

# Runway 11/29 Resurfacing Project

**Method of Works Plan** 

**Commencing 2 Oct 23** 



# References

Ref	Title	Edition/Date
А	Civil Aviation Rule Part 139	Amendment 14, 1 Dec 20
В	CAA Advisory Circular 139-5, Operational Safety During Works on Aerodromes	Rev 2, 30 Oct 15
С	Whanganui Airport Operations Manual	Ver 8.1, 27 Mar 23
D	Whanganui Airport Aerodrome Emergency Plan	Ver 7, 27 Mar 23
E	Fulton Hogan Contractors Work Plan	ТВС

### Version

Version	Date	Change Summary
1.0	16 Aug 23	Initial draft
1.1	11 Sep 23	Various amendments to reflect refined construction plan
1.2	28 Sep 23	Added laydown trial details. Amended PAPI configuration.

# Amendments

This Method of Works Plan may require amendment during the works. Any amendments made to the plan are to be promulgated to all staff and identified stakeholders. A record of the amendment is to be annotated on all documents distributed.

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# **1** Works Information

### 1.1 Introduction

1.1.1 Pavement works to resurface all sealed aircraft movement areas are to be undertaken at Whanganui Airport (WAJV) during October and November 2023.

### 1.2 Scope of Works

- 1.2.1 This Method of Works Plan (MOWP) covers planned works to be undertaken as part of the Runway 11/29 Resurfacing Project. The project scope of work will include:
  - milling of the existing surfaces,
  - laying asphalt on the central 30m of RYW 11/29,
  - laying asphalt on TWY A and the apron,
  - laying chip seal/surface treatments on the outer 7.5m edges of RWY 11/29,
  - pavement markings, and
  - construction of a hardstand area adjacent to Air Whanganui's No. 1 hangar.
- 1.2.2 Aside from the construction of the hardstand area all works will be undertaken during night-time possession periods. All milled areas will be infilled with asphalt prior to handover back for airport operations at the end of each work period.
- 1.2.3 Works will commence at the RWY 29 threshold (eastern end of the airport) and progress towards the RWY 11 threshold. Works will then take place on TWY A and the apron. Simultaneous daytime works will take place to construct a hardstand area adjacent to Air Whanganui's hangars, concluding with asphalt surfacing.

### 1.3 Contractor

1.3.1 The works will be carried out by Fulton Hogan (the Contractor) as main contractor in association with several sub-contractors.

### 1.4 Programme

- 1.4.1 Subject to confirmation from WAJV and Fulton Hogan, site mobilisation will commence on 9 Oct 23.
- 1.4.2 The anticipated start date for works on RWY 11/29 is 15 Oct 23. The actual date of commencement will be advised by NOTAM to be issued no less than 48 hours before the work commences. A draft NOTAM is contained in Section 5.2
- 1.4.3 The asphalt resurfacing works will be carried out during night-time periods of 1930 to 0630 where Whanganui Airport will be closed by NOTAM. The last 45 minutes, before handover at 0630, will be for final inspection purposes only. All plant, materials and personnel will have vacated RWY 11/29, TWY A and the apron by 0545.
- 1.4.4 The anticipated completion date is 16 Nov 23 (five weeks after commencement on site to be agreed between WAJV and the Contractor).

### 1.5 Project Manager

- 1.5.1 The Project Manager for this project will be Rosemary Fletcher (021 051 3225) from Whanganui District Council (WDC).
- 1.5.2 All questions relating to the technical aspect of this project should be directed to the Project Manager.

### 1.6 Airport Works Officer

1.6.1 The Airport Works Officer for this project will be the Airport Manager, Phil McBride. Any queries about the conditions contained in this MOWP or the effect of the works on aircraft operations should be directed to the Airport Manager.

### 1.7 Works Safety Officer

- 1.7.1 WAJV will provide a Works Safety Officer, on a shift-basis, for the project. The WAJV Works Safety Officer will be either:
  - Phil McBride, Airport Manager. 027 582 7417
  - Matthew Nation, Airport Safety Officer. 022 315 3943
  - Casey Lithgow, Airport Operations Officer. 027 452 7020

### 1.8 Compliance

1.8.1 All works must be carried out in accordance with the Civil Aviation Rule (CAR) Part 139 Aerodromes Certification, Operation and Use, the guidance contained in Advisory Circular 139-5 Operational safety during works on aerodromes, and the specific conditions laid down in this MOWP.

### 1.9 Expiry

1.9.1 This MOWP will expire on 1 Dec 23 unless otherwise amended.

### 1.10 Variations

- 1.10.1 The approval of the Airport Manager must be obtained before any variation is made to this MOWP or any associated NOTAM.
- 1.10.2 Oral approvals for variations are to be confirmed in writing at the earliest opportunity.

### 1.11 Safety Statement

- 1.11.1 Hazardous practices and marginal conditions created by construction activities can decrease or jeopardize operational safety on the airport. To minimize disruption of normal aircraft operations, and to avoid situations that compromise Whanganui Airport's operational safety, construction activities must be carefully planned, scheduled and coordinated.
- 1.11.2 This MOWP serves to meet the requirements of Civil Aviation Rule (CAR) Part 139 and the provisions of the Whanganui Airport Exposition<sup>1</sup>. The purpose of this plan is to set out the requirements and standards of general operations and conduct within the confines of the Whanganui Airport associated with the Runway 11/29 Resurfacing Project, and to ensure that operations of the airport are not compromised, and safety is maintained throughout.
- 1.11.3 This plan is additional and complimentary to any safety requirements set out in the various contracts that make up the Runway 11/29 Resurfacing Project.

<sup>&</sup>lt;sup>1</sup> The Whanganui Airport Exposition is made up of the Whanganui Airport Operations Manual, Whanganui Airport Safety Management System Manual, Whanganui Airport Emergency Plan and Whanganui Airport UNICOM Operations Manual.

### 1.12 Safety Policy

1.12.1 The Whanganui Airport Safety Policy sets out the airport's intentions and priorities in respect to safety. Personnel inductions will include a briefing on the airport's safety policy.

# 2 Schedule

#### 2.1 General

2.1.1 The project will be completed in four stages.

#### 2.2 Stage 1

### 2.2.1 Resurfacing of RWY 11/29

Stage 1 Restrictions	Planned Start	Planned Finish
A laydown trial will be conducted adjacent to the Air Whanganui #2 hangar. This trial will not impact on runway availability. Parking layout for the day will be sent by separate correspondence.	2 Oct 23	2 Oct 23
Aerodrome closed to all aircraft during work hours (1930 to 0630). NOTAM and ground markers required.	24 Oct 23	20 Nov 23
Stage 1 - RWY 11/29 resurfacing		

#### Notes:

1. Approved rescue helicopters, with prior approval, may access GoFuel Jet A-1 bowser subject to specific operating requirements.

2. <u>No aircraft</u> to be parked within 5m of the road in front of the eastern hangars (Wanganui Aero Club/Aerowork) to allow construction vehicle access.

### 2.3 Stage 2

### 2.3.1 Resurfacing of the TWY A.

Stage 2 Restrictions	Planned Start	Planned Finish
Aerodrome closed to all aircraft during work hours (1930 to 0630). NOTAM and ground markers required.	12 Nov 23	13 Nov 23
Stage 2 - TWY A resurfacing		

#### Notes:

- 1. Approved rescue helicopters, with prior approval, may access GoFuel Jet A-1 bowser subject to specific operating requirements.
- 2. <u>No aircraft</u> to be parked within 5m of the road in front of the eastern hangars (Wanganui Aero Club/Aerowork) to allow construction vehicle access.

#### 2.4 Stage 3

#### 2.4.1 Resurfacing of the apron.

Stage 3 Restrictions	Planned Start	Planned Finish
Aerodrome closed to all aircraft during work hours (1930 to 0630). NOTAM and barriers required.	14 Nov 23	15 Nov 23
Stage 3 - Apron resurfacing		

#### Notes:

- 1. Approved rescue helicopters, with prior approval, may access GoFuel Jet A-1 bowser subject to specific operating requirements.
- 2. <u>No aircraft</u> to be parked within 5m of the road in front of the eastern hangars (Wanganui Aero Club/Aerowork) to allow construction vehicle access.

#### 2.5 Stage 4

#### 2.5.1 Construction of the western hardstand area.

Stage 4 Restrictions	Planned Start	Planned Finish
Short-term closures of apron to allow vehicle access. Primary access route via eastern auto gate (beside Aerowork).		
Temporary closure of existing hardstand area. Construction fencing to be erected around site.	Mid-Oct (DTBC)	Dec 23/Jan 24 (DTBC)
Temporary closure of NZICPA accessway during hardstand civil works.		
Two Air Whanganui parked on apron (vicinity of Spot 1) at times.		
NOTAM required – reduced apron parking availability for itinerant aircraft NZICPA accessway closed at times.		
Stage 4 - Hardstand construction and sealing		

#### Notes:

- 1. Air Whanganui aircraft parked on apron must not block access via the NZICPA accessway.
- 2. Hardstand works will not impact on runway or TWY A availability.
- 3. <u>No aircraft</u> to be parked within 5m of the road in front of the eastern hangars (Wanganui Aero Club/Aerowork) to allow construction vehicle access.

# **3** Restrictions to Aircraft Operations

### 3.1 General

- 3.1.1 Stage 1 3 construction work will be undertaken during the night-time possession period specified in Section 1.4 only. Regular day-time operations will not be affected with full-length, unimpeded operations on RWY 11/29 available.
- 3.1.2 RWY 11/29, all grass runways (RWY 08/26, RWY 11/29 grass, and RWY 14/32), the FATO and all taxiways (TWYs A, B, C, D and E) will be closed between the hours noted in Section 1.4 with all aircraft movements suspended during these hours.
- 3.1.3 Specified rescue helicopter operators may be permitted, with prior approval from the Airport Works Officer only, to make a direct approach to the GoFuel Jet A-1 fuel bowser during runway closure periods. The approach and departure path will be specified to avoid overflight of active construction sites. The WAJV Works Safety Officer will be in radio contact with the helicopter's pilot on 120.0 Mhz throughout. The Contractor's Site Manager will be advised prior to any rescue helicopters landing at Whanganui Airport.
- 3.1.4 All milled areas will be filled with asphalt prior to handover at the conclusion of each shift. Temporary asphalt ramps will be constructed in accordance with CAR Part 139 Appendix C.
- 3.1.5 Existing pavement markings will be replaced at the end of each shift. A full replacement of pavement markings, including glass beads, will be carried out once all construction work has been completed.
- 3.1.6 RWY 08/26, RWY 14/32, TWY B, TWY C and TWY E may be closed for extended periods, to be advised by NOTAM, to allow for the re-establishment of the intersections of the grass movement areas and the sealed surface of RWY 11/29. The period of closure will be dependent on the condition of the grassed areas and the time for hydro-seeded areas to germinate and become sufficiently established for safe aircraft movement.

### 3.2 Apron

- 3.2.1 The apron will be unavailable during Stages 1 to 3 from 1930 to 0600 (Sunday Thursday) and will be NOTAM'd as closed.
- 3.2.2 Parking for one Air Chathams aircraft will be available on Spot 1 of the apron during Stages 1 and 2. Stage 3 works will require coordination to allow the Air Chathams aircraft to park overnight on the section of the apron not being worked on. Cones and barriers will be positioned to keep construction vehicles well clear of the parked aircraft.
- 3.2.3 Stage 4 works will not significantly impact on apron availability.

# 3.3 General Aviation (GA) Aircraft Parking

- 3.3.1 Parking for GA aircraft parking to the east and west of the apron will be available throughout, noting access restrictions described in this section.
- 3.3.2 No aircraft are to be parked within 5m of the road along the front of the Wanganui Aero Club and Aerowork hangars at any time, day or night due to construction vehicles using the road to access the construction vehicle parking area.

### 3.4 Air BP Fuel Facilities

3.4.1 Access to the Air BP fuel facility will be unavailable during construction periods of Stages 1 to 3.

### 3.5 GoFuel Fuel Facilities

3.5.1 Access to the GoFuel fuel facility will be available noting access restrictions described in this section.

### 3.6 Airfield Ground Lighting

- 3.6.1 Aside from temporary lighting removal and reinstatement of selected AGL it is not intended to alter the existing AGL layout. Some AGL installations will be temporarily removed and reinstated on completion of adjacent works.
- 3.6.2 Three apron lights (TA1, TA2 and TA3) on the north-eastern corner of the apron will be removed and blanked for the entirety of the project to remove the possibility of damage from heavy vehicles (Fig 3.1). A NOTAM will be issued to reflect the status of apron lighting.

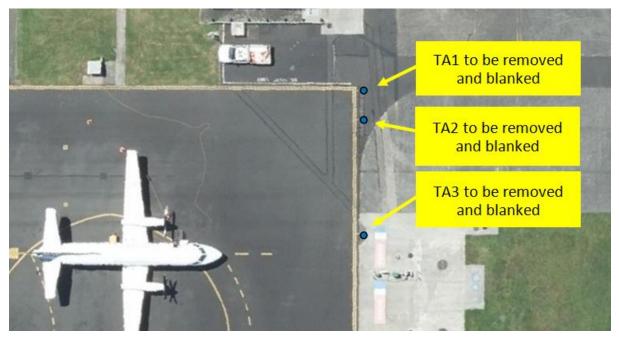


Fig 3.1 Apron lighting to be protected

- 3.6.3 Runway edge lights will remain in operation during working hours.
- 3.6.4 Runway end lighting covers will be rotated to show the red segment (indicating the runway is closed) as part of the airfield closure process. Road cones will be placed adjacent to the lights on the runway side. On completion of work the covers will be rotated to show the standard green and the cones removed. This procedure will be included as a check-list item for closing and opening of the runway.

### 3.7 Navigational Aids

- 3.7.1 Navigation and visual aids (DME, NDB, WDI, and the aerodrome beacon) will not be affected by these works.
- 3.7.2 PAPI lights will be isolated during work periods. Checks of the PAPI status will be included in the pre-work and post-work checklists.

# 4 Restrictions to Works Organisation

### 4.1 Personnel, Equipment and Materials

- 4.1.1 Only equipment, plant and materials required for current activities shall be located within the airfield operational zone. Movement of vehicles or equipment is not to take place outside the works areas or designated access routes without the consent of the WAJV Works Safety Officer.
- 4.1.2 At the end of each work shift, all vehicles and plant shall be moved clear of the movement area and parked in the area designated at Fig 4.1 or as directed by the WAJV Works Safety Officer.
- 4.1.3 Private vehicles belonging to the Contractor's personnel shall be permitted to park only in the public car park areas or such other areas made available by WAJV. Private vehicles are not permitted airside.
- 4.1.4 All plant equipment and materials will be secured when not in use in a manner so as not to be vulnerable to prop wash or jet blast, or be able to become wind-borne.
- 4.1.5 Vehicles and equipment requiring maintenance are to be parked in the designated parking areas. Daytime access to these areas is to be via the electronic gate adjacent to Aerowork. WAJV will arrange for access fobs to be issued as necessary.

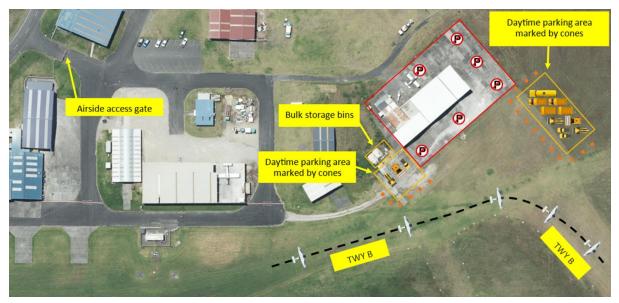


Fig 4.1 Designated equipment parking areas

### 4.2 Access

- 4.2.1 Whanganui Airport is not a designated 'Security Airport'. CAA airport identity cards (AIC) are not required to be worn; however, all inducted personnel will be issued locally produced access cards which are to be displayed at all times.
- 4.2.2 All personnel (including truck drivers) requiring access to the works site must have appropriate identification identifying them as an employee or subcontractor of the Contractor.

- 4.2.3 Entry to the airfield shall only be for Contractor's personnel required for the work, or other Authorized personnel working at Whanganui Airport. The contractor is to strictly follow the agreed vehicle access routes for delivery/removal of equipment and materials, and personnel travelling to and from the site from airside gates to site entry and exit point.
- 4.2.4 Additionally, the following provisions will apply to all Contractors carrying out works on the airfield:
  - All personnel working on the site shall have completed a WAJV Safety induction.
  - All personnel must remain within the boundaries of the work site at all times.
  - All vehicles must use only designated access routes; and notify of any vehicle specific access requirements prior to the start of the required shift. Access to the airside work site for asphalt delivery vehicles will be via the gate located adjacent to the control tower.
  - All Contractors and personnel must comply with any additional security provisions which may be imposed by WAJV.
  - Any sites controlled by the Contractor are to be secured by the Contractor against theft or interference.
  - The Contractor is to maintain records of all personnel entering or leaving the site at the entry gate.
  - Children, animals and firearms are prohibited on the airfield.
- 4.2.5 Access keys and security fobs are issued as appropriate on request, at no cost. If lost or not returned either a minimum charge of \$20 per item or the cost of replacing the relevant lock(s) will be levied at the discretion of the Airport Manager.
- 4.2.6 WAJV reserves the right to limit or restrict access to airfield areas at short notice to comply with security systems and/or procedural variations resulting from increases in aviation threat levels.

#### 4.3 Site Behaviour

- 4.3.1 Inconvenience to airport visitors and employees, tenants and their employees and customers, in the execution of the works must be avoided to the fullest extent possible by the Contractor.
- 4.3.2 Confidentiality and privacy must be respected at all times.
- 4.3.3 Smoking is only permitted in designated areas outside buildings. Smoking is strictly prohibited on airside areas.
- 4.3.4 Contractors must not use personal radios, stereos or headphones while working airside.
- 4.3.5 Contractors must keep the work site clean and tidy at all times.
- 4.3.6 Portable toilets are to be provided by the contractor. Unless visiting the café contractors and sub-contractors are not to use the airport terminal toilets. Dirty boots are to be removed before entering the terminal building.

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### 4.4 Lighting Works Area

4.4.1 The Contractor shall ensure adequate portable lighting is in place to illuminate the works area to allow the safe and efficient conduct of the works each shift.

### 4.5 Excavation Permits

- 4.5.1 Before any excavation work takes place the Contractor must ensure that the position of all underground services including power cables, telephone lines, computer cables, water, gas and drainage systems are firmly established. Whanganui Airport will provide underground service drawings where available, but cannot ensure the accuracy of those drawings. It is the responsibility of the Contractor to confirm the placement of underground services.
- 4.5.2 Particular attention must be made to the location of airfield lighting and power. Airways NZ can provide as-built drawings to assist in location.



### Fig 4.2 Haulage Route

### 4.6 Stockpiles of Materials

4.6.1 Roading aggregate may be stockpiled in two of the fertilizer bins indicated at Fig 4.1. Any additional stockpiling requirements are to be raised with WAJV Works Safety Officer to ensure obstacle surface limitations are not compromised.

### 4.7 Completion of works

4.7.1 On completion of each stage of the works, the contractor is to clean up the area, make good any pavement damage and remove all building rubbish, excess materials and construction plant from the site to the satisfaction of the WAJV Works Safety Officer.

### 4.8 Damage to Grass Movement Areas

4.8.1 Rutting caused by heavy vehicles on grass movement areas is to be repaired by the contractor on completion of the project.

#### 4.9 Fire Precautions

4.9.1 Vehicles and mobile appliances are to carry efficient fire extinguishers of a type suitable for use against electric, petrol, oil and other fires as applicable to the type of vehicles used.

#### 4.10 Wildlife Management

- 4.10.1 Interaction of wildlife with air traffic can be dangerous. It is critical that all reasonable efforts be made to reduce the potential for attraction of wildlife to the construction work area and consequently the Airport. This includes proper house-keeping techniques to remove any scrap food, structures, and piles of materials or standing water that might attract wildlife, including birds.
- 4.10.2 If wildlife issues do occur, they will be addressed during weekly construction meetings or immediately, if necessary, by the WAJV Works Safety Officer at the construction site.

#### 4.11 Food Consumption

4.11.1 Due to bird attraction, the consumption of any food whilst Airside should be contained within a vehicle, or an approved site shed (at no stage should food be consumed outside in open areas).

#### 4.12 Dogs

4.12.1 Dogs and other pets are not permitted airside at any time.

### 4.13 Foreign Object Debris Management

- 4.13.1 The Contractor will respond as needed or as directed by Airport personnel to remove Foreign Object Debris (FOD) generated by construction activities. Special attention will be given to aircraft movement areas to maintain the surface free from construction traffic debris. Debris and materials tracked onto runways or taxiways must be immediately removed by the Contractor during the construction project.
- 4.13.2 The WAJV Works Safety Officer in conjunction with the Contractor will conduct periodic daily inspections to check for the presence of FOD. Weekly progress meetings will emphasize the mitigation and control of FOD at which time Airport personnel will inform the Contractor and if needed request a coordination meeting for any special FOD attention that is required.
- 4.13.3 Dust generated during works poses a hazard to aircraft in relation to ingestion into engines or debris sensitive systems and settling on aircraft coatings. Wind direction and strength and the level of dust is to be monitored at all times during construction and works paused if dust is being blown towards the apron or parked aircraft.

### 4.14 Hazardous Materials Management

- 4.14.1 All lubricating liquids and solids (oils and greases) shall be secured and contained in dry areas until used by trained personnel. All waste material shall be properly disposed of in accordance with all applicable regulations. In the event of a hazardous material spill WAJV personnel are to be immediately advised and Fire and Emergency New Zealand contacted. The contractor must take appropriate measures to seal off the spill area and keep persons and equipment away from the site. Once the spill has been contained the Contractor will take the appropriate measures to have the material removed from the site.
- 4.14.2 Bulk fuel for construction equipment may be kept at an agreed site in the vicinity of the daytime vehicle storage area and made available to Contractor's employees only. All fuel will be stored in an approved containers/vehicles only.

# 5 Notification of Construction Activities

### 5.1 Aeronautical Information Publication New Zealand

5.1.1 Notification of permanent changes to airfield conditions due to the resurfacing of the aircraft movement areas are not required. An amendment to the Aeronautical Information Publication New Zealand (AIP NZ) document will be promulgated to incorporate the addition of the western hardstand area on completion of the project and updated ACN/PCN details.

### 5.2 NOTAMs

- 5.2.1 Changes to airfield operations will be promulgated by NOTAM. Whanganui Airport personnel will submit all NOTAM requests.
- 5.2.2 The following NOTAMS will be required to be issued:

### NOTAM 1. Notification of Works – STAGES 1, 2 and 3 (typical)

- A) NZWU
- B) 2310240630 [start day Sunday 24 Oct 23, time 1930 LOCAL]
- C) 2310261730 [stop day Friday 27 Oct 23, time 0630 LOCAL]
- D) DAILY 0630 TO 1730 [1930 to 0630 LOCAL]
- E) AERODROME CLOSED EXCEPT TO APPROVED OPERATORS WITH PRIOR APPROVAL. TEL 027 582 7417.

### NOTAM 2. Notification of Works – STAGE 4 (typical)

- A) NZWU
- B) 23mmdd1900 [start day TBC, time 0800 LOCAL]
- C) 23mmdd0400 [stop day TBC, time 1700 LOCAL]
- E) NZICPA ACCESSWAY CLOSED DUE WIP.

### NOTAM 3. AGL – STAGES 1 TO 4

- A) NZWU
- B) 2310011900 [start day Monday 2 Oct 23, time 0800 LOCAL]
- C) 2311191730 [stop day Friday 20 Nov 23, time 0630 LOCAL]
- E) THREE ADJACENT APRON LIGHTS IN NE CORNER OF APRON REMOVED DUE WIP.
- 5.2.3 Additional NOTAMs will be issued as required.

### 5.3 UNICOM Service and AWIB

- 5.3.1 An aerodrome information service (UNICOM) is operated from the Whanganui Airport control tower from 0800 to 1700 local daily. This service provides pilots with information pertinent to flight operations relating to the airport and local airspace. UNICOM is to be advised of any conditions that may impact on flight operations during operating hours.
- 5.3.2 The Automatic Weather Information Broadcast (AWIB) system will be appended by WAJV to include a preamble summary of the airport status and reference to the applicable NOTAM(s).

### 5.4 Emergency Operations and Adverse Weather

- 5.4.1 The Contractor may be required to withdraw personnel and equipment from the construction area in the event of an emergency or as instructed by the WAJV Airfield Safety Officer. On such occasions the WAJV Airfield Safety Officer will advise details of the emergency and safety measures to be taken. After the emergency has subsided WAJV will coordinate with the Contractor for the resumption of the works.
- 5.4.2 All works will be suspended in adverse or wet weather conditions. Work will not be commenced if it cannot be satisfactorily completed during that working shift.
- 5.4.3 All runways will be closed during the hours noted in Section 1.4 and all fixed-wing aircraft movements suspended during these hours. This includes RPT and MEDEVAC flights.

# 6 Administration

6.1 Contact Details				
Whanganui District Council				
Project Manager	Rosemary Fletcher	rosemary.fletcher@whanganui.govt.nz	021 051 3225	
Airport Manager	Phil McBride	phil.mcbride@whanganui.govt.nz	027 582 7417	
Airport Safety Officer	Matthew Nation	matthew.nation@whanganui.govt.nz	022 315 3943	
Airport Operations Officer	Casey Lithgow	casey.lithgow@whanganui.govt.nz	027 452 7020	
Fulton Hogan				
Regional Manager	Victor Maggs	victor.maggs@fultonhogan.com	027 443 9184	
Night-works Site Manager	Adam Nichol	adam.nichol@fultonhogan.com	027 479 1729	
Day-works Site Manager	Hayden Sarcich	hayden.sarcich@fultonhogan.com	027 295 2880	

### 7 Authority

### 7.1 Governing Documents

7.1.1 All works will be carried out in accordance with the MOWP and the Contractors work plan.

### 7.2 Approval of MOWP

Approved by:	/	
Sarah O'Hagan		
Chief Executive	NNAAC	
Whanganui Airport	Marcine .	28 Sep 23

### Appendix 1 – Daily Safety Inspection Checklists

Commencement of work handover checklist (to be developed prior to 24 Oct 23)			
Item	Criteria	Signature	

Completion of work handover checklist (to be developed prior to 24 Oct 23)			
Item	Criteria	Signature	

# Appendix 2 – Distribution List

### Hard copy:

Organisation	Position	Name
Fulton Hogan	Night works Site Manager	Adam Nichol
Fulton Hogan	Day works Site Manager	Hayden Sarcich
Whanganui District Council	Project Director	Rosemary Fletcher
Whanganui Airport	Airport Manager	Phil McBride

### Soft copy via email:

Organisation	Position	Name
Air Chathams	Chief Operating Officer	Duane Emeny
Air Chathams	Ground Operations Manager - Whanganui	Ryan Shield
Air Whanganui	Chief Executive Officer	Dean Martin
Civil Aviation Authority	Technical Specialist (Aerodromes)	Nick Jackson
Mid West Helicopters	Chief Executive Officer	Shannon Carr
NZICPA	Chief Executive Officer	Gerard Glanville
Ravensdown Aerowork	Chief Executive Officer	Fabian Kopu
Super Air	Senior Pilot	Murray Stewart
Wanganui Aero Club	President	Leroy Johnston
Whanganui Airport	Chief Executive	Sarah O'Hagan
Whanganui Airport	Airport Safety Officer	Matthew Nation
Whanganui Airport	Airport Operations Officer	Casey Lithgow