PORT AUTHORITY NY NJ
AIR LAND RAIL SEA

PONYA PLATE SYSTEM

USER MANUAL

JOHN F. KENNEDY INTERNATIONAL AIRPORT, LAGUARDIA AIRPORT AND NEWARK LIBERTY INTERNATIONAL AIRPORT

VERSION 2
February 2025

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ACCESSING THE PONYA PLATE SYSTEM, COMPLETING AND TRACKING APPLICATIONS FOR NEW VEHICLE PONYA PLATES AND REGISTRATION RENEWALS, INCLUDING AIRSIDE VEHICLES SUBJECT TO CHAPTER XIX OF THE AIRPORT RULES AND REGULATIONS

Certain vehicles and equipment operating on the airside at JFK, LGA and EWR require license plates issued by the Port Authority Police Department. These plates are commonly known as PONYA Plates (a name that dates back to when the agency was known as the Port of New York Authority). PONYA Plated vehicles also receive registration stickers that are affixed to the plate. For most PONYA plated vehicles, the registration must be renewed annually. To determine if your vehicle requires a PONYA Plate and the registration renewal requirements, please refer to Chapter 6 of the Port Authority Airport Rules and Regulations (see https://www.panynj.gov/port- authority/en/facility-rules-and-regulations.html) or contact the Port Authority Police Department Motor Vehicle Office at the airport where the vehicle will operate.

This document provides instructions on how to complete and submit applications to the Port Authority for new vehicle PONYA Plates and for vehicle registration renewals in compliance with Chapter 6 of the Airport Rules and Regulations.

In addition, this document has instructions for Fleet Owner/Operators seeking new registrations or registration renewals for vehicles that are subject to the Zero-Emission Airside Vehicles Rule (ZEAV Rule) set forth as Chapter 19 of the Airport Rules and Regulations.[1] The ZEAV Rule establishes requirements for transitioning Airside Vehicles to Zero-Emissions by 2030, subject to the Commercial Availability and Operational Feasibility of Zero-Emission Vehicles and the availability of charging/refueling infrastructure for them. See Sections 6 and 8 of this document for instructions on completing fields in the PONYA Plate application that relate to the ZEAV Rule.

If you need assistance with the PONYA Plate System itself (technical questions), the process for obtaining a PONYA plate, or the ZEAV Rule, please go to the Airport Operator Resources webpage[1], locate the section on vehicle credentials and click on the link to the form to request assistance.

Account Assistance can be directed to Security Office at PAPDSA@panynj.gov
Plating and Inspection Assistance can be directed to the MVI Office for each airport:

- JFK (Multi-airport plates/Z-plates): PAPDjfkponya@panynj.gov
- EWR: PAPDewrponya@panynj.gov
- LGA: PAPDlgaponya@panynj.gov

[1] https://www.panynj.gov/airports/en/operator-resources.html

1. HOW TO ACCESS THE PONYA PLATE SYSTEM

Your company must first have a Permit/Permission to Operate that includes ramp side (AOA) access to be granted a company account in the PONYA system[2]. This requires Approval from the Airport Security Office and General Managers Office before the Account can be created by Motor Vehicle Office. In addition, you will need an employee with Airport Security ID (aka SIDA Badge).

i) Permit to Operate can be obtained from the Airport Properties Office at each airport. If a permit to operate covers ramp side access the company can apply for SIDA badge and PONYA plates. Applicants should contact the respective airport Property Office for instructions:

JFK Properties Office: 718-244-3649
jfk_properties@panynj.gov
Building 14, 2nd Floor, Jamaica, New York 11430

EWR Properties Office: 973-961-6154,
njproperties@panynj.gov
1 Conrad Road, Building 1, Newark, NJ 07714

LGA Properties Office: 718-533-3409,
lgapropertyintake@panynj.gov
Hangar/Building 7, 5 Marine Terminal Rd, Flushing, NY 11371

ii) Alternatively, Permission can be obtained under an existing permit via a Letter of Agreement.
   (1) Letter of Agreement includes the length of time, nature of the work to be done on behalf of/for the permit holder, reason for PONYA plates, be on company letterhead and signed by Company's representative with representatives contact information.

TIP1: IDENTIFY YOUR ACCOUNT NAME
If you are requesting a new user to an existing account include the exact company account name as is listed in the PONYA system; if its own known, include a vehicle PONYA Plate number so it can be looked up by the MVI.

TIP2: MULTIPLE AIRPORTS
Companies generally have unique accounts for each airport so be sure to request access to all the airport s you need.

Once a Permit/Permission to Operate is granted and SIDA badge obtained, the representative from the Fleet Owner/Operator ("User") must complete the Form[2] found at the section of the Airport Operators Resources page on Airside Vehicle Credentials.

https://www.panynj.gov/airports/en/operator-resources.html

If the credentials submitted by the User meet the airport's requirements, the Port Authority will set up an account for the User. If the User's credentials do not meet the airport's requirements, the PAPD will contact the User by email or phone to explain the deficiency(ies).

[2] PONYA System Access Request (office.com)

1.1. Port Authority Fleet Owners

You will receive a "Tenant Welcome" email. For **Users with PANYNJ email addresses**, once an account has been created under the User's name, the User will immediately be able to sign in to the PONYA Plate System with the User's current network credentials (username, without @panynj.gov, and password).

- Validate that you are prompted to enter a new password for your user.
- Enter your new password and press the **[Change Password]** button.
- Validate that you have now been logged into the portal.
- Next you will need to log out of the portal by selecting the **[Log Out]** button on the top right of the screen. You should be navigated back to the portal log in screen.
- Now go back to the original welcome email and copy your username then navigate back to the portal log in page.
    - Paste your username into the email
    - Enter your newly created password into the password field
    - Press **[Login]**
- Verify that the user is prompted to provide a verification method through the Salesforce Authenticator App.
    - Follow the steps in the Salesforce Authenticator App[3] pop up screen and validate that you are able to log back into the portal.

1.2. Fleet Owners Outside of the Port Authority

TIP: Authenticator
Multi-factor Authentication (MFA) is required to access the system. PA Employees may already have this on their mobile device. Outside Users may need to download the App. The App is free and should not require payment or financial information.

For **Users outside of the PANYNJ**, once an account has been created under the User's name, follow these steps:

- Validate that you are prompted to enter a new password for your user.
- Enter your new password and press the **[Change Password]** button.
- Validate that you have now been logged into the portal.
- Next you will need to log out of the portal by selecting the [L**og Out]** button on the top right of the screen. You should be navigated back to the portal log in screen.
- Now go back to the original welcome email and copy your username then navigate back to the portal log in page.
    - Paste your username into the email
    - Enter your newly created password into the password field
    - Press **[Login]**
- Verify that the user is prompted to provide a verification method through the Salesforce Authenticator App.
    - Follow the steps in the Salesforce Authenticator App[4] pop up screen and validate

[3] Salesforce authenticator setup: https://www.youtube.com/watch?v=nuDiUVPoOIU

[4] Salesforce authenticator setup: https://www.youtube.com/watch?v=nuDiUVPoOIU

that you are able to log back into the portal.

- The User will be able to sign in once without multi-factor authentication (MFA). Subsequent logins will require MFA setup via Salesforce on a mobile device.
    - If you change mobile devices contact PAPDSA@panynj.gov to disconnect from the old device so you can connect to the new device.

There is also a video tutorial on the Operator Resource Page:
https://360.articulate.com/review/content/15fa3e32-9d0a-4830-baeb-e014df91baa5/review

TIP: GET A NEW MOBILE DEVICE?
Salesforce MFA must be disconnected from the PAPDSA side before it can be reconnected to a new device. If you get a new mobile device, request PAPDSA disable your MFA so you can reset it.

1.3. Forgot your password?

On the Login page, enter your username. A "Forgot your password?" link will appear at the lower part of screen. Click on this link. You will receive an email with a link to reset your password. Once you click on the link, it will take you to a screen where you can enter a new password. You will then be directed to the main login page where you can use your new password. For additional assistance with logins, password or MFA email PAPDSA@panynj.gov.

2. HOMEPAGE

The homepage of the application displays the following five menu options (see Figure 1):

- **VEHICLES RENEWALS & REPLACEMENTS:** Click this button to renew an existing registration or request a replacement plate.

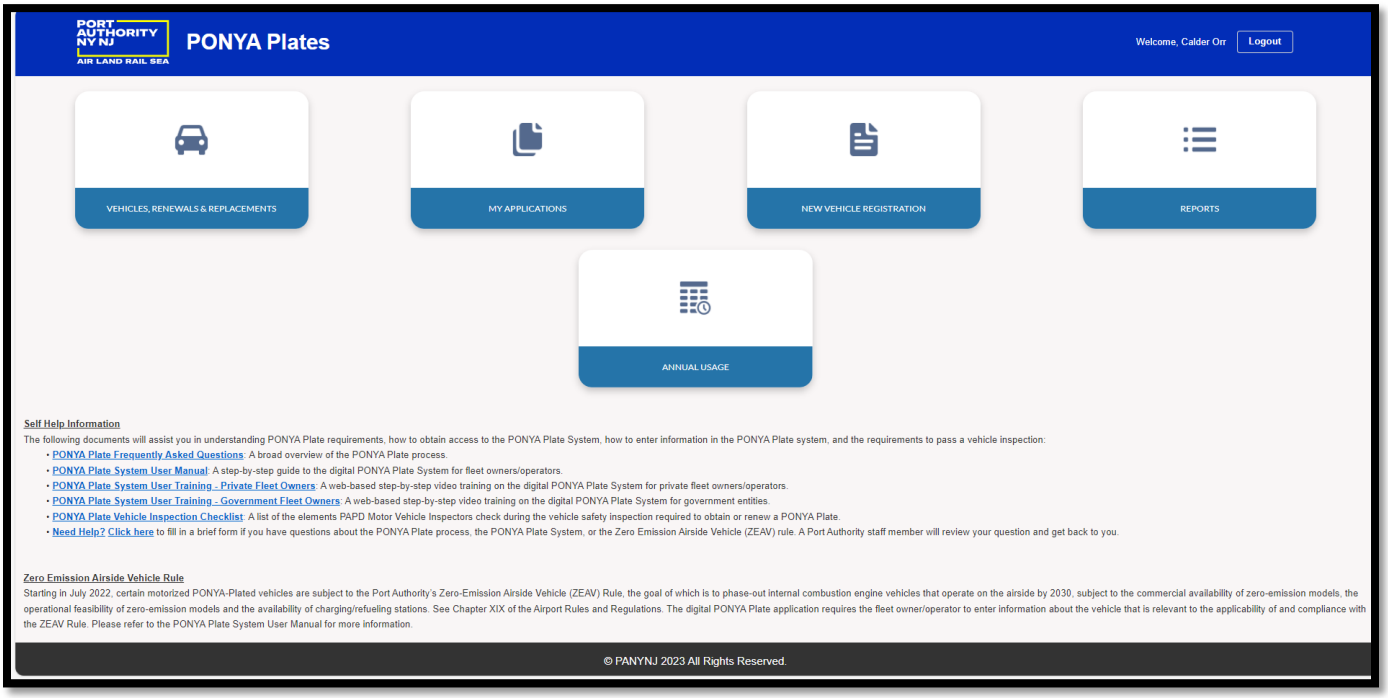
- **MY APPLICATIONS:** Click this button to check on the status of an application previously submitted or continue a saved draft. You can see applications submitted by other User's in your company account.

- **NEW VEHICLE REGISTRATION:** Click on this button to start an application for a vehicle that has not been PONYA plated before at the requested airport.

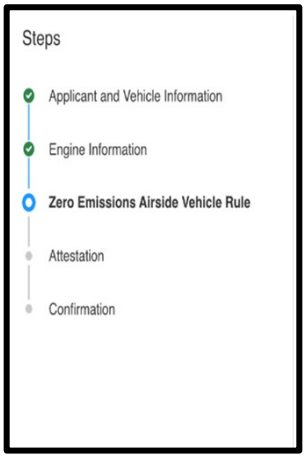
- **REPORTS:** Click on this button to review tables of your fleet information or export it to excel.

- **ANNUAL USAGE:** Click on this button to submit bi-annual (every other year on the even years) report on the usage of vehicles in your fleet. THIS IS MANDATORY FOR ZERO-EMISSION VEHICLES per Chapter XIX.2.0 of the Airport Rules and Regulations.

Figure 1: Homepage Menu Options



3. MECHANICS OF COMPLETING A NEW APPLICATION



There are four distinct sections (pages) of the application:

- **User, Fleet Owner/Operator and Vehicle Information:** This section includes fields about the User (name, Fleet Owner/Operator affiliation, etc.) and the vehicle being registered (serial/VIN number, plate number, vehicle type, model, year, etc.). See Sections 4 and 5 of this document for detailed information on each field.

- **Engine Information:** This section includes fields about the engine(s) (fuel type, USEPA tier, year, etc.). See Section 6 of this document for detailed information on each field.

- **Zero-Emission Airside Vehicle Rule:** This section will only appear if your vehicle is subject to the ZEAV Rule. It includes fields applicable to the ZEAV Rule (operational feasibility of zero-emission models). See Section 8 of this document for detailed information on each field.

- **Attestation:** This section includes certification and signature confirming

Not all applications will need to go to all sections. For example, an application for a vehicle with no engine can be submitted after the first section.

3.1. Application Number

After clicking “Apply for Vehicle Registration”, the first section of the application will appear. The number of the application will appear in the upper right corner of the page (VRN-####). The application number is unique and can be used to locate applications in the “My Applications”.

3.2. Application Progress

Be sure to have all required documents scanned and saved to your computer such as insurance or vehicle registrations if required. You will also need vehicle information handy. If you have all information and documents available, entries should take no more than 10minutes for a new vehicle and less for renewals. The program is designed to skip unnecessary questions and auto populate to save time.

3.3. Mandatory Fields

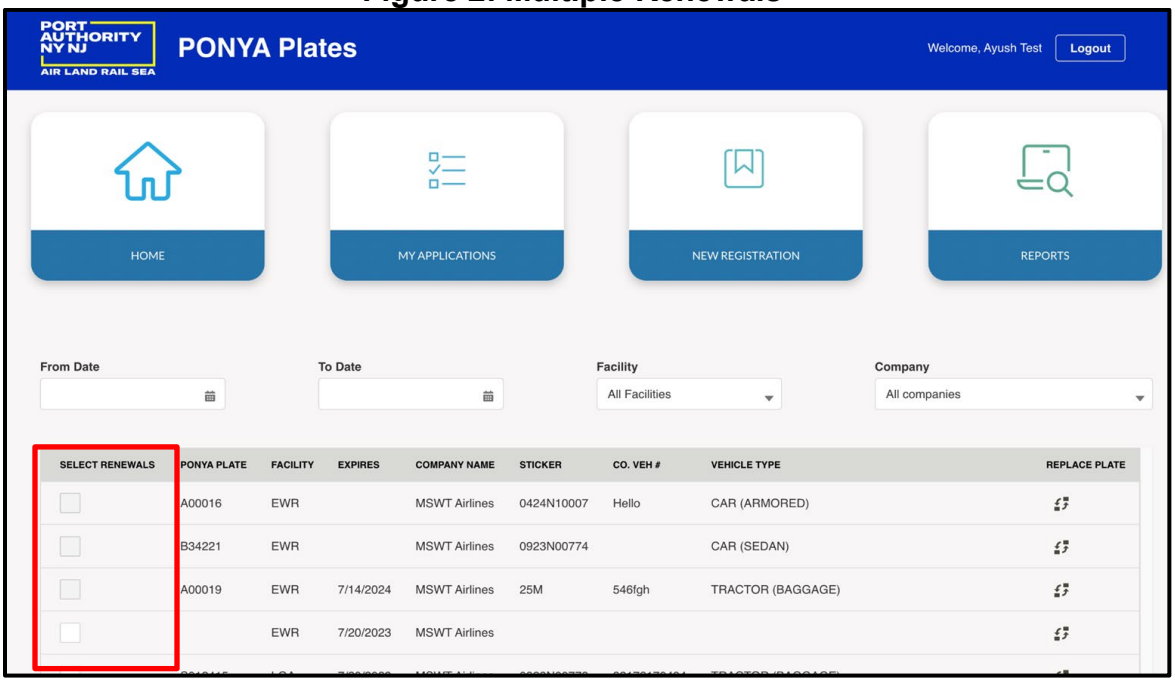
Fields that must be completed are noted in the application form with a red asterisk.

3.4. Prepopulated Fields (Registration Renewals)

If seeking a registration renewal for a vehicle that is already in the PONYA Plate System (i.e., it has a PONYA Plate and a registration sticker), many fields for the vehicle will automatically prepopulate with the data that is already in the System once the user enters the PONYA Plate number.

You can also renew batches of up to 25 vehicles at a time by simply checking the box in the far left “Select Renewals” column.

Figure 2: Multiple Renewals



3.5. Use of Pull-Down Lists

Some fields in the application have pull-down lists from which the User can select the most appropriate option. For pull-down lists with many options, simply type in a few letters to narrow the list of options. For example, if the Vehicle Make is “TRACTOR (BAGGAGE)”, type “bag” in the blank area and several options will appear (see Figure 3). Then select “TRACTOR (BAGGAGE)”.

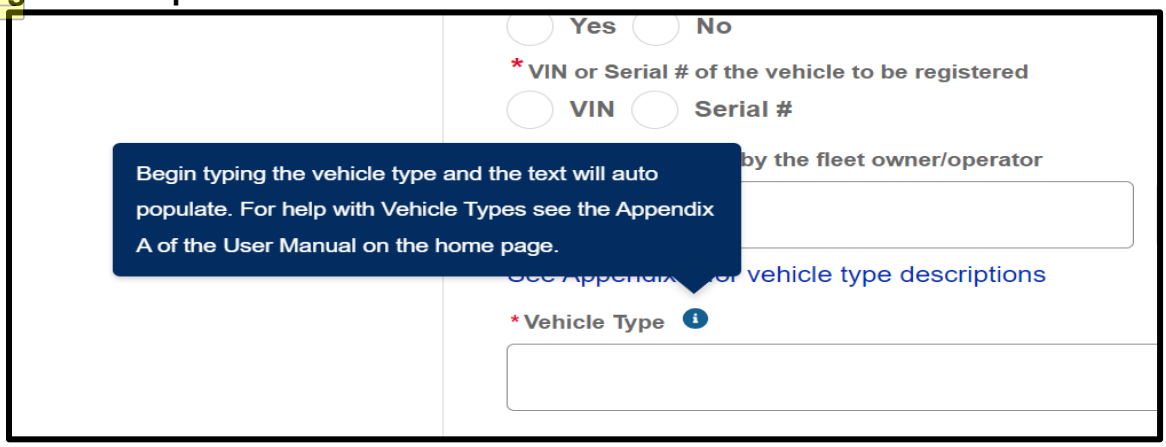
Figure 3: Example of a Pull-Down List

TIP: MISSING FROM DROPDOWN
If a selection you need is missing from the dropdown and you can select “OTHER” as to not slow your application process. Then email zeGSE@panynj.gov to request the field you want added along with the application number (VRN-#). The dropdown and your application can be updated by the PA Staff.

3.6. Help Text

Some fields have a circle button with a “i” inside (see Figure 4). If you click or hover over the button, text will pop up that provides either definitions or explanatory text for the field.

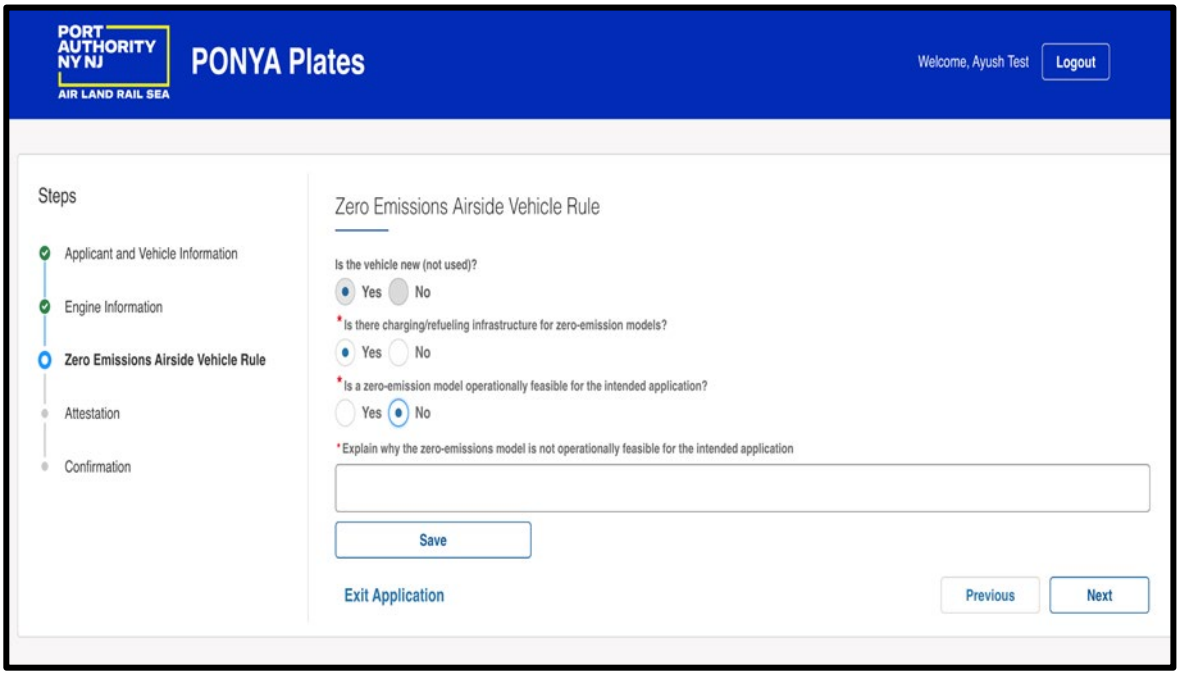
Figure 4: Help Text



3.7. Saving Your Work

As the User advances between sections of the application, the information filled out on the previous page will be saved automatically. Once on section 2, the User can go back to the previous section to review or edit responses. You can save as a draft by clicking the SAVE button. See Figure 5. You can go back to saved applications anytime by going to the Home screen and “My Applications” button.

Figure 5: Saving your Work



3.8. Automatic Log Out After 15 Minutes of Inactivity

The PONYA Plate System will automatically end a session if there is no activity for fifteen (15) minutes. The User will get a notice to resume but will eventually be logged out. “Inactivity” means that the user is not advancing to the next step in the application (i.e., has not hit the “next”, “submit” or “save” buttons in 15 minutes). Work will automatically be saved as a Draft. The User will then be able to return to the exact point at which the work was saved if the user stops work or is automatically logged out due to inactivity.

3.9. How to Make Corrections

Corrections can be made to previous responses at any point in the application process. However, once an application is submitted by completing the attestation and clicking ‘Submit’, it will not be possible to return to the application to make any edits or corrections. So, please double check your work before clicking the ‘Submit’ button. Once submitted, you will have to request the respective MVI Office return the application to draft or they make any edits on your behalf.

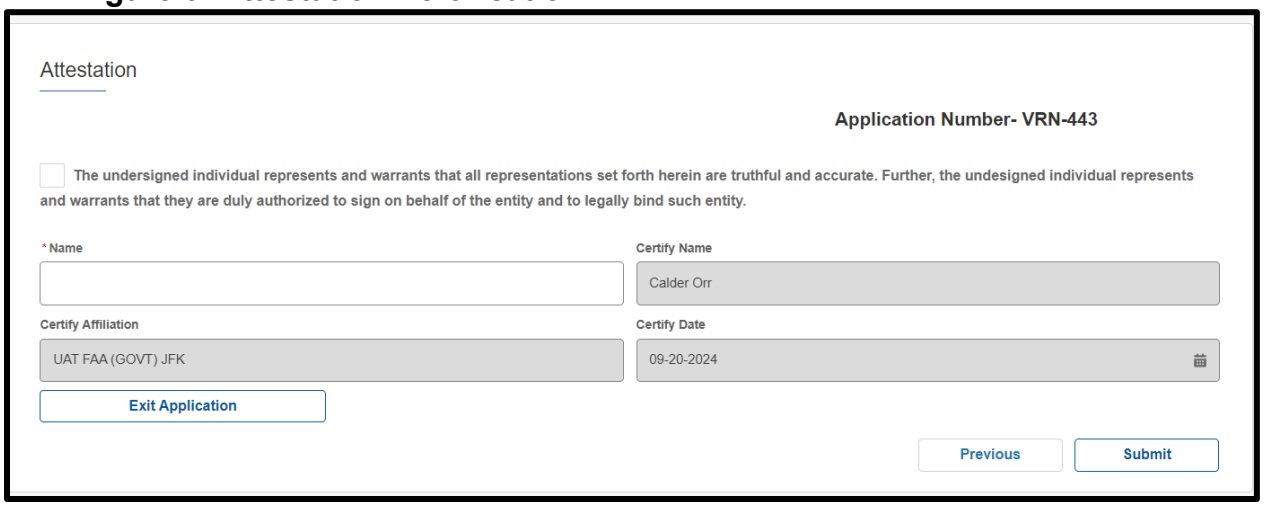
3.10. Certification; Attestation

Before submitting the application, the User will be prompted to electronically attest to about the information provided in the application by checking the attestation box and electronic signing. This is to certify that all the information you entered is “truthful and accurate.” When signing you must type the name as exactly as it appears in the “Certify Name” field to the right. See Figure 6 for a visual.

3.11. Submitting the Application

Once all required information has been entered, click the blue ‘Submit’ button in the bottom right corner of the application. This may appear earlier or later in the application depending on the information entered; for example, for vehicles with zero engines, the User will only need to complete the first section of the application and can submit thereafter without filling out the following sections regarding engine and zero-emission vehicle information.

Figure 6: Attestation/Certification

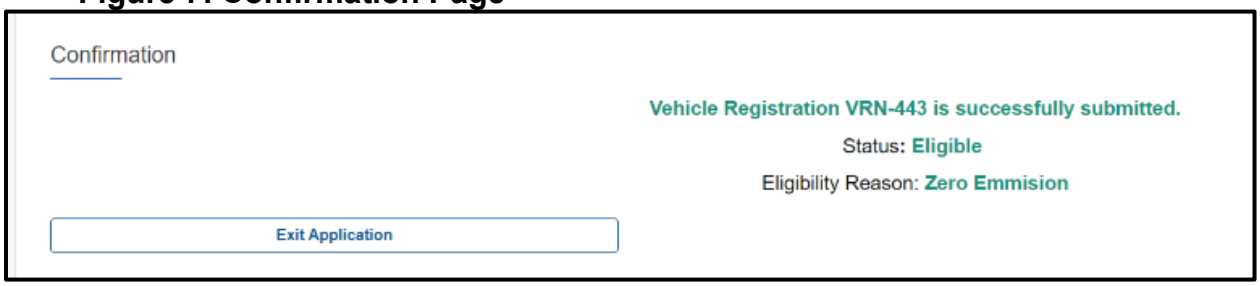


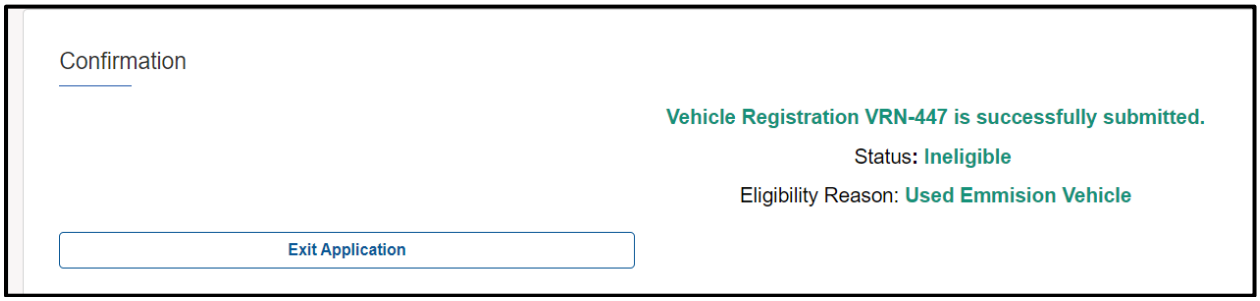
After signing the Certification, you will be taken to a Confirmation page with a message confirming if your application was submitted successfully and indicating the status of the application. Also, the User will receive an email notification that the application was submitted.

The Confirmation Page (Figure 7) only tells you if the application passed based on the information you entered and its compatibility with the ZEAV Rule. The status will either be Eligible, Ineligible, or Under Review. It will also list the Primary reason why your application is Eligible or Ineligible.

TIP: READ CAREFULLY
The Status text always displays in green even if Ineligible. For questions about the Eligibility Reason contact zeGSE@panynj.gov

Figure 7: Confirmation Page





3.12. Tracking the Status of an Application

The User can check the status of the application by clicking “My Applications” on the Home Page. Then they can filter by “Status”, “Company”, Submitter or search key words.

The table summarizes information for all submitted applications, including the Vehicle Registration Number (VRN), the status, Eligibility Reason, Facility (Airport), Company Asset Number, Company, Vehicle Make, Vehicle Type, Vehicle Year, Vehicle Model, Fuel Type and Application Type. You can also delete or open draft applications to edit them from this view.

- **Draft:** This means the application has not been submitted and can still be edited.
- **Eligible**: This means that the vehicle is either exempt from the ZEAV Rule or it meets the requirements of the ZEAV Rule. If your vehicle displays this status, you will receive an email notifying you that the documents are being reviewed by the MVI Office. If the vehicle remains in this status for a week or more contact the appropriate Port Authority Police Department Motor Vehicle Office to schedule an inspection:
  - JFK: (718) 244-4353 or papdjfkponya@panynj.gov
  - LGA: (718) 533-5671 or papdlgaponya@panynj.gov
  - EWR: (973) 961-6324 or papdewrponya@panynj.gov
- **Ineligible**: This would only appear if the vehicle were subject to the ZEAV Rule, and does not meet the requirements of the ZEAV Rule. Questions about this determination should be submitted using the Request for Assistance form accessible on the Airside Vehicles Credential section of the Airport Operator Resources page or by emailing zeGSE@panynj.gov (Be sure to reference your VRN #).
- **Under Review**: This would only appear if the vehicle were subject to the ZEAV Rule, does not meet ZEAV Rule requirements and the PANYNJ is reviewing an Operational Feasibility waiver to allow the vehicle to meet a specific operational need. Questions about this determination should be submitted using the Request for Assistance form accessible on the Airside Vehicles Credential section of the Airport Operator Resources page or by emailing zeGSE@panynj.gov (Be sure to reference your VRN #).
- **Accepted:** This means the vehicle was Eligible under the ZEAV Rule and the MVI office has reviewed the paperwork and application and deemed it accepted and ready for inspection. You will get an email when it changes to Accepted with direction on setting up the inspection with the MVI Office. If the status has changed to accepted but you did not receive an email, contact your MVI Office:
  - JFK: (718) 244-4353 or papdjfkponya@panynj.gov
  - LGA: (718) 533-5671 or papdlgaponya@panynj.gov
  - EWR: (973) 961-6324 or papdewrponya@panynj.gov
- **Rejected:** This means the vehicle was Eligible under the ZEAV Rule but the MVI office rejected the application during their review of the paperwork and application. You will

get an email when it changes status to Reject explaining the reason. If the status has changed to Rejected but you did not receive an email or have additional questions, contact your MVI Office

- **Inspection Passed:** This means your vehicle has passed inspection and will have receiving plates and stickers to operate airside.

- **Inspection Failed:** This means your vehicle failed inspection you should be notified during inspection why the vehicle failed but if you have additional questions contact your MVI Office.

- **Issued:** This means the new application vehicle has received new plates and stickers.

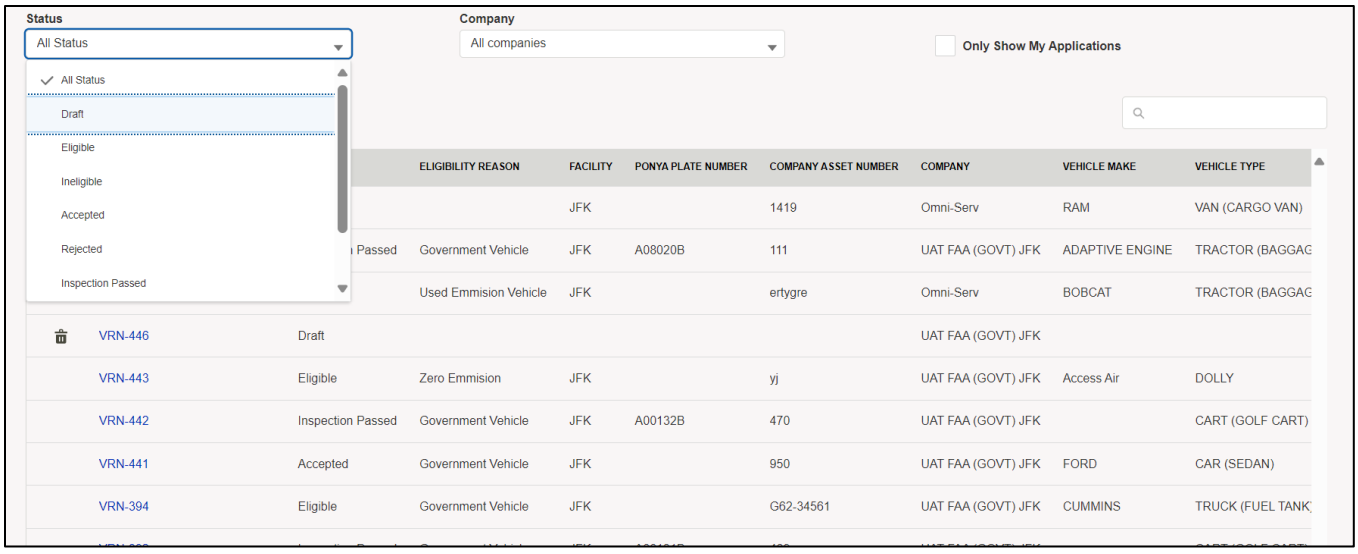
- **Renewed:** This means the renewal application is complete and new stickers applied.

The User will automatically receive an email notifying them of each status change and any required action to continue to advance the registration.

3.13. Returning to Saved Work

To return to Saved applications, click on the "My Applications' button on the Home Page. A list of all applications will appear (see Figure 7). Click on the blue registration number (VRN) to re-open that application and continue work. You can filter by columns, use the drop-down filters, or use the word search to the right.

Figure 7: Returning to Saved Work



3.14. Reviewing "Ineligible" Vehicle Registration Applications

The User can review submitted applications which were determined by the Port Authority to be not eligible for registration by clicking 'My Applications' button on the Home Page. Filter by "Ineligible" in the Status column, the next column over, "Eligibility Reason", will give a hint as to why the vehicle is not eligible. By clicking the blue Vehicle Registration Number (VRN), the User can review the submitted application but cannot change the application because it has already been submitted. So, if you see an error in your application, you will have to start a new application or request MVI return it to Draft. For detailed explanation on eligibility email zeGSE@panynj.gov with any questions and be sure to reference the VRN if applicable.

4. ENTERING FLEET OWNER/OPERATOR INFORMATION

Name of User (individual completing the application): The first name and last name fields will be pre-populated.

Fleet Owner/Operator: This is also known as the "Account Name". This information must be selected from the pre-populated dropdown. The name may not match your company exactly as they have to be unique between airports and each company may have separate account at each airport. For example, "PA Maintenance" may be the name at JFK while "PANYNJ Maintenance" is the name at EWR. Many of the names were created by MVI offices years ago and still in use.

Facility: Pick JFK, LGA, or EWR from the pull-down list. Once a facility is selected you will only be able to choose "Fleet Owner/Operator" associated with that facility.

5. ENTERING VEHICLE INFORMATION

The User will enter information about the vehicle (Table 1). If the Fleet Owner/Operator is not subject to the ZEAV Rule, not all of the fields will appear. Renewals and Replacements are accessed via the "Vehicles, Renewals & Replacements" tab on the Home Screen, if the application is for a registration renewal, most of the fields will prepopulate using information provided by the Fleet Owner/Operator that is already in the PONYA Plate System. You will be given the opportunity to update most of these fields during renewal if needed.

Table 1 – Vehicle information to be completed. ✓ indicates that the information must be entered; X indicates that the information either is not required or, for registration renewals, will be prepopulated with data already in the system.

FIELD	NEW REGISTRATION
Whether the vehicle is new (not used)	✓
Number of engines	✓
Engine Type (On Road/Off Road)	✓
Engine Tier	✓

Whether the vehicle is a replacement for an existing vehicle, and if yes, the PONYA plate number of the vehicle to be replaced		✓
Serial Number or Vehicle Identification Number (VIN)		✓
Fleet Owner/Operator's Vehicle Number		✓
Government Issued License Plate		✓
Facility (JFK, LGA, EWR)		✓
Upload Required Vehicle Documentation		✓
Vehicle Make		✓
Vehicle Type		✓
Model		✓
Vehicle Model Year		✓
Location(s) where vehicle is parked when not in use		✓ if Fleet Owner/Operator is subject to ZEAV Rule and vehicle type is not exempt from the rule
Vehicle color		✓
Questions to determine if the Vehicle is Subject to the ZEAV Rule (see Section 8 of these Instructions)	Whether the vehicle is dedicated to emergency response	✓ if Fleet Owner/Operator is subject to ZEAV Rule, vehicle type is not exempt from the rule and vehicle has at least 1 engine
	Whether the vehicle is used for snow removal	
	Whether the vehicle will be used in the AOA less than 200 hours in a 12-month Period or for peak operations	
	Whether the vehicle is being plated for Temporary purposes	
	Whether the vehicle is subject to a vehicle lease that predates August 1, 2022	
	Whether the engine is less than 25 HP (19 kilowatts)	

5.1. New Registration, Renewals, Reinspection or Replacement plates:

A "**new**" registration is for a vehicle that is being brought to an airport for the first time (never had a PONYA Plate before for the airport where the vehicle will be operated). A "**renewal**" is for a vehicle that currently has a PONYA Plate and for which the Fleet Owner wants to get a new registration sticker. A "**replacement**" is when the plate on the vehicle is lost or damaged and the owner needs a new plate. A "**reinspection**" is requested if the vehicle needs its plate put back in active status

TIP:
Plates are specific to airports except for Z-plates. New registration is required to move a vehicle to a new PA Airport even if already registered at another.

For Renewals you can select up to 25 vehicles at a time to renew just by clicking the check box to the right of the vehicle status. Vehicles will only be given options the are eligible to perform. If you think a vehicle should have a function but it is not appearing, please contact your MVI Office.

Figure 8: Renewals, Replacements, and Reinspection

Questions will vary based on the answers given before and the type of application being submitted so you may not see all of the following questions as you go through the application process.

Is the vehicle brand new or used? This question is relevant to the ZEAV Rule. A Conventional Airside Vehicle is "new" for purposes of Section 3.2 of the ZEAV Rule if the vehicle has never been used before (i.e., it has "just come off the lot"), except that a used Conventional Airside Vehicle is "new" for purposes of Section 3.2 of the ZEAV Rule if the vehicle's engine is new. This exception would apply to, for example, a used conventional vehicle that has been rebuilt or overhauled, including replacement of the engine with a new one. Used Conventional Airside Vehicles that have low mileage or hours of usage are not "new" for purposes of Section 3.2 of the ZEAV Rule.

Number of engines: Enter the number of engines or motors on the vehicle. A hybrid vehicle will have more than one engine or some equipment like a deicer may have engine to propel the truck and a secondary engine to heat and/or pump glycol.

For "new" registrations, "Is this vehicle a replacement?": This question will only appear if the User is seeking a new PONYA plate and the Fleet Owner is subject to the ZEAV Rule (i.e., not a government entity). Answer "yes" if the vehicle will be replacing an existing vehicle in the Fleet Owner/Operator's vehicle fleet. For example, an existing baggage tractor at JFK that is being swapped out for a new one at JFK is a "replacement". The User is required to select the PONYA plate number for the existing vehicle that is being replaced from the pull-down list. If the new vehicle is adding to the fleet (i.e., not replacing an existing vehicle), then answer "no".

Existing PONYA Plate Number for Registration Renewals: For registration renewals, simply check the box next to the vehicle(s) you wish to renew. The fields will prepopulate for the vehicle selected using data that was provided by the Fleet Owner/Applicant when the vehicle was originally registered: Serial number or VIN, Fleet Owner/Operator's Vehicle Number, Government Issued License Plate number (if applicable), Vehicle Make, Vehicle Model, Vehicle Model Year, and Vehicle Color. The User will have the ability to update these fields if needed. For consistency in how vehicles are described, the User may be required to enter a Vehicle Type from the pull-down list (see Section 5.3). To assist the User, the Vehicle Type as it was originally entered into the PONYA Plate System is displayed next to the Vehicle Type pull-down

list.

Serial Number or VIN: For applications for a new registration (not a renewal), the Fleet Owner/Operator must enter the Vehicle Identification Number (VIN) if the vehicle has a VIN. The system requires a 17-digit VIN if it is available.

For equipment and vehicles without a VIN, enter its serial number. The serial number field can accept up to 50 characters.

Fleet Owner/Operator's Vehicle #: Enter the identifying information assigned to the vehicle by the Fleet Owner/Operator. This field can accept up to 25 characters.

Government Issued License Plate: If the vehicle has a license plate issued by a government entity other than the Port Authority (e.g., NJ, NY, federal government), enter the jurisdiction. Vehicles that use public roads generally have state-issued license plates. If the equipment/vehicle doesn't have a plate select "None".

Government Issued Plate #: If the vehicle has a government issued plate, enter the license plate number. This field can accept up to eight characters.

5.2. Vehicle Documentation

All vehicle documentation that is required by the airport's Motor Vehicle Office, including insurance, title, bill of sale, state registration, and vehicle lease (if applicable), must be uploaded to the PONYA Plate System. Simply select from the dropdown "Do you have any vehicle documentation to upload?" and a new screen will appear where you will upload documents. The PONYA Plate System will accept documents in the following formats: Word, Excel, PDF, GIF, CSV, JPEG. The size of each file should be less than 25 MB. After uploading documents, click "Back" to return to the application.

If you have already provided evidence of insurance that covers the vehicle, you do not have to upload the insurance documents again. If you have questions about vehicle insurance, please contact the airport's Port Authority Police Department Motor Vehicle Office.

Vehicle documentation requirements may vary by airport. So, please check with the Port Authority Police Department Motor Vehicle Office at the airport.

5.3. Vehicle Make

Vehicle Make has a pull-down list. The User's selection from the Vehicle Make pull-down list depends on the type of Vehicle.

Some Airside Vehicles are made entirely by a single manufacturer (see Figure 9). For these, the Vehicle Make is straightforward.

Some Airside Vehicles are built by one company using a vehicle chassis manufactured by another (see Figure 10). One of the examples in Figure 11 is a catering truck built by the company Doll America using an International Trucks chassis. In entering the Vehicle Make for

these types of Vehicles, the User can enter *either* the company that built the vehicle or the company that built the chassis. It is the User's choice. For User's that would like to enter both the company that built the vehicle or the company that built the chassis, use the field "Model" to enter additional information.

There are also vehicles that have been reconditioned by an entity other than the original manufacturer (see Figure 11). In entering the Vehicle Make for these types of Vehicles, the User can enter *either* the original manufacturer (Trilectron in the example given in

Figure 11) or the company that reconditioned it (Victory GSE in Figure 11). It is the User's choice as to how to enter the Vehicle Make.

For vehicles that are custom made by the Fleet Owner/Operator, the Vehicle Make is "Other". If you have Makes, Types, or Models not listed contact zeGSE@panynj.gov to get them added to the dropdown.

Figure 9. Single Manufacturer Vehicle Makes

	Vehicle Make: Charlatte Vehicle Type: Baggage Tractor
	Vehicle Make: ITW Vehicle Type: Ground Power Unit (GPU)
	Vehicle Make: GMC Vehicle Type: Van (Cargo)

Figure 10. Multiple Manufacturer Vehicle Makes

	This is a set of passenger stairs built by NMC Wollard using a Ford F350 truck chassis.
	This is a catering truck built by Doll America using an International Trucks chassis
	This is a bobtail tractor built by Tronair on a Ford F350 chassis.

Figure 11. Reconditioned Vehicle Makes

	This is a Trilectron air conditioning unit that was reconditioned by Victory GSE. The “Victory GSE” logo is on the vehicle.
	This is a baggage tractor that was rebuilt by A&V Tractor.

5.4. Vehicle Type

Vehicle Type has an auto-predictive populate. To assist Fleet Owner/Operators in making the right choice from the list, **Appendix A** of this User Manual provides figures of many Vehicle Types.

The following sections of these Instructions provide information to assist Users in selecting the right Vehicle Type.

5.4.1. Cars

Car (Passenger) is a Vehicle Type. In the list, choose the type of car by ***body style*** (e.g., car (sedan), car (hatchback), car (station wagon), etc.). If you wish to enter the model of the Vehicle Type, enter the model by ***name*** (e.g., Crown Victoria, Caprice, Sonata, etc.) in the Model field.

5.4.2. Lifts

There are many types of lifts that operate at the airports. The User shall choose the type of lift from the list that matches the actual ***use*** of the lift as closely as possible. Appendix A includes a variety of lifts along with the recommended Vehicle Type Lifts mounted on FHWA Class 3 or smaller vehicles can be classified as Passenger vehicles TRUCK (LIFT <FHWA 3) or under Other (FHWA#).

5.4.3. Sport Utility Vehicles (SUV) and Crossover

SUV and Crossover area passenger Vehicle Type. If you wish to enter the model of the vehicle, enter the model by ***name*** (e.g., Suburban, Expedition, 4 Runner, Pathfinder, etc.) in the Model field.

5.4.4. Tractors

Users must enter the type of tractor based on its ***use***. For example, Tractor (aircraft narrow body), Tractor (baggage), Tractor (cargo). If a tractor has more than one use (e.g., used to pull baggage carts as well as cargo), enter the Vehicle Type that covers the primary use of the tractor. Reference Appendix A for more details on each type.

Terms like “Tug” or “Super Tug” is not an option in the pull-down list and can be entered in as model information.

5.4.5. Trailers

Trailers in the pull-down list are described based on their body type (e.g., Trailer (flatbed), Trailer (double drop), Trailer (tanker), Trailer (boat), etc.) or on their designated use (e.g., Trailer (tire change), Trailer (spill), Trailer (surveillance), Trailer (glycol), etc.). The User can choose whether to enter the trailer based on ***body type or use***.

5.4.6. Trucks

The pull-down list for Vehicle Type has choices for trucks based on their use (e.g., Truck (hydrant), Truck (fuel), Truck (stairs), Truck (deicing), Truck (emergency), Truck (garbage)) or their body type (e.g., Truck (pickup), Truck (rack), Truck (flatbed)). Users have the option to choose whether to enter the Vehicle Type by ***use or body type***. However, simply describing a truck as "truck" is not an option in the pull-down list. You can also use the Federal Highway Administration Vehicle Class system. In most cases, truck chassis FHWA Class 3 or lower can be counted as passenger vehicles.

Note that "bread trucks" are included in the pull-down list as "Van (step)" and that box trucks are in the pull-down list as "Van (cube)".

5.4.7. Vans

The pull-down list has entries for vans based on their use (e.g., Van (passenger), Van (cargo)) or body style (e.g., Van (cube), Van (step)). Users have the option to choose Vehicle Type by either ***use or body style***.

5.5. Vehicle Model Year (pull-down list)

The Vehicle Model Year is the manufacturer's annual production period. It is usually included in the manufacturer's information that comes with the vehicle. The one exception is if a new engine is added in a vehicle overhaul list the year of the new engine not the original vehicle year.

5.6. Building(s)/Location(s) Where Vehicle is Parked

Identify the building(s) or other location(s) where the vehicle is parked when not in use. For electric vehicles this should be the location it primarily charges. Check the box next to any buildings that apply (see Figure 12). This question allows multiple selections. To assist Users in making the correct selection(s), Appendix B includes airport maps indicating building numbers. If the parking location is not one of the choices on the pull-down list, select "Other" and email zeGSE@panynj.gov to have additional locations added.

Figure 12: Entering Buildings/Locations where Vehicle is Parked when not in Use

6. ENTERING ENGINE INFORMATION

Information to be entered about a vehicle's engine(s) is identified in Table 2.

The number of fields that will display and must be completed depends on whether the previously entered data. The system is checking the engine compliance with the Zero Emission Airside Vehicle Rule; for example, an electric engine will go straight to the end as it is electric and therefore zero-emission.

Information about the vehicle's engine(s) can be found in the Vehicle's manual, on engine labels, in equipment records, maintenance records and other records. If necessary, the User may have to contact the manufacturer of the Vehicle and engine and/or search any other source of information that could feasibly be checked, and reasonably be expected to provide the information needed. Section 7 has guidance on completing the required engine information if some information is missing.

Table 2 – Engine information to be completed. ✓ indicates that the information must be entered; X indicates that the information is not required.

FIELD	NEW REGISTRATION	REGISTRATION RENEWAL
Fuel Type	✓	Prepopulated using existing data for the vehicle
Engine Year	✓, will default to the vehicle year	✓, if vehicle is older than the applicable threshold in Section 4 of the ZEAV Rule
Engine Type (highway or nonroad)	X	✓, if vehicle is older than the applicable threshold in Section 4 of the ZEAV Rule
For nonroad diesel/gasoline engines, the USEPA Tier	X	✓, if vehicle is older than the applicable threshold in Section 4 of the ZEAV Rule
For all other engines, if it meets the most stringent emission standards	X	✓, if vehicle is older than the applicable threshold in Section 4 of the ZEAV Rule

6.1. More than One Engine

Some vehicles have two engines: one that provides the primary source of motive power of the vehicle (e.g., propels the vehicle on the ground), and the second that is permanently attached and integrated into the design of the vehicle to perform a specific function, which may include providing power to auxiliary attachments, performing special job functions or providing additional motive power.

NOTE: For self-propelled vehicles with more than 1 engine, "Engine #1" in the application form

shall be the engine that propels the vehicle.

6.2. Fuel Type (pull-down list)

For each engine, select the fuel type from the pull-down list (battery, compressed natural gas, diesel, gasoline, methanol, flex fuel, hybrid, liquefied natural gas, propane, plug-in electric (must be plugged in to a power outlet to operate), solar power, or hydrogen).

6.3. Additional Fields if Seeking a Registration Renewal for an Existing Internal Combustion Engine Vehicle

Under Section 4 of the ZEAV Rule, an internal combustion engine vehicle that is well beyond its useful life is only eligible for registration renewal if it has a replacement engine that meets the requirements in Sections 4.2 through 4.4 of the ZEAV Rule, and on the schedule set forth in Table 3. See Sections 6.4.2 and 6.4.3 below for a discussion of "nonroad" versus "highway" engine types and USEPA emissions "tiers". During renewal, if the vehicle is over 40 years old when registering prior to August 1, 2027 or 30 years old at time of registration when registering from August 1, 2027 thereafter.

Table 3 – Very Old Motorized PONYA-Plated Vehicles: Vehicle and Engine Requirements to be Eligible for Registration Renewal

ZEAV Rule Compliance Deadline	Vehicle Model Year	Replacement Internal Combustion Engine Characteristics		
		Nonroad		Highway
		Diesel	Other Fuels	All Fuels
08/01/2022	Older than 1971	USEPA Tier 3 and above	USEPA Tier 2	Most stringent emissions standard applicable at the date of registration expiration
08/01/2023	Older than 40 years as of date of registration expiration	USEPA Tier 3 and above	USEPA Tier 2	
08/01/2027	Older than 30 years as of date of registration expiration	USEPA Tier 3 and above	USEPA Tier 2	

Source: Sections 4.2, 4.3 and 4.4 of the ZEAV Rule

In addition, starting August 1, 2028 and in August 1, 2029, registration renewals will not be issued for certain heavy duty nonroad internal combustion engine vehicles of any age unless they meet the requirements set forth in Sections 4.5 and 4.6 of the ZEAV Rule. Those requirements are summarized in Table 4.

Table 4 – Requirements for Renewals of Heavy Duty Nonroad Vehicles (other than Commercially Available Vehicles) Under Sections 4.5 and 4.6 of the ZEAV Rule

Deadline	Engine Type	
	Diesel Nonroad	Other Nonroad
August 1, 2028	Tier 3	Tier 1
August 1, 2029	Tier 4	Tier 2

6.4. Engine Year (pull-down list)

For vehicles with one or more internal combustion engines and for which a registration renewal is sought, the Engine Year is a factor in determining if the vehicle meets the requirements of the ZEAV Rule. The primary engine is the one that is used to propel the equipment.

The Engine Year is the manufacturer's annual production period. For convenience, the Engine Year field is prepopulated with the same year as the Vehicle Model Year because for most vehicles the Engine Year will be the same as, or close to, the Vehicle Model Year. If the engine is not original to the vehicle (e.g., engine replaced to extend the useful life of the vehicle or to improve fuel efficiency), then enter the Engine Year.

Engine Year is usually included in the manufacturer's information that comes with the vehicle or on the engine name plate. Please see Section 7 if information on the Engine Year is missing.

6.4.1. Highway or Nonroad Engine?

User may need to determine whether it is a "Highway Engine" or a "Nonroad Engine". These terms are defined in Section 10 and additional resources are found in Section 6.3. In short, a "Highway Engine" shall mean an internal combustion engine used to propel a vehicle that is capable of safely operating on public highways. A "Nonroad Engine" is an internal combustion engine other than a Highway Engine, an engine on equipment/vehicles that are stationary, an engine on a vehicle used solely for competition, and an engine in aircraft. You can confirm engine type with the manufacturer and often times by the EPA Tier rating.

In general, if the vehicle has an engine and it has a state-issued license plate to operate on public highways, it is reasonable to assume that it has a Highway Engine.

Please see Section 7 if information on Engine Type is missing.

6.4.2. Nonroad Engine Tier

A "Tier" is a grouping of heavy duty Nonroad diesel engines or Nonroad gasoline engines, by model year and horsepower, that are subject to a particular emissions standard set by the United States Environmental Protection Agency (USEPA). The term originates from the

phased-in ("tiered") approach that USEPA has taken in establishing increasingly more stringent emissions standards over time. Tier is another factor in determining if the vehicle is eligible for registration under the ZEAV Rule.

A vehicle's or engine's tier can be obtained from the vehicle manufacturer's sale and service literature or from the engine label. In general, USEPA's emissions standards for heavy duty Nonroad vehicles and engines commenced with model year 1996.

As of the date of these Instructions, USEPA has developed emissions standards for heavy duty Nonroad engines in 5 tiers[5]:

Tier 1
Tier 2
Tier 3
Tier 4
Tier 4 final (4f)

As a rule of thumb, a heavy-duty Nonroad diesel engine that is older than 1996 predates the USEPA's emissions standards and, therefore, is considered to be "Tier 0".

This Table 5 created by the California Air Resource Board is a helpful tool for determining engine tiers for off road diesel engines:

[5] https://www.epa.gov/emission-standards-reference-guide/epa-emission-standards-nonroad-engines-and-vehicles

Table 5: Non-road Diesel Engine Tiers

hp (kw)	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015+
≥ 50 (37) < 75 (55.5)				N/A[b] 6.9 (9.2) N/A N/A						5.6 (7.5) 3.7 (5.0) 0.30 (0.40)				3.5 (4.7) 3.7 (5.0) 0.22[c]					3.5 3.7 0.02[c]		
≥ 75 (55.5) < 100 (75)				N/A[b] 6.9 (9.2) N/A N/A						5.6 (7.5) 3.7 (5.0) 0.30 (0.40)				3.5 (4.7) 3.7 (5.0) 0.3				0.14 2.5 3.7 0.01[b,d]			0.14 0.29 3.7 0.01[b]
≥ 100 (75) < 175 (130)[e]			N/A[b] 6.9 (9.2) N/A N/A						4.9 (6.6) 3.7 (5.0) 0.22 (0.30)				3.0(4.0) 3.7 (5.0) 0.22					0.14 2.5 3.7 0.01[b,d]			0.14 0.29 3.7 0.01[b]
≥ 175 (130) < 300 (225)[e]		1.0 (1.3)[b] 6.9 (9.2) 8.5 (11.4) 0.40 (0.54)							4.9 (6.6) 2.6 (3.5) 0.15 (0.20)			3.0 (4.0) 2.6 (3.5) 0.15[e]					0.14 1.5 2.6 0.015[b,d]			0.14 0.3 2.6 0.01[b]	
≥ 300 (225) < 600 (450)[e]		1.0 (1.3)[b] 6.9 (9.2) 8.5 (11.4) 0.40 (0.54)					4.8 (6.4) 2.6 (3.5) 0.15 (0.20)					3.0 (4.0) 2.6 (3.5) 0.15[e]					0.14 1.5 2.6 0.015[b,d]			0.14 0.3 2.6 0.01[b,d]	
≥ 600 (450) ≤ 750 (560)[e]		1.0 (1.3)[b] 6.9 (9.2) 8.5 (11.4) 0.40 (0.54)						4.8 (6.4) 2.6 (3.5) 0.15 (0.20)				3.0 (4.0) 2.6 (3.5) 0.15[b]					0.14 1.5 2.6 0.015[b,d]			0.14 0.3 2.6 0.01[b,d]	
> 750 (560)[e]						1.0 (1.3)[b] 6.9 (9.2) 8.5 (11.4) 0.40 (0.54)						4.8 (6.4) 2.6 (3.5) 0.15 (0.20)					0.3 2.6 2.6 0.07[b]				0.14 2.6 2.6 0.03[b]
> 750 ≤ 1207	Generators					1.0 (1.3)[b] 6.9 (9.2) 8.5 (11.4) 0.40 (0.54)						4.8 (6.4) 2.6 (3.5) 0.15 (0.20)					0.3 2.6 2.6 0.07[b]				0.14 0.5 2.6 0.02[b]
> 1207	Generators					1.0 (1.3)[b] 6.9 (9.2) 8.5 (11.4) 0.40 (0.54)						4.8 (6.4) 2.6 (3.5) 0.15 (0.20)					0.3 0.5 2.6 0.07[b]				0.14 0.5 2.6 0.02[b]

a. The PM standard for hand-start, air cooled, direct injection engines below 6 bhp may be delayed until 2010 and be set at 0.45 g/bhp-hr.
b. Standards given are NMHC/NOx/CO/PM in g/bhp-hr.
c. Engine families in the power category may alternately meet Tier 3 PM standards (0..3 g/bhp-hr) from 2008-2011 in exchange for introducing final PM standards in 2012.
d. The implementation schedule shown is the three-year alternate Nox approach. Other schedules are available.
e. Certain manufacturers have agreed to comply with these standards by 2005.
Note: This chart was converted into bhp units based on the chart at http://www.arb.ca.gov/msprog/offroad/offroad.htm 2/7/06.

Tier 1
Tier 2
Tier 3
Interim Tier 4
Final Tier 4

https://ww2.arb.ca.gov/resources/documents/non-road-diesel-engine-certification-tier-chart

USEPA also developed phased-in emissions standards for heavy-duty nonroad engines in which the fuel combustion process is started by a sparkplug (so-called “spark ignition” engines). Spark ignition engines are fueled by gasoline, propane (LPG), methanol, ethanol, compressed natural gas (CNG) and hydrogen. The USEPA’s phase-in of increasingly strict emissions standards for engines fueled by these fuels is described at the following USEPA website: https://nepis.epa.gov/Exe/ZyPDF.cgi?Dockey=P100OA08.pdf

As of the date of these Instructions, USEPA has developed emissions standards for heavy duty nonroad spark-ignition engines in just 2 tiers: Tier 1 and Tier 2. As a rule of thumb, a heavy duty nonroad spark-ignition engine that is older than 2004 predates USEPA’s emissions standards for such vehicles and, therefore, is considered to be “Tier 0”.

Please see Section 7 if information about the engine Tier is missing.

6.4.3. Other Engine Emission Standards

For all other engines that are not included in the USEPA’s tiered emissions standards, the User must indicate if the engine meets the most stringent emissions standards. Please see Section 7 if information on the applicable emissions standard is missing.

7. MISSING INFORMATION ABOUT THE VEHICLE OR THE ENGINE

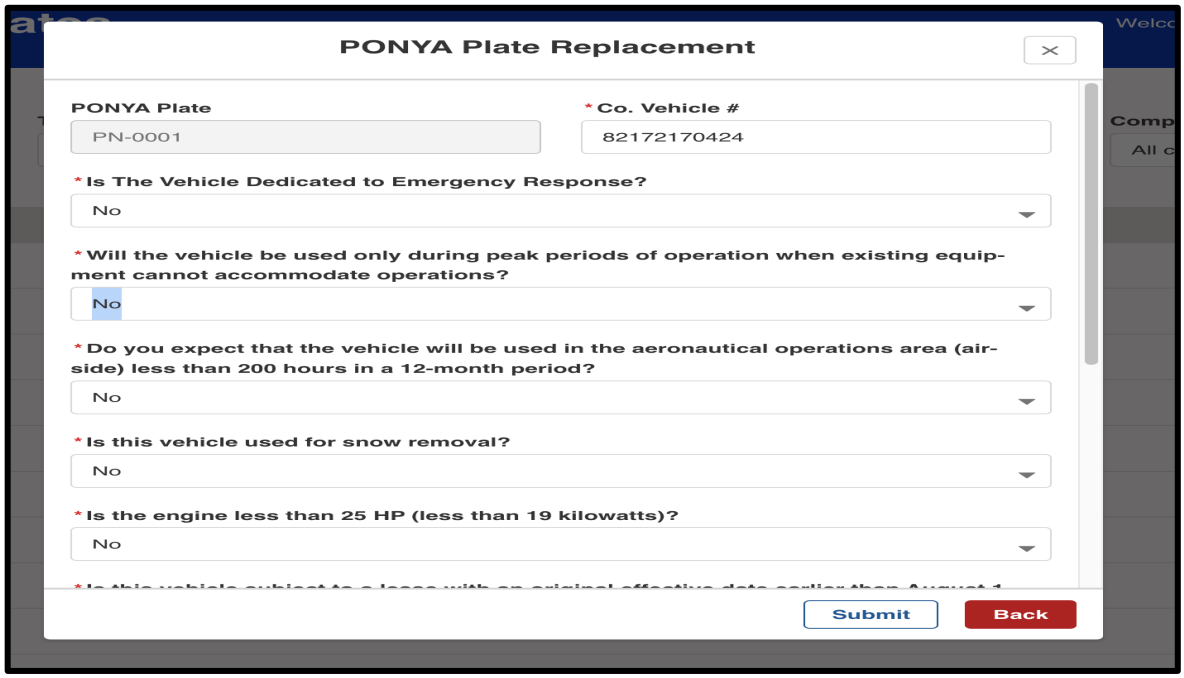
The PONYA Plate application requires the User to enter specific vehicle and engine information. Some Users may be unable to obtain all of the required information. For example, the engine label may be unreadable because it is worn off or damaged. Or the Fleet Owner/Operator no longer has a vehicle's original manufacturer's specifications and product information. In such cases, the User must make an informed estimate.

If unable to find the tier or applicable emissions standard, the User can make a reasonable estimate based on, for example, the vehicle or engine, or a similar vehicle or engine, described in manufacturer literature. Similarly, the Fleet Owner/Operator may search an auction site that has engine information about similar vehicles. Or the Fleet Owner/Operator could obtain an estimate of the tier from a knowledgeable party such as a representative of the engine manufacturer or a representative of the Fleet Owner/Operator who has knowledge of the vehicle (e.g., mechanic).

8. ZERO-EMISSION AIRSIDE VEHICLE ZEAV RULE

8.1. Exemptions from the ZEAV Rule

If the fleet owner or the vehicle is exempt from the ZEAV Rule, the PONYA Plate Application will automatically skip over the fields that are not applicable to the vehicle. Some of these exemptions will be automatically assigned based on the company profile; i.e. government user, passenger vehicle types, and zero-emission, while others must be selected during the application.



8.1.1. Nonmotorized Vehicles

Only motorized vehicles are subject to the ZEAV Rule. So, if the User enters the number of engines/motors as "0" (zero), the User will be able to submit the application once all mandatory fields through and including Vehicle Model Year are completed. The application will skip over all other fields on the form.

8.1.2. Government-owned/operated Vehicles

Vehicles owned or operated by government entities are exempt from the ZAEV Rule. So, government entities will be able to submit an application once all mandatory fields are completed. The application will skip over all unnecessary fields on the form.

8.1.3. Passenger Vehicles

The following Vehicle Types with internal combustion engines are exempt from the ZEAV Rule: buses, cars, sport utility vehicles, crossover vehicles, vans, and pick-up trucks. These are considered Passenger Vehicles as long as they are FWHA Class 3 or lower. Vehicles with higher FWHA Class must OTHER (FHWA#). The only Passenger vehicles that exceed FWHA Class 3 are Buses. For convenience and for purposes of these instructions, these will be referred to as "Passenger Vehicles". For Passenger Vehicles, the User will be able to submit the application once all mandatory fields through and including the Vehicle Year are completed. The application will skip over all other fields on the form. See Appendix A for additional guidance on specific vehicles.

8.1.4. Vehicles Powered by Battery, Electricity, Hydrogen, or Solar Power

A vehicle with a motor that is powered by battery, plug-in-electric, hydrogen, or solar power is exempt from the portions of the ZEAV Rule that restrict new and renewed registrations. If the Fuel Type is "Battery", "Plug-in-electric", "Hydrogen", or "Solar", the User will be able to submit the application once all mandatory fields through and including the Engine Year for the second engine (if applicable) are completed. The application will skip over all other fields on the form.

8.1.5. Vehicles with Small Engines

A vehicle with no internal combustion engine that is equal to or greater than 25 horsepower is exempt from the ZEAV Rule. In certain instances, the Aviation Environmental Office or MVI Office may require additional documentation to confirm exemptions are being used correctly. This could include hourly usage reports, odometer readings, proof of increased operations, engine plate information or other documentation as necessary.

8.1.6. Leased Vehicles

Internal combustion engine vehicles that are subject to a vehicle lease that was entered into before the effective date of the ZEAV Rule (before July 22, 2022) are exempt from the ZEAV Rule until August 1, 2028. So, if the Fleet Owner/Operator indicates that the vehicle is subject to a vehicle lease that predates August 1, 2022, the Fleet Owner/Operator will be able to submit the application once all mandatory fields are completed. The application will skip over all other

fields on the form. Again, this exemption only lasts until August 1, 2028.

8.1.7. Vehicles Dedicated to Emergency Response

Internal combustion engine vehicles that are dedicated to emergency response are exempt from the ZEAV Rule. “Dedicated to Emergency Response” shall mean that the vehicle is used exclusively to respond to emergencies on the airside (within the AOA), including without limitation, fires; spills/releases/discharges of fuel, hazardous substances, hazardous waste or other hazardous materials; and vehicle accidents. So, if the User indicates that the vehicle is dedicated to emergency response, the User will be able to submit the application once all mandatory fields through and including the Engine Year are completed. The application will skip over all other fields on the form.

8.1.8. Vehicles Used for Snow Removal

Internal combustion engine vehicles that are used for snow removal are exempt from the ZEAV Rule. So, if the User indicates that the vehicle is used for snow removal, the User will be able to submit the application once all mandatory fields through and including the Engine Year are completed. The application will skip over all other fields on the form. This does NOT include equipment associated with aircraft deicing including the deicers and glycol recovery vehicles. It also does not include vehicles that sometimes have winter attachments, such as a golf (utility) cart with a snowplow attachment.

8.1.9. Vehicles Only Used On a Temporary Basis

This can be used for vehicles on site for a temporary project, such as construction; note, construction equipment is regulated under its specific project contract. It can also be used for equipment brought in to fill an operational need while compliant equipment is on order or to maintain a reserve of internal combustion engine vehicles that are used only during periods of peak demand when the Fleet Owner/Operator’s existing vehicles cannot meet demand are exempt from ZEAV Rule. To use this exemption notify the Aviation Environmental Office at zeGSE@panynj.gov as a General Manager waiver may be required and specific time limit set based on the application.

8.1.10. Vehicles Used in the AOA Less Than 200 Hours Per 12-month period

Internal combustion engine vehicles that will be used in the AOA less than 200 hours in a 12-month period are exempt from ZEAV Rule. The answer to this question shall reflect the User’s best judgment as to the vehicle’s operating hours based on the User’s and Fleet Owner/Operator’s experience with the vehicle or similar vehicles in its fleet. If the User indicates that the vehicle will be used in the AOA less than 200 hours in a 12-month period, the User will be able to submit the application once all mandatory fields through and including the Engine Year are completed. The application will skip over all other fields on the form. In certain instances, the Aviation Environmental Office or MVI Office may require additional documentation to confirm exemptions are being used correctly. This could include hourly usage reports, odometer readings, proof of increased operations, engine plate information or other documentation as necessary.

8.2. Vehicles Subject to the ZEAV Rule

If not otherwise exempt from the rule as mentioned in Section 8.1.1 to 8.1.10 above and the vehicle/equipment requires a PONYA plate then it is likely subject to the ZEAV Rule. The bulk of equipment subject to the rule are commonly referred to as Ground Support Equipment but the rule its self covers all vehicles travelling airside that are not otherwise exempt.

8.2.1. First Time PONYA Plate and Registration

A Fleet Owner/Operator applying for a PONYA plate for the first time for an internal combustion vehicle that is not exempt from the ZEAV Rule must provide information to ensure that the vehicle is eligible to receive a PONYA plate.

The ZEAV Rule prohibits the issuance of new PONYA Plates to an internal combustion engine vehicle if (a) a zero-emission model is commercially available, (b) a commercially available zero-emission model is operationally feasible for the intended application of the vehicle, and (c) if there are charging/fueling stations for a zero-emission model OR (d) If not commercially available the vehicle is not New.

8.2.2. Commercial Availability

The PONYA Plate System will determine if the internal combustion engine vehicle that the Fleet Owner/Operator wants to register is commercially available by comparing the Vehicle Type that the User entered in the application form to a list of Commercially Available vehicles maintained by the Port Authority, Table 6. The most recent Commercially Available list can be found in the Technology Workgroup Annual Reports found on the Operator Resource Page[6] of the PA Website or on Technology Workgroup Sharepoint[7].

[6] https://www.panynj.gov/airports/en/operator-resources.html
[7] https://panynj.sharepoint.com/:u:/r/sites/panynjacgp/egse/SitePages/ITHelpdeskHome.aspx?csf=1&web=1&e=nyR2z6

Table 6: Example of Commercially Available Vehicle/Equipment Adoption Timeline

Vehicle Type	Commercially Available Date	Date existing fleet no longer eligible for renewal
Tractor (Baggage)	February 2023	January 2027
Tractor (Narrowbody Aircraft)	February 2023	January 2027
Belt-loader	February 2023	January 2027
GPU	January 2025	January 2030
Cargo Loader	January 2025	January 2030
Utility/Golf Cart	January 2025	January 2030
Small Forklifts (<5500kg)	January 2025	January 2030
Aircraft Stairs	January 2026	January 2030
Maintenance Lifts (Off-Road)	January 2026	January 2030
Mobile Light Towers	January 2026	January 2030

**For most recent list of Commercially Available equipment visit: Port Authority of New York and New Jersey General Information for All Operators*

The Commercial Availability is determined by the Technology Workgroup. The Technology Workgroup is composed of Port Authority members from different line departments with stake or knowledge in the conversion of vehicles to zero-emission and outside stakeholders that operate, contract, or otherwise rely on the operation of airside vehicles. Subject to the ZEAV Rule. While there is no defined requirements for Commercially Available the process can be found in Appendix C. In general, a piece of equipment or vehicle is deemed Commercially Available if:

1. It is available from multiple established companies in the United States
2. It can perform the equivalent operation as most of the fossil fuel counter parts at a 1:1 ratio (you wouldn't need to 2 electric versions to do the job of 1 fossil fuel version due to charging downtime).
3. Any upfront cost difference is recovered from fuel and maintenance savings within the life of the asset based on annual hourly usage.

8.2.3. Operational Feasibility

Under the ZEAV Rule, a zero-emission model is "operationally feasible" if it is determined by the Port Authority to be capable of safely performing the same tasks as its Conventional (internal combustion engine) equivalent. If the User enters "No" in response to the question "Is a zero-emission model Operationally Feasible?", the User must explain the factual basis for that answer by submitting a brief explanation in the box provided or uploading documents relating to the operational feasibility of a zero-emission model by clicking the "Attach Files" button.

The Port Authority will review all submitted information and determine if the Fleet Owner/Operator has demonstrated that a zero-emission model is not operationally feasible.

The User will receive an email notification of the Port Authority's determination. Further instructions on Operational Feasibility evaluations can be found in Appendix D.

8.2.4. Availability of Charging Stations

If the location(s) where the vehicle is parked when not in use do not have charging stations, enter "No". If there are charging stations, but the Fleet Owner/Operator does not have access to them (e.g., the stations are not common use), enter "No". Otherwise, enter "Yes". If the User is not sure about it can access a charging station, it must take reasonable steps to get an answer (e.g., ask the terminal or building operator).

8.2.5. Replacing An Existing Vehicle

If the user is seeking to obtain a new PONYA Plate and registration for an internal combustion engine vehicle that will replace an existing internal combustion engine vehicle, in addition to meeting other requirements of the ZEAV Rule (i.e., zero-emission model is not commercially available or operationally feasible, no charging stations), the new vehicle must be new (not used) and the vehicle that is being replaced must be of the same type (e.g., baggage tractor to replace a baggage tractor), the oldest in the Fleet Owner/Operator's fleet, and shall not be relocated to any Port Authority airport (i.e., not operated at any Port Authority airport).

8.2.6. Registration Renewals

Section 4 of the ZEAV Rule sets forth phased-in limitations on the ability to obtain registration renewals for certain older model airside vehicles based on Vehicle Model Year (Engine Year), Engine Tier or Vehicle Type. By the last phase-in period (2030), the population of older model airside vehicles will be greatly reduced over 2022 levels through application of this Section of the ZEAV Rule.

8.2.7. Very Old Internal Combustion Engine Vehicles

As discussed in Section 6.3 and 6.4, an internal combustion engine vehicle that is well beyond its useful life is only eligible for registration renewal if it has a replacement engine that meets the requirements of the ZEAV Rule, and on the schedule, set forth in Table 4.

8.2.8. 1st Round Commercially Available Airside Vehicles: Aircraft Tractors, Baggage Tractors, & Belt Loaders

Zero-emission aircraft tractors, baggage tractors and belt loaders are widely used at airports across the United States. The Port Authority anticipates that on or before January 1, 2027, all terminals and many buildings at JFK, LGA and EWR will have charging stations for battery electric aircraft tractors, baggage tractors and belt loaders. Accordingly, by January 1, 2027, internal combustion engine aircraft tractors, baggage tractors and belt loaders will no longer be eligible for registration renewals – regardless of Vehicle Model Year and Engine Year -- unless the Fleet Owner/Operator demonstrates that such vehicles are not operationally feasible in zero-emission models or there are not sufficient charging/refueling stations for them.

8.2.9. Heavy Duty Nonroad Vehicles Not Commercially Available by 2028-2029

Between August 1, 2028 and August 1, 2029, other types of heavy duty internal combustion engine nonroad vehicles will no longer be eligible for registration renewal unless the vehicle meets the requirements of the ZEAV Rule, and on the schedule, set forth in Table 7. This phase-out schedule is applicable *regardless* of whether zero-emission models are commercially available or operationally feasible, *regardless* of vehicle age, and *regardless* of whether there are charging/refueling stations for them.

Table 7 – Phase out of Existing Conventional Motorized Heavy Duty Nonroad Airside Vehicles

Deadline	Vehicle Model Year	Vehicle Type (other than aircraft tractors, baggage tractors and belt loaders)	Nonroad Engine							
			Diesel Tier					Spark Ignition Tier		
			0	1	2	3	4	0	1	2
08/01/2028	any	any	N	N	N	E	E	N	E	E
08/01/2029	any	any	N	N	N	N	E	N	N	E

Source: Sections 4.5 and 4.6 of the ZEAV Rule.
Notes: "N" means not eligible for registration renewal. "E" means eligible for registration renewal.

8.2.10. Last Phase-Out Period

By January 1, 2030, no existing internal combustion engine airside vehicle shall be eligible for registration renewal if zero-emission models are commercially available and operationally feasible, and if there is sufficient charging/refueling infrastructure for them.

9. DEFINITIONS

"Additional" shall mean an Airside Vehicle that would increase the total number of Airside Vehicles in the Applicant's fleet at a specific airport.

"**Aeronautical Area" or "Aeronautical Operations area" or "Air Operations Area" or "AOA"** shall mean a portion of an airport designed and used for landing, taking off, or surface maneuvering of airplanes.

"Airside Vehicle" shall mean the following vehicles required to have a PANYNJ Plate: a self-propelled Vehicle and a Non-Motorized Vehicle or Non-Motorized Equipment that is equipped with powered equipment. Examples include aircraft air conditioning units, Aircraft Refueling Tanker Vehicles, air start units, aircraft tractors, AOA vehicles, Automotive Fuel Dispensing Vehicles or Automotive Refuelers, baggage tractors, belt loaders, bobtails, cargo loaders, cargo tractors, catering trucks, deicing vehicles, forklifts, fuel trucks, generators, ground power units, Hydrant Service Carts, Hydrant Service Vehicles or Hydrant Servicers, lavatory trucks, lavatory carts, lifts, Mobile Refueling Stations, passenger stairs, portable lights, sweepers, Tank Vehicle or Tanker, trucks, utility carts, water trucks, water carts, and welders.

"Commercially Available" and "Commercial Availability" shall mean that a Vehicle can be procured at reasonable cost (taking into consideration purchase price, operating costs and pay-back period) on a reasonable timetable within the United States from more than one manufacturer and/or distributor with a proven industry track record for producing and supporting such Vehicles, which Commercially Available Vehicles are identified on a list of Commercially Available vehicles maintained by the Port Authority (available at the airport general manager's office) and developed in collaboration with airport stakeholders.

"Conventional" shall mean a Vehicle with an internal combustion (ICE) engine, including hybrids and alternative fuel vehicles (e.g., propane, CNG).

"**Emergency Response Vehicle**" shall mean a Vehicle that is dedicated to emergency response.

"Engine" shall mean a machine that produces mechanical energy from other forms of energy. For purposes of the PONYA Plate System, the terms "Engine" and "Motor" are intended to be used interchangeably.

"Engine Year" shall mean the annual new model production period during which the engine was produced. The engine model year should be located on the engine label.

"Existing" shall mean a Vehicle with a valid PANYNJ Plate.

"Fleet Owner/Operator" shall mean the individual or business entity (corporation, LLC, partnership, etc.) that owns and/or is responsible for the vehicle while the vehicle is operating at JFK, LGA and/or EWR.

"Highway Engine" shall mean an engine used to propel a vehicle that is capable of safely operating on public highways. Highway engines typically are used in trucks, buses, cars, vans, etc.

"Horsepower" shall mean the horsepower from the engine or vehicle manufacturer's sale and service literature or from the engine label.

"**Low-Use Vehicle**" shall mean a Vehicle that is used in the AOA less than 200 hours in a 12-month period as set forth in the FAA's Aviation Environmental Design Tool (AEDT) model.

"Nonroad Engine" shall have the same meaning as this term is defined in Section 1068.30 of Title 40 of the Code of Federal Regulations. Nonroad Engines typically are used to propel or power many types of Airside Vehicles that are not capable of operating on public highways (e.g., airstart units, portable air conditioning units, aircraft tractors, baggage tractors, belt loaders, cargo tractors, ground power units, forklifts, lifts, generators, skid steers, portable lights, etc.). Nonroad engines are all internal combustion engines *except* motor vehicle (highway) engines, stationary engines (engines that remain at one location for more than 12 months), engines used solely for competition, or engines used in aircraft.

"Operationally Feasible" and "Operational Feasibility" shall mean a Zero-Emission Vehicle determined by the Port Authority to be capable of safely performing the same tasks as its Conventional equivalent.

"Passenger Vehicle" shall mean buses, cars, sport utility vehicles, crossover vehicles, vans, or pick-up truck primarily used for the movement of people. In most cases Federal Highway Administration

Vehicle Classes can be used as an indicator as well; the only passenger vehicles that exceed FWHA Class 3 are Buses. There may be a few exceptions to this rule such as Bobtails or Aircraft stairs could be FHWA Class 3 chassis but are **NOT** Passenger Vehicles. See the Appendix A for details on each individual vehicle Type.

"PONYA Plate" (also known as a PANYNJ Plate in the Airport Rules and Regulations) refers to the special license plate issued by the Port Authority which permits a vehicle to operate in the AOA for the airport(s) for which they are issued.

"Registration" shall have the same meaning as set forth in Chapter VI, Section C (Requirements for Vehicles Operating Within the AOA).

"Reinspection" is a request to have vehicle inspect so it can return to service with the same plates it has currently assigned.

"Renewal" is a request to renew the existing PONYA plate on the same vehicle and get updated stickers.

"Replacement plate" is a request to get a new plate for an existing vehicle.

"Replacement vehicle" shall mean a Vehicle that is proposed to replace an Existing Vehicle.

"Responsible Official" shall mean:

> (A) For a corporation: an officer of the corporation; any other person who performs similar policy or decision-making functions for the corporation; or the manager of one or more operating facilities who is authorized to make management decisions that govern the operation of the facility.
>
> (B) For a partnership or sole proprietorship: a general partner or the proprietor, respectively.
>
> (C) For a limited liability corporation (LLC): a member of manager.

"Small Vehicle" shall mean a Conventional Vehicle with an engine that is less than 25 horsepower (less than 19 kilowatts).

"Temporary Conventional Vehicle" shall mean a Conventional Vehicle that is intended for use only during periods of peak demand when Existing Vehicles cannot accommodate operations.

"USEPA Tier" shall mean a grouping of heavy duty Nonroad diesel engines or Nonroad gasoline engines (by model year and horsepower) that are subject to a particular emissions standard set by the United States Environmental Protection Agency. See www.dieselnet.org

"Vehicle" shall mean a motorized or non-motorized contrivance designed or used to transport any person or property on land, excluding aircraft and any equipment that run on stationary rails, guideways, or tracks. Examples include automobiles, trucks, buses, motorcycles, cargo loaders, cargo dollies, baggage carts, trailers, fueling vehicles, hazmat vehicles, etc.

"Vehicle Model" shall mean the Vehicle Model that is printed on the Vehicle or listed in the Vehicle's instruction manual.

"Vehicle Model Year" shall mean the year in which the vehicle was manufactured.

"Vehicle Make" is the manufacturer of the vehicle. See Section 5.2 for a detailed explanation.

"Vehicle Serial Number" shall mean the Vehicle serial number or Vehicle Identification Number (VIN) unique to the vehicle or engine as provided by the Vehicle manufacturer.

"Zero-Emission" shall mean no pollutants including carbon dioxide are emitted with the exhaust.

APPENDIX A: Vehicle Type Guide

PONYA Plate System User Manual
APPENDIX A

Instructions

In accordance with Airport Rules and Regulations Chapter XIX all “Airside Vehicles” which is any vehicle or equipment requiring a PONYA Plate must comply with the rule unless otherwise exempt under XIX.1.2. This guide will help PONYA users determine if the vehicle is exempt for any of the following:

XIX.1.2.1 Emergency Response and Snow Removal

XIX.1.2.4 Buses, sedans, two-door cars, hatchbacks, station wagons, sports utility vehicles, crossover vehicles, vans, and pickup trucks. These vehicles will be referred to as Passenger vehicles.

Emergency Response and Snow Removal equipment are exempt by operational function and vehicle type. Passenger vehicles in XIX.1.2.4 are exempt as they are generally covered under stringent EPA and State regulations. There is some crossover between passenger vehicles and work vehicles/equipment that may share engine and chassis types. In general, vehicles with on-road engines covered by EPA standards in Federal Highway Administration (FHWA) Class 3 or under can be classified as Passenger and exempt from the ZEAV rule as indicate throughout the guide. Other equipment generally has heavier polluting diesel engines that are less stringently regulated and are therefore not exempt from the ZEAV rule. The one exception being Buses as they are generally over FHWA Class 3 but still considered a Passenger vehicle as they are explicitly mentioned in the XIX.1.2.4.

Federal Highway Administration (FHWA) Class Guide

EPA	Gross Vehicle Weight Ratio (lbs)	FHWA Class	Passenger	Duty Class
Light Duty Vehicle/Truck	<6,000	1	PASSENGER VEHICLES	Light
Light Duty Truck	6,001 – 8,500	2a		Light
Medium Duty Vehicle	8,501 – 10,000	2b		Medium
Medium Duty Vehicle	10,001 – 14,000	3		Medium
Heavy Duty Vehicle	14,001 – 16,000	4	Non-Passenger (except for buses)	Heavy
Heavy Duty Vehicle	16,001 – 19,500	5		
Heavy Duty Vehicle	19,501 – 26,000	6		
Heavy Duty Vehicle	26,001 – 33,000	7		
Heavy Duty Vehicle	33,000 – 60,000	8a		
Heavy Duty Vehicle	>60,001	8b		

MISALLANEOUS VEHICLES

Vehicles with VIN# but not described else where should use OTHER (FHWA#)
With the # corresponding to FHWA Class.
Gross Vehicle Weight Ratio can be found on the vehicle VIN plate or if you have the VIN you can use: https://vpic.nhtsa.dot.gov/decoder/.

Definitions for Exemptions and other common terms

- "Emergency Response?": Is the vehicle dedicated to emergency response?
- ~~"Peak Time?": Will the vehicle ONLY be used during peak periods of operation when existing equipment cannot accommodate operations?~~
- "Aeronautical Operations(<200hrs/12-month period)?": Do you expect that the vehicle will be used in the aeronautical Operations area less than 200hrs in a 12 month period?
- "Snow Removal?": Is the vehicle used for snow removal?
  - This doesn't apply to aircraft deicing related equipment
- "HP Under 25?": Is the equipment/vehicle's largest fossil fuel engine less than 25 HP (19 Kw)?
  - *For equipment with more than 1 engine, if any of the engines are over 25HP this cannot be applied.*
- "Pre-Existing Lease?": Is the vehicle subject to a lease with an original effective date earlier than August 1, 2022.
- "Temporary Vehicle": Is the vehicle onsite for a temporary project (i.e. construction) or is it needed to meet operational demand while complaint equipment is on order.

"NEW" Vehicle means an unused engine (<200hrs) within the current EPA tier system

"Passenger" Vehicle means a vehicle whose primary purpose is to transport people. There is some overlap especially in truck category where truck chassis are used to mount maintenance equipment. When not used exclusively for airside operations there are cases when you can register vehicles by FHWA class or as a pickup truck. This can be used for FHWA class 3 and smaller trucks when not used exclusively for airside operations. Example of when to use this is a Class 2 truck with a maintenance lift used by an electrical company to do facility repairs. Example of when this cannot be used: a bobtail modified Class 2 truck is used to a haul cargo around the airport.

Non-Passenger GSE COMMERCIALLY AVAILABLE

Non-Passenger GSE Commercially Available vehicles are subject to most stringent elements on the ZEAV Rule. Commercially Available means models of this type of vehicles are available in Zero-emission versions. The only time a non-zero-emission model is permitted for this vehicle type is when an operational use factor is claimed. Operational use factors can include no refueling or charging infrastructure, operational need that cannot be met by zero-emission model, claiming a usage that exempts it from the regulation. Check the Port Authority Operator Resource website for latest list of Commercially Available equipment Port Authority of New York and New Jersey General Information for All Operators.

Vehicle Type	Commercially Available Date requiring any new vehicles be zero-emission.	Date existing fleet no longer eligible for renewal
Tractor (Baggage)	February 2023	January 2027
Tractor (Narrowbody Aircraft)	February 2023	January 2027
Belt-loader	February 2023	January 2027
GPU	January 2025	January 2030
Cargo Loader	January 2025	January 2030
Utility/Golf Cart	January 2025	January 2030
Small Forklifts (<5500kg)	January 2025	January 2030
Aircraft Stairs	January 2026	January 2030
Maintenance Lifts (Off-Road)	January 2026	January 2030
Mobile Light Towers	January 2026	January 2030

Non-Passenger GSE

The Technology Workgroup evaluates GSE vehicle types to add to regulated list of commercially available. The following vehicles are evaluated to determine commercially available status. The Non-Passenger GSE COMMERCIALLY AVAILABLE section highlights the equipment determined to be Commercially Available and their respective addition to the list dates. Regardless of Commercially Available status in zero-emission models any new equipment in this class brought to the airport must be NEW or zero-emission.

Some vehicles/equipment may fall under multiple categories; for example, TRUCK (FUEL TANK) are listed in the Non-Passenger GSE section, but they may be used to support construction or maintenance operations.

AIR START UNIT

Air Start Units provide high air flow to start aircraft jet engines; can be internal combustion (IC) engines or turbine engines. Will be assumed to be IC unless specified as turbine.

AIRCRAFT BRAKE HOIST

Hoist used for maintenance on aircraft brakes.

AIRCRAFT JACK

Jack used to lift aircraft landing gear for maintenance.

AXEL JACK

Jack used to for any type of equipment.

CART (AIR CONDITIONING, HEATER OR COOLER)

Air conditioner: portable unit (towed or on back of a truck bed) that cools or heats the aircraft cabin. Used when gate Pre-Conditioned Air (PCA) units are not available.

CART (AIRCRAFT ENGINE)

Referred to as engine carts or stands this type of GSE is used during engine maintenance to hold and support engine. Carts are self propelled or pushed by hand. Trailers are towed. Can also refer to carts carrying engine maintenance supplies. **Can also be used for Propeller stands/carts.**

See also TRAILER (AIRCRAFT ENGINE)

CART (BAGGAGE)

Any type of towable bag cart. Includes enclosed, knockdown, open, and as a flatbed. Can be towed by baggage or cargo tractors

CART (COOLANT)

Liquid Coolant Supply (LCS) Cart designed to supply chilled EGW coolant to the aircraft liquid coolant loop for the purpose of removing the electrical heat loads from the avionics liquid cooling subsystem of surveillance aircraft. Can also be smaller coolant top off carts or coolant recovery systems.

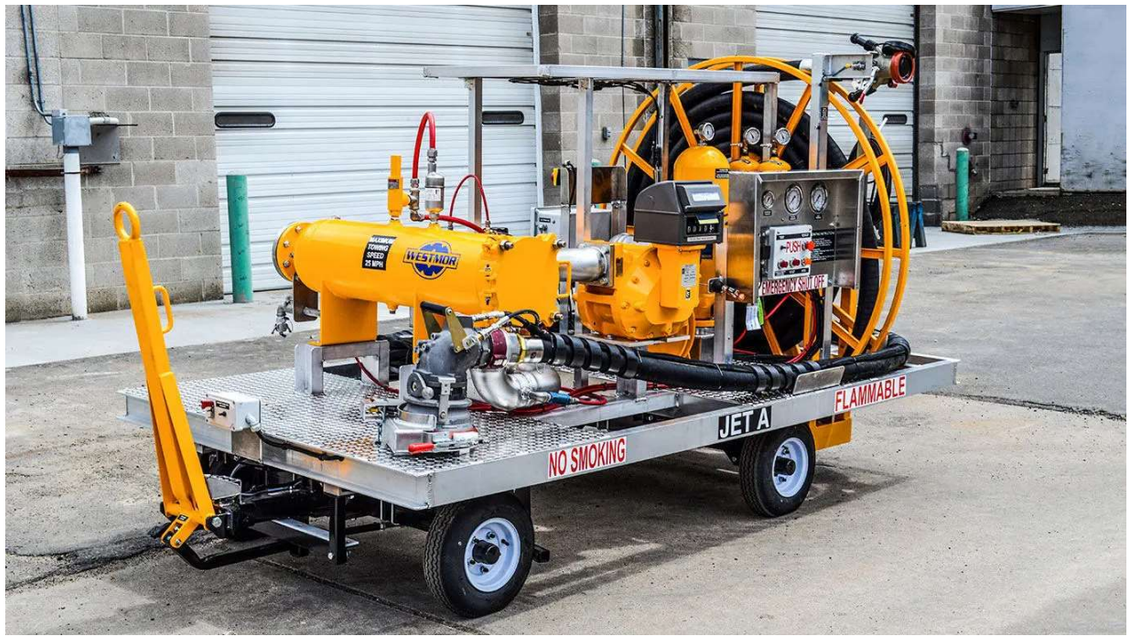
CART (DOLLY)

Known as cargo, pallet, or container dollies these come in a variety of sizes typically denoted by LD-1, LD-2, LD-3… They tend to be equipped with wheels or rollers to allow for easy movement of heavy cargo on the surface.

While similar in function to Transporter (Container/Pallet) the Cart (Dolly) is towed rather than self-propelled.

CART (FUEL TANK)

Cart equipped with fuel tanks for refueling equipment.



CART (HYDRANT)

Cart equipped with hydrant fueling system. Truck mounted units should be classified as TRUCK (HYDRANT)

CART (LANDING GEAR)

These carts are designed to carry wheels, brakes and related equipment to do service and repairs on aircraft landing gear. In some cases, they are brake/tire, you can select either type in the dropdown. Replaced CART (TIRE), CART (BRAKE), and TRAILER (LANDING GEAR)

CART (LAVATORY)

These carts are designed pump out lavatory holding tanks and resupply with fresh blue water on aircraft restrooms.

CART (OTHER)

CART (Other): Can be used for any cart not defined elsewhere.

May be towed or self-propelled.

May have an engine/motor that operates auxiliary equipment.

CART (OXYGEN, NITROGEN)

These carts carry two gases commonly used on aircraft. Oxygen is used for oxygen filling of on-board LOx converters and cylinders as a source of breathable oxygen for emergency needs. Aerospace-grade liquid and gaseous nitrogen is used for example to inert fuel tanks, inflate tires and for cold assembly of parts in workshops.

CART (POTABLE WATER)

Similar in design to but not to be confused with lavatory carts, Cart (water) provide clean water for onboard the aircraft.

Use the term CART (UTILITY) for carts hauling supplies or used with attachments like snow blowers. Use CART (GOLF CART) for ones used to haul passengers only. If they have an engine 25hp (19 kw) or greater they will be required to be zero-emission. Other common names include GATOR or MULE.

CART (UTILITY) and CART (GOLF CART)

GROUND POWER UNIT (GPU)

Ground Power Unit (GPU): portable unit that supplies electrical power to the aircraft from ground when its jet engines are turned off or when there is no fixed electric ground power at the gate.

Typically used to provides power at 115 volt and 400 Hz electrical frequency for most commercial aircraft, or 28 Volt DC power supply for business jets.

HYDRAULIC POWER UNIT

Also referred to as HPU or MULE. The HPU come in a variety of sizes and power configurations. They are commonly used for:

- Checking aircraft hydraulic systems
- Draining aircraft hydraulic systems
- Filtering aircraft hydraulic fluid
- Refilling aircraft hydraulic fluid

LIFT (BOOM)

Trailer or self-propelled. Boom not elsewhere described. See also TRUCK (Catering), LIFT (Passenger), LIFT(Handicap/wheelchair) or STAND (Maintenance).

LIFT (BOOM, ≥ FHWA 4)

Booms mounted on FHWA Class 4 or larger truck chassis are classified separately. They are still subject to ZEAV.

LIFT (BOOM, ≤ FHWA 3)

Lifts mounted on FHWA Class 3 or smaller vehicles can be classified as Passenger vehicles select (≤FHWA 3) if not exclusively used airside.

LIFT (FORKLIFT LARGE>5501kg)

Lift (Large Forklift): vehicle with a pronged device in front for lifting and carrying heavy loads. “Small” lifts have lifting capacities upto 5,500 kg (12,125 lbs). Any lifts over this capacity are considered “Large” Forklifts.

LIFT (FORKLIFT SMALL<5500 kg)

Lift (Small Forklift): vehicle with a pronged device in front for lifting and carrying heavy loads. “Small” lifts have lifting capacities upto 5,500 kg (12,125 lbs). Any lifts over this capacity are considered “Large” Forklifts.

LIFT (HANDICAP, WHEELCHAIR)

Trailer or self-propelled. Exclusively for Handicap/Wheelchairs lifts.

LIFT (PALLET JACK)

Used to move pallets when a forklift is excessive. They differ from forklifts in that they:

- Are NOT equipped with a seat for driver
- Typically, they do not lift over a foot off the ground. In some cases they do have a lift it is for low capacities (less than 5,000lbs/2268kg)

LIFT (PASSENGER)

Trailer or self-propelled. Used to load passengers on aircraft.

LIFT (SCISSOR)

Trailer or self-propelled. Scissors not elsewhere described. See also TRUCK (Catering), LIFT (Passenger), or STAND (Maintenance).

LIFT (SCISSOR, ≥ FHWA 4)

Scissor lifts mounted on FHWA Class 4 or larger truck chassis are classified separately. They are still subject to ZEAV.

LIFT (SCISSOR, ≤ FHWA 3)

**Lifts mounted on FHWA Class 3 or smaller vehicles can be classified as Passenger vehicles select (≤FHWA 3) if not exclusively used airside.*

LOADER (BELT LOADER)

Belt Loader: used to load and unload baggage, cargo, and other items into/from aircraft using a motorized conveyor belt.

Can be towed or self-propelled.

LOADER (CARGO, LOWER DECK)
LOADER (CARGO, MAIN DECK)

Loader (Cargo): used to load and unload containerized or palletized cargo onto/from aircraft. Loads cargo by way of a moveable platform.

LOADER (SIDE LOADER)

These are specific to hydraulic cargo side loaders. **<u>Sideload Forklifts</u> should be classed as forklift by capacity as Small or Larger forklift**.

SERVICE STAIRS/RAMP (AIRCRAFT)

Equipment that provides a means of loading and unloading passengers, aircraft crew, maintenance personnel and others at hardstands and in the absence of jet bridges. Can be truck mounted, self-propelled or towed.

See also STAND (MAINTENANCE) and LIFT (PASSENGER

**Stairs mounted on FHWA Class 3 or smaller vehicles CANNOT be classified as Passenger vehicles or under Other (FHWA#).*

SORT PLATFORM

Similar to a CART (DOLLY) but with the ability to dock in place and raise and lower the platform.

STAIRS/PLATFORM (REFUELING)

STAIRS or PLATFORM designed for and predominantly used for refueling operations.

STAND (MAINTENANCE)

Equipment that provides a means for maintenance personnel at hardstands, maintenance areas, or hangers to perform maintenance on aircraft. Unlike, SERVICE STAIR/RAMP these are typically left in place for extended maintenance and not designed for passenger or crew usage. Typically, they are NOT powered.

STAND (AIRCRAFT SUPPORT)

Equipment that holds up portions of the aircraft for stability. See also AIRCRAFT & AXEL JACK

TOW BAR

Tow bars come in variety of shape and sizes. Tow Bars used to be listed by aircraft size. All Tow Bars are under a single vehicle type “TOW BAR” to record the size specifications put it in the Model field.

TRACTOR (AIRCRAFT NARROW BODY)

Aircraft Tractors (NARROW BODY): used to move aircraft at an airport. Can be operated by a driver onboard the tractor or by remote control. Designed to move narrow-body aircraft only. Typically have a DBP less than 40,000 lbs, Operate with FAA Aircraft weight class C-F.

Includes with or without towbar.

See Also TRACTOR (AIRCRAFT WIDE BODY) and TRACTOR (AIRCRAFT MAINTENANCE)

TRACTOR (AIRCRAFT WIDE BODY)

Aircraft Tractors (wide body) are used to move widebody aircraft at an airport or perform maintenance tows. Can be operated by a driver onboard the tractor or by remote control. Typically have a DBP over 40,000 lbs, Operate with FAA Aircraft weight class A & B. Can be with or without towbar.

See Also TRACTOR (AIRCRAFT NARROW BODY) and TRACTOR (AIRCRAFT MAINTENANCE)

CO0

Slide 37

CO0 Using the specs of speed or DBP make place holder Tractor (XL) into Tractor(maintenance tow).

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TRACTOR (AIRCRAFT/MAINTENANCE WIDE BODY)

CO0

Aircraft Tractors (MAINTENANCE): used to move aircraft at an airport. Can be operated by a driver onboard the tractor or by remote control. Designed to move extra-large wide body aircraft. Needed to service aircraft with MTOW over 350 mT. Includes highspeed aircraft maintenance tractors.

See Also TRACTOR (AIRCRAFT NARROW BODY) and TRACTOR (AIRCRAFT WIDE BODY)

Slide 38

CO0 Tractor maintenance tow

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TRACTOR (BAGGAGE)

Tractor (baggage): Hitched to a series of carts to transport luggage between the aircraft and the terminal.

Distinguished from cargo tractor by drawbar pull generally not exceeding 6,000 lbs whereas a cargo tractor will exceed 6,000 lbs, tow capacity for a bag tractor tends not to exceed 30,000 lbs. vs. cargo tractors can be upwards of 50,000 lbs., and duty cycle for bag tractor is intermittent vs. 6-12 hours non-stop for a cargo tractor.

See also TRACTOR (CARGO)

TRACTOR (CARGO)

Tractor (cargo): Hauls heavy cargo loads in cart trains and can be used to move aircraft.

Distinguished from baggage tractors by drawbar pull (8,000-12,000 lbf. for cargo tractors vs. 3,000-6,000 lbf. for baggage tractors), tow capacity (50,000- 75,000 lbs. vs. 30,000 lbs.) and duty cycle (6-12 hours non-stop vs. intermittent).

See Also TRACTOR (BAGGAGE) and TRACTOR (CARGO/MAINTENANCE)

TRACTOR (CARGO/MAINTENANCE)

Tractor (Cargo/maintenance): Hauls heavy cargo loads in cart trains and can be used for aircraft movements.

Distinguished from baggage tractors and regular cargo tractors by a drawbar pull (>12,000 lbf.).

See Also TRACTOR (BAGGAGE) and TRACTOR (CARGO)

TRAILER (AIRCRAFT)

Trailer for hauling aircraft. The picture is of a small aircraft trailer, but this description can apply to any trailer specifically designed to pull.

TRAILER (AIRCRAFT ENGINE)

Trailer specifically designed to move aircraft engines for maintenance and replacement. See also CART (AIRCRAFT ENGINE)

TRAILER (TANK, DEICING - GLYCOL)

Trailers designed to store and/or heat deicing fluids. These can be equipped with engines for heating and or pumping. If they have an engine, it needs to be entered in the registration.

TRANSPORTER (PALLET/CONTAINER)

A Pallet/Container transporter is designed for transfer containerized or palleted cargo between warehouse, racks, loader, dollies and similar equipment. It may have a small lift and usually equipped with rollers. Different from Cargo loaders in that it does not load cargo to main or lower deck of an aircraft.

While similar in function to the Cart (Dolly), the Cart (Dolly) is towed rather than self-propelled.

TRUCK (BOBTAIL)

For the aviation industry this term refers to a specialized high speed cargo tractor. These are traditionally made from a pickup truck chassis with a converted body.

Bobtails CANNOT be classified as Passenger Vehicles even if FHWA Class 3 or smaller. Operationally they work similarly to Cargo Tractors.

TRUCK (CATERING/CABIN SERVICE)

Specialized truck with lift mounted on a truck to bring catering and cabin service goods to aircraft.

TRUCK (DEICING)

DEICING Trucks are for spraying deicing fluid on aircraft. They are not considered snow removal equipment.

TRUCK (DEICING/GLYCOL RECOVERY VEHICLE)

A Truck equipped with vacuum that is used to recover used deicing fluid.

TRUCK (FUEL TANK)

Truck equipped with a fuel storage tank. Tank can store any type of fuel petroleum fuel, oil, hydrogen, CNG.

See also CART (FUEL TANK)

OC0

TRUCK (HYDRANT)

Truck (hydrant): connects aircraft to underground fueling system.

See also STAIRS/PLATFORM (REFUELING)

TRUCK (LAVATORY)

Truck (lavatory): removes sanitary waste from aircraft lavatory systems.

See also CART (LAVATORY)

Slide 49

OC0

Check hydrant truck

Orr, Calder, 2024-01-12T19:26:24.667

TRUCK (TANK, OTHER)

Trucks with chassis mounted tanks not listed elsewhere.

**Trucks FHWA Class 3 or smaller vehicles can be classified as Passenger vehicles TRUCK (PICKUP) or under TRUCK (UTILIITY) if not exclusively used airside.*

TRUCK (POTABLE WATER)

Trucks used to carry potable water where the tank is mounted over the chassis of the vehicle.

SNOW REMOVAL EQUIPMENT

Snow removal equipment is generally exempt from ZEAV rule requirements due to the emergency and low use nature of the equipment.

RUNWAY BROOM

Much larger than typical SWEEPER. Used exclusively for runways and large paved areas. Can be used for snow or other debris.

See also SWEEPER

RUNWAY DEICER (SPRAYER)

Runway Deicers can spray a variety of chemical concentrations on the paved surfaces of the airport to prevent ice and snow accumulation. Unlike airplane deicers these are considered snow removal equipment.

SNOW BLOWER | SNOW MELTER | SNOW PLOW | SNOW (OTHER)

Snow blower, plow or thrower consist of blades, brush and augers system to move snow. The systems can be self-propelled or used as attachments. In cases, when used as an attachment the vehicle/equipment used to propel the blower is not considered “Snow removal equipment” and may still be subject to ZEAV Rule.

SNOW MELTERS are typically trailer mounted heaters that rapidly melt snow and discharge the meltwater to a drain.

SNOW OTHER is snow removal equipment not otherwise listed.

SNOW PLOW

This is only for equipment used exclusively for snow plowing operations. If the vehicle has other purposes use the more general definition of the vehicle chassis. Snow plows with spreaders should be type as Snow Plows.

<u>In cases, when used as an attachment the vehicle/equipment used to propel the blower is not considered “Snow removal equipment” and may still be subject to ZEAV Rule.</u>

TRUCK (SAND SPREADER)

This is only for equipment used exclusively for sand spreading operations. If the vehicle has other purposes use the more general definition of the vehicle chassis.

In cases, when used as an attachment the vehicle/equipment used to propel the blower is not considered “Snow removal equipment” and may still be subject to ZEAV Rule.

CONSTRUCTION AND FACILITY MAINTENANCE EQUIPMENT

This is airside equipment that is dedicated to construction and facility maintenance. Some equipment overlaps with aircraft maintenance i.e. LIFT (SCISSOR), LIFT (BOOM), LIFT (FORKLIFT)

ASPHALT/TAR KETTLE

Used to heat tar or asphalt cement for road repair

BACKHOE

A mechanical excavator that draws toward itself a bucket attached to a hinged boom. Can be also equipped with a front loader.

CART (WELDING)

Any type of cart used to carry welding equipment. Unlike a trailer does not have a trailer tongue. Also known as portable welders.

See also TRAILER (Welding)

CEMENT MIXER

Used to mix cement, concrete or mortar in small batches.

COMPRESSOR

Used to compress air to power tools or inflate tires.

CONSTRUCTION EQUIPMENT

Construction trucks or equipment not listed elsewhere that requires PONYA plates. This is for equipment onsite for a specific construction project. For maintenance equipment not listed use OTHER (FHWA#) and select based on the vehicle FHWA class.

CRANE

Cranes can be fixed or mobile. They are equipped with lifting arms and have counterweights or stabilizers. These differ from a boom lift or truck/trailer mounted lift. In some cases, booms or small cranes are mounted onto commercial vehicles. If mounted on FHWA class 3 or smaller chassis it can be considered a Passenger Vehicle and should be typed as *select (≤FHWA 3).*

FIELD CUTTER (MOWER)

Any type of equipment used exclusively for mowing. Tactors with mowing attachments must be listed in TRACTORS (FARM).

GENERATOR (PORTABLE)

Any type of backup power or mobile power unit **other than Ground Power Units (GPU) which are design for aircraft.**

LIFT (BOOM)

LIFT (BOOM, ≥FHWA 4)

LIFT (SCISSOR)

LIFT (SCISSOR, ≥FHWA 4)

Booms and scissor lifts mounted on FHWA Class 4 or larger truck chassis are classified separately. They are still subject to ZEAV Rule along with the self-propelled unit or trailered units typically equipped with off-road engines.

LIFT (BOOM, ≤FHWA 3)

LIFT (SCISSOR, ≤FHWA 3)

**Lifts mounted on FHWA vehicles and Class 3 or smaller chassis can be classified as Passenger vehicles select (≤FHWA 3).*

LIGHT BOARD

Any type of signal, message, or directional boards. See also RUNWAY LIGHTS

LIGHTS (PORTABLE)

Otherwise known as Mobile Light Towers.

See also RUNWAY LIGHTS.

LOADER (PAYLOADER)

LOADER (SKIDSTEER)

Skidsteer is a class of compact heavy equipment with lift arms that can attach to a wide variety of buckets and other labor-saving tools or attachments. Often commonly referred to by the brand name Bobcat. LOADER (PAYLOADER) are also referred to as Wheel Loaders or Frontend loaders.

MOBILE CHARGING UNIT

Mobile Charging Units are mobile power supplies that run on a variety of fuels (combustion fuels, hydrogen, battery, etc). These are separate from GPUs which power aircraft when at the gate and traditional Generators that may provide backup power to buildings. They predominately provide mobile fueling/charging for vehicle batteries (GSE, Aircraft, Passenger Vehicles, etc).

MOBILE RUNWAY FENCE

Mobile units for lighting or barrier fence.

PAVEMENT ROLLER

Roller/Steam Roller: used for paving and leveling.

Rubber Seal Melter

Similar to AC kettle but used to apply sealant to cracks in paved surfaces.

SWEEPER

Sweeper: cleans pavement or other surfaces at the gate, apron, indoor areas. Can include sweepers with vacuum attachments. SEE also RUNWAY BROOM

Note: Equipment like a SKIDSTEER with a sweeper attachment should be listed by its primary Type which is SKIDSTEER not as a sweeper.

TANK SPRAYER (AGRICULTURAL)

Any type tank sprayer setup used for agricultural purposes; i.e. herbicide, fertilizer, watering).

TANK (OTHER)

Tanks not described elsewhere.

See also variations of Truck (Tank), Trailer (Tank), Used Oil Tank.

TRACTOR (ARTICULATING)

Articulating simply means the tractor has a jointed chassis. This allows the vehicle to maneuver more sharply and be advantageous for a number of tasks in construction and snow removal. This type of vehicle may fall into other categories; such as a payloader could be articulated, choose the vehicle type you feel best matches your vehicle/equipment.

TRACTOR (FARM)

TRACTOR (OTHER)

Verstile high-powered equipment used for landscape, snow removal, construction, and maintenance related activities. Review related vehicles and select the most appropriate type.

See related:
FORK LIFT
CONSTRUCTION EQUIPMENT
SNOW PLOW
PAYLOADER
FIELD TRIMMER (MOWER)
BACKHOE

TRAILER (BOAT)

Trailer for hauling boats.

TRAILER (FLATBED)

Flatbed trailer for variety of hauling needs.

TRAILER (HYDROSEEDER)

Trailer equipped with hydroseeding equipment. If it has its own engine, the engine must be included in the registration.

TRAILER (POWERWASH)

Any type of cart or trailer used to carry power washing equipment.

TRAILER (RADAR)

Trailer mounted speed radar stands.

TRAILER (SPOOL REEL)

Any type of spool or reel trailer for hauling cable, tubing, conduit, or similar spooled material.

TRAILER (SURVIELLANCE/CAMERA)

Mobile trailer equipped with cameras

TRAILER (UTILITY/OTHER)

Any type of general purpose trailer not else where defined.

TRAILER (WASTE/GARBAGE)

Trailers specifically designed to haul waste.

TRAILER (WATER)

Any trailer not otherwise listed equipped with water tank for the transport of potable or non-potable water. See also:

TANK SPRAYER (AGRICULTURAL)
CART (POTABLE WATER)
TRAILER (POWERWASH)

TRAILER (WELDING)

Any type of trailer used to carry welding equipment.
See also CART (Welding).

TRUCK (ARMORED)

Armored trucks used to haul money and other high value cargo. For FHWA Class 3 or smaller see VAN (ARMORED).

TRUCK (ATTENUATOR)

Trucks equipped with crash control attenuators. Used during construction or other activities in the active roadway for traffic control and to protect workers.

**Trucks FHWA Class 3 or smaller vehicles can be classified as Passenger vehicles select TRUCK (UTILITY≤FHWA 3) if not used exclusively on the airside.*

TRUCK (BUCKET)

Truck equipped with a bucket. ONLY for trucks FHWA Class 4 or greater. Trucks FHWA Class 3 or smaller should use TRUCK (UTILITY ≤ FHWA 3)

**Trucks FHWA Class 3 or smaller vehicles can be classified as Passenger vehicles select TRUCK (UTILITY≤FHWA 3) if not used exclusively on the airside.*

TRUCK (DUMP)

Commonly used for construction but could be any truck equipped with a dump bed used for a variety of operations.

**Trucks FHWA Class 3 or smaller vehicles can be classified as Passenger vehicles select TRUCK (UTILITY≤FHWA 3) if not used exclusively airside.*

TRUCK (FLATBED)

Truck equipped with a flatbed. This can be a rack/staked bed truck.

**Trucks FHWA Class 3 or smaller vehicles can be classified as Passenger vehicles select TRUCK (UTILITY≤FHWA 3) if not used exclusively airside.*

TRUCK (NON-POTABLE WATER)

Truck equipped with non-potable water tanks. See also TRUCK (POTABLE WATER) or TRUCK (TANK, OTHER).

TRUCK (PAVEMENT MARKING)

Truck equipped for pavement marking. Can include striping, painting, or raised pavement markings (RPM).

TRUCK (UTILITY ≤FHWA 3)

Trucks with modified beds to serve a specific function. Generally used to support trade workers such as electricians or welders. When mounted on FHWA Class 3 or smaller can be classified as Passenger vehicles.

TRUCK (UTILITY ≥FHWA 4)

Trucks with modified beds to serve a specific function mounted on FHWA Class 4 or larger chassis. These are not considered Passenger vehicles.

**Trucks FHWA Class 3 or smaller can be classified as Passenger vehicles.*

TRUCK (VACUUM)

Truck equipped with vacuum and holding tank. Can include large truck chassis mounted septic pump trucks as well. WASTE OIL trucks should be listed in Truck (TANK, FUEL).

*If reserved for spill response can be considered an emergency vehicle.

TRUCK (TOW, WRECKER)

This can be any style or size of tow truck.

TRUCK (WATER BLAST REMOVAL

This is specialty equipment that use high pressure water and vacuum recovery to remove rubber or markings from pavement.

TRUCK TRASH/RECYCLING/GARBAGE (LOADER)

Any style of garbage truck other than a roll-off container truck.

TRUCK TRASH/RECYCLING/GARBAGE (ROLL OFF)

Roll-off truck used exclusively to pick up waste containers on airport property.

USED OIL TANK

Any type of non-truck mounted tank used for waste or used oil storage.

See also TRUCK (FUEL TANK)

WOOD CHIPPER

Specifically for chopping woody debris into mulch. Can be stand alone, trailered or as a vehicle attachment.

PASSENGER VEHICLES

In accordance with Chapter XIX -Section 1.2.4 of the Airport Rules and Regulations; **buses, sedans, two-door cars, hatchbacks, station wagons, sport utility vehicles, crossover vehicles, vans, and pick-up trucks** are exempt from the zero-emission airside vehicle rule. This due to these vehicles are generally regulated to higher emission standards through EPA and State regulations.

Light Duty Vehicles (FWHA class 1-2a) and Medium Duty Vehicles (2b and 3) equipped with on-road engines fall into this category. The only vehicles exceeding FWHA class 3 and still classified as a passenger vehicle are buses for moving larger numbers of passengers. Off road engines cannot use this category regardless of size.

BUS

These are generally Type C or larger buses. They hold over 30 passengers. They will have a FHWA vehicle class 4 or more.

SHUTTLE BUS

Typically used by hotels and rental car companies. These are generally Type A or Type B buses. They hold up to 30 passengers. They will have a FHWA class 3 or less.

CAR (PASSENGER)

Sedan

Light duty vehicle in class FHWA1 used for transporting people.

Station wagon

Hatchback

CROSSOVER VEHICLE

Crossover vehicles have increased ride height but built on chassis similar to passenger car.

SPORT UTILITY VEHICLE (SUV)

Built on light duty truck chassis but full enclosed for seating and cargo storage. Usually 4-wheel drive.

TRUCK (PICKUP)

Truck (pickup): Is for FHWA class 3 or smaller trucks. These trucks can have attachments and still be classed as passenger vehicles as long as the attachment is powered by the truck, zero-emission engine, or less than 25hp engine. Trucks exceeding FHWA class 3 must select specific truck by its usage or TRUCK (UTILITY, ≥FWHA 4)

TRUCK (UTILITY ≤FHWA 3)

Trucks with modified beds to serve a specific function. Generally used to support trade workers such as electricians or welders. When mounted on FHWA Class 3 or smaller can be classified as Passenger vehicles.

TRUCK (UTILITY ≥FHWA 4)

Trucks with modified beds to serve a specific function mounted on FHWA Class 4 or larger chassis. These are not considered Passenger vehicles.

**Trucks FHWA Class 3 or smaller vehicles can be classified as Passenger vehicles.*

VANS

Van (Cube, Box Truck ≤FHWA 3))

Van (Cargo) or Van (Armored)

Van (minivan)

Van (passenger)

Van (step, bread truck ≤FHWA 3)

The listed vans are considered Passenger as long as they are **FWHA Class 3 or lower**. Vehicles with higher FWHA Class must OTHER (FHWA#) or specific vehicle type. The only Passenger vehicles that exceed FWHA Class 3 are Buses.

EMERGENCY RESPONSE EQUIPMENT

These vehicles are typically classified as emergency response. They are also generally owned and operated by government entities. These vehicles are generally exempt from Zero-Emission Airside Vehicle Rule. Emergency response units can designate any of their standard vehicles as emergency related.

There are also standard passenger vehicle types listed as Emergency like Emergency SUV.

CART (EMERGENCY RESPONSE/SPILL)

These carts or trailer are designed to carry emergency response supplies, typically spill response equipment.

MOBILE COMMAND

Emergency response vehicle used to coordinate emergency response.

TRAILER (EMERGENCY/RESCUE)

Trailer used during emergencies to store supplies and act as mobile command.

TRAILER (WATER MONITOR - FIREFIGHTING)

Mobile large-volume discharging platform capable of delivering up to thousands of gallons per second of water or foam solution for fire suppression, cooling, personnel protection, toxic gas dispersion and more. Can sometimes be used with dry-chemical depending on the model. Also includes compressed air foam (CAF) systems.

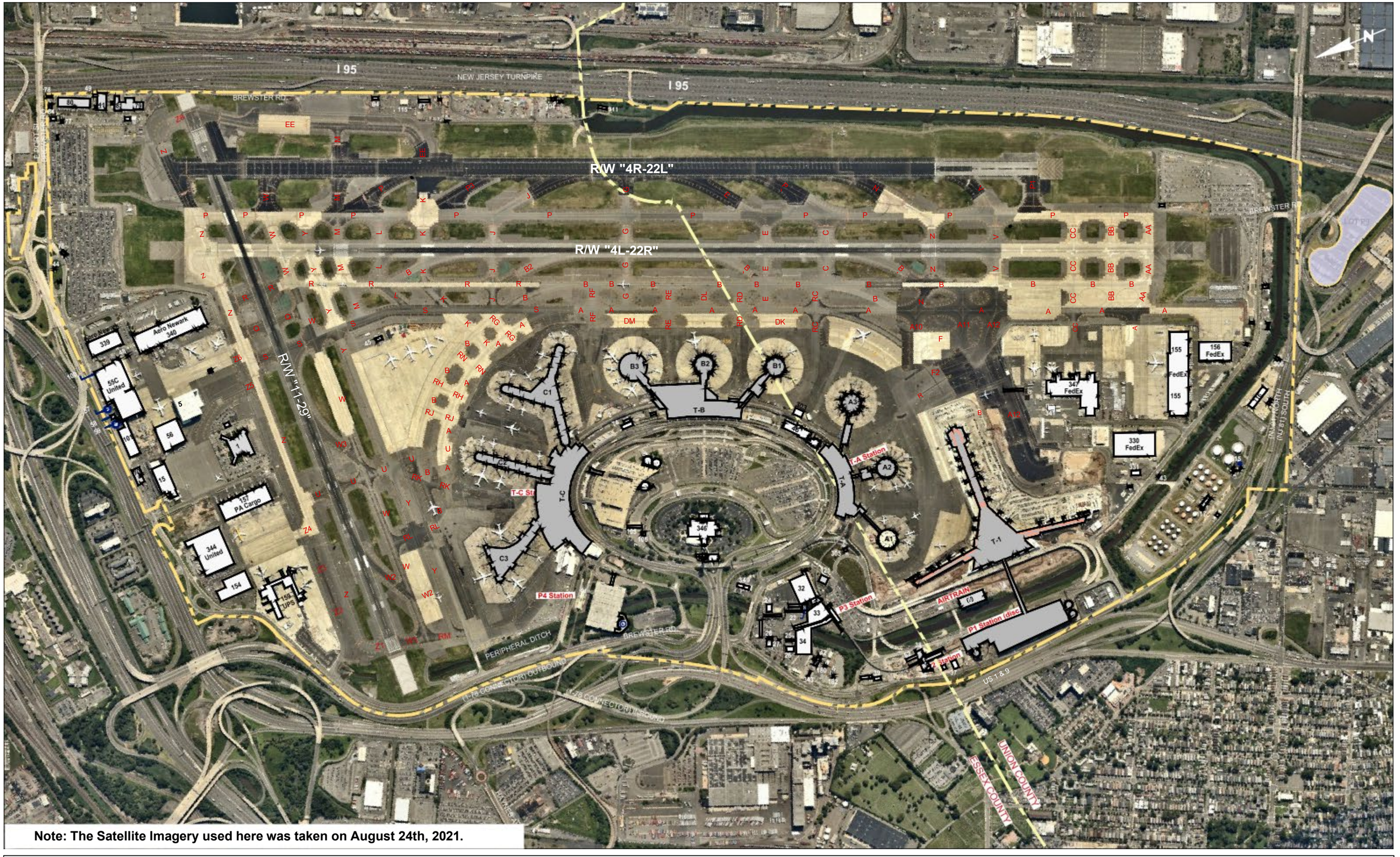
TRUCK (ARFF)

TRUCK - Aircraft Rescue and Fire Fighting(ARFF) refers specifically to trucks designed to fight fires by dispensing fire suppressants in large quantities such as the Striker.

TRUCK (EMERGENCY/RESCUE)

Any size truck chassis outfitted with emergency response equipment.

APPENDIX B: Airport Building Maps



Note: The Satellite Imagery used here was taken on August 24th, 2021.

Newark Liberty International Airport

EWR Aerial

Aviation Department
Master and Site Planning
#EWR-11278 **Oct 2021**

Note: The Satellite Imagery used here was taken on September 29th, 2019.

John F. Kennedy International Airport	**JFK Aerial**	**Aviation Department** **Master and Site Planning** **#JFK-14600 Jan 2020**

Note: The Satellite Imagery represents the airfield in August 12, 2021

LaGuardia Airport

LGA Aerial

Aviation Department
Master and Site

APPENDIX C: Commercially Available & Operationally Feasible Methodology

Processes for Evaluating Commercial Availability and Individual Determinations of Operational Feasibility of Zero-Emissions Vehicle Technologies

I. Technology Workgroup

The Port Authority shall form a Technology Workgroup (TWG), the purpose of which is to present information on developments in Zero-Emissions technologies ("Clean Vehicles") for vehicles subject to Chapter XIX of the Airport Rules and Regulations. To keep the discussions focused, the TWG shall consist of the Port Authority and owners/operators of vehicles subject to Chapter XIX of the Airport Rules and Regulations and/or their designees ("Fleet Owners").

The TWG will meet periodically throughout the year (on a schedule to be determined by the Port Authority) to exchange information on technological and market developments in Clean Vehicles; performance of such vehicles at JFK, LGA and EWR and other airports; and issues relating to charging/fueling infrastructure use, performance and accessibility. The Port Authority shall circulate any information presented at such meetings to stakeholders of the members of the TWG. The Port Authority and Fleet Owners may invite representatives from original equipment manufacturers or the charging/fueling infrastructure sector to participate in meetings.

II. Commercial Availability and Operational Feasibility

1. Procedure for the Determination of "Commercial Availability"

The Port Authority shall convene and lead an annual meeting of the TWG to evaluate the Commercial Availability of Clean Vehicles ("CA Meeting"). Participation in the CA Meeting is limited to the Fleet Owners and the Port Authority, unless the Port Authority and Fleet Owners agree to include others.

The objective of the annual CA Meeting is to exchange information on technological and market developments in Clean Vehicles; performance of such vehicles at JFK, LGA and EWR and other airports; and issues relating to charging/fueling infrastructure use, performance and accessibility. The Port Authority and all Fleet Owners Users shall be provided opportunities during the annual CA Meeting to express their views on the subject of Commercial Availability.

The standing agenda for the annual CA Meeting shall be as follows:

1) Roll call and introduction
2) Summary of the Tech Workgroup's meeting for the preceding activities and findings (if any)
3) Airport Users presentations on Vehicles that are Commercially Available
4) Port Authority presentations on Vehicles that are Commercially Available
5) Open discussion
6) New/future matters
7) Adjourn

The Port Authority shall circulate minutes of the CA Meeting within ten (10) business days of the annual CA Meeting.

Within thirty-five (35) days of the CA Meeting, the Port Authority shall circulate to the Fleet

Owners a Preliminary Technical Report that shall include a preliminary list of Commercially Available Clean Vehicles. The Preliminary Tech Report shall be informed by the following:

1. Information presented at stakeholder meetings convened by the Port Authority relating to implementation of Chapter XIX of the Airport Terminal Rules and Regulations
2. Information from meetings of the TWG
3. Information from the annual CA Meeting
4. The types, numbers and makes of Vehicles at the Port Authority airports, and other airports and aviation facilities in North America and outside of North America that are Zero-Emissions
5. On Commercial Availability,
    a. the number of manufacturers or distributors of such vehicles in the United States with a proven industry track record for producing and supporting Zero-Emissions vehicles
    b. the abilities of manufacturers to produce such vehicles in a timely manner,
    c. the vehicles' compliance with the latest published codes and regulations, including for example, 49 CFR, DOT requirements, FMVSS (Federal Motor Vehicle Safety Standards), regulations of the States of New York and New Jersey, ASME (American Society of Mechanical Engineers), SAE (Society of Automotive Engineers), National Electrical Code, NFPA (National Fire Protection Association), and National Fluid Power Association, and
    d. the extent to which such vehicles can be procured at reasonable cost, taking into consideration purchase price, operating costs, and payback period.

The Fleet Owners shall provide written comments on the Preliminary Tech Report within thirty-five (35) days of its circulation by the Port Authority. Within thirty-five (35) days of the foregoing deadline for Fleet Owners' comments, the Port Authority will circulate (1) the written comments to the Fleet Owners, and (2) a Proposed Final Tech Report. The Fleet Owners and the Port Authority shall meet within fifteen (15) days of issuance of the Proposed Final Tech Report to discuss the Proposed Final Tech Report. Within fifteen (15) business days of said meeting, the Port Authority shall circulate to all Fleet Owners a Final Tech Report indicating revisions, if any. The Port Authority's determinations in the Final Tech Report shall be binding and shall become effective eighteen (18) months after the date of the Final Tech Report, except for baggage tractors, belt loaders and narrow body aircraft tractors which were already Commercially Available before January 1, 2022.

2. The Port Authority's Procedures for Determining if an Applicant has Demonstrated that a Zero-Emissions Model of a Vehicle is not Operational Feasibility

Pursuant to Chapter XIX of the Airport Terminal Rules and Regulations, an Applicant seeking to register a new Conventional Vehicle has an opportunity to demonstrate to the Port Authority that Zero-Emissions models for such Vehicle type are not Operationally Feasible. Attachment A identifies factors that will be considered by the Port Authority in determining whether an Applicant has demonstrated that Zero-Emissions models are not Operationally Feasible and the types of supporting information that Applicants should provide. The Port Authority's determination of Operational Feasibility will be based on whether there is an objective factual basis, supported by the information set forth in the list below and a certification of the Applicant

that a Zero-Emissions model of the Vehicle for which registration is sought is not Operationally Feasible.

For its evaluation, and using Attachment A as a reference, the Applicant must submit to the Port Authority the following information:

1. Maps showing the area(s) in which the Vehicle is to be operated and charged/fueled,
2. Figures and photographs that the Applicant deems relevant,
3. Vehicle operating data,
4. Any other information the Applicant deems relevant, and
5. A written statement on the issue of Operational Feasibility.

Documentation submitted by an Applicant shall be accompanied by a certification of the Applicant as to the veracity of the information provided. An Applicant is entitled to a written and, if necessary, oral explanation of the Port Authority's determination.

Attachment A: Elements of Operational Feasibility

	Element	Base Considerations for Assessing Operational Feasibility	Support for Demonstration that Zero-Emissions Vehicles are Not Operationally Feasible*
1	Safety	Demonstrated ability to meet safety requirements	- Maps, figures, photos showing the area in which the Vehicle is to be operated and charged/fueled - Equipment operating data - Brief statement explaining the safety issue (no more than 1 page (8 ½ X 11 inches))
2	Performance	Demonstrated capability to meet user needs for basic performance parameters, including power, torque, speed, operation of accessories, etc.	- Vehicle specifications for the task (torque, power, top speed, estimated endurance, wheelbase, etc.) - Brief statement whether Zero-Emissions Vehicles meet the required specifications compared to a Conventional Vehicle of the same type
3	Endurance	Demonstrated capability to achieve per-shift and daily operating time requirements	- Maps, figures, photos showing the area in which the Vehicle is to be operated and charged/fueled (unless provided in support of safety or other Element(s)) - Shift requirements (time a piece of equipment must operate between charging/refueling, other charging opportunities during the shift (e.g., during breaks)) - Brief statement
4	Space	Demonstrated capability to operate and charge/refuel as needed in the available space	- Maps, figures and photos showing the area in which the Vehicle is to be operated and charged/fueled (unless provided in support of safety or other Element(s)) - Use and occupancy of the area where the Zero-Emissions Vehicle is proposed to be used and whether such uses can be relocated - Explain the extent to which the applicant is already using Zero-Emissions Vehicles in the specific area (# and type of Vehicle). - Explain the extent to which the applicant has evaluated optimizing use of space through physical construction, reconfiguration, reallocation of assets in the space, and similar methods. - Brief statement
5	Compatibility with charging/refueling stations	Demonstrated ability to use existing charging/refueling stations	- Information on type of charging equipment & port needed and whether it can be adapted to the existing charging stations - Brief statement
6	Existing contractual obligations that pre-date the effective date of the initiative	Existing contractual obligations that specify Vehicles other than Zero-Emissions vehicles	- Brief statement as to contractual obligations to use Vehicles other than Zero-Emissions Vehicles, including date of contract, contract expiration date and summary of the relevant requirement

* To be supported by certification of applicant as to the veracity of the information provided