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BELIZE
DEPARTMENT OF CIVIL AVIATION
AERONAUTICAL INFORMATION SERVICE



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SAFETY REQUIREMENTS FOR CONSTRUCTION AND MAINTENANCE
ACTIVITIES AT AERODROMES

The Belize Department of Civil Aviation (BDCA), pursuant to the Civil Aviation Act, CAP 239, and specifically:

- Section 4(2)(c), which provides authority for the regulation and inspection of aerodromes;
- Section 4(2)(i), which establishes the requirement to ensure the safety, efficiency, and regularity of civil aviation operations;
- Section 11, which mandates compliance with applicable civil aviation requirements; and
- Section 30, which establishes penalties for non-compliance,

hereby informs all operators of international aerodromes, aerodromes open to public use, private aerodromes, and helipads within Belize that all construction and maintenance activities conducted at such facilities shall be strictly controlled and managed in accordance with applicable regulatory requirements. All proposed construction and maintenance works shall therefore comply with the requirements established under BCAR 139.341 and IEM 139.341 prior to the commencement of any activity.

In accordance with BCAR 139.341, aerodrome operators shall ensure that all construction and maintenance areas, including work zones, unserviceable areas, and any location adjacent to movement areas or other operational areas, are properly identified, marked, lighted, and protected through the use of barriers, fencing, and/or other appropriate control measures, as applicable, in order to prevent hazards to aircraft operations.

This requirement additionally applies to:

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- construction equipment;
- temporary access roads;
- stockpiled materials; and
- any activity or obstruction that may affect the safe movement of aircraft, vehicles, or personnel within the aerodrome environment.

Aerodrome operators shall also ensure that all works conducted in proximity to existing aerodrome infrastructure are appropriately assessed and controlled to prevent damage to operational systems and facilities, including but not limited to:

- aeronautical ground lighting systems;
- electrical cables and ducts;
- communication systems;
- navigational aids; and
- underground utilities.

Construction and maintenance activities shall not interfere with the normal operation of aerodrome facilities, services, or safety-critical systems. Furthermore, all aerodrome operators shall develop and implement a Construction Safety Plan (CSP) addressing both aviation and public safety considerations, including Aviation Security (AVSEC) requirements, in accordance with the guidance material contained in IEM 139.341 and Advisory Circular AC BDCA-AGA-001. Accordingly, at a minimum, the Construction Safety Plan shall include:

- identification of hazards;
- safety risk assessments and mitigation measures;
- coordination procedures;
- communication protocols;
- access control measures;
- emergency response considerations; and
- operational control measures for work areas.

Operators of international aerodromes and aerodromes open to public use shall submit the Construction Safety Plan to the BDCA for review and acceptance no less than ninety (90) days prior to the proposed commencement date of any large-scale construction or maintenance activity. This requirement is intended to ensure that all applicable safety requirements and mitigation measures have been adequately identified and addressed. Furthermore, no large-scale construction or maintenance activity shall commence at an international aerodrome or an aerodrome open to public use unless:

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- all applicable regulatory requirements have been satisfied; and
- formal acceptance or authorization has been granted by the BDCA.

In the case of private aerodrome and helipad operators undertaking minor maintenance activities, written notification shall be submitted to the BDCA no less than thirty (30) days prior to the proposed commencement date of the maintenance activity. At a minimum, the notification shall include the proposed commencement date, a description of the works to be undertaken, an assessment confirming that all applicable safety requirements and mitigation measures have been adequately addressed, and any other information required by the BDCA. Furthermore, no maintenance activity shall commence at a private aerodrome or helipad unless all applicable regulatory requirements have been satisfied and the written notification has been duly acknowledged by the BDCA.

Operators of international aerodromes and aerodromes open to public use shall conduct a formal safety risk analysis and implement the applicable management of change process. The associated risk analysis and supporting management of change documentation shall be submitted to the BDCA for review with the State Safety Programme (SSP) Coordinator no less than thirty (30) days prior to the commencement of any construction or maintenance activity. The submitted documentation will be reviewed to verify alignment with the applicable safety management framework and SSP requirements prior to the commencement of the proposed works.

Private aerodrome and helipad operators undertaking major construction or maintenance activities that affect the serviceability of a runway or movement area shall notify the BDCA prior to the commencement of such works. Upon receipt of the corresponding notification, the BDCA shall issue, as appropriate, a Notice to Airmen (NOTAM) or an Aeronautical Information Circular (AIC) advising all relevant aviation stakeholders that operations on the affected runway or movement area are suspended for the duration of the construction or maintenance works. Such operational restrictions shall remain in effect until the relevant areas have been restored to full operational status and certified safe for use by the BDCA.

All construction and maintenance activities conducted at aerodromes and helipads shall be subject to oversight and surveillance by the Aerodromes and Ground Aids (AGA) Unit of the BDCA. The purpose of such oversight is to verify that all works are carried out in strict accordance with the documentation submitted to and accepted by the BDCA. Aerodrome operators shall provide BDCA inspectors with unrestricted access to all relevant areas during the conduct of construction and maintenance activities.

Upon completion of any construction or maintenance activity, all aerodrome and helipad operators shall formally request a final inspection from the BDCA AGA Unit. No area or facility affected

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by construction or maintenance works shall be returned to operational use until the required inspection has been completed and written clearance has been issued by the BDCA.

Any construction or maintenance activity conducted:

- without the prior submission and acceptance of a Construction Safety Plan; or
- in non-compliance with BCAR 139.341, IEM 139.341, or associated guidance material,

shall constitute a violation of applicable civil aviation requirements.

In such cases, the BDCA may:

- require the immediate suspension of activities;
- impose operational limitations or restrictions; and/or
- initiate enforcement action, as necessary, in the interest of aviation safety and regulatory compliance.

Additionally, any person or entity found to be in contravention of these requirements may be subject to penalties pursuant to Section 30 of the Civil Aviation Act, CAP 239, including fines and other legal or administrative actions. Failure to adequately identify, control, and monitor construction and maintenance areas may create significant safety hazards within the aerodrome environment, particularly in relation to aircraft movement areas and active operational zones. Accordingly, strict compliance with the requirements contained in this Aeronautical Information Circular is mandatory.

The BDCA emphasizes that proactive planning, effective coordination, proper marking and lighting, implementation of appropriate mitigation measures, and the timely submission of required documentation are essential to ensuring the continued safe operation of aerodromes during construction and maintenance activities.

The BDCA appreciates the continued cooperation and commitment of all aerodrome operators in maintaining the highest standards of aviation safety and operational control within Belize.

Operators requiring clarification or guidance regarding the preparation and submission of Construction Safety Plans are encouraged to contact the BDCA at: info@civilaviation.gov.bz or visit the Department for further assistance.

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