

ITHACA TOMPKINS REGIONAL AIRPORT EMERGENCY CONTINGENCY PLAN

The Ithaca Tompkins Regional Airport has prepared this Emergency Contingency Plan pursuant to §42301 of the FAA Modernization and Reform Act of 2012. Questions regarding this plan can be directed to Michael S Hall, Airport Director, mhall@pfaconsulting.com The Ithaca Tompkins Regional Airport is filing this plan with the Department of Transportation because it is (1) a commercial airport and (2) may be used by an air carrier described in USC 42301 (a)(1) for diversions.

This plan describes how, following excessive tarmac delays and to the extent practicable, the Ithaca Tompkins Regional will:

- Provide for the deplanement of passengers;
- Provide for the sharing of facilities and make gates available at the airport; and
- Provide a sterile area following excessive tarmac delays for passengers who have not yet cleared United States Customs & Border Protection (CBP).

The Ithaca Tompkins Regional Airport does not have a United States Customs & Border Protection (CBP) presence to accommodate diverted international flights and strongly encourages aircraft operators operating international flights to contact the Airport Deputy Director-Operations/Fire Chief Josh Nalley, at (607) 257-0456 Ext. 2641 for prior coordination of diverted international flights, except in the case of a declared in-flight emergency. Specific facility constraints include the following: a lack of United States Customs & Border Protection (CBP) presence, aircraft handling capability is limited to the hours of airline employees and airline scheduled operations. In addition, the Air Traffic Control Tower hours of operation are 0630 until 2200. We have noted these constraints in the Ithaca Tompkins Regional Airport/Facility Directory record.

Airport Information

Name of Airport: Ithaca Tompkins Regional Airport

Name and title of person preparing the plan: Michael Hall, Airport Director

Preparer contact number: (607) 257-0456 Ext. 543

Preparer contact e-mail: mhall@pfaconsulting.com

Date of submission of plan: 7 June 2017

Airport Category: Large Hub Medium Hub Small Hub Non Hub

Contact Information

In the event of diversion or other irregular operations events, aircraft operators should contact the Airport Operations Shift leader at (607)592-5351 for assistance.

Plan to Provide for the Deplanement of Passengers Following Excessive Tarmac Delays

The Ithaca Tompkins Regional Airport does not own or operate any of the equipment needed to safely deplane passengers from air carrier aircraft and is, therefore, unable on its own to provide for the deplanement of passengers. Additionally airport personnel are not trained to assist in the deplanement of passengers using equipment owned or operated by air carriers or contract service providers. We will provide a list of airlines, ground handlers, the fixed base operator and others, who may have the necessary equipment and personnel to safely deplane passengers, to airlines as soon as practicable after receiving requests from such airlines experiencing excessive tarmac delays at the contact number listed above.

Plan to Provide for the Sharing of Facilities and Making Gates Available in an Emergency

The gates at the Ithaca Tompkins Regional Airport are considered common use and are defined as such in all airport/airline use agreements. We direct our common use air carrier users to make gates and other facilities available to an air carrier seeking to deplane at a gate to the maximum extent practicable.

Plan to Provide a Sterile Area for Passengers Who Have Not Cleared United States Customs and Border Protection (CBP)

In the event that an international flight should divert to the Ithaca Tompkins Regional Airport we will coordinate with local CBP and law enforcement officials to identify suitable areas and procedures for establishing a temporary sterile area into which international passengers on diverted aircraft who have not yet cleared United States Customs and Border Protection can be deplaned. Once these efforts are complete, we will coordinate with local CBP officials to develop procedures that will allow international passengers who have not yet cleared United States Customs and Border Protection to be deplaned into these sterile areas to the extent practicable.

Plan to Provide for Passengers on Diverted Flights when the Airline Does Not Serve the Ithaca Tompkins Regional Airport

The airline will contact airport administration which will coordinate with tenant airlines and FBO to provide requested services. Flight deck and cabin crew will be expected to oversee their passengers in the departure lounge and act as liaisons for any required passengers services.

Plan to Provide Food, Potable Water, Bathroom Facilities, and Medical Treatment

The departure lounge is equipped with vending machines providing snacks, beverages and bottled water. There are bathroom facilities for men and women and each Airport Operations

Technician is a fully trained Emergency Medical Technician (EMT). There are a minimum of two Airport Operations Technicians during normal airport operating hours (0430 – 2400). The Airport Operations Technicians will maintain a presence for all irregular operations. The airport staff will call for additional medical assistance if the required treatment is beyond their expertise or capabilities.

In the event of a prolonged delay within the passenger departure lounge, the terminal café is capable of providing hot and cold meals and a variety of beverages. Outside of the normal café operational times, the owner can respond at short notice to provide the needed service. She may be reached through liaison with the Airport Operations Technician on duty. The TSA would need to be present to screen any items of food or drink entering the passenger departure lounge.

Plan to Provide Security for Passengers Wishing to Leave the Sterile Area (Passenger Departure Lounge)

The Transportation Security Administration (TSA) maintains a presence in the terminal for all scheduled airline operations, including delayed flights. The same TSA staff would provide oversight of activities within the passenger departure lounge, including oversight of passengers from diverted flights and delayed flights originating from Ithaca.

In the event of departed flights returning to the gate or the arrival of diverted flights, passengers would be held inside the passenger departure lounge with the exit manned to prevent egress or it will be placed in the down position. The TSA will be immediately notified by the Airport Operations Technician and requested to provide coverage of the passenger departure lounge.

In the event of a prolonged delay, and at the discretion of the TSA and the airline, domestic passengers only may be allowed to leave the passenger departure lounge to use the restaurant or other airport facilities, provided that they are properly screened upon re-entering the passenger departure lounge.

Public Access to the Emergency Contingency Plan

The Ithaca Tompkins Regional Airport will provide public access to its emergency contingency plan through one or more of the following means:

- Posting in a conspicuous location on the airport website (<http://FlyIthaca.com>)
- Providing notice of the availability of the plan on the airport's social media accounts.
- Posting signs in conspicuous locations in the terminals.
- Advertising the availability of the plan in local newspapers of record.



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