

## APPLICATION FOR AUTHORITY TO DRIVE AIRSIDE (ADA)

Theory and practical examinations for ADA must be completed **EVERY TWO (2) YEARS** in line with your ASIC

- NOTE:**
- Use <https://outlook.office365.com/owa/calendar/QueenslandAirports@qldairports.onmicrosoft.com/bookings/> to book an appointment to sit your ADA tests.
  - Complete the online test [www.asiconline.com.au](http://www.asiconline.com.au)

### SECTION 1: APPLICANT'S DETAILS

<b>NEW:</b> <input type="checkbox"/> Driving log <b>MUST</b> be attached	<b>RENEWAL:</b> <input type="checkbox"/>
Employer: .....	
Applicant Name: .....	
Home Address: .....	
Suburb: .....	Post Code: .....
Email: .....	Mobile: .....
ASIC Number: ..... ASIC Expiry Date: ...../...../.....	

### SECTION 2: DRIVING CATEGORY / ENDORSEMENTS

**Driving Category Required (Please Tick):**

**Cat 1**      General Aviation Apron Operations – Theory/Practical not required if you hold a current private pilot licence  
**(proof is required upon collection of ADA)**

**Cat 1T**     Tower / ARFF access only. (Cat 1 Log Hours not required)

**Cat 2**      RPT Apron, GA Apron, Tower / ARFF and live Taxiway crossing on Taxiway Alpha

**Cat 3**      All Taxiways, Tower / ARFF and Perimeter Road, excluding Runway 17 Undershoot

**Cat 4**      All Airside Areas including Runways, Taxiways, Tower, Road and Perimeter Road

**Class N**    Night Operations

**Class P**    Perimeter Road Access for ADA 1 and 2 Operators

**\*IMPORTANT TEST CONDITIONS**

- Theory Component – Failure of the theory test will result in a 48 hour wait period before being able to re-sit the test.
- Practical Component – Failure of the practical test will require an additional 50% of the initial observed hours to be completed before being able to re-sit the practical test.

**Operational need for ADA:**

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### SECTION 3: LICENCE DETAILS

Drivers License No: ..... State: ..... Expiry Date: ...../...../.....

Current Pilots License No: .....

Radio Operators Certificate of Proficiency License No: ..... Issued On: ...../...../.....

### SECTION 4: ENDORSEMENT BY THE EMPLOYER

I ..... of .....  
(Full Name) (Company)

Company Postal Address: .....  
(for invoicing purposes)

Hereby certify that .....  
(The applicants name)

- Is required to drive/ operate company vehicles /equipment in the Category show in **Section 2**.
- Has completed the prescribed training and spent time as an observer in a vehicle airside:
  - Category 1 and 2 - 4 hours
  - Category 3 - 8 hours
  - Category 4 - 10 hours
- Will only drive / operate equipment Airside; on which he/she holds a current endorsement.
- I also understand this Authority to Drive airside (ADA) is for the sole use of the applicant and that cards are **not** to be transferred amongst other staff members and **must** be returned to Gold Coast Airport when the **applicant** no longer requires the card.

Company Delegates Signature: ..... Date: ...../...../.....

Company Delegates Name: ..... Position: .....  
(Please print name)

**SECTION 5: UNDERTAKING AND ACKNOWLEDGEMENT BY THE APPLICANT**

- I have read the GCA Airside Driving manual and agree to fulfil the requirements on Airside Drivers set out in the manual, and I acknowledge that the Gold Coast Airport Pty Ltd may cancel or suspend the Authority at any time.
- I have undergone \_\_\_\_\_ hours as an observer in a vehicle operating airside in areas where the Authority to Drive Airside for which I am applying will authorise me to drive and have attached my driving log.

I understand that this license is valid ONLY for Gold Coast Airport, and if I am required to drive airside at any airport other than Gold Coast Airport I am obliged to apply for a separate license for each airport.

Applicants Signature: ..... Date: ...../...../.....

**SECTION 6: OFFICE USE ONLY**

CAT: ..... ADA No: ..... Date Issued: ...../...../..... ADA Expiry Date: ...../...../.....

Driving Log  Theory Test  Practical Test CARD ISSUED BY: .....

**PLEASE NOTE: - Fees are payable upon collection of ADA**

COST:	\$60.00 (ADA all CAT) <input type="checkbox"/>	Payment Received: <input type="checkbox"/>	To be Invoiced: <input type="checkbox"/>
	\$55.00 (Re-Issue ASIC for ADA) <input type="checkbox"/>		
	\$22.00 (Upgrade of CAT) <input type="checkbox"/>		

**SECTION 7: RECEIPT OF ADA**

I acknowledge receipt of the above-mentioned ADA which remains the property of Queensland Airports Limited and is on loan to me whilst I am employed in my current capacity at the company noted in Section 4 of this application form.

Applicant's Signature: ..... Date of Collection: ...../...../.....

Applicant's Current State Driver's license to be scanned below upon collection of application form: