

The following checklists are to be used during an aerodrome RFFS inspection/ audit.

- a) Level of protection to be provided, as well as the level of back-up supplies required. Chapter 2 of Doc 9137-AN/898. Checklist RFFS 1, 2, 3, 4, 5, 6, 7, 8, 9 and 10
- b) Airport facilities affecting Rescue and Fire-fighting Services. Chapter 3 of Doc 9137-AN/898. Checklist RFFS 11
- c) Communications and alarm requirements. Chapter 4 of Doc 9137-AN/898. Checklist RFFS 12
- d) Factors in the specifications process for Rescue and Fire-fighting vehicles. Here only existing vehicles will be tested for compliance. Chapter 5 of Doc 9137-AN/898. Checklist RFFS 5, 13, 14 and 15.
- e) Protective clothing and respiratory equipment. Chapter 6 of Doc 9137-AN/898. Checklist RFFS 16 and 17.
- f) Ambulance and Medical Services. Chapter 7 of Doc 9137-AN/898. Checklist RFFS 18.
- g) Extinguishing agent characteristics. Chapter 8 of Doc 9137-AN/898. Checklist RFFS 19
- h) Fire stations. Chapter 9 of Doc 9137-AN/898. Checklist RFFS 20 and 21.
- i) Personnel. Chapter 10 of Doc 9137-AN/898. Checklist SACAA. Fire. Doc 22.
- j) Emergency organisations. Chapter 11 of Doc 9137-AN/898 and Doc 7192-AN/857 Appendix E2. Checklist RFFS 11.
- k) Airport fire-fighting and rescue procedures. Chapter 12 of Doc 9137-AN/898. Checklist Checklist RFFS 24 & 25
- l) Rescue in difficult environments. Chapter 13 of Doc 9137-AN/898. Checklist RFFS 26
- m) Training. Chapter 14 of Doc 9137-AN/898 Part 1. And Doc 9137-AN/898 Part 7. Checklist RFFS 27.
- n) Foaming of runways for emergency landings. Chapter 15 of Doc 9137-AN/898. Checklist RFFS 28.
- o) Aircraft fuelling practices. Chapter 16 of Doc 9137-AN/898. Checklist RFFS 29.

- p) Availability of rescue and fire-fighting information. Chapter 17 of Doc 9137-AN/898. Checklist RFFS 30.

The checklists commencing on the next page have been compiled in accordance with ICAO Doc. 9137-AN/898, Part 1 and will be used during the airport inspection/ audit.

**ICAO Doc. 9137 - Chapter 2: Level of Protection to be Provided**

No.	Questions	Yes	No	N/A	Note No.
1	Is the Fire Service compliant with the aerodrome license?				
2	Is the minimum useable amount of water for fire extinguishment maintained?				
3	Is the minimum foam compound available for the depletion of two loads of water carried on the vehicles?				
4	Is the minimum required complementary agent available on the vehicles?				
5	Is the quantity of available foam compound, compliant with the level of foam used?				
6	Are the operations limited to the size of aircraft what the airport is licensed for?				
7	Does the airport have a fire-prevention program?				
8	<i>Does this programme include all areas of the aerodrome?</i>				
9	<i>Does the aerodrome ARFFS make provision for rescue work in the event of an accident?</i>				

Note No.	Comments

Auditor’s Name:  
Signature:  
Date:







**ICAO Doc. 9137 - Chapter 5: Equipment for rescue operations Airport Category**

Equipment for rescue operations	Airport Category			
	1-2	3-5	6-7	8-10
Adjustable wrench	1	1	1	1
Axe, rescue, large non-wedge type	1	1	1	1
Axe, rescue, small non-wedge or aircraft type	1	2	4	4
Cutter bolt, 61 cm	1	1	1	1
Crowbar, 95 cm	1	1	1	1
Crowbar, 1.65 cm	-	-	1	1
Chisel, cold 2.5 cm	-	1	1	1
Flashlight/hand lamps	2	3	4	8
Hammer, 1.8 kg	-	1	1	1
Hook, grab or salving	1	1	2	3
Saw, metal cutting or hacksaw, heavy duty, complete with spare blades	1	1	1	1
Blanket, fire resisting	1	1	2	3
Ladder, extending (of over-all length appropriate to the aircraft types in use)	1	1	2	3
Rope line, 15m length	1	1	2	3
Rope line, 30 m length	-	-	2	3
Pliers, 17.8 cm, side cutting	1	1	1	1
Pliers, slip joint 25 cm	1	1	1	1
Screwdrivers, assorted (set)	1	1	1	1
Snippers, tin	1	1	1	1
Chocks, 15 cm high	-	-	1	1
Chocks, 10 cm high	1	1	-	-
Powered rescue saw complete with two blades; or – pneumatic rescue chisel complete – plus spare cylinder, chisel, and retaining spring	1	1	1	2
Seat belt/ harness cutting tool	1	2	3	4
Gloves, flame resistant pairs (unless issued to individual crew member)	2	3	4	8
Breathing apparatus and spare cylinder	One set per fire fighter on duty			
Oxygen inhaler	-	1	1	1
Hydraulic or pneumatic forcing tool	-	1	1	1
Medical first aid kit	1	1	2	3
Tarpaulin	1	1	2	3
Fan for ventilation and cooling	-	1	2	3
Protective clothing	One set per fire fighter on duty			
Stretcher	1	2	2	2

*Chapter 5, Doc 9137-AN/898, Third edition 1990*

& Guidance material related to rescue equipment carried on RFF vehicles (Airport Services Manual)

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Signature:

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**ICAO Doc. 9137 - Chapter 7: Ambulance and Medical Service**

No.	Questions	Yes	No	N/A	Note No.
1	Does the airport have a clinic or a first aid room as required?				
2	<i>Is the clinic or first aid room suitably equipped?</i>				
3	Are there any medical supplies or first aid kits available on the fire engines?				
4	Is there an ambulance available on the airport?				
5	If not, is there any agreement in place to have an ambulance be made <i>available within reasonable time, if needed?</i>				
6	<i>Are these agreement/s current?</i>				
7	<i>Are these ambulances suitable type and equipped to deal with aircraft disasters?</i>				
8	<i>If yes, is it regularly serviced and are there any records available?</i>				
9	<i>Are the medical supplies on the airport regularly checked for expiring dates?</i>				
10	<i>Provide a list of medical supplies at airport.</i>				

Note No.	Comments

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**ICAO Doc. 9137 - Chapter 8: Extinguishing Agent Characteristics**

No.	Questions	Yes	No	N/A	Note No.
1	Is the complimentary agent compatible with the primary extinguishing agent? <i>Provide proof?</i>				
2	What percentage foam concentrate is used? 3%, 6% or 9%				
3	<i>Is this foam SABS approved? Provide proof?</i>				
4	Is the storage facility of the supplementary 200% extinguishing agent adequate? (Both primary and supplementary).				
5	<i>Was the viscosity of the foam tested?</i>				
6	<i>Are there any records to this effect available?</i>				
7	<i>Was the type of foam used, approved by the SARPS?</i>				
8	<i>Is a copy of the SARPS certificate available?</i>				

Note No.	Comments

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**ICAO Doc. 9137 - Chapter 9: Fire Stations**

No.	Questions	Yes	No	N/A	Note No.
1	Does the airport have a fire station?				
2	Can the fire station house all the vehicles?				
3	<i>If not, how and where are the vehicles housed?</i>				
4	<i>Is sufficient accommodation available for the required level of personnel?</i>				
5	<i>Is there any accommodation available for the fire fighters?</i>				

Note No.	Comments

Auditor's Name:

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**ICAO Doc. 9137 - Chapter 10: Personnel**

No.	Questions	Yes	No	N/A	Note No.
1	Are sufficient fire personnel available to utilise the fire vehicles effectively? Including the hand-lines.				
2	Are there personnel available to utilise the rescue equipment simultaneously with the fire fighting process?				
3	Total number of fire fighting personnel?				
4	Number of fire fighting personnel per shift?				
5	<i>Are these numbers published in the AIP?</i>				
6	<i>Has the personnel numbers been adjusted during the past 12 months?</i>				
7	<i>Was this done after consultation with the Director General of Civil Aviation?</i>				
8	<i>Was this adjustment done in accordance with recategorisation of the aerodrome? Up or down?</i>				

Note No.	Comments

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**ICAO Doc. 9137 - Chapter 11: Emergency Organisations**

<b>No.</b>	<b>Questions</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Note No.</b>
1	Does the airport have an emergency manual?				
2	<i>Was this Manual submitted to and Approved by the CAA?</i>				
3	Is a copy of this manual available to all firemen?				
4	Does this manual contain a grid reference chart, which includes a ten-kilometre radius from the aerodrome?				
5	Is a grid reference chart available on each fire-fighting vehicle?				
6	Did the prescribed annual emergency exercise take place?				
7	Can rescue & fire fighting operations be performed up to the 10 kilometre radius from the airport?				

<b>Note No.</b>	<b>Comments</b>

Auditor's Name:  
Signature:  
Date:

**ICAO Doc. 9137 - Chapter 12: Aircraft Fire Fighting and Rescue Procedures**

No.	Questions	Yes	No	N/A	Note No.
1	Does the fire fighting personnel know the appropriate techniques to enter or break into an aircraft structure?				
2	<i>Did all fire personnel receive aircraft construction for fire fighters?</i>				
3	<i>Is all the fire fighters certified in aircraft construction for fire fighters?</i>				
4	Does all personnel know how to initiate the appropriate fire fighting techniques for an aircraft wheel fire?				
5	Does all firemen know how to position the fire appliances to achieve the best possible fire fighting capability at a potential aircraft accident?				
6	<i>Are clearly defined instructions available for immediate reaction to an aircraft accident?</i>				
7	<i>Are these instructions clearly depicted on the daily duty roster?</i>				
8	<i>Is there any documentation to substantiate the above?</i>				

Note No.	Comments

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**ICAO Doc. 9137 - Chapter 13: Rescue Operations in Difficult Environment**

No.	Questions	Yes	No	N/A	Note No.
1	Is a process defined to address possible unforeseen scenarios such as swampy areas, large masses of water or a possible accident at sea?				
2	<i>If not self-provided for, does the airport have agreements with the other bodies such as the NSRI?</i>				
3	<i>Is a copy of such agreement available?</i>				
4	Is a process defined to address possible unforeseen scenarios such as deserts or mountainous areas? or any other type of areas unique to your specific aerodrome?				
5	<i>Is there any proof of agreements available?</i>				

Note No.	Comments

Auditor's Name:  
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**ICAO Doc. 9137 - Chapter 14: Training**

No.	Questions	Yes	No	N/A	Note No.
1	<i>Did all the fire personnel receive ongoing/ refresher aircraft construction related training?</i>				
2	Is individual records kept of all fire related training?				
3	<i>Does the personnel periodically have live/ hot fire drills? At what frequency? Months.....weeks.....</i>				
4	Are these training records available?				
5	Is all fire fighting vehicle drivers certified as competent on the vehicle entrusted to them?				
6	<i>How frequently are these personnel subjected to re-testing? Annually..... : Bi Annually .....</i>				

Note No.	Comments

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Signature:  
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**ICAO Doc. 9137 - Chapter 15: Foaming of Runways for Emergency Landings**

No.	Questions	Yes	No	N/A	Note No.
1	Is the aerodrome capable of providing runway foaming?				
2	<i>If yes, can the vehicles be replenished before the aircraft is allowed to land?</i>				

Note No.	Comments

Auditor’s Name:  
 Signature:  
 Date:

**ICAO Doc. 9137 - Chapter 16: Aircraft Fuelling Practices**

No.	Questions	Yes	No	N/A	Note No.
1	Does the fire-crew do periodic inspection on the aircraft fuelling processes?				
2	<i>Is the bonding of aircraft and vehicles monitored?</i>				
3	<i>Does the refuelling personnel offload the fire extinguishers during refuelling and placing the strategically?</i>				
4	<i>Are all refuelling personnel adequately trained?</i>				
5	<i>Does the Airport Management have copies of the refuelling personnel's competency certificates?</i>				
6	<i>Are al the refuelling vehicles inspected periodically and certified as safe?</i>				
7	<i>Does Airport Management monitor the above?</i>				
8	<i>Is record thereof available?</i>				
9	<i>Is all fuel on the aerodrome stored in appropriate containers or storage facilities</i>				

Note No.	Comments

Auditor's Name:

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**ICAO Doc. 9137 - Chapter 17: Availability of Rescue and Fire Fighting Information**

No.	Questions	Yes	No	N/A	Note No.
1	Is all the relevant information pertaining to the fire services as required <i>in paragraph 2.6</i> , published in the Aeronautical Information Publication (AIP)?				
2	<i>Does this information contain the number of personnel per shift during hours of operation?</i>				
3	<i>Is the ATC and airlines notified of deviations from the published personnel strength?</i>				
4	Is there any objection to the CAA publishing this information?				

Note No.	Comments

Auditor's Name:  
 Signature:  
 Date: