

SFO

Ground Support Equipment Safety Inspection Program (GSESIP) Operations & Security Version 3.0



Figure 1: SFO Vision, Mission Statement and Core Values 2023-2028

Ground Support Equipment Safety Inspection Program 3.0, Page 2 of 22

Table of Contents

| Executive Summary5 |
|--|
| Policy5 |
| Purpose |
| Program Description |
| GSE Safety Inspection Process |
| New Equipment Inspection and Inventory Management 11 |
| Scheduled Inspection Process 11 |
| Random Inspection Process |
| Targeted Inspection Process14 |
| Visual Inspection and Post-Visual Inspection Process15 |
| Preventative Maintenance Document Audit Guide17 |
| Scheduled and Targeted Inspections Scorecard |

Table of Attachments

| ATTACHMENT 1 FIELDID NON-MOTORIZED INSPECTION CERTIFICATE REPORT | 9 |
|--|---|
| ATTACHMENT 2 FIELDID MOTORIZED INSPECTION CERTIFICATE REPORT | 0 |
| ATTACHMENT 3 SAO REGISTERED VEHICLE RAMP ACCESS PERMIT APPLICATION | 1 |
| ATTACHMENT 4 SAO NON-REGISTERED VEHICLE RAMP ACCESS PERMIT APPLICATION | 2 |

Table of Figures

| FIGURE 1: SFO VISION, MISSION STATEMENT AND CORE VALUES 2023-2028 |
|--|
| FIGURE 2 UNSAFE AND INOPERABLE GSE REPORT (CY 2020-2024)7 |
| FIGURE 3 AGGREGATE GSESIP PASS RESULTS (CY 2020-2024)7 |
| FIGURE 4 GSESIP STAKEHOLDERS |
| FIGURE 5 GSESIP STAKEHOLDERS' ROLES AND RESPONSIBILITIES |
| FIGURE 6 INSPECTIONS OVERVIEW |
| FIGURE 7 SCHEDULED INSPECTION PROCESS 12 |
| FIGURE 8 RANDOM INSPECTION PROCESS13 |
| FIGURE 9 TARGETED INSPECTION PROCESS14 |
| FIGURE 10 RED-TAGGED GROUND SUPPORT EQUIPMENT (GSE)15 |
| FIGURE 11 VISUAL INSPECTION AND POST-VISUAL INSPECTION PROCESS SUMMARY16 |

Executive Summary

ALL WAYS SAFE – The San Francisco International Airport (SFO) introduced the Ground Support Equipment Safety Inspection Program (GSESIP) in 2014 to enhance safety and security at the Airport and maintain our core value of "Safety and Security is our First Priority."

This program is governed by the <u>Airport Rules and Regulations</u> and exists to ensure the maintenance and safe operation of all Ground Support Equipment (GSE) operating on the Air Operations Area (AOA). The GSESIP embraces industry leading best practices and is applicable to employees of all airlines, domestic and international, and their contracted service providers, as authorized by their Aviation Support Services Permit. It includes compliance expectations, periodic auditing, random or targeted inspections, and procedure enforcement.

The goal of the program is to increase overall safety awareness by eliminating preventable accidents and/or injuries related to the use and maintenance of the equipment. Each component of this program supports the framework necessary to ensure full compliance and build upon SFO's culture of safety.

Policy

Ground Support Equipment (GSE) on the Air Operations Area (AOA), whether such GSE is motorized or non-motorized, may be operated only with the permission of the Airport Director. Safe operation of GSE on the AOA is critical to the overall safety and security of Airport operations. Drivers and vehicles shall comply with the <u>Airport Rules and Regulations</u> requirements. The GSESIP is annexed to the <u>Airport Rules and Regulations</u> as Appendix B. Any lease or permit authorizing the use of GSE on the AOA shall incorporate the GSESIP.

All GSE must be in sound mechanical condition and equipped with appropriate safety restraints to be permitted on the AOA. The appearance of GSE must be clean, with a current permit and company logo visible. Any GSE that fails an inspection for severe violations (Red-Tagged) is prohibited from operating on the AOA, until the deficiencies are corrected.

Purpose

As defined in the <u>Airport Rules and Regulations</u>, and for the purpose of the Ground Support Equipment Safety Inspection Program (GSESIP), GSE shall mean ground support equipment motorized and non-motorized – that operate on the Air Operations Area (AOA).

Many accidents and injuries that occur on the AOA are the direct result of unsafe driving practices and/or inadequate equipment maintenance. The purpose of this GSESIP is to identify and reduce these hazards to ensure that all GSE operating on the airfield at all times are maintained in a safe and operational condition. The GSESIP focuses on equipment safety and ensuring the safest possible work environment.

The Airport conducts the following inspection types to identify hazardous equipment that should not be operating on the AOA:

- New Equipment Inspections
- <u>Scheduled Equipment Inspections</u>
- Random Equipment Inspections
- Targeted Equipment Inspections
- Preventative Maintenance (PM) Document Audits

Since the program's inception in 2014, these inspections have identified an alarming number of unsafe and inoperable equipment . New Equipment Inspections and Scheduled Inspections involve a mechanical inspection and may also include a PM documentation review, while Random and Targeted Equipment Inspections only include a mechanical inspection.



Figure 2 Unsafe and Inoperable GSE Report (CY 2020-2024)



Figure 3 Aggregate GSESIP Pass Results (CY 2020-2024)

Program Description

The SFO Ground Support Equipment Safety Inspection Program (GSESIP) requires strict adherence to the clearly defined equipment standards outlined in the Quality Standards Program (QSP), in Attachment B, for tenants and their service providers with ground support equipment. The Airport Quality Standards Program is a part of the <u>Airport Rules & Regulations</u> which was adopted by the Airport Commission to enhance safety and security at SFO and applies to any firm, which employs personnel involved in performing services that directly impact safety and/or security. Any GSE deemed unsafe and/or non-compliant with established safety standards will be restricted from operating on the airfield. Existing fines and penalties for non-compliance will be strictly applied, and new fines and penalties will be implemented to ensure full compliance with the GSESIP.

Failure to pass a safety inspection may result in an assessment of a fine under Rule 14 of the <u>Airport Rules</u> and <u>Regulations</u>. The GSE owner shall comply with any Airport order to remove any unsafe and inoperable GSE from service and shall not re-enter into service any such GSE until the GSE is repaired and passes re-inspection. Any tenant, permittee, or contractor that tampers with a red tag on a GSE or interferes in any way with the impoundment of a GSE shall be subject to an additional fine under Rule 14.

The GSESIP is a comprehensive ground support equipment inspection program that includes several different components: visual inspections, safety audits, and fees and fines for non-compliance. Seven SFO work sections collaborate in administering the program: Safety, Security & Airside -GSE Program, Airside Operations, Auto Shop, Aviation Management, Security Access Office, Risk Management, and Workforce Standards & Development.

Figure 4 GSESIP Stakeholders



Figure 5 GSESIP Stakeholders' Roles and Responsibilities

| Safety, Security & Airside- GSE Program | Auto Shop | Airside Operat | ions | rce Standards & velopment |
|--|---|---|----------------------|---------------------------|
| | | | | |
| GSESIP Administrator | Inspector | Issue Citations | 🔲 Safety & | Security Standards |
| Choose Audit Sample Size | | | | |
| Manage Records and Results | | | | |
| Analyze and Report Results | | | | |
| Risk Manageme | nt Aviation M | lanagement | Security A | ccess Office |
| | | | | |
| Assess Risk on field | Enforce Compliance Agreements and Op | within Lease and Use erating Permits | Process fines and fe | res |

The GSESIP ensures GSE operating on the AOA is mechanically safe with various types of inspections:

Ground Support Equipment Safety Inspection Program 3.0, Page 9 of 22



Figure 6 Inspections Overview

Ground Support Equipment Safety Inspection Program 3.0, Page 10 of 22

GSE Safety Inspection Process

New Equipment Inspection and Inventory Management

New companies operating GSE must provide their full inventories to the Safety, Security & Airside-GSE Program Office during the Aviation Support Services Permitting Process conducted by Aviation Management and the Workforce Standards & Development Office. Prior to obtaining an operating permit, all equipment must pass a new equipment inspection that will be coordinated by the Safety, Security & Airside-GSE Program Office.

Companies operating GSE may be required to provide updated inventories to the Safety, Security & Airside- GSE Program Office on an as-needed basis.

All companies operating GSE must comply with the Equipment Standards of the QSP and the Airport's Rules and Regulations on GSE operating on the AOA.

Scheduled Inspection Process

(See Figure 7)

A. Engagement

The Safety, Security & Airside- GSE Program Office administers the GSESIP and engages all GSE owners for Inspections. Inspections use a statistically significant sample by equipment type to represent the GSE Owner's fleet size. The Inspection process begins when the GSE Owner receives an engagement letter with a request to submit an up-to-date inventory.

B. Inventory Updates and Sample Size

The Safety, Security & Airside- GSE Program Office selects a statistically significant sample size and forwards the list of GSE in advance of the scheduled inspection (*See Figure* 7).

C. Review and Coordination

The GSE Owner must review the sample and update the Safety, Security & Airside- GSE Program Office of any out-of-service, in-repair, or scrapped units prior to the day of the inspection so that they can be replaced by other units. The GSE Owner must keep the Safety, Security & Airside- GSE Program Office notified when replaced items are repaired. The Safety, Security & Airside- GSE Program Office will schedule all replaced units for inspection once repaired. The GSE Owner will determine a location for the inspection on the Airfield and notify the Safety, Security & Airside- GSE Program Office one week prior to the inspection date.

D. Inspection

The Safety, Security & Airside- GSE Program Office, Airside Operations, Auto Shop, GSE Owner representative(s) are present for the duration of the scheduled inspection.

E. Post-Inspection

The GSE Owner will receive a courtesy notice with an official scorecard and digital copies of the inspection certificates 2-5 business days after the inspections have concluded.

Ground Support Equipment Safety Inspection Program 3.0, Page 11 of 22



Figure 7 Scheduled Inspection Process

Random Inspection Process

(See Figure 8)

A. Safety Checkpoint

Airside Operations sets up a checkpoint at various Airfield locations. GSE are randomly selected as they drive by the checkpoint for an inspection by the Auto Shop and/or Airside Operations.

B. Ramp Area

GSESIP team selects various locations in the ramp area where non-motorized GSE are randomly selected for an inspection.

C. Post-Inspection

GSE Owner will receive digital copies of the inspection certificates and a courtesy notice 2-5 business days after the random inspections are conducted.



Targeted Inspection Process

(See Figure 9)

A. Selection

A specific GSE Owner or specific GSE types across various owners may be selected as-needed, based on industry trends, issues with the owners, or specific discrepancies. GSE Owners may or may not be notified of the inspections, depending on each case.

B. Inspections

Airside Operations and the Auto Shop will conduct inspections where deemed necessary, can be at, but not limited to, the GSE Owner's staging areas, random checkpoints, etc.

C. Post-Inspection

GSE Owner will receive a courtesy notice with an official scorecard and digital copies of the inspection certificates 2-5 business days after the inspections have concluded.



Figure 9 Targeted Inspection Process

Visual Inspection and Post-Visual Inspection Process

During visual inspections, the Auto Shop Inspector(s) will pass, fail, or fail red-tagged the GSE unit. If the unit fails, Airside Operations will issue a warning to re-inspect the unit within 15 business days to avoid penalties and fines.

Fail Red-Tagged:

If the unit is red-tagged, the Auto Shop will apply an "Out of Service" tag on the unit. The tag shall remain on the GSE unit until it passes re-inspection and is removed by the Auto Shop. Airside Operations will issue a citation and assess a fine as stated in Rule 14, with instructions to re-inspect the unit within 15 business days to avoid additional penalties and fines. A red-tagged GSE unit is prohibited from being used on the AOA until it has been repaired, re-inspected and passed by the Auto Shop. Should the GSE be found in use on the Airfield prior to re-inspection, the Airport will impose a fine for tampering with a red-tag, as stated in Rule 14, may impound the unit and/or terminate any and all agreements with the Airport.



Figure 10 Red-Tagged Ground Support Equipment (GSE)

All visual inspections are conducted using the FieldiD program, via an iPad. All inspection certificate reports will be distributed after inspections are completed, in digital form. Each GSE Owner will be sent a Courtesy Notice after every inspection event, summarizing the results and instructing on the re-inspection process. If the GSE is inspected during a Scheduled or Targeted Inspection, the GSE Company will also receive a scorecard within 2-5 business days of the completion of the inspections.

If failed GSEs are not re-inspected within 15 business days of the last day of inspection, a fine will be applied, as stated in Rule 14, for each outstanding unit and the GSE Owner will receive a 15-Day Notice to re-inspect the units. If the GSE is not re-inspected and passed within 30- business days, GSE Owner will receive a notice of non-compliance. Failed GSE units outstanding past 30 business days will be red-tagged out of service by Airside Operations until they remedy their non-compliance. In addition, the Airport may impose additional fines and penalties and/or terminate any and all agreements with the Airport.

| Result | Airside Operations Citation | Initial Fine | Reinspection Time Period | Outstanding 15 Business Days | Outstanding 30 Business Days |
|-------------------|-----------------------------------|-------------------|-----------------------------|------------------------------------|------------------------------------|
| PASS | None | None | N/A | N/A | N/A |
| FAIL | Warning | None | 15 Business Days | Fines Assessed | Red-Tagged – Out of Service |
| FAIL – RED-TAGGED | Citation | Fines Assessed | 15 Business Days | Fines Assessed | Fines Assessed if Found in Use |
| | | | | | Non-Compliant |

Figure 11 Visual Inspection and Post-Visual Inspection Process Summary

Preventative Maintenance Document Audit Guide

| DOCU | MENT AUDIT CHECKLIST |
|---------------------|---|
| Audit | Guidelines: |
| Mainte | nance programs shall typically operate in accordance with: |
| • | The equipment manufacturer' recommendations; <i>or</i> Industry standards GSE fleet management policies; <i>or</i> Any combination of the above, depending on the GSE fleet specifics such as, but not limited to: age of equipment, GSE maintenance documentation, frequency of use, whether the equipment is under warranty or not, maintenance experience/track-record etc. |
| applica | GSE maintenance is outsourced, the GSE standards and recommended practice are still able and shall be assessed, and the airline or service provider shall instruct its GSE mance contractor to provide Airport staff with all maintenance records requested. |
| | stent with the Quality Standards Program (QSP), Section II: Equipment Standards: A e Preventative Maintenance Program will ensure operating GSE |
| Yes/No | |
| | Is maintained in accordance with instructions and/or guidance from the GSE manufacturer or with GSE fleet management industry standard policies. |
| | Is serviceable and in good condition prior to being used in ground operations. |
| | When found to be defective, is tagged as "Out of Service", reported, and evaluated for removal from service and repaired. |
| | Has a Daily User Checklist (DUC) that is accessible to employees. |
| ASSE | SSMENT |
| Con | npliant Maintenance Records meet established criteria. 80% of GSE units pass physical inspection. Established DUC process exists that tracks relevant items and is accessible to employees. |
| Part - - - | tially Compliant (Findings) Maintenance records do not meet some of the established criteria, or Fewer than 80% of GSE units pass physical inspection, or DUC is missing various items and/or is not accessible to employees, or Some record-retention period exists, but no specified period is determined. |
| Nor | -Compliant (Findings) Maintenance records are not available. GSE units fail inspections with severe violations. |

Scheduled and Targeted Inspections Scorecard

| San Francisco International Airport Ground Support Equipment Safety Inspection Program (GSESIP) Equipment Inspection Score Card | | | | | | |
|---|-------------|--------------------|-----------|---------------------------|---|--|
| Dates: | | | | | | |
| Employ | er | Inspection Type | Grade | Grade% | % of GSE Passed | |
| GSE Owner | | Scheduled/Targeted | | | | |
| | | | Pass/Fail | % | Pass = 80% - 100% Fail = Below 80% | |
| Number of GSE inspected | Number Pass | Number Fail | | | | |
| _ | _ | _ | | | | |
| | | | | | | |
| Summary: The Audit was based on the inventory provided by GSE. Owner The SFO GSE Audit team inspectedunits on The results of the Audit show thatout GSE units passed the inspection; this is a passing rate of% which means GSE Owner did/did not meet the passing requirement of 80%. Note: Passing inspection requires that no less than 80% of the total number of GSEs scheduled finspection; this is a passing rate of% which means GSE Owner did/did not meet the passing requirement of 80%. Any GSE scheduled for Inspection that is not available for inspection at the date and time specified may receive an automatic fail. Any GSE that fails the inspection is considered unserviceable until repaired and re-inspect by the Airport Auto Shop. | | | | | bject to a monetary fine under the or inspection at the date and time eable until repaired and re-inspected | |
| | | | | om service. The GSE owner | irfield safety hazard shall be red tagged shall be fined for every red tag, as ermit. | |

San Francisco International Airport Ground Support Equipment Safety Inspection Program (GSESIP) Equipment Inspection Score Card - Detail Employer: GSE Owner

| Ref# | DatePerformed | GSE Unit ID | Asset Type | Result | Remarks |
|------|---------------|-------------|---------------------------|--------|--|
| 1 | 12/1/2023 | | Small Tug Baggage Tractor | Pass | pass, no red tag. checks ok at this time |
| 2 | 12/1/2023 | | Small Tug Baggage Tractor | Fail | fail, no red tagdriver side tuil lamp inop, battery not secure |
| 3 | 12/1/2023 | | Baggage Cart | Pass | pass, no red tag. checks ok at this time |
| 4 | 12/1/2023 | | Tow Bar | Pass | pass, no red tag, checks ok at this time |
| 5 | 12/1/2023 | | Baggage Cart | Pass | pass, no red tag, checks ok at this time |

Attachments

San Francisco International Airport

Ground Support Equipment Safety Inspection Program (GSESIP)

Visual Inspection



| Page 1 of 1 | | | | | |
|-------------------------|---------------|--------------------------------|------------------------|--------|----------|
| Company Name: | | | Inspected On: | | |
| Equipment No: | | | Comments: | | |
| Equipment Type: | | | | | |
| _ | | a d Oalaa dula d la su satis a | | | |
| | Non-Iviotoriz | ed Scheduled Inspection | | | |
| Result: | | | | | |
| Inspected By: | | | | | |
| | Palle | et Dolly | CARGO PLATFORM | Status | Comments |
| Manufacturar | | | Rollers | Pass | |
| Manufacturer: | _ | | Wheels | Pass | - |
| Model: | | | SAFETY DEVICES | Status | Comments |
| Туре: | | | Interlocks | NA | - |
| | _ | | STRUCTURE | Status | Comments |
| Service Provided: | | | Covers | NA | |
| Year: | | | Doors Bumper | NA | |
| | - | | Hitch | Pass | |
| Category: | N | Ion-Motorized | Tongue | Pass | |
| SIGNAGE/REFLECTOR | | | Pin | Pass | |
| S | Status | Comments | OTHER | Status | Comments |
| Company Logo | Pass | | Other Not on Checklist | NA | Connecto |
| Equipment ID | Pass | | Additional Information | | |
| Corner Markers | Pass | | | Status | Comments |
| Reflectors | NA | | Citation Number | | |
| TIRES/WHEELS | Status | Comments | Operator Name | | |
| Tires | Pass | | AOA Badge Number | | |
| Damage | Pass | | | | |
| Pressure | NA | | | | |
| Uneven Wear | Pass | | Inspector Signature | | |
| Wheels Lug Nuts | Pass | | | | |
| Bearings | Pass | | | | |
| STEERING/SUSPENSI ON | Status | Comments | | | |
| Linkage | NA | | | | |
| Joints | Pass | | | | |
| Bushings | NA | | | | |
| PARK BRAKE | Status | Comments | | | |
| Operational | Pass | | | | |
| HYDRAULIC SYSTEM | Status | Comments | | | |
| Leaks | NA | | | | |
| Cylinder | NA | | | | |
| Interlocks | NA | | | | |
| Safety Devices | NA | | | | |
| CARGO PLATFORM | Status | Comments | | | |
| Locks | Pass | | | | |
| Levers | NA | | | | |
| Rails | NA | | | | |

you are aware, the Airport's Rules and Regulations and the Ground Support Equipment. Safely inspection Program (GSESIP), which is attached as Appendix. B to the Rules and Regulations, require that all ground handling equipment must be initiated to ensure the safety of your employees and other AOA workers, and to avoid damaging aircraft and other equipment in the AOA. If the above-referenced equipment failed to pass inspection, you are required to take corrective action within the specified in the PORam in Appendix B.

Attachment 1 FieldiD Non-motorized Inspection Certificate Report

ow to comply, Perform services and/or regain of failed item(s). Contact the SFO Audo Shop at (650) 821-641 11 bechadule a re-inspection with a Certified Automotive Mechanic. Failure to complete corrective action within time specified in the Program, in Appendix B, will result in a citation, impounding or red-sping of vehicleopulpment, and additional action under the provisions of the GSESIP and Quality Standards Program for each failed item. Safety is San Francisco International Airport's (SFO) highest priority and property maintained Ground Support Equipment (GSE) is critical to ensure a safe AOA. Our Safety Program's staff is available to answer any questions or provide darifications at 650-821-3356. Thank you for your anticipated ecoperation in ensuring SFO maintaines the highest level of GSE Safety Standards.

Ground Support Equipment Safety Inspection Program (GSESIP)



Visual Inspection

| Page | 1 | of | 1 |
|------|---|----|---|
| | | | |

Company Name: Equipment No:

Equipment Type:

Event Performed: Motorized Scheduled Inspection

Result: Inspected By:

| | Pick | -Up Truck | Brakes | Status | Comments |
|---------------------------|--------|---------------------|------------------------------------|--------|----------|
| | | | A-Operational | Pass | |
| Manufacturer: | | | B-Park Brake | Pass | |
| Model: | - | | Body | Status | Comments |
| | | | A-Doors | Pass | |
| Туре: | | | B-Hood | Pass | |
| Sub-Type: | _ | | C-Seats Secured | Pass | |
| | | | D-Bumper | Pass | |
| Service Provided: | | | E-Hitch | NA | |
| GSE Registration: | | | F-Battery | Pass | |
| - | - | | Fluids Leaks | Status | Comments |
| Year: | | | A-Engine Oil | Pass | |
| Category: | Ν | Notorized | B-Transmission Oil | Pass | |
| category. | N | notonzeu | C-Coolant | Pass | |
| Signage | Status | Comments | D-Fuel | Pass | |
| Company Logo | Pass | | E-Hydraulic Oil | NA | |
| Equipment ID | Pass | | F-Lavatory Fluid | NA | |
| Mileage | | | Lifting Platform | Status | Comments |
| Lights | Status | Comments | A-Hydraulic Cylinder | NA | |
| A-Headlights | Pass | Co. Structure State | B-Rollers | NA | |
| B-Tail Lights | Pass | | C-Locking Mechanism | NA | |
| C-Brake Lights | Pass | | Safety Devices | Status | Comments |
| D-Reverse Lights | Pass | | A-Interlocks | NA | |
| E-Signal Lights | Pass | | B-Horn | Pass | |
| F-Hazard Lights | Pass | | Other | Status | Comments |
| G-Lens | Pass | | Other Not on Checklist | NA | |
| Tires | Status | Comments | Part 139 | Status | Comments |
| Front Left (Uneven Wear) | Pass | | Flammable Signage | NA | |
| Front Right (Uneven Wear) | Pass | | Fire Extinguishers | NA | |
| Rear Left (Uneven Wear) | Pass | | Bonding Cables and Connectors | NA | |
| Rear Right (Uneven Wear) | Pass | | Fuel and Hazmat Signage/Symbols | NA | |
| B- Nail/Damage | Pass | | Emergency Shut Off (Push | NA | |
| C-Pressure | Pass | | or Pull) | | |
| Steering/Suspension | Status | Comments | Additional Information | Status | Comments |
| A-Noise/Play | Pass | | Citation Number | | |
| Exhaust System | Status | Comments | Operator Name | | |
| A-Smoking/Fumes | Pass | | AOA Badge Number | | |
| B-Rattling/Loose | Pass | | Inspector Signature | | |
| Brakes | Status | Comments | | | |

Inspected On:

Comments:

As you are avare, the Airport's Rules and Regulations, and the Ground Support Equipment Safety Inspection Program (GSESIP), which is attached as Appendix B to the Rules and Regulations, require that all ground handling equipment must be maintained to ansure the safety of your employees and other AOA workers, and to avoid damaging aircraft and other equipment in the AOA. If the above-referenced equipment failed to pass inspection, you are required to take corrective action within time specified in the Program in Appendix B.

How to comply: 1. Perform service and/or repair of failed item(s). 2. Contact the SFO Auto Shop at (860) 921-5411 to schedule a re-inspection with a Cattified Automotive Mechanic. Failure to complete corrective action within time specified in the Program, in Appendix B, will result in a citation, impounding or red-tagging of vehidelequipment, and additional action under the provisions of the GSESIP and Quality Standards Program for each failed item.

Safety is San Francisco International Airport's (SFO) highest priority and property maintained Ground Support Equipment (GSE) is critical to ensure a safe AOA. Our Safety Program's staff is available to answer any questions or provide clarifications at 650-821-3355. Thank you for your anticipated cooperation in ensuring SFO maintaines the highest level of GSE Safety Standards.

Attachment 2 FieldiD Motorized Inspection Certificate Report

Security Access Office Phone: (650) 821-5200 REGISTERED VEHICLE RAMP ACCESS PERMIT APPLICATION Fax: (650) 821-5259 Fmail: security@flyefa.com



| Eman. sauventelepermits@nysto.com | | | |
|-----------------------------------|---------------------------------------|----------------------------|------------------------|
| Name of Company: | Company Code: | Date: | |
| | | | |
| | | | |
| Name of Authorized Signatory: | Contact Telephone Number: | For Lost or Replacement p | ermits, please provide |
| | | existing Vehicle Permit Nu | |
| | | | |
| Authorized Signatory's Signature: | Type of Vehicle Permit Request: | | |
| | □ New □ Renewal □ Lost or Replacement | | |
| | I | | |

Please provide requested information below and type or print legibly. All Vehicle Permit Requests are subject to final approval by SAO Manager.

| License Number <u>or</u> VIN Number | State | Vehicle Registration Expiration Date (Month/Year) | Make | Model | Туре | Year | Fuel Type (see below) | Engine Manufacturing Year (Biodiesel or Diesel only) | Vehicle Checkpoint (see Codes below) | For SAO Use Only Permit Number |
|---|-------|---|------|-------|------|------|--------------------------|---|---|---|
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |

Checkpoint Codes:

Fuel Types:

| cueckb | offic codes. | ruer Types. | Vehicle Permit Receipt: | cle Permit Receipt: | |
|--------|------------------------------|-----------------|-------------------------|---------------------|---|
| | | | | | |
| CG | Cargo | Biodiesel | | | |
| NF | Northfield | CNG | Pick-up Date: | -up Date: | / |
| SF | Southfield | Diesel | | | |
| WF | Westfield | Electric | Name: | 1 | |
| RM | Romeo (For Intra- | Gasoline | | | |
| | Airport Traffic Only) | Hybrid-Electric | | | |
| ALL | All of the above Checkpoints | Hydrogen | UPID: | | |
| SGT | Signature Gate | Propane | | | |
| | ^ (Not Included in ALL) | Solar | Signature: | ature: | |
| | | | | | |
| | | | | | |

Vehicle Permit Request Form Revised: 03/2016 All Registered Vehicle Permits must be visibly displayed on the respective vehicle's Driver Side Dashboard.

Attachment 3 SAO Registered Vehicle Ramp Access Permit Application



NON-REGISTERED VEHICLE PERMIT REQUEST FORM

| Name of Authorized Signatory: | Date: | |
|--|-----------------------------------|--|
| Name of Company: | Company/Employer Number: | |
| Company Telephone Number: | Authorized Signatory's Signature: | |
| Type of Non-Registered Vehicle Permit Request: | Number of Permits Requested: | |
| □ New □ Replacement | | |

Please provide requested information below. All Vehicle Permit Request is subject to final approval by SAO Manager.

| Serial Number or Identification Number | Make | Model | Туре | Year | For SAO Use Only Permit Number | |
|---|------|-------|------|------|-----------------------------------|--|
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

IMPORTANT NOTE:

Non-Registered Vehicle Permit Receipt:

Pick-up Date: _____

Non-Registered Vehicle Permit MUST be prominently displayed on the LEFT side of the driver's door of the vehicle.

Name: _____

Signature: ____

Non-Registered Vehicle Permit Request Form Revised: 03.15.16

Attachment 4 SAO Non-registered Vehicle Ramp Access Permit Application