



# Pilot and Flight Crew Procedures During Taxi Operations



<p><b>Maintain Situational Awareness</b></p> <ul style="list-style-type: none"><li>• Know where you are and where you are going!</li><li>• Monitor ATC instructions to other aircraft</li><li>• Look <b>TWICE</b> before crossing intersecting taxiways or runways</li><li>• Be vigilant if given "position and hold" clearance</li><li>• Use extra caution at night or during reduced visibility</li><li>• Be extremely cautious when using a runway as a taxiway</li><li>• "Heads UP" exiting the runway if exit intersects another runway</li></ul>	<p><b>Conduct Pre-Taxi Planning</b></p> <ul style="list-style-type: none"><li>• Study airport diagram <b>BEFORE</b> taxi</li><li>• Identify complex intersections</li><li>• Plan timing of checklists</li><li>• Listen to and copy ATIS</li></ul>	<p><b>Write Down Taxi Instructions</b></p> <ul style="list-style-type: none"><li>• Write down complex taxi instructions to reduce pilot's vulnerability to forgetting or making a mistake</li></ul>
<p><b>Maintain Situational Awareness</b></p> <ul style="list-style-type: none"><li>• Know where you are and where you are going!</li><li>• Monitor ATC instructions to other aircraft</li><li>• Look <b>TWICE</b> before crossing intersecting taxiways or runways</li><li>• Be vigilant if given "position and hold" clearance</li><li>• Use extra caution at night or during reduced visibility</li><li>• Be extremely cautious when using a runway as a taxiway</li><li>• "Heads UP" exiting the runway if exit intersects another runway</li></ul>	<p><b>Coordinate Crew Communications</b></p> <ul style="list-style-type: none"><li>• On taxi instructions for takeoff</li><li>• On landing and hold short clearance</li><li>• On ATC instructions to parking</li><li>• On identifying runway intersections</li><li>• Before crossing hold short lines</li><li>• Identifying the correct departure runway and course</li><li>• On performing "Heads DOWN" tasks</li></ul>	<p><b>Maintain the Communication Loop</b></p> <ul style="list-style-type: none"><li>• Maintain a "sterile cockpit"</li><li>• Use standard ATC phraseology</li><li>• Focus on what ATC is instructing</li><li>• Read-back all hold short and crossing ATC instructions</li><li>• Always clarify any and <b>ALL</b> misunderstanding or confusion concerning ATC instructions or clearances</li></ul> <p><b>REMEMBER WHO IS PILOT IN COMMAND!</b></p>

# ATCT Light Gun Signals

## FAA RUNWAY SAFETY PROGRAM

**STEADY GREEN**



Cleared for  
Takeoff

**FLASHING GREEN**



Cleared to Taxi

**STEADY RED**



Stop

**FLASHING RED**



Taxi Clear of the  
Runway in Use

**FLASHING WHITE**



Return to Starting Point on  
Airport

**ALTERNATING RED/GREEN**



Use Extreme Caution

