

Bemidji Regional Airport

EMERGENCY CONTINGENCY PLAN

Bemidji 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 Harold M. Van Leeuwen at harold.vanleeuwen@bemidjiairport.org. Bemidji Regional Airport is filing this plan with the Department of Transportation because (1) it is a commercial airport or (2) this airport 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, Bemidji Regional Airport 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).

Bemidji Regional Airport has facility constraints that limit our ability to accommodate diverted flights or maintain the airport's safe operation and strongly encourages aircraft operators to contact the airport at 218-444-2438 or 218-209-9531 for prior coordination of diverted flights, except in the case of a declared in-flight emergency. Specific facility constraints include the following: limited gates, limited ramp space, no on airport or local customs, and Aircraft Rescue Fire Fighting available by prior notice only. We have noted these constraints in Bemidji Regional Airport Facility Directory record. During diversion events Bemidji Regional Airport issues NOTAMs regarding its ability to accommodate diverted flights to ensure the safe and efficient operation of the airport and its ability to serve the civil aviation needs of the public during irregular operations events.¹

Airport Information

Name of Airport: Bemidji Regional Airport

Name and title of person preparing the plan: Harold M. Van Leeuwen, Jr

Preparer contact number: 218-444-2438

Preparer contact e-mail: harold.vanleeuwen@bemidjiairport.org

Date of submission of plan: May 29th, 2012

Airport Category: Large Hub Medium Hub Small Hub Non Hub

¹ The intent of this "Optional Paragraph" is to provide information regarding critical facility constraints that limit your airport's ability to accommodate diverted aircraft. Examples include lack of international passenger processing facilities, limited numbers of aircraft parking positions, inability to accommodate park or service certain types of aircraft, and limited fueling capacity. However, you may prohibit or limit any given type, kind or class of aircraft only if such action is necessary for the safe operation of the airport or necessary to serve the civil aviation needs of the public.

Contact Information²

In the event of diversion or other irregular operations events, aircraft operators should contact the Airport Duty Manager at 218-444-2438 or harold.vanleeuwen@bemidjiairport.org for assistance.

Plan to Provide for the Deplanement of Passengers Following Excessive Tarmac Delays³

Bemidji Regional Airport has limited equipment and personnel needed to safely deplane passengers from air carrier aircraft. We will utilize this equipment to deplane passengers as soon as practicable after receiving requests from such airlines at the contact number listed above. We will also provide a list of airlines, ground handlers, fixed base operators 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 Make Gates Available in an Emergency⁴

The gates at Bemidji Regional Airport are under common use gate leases, permits, or agreements to air carriers and are controlled by the airport. We will direct our common use air carriers 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 Protection⁵

Bemidji Regional Airport does not have international passenger processing facilities. We will coordinate with local CBP and law enforcement officials to identify suitable areas and

² Some airports have indicated a reluctance to provide 24-7 airport contact information in a publically available contingency plan. If this is the case, we encourage airports to provide an alternative means of distributing such information to diverting airlines and describing this in the plan.

³ Additional text can be added to this section if applicable (e.g., plans to provide busing services from remote parking locations to the terminal, enumeration of specific ground handling capabilities that the airport operates, ground handling agreements that the airport has with third parties, the need for airlines requesting services to sign temporary ground handling agreements).

⁴ Additional text can be added to these sections regarding restrictions on gate use (e.g., The airport is unable to accommodate aircraft larger than XXX at our gates. Larger aircraft will need to deplane passengers from remote parking positions) or other facility constraints as applicable. You may also want to provide a gate plan showing the locations and sizes of common use/airport gates and parking positions.

⁵ ACI-NA is awaiting additional guidance from U.S. Customs and Border Protection (CBP) regarding their requirements for temporary sterile areas. Consequently, the text of this section is subject to change. Additional text can be added to these sections to reflect unique facility constraints and/or capabilities (e.g., limited CBP processing capability, inability of the airport to accommodate international deplanements and associated standing NOTAMS that have been issued to this effect). Additional text can also be added to reflect existing agreements that an airport operator has established with CBP regarding sterile areas.

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.⁶ This will be documented by a separate letter of agreement with the Local CBP officials detailing the process and procedures to be followed.

Public Access to the Emergency Contingency Plan

Bemidji 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://your airport website.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.

Harold M. Van Leeuwen, Jr
Executive Director
Bemidji Regional Airport

⁶ For those airport operators that do not already have agreements in place with CBP regarding how to handle diverting international passengers, DOT suggests providing a brief description of your plans to develop these agreements (e.g., We contacted CBP Port Director <Name> on <Date> to discuss temporary sterile area requirements, we intend to submit a draft sterile area plan to CBP on <Date>.)