ROYAL AIR FORCE BENSON



ROYAL AIR FORCE BENSON
DEFENCE AERODROME MANUAL

Edition 19.1
Dated 09 Nov 26

FOREWORD

1. The RAF Benson Defence Aerodrome Manual (DAM) describes the aerodrome at RAF Benson, including the management, physical characteristics, services available and operating procedures. The DAM informs both military and civilian aircrew and provides a reference guide for personnel operating on the aerodrome. The DAM conforms to the guidance provided to Aerodrome Operators by the Military Aviation Authority (MAA) Regulatory Article (RA) 1026 and sits alongside the Chinook Force and Oxford University Air Squadron (OUAS) Flying Order Books (FOB), together with the RAF Benson Safety & Environmental Management Plan (SEMP) to inform users of the aerodrome facilities and assure aviation Duty Holders (DHs) of the provision of a Safe Operating Environment (SOE).

2. The DAM is the primary source of aerodrome information for RAF Benson. Preparation for flight and conduct of flight should use this document in conjunction with the appropriate aeronautical information publications. Chapter 5 of the DAM contains detailed information regarding the operating procedures, sourced from No.1 Aeronautical Information Documents Unit (No.1 AIDU) UK Military Aeronautical Information Publication (Mil AIP). Additional orders for military users are contained in the Chinook Force and OUAS FOBs.

3. Squadron and Lodger Unit Commanders are to ensure that all personnel under their command who are directly, or indirectly, involved with flying at RAF Benson have read this manual and the appropriate parts of linked publications. Visiting civil aircraft operators and aerodrome users must comply with the rules and guidelines of this manual.

4. This document will be subject to First Party Assurance (1PA) activity every 12 months and may be subject to Second Party Assurance (2PA) by Joint Aviation Command (JAC) or 2Gp every 12 months iaw the Aerodrome Operators Assurance Framework (DAAF).

   a. Reviews will be carried out iaw the Aeronautical Information Regulation and Control (AIRAC) cycle and through the Aerodrome Operator's Forum.

   b. Ad hoc reviews may be instigated following any interim amendments.

5. Instructions for requesting/reporting changes or discrepancies are contained at **Annex P**.

Gavin Pitson
Squadron Leader
OC Ops
Aerodrome Operator

DISTRIBUTION LIST

Distribution:

HOE
Cdr Air Wg
OC 28 Sqn
OC 22 Sqn
OC AWEL
XO Air Wg
2IC 22 Sqn
2IC 28 Sqn
SEngO 28 Sqn
OC Ops
OC 606 Sqn
OC RAFBFC
OC ESS
OC FDS
OC JHSS
OC OUAS
OC Logs Sqn
SO2 Avn
XO AWEL
SATCO
DSATCO
606 Sqn Adj
Flt Cdr Ops
OC 6 AEF
OC GEF
OC Works Services
SO3 Avn
WO Med Centre
NPAS Base Manager
Fire Station Manager
Ops Mgr OUAS
SMetO
TVAA Hd of Op Del
TATCC South JAC Radar

Copy to:

MAA (Op Assure RW BH)
HQ JAC (SO2 Perf & Plans)
HQ Air UK Ops & Resilience (RAF RLO L&SE)
RAF Odiham (OC OSW)
RAF Odiham (Sqn Ldr Ops)
OC AST
SO2 MSHATF
AB XO
Stn Adj
SWO
PASOM
SEO

TABLE OF AMENDMENTS

The RAF Benson DAM will undergo review as required, and at least every 12 months, by OC Ops who is responsible for amending and re-issuing updated versions of the DAM. If amendments are required prior to this date, then an updated DAM will be issued. RAF personnel should submit proposed amendments to BEN-OPSWG-STNOPS@mod.gov.uk for approval. Civilian airfield users should contact Ops Sqn on telephone: 01491 837766 Ext 7015.

Email amendments should be submitted utilising the following format:

Originator's Name	*Flt Lt A. Clarke*
Originator's Post	*Flt Commander Operations*
Originator's Section	*RAF Benson*
Originator's Contact Details	*Ashleigh.Clarke238@mod.gov.uk*
Content in Scope	*Annex Z*
Issue	*Update to JHSS Operations on Receipt of a Thunderstorm Forecast.*
Proposed Amendment	*Proposed replacement table and paragraphs (include complete rewrite with tables and figures as required).*
Any Other Comments	*Following consultation with Stn Ops, JHSS, Met, and the R/W Sqns, clear actions on a change to the Thunderstorm Forecast Level have been agreed.*

Amendment history of the document is listed in the table below:

Number	Date	Rank	Name	Role
Edition 2	3 Oct 14	Sqn Ldr	Beresford	Sqn Ldr Ops
Edition 3	7 Feb 15	Sqn Ldr	Beresford	Sqn Ldr Ops
Edition 4	8 May 15	Sqn Ldr	Beresford	Sqn Ldr Ops
Edition 4.1	23 Jul 15	Sqn Ldr	Rowe	Sqn Ldr Ops
Edition 4.2	1 Sep 15	Sqn Ldr	Rowe	Sqn Ldr Ops
Edition 5	19 Oct 15	Sqn Ldr	Rowe	Sqn Ldr Ops
Edition 6	10 Mar 16	Sqn Ldr	Rowe	Sqn Ldr Ops
Edition 7	1 Jul 16	Sqn Ldr	Rowe	Sqn Ldr Ops
Edition 8	15 Mar 17	Sqn Ldr	Seale-Finch	Sqn Ldr Ops
Edition 9	1 Jan 18	Sqn Ldr	Seale-Finch	Sqn Ldr Ops
Edition 10	19 Nov 18	Flt Lt	Frost	Flt Lt Ops
Edition 11	31 Oct 19	Flt Lt	Holland	Flt Lt Ops
Edition 12	16 Jan 20	Flt Lt	Holland	Flt Lt Ops
Edition 13	1 Jul 20	Flt Lt	Greenwood	Flt Lt Ops
Edition 14	16 Dec 20	Flt Lt	Greenwood	Flt Lt Ops
Edition 15	21 Jun 21	Flt Lt	Greenwood	Flt Lt Ops
Edition 15.1	21 Feb 22	Sqn Ldr	Foley	Sqn Ldr Ops
Edition 15.2	16 May 22	Sqn Ldr	Foley	Sqn Ldr Ops
Edition 15.3	24 May 23	Sqn Ldr	Francis-Mason	Sqn Ldr Ops
Edition 16.0	15 Dec 23	Sqn Ldr	Frost	Sqn Ldr Ops
Edition 16.1	04 June 24	Sqn Ldr	Frost	Sqn Ldr Ops
Edition 17	06 Jan 25	Flt Lt	McDonald	Flt Lt Ops
Edition 17.1	30 May 25	Flt Lt	McDonald	Flt Cdr Ops
Edition 18	14 Nov 25	Flt Lt	McDonald	Flt Cdr Ops
Edition 19	09 Jun 26	Flt Lt	Clarke	Flt Cdr Ops
Edition 19.1	09 Nov 26	Fg Off	Jenkins	SO3 Resilience

TABLE OF ABBREVIATIONS

Common Abbreviations Within This Document			
AAIB	Air Accidents Investigation Branch	**ADC**	Aerodrome Controller
AD	Aerodrome	**AIC**	Aeronautical Information Cell
AGL	Above Ground Level	**AIP**	Aeronautical Information Publication
AIDU	Aeronautical Information Documents Unit	**AO**	Aerodrome Operator
AMT	Aquila Maintenance Team	**APP**	Approach
AOHL	Aerodrome Operator Hazard Log	**ARFF**	Aerodrome Rescue and Fire Fighting
APU	Auxiliary Power Unit	**ASDA**	Accelerate-Stop Distance Available
ARP	Aerodrome Reference Point	**ATO**	Airfield Transport Operations
AST	Air Safety Team	**ASP**	Aircraft Servicing Platform
ATC	Air Traffic Control	**AT**	Air Transport
ATIS	Automatic Terminal Information Service	**ATD**	Actual Time of Departure
ATZ	Air Traffic Zone	**ATS**	Air Traffic Services
AAMC	Alternative Acceptable Means of Compliance	**ARO**	ATS Reporting Office
		AWEL	Air Wing Engineering and Logistics
CAA	Civil Aviation Authority	**CAMA**	UK Controlling Air Movement Authority
CFOI	Chief Fire Officer Instructions	**CNS**	Communication, Navigation and Surveillance
COP	Change to Operating Procedure	**COS**	Chief of Staff
C/S	Call sign	**CSA**	Compass Swing Area
DAAF	Defence Aerodrome Assurance Framework	**DASOR**	Defence Air Safety Occurrence Report
DAM	Defence Aerodrome Manual	**DDH**	Delivery Duty Holder
DASOs	Delivery Duty Holder Air Safety Orders	**DFR**	Defence Fire & Rescue
DEOC	Duty Engineering Ops Controller	**DH**	Duty Holder
DG	Dangerous Goods	**DIO**	Defence Infrastructure Organisation
DHF	Duty Holder Facing	**DOC**	Duty Ops Controller
DME	Distance Measuring Equipment	**DSF**	Digital Support Flight
DAIB	Defence Accident Investigation Branch		
ELW	Engineering and Logistics Wing	**ETA**	Estimated Time of Arrival
FAF	Final Approach Fix	**FATO**	Final Approach and Take off Area
FOB	Flying Order Book	**FOD**	Foreign Object Debris / Damage
FODPO	FOD Prevention Officer	**FP**	Force Protection
GRAs	Generic Risk Assessments	**GSE**	Ground Support Equipment
H0	Service Available to meet Op Requirements	**HRDF**	High Resolution Direction Finder
H70	Hydrazine		
IA	Internal Aids	**IBA**	Internal Business Agreement
IFR	Instrument Flight Rules	**ILS**	Instrument Landing System

IMC	Instrument Meteorological Conditions	**INS**	Inertial Navigation System
IP	Initial Point		
JBA	Joint Business Agreement	**JAC**	Joint Aviation Command
JHSS	Joint Helicopter Support Squadron	**JSP**	Joint Service Publication
LCG	Load Classification Group	**LDA**	Landing Distance Available
LFA	Low Flying Area	**LHC**	Left Hand Circuit
LVO	Low Visibility Operations	**Lytag**	Light Aggregate
MAA	Military Aviation Authority	**MAP**	Missed Approach Point
MATZ	Military Aerodrome Traffic Zone	**MEHT**	Minimum Eye Height above Threshold
MET	Meteorological / Meteorology	**METAR**	Meteorological Aerodrome Report
MGR	Main Guard Room	**MMATM**	Manual of Military Air Traffic Management
MoD	Ministry of Defence	**MRE**	Management of Radio Equipment
		MTOW	Maximum Take-Off Weight
NPAS	National Police Air Service	**NOTAM**	Notice(s) to Airmen
NVD	Night Vision Devices	**NVG**	Night Vision Goggles
OC	Officer Commanding	**OUAS**	Oxford University Air Squadron
PAPI	Precision Approach Path Indicator	**PAR**	Precision Approach Radar
PCN	Pavement Classification Number	**PFL**	Practice Force Landing
PPR	Prior Permission Required	**PNR**	Prior Notice Required
POL	Petrol, Oils and Lubricants		
QFE	Atmospheric Pressure at aerodrome elev.	**QNH**	Atmospheric Pressure above mean sea level
RADS	Rotor Analysis and Diagnostic System	**RAFP**	Royal Air Force Police
RCF	Radio Communications Failure	**RESA**	Runway End Safety Area
RHC	Right Hand Circuit	**RRRF**	Rotors Running Refuelling
RW	Rotary Wing	**RWY**	Runway
SATCO	Senior Air Traffic Control Officer	**SLG**	Signal Lamp Gun
SO	Senior Operator	**SME**	Subject Matter Expert
SQEP	Suitable Qualified and Experienced Person	**SOP**	Standard Operating Procedures
		SRO	Senior Responsible Officer
SEMP	Safety & Environmental Management Plan		
TACAN	Tactical Air Navigation Aid	**TAF**	Terminal Aerodrome Forecast
TAP	Terminal Approach Procedures	**TDGC**	Transport of Dangerous Goods Committee
TDZ	Touch Down Zone	**TDZE**	Touch Down Zone Elevation
TIPs	Tactical Information Plans	**TODA**	Take Off Distance Available
TORA	Take Off Run Available	**TVAA**	Thames Valley Air Ambulance

UDF	Ultra-High Frequency Direction Finder	**USL**	Underslung Load
VASS	Visiting Aircraft Support Section	**VCR**	Visual Control Room
VFR	Visual Flight Rules	**VMC**	Visual Meteorological Conditions
VOR	VHF Omni-Directional Range		
WIP	Work in Progress		

REGULATORY DOCUMENTS

The DAM supports and must be read in conjunction with the following regulatory documents:

RA 1010	Head of Establishment - Aviation Responsibilities
RA 1026	Aerodrome Operator and Aerodrome Supervisor (Recreational Flying) Roles and Responsibilities
RA 1030	Defence Aeronautical Information Management
RA 1032	Aviation Duty Holder-Facing Organizations and Accountable Manager (Military Flying)-Facing Organizations - Roles and Responsibilities
RA 1200	Air Safety Management
RA 1205(4)	Responsibilities of Organisations Supporting an Air System Safety Case
RA 1400	Flight Safety
RA 1410	Occurrence Reporting and Management
RA 1430	Aircraft Post Crash Management and Significant Occurrence Management
RA 3000 Series	Air Traffic Management (ATM) Regulations
DSA02 DFSR	Defence Aerodrome Rescue and Fire Fighting (ARFF) Regulations
JSP 360	Use of Military Aerodromes by Civil Aircraft
AP 600	Royal Air Force Information and CIS Policy[1]
MAS	Manual of Air Safety (MAS)
MAPCM	Manual of Aircraft Post-Crash Management (MAPCM)
MMATM	Manual of Military Air Traffic Management (MMATM)
RA3263	Aerodrome Classification
AP1269 Lflt 12-08	Guidance on the Standards of Medical Cover for Military Aerodromes

[1] The policies and regulations published as Chapters in this AP are mandatory for personnel at all Air Command Stations. However, other Top-Level Budgets (TLBs) that wish to adopt any policy from this AP are to publish guidance on which chapters are applicable to their subordinate organisations.

TABLE OF CONTENTS

Preliminaries

Title	Information Owner	Page
Foreword	Aerodrome Operator	i
Distribution	OC Ops	ii
Table of Amendments	OC Ops	iii
Table of Abbreviations	OC Ops	iv
Regulatory Documents	OC Ops	vi
Table of Contents	OC Ops	vii

Chapter 1: Technical Administration - Aerodrome Location, Layout and Access

Para	Title	Information Owner	Page
1.1	Name and Work Address of Aerodrome Operator	OC Ops	1-1
1.2	Aerodrome Operators Authority and Letter of Delegation	OC Ops	1-1
1.3	Safety Meeting Structure	OC Air Safety Team	1-1
1.4	Aerodrome Key Stakeholders	OC Air Safety Team	1-1
1.5	Aerodrome Operator Hazard Log (AOHL)	SATCO	1-1
1.6	Formal Aerodrome Related Agreements	OC Ops	1-1
1.7	Aerodrome Alternative Acceptable Means of Compliance (AAMC), Waivers and Exemptions	SATCO	1-1
1.8	Aerodrome Location and Control of Entry and Access	OC Police & Sy Flt	1-1

Chapter 2: Aerodrome Data, Characteristics and Facilities

Para	Title	Information Owner	Page
2.1	Aerodrome Data	OC Ops	2-1
2.2	Special Procedures	SATCO	2-1
2.3	Noise Abatement Procedure Orders	OC Ops	2-1
2.4	Temporary Obstruction Orders	SATCO	2-1
2.5	Runway Strip Obstructions	SATCO	2-1
2.6	Runway End Safety Area (RESA)	SATCO	2-1
2.7	Light Aggregate (Lytag) Arrestor Beds or Engineered Materials Arrestor Systems (EMAS)	SATCO	2-1
2.8	Aerodrome Arresting System Orders	SATCO	2-1
2.9	Manoeuvring Area Safety and Control Orders	SATCO	2-2

Chapter 3: Emergency and Aerodrome Rescue and Firefighting Orders

Para	Title	Information Owner	Page
3.1	Emergency Organisation	OC Ops	3-1
3.2	Emergency Orders / Aerodrome Crash Plan	OC Ops	3-1
3.3	Aerodrome Rescue and Fire Fighting (ARFF) Services and Training Orders	SATCO	3-1
3.4	Disabled Aircraft Removal	OC Ops	3-1

Chapter 4: Air Traffic Services and Local Procedures

Para	Title	Information Owner	Page
4.1	Air Traffic Control Orders	SATCO	4-1

Chapter 5: Aerodrome Administration and Operating Procedures

Para	Title	Information Owner	Page
5.1	Aerodrome Data Reporting	OC Ops	5-1
5.2	Aerodrome Serviceability Inspections	SATCO	5-1
5.3	Aerodrome Technical Inspections	SATCO	5-1
5.4	Radar, Radio and Navigation Aid Maintenance, Monitoring and Protection	SATCO	5-1
5.5	Aerodrome Works Safety	SATCO	5-2
5.6	Aerodrome Users - Vehicle and Pedestrian Control	SATCO	5-2
5.7	Foreign Object Damage/Debris (FOD) Prevention - Training and Awareness	OC Ops	5-2
5.8	Aerodrome Wildlife Management	SATCO	5-2
5.9	Low Visibility Operations	OC Ops	5-2
5.10	Snow and Ice Operations	OC Ops	5-2
5.11	Thunderstorm and Strong Wind Procedures	OC Ops	5-2
5.12	Civil Aircraft Aerodrome Usage - Terms and Conditions	OC Ops	5-2
5.13	Safeguarding Requirements - Waivers and Exemptions	SATCO	5-3
5.14	Aerodrome Assurance Activity	OC Ops	5-3
5.15	Electrical Ground Power Procedures	OC Ops	5-3
5.16	Aviation Fuel Management Procedures	OC Ops	5-3
5.17	Hazardous Materials Spillage Plan	OC Ops	5-3
5.18	Jettison and Fuel Dumping Area	OC Ops	5-3
5.19	Compass Swing Area	OC Ops	5-4
5.20	Explosive Ordnance Disposal Area	OC Ops	5-4
5.21	Dangerous Goods (DG) Procedures	OC Ops	5-4
5.22	Hydrazine (H70) Leak	OC Ops	5-4
5.23	Remotely Piloted Air system (RPAS) Orders	OC Ops	5-4

Annexes

Annex A	Aerodrome Operator Letter of Delegation
Annex B	Safety Meeting Structure
Annex C	Aerodrome Key Stakeholders
Annex D	Aerodrome Operator Hazard Log
Annex E	Formal Aerodrome Related Agreements
Annex F	Aerodrome Alternative Acceptable Means of Compliance (AAMC), Waivers and Exemptions
Annex G	Aerodrome Location and Control of Entry and Access
Annex H	Noise Abatement Procedures & Aircraft Engine Ground Runs
Annex I	Temporary Obstruction Orders
Annex J	Aerodrome Arresting System Orders
Annex K	Manoeuvring Area Safety and Control Orders
Annex L	Emergency Orders / Aerodrome Crash Plan
Annex M	Aerodrome Rescue and Fire Fighting Services and Training Orders
Annex N	Disabled Aircraft Removal
Annex O	Air Traffic Control / Operations Orders
Annex P	Aerodrome Data Reporting Procedures
Annex Q	Aerodrome Serviceability Inspections
Annex R	Aerodrome Technical Inspections
Annex S	Radar, Radio and Navigation Aid Maintenance, Monitoring and Protection
Annex T	Aerodrome Works Safety
Annex U	Aerodrome Users - Vehicle and Pedestrian Control
Annex V	FOD Prevention - Training and Awareness
Annex W	Aerodrome Wildlife Management
Annex X	Low Visibility Operations

Annex Y	Snow and Ice Operations
Annex Z	Thunderstorm and Strong Wind Procedures
Annex AA	Civil Aircraft Aerodrome Usage - Terms and Conditions
Annex BB	Electrical Ground Power Procedures
Annex CC	Aviation Fuel Management Procedures
Annex DD	Hazardous Materials - Spillage Plan
Annex EE	Jettison and Fuel Dumping Area
Annex FF	Compass Swing Area
Annex GG	Explosive Ordnance Disposal Area
Annex HH	Dangerous Goods (DG) Procedures
Annex II	Hydrazine (H70) Leak
Annex JJ	RPAS Orders
Annex KK	Orders for Reporting Procedures to Advise No.1 AIDU of Permanent Changes to Aerodrome Information
Annex LL	Aircraft Parking
Annex MM	Undercarriage Failure Procedures

CHAPTER 1: TECHNICAL ADMINISTRATION - AERODROME LOCATION, LAYOUT AND ACCESS

1.1 **Name and Work Address of Aerodrome Operator (AO):**

Sqn Ldr Gavin Pitson
Ops Sqn
RAF Benson
Wallingford
Oxfordshire
OX10 6AA

Tel: 0303 384 6044
Email: Gavin.Pitson722@mod.gov.uk

1.2 **Aerodrome Operators Authority and Letter of Delegation**. The AO is appointed by the Head of Establishment (HoE) to be responsible for actively managing an environment that accommodates the safe operation of Aircraft in accordance with (iaw) RA 1026[2]. Guidance to locate the signed copy of the AO Letter of Delegation is available at **Annex A**.

1.3 **Safety Meeting Structure**. Guidance to locate the organizational aviation safety meeting flow diagram is at **Annex B**.

1.4 **Aerodrome Key Stakeholders**. Guidance to locate the structure that identifies the Key Stakeholders who have responsibility for, or directly support aerodrome operations, is at **Annex C**.

1.5 **Aerodrome Operator Hazard Log (AOHL)**. The most current AOHL for RAF Benson is available at **Annex D**.

1.6 **Formal Aerodrome Related Agreements**. Guidance to locate the current formal aerodrome agreements are captured at **Annex E**.

1.7 **Aerodrome Alternative Acceptable Means of Compliance (AAMC), Waivers and Exemptions.** A summary of all extant aerodrome related Waivers, Exemptions and AAMCs (excluding those pertaining to Aerodrome Safeguarding)[3] are captured at **Annex F**.

1.8 **Aerodrome Location and Control of Entry and Access**. Orders for the access to aerodrome and its associated manoeuvring area are available at **Annex G**.

[2] Refer to RA 1026 - Aerodrome Operator and Aerodrome Supervisor (Recreational Flying) Roles and Responsibilities including Aerodrome and Helicopter Landing Site Assurance Requirements
[3] Captured at Annex BB, Aerodrome Safeguarding – Waivers and Exceptions.

CHAPTER 2: AERODROME DATA, FACILITIES AND CHARACTERISTICS

2.1 **Aerodrome Data.** The AO will ensure all Aerodrome data provided is accurate and information contained in the DAM, where applicable, will mirror the equivalent information published in other military aviation publications.

2.2 **Special Procedures.** Responsibility for wake turbulence separation should rest with the pilot when operating VFR or IFR making a visual approach. The recommended distance between small wake turbulence aircraft is 3 nm. To reduce RTF, verbal warning transmissions will be omitted between aircraft of the same wake turbulence category.

2.3 **Noise Abatement Procedure Orders.** Orders to cover all noise abatement procedures, including embargoes and high-power ground runs are contained at **Annex H**.

2.4 **Temporary Obstruction Orders.** Orders, contained at **Annex I**, cover the actions involved in dealing with temporary obstructions on or around any manoeuvring area that are considered a Hazard to Aircraft, vehicles or pedestrians. Obstructions are to be marked iaw extant regulations using approved high visibility markers, tape or fencing with additional red light markers at night. If relevant, pilots are to be briefed on landing or when calling for start.

2.5 **Runway Strip Obstructions.** All legacy[4] runway strip obstructions are published within the AOHL, Annex D.

2.6 **Runway End Safety Area (RESA).** Rwy 01RH/19 Touchdown Zone Markings and Runway End Safe Area (RESA) at 01RH Threshold are not compliant with MAA RA3500 series. Obstructions in the RESA, undershoots and overshoots may present a risk to life. High sided vehicles may be encountered on approach to Rwy 19 with civilian road located 150m north of Rwy 19 Threshold. A 2m hedge is located 36m south of Rwy 01RH Threshold.



Figure 1 – RESA Rwy 01RH

[4] Legacy is classified as any facility in place prior to the RA 3500 series being released in Sep 2018.

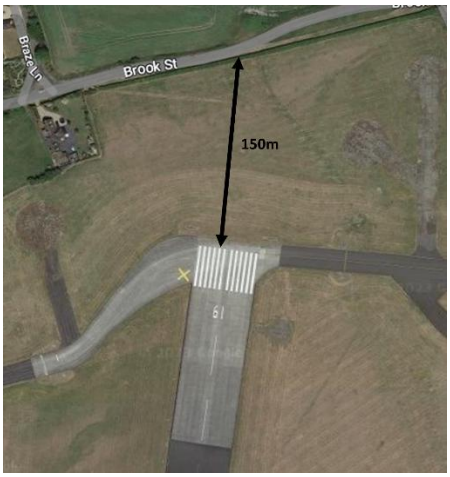


Figure 2 – RESA Rwy 19

2.7 **Light Aggregate (Lytag) Arrestor Beds or Engineered Materials Arrestor System (EMAS).** No Lytag or EMAS are present at RAF Benson.

2.8 **Aerodrome Arresting System Orders.** No Aerodrome Arresting Systems are present at RAF Benson.

2.9 **Manoeuvring Area Safety and Control Orders.** Orders contained at **Annex K**, detail procedures for the safe parking, manoeuvring, refuelling, ground running[5] and servicing of Aircraft.

[5] Noise abatement procedures relating to high power ground runs are contained within Annex H – Noise Abatement Procedure Orders.

CHAPTER 3: EMERGENCY AND AERODROME RESCUE AND FIREFIGHTING ORDERS

3.1. **Emergency Organisation**. The AO is to be familiar with RA 3261(2), RA 3263 and DSA02 DFSR[6]. RA 3049[7] stipulates that Defence Contractor Flying Organizations operating MAA-regulated Aircraft must meet the requirements detailed in DSA02 DFSR[8]. The relationship between the AO and the Defence ARFF Service Provider is defined within DSA02 DFSR and the Business Agreements between Defence ARFF Service Provider and the TLBs. The Defence ARFF Service Provider is a DH-Facing Organization, and its Fire Stations operate to national good practice providing a service to the AO.

3.2. **Emergency Orders / Aerodrome Crash Plan**. Guidance to locate Emergency Orders / Aerodrome Crash Plans are available at **Annex L**, iaw guidance contained within the MAPCIM, RA 1400(1)[9] and DSA02 DFSR. Orders are to cover the eventuality of an aircraft accident / incident, on the aerodrome or within the 1000m area assessment from runway thresholds, AOs may also consider the establishment's Post Crash and Incident Management Area of Responsibility. The plan is to be exercised by tabletop or live exercise on alternate years iaw extant regulations. In addition, the Aerodrome Crash Plan and Major Incident Plan may be made available to the local Resilience Forum. Consideration may be given to producing specific orders in the event the runway is declared 'BLACK'.

3.3. **Aerodrome Rescue and Fire Fighting Services / Training Orders**. Guidance to locate ARFF and Training Orders, iaw DSA02 DFSR, is available at **Annex M**.

3.4. **Disabled Aircraft Removal**. Orders are available at **Annex N** to cover the requirement to quickly and safely remove an aircraft that has caused a temporary closure of a runway, taxiway or Aircraft Servicing Platform (ASP), but falls beneath the criteria of an accident that would be dealt with separately under the Aerodrome Aircraft Crash Plan. If there is any doubt as to the status of an incident, advice may be sought from the Defence Accident Investigation Branch Air (Defence AIB Air) if a civilian Aircraft is involved.

[6] Refer to RA 3261(2): Aerodrome Emergency Services, RA 3263 – Aerodrome Classification and DSA02 DFSR – Defence ARFF Regulation.
[7] Refer to RA 3049 – Defence Contractor Flying Organization Responsibilities for UK Military Aircraft Operating Locations.
[8] Refer to DSA02 DFSR – Defence ARFF Regulation.
[9] Refer to RA 1400(1): Flight Safety.

CHAPTER 4: AIR TRAFFIC SERVICES AND LOCAL PROCEDURES

4.1. **ATC Orders**. ATC Orders to cover all procedures involved in the safe and expeditious flow of Air Traffic are available at **Annex O**. They also consider any direction and guidance contained with the MMATM and are iaw the RA 3000 Series to ensure compliance. Note: ATM admin orders are not required.

CHAPTER 5: AERODROME ADMINISTRATION AND OPERATING PROCEDURES

5.1. **Aerodrome Data Reporting**. The AO is responsible for the ownership of the aerodrome data and is to ensure all data provided is correct at all times. Orders for the reporting procedures to advise the relevant agency of any permanent changes to aerodrome information are available at **Annex P**. Management of these duties can be delegated, however responsibility for these actions will always remain with the AO. Further guidance on Aerodrome Information and notification is contained in UK Air Information Publication (AIP) / Mil AIP.

<table>
<tr><th colspan="3">Aerodrome Data Reporting Procedures</th></tr>
<tr><td>1</td><td colspan="2">Legislation, Standards and Technical References. Information relating to the aerodrome serviceability or hazards to air navigation is to be routinely updated through the AIP and NOTAM.</td></tr>
<tr><td>2</td><td colspan="2">Reporting Procedures. Any situation that may have an immediate effect on the safety of Aircraft operations is to be reported as soon as possible to ATC via radio (Benson Tower on MRE channel A4) or telephone 01491 827018 from a civilian telephone network 95261 Ext 333 / Civ: 01491 837766 Ext 7333 or Ext 7018 from a military network. Note that MRE transmissions have been observed to be intermittent in sectors D12, E12 and J6.</td></tr>
<tr><td rowspan="9">3</td><td colspan="2">NOTAM[10]. Requests for NOTAMs at RAF Benson are to be made to Ops Sqn. When urgent, the request can be made by telephoning 01491 837766 Ext 7015 provided it is confirmed by email[11] as soon as possible. The person requesting the NOTAM must subsequently check the issued NOTAM for accuracy. Details of the NOTAM are to be recorded by the Duty Operations Controller for possible 1st/2nd and 3rd party audit in the Duty Operations Controller’s logbook; the NOTAM is to be filed and made available for audit when required. NOTAMs will be originated in the standard NOTAM format for any of the following circumstances:</td></tr>
<tr><td>1</td><td>A change in the serviceability of approach aids and radios.</td></tr>
<tr><td>2</td><td>A change in the operational information contained in the DAM and published in the UK Mil AIP.</td></tr>
<tr><td>3</td><td>Aerodrome works effecting the manoeuvring area or penetrating the OLS.</td></tr>
<tr><td>4</td><td>New obstacles which affect the safety of Aircraft operations.</td></tr>
<tr><td>5</td><td>Bird or animal hazards on or in the vicinity of the aerodrome.</td></tr>
<tr><td>6</td><td>A change in the availability of aerodrome visual aids, i.e. markers and markings, runway lighting, etc.</td></tr>
<tr><td>7</td><td>Any change in aerodrome facilities published in AIP.</td></tr>
<tr><td>8</td><td>Unusual air activities at the aerodrome.</td></tr>
</table>

5.2. **Aerodrome Serviceability Inspections**. Orders for the inspection of the Aerodrome is available at **Annex Q**, iaw RA 3264[12].

5.3. **Aerodrome Technical Inspections**. Orders for the technical inspection of the aerodrome are available at **Annex R**, and are conducted iaw aerodrome regulations.

5.4. **Radar, Radio and Navigation Aid Maintenance, Monitoring and Protection**. Orders for the Maintenance and monitoring of radar, radio and navigation equipment are available at **Annex S**, iaw extant Support Policy Statements and AP 600.

---

[10] NOTAM information must be provided by fax or email. Where urgent advice can be given by telephone, it must be confirmed by fax or email as soon as possible. Reporting Officers raising a NOTAM must subsequently check the issued NOTAM for accuracy.
[11] BEN-OPSWG-STNOPS@mod.gov.uk
[12] Refer to RA 3264 – Aerodrome Inspections.

5.5. **Aerodrome Works Safety**. Orders for the control and supervision of work in progress on the aerodrome are available at **Annex T**.

5.6. **Aerodrome Users - Vehicle and Pedestrian Control**. Orders for the control of vehicular and pedestrian traffic on the aerodrome are available at **Annex U**, iaw RA 3262[13].

5.7. **FOD Prevention - Training and Awareness**. Orders for FOD prevention, training and awareness are available at **Annex V.**

5.8. **Aerodrome Wildlife Management**. Orders on wildlife management are available at **Annex W**.

5.9. **Low Visibility Procedures (LVP)**. Orders for Low Visibility Procedures are available at **Annex X**, iaw RA 3274[14].

5.10. **Snow and Ice Operations**. Snow and Ice Orders are available at **Annex Y**, and are to be exercised and reviewed annually iaw RA 3278[15].

5.11. **Thunderstorm and Strong Wind Procedures**. Orders to cover Aircraft operations during thunderstorm (lightning risk) warning periods and periods of forecast strong winds are available at **Annex Z**.

5.12. **Civil Registered Aircraft Aerodrome Usage - Terms and Conditions**. Use of MOD Aerodromes by civil registered Aircraft must be iaw JSP 360[16]. Requests to use RAF Benson are to be directed to Station Operations on 01491 827015 from a civilian telephone network or 95261 7015 from a military network. Orders (terms and conditions) governing the use of RAF Benson by civil registered Aircraft are contained at **Annex AA**. Orders may also cover the eventuality of a breach of terms and conditions; any breach could constitute grounds for the privilege of operating at the aerodrome being withdrawn temporarily or permanently. Civil aircraft[17] captains wishing to operate in and out of a MOD aerodrome must agree to abide by the aerodromes extant Terms and Conditions which must reflect JSP 360 and are included at **Annex AA**.

5.13. **Safeguarding Requirements - Waivers and Exemptions**. The procedures involved in safeguarding[18] the operational environment of military aerodromes is explained in greater detail in the RA 3500 Series[19] and depends upon whether the obstacle is sited within or outside MOD property. All Safeguarding activities are to be conducted iaw extant regulations, and any waivers or exemptions issued by the MAA are available at **Annex F.**

5.14. **Aerodrome Assurance Activity**. The AO will ensure that reports, surveys and assurance documentation, regarding the aerodrome and its facilities are captured within the DAAF. In addition, the AO will determine which 2nd Party assurance reports (of those involved in activities on or around the aerodrome) are also captured[20].

5.15. **Electrical Ground Power Procedures.** Orders for electrical ground power procedures are available at **Annex CC**.

5.16. **Aviation Fuel Management Procedures**. Orders for aviation fuel management including policy guidance are available at **Annex DD.**

---

[13] Refer to RA 3262 – Aerodrome Access.
[14] Refer to RA 3274 – Low Visibility Procedures.
[15] Refer to RA 3278 – Snow and Ice Operations.
[16] Refer to JSP 360 - Use of Military Aerodromes by Civil Aircraft. This will need to be made available to civil operators on request.
[17] Military Flying Training System (MFTS) aircraft, including Stn based Tutors, are civilian registered but military operated and are not considered as civil Aircraft for the purposes of JSP360.
[18] The protection of the environment surrounding the Aerodrome from developments and activities that have the potential to impact on its safe operation.
[19] Refer to RA 3500 Series – Aerodrome Design and Safeguarding.
[20] For example, Air Traffic Control BM STANEVAL (ATM) reports.

5.17. **Hazardous Materials - Spillage Plan**. Orders for Hazardous Materials Spillage are contained at **Annex EE**.

5.18. **Jettison and Fuel Dumping Area**. Orders to cover the use and access to and from the designated jettison area are available at **Annex FF**. RAF Benson does not have a Fuel Dumping area.

5.19. **Compass Swing Area**. Orders, including the site certificate stating the use, access to and from designated compass swing areas and unit controlling authority are contained at **Annex GG**.

5.20. **Explosive Ordnance Disposal Area**. RAF Benson does not have an EOD area, with **Annex HH** included as a placeholder for formatting purposes.

5.21. **Dangerous Goods (DG) Procedures**. RAF Benson does not routinely accept or handle Aircraft involving DG, with **Annex II** included as a placeholder for formatting purposes.

5.22. **Hydrazine (H70) Leak**. RAF Benson does not routinely accept or handle Aircraft equipped with H70 EPUs, with **Annex JJ** included as a placeholder for formatting purposes.

5.23. **RPAS Orders**. Orders contained at **Annex KK** contain orders to cover the authorized operation of RPAS within the Air Traffic Zone Boundary.

Annex A to
RAF Benson DAM
Dated 01 Dec 26

AERODROME OPERATOR LETTER OF APPOINTMENT

1. Copies of the most recent Aerodrome Operator Letter of Appointment (Terms of Reference) and Aerodrome Operator Acceptance Letter are held as Supporting Documents (SD) 20 and 21, available to MoDNet Users on the RAF Benson Air Safety SharePoint site and referenced within the RAF Benson Safety and Environmental Management Plan (SEMP) and can be found here. Non-MoDNet Users requiring copies of these letters should email RAF Benson Station Ops: BEN-OpsWg-StnOps@mod.gov.uk.

Annex B to
RAF Benson DAM
Dated 01 Dec 26

SAFETY MEETING STRUCTURE

1. Details of the RAF Benson Safety Meeting Structure are contained within the RAF Benson SEMP, available to MoDNet Users on the RAF Benson Air Safety SharePoint Site. Non-MoDNet Users requiring details of the meeting structure should contact RAF Benson Station Ops: BEN-OpsWg-StnOps@mod.gov.uk.

Annex C to
RAF Benson DAM
Dated 01 Dec 26

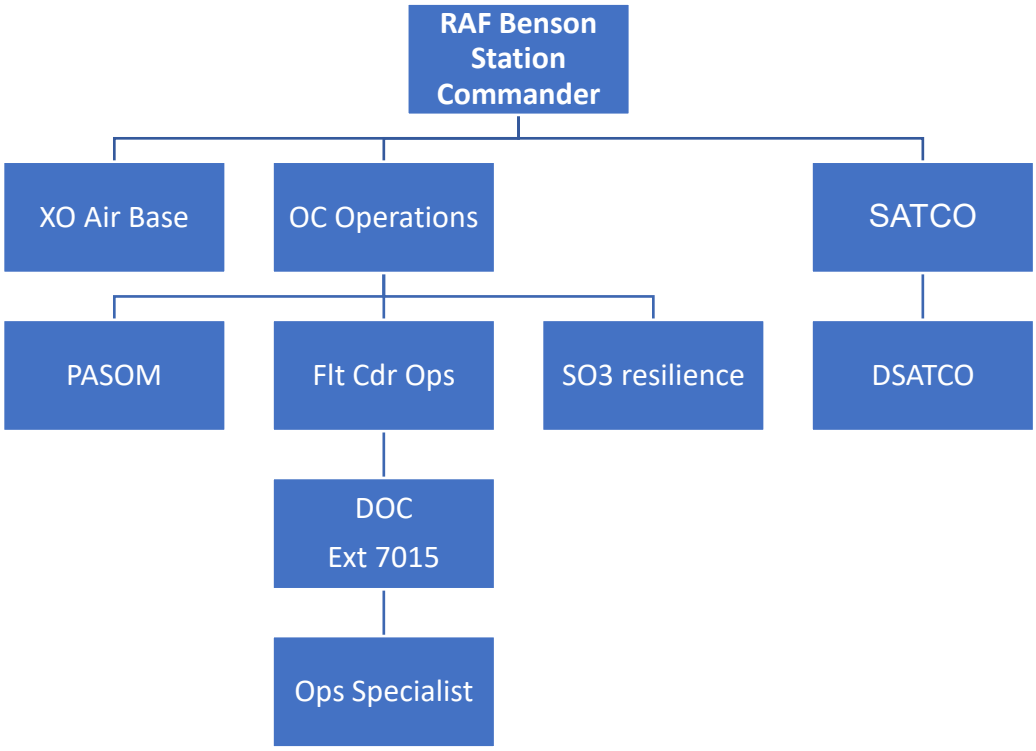
ORGANISATIONAL STRUCTURE

1. The wiring diagram below shows the key post holders at RAF Benson. These extensions all require the one of the following prefixes:

a. Civilian telephone networks: 01491 82 Ext… (7000-7299 only).
01491 837766 Ext… (for all others).

b. Military telephone networks: 95261 Ext…

c. Due to the ongoing transition from fixed landlines to Voice Over Internet Protocol (VOIP) communications, these numbers are being augmented (and replaced in some cases) with Skype numbers, which can be found via MoDNet.



2. Further details of the RAF Benson ADH and DH-Facing organisational structure are contained within the RAF Benson SEMP, available to MoDNet Users on the RAF Benson Air Safety SharePoint Site. Non-MoDNet Users requiring details of the ADH and DH-Facing organisational structure should contact RAF Benson Station Ops: BEN-OpsWg-StnOps@mod.gov.uk.

Annex D to
RAF Benson DAM
Dated 01 Dec 26

AERODROME OPERATING HAZARD LOG

1. The following chart provides information of hazards logged at RAF Benson that are relevant to the safe and efficient operation of the aerodrome.

2. A live version of the AOHL is available to MoDNet users at this SharePoint link. Non MoDNet users wishing to access the latest version of the AOHL or discuss more information about each hazard are to contact RAF Benson Operations on 01491 82 7015 from civilian telephone networks and 95261 7015 from military networks.

Annex E to
RAF Benson DAM
Dated 01 Dec 26

FORMAL AERODROME RELATED AGREEMENTS

1. There are a number of aerodrome related agreements that are held at either Stn level or with the MOD; a full list of the Letters of Agreement (LOAs) held by Benson can be located in the LoAs & MoUs Folder in the Ops Sqn SharePoint that is available on MoDNet. Non-MoDNet Users can request copies by contacting RAF Benson Station Ops: BEN-OpsWg-StnOps@mod.gov.uk.

2. Copies of the Internal Business Agreements (IBAs) can be obtained in the Internal Business Agreement (dated Jul 21).

Annex F to
RAF Benson DAM
Dated 01 Dec 26

AERODROME WAIVERS, EXEMPTIONS AND ALTERNATIVE MEANS OF COMPLIANCE

1. Waivers and exemptions relating to the protection of the environment surrounding the aerodrome from developments and activities that have the potential to impact on its safe operation are recorded in the Stn's Infringements and Concessions Registers. These can be found in the DSF SharePoint at Airfield Support Team > Management > Infringements & Concessions or sourced from DSF by making an email request (Air-CySC-BEN-DSF-AST (MULTIUSER) <Air-CySC-BEN-DSF-AST@mod.gov.uk>).

2. RAF Benson currently has the following waivers, exemptions and alternative acceptable means of compliance relating to any exception to regulatory policy, excluding aerodrome safeguarding:[21]

Waivers

Ref.	Title	Latest Issue	Valid Until
MAA_AWE_2017_070	Wide Area Multilateration (WAM) Antenna Infringing the Obstacle Limitation Surface	20 Nov 19	31 Dec 37

Exemptions

Ref.	Title	Issue	Valid Until
Nil			

Alternative Acceptable Means of Compliance

Ref.	Title	Issue	Valid Until
Nil			

[21] Additional information is recorded in the ATC SharePoint at Safety Management > Waivers.

Annex G to
RAF Benson DAM
Dated 01 Dec 26

AERODROME LOCATION & CONTROL OF ENTRY & ACCESS

1. **Aerodrome Location.** RAF Benson is a military aerodrome located in South Oxfordshire, between the villages of Benson and Ewelme. The postal address for the Stn is:

RAF Benson
Wallingford
Oxon
OX10 6AA

2. **Directions.** Guidance for how to reach RAF Benson are below:

a. From the M40, exit at Junction 6, signposted to Watlington. Turn left from northbound M40, right from southbound M40 and follow the B4009 through Watlington, turning right at the end of the High Street and following the road for approx. 5 miles. A red bordered sign post marks the left turn for RAF Benson, follow this road through Ewelme, turning left when signposted. The camp entrance is a mile down this road.

b. The nearest large railway station is Didcot Parkway, journey time to London Paddington is approximately 45 minutes. There is a smaller railway station in Cholsey, located approximately 10 minutes away from RAF Benson, which also runs to Reading and onto London Paddington. From either Didcot Parkway or Cholsey, a bus to Wallingford is required to connect to route number 136, Wallingford to RAF Benson, which stops directly outside the main gate.

3. **General rules.** All visitors entering the Unit must have a valid reason for doing so. The Unit is subject to patrols by both live armed Guards and Military Working Dog Teams. It is imperative that visitors comply immediately and fully with all instructions given by Station Guard personnel or Military Working Dog Handlers.

4. **Civilian access.** No civilian is allowed on the Unit except when:

a. Visiting on official business (including traders authorised to trade on the Unit and drivers of delivery vehicles).

b. Visiting as a guest of an officer, aviator or civilian member of the permanent staff.

c. Visiting as a guest of a Service person or dependant in SFQs.

d. Employed at the Unit.

e. Specifically authorised for a particular visit.

f. They are civilian member of any Benson Mess. The civilian Mess member is then restricted to those parts of the Mess open to civilian members and to the shortest route from the public road to the Mess.

5. **Visitor arrival and documentation.** All information regarding visiting RAF Benson station can be found here.

Annex H to
RAF Benson DAM
Dated 01 Dec 26

NOISE ABATEMENT PROCEDURES

Noise Abatement Procedures

1. **Local Noise Sensitive Areas.** Local noise sensitive areas can be found at Appendix 1 to Annex H.

2. **Avoidance.** All Aircraft are to avoid overflight of Ewelme, Benson and Wallingford below 1500ft AGL. Overflight of other local villages as depicted by red hatch markings on Figs 9 and 10 should be avoided below 500ft AGL by all Aircraft operating in the vicinity of RAF Benson unless operationally necessary. Caution is to be exercised:

   a. When departing downwind from Rwy 19, or from Point East.

   b. When departing or arriving at the Load Park or Point East.

3. **Ewelme.** Except for Station based light FW Aircraft, overflight of Ewelme while in the visual circuit is to be avoided.

4. **Circuit Flying on Sundays.** Except for Station based light FW Aircraft, visual circuits are not permitted on Sundays between 1030-1230 hrs, unless approved by the AO. Chinook, and NPAS(SE)/TVAA Aircraft are permitted to carry out essential flight tests and when on tasking, recoveries are to be straight into land. All circuit flying on Sundays is to be commensurate with the requirement.

5. **Station Noise and Movement Embargoes.** To support specific events, Aircraft Activity[22] and Noise[23] Embargo requests are to be made in accordance with the following:

   a. To minimise disruption to the Station flying programme, all requests are to be submitted to the DOC no later than one week in advance.

   b. Once approval has been sought from the Aerodrome Operator, embargo details will be added to STARS and passed to all airfield users by the DOC, and a NOTAM issued (if required).

6. **Local Village Avoidance Areas.** Include Benson, Crowmarsh Gifford, Ewelme and Wallingford in the vicinity of the airfield (as well as other smaller areas), and Drayton and Sutton Courtenay to the west of the airfield. Specific details are annotated in Appendix 1.

7. **High Power Ground Runs.** There is currently no requirement for high power ground runs at RAF Benson.

[22] Start-Ups, Taxiing, Take-Offs, Circuits, Transits, and Landings (example utilisation would be Display Practices).
[23] Aircraft Activity and Engine Ground Runs (example utilisation would be Armistice Services).

Appendix 1 to
Annex H to
RAF Benson DAM
Dated 01 Dec 26

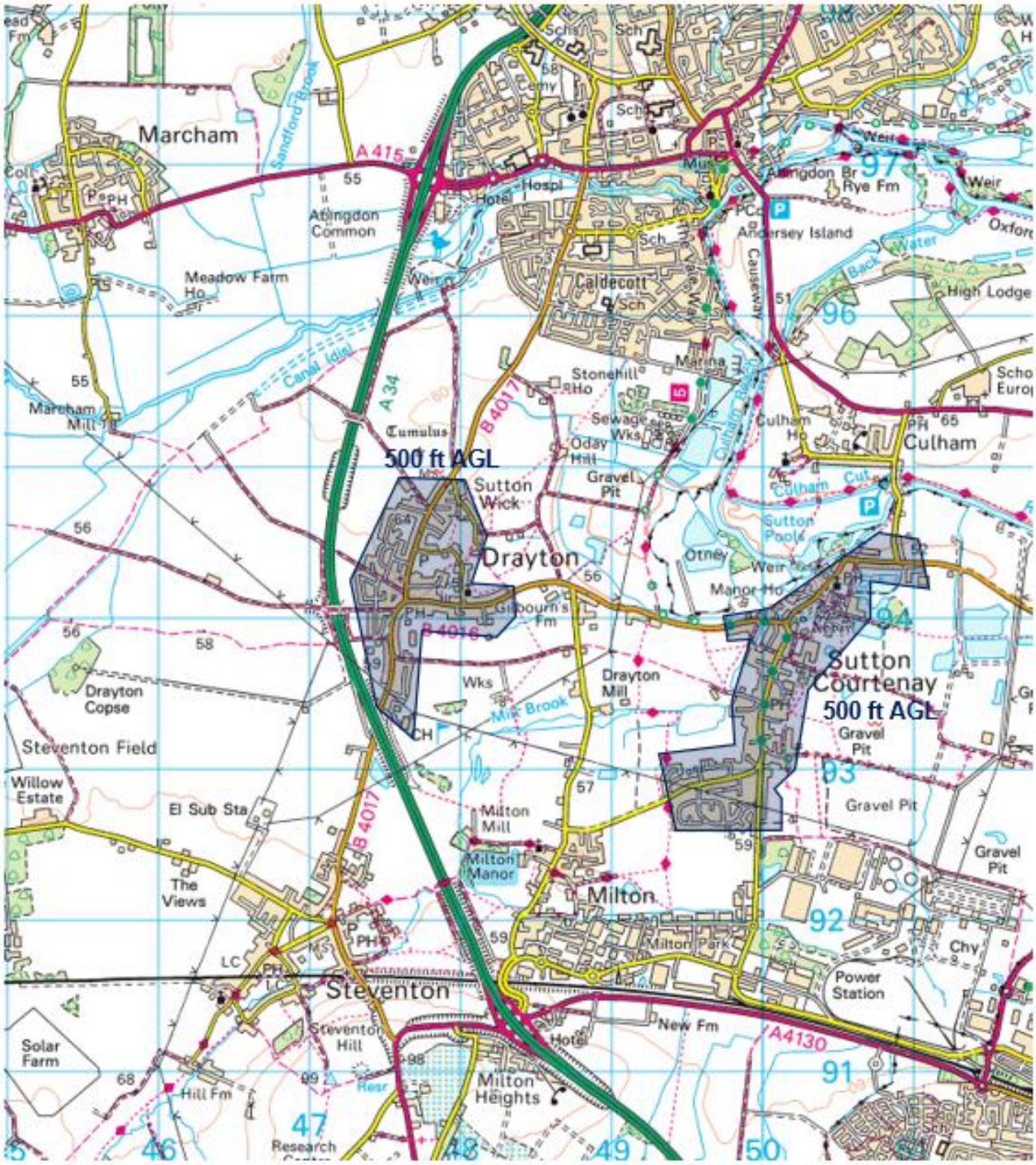
LOCAL VILLAGE AVOIDANCE AREAS

In the Vicinity of RAF Benson



Note: Less than 1500ft AGL in the avoids of Benson, Crowmarsh Gifford, and Ewelme is accepted if in, or joining, the circuit.

West of RAF Benson



Annex I to
RAF Benson DAM
Dated 01 Dec 26

TEMPORARY OBSTRUCTION ORDERS

1. **Identification Markers.** All temporary aerodrome and approach obstructions are indicated by red marker lamps. The lamps are arranged to indicate the full dimensions of the obstructions, both horizontally and vertically. Red lights must be placed at airfield obstructions so that they give taxiing Aircraft and moving vehicles adequate distance to manoeuvre well clear of the obstruction. Vehicles regularly operating in Aircraft movement areas carry flashing amber beacons. Emergency services, fire, ambulance etc, carry occulting blue lights.

2. **Unserviceability Markers.** Wherever any portion of a taxiway, apron or holding bay is unfit for the movement of Aircraft but it is still possible for an Aircraft to bypass the area safely, unserviceability markers should be displayed. Unserviceability markers should be placed at intervals sufficiently close to delineate the unserviceable area. An unserviceability marker should consist of a marker board at least 0.5m in height, 1m in length and Day-Glo orange in colour. ATC will be responsible for ensuring marker boards are positioned accordingly.

3. **Unserviceability Lights.** On a movement area used at night, unserviceability lights should be used. An unserviceability light should consist of a red fixed light. The light should be of a sufficient intensity to ensure perceptibility considering the intensity of the adjacent lights and the general level of illumination against which it would normally be viewed. In no case is the intensity to be less than 10cds of red light. ATC will be responsible for ensuring lighting is positioned accordingly.

4. **NOTAM Action.** Station Operations staff will issue a NOTAM if the aerodrome or any substantial part of it becomes unserviceable, or if any temporary obstruction, not clearly discernible from the air, cannot be effectively indicated by the standard methods. The report should state:

   a. Nature and position of the unserviceable area or obstruction.

   b. Nature of markings by day and night.

   c. Approximate period for which the area will remain unserviceable.

5. **Informing Pilot.** ATC is responsible for informing the Aircraft captain of any unserviceability on the aerodrome that will affect Aircraft taxi patterns. For outbound Aircraft the captain will be informed on Aircraft start. For inbound Aircraft, the captain will be informed after landing prior to taxi. ATC will initiate alternate taxi patterns or request wing walkers where appropriate.

Annex J to
RAF Benson DAM
Dated 01 Dec 26

AERODROME ARRESTING SYSTEM ORDERS

1. These orders are not required for this document as there is no RHAG in place at RAF Benson. However, this annex has been included as a placeholder in accordance with the MAA DAM template.

Annex K to
RAF Benson DAM
Dated 01 Dec 26

MANOEUVRING AREA SAFETY AND CONTROL ORDERS

Minimum Requirements - Arrangements between ATC and the Supply & Movements Organization

1. Arrangements for allocating Aircraft parking positions. See detailed guidance contained at **Annex DD** and figure 1 contained at Chapter 2, para 2.9.

2. All engine starts (and shut down procedures) at RAF Benson are conducted in accordance with RAF Benson AESO Book 2 Part 1[24], Chapter 2, Order 8, and MAP-01 Ch 2.5.

   The following local instructions are in addition to those mandated in the relevant documents and are the minimum requirements for initiating engine starts at RAF Benson.

   a. Crews of all Aircraft are to request start clearance from ATC giving POB, parking spot, ATIS code and departure details.

   b. **RAFBFC engine starts**. All engine starts including ground runs, repositioning, and taxiing to fly are to be notified to ATC either by telephone in advance or by RT call before starting. If by telephone, calls are to be made with the absolute minimum of delay before start. When ATC is open, RAFBFC Aircraft are not to enter the taxiway or main apron without clearance from Ground (121.805 MHz) or Tower (127.155 MHz) frequencies. During periods when ATC is closed, **all** engine starts, whether for ground runs, repositioning or taxiing to fly are to be notified to the Fire Section by telephone. Blind RT calls are also to be made on Tower frequency, 127.155 MHz.

   c. Emergency fire response cover is required for all engine starts at RAF Benson, which will be provided by the Fire Section at the appropriate level (H2 for TVAA/NPAS helicopters and for all light FW Aircraft; H3[25] for Chinook Aircraft).

3. Ensuring clearance for Aircraft push-back (if required) / restricted taxing. Not applicable to RAF Benson.

4. Marshalling services. Aircraft at RAF Benson are marshalled in accordance with RAF Benson AESO Book 2 Part 1[26] and STANAG 3117 (NATO Standardization Agreement for Aircraft Marshalling Signals).

5. 'Follow-Me' provision. Available on request via ATC.

6. 'Follow Me' procedures will be performed by the most senior Air and Space Ops Specialist from within Air Traffic Control and will be dictated by the Aircraft in question. ASOSs are trained on the implementing of 'Follow Me' procedures to ensure that there are normally sufficient personnel trained to perform this task at RAF Benson.

Procedures to Ensure Manoeuvring Area Safety

7. **Protection from Jet Blasts.** Aircraft marshallers and ground running supervisors must ensure that, wherever possible, jet efflux or propeller wash is not directed towards other aircraft, particularly those that are not fitted with intake blanks or covers.

---

[24] Available to MODNet Users. Non-MODNet Users requiring access should contact RAF Benson Station Ops: BEN-OpsWg-StnOps@mod.gov.uk.
[25] Chinook engine ground runs only require H2, unless it is a head turning ground run, in which case H3 is required.
[26] Available to MODNet Users. Non-MODNet Users requiring access should contact RAF Benson Station Ops: BEN-OpsWg-StnOps@mod.gov.uk.

8. **Enforcement of Safety Precautions during Aircraft Refuelling Operations.** All Aircraft refuelling operations at RAF Benson are conducted by suitably qualified personnel. Anyone requiring further information relating to refuelling operations should contact the Stn Mechanical Transport Officer on 01491 827215 (civilian phone network) or 95261 7215 (military phone network).

9. **Use of PEDs during Refuelling of Ac.** The use of Personal Electronic Devices (PEDs) is prohibited on the dispersal while refuelling operations are taking place. All such items are to be kept switched off and individuals are to vacate the Aircraft dispersal area before use.

10. **Rotors Running Refuelling (RRRF).** RRRFs involve refuelling the Aircraft while engines and rotors are still active, presenting a higher risk to aircrew and ground crew than standard Shut-Down Refuelling (SDRF) procedures. Further information on RRRF is detailed in the Aviation Fuel Management Procedures at Annex CC.

11. **Rwy & Apron Sweeping and Apron Cleaning.** The RAF Benson rwy sweeping plan caters for routine rwy and apron sweeping/cleaning including areas and frequency of sweeping duties. SATCO is responsible for reviewing the Stn Sweeping Plan, which can be found within the RAF Benson FOD Plan or by calling Transport Operations Control on 01491 827266 from a civilian network – or 95261 7266 from a military network.

12. **Incident/Accident Reporting.** All RAF Benson personnel are responsible for reporting any incidents or accidents that happen on the airfield. In the first instance they are to contact their relevant Sqns, or in the case of visiting Aircraft and crews, they should contact ATC or Ops Sqn, with a follow-up call to the Air Safety Officer on 01491 837766 6666 from a civilian telephone network or 95261 6666 from a military network. The Air Safety Management Information System (ASIMS) is the primary tool to report, analyse, trend and store all Air Safety issues and occurrences, using the Defence Aviation Safety Occurrence Report format. Where reports cannot be directly input to an ASIMS networked computer, a hard copy should be raised. All DASORs should be released within two working days.

13. **Confirmation of ASP Slots Occupied.** All RW Aircraft that have taxied back to their relevant dispersals and parking, are to update ATC of the specific ASP slot number they have parked in. This is to avoid ambiguity in an emergency, and to ensure that ATC can efficiently direct ARFF vehicles to the correct position if required.

14. **Aircraft Taxiing.** To minimize the effects of RW downwash on light FW Aircraft, the following procedures are to be applied:

    a. When there are no light Aircraft in the vicinity, RW Aircraft, with permission from ATC, may lift from the edge of the dispersal direct to the Eastern Grass and taxi back in this manner too.

    b. RW Aircraft recovering to the ASP will only park on the spots allocated by Ops Sqn, unless otherwise directed by ATC. ATC is to inform Ops Sqn of any Aircraft instructed to park outside of standard / allocated spots.

    c. RW Aircraft and FW Aircraft (except Tutors) are not to taxi along Taxiway A between Slot 16 and Slot 20 when Tutors are parked on the Tutor dispersal. Entrance to Slots 22-27 is to be from taxiway B.

    d. NPAS(SE) and visiting light skidded RW Aircraft may depart and enter the dispersal via the hatched clearway between slots 4 and 5.

e. Chinook Aircraft are to be held on the occupied slot if Tutor/light Aircraft have been given clearance to taxi abeam these slots.

f. Tutor/light FW Aircraft are to be held short of a spot with a Chinook on when the relevant Chinook has been cleared for taxi until the threat of downwash no longer exists.

g. Should information be received that a Chinook is parked too far forward/back the affected taxiway is to be closed to all Aircraft with alternate taxi patterns implemented until the situation is resolved.

h. The Tutor ASP has 7 parking spots (marked with white dots) located between Slots 17-21 of the main ASP which will normally be used for the UAS/AEF daily operation, first flights of the day and refuels between 0800(L)-1730(L) daily. Also, 4 spots are located on the “taxi rank”, which is used for AEF continuous operations. When entering the “taxi rank”, all Tutor operators are to comply with the one-way system.[27] Particular attention is to be paid to any passengers/groundcrew who may be standing on the pavement adjacent to the “taxi rank”. Tutor Aircraft are to use normal taxi patterns when RW Aircraft are on start. However, when RW Aircraft are positioning for Slots 22-27, the following apply:

(1) Tutor Aircraft cleared for taxi – RW Aircraft held until the Tutor Aircraft are well clear.

(2) Tutor Aircraft not cleared for taxi – held until the threat of downwash from the taxiing RW Aircraft no longer exists.

i. Holds A3 and A2 (19 CAT I ILS Hold) will be used to prevent Final Approach and Take Off area incursions by fixed-wing Aircraft when RW Aircraft are transiting the disused Rwy 24 threshold inbound to or outbound from the Load Park. Holding Point A2 will also be used to protect the ILS Sensitive Area when Aircraft are inbound in colour code GRN or worse conditions.

j. Due to its poor surface, Rwy 06/24 is not to be used for ground taxiing practice.

k. Aircraft commanders are not to:

(1) Enter/cross the Rwy 01RH/19 without ATC clearance.

(2) Hover or hover taxi within 25m of the ILS, TACAN, HRDF, Star-NG or RPAR installations, or expose the PAPI installations, distance-to-go marker boards or radar reflectors to rotor downwash.

(3) Land on or taxi across the French drains or airfield ground lighting installations.

l. Sections of taxiways Alpha and Bravo do not have sufficient clearance between the taxiway and parking spots iaw RA3511. Therefore, aircraft with a wing/rotor span greater than 21.3m are not permitted to taxi along Taxiway A pass parked aircraft. Aircraft with a wing/rotor span greater than 22.6m are not permitted to taxi along Taxiway B pass parked aircraft. Furthermore, parking spots 8 and 17 are not to be used for Chinook. Further guidance for wide-bodied Aircraft is available at Para 14 below. All wheeled helicopters are to ground taxi on the ASP.

[27] Tutor ASP layout and procedures are currently non-compliant with RA3511(6) and are under review by ATC.

15. **Wide Bodied Aircraft.** If wide-bodied Aircraft are required to land at RAF Benson, the following procedures are to be applied:

a. The Aircraft captain is to be made aware of the threat of fixed and movable obstacles (e.g. parked Aircraft, APUs & airfield signage), and that they will be required to hold the risk for taxiing with reduced wing/rotor tip clearance.

b. Taxiing/parking procedures for accommodating wide-bodied / heavy Aircraft at RAF Benson are dependent on the Aircraft and other platforms operating from the station at the time. Full co-ordination and confirmation of landing, taxiing and parking procedures are to be agreed between Ops Sqn, ATC and the Aircraft Captain prior to any arrival of the Aircraft.

c. The Duty Ops Controller is to confirm with the Aircraft captain whether marshallers or wing walkers are required, and if they can be provided (the DOC will attempt to source wing walkers from station VAS, ATC, Fire Section where possible).

d. The DOC is to liaise with 28 Sqn Ops, OUAS Ops and the ATC Supervisor for alternative parking and taxiing routes and in certain cases the closing of Taxiway sections, as required.

16. **Aircraft – Engine Ground Runs.** These instructions are to be followed in order to ensure safety and minimise disruption to the local community, particularly during RW Aircraft Engine Ground Runs (EGR). EGRs are to be carried out as follows:

a. **Fire Cover**. Fire provision is provided at H2 in accordance with Form 4 for all FW and rotary Aircraft, unless it is a Chinook head turning ground run, in which case H3 is required.

b. **Authority and Communications**. The granting of authority and communications management during RW EGRs is as follows:

c. **ATC Open**. Crews conducting RW EGRs are to:

(1) Obtain start clearance from *Benson Ground* on 121.805 MHz and pass POB and slot number.

(2) Maintain a listening watch on *Benson Ground*.

(3) Inform *Benson Ground* when the ground run is complete.

d. **ATC Closed, Ops Sqn Open**. RW EGRs may take place without ATC being staffed; however, units/crews are to:

(1) Inform the DOC (7015) for awareness.

(2) Inform the Fire Section (7014) with the same details as at para (1)(a) above.

(3) Maintain a listening watch on *Benson Ops* on 127.155 MHz.

(4) Inform *Benson Ops* and the Fire Section when the ground run is complete.

e. **ATC and Ops Sqn Closed**. Should there be a necessity to conduct RW EGRs out of ATC and Ops Sqn hours, units are required to ensure the Fire Section confirm their ability to provide fire cover for the activity, before proceeding with the EGR.

(1) Inform the Fire Section (7014) with the same details as at para (1)(a) above.

(2) If the Fire Section cannot be contacted on 7014 then they are to be contacted on MRE Security Channel or Crash 1 mobile: 07815509789, where a listening watch is maintained out of hours. EGRs are not to take place until the Fire Service Watch Manager has been notified.

(3) Ensure that the SNCO IC Eng Shift maintains extra vigilance and understands they are responsible for contacting the emergency services on MRE Security Channel or Crash 1 mobile: 07815509789 or 222 should the necessity arise.

(4) Inform the Fire Section (7014) and when the ground run is complete.

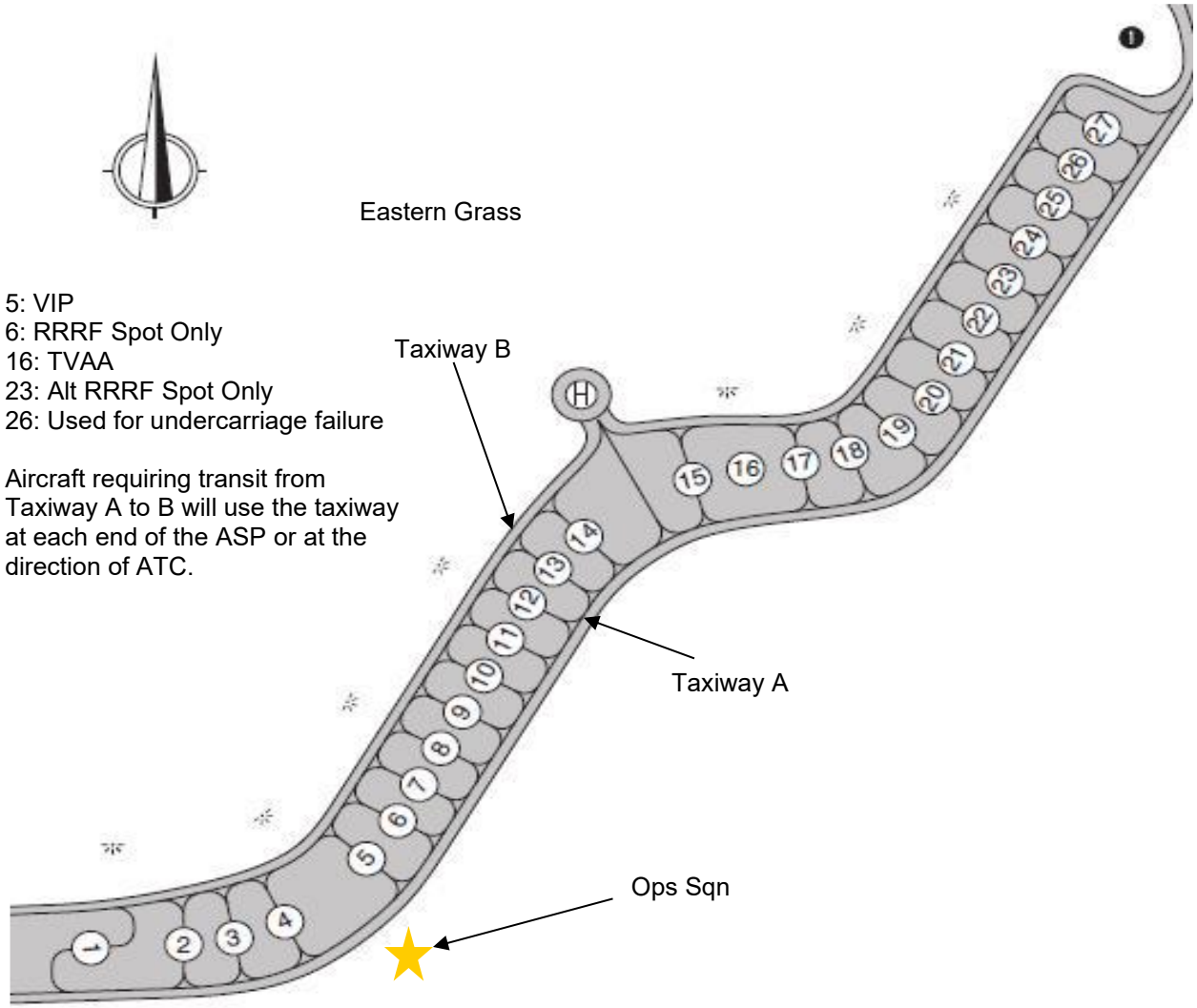
f. **Location**. RW EGRs may take place on Slot 9 only when conducted in the engine test cradle. EGRs during the period 2200-0800hrs will only be permitted on Slots 1-14 for noise abatement. Chinook rotors-running ground runs, at greater than idle power, are to take place in a position so as not to cause any disruption to adjacent Aircraft or taxiing fixed wing AS.

Appendices:

1. RAF Benson Ramp Allocation and Taxi Information.

Appendix 1 to
Annex K to
RAF Benson DAM
Dated 01 Dec 26

RAF BENSON RAMP ALLOCATION AND TAXI INFORMATION



1. RW Aircraft departing from the ASP may lift at the edge of the dispersal and taxi directly to the Eastern Grass if there are no light Aircraft taxiing behind that may be affected by rotor downwash.

2. RW Aircraft recovering to the ASP from the eastern grass are to land at Point Hotel and ground taxi (hover taxi for skidded ac) or route to a parking slot provided their downwash will not affect taxiing light Aircraft.

3. No Aircraft are to taxi along Taxiway A between Slot 16 and Slot 20 when Tutors are parked on the Tutor dispersal or are on the Tutor taxi rank.

4. No light fixed-wing Aircraft are to taxi behind Chinook Aircraft whilst they are applying power to taxi.

5. Standard taxi patterns for Rwy 01RH at weekends for fixed wing ac will be to taxi out on taxiway A and in on taxiway B.

6. No Aircraft will be permitted to taxi onto or from spot 5 whilst the police clearway (hashed area between spots 4 and 5) is in use.

7. Skidded RW Aircraft requiring RRRF at Spot 6 (Alt Spot 23) are permitted to hover-taxi to Spot 6 under instructions from ATC though the fuel bowser will not be pre-positioned.

Annex L to
RAF Benson DAM
Dated 01 Dec 26

EMERGENCY ORDERS / AERODROME CRASH PLAN

1. **Emergency Orders / Aerodrome Crash Plan.** Crash Plan Orders for RAF Benson have been compiled in accordance with guidance contained within the MAPCIM, RA1400(1) and DSA DFSR 02. The plan, known locally as Operation PHOENIX, is managed by OC Ops. Due to the security classification of Op PHOENIX, it is not included within this document.

a. Initial action checklists for all personnel are contained within Op PHOENIX.

b. The Aerodrome Crash Plan has also been uploaded to Resilience Direct and made available to the following civilian authorities:

(1) Oxfordshire County Council.

(2) Thames Valley Police HQ.

(3) Oxfordshire Fire Service HQ.

(4) South Central Ambulance Service HQ.

(5) Oxfordshire NHS.

(6) Chalgrove Airfield.

2. Any non-MoDNet Users or non-CES individuals who require access should contact RAF Benson Station Ops: BEN-OpsWg-StnOps@mod.gov.uk.

Annex M to
RAF Benson DAM
Dated 01 Dec 26

AERODROME RESCUE AND FIRE FIGHTING SERVICES AND TRAINING ORDERS

1. Defence Fire & Rescue (DFR) offer policy guidance in the form of Standard Operating Procedures (SOP) Tactical Information Plans (TIP), Capita Op Instructions and Bulletins, Fire Facts and Chief Fire Officer Instructions (CFOI). These are available on the HQAIR Air-Ops B&TA SharePoint site, anyone who needs assistance locating these documents should contact the RAF Benson Fire Training Manager (TM) on 01491 837766 Ext 7672 from civilian telephone networks or 95261 7672 from military networks. All of the documents listed above and below are now at the disposal of the Crew Commander on a DSF supplied iPad.

a. **SOP**. These are stored on the DFR SharePoint site. Their folders include Generic Risk Assessments which capture the risks faced by all responding fire authorities in the execution of their duty. DFR SOPs for Aerodrome Rescue Fire Fighting (ARFF) are available via the TM, with Stn specific SOPs being developed by Capita FRS in collaboration with the Stn fire section to meet local requirements. These will be included in the Benson TRA / TTPs once complete.

b. **TIPs**. All DFR Fire Stations are required to complete and document a TIP for all 'Significant Risk[28]' premises, within their areas of responsibility. TIPs inform and assess potential risks to fire-fighters in the event of a fire or incident and inform pre-planning strategies. It should be noted that these are a local requirement for structural unit risks.

c. **NOGP**. The National Operational Guidance Program[29] has been developed to provide commanders on the ground the ability to reference nationally recognised SOPs. This is crucial when operating with LAFS counterparts.

d. **Fire Facts** is a reference tool kept on the ARFFVs to assist an incident commander and offer incident support in order to select the correct course of actions and approach based on the analysis of recorded incident data at fires, rescues, special services and miscellaneous incidents.

e. **Capita Ops Instructions**. These are a means of providing the DFR a single source of information for Civil Servants, Contactor Fire Services, Trade Group 7 (Fire) Capital Op Instructions and Bulletins on current policy guidance, operating procedures and technical information in line with current practices. Any CFOI omissions or access problems should be reported via the SFireO to DFR.

2. **Fire Service Order Book**. The RAF Benson Fire Service Order Book supplements both the RAF Benson Aircraft Crash Plan (Op PHOENIX) and Major Incident Plan (Op HERMES) regarding the actions to be taken during any incident that may affect airfield operations. This could be an incident notified by the Civilian Emergency Services; Ops Sqn or on guidance from ATC requiring pre-emptive emergency action to either Aircraft, technical or domestic situations.

3. **Release of Airfield Rescue Fire Fighting (ARFF) Assets in Support of Incidents.** In accordance with RA 3261(2) and BM Orders, in the event of a live fire incident with 'persons reported' the ATC Supervisor or ATCO IC is to release the ARFF and reduce or lose the Crash Category. The following actions are to be taken:

---

[28] A 'Significant Risk' premises is defined as any building which due to its construction, design, hazardous materials stored, and processes or activities undertaken has the potential for an increased risk to fire-fighter safety above that which would be normally expected during an incident at the building.
[29] https://www.ukfrs.com/nog.

a. Once informed of ‘persons reported’, the Crew Commander will commit resources and reduce or lose the Crash Category in response to an incident on base or off base within 1000m radius of the airfield. The Sup/ATCO IC is to consult with Sqn DAs and confirm their requirements for any airborne Aircraft. If possible, any RW in the visual circuit will be given landing instructions for any part of the airfield before the resources are committed. FW Aircraft are to be sent around or diverted unless in the critical stages of flight; the ARFF are not to be delayed from crossing the rwy by the landing of Aircraft.

b. If the ARFF are unable to attend the incident due to an agreed higher on-airfield incident, confirmation from the Crew Commander is required that the local authority has been alerted via 999. All details are to be recorded in the Watch Log.

c. When only small elements of a unit’s capability are affected in support of an ongoing, off-airfield incident, the Sup/ATCO IC is to liaise with the Crew Commander and confirm the Crash Category. The Sup/ATCO IC is then to liaise with Sqn DAs and make a decision on whether to continue Aircraft operations from the aerodrome.

d. As the Head of Establishment, the Station Commander holds responsibility for setting speed limits on the airfield. When responding to an incident on the airfield, all fire and medical response vehicles are exempt from airfield driving speed limit restrictions.

4. **ARFF Category reduction.** If the Fire Section are required to reduce the ARFF category below H3 during flying the following actions should be implemented:

a. Fire Section Crew Commander informs RAF Benson DOC of ARFF Category Reduction and reasons for it.

b. Fire Sn Crew Commander staffs an ARFF Reduction of Cover Form (DFSR Form 6) and sends it to the Aerodrome Operator by email, marked as Urgent, copying the DOC into the email too.

c. DOC calls the Aerodrome Operator to ensure that they are aware of the ARFF Reduction Email.

d. Aerodrome Operator completes the ARFF Reduction of Cover Form (to record whether they are content to accept the risks to their firefighters and their aerodrome) and returns it to the Fire Sn Crew Commander, copying the DOC into the email too.

e. If approval is granted, the DOC communicates that flying activities can continue; if approval is not granted, the DOC communicates that movements are to be postponed and/or diverted.

Appendices:

1. Task Resource Analysis and Equipment Resource Analysis
2. ARFF Assessment Requirements.

Appendix 1 to
Annex M to
RAF Benson DAM
Dated 01 Dec 26

TASK RESOURCE ANALYSIS / EQUIPMENT RESOURCE ANALYSIS

1. As defined within DSA02 DFSR a Task Resource Analysis (TRA) was carried out at RAF Benson to assess the aerodrome ARFF response capability and to determine the minimum requirement of rescue and firefighting equipment, personnel and supervisory grades. The TRA and Equipment Needs Analysis (ENA) reports are stored on the RAF Benson SharePoint site, and can be found here: TRA (amendment dated 21 Mar 23), ENA (dated Feb 22) and STRA (dated 04 May 23).

2. Users requiring access to this or other documents, or off-site MoDNet users with access problems, should contact the RAF Benson Station Fire Section on 01491 837766 Ext 7014 from civilian telephone networks or 95261 7014 from military networks.

Appendix 2 to
Annex M to
RAF Benson DAM
Dated 01 Dec 26

ARFF ASSESSMENT REQUIREMENTS

Response Area Assessment

1. The operational objective of the ARFF service is to achieve response times of two minutes and not exceeding three minutes to any point of each operational rwy, as well as to any other part of the operating area (response area), in optimum surface and visibility[30].

2. Response time is considered to be the time between the initial call to the ARFF service, and the time when the first responding vehicle(s) is (are) in position to apply foam at a rate of at least 50 percent of the discharge rate required as defined within DSA02 DFSR.

3. The RAF Benson Response Area Assessment (dated 2 Jan 23) is available on MODNet SharePoint. Users requiring access to this or other documents, or off-site MODNet users with access problems, should contact the RAF Benson Station Fire Section on 01491 837766 Ext 7014 from civilian telephone networks or 95261 7014 from military networks.

1000m Assessment

4. As defined within DSA02 DFSR, assessment of the approach and departure areas within 1000m of the rwy threshold[31] should be carried out to determine the options available for rescue. In considering the need for any specialist rescue and access routes, the environment of the risk area, the topography and composition of the surface should be considered.

5. Emergency access roads should be provided on an aerodrome where terrain conditions permit their construction to facilitate achieving minimum response times. Particular attention should be given to the provision of ready access to approach areas up to 1000m from the threshold, or at least within the aerodrome boundary. Where a fence is provided, the need for convenient access to outside areas should be considered.

6. Where an aerodrome is located close to uneven ground or difficult terrain, and where a significant portion of approach or departure manoeuvres take place over these areas, the ARFF service will be expected to respond to incidents in these areas and should be appropriately resourced with specialist rescue/firefighting equipment and training.

7. The RAF Benson 1000m Assessment (last updated: 31 Oct 25) is available to MODNet Users. Users requiring access to this or other documents, or off-site MODNet users with access problems, should contact the RAF Benson Station Fire Section on 01491 837766 Ext 7014 from civilian telephone networks or 95261 7014 from military networks.

Water Assessment

8. Additional water supplies shall be provided. The objective of providing additional water supplies at adequate pressure and flow is to ensure rapid replenishment of ARFF vehicles. This supports the principle of continuous application of extinguishing media to maintain survivable conditions at the scene of an Aircraft incident for far longer than that provided for by the minimum amounts of water defined in DSA02 DFSR. Additional water to replenish vehicles may be required in as little as five minutes after an incident.

---

[30]Optimum visibility and surface conditions are defined as daytime, good visibility, no precipitation with normal response route free of surface contamination e.g. water, ice or snow and aircraft movement restrictions.
[31] If required for rotary wing aircraft all undershoot/overshoot areas for the operating areas.

9. The RAF Benson Water Assessment (dated 28 Nov 24) is available to MODNet Users. Users requiring access to this or other documents, or off-site MODNet users with access problems, should contact the RAF Benson Station Fire Section on 01491 837766 Ext 7014 from civilian telephone networks or 95261 7014 from military networks.

Category for specific tasks hazard assessment

10. Engine ground runs will be provided with ARFF Category H2 or 3 (see Annex K) as standard practice IAW the Specific Task Hazard Assessment.

11. **Dry Powder**. CFR Ops Ins 017. Introduces an Alternative Acceptable Means of Compliance (AAMoC) for dry powder stocks at ARFF stations. This removes the requirement to hold a separate 100% stock of complementary firefighting agent. Existing dry powder stocks will not be removed but will not be replaced once used or expired.

Annex N to
RAF Benson DAM
Dated 01 Dec 26

DISABLED AIRCRAFT REMOVAL

1. To supplement the Station Crash and Incident Plan and iaw Chapter 5, the possibility of minor incidents that may affect airfield operations needs to be addressed. This may be an incident that ATC has been made aware of, requiring pre-emptive emergency action; or an incident on landing that renders the Aircraft unable to proceed under its own power.

2. Emergency declared prior to landing:

   a. Appropriate Emergency State declared by ATC.[32]

   b. Station Based Aircraft:

      (1) Relevant sqn informed, and a recovery team to position in dispersal in front of A Hangar.

      (2) Recovery teams are to be in possession of a fuel spill kit.

      (3) Liaison by recovery teams and ATC is to be via MRE.

      (4) Once informed by ATC, Duty Eng Ops Controller (DEOC) is to ensure a fuel spill team is also on standby.

   c. Visiting Aircraft:

      (1) Between 0800-1700 (L), The DEOC is to be informed of inbound emergency Aircraft. RAF Benson has no dedicated VAS and uses suitably qualified Rotary Wing Support Hub (RWSH) engineers in this function during office hours.

      (2) Between 1700-0800 (L) nominated Sqn Aircraft handlers are to be mustered as above.

   d. ATC will inform D+D that the runway is black and where possible give an estimate time for resumption of normal operations.

   e. ATC will liaise with sqn authorities depending on what Stn assets are airborne and/or due to depart.

   f. Once the Aircraft has been removed from the rwy, ATC will conduct a full inspection of the landing surface to ensure it is fit for ops.

3. Unexpected loss of Aircraft control on landing

   a. ATC will inform Ops; DEOC and VAS (where necessary). The DEOC will coordinate removal of the Aircraft from the rwy.

   b. ATC will inform D+D that rwy is black and where possible give an estimate time for resumption of normal ops. Aerodrome BLACK declarations are not to be used for water, ice or snow contaminated runways because GRF reporting format provides this information.

[32] DSA02 DFSR

c. ATC will liaise with sqn authorities depending on which Stn assets are airborne and/or due to depart.

d. Once the Aircraft has been removed from rwy, ATC will conduct a full inspection of the landing surface to ensure fit for ops – this may include a Mu Meter run.

Annex O to
RAF Benson DAM
Dated 01 Dec 26

AIR TRAFFIC CONTROL ORDERS

1. **ATC Operational Orders**. ATC operational orders are detailed in Appendices O-1 to O-7. They have been produced to cover all ATC procedures involved in the safe and expeditious flow of Aircraft.

Appendices:

1. Provision of service.
2. Field operations for Benson-based Military RW.
3. Visual circuit procedures.
4. Radar procedures.
5. Underslung load (USL) and Joint Helicopter Support Sqn (JHSS) procedures.
6. Emergency procedures.
7. Engine / Rotor starts ahead of airfield opening times.

Appendix 1 to
Annex O to
RAF Benson DAM
Dated 01 Dec 26

PROVISION OF SERVICE

1. **Core operations.** ATC is established to provide a full IFR service during published airfield operating hours.

2. **Support to RAF Odiham National Standby (NS) Commitment**. If JHSS MAOT are required for Odiham NS callout, RAF Benson will open the airfield at ARFF Category H3 to support Chinook landing. Two controllers and one ASOS are on-call to ensure that an ATS can be provided at RS120. The PAR controller may be stood down over the weekend if the weather is forecast to remain colour code GRN or better. ATC staffing outside of published operating hours is as follows:

    a. **Pre-notified departures.** From one hour before Aircraft ETD, with airfield and equipment checks complete 30 min before ETD, until 15 min after ATD or until the Aircraft has landed, whichever is earlier.

    b. **Pre-notified recoveries.** From one hour before Aircraft ETA until the Aircraft has shut down.

3. **Autonomous operations.** NPAS, TVAA and the Benson Flying Club are authorised to conduct autonomous operations outside of ATC opening times iaw their respective Letter of Agreement.

    a. **RAFBFC FOD checks during autonomous operations.** The first RAFBFC flight of the day must carry out a runway inspection prior to take-off. Power checks may be carried out prior to entering the rwy at A9 or by vacating at the take-off threshold before re-entering for take-off. If any FOD is found, RAFBFC are to return to the clubhouse and notify club execs or arrange for removal. A FOD Report should be filed and the the Duty Eng Ops Controller (DEOC) notified asap. The auth sheet entry should be cancelled if required.

4. **Airfield inspections.** ATC is mandated to carry out a full airfield inspection prior to opening the airfield. All airfield users, with the exception of NPAS and TVAA on a CAT A flight, are to be aware that the rwy will be unavailable for one hour prior to ATC opening to allow access.

5. **Notification of flights**. Flights are to be notified as follows:

    a. 28 Sqn, 22 Sqn, OUAS / 6AEF & SH Avn Stds are to publish details of all flights through STARS.

    b. Flights, other than NS, that may require airfield support outside of core operating hours are to be made to Ops Sqn.

6. **Minimum** notification periods are as follows:

    (1) IFR Service – 5 working days.

    (2) VFR Service – 3 working days.

        a. Flight plans are to be filed at least 60 minutes prior to take-off.

b. Requests for diplomatic clearances are to be passed to Ops Sqn at a minimum of 10 working days prior to departure; however, it is recommended that they are submitted at the earliest opportunity to minimise any issues.

c. Requests for low flying system (LFS) clearances are to be passed to Sqn Ops for action, not less than 30 min before take-off.

d. Sqns are to notify Ops Sqn of cancelled flights as soon as possible following the decision to cancel.

e. All crews (excluding Tutors) are to inform Sqn Ops post-flight of actual time spent in the LFS.

f. Aircraft Cdrs recovering to RAF Benson outside normal agreed airfield opening hours are to notify changes to ETAs ± one hr to Ops Sqn not less than one hr before the revised ETA.

g. RAFBFC sorties are to be notified directly to ATC or Fire Sect iaw the RAFBFC FOB.

7. **Aircraft flight monitoring.** ATC and Ops Sqn will conduct flight monitoring for all military station-based Aircraft. This is to ensure both ATC and Ops Sqn maintain situational awareness of the progress of their sortie and confirming when they have safely arrived. Crews landing at a site with no ATC services are to ensure that this support is terminated by one of the following methods:

   a. By ATC message relay to RAF Benson ATC.

   b. By message relay to Ops Sqn.

   c. By telephone call to Ops Sqn.

8. **Flight monitoring / Ops normal calls.** ATC is to ensure that all station-based Aircraft are provided with a flight monitoring service. ATC are to:

   a. Ensure that the Aircraft responds to the mandatory 30 min operations normal call.

   b. Log Aircraft in and out of fields.

9. **Diversion airfield requirements.** The Ops Sqn DOC will book diversion airfields on behalf of the Stn. Should there be a specific requirement, Authorisers are to ensure that they are booked through Ops Sqn. RW flights planned to be flown entirely under VFR do not require diversion airfields to be available. Guidance for IFR flight diversions can be found in the JAC Flying Order Book. In the event of unexpected changes to the Tutor diversion, Ops Sqn are to notify the Tutor Duty Pilot and ATC. ATC are to notify all airborne Tutors of the diversion change.

10. **Movement priorities.** ATC will apply the following movement priorities at RAF Benson.

    Priority 1: Sovereign integrity (Critical and non-discretionary outputs).

   a. Aircraft emergencies.

   b. Civilian emergency response (e.g. NPAS(Benson) / TVAA).

   c. National Standby and Extremely High Readiness (EHR) tasking.

d. Royal Flights and VIP movements.

Priority 2: Resilience support.

e. Aircraft subject to flow control.

f. MACA tasking.

g. Flight calibration tasking.

Priority 3: Projected activity to achieve competitive advantage

h. Aircraft on operational tasking.

Priority 4: Generating forces at readiness & exercises

i. Pre-Deployment Training.

j. Support to exercises generating FE@R.

k. Aircraft on routine tasking.

l. Aircraft performing instrument approaches in IMC.

m. Other training by stn-based Aircraft as follows:

(1) RW USL training.

(2) RW OCU training.

(3) RW general training.

(4) OUAS / 6AEF.

(5) RAF Benson Flying Club (RAFBFC).

(6) NPAS(SE) / TVAA routine flying.

(7) Training by visiting Aircraft.

11. **Glider aero-towing and / or retrieval.** Gliders do not routinely operate from RAF Benson. However, gliders that make an unscheduled landing may be permitted to aero-tow or recovery by road from RAF Benson subject to the following conditions:

a. **ATC open.** During ATC opening hours, Ops Sqn may give permission for the glider to be aero-towed from RAF Benson provided that the movement does not conflict with other airfield movements, and subject to adequate security arrangements and the payment of insurance / landing fees for the towing Aircraft.

b. **ATC closed.** If ATC is closed, arrangements are to be made for the retrieval of the glider by road or by aero tow when the airfield reopens and subject to adequate security arrangements and the payment of insurance/landing fees for the towing Aircraft. Pilots are required to contact the RAF Police Duty NCO or Guard Cdr on 01491 827247 following their landing, who will then support the road recovery and inform the Stn Orderly Officer. Pilots

should be aware that this may be the first indication to RAF Benson that an unscheduled landing has taken place.

12. **RAF Benson HIRTA**. There is a high susceptibility HIRTA (High Intensity Radio Transmission Area) around the Star-NG radar, which is to be avoided. This does not impact any UK fixed or rotary wing aircraft taking off, landing or overflying any runway. The safe lateral distance from the radar is 376m and the minimum safe vertical distance is 357ft AGL. Crews are to avoid the HIRTA when safe to do so,and deconflict with other traffic in consultation with ATC where required. A diagram of this area is available below:



Figure 1: RAF Benson HIRTA

13. **Explosive Storage Area (ESA)**. All pilots are advised that there is an additional risk associated with over flight of the ESA due to storage of co-located explosives. Overflight of the ESA is to be avoided. If overflight unavoidable, aircraft are not to be below 700ft QNH.

Appendix 2 to
Annex O to
RAF Benson DAM
Dated 01 Dec 26

RW FIELD OPERATIONS

NOTE: This Appendix has been almost entirely re-written in this version of the DAM – it should be re-read in its entirety.

1. **Field Operations (Field Ops)**. There may be occasions where, due to unforeseen circumstances, full ATC services are not available to support Benson-based RW flying operations. In such instances, Sqns can request to the AO to operate under Field Ops. All efforts are to be made to provide some form of ATC service, even if limited in scope, to support planned flying activity. Only after all other options have been exhausted, should an authorisation for Field Ops be considered.

2. A lack of ATC service erodes a barrier to the Safe Operating Environment, and thus aircraft operating under Field Ops must do so within the limitations specified below, in order to ensure that associated risks remain ALARP and Tolerable. Field Ops is only available for RAF Benson-based aircraft / crews – the only exception being that an RAF Odiham-based aircraft / crew *may* be authorised iso National Standby.

3. It should be noted that there is a distinct difference between ATC being closed, but all other aerodrome services (e.g. Fire, Med) being available, and all services being unavailable. This Appendix specifically addresses Field Ops when ATC is closed, but ARFF and Medical cover remain in place. Field Ops with no aerodrome services are only to be approved after HoE and DDH engagement, to ensure that the risk that they both hold is fully understood.

4. **Authorisation**. The AO, may authorise, on a case-by-case basis, movements of Benson-based military helicopters in and out of RAF Benson under Field Ops conditions. Requests for Field Ops are to be sent by Sqn DAs / Ops to the DOC. Authorisations are valid only for a single specific sortie, and each sortie must be authorised independently. Decisions to authorise Field Ops are to be recorded in an email to the relevant Sqn DA, DOC and ATC. Other sections will be informed by the DOC as detailed below.

5. **Limitations**. Field Ops are only to be authorised within the following restrictions:

   a. Limited to 4 concurrent aircraft movements. Note that this includes TVAA and NPAS, therefore Sqns should plan for no more than 2 concurrent movements.

   b. No visiting aircraft are to be accepted, notwithstanding the NS exception stated above.

   c. The visual circuit may only to be utilised for arriving and departing the aerodrome – training circuits are **not** permitted. USL operations are **not** permitted, unless directly iso NS.

   d. Meteorological conditions are to be colour state GREEN or better, and forecast to remain so for the duration of the sortie. An auto-METAR may be used to determine actual conditions.

   e. There are to be no mixed RW and FW operations during Field Ops. The DOC is responsible for contacting Benson Flying Club to curtail their sorties iot comply with this restriction.

f. All aircraft radio transmissions are to be made on the Benson Tower frequency (127.155 MHz) iaw normal SafetyCom / CTAF procedures. The frequency will be monitored by the DOC for emergency response.

6. **Air tests**. Tests of aircraft following engineering works hold a higher level of risk compared to other movements. As such, consideration should be given to delaying air test sorties to a time when full ATC services are available. If there is an operational necessity to conduct an air test under field ops, full details of the sortie are to be provided to the AO, along with additional measures in place to mitigate the risk.

7. **ARFF**. The normal ARFF Category required for the relevant platform must be maintained for Field Ops. An exception to this exists for RAF Odiham NS Chinook, which may land with a Crash Category H2 with up to a maximum of 6 POB as agreed between Benson HoE and the Ch DDH.

8. **Actions on approval of Field Ops**. Once approved the following actions are to be carried out for 'Field Ops' to take place:

a. No aircraft is to commence field ops until the DOC has confirmed that all required elements are in place. This confirmation can occur via phone between the DOC and Sqn Ops, and will be recorded in the DOCs log.

b. The DOC is to liaise with the Fire Section and the Medical Centre in order to have them on standby 15 mins before departure and recovery. The Duty Medic is to liaise directly with Transport Operations Control to ensure an ambulance and driver are available and in position at this time. This is to be arranged before approval is granted for Field Ops.

c. The Duty Medic and vehicle are to co-locate at the Med Centre and hold normal readiness until the Aircraft has safely departed or arrived as necessary.

d. Ops Sqn is to liaise with NPAS(SE) (ext. 7999 / 01535 615772), TVAA (01491 832473) and the Flying Club (ext. 7938 / opsmgr@rafbfc.co.uk) to inform them of the planned movement.

e. Crews are to establish comms with their respective Sqn Ops on departure, recovery, and when shut down, who will then inform the DOC. The DOC is to inform the Fire Section and Medics when the Aircraft has shut down.

f. On recovery the Aircraft should land north of ZULU and well clear of the thresholds in order to maintain separation from vehicles crossing the rwy.

g. Aircraft Cdrs are to understand that the Duty Ops Controller is not qualified to provide equivalent support as would be given by ATC and cannot be expected to provide any services higher than a listening watch on frequency.

h. Aircraft departing or arriving are to be aware of other Benson-based civilian Aircraft and are to make blind calls on 127.155 MHz and 120.905MHz. Comprehensive visual checks are to be made before using the rwy.

i. Although efforts will be made to turn on aerodrome lighting if feasible, this is not guaranteed, and aircraft operating under Field Ops are to expect all lighting to be off throughout.

j. In the event of lost comms, recovering Aircraft are to follow the standard procedures laid out in Annex O Appendix 6.

k. Sqn Ops are to monitor the ETA of returning Aircraft and if required, initiate overdue action.

l. Field Ops clearances are valid for individual sorties. Aircraft Cdrs are responsible for ensuring they have received required approval before they are permitted to execute their movement. If a formation of aircraft remains as a formation for the duration of the sortie, then it may be treated as a single sortie/movement for the purposes of approval and maximum movements. If, any point, the formation is to split, then it must be treated as separate sorties and separate movements.

9. **Changes**. Any changes to timings, or a cancellation, are to be passed to the DOC for onward dissemination to the Fire Section and Duty Medic.

Appendix 3 to
Annex O to
RAF Benson DAM
Dated 01 Dec 26

VISUAL CIRCUIT PROCEDURES

Reference is made throughout this section to various airfield locations – Please see Addendum 1.

Day visual circuit procedures[33]

1. **Radio procedures.** Radio procedures are as follows:

   a. **Start clearance.** All Aircraft are to request start clearance with the Ground Controller on 121.805MHz giving POB, parking spot, ATIS code and departure details. Visiting FW Aircraft will not be given a clearance to start until VAHS are in position.

   b. **Taxi clearance.** Prior to taxi, all pilots are to request taxi clearance and pass any revised POB for flight.

   c. **Departure / take-off clearance.** All crews are to report ready for departure and pass any revised intentions to the Ground Controller on 121.805MHz, who will issue the departure clearance. When appropriate the Ground Controller will instruct the pilot to contact the Twr Controller on 127.155MHz for permission to enter the rwy and take-off clearance.

   d. **Clear of visual circuit.** Aircrew will change from the Tower frequency to the assigned Southern Mil frequency once clear of the visual circuit.

   e. **Downwind calls.** Unless pilots specify their intentions in the downwind call ATC will assume that their intention is to land on the rwy.

   f. **Negative RT calls.** There is no requirement for ATC to acknowledge the following information calls:

      (1) Climbing away (after practice fan stop).

      (2) Low key.

      (3) Deadside / deadside descending.

2. **Visual circuits.** All visual circuits at Benson are to be flown to the east of the airfield. Graphics depicting the standard 01RH and 19 circuits are shown at Addendum 2. For USL information and circuit graphics, see Annex Q-5.

3. **Circuit directions.** The visual circuit directions are as follows:

   a. Rwy 01 - RH.

   b. Rwy 19 - LH.

4. **Circuit altitudes.** Visual circuits are to be flown at the following altitudes on the Benson QNH:

   a. RW:

[33] Underslung load information (including diagrams depicting the circuit profile) is at Annex Q-5.

(1) Normal circuit 1200ft[34].

(2) Low level circuit 800ft[35].

(3) USL day circuit 700ft.

(4) USL night circuit 1200ft[36].

b. Tutor / Flying Club & other light FW:

(1) Normal circuit 1000ft.

(2) Low level circuit 800ft[37].

(3) Glide circuit 1700ft.

(4) PFL 3000ft.

c. Fast Jet / Large FW:

(1) Normal circuit 1500ft.

5. **Number of Aircraft in the circuit.** The maximum number of Aircraft permitted in the visual circuit is:

a. By day - 4, with 2 others joining to land or depart.

b. By night - 4, with one other joining to land or depart.

Note: The ADC, ATC Supervisor or ATCO IC may limit the number of Aircraft in the visual circuit if they consider that flight safety is being compromised by traffic density, incompatibility of Aircraft types, or weather. In such circumstances Aircraft may be instructed to land, depart or hold off.

Note: Crews who wish to fly above 1700ft QNH in the visual circuit are to request clearance with ADC before climbing. The ADC will co-ordinate with Approach and issue a clearance to climb, together with details of any MATZ crossing traffic.

6. **Visual circuit squawk.** To assist the acquisition of Aircraft within the visual cct, Aircraft are to have transponders enabled in the ALT setting.

a. **Allocation:** The phraseology to be used is “Squawk Circuit” and will imply the following conditions:

(1) Squawk Mode 3A 7010.

(2) Squawk Mode C.

(3) The Aircraft will be not above altitude 1700ft.

b. The following procedures are to be adhered to:

---

[34] Note: Following recommendations from the Airprox Board, to deconflict with the Tutor circuit, ac should continue on rwy hdg until NB 800 ft AGL before commencing the upwind turn.
[35] No low level circuits will be permitted when USL circuit is active. Practice low-level circuits are to be restricted to the minimum required to achieve aircrew currency and essential student training and/or examination.
[36] When conducting night flying. Usually after EECT (End of Evening Civil Twilight).
[37] No low level circuits will be permitted when USL circuit is active.

(1) **Aircraft remaining in the visual cct.** Aircraft remaining in the visual cct will "Squawk Circuit" as detailed at para 6a, at the earliest opportunity.

(2) **Aircraft departing from the visual cct.** On requesting to depart the cct, Aircraft are to pass climb out details in the normal manner (if not already passed prior to take-off). Such requests are to be made on the penultimate circuit, this allows adequate time for Southern Mil to be prenoted departure details and obtain radar release when Call for Release is active. When authorised to depart the cct, Aircraft will be instructed by the ADC to squawk the allocated departure squawk and continue with Southern Mil.

(3) **Aircraft joining the visual cct.** Aircraft inbound to RAF Benson will be assigned an appropriate squawk by Southern Mil. Once the Aircraft has made its approach and is safely established in the cct, the Aircraft is to "Squawk Circuit".

(4) **Aircraft operating above altitude 1700ft within the visual cct.** Pilots who wish to fly above 1700ft QNH in the visual circuit are to request clearance through the ADC before climbing. Once approval is received from Southern Mil, Aircraft should retain the cct squawk (Mode 3A 7010, with Mode C) and operate at the requested altitude. When returning to below altitude 1700ft, Aircraft are not to operate above this altitude subsequently without seeking further approval from ADC.

c. **Exceptions.** The ATCO IC / ATC Supervisor may instruct all aircraft within the visual cct to "Squawk Standby" to reduce screen clutter and minimise risks to flight safety.

7. **Rwy occupancy RW.** RW Aircraft can be cleared to land with one or more Aircraft on the rwy.

a. The position of Aircraft already on the rwy may be included in the clearance. Examples are as follows:

"c/s, cleared to land, one on Yankee".

b. Should the first Aircraft vacate the rwy, the ADC will modify the clearance with the phrase:

"c/s, full rwy available".

8. **Runway occupancy OUAS / 6AEF.** OUAS / 6AEF Tutors may be cleared to land behind similar type FW Aircraft landing by day. The minimum spacing between aircraft at touchdown is to be iaw Tutor Flying Orders 2309(T5).

9. **Mixed light FW circuits.** Mixed circuit traffic between OUAS / 6AEF and other light FW are permitted, however OUAS / 6AEF will be afforded priority. In times of dense circuit traffic other light FW Aircraft may be required to land or depart the circuit; this will be managed by ATC.

10. **Departing to initial.** Tutors wishing to depart the visual circuit out to initial remaining at normal circuit altitude are to inform ADC of their intention to do so. ADC will co-ordinate with Approach and pass details of any MATZ crossing traffic and radar traffic. Aircraft are not to cross the approach lane until visual with the radar traffic.

11. **Stop / Go practices.** Stop / Go practices by any light FW are prohibited.

12. **Fan stops.** To minimize the nuisance to the village of Roke, pilots are to comply with the following:

a. Fan stops may be conducted on Rwy 01RH only when it is essential to the training sortie being flown.

b. Whenever possible, pilots are to avoid overflying Roke on the climb-out after a fan stop.

c. Practice fan stops are to be requested and approved by the ATC phraseology 'report climbing away'. To provide maximum training value, ATC will approve or not as quickly as possible.

d. Practice fan stops are to be requested no later than the taxi call if planning the procedure on departure or on initial joining call on recovery.

Practice turnback

13. Station-based Tutor QFIs may practise a turn back manoeuvre. This is categorised as an immediate return to low approach on the reciprocal rwy (or suitable area of grass on the airfield), shortly after take-off, when the visual circuit is clear and there is no radar traffic inside 10nms. Requests are to be made to ATC either on aircrew warn out or taxiing. Further details on turn back procedures are available by contacting ATC on 01491 837766 x7017 / 7018.

14. **RW VFR departures.** RW Aircraft may depart, subject to ATC approval, from the following locations.

a. **Points East / West.** Maintain not above 700ft QNH until clear of the visual circuit applying the right-hand rule (available during night flying prior to 2359 hrs). Once clear of the visual circuit, remain clear of the approach lane and call Southern Mil. Due to noise abatement Point East is not available to CH47, except in an emergency.

b. **Rwy 01RH / 19 - Points Victor, X-ray, Yankee & Zulu.** RW Aircraft may depart from Points Victor, X-ray, Yankee & Zulu (marked on the rwy by white circles) in the direction of the rwy in use, not above 700ft QNH until clear of the visual circuit.

c. **Non-Standard VFR.** RW Aircraft may depart from other points on the airfield subject to approval and clearance from ATC. When departing north or south, Aircraft are to fly down the rwy surface where possible and remain clear of the approach lane, unless cleared by ATC.

d. **Downwind leg departures.** When approved by ATC, RW Aircraft may transition from the rwy in use and depart the visual circuit from the end of the downwind leg, remaining clear of the approach lane until a positive clearance to cross has been obtained. Requests should be made asap due to the required approval process with Southern Mil.

e. **Departures against the stream.** Requests for departures against the stream are to made asap and include requested rwy of departure, due to the required approval process with Southern Mil.

15. **RW VFR arrivals.** The joining altitudes are as follows:

a. **Points East / West**. Above 450ft QNH when over buildings, but not above 700ft QNH by the ATZ boundary, applying the right-hand rule against Aircraft departing (available up to 2359 hrs). Due to noise abatement, Point East is not available to CH47, except in an emergency.

b. **Rwy 01RH / 19.** 1200ft QNH.

16. **FW VFR departures**. VFR departures are to climb on rwy track, not above 1500ft QNH, and call Southern Mil. By issuing 'VFR departure approved', ATC are approving a climb and/or turn onto own navigation once clear of any inbound traffic. Light FW AS, except for Tutors, may use Points Victor, X-Ray, Yankee or Zulu as displaced thresholds for departure.

17. **FW VFR arrivals.** FW VFR arrival procedures are as follows:

a. **Standard arrival**. Standard arrivals are at 2000ft QNH through the Initial Point (IP), for the rwy in use, descending to circuit altitude. The IP for Rwy 19 is at 2 nm for light FW and 5 nm for fast jet AS, offset ½ nm on the 'deadside' of the extended centreline. The IP for Rwy 01RH is overheard the River Thames bridge on Nosworthy Way (A4130), see Appendix 2 for further details. These procedures are to mitigate the risk of Mid-Air Collision (MAC) between FW and RW Aircraft in a mixed pattern.

b. **Overhead join**. Aircraft requiring an overhead join are to make this request on initial contact for recovery with ATC. Overhead joins are to be flown at 2000ft QNH.

c. **FW visual run-in and break**. FW are to inform the ADC of their intention to run-in and break on the first call to join the circuit. It is the pilot's responsibility to ensure that they are aware of all visual circuit and radar traffic prior to commencing the manoeuvre. Run and breaks are not permitted at weekends. Minimum altitudes for commencement of the manoeuvre are:

(1) Light FW – 800ft QNH.

(2) Other FW –1500ft QNH.

d. **Straight-in approaches**. Straight-in approaches are to be requested on initial contact with Benson Tower.

e. **Other non-standard arrivals**. Aircraft requiring a non-standard VFR arrival (e.g. PFL, downwind join, etc) are to make this request on initial contact for recovery with Southern Mil.

18. **IFR departures.** IFR departures are to be requested through ADC who will pre-note Southern Mil. Aircraft conducting IFR departures are to change to Southern Mil once clear of the visual circuit and / or when instructed to by ADC.

Note: Pilots are to be aware that FW run-in and breaks are undertaken by Tutor / light FW Aircraft (not below 800ft QNH) and fast jet Aircraft (at 1500ft QNH) crossing from the dead side to the live side at various points along the rwy.

19. **ILS against the stream.** ILS against the stream may only be carried out for essential crew training by Benson-based RW Aircraft, Odiham-based CH-47, aircraft conducting NAVAID calibration sorties, and aircraft of Martin-Baker Aircraft Ltd. Requests from any other aircraft require AO approval. The traffic situation at the time of the procedure must permit safe integration; if this is not possible then the ILS against the stream will be declined in the air.

a. Requests for an ILS against the stream are to be made to ATC. When the weather conditions are GRN or worse the request will only be accepted if the visual circuit is clear of all traffic with the exception of Aircraft in a low hover on non-rwy surfaces. The execution of a Practice Missed Approach is not permitted unless approved in advance by Southern Mil.

b. ILS against the stream approaches will be to land or low approach only. Intentions for Aircraft conducting a low approach are to be further radar approaches, or to depart. Low approaches to join the visual circuit are not permitted. Touch and go approaches are not

permitted to ensure an expeditious flow of air traffic through the visual circuit, and to minimise the impact on orbiting / holding traffic.

c. When the ILS against the stream Aircraft is 8 miles inbound no departures from Rwy 01RH are permitted. RW Aircraft may be permitted to depart via Point East, Point West or Rwy 19 provided they have been released by Approach.

d. Once ILS against the stream Aircraft is at 8nm all circuit traffic must be established either on the ground / low hover or in an orbit.

e. Aircraft operating in the visual circuit during an ILS against the stream will be instructed to land, depart or enter a VFR orbit at or above 1200ft QNH or 500ft + DA of the instrument AS, whichever is higher. ATC will advise altitude requirements before the ILS Aircraft reaches 8nm. Circuit traffic will not be instructed to hold above 1700ft QNH regardless of colour code to avoid the risk of being obscured by cloud to the approaching AS.

f. Any Aircraft joining through initials whilst an ILS against the stream is taking place will be informed of the traffic and instructed to hold at the nominated circuit holding altitude.

g. All altitude restrictions will be with reference to the Benson QNH, and this need not be specified in any clearances. When pilots are carrying out a low approach they are to inform Talkdown or Southern Mil when they are clear of the visual circuit traffic and it is safe to instigate a further climb.

h. In the event of an emergency, pilots, if able, should continue the ILS and land, or turn slightly left to join a low-level downwind circuit for Rwy 01RH. As the cloud base will be no lower than 1500ft, pilots should be visual with the airfield no later than the 5-mile point. Should a climb be required, pilots are to inform the controller and ensure that they are visually clear of any circuit traffic before starting the climb.

i. The ILS against the stream procedure is flown on Rwy 01RH QNH and therefore altimeters may indicate up to 30ft higher than expected.

20. **Visual continuation of instrument approaches**. To assist with the integration of IFR and VFR traffic within the vicinity of the aerodrome, aircraft wishing to land or join the visual circuit, can be continued visually from an instrument approach. The procedure will be used when a positive clearance cannot be issued by 2 nm, but the Aircraft may reasonably be expected to receive its clearance by its approach minima.

a. Aircraft should expect the following clearance: “If visual, for final clearance, continue with Tower Stud 12 and reason (i.e. one ahead / one on / vehicle crossing etc)”

b. The pilot is to contact Benson Tower with the call: “Benson Tower, C/S, final to land / low approach”

c. ADC does not need to obtain a positive gear check as this will have been done by Talkdown. It is not to be issued to aircraft conducting a gear up low approach. Pilots who are not visual or who require further radar or to depart, will be instructed to execute the MAP, or fly as directed by ATC.

21. **Sloping Ground.** An area of sloping ground is available for use by RW Aircraft. It is located to the southeast of Rwy 01RH / 19 as shown in Addendum 1. Use of the sloping ground is subject to ATC clearance. To maintain safe separation from FW AS, and to prevent rotor downwash, RW Aircraft should maintain a minimum of three rotor diameters from the rwy. FW Aircraft are to be prepared to depart from holding point D1 or to enter and backtrack for a 01RH departure. Tutor ac will be instructed to cross the rwy via holding points D1 and D2 and taxi to holding point F.

Night visual circuit procedures[38]

Night visual circuit procedures differ from day procedures in the following:

22. **Standard night RW visual circuit procedures.** Night RW visual circuits are to be flown at 1200ft QNH to comply with noise abatement procedures. Requests for lower circuits are to be made via Stn Ops – these requests will be refused when USL sorties are being flown.

23. **Night circuit positive RT procedures.** Upon request from ATC Aircraft will be required to give extra information calls. The Aircraft is required to inform ATC when airborne, turning and on the ground. Addendum 3 contains an example of these procedures.

24. **Airfield lighting at night.** The default light setting at night, unless notified otherwise, is Eastern and Western Standard NATO Ts and obstruction lights on. Appropriate rwy lighting is selected for instrument recoveries - advance warning to Aircraft utilising NVDs on the airfield will be provided prior to making the change.

25. **Airfield lighting brevity codewords.** Updated direction from Joint Aviation Command HQ retires legacy codewords which respectively activate / deactivate airfield lighting. Use of these retired codewords is to cease, with temporary codewords 'LIGHTS ON' and 'LIGHTS OFF' to be used. Further JAC updates will confirm permanent codewords in due course.

26. **RAFBFC night visual circuit procedure.** The instructions for BFC night flying are available on request from OIC RAFBFC. Non-MODNet users requiring access to the Stn FOB should contact Ops Sqn at: BEN-OpsWg-StnOps@mod.gov.uk.

27. **NATO T.** Addendum 4 details the layout of a standard NATO T.

28. **Circuit flying After 2359 hrs.** Circuit flying at RAF Benson after 2359 hrs (2200 hrs at Abingdon and Chalgrove) is not permitted without the approval of the AO or their nominated deputy. Aircraft returning to the airfield after 2359 hrs are to make either an instrument, or straight-in approach, to land. Aircraft departing the airfield after 2359 hrs are to avoid doing so via the downwind leg of the circuit. Aircraft that wish to manoeuvre on the airfield after 2359 hrs may do so in the following circumstances.

a. Taxing to dispersal following an instrument or straight-in approach or taxing from dispersal for departure.

b. When directed by ATC.

c. If approved by OC Night to support operational commitments.

d. When specifically authorized by the AO.

29. **Essential training circuit.** OCU sorties may conduct one additional circuit on return to Benson if required for essential student training. However, this should only be used where instructors judge that one further attempt would achieve the required TPS on a training objective that requires a runway / T and prevent the need for an additional serials / night sortie on a different night. Crew should inform ATC of the Essential Training Circuit for onward communication to the DOC and Sqn Ops. Sqn Ops should then compile an Essential Training Justification Report to be sent to BEN-OPSWG-STNOPS@mod.gov.uk who will store the required information in the Essential Training Circuit Tracker.

Addendums:

[38] Underslung Load Information (including diagrams depicting the circuit profile) is at Annex Q-5.

1. Airfield Layout & Immediate Vicinity Avoids.
2. Std Circuit Rwy 01RH and Rwy 19.
3. Night Circuit – Positive RT Procedures.
4. NATO T Layout.

Addendum 1 to
Appendix 3 to
Annex O to
RAF Benson DAM
Dated 01 Dec 26

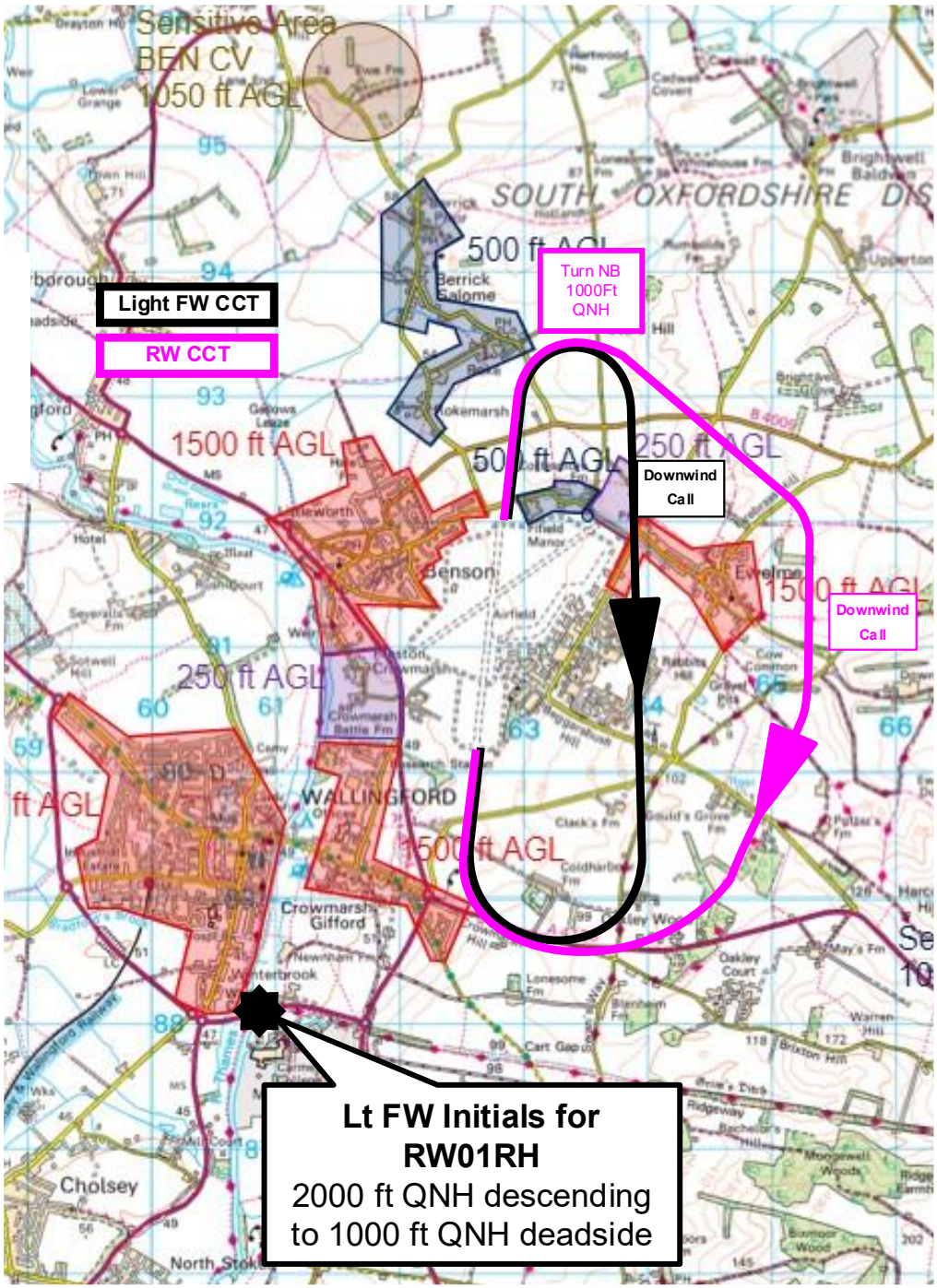
AIRFIELD LAYOUT & IMMEDIATE VICINITY AVOIDS



Addendum 2 to
Appendix 3 to
Annex O to
RAF Benson DAM
Dated 01 Dec 26

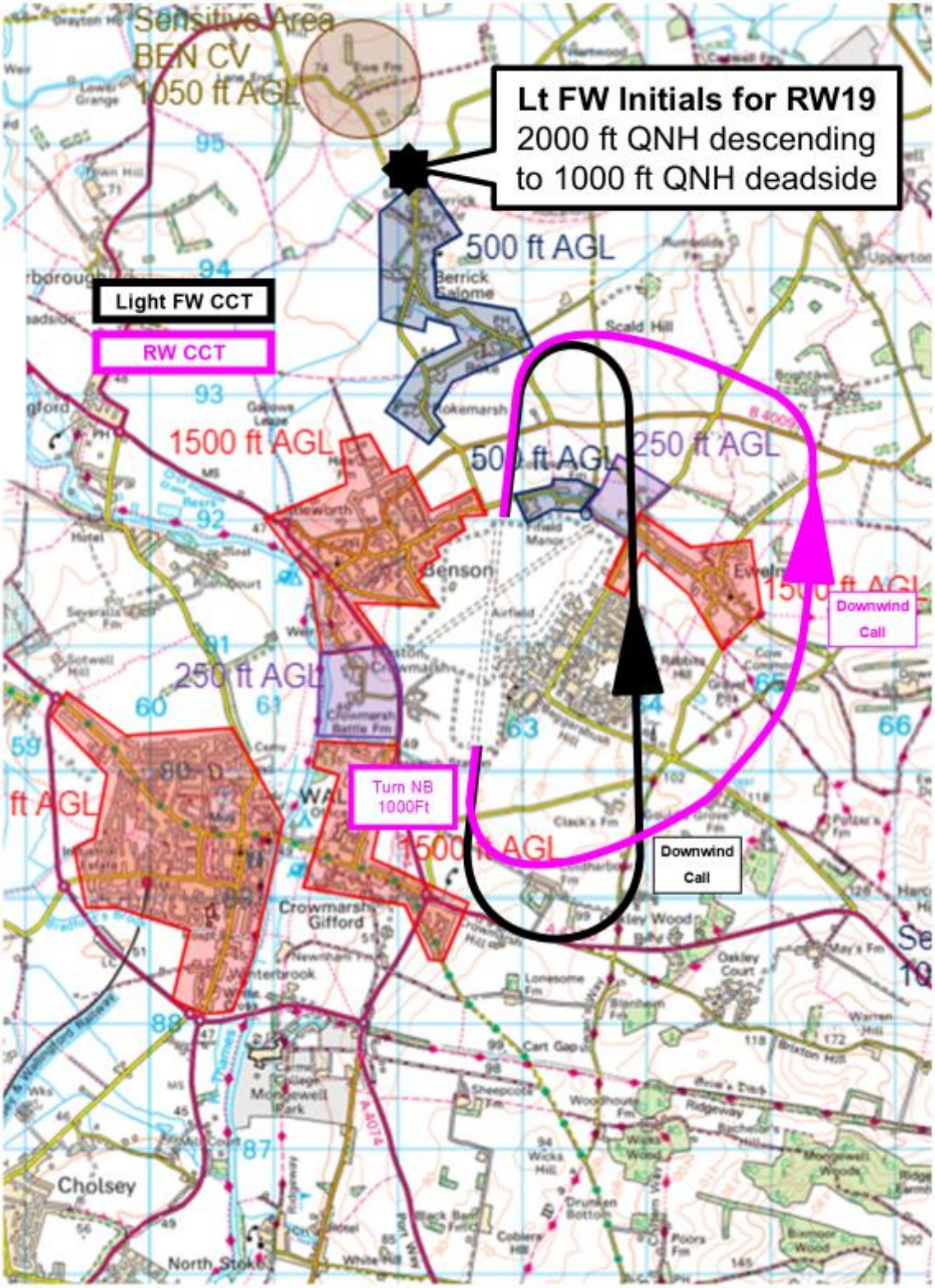
VISUAL CIRCUIT PROFILES

Rwy 01RH and local avoids



Note: Less than 1500ft AGL in the avoids of Crowmarsh Gifford, Benson and Ewelme villages is accepted if in or joining the circuit with adherence to the route shown. This profile shows the general route, which may vary depending on the specifics of the individual sortie and is not to supersede ATC direction.

Rwy 19 and local avoids

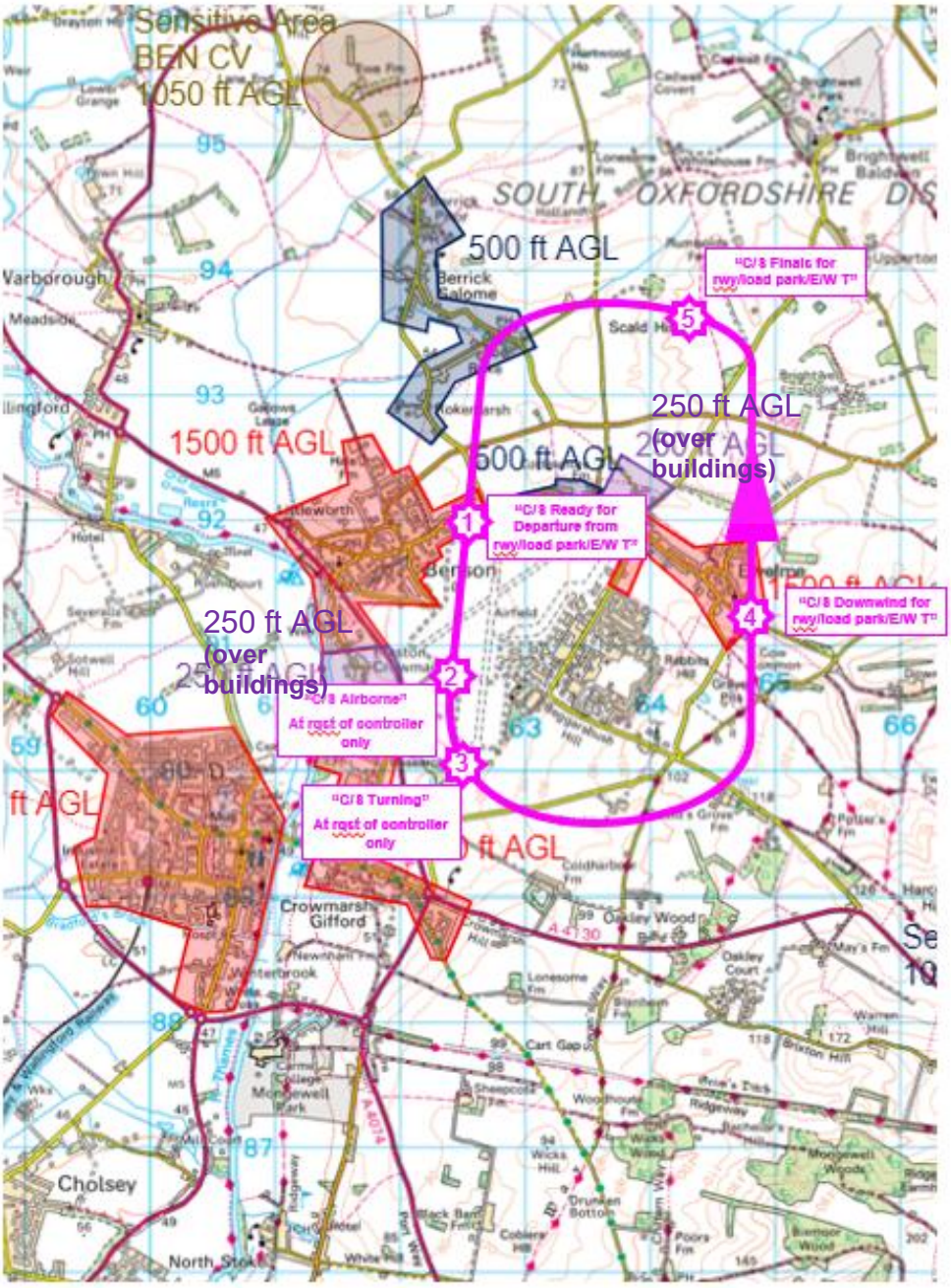


Note: Less than 1500ft AGL in the avoids of Crowmarsh Gifford, Benson and Ewelme villages is accepted if in or joining the circuit with adherence to the route shown. This profile shows the general route, which may vary depend on the specifics of the individual sortie and is not to supersede ATC direction.

Addendum 3 to
Appendix 3 to
Annex O to
RAF Benson DAM
Dated 01 Dec 26

NIGHT CIRCUIT – POSITIVE RT PROCEDURES

Example Rwy 19 in Use[39]

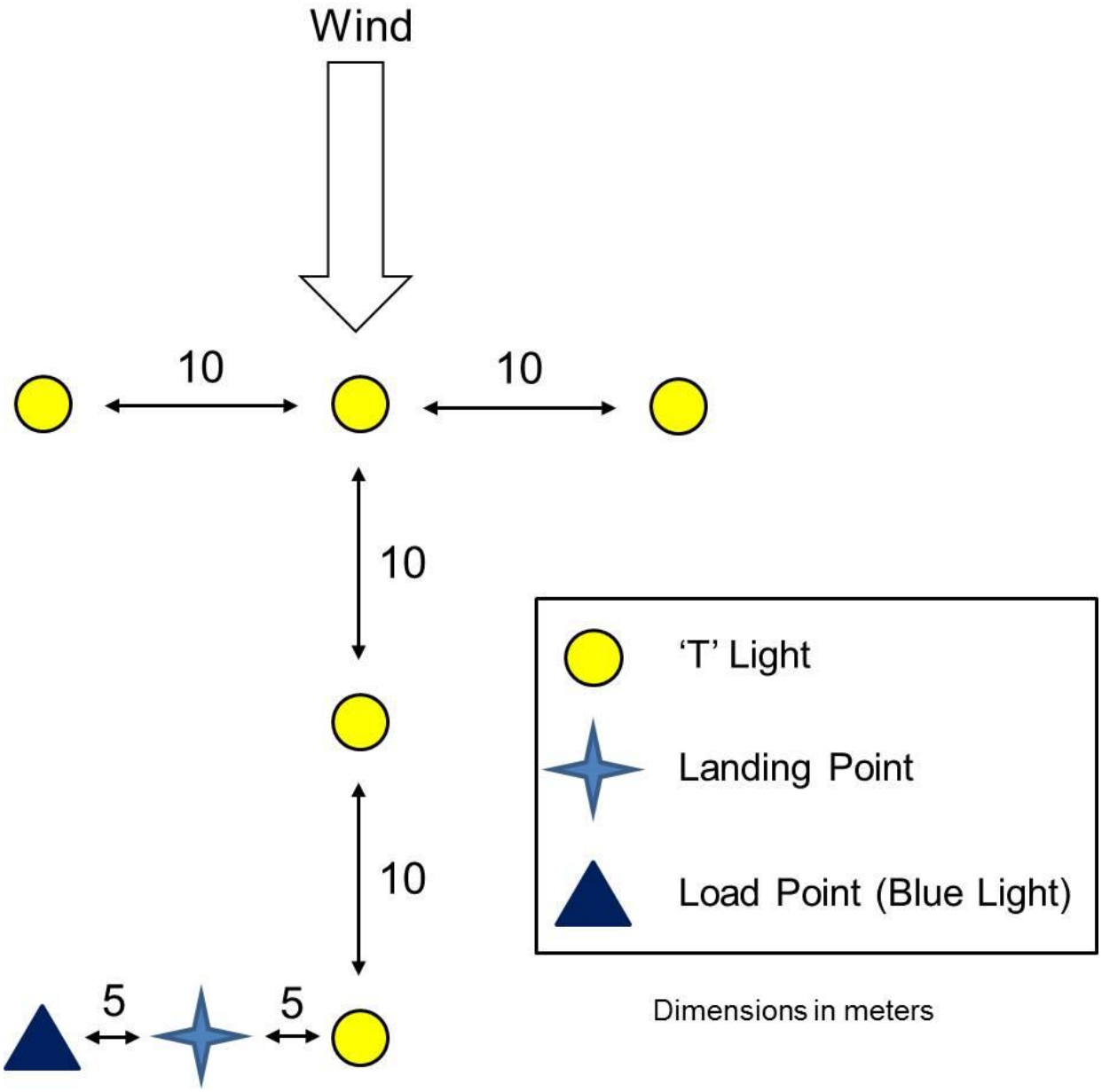


Note: The arrow in this image covers the corner of the Ewelme avoid due to formatting – the recommended profile continues around the Ewelme avoid and not over its edge. This profile shows the general route, which may vary depend on the specifics of the individual sortie and is not to supersede ATC direction.

[39] Downwind leg of circuit is positioned to avoid direct overflight of Ewelme village, while maintaining safety and compliance.

Addendum 4 to
Appendix 3 to
Annex O to
RAF Benson DAM
Dated 01 Dec 26

DIAGRAM OF NATO T LAYOUT



Appendix 4 to
Annex O to
RAF Benson DAM
Dated 01 Dec 26

RADAR PROCEDURES

1. **ATC service.** For Stn-based Aircraft, unless otherwise requested or stipulated due to equipment unserviceability, ATC will automatically provide:

   a. Traffic Service to IFR departures and arrivals.

   b. Basic Service to VFR departures and arrivals.

2. **Terrain Safe Levels.** ATC will set levels below which a turn will not be issued. The current Surveillance Minimum Altitude Chart depicting the TSL for RAF Benson can be found in the RAF Benson TAP charts.

3. **Radar limitations.** To reduce RT, reduced traffic information will automatically be assumed and not stated for Stn-based Aircraft in the following areas:

   a. In the Oxford AIAA due to high traffic density.

   b. East of a line joining Princes Risborough to Reading due to limits of surveillance cover (terrain screening).

   c. Within 5nm of the radar overhead due to limits of surveillance cover (loss of primary radar contacts).

4. **SSR.** All Stn-based aircraft departing the circuit, operating VFR or IFR, are to squawk Mode 3/A and Mode C iaw their departure clearance. If operating VFR and no squawk has been allocated, aircraft are to squawk as follows:

   a. RAFBFC – 3643.

   b. NPAS – 0050.

   c. TVAA – 0016.

   d. Formations – 3645.

   e. All others – 3646.

5. **Mode A and Mode C verification.** Aircraft operating with Benson will be identified for the purpose of flight following. On initial contact the pilot will be asked to either squawk ident or set a specific Southern Mil squawk[40]. Mode C on all Aircraft will also be verified to assist with internal co-ordination.

6. **RW VFR departures.** RW Aircraft may depart from points on the airfield detailed at Annex Q-3 para13. Once clear of the visual circuit Aircraft are to contact Southern Mil.

7. **RW VFR arrivals**. Crews of RW Aircraft are to notify Southern Mil of their intention to recover VFR to Benson and state the current ATIS code, if available to obtain. Depending on the rwy in use and direction of recovery, the crew is to request the type of join they require, downwind recoveries

[40] Southern Mil squawks are 3601-3607, 3610-3617, 3620-3627, 3640-3647.

are to be approved prior to changing frequency to Tower. If a visual recovery will conflict with radar traffic, the crew conducting the visual approach must be visual with and able to maintain separation from the radar traffic. If the crew is not visual with the radar traffic, ATC will suggest alternative joining procedures to ensure safe integration of Aircraft or instruct the crew to 'hold off'.

8. **FW VFR departures**. FW VFR departures are to climb on rwy track, not above 1500ft QNH, and call Southern Mil. By issuing 'VFR departure approved', ATC are approving a climb and/or turn onto own navigation once clear of any inbound traffic.

9. **FW VFR arrivals**. Crews of FW Aircraft are to notify Southern Mil of their intention to recover VFR to Benson stating their intentions and ATIS code if available to attain, prior to entering the MATZ. ATC will then judge whether it is safe for the requested type of approach, provide sequencing if necessary or suggest an alternative arrival procedure.

10. **IFR departures**. RW and FW Aircraft may depart on either Military Instrument Departure (MID) or non-standard instrument departure. All instrument departures must be from the rwy.

a. **MID**. Departures via the Compton MID or Vale MID are available. Full details of MID departure profiles are contained in the Terminal Charts United Kingdom South.

b. **Non-standard**. Non-standard instrument departures may be requested at any time prior to departure.

11. **Changing frequency from ADC**. Aircraft conducting IFR departures are to change to Southern Mil once clear of the visual circuit and / or when instructed to by ADC.

12. **IFR recoveries.**

a. **Radar to initials**. An Aircraft requesting a radar to initials recovery will be given radar vectors to the Initial Point (IP) at 2000 ft Benson QNH. The IP for Rwy 19 is at 2 nm for light FW and 5 nm for fast jet AS, offset ½ nm on the 'deadside' of the extended centre line. The IP for Rwy 01RH is overhead the River Thames bridge on Nosworthy Way (A4130), see Appendix 2 to Annex Q-3 for further details.

b. **Radar to overhead**. An Aircraft requesting a radar to overhead recovery will be given radar vectors to the airfield overhead at 2000 ft Benson QNH.

c. **Radar monitoring of instrument approaches**. All pilot interpreted instrument approaches at RAF Benson will be radar monitored by the Talkdown controller where possible.

d. **Radar patterns**. The standard altitude for all radar patterns is 2000ft QNH.

~~e.~~ **Short Pattern Circuit and Practice Short Pattern Circuits**. The standard altitude for Short Pattern Circuit and Practice Short Pattern Circuits is 1500ft QNH.

f. **PAR glidepath Rwy 19**. Unless a Stn-based Aircraft requests otherwise, a PAR to Rwy 19 will be based on a 3º glidepath.

g. **RW Internal Aids (IA) approach**. All RW IA approaches are to be flown iaw JAC FOB Order J2120.120 and iaw the extant approach patterns and procedures. When radar monitoring a RW IA approach, Talkdown is only to inform the pilot of major deviations from the centreline.

13. **MATZ crossing traffic**. MATZ crossings are to be conducted as follows:

a. Approach is to pass details of all such traffic to Aircraft on VFR departures or recoveries.

b. Tower will be informed of MATZ crossing Aircraft within 3 nm and below 2300ft QNH of RAF Benson. They will broadcast relevant information to circuit traffic.

14. **Radar break-offs**. Whilst conducting an instrument recovery pilots should expect to receive a final clearance no later than 2nm from touchdown. If a clearance cannot be issued and it is unlikely to be provided prior to the approach minima a break off instruction will be given.

a. Talkdown will ascertain if the pilot is visual with the airfield at the break off point.

b. If the pilot is not visual with the airfield, they will be instructed to execute the MAP, or fly as directed by ATC.

c. If the pilot is visual, then the subsequent actions alter iaw the further intentions of the ac.

(1) Aircraft whose intentions are to land or join the visual cct – Alter course to join deadside whilst instigating a climb to cct altitude. Call to Tower – 'Benson Tower, C/S, joining deadside from radar'

(2) Aircraft whose intentions are for further radar or to depart – Alter course to fly through deadside whilst instigating a climb to the altitude already provided on the prearranged climb out details and continue with the onward frequency also given.

Note: Altering course to fly through / join deadside ensures separation is maintained against visual circuit.

15. **Aerobatics within the MATZ.** Aerobatics within the Benson MATZ are not routinely permitted in the Benson overhead. Elsewhere in the MATZ, aerobatics are subject to the following conditions:

a. **Approval.** Approval is required from the AO or their nominated deputy before aerobatics are conducted within the RAF Benson MATZ.

b. **Notification.** The Sqn DA is to ensure that the ATC Supervisor, Ops Sqn and the Stn MCO are pre-notified of any planned display flying, role demonstration or formation flypasts at Benson.

16. **Benson TACAN.**

a. **Tac 19**. BSO reads 0·19d at THR. Possible loss of TACAN signal between 090º - 135º.

b. **Tac 01**. Unlocks experienced between FAF and MAPt. BSO reads 0·87d at THR. Possible loss of TACAN signal between 090º - 135º.

17. **Tutor deconfliction plan.** The Tutor normal operating area is sub-divided into eight areas as shown on the deconfliction map at Addendum 2. Before flight, Tutor Cdrs are to specify their intended area of operation on the deconfliction map in the Tutor Ops Room.

18. **Radar sensor unavailability**. In the event of sensor unavailability and in recognition of the non-optimal ATS provision provided, controllers shall inform the pilots with appropriate phraseology from CAP 413.

a. **ATS.** Southern Mil may provide a reduced IFR service, with traffic information / deconfliction advice only called on transponding aircraft. If required, an adjacent unit may be contacted to provide a greater service.

b. **Considerations.** Operating in a non-optimal sensor environment increases RtL. Aircrew should consider the necessity of flying IMC in a situation requiring a Radar Service from Southern Mil, balanced against increased risk due to the reduced IFR service.

c. **Radar approaches.** Surveillance Radar Approaches (SRAs) cannot be conducted due to the loss of Star-NG. All other approaches remain available.

d. If you have any questions regarding an RAF Benson ATS within a non-optimal environment, contact Southern Mil on 01993 897274 (Civ).

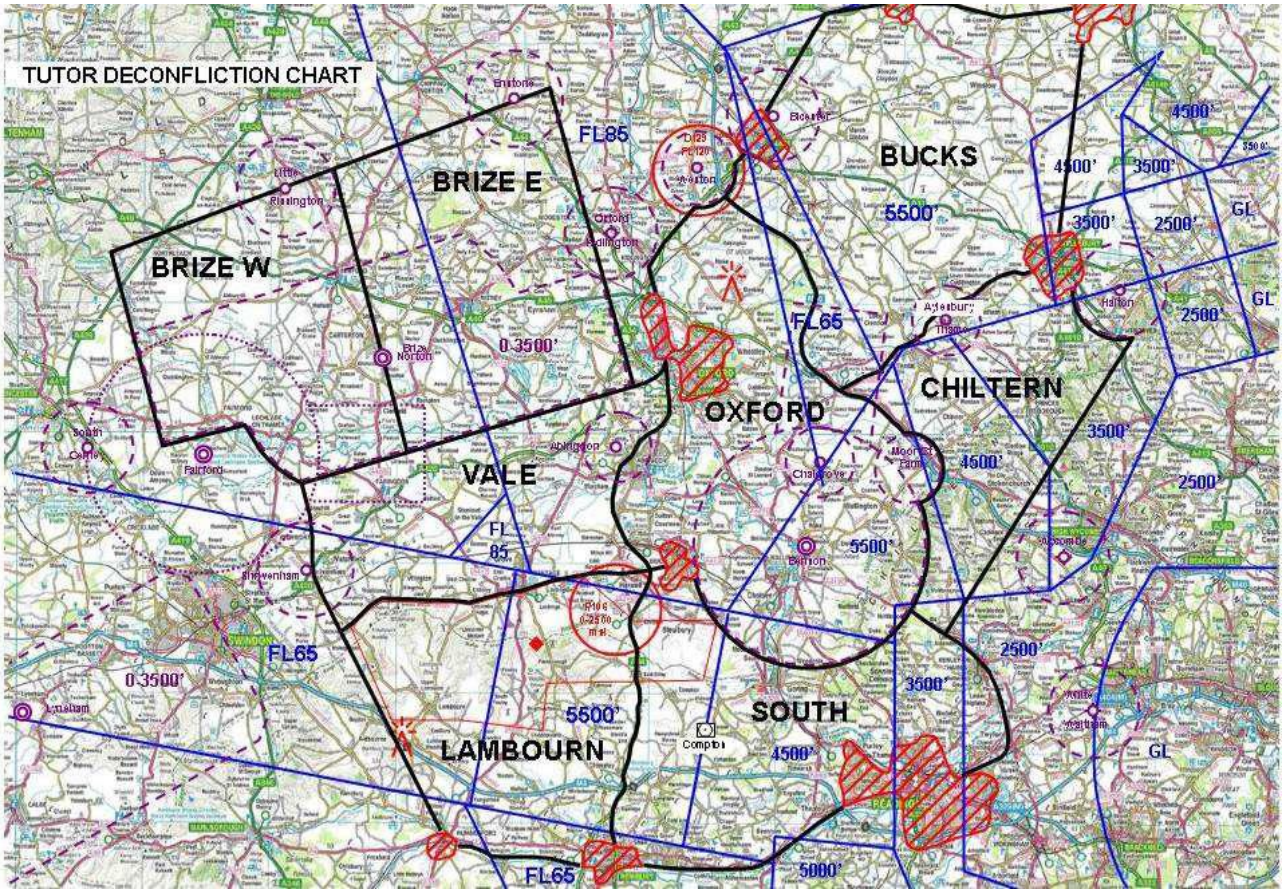
Addendums:

1. Tutor Deconfliction Chart.

Addendum 1 to
Appendix 4 to
Annex O to
RAF Benson DAM
Dated 01 Dec 26

TUTOR DECONFLICTION CHART

This map is for information only and is not to be used for planning purposes.



This map is for information only and is not to be used for planning purposes.

Appendix 5 to
Annex O to
RAF Benson DAM
Dated 01 Dec 26

UNDERSLUNG LOAD AND JOINT HELICOPTER SUPPORT SQUADRON PROCEDURES

1. **USL areas at RAF Benson**. All USL training and practise is to be carried out in the USL area at RAF Benson; the Load Park (LP). USL circuit diagrams are at Addendum 1 & 2; these are notional circuits and may be amended to suit wind conditions. Aircraft with USLs are to avoid overflying Ewelme, other local villages and the property known as 'Tinkers Moon'. Hours of operation of this load park are:

   a. **LP**. (Including NATO Ts and Temporary Desert Box). Circuits are to be flown at 700ft QNH if before ECT, 1200ft QNH after ECT. If lower circuits after ECT are required, these must have been approved by the AO or their nominated deputy. Please see Ser 9 below for timings.

   b. **JHSS parking area.** All users of the Load Park are to be aware that JHSS will park in the area NE of the weather station.

2. **USL operations**. The following points are to be noted:

   a. Aircraft with USLs are not to overfly Aircraft or vehicles on the manoeuvring area of the airfield.

   b. When approaching or departing the load park ATC clearance will include assumed rwy occupancy with the exception of departures from the LP whilst on Rwy 01RH and approaches to the LP whilst on Rwy 19. However, to facilitate use of the rwy by other AS, a clearance to remain East of the rwy may be given. This clearance is to be read back and adhered to. Crews should maintain a minimum area comprising three times the rotor diameter of that RW from the rwy edge and all light aircraft.

   c. Prior to load-park activity, Aircraft crews are to make best efforts to contact the JHSS team in the load park using FM, 46.0 MHz.

   d. If no initial contact is made with JHSS team through comms then this will be taken that no comms has been established, the JHSS team will not go under the disc for safety reasons until comms has been established with the crew.

3. **Dual lane operations**. The Load Park (LP) has two designated lanes positioned either side of the disused rwy, these lanes are marked using barrels, the northern lane is lane one and the southern lane is lane two. Each lane should contain three x netted loads and a trailer (at best effort) and these are to remain within each lane. There is currently a tyre circle on each lane for more precise positioning. A diagram depicting the dual lane load park including its minimum content can be found at (Addendum 3 to Annex Q-5). These lanes maybe used at the same time. During dual lane ops the JHSS safe area will be the disused rwy. Dual lane ops will be unavailable whilst the concrete loading points on disused rwy are in use.

4. **Use of concreted loading points on Disused Rwy 06 / 24**. Two concrete loading points on the disused runway 06 / 24 have been installed within the confines of the LP (shown at Addendum 3). These can be used with a load up to 10,000kg placed loads onto the loading points. Aircraft are not to land on the concrete loading points due to the lack of a load classification number (PCN) at this time.

5. **Heavy USL ops**. The 105mm Gun, CVRT and ISO container are the heavy pieces of role equipment available for use in USL Trg at the Benson LP. Other loads may be available on liaison with JHSS. Due to the increased downwash risk whilst lifting heavy equipment it is essential that all equipment is returned to the designated areas after use (i.e. fly circuits to the lanes if required but then return to the original pick up point, do not leave in the lanes). A minimum safety distance of 100m must be maintained between heavy USLs.

6. **Night operations.** The following procedures are to be used during night operations:

a. The JHSS vehicle is to be parked on the grass to the NE of the weather station.

b. When possible, the JHSS Team should inspect the load park during the day prior to conducting night operations.

c. Lighting devices will be required so that the aircrew can see the marshaller's signals. The intensity of these lights will vary, depending on the means of vision (e.g. unaided or night vision devices) used by the aircrew.

d. Additional reference lighting for external load operations will be provided by the support unit when requested by the helicopter unit.

7. **JHSS procedures.** All procedures are to be conducted iaw ATP49 (G). USL booking requests, and any amendments or cancellations, are to be made by Sqn Ops staff to JHSS Ops (Ext 5190). No more than two ac may operate in the Load Park at any one time due to the close proximity of Aircraft and number of personnel.

8. **Operations during thundery conditions iaw DAP101A-1105-1A Chapter 5, Para 9.** Vertical replenishment operations during thundery conditions should be avoided when operationally possible. Not only do such conditions increase the electrostatic hazards by reason of the high ambient charged atmosphere, in addition the configuration of a hovering helicopter with external load is susceptible to lightning strike.

9. **JHSS hours of support.** JHSS is tasked by JAC to provide a Heli Handling Team (HHT) to RAF Benson. JHSS hours of operation are as follows:

	Benson Load Park Timings	
	Morning	**Afternoon**
Mon	Closed	1300 – 2300
Tue	1000 - 1200	1300 – 0000
Wed	0000 - 1200	1300 – 0000
Thurs	0000 - 1200	1300 – 0000
Fri	0000 - 0830	Closed

Note: Hours of Operation are subject to the Maximum Daily Duty Period (13 hours) and Minimum Daily Rest Period (11 hours) specified in DSA 03 Regulation 15, Movement and Transport Safety Regulations. All effort is to be given to allow the team to have a lunch break.

*After a Bank Holiday, the next days operating times will be the same as a normal Monday.

10. **JHSS equipment assurance**. The USLs and associated rigging equipment in the Load Park are to be maintained iaw **AP 101A-1105-1A**. Suitably qualified personnel from JHSS are to check the serviceability and condition of the USLs weekly and maintain a log of expiry dates for the nets in use. Queries, regarding USLs are to be directed to the DOC (Ext 7015).

11. **Tracking of USLs being flown out of the RAF Benson circuit.** USL and related equipment planned to be taken off site is to be signed out from JHSS, as required by P2360.100.1. To ensure JHSS awareness and tracking of equipment:

a. All USL planned to be taken away from the Benson cct must be annotated as such on STARS, including a plan and anticipated timescale for recovery.

b. The level of detail on STARS (which can be inputted either by Ops staff or crews) must always be sufficient to allow tracking of the USL by JHSS at any time.

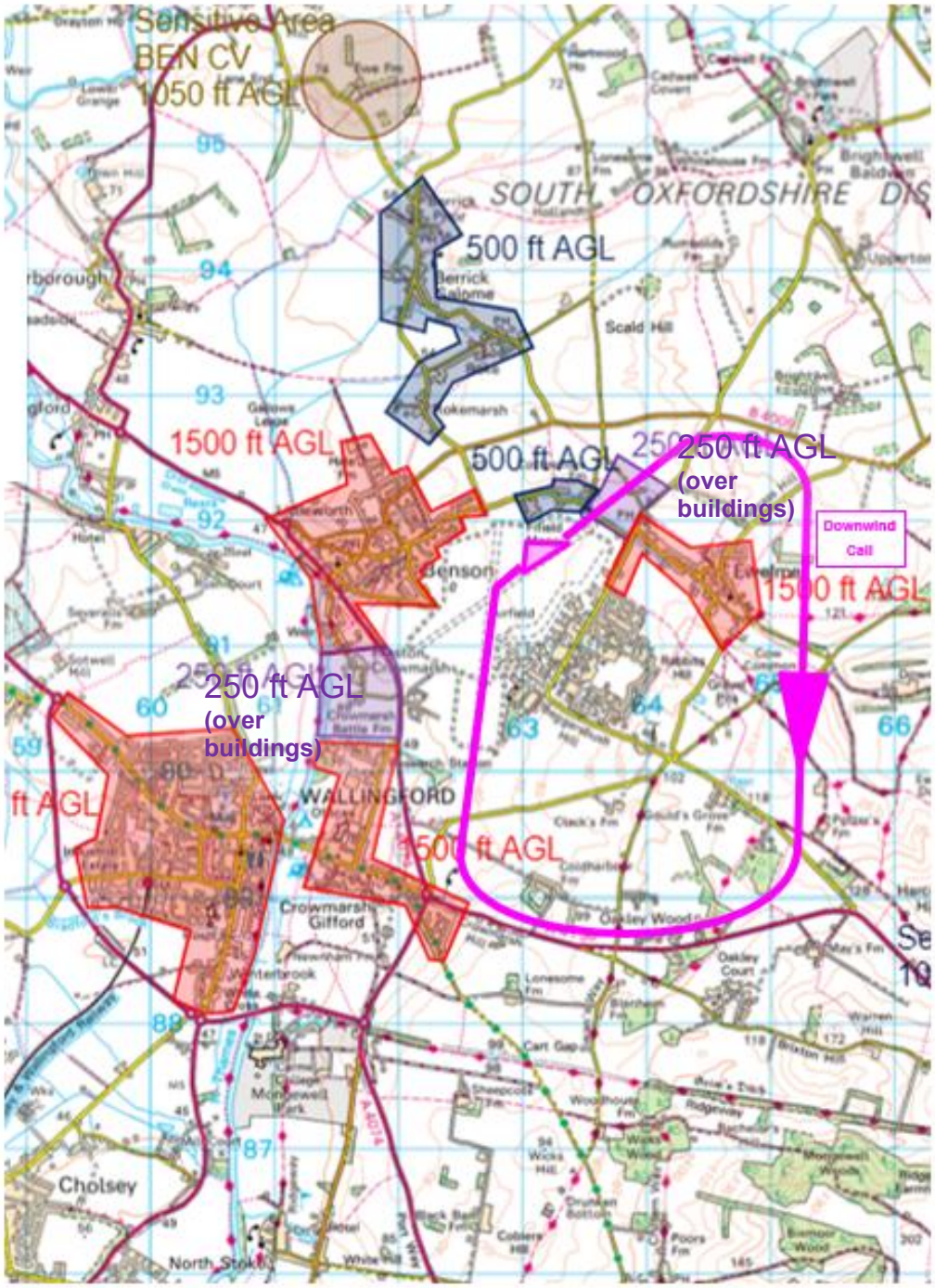
c. This does not change the requirement for ops/aircrew to inform JHSS if a change of plans necessitates a USL staying off base for longer than originally planned.

Addendums:

1. Load Park Circuit Profile Rwy 01RH.
2. Load Park Circuit Profile Rwy 19.
3. Load Park Layout Plan.

Addendum 1 to
Appendix 5 to
Annex O to
RAF Benson DAM
Dated 01 Dec 26

LOAD PARK CIRCUIT PROFILE Rwy 01RH



Addendum 2 to
Appendix 5 to
Annex O to
RAF Benson DAM
Dated 01 Dec 26

LOAD PARK CIRCUIT PROFILE Rwy 19



Addendum 3 to
Appendix 5 to
Annex O to
RAF Benson DAM
Dated 01 Dec 26

LOAD PARK LAYOUT PLAN



REINFORCED CONCRETE SQUARES



Appendix 6 to
Annex O to
RAF Benson DAM
Dated 01 Dec 26

EMERGENCY PROCEDURES

1. **ATC total power or radio failure**. In the event of an ATC total power failure the Tower will have limited resources from Standby Power facilities for a maximum of 30 min to enable the recovery of airborne AS. All airborne Aircraft will be informed via Benson standby radios, other airfields or D&D. On receipt of this information Stn-based Aircraft are to take the following actions:

a. **Stn-based light FW.** Subject to the prevailing weather conditions all Stn-based Light FW Aircraft will be recalled and are to land as soon as possible or divert as required. All taxying Aircraft are to return to dispersal and close down. In the event of loss of radio comms, all Aircraft that are able to join visually are to do so iaw procedures. If unable to maintain VMC Aircraft are to contact D&D for assistance.

b. **Stn-based military RW.**

(1) **Airborne aircraft.** All Stn-based military RW Aircraft on operational tasking will, if possible, be informed of the power failure and may continue with their sortie.

(2) **Departing aircraft.** No Stn-based military RW Aircraft will be permitted to depart, except for Priority 1 tasking, unless permission is given by the AO.

(a) Sqn DAs are to inform Ops Sqn of the POB, callsign, endurance and departure heading of the Aircraft and confirm that the AO has approved the departure.

(b) After start, taxi to the Eastern Grass, turn towards the Tower and flash the landing light when departure clearance is required. The Aerodrome Controller will confirm departure clearance with a green SLG.

(3) **Aircraft recovering with an emergency requiring assistance.** Stn-based Military RW Aircraft recovering with an emergency and requiring assistance are to flash landing lamp or dragon light at ATC. This will be acknowledged by a green SLG light signal from ATC. The Aerodrome Controller will take Emergency State 2 action.

c. **NPAS(SE) / TVAA operations.** Whilst engaged on operational tasking, NPAS(SE) / TVAA may continue flying during an ATC total power failure. Aircraft on departure are to call ATC on the published Tower and Ground frequencies to seek clearance. If no reply is received, RW pilots may depart via Point East, remaining clear of the rwy. Arrivals are to call on the published Zone and Tower frequencies requesting permission to join or land. If no reply is received, RW pilots may position for a Point East arrival remaining clear of the rwy, including the immediate approach or departure lanes.

2. **Aircraft total electrics or radio failure.** In the event of an electrics or radio failure whilst in VMC, Stn-based Aircraft should squawk Mode 3/A 7600 and comply with the following general rules:

a. **RW aircraft – day VMC:**

(1) **Outside the visual circuit:**

(a) Either flash landing lamp or handheld torch at ATC on joining the visual cct. Make an approach either to Point East (if approaching from east of Rwy 01RH / 19) or Point West (if approaching from west of Rwy 01RH / 19). Remain clear of all approach and climb out lanes. Expect a Green SLG from ATC as acknowledgement and a further green SLG (subject to landing gear position) on final to indicate clearance to land.

(b) Flash the landing lamp or handheld torch at ATC; on receipt of a flashing white light return to dispersal via Point Hotel.

(2) **In the visual circuit.** Follow the normal circuit patterns until downwind, then descend for a Point East arrival, and follow the instructions above.

b. **RW aircraft – night VMC:** Make an approach either to Point East (if approaching the aerodrome from the East) or Point West (if approaching from the West), not above 700ft QNH (to deconflict from the RW & FW visual circuits. Do not cross Rwy 01 / 19 on approach. Upon landing at Point East / West, await signals from ATC before taxiing to the ASP.

c. **All FW aircraft:**

(1) If possible, establish the rwy in use and circuit direction, whilst remaining VMC and 1000ft clear of circuit traffic.

(2) Descend clear of the circuit to join through Initials at 1500ft QNH. Fly through the deadside at 800ft QNH, rocking the wings in view of the ATC Tower.

(3) Fly a circuit at 800ft QNH, expecting a green SLG signal from ATC when downwind as acknowledgement and a green SLG signal on final as a clearance to land.

(4) If green SLG signals are not seen, low approach and rock wings on the deadside again. If a red SLG signal is seen, overshoot and circle at 800ft QNH to await a further green SLG signal before making another approach.

d. **Stn-based light FW.** The following paragraphs amplify information for all light FW.

(1) **On the ground**. In the event of a radio failure on the ground, abandon the sortie and establish RT contact with ATC using the secondary radio if available. If unable to raise ATC, taxi clear of the rwy and shut down.

(2) **Airborne:**

(a) **Two radios fitted, radio failure – Inside the MATZ.** Continue the sortie with one serviceable main radio.

(b) **Two radios fitted, radio failure – Outside the MATZ**. Continue the sortie if one radio is serviceable provided that VMC can be continuously maintained. If a VMC recovery to base is impracticable, consider diverting to the nearest suitable airfield.

(c) **Total radio failure**. Carry out the following:

(i) Continue to transmit all calls on the appropriate frequency, prefixing each transmission with “C/s, Transmitting blind …”

(ii) Consider the use of the ILS receiver to listen for messages.

(d) IMC or VMC Above Cloud. If IMC or VMC above cloud carry out one of the following:

(i) Descend to safety altitude and attempt to regain VMC below cloud.

(ii) Fly a self-positioned ILS to RAF Benson.

(3) **Further Actions**. If unsuccessful, fly left-hand radar triangles until joined by a shepherd AS, or until the prudent limit of endurance at which time the Aircraft should be climbed to a safe altitude and abandoned.

3. **Practice total electrics or radio failure.** Crews intending to practise total electrics failure or radio failure emergency recovery procedures are to tell ATC before each flight and, before commencing recovery they are to inform Approach, to avoid unnecessary Emergency State 2 action.

4. **Night emergency NATO T.** The Eastern NATO T should be used in the event of an emergency at night. This does not preclude the use of the Eastern T by other AS; however, Aircraft with a known emergency will be given priority.

Appendix 7 to
Annex O to
RAF Benson DAM
Dated 01 Dec 26

ENGINE ROTOR STARTS OUTSIDE OF ATC OPENING TIMES

1. If a Sqn wishes to conduct an engine start prior to ATC opening, in order to expedite a departure, the following process is to be followed:

a. The Sqn is to request early engine starts in the preceding SHORTCAST. It will be approved or denied based on the availability of Ops, Fire & Med cover.

b. The Sqn is to confirm with Ops and ATC on the morning of the sortie if the early start will proceed as planned.

c. The Aircraft is not to taxi, manoeuvre or lift from its parking spot before the airfield is open, or before receiving positive clearance from ATC to do so.

d. Only operating and essential supernumerary crew are to be aboard for early aircraft starts, due to the uplift in ICAO requirement and support needed from ATC, Fire and Ops to safely operate aircraft carrying more crew and passengers.

Annex P to
RAF Benson DAM
Dated 01 Dec 26

AERODROME DATA REPORTING PROCEDURES

1. Changes and discrepancies with Aerodrome data are to be reported to Ops Sqn via email at BEN-OPSWG-STNOPS@mod.gov.uk. Proposals will be considered by the AO for amendment within the DAM, AIP and all other relevant documentation.

Annex Q to
RAF Benson DAM
Dated 01 Dec 26

AERODROME SERVICEABILITY INSPECTIONS

1. The table below details the requirement for and actions following aerodrome serviceability inspections at RAF Benson.

Aerodrome Serviceability Inspections - Orders		
1	Aerodrome Inspections are to be carried out by a SQEP individual who is to carry out a comprehensive inspection of the movement area.	
	a	An inspection of the aerodrome is conducted before commencement of day and any planned station night flying. Prior to night flying, an inspection should be conducted prior to last light. When inspecting the runway, the individual is to stop and vacate their vehicle at random intervals to conduct a close-up visual inspection of the runway.
	b	All surfaces are assessed for Aircraft and vehicle operations.
	c	Worn or obliterated markings and signs are reported to the Airfield Manager.
	d	Work in progress and obstructions are identified and marked.
	e	Unserviceability of airfield lighting is reported to the airfield electrician, entered into the lighting logbook and that the Sup/ATCO IC is informed.
	f	The Airfield Manager is informed of any grass cutting or sweeping required.
	g	All Load Park objects are within the Load Park parameters.
2	All inspections are logged in the ATC logbook, including any issues raised.	
	a	Issues are reported to the relevant section Subject Matter Expert (SME).
	b	Sweeping requests are logged and passed to Air Transport Operations for action.
	c	Works Services are to be reported through VINCI 0800 004 2010 (ATC building 110) with W/S numbers annotated in the ATC Log with a brief description.

Annex R to
RAF Benson DAM
Dated 01 Dec 26

AERODROME TECHNICAL INSPECTIONS

1. The table below details the requirement for and actions following aerodrome serviceability inspections at RAF Benson.

Aerodrome Technical Inspections - Orders	
1	Routine inspections of the technical equipment (transmitters, receivers, ILS etc) with precision navigation aids being calibrated by a flight check Aircraft are conducted accordance with AP 600-Royal Air Force Information CIS policy and relevant SPS.
2	Rwy, taxiway and obstruction lights, along with PAPIs and aerodrome traffic lights are inspected daily.
3	Main earth points are to be tested every 24 months. The resistance is to be as low as possible but is not to exceed 10 ohm. Temporary earth points are to be tested at regular intervals (at least annually) and must not exceed 10,000 ohm.[41]
4	Manoeuvring Areas and drainage are inspected, maintained and repaired in accordance with DIO guidance. Aquatrine maintain external drainage systems on site – This is a reactive maintenance contract. There are no regular inspections.
5	All Aerodrome signs are inspected weekly by ATC (if established) and monthly by DIO SME.
6	Aerodrome lighting along with other essential equipment is backed up by stand-by power system. The stand-by power system is to be inspected daily with a switchover test being carried out monthly. Where the alternative input power supply is provided by independent generators, they must run for at least 15 min under full load when carrying out this check.
7	All ARFF vehicles and equipment are inspected and tested regularly by TG7 Fire and Rescue in accordance with manufacturer's instructions and MOD policy. Serviceability issues are reported to the relevant agencies through Capita, Terburg and Angloco.
8	The Crash Ambulance and associated equipment is inspected and tested in accordance with Transport Operations, manufacturer's instructions and MOD policy. Serviceability issues are reported to the relevant agencies through Transport Operations Control or Medical & Dental Support Squadron.
9	The duty AWCU Operator is responsible for a daily inspection and report, to ATC, on the serviceability of the following equipment: AWCU vehicle, Scarecrow equipment, radio equipment, all Weapons, incl. Verey pistol with BSC adaptor. Vehicle maintenance is carried out in accordance with manufacturer's recommendations. A comprehensive set of local orders for Wildlife Management are contained within the RAF Benson Aerodrome Wildlife Control Management Plan, available to MoDNet Users. Please contact RAF Benson ATC with any off-site document access issues.
10	Traffic lights, for the control of airside vehicles, are inspected daily during the morning inspection and prior to any station night flying. Any fault should be immediately recorded with the VINCI Help Desk on 0800 004 2010.
11	Annual reviews of Aerodrome Access Orders is undertaken by SATCO. Those who are required to gain or renew an Aerodrome Access Permit must attend a brief, conducted by ATC. These are bookable here. More details can be obtained from ATC on 01491 827017 from civilian telephone networks, or 95261 7017 from military networks.

[41] Refer to AEP-24 (STANAG 7009) – Aircraft Electrical Hazards on the Flight Line.

Annex S to
RAF Benson DAM
Dated 01 Dec 26

RADAR, RADIO AND NAVIGATION AID MAINTENANCE, MONITORING AND PROTECTION

1. This annex is intended to ensure that all RADAR, radio, navigation and approach aid equipment at RAF Benson meets the required service schedules listed in the Manual of Airworthiness Maintenance – Processes (MAM-P) and other relevant equipment AP references, in conjunction with / direction from the RAF High Wycombe Engineering Role Office.

2. All RAF Benson RADAR, radio, navigation and approach aid equipment is checked daily to ensure optimum performance. If equipment faults are identified, the Aquila Maintenance Team (AMT) will aim to rectify any fault promptly in accordance with the MAM-P. They can be contacted via the Aquila Helpdesk on 01329 722711 should any faults occur.

3. Local orders for the maintenance and monitoring of navigation equipment by the AMT have been produced in accordance with extant Support Policy Statements (SPS), AP 600 and in conjunction with the RAF High Wycombe Engineering Role Office. These orders are reviewed annually by OC DSF and can be found in Stn AESOs, specifically Book 2 Pt 2 Ch 4 Scn 5c.

4. During normal working hours ATC have control of airfield navigation equipment; if during this period a fault is suspected ATC would report all changes to the operational status to the Aquila Helpdesk on 01329 722711 for resolution.

5. Any airfield operator who believes there may be a fault with a particular system should report it immediately to either ATC or the AMT.

6. Only authorised personnel are allowed access to aerodrome navigation aids. Anyone requiring access must contact the Aquila Helpdesk on 01329 722711 or Contact Benson AST on 01491 837766 Ext 6902 from civilian telephone networks or 95261 6902 from military networks.

Appendices:

1. RAF Benson ATM Equipment Technical Safeguarding – Infringement Details.

Appendix 1 to
Annex S to
RAF Benson DAM
Dated 01 Dec 26

RAF BENSON ATM EQUIPMENT TECHNICAL SAFEGUARDING – INFRINGEMENT DETAILS[42]

17. Live versions of RAF Benson infringement information is available to MoDNet users at this SharePoint link. Non MoDNet users wishing to access the latest version of the maps or discuss more information about each infringement are to contact RAF Benson Duty Ops Controller on 01491 82 7015 from civilian telephone networks and 95261 7015 from military networks.

No	GRI – Equipment	Link	Comments
1	STAR NG	20230327-STAR_Range_Card.docx	View Document in Read View
2	STAR NG MTI 1	20230504-STAR_MTI_1_Range_Card.docx	View Document in Read View
3	STAR NG MTI 2	20230504-STAR_MTI_2_Range_Card.docx	View Document in Read View
4	Glidepath and DME	ILS GLIDE SLOPE INFRINGEMENT MAP1.docx	View Document in Read View
5	ILS Localiser	ILS LOCALISER INFRINGEMENTS MAP.docx	View Document in Read View
6	WAM S1	20230320-Ben_WAM_S1_Range_Card.docx	View Document in Read View
7	WAM S2	20230320-Ben_WAM_S2_Range_Card.docx	View Document in Read View
8	WAM S3	20230320-Ben_WAM_S3_Range_Card.docx	View Document in Read View
9	WAM S4	20230320-Ben_WAM_S4_Range_Card.docx	View Document in Read View
10	RPAR	RPAR INFRINGEMENTS MAP.docx	View Document in Read View
11	Receivers	RXER_Infringement_MAP.docx	View Document in Read View
12	Transmitters	TXER_Infringement_MAP.docx	View Document in Read View
13	RADIO Room/ ATC	ATC_Infringement_Map.docx	View Document in Read View
14	HRDF	HRDF INFRINGEMENTS MAP.docx	View Document in Read View
15	TACAN	TACAN INFRINGEMENTS MAP.docx	View Document in Read View
16	RAF Benson RSP Map.	20210813-425346_RES_01_05_PROV-O.pdf	View Document in Read View

[42] AP 600 3rd Edition

Annex T to
RAF Benson DAM
Dated 01 Dec 26

AERODROME WORKS SAFETY

18. The table below details the requirement for and actions regarding the control and supervision of work in progress on the aerodrome at RAF Benson.

Aerodrome Works Safety – Orders		
1	**Work in Progress (WIP) Records.** ATC and the Duty Operations Controller (DOC) display WIP on a wall-mounted plan of the aerodrome held in Ops Sqn and hold details of works being undertaken electronically on the daily flying brief. These are also briefed at the Weekly Stn Brief and updated at the weekly SHORTCAST meeting, open to all Airfield users (held via Skype each Thursday). WIP records are to be maintained in accordance with RA 3266 – Aerodrome Maintenance.	
2	**WIP Book.** A WIP Book is established iaw RA 3266 – Aerodrome maintenance and held within ATC. Details of the WIP are recorded and accuracy of the details confirmed by signature of ATCO IC and the WIP representative. Details are given to the DOC who disseminates to the squadron operations staff.	
3	**WIP Briefings.** ATCO IC briefs all WIP representatives prior to commencement of the works. Details are recorded in the WIP Book. As a minimum, the briefing is to include the following details:	
	a	Limits of the work area
	b	Direction of Aircraft movements
	c	Route to be taken by works vehicles
	d	Parking area for works vehicles and equipment
	e	Control to be exercised over works vehicles and workers
	f	Signals to be employed
	g	FOD prevention
4	**Control Measures.** When work is to be carried out on the aerodrome and it is not possible to stop flying, individuals (contractors, airfield electrician, grounds personnel etc), will be briefed by the ATC Duty Controller (or their designated representative within ATC) as to correct procedures, prior to them commencing any work. Information will then be recorded in the physical ATC WIP Book to confirm that personnel have been suitably briefed. Where work affects the running of the Aerodrome, ATC are responsible for contacting those that will be affected, whoever they may be, as to the specific action that they should take in order to safeguard working personnel.	
5	**Grass Cutting.** A long grass policy is maintained at RAF Benson; the grass cutting is the responsibility of Work Services. ATC is informed NLT 1000hrs if any grass cutting is to take place by the operator who will also confirm with the ATCO IC which locations are being cut. For more information contact the ATC Switchboard on 01491 827017 from civilian telephone networks or 95261 7017 from military networks.	

Annex U to
RAF Benson DAM
Dated 01 Dec 26

AERODROME USERS – VEHICLE AND PEDESTRIAN CONTROL

1. **General access rules.** All visitors entering both the Unit and Aerodrome must have a valid reason for doing so. The Unit is subject to patrols by both live armed Guards and RAFP Military Working Dog (MWD) Teams. It is imperative that all personnel and visitors comply immediately and fully with all instructions given by Station Guard personnel or Military Working Dog Handlers.

2. **Aerodrome Access Orders.** Orders for the control of vehicular and pedestrian traffic on the aerodrome itself are written iaw guidance contained in RA 3262(1). Before personnel can manoeuvre on the aerodrome, they must undergo formal training, pass an examination and complete an aerodrome familiarisation tour. Orders for manoeuvring on the aerodrome are contained within Station Standing Orders (SSOs) Part 2, Annex E-F available to MoDNet Users. Non-MODNet Users requiring access to orders for manoeuvring on the aerodrome should email RAF Benson Station Ops. Due to the requirement for training and examination; and for the avoidance of confusion this Annex does not contain the aerodrome access orders or links to them.

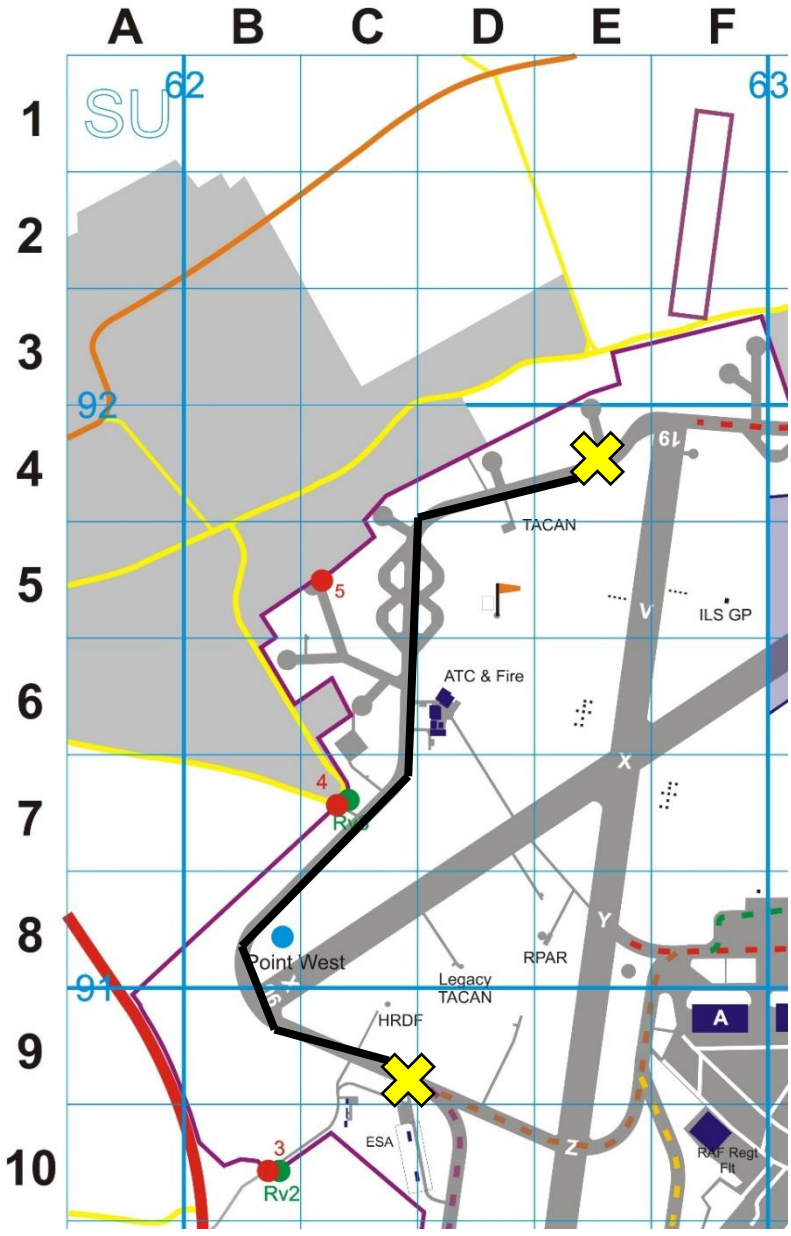
Aerodrome Users - Vehicle and Pedestrian Control	
1	**Aerodrome Access Permit.** Orders for obtaining and renewing an Aerodrome Access Permit (AAP) are in SSOs, Annex E. Contact ATC on 01491 827017 from civilian telephone networks or 95261 7017 from military networks.
2	**Waterfront Access.** As per SSOs Part 2, Annex F.
3	**Pedestrians.** The Aerodrome is not a suitable place for pedestrians and would constitute a hazard to both personnel and equipment. Pedestrians are therefore forbidden from walking on any part of the aerodrome; the only exceptions to this rule are where pedestrian access is required for the operation of day-to-day duties, or under supervision where passengers are loading/unloading Aircraft.
4	**Pedal Cyclists.** Personnel not in possession of a current aerodrome access permit are forbidden to drive any vehicle, including bicycles, on the Aircraft movement area. Cyclists with an in-date aerodrome access permit are permitted to use Route 1 and 2 (whichever is in use) for transiting between ATC and the Station only, entering and exiting via Hangar A as with vehicles.
5	**Aerodrome running route.** A defined running route is established on the Western side of the aerodrome, iot allow pers who work on that side to exercise. The route is established on the Western Loop Track, between: a. A point approx. 140m from the Rwy 19 threshold, marked by a yellow cross painted on the surface, and; b. The point where MT routes 1 and 2 diverge, also marked by a yellow cross painted on the surface. See Appendix 1. Use of the running route is authorised only with the following mitigations: a. Only when ATC is open. b. Only during daylight hours. c. The runner must wear high visibility clothing.

	d. The runner must obey traffic lights as if they were in a vehicle (specifically, those at the Rwy 06 threshold). e. The runner must book out with the ATC supervisor before starting the run, and provide their phone number – the phone is then to be carried whilst on the run. The runner must subsequently book back in with the supervisor once complete.
6	**Ground Handling and Maintenance Personnel.** In line with the Manual of Air Worthiness Maintenance – Processes (Ch 3.4, Para 2.2.5) and Personal Protective Equipment at Work Regulations 1992, all personnel involved in ground handling on the ASP (or transiting across it for maintenance purposes) are to wear suitable high-visibility clothing.
7	**Aircrew (Stn-Based).** Stn-Based aircrew should utilise a torch when transiting the ASP to crew into/out of their Aircraft in low light conditions.[43] In line with Personal Protective Equipment at Work Regulations 1992, for all other purposes requiring transit across the ASP they are to wear suitable high-visibility clothing, as well as utilising a torch.
8	**Aircrew (Visitors).** Due to an unfamiliarity with the operating surfaces and patterns of vehicular movement, visiting aircrew are to wear suitable high-visibility clothing and utilise a torch when transiting the ASP to crew into/out of their Aircraft in low-light conditions.
9	**Speed Limits.** Maximum speed limit of 30 mph by day and 20 mph at night. ASP has a maximum speed limit of 20 mph. A maximum speed limit of 10mph for Fuel bowsers is to be observed at all times.
10	**Incidents.** As per SSOs Part 2, Annex E.
11	**FOD Checks.** Pers accessing the aerodrome manoeuvring area, either via the Transport Operations route or via any other point, are to stop their vehicle and conduct a FOD check prior to entering the aerodrome. Any FOD found is to be placed in the vehicle and disposed of when able. If any FOD is found that could possibly be an aircraft part, it is to be immediately taken to Bldg 45 and handed in to the DEOC. Pers accessing the waterfront road only are **not** required to conduct a FOD check. More detail on the procedures for the waterfront road are available in SSOs.
12	**Airfield Access Barriers.** Personnel are not permitted to access the Aerodrome from the Technical Site of the Unit, outside of the four approved access points. These are marked by the FOD inspection bays and can be found to the west of A-Hangar, either side of the SHFHQ building, and to the east of D-Hangar. All temporary and permanent barriers stopping access at other points are safety devices – they are not to be deliberately moved out of position, opened or unlocked without prior permission from Ops Sqn (sourced via the DOC), or the Fire Section (in extremis). While Airfield Access barriers are owned by Ops Sqn, they are managed locally by various Station sections. If a barrier is required to be unlocked, moved and/or opened, Ops Sqn are to be contacted in the first instance with suitable justification. If approved, Ops Sqn will then contact the local managing section for further action.

[43] Visibility less than 1000m or the period between the End of Evening Civil Twilight and the Start of Morning Civil Twilight (approx. 45 mins after sunset/before sunrise at RAF Benson).

Appendix 1 to
Annex U to
RAF Benson DAM
1 Dec 26

AERODROME RUNNING ROUTE



Annex V to
RAF Benson DAM
Dated 01 Dec 26

FOD PREVENTION – TRAINING AND AWARENESS

1. FOD Prevention, Training and Awareness is coordinated by the RAF Benson FOD Prevention Officer, supported by Ops Sqn and the Air Safety Team with orders and direction available to MODNet users in the RAF Benson FOD Plan (v5, dated Nov 25). The RAF Benson FOD Plan is held as Supporting Document (SD) 26 to the RAF Benson SEMP, available on the Air Safety Team SharePoint site to MoDNet Users. Non-MoDNet Users requiring access to the RAF Benson FOD Plan should email RAF Benson Station Ops.

Annex W to
RAF Benson DAM
Dated 01 Dec 26

AERODROME WILDLIFE MANAGEMENT

1. **Aerodrome Wildlife Management (Birds / Animals).** The Senior Air Traffic Control Officer (SATCO) is the designated officer for all aerodrome wildlife control service contracts and is responsible to the Station Commander for all matters relating to the control task. The day-to-day management and effective implementation of the RAF Benson Aerodrome Wildlife Control Management Plan is the responsibility of the Aerodrome Wildlife Control Manager (AWCM) provided by Baines Simmons Ltd.

2. A comprehensive set of local orders for Wildlife Management are contained within the RAF Benson Aerodrome Wildlife Control Management Plan, available to MoDNet Users. Non-MoDNet Users requiring access to the Wildlife Control Management Plan should email RAF Benson Station Ops.

3. The risk of a wildlife strike to an ac is always high due to the unpredictable behaviour of wildlife, in particular birds. The Airfield Wildlife Control Unit (AWCU) primary aim is to reduce the risk of collision between birds and ac by maintaining, as far as reasonably practicable, a bird-free environment on and around the aerodrome at Benson. In order to achieve this, AWCU and relevant station personnel need to work closely together to monitor the environment, habitat and wildlife activity to ensure ac can operate with the wildlife risk as low as reasonably possible.

4. **Bird State Levels**. Bird States are defined by a combination of bird numbers and their activity in the Aerodrome Safeguard areas. Due to the unpredictable nature of wildlife, restrictions may be applied. When declaring a Bird State Level, additional metrics should be considered such as bird type and body mass.

5. Bird States will be determined by the ATC Supervisor under guidance from the AWCU. This will be passed to the DOC, who will promulgate the information via STARS. The information will be passed to airborne aircraft by the Twr controller on giving the join instruction. In the interest of getting information on bird activity out quickly, ATC *may* elect to telephone Sqns and pass Bird State information. STARS remains the primary method of promulgating the information.

6. The following Bird State levels can be declared:

a. **Bird State LOW**. The number of birds present in the safe guarded areas, approach/ climb out lane, or passing through is negligible and presents little or no threat to ac.

b. **Bird State MEDIUM**. There is an increased number of birds present on the airfield, approach/ climb out lane, or passing through and therefore increasing the risk to ac.

c. **Bird State HIGH**. There is a significant number of birds present on the airfield, approach/ climb out lane or passing through that may cause significant threat to flying activity.

Aerodrome Wildlife (Birds) Management	
1	The presence of birds on, or in the vicinity of, the aerodrome should be minimised as much as possible. To help create a sterile bird environment the Aerodrome Wildlife Control Unit (AWCU) complete the following duties: Monitor bird movements on the airfield.

	Clear overnight bird activity before flying operations commence. Conduct regular patrols in AWCU vehicles to encourage birds to disperse. Inform ATC via MRE of any bird activity seen on or in the vicinity of the aerodrome that is pertinent to the pilot. To ensure that flocks of birds do not habituate on the aerodrome DIO implements a programme of habitat management. This deters birds from becoming resident on the airfield and reduces the overall bird population within the aerodrome boundary. Proactive seasonal bird control activities are conducted to continually manage bird and habitat issues.
2	The main method of recording wildlife activities on Benson airfield is via information written in the MOD Form 6658 (Wildlife Control Log). The AWCU record activity at 15 minute intervals throughout the hours of operation as required by Battlespace Management (BM) Orders. The AWCM compiles the Monthly Bird Report in accordance with BM Orders. The report contains bird counts (including individual species and numbers), details of all birdstrikes, habitat management information on bird control activity and SATCO comments.
3	The AWCM is responsible for maintaining close liaison with local ornithological societies, Station executives, DIO, local authorities, landowners and tenant farmers whose land abuts the aerodrome. This should include establishing a good rapport concerning identification and dispersal of local bird concentrations, the elimination of bird food sources and other topographical features which might attract birds to the aerodrome vicinity.
4	The AWCM is responsible for co-ordinating the safe use of bird scaring equipment, ensuring it complies with current regulations. Additionally, the AWCM ensures compliance with all safety procedures for weapons and ammunition and coordinates the supply, issue and accounting of all ammunition.
5	The duty Aerodrome Wildlife Control Operative (AWCO) is responsible for inspecting, checking and reporting on the serviceability of the equipment listed below. All equipment is to be properly serviced in accordance with current servicing schedules and any unserviceability is to be rectified promptly. AWCU vehicle. Scarecrow equipment. Radio equipment. Shotgun. Air rifle. Verey pistol with BSC adaptor.
6	The AWCM is responsible for ensuring that all AWCU personnel are trained in the use and safe handling of the bird scaring equipment.
7	The AWCM is responsible for ensuring that bird hazard warnings are issued in accordance with the procedures published in FLIPS.
8	SATCO is responsible for ensuring that the AO is aware of any concerns or issues with regards to bird control at the aerodrome.
9	SATCO and the AWCM are responsible for ensuring that all wildlife strikes are reported on a DASOR.
10	When necessary the AWCM seeks specialist advice from SO2 A3/5 ATM or DEFRA.

11	The AWCM is responsible for ensuring that the MOD Form 6658 (Wildlife Control Log) is completed correctly.
Animal Management	
12	The grounds maintenance contract enables the aerodrome to be maintained in accordance with the guidance provided in the RA3270 (Aerodrome Wildlife Control), Battlespace Management (BM) Orders, CAP 772 (Wildlife Hazard Management at Aerodromes) and Technical Bulletin 97/34 (Grounds Maintenance Long-Grass Management on MOD (RAF) Aerodromes). Examples of the habitat management activity undertaken on the airfield are: a. Bottoming out of grass every year in spring to remove old grass growth and thatch. b. Maintaining airfield Long Grass within the aerodrome boundary between 150 and 220mm, except in pre-agreed areas where grass is kept below 70mm for radio site protection[44]. c. Analysing soil samples to determine fertiliser requirements. d. Applying selective herbicide and fertiliser in accordance with soil test results. e. Applying herbicide to disused rwy and dispersal areas.
13	The grounds maintenance contract is managed by DIO. This is currently sublet by VINCI to Tivoli.
14	The AWCM and DIO are to ensure that all habitat management activity on the airfield is coordinated in advance with ATC and that all external contractors are supervised for the duration of their work on the airfield.
15	The AWCM is responsible for the procedures for dealing with the danger posed to Aircraft operations by the presence of birds or mammals in the aerodrome flight pattern or movement area. a. AWCU personnel make regular inspections of the aerodrome during their working day in order to maintain an up-to-date overview of wildlife on the airfield. Additionally, AWCU personnel conduct regular inspections of off-aerodrome sites of interest such as local breeding, feeding or roosting sites and locations that might act as a wildlife attractant such as landfills, in order to assess the potential hazard to RAF Benson flying operations. b. Benson airfield is densely populated by rabbits and hares, with warrens present in the various grassed mounds surrounding the airfield. DIO are responsible for routine culling and this should take place between the months of Nov and Mar; this period falls outside of the normal breeding season for rabbits. Additional culls will be requested if rabbits and hares continue to pose an air safety risk. c. Mole hills are occasionally seen at Benson airfield but they do not pose a significant problem. ATC is to request a specialist mole catcher through DIO if mole activity is seen. d. The AWCM will advise SATCO of any other animals that pose a risk to Aircraft operations as and when required. The way forward for dealing with that hazard will be agreed on a case-by-case basis by SATCO and the AWCM with specialist advice being sought if necessary.

[44] IAW JSP 453 4. Operations Defence ICT Installation Standard.

Annex X to
RAF Benson DAM
Dated 01 Dec 26

LOW VISIBILITY PROCEDURES

Low Visibility Procedures (LVPs)	
1	The Duty Forecaster will advise the ATC Sup / ATCO IC on the reduction of visibility. ATC Sup / ATCO IC, iaw RA 3274 and RA 3275, will implement the relevant Visibility Conditions (1, 2 or 3). Restrictions, based upon the Visibility Conditions declared, will include reducing the number of aircraft movements, reducing vehicle movements and the use of 'follow-me' vehicles operated by ATC.
2	Ops are to be informed when LVPs are in place and are to disseminate this information to all sqns including TVAA, NPAS and RAFBFC. The Sup / ATCO IC is responsible for initiating LVPs once Ops have been informed; ADC will initiate LVPs.
3	Depending on the Visibility Condition declared, the following procedures are to take place: Visibility Condition 1. Visibility is sufficient for aircraft to taxi and avoid collision with other traffic by visual reference. ATC can exercise control over all traffic on the basis of visual surveillance. LVPs not enforced. Visibility Condition 2. This is broken down into three stages, with measures as detailed below: 1. Visibility has decreased to 1500m Runway Visual Range (RVR) iaw RA 3275 or less, or visibility is sufficient for aircraft to taxi and avoid collision with traffic by visual reference but there is insufficient visibility for ATC to control traffic by visual surveillance. The following procedures are to be enacted: a. Obstruction run carried out prior to clearances issued to use the runway. Traffic lights selected to red prior to obstruction run and remain red until the aircraft has safely departed or parked. b. MRE-equipped vehicles to be positioned at the Transport Operations Route 1 traffic lights either side to prevent incursions. c. To aid taxiing aircraft, taxiway lights are to be selected to maximum brightness. d. A general broadcast on MRE will be made to alert vehicles of taxiing aircraft. e. A maximum of two aircraft permitted to taxi at the same time. 2. When visibility decreases to 1000m RVR, the following procedures are to be enacted in addition to para 1: a. All vehicles involved in construction, maintenance and other non-essential activities on the maneuvering areas are to vacate the airfield. b. Routine maintenance on NAVAIDs may be suspended and ILS and PAR sensitive areas to be clear of traffic. 3. When visibility decreases to 600m RVR iaw RA 3275, the additional following procedures are to be enacted:

	a. All vehicles given specific clearances including a start point, end point and route to be taken on all maneuvering areas. b. All vehicles operating on maneuvering areas to use dipped headlights. c. Taxiing aircraft offered a 'follow-me' vehicle. Visibility Condition 3: When visibility decreases below 400m RVR iaw RA 3275, all conditions above should be enacted with the following amendments: 1. No vehicle movements are to take place on maneuvering areas when aircraft are taxiing. 2. A maximum of one aircraft permitted to taxi at a time.
4	RAF Benson can provide RVR converted from the Met observed weather iaw RA 3275. Sup / ATCO IC can be contacted on 01491 827017 from civilian telephone networks or 95261 7017 from military networks.

Annex Y to
RAF Benson DAM
Dated 01 Dec 26

SNOW AND ICE OPERATIONS

1. The orders for Snow and Ice Operations at RAF Benson are detailed within Op BLACKTOP and can be accessed on a MoDNet networked computer. Non-MoDNet users or pers experiencing difficulties accessing this file should email RAF Benson Station Ops.

2. When ATC are unable to carry out a Mu-Meter run and the BLACKTOP state is GREEN, no action should be taken by ATC and the runway should remain open. When ATC are unable to carry out a Mu-Meter run in any BLACKTOP state other than Green, the runway will be closed to FW Aircraft until such time as the Stn Met Office can confirm that the conditions for the presence or formation of ice no longer exist.

Annex Z to
RAF Benson DAM
Dated 01 Dec 26

THUNDERSTORM AND STRONG WIND PROCEDURES

1. Orders for Thunderstorms procedures are detailed below. A summary of Strong Wind procedures at RAF Benson is available below – further information is detailed within RAF Benson FOD Plan, Annex D (Op BEAUFORT), and can be accessed on a MoDNet networked computer. Non-MoDNet users or pers experiencing difficulties accessing this file should email RAF Benson Station Ops. General aerodrome related direction and guidance is detailed below.

Thunderstorm & Strong Wind Procedures			
1	Strong wind conditions are defined as where winds exceed 27m/s (60 mph) (52 knots).		
	a	Hangar Doors – During winds in excess of 40 knots, Sqn COs and building custodians of buildings 81, 82, 83, 84 & 85 are to ensure hangar doors are closed. Doors can be manually operated above wind speeds of 40 knots but only in extreme circumstances in order to hangar Aircrafts.	
	b	Strong Winds – Additional precautions are to be taken, in accordance with the relevant Aircraft, to ensure the safety of the Aircraft and personnel. Precautions should also be taken to secure GSE and other loose items in the vicinity of Aircrafts. Crews of visiting civilian Aircrafts are to ensure the safety of their own Aircraft in strong wind conditions; with assistance from RAF Benson personnel where possible.	
	c	SNCO i/c VAS – SNCO VAS is to take the following actions when inclement weather appears likely, or upon receipt of a strong wind warning:	
		(1)	Assist in the movement of the Aircrafts into hangars if possible and considered necessary.
		(2)	Assist the captain in correctly applying the stipulated parking and picketing measures to those visiting Aircrafts remaining in the open.
		(3)	Ensure that GSE is properly secured or moved to a safe location, such that it cannot become hazardous to Aircrafts under the expected strong wind conditions.
	d	Wind and Weather Protection of Aircraft – Aircraft are to be hangared whenever space is available. If hangarage or shelter is not available, external covers, blanks and main-rotor blade securing ropes are to be fitted as standard. In winds of 35 knots, both the Aircraft and the blades are to be moored.	
2	All relevant measures will be taken in order to ensure vulnerable Aircrafts are shielded from strong winds iaw the above procedures. Heavy trucks or trailers may be employed as tie-down points when no others means are available.		
3	Following periods of strong winds, it is strongly recommended that a FOD sweep is conducted to ensure flying debris or damage to structures is identified, prior to resuming airfield operations. Further guidance is available in Op BEAUFORT and the Station FOD Plan, available via the FOD Prevention Officer.		
4	RAF Benson does not routinely deal with passenger flights, either military or civilian and therefore does not have any infrastructure in place for loading/unloading of passengers. It is therefore the responsibility of the captain of the Aircraft to take reasonable precautions for the safety of their passengers and their loading/unloading during adverse weather conditions.		
	a	Aircraft refuelling during thunderstorm warnings; in accordance with MAM-P, Chapter 3.4.1, Para 2. 15 – Aircraft may be refuelled when a Thunderstorm Warning has been issued under the following conditions:	

		(1)	Thunderstorm Level 1 (High) – All Aircraft refuelling and de-fuelling must cease in accordance with the MAM-P.
		(2)	Thunderstorm Level 2 (Moderate) – Refuelling may be undertaken, noting that the thunderstorm warning could change to High at short notice. Refuelling of TVAA or NPAS on emergency response may be conducted, only with the additional authorisation of the Duty Captain as per their own risk assessment.
		(3)	Thunderstorm Level 3 (Low) – Refuelling may be carried out as normal.
5	Orders for Lightning Risk are now subsumed under Thunderstorm Levels and Warnings. Risks are only given where there is no on-site forecaster available, for example at remote sites.		
6	Upon issue of any Thunder State, permission to work on any radio transmission equipment including all Nav Aids and systems must be reassessed immediately. IAW AP600 Ch3.31 Para 2.2 GRMS is to halt all non-operational work on receipt of a TS Risk assessment of Level 1 or 2. **Actions to be Taken on Receipt of a Thunderstorm Forecast** On receipt of a Thunderstorm Risk assessment of TR1 or TR2, the authority level CJ holder, or their nominated deputy, is to convert it to a 'Local' TL assessment in the light of the actual weather over the site. The following constraints are to be observed when TS assessments are in force: **Thunderstorm Level 1 (High)**. Scheduled servicing is not to be undertaken on aerials; equipment in the open; inside radomes or any other potentially hazardous area. Operationally essential, short duration tasks may be performed in these areas, but only on the direct authorisation of the authority level J holder, or their nominated deputy. The user of such an authorisation is to record the authorisation on documentation deemed appropriate by the authority level CK holder. **Thunderstorm Level 2 (Moderate)**. Normal work may be undertaken, but only on the direct authorisation of the authority level J holder, or their nominated deputy. The issuer of such an authorisation is to record the authorisation on documentation deemed appropriate by the authority level K holder. **Thunderstorm Level 3 (Low)**. No work constraints. Work to proceed as normal.		
7	**JHSS Operations on Receipt of a Thunderstorm Forecast** All Operators are to note that JHSS may not operate in TS Conditions as per the below extract from DAP101A-1105-1A - Carriage of Cargo by Helicopters, General Information.pdf (sharepoint.com). Chapter 5, Para 9 of the document is extracted below for reference: Vertical replenishment operations during thundery conditions should be avoided when operationally possible. Not only do such conditions increase the electrostatic hazards by reason of the high ambient charged atmosphere, in addition the configuration of a hovering helicopter with external load is susceptible to a lightning strike. However, by agreement JHSS operations may take place at RAF Benson when a TS Warning has been issued under the following conditions: **Thunderstorm Level 1 (High)**. Vertical replenishment operations including USL “hooking-up” must cease, with the exception of short duration operations to enable operational tasks, which must be authorised by OC JHSS. **Thunderstorm Level 2 (Moderate)**. Vertical replenishment operations including USL “hooking-up” may be undertaken but only on the direct authorisation of the JHSS Ops Officer or their nominated representative of WO rank or higher.		

	Thunderstorm Level 3 (Low). Vertical replenishment operations to continue as normal.

Annex AA to
RAF Benson DAM
Dated 01 Dec 26

CIVIL AIRCRAFT AERODROME USAGE – TERMS AND CONDITIONS

1. Civil Aircraft captains wishing to operate in and out of RAF Benson must agree to abide by the extant MoD General Conditions contained within JSP 360: Use of Military Aerodromes by Civil Aircraft. These regulations are issued for official use only, but a summary of the main points are published in the UK Air Pilot, AGA Section, for the benefit of civil pilots and operators. The attention of civil pilots should also be also be drawn to the CAA SafetySense Leaflet 26: Visiting Military Aerodromes, also accessible on the CAA website.

2. Civil Aircraft operators should note the requirement for PPR through RAF Benson Station Operations on 01491 827015 from civilian telephone networks or 95261 7015 from military networks. If you are using a MODNet computer you can access JSP 360, otherwise please contact Station Operations if you require further information.

General Conditions (Terms and Conditions) for Civilian Operators		
1	The Terms and Conditions may be varied at any time by the Aerodrome Operator to reflect any changes, amendments or additions to working practices at the specific aerodrome. Factors may include some or all of the following.	
	a	**Winter Operations –** RAF Benson's priority is for RW Aircraft operations and therefore does not routinely clear the rwy of snow or ice. Fixed wing civilian operators will only be accepted when weather conditions allow.
	b	**Operational Support –** RAF Benson's operational priority is military rotary flying. Whilst a small number of civilian operators have used the aerodrome, the facilities are very limited. All operators are to contact Station Operations before commencing the PPR process to ascertain the availability of specific services.
	c	**Passenger Handling –** There are no passenger handling facilities at RAF Benson.
	d	**Animal Handling –** There are no animal handling facilities at RAF Benson.
	e	**Refuelling Services –** AVTUR (F34) and AVGAS (F30) fuel is available on request. A receipt will be issued; a bill will follow in due course.
	f	**Catering –** There are no catering facilities at RAF Benson.
	g	**AS Maintenance –** CAA regulations require that only engineers holding an engineering licence for the specific civilian Aircraft involved are permitted to carry out repairs. Very few Service personnel hold such CAA licences and are therefore not permitted to carry out any servicing, however minor, except to assist with refuelling and de-icing[45].
	h	**Security –** There are no dedicated Aircraft security services. The airfield has a perimeter fence, the main entrance has a 24/7 guard and foot and vehicle patrols of the Apron are undertaken by security staff.
	i	**Flight Safety –** All personnel at RAF Benson, including civilians, are responsible for flight safety and are to report incidents or accidents that happen on the airfield. **It is the responsibility of all aerodrome users at RAF Benson to report any incident/accidents as soon as possible IOT initiate emergency service actions. Anyone who witnesses an incident is to call Mil Ext 222 or 07815 509789 (carried 24/7 by commander of Crash 1), providing as much information as possible.** Visiting crews/operators should also contact the Air Safety Officers on 01491 837766 Ext 6666 from civilian telephone networks or 95261 6666 from military networks. The Air Safety Information Management System (ASIMS) is the primary tool to report, analyse, trend and store all air safety issues and occurrences, using the Defence Aviation Safety Occurrence Report (DASOR) format. Where reports cannot be directly

[45] JSP360

		input to an ASIMS networked computer, a hard copy should be raised. All DASORs should be released within 2 working days.
	j	**AS Handling –** Details on Aircraft handling can be found in RAF Benson AESO Book 2 Part 1, Chapter 2, Order 5**.**
	k	**Airworthiness –** All operators are to ensure their Aircraft are maintained to CAA standard.
	l	**Aerodrome Fees -** Will be incurred by civilian Aircraft visiting RAF Benson (other than those operated by Defence), unless they are conducting an Emergency Landing[46] (due to the Stn's commitment to the Strasser Scheme and authority to waive fees being directed in JSP360 - Part 2). The Stn's fees are annotated at Appendix A and will be administered in full by either ATC (if Aircraft don't require handling/parking hangarage) or Ops (if they do).
2	Whilst it is for civilian users to ensure that they are aware of extant MoD General Conditions contained within JSP 360, the MoD will undertake reasonable endeavors to advise civilian users of any changes. RAF Benson shall not be liable for any loss or damage (whether direct or indirect) arising out of any changes to the terms and conditions.	
3	Civilian operators at RAF Benson are to comply with extant DfT NASP (civil Aircraft which have a MTOW below 10 tonnes are NASP exempt, as are helicopters and balloon movements).	
4	RAF Benson will consider requests from civilian operators to operate between 0800-1700 Monday – Friday. No requests will be accepted on weekends and Public Holidays.	
5	The airfield crash categories (Crash Cat) and crash fire rescues requirements are laid down within DSA DFSR 02. RAF Benson is established to provide H3.[47]. Should the available Crash Cat prove to be insufficient for the task, guidance is to be sought from RAF Benson AO via Ops Sqn with a minimum of 2 normal working days' notice.	
6	Charter [Airline] operations are not permitted to operate from RAF Benson.	
7	Scheduled Aircraft operations are not permitted to operate from RAF Benson.	
8	RAF Benson is not a designated Port of Entry. There is no permanent HM Revenue and Customs (HMRC), UK Border Agency or SO15 (CTC) presence.	
9	In the event of a Local or National Emergency, whether declared or not, RAF Benson may be closed to civilian operators. A non-exhaustive list of potential circumstances includes.	
	a.	**Loss of appropriate crash category –** This will occur if firefighting appliances or medical services are responding to an incident of or in the vicinity of RAF Benson.
	b.	**Repatriation of troops –** There are no plans to repatriate troops to RAF Benson but, should the situation arise, movement and noise embargoes will be established.
	c.	**Loss of power to all, or parts, of the aerodrome –** Subject to the circumstances, RAF Benson may be closed if the loss of power constitutes a flight safety hazard or prevents the safe provision of Aircraft handling services.
	d.	**Interruptions in communications both within the aerodrome and with external agencies –** Subject to the circumstances, RAF Benson may be closed if the loss of communications constitutes a flight safety hazard or prevents the safe provision of Aircraft handling services.
	e.	**Unforeseen natural disaster (Flooding, etc.) –** Subject to the circumstances, RAF Benson may be closed if an unforeseen natural disaster constitutes a flight safety hazard or prevents the safe provision of Aircraft handling services.
	f.	**Unforeseen national epidemics (swine flu/bird flu) –** Subject to the circumstances, RAF Benson may be closed if an unforeseen epidemic constitutes a flight safety hazard or prevents the safe provision of Aircraft handling services.
Note: In the event of such closure all access to RAF Benson for any reason whatsoever may be restricted and no liability is accepted for any loss or damage arising (whether direct or indirect).		

[46] A landing originating from a situation where the crew of an aircraft declare an emergency due to the safety of their aircraft or of persons on board becoming endangered for any reason. This includes precautionary diversions due to weather, unless the Aerodrome Operator has reason to believe that the root cause of the diversion was insufficient flight planning or poor airmanship.
[47] Includes CH47 Chinook.

3. **Removal of Privileges.** Any breaches of the terms and conditions for the use of the RAF Benson aerodrome will be dealt with on a case-by-case basis by the Station Executives. This may result in the temporary or permanent removal of privileges for use of the RAF Benson Aerodrome, depending upon the severity of the breach. The Station Executives always retain the right to remove flight privileges and it is always therefore in the best interests of civilian users to be aware of and comply with the appropriate terms and conditions.

Appendix 1 to
Annex AA to
RAF Benson DAM
Dated 01 Dec 26

AERODROME FEES

General Fees

Not inclusive of VAT.

MTOW in Kg	Landing[48]	Handling	Parking (per 24 hrs)	Hangarage (per 24 hrs)[49]
0-1,500	£30	£30	£30	£50
1,501-3,000	£50	£50	£50	£60
3,001-4,500	£115	£95	£55	£120
4,501-6,000	£150	£115	£75	£140
6,001-8,000	£295	£130	£115	£165
8,001-9,000	£390	£210	£140	£210
9,001-10,000	£455	£215	£150	£250
10,001-15,000	£580	£220	£190	£320
15,001-20,000	£785	£250	£245	£450
20,001-30,000	£1,000	£270	£330	£600
30,001-40,000	£1,310	£300	£450	£815
40,001-50,000	£1,620	£400	£600	£1,000
50,001 +	£1,960	£410	£910	£1,250

Indemnity Administration Fees[50]

MTOW in Kg	Charge
0-999	£11
1,000-1,999	£20
2,000-14,499	£48
14,500-24,999	£69
25,000-49,999	£82
50,000-199,999	£103
200,000-499,999	£137
500,000 +	£179

[48] This includes Landing, Touch and Go, and Low Approach to account for the extent of the service provided by ATC. Touch & Gos charged at 50%.
[49] Only available in extremis.
[50] Casual User charges for all uses other than private use by Service personnel that are not members of Service Flying Clubs or air displays; these charges, and Regular User Charges, can be found in JSP 360 (Part 2), Annex E.

Annex BB to
RAF Benson DAM
Dated 01 Dec 26

ELECTRICAL GROUND POWER PROCEDURES

1. RAF Benson can provide electrical ground power in accordance with the table below. Further information can be obtained from the Duty Eng Ops Controller (DEOC) via the Duty Ops Controller (DOC) on 01491 827015 from civilian telephone networks or 95261 7015 from military networks. Visiting Aircraft wishing to book the use of a Ground Power Unit (GPU) should contact the DEOC via the DOC on the number listed above.

Electrical Ground Power Procedures	
1	Use of fixed electrical ground power – Not available at RAF Benson.
2	Use of mobile GPUs – These are available however, only trained personnel are permitted to use them iaw RAF Benson AESO, Book 2, Part 1, Chapter 4, Order 3, Paragraph 3. If access to this document is required please contact the DEOC, contact details above.
3	Placement of GPUs – They can be used on all designated parking slots iaw RAF Benson AESO, Book 2, Part 1, Chapter 2, Order 1, Para 6. If access to this document is required please contact the DEOC, contact details above.
4	Use of 28 Volt supply – RAF Benson has GPUs that can supply 28 Volts. Only trained personnel are permitted to use them iaw RAF Benson AESO, Book 2, Part 1, Chapter 4, Order 3, Paragraph 3. If access to this document is required please contact the DEOC, contact details above.

Annex CC to
RAF Benson DAM
Dated 01 Dec 26

AVIATION FUEL MANAGEMENT PROCEDURES

1. The table below gives a referencing guide for those seeking to find further information on the procedures employed at RAF Benson for the management of fuels. The list is by no means exhaustive and those seeking additional information should first consult the above references.

Aviation Fuel Management Procedures		
1	Management of Bulk Fuel installations can be found in JSP 317.[51]	
2	Fuel storage, quality and delivery can be found at JSP 317.	
3	Safety procedures can be found at MAP-01.[52]	
4	Fuelling zone procedures can be found at MAP-01.	
5	Bonding and grounding of Aircraft and fuelling equipment can be found at MAP-01.	
6	Fuelling with passengers on board can be found at MAP-01.	
7	The following are the Stn's refuelling priorities,[53] to be directed by the DEOC on request from Air Transport Operations should concurrent refuelling operations be scheduled/arise:[54]	
	a	1 - National Standby and Extremely High Readiness Tasking.
	b	2 - Civilian Emergency Response.
	c	3 - Royal Flights and VIP Movements.
	d	4 - MACA Tasking.
	e	5 - Operational Tasking.
	f	6 - Pre-Deployment Training.
	g	7 - Support to Exercises Generating FE@R.
	h	8 - Routine Tasking.
	i	9 - Other Aircraft Training.
8	Fuelling with engines running **(Rotors Running Refuel (RRRF))**. RRRFs are only to be carried out at the dedicated RRRF sites of Spot 6 (Primary) and Spot 23 (Alternate) iaw the RRRF Manoeuvring Area Safety Procedures annotated at Annex K (Manoeuvring Area Safety and Control Orders) and the following:	
	A	Mil Crews are to request RRRF through the DOC to Air Transport Operations. The DOC is then to confirm the parking slot allocated and inform all relevant parties (Sqn, DEOC, Air Transport Operations) and promulgate via STARS. **Spot 6 RRRF**. ARFF service **WILL NOT** be required to come to readiness state for RRRF on slot 6 for CH47 IAW DSA Form 4 RRRF. ATC reserve the right to request 1 x ARFF vehicle to attend visiting Aircraft conducting RRRF procedures as and when required. **Spot 23 RRRF**. An MPRV is to be in attendance for spot 23 RRRF. Prior to RRRF commencing on spot 23, the ARFF vehicle is to be located in a suitable position determined by the Crew Commander.
	B	Visiting crews are to request RRRF when applying for PPR through Ops Sqn. The DOC is then to confirm the parking slot allocated and inform all relevant parties (Visiting Crew, DEOC, Air Transport Operations, Fire) and promulgate via STARS. When booking in visiting aircrew requesting RRRFs, the DOC will issue a reminder of required actions regarding RRRF procedures – namely that they are to be ready to

[51]:Defence Fuels Policy, Organisation and Safety Regulations.
[52] Manual of Maintenance and Airworthiness Process.
[53] Determined by the Aerodrome Operator.
[54] Sortie tasking can be established through reference to the relevant STARS plaques and consultation with the DOC; within priority categories, Stn aircraft take precedence.

		operate available fire extinguishers, collect the refuelling hose and conduct a self-refuel – noting the refuelling vehicle cannot go underneath the rotor disc of the Aircraft.		
	c	All crews are to inform ATC, on 121.805 or 127.155, of their intention to conduct RRRF prior to commencement. Aircraft are to report to ATC when ready to commence RRRF and await positive clearance to proceed. RRRF may be conducted outside of ATC hours with approval from the AO and ensuring appropriate cx cover is in place.		
	d	The Air Transport Operations refuelling bowser will position inside either of the marked white/red boxes alongside the nominated RRRF spots (Spot 6 or 23), thus allowing sufficient clearance for UK RW Aircraft to ground taxi into position. The default in-use box will be that between Spots 5 & 6 (or between Spots 22 & 23), with the bowser facing south. All adjacent spots are to remain clear during RRRF operations.		
			(1)	Though the bowser will aim to pre-position a minimum of 10 mins prior to Aircraft arrival, operational requirements may preclude this from happening and the bowser may arrive after the AS. In this case, the bowser is to be marshalled into the box. The Aircraft will then be the first to depart. Under no circumstances will the refuelling bowser drive, or be positioned beneath, the rotor disc during RRRF operations.
			(2)	Specific variation to the above is possible following negotiation with Air Transport Operations on Ext 7394.
	e	Use of the Alt RRRF facility on Spot 23 precludes the prepositioning of the fuel bowser; the Aircraft is required to arrive first and the bowser marshalled into position. Use of this spot also requires a fire vehicle to be in attendance.		
	f	The NPAS(SE) refuelling bowser may be positioned/used on the narrow NPAS(SE) operating strip in the area immediately in front of FHQ.		
	g	A danger area of 100ft (33m) from sources of ignition is to be observed when refuelling.		
	h	Crew changes are not to be undertaken at the hatched clearway between Spots 4 and 5.		
	i	Procedures are to be carried out iaw the Rotors Running Refuel Risk Assessment**.**		
	j	RRRF are to cease when an Emergency State 1 or Emergency State 2 is in progress. ATC will broadcast a stop call which is to be acknowledged by the crew when safe to do so.		
	k	For concurrent RRRFs, no more than two Aircraft can conduct these ops simultaneously, and these Aircraft are to park on Spots 6 (Primary) and 23 (Alternate) only. Other ASP locations should not be used for RRRF activity.		
9	Fuelling and de-fuelling in hangars can be found at MAP-01.			
10	Fuel spillage procedures can be found at Annex EE (Hazardous Materials - Spillage Plan).			

2. Anyone who is experiencing difficulties opening any of these links or requires any further information should contact the duty F&L pers on 07788 565325.

3. **Fuel Leaks.** Even relatively small quantities of fuel can destroy tarmac in a matter of minutes, therefore **without putting crew and/or Aircraft at unnecessary risk**, any Aircraft suffering a fuel leak should carry out the following actions:

a. **Fuel leak on start.** Aircrew discovering a fuel leak on start are to relay a message to ATC and then shutdown and egress to a safe distance.

b. **Fuel leak on taxi.** Aircrew discovering a fuel leak whilst taxiing are to relay a message to ATC and if the rate of leak permits, position the Aircraft on concrete before shutting down and egressing to a safe distance.

c. **Recovery to the airfield with a fuel leak.** Aircrew discovering a fuel leak whilst recovering to the airfield should aim to fly an approach to, shutdown and egress at one of the following locations:

(1) Point H.

(2) The concrete area to the west of the 01 threshold, safely clear of the rwy.

(3) The concrete area to the west of the 19 threshold, safely clear of the rwy.

d. Unless unavoidable, grassed areas should not be landed on as leaking fuel may leach into the water table. Equally, overflight of grass and tarmac should be kept to a minimum.

4. Crews of other Aircraft are to ensure a minimum of 50m from identified leaking Aircraft and be cognisant of downdraft affecting clean-up operations.

Annex DD to
RAF Benson DAM
Dated 01 Dec 26

HAZARDOUS MATERIALS – SPILLAGE PLAN

1. The orders for Handling of Hazardous Material at RAF Benson are contained within the Unit Spillage Response Plan (USRP) which can be accessed on a MODNet networked computer. Anyone who requires external access to or is experiencing difficulties opening this document should call the duty F&L pers on 07788 565325.

Annex EE to
RAF Benson DAM
Dated 01 Dec 26

JETTISON AND FUEL DUMPING AREA

1. **Jettison during USL Operations.** Annex O, Appendix 5, Appendum 3 displays a quarantine area that is to be used to jettison loads during USL Trg. The area is clearly marked for airfield users using railway sleepers painted white. This area is not to be used routinely to make precision USL drops. USLs are to be dropped within this area by airfield users in the event that they believe further investigation is required by SQEP JHSS pers (e.g. tangled load, torn net, heavy landing, etc.). Further direction is available from JHSS Ops BEN-JHSS-OPS-GMB BEN-OPSWG-Stnops-Execs@mod.gov.uk BEN-JHSS-OPS-GMB@mod.gov.uk or on ext 5192.

2. **Fuel dumping area**. RAF Benson does not have a fuel dumping area.

Annex FF to
RAF Benson DAM
Dated 01 Dec 26

COMPASS SWING AREA

1. **Use of the CSA.** The CSA (also known as the Swing Pan) is located on the northern side of the airfield, proximate to holding point A1 and can be seen in Para 2.8, Figure 1 of this document. All requests for use of the CSA are to be coordinated with the Duty Eng Ops Controller on 01491 825183 from civilian telephone networks or 95261 5183 from military networks.

2. **Access to the CSA.** On taxi, crews are to obtain permission from the ATC Controller to route to the CSA; they are to maintain radio contact throughout the process.

3. **Restriction of use of the CSA. Aircraft** will not be permitted to occupy the compass base when:

   a. A flight calibration Aircraft is inbound on an ILS approach to Rwy 19 or;

   b. When the colour code is GREEN or worse, and an Aircraft on an ILS approach is inbound.

4. **Maintenance and Calibration of the CSA.** All maintenance and calibration of the CSA is in accordance with RA3590(6): Maintenance and Safeguarding. Responsibility for the CSA rests with RAF Benson Ops Sqn; routine maintenance is performed by the local contractor. RAF Benson Ops Sqn is responsible for ensuring the mandated 5 yearly calibration checks are carried out by QinetiQ, which was last conducted on 27 Feb 2019. A scanned copy of the most recent calibration report can be found at Appendix 1.

Appendix 1 to
Annex FF to
RAF Benson DAM
Dated 01 Dec 26

MAGNETIC PERMEABILTY CERTIFICATE

PASS CERTIFICATE

RAF Benson
Certificate of Compass Base Calibration

Applicant: Airfield Manager
RAF Benson
Wallingford
Oxfordshire
OX10 6AA

QinetiQ Assignment Number: 43053503-2003

This is to certify that the Class 2 Compass Calibration Base (CCB) at RAF Benson was subject to magnetic survey on 27 November 2025. The normal distribution of magnetic deviations across the CCB were found to be +/- 0.2070° (3σvalue) about a mean of 0.0005°. This CCB conformed to Class 2 standards on the date of survey.

The following standards apply:

Reference A: Military Aviation Authority (MAA) Regulatory Article 3521 (3) Permanent Fixed Wing Aerodrome – Facilities - Compass Calibration Bases Issue 2 dated 31 March 2020, Military Aviation Authority (MAA) Regulatory Article 3590 (6) Maintenance – Inspections - Compass Calibration Periodic Surveys and Annual Checks Issue 6 dated 30 September 2024

COMPASS CALIBRATION BASE	RAF BENSON
CLASS OF CERTIFICATION	CLASS 2
DATE OF SURVEY	27 November 2025
EXPIRY DATE	27 November 2027
CERTIFICATE NUMBER	MOD/08/2025

Authorised Signatory:



Paul J Leiyton
Magnetic Range Officer

Date: 01/12/2025

Figure 4: Compass Swing Area calibration certificate

Annex GG to
RAF Benson DAM
Dated 01 Dec 26

EXPLOSIVE ORDNANCE DISPOSAL AREA

1. These orders are not required for this document as there is no designated ordnance disposal area at RAF Benson. This annex has, however, been included for continuity and reference purposes so that it is in accordance with all other versions of the DAM.

Annex HH to
RAF Benson DAM
Dated 01 Dec 26

DANGEROUS GOODS (DG) PROCEDURES

1. Dangerous goods (DG) are not routinely handled at RAF Benson. However, should DG loading / unloading operations be required they will be conducted iaw the Dangerous Goods Manual (DGM) Version 2[55].

2. Advice on the transport of DG by air may be obtained from the UK Controlling Air Movement Authority (CAMA), during working hours, as follows:

   a. Address: Air Freight Centre, JSC, MOD Abbey Wood, Cedar 3C #3351, Bristol, BS34 8JH.

   b. Telephone: 030 9679 Ext 81113 or 81114 from civilian telephone networks or 9679 Ext 81113 or 81114 from military networks.

   c. Fax: 0117 9138943 from civilian telephone networks or 9352 38943 from military networks.

[55] Which replaced JSP800 Vol 4A.

Annex II to
RAF Benson DAM
Dated 01 Dec 26

HYDRAZINE (H70) LEAK

1. These orders are not required for this document as RAF Benson does not routinely accept Aircraft that use Hydrazine monopropellant. This annex has, however, been included for continuity and reference purposes so that it is in accordance with all other DAMs.

Annex JJ to
RAF Benson DAM
Dated 01 Dec 26

RPAS ORDERS

1. All RPAS activity should be carried out in accordance with the UK Air Navigation Order 2016, CAA Regulations and CAP 722. It is illegal to fly any RPAS within the RAF Benson Flight Restriction Zone (FRZ) and Runway Protection Zone (RPZ) without explicit permission.

2. **Prioritisation.** RPAS operations within the FRZ/RPZ will be authorised in the following priority order:

a. **Operational.** Military, Civilian Emergency Services and Other Government Departments.

b. **Commercial.** Landowners or businesses conducting commercial activity.

c. **Recreational.** All other users.

3. **Notification Process.** RPAS users operating near RAF Benson are required to contact the RAF Benson Duty Operations Controller to obtain permission and / or provide appropriate notification:

a. **Within the FRZ/RPZ.** All activity within the RAF Benson FRZ/RPZ must be approved in advance. RPAS Users should email BEN-DRONES@mod.gov.uk for review and approval as required. Approval for RPAS activity within the FRZ/RPZ must be issued by the AO or FLOps in the AOs absence. FLOps has the AOs delegated authority to approve requests that fall within one or both of the following parameters:

(1) RPAS activity conducted within one of the following Benson Local Avoids:

a. Benson

b. Crowmarsh Gifford

c. Ewelme

d. Wallingford

(2) RPAS activity conducted whilst RAF Benson airfield is closed (except autonomous operations).

b. Non-Operational RPAS users should submit requests 7 working days in advance (requests outside of this timeline may be considered where possible).

c. If approved, the Duty Ops Controller will:

(1) Incorporate details of activity onto the daily flying brief.

(2) Annotate the RPAS activity on STARS.

(3) Issue formal written approval to the drone operator (via e-mail).

(4) If activity is conducted within RAF Benson an all users email should be distributed.

d. **Outside the FRZ/RPZ.** Activity outside of an FRZ/RPZ can be completed without approval from RAF Benson. However, to aid deconfliction and improve safety, users are requested to notify RAF Benson by email BEN-DRONES@mod.gov.uk using the RPAS activity request form at Appendix 1.

4. **Reporting Procedures.** RAF Benson will respond to any unconflicted or malicious RPAS activity within the FRZ/RPZ in accordance with the relevant contingency plans. Personnel observing such activity should report it immediately to ATC or, if the airfield is closed, the Main Guardroom:

a. **RAF Benson ATC:** 01491 83 7766, Ext 333.

b. **RAF Benson Main Guardroom:** 01491 827247.

Appendices:

1. Request for RPAS Activity ivo RAF Benson

Appendix 1 to
Annex JJ to
RAF Benson DAM
Dated 01 Dec 26

REQUEST FOR RPAS ACTIVITY IVO RAF BENSON

Request for Drone activity in vicinity of RAF Benson.		
Operator's details		
Name		
Tel number		
Email address		
Activity details		
Date(s) of activity		
Start time (in local)		
End time (in local)		
Exact location of activity Lat Long or Grid Reference		
Max height of activity in Feet	AGL	AMSL
Max radius in meters		
Reason/justification for activity		
Drone details		
Type of drone		
Weight of drone in Kg.		
Recording equipment?		
Confirm Drone will be operated within VLOS (visual line of sight) of controller at all times. Any operation outside of VLOS must be Requested via the UK Civil Aviation Authority		
Confirm Drone operator is suitably qualified iaw CAA guidelines.		
Confirm Drone will initiate RTH function.		
Screenshot of Location (please use lat & long. UK Grid reference Finder).		
Confirmation		
If your request is approved, you must call 01491 827015 before launching. You are to inform us if any issues such as loss of VLOS or damage to MOD property occur.		
Date		
Name		
Sign		
Return all requests to BEN-DRONES@mod.gov.uk - Please allow up to 5 working days for approval.		

Annex KK to
RAF Benson DAM
Dated 01 Dec 26

ORDERS FOR REPORTING PROCEDURES TO ADVISE NO.1 AIDU OF PERMANENT CHANGES TO AERODROME INFORMATION

1. Any requests for permanent changes to aerodrome information are to be submitted via email to RAF Benson Station Ops, for the attention of SATCO and OC Ops. Following consultation with relevant agencies, approved changes will be passed to No1 AIDU. NOTAMs will be issued to inform all personnel of approved changes. It is the responsibility of all personnel to inform Station Operations Squadron of any errors identified in current aerodrome information documents at the earliest possible opportunity.

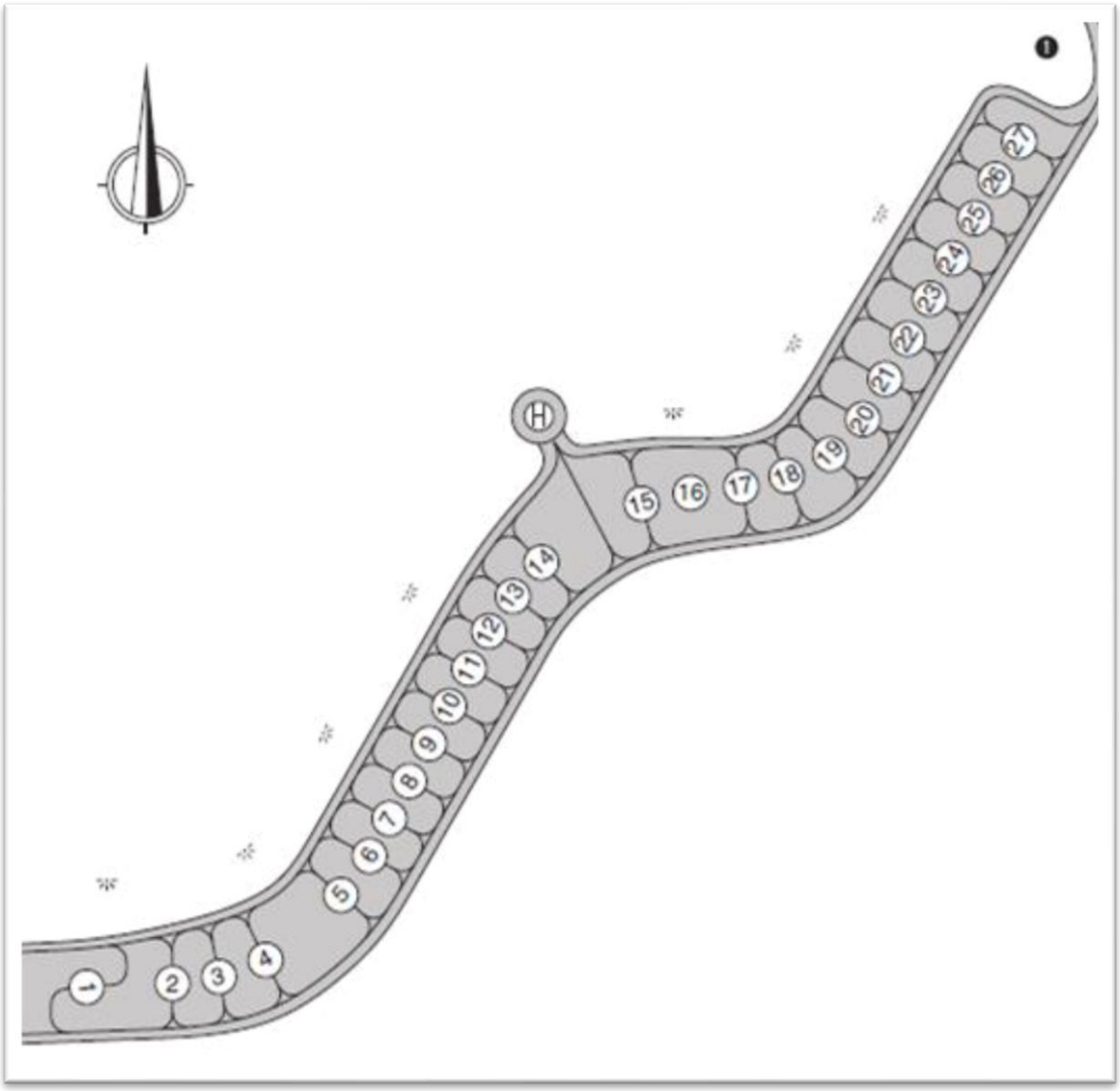
2. RAF Benson Station Ops will monitor approved amendments until re-publication of the relevant document(s).

3. Further information on reporting procedures is contained in the UK AIP/Mil AIP.

Annex LL to
RAF Benson DAM
Dated 01 Dec 26

AIRCRAFT PARKING

1. **Airfield dispersal layout.** The airfield dispersal is numbered 1-27 for routine use as illustrated below.



2. **Aircraft Parking.** The allocation of parking spots is determined by Ops Sqn with some routinely allocated to airfield users; though, Ops Sqn can utilise them if required to facilitate Stn outputs. Sqn Rects Controllers must inform Ops Sqn when Aircraft are towed to / from spots in order to maintain oversight of the ASP. The DOC can be contacted on 01491 827015 from civilian telephone networks or 95261 7015 from military networks for additional spot bookings. Normally, spots will be allocated for Aircraft parking as follows:

Aircraft Parking		
Spot:	**Allocated for:**	**Comments:**
1-4	Chinook	
5	VIP	Allocated through Ops Sqn; available to airfield users on request
6	Rotors Running Refuel (RRRF)	Allocated through Ops Sqn
7-8	Station Spare	Allocated through Ops Sqn
9-14	Station Spare	9 and 10: Ammo Box Loading Spots 13 and 14: Tempest Testing Spots
15	Station Spare	Allocated through Ops Sqn
16	Thames Valley Air Ambulance (TVAA)	Allocated in tenancy agreement
17-20	Tutor	Spot 20 may be recalled by Stn Ops for Operational requirements.
21-22	Station Spare	Allocated through Ops Sqn
23	Alternate RRRF	Allocated through Ops Sqn
24-25	Spare	Allocated through Ops Sqn
26	Undercarriage Failure	Sandbag Spot
27	Spare	Allocated through Ops Sqn
51	Static Aircraft	Area West of 'A Hangar' Allocated through Ops Sqn Also utilised by Benson Flying Club Aircraft
The Patio	Engine Ground Runs Only	Area south of Spot 3 and Spot 4 No head-turning Ground Runs (HTGRs) permitted

3. **Armed AS and other licenced Slots.** The 2 armed Aircraft parking spots are located as follows:

a. Spot BEN 01A on the South-eastern taxiway (Taxiway E), marked by yellow painted cross. Counter-measure flares loading/loaded/unloading safe heading 290ºT.

b. Spot BEN 02A on the South-western taxiway (Taxiway F), marked by yellow painted cross. Counter-measure flares loading/loaded/unloading safe heading 085ºT.

c. Spot BEN 9 on the airfield dispersal. Licenced for up to 50kg HD 1.4. Gun ammunition is to be disconnected from any gun feed mechanism and/or retained within ammunition tanks (All AH/SH), a minimum distance of 10cm between the feeder-delinker is applied and the safeing sector is removed (Chinook).

d. Spot BEN 10 on the airfield dispersal. Licenced for up to 50kg HD 1.4. Gun ammunition is to be disconnected from any gun feed mechanism and/or retained within ammunition tanks (All AH/SH), a minimum distance of 10cm between the feeder-delinker is applied and the safeing sector is removed (Chinook).

4. **Armed Aircraft loading/unloading**. The MAA defines an Armed Aircraft as any Aircraft on the ground that is being loaded, is loaded, or is being unloaded with an explosive armament store, regardless of whether safety devices applied to them are safe or live. Armed Aircraft recovering to RAF Benson are to load/unload at either Armed Aircraft Spot BEN 01A or BEN 02A as per Para 2; no Aircraft are to long-term park on these spots. It should be noted that RAF Benson has no forward firing weapons Aircraft parking capability for FJ or AH. The following procedures are to be adhered to:

a. Sqn armament trade managers are responsible for booking armed Aircraft slots for use by sqn Aircraft or visiting Aircraft in support of their sqn through Ops Sqn in the first instance. They are to ensure that appropriate warning signs are displayed and that the Aircraft always complies with the Topic 5A6 when on the ground. The required safety distance is to be included in the booking request.

b. ATC, in conjunction with Ops Sqn, are responsible for promulgating the use of armed Aircraft slots to all airfield users during airfield opening hours, to include routes for Transport Operations and taxiing AS.

c. In all instances where the flare safety distance is not known a 200 m safety distance in all directions must be applied. Additionally, RAFP are to be informed and requested to set up a cordon beyond the perimeter fence to enforce the required safety zone around the designated armed Aircraft slot until such time as the Aircraft is disarmed. On such occasions the safety distance infringes the main rwy and ATC are to be informed immediately. Clarification or advice on safety distances is available from SNCO IC ESA on Ext 7473.

d. Due to the impact caused to parking locations, taxi routes and public safety, armed visiting ac will only be accepted in exceptional circumstances, i.e. Operational sorties.

e. Taxi clearances between dispersal and Armed Aircraft Spot BEN 01A is via taxiways A, D and E, entry to the rwy is not permitted. Crews wishing to air taxi to Armed Aircraft Spot BEN 01A or BEN 02A should request this on Benson ground and state their intentions.

5. **VIP Aircraft use of Spot 5.** Visiting Aircraft carrying VIP passengers are permitted to use Spot 5 for short-term arrivals and departures. Upon notification of a VIP movement, Ops Sqn will inform the Sqns, ATC, the Fire Section and VAS and issue an embargo for the use of Spot 5.

6. **Clear ASP policy.** RAF Benson operates a clear ASP policy. To that end all GSE / Fire extinguishers not expected to be used after the ac departs should be removed from the ASP immediately after departure. If a spot is being used throughout the day by the same sqn it can remain in situ providing it is removed at the end of flying (not when the sqn closes). All GSE is to be removed from the ASP, kept in a holding area and not left on the grass area outside the sqn.

7. **TEMPEST Testing.** All Tempest testing will be conducted by booking two adjacent slots on the ASP via the DOC. TEMPEST testing is to be carried out in accordance with the RAF Benson AESO; Book 2, Part 1, Chapter 6, Order 2.

Annex MM to
RAF Benson DAM
Dated 01 Dec 26

CHINOOK UNDERCARRIAGE FAILURE PROCEDURES

1. If a Stn based RW Aircraft damages or loses part of its undercarriage, the following procedures are to be implemented.

a. On receipt of notification from the AS, ATC are to notify DOC (ext. 7015) who, in turn will notify the DEOC and Sqn DAO. ATC are to implement the appropriate emergency actions as required.

b. The DOC is to log the call and inform the DEOC.

c. The DEOC is to inform the relevant sqn engineering desk who are to implement the:

(1) Chinook Emergency Undercarriage Procedure[56].

d. The allocated parking slot for aircraft suffering an undercarriage failure is Spot 26. Locations of undercarriage failure equipment for each platform are detailed within RAF Benson AESOs.

e. The latest version of undercarriage emergency procedures for Chinook can be found here. Contact JEngO A, 28 Sqn to request access or assistance.

[56] 28 Sqn MOE Part 2 Leaflet 203