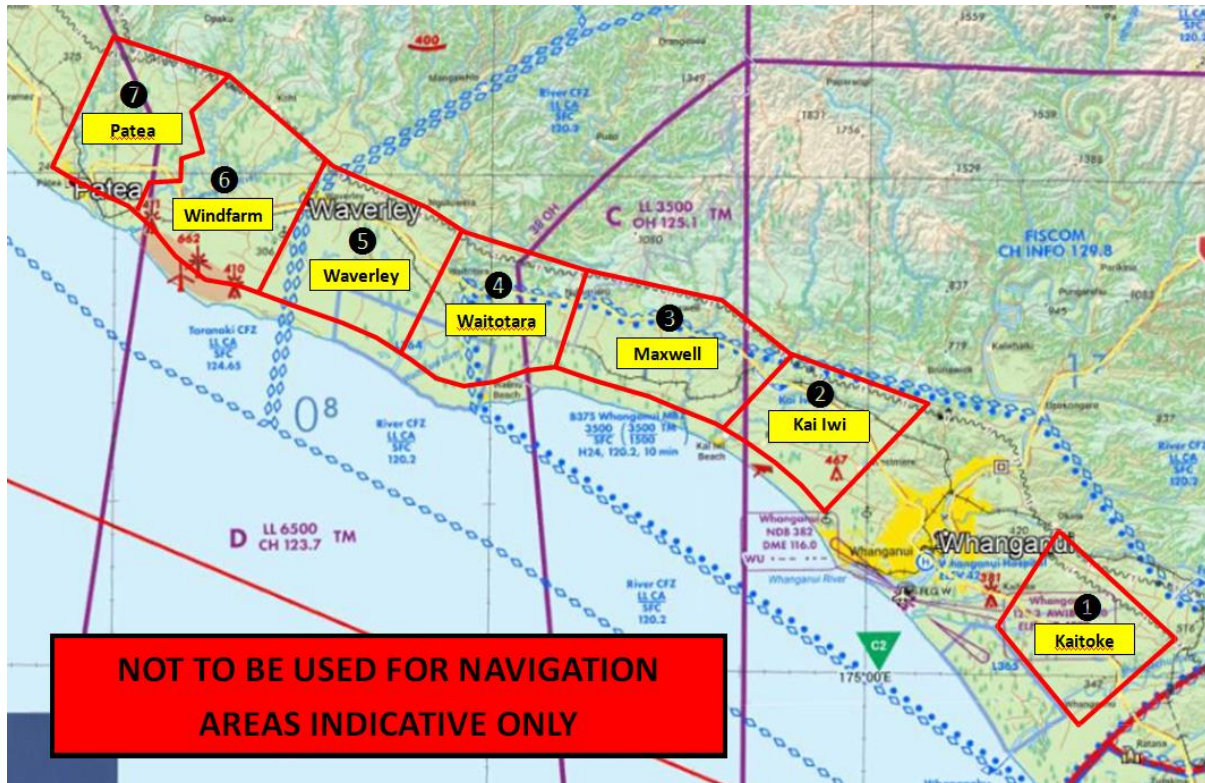


Figure 1. Local Training Areas

11.2 It is acknowledged that some of the local training areas are outside the boundaries of the MBZ and therefore beyond the scope of this MoU, however, all signatories to this MoU will continue to apply these procedures within the CFZ and its surrounding airspace for consistency of use.

Local Training Areas - Procedures

- 11.3 Pilots should avoid, vacate or clearly communicate their intentions if operating within the Kai Iwi/Kaitoke training areas or north of the city when an RPT or aeromedical flight is arriving or departing within the respective training areas. The runway in use needs to be considered when making this decision.
- 11.4 Only one Flight Training Organisation aircraft is to occupy a training area unless agreement is obtained between no more than two Flight Training Organisation aircraft to occupy a training area with suitable vertical and/or lateral separation.
- 11.5 Aircraft transiting through the training areas are to liaise with pilots established in the training areas to ensure adequate separation is maintained.
- 11.6 Pilots making position reports inside the training areas will refer to the name of the training area being used and make reference to a promulgated reporting point to avoid potential confusion for itinerant pilots. (i.e. 'Academy 123, 3 miles west of Westmere, 2000ft in the Kai Iwi training area').

Local Training Area Transit

11.7 Aircraft intending to use the local training areas will generally transit on the coastline before entering the selected local training area from the south as illustrated at Figure 2. Aircraft departing from the local training areas will generally vacate via the north and transit southeast along the northern boundaries of the local training areas.

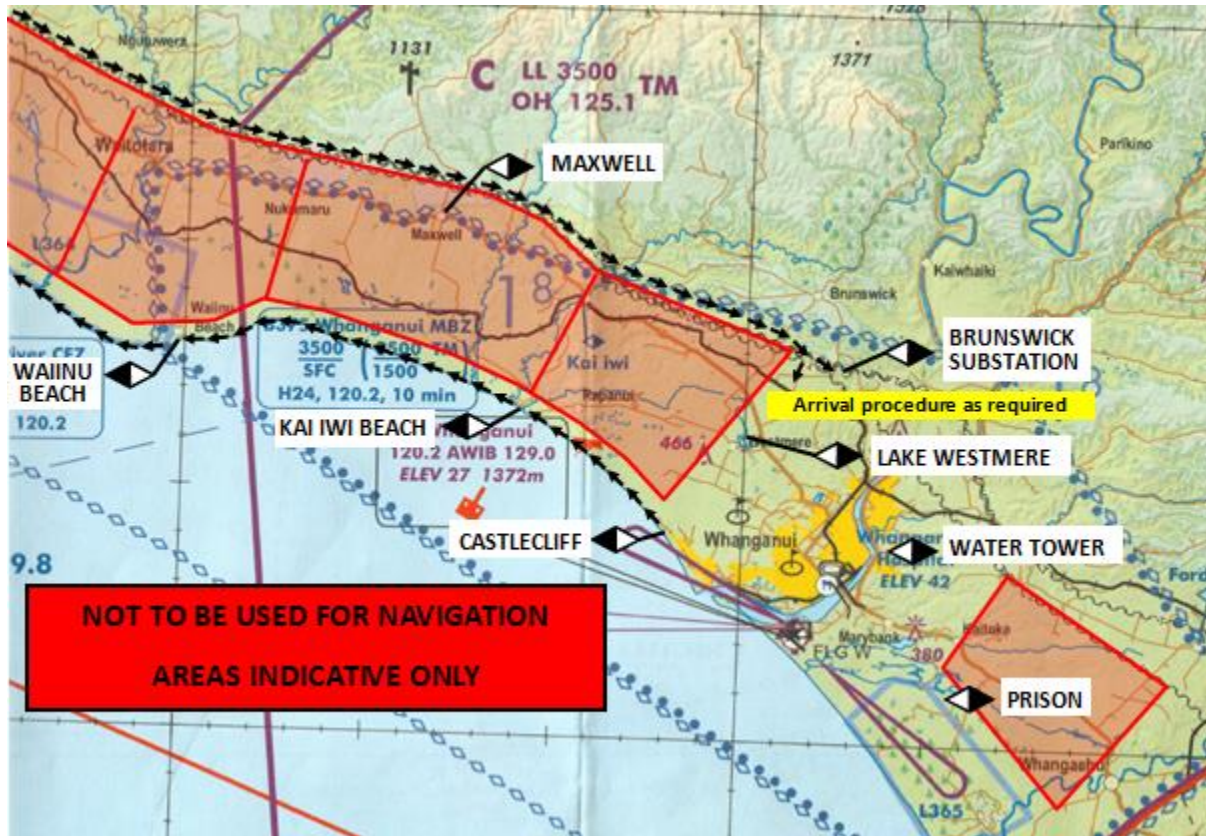


Figure 2. VFR Training Areas Transit

- 11.8 Pilots wishing to transit through an active training area should liaise with the aircraft established in that training area to ensure safety is maintained through lateral and/or vertical separation.
- 11.9 Pilots should avoid overflying the airfield below 2000ft when weather permits.
- 11.10 Transiting aircraft following the coastline need to transit north-west or south-east at least 2Nm seaward of the coast if below 2000ft to avoid the circuit.

12. IFR ARRIVAL AND DEPARTURE PROCEDURES

- 12.1 To aid with traffic separation and to facilitate their approach Air Chathams and Air Wanganui aircraft should make an MBZ call prior to 15Nm to establish runway in use, determine airfield activity, provide details of their intended approach method and advise their ETA.

- 12.2 Pilots of IFR aircraft need to clearly communicate their intended flightpath and liaise with other aircraft that may be operating within the Kai Iwi or Kaitoke training areas or to the north of the city 3500' and below if the flight path is through one of these areas. Preferably, this will be done prior to the 15nm arrival call or prior to the take-off roll commencing.
- 12.3 Pilots of aircraft operating under instrument flight rules joining on a visual approach should track via a 5Nm final. Their circuit integration should be sequenced with circuit traffic as early as possible.
- 12.4 Pilots conducting instrument approach procedures need to be aware that the promulgated approach is in close proximity to high-density VFR traffic areas and clear communication and coordination is required.
- 12.5 Pilots of IFR aircraft conducting an instrument approach in IMC should be aware that while they may have landing priority over aircraft already operating in the circuit additional communication may be required for the safe sequencing of arrivals.
- 12.6 Pilots conducting instrument arrivals in inclement weather need to be aware that VFR traffic may be operating in the circuit with visibility down to 1500m. Clear communication and sequencing is essential.
- 12.7 In addition to required procedural radio calls pilots of IFR aircraft should refer to prominent geographical locations or a distance to touchdown to assist other pilots in seeing and avoiding IFR aircraft (i.e. 'Medicare 01, DUDED 2800ft established final RNAV RWY 11 on a 9 mile final').

13. LOW FLYING ZONES

- 13.1 The designated using agency for low flying zones L364 and L365, in the vicinity of Whangaehu River Mouth and Waiinu Beach respectively, is the Wanganui Aero Club. Use of these low flying zones is detailed in AIP ENR 5.3-5 which requires pilots not associated with the designated using agency to obtain a briefing and comply with any conditions that may be applicable as a result of the agreement between the designated using agency and the landowner or lessee.
- 13.2 Signatories to this MoU may use L364 and L365 areas providing the following procedures, which constitute a briefing, are adhered to:

- Call 'River Traffic' (L364) or 'Whanganui Traffic' (L365) on 120.2 MHz and advise intentions on entering.
 - To avoid confusion entering radio calls shall include the designator and name of the low flying area i.e. "Lima 364 Waitotara" and "Lima 365 Pauri".
 - Maintain a listening watch on 120.2 MHz and reply to other aircraft wishing to enter the low flying zone.
 - Only one aircraft is to operate within L365, and no more than two aircraft in L364, unless prior agreement is obtained from Whanganui Aero Club and agreement between the pilots is established prior to entry.
 - When vacating the low flying zone call 'Whanganui Traffic' on 120.2 MHz and advise intentions and intended altitude.
 - Pilots are to avoid overflying livestock, buildings and people especially when conducting an overshoot from a practiced forced landing.
 - Pilots wishing to utilise the landing strip located within the L364 low flying zone must receive a face-to-face briefing from an approved Whanganui Aero Club instructor prior to each use.
 - Hazards in both low flying zones can include birds, hang gliders or kites. Severe mechanical turbulence may be encountered.
 - A 300m radius safety exclusion area around the gas compression station within L365 is to be maintained.
- 13.3 The minimum operating height is 200 ft AGL (agricultural topdressing operations exempt).
- 13.4 Failure to comply with the low flying area procedures may result in cancellation of the approval to use the area.
- 13.5 Transit from L365 Pauri to the airfield when RWY 14 is in use should be at 1000ft or above to avoid conflict with aircraft in the RWY 14 circuit.

14. HELICOPTER OPERATIONS

- 14.1 Helicopters operate in their own contra circuit at 800ft on the opposite side of the runway in use. Helicopters are to join by the appropriate leg of the helicopter circuit for the runway in use. Helicopters should make their approach to the runway in use and terminate either on the runway, the FATO or hover area. On completion helicopters may hover taxi to the hangars, parking areas or fuel bowsers.
- 14.2 Currently the FATO and hover area positions, as illustrated at Fig 3., are under trial by Mid West Helicopters. The construction of the parallel taxiway will require further review of the FATO location. It is anticipated that this will be determined in 2021. Once the locations are confirmed they will be promulgated in the AIP NZ.



Figure 3. Trial FATO and Hover Areas

14.3 Arrivals to Whanganui Hospital Heliport (NZJU) from the south should, where practicable, track from Turakina River Mouth towards Kaitoki to join the approach sector from the east remaining clear of the circuit area. Arrivals from the north-west should, where practicable, avoid flight south-east of Castlecliff. Additional communication to deconflict with the Whanganui Airport circuit may be required.

15. RADIO PROCEDURES

- 15.1 Radio traffic is to be kept to a minimum but sufficient for good airmanship and to maintain safety. 'Downwind' and 'Finals' calls are to be made in accordance with the AIP NZ for Whanganui Airport. Additional calls may be necessary at times.
- 15.2 Pilots joining via the circuit should advise when established on their intended circuit leg.
- 15.3 All pilots should listen out before transmitting – not just for a gap in transmissions, but also to enhance situational awareness.
- 15.4 Radio calls are not required when taxiing to/from the fuel pumps to the hangars unless a potential conflict with other aircraft on the ground exists.

16. DRONES

- 16.1 Drones pose a significant risk to aviation. Any airport user should bring to the immediate attention of the Duty Airport Officer (06 349 3199) if a drone is observed to be operating within 4km of the airport. The Airport Manager is responsible for authorising all legal drone activity within this exclusion zone.

17. NOISE ABATEMENT

- 17.1 Flight Training Organisations will ensure that circuit training is not conducted at Whanganui Airport between the hours of 2200 - 0630 NZST and 2300 - 0630 NZDT.
- 17.2 When practicable pilots should limit extended flight below 2000 ft over the built-up areas of Whanganui as illustrated at Figure 4.

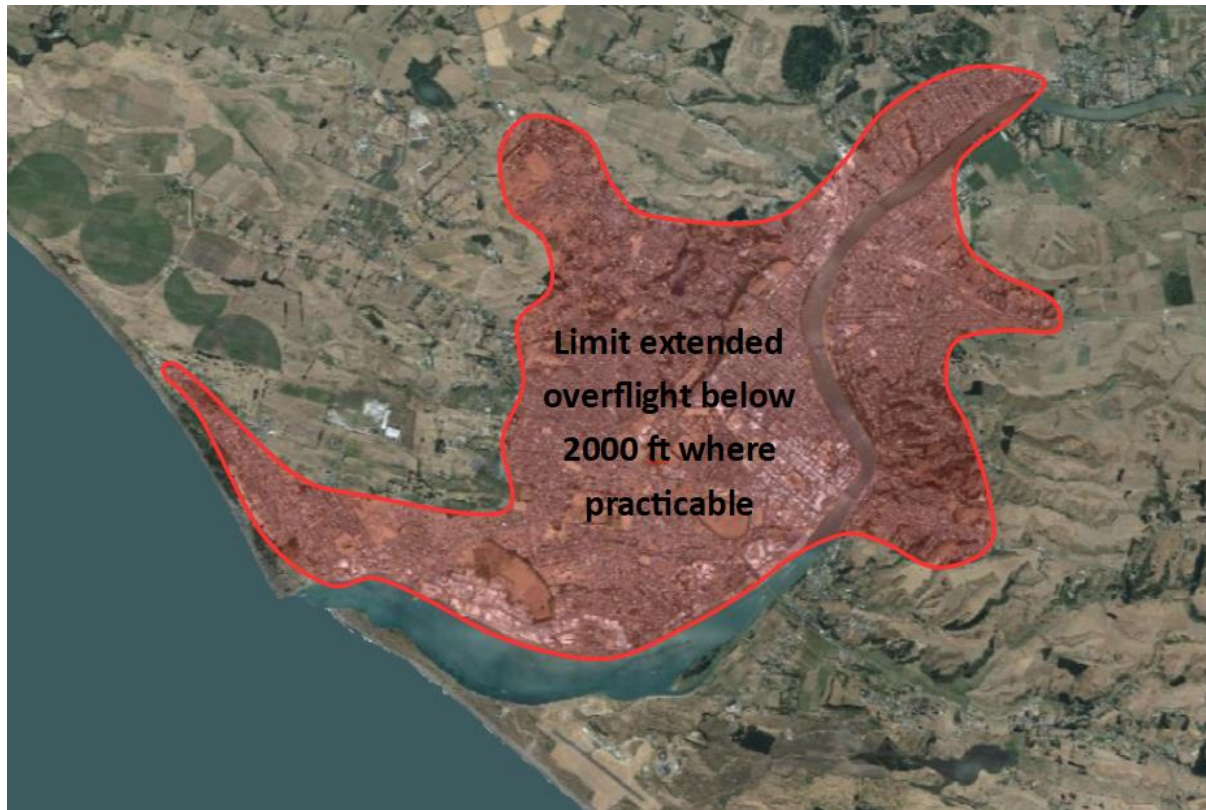


Figure 4. Built-up Areas of Whanganui

18. EMERGENCY PROCEDURES

- 18.1 Whanganui Airport does not have an on-field Rescue Fire Service. In the event that an emergency landing is required, where a delay in landing is acceptable, it is preferable to delay landing until emergency services are in position to respond immediately. It is acknowledged that conditions of low fuel endurance, deteriorating weather or other factors may force the pilot to land without delay.
- 18.2 In the event that an emergency event is observed the emergency services should be notified immediately by calling 111. As an unattended airport it should not be assumed that someone else has made the call.

19. GROUND OPERATIONS

- 19.1 At times it may be necessary for airport vehicles to enter the runways to conduct maintenance, runway inspections, remove disabled aircraft or to clear FOD. When this is required the driver of the vehicle will make the appropriate runway entry call describing their activities and the estimated duration that the runway will be occupied.

- 19.2 Runway inspections are typically conducted prior to the first RPT flight in the morning and again prior to the first RPT flight at night.
- 19.3 Aircraft in the circuit may be asked to conduct an overshoot to allow the ground activity to be completed expeditiously. In the event that an overshoot is requested, and the pilot is willing to comply, the intention to do so is to be advised by the pilot and the manoeuvre initiated not below 300ft AGL. The ground vehicle will not proceed until both parties have established a clear understanding of intentions.

20. AIRPORT FACILITIES

- 20.1 Any issues with Airport facilities are to be reported to the Airport Duty Officer. Faults can be reported via the 24/7 contact number (06) 349 3199 or the airport website at www.whanganuiairport.co.nz using the 'Report a Hazard' link. The Airport Duty Officer will address any issues as soon as practicable.
- 20.2 Faults with the AirBP or Z fuel pumps should be reported in the first instance to the appropriate fuel company's 0800 number promulgated on the fuel bowser. This allows the pilot to describe the fault first-hand and may allow for immediate fault finding by the fuel technician to rectify the problem over the phone.
- 20.3 In the event that the fuel pump remains unserviceable the fuel company will contact the Airport Duty Officer to issue a NOTAM until they can arrange a service technician to repair the fault.

21. AUTHORISATION

21.1 We the undersigned, as authorised representatives of our respective organisations, undertake to abide by the guidelines as specified above until amended, superseded or revoked.

Air Chathams	Signed:
	Name: Duane Emeny
	Position: Chief Operating Officer
	Date: May 2021
Air Wanganui Ltd	Signed:
	Name: Dean Martin
	Position: Chief Executive Officer
	Date: May 2021
Massey University School of Aviation	Signed:
	Name:
	Position:
	Date:
Mid West Helicopters Ltd	Signed:
	Name: Shannon Carr
	Position: Chief Executive Officer
	Date: May 2021
New Zealand International Commercial Pilot Academy	Signed:
	Name: Phill Bedford
	Position: Chief Executive Officer
	Date: May 2021

Ravensdown Aerowork	Signed:
	Name: Fabian Kopu
	Position: General Manager
	Date: May 2021
Royal New Zealand Air Force	Signed:
	Name:
	Position:
	Date:
Super Air	Signed:
	Name:
	Position: Senior Pilot
	Date: May 2021
Wanganui Aero Club	Signed:
	Name: Darren Luff
	Position: President
	Date: May 2021
Whanganui Airport	Signed:
	Name: Kym Fell
	Position: Chief Executive
	Date: May 2021
	Signed:
	Name:
	Position:
	Date:

ANNEX A - DEFINITIONS AND TERMINOLOGY

1. The following abbreviations and terminology are used within this document.

Abbreviation / Terminology	Definition
Aeromedical	The use of aircraft to move patients to and from healthcare facilities and accident scenes
AIPNZ	Aeronautical Information Publication of New Zealand
ATC	Air Traffic Control
CAA	Civil Aviation Authority
CAR	Civil Aviation Rules
CPL	Commercial Pilot Licence
FATO	Final Approach and Take-off Area
FOD	Foreign Object Debris/Damage
Flight Training Organisations	Refers to those organisations operating under CAR Part 141 (L3, Massey and NZICPA) and, for the purposes of this MoU, Whanganui Aero Club aircraft when conducting flight training.
IFR	Instrument Flight Rules
MBZ	Mandatory Broadcast Zone
MoU	Memorandum of Understanding
NOTAM	Notice to Airmen
NZDT	New Zealand Daylight Time (GMT +13 hours)
NZICPA	New Zealand International Commercial Pilot Academy
NZST	New Zealand Standard Time (GMT +12 hours)
NZJU	Whanganui Hospital Heliport
NZWU	ICAO designation for Whanganui Airport
PIC	Pilot-in-command
PPL	Private Pilot Licence
RNZAF	Royal New Zealand Air Force
RPT	Regular Public Transport
RWY	Runway
SOP	Standard Operating Procedures
UNICOM	Universal Communication aerodrome information service
VFR	Visual Flight Rules