



**LAX**

*Los Angeles World Airports*

**Airport Operations Division  
Ground Equipment Inspection Office**

***The primary goal of the Ground Equipment Inspection Program is to increase safety awareness on the airfield and to reduce equipment and property damage caused by defective ground equipment***

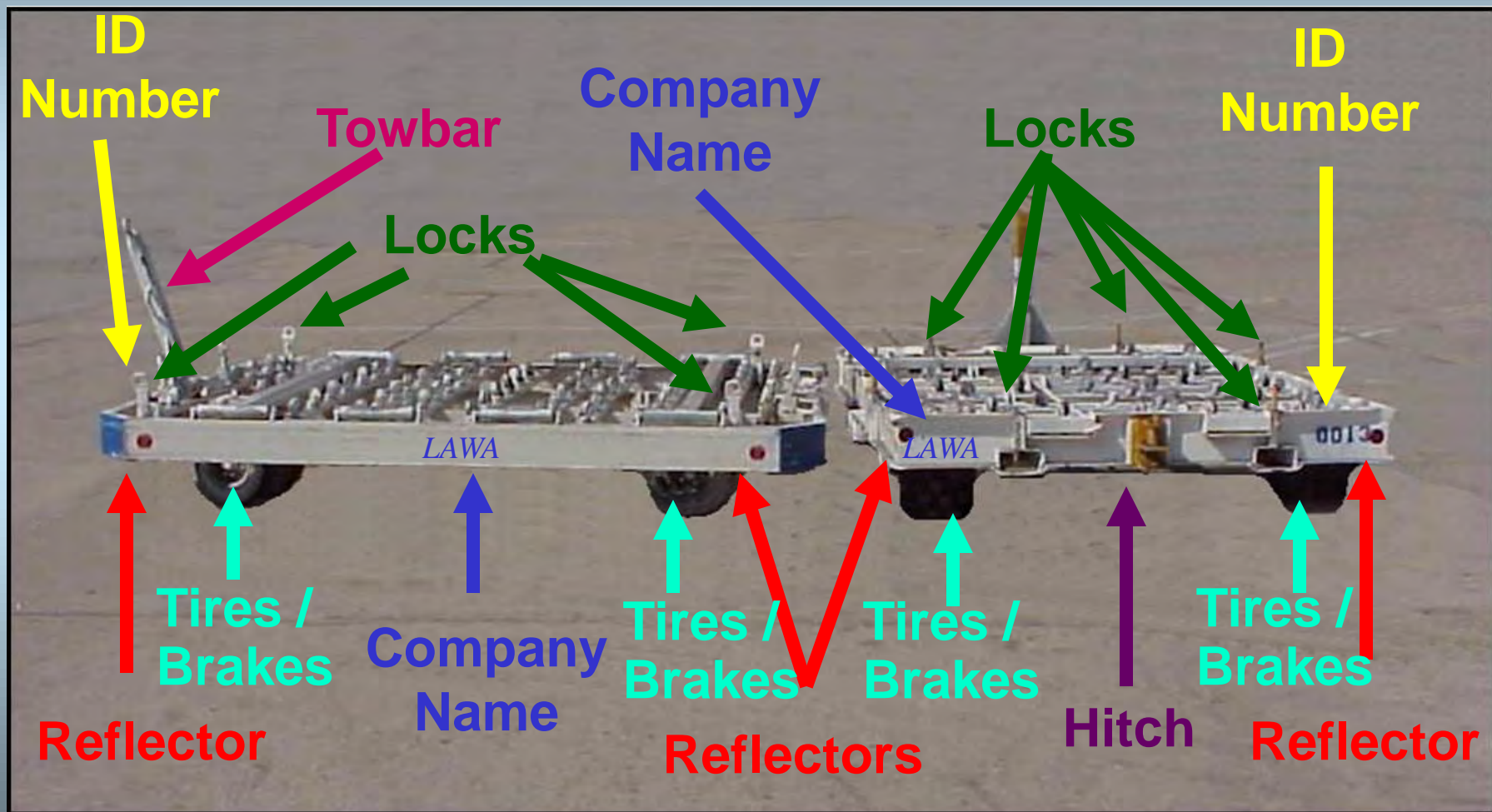
*The GEIP Office will institute the following procedures to accomplish this goal:*

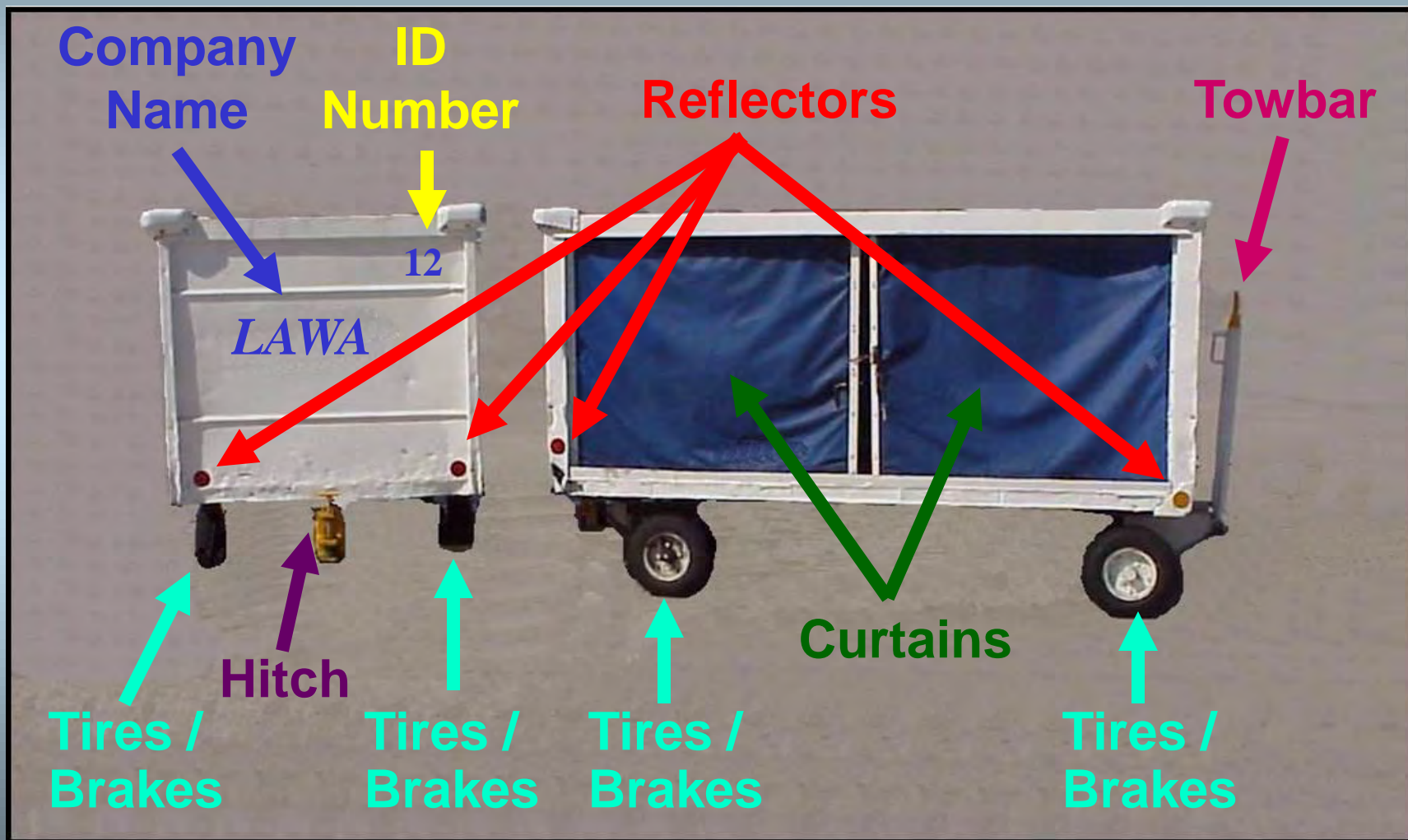
- Conduct physical inspection of equipment.
- Follow-up on repairs.
- Investigate all breakaway occurrences.
- Monitor owner/operator inventory records.
- Review ground equipment maintenance records.
- Review operator training records.
- Provide training to groups interested in increasing safety awareness with Ground Support Equipment.

# *Common Terminology*

- FOD- Foreign Object Debris
- GEIP- Ground Equipment Inspection Program
- GSE- Ground Service Equipment
- OTS- Out of Service
- ULD- Unit Load Device
- Tag #- All OTS & Derelict Equipment have tag numbers for ease of tracking.

# GSE Description





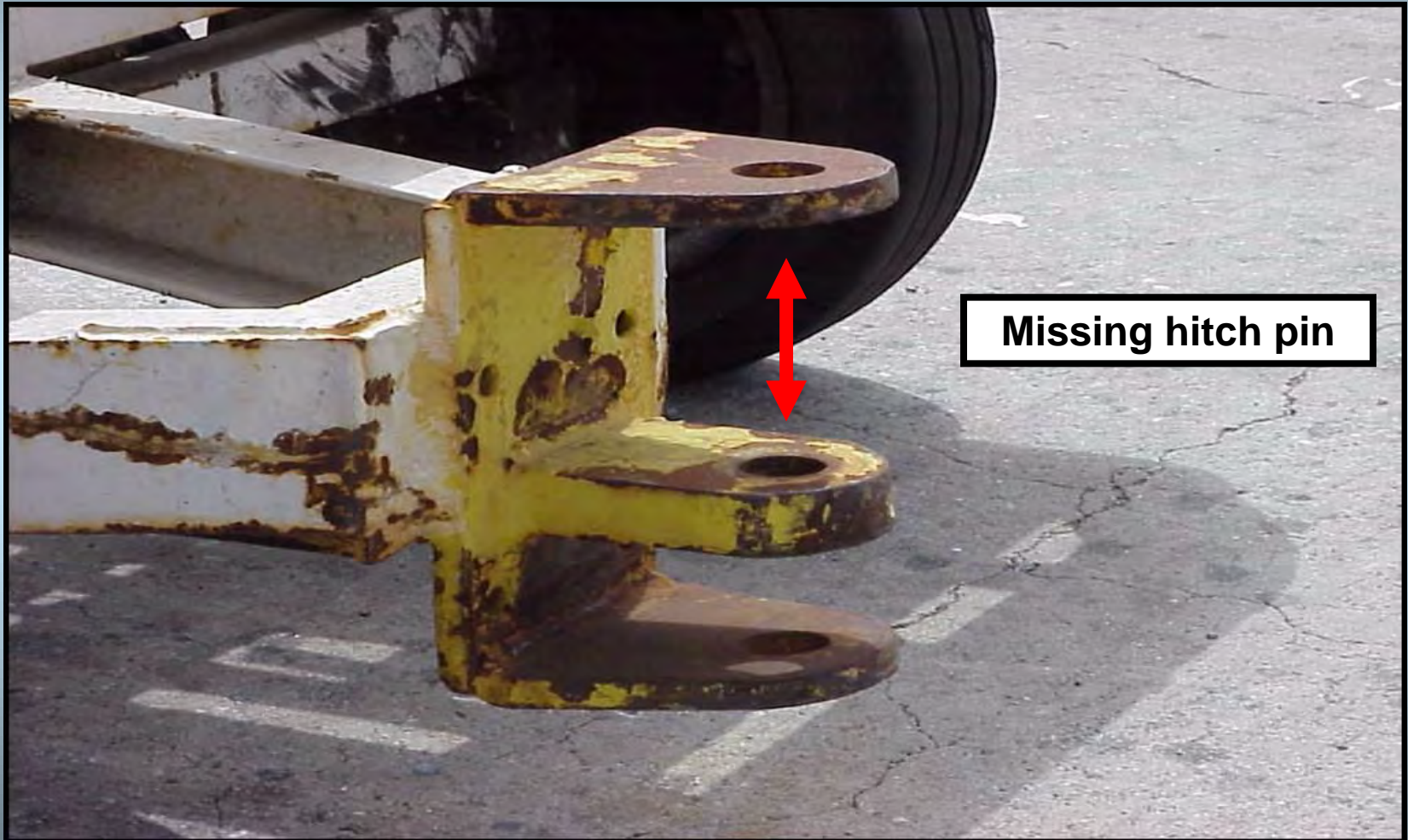
# Major Safety Violations

***The following discrepancies require immediate removal from service:***

- The hitch is defective or unsafe.
- The towbar is defective or unsafe.
- Brakes that are inoperative.
- Missing tires or excessive FOD wrapped around the wheels.
- Any other discrepancy that could affect the overall safety of the equipment.

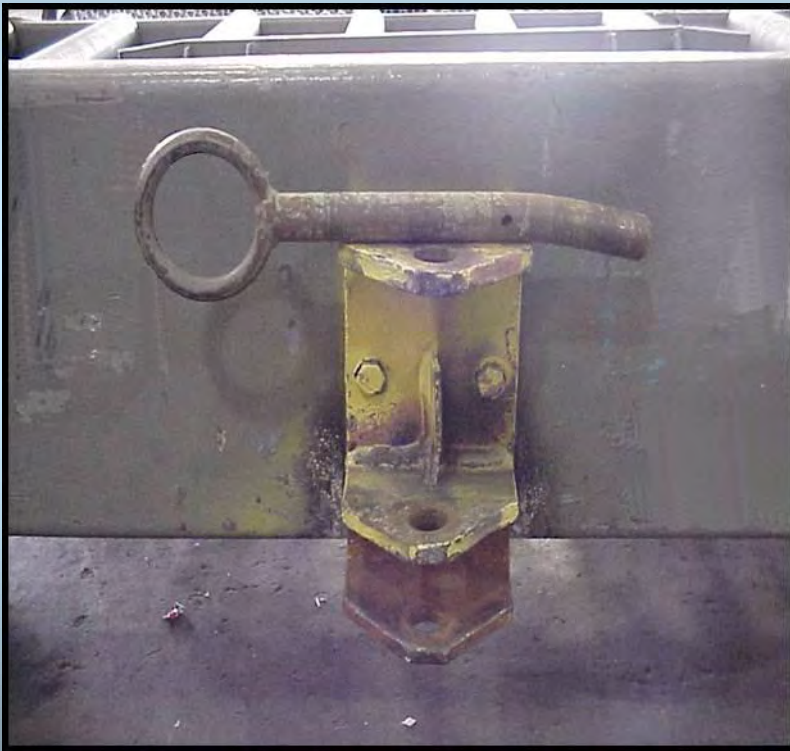


## *Hitch Problems*



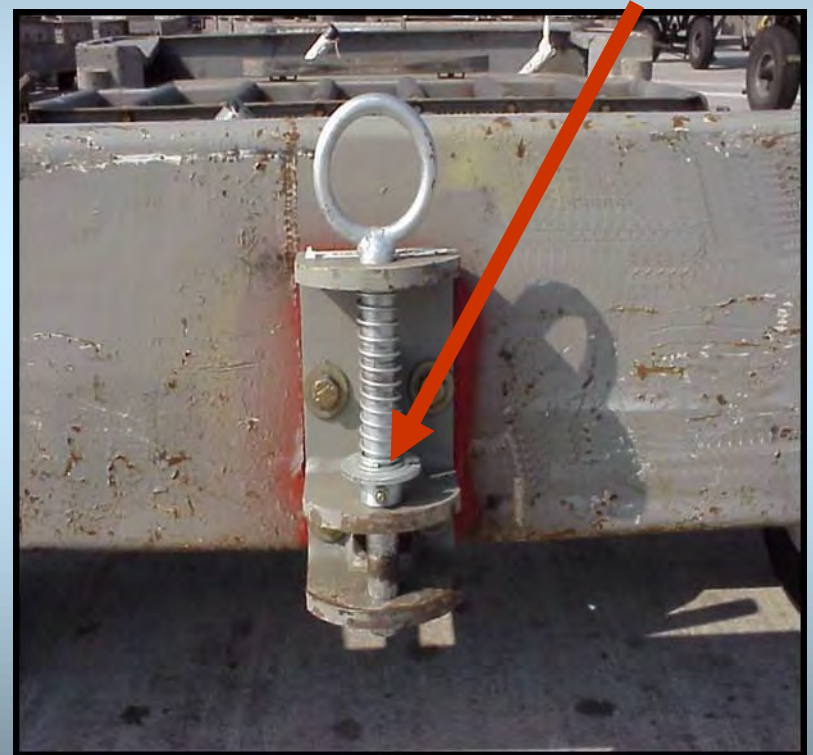
# ***Hitch Problems***

**Missing hitch retainer washer.**



**Defective hitch**

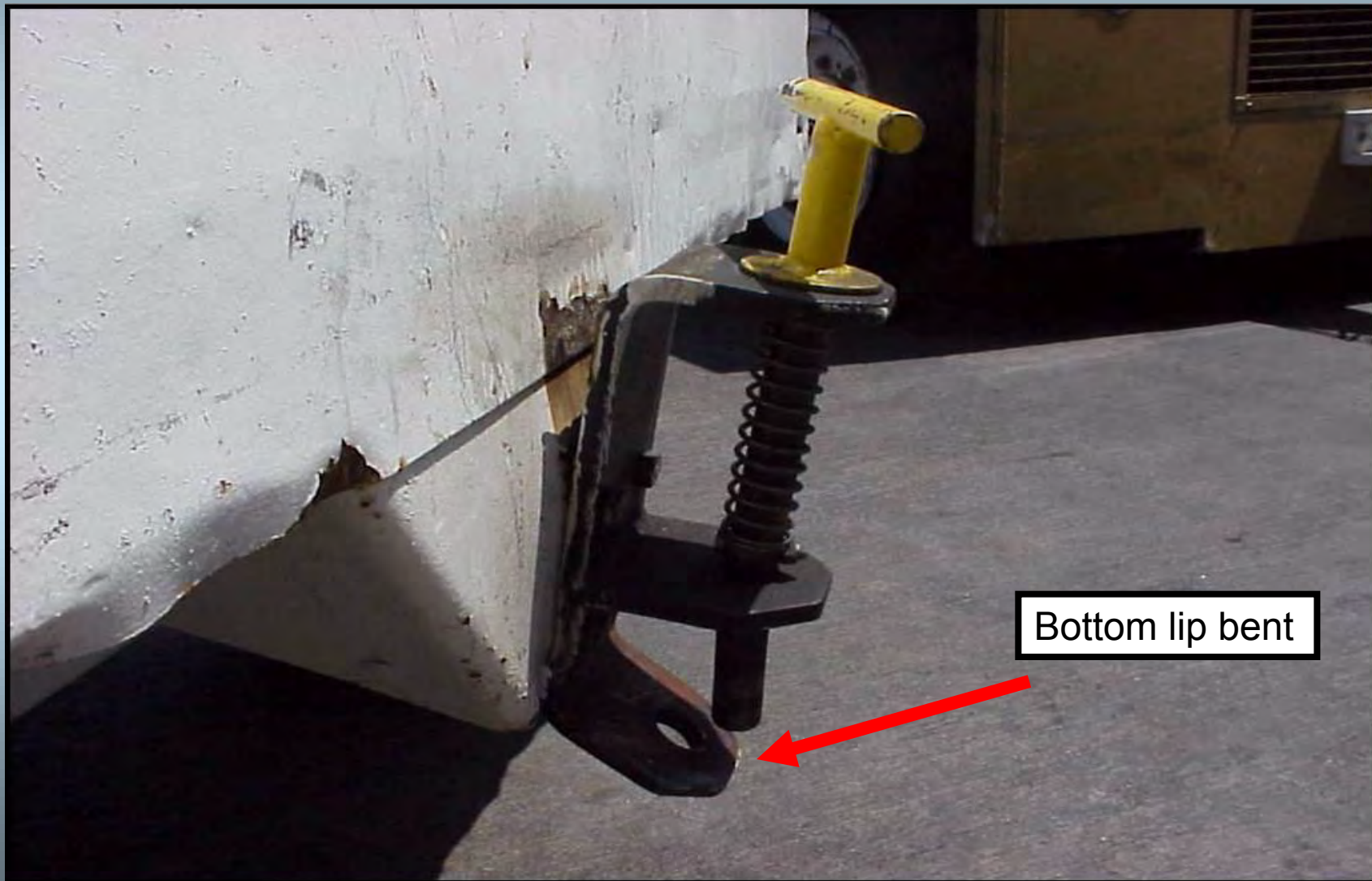
**Retainer washer keeps  
hitch pin in place.**



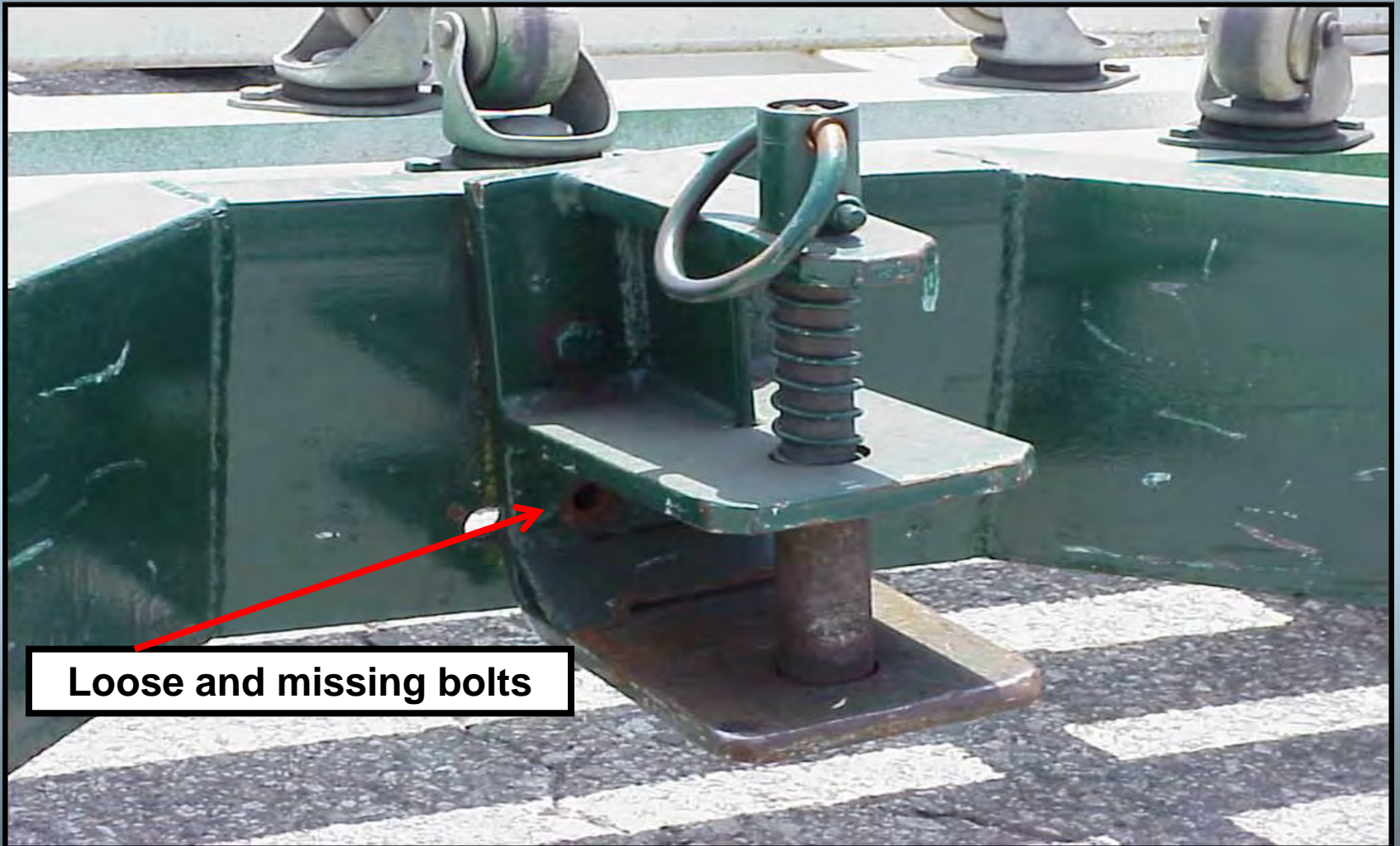
**Hitch with a retainer washer**



## *Hitch Problems*

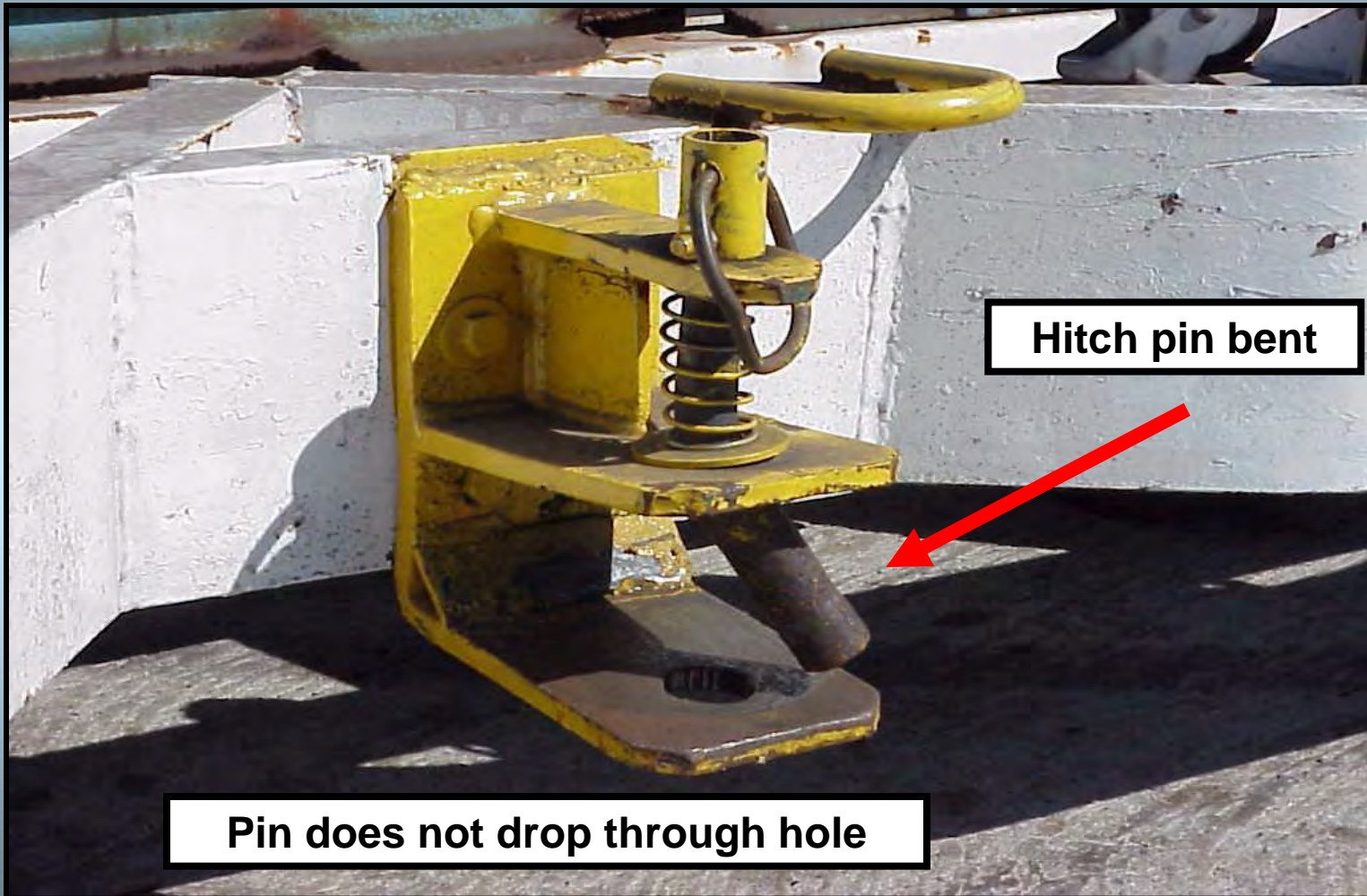


## *Hitch Problems*





# *Hitch Problems*



Hitch pin bent

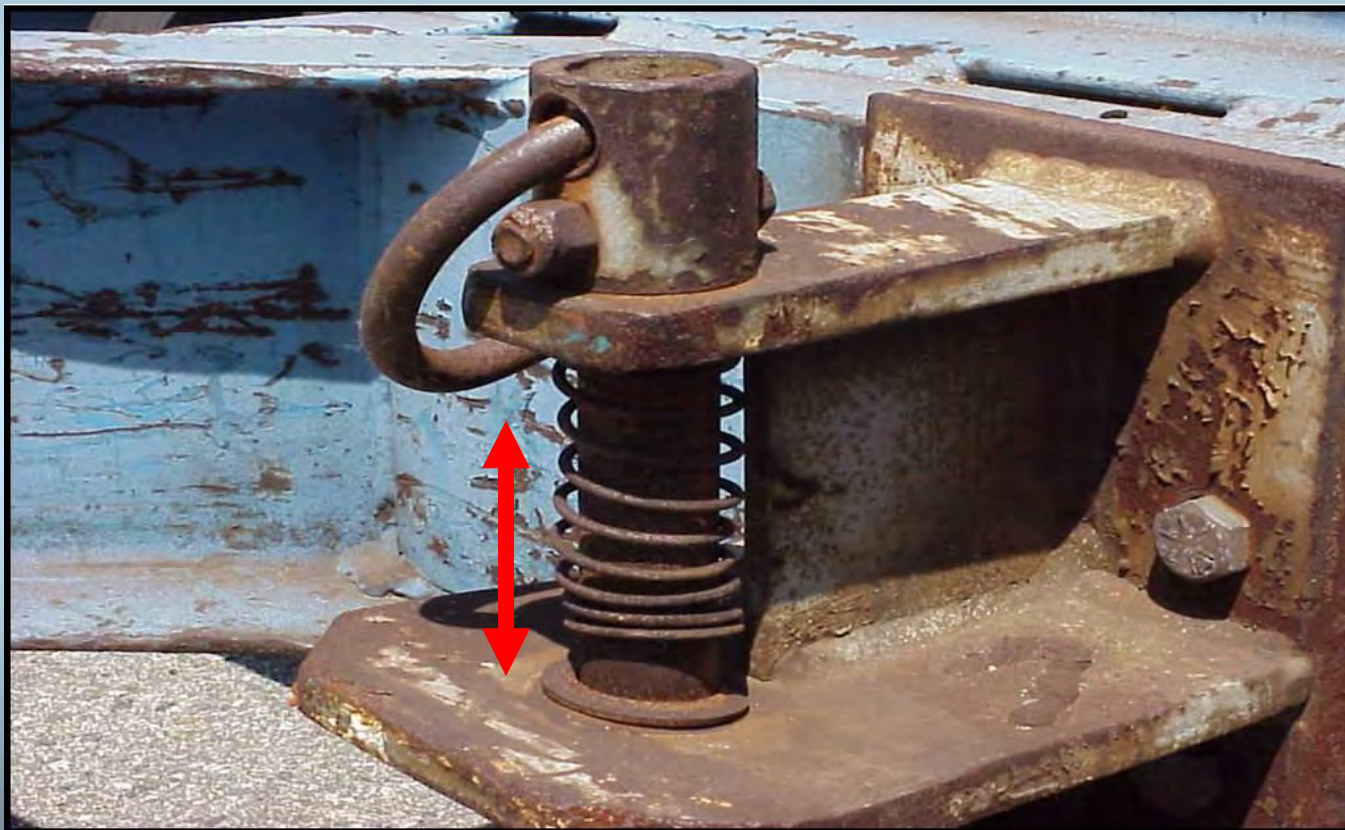
Pin does not drop through hole



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## **Hitch Problems**

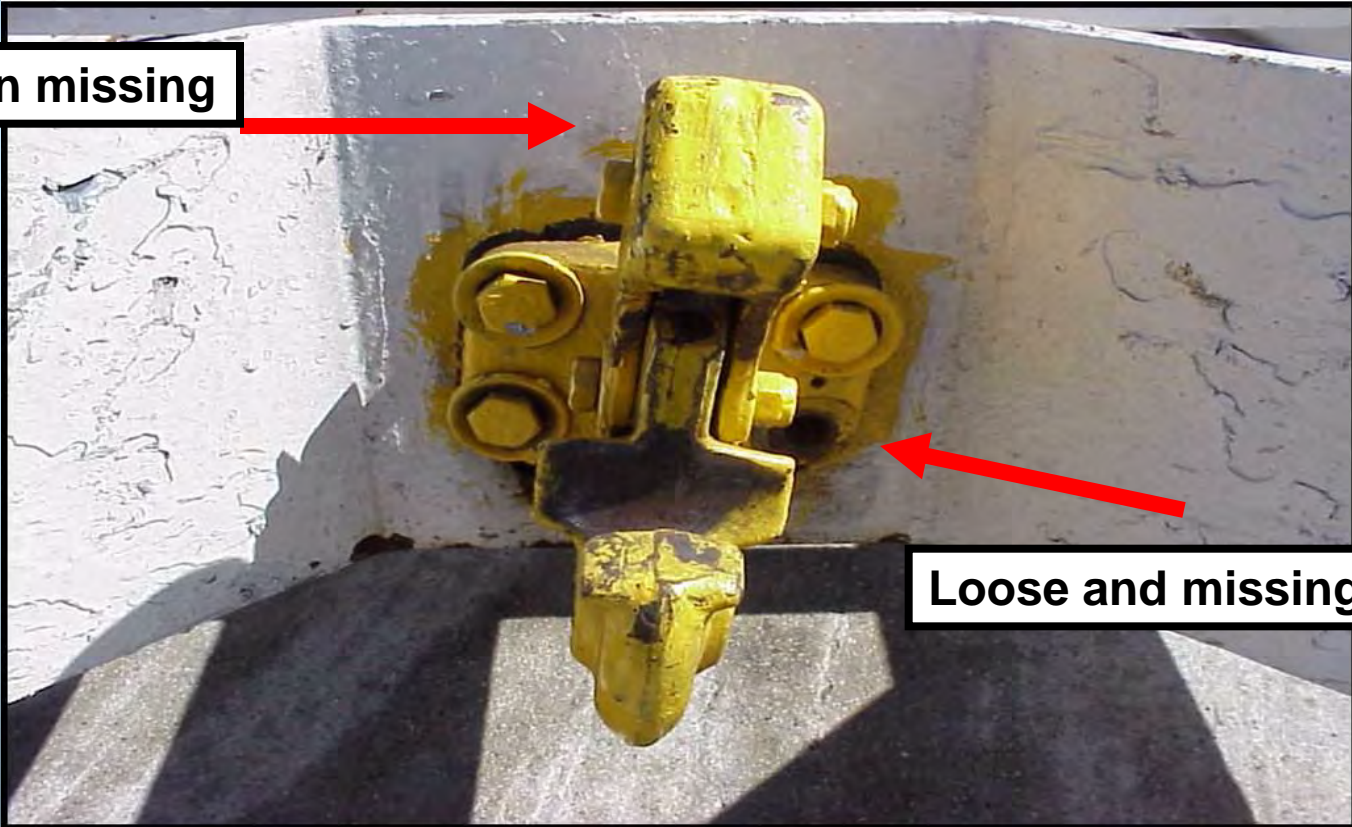


**Hitch spring should have tension and not be weak**



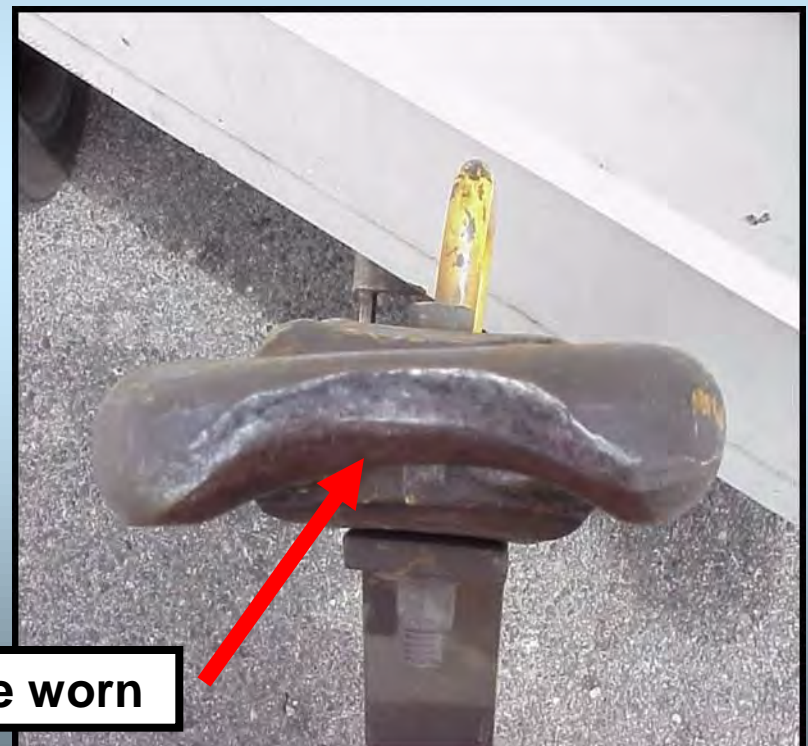
## *Hitch Problems*

**Cotter pin missing**



**Loose and missing bolts**

## *Tow bar Problems*



Tongue eye worn



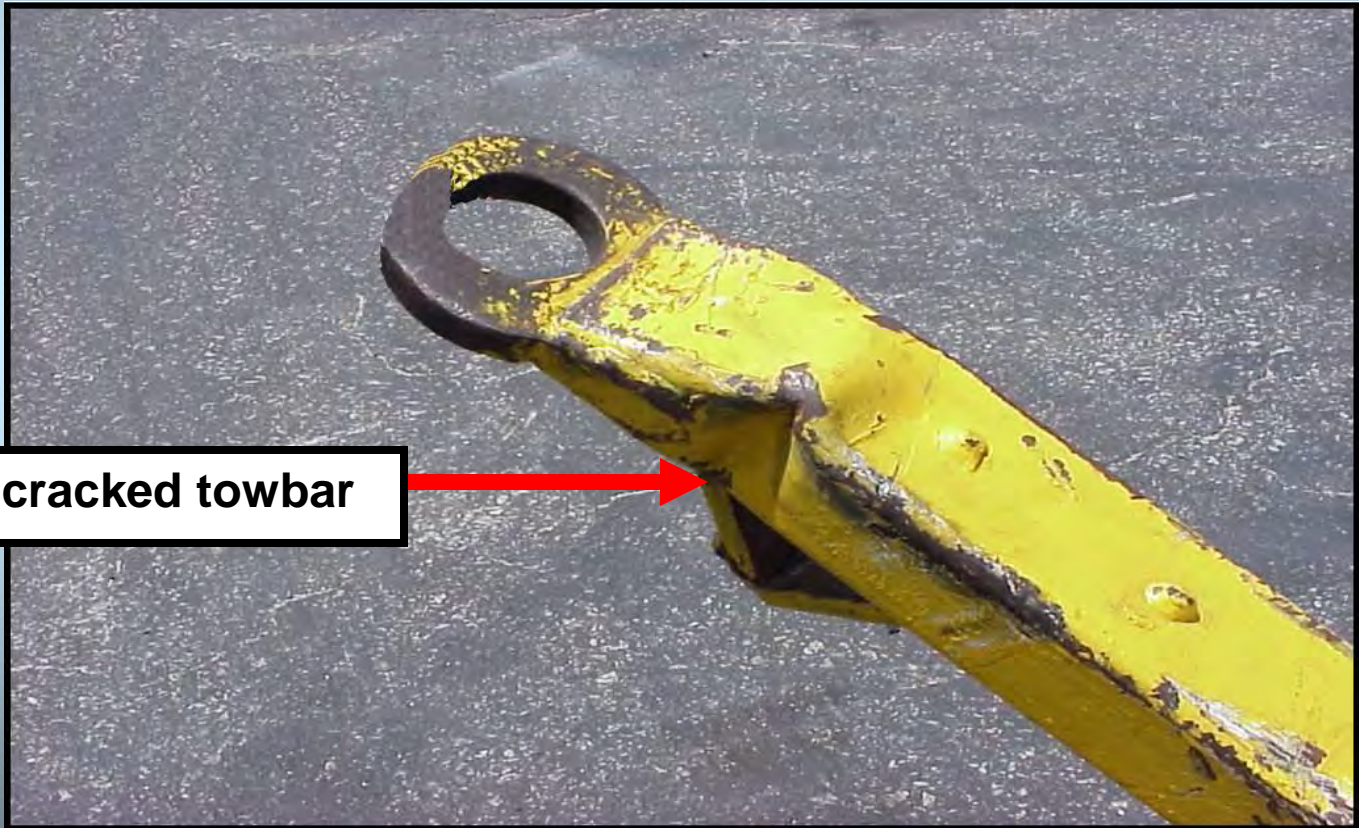
## *Tow bar Problems*



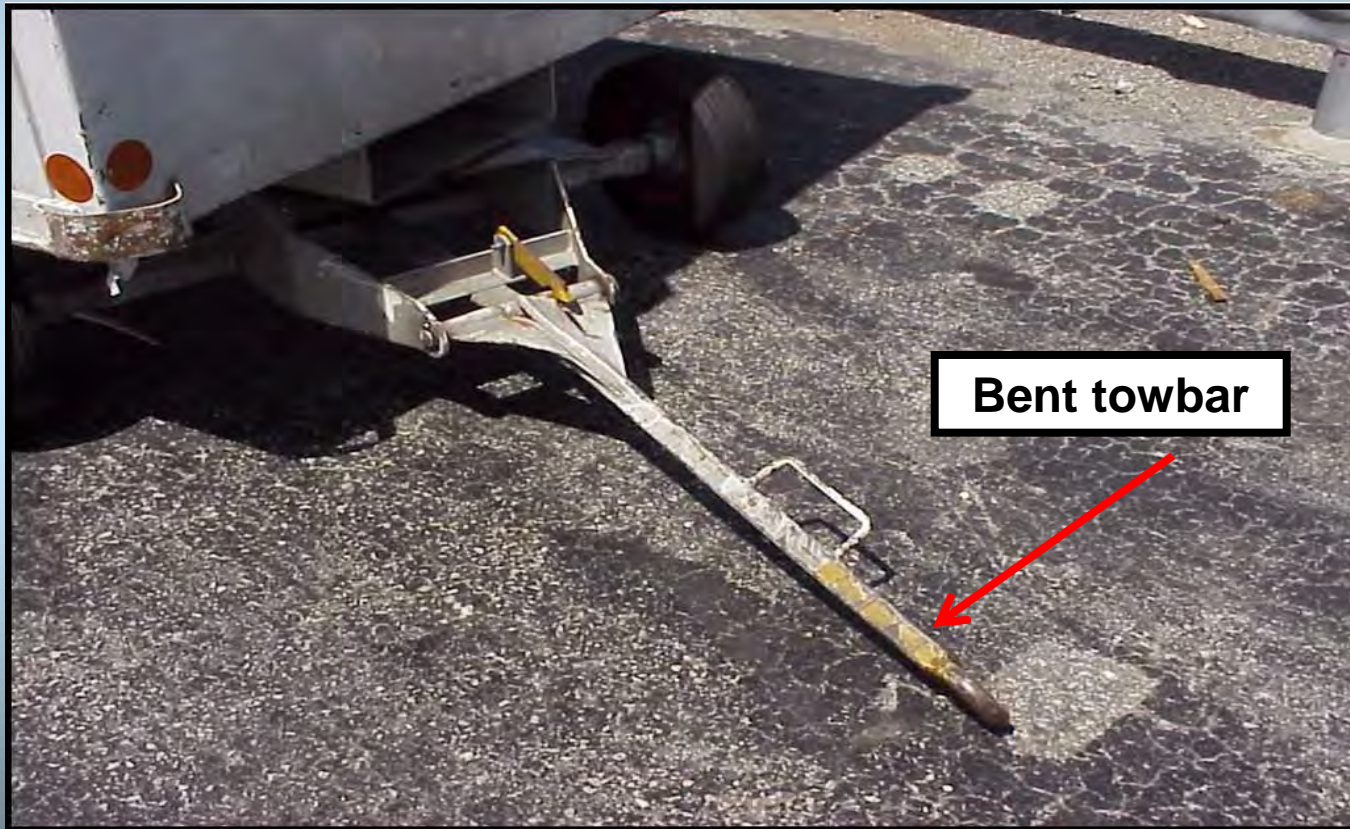
**Broken tongue eye**

# *Towbar Problems*

**Bent and cracked towbar**

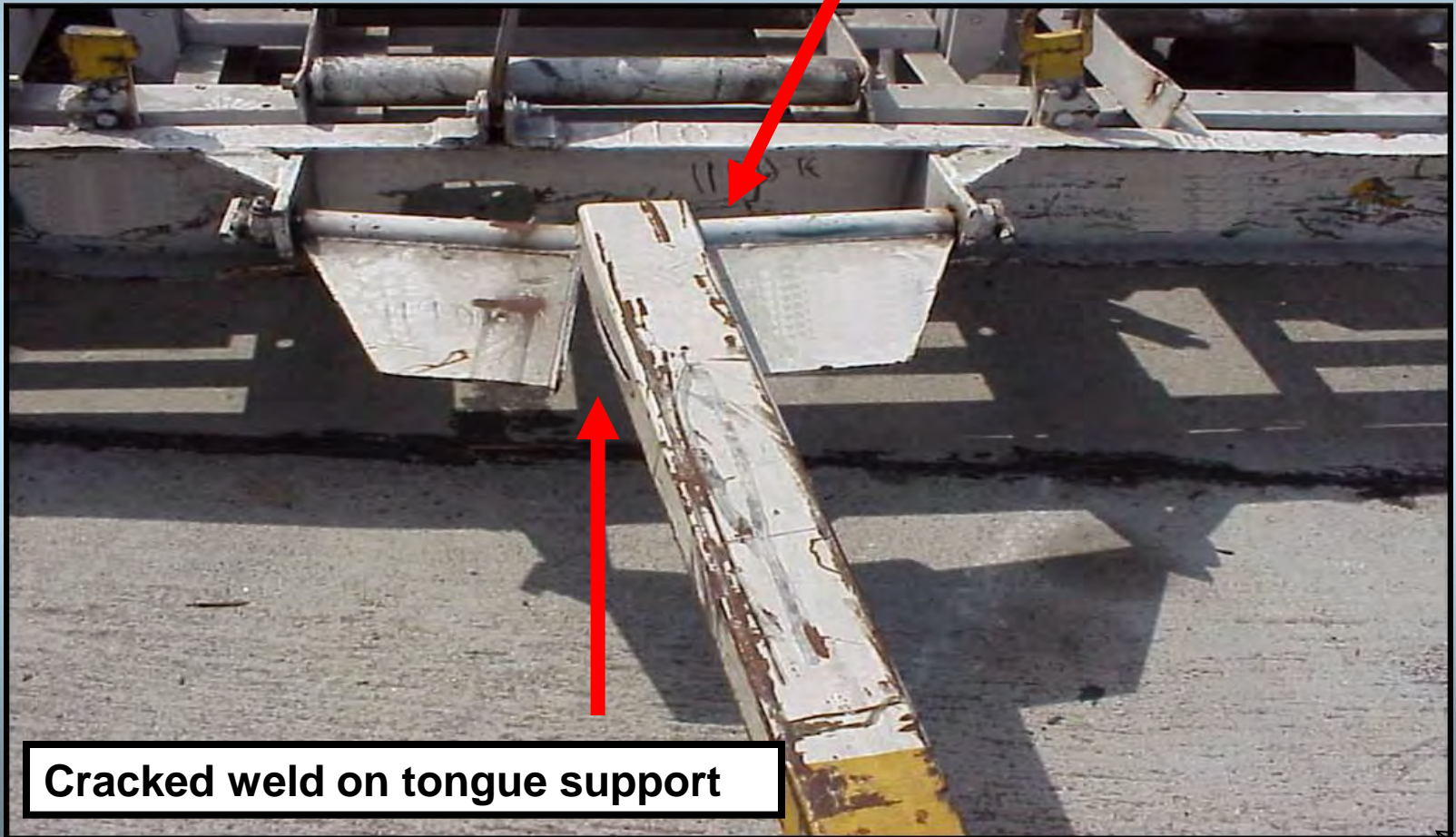


# ***Towbar Problems***



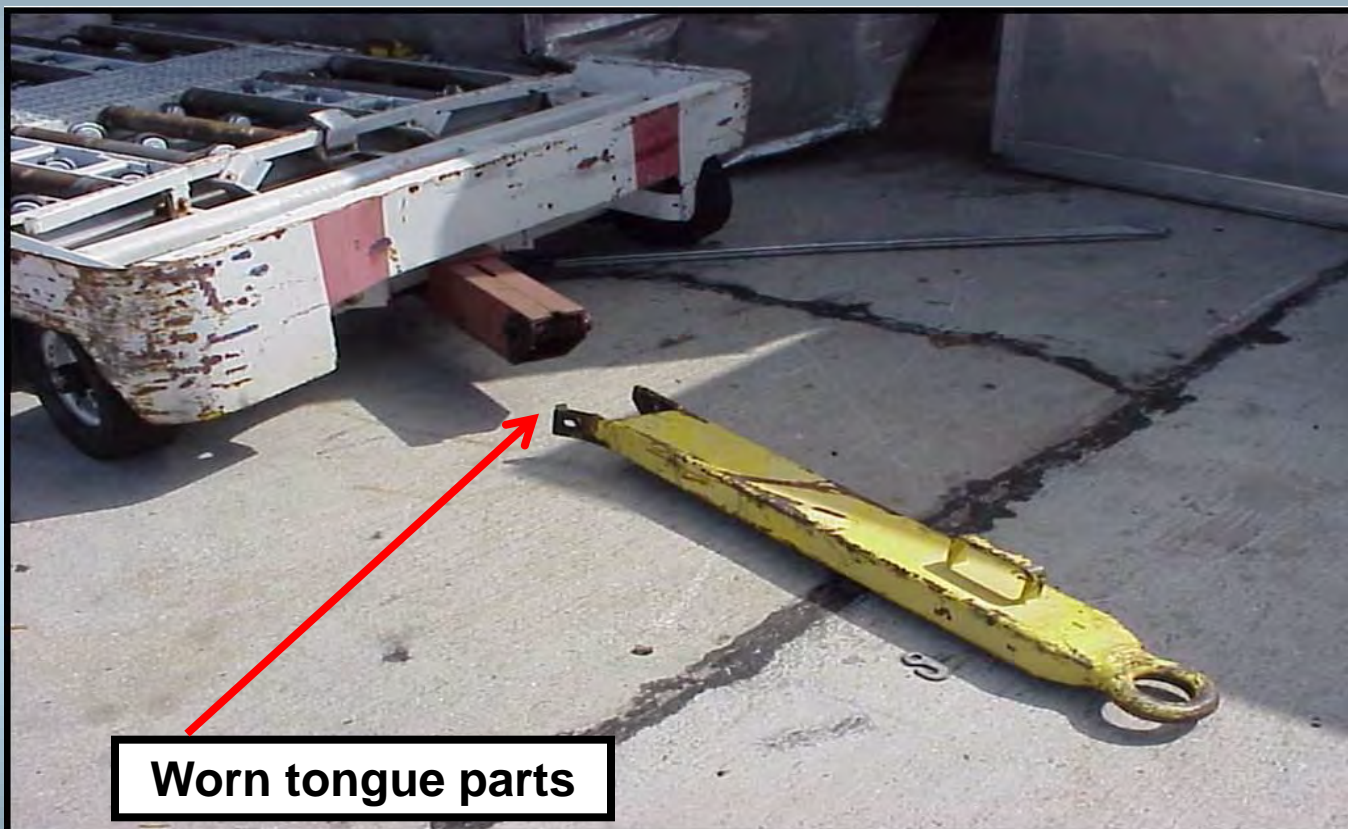


**Spindle rod bent**



**Cracked weld on tongue support**

# *Towbar Problems*



**All baggage carts and dollies must have operable brakes to prevent the equipment from moving with the brakes set.**

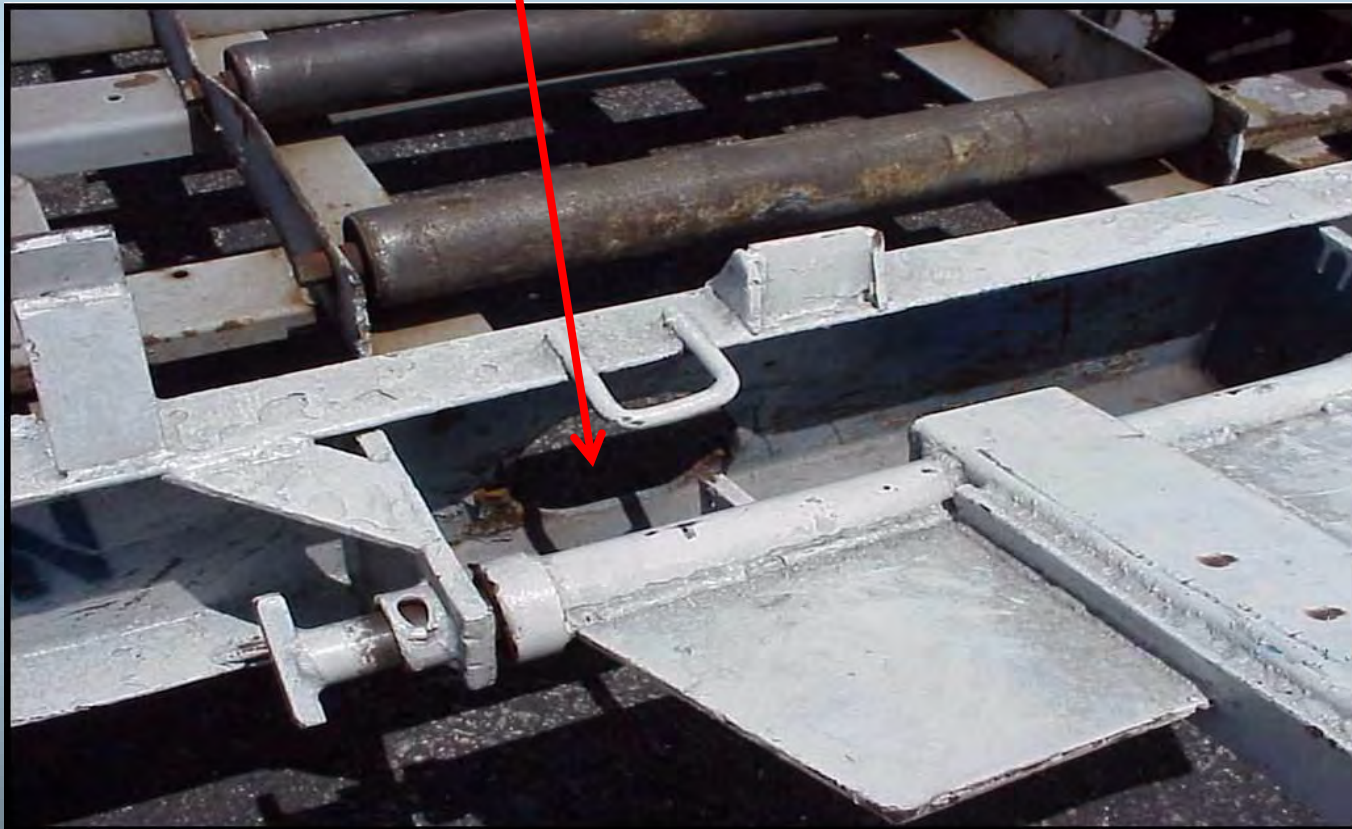


**NOTE: Brakes should always be set when the equipment is not in use.**



# *Brake Problems*

**Brake assembly not attached or broken**



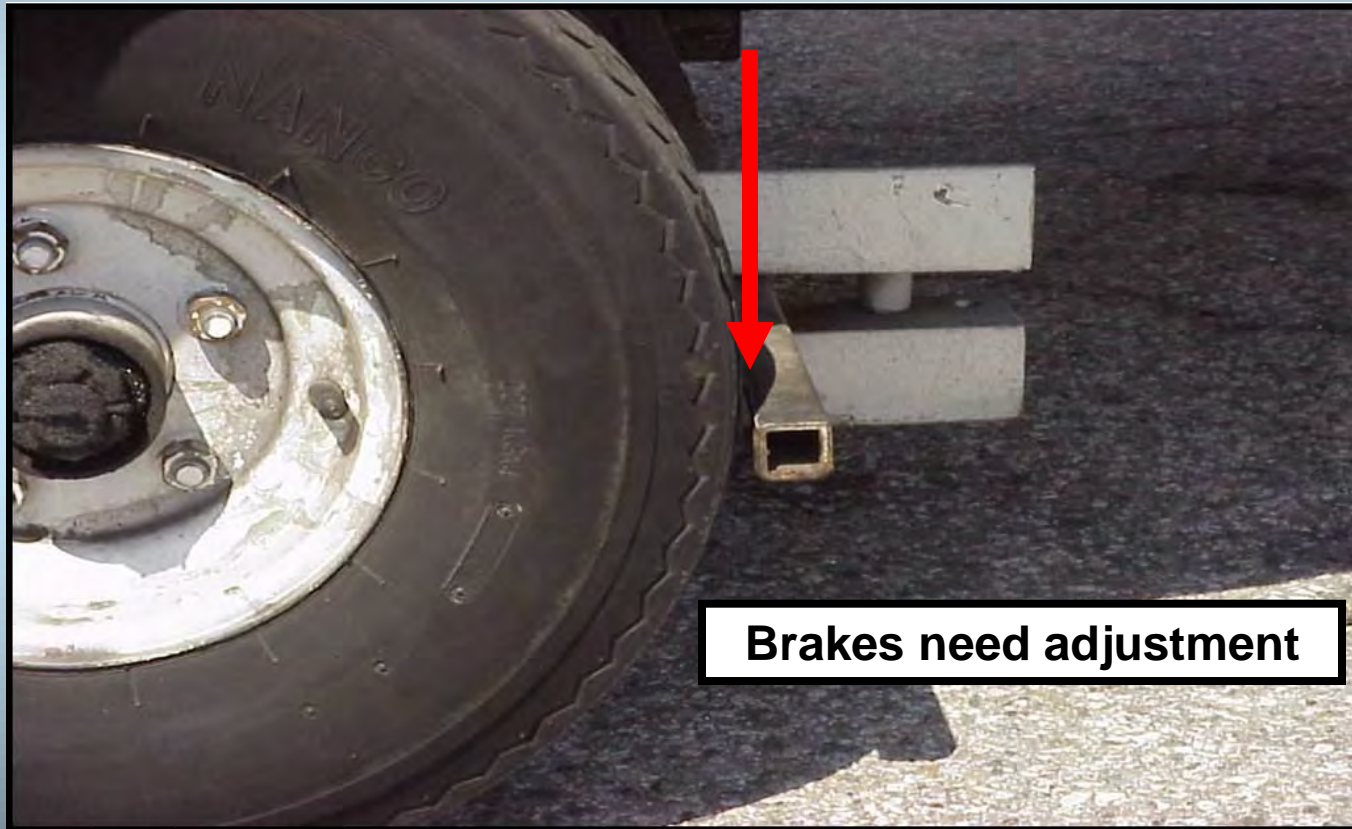
# ***Brake Problems***



**Brake needs adjustment**

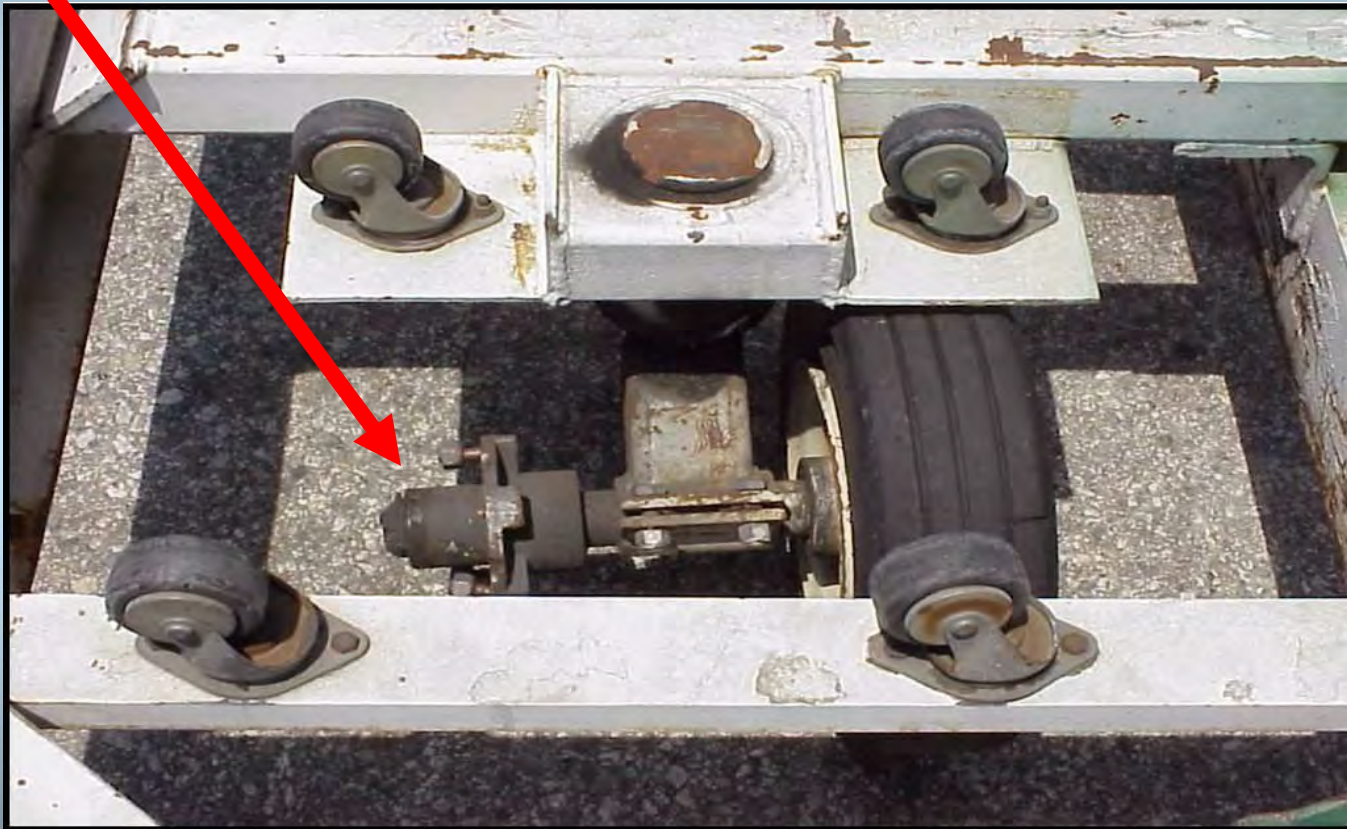


# ***Brake Problems***



# *Tire Problems*

**Missing Tire**



# *Tire Problems*



**Missing entire wheel assembly**



# ***Tire Problems***



**FOD wrapped around tire**

# ***Tire Treads on Ground Service***

***Equipment (dollies, baggage-carts)***

*Note: Tire treads on solid rubber tires is optional  
(bald tires acceptable)*



**GSE with treads**

**GSE without treads**



**Note: Pneumatic tires on GSE vehicles must have legally acceptable tire tread.**

# **DO NOT OPERATE TAGS**

**Tags are to be removed by LAWA  
personnel ONLY!!!**

<p><b>LAWA</b> Los Angeles World Airports</p> <p><b>DO NOT OPERATE</b></p> <p>Ground Equipment Inspection Office (GEIP)</p> <p>Call (310) 646-LAWA (5292) For Re-inspection</p> <p><b>Tag # 0006001</b></p>	<p><b>LAWA</b> Los Angeles World Airports</p> <p><b>DO NOT OPERATE</b></p> <p><u>REASON</u> _____ _____</p> <p>Inspected By # _____ Date _____</p> <p><b>Tag # 0006001</b></p>
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## **Review of Major Discrepancies**

- Hitches must be in good working order and attached securely to the frame of the dolly/cart.
- Towbars and tongues must be free of defects that reduce the structural integrity of the metal.
- All dollies and baggage carts must have a braking system that will prevent it from being moved if the towbar is in the “up and locked” position.
- All tires must be in good working condition and be free of FOD wrapped around the axles.

# Minor Safety Violations





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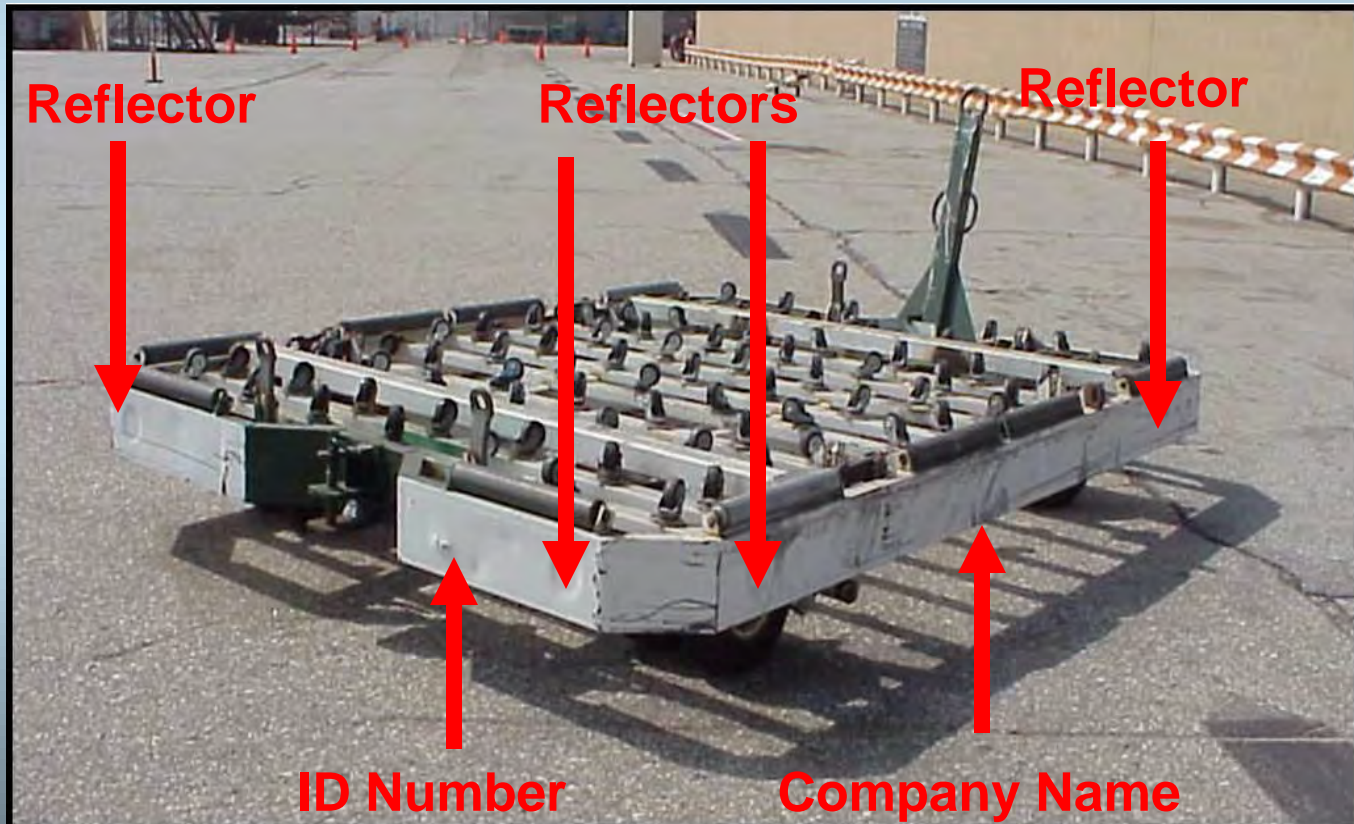
**Airport Operations Division  
Ground Equipment Inspection Office**

***The following discrepancies do not require immediate removal from service. However, repairs are requested to be made within a specified time period:***

- Company markings or identification that are missing or obscured.
- Missing reflectors.
- Broken or missing locks (as long as remaining locks are sufficient to secure cargo).
- Small amounts of FOD in tires.
- Torn or missing curtains on bag carts.

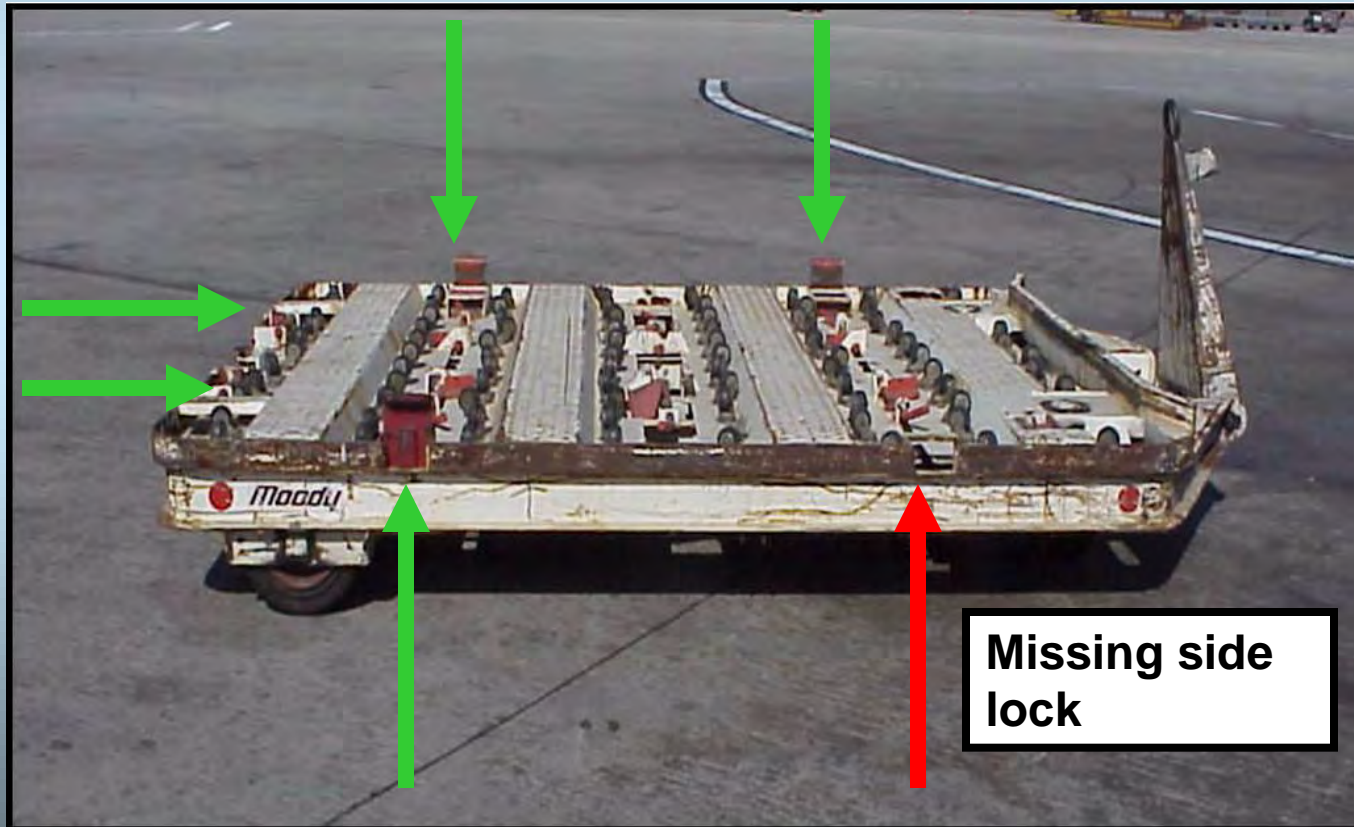
# *Marking and Identification Problems*

Missing company name, ID number, and reflectors



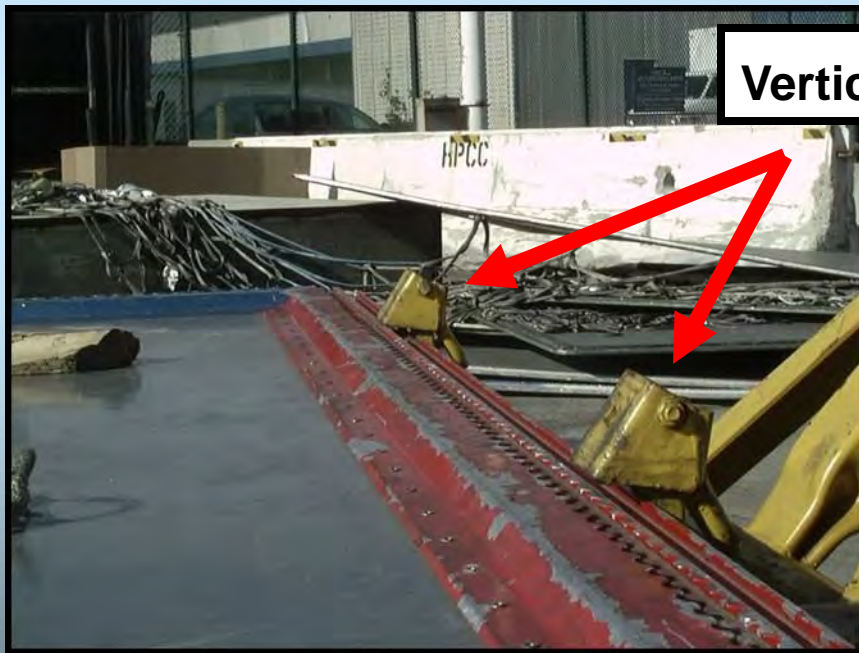
# ***Lock Problems***

There should be no missing or damaged locks

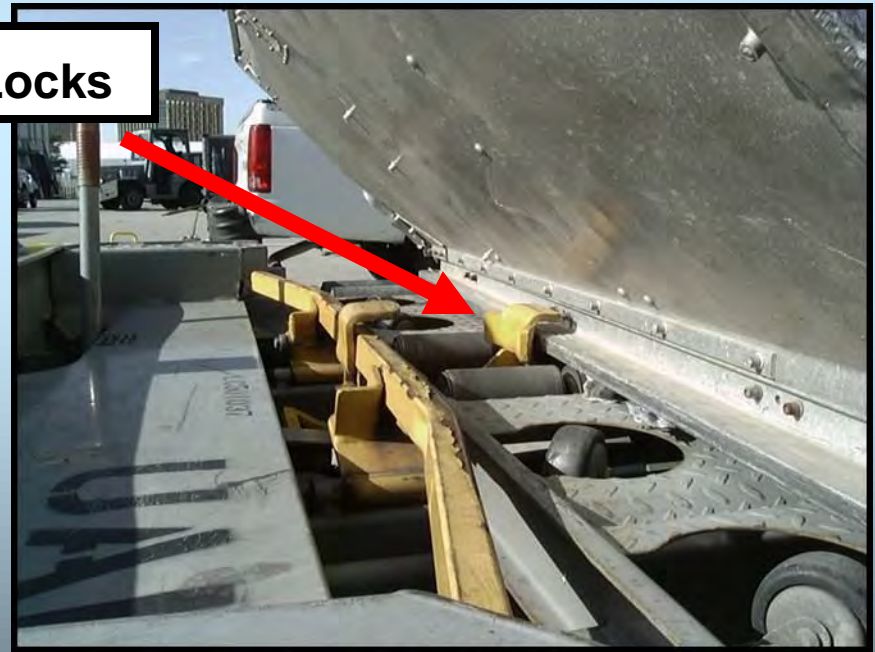


# ***Lock Problems***

Vertical Locks are required to prevent ULD from lifting off the dolly



**Vertical Locks**





# *Curtain Problems*

Curtains should close completely and be free of large rips and tears





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## **Review of Minor Discrepancies**

- All dollies and baggage carts must have company markings and have an identification number clearly visible.
- Reflectors must be placed on all four sides.
- Side and end locks must be in working condition.
- Locks must prevent lateral and vertical movement of ULD's.
- Curtain on bag carts must close completely and be free of tears and rips that allow its contents to fall out of the cart.

# Towing Restrictions

# *Towing Restrictions*

No more than five (5) LD-3 dollies or baggage carts allowed in a dolly train





# *Towing Restrictions*

No more than four (4) LD-7 or similar sized dollies allowed in dolly train



**NOTE:** If one or more LD-7 dollies are being towed, the maximum number of dollies or baggage carts that can be towed in any dolly train is four (4).

# *Equipment Parking*

- Equipment parking areas are marked by unbroken white boundary lines and/or by fences, buildings and signs.
- An equipment parking area may also be located within a staging area, (an area next to an aircraft parking position where servicing equipment is assembled prior to the arrival of an aircraft) in the aircraft parking position area.
- Restricted standby areas are marked on an aircraft parking position by unbroken red and white lines. **All equipment shall be cleared from this area immediately after completion of aircraft servicing activities.**

# ***Examples of Equipment Parking & Staging Areas***



**Loader Parking Areas**



**Restricted Standby Areas**

# **Abandoned Equipment**

- Prior to equipment impoundment, Ground Service Equipment (GSE) owners will be contacted to remove derelict equipment. The notification process will be as follows:

**First Notification:** Upon first observation, an Airport Operations representative will contact a designated company representative to request equipment pick-up.

**Second Notification:** After a period of at least one-hour, a second request for pick-up will be made to non-responsive owners. At this point, notice of intent to impound will be given.

**Third Notification:** After a period of not less than 24 hours from the first notification, the equipment will be impounded.

- \* **NOTE:** All vehicles or equipment creating imminent safety hazards are subject to immediate impound.

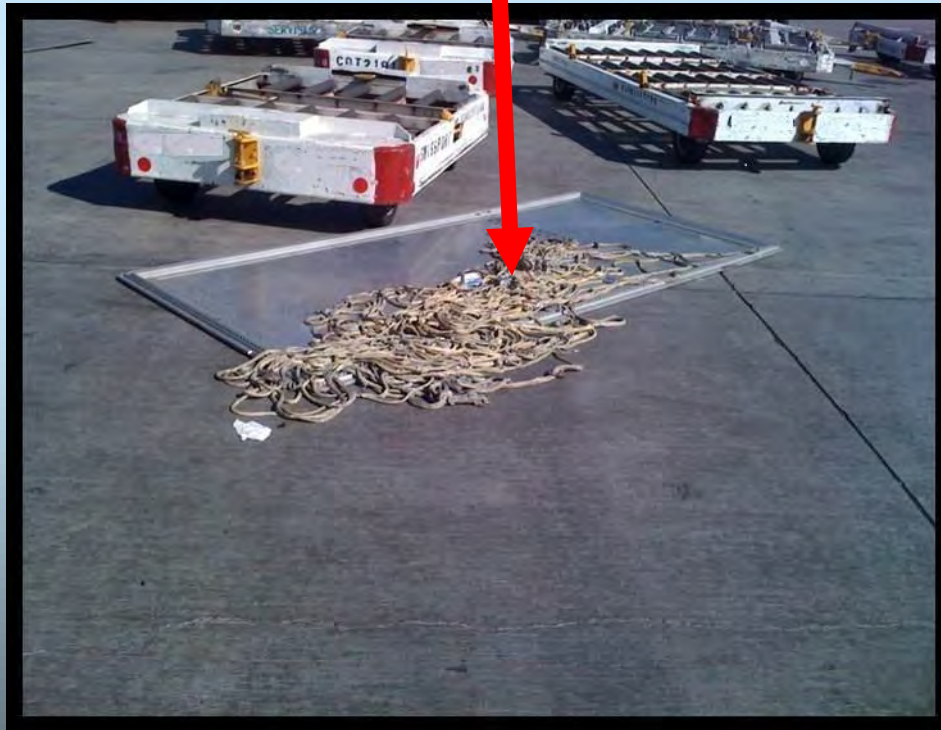


# *Examples of Abandoned Equipment*



Cargo containers must not be left on ground or placed within 5 feet of perimeter security fence.

Steel Pallets must not be left on ground



# **Notification Process**

- Notification of OTS & Abandoned Equipment will be done via e-mail.
- E-mail notifications will include the equipment type and number, discrepancy, equipment location, and tag number.
- Airport Operations personnel may notify GSE Dispatch via telephone for equipment requiring immediate removal.

**\*Please ensure that GEIP Office has updated GSE contact information.**



## **Impound Fees**

- Impound charges and storage fees are as follows: \$150.00 impound charge, \$25.00 per day of storage fees or fraction thereof. **Equipment not retrieved within 30 days may be eligible for salvage (Board Order AO-5078).**
- This fee applies to each piece of equipment.

# **Impound Fee Payment Procedure**

- Company check made payable to **Los Angeles World Airports** must be submitted to GEIP Office located at 7333 World Way West, 2<sup>nd</sup> floor.
- Payment hours are from 8am-2pm, Monday through Friday.

# **Equipment Retrieval**

- GSE owners contact LAX Airport Operations Airside Section (310) 646-5292 to arrange for access to the impound lot for equipment pickup. **The GSE owner must present a receipt of impound charges paid before equipment is released.**
- Equipment retrieval hours are from 8am-9pm, Monday through Friday.
- Equipment *must* be retrieved the same day as payment.

# ***Impound Lot***



**Located at West Remote Gate 211**





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**Airport Operations Division**

**Ground Equipment**

**Inspection Program (GEIP)**

***For additional information,  
please contact the Ground  
Equipment Inspection Office at  
(310) 646-LAWA (5292).***