Application Authority to Drive Airside (ADA)

****All persons who drive vehicles on the Airside of Cairns Airport must hold a current Authority to Drive Airside (ADA) issued by Cairns Airport Pty Ltd (CAPL). ADAs issued by other airports are NOT acceptable.**

SECTION 1 – 2 TO BE COMPLETED BY APPLICANT: ☐ INITIAL ☐ RENEWAL

1. Applicant Details

Surname		*ASIC No.*	
		ASIC Expiry Date	
Given Names		*ADA No.*	
		ADA Expiry Date	
Home Address		*Employer*	
		Driver's Licence No.	
Mobile		*Driver's Licence Expiry Date*	
Email		*AROC No.* *(where applicable)*	

2. Acknowledgement by Applicant

In making this Application, I acknowledge and agree that:

a) *I have read and understood the Cairns Airport Airside Vehicle Control Manual (AVCM)*
b) *It is a condition of my ADA that I comply with the AVCM and the Rules for Airside Drivers & Penalty Point System.*
c) *Failure to comply with the AVCM or the Rules for Airside Drivers & Penalty Point System may result in me accruing demerit points, or having my ADA suspended or withdrawn.*
d) *I understand that my ADA remains the property of Carins Airport Pty Ltd and I agree to return the ADA within 30 days of expiry or termination of duty/operational need.*
e) *I am compliant with CASA CASR Part 99 in regards to the Drug and Alcohol Management Plan requirements.*

Signed: …… ***Date:*** ……../……../……..

SECTIONS 3 – 5 TO BE COMPLETED BY APPLICANT'S AUTHORISED SIGNATORY:

3. Certification from Authorised Signatory

I certify that the above applicant (Section 1-3) is required to operate vehicles/equipment at Cairns Airport – please tick the appropriate box for ADA applicant.

❑ ***Category 1A*** *– Dedicated Areas*	*$50.00*	❑ *Reprint ADA*	*$30.00*
❑ ***Category 1B*** *– General Aviation Only*	*$50.00*		
❑ ***Category 1C*** *– Airside perimeter Road*	*$50.00*	❑ *Renewal ADA*	*$30.00*
❑ ***Category 2*** *– 1B & 1C plus Aprons*	*$60.00*		
❑ ***Category 3A*** *– Taxiways & Designated Runway Crossings*	*$70.00*	❑ *Change of details on ADA Card*	*$30.00*
❑ ***Category 3B*** *– Taxiways only*	*$70.00*		
❑ ***Category 4*** *– All Movement Areas*	*$70.00*		

Date ADA Collected:……../……../……..

Application Authority to Drive Airside (ADA)

4. Acknowledgement by the Authorised Signatory

In certifying this application, I acknowledge and agree that:

a) *For an initial application, the above applicant (Section 1) will undertake the mandatory 10 hours of supervised driving over a 2 week period by a licensed ADA holder of the same or higher category of licence.*
b) *That the applicant is compliant with CASA CASR Part 99 in regards to the Drug and Alcohol Management Plan requirements.*
c) *I have read and understood the Cairns Airport Airside Vehicle Control Manual (AVCM).*
d) *I have approved the Category ADA based on operational need.*
e) *I will provide specific training documentation in relation to an airside vehicle/equipment incident.*

Authorised Signatory *(print name)*…….

Signature of Authorised Signatory:… …… ***Date:*** ……/……/……

5. Payment for ADA card: (MUST BE COMPLETED)

☐ CARDHOLDER/APPLICANT ☐ EMPLOYER

STATEMENT

Confidentiality: The information contained in this application will not be conveyed to a third party, other than state or federal law enforcement agencies, including the Australian Customs and Border Protection Service without your written approval.

Drug & Alcohol Management Plans are in place at Cairns Airport. Random testing may be carried out by authorized persons under both Cairns Ariport and CASA management plans.

NQA Privacy Policy: Is available on the Cairns Airport Website. www.cairnsairport.com.au

OFFICE USE ONLY

Initial Application:

Written Test:	Cat:	Course Date:	Time:
Presentation:	Cat:	Course Date:	Time:

Renewal Application:

Renewal Presentation	Cat:	Course Date:	Time:

State/Territory Driver's Licence sighted & copied: **Y / N** AROC sighted & copied (if applicable): **Y / N**

Written Test completed: Date:…… Conducted by: ……(Comp / NYC)

Presentation conducted: Date:…… Conducted by: ……

Log Book completed & correct: **Y / N**

Practical completed: Date: …….. Conducted by: ……(Comp / NYC)

Authority to Drive Airside No: …… Issued: ……../……../…….. Expiry: ……../……./…….

Approved by (print): ……..

Signature: …….. Date: ……../……./…….