Manchester Airport Aerodrome Manual Part A – General

UNCONTROLLED WHEN PRINTED/DOWNLOADED

Version Control

Date	Amendment	Page(s)	New Version
23/10/26	Publication	All	V1.0
28/04/26	Creation of Part A	All	V0.1

Table of Contents

0. Administration and control of the aerodrome manual 4

0.1 Introduction 4

0.1.1 Signed declaration of compliance from the Accountable Manager: 5

0.1.2 List and briefly describe the various parts, their contents, applicability and use. 6

0.1.3 Explanations, abbreviations and definitions of the terms needed for the use of the manual 6

0.1.4 Bibliography 17

0.2 System of amendment and revisions 18

0.2.1 Record of amendments and revisions with insertion dates, and effective dates 18

0.2.2 Handwritten Amendments 19

0.2.3 Description of the system for the annotation of pages, or paragraphs and their effective dates 19

0.2.4 A list of effective pages or paragraphs 19

0.2.5 Annotation of changes (in the text and, as far as practicable, on charts and diagrams) 19

0.2.6 Temporary revisions 20

0.2.7 Description of the distribution system and a distribution list for the aerodrome manual, its amendments, and revisions 20

1. General information 21

1.1 Purpose and scope of the aerodrome manual 21

UNCONTROLLED WHEN PRINTED/DOWNLOADED

1.2 Legal requirements for an aerodrome certificate and the aerodrome manual as prescribed in Part-ADR.OR 22
1.2.1 Aerodrome details: 23
1.2.2 Certificate 23
1.2.3 Ensuring Compliance 23
1.2.4 Amending the Aerodrome Certificate 24
1.3 Conditions for use of the aerodrome by its users 24
1.4 The obligations of the aerodrome operator 24
1.4.1 Rights of the CAA 25
1.4.2 Guidance to staff on how to facilitate audits/inspections by CAA personnel 25
Appendices: 26
Appendix 1 – Aerodrome Certificate 26

UNCONTROLLED WHEN PRINTED/DOWNLOADED

0. Administration and control of the aerodrome manual

0.1 Introduction

The Manchester Airport Aerodrome manual clearly and concisely describes the systematic approach to the operational use of the aerodrome, demonstrating our commitment to managing the aerodrome safely and effectively.

Whilst accountability begins at the top of any organisation it is essential that all individuals understand their own roles, responsibilities and accountabilities as defined within the manual. The content of the aerodrome manual reflects the certification basis and the requirements set out in ADR.OPS, as applicable, and shall not contravene the terms of the certificate.

This aerodrome manual contains all the necessary information for the safe use, operation and maintenance of the aerodrome, its equipment, as well as its obstacle limitation and protection surfaces, and other areas associated with the aerodrome.

The aerodrome manual is distributed to all airport colleagues via a website link.

Aerodrome Manual | Manchester Airport

The aerodrome manual is distributed to all colleagues and 3rd party stakeholders and external rescue agencies that have a role in the safe operation of the aerodrome.

It is also distributed widely to our airline operators and service partners with instructions and guidance to MAG policy and procedures on the airfield.

Airport Standing Instructions (ASIs) are contained within Part E of the aerodrome manual which must always be adhered to by persons operating on the aerodrome. These procedures are written in compliance with all relevant regulations of ICAO and CAA.

UNCONTROLLED WHEN PRINTED/DOWNLOADED

0.1.1 Signed declaration of compliance from the Accountable Manager:

DECLARATION OF COMPLIANCE

Declaration of compliance of aerodrome operator In accordance with Commission Regulation (EC) No 139/2014 on aerodrome design and operation
Aerodrome name –Manchester Airport EGCC
Aerodrome operator: **Name:** *Manchester Airport PLC* **Place in which the operator is established or residing** *Manchester*
Name and contact details of the accountable manager: RAD TAYLOR
Statements:
The certification basis is complied with, and the aerodrome, as well as its obstacle limitation and protection surfaces, and other areas associated with the aerodrome, have no features or characteristics making it unsafe for operation.
All personnel are qualified, competent and trained in accordance with the applicable requirements.
The management system documentation, including the aerodrome manual, comply with the applicable requirements set out in Part-ADR.OPS.
The operation and maintenance of the aerodrome will be carried out in accordance with the requirements of Regulation (EC) No 216/2018 and its Implementing Rules, the terms of the certificate, and the procedures and instructions specified in the aerodrome manual.
The aerodrome operator confirms that the information disclosed in this declaration is correct.
Date, name and signature of the accountable manager:  Rad Taylor Director of Airfield Operations (Accountable Manager) 23/10/2026

UNCONTROLLED WHEN PRINTED/DOWNLOADED

0.1.2 List and briefly describe the various parts, their contents, applicability and use.

The Manchester Airport Aerodrome manual is arranged in the following parts as per Regulation (EU) 139/2014.

- Part A – General
- Part B – Aerodrome Management, Qualification and Training Requirements
- Part C – Particulars of the Aerodrome Site
- Part D – Particulars of the Aerodrome that require reporting to the Aeronautical Information Service (AIS)
- Part E – Particulars of operating procedures of the aerodrome, equipment and safety measures.

0.1.3 Explanations, abbreviations and definitions of the terms needed for the use of the manual

The definitions below have been compiled from across industry and from the UK CAA.

AAIB
Air Accident Investigation Branch, forming part of The Department of the Environment Transport and the Regions.

Accelerate Stop Distance Available (ASDA)
The length of the take of run available (TORA) plus the length of the stop-ways, if provided.

Accident
Occurs during the operation of an aircraft, from the moment any person boards with the intention of flight until all have disembarked and the engines or propellers have stopped, or for unmanned aircraft, from the time it is ready to move for flight until it comes to rest, and the propulsion system is shut down

Accountable Manager
The person appointed by the CAA with ultimate authority for safety at the aerodrome

Aerodrome
A defined area (including any buildings, installations and equipment) on land or water or on a fixed offshore or floating structure intended to be used either wholly or in part for the arrival, departure and surface movement of aircraft.

Aerodrome Elevation
The elevation of the highest point of the landing area.

Aeronautical Information Publication (AIP)
A publication issued by or with the authority of a State and containing aeronautical information of a lasting character essential to air navigation. In the UK the Aeronautical Information Service (AIS) and the resulting AIP is provided by NATS. Textual and chart Information specific to Manchester is available in the Aerodromes section of the UK AIP under its ICAO airport code - EGCC.

Aerodrome Reference Point
The aerodrome reference point is the geographical location of the aerodrome and the centre of its traffic zone where an ATZ is established.

Aeronautical Ground Lighting (AGL)
Any light specially provided as an aid to air navigation, other than a light displayed on an aircraft.

Aircraft Classification Number/ Rating (ACN/ACR)
Aircraft classification number/rating. Expresses the relative effect of an aircraft at a given configuration on a pavement structure.

Airspace Navigation Service Provider (ANSP)
Any entity providing Air Traffic Management and/or other air navigation services.

Airfield Operations Duty Manager (AODM)
The AODM is the senior aerodrome operational authority outside of normal working hours and is accountable to the Head of Airfield Operations.

Airfield Operations Lead (AOL)
The AOL is responsible for the oversight of the Airfield Safety and Compliance officers daily

Airfield Safety & Compliance Officer (ASCO)
The ASCO is responsible for the safety and oversight of the day-to-day operation, conducting turnaround audits, airfield inspections and wildlife patrols

Airfield Safety Report (ASR)
A documented record of an event on the airfield, these can be accidents, incidents, observations and near miss events.

Airside
The areas of an aerodrome to which access is controlled and where aircraft operations take place, including runways, taxiways, aprons, aircraft stands, and associated operational areas, buildings and facilities**.**

Airside Standing Instruction (ASI)
An instruction providing detail on the operation relating to a specific part of the aerodrome operation.

Air Traffic Control (ATC)
The service provided by ground-based air traffic controllers who direct aircraft on the ground and through a given section of controlled airspace and can provide advisory services to aircraft in non-controlled airspace. The primary purpose is to prevent collisions, organize and expedite the flow of air traffic, and provide information and other support for pilots. National Air Traffic Services Ltd (NATS) provide ATC services at Manchester.

Apron
A defined area on a land aerodrome provided for the stationing of aircraft for the embarkation and disembarkation of passengers, the loading and unloading of cargo and for parking.

Civil Aviation Authority (CAA)

The Civil Aviation Authority (CAA) is the competent authority responsible for the regulation of aviation safety in the UK. It is the UK's independent specialist in aviation and airspace, safety, security, consumer rights, spaceflight and economic regulation. The CAA's functions and powers are set by Parliament in legislation. Manchester is regulated by the CAA.

Civil Aviation Publication (CAP)
Document issued by the UK CAA providing guidelines/regulations/safety information for pilots, operators and aviation personnel.

Graded Area (GA)
An area within a runway strip free from obstacles except for minor specified items and graded, intended to reduce the risk of damage to aircraft. Referred to in the regulations as Graded Area.

UNCONTROLLED WHEN PRINTED/DOWNLOADED

Clearway
An area at the end of the take-off run available and under the control of the certified aerodrome, selected or prepared as a suitable area over which an aircraft may make a portion of its initial climb to a specified height.

Declared Distances
Critical measurements that ensure safe take-off and landing operations for aircraft - incorporating TORA, TODA, ASDA, LDA (see individual references for more information).

Decision Height (DH)
Specified height in a precision approach at which a missed approach must be initiated if the required visual reference to continue the approach to land has not been established.

Displaced Threshold
A threshold not located at the extremity of the runway.

Distance Measuring Equipment (DME)
Navigational aid used by an aircraft to determine its distance from a selected ground station.

Elevation
The vertical distance of a point or level on, or affixed to, the surface of the earth measured from mean sea level.

Foreign Object Damage and Foreign Object Debris (FOD)
Any potential source of catastrophic damage to aircraft particularly engines. FOD can also be a tripping or slipping hazard resulting in injury to personnel and passengers. Examples of items that can constitute FOD are bagged aircraft rubbish, plastic and paper bags, rags, empty cans, pieces of metal, nuts and bolts, plastic drink cups, plastic tags, luggage wheels, pieces of wood, newspapers, food waste, plastic shrink wrapping, packaging and other discarded materials.

Global Reporting Format (GRF)
A standardised process for reporting runway surface conditions.

Hazard
A condition, situation, activity or object with the potential to cause harm.

Incident (including 'Serious Incident')
An occurrence associated with the operation of an aircraft which may result in serious injury or property damage. The definition also encompasses 'Serious Incidents', which indicates a high probability of an accident such as aborted landings/rejected take off. The only distinction between an incident and an accident is the outcome.

Intermediate Holding Position (IHP)
Designated position intended for traffic control, at which vehicles and taxiing aircraft should hold and await further instructions from ATC.

International Civil Aviation Organisation (ICAO)
A United Nations (UN) agency which helps countries cooperate and share their skies to their mutual benefit.

Instrument Flight Procedure (IFP)
Procedures published in the AIP and used by aircraft flying in accordance with instrument flight rules, designed to facilitate safe and efficient aircraft operations.

Instrument Runway
One of the following types of runways intended for the operation of aircraft using instrument approach procedures:

1) Non-precision approach runway: a runway served by visual aids and at least one non-visual aid, intended for landing operations following a type A instrument approach operation at a visibility not less than 1000m
2) Precision approach runway, Category I : a runway served by visual aids and at least one non-visual aid, intended for landing operations following a type B CAT I instrument approach operation with a DH not lower than 60m (200ft) and either at a visibility not less than 800m or at an RVR of not less than 550m)
3) Precision approach runway, Category II : a runway served by visual aids and at least one non-visual aid, intended for landing operations following a type B CAT II instrument approach operation with a DH lower than 60m (200ft) but not lower than 30m (100ft) and an RVR of not less than 300m
4) Precision approach runway, Category III: a runway served by visual aids and at least one non-visual aid intended for landing operations following a Type B CAT III instrument approach operation with:
    a. A DH lower than 30m (100ft)
    b. No DH and an RVR of less than 300m or
    c. No runway visual range limitations

Instrument Landing System (ILS)
A precision runway approach aid based on two radio beams which together provide pilots with both vertical and horizontal guidance during an approach to land.

ILS Critical Area
An area of defined dimensions extending about the ground equipment of a precision instrument approach within which the presence of vehicles or aircraft will cause unacceptable disturbance of the guidance signals.

ILS Sensitive Area
An area extending beyond the Critical Area where the parking and/or movement of aircraft and vehicles will affect the guidance signal to the extent that it may be rendered unacceptable to aircraft using the signal.

Inter-Stand Clearway
A marked vehicle route along the side of an aircraft stand or between two aircraft stands in which vehicles must not be left unattended.

Landing Distances Available (LDA)
The length of the runway which is declared available and suitable for the landing run of aircraft, calculated from behind the threshold to the end of any stop-ways or clearways.

Manchester Airport Rescue and Fire Fighting Services (MARFFS)
Specialised and dedicated emergency response team, tasked with responding to aviation specific incidents, including the provision of medical services.

Mandatory Occurrence Report (MOR)
The reporting of hazardous or potentially hazardous incidents or occurrences affecting an aircraft. An occurrence means any safety-related event which endangers or which, if not corrected or addressed, could endanger an aircraft, its occupants or any other person.

Manoeuvring Area
Part of an aerodrome provided for the take-off, landing and taxiing of aircraft, excluding aprons.

Manual of Air Traffic Services (MATS)
Split into two parts:

- MATS Part 1 refers to CAP493

UNCONTROLLED WHEN PRINTED/DOWNLOADED

- MATS Part 2 are local instructions to ATC staff produced by the provider of air traffic services and approved by the CAA.

MARS (Multi Aircraft Ramp System)
A MARS stand is defined as one which allows either two small aircraft or one large aircraft to be parked on the same stand.

MCA (Multi Choice Apron)
An MCA stand can accept more complex combinations of aircraft than a MARS stand, i.e. three small aircraft or two large aircraft.

Movement Area
Part of an aerodrome provided for the take-off, landing and taxiing of aircraft, consisting of the Manoeuvring Area and the aprons.

National Air Traffic Services (NATS)
Provider of air traffic services at Manchester Airport.

Near-Miss
An unplanned event that did not result in injury, illness or damage, but had the potential to do so.

Non-Instrument Runway
A runway intended for the operation of aircraft using visual approach procedures.

Notice to Aviation (NOTAM)
A notice containing information concerning the establishment, condition or change in any aeronautical facility, service, procedure or hazard, the timely knowledge of which is essential to personnel concerned with flight operations. It will cover notifications of temporary information (usually of less than 90 days duration), or permanent information not yet included in the AIP.

Observation
The observation of behaviours or conditions that are safe or unsafe.

Obstacle
All fixed (whether temporary or permanent) and mobile objects, or parts thereof, that:

- Are located on an area intended for the surface movement of aircraft
- Extend above a defined surface intended to protect aircraft in flight

- Stand outside those defined surfaces and that have been assessed as being a hazard to air navigation

Obstacle-free zone (OFZ)
The airspace above the inner approach surface, inner transitional surfaces, and balked landing surface and that portion of the strip bounded by these surfaces, which is not penetrated by any fixed obstacle other than low-mass mounted on a frangible structure required for air navigation purposes.

Obstacle Limitation Surface (OLS)
Defined surface limitations to protect aircraft during take-off and landing by limiting the height of obstacles in the vicinity.

Occurrence
An occurrence is an incident other than an accident or a serious incident, associated with the operation of an aircraft that affects or could affect the safety of operation.

Pavement Classification Rating (PCR)
A number expressing the bearing strength of a pavement.

Precision Approach Path Indicator (PAPI)
System of lights located on the side of an airport runway that provides visual guidance to pilots during the final landing approach.

Protected Area
The protected area of the runway strip is made up of the physical surface of the runway (including shoulders), the graded area, RESAs, plus any taxiways from the runway edge to the holding point.

Radio Telephony (RT)
Voice communication via radio frequency.

Rapid Exit Taxiway (RET)

A taxiway connected to a runway at an acute angle and designed to allow landing aeroplanes to turn off at higher speeds than are achieved on other exit taxiways thereby minimising runway occupancy times.

Remotely Piloted Aircraft System (RPAS)/Uncrewed/Unmanned Aircraft System (UAS)

An 'unmanned aircraft' means any aircraft operating or designed to operate autonomously or to be piloted remotely without a pilot on board. UAS is an unmanned aircraft and the equipment to control it remotely. Drones are classed as UAS.

Rescue and Fire Fighting Services (RFFS)
See MARFFS.

Rendezvous Point (RVP)
Designated location for the rendezvous of emergency services at an aerodrome.

Runway Guard Lights
Consist of a pair of uni-directional yellow lights which flash continuously they are positioned at each side of a taxiway at the marked and signed holding point where the taxiway joins an active runway both aircraft and vehicles must wait at this point until given clearance by Air Traffic Control to proceed.

Runway
A defined rectangular area, on a land aerodrome prepared for the landing and take-off run of aircraft along its length.

Runway End Safety Area (RESA)
An area symmetrical about the extended runway centreline and adjacent to the end of the strip primarily intended to reduce the risk of damage to an aeroplane undershooting or overrunning the runway and is as clear of all frangible objects as possible.

Runway Strip
A defined area including the runway and stop-way, if provided, intended:

- To reduce the risk of damage to aircraft running off a runway
- To protect aircraft flying over it during take-off or landing operations

Runway Visual Range (RVR)
The range over which the pilot of an aircraft on the centre line of a runway can see the runway surface markings or the lights delineating the runway or identifying its centre line.

Runway Turn Pad
A defined area on a land aerodrome adjacent to a runway for the purpose of completing a 180-degree turn on a runway.

UNCONTROLLED WHEN PRINTED/DOWNLOADED

Safety Management System (SMS)
A formal, structured, organisation wide approach to managing safety risks and ensuring operational safety.

Shoulder
An area adjacent to the edge of a pavement so prepared as to provide a transition between the pavement and the adjacent surface.

SNOWTAM
The term 'SNOWTAM' refers to the issuance of a NOTAM, specifically relating to contamination, with a depth of 3mm+ irrespective of location.

Stop Bars
Stop Bars are installed at all runway/taxiway intersections and consist of light fittings spaced at intervals of no greater than 3m across the taxiway showing red towards the direction of approach to the runway, normally at right-angles to the taxiway centreline.

Stop-way
A defined rectangular area on the ground at the end of the take-off run available, prepared as a suitable area in which an aircraft can be stopped in the case of an abandoned take-off.

Surface Movement Radar (SMR)
A critical system used to monitor aircraft and vehicle movements on the ground.

Taxiway
A defined path on a land aerodrome established for the taxiing of aircraft and intended to provide a link between one part of the aerodrome and another, including:

- Aircraft Stand Taxi lane
- Apron Taxiway
- Rapid Exit Taxiway (RET)

Taxiway Holding Position
A designated position at which taxiing aircraft and vehicles may be required to hold to provide adequate clearance from a runway and/or adjacent taxiway.

Taxiway Strip
An area including a taxiway intended to protect an aircraft operating on the taxiway and to reduce the risk of damage to an aircraft accidentally running off the taxiway.

UNCONTROLLED WHEN PRINTED/DOWNLOADED

Threshold
The beginning of that portion of the runway usable for landing.

Take Off Distance Available (TODA)
The length of the take-off run available plus the length of the clearway, if provided.

Take Off Run Available (TORA)
The length of runway declared available and suitable for the ground run of an aeroplane taking off.

Ultra-High Frequency (UHF)
Radio frequencies between 225MHz and 400MHz primarily used for aircraft communications.

Visual Aids
Indicators and signalling devices, markings, lights, signs and markers or a combination thereof.

Visual Approach
An approach by IFR flight, whereby part or all an instrument approach procedure is not completed, and the approach is executed with visual reference to the terrain.

Visual Flight Rules (VFR)
Regulations that allow the pilot to operate the aircraft primarily by visual reference to the terrain.

Very High Frequency (VHF)
Radio frequencies between 30MHz and 300MHZ used for short-range communication and navigation between aircraft and ATC.

UNCONTROLLED WHEN PRINTED/DOWNLOADED

0.1.4 Bibliography

- UK Regulation (EU) 139/2014 - Aerodromes
- CAP1168 – Guidance Material for Organisations, Operations and Design Requirements for Aerodromes
- CAP 1732 – Aerodrome Survey Guidance
- CAP 382 – Mandatory Occurrence Reporting Scheme
- CAP 393 – Air Navigation Order 2016 and the regulations
- CAP 493 – MATS (Manual of Air Traffic Services) Part 1
- CAP 637 – Visual Aids Handbook
- CAP 642 – Airside Safety Management
- CAP 670 – Air Traffic Services Safety Requirements
- CAP 683 – The Assessment of Runway Surface Friction Characteristics
- CAP 699 – Standards for Competence in Rescue and Fire Fighting Services at UK Licensed Aerodromes
- CAP 700 – Operational Safety Competence
- CAP 738 – Safeguarding of Aerodromes
- CAP 760 – Guidance on the Conduct of Hazard Identification, Risk Assessment, and the Production of Safety Cases
- CAP 764 – CAA Policy and guidelines on wind turbines
- CAP 772 – Wildlife Hazard Management at Aerodromes
- CAP 781 – Runway Rehabilitation
- CAP 790 – Requirement for an Airside Driving Permit (ADP) Scheme
- CAP 791 – Procedures for changes to aerodrome infrastructure
- CAP 413 Radiotelephony Manual
- CAP 726 Guidance for Developing and Auditing a Formal Safety Management System
- CAP 795 Safety Management Systems
- ICAO Annex 14 Volume 1 Aerodrome Design & Operations
- ICAO 9157 Aerodrome Design Manual (Parts 1-5)
- ICAO 9870 Manual on the Prevention of Runway Incursions
- ICAO 9859 Safety Management Manual
- ICAO 9774 Manual on the Certification of Aerodromes
- ICAO Airport Services Manual Part 7 Airport Emergency Planning
- ICAO Annex 13 Aircraft Accident & Incident Investigation
- Manchester Airport Emergency Response Manual
- Manchester Airport Fire and Rescue Service Orders
- Manchester Airport Engineering Procedures Manual

UNCONTROLLED WHEN PRINTED/DOWNLOADED

0.2 System of amendment and revisions

The Aerodrome Safety and Compliance Team is responsible for the issuance, amendment and revisions of the aerodrome manual. The aerodrome manual is stored online and available to all approved parties.

To request changes to the Aerodrome manual, please complete the online change request form, which can be accessed by scanning the below QR code:

The aerodrome manual is a 'live document' that is updated whenever a change is required, a notification will be sent no less than 7 days before the changes will come into effect, with a further communication shared when the online version of the document has been updated.

Temporary safety critical amendments may be issued via a Supplementary Instruction, the details of which will be incorporated into the manual as soon as reasonably practicable, with an email following to confirm the latest change.

0.2.1 Record of amendments and revisions with insertion dates, and effective dates

The latest update to the Manchester Airport Aerodrome manual has affected all pages of the previous version. Therefore, all effective dates and versions have been reset to V1.0.

The front page of this document details the version number and effective date of subsequent amendments.

All changes will be marked within the document by a vertical line in the margin.

0.2.2 Handwritten Amendments

Handwritten amendments to the manual are not permitted, except in situations requiring immediate amendment, or revision, in the interest of safety.

0.2.3 Description of the system for the annotation of pages, or paragraphs and their effective dates

All documents relating to safety management system issued by the aerodrome will be published and annotated in the footer with the document name, page number and the statement 'UNCONTROLLED WHEN PRINTED/DOWNLOADED', in red font, to highlight that the printed version of the document was correct at the time of printing and may now be out of date.

0.2.4 A list of effective pages or paragraphs

All pages within the document are effective from the date above due to it being a live document. For document control a record of amendments and revisions is located at the beginning of this document.

0.2.5 Annotation of changes (in the text and, as far as practicable, on charts and diagrams)

Changes made in documents (text/diagrams/tables) will be identified as detailed in section 0.2.1.

0.2.6 Temporary revisions

Temporary safety critical amendments may be issued via a Supplementary Instruction, the details of which will be incorporated into the manual as soon as reasonably practicable, with an email following to confirm the latest change.

0.2.7 Description of the distribution system and a distribution list for the aerodrome manual, its amendments, and revisions.

An electronic communication will be shared with internal departments and third parties who have a role in the safe operation of the aerodrome, when updates and new versions are available.

The manual is provided in electronic format only, as the aerodrome manual is a live electronic document. If printed, the person responsible for doing so acknowledges that they may not have the latest version available, and it is their responsibility to ensure any printed copies they hold are up to date. Within the footer of all official documents issued by the aerodrome will be the statement 'UNCONTROLLED WHEN PRINTED/DOWNLOADED', in red font.

It is the responsibility of individual departments and third parties to notify the airport of any changes to the distribution lists for safety communications; you can do this via email to airfieldoperations@manairport.co.uk.

1. General information

1.1 Purpose and scope of the aerodrome manual

The aerodrome manual describes how the aerodrome infrastructure, facilities and operational procedures will be operated safely, in accordance with CAA Regulations and the Air Navigation Order, as amended and within the terms of the certificate.

Due to the size and complexity of operations and Manchester Airport, the aerodrome manual does detail all procedures, but where applicable, references are included. Referenced information, documentation and procedures are made available as necessary to all operational staff.

The aerodrome manual serves to secure the safe operation of the aerodrome and is achieved by:

i. Providing instructions from Manchester Airport to the aerodrome operational staff including 3rd parties,
ii. Detailing persons responsible for operational duties and their areas of responsibility,
iii. Recording the physical characteristics of the aerodrome,
iv. Ensuring compliance with the Aerodrome Standing instructions.

Scheduled services, charter flights, flights for the public transport of passengers, general/business aviation flights, and flight training are carried out at Manchester Airport and thus, under regulations, the terms of the Air Navigation (Amendment) Order 2022, as amended, an Aerodrome Certificate is required.

In accordance with the CAA Regulations and Air Navigation Order, as amended, Manchester Airport undertakes to:

i. Make available to any person, on request, information concerning the terms of the Certificate.
ii. Publish the times of operations and periods of closure.
iii. Make the aerodrome manual, or relevant parts of it, available to each member of the aerodrome operating staff:
    a. Every department who has staff that operate airside will ensure that they have access to the aerodrome manual and associated documents.

UNCONTROLLED WHEN PRINTED/DOWNLOADED

b. Every organisation with staff based at Manchester Airport, who operate airside receives online access details to the aerodrome manual.

iv. All other persons who gain access airside are required to always be escorted.

The term "Aerodrome Operating Staff" means all staff who have airside access e.g. airside drivers, or whose duties affect airside operations e.g. Air Traffic Control, Third Party Operators.

From time to time, the Airfield Safety & Compliance Officers (ASCOs), or representative, will undertake an audit of the above to ensure that all aerodrome operating staff are familiar with the relevant parts of the aerodrome manual.

The above is intended to ensure compliance with UK Regulations and the Air Navigation Order, as amended.

1.2 Legal requirements for an aerodrome certificate and the aerodrome manual as prescribed in Part-ADR.OR

Manchester Airport is authorised to operate in accordance with the provisions of UK Regulation (EU) 139/2014 and its implementing rules, the aerodrome Certification Basis (CB), the terms of the certificate and the Aerodrome manual. The CB comprises the applicable design requirements established by the CAA as the basis by which the design of the aerodrome, or a change to the design is approved or accepted. The CB may also include Special Conditions (SC) and details of Equivalent Level of Safety (ELOS), as determined by the CAA.

There is also a requirement for aerodromes to have an aerodrome manual which contains all information (within the document or referenced) that is necessary to enable aerodrome operating staff to perform their duties. The aerodrome manual complies with obligations set out by ICAO and the CAA.

UNCONTROLLED WHEN PRINTED/DOWNLOADED

1.2.1 Aerodrome details:

Name and address of the aerodrome:	Manchester Airport PLC, Manchester Airport Manchester M90 1QX
Telephone Number:	
ICAO Code:	EGCC
IATA Code:	MAN
Operating hours:	The airport is open 24 hours a day, 365 days a year. Any periods of closure will be notified via NOTAM.
Location of aerodrome:	The location of Manchester Airport is 7.5 NM SW of Manchester, United Kingdom.

1.2.2 Certificate

Certificate reference:	UKECC – 001
Date of original issue:	2nd March 2015
Location of the certificate:	Copy of the CAA issued aerodrome certificate is shown at the end of this document as Appendix 1.

1.2.3 Ensuring Compliance

The aerodrome compliance monitoring schedule ensures the operation continues to adhere to procedures The content of this aerodrome manual reflects the CB and the requirements set out in UK Regulation (EU) 139/2014. It contains or refers to all necessary information for the safe use, operation and maintenance of the aerodrome

and its equipment, as well as its obstacle limitation and protection surfaces and other areas associated with the aerodrome.

1.2.4 Amending the Aerodrome Certificate

Temporary deviation solutions are permissible until design issues are rectified and the CS complied with. Maintenance of the CB, aerodrome manual and Certificate satisfies compliance with the regulations to the CAA. Any changes to any of these documents will be updated and sent to the CAA as a record of Manchester Airports continued demonstration of compliance.

1.3 Conditions for use of the aerodrome by its users

Use of the Airport is subject to the conditions laid down in the UK Aeronautical Information Publication (AIP) and Manchester Airport Bylaws.

1.4 The obligations of the aerodrome operator

Manchester Airport as the aerodrome operator, complies with all obligations placed upon it to be responsible for the safe operation and maintenance of the aerodrome and the airspace, in accordance with UK Regulation (EU) 139/2014 and its implementing rules.

In the event of termination of operations by the aerodrome, the competent authority will be notified as per ADR.OR.B.065.

1.4.1 Rights of the CAA

The CAA has the right of access to the aerodrome to facilitate audits and inspections.

Rights of the CAA and guidance to staff on how to facilitate audits/inspections by CAA personnel, is briefly outlined below and detailed within Regulation ADR.OR.C.015.

1.4.2 Guidance to staff on how to facilitate audits/inspections by CAA personnel

The CAA should make initial contact through the Airfield Operations Duty Manager who is available H24, to assist as required. Manchester Airport shall grant access to any person authorised by the CAA to:

- any facility, document, records, data, procedures or any other material relevant to its activity subject to certification or declaration, whether it is contracted or not
- perform or witness any action, inspection, test, assessment or exercise the CAA finds is necessary.

Appendices:

Appendix 1 – Aerodrome Certificate

UNITED KINGDOM

A Member of the European Union

CIVIL AVIATION AUTHORITY
AERODROME CERTIFICATE

Aerodrome Name: MANCHESTER

Certificate Reference: UK: EGCC - 001

Pursuant to Regulation (EC) No 216/2008 of the European Parliament and of the Council and the Commission Regulation (EU) No 139/2014 for the time being in force and subject to the conditions specified below, The United Kingdom Civil Aviation Authority hereby certifies that:

Manchester Airport PLC
Manchester Airport
Manchester
M90 1QX

is authorised to operate Manchester Aerodrome in accordance with the provisions of Regulation (EC) No 216/2008 and its Implementing Rules, the aerodrome certification basis, the terms of the certificate and the aerodrome manual.

This certificate shall remain valid for an unlimited duration, unless it is surrendered or revoked.

Date of original issue: 02.March 2015

Signed: .....
For the UK Civil Aviation Authority

UNCONTROLLED WHEN PRINTED/DOWNLOADED

TERMS OF THE CERTIFICATE

Certificate Reference	UKECC- 001
Aerodrome Name and ICAO location indicator	Manchester EGCC
Conditions to operate	Day/Night, IFR/VFR
Runway declared distances Runway designator, TORA, TODA, ASDA, LDA, in metres forf each runway, including intersection take-off if applicable	TORA / TODA / ASDA / LDA 05L 3014m / 3229m / 3014m / 2587m 23R 2897m / 3197m / 2897m / 2714m 05L 2037m / 2252m / 2037m Take-off from intersection at Taxiway Bravo 05L 2771m / 2987m / 2771m Take-Off from intersection Taxiway Alpha Golf 05L 2433m / 2648m / 2433m Take- off from intersection Taxiway Alpha Fox 23R 2567m / 2867m / 2567m Take-off from intersection at Taxiway Mike 23R 2120m / 2420m / 2120m Take-off from intersection at Taxiway Hotel 05R 3047m / 3347m / 3047m / 2864m 23L 3200m / 3500m / 3200m / 2864m Using 150m starter extention TORA of 3200m and TODA of 3500m available . Use Taxiway T for access 23L 3121m / 3421m / 3121m Take off from intersection at Taxiway Victor Alpha 23L 2954m / 3254m / 2954m Take-off from intersection at Taxiway Victor Bravo 23L 2848m / 3148m / 2848m Take-off from intersection at Taxiway Uniform 23L 2504m / 2804m / 2504m Take off from intersection at Taxiway Victor Charlie 23L 2202m / 2502m / 2202m Take off from intersection at Taxiway Victor Delta
Types of approaches	ILS Cat III
Aerodrome reference code	4E
Scope of aircraft operations with a higher aerodrome reference code letter	A380
Rescue and fire fighting level of service	10
Other	N/A

UNCONTROLLED WHEN PRINTED/DOWNLOADED