

AERODROME HANDBOOK

LRA / EBST Sint-Truiden

Foreword of the operator:

This document contains the procedures for using the Droneport installations airside. All users of EBST airfield should be familiar with the content of this document in order to operate in a safe and efficient way.

DRONEPORT - LIMBURG REGIONAL AIRPORT

*Limburg Regional Airport Operator
CEO LRA NV
Ward Decaluwe*

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VERSION HISTORY / AMENDMENT REGISTRATION

| Date | NAME | Aerodrome Handbook | Signature |
|------------|---------------|----------------------|-----------|
| | | VERSION / CHANGE NBR | |
| 15/02/2025 | Ward Decaluwe | AMDT 2025 - 1 | |
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DISTRIBUTION LIST

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DISTRIBUTION/AMENDEMENT PROCEDURES

Distribution:

1. A copy of the VHB will be sent to DGLV
2. A hard copy of the last version of this document will be at the ADO and the aircraft hangar administrative room at all times
3. Electronic copies of the last version of this document will be accessible via the website www.droneport.eu and on the booking platforms SKYMAN or AVIATIZE

Amendement procedures:

Every 4 months an amendment of the Aerodrome Handbook will be published on the following dates:

- February 15
- June 15
- October 15

Changes will be indicated as follows:

- Green text if new information is added
- Grey strikethrough text if information is removed or changed.

ABBREVIATIONS

| | |
|-----------|--|
| AAIU(Be) | Air Accident Investigation Unit (Belgium) |
| AC | Aerodrome Commander |
| ADO | Aerodrome Office (specify service) |
| AMAP | As Much As Possible |
| BCAA | Belgian Civil Aviation Authority |
| BVBA | Bijzondere Vennootschap met Beperkte Aansprakelijkheid |
| BVLOS | Beyond Visual Line of Sight |
| CMT | Crisis Management Team |
| DAA | Detect and Avoid |
| DAC | Duty Aerodrome Commander |
| DP | DronePort |
| DZ | UAS/Drone Zone |
| DZR | UAS/Drone Zone Responsible |
| EBST | ICAO code SINT-TRUIDEN/BRUSTEM Air Base |
| ECCAIRS | European Co-ordination Centre for Accident and Incident Reporting System |
| ERP | Emergency Response Plan |
| EVLOS | Extended Visual Line Of Sight |
| Jet A1 | Kerosene |
| LRA | Limburg Regional Airport BVBA |
| LRM | Limburg Reconversion Company NV |
| MEF | Maximum Elevation Figure |
| Mob & Tpt | Mobility & Transport |
| NLT | Not Later Than |
| NV | Naamloze Vennootschap |
| PIC | Pilot in Command |
| PP | per Procuration |
| PTP | Point to Point |
| RD | Royal Decree |

| | |
|------|--------------------------------------|
| RFI | Radio Frequency Interference |
| ROE | Rules of Engagement |
| RTH | Return To Home |
| SOP | Standard Operating Procedures |
| SORA | Specific Operational Risk Assessment |
| TBD | To Be Determined |
| VLOS | Visual line of sight |

SECTION 1 GENERALITIES

Chapter 1 GENERAL INFORMATION

Article 1 AIM OF THIS HANDBOOK

To provide information concerning local operating procedures, communication, coordination, restrictions, responsibilities, and safety measures for all relevant persons (pilots and owners of crewed aircraft, technicians/mechanics, LRA personnel), when using the LRA/DP facilities (movement area, airspace and infrastructure) for all aircraft & flying activities within the SINT-TRUIDEN ATZ and its included UAS-areas.

Article 2 AERODROME TERMS OF USE

The aerodrome is to be used by aircraft with piston and turboprop engines and helicopters up to 9000KG. Opening of the aerodrome for departure and arrival flights is dependent on the presence of the DAC and opening of the aerodrome flight register.

Article 3 AERONAUTICAL INFORMATION SERVICE AND PUBLICATION PROCEDURES

The EBST aerodrome handbook contains the necessary information for departing and arriving flights at EBST. Updates will be forwarded to the BCAA and published by the operator via the DP website (<https://droneport.eu/>). LRA members will in addition be informed of all changes via mail.

Article 4 REGISTRATION SYSTEM OF AIRCRAFT MOVEMENTS

All flights will be registered by the DAC in the aerodrome electronic flight register and a manual flight register in case of electronic failure will be used as back up.

Article 5 AERODROME OPERATOR OBLIGATIONS

Limburg Regional Airport NV (hereafter referred to as LRA) is the operator of the EBST aerodrome and has to assure as such the safe execution of all flying activities, crewed and uncrewed, on the EBST movement area, the Sint-Truiden UAS areas (BE AIP Part 3 AD 2 – EBST AD 2.17 and Geozones) and those flying activities in the SINT-TRUIDEN ATZ volume which depart from or arrive at the LRA movement area.

The EBST aerodrome operator delegates the implementation of the daily operations and organization of all flying activities to the aerodrome commander, who also assumes the task of Aerodrome Geozone manager for all UAS operations, as well as the interlocutor with all external parties

Article 6 THE LRA NV AREA OF RESPONSIBILITY

All crewed and uncrewed flying activities, out of the EBST movement- and Sint-Truiden UAS-areas (BE AIP Part 3 AD 2 – EBST AD2.17), as well as those UAS flying activities within a radius of 2.48 NM from ARP require the approval and authorization of the LRA Operator.

The entire LRA area of responsibility consists of:

1. The LRA movement area:
 - a. Crewed Aircraft - EBST movement area
 - i. Apron
 - ii. Taxiway from the apron/hangar towards the runway

- iii. Engine run up area
- iv. RWY 06/24

- b. UAS (Annex B)
 - i. UAS take-off and landing surface in EBR61
 - ii. RWY 06/24

- 2. Sint-Truiden UAS areas and Geozone
 - a. EBR61N & S
 - b. EBR62
 - c. EBR63 (outside the EBST movement area)
 - d. EBR64 (within and /or outside the aerodrome boundary)
 - e. EBR66 (Low & High)
 - f. EBR72
 - g. EBR73
 - h. EBST Geozone

Article 7 AVAILABILITY OF OFFICIAL DOCUMENTS BY PILOTS/OPERATORS

1. Although the DAC can ask to see these documents, individuals cannot be forced to show them. Should this situation occur, the DAC will then contact the AC/aerodrome operator who will then decide whether the pilot or aircraft/UAS has to be grounded or not, or which will be the implications.
2. Pilots and/or UAS operators who are not able/willing to show the valid BCAA required/approved documents/certificates can be denied permission to get airborne with their aircraft/UAS, on decision of the aerodrome operator.

Article 8 AIRCRAFT AIRWORTHINESS

1. Aircraft operations from the EBST movement area must always be in accordance with current aviation standards and/or the comments of the latest airworthiness inspection.

Article 9 PERMISSION TO ORGANIZE NON-FLYING ACTIVITIES

1. Non-flying activities, related to the flying world, on the EBST movement area and in the aircraft hangar will only be allowed after the approval of the LRA CEO.
2. For these activities, a timely written request has to be sent to the AC (via ebst@droneport.eu). The requested activity will be discussed at management level. Further coordination and cooperation agreements will only be discussed if the non-flying activity gets a positive response from the LRA CEO.

Article 10 READ AND SIGN OF AERODROME HANDBOOK

1. The hard copy of the active Aerodrome Handbook, including latest changes, at the ADO has to be signed by all DAC
2. Anybody, working at the LRA or DP-installations, using the infrastructure of the movement area, aircraft hangar and corresponding airspace, are assumed and expected to be familiar with the contents of this aerodrome handbook.

Article 11 RESPONSIBILITY AERODROME COMMANDER

1. i.a.w. circulaire GDF04 § 6.4
2. The Duty Aerodrome Commander (DAC) is the person in charge at the ADO for supervision and approval of crewed and uncrewed flying activities during his duty time.

Article 12 INTERVENTION LRA OPERATOR

The LRA Operator is the sole decision taking authority in case of doubts, disputes, interpretations.

Article 13 DRONEPORT

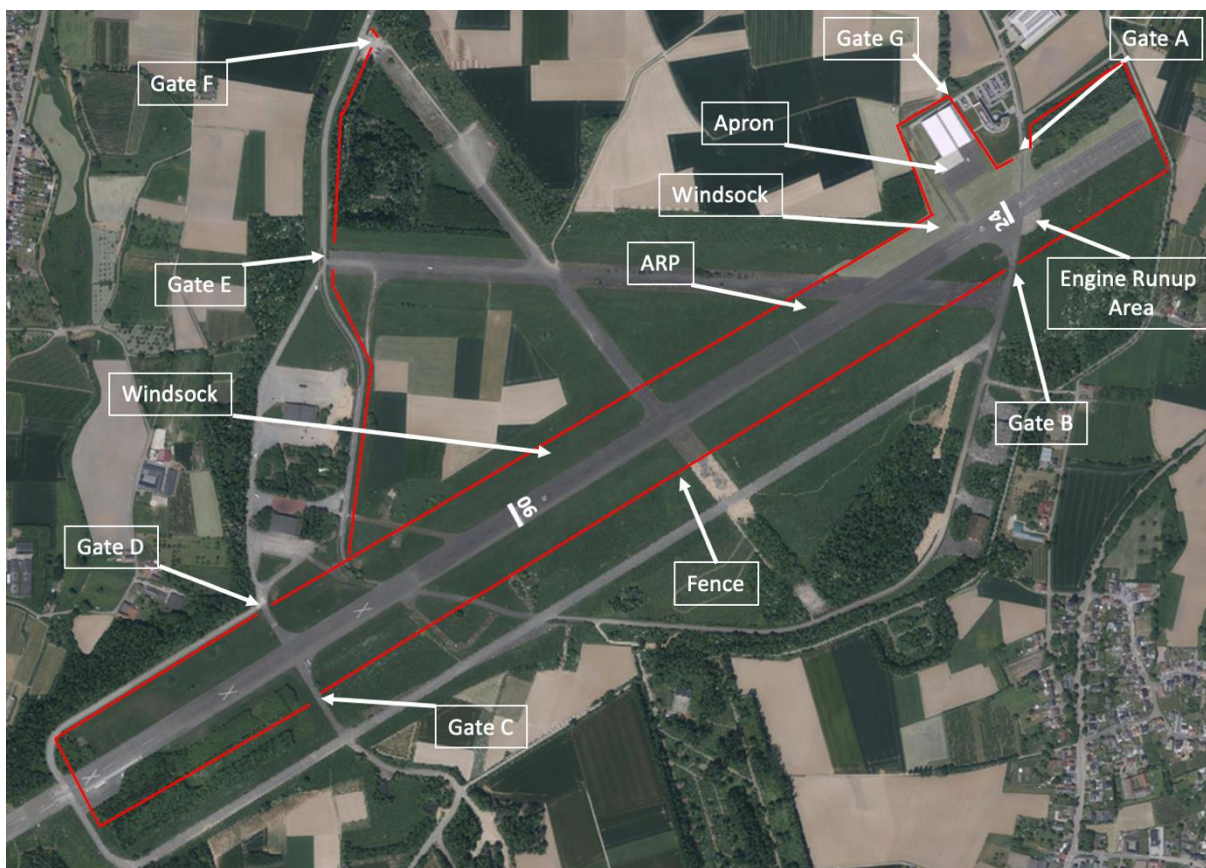
1. LRA NV is a 100% subsidiary of DronePort NV
2. DronePort NV delegates the complete management of the Sint-Truiden ATZ airspace, the EBST movement area (crewed and uncrewed), and UAS areas (geozones), as well as the aviation infrastructure to LRA.
3. DronePort provides the infrastructure of the EBST movement area. (www.DronePort.eu)

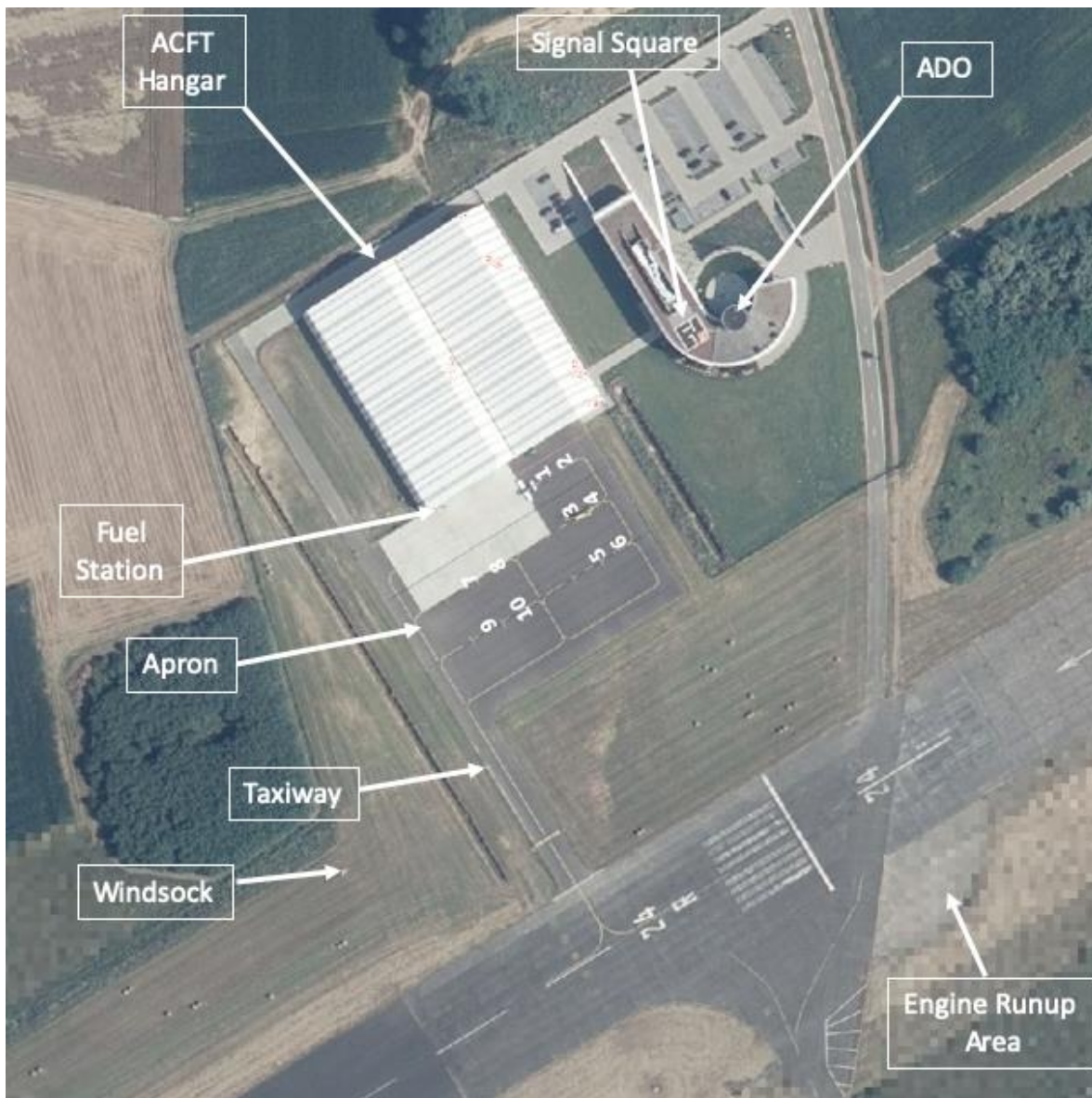
Chapter 2 AERODROME NAME AND LOCATION INDICATOR

Article 1 AERODROME LOCATION INDICATOR AND NAME

EBST - Sint-Truiden / Brustem: private airfield
Class II (PPR)
CODE 2 VFR.

Article 2 AERODROME PLAN





Article 3 AERODROME LOCATION AND ACCESS ROUTES



Chapter 3 AERODROME GEOGRAPHICAL AND ADMINISTRATIVE DATA

Article 1 NORMAL OPERATIONAL HOURS - ADO

1. Daily from 10:00 L till 18:00 L
 - a. The aerodrome can be opened earlier or closed later than the normal opening time, pending on the slot time of the first booked flight of the day on the booking page on the electronic flight register platform or via web registration form.
 - b. The aerodrome can be closed earlier than the normal closing time if no further flights are planned, referencing the booking page in the electronic flight register platform and no more accepted PPR for traffic coming from outside is expected.

Article 2 EXTENDED OPERATIONAL HOURS - ADO

1. Earlier opening as from 07:00L or later closing until 22:00L is possible with PPR 24 HR This can entail additional costs in certain conditions. Information on extra financial charges can be obtained by contacting the AC or by mail to ebst@droneport.eu

Article 3 GENERAL DATA

| | | |
|---|--------------------------------------|---|
| 1 | ARP coordinates | 504731N 0051206E |
| | Site of ARP at aerodrome | North edge of RWY 06L/24R, 425 M from THR 24R |
| 2 | Direction and distance from (city) | 1.5 NM SE from Sint-Truiden |
| 3 | Elevation / reference temperature | 238 FT / INFO not AVBL |
| 4 | Geoid undulation at AD ELEV PSN | 151 FT |
| 5 | Magnetic variation / annual change | 1°E (2015) / INFO not AVBL |
| 6 | Name of AD operator | Limburg Regional Airport |
| | Address | Lichtenberglaan 1090 3800 Sint-Truiden BELGIUM |
| | TEL | +32 (0) 473 97 61 99 (ADO) +32 (0) 11 58 09 89 (ADO back-up) +32 (0) 474 90 01 23 (Aerodrome commander) |
| | FAX | NIL |
| | Email | Manned and RPAS flying activities: ebst@droneport.eu |
| | AFS | NIL |
| | Website | INFO not AVBL |
| 7 | Types of traffic permitted (IFR/VFR) | VFR |
| 8 | Remarks | PPR: The use of the aerodrome is subject to prior permission from the aerodrome operator and to be filed prior departure. Signal square: 504743N 0051243E (Droneport building roof). |

1. Runway threshold information

| RWY designator | THR COORD | | THR ELEV and highest ELEV of TDZ of precision APCH RWY |
|----------------|---------------------------|--|--|
| | RWY end COORD | | |
| | THR geoid undulation | | |
| 1 | 5 | | 6 |
| 06 | 504717.15N 0051132.55E | | 234 FT |
| | 151 FT | | |
| 24 | 504737.09N 0051225.01E | | 207 FT |
| | 151 FT | | |

1. Radio

| Service designation | Call sign | Frequency | Hours of operation | Remarks |
|---------------------|---------------|-----------------------|---------------------------------|---|
| 1 | 2 | 3 | 4 | 5 |
| Basic information | Brustem Radio | 119.980 (8.33 KHZ CH) | see EBST AD 2.3 | Mandatory two-way radio INFO only, no ATC (En) |

Article 4 CREWED AIRCRAFT MOVEMENT AREA INFRASTRUCTURE

1. Runway physical characteristics

| RWY designator | True BRG | Dimensions of RWY (M) | Strength (PCN) and surface of RWY and SWY | THR COORD | | THR ELEV and highest ELEV of TDZ of precision APCH RWY |
|----------------|----------|-----------------------|---|---------------------------|---|--|
| | | | | RWY end COORD | | |
| | | | | THR geoid undulation | | |
| 1 | 2 | 3 | 4 | 5 | 6 | |
| 06 | 58° | 1199 x 50 | 9000 KG ASPH | 504717.15N 0051132.55E | | 234 FT |
| | | | | 151 FT | | |
| 24 | 238° | 1199 x 50 | 9000 KG ASPH | 504737.09N 0051225.01E | | 207 FT |
| | | | | 151 FT | | |

2. Runway declared distances.

| RWY designator | TORA (M) | TODA (M) | ASDA (M) | LDA (M) | RMK |
|----------------|----------|----------|----------|---------|-----|
| 1 | 2 | 3 | 4 | 5 | 6 |
| 06 | 1199 | 1199 | 1199 | 1199 | NIL |
| 24 | 1199 | 1199 | 1199 | 1199 | NIL |

3. Helicopter landing area

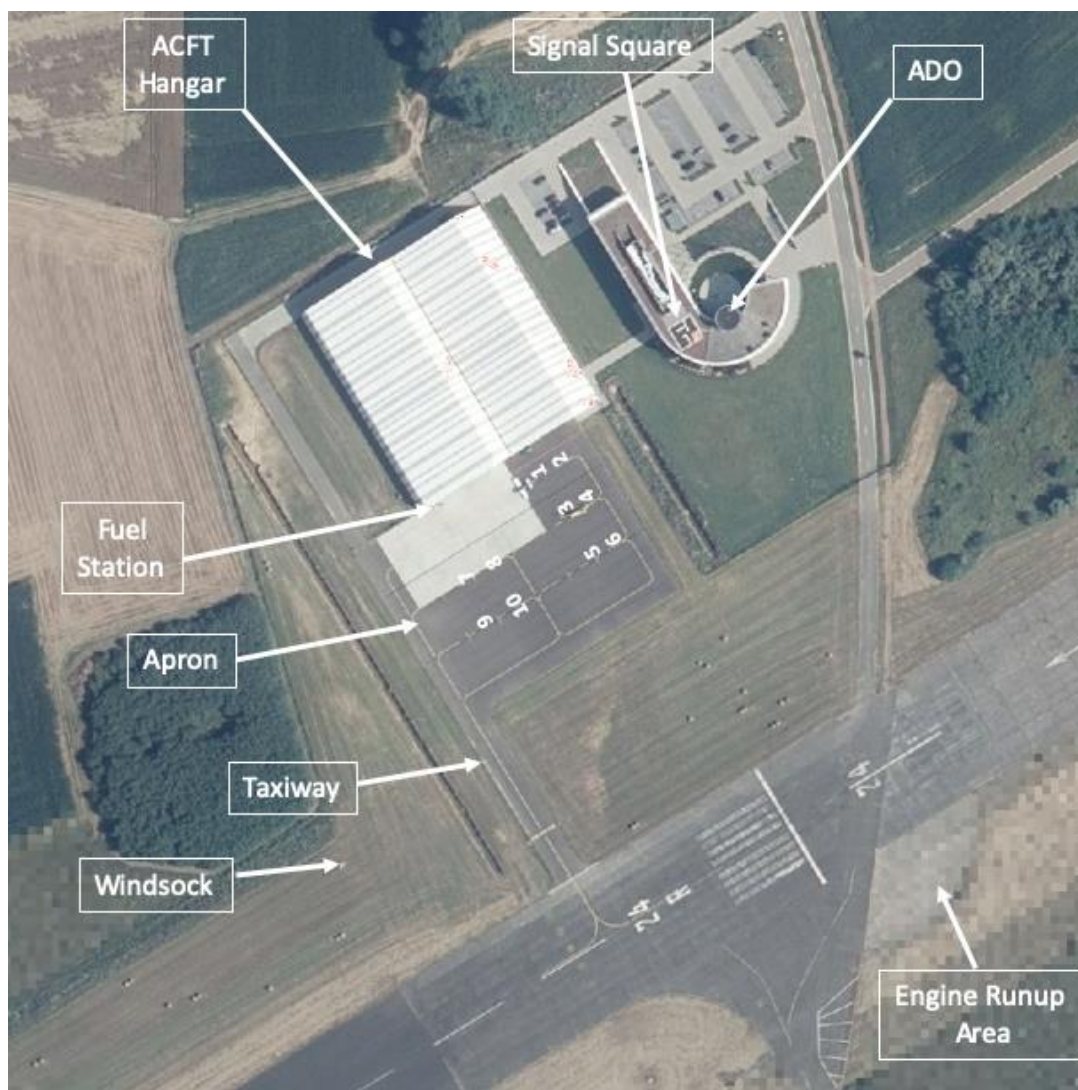
Helicopter take off and final approach on THR 24/06

4. Runway Strip

- a. 60m before the threshold and beyond the end of the runway
- b. 40m on each side of the centre line of the runway and its extended centre line throughout the length of the strip.

5. Runway end safety area
2 times the runway width (100 M) along the centre line and 60m beyond the runway strip
6. Apron and Taxiway
 - a. Main taxiway: Between the LRA Hangar apron and the main RWY (06/24)
 - i. Width: 10,3 M
 - b. Apron: East of LRA hangar
 - i. Size: 95 x 75 M
 - ii. Includes refueling area

| | |
|--|--|
| Apron designation, surface and strength | INFO not AVBL, ASPH, 9000 KG on ASPH |
| Taxiway designation, width, surface and strength | INFO not ACBL, 10,3 M, ASPH, Info not AVBL |



7. Aircraft Parking stands

Coordinates parking places:

Spot 1: 50°47'41"N 5°12'22"E

Spot 3: 50°47'41"N 5°12'21"E

Spot 5: 50°47'40"N 5°12'20"E

Spot 7: 50°47'39"N 5°12'18"E

Spot 9: 50°47'39"N 5°12'18"E

8. Obstacles

Geographical coordinates and elevation of the highest obstacle in the approach and departure segments: none

9. Evacuation plan for removal of immobilized aircraft: see ERP

10. Rescue- and fire-fighting services: see ERP

11. Handling services and facilities

a. Fuel station:

| | | |
|---|--|---|
| 1 | Cargo-handling facilities | |
| 2 | Fuel types | AVGAS 100 LL, UL91 and Jet A1 available |
| | Oil types | Piston engine W15W-50 |
| 3 | Fuelling facilities and capacity | Fixed pumps AVGAS 100LL: 25000 L UL91: 10000 L Jet A1: 15000 L |
| 4 | De-icing facilities | |
| 5 | Hangar space for visiting aircraft | O/R |
| 6 | Repair facilities for visiting aircraft | |
| 7 | Remarks | Payment: Landing fees, fuel and hangar space payable with credit or debit card. |

12. Engine test and warm up area

- a. At the holding bay, east of holding point RWY 24
- b. During RWY 06 operations, engine run up and warm up area, are preferably east of the holding point RW 24. This in order not to block the RWY unnecessarily. However, because of safety reasons and engine operating limitations or run up requirements, the pilot can always ask via radio to perform the engine run up on the underrun area of RWY 06.

13. Hangars
 - a. LRA: 50°47'22"N - 005°12'24"E (airplanes & helicopter staging)
14. Car parking areas
 - a. At DronePort parking areas
15. Signal square: 50°47'43" N 005°12'43" E
 - a. Located on the roof of DronePort building
16. Aerodrome windsocks
 - a. Main: Located SW of the threshold area RWY 24 and S of taxiway
 - b. Secondary: Located west of the threshold area RWY 06
17. Fence
 - a. A 2 M high fence is installed around the entire main runway, at 90 M from the RWY-centerline
18. Aerodrome operator:

LRA NV
Lichtenberglaan 1090
3800 Sint-Truiden

+32(0) 473 97 61 99 (ADO)
+32(0) 11 58 09 89 (ADO back-up)
+32(0) 474 90 01 23 (Aerodrome Commander)
19. Aerodrome website:
 - a. URL: www.DronePort.eu
 - b. General information on aerodrome facilities, activities and procedures for crewed and uncrewed flying activities, as well as last minute information, will be published on the aerodrome website.

Article 5 PREREQUISITES FOR FLYING ACTIVITIES

1. No crewed aircraft take-off or landing may be executed with a closed ADO, nor without the physical presence of the AC or one of his deputies at the ADO. UAS operators with a BVLOS certificate (SORA/LUC/PDRA) and state flights are the only uncrewed flights that are allowed with the closed ADO or no DAC presence at the ADO. The agreement with these operators to coordinate their operations with the other flight activities is listed in the Annexes Chapter 4.
2. The aerodrome shall be opened and closed by the AC or one of the Deputy AC by means of an inscription in the electronic flight register.
3. The presence of the AC or one of the Deputy ACs is mandatory:
 - a. From the start till the end of all crewed aircraft flying activities,

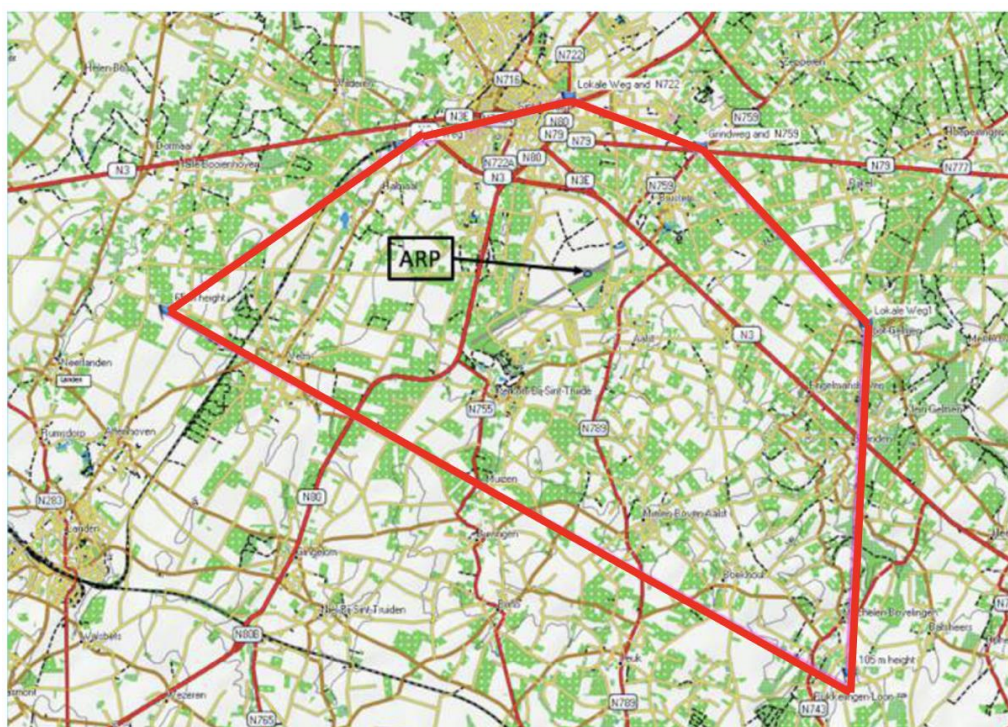
- b. Until departing crewed aircraft are leaving the Sint-Truiden ATZ and/or local radio frequency
- c. Until all inscription of all flight are registered in the flight register.

Article 6 HANGAR SUPPORT STAFF

- 1. Permanent hangar support will not be available or provided by LRA. In peak periods (and weekend days), on DAC's decision, temporary support can be foreseen.
- 2. Arrangements are made with third parties, to the best extend possible, to have support available in the hangar during normal working hours to help aircrew, should support be required.

Chapter 4 CREWED AVIATION AIRSPACE

Article 1 SINT-TRUIDEN ATZ (REF AIP PART 3 – EBST AD 2.17)



| | | |
|---|-------------------------|---|
| 1 | Designation | Sint-Truiden ATZ |
| | Lateral Limits | 504836N 0050925E – 504902N 0051151E 504835N 0051338E – 504657N 0051555E 504355N 0051545E – 504709N 0050621E 504836N 0050925E (1) |
| 2 | Vertical Limits | 2000 FT AMSL |
| 3 | Airspace Classification | G (1) (2) (4) |
| 4 | Unit Call Sign | Brustem Radio (3) |
| | Languages | EN |
| | Communications | Mandatory two-way radio contact and communication for arriving, departing and crossing traffic |
| 5 | Transition Altitude | 4500 FT AMSL |
| 6 | ARP | 504731N 0051206E |
| 7 | Field Elevation | 246FT/76M |
| 8 | Remarks | (1) EBR61 Excl. Permanent (2) EBR62, EBR63, EBR64, EBR66, EBR72 & EBR73 excl when activated by NOTAM. |

| | | |
|--|--|---|
| | | <p>(3) Restrictions due to RPAS and/or balloon activity will be announced by NOTAM and/or "Brustem Radio"</p> <p>(4) UAS require LRA approval for operating in EBR61, EBR62, EBR63, EBR64, EBR66, EBR72 & EBR73 and the zone till 2.48 NM radius around the aerodrome ARP</p> |
|--|--|---|

Chapter 5 UAS AIRSPACE

Article 1 UAS FLYING WITHIN SINT-TRUIDEN ATZ

1. The Sint-Truiden ATZ is an airspace of defined dimensions (AIP Part 3, EBST AD 2.17) established around the EBST aerodrome for the protection of the aerodrome traffic, which includes subsequent UAS zone airspace:
 - a. AD Geozone (area within 2.48 NM (4.592 m) around aerodrome ARP)
 - b. Sint-Truiden UAS zones – Geozones
2. **UAS zones** consists of:
 - a. **Indoor facilities:** Cage DronePort, Hangar 66
 - b. **Restricted area's** EBR-61, -62, -63, -64,- 66,-72 & -73

EBR-61



| General Area | | | | | | |
|----------------|------------|-------------|--------|------------|-----------------|--------------|
| Lateral Limits | | | | | Vertical Limits | |
| EBR61N | | | EBR61S | | | |
| 1 | 50°47'52"N | 005°11'21"E | 3 | 50°47'35"N | 005°11'35"E | 1000 FT AMSL |
| 2 | 50°47'39"N | 005°11'36"E | 4 | 50°47'43"N | 005°11'14"E | |
| 3 | 50°47'35"N | 005°11'35"E | 5 | 50°47'32"N | 005°11'13"E | 750 FT AGL |
| 4 | 50°47'43"N | 005°11'14"E | 6 | 50°47'31"N | 005°11'33"E | |

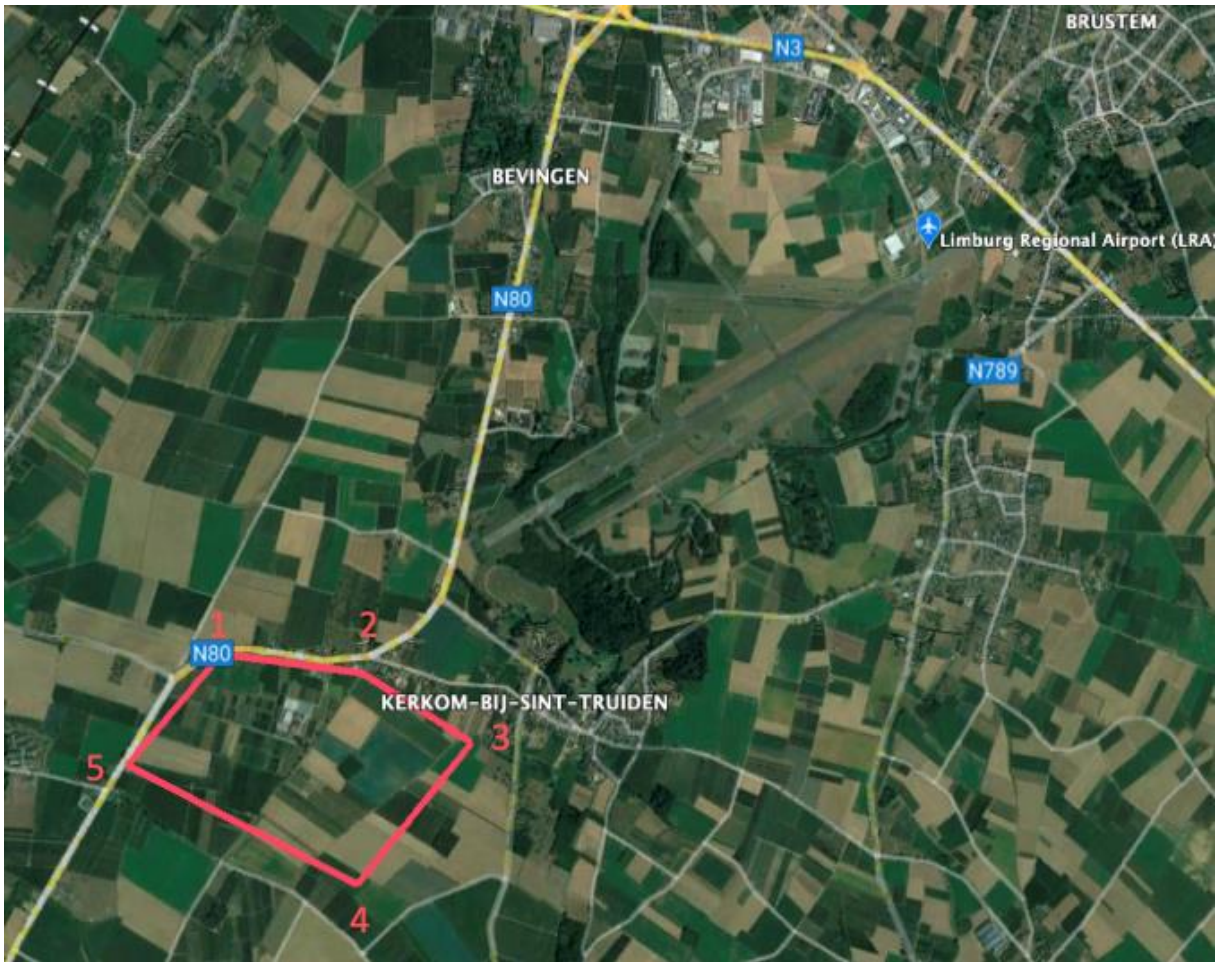
EBR-62



| General Area | | | |
|----------------|------------|-----------------|--------------|
| Lateral Limits | | Vertical Limits | |
| EBR62 | | | |
| 1 | 50°47'45"N | 005°12'14"E | 2000 FT AMSL |
| 2 | 50°47'22"N | 005°11'16"E | |

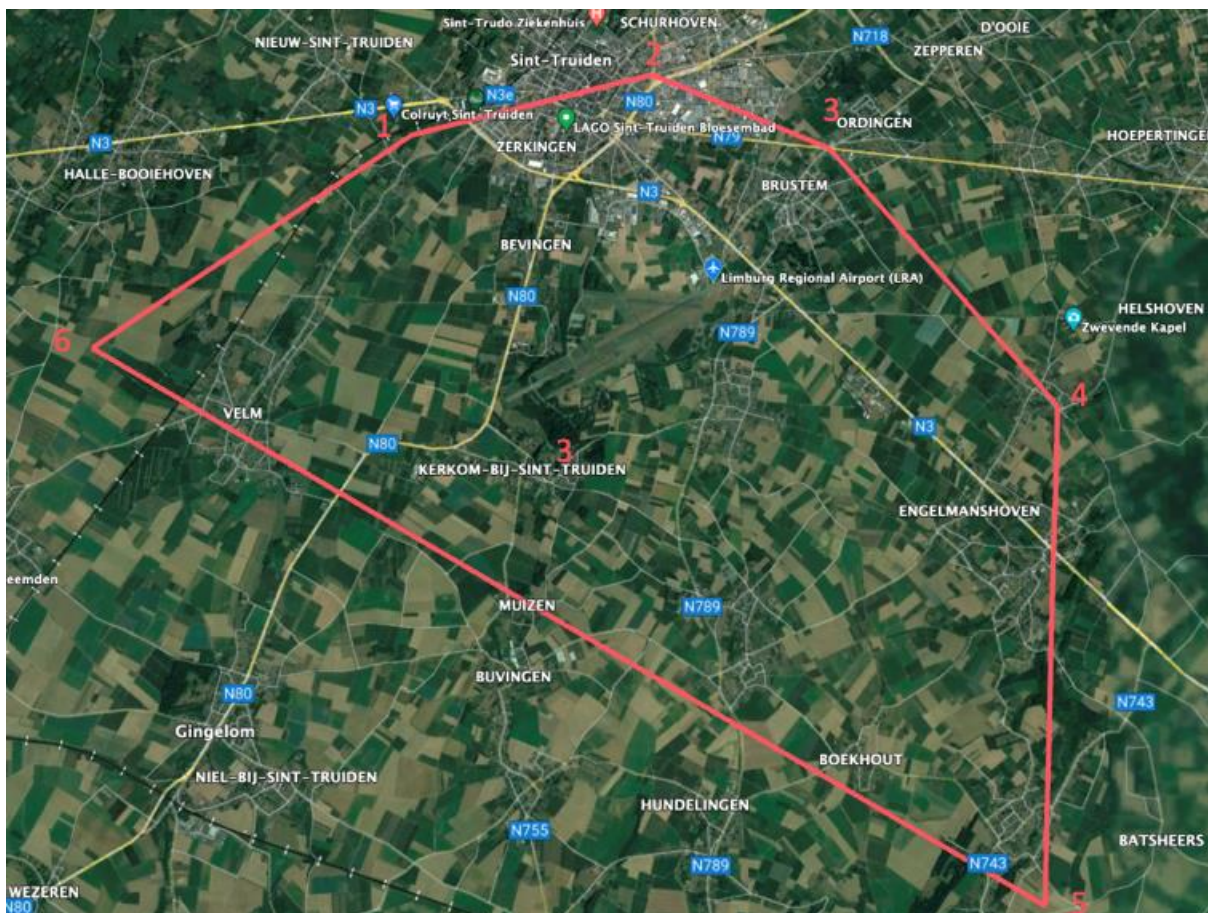
| | | | |
|---|------------|-------------|-------------|
| 3 | 50°47'43"N | 005°11'13"E | 1750 FT AGL |
| 4 | 50°48'00"N | 005°11'25"E | |
| 5 | 50°48'03"N | 005°11'54"E | |

EBR-63



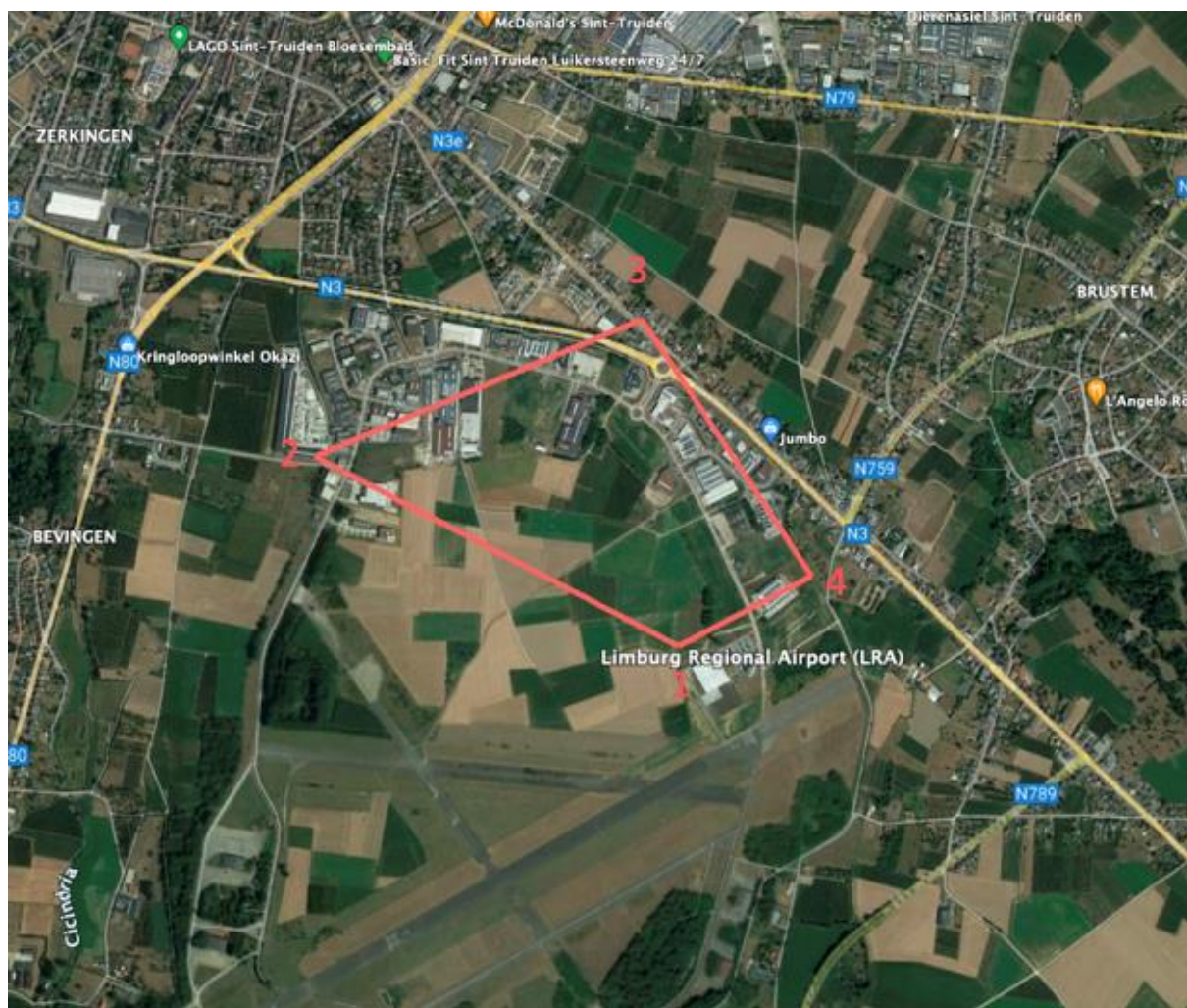
| General Area | | | |
|----------------|------------|-------------|-----------------|
| Lateral Limits | | | Vertical Limits |
| EBR63 | | | |
| 1 | 50°46'35"N | 005°09'20"E | 650 FT AMSL |
| 2 | 50°46'32"N | 005°09'57"E | |
| 3 | 50°46'21"N | 005°10'26"E | 400 FT AGL |
| 4 | 50°45'58"N | 005°09'56"E | |
| 5 | 50°46'17"N | 005°08'55"E | |

EBR-64



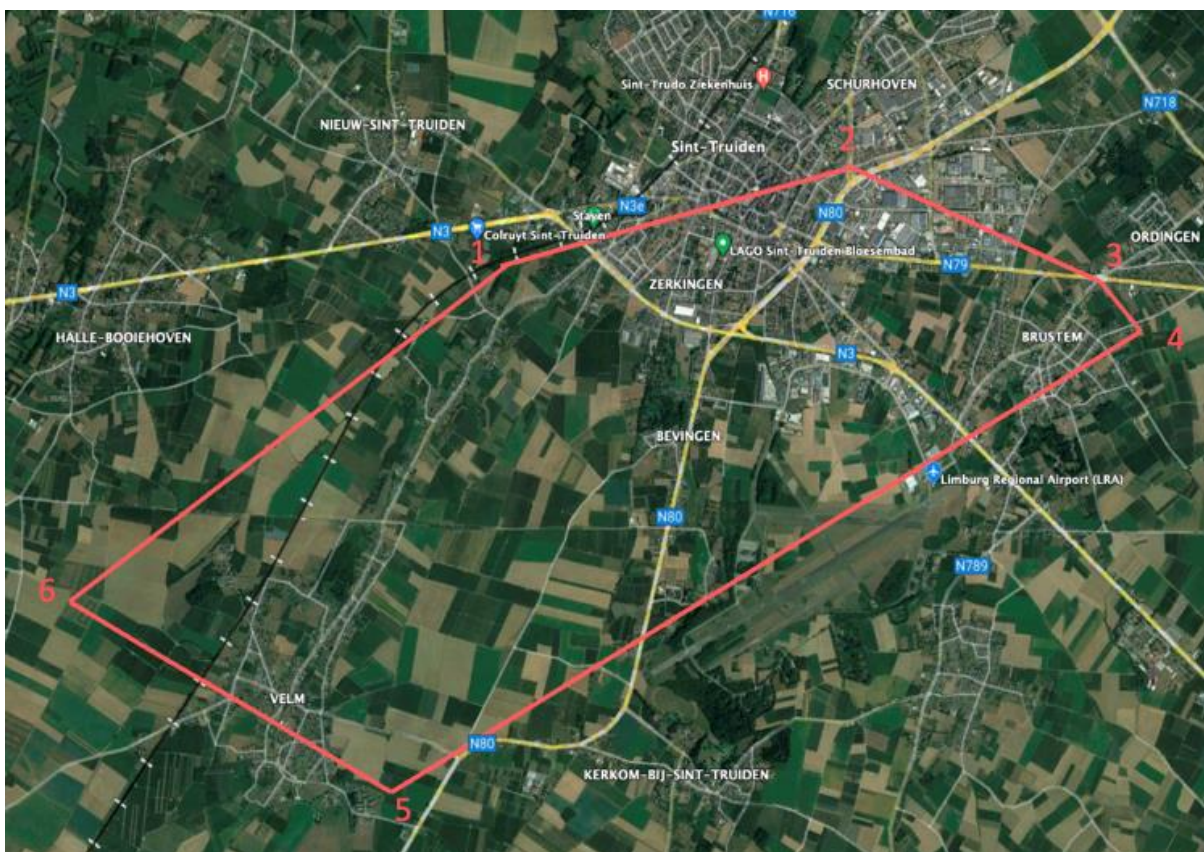
| General Area | | | |
|----------------|------------|-------------|-----------------|
| Lateral Limits | | | Vertical Limits |
| EBR64 | | | |
| 1 | 50°48'36"N | 005°09'25"E | 2000 FT AMSL |
| 2 | 50°49'02"N | 005°11'51"E | |
| 3 | 50°48'35"N | 005°13'38"E | 1750 FT AGL |
| 4 | 50°46'17"N | 005°15'45"E | |
| 5 | 50°43'55"N | 005°15'55"E | |
| 6 | 50°47'09"N | 005°06'20"E | |

EBR-66



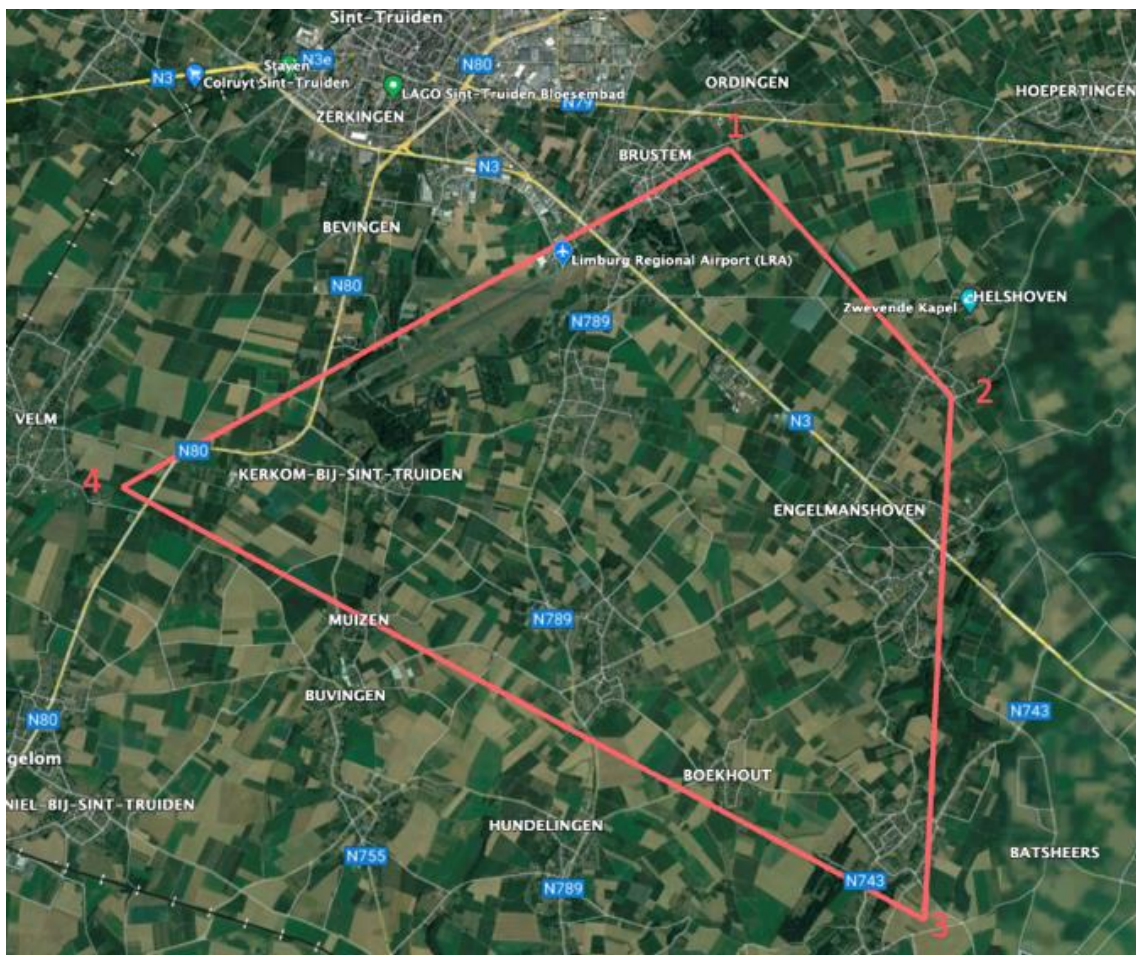
| General Area | | | |
|--------------|----------------|-------------|-----------------|
| | Lateral Limits | | Vertical Limits |
| EBR66 | | | |
| 1 | 50°47'45"N | 005°12'14"E | 550 FT AMSL |
| 2 | 50°48'02"N | 005°11'19"E | |
| 3 | 50°48'16"N | 005°12'07"E | 310 FT AGL |
| 4 | 50°47'52"N | 005°12'33"E | |
| 5 | 50°47'45"N | 005°12'14"E | |

EBR- 72



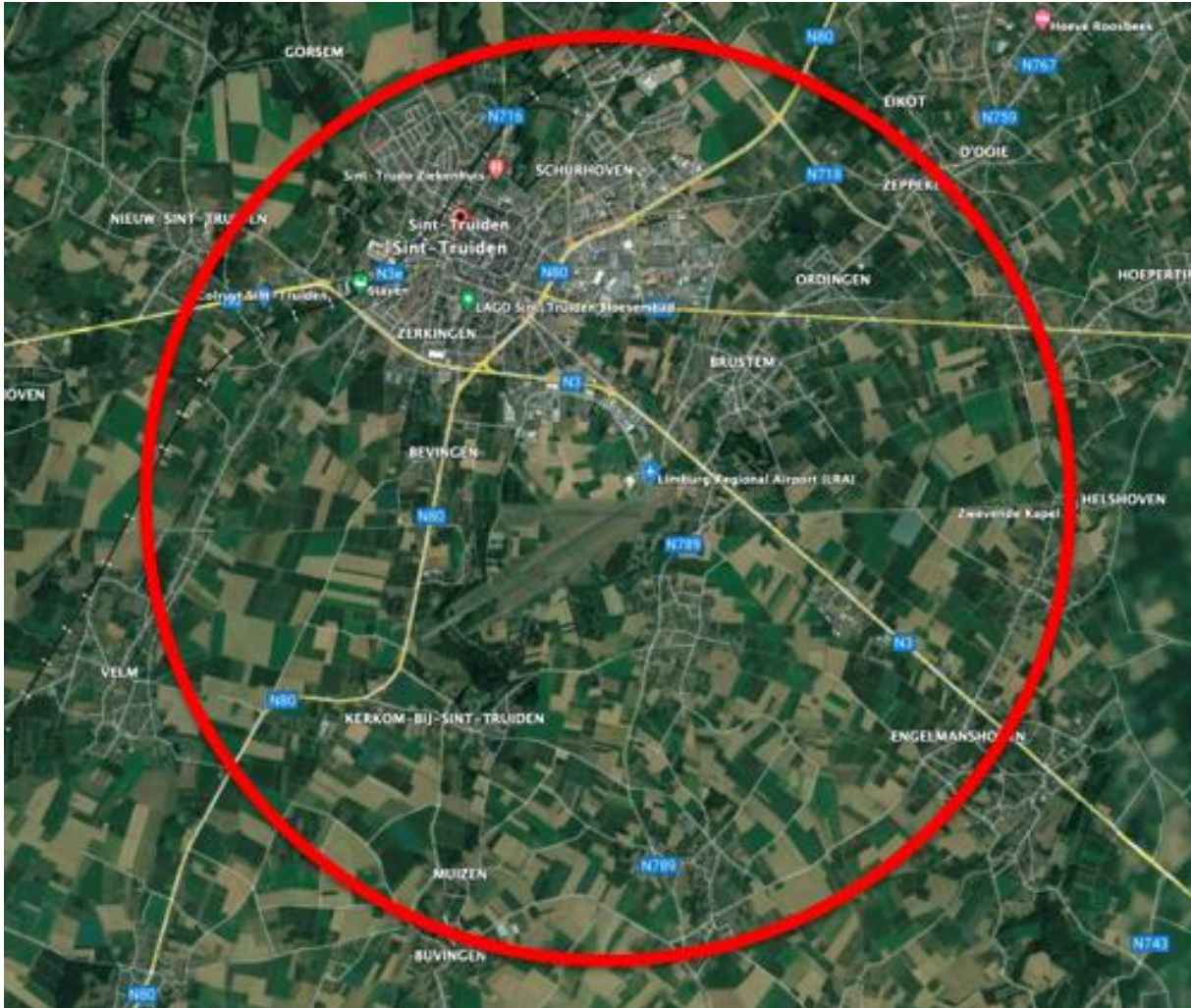
| General Area | | | | |
|-----------------|------------|-------------|--------------------------|-----------------------------|
| EBR72 | | | | |
| BVLOS operation | | | | |
| Lateral Limits | | | Zone Height | UA MAX allowed height |
| 1 | 50°48'36"N | 005°09'25"E | 2000 FT AMSL 1750 AGL | 1900 FT AMSL 1650 FT AGL |
| 2 | 50°49'02"N | 005°11'51"E | | |
| 3 | 50°48'35"N | 005°13'38"E | | |
| 4 | 50°48'22"N | 005°13'56"E | | |
| 5 | 50°48'22"N | 005°13'56"E | | |
| 6 | 50°46'22"N | 005°08'38"E | | |
| 7 | 50°47'09"N | 005°06'20"E | | |

EBR 73



| General Area | | | | |
|-----------------|------------|-------------|--------------------------|-----------------------------|
| EBR73 | | | | |
| BVLOS operation | | | | |
| Lateral Limits | | | Zone Height | UA MAX allowed height |
| 1 | 50°48'22"N | 005°13'56"E | 2000 FT AMSL 1750 AGL | 1900 FT AMSL 1650 FT AGL |
| 2 | 50°46'57"N | 005°15'55"E | | |
| 3 | 50°43'55"N | 005°15'45"E | | |
| 4 | 50°46'22"N | 005°08'38"E | | |

3. Aerodrome Geozone – Circle Area till 2.48 NM away from ARP (Protected Area)



| Geographical UAS zone - Geozone EBST; Aerodrome Protection Zone | | |
|---|-------------|--|
| Reference coordinate | Zone height | UA Max height allowed |
| Radius of 2.48NM around Aerodrome Reference Point 50°47'31"N 005°12'06"E | 4500ft AMSL | OPEN & SPEC: maximum 150ft AGL or higher if authorised by the DAC within a time slot issued in the flight authorisation. |

Chapter 6 AERODROME REPORTING

Article 1 REPORTING ON CHANGES TO BE AIP

1. The AC (Rudy Ryckeboer; Tel 0474 90 01 23), or his designated replacement is the only person to report changes on aerodrome information to the BCAA

Article 2 NOTAM REQUEST

1. The AC (Rudy Ryckeboer; Tel 0474 90 01 23) or his designated replacement is the only person to request for a NOTAM

Chapter 7 ACCESS TO THE MOVEMENT AREA

Article 1 ACCESS INSIDE THE FENCED AREA

1. The LRA aircraft hangar and movement area (apron, taxiway, RWYs) are only accessible for:
 - a. LRA/DP dedicated badge holders
 - b. Visiting pilots
 - c. Visitors, accompanied by badge holders, under the responsibility of the badge holder
 - d. Registered maintenance personnel
 - e. Others after approval of the DAC

Article 2 RESPONSIBILITY AERODROME OPERATOR AND AIRCRAFT OWNERS

1. The LRA operator is the only interlocutor to whom one should turn to obtain information on access limitations to the movement and hangar area.
2. Aircraft owners and aircrew will assure that the below issued guidelines on access to the movement and hangar area are applied at all times.

Article 3 AIRSIDE CODE OF CONDUCT

1. General rules
 - a. All users shall comply with the regulations and contents of this manual.
 - b. No smoking (including e-sigarets) is allowed airside and no alcoholic beverages may be consumed except on special occasions or organized events coordinated in advance with DP management.
 - c. Safety and security is in everybody's interest and requires the involvement and awareness of all pilots, aircraft owners, guides and accompanied visitors.
 1. The storage of "dangerous goods" in a non-secure or non-adequate environment, in the hangar, and in the EBR-zones is forbidden.
 2. The aerodrome will not be used for pilot training-, initiation flights or the use of aircraft for commercial purposes, without the approval of the LRA operator.
 3. In case of non-compliance flying activities shall be stopped immediately. The DAC should be informed asap by phone/walkie-talkie.

2. Security rules

- a. The badge giving access to airside is personal and will not be passed on to other persons.
- b. For security reasons no persons are allowed to be present in the hangar between 11pm and 06am local. If you need access between these hours, it has to be requested 24 hours in advance, except in cases of urgent and unpredictable requests.
- c. When you see unfamiliar people wandering around in the hangar or on airside, challenge them and ask what they are doing there.

3. Safety rules

- a. All visitors/passengers airside will be accompanied at all times by a pilot or owner who becomes responsible for the visitors/passengers. The owner/pilot must wear a high-vis jacket.
- b. Visitors that are not passengers will stay behind the red line near the hangar except when invited to come to the aircraft escorted by the owner and/or pilot who is wearing a high-vis jacket.
- c. Passengers are only allowed to cross the red line when escorted by the owner/pilot wearing who is wearing a high-vis jacket.
- d. Children should always be accompanied by adults/parents. Resulting damages due to non-respect of this principle will be charged to the parents.
- d. Foreign Object Debris (FOD) poses significant risks to aircraft, equipment, and personnel. The presence of FOD can lead to damage, operational delays, and severe injuries, therefore it's everyone's responsibility to avoid and pick-up FOD on airside, the UAV test grounds, and in and around the hangar.
- e. Observe the wind limitations of the gates posted next to the control panels.
- f. If you see an unsafe situation, go and intervene before anybody gets hurt or damage is caused to aircraft or installations. Report this to the DAC or any other staff member around or via the reporting system in place.
- g. In the interest of aviation safety, all collisions and all damage to aircraft, however minor they may be, must be immediately brought to the attention of the Duty Aerodrome Commander or via safety@droneport.eu.
- h. All accidents involving injuries or when damage to the Droneport airside facilities was caused, must immediately be brought to the attention of the Duty Aerodrome Commander or via safety@droneport.eu
- i. Only vehicles authorized by the DAC are allowed to drive on the EBST movement area.
- j. Walking, biking or driving is not allowed on the movement area without permission from the DAC.

4. Hangar rules

- a. Aircraft in the hangar are not to be touched. Avoid passing from one side of the hangar to the other side by going in between the parked aircraft. A free passage lane will be created shortly so you can do this without any risk to persons or aircraft.
 - b. Only pilots, owners or maintenance workers can pass in between the parked aircraft inside the hangar. Visiting groups that move from one side of the hangar to the other side will have to go outside or use the designated passageway near the front inside the hangar.
 - c. Hangar gates must remain closed as much as possible. Leaving the front gates in an intermediate position for prolonged time must be avoided. The only true safe position of the gates is in the fully open or closed position (red light out). The illumination of the red light adjacent to the gates indicates that the corresponding gate is not in a safe position (full up or closed).
 - d. In case a gate is stuck (red light on), contact the person responsible of the hangar or the DAC (Duty Aerodrome Commander) in the ADO at the tower.
 - e. If you are to leave the hangar in the evening, make sure the lights are out and all doors and gates are closed.
 - f. Car parking in the aircraft hangar is forbidden. Only aircraft material and aircrew personal belongings can be disposed in the LRA hangar, near the aircraft or on the apron, after approval of the DAC. Personal cars should be removed from the area immediately after depositing the goods.
5. Visiting rules
- a. Visitor groups are restricted to 8 persons per escorting pilot. Make sure children don't wander off, playing unaware of possible dangers. Dogs will be kept on the leash.
 - b. Visits of bigger groups have to be coordinated before with the Aerodrome Commander or his representative.

Chapter 8 INSPECTIONS AND MAINTENANCE OF THE MOVEMENT AREA

Article 1 INSPECTIONS MOVEMENT AREA

1. Before the opening of the airfield, the DAC will inspect the runway and movement area. This task will in the future be assisted and supplanted by a UAS.

Article 2 MAINTENANCE MOVEMENT AREA

1. Maintenance of the runway and movement area will be performed as necessary (on condition). The runway, taxiway and apron will be cleaned thoroughly when judged necessary but at least once a year as long as jet aircraft are not allowed to operate at EBST

SECTION 2 OPERATIONS

Chapter 1 VISUAL CIRCUIT PATTERN



Chapter 2 CIRCUIT RWY 24

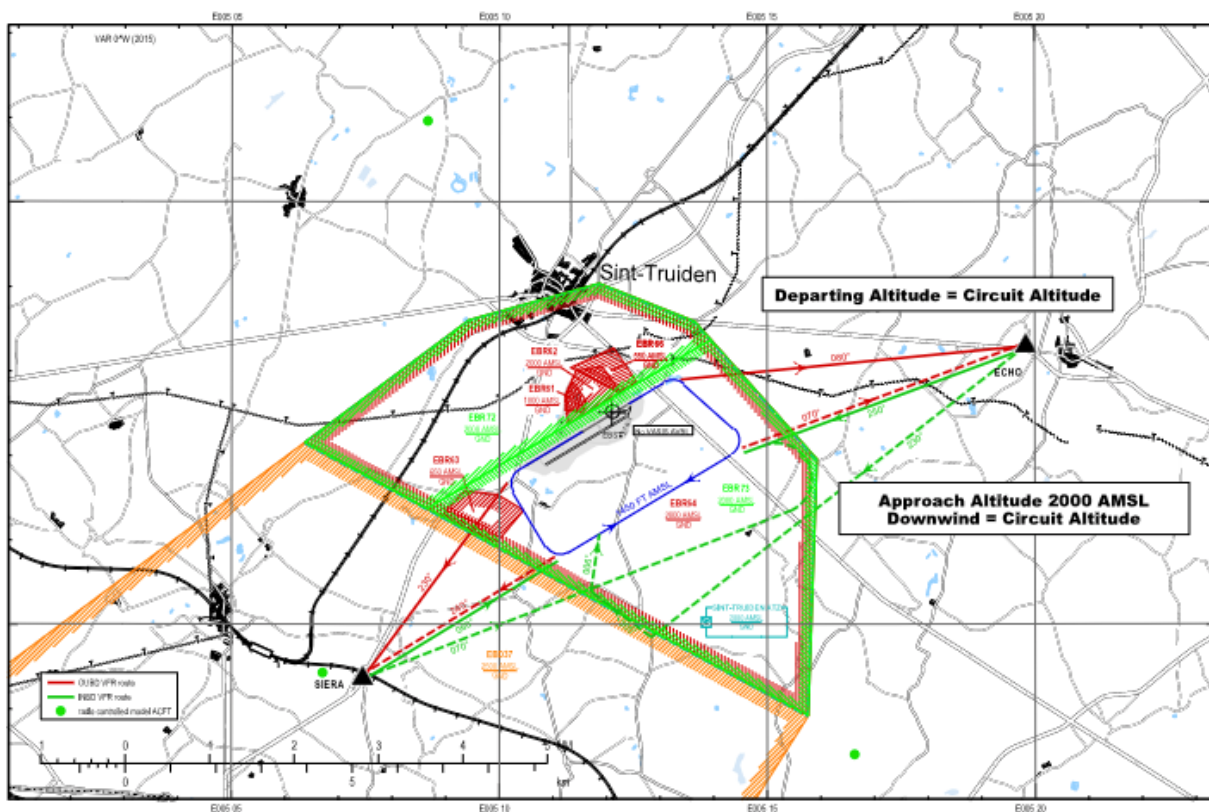
| | |
|------------------|---|
| RWY 24 | Left hand Circuit |
| Circuit altitude | - 1450 FR AMSL (1200FT AGL) |
| Taxi Departure | - Use taxiway till reaching RWY holding point - Backtrack on the RWY to proceed to the holding bay east of threshold RWY 24R when clear of other traffic. - Engine checks at the holding bay east of the threshold RWY 24R |
| Circuit | - Line up threshold 24 R when clear of traffic - After take-off climb runway axis till circuit altitude before turning to the crosswind leg or to leave the circuit - Remain at circuit altitude in downwind and avoid the villages of KERKOM, AALST, MIELEN-BOVEN-AALST and the military campus of SAFFRAANBERG - Turn base-leg op 45° of the threshold RWY 24R, start descend at own convenience - Turn final at own discretion |
| Taxi Arrival | - Backtrack on the runway until the taxiway - Taxi back via the taxiway to the apron, when clear of outgoing traffic |

Chapter 3 CIRCUIT RWY 06

| | |
|---------------------|---|
| RWY 06 (main) | Right hand circuit |
| Circuit altitude | - 1450 FT AMSL (1200 FT AGL) |
| Taxi Departure | <ul style="list-style-type: none"> - Use taxiway till holding RWY point - Backtrack on the runway only when runway is free of landing and departing aircraft - Backtrack on the RWY to proceed to the holding bay east of threshold RWY 24R when clear of other traffic. - Engine checks at the threshold RWY 06 L |
| Circuit | <ul style="list-style-type: none"> - Line up at the threshold 06L - After take-off climb runway axis till circuit altitude before turning to the crosswind leg or to leave the circuit - Remain circuit altitude in downwind and avoid the military campus of SAFFRAANBERG, the villages of AALST, MIELEN-BOVEN-AALST and KERKOM - Turn base-leg at 45° of the threshold RWY 06L, start descending at own convenience - Turn final at own discretion |
| Taxi Arrival | <ul style="list-style-type: none"> - Roll out on the runway until reaching the taxiway - Taxi to the apron when clear of outgoing traffic |

Chapter 4 VISUAL DEPARTURE AND APPROACH CHART

Article 1 VISUAL DEPARTURE – APPROACH CHART



Chapter 5 PROCEDURES

Article 1 METEOROLOGICAL CONDITIONS

Refer to Be AIP Part 2 ENR 1.2, Para 1.1 ,1.2 and 1.8

Article 2 RADIO COMMUNICATION

1. 2-way radio contact mandatory before taxiing out and/or before entering the Sint-Truiden ATZ on “Brustem Radio” frequency 119.980 MHZ. (Flight information only).
2. Within the Sint-Truiden ATZ, pilots have to report their different positions in the circuit pattern, using the standard radio procedures.
3. Pilots are responsible to maintain proper spacing in compliance with the Rules of the Air. Pilots may be requested to report at specific positions. These requests serve to improve the situational awareness and flight safety.
4. In order to avoid dangerous situations during UAS operations, arrival and departure information restrictions, including taxi and take-off information restrictions, will be provided by the DAC.
5. Compulsory position reporting when joining, leaving or crossing Sint-Truiden ATZ during UAS activity

Article 3 START UP AND TAXI INFORMATION

1. Start-up can be made at own discretion. Start-up request is however recommended as it provides at the same time a radio check.
2. Taxi request is recommended, in order to avoid taxi problems between incoming and outgoing traffic. 2-way radio communication is mandatory before taxiing out.
3. Departing traffic has priority over incoming traffic on the taxiway.

Article 4 TAKE-OFF AND LANDING

1. Take-off and landings will always be made as of the thresholds.
2. Entering the runway for line up and take off is pilot’s responsibility, no clearance provided by Brustem Radio.
3. Landing is the pilot’s responsibility/discretion. For safety reasons, pilots should always report “final” (no clearance provided by Brustem Radio).

Article 5 ENGINE TEST AND WARM UP AREA

1. At the holding bay, east of holding point RWY 24
During RWY 06 operations, engine run up and warm up area, are preferably east of the holding point RW 24. This in order not to block the RWY unnecessarily. However, because of safety reasons and engine operating limitations or run up requirements, the pilot can always ask via radio to perform the engine run up on the underrun area of RWY 06

Article 6 VISUAL REPORTING POINTS

1. During UAS operation it could be requested by the DAC on “Brustem radio” to enter and/or exit the Sint-Truiden ATZ via visual reporting points. Traffic is advised to use following reporting points when proposed by Brustem radio:

| Abbreviation | Associated landmark | Position |
|--------------|---|---------------------------------|
| ECHO | Borgloon | 50°48'18.16"N 005°19'50.22"E |
| SIERRA | Road/railroad crossing south of village of Gingelom | 50°44'22.00"N 005°07'27.00"E |

2. Altitudes to be flown from/to the visual reporting points
 - a. All inbound traffic: 2000 FT AMSL. Be at circuit altitude at the entry of the downwind leg.
 - b. Outbound traffic: 1450 FT AMSL

Article 7 VISUAL ARRIVAL PROCEDURE

1. No UAS operations
 - a. Arrival is possible via the standard overhead procedure at 2000 FT AMSL, to join the circuit at the entry of the downwind leg at circuit altitude
 - b. Arrival is also possible via point ECHO or SIERRA
2. When simultaneous operations of aircraft and UAS (above 150 FT) are allowed, arriving aircraft must:
 - a. Avoid the Sint-Truiden ATZ area W and NW of the RWY axis
 - b. DAC will provide arrival information on “BRUSTEM Radio” before entering the Sint-Truiden ATZ (use of entry point ECHO and/or SIERRA or overhead procedure).

Article 8 VISUAL DEPARTURE PROCEDURE

2. No UAS operations:
 - a. No restrictions
3. When simultaneous operations of aircraft and UAS (above 150FT) are allowed:
 - a. Avoid the Sint-Truiden ATZ area W and NW of the runway axis.
 - b. Departure is to be executed via point ECHO or SIERRA
 - c. Leave the circuit at the start of the crosswind leg or at the end of the downwind leg, whichever is closest to the exit point. Proceed towards the exit point.
 - d. Climb to and remain at circuit altitude (1450 FT AMSL) until past the exit point
 - e. Departure via the standard overhead procedure is only possible after request to and approval by the DAC

Article 9 HOMEBASED PILOT TRAINING SCHOOLS

Flight instructors are responsible for their students and make sure that students are familiar with the contents of the aerodrome handbook, local procedures and restrictions.

Article 10 HELICOPTER TAKE-OFF AND LANDING POINTS

1. Primary: Threshold RWY 06/24

Article 11 FLIGHTS REQUIRING LRA APPROVAL

All users of the EBST movement area, commit themselves to request flight approval from the aerodrome operator for:

1. General Aviation through PPR for non-homebased aircraft
2. Pilot training
3. Initiation flights (first flights / aerobatics)
4. Training programs
5. Commercial flights
6. UAS flights
7. Hot air balloon departures
8. Gliders on request
9. Gyrocopter on request
10. Verticopter (evtol) on request

Article 12 ULM FLIGHTS

1. Take off and landing are only allowed for following ULM:
 - a. 3-axis ULM
 - b. 4-stroke engine
 - c. Able to maintain a minimum IAS of 70 KT

Article 13 JET AIRCRAFT OPERATIONS

1. Not allowed

Article 14 HOT AIR BALLOON OPERATIONS

1. Permission requirements and flight request to be obtained by LRA through the AC
2. ref GDF 07

Article 15 DIVERTING GLIDERS

1. In case of lack of thermals or after PPR request, priority should be given to land on the main runway.
2. After landing on the main runway, glider should be removed from it as soon as possible to allow normal traffic again.
3. Glider shall only be put on the runway again when tow aircraft is clear to tow-back the glider.

Chapter 6 FLIGHT SAFETY

Article 1 SAFETY PROTOCOLS FOR AIRSIDE ACCESS

See Section 1, Chapter 7, Article 3, § 1 to 5

Article 2 PILOT RESPONSIBILITIES

1. Pilots will make sure that:
 - a. They are aware of UAS activities within the Sint-Truiden ATZ;
 - b. UAS areas shall be avoided when active;
 - c. Flying restrictions during UAS operations, imposed by the DAC and/or BCAA shall to be respected.
2. 2-way radio communications on the local frequency, “Brustem Radio”, is mandatory at all-time.

Article 3 RISK MITIGATING MEASURES FOR AIRCRAFT DURING UAS OPERATIONS

| UAS Zone | | UAS Flight altitude | | |
|----------|---|--|---|---|
| Area Nbr | Area Height | Till 150 FT AGL (Till 400 FT AMSL) (Till 45 M AGL) | 150 – 300 FT AGL (400 – 550 FT AMSL) (45 – 90 M AGL) | 300 – 1400 FT AGL (550 – 1650 FT AMSL) (90 – 420 M AGL) |
| EBR 61 | GND - 750 FT AGL (GND - 1000 FT AMSL) (GND – 225 M AGL) | Area prohibited to all non-participating ACFT No extra restrictions for crewed ACFT | Area prohibited to all non-participating ACFT ACFT in ATZ via entry/exit points Overhead procedure for arrivals only possible after approval by the DAC | Area prohibited to all non-participating ACFT ACFT in ATZ via entry/exit points Overhead procedure for arrivals only possible after approval by the DAC |
| EBR 62 | GND – 1750 FT AGL (GND – 2000FT AMSL) (GND – 525 M AGL) | Area prohibited to all non-participating ACFT ACFT in ATZ via entry/exit points | Area prohibited to all non-participating ACFT ACFT in ATZ via entry/exit points Overhead procedure for arrivals only possible after approval by the DAC | Area prohibited to all non-participating ACFT No extra restrictions for crewed ACFT Overhead procedure for arrivals only possible after approval by the DAC |
| EBR 63 | GND – 400 FT AGL (GND – 650 FT AMSL) (GND – 120 M AGL) | Area prohibited to all non-participating ACFT No extra restrictions for crewed ACFT | Area prohibited to all non-participating ACFT No extra restrictions for crewed ACFT Overhead procedure for arrivals only possible after approval by the DAC | (300 – 400 FT AGL) Area prohibited to all non-participating ACFT Only straight in RWY 24 No departures/circuits 24 No circuits Overhead procedure for arrivals only possible after approval by the DAC |
| EBR 66 | GND – 300 FT AGL (GND – 550 FT AMSL) (GND – 90 M AGL) | Area prohibited to all non-participating ACFT No Extra restrictions for crewed ACFT | Area prohibited to all non-participating ACFT ACFT in ATZ via entry/exit points Overhead procedure for arrivals only possible | |

| | | | |
|--------|--|--|---------------------------|
| | | | after approval by the DAC |
| EBR 64 | GND – 1750 FT AGL (GND – 2000 FT AMSL) (GND – 525 M AGL) | Only homebased can fly after special approval from DAC and only when UAS is on the ground Prior start up coordination/approval required | |
| EBR 72 | | | |
| EBR 73 | | | |

| UAS Zone | | UAS Flight altitude | |
|------------|---|--|---|
| Nbe | Zone height | Till 45 M AGL Till 150 FT AGL (Till 400 FT AMSL) | > 45 M AGL > 150 FT AGL > 400 FT AMSL |
| Aer Gezone | GND – 4250 FT AGL (GND – 4500 FT AMSL) (GND – 1275 M AGL) | Area prohibited to all non-participating ACFT No extra restrictions for crewed ACFT Below safety volumes | Area prohibited to all non-participating ACFT ACFT in ATZ via entry/exit points Overhead procedure for arrivals only possible after approval by the DAC |
| | | | |

Article 4 BVLOS UAS OPERATIONS

2 UAS operators are currently authorized to perform BVLOS UAS flights at Droneport. The specific procedures, based on the operational authorization received and including the necessary measures for safeguarding crewed aviation, can be found in Annexes 4 and 5.

Article 5 MANAGEMENT ANIMAL RISK

1. The DAC will inform aircrew when birds on the airfield constitute a possible hazard.
2. Deer: whenever deer are present within to fenced aerodrome perimeter, the DAC will notify departing and arriving aircraft and suggest them to delay take-off or to loiter in the vicinity until the situation is under control and safe operations can be resumed or to divert.

Chapter 7 RESTRICTIONS AND LIMITATIONS

Article 1 NOISE ABATEMENT PROCEDURES

1. At all times, the city center of Sint-Truiden as well as the villages and residential areas of Aalst, Kerkom, Muizen and Engelmanshoven as well as the military campus of Saffraenberg shall not be overflown during circuits.
2. Circuits will be flown with reduced engine power (according POH) and according to the procedures laid down later in this manual.
 3. Maximum possible operating hours are from 07:00LT or SR (whichever is latest) till 22:00 LT or SS (whichever comes first).
4. Touch and Go are only allowed between 08:00LT and 19:00 LT
5. Local training or instruction flights with circuit training and touch and can be subject to restrictions implemented by the AC or his representative due to other events taking place on the aerodrome or in the vicinity of the aerodrome.
6. Engine failure after take-off training/exercise is only allowed on RWY 24R and within the geographical limits of the aerodrome terrain.
7. Single engine exercises and practice forced landings are allowed on RWY 06/24
8. Circuit training:
 - a. Pilot in command should be familiar with and stick to the local noise abatement procedures.
 - b. Helicopter training (ground exercises, auto-rotation) to be executed on the grass strip south of RWY 06/24 axis.

Article 2 FLYING RESTRICTIONS FOR TRAINING FLIGHTS

1. Training flights:
 - a. Circuit training allowed till 19:00 L
 - b. No circuit training allowed on Sundays and official holidays except for home-based aircraft and external flight schools with explicit permission of the Aerodrome commander.
 - c. Helicopter training (ground exercises, auto-rotation) to be executed on RWY24/06

Article 3 FLYING RESTRICTIONS DURING UAS FLIGHTS

1. Simultaneous operations of UAS and crewed aircraft at the EBST movement area and within the Sint-Truiden ATZ require specific ROE's agreed with BCAA.
2. These ROE's should be applied by all parties, involved with crewed and uncrewed flying activities at EBST.
3. There will be no restrictions for simultaneous UAS and crewed aircraft flying activities when UAS remain below the aerodrome obstacle limitation surfaces (transitional surface, inner horizontal surface, conical surface, approach- and take-off surface) in their restricted area and after approval of the DAC.

4. Specific requirements and/or flying restrictions for simultaneous UAS and crewed aircraft flying activities will be imposed when UAS operate in their restricted areas and flying above the aerodrome obstacle limitation surfaces.
5. Crewed flying activity is not allowed in the Sint-Truiden ATZ when the UAS-zone EBR64 is active. However, on DAC approval, homebased crewed aircraft may fly (T Off & Land) when UAS are on the ground. No circuit training or solo flights by student pilots are permitted in this case.

Chapter 8 MISCELLANEOUS

Article 1 AIRCRAFT SHELTERING IN LRA AIRCRAFT HANGAR

1. All LRA home-based aircraft will be parked inside the hangar, where they will be assigned to a parking spot by a LRA staff member.
2. Pilots are always responsible for the movement of their aircraft into and out of the hangar, as well as for the parking on the apron and refueling.
3. It is recommended to use wheel blocks when parked on the apron.
4. Use of parking brake in the hangar is prohibited.
5. All refueling and washing of aircraft have to be done at the refueling spot in front of the fuel station. (concrete part of the apron)
6. Pilots have to take the necessary arrangements to avoid oil spill on the ground, as well in the hangar as on the apron. Absorbent granules and rags are available.
7. Light maintenance/repair work on an aircraft can be performed in the hangar, by the owners at their personal parking spot.
8. Personal goods should not be left in the open but be locked in individual closets.
9. Owners/pilots have to make sure that the hangar floor under and around their aircraft is clean and no FOD is left behind.
10. Smoking in the hangar is forbidden.
11. Aircraft owners/pilots are responsible for closing hangar and restricted area outside the aerodrome opening hours in absence of the DAC. In case of discussion, images can be verified via the security system.
12. Owners of a storage/parking area cannot provide their area to a third party without a written authorization of the service provider. In no circumstances, the owner can rely on oral authorization.
13. The owner commits himself/herself to the principle of “waiver or recourse” towards the service provider and his appointees concerning all material damage and physical damage of any kind in relation to the providing of storage/parking place and the handling of the aircraft.
14. Pilots flying a homebased aircraft, who depart from EBST for several days, or don't return the same day, should inform the DAC of their:
 - a. Departure intentions to leave EBST for several days or not coming back the same day.
 - b. DTG of return flight to EBST
 - c. If afterwards actual DTG of return flight would change, pilots have to contact EBST to inform them about new arrival DTG.
15. No private cars should be parked in the hangar.
16. Consumption of alcoholic beverages is forbidden in the hangar and on the apron except on special occasions and with approval of the LRA/DP staff.

Article 2 AIRCRAFT PARKING AND TOWING

1. Moving aircraft in and out of the hangar is the responsibility of the pilot or owner. They are responsible for damage caused to third parties during these maneuvers. Third party aircraft may not be moved alone. Minimum two persons are required in order to prevent incidents and damage.
2. LRA personnel, if available, should help moving aircraft.
3. It has to be avoided that aircraft are parked in the open in adverse weather conditions.
4. Individuals can at any time request to see video images of damage caused to an aircraft in the hangar.

Article 3 REFUELING

1. Pilots are responsible for refueling their aircraft. The LRA NV neither the LRA personnel can be held responsible for erroneous actions, material or physical damage caused during refueling events.
2. All aircraft refueling has to be done outside the hangar on the refueling spot and aircraft must be earthed during the whole sequence.
3. The pilot should clean the infected area, when fuel spill occurs during refueling, by spreading absorption material until its saturated. Afterwards, he has to remove the absorption material and clean the area.
4. Safety regulations refueling:
 - a. Fire extinguishers are in place near the fuel station
 - b. Prior the start of the refueling, the aircraft should be ground wired
 - c. During refueling, the aircraft master switch should be in the "OFF" position
 - d. During refueling, the parking brake should not be on. Use wheel shocks
 - e. During refueling, no people may be on board the aircraft
 - f. It is forbidden to smoke on airside
 - g. No vehicles, nor people other than those involved in the refueling may be present on the refueling platform during refueling.
 - h. An "Emergency stop" button, for the entire refueling station, situated on the righthand side from the fuel pumps, should be activated dangerous situation develops or occurs during refueling.

Article 4 INSURANCE

1. Owners of aircraft and material, parked or hosted at LRA, inside or outside the hangar, have to make sure that they have the proper insurances. The owners will provide a copy of the insurance or a statement thereof to LRA together with the "waiver of recourse". The (yearly) renewal of the insurance policy will be sent to LRA by the owner on own initiative.

2. LRA NV is not responsible for robbery, fire, storm or water damage, vandalism, or any damage caused while at LRA. For more details, refer to the storage agreement.

Article 5 PUBLICITY

Publicity on aircraft is not allowed without approval of the LRA Operator.

Article 6 INVOICING

Aircraft will be parked outside hangar when the invoice, followed by 1(one) reminder, is not paid in due time. The invoice for the yearly or half-yearly contracts for parking in the hangar will be sent in Januari for full payment within 30 days.

SECTION 3 EMERGENCY RESPONSE PLAN

Chapter 1 ACTIONS IN CASE OF INCIDENT/ACCIDENT

Article 1 BASIC DOCUMENT

1. The main basic documents to consult in case of an aircraft incident and /or accident reporting, are the BCAA circulars MAS 01 and ACCID-01.
2. The LRA/EBST emergency response plan (ERP) is used as guideline for the entire LRA/EBST firefighting and intervention policy, in case of an aircraft or UAS incident/accident or LRA hangar fire.

Article 2 RESPONSIBILITY

1. The DAC will act as focal point of contact with the emergency services in case of hangar fire, incident or accident of crewed and uncrewed aircraft, operating out of LRA/EBST and DronePort.
2. The actions and responsibilities of the DAC in case of incident/accident: see ERP

Article 3 ACTIVATION OF THE ERP

1. An updated list of the LRA/DronePort ERP key personnel, related to aviation purposes, has to be readily available at the ADO at all times
2. The DAC activates the aviation incident/accident intervention plan and opens the ERP field diary (see Section4 – Appendix – Chapter 2)
3. The DAC uses the corresponding ERP checklist in accordance with the type and place of the aviation incident/accident to handle the situation. These checklists are permanently positioned on the DAC desk in the ADO
4. When necessary, pending the situation, a Crisis management Cell (CMC) will be installed at the ADO on request of the DAC (see Section 5 – Annex 2)

Article 4 ATTITUDE TOWARDS SPECTATORS

1. Access to the aerodrome or UAS zone movement area should be prevented immediately on request of the LRA/ort CEO, after being informed by the DAC in case of incident/accident. A DronePort staff members will be in charge for this
2. Access for external personnel is limited to people belonging to the emergency services and the Management Team of LRA/Port and the mayor of the city Sint-Truiden.

Article 5 ATTITUDE TOWARDS THE PRESS

1. People of the press are not allowed to be present on the scene until permission is obtained from the LRA/DronePort CEO
2. LRA personnel is in no circumstances allowed to talk to the press. Only the LRA/ort CEO or the Mayor of the city of Sint-Truiden are allowed to talk to the press or issue an official press release as soon as possible.
3. Other people are also encouraged not to give personal statements to the press.

Article 6 MOVING THE WRECK

The wreck may only be moved in case:

1. Nobody is injured, and
2. After approval of AC, and
3. The wreck obstructs air and/or public traffic, and
4. Approval has been given by the BCAA

Article 7 RESUME FLYING ACTIVITIES

1. In case of an accident with injuries, all activities are suspended until approval is obtained from the public prosecutor and/or the aviation authorities (AAIU(Be)) to resume operations.
2. In case of an incident without injuries, the DAC decides whether or not flying activities will be stopped. In case of doubt, he will contact the Airport Commander, or when not able to get in contact with him, the aeronautical authorities (AAIU(Be)) and asks for further guidance.
3. After RWY inspection

Article 8 AVAILABLE FIREFIGHTING MEANS

1. LRA Hangar:
 - a. 6 foam fire extinguishers (50 KG) are positioned at different places in the hangar under the wall mounted fire extinguisher sign
 - b. Two CO2 fire extinguisher (5kg each) at the entry of the Admin room and near exit door to fuel station
 - c. 4 fire reels (front and rear site of hangar)
 - d. 1 trailer with 250Kg powder fire extinguisher and an intervention vehicle with tow hook, a 50 Kg foam and 5 Kg CO2 extinguishers.
 - e. If AOC flights planned to be in accordance with their restrictions)
2. Fuel station:
 - a. One 50 Kg powder fire extinguishers and one CO2 extinguisher next to the fuel station plus one 50 KG foam extinguisher
3. Positioning fire extinguishers
(Cfr. Annex 3)

Article 9 ACTIONS IN CASE OF HANGAR FIRE

See ERP

Article 10 CREWED AIRCRAFT IN-/ACCIDENT – GENERAL SCENARIO'S

1. Ref Doc is LRA/DronePort NIP/ERP
2. DAC initiates the ERP and opens the ERP event diary if practicable (pending availability of appointed local intervention people)
3. The LRA/DP appointed persons that have to be requested/contacted by the DAC to intervene for immediate, urgent or initial intervention actions depend on the presence of:
 - a. An appointed/responsible person from the CMT in the LRA hangar

- b. In case of his absence, one of the CMT appointed/responsible DP catering helpers, during the opening hours of the catering facility.
- c. In case of his absence, one of the CMT appointed/responsible DP incubator hosted companies' helpers, during the opening hours of the catering facility.
- d. In case of his absence, the DAC

Article 11 INCIDENT AND ACCIDENT REPORTING

1. Incident: Is defined as an occurrence, other than an accident, associated with the operation of an aircraft which affects or could affect the safety of operation and resulted in an almost aviation accident.
2. Accidents defined as an occurrence associated with the operation of an aircraft, which takes place between the time any person boards the aircraft with the intention of flight until all such persons have disembarked, where a person is fatally or seriously injured, the aircraft sustains damage or structural failure or the aircraft is missing or is completely inaccessible.
3. BCAA
 - a. Notification by phone:
 - i. Directly to AAIU(Be): +32 (0)2 277 44 33 or + 32 (0)476 76 18 65
 - ii. If not accessible: contact BRUSSELS A.C.C.: +32 (0)2 206 27 21 or 22
 - b. To send form ACCID-01:
 - i. By e-mail to: air-acc-investigation@mobiliteit.fgov.be
 - ii. By mail: FOD Mobiliteit en Vervoer
4. EASA:
 - a. <http://www.aviationreporting.eu/index.php?id=190> (according MAS-01)
 - b. <https://e2.aviationreporting.eu/login> (ECCAIRS)

Article 12 TRAINING RESPONSIBLE PERSONNEL

Training of the personnel of Droneport that is involved in RFFS will take place on a yearly basis. Details are published in the ERP.

Article 13 RESPONSIBLE ENTITIES

1. A list of organizations, bodies and persons who have the authority to act in emergency situations, both inside and outside the aerodrome, is listed in Section 5 (Annex 1)
2. The appointment of a disaster committee at the airport to organize training and other measures to prepare for emergencies is the responsibility of the LRA operator
3. The on-site commander who leads the disaster intervention
 - a. The DAC will act as focal point of contact with the emergency services in case of hangar fire, incident or accident of crewed and uncrewed aircraft, operating out of LRA/EBST and DronePort, until the external emergency services arrive on the scene
 - b. Once the external emergency services arrive on the scene, their commander will take over the lead of the disaster intervention

Article 14 RESCUE SERVICE AND FIRE FIGHTING

1. External support
 - a. Fire service Sint-Truiden
 - i. Call 112
 - b. Passenger flights by companies with Air Operator Certificate (AOC):
 - i. The company has to inform the AC minimum one day (24 Hrs) prior the flight and provide information on timing and number of passengers
 - ii. The AC will make further coordination with an external support company to provide the required support for the requested arrival and/or departure timeframes
 - iii. The external support company has to be present at the aerodrome prior arrival/departure of the flight
 - iv. The DAC will assure that all required safety means are readily available at the moment of departure/arrival

SECTION 4 SAFETY MANAGEMENT SYTEM

A Safety Management System (SMS) is being developed to oversee all aviation-related processes at Droneport, covering both crewed and uncrewed operations.

This is currently in the process of being documented in a Droneport Safety Management System Manual and safety procedures.

SECTION 5 ANNEXES

ANNEX 1: LRA/DRONEPORT KEY-PERSONNEL ERP

1. Meeting Room: EBST Tower

Tel. +32 (0)473/97.61.99

+32 (0)11/58.09.89

| Function | Name | Telephone | E-mail |
|---|------------------------|--------------------|--------------------------------|
| General Director LRA/DronePort | Ward Decaluwe | +32(0)476 25 02 75 | ward@droneport.eu |
| Aerodrome Commander | Rudy Ryckeboer | +32(0)474 90 01 23 | rudy.ryckeboer@droneport.eu |
| Duty Aerodrome Commander | Guido Smets | +32(0)497 12 27 10 | guido.smets@droneport.eu |
| | Christian Jacobs | +32(0)473 97 61 99 | christianfl.jacobs@skynet.be |
| | Patrick Beschrijver | +32(0)473 97 61 99 | patjedeschrijver@telenet.be |
| | Peter Lepez | +32(0)476 40 05 10 | peter.lepez@droneport.eu |
| | Luc Lathouwers | +32(0)477 43 96 04 | luc.lathouwers@droneport.eu |
| | JP Sheeren | +32(0)497 49 50 91 | jean-paul.sheeren@droneport.eu |
| Real Estate & Facility | Kurt Rens | +32(0)476 43 21 72 | kurt.rens@droneport.eu |
| Safety, Security & Compliance Manager | Nele De Greef | +32(0)486 10 24 53 | Nele.de.greef@droneport.eu |
| Marketing & Community | Seppe Oyen | +32(0)494 42 04 27 | seppe.oyen@droneport.eu |
| Support management assistant | Isabel Denys | +32(0) | isabel.denys@droneport.eu |
| Horeca & Catering | Giel Kreemers | +32(0)485 13 01 55 | cuisine@droneport.eu |
| Horeca assistant | | | |
| Hangar assistant | Luc Wille | +32(0)496 75 11 79 | luc.wille@droneport.eu |
| | Alain Gouvy | +32(0)476 41 29 49 | alain.gouvy@droneport.eu |
| Extra support | | | |
| Doctor | | | |
| | | | |

2. Extern

1. Emergency Services

| Naam | Functie | Tel |
|-----------------------|---------|--------------|
| Politie | | 101 |
| Brandweer/ziekenwagen | | 112 |
| Politie Sint-Truiden | | 011/70 19 11 |

2. ATC

| | | |
|-------------------|----------------------------|--------------|
| Brussels info | General flight information | 02 206 27 25 |
| Skeyes supervisor | Head ATC Belgian FIR | 02 206 27 22 |

3. Services

| | | |
|--------------|---------------------------------------|-------------------------------|
| Groep C | Bluswerken, evacuatie | 0477 35 67 07 |
| AIUC(Be) | DGLV accidenten | 02 277 44 33 04 767 61 85 |
| Saffraanberg | Kapitein van week Wachtlokaal KSOO | 0476 77 81 28 02 441 34 08 |

ANNEX 2: FIELD DIARY ERP

| |
|----------------------|
| DAC initiating - ERP |
|----------------------|

| | | | |
|------|--|------|--|
| Date | | Time | |
|------|--|------|--|

| Type of Event | | | |
|---------------|----|----------|----|
| Incident | | Accident | |
| Yes | No | Yes | No |

| CMT Contact Call | | | | | |
|---|------------------------------|--------------------------|--|-----------------|---------------------|
| Authority | Location | Name | Tel | Time initiation | Time action/arrival |
| Intervention 1st | Hangar Support | Luc Wille Alain Gouvy | +32(0)496 75 11 79 +32(0)476 41 29 49 | | |
| Intervention 2nd | Horeca Manager | Giel Kreemers | +32(0)485 13 01 55 | | |
| Intervention 3rd | ADO | DAC | +32(0) 473 97 61 99 +32(0) 11 58 09 89 (back-up) | | |
| Civil Emergency Service | - | - | 112 | | |
| Gate guard Reception Emergency Services | Management Assistant | | | | |
| | Support Management Assistant | | | | |
| ATM | EBBE APP | - | 02 445 55 01 | | |
| | EBLG TWR | - | 04 234 84 92 | | |
| | Mil ATCC | | 02 442 22 43 | | |
| | Brussels info | - | | | |
| General Director | | Ward Decaluwe | +32(0)476 25 02 75 | | |
| Military | Gard KSOO Saffraanberg | - | | | |

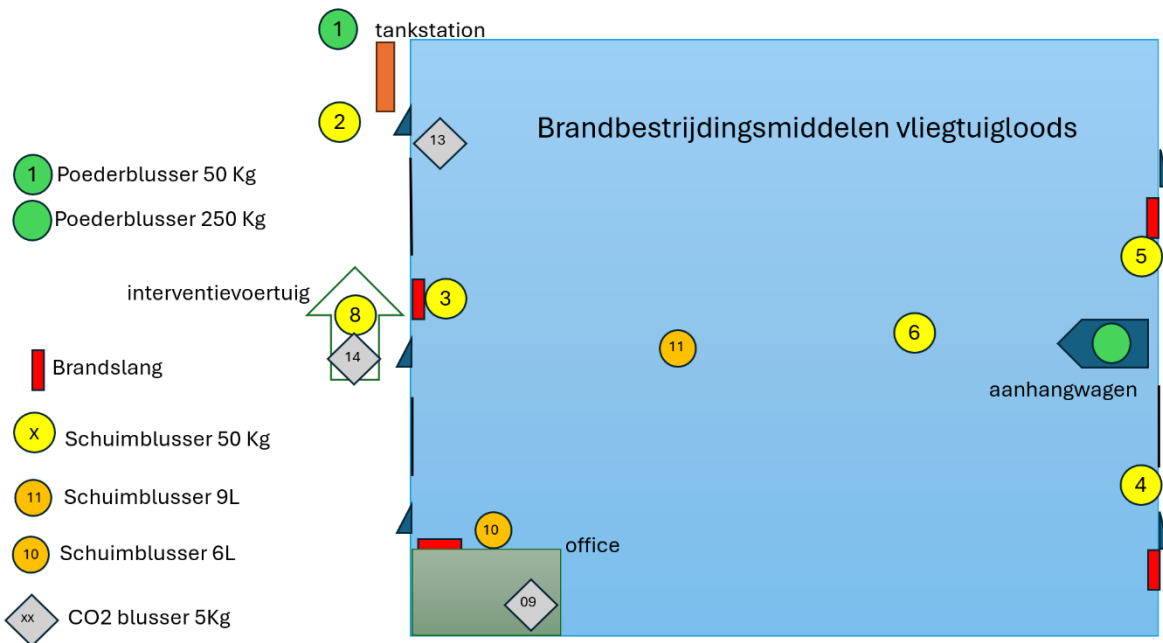
| | | | | | |
|---------------------|------|----------------|------------------------------|--|--|
| Aerodrome Commander | | Rudy Ryckeboer | +32(0)474 90 01 23 | | |
| AAIU(Be) | BCAA | - | 02 277 44 33 04 767 61 85 | | |

| Event description | |
|------------------------|--|
| Craft registration Nbr | |
| What | |
| Who | |
| Location/crash map | |
| Accessibility | |
| Fire | |
| Explosions | |
| Impact | |
| Urgency | |

| CMC installation in TWR | | | |
|-------------------------|-----|------|----|
| Requirement | Yes | | No |
| Shift leadership to | | Time | |

| Actions follow-up |
|-------------------|
| |

ANNEX 3: FIRE EXTINGUISHER DISPOSITION IN LRA HANGAR



| LR A N° | TYPES | ID or CONF NUMBER | LOCATIONS | LAST RV | REM | NEXT RV |
|---------|--------------------------------|---------------------|---|---------|-------|---------|
| DP 01 | 50 Kg POWDER FIRE EXTINGUISHER | Lot 6519 | Next to the fuel station | 06/24 | Maint | 06/25 |
| DP 02 | 50 Lr FOAM FIRE EXTINGUISHER | EN 1866-1 / 04340 4 | Next to the fuel station | 06/24 | Maint | 06/25 |
| DP 03 | 50 Lr FOAM FIRE EXTINGUISHER | EN 1866-1 / 04341 2 | In the middle of front site under fire reel and extinguisher icon Always on its place | 06/24 | Maint | 06/25 |

| | | | | | | |
|-----------|--------------------------------|--------------------|---|-------|-----------------|-----------|
| DP 04 | 50 Lr FOAM FIRE EXTINGUISHER | EN 1866-1 / 000149 | Rear site of hangar near exit door (East) under fire reel and extinguisher icon | 06/24 | Maint | 06/25 |
| DP 05 | 50 Lr FOAM FIRE EXTINGUISHER | EN 1866-1 / 000128 | Rear site of hangar near exit door (West) under fire reel and extinguisher icon | 06/24 | Maint | 06/25 |
| DP 06 | 50 Lr FOAM FIRE EXTINGUISHER | EN 1866-1 / 000143 | Central area of hangar under extinguisher icon | 06/24 | Maint | 06/25 |
| DP 07 | 50 Kg POWDER FIRE EXTINGUISHER | A 1811878 | Central area of hangar under extinguisher icon. Now in "Berging" and replaced by DP11A | 06/23 | REJECTED | No |
| DP 08 | 50 Lr FOAM FIRE EXTINGUISHER | EN 1866-1 / 043417 | Installed in the green emergency car placed inside the hangar or on the apron | 06/24 | Maint | 06/25 |
| DP 10 | 6 Lr FOAM FIRE EXTINGUISHER | 278094 | At the entry of the Admin room and under fire reel and extinguisher icon | 06/24 | Maint | 06/25 |
| DP 11A | 9 Lr FOAM FIRE EXTINGUISHER | 677557 | At the entry of the Admin room and under fire reel and extinguisher icon. Temporarily in place of DP07 | 06/24 | Maint | 06/25 |
| DP 11 old | 9Lr H2O FIRE EXTINGUISHER | 500974 | Now in "Berging" | 06/20 | REJECTED | No |
| DP 12 | 5 Kg CO2 FIRE EXTINGUISHER | 464213 | Front site of hangar between small hangar door and glass exit door | 06/24 | Maint | 06/25 |
| DP 13 | 5 Kg CO2 FIRE EXTINGUISHER | 464630 | Front site of hangar near exit door to fuel station and under extinguisher icon | 06/24 | Maint | 06/25 |
| DP 14 | 5 Kg CO2 FIRE EXTINGUISHER | 400798 | Installed in the green emergency car placed inside the hangar or at the apron | 06/24 | Maint | 06/25 |

| | | | | | | |
|--|-----------|--|--|-------|----------|-------|
| | FIRE REEL | | Rear site of hangar near exit door (East) and under icon | 06/24 | | 06/25 |
| | FIRE REEL | | Rear site of hangar near exit door (West) and under icon | 06/24 | | 06/25 |
| | FIRE REEL | | Front site of hangar near exit door and under icon | 06/23 | REJECTED | No |
| | FIRE REEL | | Front site of hangar (East) on the wall of Admin area. | 06/24 | | 06/25 |

ANNEX 4: DRONELAND BVLOS OPERATIONS

For DronePort there are 3 different possible Scenario's for BVLOS:

Scenario 1: The airport is closed and the EBR is not activated. In this case, we will only fly BVLOS within Atypical Airspace by staying within 30 meters of the building and hanger. See Drawing 1

Scenario 2: A-Typical Segregated Airspace when the airport is open, by maintaining communication with the tower before and during flight within the flight area of Droneport. This will be done by handheld radios.

Scenario 3: A-typical Restricted Airspace by activating one of the EBR zones and flying within that zone.

For the 2nd and 3rd scenario a larger flightbox only over sparsely populated area (See Drawing 2) is drawn. The exact flight area within this volume is determined by which EBR is activated or by what is coordinated during the coordination with Droneport Tower.

Drawing 1



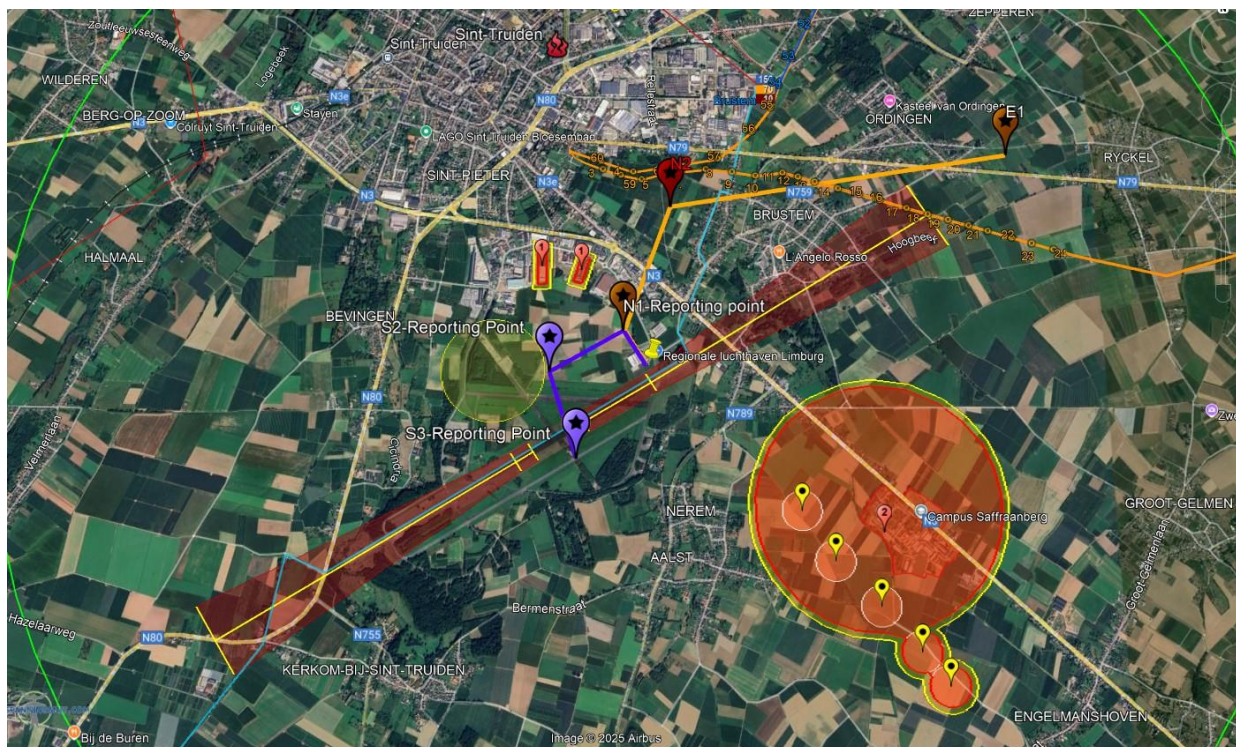
Drawing 2



ANNEX 5: CITYMESH SAFETY DRONE PROCEDURE

1 FLIGHT GEOGRAPHY

No Fly zones:



2 “no fly zones” are created in the approach sectors of RWY24 and RWY06 . They are shaped and sized to prevent any Citymesh BVLOS UA activity within a slope of 4% from the touch down zones and an angle of 10% on each side of the axis considering a UA cruise altitude of 90m AGL.

The length of the triangular NFZ is 2560m and the width is 580m.

An additional 2 no fly zones protect an area extending 600m beyond RWY24 threshold and an area extending 150m beyond RWY06 threshold with a width of 80m on each side of the centerline.

Prescribed Flight tracks:

3 routes are defined to guarantee safe operations in all sectors of the flight geography while minimizing interference with the RWY and approach patterns.

The routes consist of prescribed tracks and reporting points to guarantee clear position reports for the Citymesh BVLOS UA and improve communication between drone pilots and EBST tower.

1. North Route

The North Route allows the Citymesh BVLOS UA to depart from docking station and reach reporting point N1 (November 1) and when returning from mission to fly from N1 back to the docking station.

Pilots will maintain contact with the tower until reaching N1 when departing and will contact tower prior to reaching N1 when returning to the docking and remain in contact until landing.

N1 coordinates are: 50°47'50.27"N 5°12'14.07"E

2. South Route

The South Route allows the BVLOS UA to depart from the docking station and reach reporting point S3 (Sierra 3) via N1 and S2. When returning from a mission south of the field, the drone will fly S3-S2-N-Docking.

Pilots will maintain contact with tower until reporting point S3 when departing and will contact tower prior to reaching S3 when returning to the docking station and remain in contact until landing.

S2 coordinates are: 50°47'39.78"N 5°11'45.16E

S3 coordinates are: 50°47'18.07N 5°11'55.72E

3. East Route

The East route allows the Citymesh BVLOS UA to depart from the docking station and reach the East part of the flight geography by crossing the RWY axis beyond the RWY24 approach No Fly Zone. The routing in that case will be N1-N2-E1 with E1 being the reporting point. Returning to the docking station, pilots will fly E1-N2-N1, report prior to reaching E1 and remain in contact with the tower till landing.

N2 coordinates are: 50°48'22.64N 5°12'33.22E

E1 coordinates are: 50°48'36.57N 5°14'49.25E

Climb, descend and cruising altitudes

It has been agreed that during EBST opening hours, the Citymesh BVLOS UAV will climb vertically to **45m AGL** when leaving the docking station and maintain **45m AGL** while following the prescribed flight tracks of the North Route, South Route and the first 2 segments of the EAST Route until **N2** as a powerline needs to be crossed between **N2** and **E1**.

Beyond and above mentioned prescribed route segments, the UAV will fly a standard height of 90m AGL unless deconfliction or any contingency requires to descend to a lower height. When returning for approach, the UAV will descend back to **45m AGL** prior to intercepting the prescribed routes towards the docking station.

Outside of EBST opening hours, the UAV will be allowed to climb vertically to its standard **90m AGL** height from T/O till landing.

In the event of loss of C2 link while flying at 45m AGL, the failsafe profile will kick-in and the UAV will climb to 90m AGL and return to the docking station by the shortest track while respecting the no fly zones. In this event, the UAV pilot will notify the tower immediately, try to regain control of the UAV as soon as possible and coordinate the remainder of the flight with the DAC at the tower.

When preparing for landing in the docking or landing in the safe landing area, the Citymesh BVLOS drone will descend vertically over the landing spot.

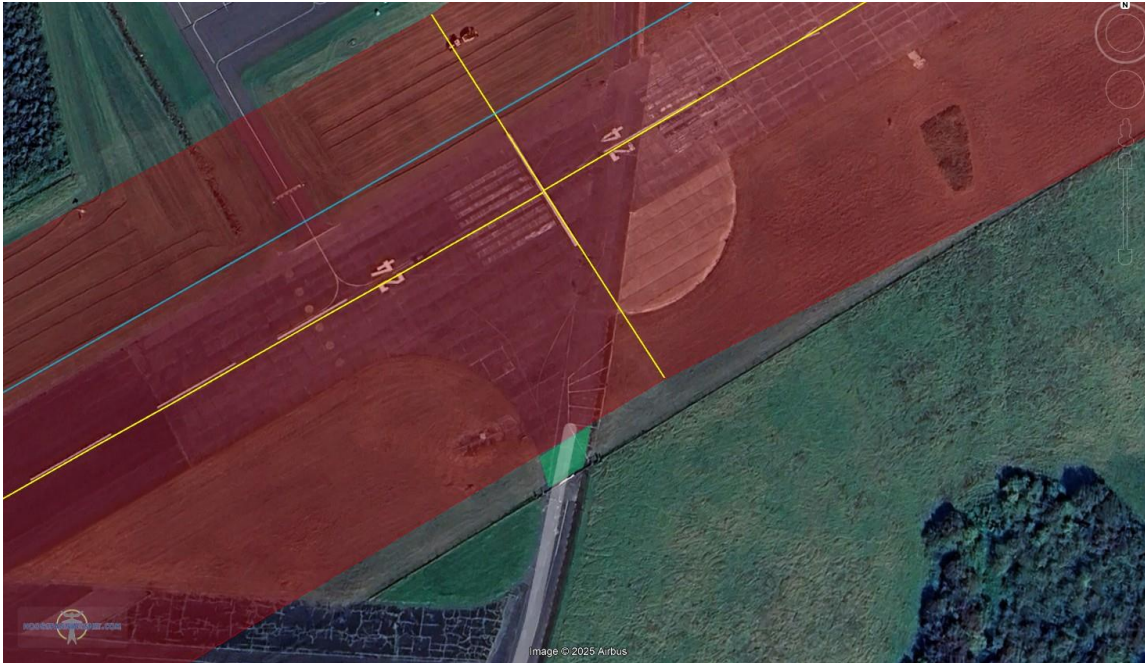
Safe landing areas

2 safe landing areas (SLA) have been agreed on in order to allow safe landings to be performed in dedicated areas when landing in the docking station is not possible.

The North SLA represented as a green square is located as depicted in the picture bellow. Note that the location on the other side of the fence protects the public but remains outside of the NFZ.



The South SLA allows landings on the south side of the runway in case crossing the runway is not advisable. Note that the south SLA is located close to the airport and fence but outside of the NFZ and outside of Safraanberg military campus territory.



Communications

The agreement regarding communications and operations remains valid to the exception of the need to maintain permanent contact with tower on +32 473 97 61 99 (altn 32 11 58 09 89).

Instead pilots will maintain 2 way communications until passing the last reporting point of their departing route and will contact tower again before the first reporting point of their return route.

A whatsapp group will be created by Citymesh and inviting EBST team +32 473 97 61 99 (mobile at the tower) and Aerodrome commander +32 474 90 01 23 in order to remain aware of daily operation status at EBST.

