

# MELBOURNE AIRPORT

## Method of Working Plan

**MOS Non-Compliance**

**YMML 2024-2**

**AFO-AW-PLN-07-0017**

**Version 1**

<b>MOWP Approval date</b>	22/08/2024
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<b>Version Number</b>	Version 1		
<b>Originator</b>	Airfield Operations and Works Coordinator APAM	<b>Date</b>	22/08/2024
<b>Approver</b>	Head of Airfield, APAM	<b>Date</b>	22/08/2024

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## Definitions

Please refer to the [Aeronautical Information Package](#) and the [CASA Website](#) for commonly used Aviation terms and abbreviations.

For additional definitions specific to Melbourne Airport, please visit [www.melbourneairport.com.au/glossary](http://www.melbourneairport.com.au/glossary).

## Important Contacts

Title	Contact phone number	Contact email
<b>Airfield Operations &amp; Works Coordinators</b>	+61 417 658 134 +61 439 205 103	<a href="mailto:leanne.carroll@melair.com.au">leanne.carroll@melair.com.au</a> <a href="mailto:ronald.butterworth@melair.com.au">ronald.butterworth@melair.com.au</a> <a href="mailto:airfieldworkscoordinator@melair.com.au">airfieldworkscoordinator@melair.com.au</a>
<b>Melbourne Airport Buildings Approvals Officer</b>	+61 (03) 9297 1310	<a href="mailto:building.approval@melair.com.au">building.approval@melair.com.au</a>
<b>Fire &amp; Life Safety Leader</b>	N/A	<a href="mailto:FireImpairments@melair.com.au">FireImpairments@melair.com.au</a>
<b>Melbourne Airport – Airfield Lighting (Permits)</b>	N/A	<a href="mailto:airsidepermits@melair.com.au">airsidepermits@melair.com.au</a>
<b>Melbourne Airport – Engineering and Asset Management</b>	N/A	<a href="mailto:cablingpermit@melair.com.au">cablingpermit@melair.com.au</a>
<b>Crane Permits</b>	+61 455 333 889	<a href="mailto:cranepermits@melair.com.au">cranepermits@melair.com.au</a>
<b>Car 2</b>	+61 418 335 985	N/A
<b>Project Manager Tate Plummer</b>	+61 417 224 461	<a href="mailto:tate.plummer@melair.com.au">tate.plummer@melair.com.au</a>
<b>Works Organiser Amin Ibrahim</b>	+61 410 103 030	<a href="mailto:amin.ibrahim@dcwc.com.au">amin.ibrahim@dcwc.com.au</a>

## Change Summary

Version	Date	Change Description
1	22/08/2024	<ul style="list-style-type: none"> <li>Initial Issue</li> </ul>

## 1. Works Information

### 1.1. Conditions of this Method of Working Plan

All works must be carried out in accordance with this MOWP.

No changes to the conditions outlined in this Method of Working Plan (MOWP) can be made without the approval of the Airfield Operations and Works Coordinators.

This MOWP must be carried out in conjunction with all Melbourne Airport Operation Policies, denoted in [section 3.3](#).

### 1.2. Project Scope and Affected Aerodrome Facilities

APAM Airfield Operations have a regulatory obligation to ensure the safe and compliant operation of the airfield under the aerodrome license. The transition to CASA Part 139 Manual of Standards dictates the repositioning of Movement Area Guidance Signs to better align with corresponding intermediate holding positions.

### 1.3. Works Sequence

#### 1.3.1. Stage 1

<b>Planned date and time of commencement</b>	23 <sup>rd</sup> Sep 24 to 16 <sup>th</sup> Oct 24 Service Locating 24 <sup>th</sup> Nov 24 to 11 <sup>th</sup> Feb 25 Civil Works 12 <sup>th</sup> Mar 25 to 31 <sup>st</sup> Mar 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>During this stage</b>	Works will be on Taxiway Echo east of Papa, Taxiway Tango east of Papa, Taxiway Quebec north of Echo
<b>Planned date and time of completion of stage</b>	31 <sup>st</sup> May 25

#### 1.3.2. Stage 2

<b>Planned date and time of commencement</b>	14 <sup>th</sup> Jan 25 to 26 <sup>th</sup> Mar 25 Civil Works 23 <sup>rd</sup> Mar 25 to 28 <sup>th</sup> Apr 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>During this stage</b>	Works will be on the intersection of Taxiway Alpha and Taxiway Juliet

<b>Planned date and time of completion of stage</b>	31 <sup>st</sup> May 25
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### 1.3.3. Stage 3

<b>Planned date and time of commencement</b>	14 <sup>th</sup> Jan 25 to 2 <sup>nd</sup> Mar 25 Civil Works 21 <sup>st</sup> Mar 25 to 7 <sup>th</sup> Apr 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>During this stage</b>	Works will be on Taxiway Alpha between Taxiway Yankee and Taxiway Juliet
<b>Planned date and time of completion of stage</b>	31 <sup>st</sup> May 25

### 1.3.4. Stage 4

<b>Planned date and time of commencement</b>	4 <sup>th</sup> Dec 24 to 25 <sup>th</sup> Feb 25 Civil Works 19 <sup>th</sup> Mar 25 to 5 <sup>th</sup> Apr 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>During this stage</b>	Works will be on the Intersection of Taxiway Golf and Taxiway Alpha
<b>Planned date and time of completion of stage</b>	31 <sup>st</sup> May 25

### 1.3.5. Stage 5

<b>Planned date and time of commencement</b>	16 <sup>th</sup> Oct 24 to 22 <sup>nd</sup> Nov 24 Civil Works 28 <sup>th</sup> Apr 25 to 13 <sup>th</sup> May 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>During this stage</b>	Works will be on Taxiway Yankee between Taxiway Alpha and Taxiway Victor
<b>Planned date and time of completion of stage</b>	31 <sup>st</sup> May 2025



**1.3.7. Stage 6**

<b>Planned date and time of commencement</b>	5 <sup>th</sup> Oct 24 to 23 <sup>rd</sup> Nov 24 Civil Works 17 <sup>th</sup> Apr 25 to 5 <sup>th</sup> May 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>During this stage</b>	Works will be on Runway 09/27
<b>Planned date and time of completion of stage</b>	31 <sup>st</sup> May 2025

**1.3.8. Stage 7**

<b>Planned date and time of commencement</b>	19 <sup>th</sup> Oct 24 to 30 <sup>th</sup> Nov 24 Civil Works 22 <sup>nd</sup> Apr 25 to 5 <sup>th</sup> May 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>During this stage</b>	Works will be on Runway 09/27 including Taxiway Alpha Intersection
<b>Planned date and time of completion of stage</b>	31 <sup>st</sup> May 2025

**1.3.9. Stage 8**

<b>Planned date and time of commencement</b>	15 <sup>th</sup> Oct 24 to 9 <sup>th</sup> Dec 24 Service Locating 26 <sup>th</sup> Feb 25 to 31 <sup>st</sup> May 25 Civil Works 3 <sup>rd</sup> May 25 to 31 <sup>st</sup> May 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>During this stage</b>	Works will be on Runway 16/34
<b>Planned date and time of completion of stage</b>	31 <sup>st</sup> May 2025

**1.3.11. Stage 9**

<b>Planned date and time of commencement</b>	4 <sup>th</sup> Nov 24 to 29 <sup>th</sup> Oct 24 Civil Works 23 <sup>rd</sup> Apr 25 to 8 <sup>th</sup> May 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>During this stage</b>	Works will be on the Intersection of Taxiway Victor, Taxiway Foxtrot, and Taxiway Tango
<b>Planned date and time of completion of stage</b>	31 <sup>st</sup> May 2025

**1.3.12. Stage 10**

<b>Planned date and time of commencement</b>	14 <sup>th</sup> Jan 25 to 10 <sup>th</sup> Mar 25 Civil Works 24 <sup>th</sup> March 25 to 8 <sup>th</sup> Apr 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>During this stage</b>	Works will be on Taxiway Sierra between Taxiway Juliet and Taxiway Yankee
<b>Planned date and time of completion of stage</b>	31 <sup>st</sup> May 2025

**1.3.13. Stage 11**

<b>Planned date and time of commencement</b>	9 <sup>th</sup> Oct 24 to 1 <sup>st</sup> Nov 24 Civil Works 25 <sup>th</sup> Apr 25 to 8 <sup>th</sup> May 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>During this stage</b>	Works will be on the intersection of Taxiway Alpha and Taxiway Tango
<b>Planned date and time of completion of stage</b>	31 <sup>st</sup> May 2025

**1.3.15. Stage 12**

<b>Planned date and time of commencement</b>	14 <sup>th</sup> Oct 24 to 20 <sup>th</sup> Nov 24 Civil Works 23 <sup>rd</sup> Apr 25 to 10 <sup>th</sup> May 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>During this stage</b>	Works will be on the intersection of Taxiway Victor and Taxiway Golf
<b>Planned date and time of completion of stage</b>	31 <sup>st</sup> May 2025

**1.3.16. Stage 13**

<b>Planned date and time of commencement</b>	2 <sup>nd</sup> Oct 24 to 22 <sup>nd</sup> Oct 24 Civil Works 22 <sup>nd</sup> Apr 25 to 7 <sup>th</sup> May 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>During this stage</b>	Works will be on Taxiway Bravo between Runway 16/34 and Taxiway Bravo north of Taxiway Charlie
<b>Planned date and time of completion of stage</b>	31 <sup>st</sup> May 2025

**1.3.17. Stage 14**

<b>Planned date and time of commencement</b>	11 <sup>th</sup> Oct 24 to 7 <sup>th</sup> Nov 24 Civil Works 23 <sup>rd</sup> Apr 25 to 10 <sup>th</sup> May 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>During this stage</b>	Works will be on Ret Foxtrot
<b>Planned date and time of completion of stage</b>	31 <sup>st</sup> May 2025

**1.3.19. Stage 15**

<b>Planned date and time of commencement</b>	18 <sup>th</sup> Oct 24 to 7 <sup>th</sup> Nov 24 Civil Works 29 <sup>th</sup> Apr 25 to 13 <sup>th</sup> May 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>During this stage</b>	Works will be on Taxiway Juliet west of Taxiway Victor
<b>Planned date and time of completion of stage</b>	31 <sup>st</sup> May 2025

**1.3.20. Stage 16**

<b>Planned date and time of commencement</b>	21 <sup>st</sup> Oct 24 to 30 <sup>th</sup> Nov 24 Civil Works 1 <sup>st</sup> May 25 to 14 <sup>th</sup> May 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>During this stage</b>	Works will be on Taxiway Kilo
<b>Planned date and time of completion of stage</b>	31 <sup>st</sup> May 2025

**1.3.21. Stage 17**

<b>Planned date and time of commencement</b>	22 <sup>nd</sup> Oct 24 to 6 <sup>th</sup> Dec 24 Civil Works 1 <sup>st</sup> May 25 to 15 <sup>th</sup> May 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>During this stage</b>	Works will be on Taxiway Whiskey east of Whiskey 2
<b>Planned date and time of completion of stage</b>	31 <sup>st</sup> May 2025

The above work sequence is based only on the plan. The actual date and time of commencement will be advised by a NOTAM, to be issued not less than 48 hours before work commences.

Actual dates and times will also be advised via the release of a Local Works Plan to affected stakeholders and will be updated to aircraft operators via the Aeronautical Information Publication including AIP-SUP, AIC, and NOTAM.

## 2. Restrictions to Aircraft Operations

### 2.1. Restrictions by Works Stage

#### 2.1.1. Stage 1

Stage 1	
<b>Description of works</b>	The works will be on Taxiway Echo east of Taxiway Papa, Taxiway Tango east of Taxiway Papa, Taxiway Quebec north of Taxiway Echo and Taxiway Romeo works will involve civil and electrical works to facilitate the installation of new mag signs.
<b>Scheduled start date</b>	23 <sup>rd</sup> Sep 24 to 16 <sup>th</sup> Oct 24 Service Locating 24 <sup>th</sup> Nov 24 to 11 <sup>th</sup> Feb 25 Civil Works 12 <sup>th</sup> Mar 25 to 31 <sup>st</sup> Mar 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>Scheduled end date</b>	31 <sup>st</sup> May 2025
Restrictions: Manoeuvring Area	
<b>Runways</b>	Not applicable
<b>Taxiways</b>	Taxiway Echo east of Papa, Taxiway Tango east of Papa, Taxiway Quebec north of Echo and Taxiway Romeo will not be available
<b>Taxilane</b>	Taxilane Romeo will not be available after last arrival or departure
<b>Aircraft type restrictions</b>	Not applicable
<b>NOTAM</b>	(A)MELBOURNE (B) (START DATE) (C) (FINISH DATE) (E)MOWP YMML 2024/2 STAGE 1 TWY E EAST OF TWY P CLSD DUE TO WIP TWY T EAST OF TWY P CLSD TWY Q NORTH OF TWY T CLSD TWY R CLSD REFER METHOD OF WORKING PLAN 2024-2 STAGE 1
<b>Remarks (details of any special restrictions and the requirements for the issue of NOTAMs)</b>	Taxiway Tango east of Taxiway Papa is not available to aircraft greater than Code E  Bays impacted: B21, B23, B25, B27, B29, B22, B24, B26, B28, B30, C1, C3, C5, C7, C9, C11, and C12

Stage 1	
Drawing	<a href="#">Stage 1</a>
ATC Lighting Control	T72, T73 and T76

### 2.1.2. Stage 2

Stage 2	
Description of works	The intersection of Taxiway Alpha and Taxiway Juliet works will involve civil and electrical works and the installation of new mag signs
Scheduled start date	14 <sup>th</sup> Jan 25 to 26 <sup>th</sup> Mar 25 Civil Works 23 <sup>rd</sup> Mar 25 to 28 <sup>th</sup> Apr 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
Scheduled end date	31 <sup>st</sup> May 2025
Restrictions: Manoeuvring Area	
Runways	Not applicable
Taxiways	Taxiway Alpha between Taxiway Juliet and Taxiway Whiskey, Taxiway Juliet between Taxiway Sierra, and Taxiway Victor not available
Aircraft type restrictions	Not applicable
NOTAM	(A)MELBOURNE (B) (START DATE) (C) (FINISH DATE) (E)MOWP YMML 2024/2 STAGE 2 TWY A BTN TWY J AND TWY W CLSD DUE TO WIP TWY J BTN TWY S AND TWY V CLSD
Remarks (details of any special restrictions and the requirements for the issue of NOTAMs)	Due to Taxiway Juliet between Taxiway Sierra and Taxiway Victor and Taxiway Alpha between Taxiway Juliet and Taxiway Whiskey being closed, all Code F aircraft requiring a full-length take-off for Runway 34 must enter Runway 16/34 via Taxiway Juliet and backtrack using Taxiway Kilo for turnaround. Similarly, all aircraft that pass Taxiway Juliet during the Runway 16 landing roll must backtrack Runway 16/34 using Taxiway Kilo Run-up Bay for turnaround. Kilo Run-up Bay is available for an A380 turnaround. A follow-me service is available upon request. Bays impacted: G54A

Stage 2	
Drawing	<a href="#">Stage 2</a>
ATC Lighting Control	T60

### 2.1.3. Stage 3

Stage 3	
Description of works	Works will involve civil and electrical works and the installation of new mag signs on the Intersection of Taxiway Alpha and Taxiway Yankee
Scheduled start date	14 <sup>th</sup> Jan 25 to 2 <sup>nd</sup> Mar 25 Civil Works 21 <sup>st</sup> Mar 25 to 7 <sup>th</sup> Apr 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
Scheduled end date	31 <sup>st</sup> May 2025
Restrictions: Manoeuvring Area	
Runways	Not applicable
Taxiways	Taxiway Yankee between Taxiway Sierra and Taxiway Victor is not available
Aircraft type restrictions	Not applicable
NOTAM	(A)MELBOURNE (B) (START DATE) (C) (FINISH DATE) (E)MOWP YMML 2024/2 STAGE 3 TWY Y BTN TWY S AND TWY V CLSD DUE TO WIP
Remarks (details of any special restrictions and the requirements for the issue of NOTAMs)	Not applicable
Drawing	<a href="#">Stage 3</a>
ATC Lighting Control	T59

**2.1.4. Stage 4**

Stage 4	
<b>Description of works</b>	Works will involve civil and electrical works and the installation of new mag signs on the Intersection of Taxiway Golf and Taxiway Alpha
<b>Scheduled start date</b>	4 <sup>th</sup> Dec 24 to 25 <sup>th</sup> Feb 25 Civil Works 19 <sup>th</sup> Mar 25 to 5 <sup>th</sup> Apr 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>Scheduled end date</b>	31 <sup>st</sup> May 2025
Restrictions: Manoeuvring Area	
<b>Runways</b>	Not applicable
<b>Taxiways</b>	Taxiway Alpha between Taxiway Uniform and Taxiway Golf and Taxiway Golf between Taxiway Sierra, and Taxiway Victor are not available
<b>Aircraft type restrictions</b>	Not applicable
<b>NOTAM</b>	(A)MELBOURNE (B) (START DATE) (C) (FINISH DATE) (E)MOWP YMML 2024/2 STAGE 4 TWY A BTN TWY U AND TWY G CLSD DUE TO WIP TWY G BTN TWY S AND TWY V CLSD
<b>Remarks (details of any special restrictions and the requirements for the issue of NOTAMs)</b>	Bays impacted: F25 and F25A
<b>Drawing</b>	<a href="#">Stage 4</a>
<b>ATC Lighting Control</b>	T58

**2.1.5.**

Stage 5	
<b>Description of works</b>	Works will involve civil and electrical works and the installation of new mag signs Taxiway Yankee between Taxiway Alpha and Taxiway Victor



Stage 5	
<b>Scheduled start date</b>	16 <sup>th</sup> Oct 24 to 22 <sup>nd</sup> Nov 24 Civil Works 28 <sup>th</sup> Apr 25 to 13 <sup>th</sup> May 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>Scheduled end date</b>	31 <sup>st</sup> May 2025
Restrictions: Manoeuvring Area	
<b>Runways</b>	Not applicable
<b>Taxiways</b>	Taxiway Yankee between Taxiway Alpha and Taxiway Victor
<b>Aircraft type restrictions</b>	Not applicable
<b>NOTAM</b>	(A)MELBOURNE (B) (START DATE) (C) (FINISH DATE) (E)MOWP YMML 2024/2 STAGE 5 TWY Y BTN TWY A AND TWY V CLSD DUE TO WIP
<b>Remarks (details of any special restrictions and the requirements for the issue of NOTAMs)</b>	Not applicable
<b>Drawing</b>	<a href="#">Stage 5</a>
<b>ATC Lighting Control</b>	T32

### 2.1.6. Stage 6

Stage 6	
<b>Description of works</b>	Works will involve civil and electrical works and the installation of new mag signs on Runway 09/27
<b>Scheduled start date</b>	5 <sup>th</sup> Oct 24 to 23 <sup>rd</sup> Nov 24 Civil Works 17 <sup>th</sup> Apr 25 to 5 <sup>th</sup> May 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>Scheduled end date</b>	31 <sup>st</sup> May 2025
Restrictions: Manoeuvring Area	
<b>Runways</b>	Runway 09/27 will not be available

Stage 6	
<b>Taxiways</b>	Taxiway Papa north of Taxiway Echo is not available Taxiway Quebec north of Taxiway Echo is not available Taxiway Mike is not available Taxiway November is not available Taxiway Echo west of Runway 16/34 is not available
<b>Aircraft type restrictions</b>	Not applicable
<b>RWY NOTAM</b>	(A) MELBOURNE (B) (START DATE) (C) (FINISH DATE) MOWP YMML 2024/2 STAGE 6 RWY 09/27 CLSD DUE WIP
<b>TWY NOTAM</b>	(A) MELBOURNE (B) (START DATE) (C) (FINISH DATE) (E)MOWP YMML 2024/2 STAGE 6 TWY M AND TWY N CLSD DUE WIP TWY P NORTH OF TWY E CLSD TWY Q NORTH OF TWY E CLSD TWY E WEST OF RWY 16/34 CLSD
<b>Remarks (details of any special restrictions and the requirements for the issue of NOTAMs)</b>	Works on this stage will only be undertaken when the prevailing wind conditions do not dictate the essential use of Runway 09/27.
<b>Drawing</b>	<a href="#">Stage 6</a>
<b>ATC Lighting Control</b>	R1

### 2.1.7. Stage 7

Stage 7	
<b>Description of works</b>	Works will involve civil and electrical works and the installation of new mag signs on Runway 09/27 including the intersection of Taxiway Alpha
<b>Scheduled start date</b>	19 <sup>th</sup> Oct 24 to 30 <sup>th</sup> Nov 24 Civil Works 22 <sup>nd</sup> Apr 25 to 5 <sup>th</sup> May 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>Scheduled end date</b>	31 <sup>st</sup> May 2025
<b>Restrictions: Manoeuvring Area</b>	

Stage 7	
<b>Runways</b>	Runway 09/27 will not be available
<b>Taxiways</b>	Taxiway Papa north of Taxiway Echo not available Taxiway Quebec north of Taxiway Echo not available Taxiway Alpha between Taxiway Echo and Taxiway Charlie not available Taxiway Mike not available Taxiway November not available Taxiway Echo west of Runway16/34 not available
<b>Aircraft type restrictions</b>	Not applicable
<b>RWY NOTAM</b>	(A) MELBOURNE (B) (START DATE) (C) (FINISH DATE) (E)MOWP YMML 2024/2 STAGE 7 RWY 09/27 CLSD DUE WIP
<b>TWY NOTAM</b>	(A) MELBOURNE (B) (START DATE) (C) (FINISH DATE) (E)MOWP YMML 2024/2 STAGE 7 TWY M AND TWY N CLSD DUE WIP TWY P NORTH OF TWY E CLSD TWY Q NORTH OF TWY E CLSD TWY A BTN TWY E AND TWY C CLSD TWY E WEST OF RWY 16/34 CLSD
<b>Remarks (details of any special restrictions and the requirements for the issue of NOTAMs)</b>	Works on this stage will only be undertaken when the prevailing wind conditions do not dictate the essential use of Runway 09/27
<b>Drawing</b>	<a href="#">Stage 7</a>
<b>ATC Lighting Control</b>	R2

### 2.1.8. Stage 8

Stage 8	
<b>Description of works</b>	Works will involve civil and electrical works and the installation of new mag signs on Runway 16/34
<b>Scheduled start date</b>	15 <sup>th</sup> Oct 24 to 9 <sup>th</sup> Dec 24 Service Locating 26 <sup>th</sup> Feb 25 to 31 <sup>st</sup> May 25 Civil Works 3 <sup>rd</sup> May 25 to 31 <sup>st</sup> May 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission

<b>Stage 8</b>	
<b>Scheduled end date</b>	31 <sup>st</sup> May 2025
<b>Restrictions: Manoeuvring Area</b>	
<b>Runways</b>	Runway 16/34 will not be available
<b>Taxiways</b>	Taxiway Alpha north of Runway 09/27 not available Taxiway Bravo not available Taxiway Victor north of Runway 09/27 not available Taxiway Charlie not available Taxiway Foxtrot (RET) west of Taxiway Victor not available Taxiway Golf (RET) west of Taxiway Victor not available Taxiway Juliet west of Taxiway Victor not available Taxiway Kilo west of Taxiway Alpha not available
<b>Aircraft type restrictions</b>	Not applicable
<b>RWY NOTAM</b>	A) MELBOURNE (B) (START DATE) (C) (FINISH DATE) (E)MOWP YMML 2024/2 STAGE 8 RWY 16/34 CLSD DUE WIP.
<b>TWY NOTAM</b>	A) MELBOURNE (B) (START DATE) (C) (FINISH DATE) (E)MOWP YMML 2024/02 STAGE 8 TWY B, TWY C AND TWY K CLSD DUE WIP TWY A NORTH OF RWY 09/27 CLSD TWY V NORTH OF RWY 09/27 CLSD TWY F WEST OF TWY V CLSD TWY G WEST OF TWY V CLSD TWY J WEST OF TWY V CLSD
<b>Remarks (details of any special restrictions and the requirements for the issue of NOTAMs)</b>	Engine Ground Runs at Taxiway Bravo and Taxiway Kilo are unavailable during these works. Works on this stage will only be undertaken when the prevailing wind conditions do not dictate the essential use of Runway 16/34.
<b>Drawing</b>	<a href="#">Stage 8</a>
<b>ATC Lighting Control</b>	R4

**2.1.9. Stage 9**

Stage 9	
<b>Description of works</b>	Works will involve civil and electrical works and the installation of new mag signs on the intersection of Taxiway Victor, Taxiway Foxtrot, and Taxiway Tango
<b>Scheduled start date</b>	4 <sup>th</sup> Nov 24 to 29 <sup>th</sup> Oct 24 Civil Works 23 <sup>rd</sup> Apr 25 to 8 <sup>th</sup> May 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>Scheduled end date</b>	31 <sup>st</sup> May 2025
Restrictions: Manoeuvring Area	
<b>Runways</b>	Not applicable
<b>Taxiways</b>	Taxiway Victor between Taxiway Uniform and Taxiway Echo, Taxiway Foxtrot between Runway 16/34 and Taxiway Echo and Taxiway Tango between Taxiway Foxtrot and Taxiway Alpha not available
<b>Aircraft type restrictions</b>	Not applicable
<b>NOTAM</b>	(A)MELBOURNE (B) (START DATE) (C) (FINISH DATE) (E)MOWP YMML 2024/2 STAGE 9 TWY V BTN TWY U AND TWY E CLSD DUE TO WIP TWY F BTN RWY 16/34 AND TWY E CLSD TWY T BTN TWY A AND TWY F CLSD
<b>Remarks (details of any special restrictions and the requirements for the issue of NOTAMs)</b>	Not applicable
<b>Drawing</b>	<a href="#">Stage 9</a>
<b>ATC Lighting Control</b>	T71

**2.1.10. Stage 10**

Stage 10	
<b>Description of works</b>	Works will involve civil and electrical works and the installation of new mag signs on Taxiway Sierra between Taxiway Juliet and Taxiway Yankee
<b>Scheduled start date</b>	14 <sup>th</sup> Jan 25 to 10 <sup>th</sup> Mar 25 Civil Works 24 <sup>th</sup> March 25 to 8 <sup>th</sup> Apr 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>Scheduled end date</b>	31 <sup>st</sup> May 2025
Restrictions: Manoeuvring Area	
<b>Runways</b>	Not applicable
<b>Taxiways</b>	Taxiway Sierra between Taxiway Juliet and Taxiway Yankee is not available
<b>Aircraft type restrictions</b>	Not applicable
<b>NOTAM</b>	(A)MELBOURNE (B) (START DATE) (C) (FINISH DATE) (E)MOWP YMML 2024/2 STAGE 10 TWY S BTN TWY J AND TWY Y CLSD DUE TO WIP
<b>Remarks (details of any special restrictions and the requirements for the issue of NOTAMs)</b>	Bays impacted: G50, G51, and G52
<b>Drawing</b>	<a href="#">Stage 10</a>
<b>ATC Lighting Control</b>	T12

**2.1.11. Stage 11**

Stage 11	
<b>Description of works</b>	Works will involve civil and electrical works and the installation of new mag signs on the intersection of Taxiway Alpha and Taxiway Tango

Stage 11	
<b>Scheduled start date</b>	9 <sup>th</sup> Oct 24 to 1 <sup>st</sup> Nov 24 Civil Works 25 <sup>th</sup> Apr 25 to 8 <sup>th</sup> May 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>Scheduled end date</b>	31 <sup>st</sup> May 2025
Restrictions: Manoeuvring Area	
<b>Runways</b>	Not applicable
<b>Taxiways</b>	Taxiway Alpha between Taxiway Echo and Taxiway Tango, Taxiway Tango between taxiway Sierra and Taxiway Foxtrot not available
<b>Aircraft type restrictions</b>	Not applicable
<b>NOTAM</b>	(A)MELBOURNE (B) (START DATE) (C) (FINISH DATE) (E)MOWP YMML 2024/2 STAGE 11 TWY A BTN TWY E AND TWY T CLSD DUE TO WIP TWY T BTN TWY S AND TWY F CLSD
<b>Remarks (details of any special restrictions and the requirements for the issue of NOTAMs)</b>	Bays impacted: D20, D20A
<b>Drawing</b>	<a href="#">Stage 11</a>
<b>ATC Lighting Control</b>	T56

### 2.1.12. Stage 12

Stage 12	
<b>Description of works</b>	Works will involve civil and electrical works and the installation of new mag signs on the Intersection of Taxiway Victor and Taxiway Golf
<b>Scheduled start date</b>	14 <sup>th</sup> Oct 24 to 20 <sup>th</sup> Nov 24 Civil Works 23 <sup>rd</sup> Apr 25 to 10 <sup>th</sup> May 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>Scheduled end date</b>	31 <sup>st</sup> May 2025
Restrictions: Manoeuvring Area	

Stage 12	
<b>Runways</b>	Not applicable
<b>Taxiways</b>	Taxiway Victor between Taxiway Uniform and Taxiway Yankee, Taxiway Golf between Runway 16/34, and Taxiway Alpha not available
<b>Aircraft type restrictions</b>	Not applicable
<b>NOTAM</b>	(A)MELBOURNE (B) (START DATE) (C) (FINISH DATE) (E)MOWP YMML 2024/2 STAGE 12 TWY V BTN TWY U AND TWY Y CLSD DUE TO WIP TWY G BTN RWY 16/34 AND TWY A CLSD
<b>Remarks (details of any special restrictions and the requirements for the issue of NOTAMs)</b>	Not applicable
<b>Drawing</b>	<a href="#">Stage 12</a>
<b>ATC Lighting Control</b>	T70

### 2.1.13. Stage 13

Stage 13	
<b>Description of works</b>	Works will involve civil and electrical works and the installation of new mag signs on Taxiway Bravo.
<b>Scheduled start date</b>	2 <sup>nd</sup> Oct 24 to 22 <sup>nd</sup> Oct 24 Civil Works 22 <sup>nd</sup> Apr 25 to 7 <sup>th</sup> May 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>Scheduled end date</b>	31 <sup>st</sup> May 2025
<b>Restrictions: Manoeuvring Area</b>	
<b>Runways</b>	Due to Taxiway Bravo being closed full length departure on Runway 16 not available.
<b>Taxiways</b>	Taxiway Alpha north of Taxiway Charlie is not available Taxiway Bravo is not available



Stage 13	
<b>Aircraft type restrictions</b>	Not applicable
<b>NOTAM</b>	(A)MELBOURNE (B) (START DATE) (C) (FINISH DATE) (E)MOWP YMML 20024/2 STAGE 13 RWY 16/34 OPR LEN REDUCED BY 304 M TWY B CLSD TWY A NORTH OF TWY C CLSD DECLARED DISTANCE AND GRADIENT CHANGES DECLARED DISTANCES RWY TORA TODA ASDA LDA 16 3353 3473 (2.08%) 3413 3657 34 3657 3837 (2.00%) 3717 3353  RWY 16 STODA 3349 (1.6%) 3434 (1.9%)
<b>Remarks (details of any special restrictions and the requirements for the issue of NOTAMs)</b>	Due to Taxiway Bravo being closed runway 16 full length departures are not available. Taxiway Bravo Run Up Bay not available
<b>Drawing</b>	<a href="#">Stage 13</a>
<b>ATC Lighting Control</b>	T9

#### 2.1.14. Stage 14

Stage 14	
<b>Description of works</b>	Works will involve civil and electrical works and the installation of new mag signs on the intersection of Taxiway Victor, Taxiway Foxtrot and Taxiway Tango
<b>Scheduled start date</b>	11 <sup>th</sup> Oct 24 to 7 <sup>th</sup> Nov 24 Civil Works 23 <sup>rd</sup> Apr 25 to 10 <sup>th</sup> May 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>Scheduled end date</b>	31 <sup>st</sup> May 2025
<b>Restrictions: Manoeuvring Area</b>	
<b>Runways</b>	Not applicable

Stage 14	
<b>Taxiways</b>	Taxiway Victor between Taxiway Uniform and Taxiway Echo, Taxiway Foxtrot between Runway 16/34 and Taxiway Echo, and Taxiway Tango between Taxiway Foxtrot and Taxiway Alpha not available
<b>Aircraft type restrictions</b>	Not applicable
<b>NOTAM</b>	(A)MELBOURNE (B) (START DATE) (C) (FINISH DATE) (E)MOWP YMML 2024/2 STAGE 14 TWY V BTN TWY U AND TWY E CLSD DUE TO WIP TWY F BTN RWY 16/34 AND TWY E CLSD TWY T BTN TWY A AND TWY F CLSD
<b>Remarks (details of any special restrictions and the requirements for the issue of NOTAMs)</b>	Not applicable
<b>Drawing</b>	<a href="#">Stage 14</a>
<b>ATC Lighting Control</b>	T71

### 2.1.15. Stage 15

Stage 15	
<b>Description of works</b>	Works will involve civil and electrical works and the installation of new mag signs on Taxiway Juliet west of Taxiway Victor
<b>Scheduled start date</b>	18 <sup>th</sup> Oct 24 to 7 <sup>th</sup> Nov 24 Civil Works 29 <sup>th</sup> Apr 25 to 13 <sup>th</sup> May 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>Scheduled end date</b>	31 <sup>st</sup> May 2025
<b>Restrictions: Manoeuvring Area</b>	
<b>Runways</b>	Not applicable
<b>Taxiways</b>	Taxiway Juliet west of Taxiway Victor not available
<b>Aircraft type restrictions</b>	Not applicable

Stage 15	
<b>NOTAM</b>	(A)MELBOURNE (B) (START DATE) (C) (FINISH DATE) (E)MOWP YMML 2024/2 STAGE 15 TWY J WEST OF TWY V CLSD DUE TO WIP
<b>Remarks (details of any special restrictions and the requirements for the issue of NOTAMs)</b>	Not applicable
<b>Drawing</b>	<a href="#">Stage 15</a>
<b>ATC Lighting Control</b>	T29

#### 2.1.16. Stage 16

Stage 16	
<b>Description of works</b>	Works will involve civil and electrical works and the installation of new mag signs on Taxiway Kilo
<b>Scheduled start date</b>	21 <sup>st</sup> Oct 24 to 30 <sup>th</sup> Nov 24 Civil Works 1 <sup>st</sup> May 25 to 14 <sup>th</sup> May 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>Scheduled end date</b>	31 <sup>st</sup> May 2024
Restrictions: Manoeuvring Area	
<b>Runways</b>	Due to Taxiway Kilo (east of Runway 16/34) being closed full length departure on Runway 34 not available.
<b>Taxiways</b>	Taxiway Kilo between Taxiway Alpha and the Taxiway Kilo stop bar (westbound) not available
<b>Aircraft type restrictions</b>	Not applicable

Stage 16																	
<b>NOTAM</b>	(A)MELBOURNE (B) (START DATE) (C) (FINISH DATE) (E)MOWP YMML 2024/2 STAGE 16 RWY 16/34 OPR LEN REDUCED BY 754M AT SOUTHERN END DUE WIP SOUTHERN MOST ACCESS TO RWY 16/34 VIA TWY J LANDING RWY 34 FULL LEN AVBL DUE TWY K CLSD DECLARED DISTANCE AND GRADIENT CHANGES DECLARED DISTANCES <table border="0"> <tr> <td>RWY TORA</td> <td>TODA</td> <td>ASDA</td> <td>LDA</td> </tr> <tr> <td>16 3657</td> <td>3777 (2.08%)</td> <td>3717</td> <td>2903</td> </tr> <tr> <td>34 2903</td> <td>3083 (2.00%)</td> <td>2963</td> <td>3657</td> </tr> <tr> <td>RWY 34 STODA</td> <td>2663 (1.6%)</td> <td>3004</td> <td>(1.9%)</td> </tr> </table>	RWY TORA	TODA	ASDA	LDA	16 3657	3777 (2.08%)	3717	2903	34 2903	3083 (2.00%)	2963	3657	RWY 34 STODA	2663 (1.6%)	3004	(1.9%)
RWY TORA	TODA	ASDA	LDA														
16 3657	3777 (2.08%)	3717	2903														
34 2903	3083 (2.00%)	2963	3657														
RWY 34 STODA	2663 (1.6%)	3004	(1.9%)														
<b>Remarks (details of any special restrictions and the requirements for the issue of NOTAMs)</b>	Due to Taxiway Kilo (east of Runway 16/34) being closed, full length departure on Runway 34 not available. Similarly, aircraft landing on Runway 16 MUST vacate onto/or prior to Taxiway Juliet  Kilo Run-Up Bay Not Available																
<b>Drawing</b>	<a href="#">Stage 16</a>																
<b>ATC Lighting Control</b>	T19																

### 2.1.17. Stage 17

Stage 17	
<b>Description of works</b>	Works will involve civil and electrical works and the installation of new mag signs on Taxiway Whiskey east of Whiskey 3
<b>Scheduled start date</b>	22 <sup>nd</sup> Oct 24 to 6 <sup>th</sup> Dec 24 Civil Works 1 <sup>st</sup> May 25 to 15 <sup>th</sup> May 25 Elec and Sign Install 26 <sup>th</sup> May 25 to 31 <sup>st</sup> May 25 Testing and Commission
<b>Scheduled end date</b>	31 <sup>st</sup> May 2025
<b>Restrictions: Manoeuvring Area</b>	
<b>Runways</b>	N/A
<b>Taxiways</b>	Taxiway Whiskey east of Whiskey 2 not available

Stage 17	
<b>Taxilanes</b>	Whiskey 3 and Whiskey 4 not available
<b>Aircraft type restrictions</b>	Not applicable
<b>NOTAM</b>	(A)MELBOURNE (B) (START DATE) (C) (FINISH DATE) (E)MOWP YMML 2024/2 STAGE 17 TWY W EAST OF W3 CLSD DUE TO WIP
<b>Remarks (details of any special restrictions and the requirements for the issue of NOTAMs)</b>	It may be decided throughout the works that due to the location of signs 39 and 40 are completed on pullback conditions
<b>Drawing</b>	<a href="#">Stage 17</a>
<b>ATC Lighting Control</b>	T24

### 2.3. Weather Conditions

Works will not be permitted on the manoeuvring area, or in areas the Senior Airside Safety Officer (Car 2) believes to be unsafe, when:

1. Low Visibility Procedures are in force; or
2. Other weather conditions cause Car 2, in conjunction with ATC, to determine the works would be unsafe or affect airport operations.

Low Visibility Procedures must be in force when:

- a) The cloud ceiling is at or below the CAT I minima for the runway being used; or
- b) Runway Visual Range (RVR) is at or below 550m (or visibility at or below 800m when RVR not available).

When implementing LVP, Melbourne Tower will notify:

- a) The Senior Airside Safety Officer
- b) Service Desk Airway; and
- c) Operations Manager (OM) Systems Supervisor (SS)

ATC will then declare “Low Visibility Procedures in Force” on the Automated Terminal Information Service (ATIS).

Works may be postponed, limited, or cancelled subject to the prevailing weather conditions.

If a NOTAM is required to be cancelled or amended due to weather conditions, a new NOTAM may be issued at short notice to activate another stage of the MOWP and minimise impact to aircraft operations.

### 2.4. Airport Emergencies

Under certain emergency situations, access to the airside of the airport including the work site will not be allowed.

Due to the unpredictable nature of emergency situations, it is not possible to give advance warning of these occurrences. Local Standby situations do not require the works party to vacate the airside.

### 2.5. NOTAM or Other Change to AIP

Melbourne Airport will issue a NOTAM or other required change to the AIP (i.e. AIP-SUP or AIC) prior to the commencement of the works. Refer to the [Restrictions by Works Stage](#) section for the draft wording.

**Note:** For works affecting the Instrument Landing System (ILS), Airservices are responsible for issuing a NOTAM to activate/deactivate the ILS.

## 2.6. Restoration of Normal Safety Standards

All works undertaken in the stages of this MOWP specified in section [2.1](#) will require the partial closure of the Manoeuvring area. These closed areas will not be available for aircraft operations until works have been completed, inspected and declared serviceable as specified in section [5.13](#).

## 2.7. Restrictions on the Organisation Carrying Out Works

Organisations carrying out aerodrome works must do so in accordance with this MOWP, especially sections [Melbourne Airport Operational Policies](#) and

[Aerodromes Markers, Markings and Lights](#). The Airside Works Safety Policy must also be adhered to, particularly section 5.8 – Lighting of the Works Area.

## 3. Personnel and Equipment

### 3.1. Requirement to Vacate the Movement Area

Personnel and equipment will be required to vacate the movement area during certain weather conditions (refer [Weather Conditions](#)) and in the event of an airport emergency (refer [Airport Emergencies](#)).

### 3.2. Working Hours on Site

Works will be conducted at all hours of the day as agreed by Melbourne Airport to minimise the disruption to operations.

### 3.3. Melbourne Airport Operational Policies

At all times the contractor must abide by Melbourne Airport's operational policies which include but are not limited to:

- Airside Works Safety Policy
- Drug and Alcohol Management Plan
- Airside Vehicle Control Handbook

All operational policies are available on the [Melbourne Airport website](#).

### 3.4. Site Restriction Markings/Lighting

Melbourne Airport may request the contractor to define the Site Restricted area (SRA).

The SRA is to be defined by either:

- 900mm or 300mm high red/white-water barriers
- A continuous line of witches' hat, or

- Other visual aids (markers, markers or lights) as approved by the Airfield Operations Works Coordinator or delegate.

Yellow warning lights may be requested to be used to define the area during night works. Red lights may also be requested to be placed around hazards within the work area.

The works party, including all works vehicles that are not appropriately lit or approved under the Melbourne Airport Standard Blanket Clearance are not permitted to move outside the works area without the approval of the Works Safety Officer.

### **3.5. Access to the Work Site**

Access to the work sites for all vehicles and deliveries will be via the access gates as shown on the attached plans. No vehicle will be allowed access or egress through any other gate except as approved by the Airfield Operations and Works Coordinators.

Vehicles and plant moving between the access gate and the work site must follow the route specified on the attached plan under the escort of an escort vehicle unless otherwise approved by Airfield Operations.

Delivery vehicles moving to and from the work site will be issued with a temporary pass at the access gate.

Vehicles that frequently gain access to airside must apply for a permanent Airside Vehicle Permit (Authority to Use Airside).

Contractors who do not hold an Airside Drivers Authority (ADA) will need to be escorted from the access gate to the works site.

### **3.6. Traffic Management Plans**

A Traffic Management Plan (TMP) must be submitted to the Airfield Operations and Works Coordinator in the event any works have an impact on any airside roads including Apron Service Road, Airside Road or Perimeter Road.

### **3.7. Marking/Lighting of Vehicles**

Vehicles accessing the site will be required to have signs that clearly identify the vehicle as belonging to that company (an A4 size sign should be taken as a guide) and be issued with an Authority to Use Airside (AUA).

Additionally, all vehicles while operating airside will be required to have fitted an amber beacon which is visible 360 degrees of the vehicle and must be visible up to 200 meters from the vehicle in normal daylight conditions.

Please refer to the [Airside Vehicle Control Handbook](#) on the Melbourne Airport website for more information.



### 3.8. Vehicle/Equipment Height Limit

No vehicle or other item of plant over 5 metres high may be used at the works site without authority from the Airfield Operations and Works Coordinator. Works parties must comply with any other associated requirements in the Melbourne Airport Manual, including the associated Obstacle Restriction Area instrument as detailed in [Height and Location of Critical Obstacles](#).

The western track between Gates 11 and 8 will remain usable in all conditions except LVO with the two following restrictions:-

- Vehicle heights on this section of roadway **are not to exceed 4m**, and
- Vehicles **are not permitted to stop** on this roadway section at any time.

If either of the two conditions cannot be achieved, this section of road cannot be used without tower approval as the integrity of the ILS may be affected.

### 3.9. Speed Limits

Maximum speed limits apply as follows:

A 10km/h speed limit applies:

- Around or under buildings (Airside Road, Concourse Road, Freight Service Road)
- Apron area within 15 metres of an aircraft

A 15km/h speed limit applies:

- Apron area not within 15 metres of an aircraft and not under or around buildings

A speed limit of 15km/h for tugs and 25km/h for all other vehicles applies to:

- Roadway from Gate 27 to south of Bay H2 (Airside Access Road)
- Roadway from maintenance bases and the rest of the airfield (Maintenance Road)
- Roadway from Gate 27 to G.S.E maintenance precinct (Airside Access Road)

A 40 km/h speed limit applies:

- On taxiways

A 60km/h speed limit applies:

- On the Perimeter Road unless otherwise signposted

Breaches of the speed limit will result in issuance of a Penalty Infringement Notice (PIN) or refusal of access to the driver and vehicle involved.

### 3.10. Parking of Private Vehicles

Only vehicles and plant engaged in the works will be permitted at the works site. All other vehicles must be parked at a site pre-arranged with the Project Manager. All vehicles must be returned to the nominated compound at the completion of each day/night works.

### 3.11. Control of Works Personnel

All personnel associated with the work will always be bound by the directions of the Works Safety Officer with respect to operational safety matters.

### 3.12. Personal Protective Equipment (PPE)

The following PPE must be worn by all personnel airside:

- Hearing Protection
- Dayglow yellow High-Vis clothing or dayglow yellow High-Vis vest
- Eye and Skin protection is to be worn in reference to the prevailing weather conditions
- Safety shoes must always be worn on works sites
- Hard Hats are required to be worn on work sites

Refer to the Melbourne Airport [Pedestrian Safety Policy](#) for further information.

## 4. Aerodromes Markers, Markings and Lights

### 4.1. General

Melbourne Airport shall mark the unserviceable operational area and install unserviceability markers and markings during the works as per the attached plans.

Closed portions of the manoeuvring area will be marked by red and white unserviceability markers during the day, and red unserviceability lights at night, in accordance with the CASR Part 139 Manual of Standards (MOS).

### 4.2. Lights

All Lighting within and directly leading into the closed portion of Manoeuvring area will be obscured or extinguished.

The closed taxiway is marked with unserviceability cones that will be placed on the Intermediate Holding Position (IHP) at 3m spacing unless otherwise stated in the Local Works Plan (LWP).

This is supplemented by red lights at 3m spacing across the taxiway at night or in poor visibility. The taxiway centreline lights within the closed portion of the taxiway and taxiway lights leading into the closed portion are extinguished or covered during the works. Where possible MAG signs are maintained to assist pilots and works parties in situational awareness.

### 4.3. Protection of Electrical Services and Control Cables

The contractor, before the commencement of any works, will confirm the location of all underground services. This check is usually done in conjunction with the issuing of a Permit to Commence Works (PERCOW) and prevents damage to any airport services.

An excavation permit must also be obtained prior to the commencement of any excavation works that penetrate the ground surface. Refer [Excavation Permit](#).

## 5. Special Requirements

### 5.1. Airport Security

Aviation Security Identification Cards (ASIC) must be obtained for all personnel associated with airside works. Melbourne Airport will issue an ASIC on application by the contractor. Applications must be made at least **6 weeks** in advance.

Once issued the ASIC must be worn and always displayed on the outside of all clothing, at waist height or above, on the front or side of the person's body and with the front face of the card clearly visible whilst working on the airside of the airport.

Where contractors have applied for but not yet received their ASIC, or are itinerant short-term visitors to the worksite, Visitor Identification Cards (VIC) may be utilised in place of an ASIC. A VIC cannot be held for more than 28 days within a 12-month rolling timeframe. An ASIC Holder must be present in supervision of the VIC holder at all times whilst airside.

### 5.2. Permits

#### 5.2.1. Permit to Commence Works

This MOWP is **not** an approval to commence works.

Before works may commence, the contractor must obtain a Permit to Commence Works (PERCOW) from the [Melbourne Airport Buildings Approvals Officer](#). Please email the Building Approvals Officer should you require any further information.

### 5.2.2. Hot Works Permit

The contractor must obtain a Hot Works Permit from the Works Safety Officer prior to undertaking any oxy cutting, welding, or grinding on the airside of the airport.

A Hot Works Permit will be issued only when all Melbourne Airport safety requirements are met. For example, including but not limited to:

- The site is clean and free of all combustible material within 10m of works.
- A spark resistant solid hoarding is placed around the site.
- 2x nine litre fire extinguishers are on site.
- A fire blanket (size of 3m square minimum) is on site.
- A “spotter” is in attendance for the duration of hot works.
- There are no refuelling aircraft or aircraft fuel vents in the vicinity of at least 50m for the duration of the permit.

The permit is valid for a period of a maximum of one day and if works are to resume the next day a new permit is required.

**Note:** The permit only covers the location specified in the application. A new permit will be required if the works move to another location.

Applications for Hot Works Permits within 5m of the building drip line will require approval from the [Fire & Life Safety Leader](#).

Hot Works Permits will not be issued on days of a total fire ban.

### 5.2.3. Excavation Permit

The contractor, before the commencement of any works, will lodge a dial before you dig (DBYD) job through the DBYD website. Once the Melbourne Airport drawing is received, the excavation area is to be highlighted clearly with a description of works. The contractor will confirm the location of all underground services by an independent service locator.

An excavation permit must be obtained from [Melbourne Airport – Airfield Lighting](#) at least 5 business days prior to any excavation works that penetrate the ground surface with the documents below included in the application:

- Copy of the PERCOW
- Independent Service Locators Certificate
- DBYD service drawings of the works area with the works area clearly marked.

#### 5.2.4. Crane Permit

A permit must be obtained prior to the erection of any crane airside, or on Melbourne Airport land.

Applications for approval must be sent to [Airfield Support](#) a minimum of **5 working days prior** to the crane lift including the following information:

- The proposed location of the lift activity (street address, MGA or AMG co-ordinates)
- A site locality plan (i.e. Aerial Photo Extract)
- Crane maximum height (AHD or m above ground level)
- Date, time, and duration of activity
- Work description and
- Contact details of Site supervisor and applicant

An email confirming approval will be sent to the applicant prior to the crane lift.

For equipment that working at a height that is likely to penetrate Melbourne Airport's prescribed airspace, **12 weeks** notification is required.

#### 5.2.5. Electrical Isolation Permit

Any works on or near electrical cables will require an electrical isolation permit.

Requests for isolations regarding Airfield Lighting and High Mast Lights should be sent to [Melbourne Airport – Airfield Lighting \(Permits\)](#) at **least 24 hours prior** to the commencement of the activity with a list of the circuits required for isolation.

The contractor must supply a licensed electrician to carry out isolations (Lock out Tag out) with a Melbourne Airport Airfield Lighting Officer. Upon completion of the isolation procedures an isolation permit will be issued.

For all other electrical isolations please contact [Melbourne Airport – Engineering and Asset Management](#).

### 5.3. Critical Obstacles

#### 5.3.1. General Requirements

Melbourne Airport's Prescribed Airspace cannot be penetrated without the relevant approvals. Refer [Section 5.2.4](#).

Unless specifically approved, plant/vehicle or equipment cannot exceed a maximum height of **5 metres** within the closed area.

**Note:** This limit is only applicable in locations where the Melbourne Airport's Prescribed Airspace will **not** be penetrated.

### 5.3.2. Height and Location of Critical Obstacles

Works activities within the Obstacle Restricted Area (ORA) will comply with the Instrument of Approval: CASA.ANAA.0101.2 issued by CASA on 19 February 2019. This instrument is maintained in the Melbourne Airport Manual.

These conditions will be communicated to the Works Safety Officer via the Airfield Operations Manager and to works parties via a contractor instruction.

### 5.4. Pavement and Cleanliness

The contractor is to ensure that runways and taxiways used or crossed during the works are kept clean and free of debris.

A sweeper (no steel brushes), approved by the Airfield Operations and Works Coordinator, is always to be kept on call whilst works are in progress.

Areas within the works site must also be free of Foreign Object Debris (FOD).

No trench within the runway or taxiway strip may be left open, unattended or unprotected at the completion of each day/night works without prior approval of the Airfield Operations and Works Coordinator.

Any approved open excavations within the works area must be covered with heavy duty steel plates and defined by either 900mm or 300mm red and white half-filled water barriers and/or red lights.

### 5.5. Waste Disposal and Environment Protection

Any putrescible waste generated at the site is to be placed in secure, covered rubbish bins and removed from the airport at the end of each working day.

The contractor must ensure that all other waste is contained within the site and not free to blow around the airport. Builder's waste must be removed well clear of the movement area to a site directed by the Works Safety Officer and the Melbourne Airport Environment Manager.

The contractor must comply with all environmental controls as specified in the Construction Environment Management Plan provided by the contractor and endorsed by the Melbourne Airport Environment Manager or delegate.

Please refer to the Melbourne Airport Environmental Management Plan which can be found on the Melbourne Airport [website](#).

### 5.6. Explosives

No explosives or explosive power tools may be used on the airport without prior approval of the Airfield Operations and Works Coordinators.

### **5.7. Dust**

Dust must be kept to a minimum and excavated areas must be constantly watered in windy conditions.

### **5.8. Dumping of Fill**

Fill must be transported from the site to landside and dumped in an area approved by the Melbourne Airport Environment Team .

### **5.9. Site Sheds and Locations**

Site shed locations that have any impact on the airlines staging or storage area must be approved by the Airfield Operations and Works Coordinators.

### **5.10. Smoking and Use of E-Cigarettes**

Smoking or the use of e-cigarettes and vapes is not permitted anywhere on the airside, including the works site, any buildings and vehicles.

### **5.11. Wildlife Hazards and Food Consumption**

The contractor is to monitor all works areas for increased wildlife activity. Precautions must be taken to minimise the risk of attracting wildlife to as low as reasonably practicable.

Due to the risk of attracting wildlife, the consumption of any food whilst airside should be contained within a vehicle, or an approved sealed site shed. At no stage should food be consumed outside in open areas. Any food scraps must be disposed of correctly in covered bins to prevent attracting wildlife. Any bins used to dispose of food scraps must be emptied daily. Food vans are not permitted on the airfield.

Increased wildlife activity within the works areas must be reported immediately to the WSO assigned to the site or, if unavailable, to [Car 2](#). Wildlife hazards are to be handled in accordance with the Melbourne Airport Airside Operational Safety Policy – Wildlife Hazard Management. This document is available on the [Melbourne Airport website](#).

## 5.12. Lime and Cement Stabilisation

Lime and cement spreading is not allowed to take place during the following conditions:

- In winds greater than 5 knots
- If the wind is blowing towards the terminal
- If the wind is blowing towards critical operational areas such as an active apron, TWY or RWY system

The contractor will employ additional measures to minimise the escape of dust from the site. It is preferable that contractors undertake the spreading of lime and cement dust at early morning/dusk hours to minimize impacts on airfield operations. Approval must be obtained during the project planning from the Airfield Operations Manager. An approval must be obtained prior to any spreading on the day from [Car 2](#).

## 5.13. Completion of Works Inspection

On completion of the works (if applicable) the contractor is to return the area to a serviceable and compliant standard and to the satisfaction of Car 2.

Car 2 must conduct a thorough inspection prior to reopening the area to ensure that the area is serviceable, compliant and free of FOD.

All facilities, markers and markings are to be carefully checked to ensure that they comply with the CASA standards. Special attention must be paid to markers and/or markings/lighting that may have been obliterated or obscured by the works party.

On completion of each stage of the works, the contractor is to:

- Clean up the area to the satisfaction of the Airfield Operations and Works Coordinator and/or Car 2.
- Rectify any pavement damage to the satisfaction of the Airfield Civil Maintenance Manager.
- Remove all building rubbish, excess materials and construction plant from the site.

A joint inspection involving the Airfield Lighting Maintenance Manager, Airfield Facilities and Technical Manager, Airfield Civil Maintenance Manager, Airfield Operations and Works Coordinator, and the Airfield Operations Manager may be conducted before the works area is deemed to be completed.

# 6. Administration

## 6.1. Contractors

The work is being carried out by Melbourne Airport staff and contractors employed by Melbourne Airport.



## 6.2. Project Manager

### Tate Plummer

[tate.plummer@melair.com.au](mailto:tate.plummer@melair.com.au)

0417 224 461

All questions relating to the technical aspect of this project should be directed to the Project Manager.

**Note:** The Project Manager may change throughout these stages of works, changes will be advised within the Local Works Plan.

## 6.3. Works Organiser

### Amin Ibrahim

[amin.ibrahim@dcwc.com.au](mailto:amin.ibrahim@dcwc.com.au)

0410 103 030

All questions relating to the practical aspect of this project should be directed to the Works Organiser.

**Note:** The Works Organiser may change throughout these stages of works, changes will be advised within the Local Works Plan.

## 6.4. Airfield Operations and Works Coordinator

The Melbourne Airport [Airfield Operations and Works Coordinator](#) will be either Mrs Leanne Carroll or Mr Ron Butterworth. Any queries about the conditions contained in this MOWP or the effect of the works on aircraft operations should be directed to the Airfield Operations and Works Coordinator.

## 6.5. Works Safety Officer

The Senior Airside Safety Officer (Car 2) will be the nominated Senior Works Safety Officer to look after the works. [Car 2](#) will be contactable 24/7.

The Senior Works Safety Officer may be supported by one or a team of Works Safety Officers which may delegate some or all of the specified responsibilities.

The Senior Works Safety Officer will be responsible for the operational safety of the works including the opening and closing of the works areas.

The Works Safety Officer performs the responsibilities as specified in the CASR Part 139 MOS and as required for these works.

## 6.6. MOWP Author

This MOWP has been written by:

**Leanne Carroll**

Airfield Operations and Works Coordinator  
Melbourne Airport

## 7. Authority

### 7.1. Conduct of Works

All works must be carried out in accordance with the MOWP.

### 7.2. Expiry

This MOWP will expire on 31/05/2026 unless otherwise amended or extended.

### 7.3. Variation

The approval of the Airfield Operations and Works Coordinator must be obtained before any variation is made to this MOWP or associated NOTAM. Verbal approvals are to be confirmed in writing at the earliest opportunity.

### 7.4. Approval

This MOWP has been checked and concurred with by Airservices Australia, major airline operators, and internally within Melbourne Airport.

The MOWP is issued by Melbourne Airport in accordance with the CASR Part 139 MOS – Aerodrome Chapter 16 Method of Working Plans issued by the Civil Aviation Safety Authority.

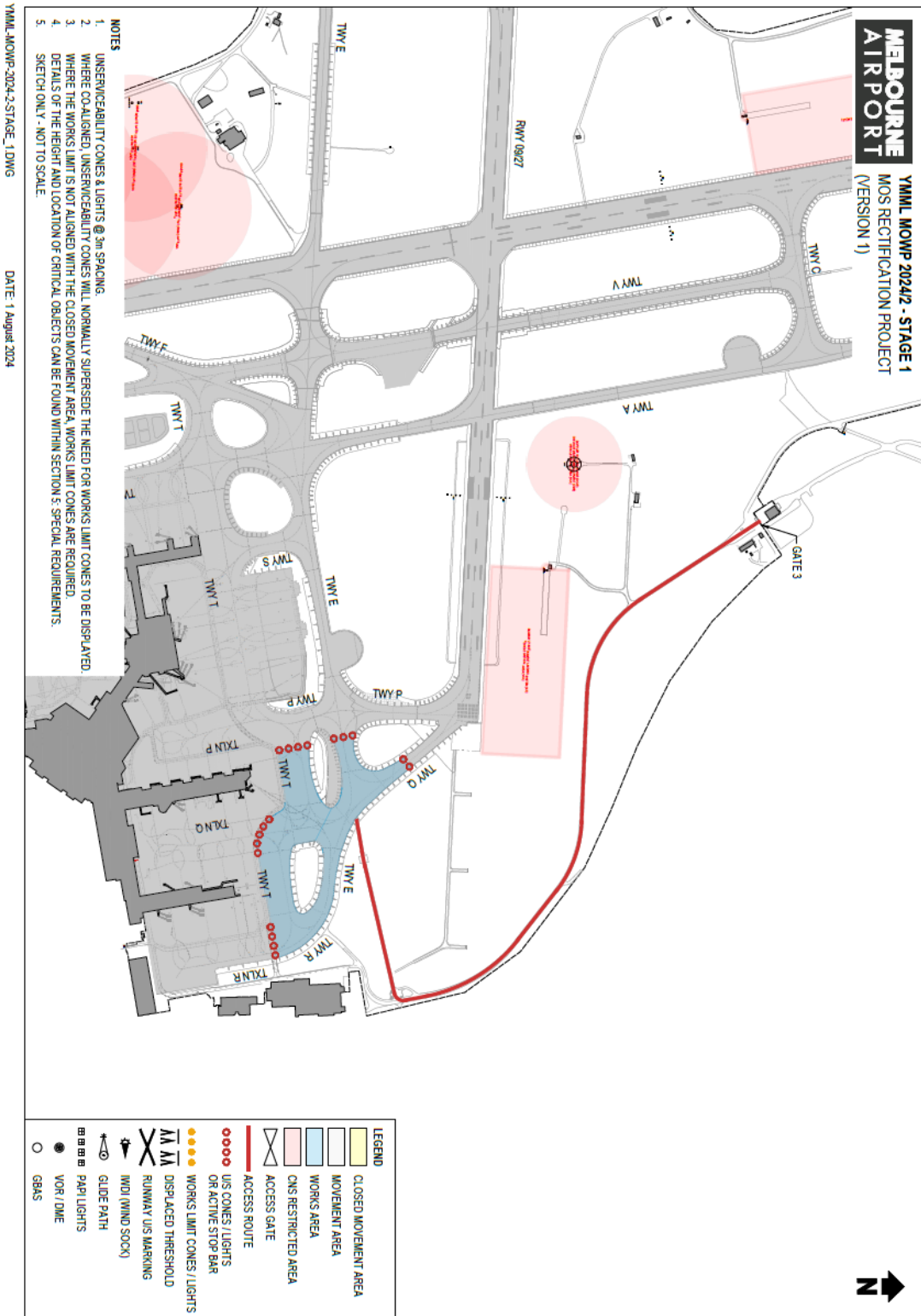
The Head of Airfield has authorised this MOWP as delegated in writing by the Accountable Manager for Melbourne Airport, as identified in the Melbourne Airport Manual.



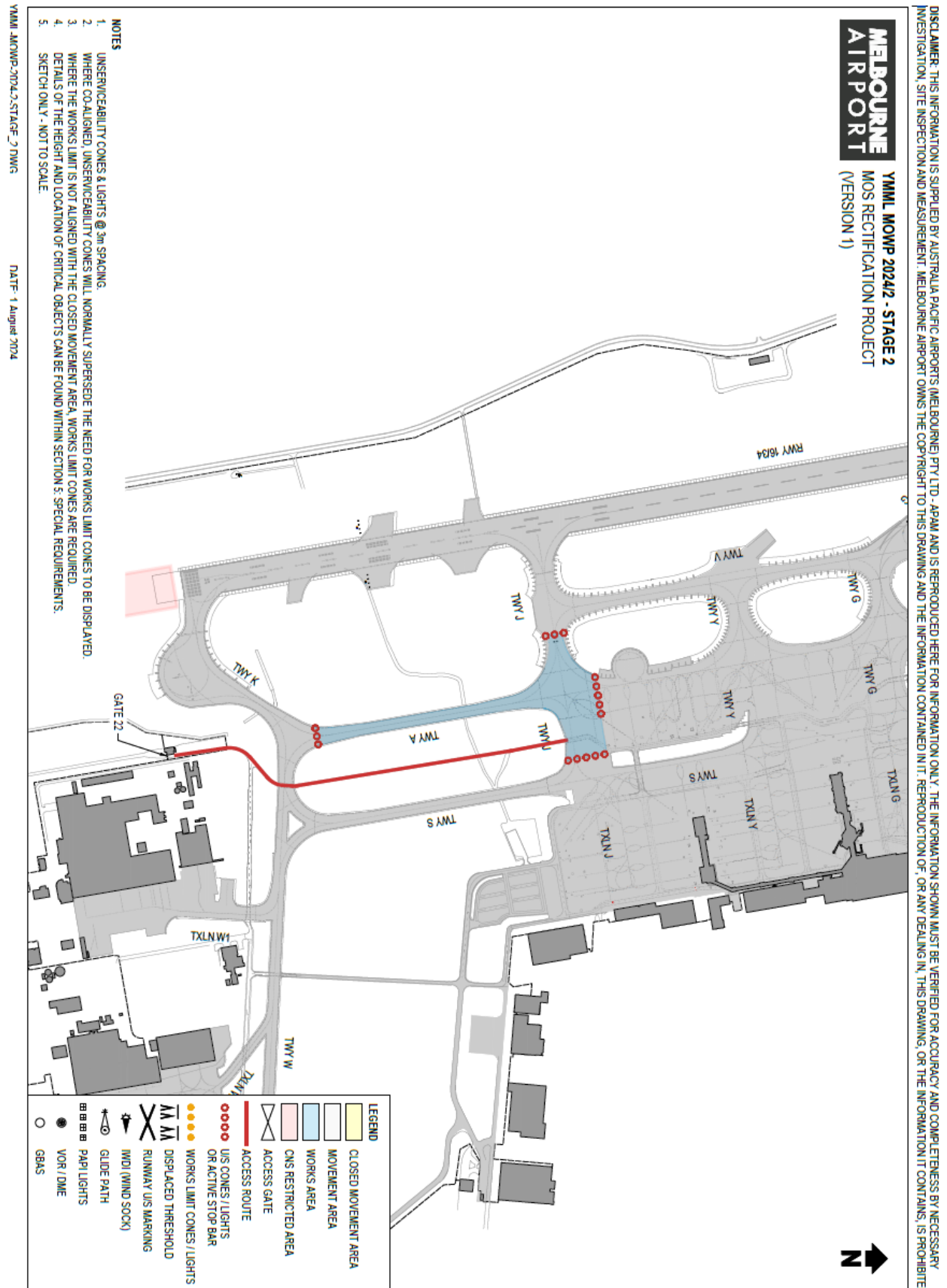
**Mark Wilson**  
**Head of Airfield**

## 8. Drawings

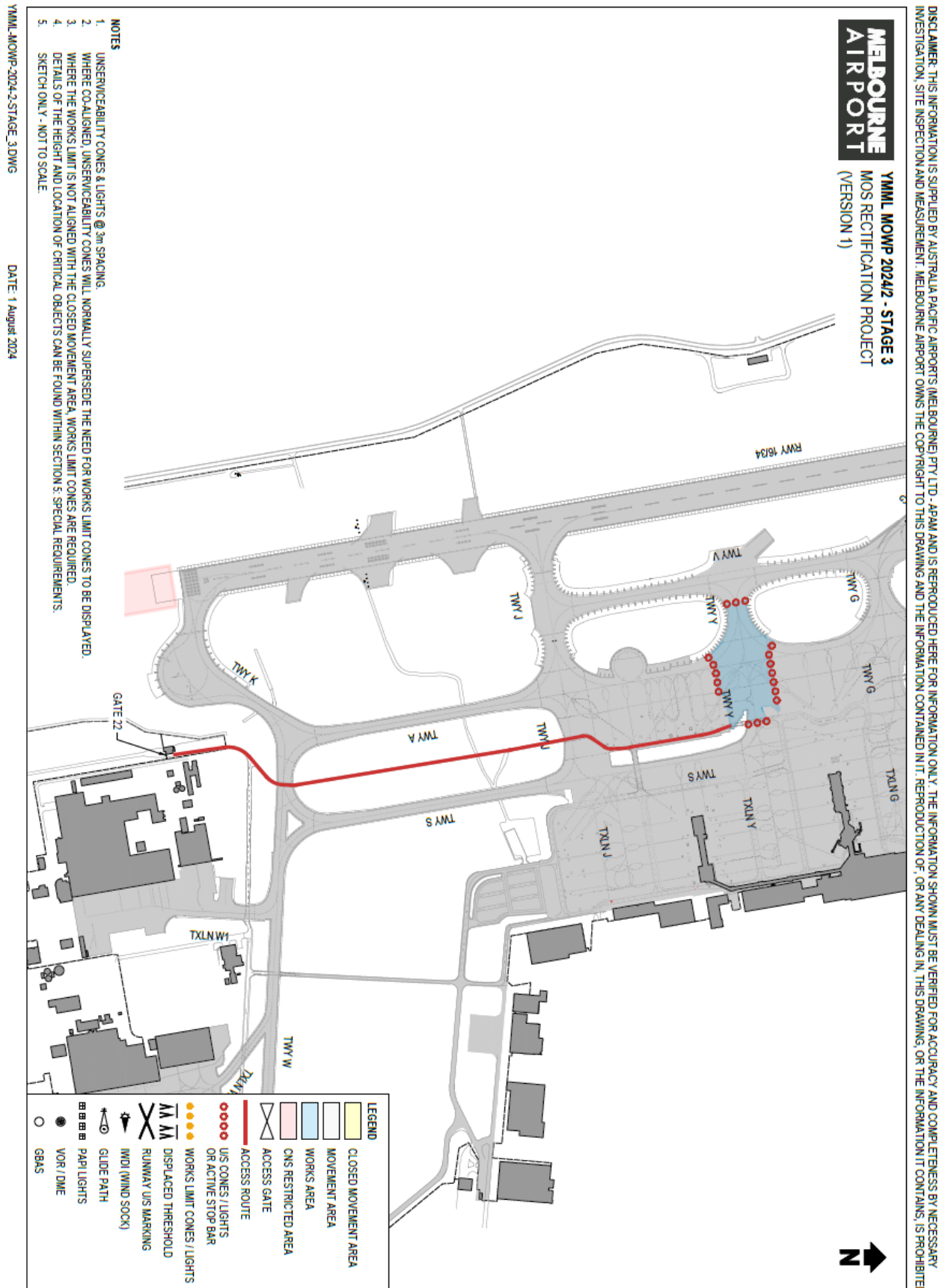
### 8.1. Stage 1



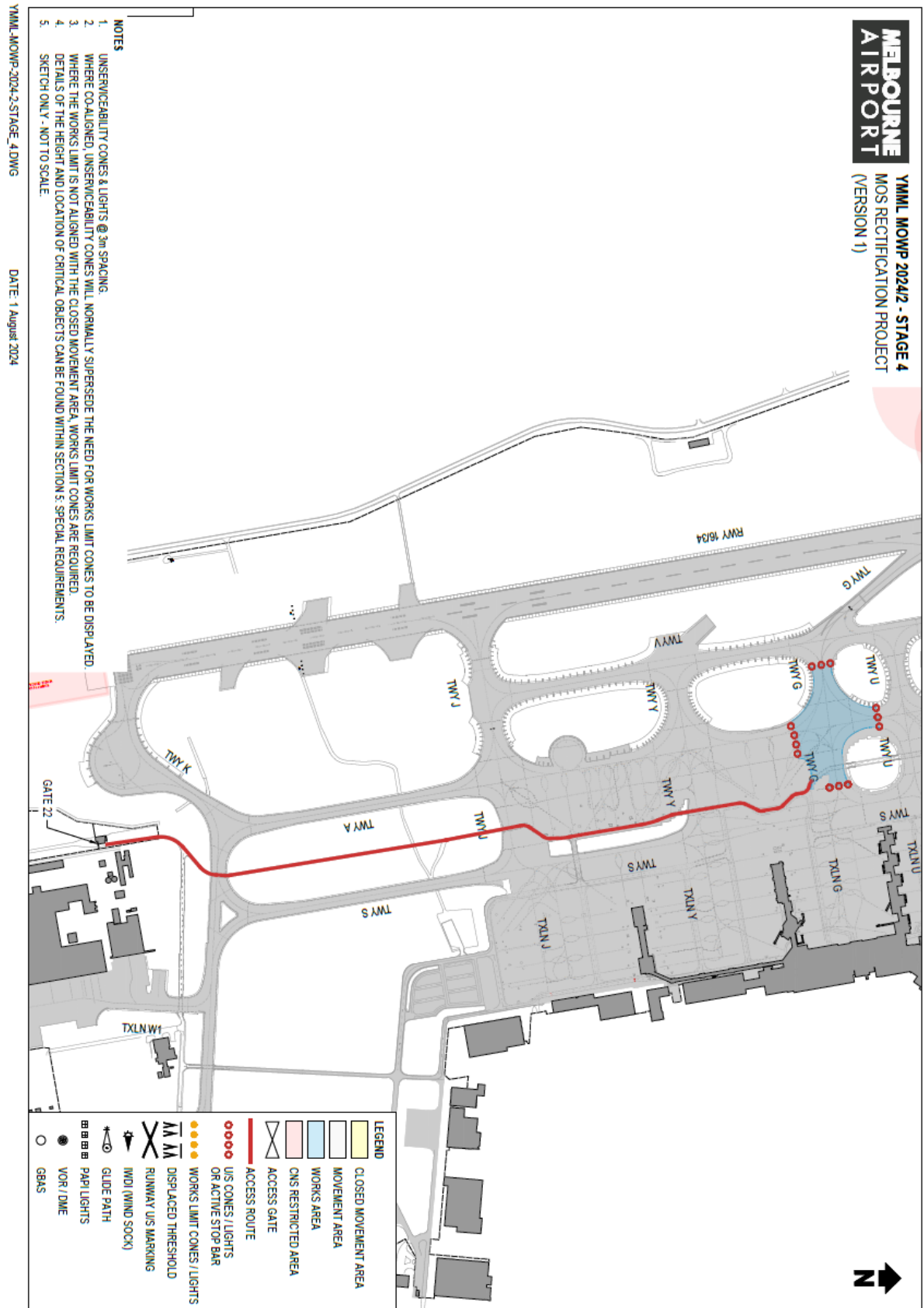
8.2. Stage 2



8.3. Stage 3

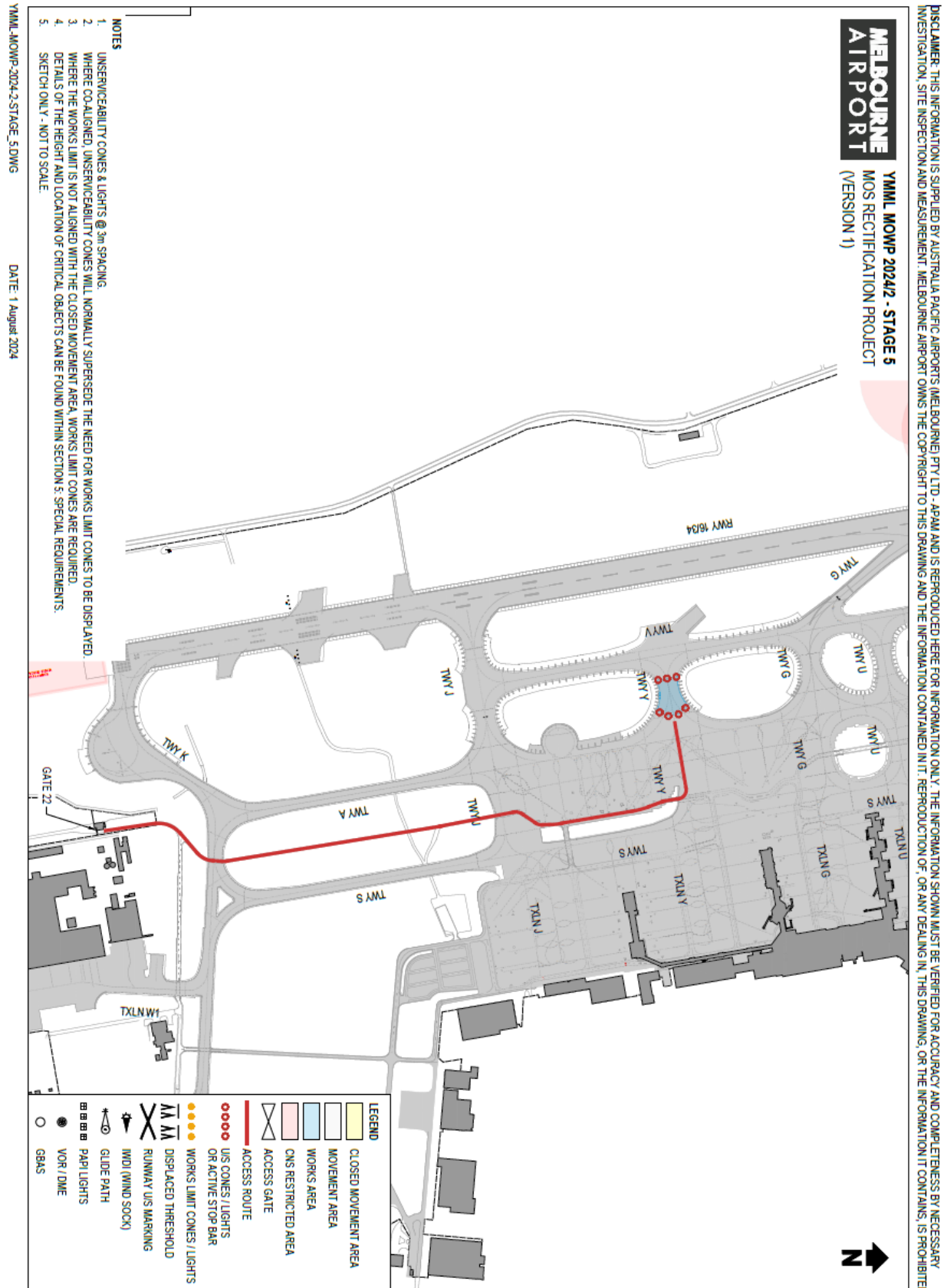


**8.4. Stage 4**

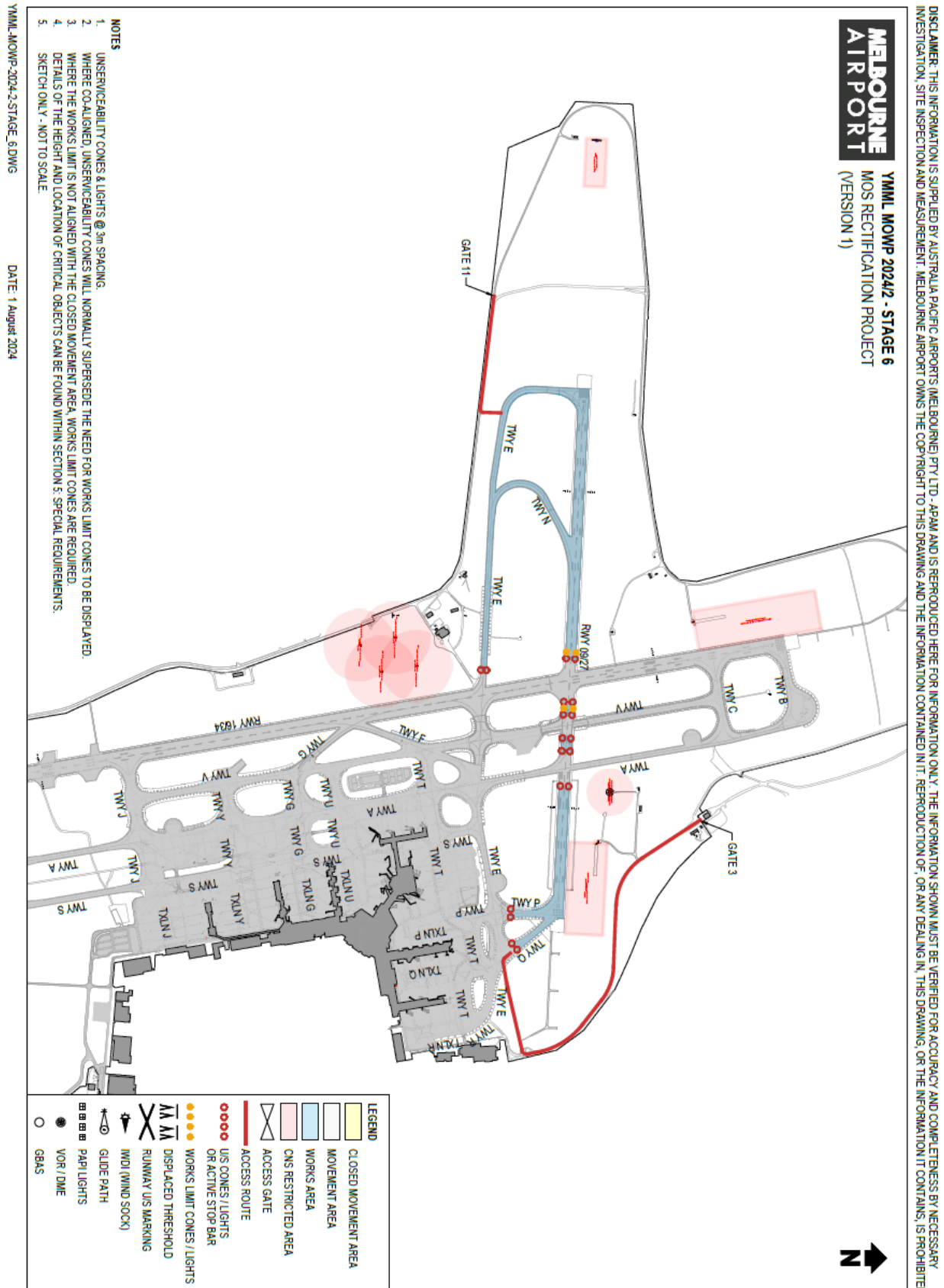


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8.5. Stage 5



8.6. Stage 6

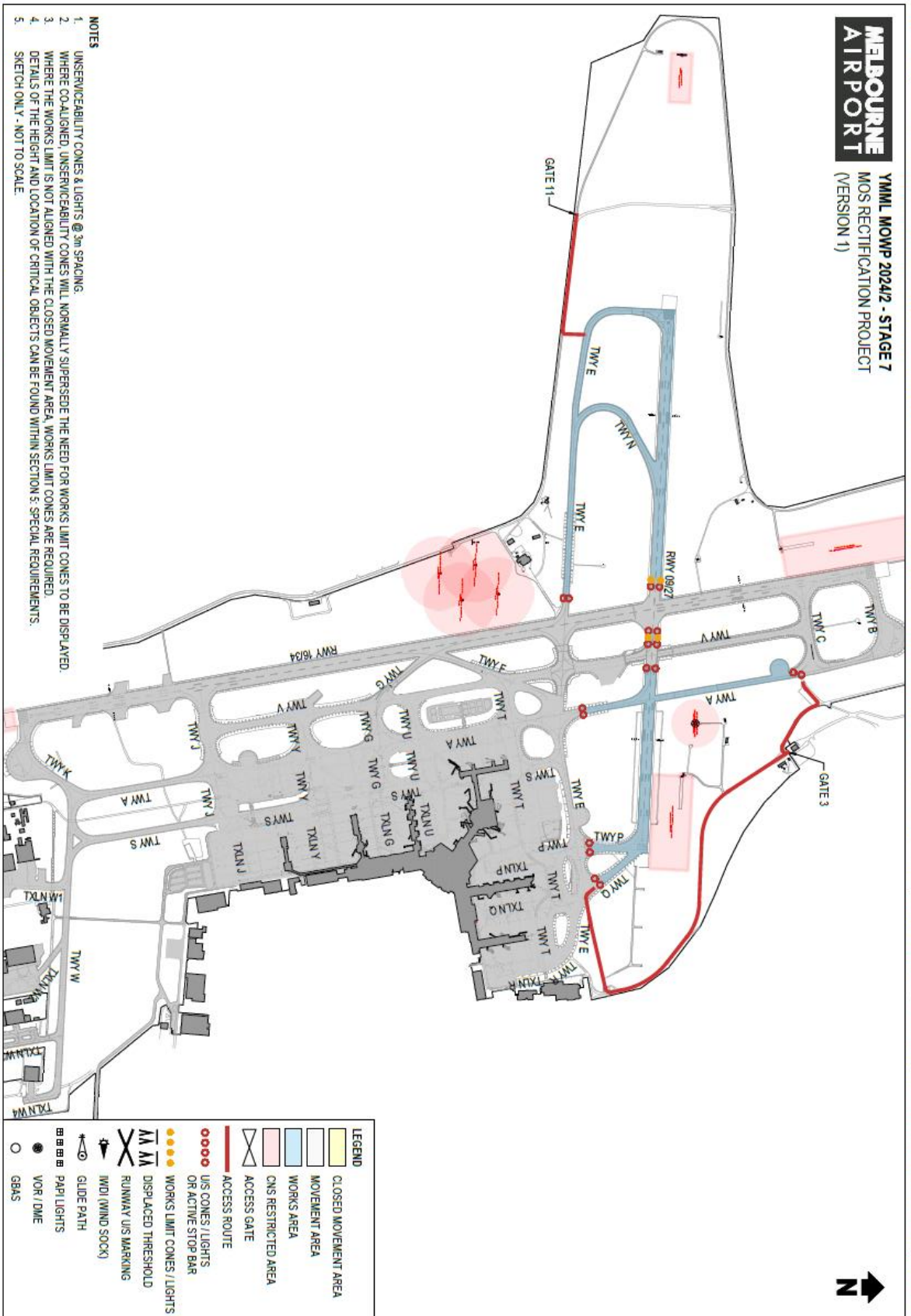




8.7. Stage 7

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DATE: 1 August 2024



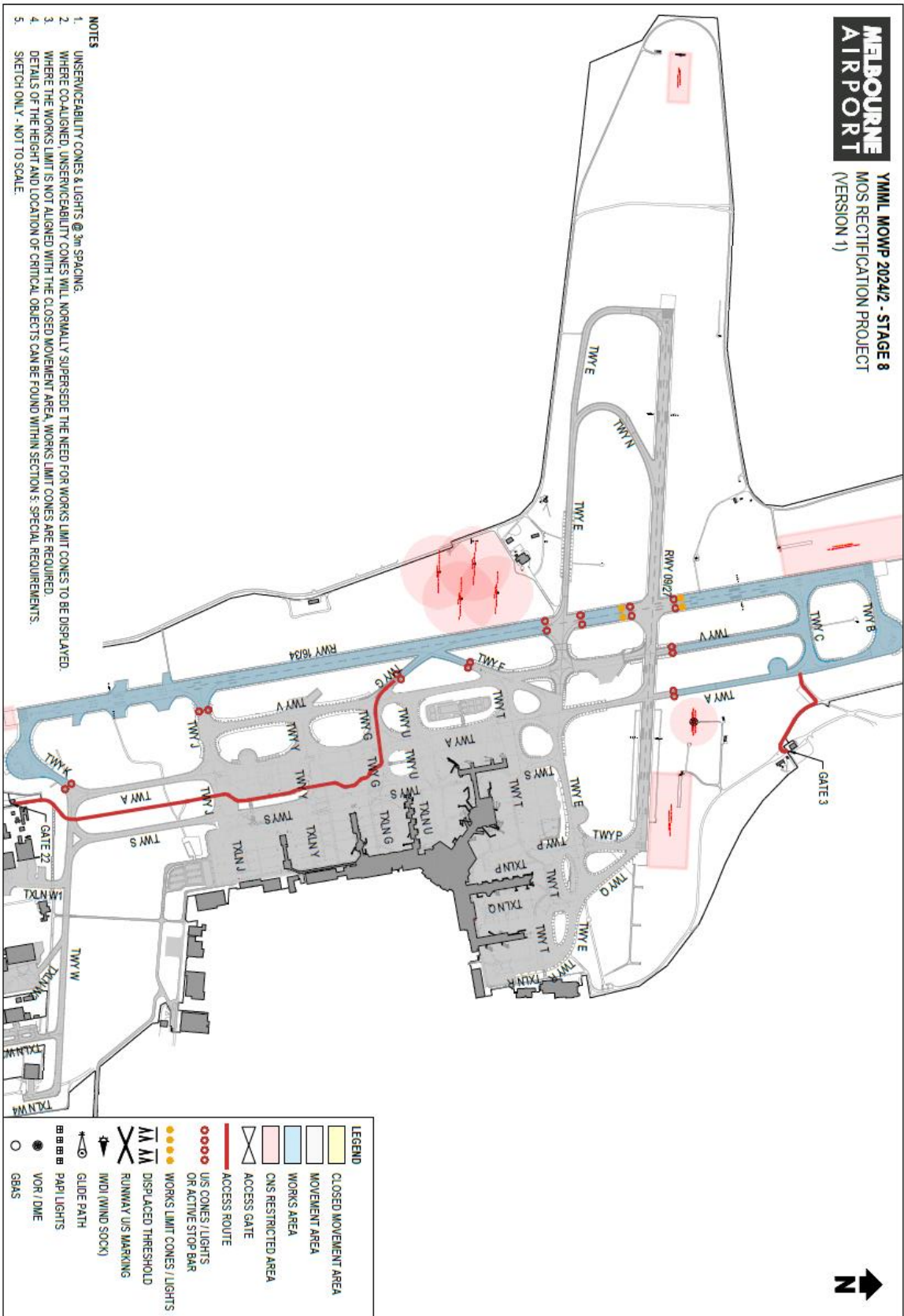
MELBOURNE AIRPORT

YAML MOWP 2024/2 - STAGE 7  
MOS RECTIFICATION PROJECT  
(VERSION 1)



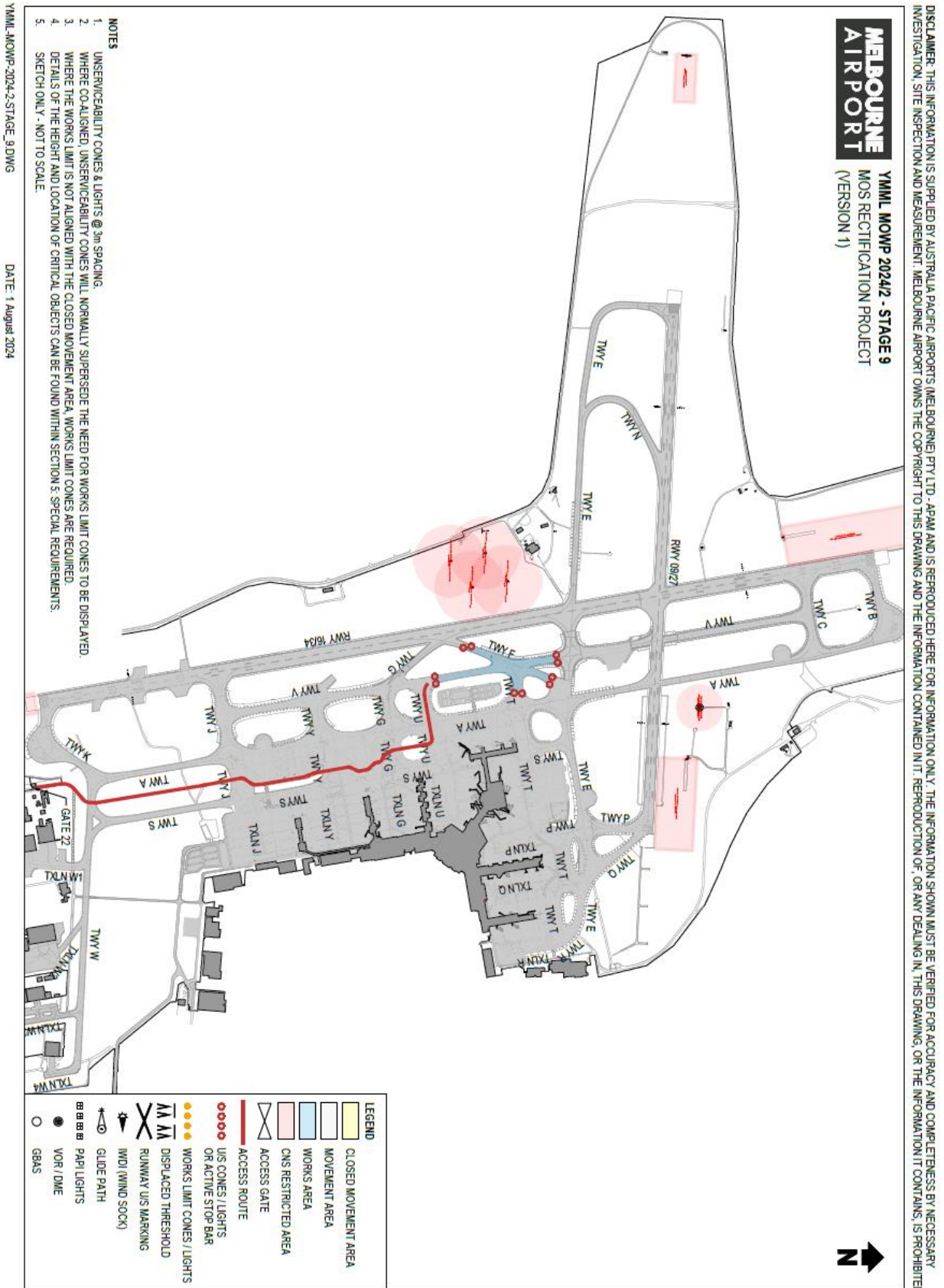
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8.8. Stage 8

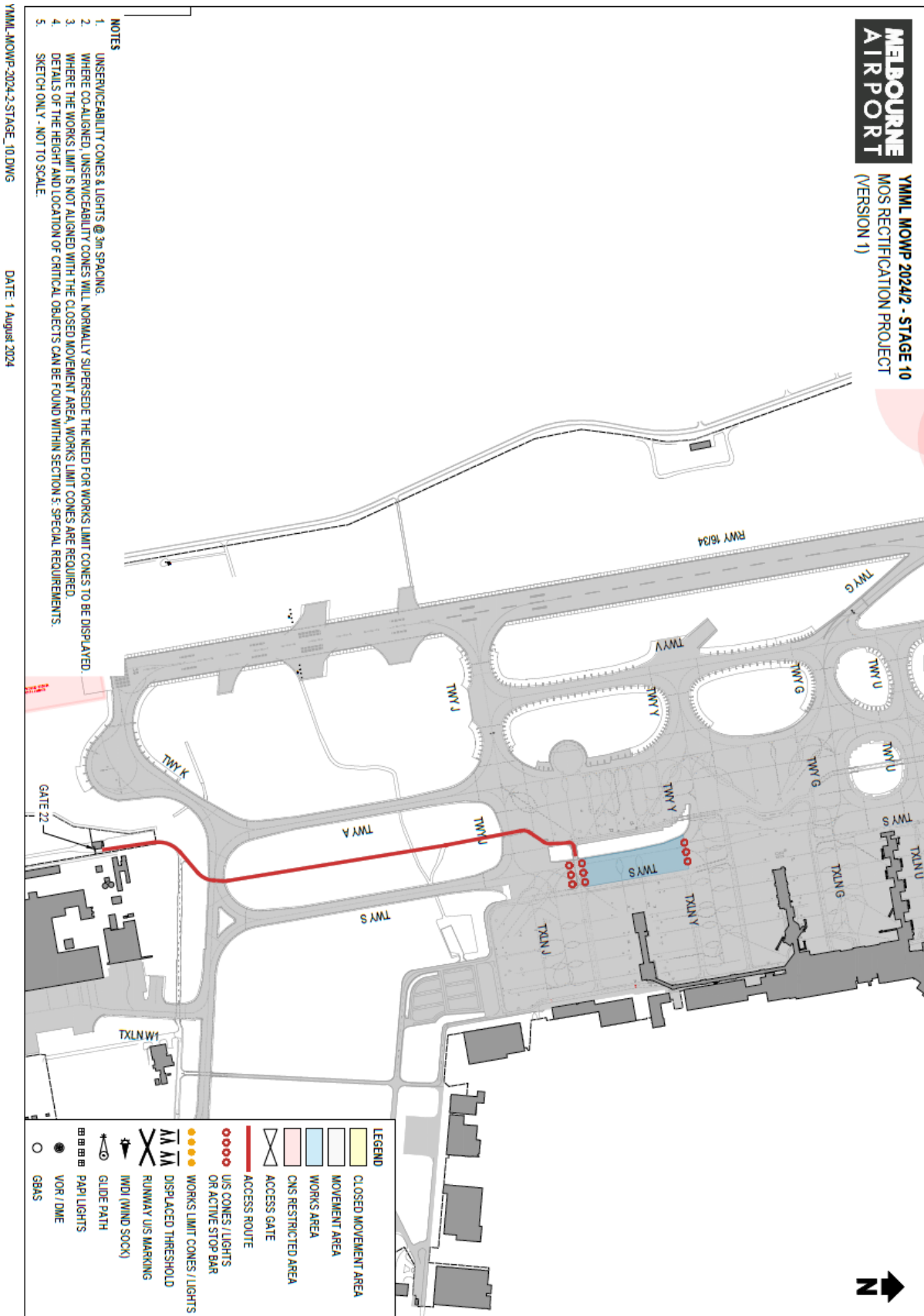


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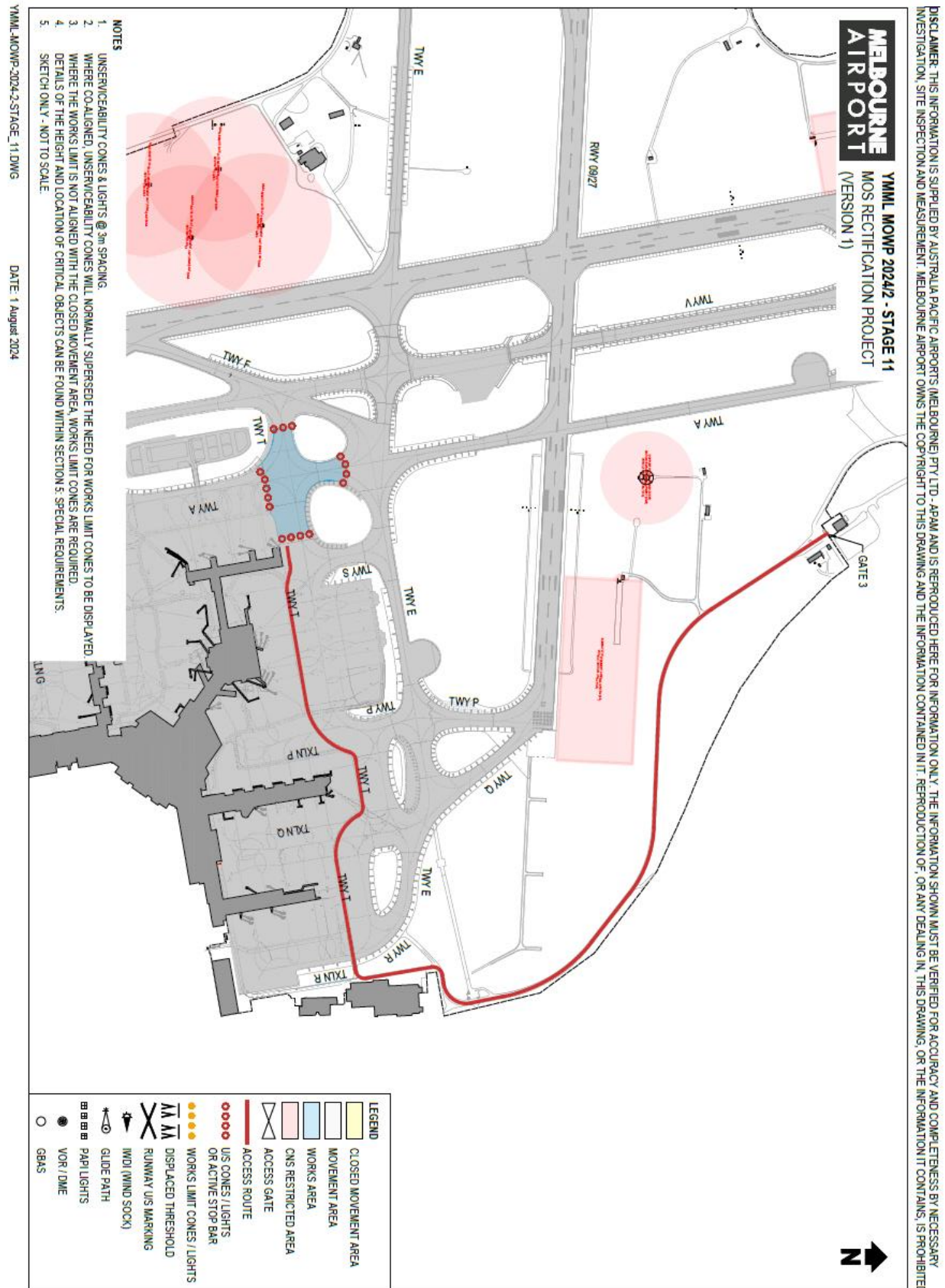
8.9. Stage 9



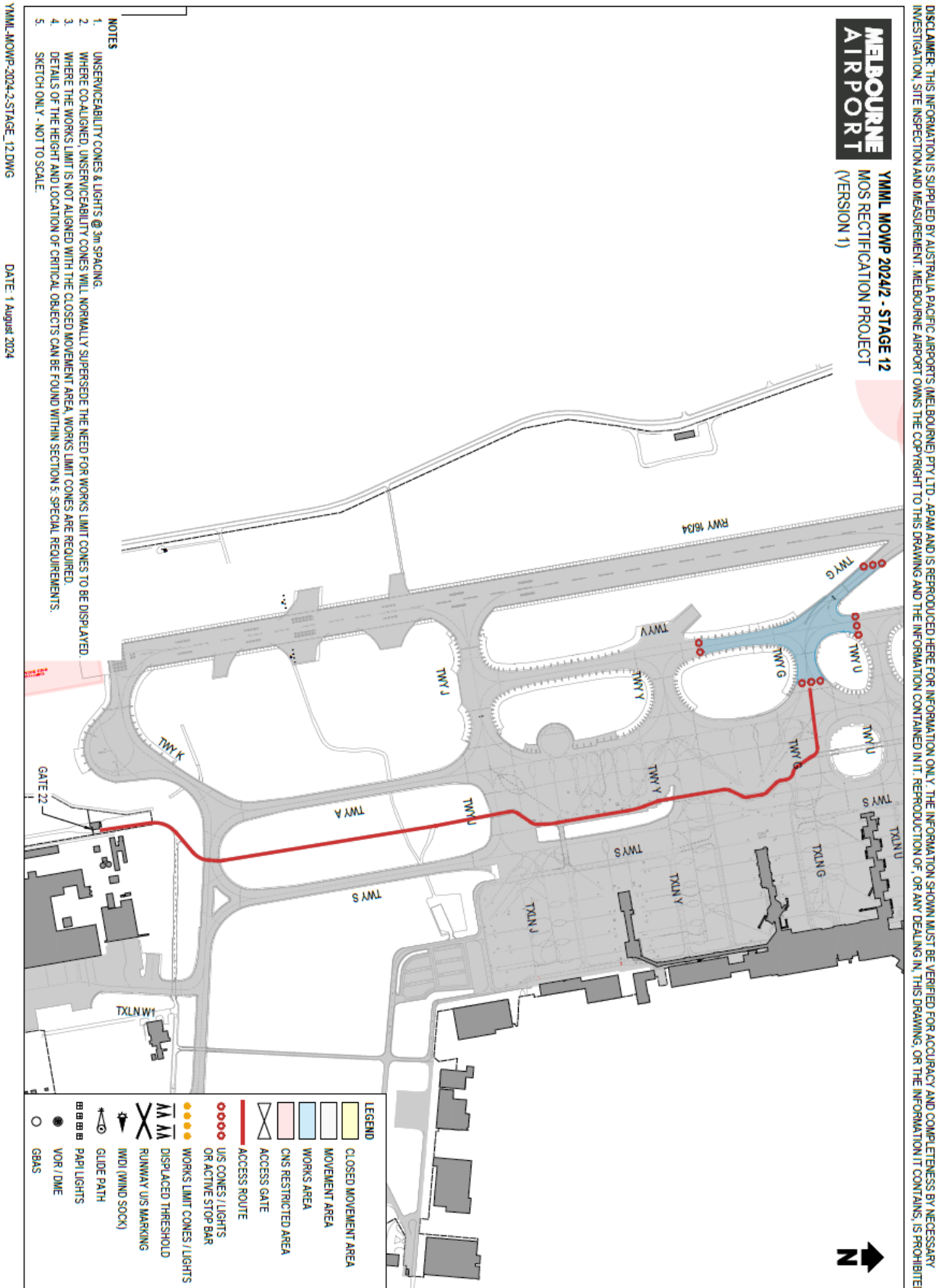
8.10. Stage 10



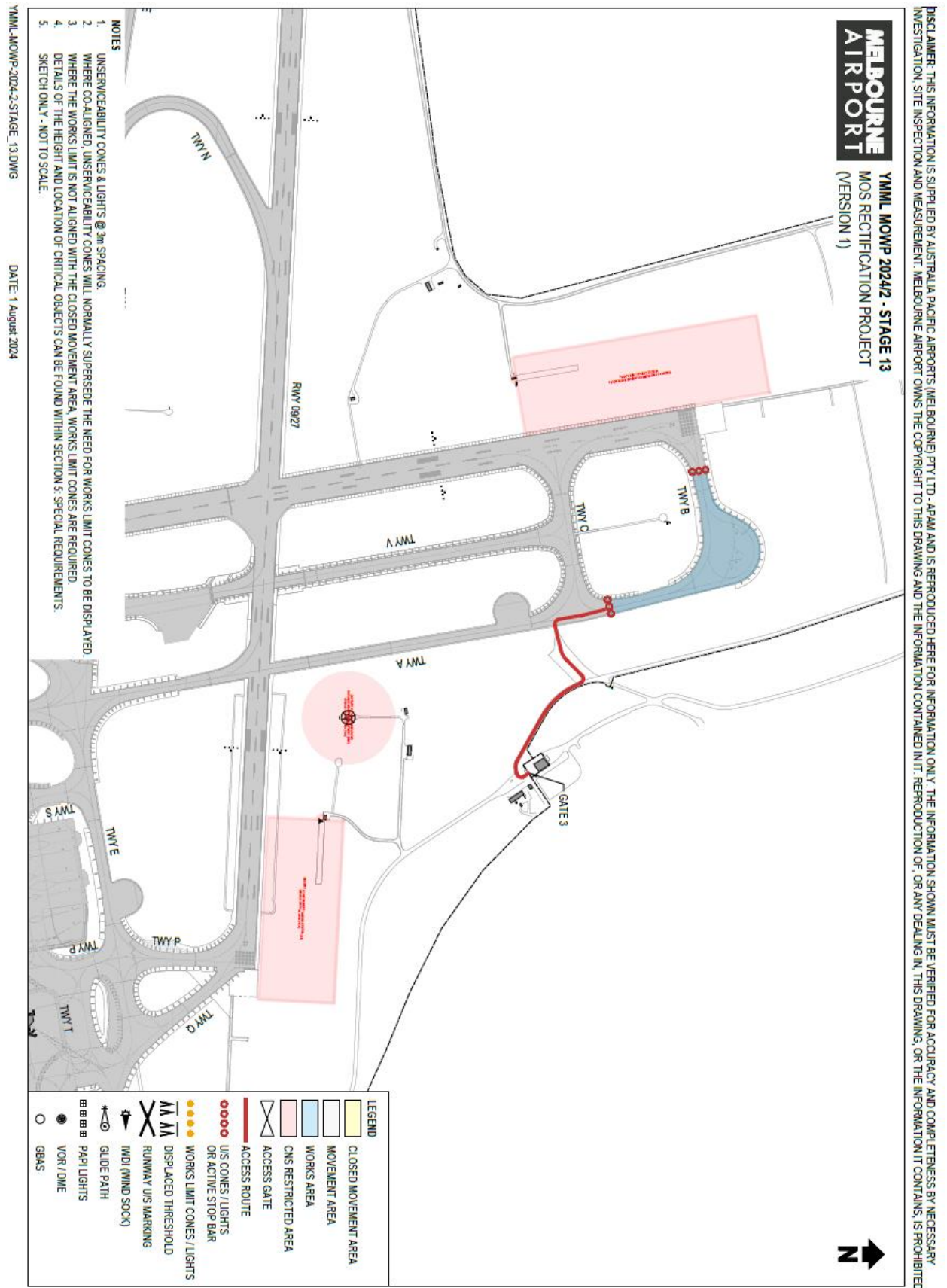
8.11. Stage 11



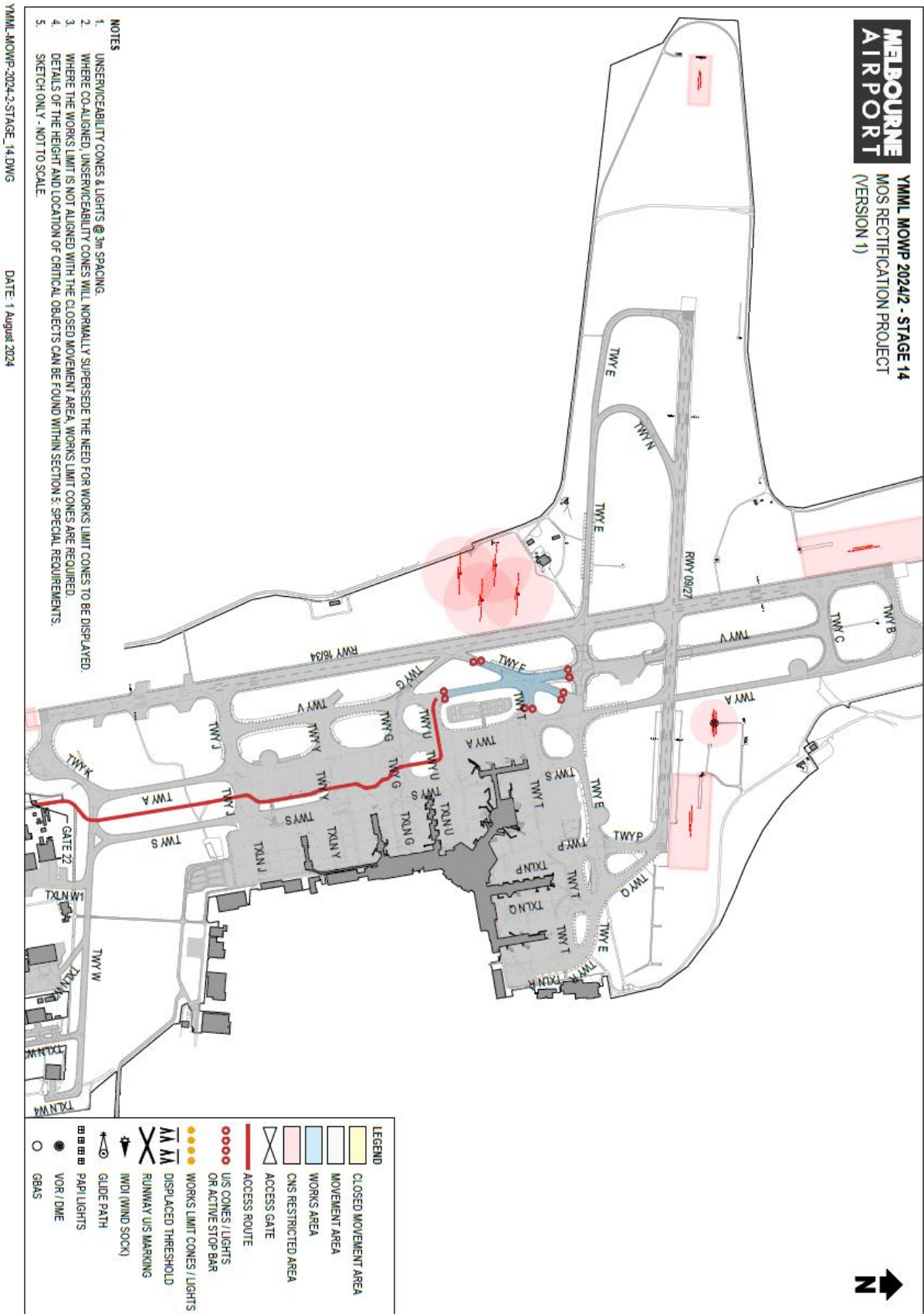
8.12. Stage 12



8.13. Stage 13



8.14. Stage 14

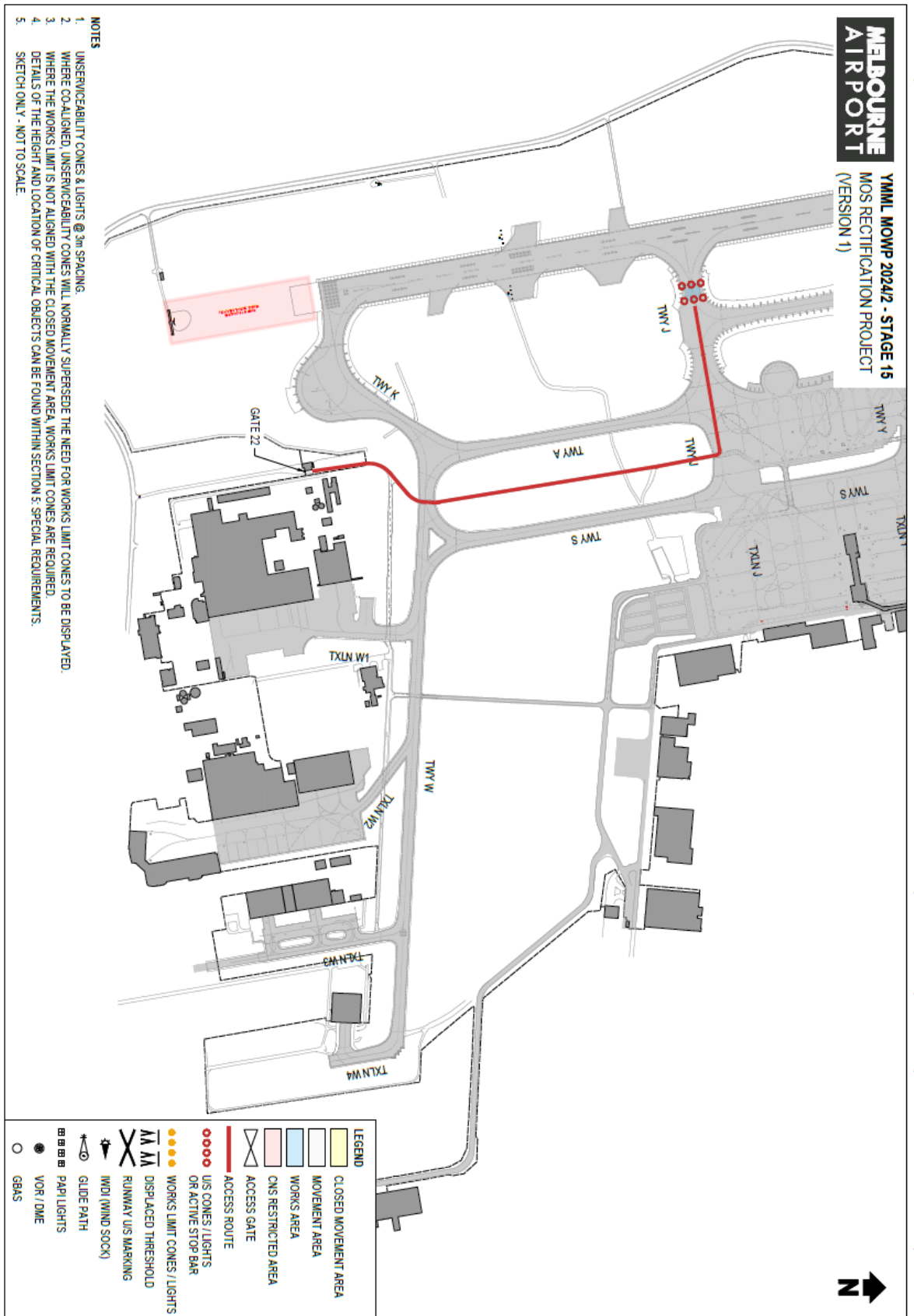




8.15. Stage 15

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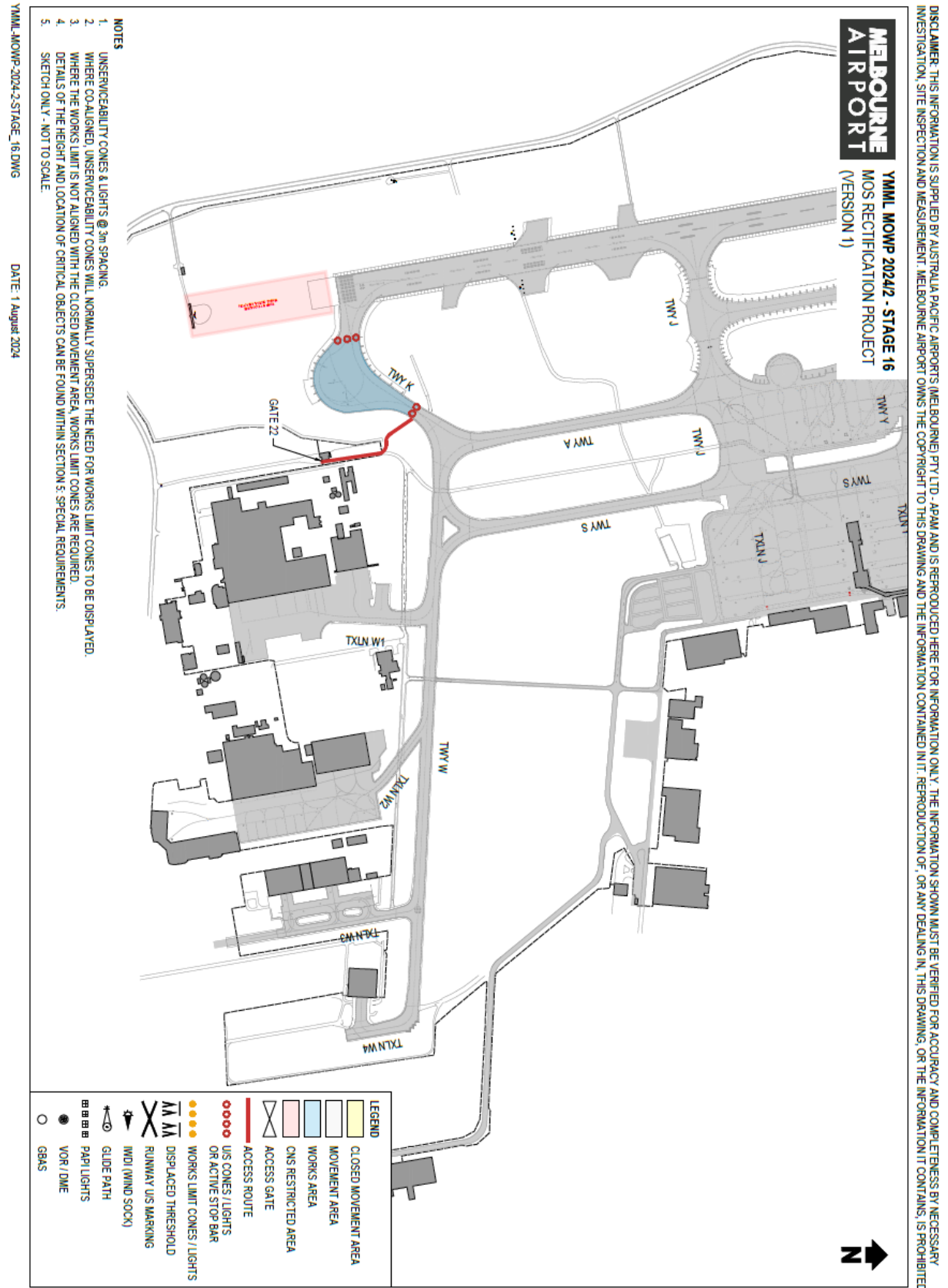
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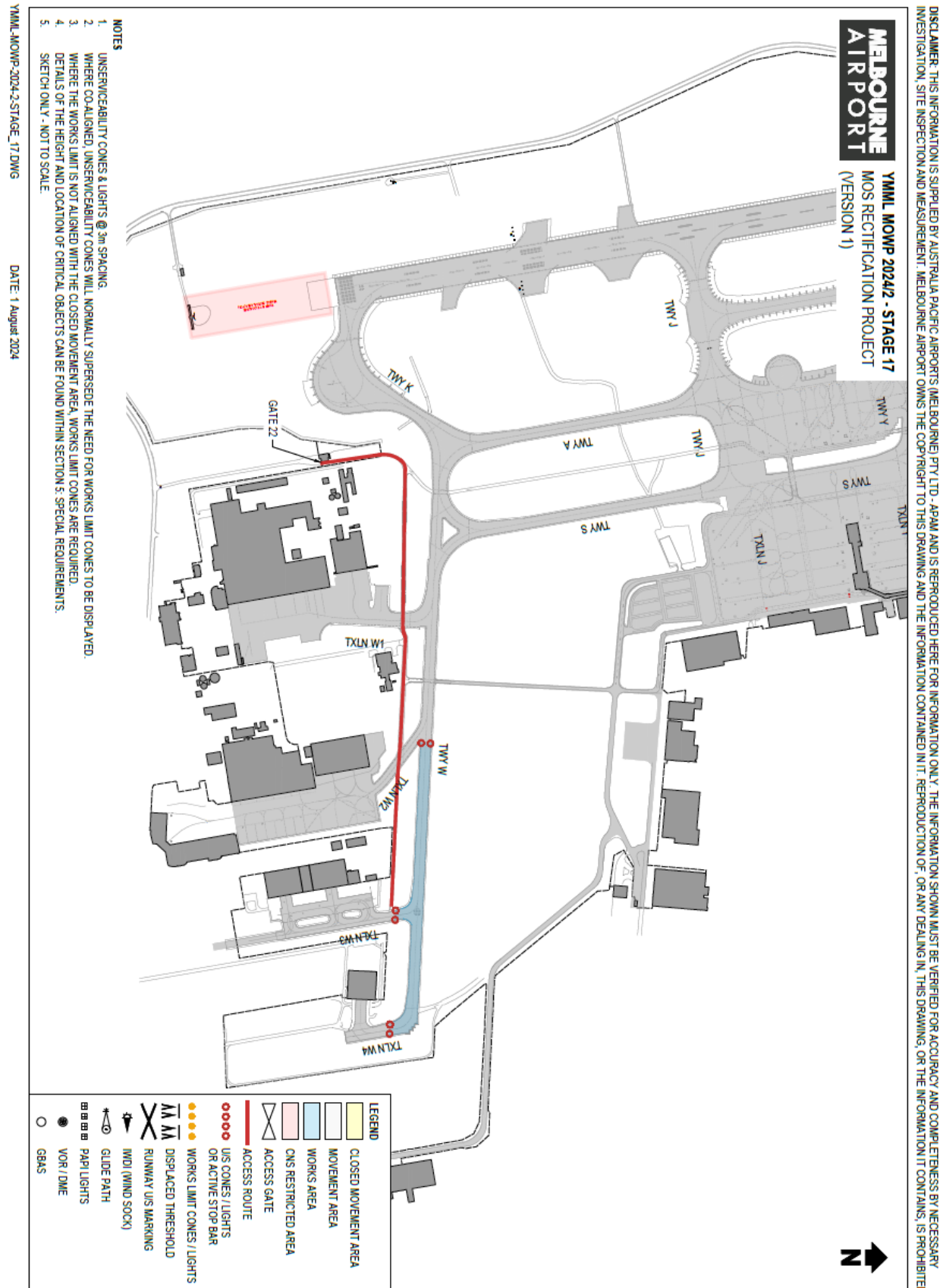
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8.16. Stage 16



8.17. Stage 17



## 9. Distribution List

This MOWP will be distributed to the organisations and agencies listed below:

The distribution list for this MOWP is maintained by the Airfield Operations and Works Coordinator.

Air Canada	Essendon Fields	Qatar Airways
Air China	Etihad Airways	Rex Airlines
Air India	Express Freighters Australia	Royal Brunei Airlines
Air New Zealand	Fiji Airways	Scoot
Air North	Garuda Indonesia	Sharp Airlines
Air Vanuatu	Hainan Airlines	Sichuan Airlines
AirAsia X	Heston MRO	Singapore Airlines
AirCalin	ISS Security	Skytanking
Airservices Australia	Japan Airlines	Skytraders
Airwork Flight Operations	Jepperson Australia	Skywest Airlines
Asiana Airlines	Jet City	SriLankan Airlines
ASL Airlines	Jetstar	Tasman Cargo
Atlas Air	Kalitta	Team Global Express
Batik Air	Latam	Texelair
Beijing Capital Airlines	Link Airways	Thai Airways International
Bureau of Meteorology	Lufthansa Flight Navigation	Tianjin Airlines
Cathay Pacific	Malaysia Airlines	Turkish Airlines
Cebu Pacific	Melbourne Airport Precinct	United Airlines
China Airlines	Melbourne Airport	Victorian Police Air Wing
China Eastern Airlines	Menzies Aviation Group	Vietjet
China Southern Airlines	Pel Air	Vietnam Airlines
Civil Aviation Safety Authority	Philippine Airlines	Virgin Australia
Department of Defence	Polar Air Cargo	Viva Energy
Dnata	Qantas Airways	Xiamen Airlines
Emirates	Qantas Link	

### 9.1. Further Information

For further information with regards to this **Method of Working Plan**, please contact:

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[Airfield Operations & Works Coordinators](#)