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Miami Dade Aviation Department

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CLERK, CIRCUIT COURT, COUNTY OF  
MIAMI-DADE COUNTY, FLA.  
#1

**OPERATIONAL DIRECTIVE NO. 15-03**

**Last Amended: 12/31/2015**

**Effective: 12/6/18**

**SUBJECT: FUELING POLICIES AT THE MIAMI-DADE COUNTY AIRPORTS**

**PURPOSE:** To establish fueling policy and procedures of the Miami-Dade Aviation Department (MDAD) for all aircraft, ground service equipment and other vehicles at Miami-Dade County airports.

**I. AUTHORITY:**

- A. Operational Directive No. 99-03, Aviation Department Written Directive System.
- B. Operational Directive No. 99-02, Aviation Department Operational Directives
- C. Chapter 25-1.2, 25-4.1 - Miami-Dade County Code, Chapter 25 Miami-Dade Aviation Department Rules and Regulations
- D. Section 25-1.7 of the Code of Miami-Dade County (Aviation Department Rules and Regulations).
- E. Section 25-6.23 of the Miami-Dade County Code, Miami-Dade Aviation Department Rules and Regulations.
- F. Section 25-9.2 of the Code of Miami-Dade County (Aviation Department Rules and Regulations).
- G. National Fire Protection Association (NFPA) Standards.
- H. Chapter 14, Code of Federal Regulations (CFR), Part 139.321 – Handling and Storing of Hazardous Substances.
- I. U.S. Department of Transportation’s Hazardous Materials Transportation Act, 49 CFR Part 171-179, Subchapter C.

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**II. DEFINITIONS:**

- A. *GSE*: Ground service equipment is equipment used to support the operations of an aircraft while on the ground. GSE comprise a diverse range of vehicles and equipment necessary to service aircraft during ground-based operations.
- B. *Fuel*: Shall include any fuel, petroleum or flammable product.
- C. *Fueling*: The transfer of any type of fuel for aviation, aviation ground support equipment, and any motor vehicles related to operations.
- D. *MDAD*: Miami-Dade Aviation Department
- E. *MDAD Property*: shall mean all property owned and operated by the Miami-Dade Aviation Department.
- F. *MDFR*: Miami-Dade Fire Rescue
- G. *MDPD*: Miami-Dade Police Department
- H. *NFPA*: National Fire Protection Association
- I. *Lightning Event*: Notification when lightning is being detected within the vicinity of MIA.
- J. *End of Lightning Event*: Notification when lightning is no longer being detected within the vicinity of MIA.

**III. POLICY:**

- A. Fueling of aircraft, GSE equipment, and motor vehicles shall only be accomplished on any MDAD owned and operated property by way of fuel tank vehicles, hydrant carts, hydrant trucks, and mobile and stationary fueling pumps in accordance with Department Rules and Regulations. Fueling trailers and/or any variation thereof that incorporate a tank, hose, and nozzle are prohibited.
- B. The transfer of fuel from one fuel service vehicle or trailer to another (commonly referred to as "tankering") is prohibited on MDAD property. Because of the inherent danger presented by fueling, MDAD, the Miami-Dade Police Department (MDPD), or Miami-Dade Fire Rescue (MDFR) reserve the right to stop any such operation upon verbal notice to any persons conducting such fueling.
- C. All fuel tank vehicles shall comply with, but not be limited to, the most current requirements of, the US Department of Transportation, Hazardous Materials

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Regulation, Title 49, CFR, Parts 171 – 179, MDAD rules and regulations, and any other NFPA standards that may apply. Fuel tankers and any vehicles carrying bulk fuel to be used or distributed for automotive and GSE vehicle fueling is prohibited from entering onto the Air Operations Area (AOA) unless the fuel product is delivered by a vendor that is an authorized MDAD Permittee.

- D. Failure to comply with the terms of this Operational Directive is a violation of Chapter 25 of the County's Rules and Regulations and may result in the imposition of the penalties provided in Section 25-1.7. Failure to comply with the fueling requirements in Section 25-6.23 or the vehicle operating requirements of Section 25-9.2 of the Code may result in the issuance of a Civil Violation and/or MDFR violation with a monetary fine. Repeat and subsequent violations will increase the fine and upon the third offense, MDAD may impose whatever sanctions are provided by law upon the tenant whose employees cause the offense, including a mandatory hearing with MDAD's Real Estate Management and Development Division, Airside Operations, and the MDFR Life Safety Officers for a determination of whether the tenant's authorization to operate on MDAD property should be revoked.

**IV. PROCEDURES:**

Fueling for all aircraft, GSE, and other vehicles shall be conducted as follows:

- A. All fueling shall strictly adhere to NFPA Codes and all applicable Federal, State, and County Government Rules and Regulations, to include Operational Directives and Ordinances, as amended from time to time.
- B. While not required to have a complete Spill Prevention Control and Countermeasure Plan, all authorized fueling tenants shall have a Spill Kit available at all times as per the requirements of the MDFR Aviation Life Safety Office.
- C. Fuelers must be able to handle spills with spill recovery equipment and supplies either (i) towed in a spill cart, (ii) carried in their vehicles, or (iii) deployed from spill cart(s) stored at readily accessible area(s).
  - 1. Before fueling operations start, fuelers must have a designated Emergency Response Contractor ready to handle large spills.
  - 2. All spills must be handled in accordance with Chapter 25, Rules and Regulations, Section 25-6.23(d). If the spill occurs on open ground or in the vicinity of a storm drain, Miami-Dade County's Department of Regulatory and Economic Resources (RER) must be contacted.

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- D. All fuel tank vehicles operating on MDAD property are required to have an MDFR initial and quarterly Fire Safety Inspection.
- E. Construction vehicles such as pick-ups and flat-bed trucks possessing separate permanent fuel tanks (saddle tanks and other variations thereof) that are not intended to provide fuel to the truck's engine but are used to fuel other equipment, shall also be required to have an MDFR initial and quarterly Fire Safety Inspection if they are operating on any MDAD-owned and operated properties.
- F. Construction vehicles such as pick-ups, flat-beds, and other variations thereof, that will be operating and transporting portable diesel and gasoline containers onto any MDAD owned and operated properties, shall be required to transport such fuels in NFPA or MDFR approved containers, limited to up to 5 gallons each. Each vehicle shall carry no more than 10 such containers, for a maximum transport of 50 gallons, and each container shall have its proper lid in place and be securely closed during transport and when not in use. Vehicles carrying such portable containers are not required to have an MDFR Fire Safety Inspection.
- G. NFPA requires that when lightning is being detected within the vicinity of the Airport, fueling operations be suspended until lightning is no longer being detected in the vicinity of the Airport. There are numerous Lightning Detection Systems at MIA whereby notifications can be obtained advising of a Lightning Event and the End of a Lightning Event.

### **V. AMENDMENTS:**

The Department reserves the right to amend this operating policy at any time based on current law, Miami-Dade County policies and operating needs.

### **VI. REVOCATION:**

Revocations and removal of established Department policies requires written justification by requesting division management for review and concurrence by the Department's Professional Compliance Division. Upon written concurrence, the revocation request will be submitted by Professional Compliance, for approval by the Aviation Director. Should the written directive be an Operational Directive, the authorized revocation justification will be sent to the Clerk of the Board for filing with the original Operational Directive under revocation. To maintain ongoing operational accountability all approved revocation justification memoranda shall be posted to the Department's Written Directives Log to identify why the directive has been revoked.

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**VII. SEVERABILITY:**

If any court of competent jurisdiction determines that any provision in this policy is illegal or void, that provision shall be nullified and the remainder of this policy shall continue in full force and effect. If such court rules that any charge, fee, or security deposit requirement is illegal or void, the Aviation Director is authorized and directed to impose a charge, fee, or security deposit requirement that complies with the court order or applicable provisions of law, which shall become effective on the date of imposition and shall continue until modified by the Miami-Dade County Board of County Commissioners.

**VII. CROSS REFERENCES:** None

**VIII. EFFECTIVE DATE:**

This operational directive shall become effective 15 days subsequent to its filing with the Clerk of the Circuit Court as Clerk of the County Commission. This operational directive shall remain in effect until revoked or amended.

Approved By:

  
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Lester Sola, Aviation Director

Date: 11/19/18