|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *REQUEST* | |  |  |  |
| To: | 15W LuTpt  Brussels Military Airport |  | From: |  |
| Fax : | +32(0)2 / 44 39766 |  | Fax: |  |
| Phone : | +32 (0)2 / 44 29500 |  | Phone: |  |
| E-mail: | [15W-Brumil-info@mil.be](mailto:15W-Brumil-info@mil.be)  and  15W-BRUMIL-SECURITY@mil.be |  | Mobile: |  |
|  |  |  | E-mail: |  |
| Date: |  |  |  |  |
| Subject | ***TARMAC ACCESS*** | | | |

Purpose :

Date & time :

Type of Vehicle License plate Nr. Drivers Name

1. ………………… ……………..….. …………………

2. ………………… ……………..….. …………………

3. ………………… ……………..….. …………………

4. ………………… ……………..….. …………………

5. ………………… ……………..….. …………………

6. ………………… ……………..….. …………………

P.O.C: Name, Phone and Mobile Phone

Annex A

**General directives on flights leaving from and arriving at BRUMIL – Melsbroek**

* All requests submitted to the 15 Air Transport Wing in order to make use of their services will be the subject of a meeting with the authorities of BRUMIL (departure zone) and especially in case of high profile clients. This will allow for your representatives to get acquainted with BRUMIL departure and arrival procedures.

Points of contact:

* Wing Ops Officer : 0032 / (0)2 / 4429504
* Commanding Officers BRUMIL : 0032 / (0)2 / 4429388
* Operations & Training BRUMIL : 0032 / (0)2 / 4429407
* NCO on duty (Info desk) : 0032 / (0)2 / 4429500
* Fax : 0032 / (0)2 / 4439766
  + Each demand for ops zone (tarmac) access must be filed with the specific application form available at BRUMIL Info desk. Only authorized people and vehicles are allowed in this operational zone.
  + A maximum of 6 vehicles per delegation may be simultaneously present in the operational zone.
  + Authorized vehicles may only travel in convoy. They must drive in a straight line behind the designated Belgian military vehicle (“Follow Me”) towards the aircraft.
  + Vehicle occupants have to act according to the airport safety and security regulations. These will be instructed at coordination meetings.
  + The “Red Cap” is the only member of staff with authority in the operational zone. In no case may the vehicle occupants undertake any personal actions such as leaving the convoy, getting out of the cars, walking towards the aircraft, etc. unless they obtained his explicit permission to do otherwise.
  + Visitors who enter the operational zone may NEVER come within a 60m radius of a moving aircraft or an engine in operation.
  + In case of temporary regulations at the departure or arrival date, people authorized to enter the operational zone will be instructed and they will have to act accordingly.