

30.12.2025

APPROVED _____ 2025

CHIEF EXECUTIVE OFFICER

SOF CONNECT

Signed by:

Jesus Caballero Pinto

DB666EDE6051429

JESUS CABALLERO

AM.E.16-2

PROCEDURE

FOR ISSUING A PERMIT

FOR DRIVING VEHICLES

AND GROUND SERVICE

EQUIPMENT

IN THE AIRSIDE OF THE AIRPORT

SOF 
AIRPORT | by *Meridiam*

AGREED PAGE

Prepared by:

DocuSigned by:

9CD82700EABC482...

Alexander Kolev
Airside director

Agreed:

DocuSigned by:

28325C1BE581483...

Juan Ramon Matas Sebastian
Chief Operating and Services Officer

Firmado por:

246F6759D9DD455...

Jose Espinosa
Safety Transformation Director

DocuSigned by:

F7B4E0F80E0F446...

Silvia Kuseva-Vladimirova
Head of Aviation Training Center



REVISION PAGE

Edition	Revision	Description	Pages	Date
1	00	New edition	All pages	11.02.2009
2	00	New edition	All pages	25.10.2012
3	00	New edition	All pages	10.01.2020
4	00	New edition	All pages	28.03.2024
5	00	New edition	All pages	03.12.2025

EFFECTIVE PAGES

Page	Date	Edition	Revision
1.	03.12.2025	5	00
2.	03.12.2025	5	00
3.	03.12.2025	5	00
4.	03.12.2025	5	00
5.	03.12.2025	5	00
6.	03.12.2025	5	00
7.	03.12.2025	5	00
8.	03.12.2025	5	00
9.	03.12.2025	5	00
10.	03.12.2025	5	00
11.	03.12.2025	5	00
12.	03.12.2025	5	00

Page	Date	Edition	Revision
13.	03.12.2025	5	00
14.	03.12.2025	5	00
15.	03.12.2025	5	00
16.	03.12.2025	5	00
17.	03.12.2025	5	00
18.	03.12.2025	5	00
19.	03.12.2025	5	00
20.	03.12.2025	5	00
21.	03.12.2025	5	00
22.	03.12.2025	5	00
23.	03.12.2025	5	00
24.	03.12.2025	5	00



DISTRIBUTION SHEET

№	Document owner	Paper medium		Electronic format	
		Original	Copy	*.docx	*.pdf
1.	CEO	—	—	—	√
2.	Chief Operating and Service Officer	—	—	—	√
3.	Airside Director	√	—	—	√
4.	Safety Transformation director	—	—	—	√
5.	Aviation Safety Management System Dept.	—	—	—	√
6.	AOCC Department	—	—	—	√
7.	Aviation Training Center Dept.	—	—	—	√
8.	GD CAA	√	—	—	√

The current "Procedure for issuing a permit for driving of vehicles and GSE at the airside of the airport" (hereinafter referred to as the Procedure) it's an integral part of the Sofia airport manual. Each page of this document is identified with the following reference information: edition number, revision number and date of issue.

The original of the Procedure is approved and signed by the CEO and is maintained and controlled by the Airside director.

One copy of the Procedure is provided to the recipients, according to the distribution sheet.



CONTENT

1. GENERAL.....6

1.1. PURPOSE.....6

1.2. REGULATIONS.....6

2. ORDER OF APPLICATION7

3. APPLICATION PROCESS7

3.1. APPLICATION FORM.....7

3.2. PAYMENT.....8

4. TRAINING.....9

4.1. FORMS OF TRAINING9

4.2. SCOPE9

4.3. FORMS OF CHECKING THE KNOWLEDGE ACQUIRED BY THE TRAINING PARTICIPANTS
.....10

5. DOCUMENTS CERTIFYING THE OBTAINED PERMISSION TO DRIVE A VEHICLE AND
GSE IN THE AIRPORT AIRFIELD11

5.1. VEHICLE AND GSE DRIVING PERMIT11

5.2. CONTROL CARD14

5.3. OBLIGATION TO CARRY THE DOCUMENTS14

6. CONTROL AND CORRECTIVE MEASURES14

6.1. CONTROL BODIES.....14

6.2. CONTROL METHODS.....15

6.3. FORMS OF IMPACT IN CASE OF IDENTIFIED VIOLATION15

6.4. ACTIONS OF THE CONTROL AUTHORITIES UPON REVOCATION OF THE PERMIT16

6.5. RETURN OF THE REVOKED PERMIT FOR OPERATION OF VEHICLES AND GSE16

6.6. REFUSAL TO RETURN THE PERMIT17

7. ANNEXES.....17



1. GENERAL

1.1. PURPOSE

This Procedure has been developed to ensure the conditions necessary for the airport operator to fulfil its obligations related to maintaining the safety of ground movements within the airside area of Vasil Levski – Sofia airport (hereinafter in the text – the Airport), and the associated rights to develop and implement rules and procedures, as well as to exercise control and management over these processes.

The Procedure defines the terms and conditions under which employees of operators and all other organizations performing activities within the premises of the airport may obtain authorization to drive vehicles and GSE in the various zones of the airside area.

The Procedure enables the airport operator to register and keep records of drivers, to exercise control over compliance with the applicable driving rules, and to manage employee access as drivers of vehicles and GSE to designated zones of the airside.

1.2. REGULATIONS

The procedure has been developed on the basis of and in accordance with the norms and regulations of the current statutory documents, as follows:

- Civil Aviation Act (CAA) - Art. 48a.(3) and Art. 48h.(1);
- Ordinance No. 14/15.10.2012 for airports and airport security - art. 414 item 2, art. 416 (3), art. 417 (1), Art. 511 (4), Art. 514 (2) and (4);
- EU Regulation No. 139/2014;
- EASA AMC/GM ADR.OPS.B.025 "Operation of vehicles";
- EASA AMC/GM ADR.OPS.B.029 „Language proficiency“;
- Commission Delegated regulation (EU) 2148/08.10.2020
- Law on road traffic - art. 2, para. 3 and art. 3, para. 1. and art. 162;
- Regulations for the implementation of the law on road traffic - art. 21, art. 26, paragraph 1, art. 28 and art. 29;
- Safety Management System of Sofia Airport Manual.



2. ORDER OF APPLICATION

ROLES	RESPONSIBILITIES
Airside Division	• Issues permit for driving of vehicles and GSE. • Exercises control over the holders of permit for driving of vehicles and GSE. • Revokes permits for driving of vehicles and GSE. • Assists the ASMS department in the process of registering, analyzing, and investigating a safety event described in AM.B.2.2-7 "Procedure for reporting, analysis, investigation and follow-up".
Aviation training center	• Receives and reviews applications from candidates for enrollment in training for the issuance of a permit for driving of vehicles and GSE. • Organizes training for the issuance of a permit for driving of vehicles and GSE. • Communicates with applicants regarding payment for the training.
ASMS Department	• Investigates safety events in cases of violations. The process for registering, analyzing, and investigating a safety event is described in AM.B.2.2-7 "Procedure for reporting, analysis, investigation and follow-up".

3. APPLICATION PROCESS

3.1. APPLICATION FORM

For the purpose of obtaining authorization for independent operation of vehicles and GSE, and for the issuance of a 'Permit for Driving of Vehicles and GSE on the airport airfield,' the manager of the operator (organization) or another authorized person, hereinafter referred to as 'the applicant,' submits to the Aviation Training Center Department of SOF Connect a written application using the standard form (Annex 1) for enrolling their employees in the Vehicle Driving training. These are employees who, in the course of performing their official duties, will operate vehicles and GSE or other specialized equipment. The application must include the following mandatory data for each candidate:

- three names of the applicant;
- position held and activities performed;
- date of appointment to the company (for initial course applicants)
- driving license - date of validity and acquired category.



- types of vehicles and GSE for which the applicant has an acquired qualification (for filling out the control card);
- necessary authorized area for operating vehicle, in order to perform official duties.

3.1.1. Review of the application form

Upon receiving the applications, the expert from the Aviation Training Center Department (ATC dpt.) responsible for organizing the training verifies whether the applicant meets the following criteria:

- a) does the applicant have a driving license;
- b) does the category held in the driving license give the right to acquire a qualification for driving the relevant types of vehicle and GSE (according to Art. 21, Art. 26, Para. 1, Art. 28 and Art. 29 of the Regulations for the Implementation of road traffic law).
- c) whether the activities performed by the candidate (as described in the application) require obtaining a permit for driving in the requested area of the Airfield.
- d) verifies whether the candidate has any revoked driving privileges for vehicles and GSE due to committed violations.

If the candidate meets the criteria, they are included in a training group according to the schedule of the ATC dpt.

If the candidate does not meet the conditions, the applicant is informed, and the reasons for the refusal are stated.

3.2. PAYMENT

3.2.1. Payment is due for all applicants from operators, organizations and other companies working on the territory of the airport;

3.2.2. The prices for the training are according to the Price List of SOF Connect , Section 14: Airport Training Center.

- a) components forming the price:
 - conducting theoretical training (lecture by a qualified instructor);
 - providing support materials for use;
 - preparation of an examination test;
 - conducting practical training with an instructor;
 - preparation and issuance of a permit and control card.
- b) price types:
 - for participation in an initial training;
 - for participation in a recurrent training, before the validity period of the Permit has expired or extraordinary training - after the permit has been revoked due to a committed violation;

- for reissuance of lost or destroyed Permit and Control Card.

c) forms of payment:

- to a bank account specified by the Airport Operator.

3.2.3. Exempted from payment

- a) employees of government organizations at the territory of the airport – Airport Fire Brigade, Border police and Customs, provided that when forming groups for initial and recurrent training, the entire organization and material and technical provision of the training (classroom, paper and aids and materials) are taken over by the relevant organization whose employees are being trained, and the ATC dept. provides only an instructor to conduct the training;
- b) individual newly appointed employees of Border police, Customs are included in mixed groups, together with employees of other organizations, to participate in an initial or recurrent training.

4. TRAINING

The training is conducted by Aviation Training Center instructors according to a program approved by CAA and BULATSA Training Center corresponding to the requirements of EASA, GM2 ADR.OPS.B.024.

4.1. FORMS OF TRAINING

- 4.1.1. Theoretical - it is conducted in the form of lectures and exercises in a training room.
- 4.1.2. Practical – takes place in the form of traveling with vehicle and presenting each of the areas of the airfield or in a training room, depending on the scope of the training.

4.2. SCOPE

The training consists of three modules, each of which includes theoretical and practical training as follows:

4.2.1. Module 1 „Airside vehicle driving“

The module is mandatory for the training of all employees applying for a permit to independently drive the equipment and perform activities within the boundaries of the aprons ("Apron - R" access on their official pass).

The module includes:

- a) theoretical part – lectures and exercises in training room;
- b) practical training – movement with a vehicle and familiarization with all aprons and the adjacent areas around them, during which:
 - presentation of the configuration and horizontal marking of the apron, the service roads for the movement of vehicles and GSE, bypass and emergency ones, stopping and standing areas (permitted and prohibited), apron boundaries and apron taxiways;



- aircraft parking stands configuration and positioning of the GSE around the aircraft;
- approach to adjacent operational and logistics areas around the aprons and terminals (aircraft parking stands, bus stops, vehicle parking areas and parking areas for GSE);

4.2.2. Module 2 "Maneuvering area vehicle driving"

The module is mandatory for the training of all employees applying for a permit to independently operate GSE and perform activities in the maneuvering area.

The module includes:

- a) theoretical part – lectures and exercises in the training room;
- b) practical training – movement with a vehicle and presentation of all zones and elements of the maneuvering area, during which:
 - familiarization with the marking of TWYs and RWY, borders, holding positions, stop lines, obtaining entry clearance - "Ground" and "Air" areas;
 - rules and locations for reporting after leaving the maneuvering area;
 - restricted access areas in the airfield.

4.2.3. Module 3 "Phraseology"

The module is mandatory for the training of all workers and employees applying for a permit to independently operate vehicle and GSE and perform activities in the maneuvering area.

4.3. FORMS OF CHECKING THE KNOWLEDGE ACQUIRED BY THE TRAINING PARTICIPANTS

4.3.1. Examination test

It is mandatory for each participant to complete after completing the lectures of the theoretical course.

- a) content - questions covering the material presented during the lectures, for each question there are 3 (three) possible answers, of which the student must mark 1 (one) correct;
- b) evaluation of the results - in %, based on the number of correct answers, such as:
 - with a result of 80% and more correct answers - successfully solved test;
 - with a result below 80% - a failed test and the candidate should appear for re-training for a fee, and then pass a new examination test;
- c) documenting the results - a protocol is issued with the names of the participants and the test result in %, for each trainee.

4.3.2. Practical training



- a) purpose - mandatory, second part of the training of all future drivers of vehicles and GSE, applying for permission from the airport operator for independent driving of vehicles and GSE at the airfield (obtaining a "Permit for driving vehicles and GSE at the airport airfield".
- b) documenting the results - a protocol is issued.

5. DOCUMENTS CERTIFYING THE OBTAINED PERMISSION TO DRIVE A VEHICLE AND GSE IN THE AIRPORT AIRFIELD

The documents certifying the permission for independent driving of the vehicle and the GSE are "Permit for driving vehicles and GSE at the airport airfield", with an area marked (by color) with permitted access and as an integral part of it a "Control Card" with marked the types of equipment for which the driver has an acquired qualification.

5.1. VEHICLE AND GSE DRIVING PERMIT

5.1.1. Type of permit - allowed access areas

For the purposes of this procedure, the airport airfield is provisionally divided into 2 access zones. Depending on the scope of each employee's official duties, a permit for driving of vehicles and GSE is issued for the corresponding zone, identified by color and name, as follows:

a) Red zone – Apron

PERMIT FOR DRIVING VEHICLE AND GSE
IN THE AIRPORT AIRFIELD

APRON

NAME:
COMPANY:.....
APPROVED BY:.....SIGNATURE:
VALIDITY:

A driver holding a "Red Zone" permit has the right to independently drive vehicles and GSE within the boundaries of the apron and service roads, the areas adjacent to them and bypass roads connecting the northern and southern regions.



b) Green zone - "Movement area"

PERMIT FOR DRIVING VEHICLE AND GSE IN THE AIRPORT AIRFIELD	
MOVEMENT AREA	
NAME:	
COMPANY:	
APPROVED BY:	SIGNATURE:
VALIDITY:	

A driver holding a permit with "Green Zone" has the right to independently operate vehicles and GSE within the boundaries of the entire Airfield of the airport (Movement and adjacent areas).

Note: A "green zone" permit is issued to workers and employees of the Airport Operator and BULATSA who perform operational activities, condition monitoring, repair, and maintenance of facilities and equipment on the airport airfield

5.1.2. Necessary documents and conditions for issuing a permit:
a) for the drivers applying for a permit to independently drive a vehicle and GSE in the "Apron" (Red Zone):

- protocols for successfully completed theoretical and practical training on Module 1 "Airside vehicle driving".
- a valid driving license, with the necessary category, corresponding to the types of vehicles and GSE for which qualification has been acquired, according to Art. 21, Art. 26, Para. 1, Art. 28 and Art. 29 of the "Regulations for the law on road traffic" - the original of the driving license must be submitted for verification when receiving the permit;
- a document certifying the acquired qualification for driving the types of vehicles and GSE - presented for verification when receiving the permit;
- protocol - Annex 2, for completed practical on-site training under the control of a legally competent driver in the company where the applicant works, with a duration of not less than 20 working days after completing the initial theoretical training, provided by the ATC dpt. (requirement of Art. 514 (4) of Ordinance No. 14 of 15.10.2012 for Airports and Airport Operations ") - presented when receiving the permit.

b) for drivers applying for a permit for independent operation of vehicle in "Movement area" (Green zone):

- the required documents under the previous item "a";
- Certificate verifying language proficiency level 4 – Operational (EASA Regulation (EU) No 139/2014, AMC/GM ADR.OPS.B.029 "Language proficiency") – to be submitted to the ATC dpt. when applying for training in Module 2 "Maneuvering area vehicle driving".
- protocols for successfully completed theoretical and practical training on Module 2 "Maneuvering area vehicle driving".



- a document certifying the passing of a theoretical and practical training on Module 3 "Phraseology".

5.1.3. Validity of the permit.

The validity period of the Permit is 2 (two) years from the date of issue (indicated on its front side). Before this period expires, the holder is required to complete a recurrent training for the issuance of a new Permit with a validity of 2 years.

Employees of ground handlers and other organizations operating at the airport who are foreign citizens with long-term residence in the Republic of Bulgaria may be authorized to operate vehicles and GSE on the airport premises based on Art. 162 of the Road Traffic Act.

5.1.4. Reissue of permit

a) ground for reissue:

- expiration date;
- loss or destruction;
- change of company affiliation;
- change of workplace, which requires a change of the access area.

b) reissue condition:

- upon expiration of the validity period - after successful completion of a recurrent training on the relevant module and a passed test by the applicant;
- in case of loss or destruction - if the validity period of completed training has not expired (from the date of the protocol with the test results), the permit is reissued within the remaining validity period of the old one;
- when changing company affiliation - if the validity period of completed training has not expired (from the date of the protocol with the test results), the permit is reissued, within the remaining validity period of the old one;
- in case of a change of workplace, which necessitates a change of the access area – the permit is reissued after passing the mandatory module for additional training and qualification.

c) procedure for applying for reissue – described in item 2 above.

5.1.5. Receipt

The permit is received personally, against a signature in the acceptance/handover protocol and presenting for verification of the documents described in item 5.1.2 above.



5.2. CONTROL CARD

5.2.1. Purpose

Certifies for what types of equipment the employee has acquired needed qualification. The card is signed by authorized employees from the airport operator, issuer of the same.

It is an integral part of the permit and has the following form:

CONTROL CARD		
Name, surname		
Holds the authorization to operate vehicles and GSE:		
El./Forklift, tractor	Passenger stairs	
Motor belt	Lift vehicle	
Loader	Aircraft tug	
Electric/moto lift	Water truck and WC	
Apron bus	DE-ICING vehicle	
Fuel tank	Installation for ASU, GPU	
Snowplow	Car, van	x
Head of AS dpt.....:	Head of ATC dpt	

5.2.2. Validity

The validity of the control card is the same as for the permit.

5.2.3. Reissue

It is replaced in case of expiry of validity, any change of the driver's license, loss or destruction, after the applicant submits a request form -"Annex 3".

5.2.4. Receiving

It is received personally, with the applicant presenting for verification the qualification document for each type of equipment.

5.3. OBLIGATION TO CARRY THE DOCUMENTS

Carrying a "Permit" and "Card" is mandatory for every driver who independently operates vehicle and GSE in the airport airfield during work, as well as for those who wish to enter through the entrances (checkpoints) with such equipment on airport territory.

6. CONTROL AND CORRECTIVE MEASURES

6.1. CONTROL BODIES

The operational 24-hour control for compliance with the current rules and instructions by the workers and employees driving vehicles or GSE on the territory of the airport is carried out by duty teams from Airside division. The same have the right to apply the relevant forms of influence, including taking away the permit (deprivation of the right to operate vehicles and GSE in the airfield) of any employee, regardless of his company or administrative subordination, in cases of ascertained violations of rules and norms of safety, described in item 6.3 below.



6.2. CONTROL METHODS

6.2.1. Operational

Include random or group checks in the process of safety control of operations in the airfield.

6.2.2. Preventive

Planned inspections of the condition of people and equipment in individual service units of operators, organizations and companies operating in the territory.

6.2.3. Reactive

When registering prerequisites or safety events.

6.3. FORMS OF IMPACT IN CASE OF IDENTIFIED VIOLATION

6.3.1. Revocation of the Permit for Driving of Vehicles and GSE

It is mandatorily applied upon detection of the following violations:

- a) working on the apron without high-visibility clothing (outside the vehicle);
- b) incorrect stopping on a service road;
- c) smoking while operating a vehicle or GSE;
- d) driving with high beams on;
- e) failure to comply with horizontal markings while moving on the apron and adjacent areas:
 - driving in the opposite direction of the designated traffic flow;
 - parking in operational zones where it is prohibited (bus stops, areas for PRM passengers);
 - parking outside designated areas for GSE and equipment;
- f) disposal of waste outside designated areas;
- g) failure to comply with speed limits. Exceeding the speed limit by up to 15 km/h, as determined by speed measurement with technical means;
- h) walking along a taxiway or crossing it at an unauthorized location;
- i) driving without lights and a warning beacon during nighttime, poor meteorological conditions, or low visibility;
- j) operating a vehicle or GSE without the required authorization (as indicated in the control card);
- k) operating a vehicle or GSE within apron boundaries without a mounted warning beacon;
- l) entering the manoeuvring area without permission from the air traffic control Sofia tower;
- m) entering critical and sensitive zones of the Precision Approach Path system;
- n) crossing the taxi route of a taxiing aircraft;
- o) failure to yield:
 - failing to yield to the lead vehicle or crossing between it and a taxiing aircraft;



- failing to yield to special vehicles from the Emergency rescue services composition (fire trucks, ambulances) during an emergency alert;
 - failing to yield to vehicles and GSE leaving the apron;
- p) stopping and parking on aircraft taxiways;
- q) exceeding the speed limit by more than 15 km/h, as determined by speed measurement with technical means;
- r) unauthorized movement of a vehicle after the driver has left the cabin;
- s) other events (traffic accidents, incidents during ground operations, etc.) that endanger human health or life or cause material damage to aircraft, vehicles, GSE, or airport infrastructure.

6.4. ACTIONS OF THE CONTROL AUTHORITIES UPON REVOCATION OF THE PERMIT

The authority for the revocation and reinstatement of the driving permit rests solely with the Airside Division.

In cases where an SMS investigation is conducted in accordance with "Procedure for reporting, analysis, investigation and follow-up" AM.B.2.2-7, the Airside Division may, at its discretion, take into account the completion of any corrective actions assigned to the driver.

The SMS investigation process is strictly non-punitive and shall not be used to determine, justify, or influence the duration, conditions, or execution of the revocation decision.

6.5. RETURN OF THE REVOKED PERMIT FOR OPERATION OF VEHICLES AND GSE

The revoked permit is returned to the employee who committed a violation, after successfully completing an extraordinary training, depending on the nature of the violation:

- a) extraordinary safety briefing- after registered violations described in p. 6.3.1. item "a)" to "g)".
- b) Extraordinary training - after registered violations described in in p. 6.3.1. item "h)" to "s)".

Note 1: *In the presence of two recorded extraordinary briefings, upon detection of a further violation, the employee is subject to mandatory extraordinary training.*

Note 2: *All cases not explicitly mentioned in this document are treated in accordance with the provisions of the 'Road Traffic Act,' the applicable regulations, and the Ordinance for the Implementation of the Road Traffic Act.*

The return of the permit reinstates the employee's authorization to operate vehicles and GSE in the territory of the airport.

The Permit is received personally by the holder at the Airside division office.

The costs of participating in the training are the responsibility of the violator or his employer, and the procedure is initiated according to the announced date for the recurrent training.

6.6. REFUSAL TO RETURN THE PERMIT

The airport operator refuses to return the permit and restore the rights to drive the vehicle and GSE to a employee in the following cases:

- Registered with a Safety Event Investigation Report and proven as a result of an investigation, deliberately dangerous and irresponsible operation of the vehicle and GSE, which led to an incident with serious consequences, injury to people or damage to the aircraft, airport facilities and equipment.
- Driving vehicle and GSE after the use of alcohol or other intoxicating substance, recorded and proven after alcohol test technical device or blood sample result.
- Recorded three or more violations by the same driver that resulted in an incident or other safety event within 12 months.
- Identified discrepancy between the documents submitted by the candidate and the conditions for obtaining a permit as described in this procedure.

This Procedure is mandatory for all employees of operators, organizations or departments permanently or temporarily allowed to work on the territory of the airport.

Refusal to comply with the same or a part of it deprives the applicant of the right to obtain a permit for operating a vehicle or GSE in airport airfield.

7. ANNEXES

Annex No. 1 – A sample application form for inclusion in the Driving of vehicles training.

Annex No. 2 - A sample form "Protocol for conducted internal company training for admission to driving vehicles and GSE".

Annex No. 3 – A sample form "Request for reissuance (change) of Control card".

Annex No. 4 - Maps of the Movement area at Vasil Levski Sofia Airport.





REQUEST for inclusion in course : ☐ M1 „Airside vehicle Driving“
☐ M2 „Manoeuvring area vehicle driving“

Applicant (Name, surname, position, company):..... ..

Type of course: initial ☐ recurrent/refresher ☐ extraordinary ☐

no	Name, Surname of the candidate	Occupation (activities performed)	Date on appointment of the position	Category and date of validity of permit for driving motor vehicles	Types of TC and GSE for which it was acquired qualification for management	Area in which candidate works - apron and movement area
	1	2	3	4	5	6
1.						
2.						
3.						
4.						
5.						

Note : For candidates who do not drive vehicles and traffic safety (permit is not issued), in column 4 write "does not drive",
and in columns 5 and 6 write "no".

PROTOCOL

for conducted practical training for driving types of vehicles and GSE on the territory of Sofia Airport, according to the requirements of art. 514, para. 4 of Ordinance 14 of 15.10.2012 and item 4.1.2 of the "Procedure for obtaining a permit to operate a vehicle and GSE in the Sofia Airport airfield", Edition 5/2025.

Company:.....

no	Name, surname of the learner	Position	Period of training	Surname/signature to the instructor
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

The workers and employees entered in the list have successfully completed in-house practical training with a licensed driver for the operating of vehicles and apron safety of Sofia Airport, lasting 20 working days after completing initial training in M1 „Airside vehicle Driving”. They may be allowed to independently drive vehicles and GSE, after receiving a "Permit for driving vehicles and GSE at Sofia Airport airfield".

Date:.....

Signature:.....(.....)

.....(Position)

Annex 3**REQUEST**

for reissue (replacement) of:

☐ - Control card☐ - Permit for driving vehicles and GSE

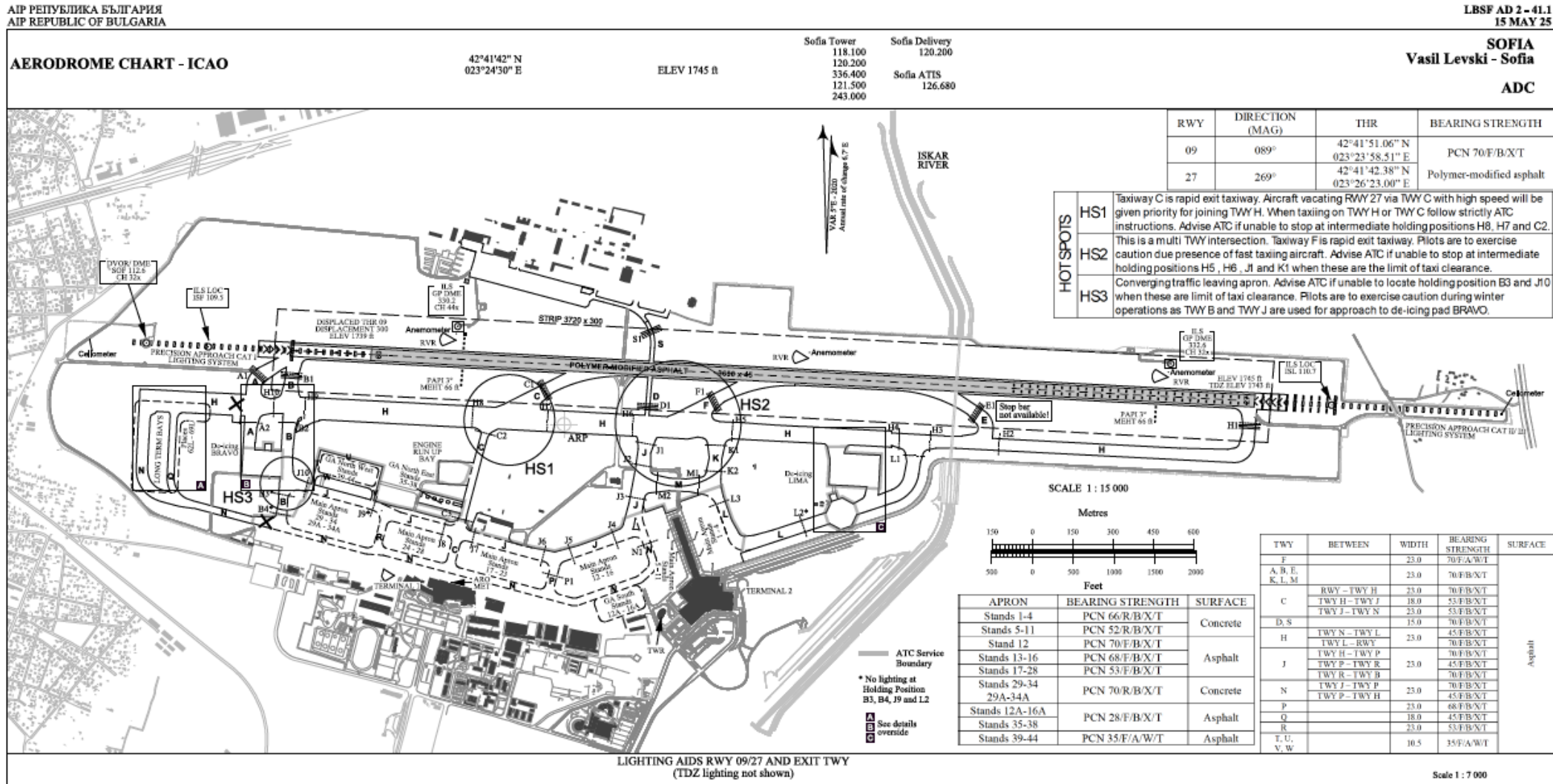
Name, surname of the candidate	Company	Position	Permit expiration date	Acquired qualification for vehicles and GSE	Reason for issue: lost/destroyed new qualification change zone
1	2	3	4	5	6

Note: The application is filled in if it is necessary to reissue the control card, due to the acquisition of additional qualifications for new vehicles and GSE, loss or destruction of the issued card or permit



Maps of the Movement area at Vasil Levski Sofia Airport.

Annex 4



АИР РЕПУБЛИКА БЪЛГАРИЯ
AIR REPUBLIC OF BULGARIA

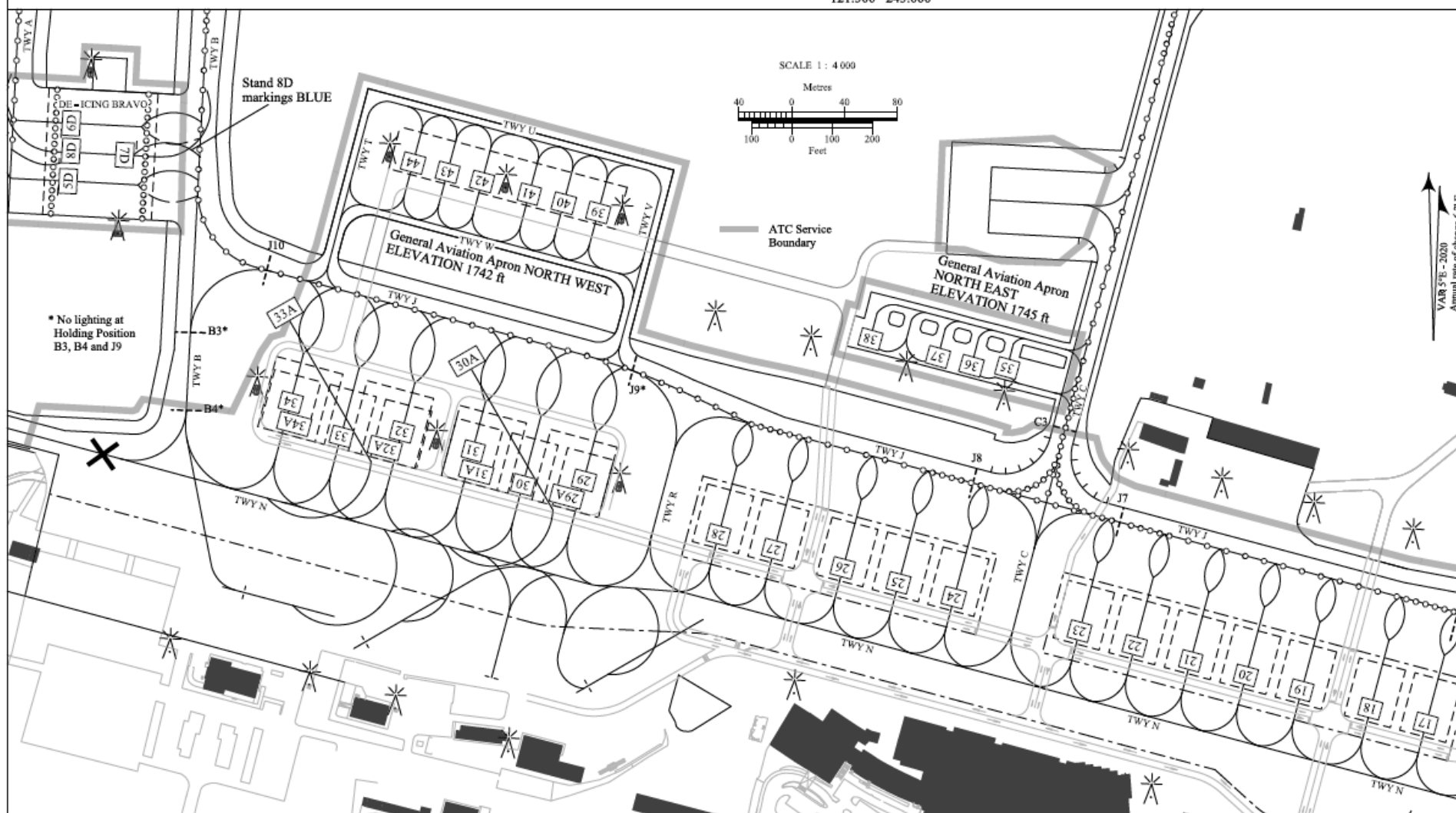
LBSF AD 2 - 43.1
26 DEC 24

**AIRCRAFT PARKING/
DOCKING CHART - ICAO**

APRON ELEVATION 1749 ft

TWR 118.100 336.400
120.200
121.500 243.000

SOFIA
PDC - 1



ДП РЪКОВОДСТВО НА ВЪЗДУШНОТО ДВИЖЕНИЕ
BULGARIAN AIR TRAFFIC SERVICES AUTHORITY

AIRAC AMDT 08/24



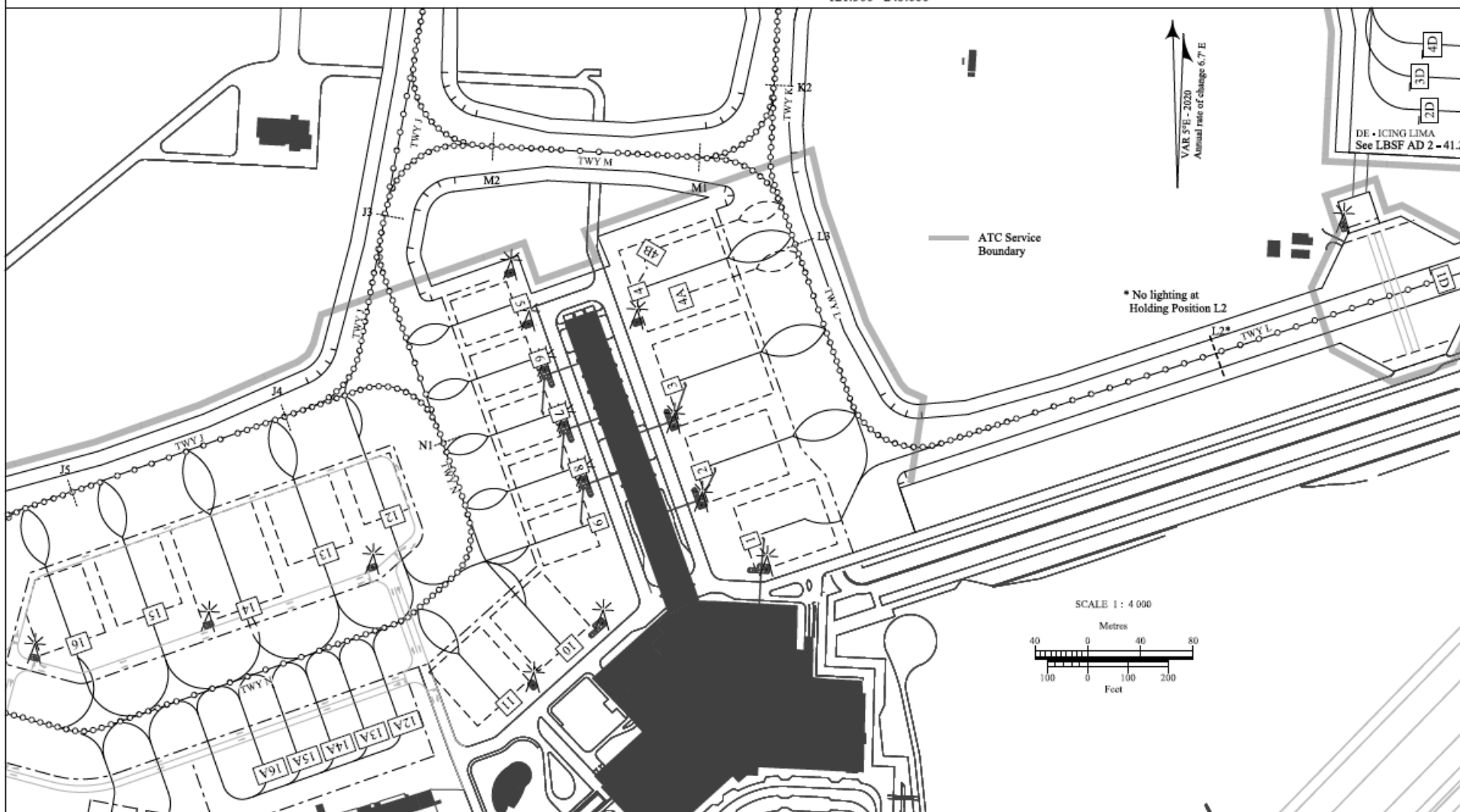
AIR РЕПУБЛИКА БЪЛГАРИЯ
 AIR REPUBLIC OF BULGARIA

**AIRCRAFT PARKING/
 DOCKING CHART - ICAO**

APRON ELEVATION 1749 ft

 TWR 118.100 336.400
 120.200
 121.500 243.000

 LBSF AD 2 - 43.3
 26 DEC 24

SOPIA
PDC - 2

 ДП РЪКОВОДСТВО НА ВЪЗДУШНОТО ДВИЖЕНИЕ
 BULGARIAN AIR TRAFFIC SERVICES AUTHORITY

AIRAC AMDT 08/24