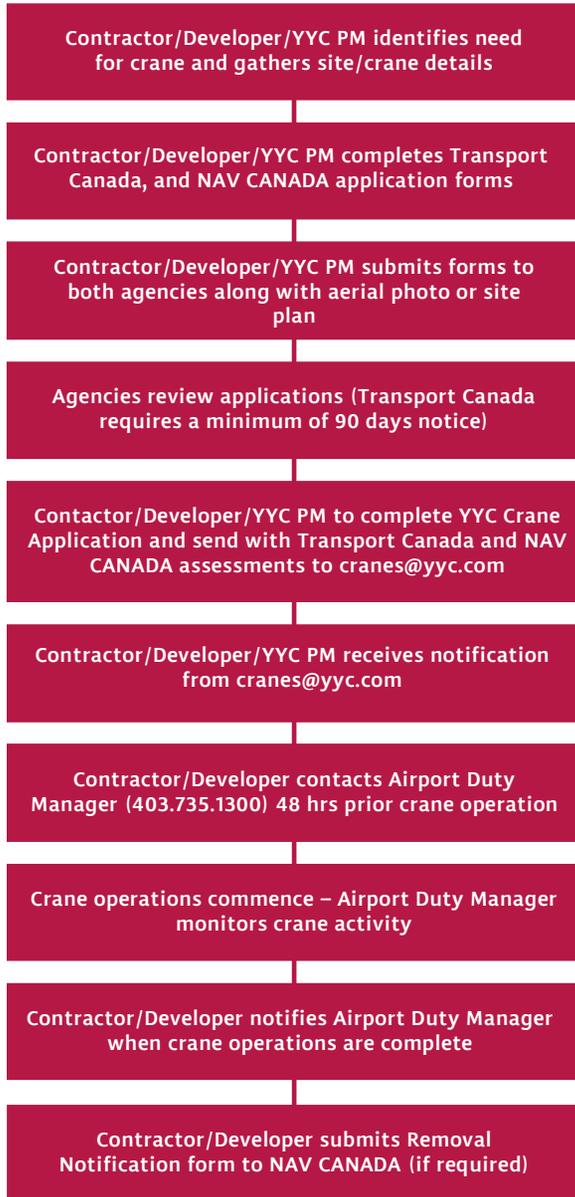


## The assessment process for crane operations:



## YYC Crane Assessment Checklist:

To ensure your crane operation occurs without delay, it's important to make sure you've taken care of the following:

- Apply to ALL agencies (Transport Canada, NAV CANADA and Calgary Airport Authority well in advance of the scheduled date.
- Include a detailed site plan or aerial photograph and accurate ground elevations and coordinates (lat/longs).
- Forward assessments from Transport Canada (signed/stamped Aeronautical Assessment Form) and NAV CANADA (Approval Letter, Construction Start Notification, Removal Notification) to cranes@yyc.com.

### Questions?

For inquiries concerning crane operations in and around the Calgary International Airport, contact:

**Calgary Airport Authority**  
Planning & Engineering  
403.735.1542 [cranes@yyc.com](mailto:cranes@yyc.com)

**Calgary Airport Authority**  
Duty Manager  
403.735.1300

**Transport Canada**  
Aerodrome Safety  
1.800.463.0521 [casprn-sacrpn@tc.gc.ca](mailto:casprn-sacrpn@tc.gc.ca)

**NAV CANADA**  
AIS Data Collection Unit / Land Use Office  
1.866.577.0247 [landuse@navcanada.ca](mailto:landuse@navcanada.ca)

General development inquiries at the Calgary International Airport can be directed to [cip@yyc.com](mailto:cip@yyc.com).

Visit our website at [www.yyc.com](http://www.yyc.com) (click on click on Business at YYC – Planning and Engineering – Tenant Development Services) for more information and to see a complete list of documents available for download.



Guidance Material  
for

## CRANE OPERATIONS

in the vicinity of the  
Calgary International  
Airport

APRIL 2015

PLANNING & ENGINEERING

**YYC** CALGARY  
AIRPORT  
AUTHORITY

## What assessments are required before a crane can be erected?

- The erection of any crane whose height may potentially pose a risk to aviation safety or effect the operation of air navigation aids requires approval **in advance**.
- Assessments are issued by Transport Canada, NAV CANADA and, in some instances, the Calgary Airport Authority.
- Applications for assessments should be submitted to Transport Canada and NAV CANADA well in advance to the start of the crane operation (**Transport Canada requires at least 90 days notice**).
- Applications to the Calgary Airport Authority must include complete assessments by Transport Canada and NAV CANADA with reference numbers.

## What information is required for assessments?

- Information about the project and the work site is required on all approval forms in order to help determine the impact of your crane operation on aeronautical operations, including:
  - Project contact information;
  - Site coordinates and address;
  - Elevations – ground (ASL), building/structure height;
  - Crane details – type, swing radius, boom length, maximum height;
  - Scope of work;
  - Duration of operation (start/end dates, times).

## Crane Assessment Forms:

- Transport Canada: **Aeronautical Assessment Form** - (download at [www.tc.gc.ca](http://www.tc.gc.ca))
- NAV CANADA: **Land Use Submission Form** - (download at [www.navcanada.ca](http://www.navcanada.ca))
- Calgary Airport Authority: **YYC Crane Assessment Application** – (download at [www.yyc.com](http://www.yyc.com))

Note: Both Transport Canada and NAV CANADA forms are also available for download at [www.yyc.com](http://www.yyc.com)

## Crane Operations On and Off Airport Property:

- For crane operations **not on airport property**, assessments should be obtained from Transport Canada and NAV CANADA. Once assessments are received, either organization may issue instructions to the applicant to contact the Calgary Airport Authority.
- If the crane operation is within the vicinity (generally, within a 7km radius) of the **Calgary International Airport**, applicants should also complete the YYC Crane Assessment Application form and submit the application to the Calgary Airport Authority for review with copies of the responses from NAV CANADA and Transport Canada at least 5 working days prior to operation. **The Calgary Airport Authority will not provide final review without copies of both the Transport Canada and NAV CANADA assessments.**
- A YYC Project Coordinator will assist in the coordination of all crane applications for projects **on airport property**.
- Once notified of assessment results by YYC, the applicant should contact the airport Duty Manager (403.735.1300) **at least 48 hours** prior to the start of the crane operation.
- If, for whatever reason, Transport Canada or NAV CANADA objects to an application, it is the responsibility of the applicant to propose alternate arrangements and re-apply. **The Calgary Airport Authority will not assess any application that has been rejected by either Transport Canada or NAV CANADA.**
- The Airport Duty Manager will call the crane operator to immediately lower a crane whose height may pose a risk to aviation safety or cause operational impact. This includes marginal weather (winds, visibility) situations until deemed safe to proceed.

## Agencies involved:



- Transport Canada is responsible for transportation policies and programs. It ensures that air, marine, road and rail transportation are safe, secure, efficient and environmentally responsible. It continues to make strides towards improving aviation safety. Our objective is safer skies, ultimately achieved through a proactive and integrated approach to accident prevention.



- NAV CANADA, the country's civil air navigation services provider, is a private sector, non-share capital corporation financed through publicly-traded debt. With operations coast to coast, NAV CANADA provides air traffic control, flight information, weather briefings, aeronautical information services, airport advisory services and electronic aids to navigation.



- The Calgary Airport Authority is a not-for-profit corporation with a mandate to manage and operate the Calgary International Airport in a safe, secure and efficient manner and to advance economic and community development by means that include promoting and encouraging improved airline and transportation service and an expanded aviation industry for the general benefit of the public in our region.