

Airport Tour Checklist

Introduction

Use a common terminal area to give the group an overview of the airport and its history. Many airports have an area with historical artifacts or photographs that will help to tell the story. Below are some main highlights for this part of the tour:

- ✓ Airport History
- ✓ Notable events in the airport's past
- ✓ Types of aircraft that use the airport
- ✓ Types of people that use the airport (GA, business, commercial, military, medical, others)
- ✓ Runways, areas, sizes of major infrastructure (and how this relates to the primary users)
- ✓ ***Demonstrate why the airport is important to the community!***

Airport Buildings and Administration

Visit a terminal, FBO, or other administrative building on the airport. Explain what the purpose of the building is, and give a brief tour. Include descriptions of jobs and careers that function in this environment (airport manager, FBO employee, airline employee, etc.).

- ✓ Explain the function of the people who work there
- ✓ Inform the group of airport ownership and functions (airport authority, city/county, private, etc.)

Aircraft Hangars

If possible, tour a hangar housing several different types of aircraft. Give examples of jobs and careers that function in this environment (line staff, maintenance, pilots, etc.).

- ✓ Explain the uses of each aircraft, and how they differ (jet, turboprops, piston)
- ✓ Give statistics about the aircraft, such as speed and altitude capabilities
- ✓ Some may inquire about other information such as cost and age
- ✓ With the owner's permission, have the group get inside and tour one of the aircraft
- ✓ Demonstrate how the aircraft operates
- ✓ If possible, see an aircraft undergoing maintenance

Airside Operations Area

Depending on age and safety limitations, tour an outside area such as a ramp or apron area. If possible, use a bus to tour taxiways and runways.

- ✓ Explain how the area is used (e.g. tie downs, itinerant)
- ✓ Give the basics of ramp safety
- ✓ Introduce other functions such as fueling, aircraft storage, and deicing.
- ✓ If a commercial service airport, talk about and watch the airline's ground operations

Air Traffic Control Tower

With proper arrangements, it may be possible to tour air traffic control facilities at the airport. Arrange to have an off duty controller give the tour and talk about their job.