

AIR SUPPORT DIVISION

ORDER NO. 1

January 8, 2001

TO: All Concerned Air Support Division Personnel

FROM: Commanding Officer, Air Support Division

SUBJECT: VAN NUYS AIRPORT – FIXED WING OPERATIONS

In recent meetings with the Van Nuys Airport Manager, it was agreed that certain procedures should be followed when operating the Air Support Division (ASD) fixed-wing aircraft to and from the National Guard Hangar leased by the City. Accordingly, ASD aircrews assigned to fixed-wing flights shall comply with the following directives:

- 1) When prisoner transportation flights are conducted to and from Van Nuys Airport, prior notification of projected departure and arrival times shall be made to the Airport Police. During business hours, these notifications can be made to (818) 909-3523. Off-hour notifications can be made to (818) 989-1747. Any such notifications shall be documented on the flight log.
- 2) Prior to taxiing the ASD fixed-wing aircraft from the National Guard Hangar to the runway, the pilot in command shall contact ground control for taxi clearance. When taxiing, the pilot in command shall follow the marked taxiway system to the runway, and taxi at a safe and reasonable speed.
- 3) Unless prior written approval is obtained from the Airport Manager, helicopter activity is prohibited in the area of the National Guard Hangar.

Questions regarding this Order should be directed to the Assistant Commanding Officer, ASD.



M. R. HILLMANN, Captain
Commanding Officer
Air Support Division