



**PLATTSBURGH INTERNATIONAL AIRPORT
TARMAC DELAY CONTINGENCY PLAN
Effective Date: 1 July 2012**

Purpose and Background:

Clinton County (the County), owners and operators of the Plattsburgh International Airport (PBG) has prepared a Tarmac Delay Contingency Plan (TDCP) pursuant to the FAA Modernization and Reform Act of 2012, 49 U.S.C. § 42301. Questions regarding this plan can be directed to Christopher Kreig, Airport Manager. The County is filing this plan with the United States Department of Transportation due to its status as a commercial service airport.

The TDCP describes how PBG will respond to events resulting in excessive tarmac delays. PBG will, to the extent possible, accomplish the following actions:

1. Provide for deplanement of passengers
2. Provide for the sharing of facilities and make gates available at the airport
3. For unscheduled international diversions, provide a sterile area following excessive tarmac delays for passengers who have not yet cleared United States Customs & Border Protection (CBP)

The TDCP is situational in nature and response procedures are subject to Incident Command discretion depending on the conditions and nature of the incident. Prompt and accurate dissemination of information to everyone is critical. In addition to the procedures outlined in this document, all agencies (the County, Air Carrier, Tenants, etc.) should follow their own guidelines for ensuring the safety of their personnel and the public.

The County and PBG will use their best efforts to assist air carriers in extraordinary situations.

Air Carriers at PBG shall take timely action to ensure appropriate customer services are provided to the passengers on aircraft that must hold on the ground for an extended period, in accordance with 14 CFR Part 259.

Each air carrier, or its designee, is responsible for providing the County the air carrier's current flight schedule and any changes that occur, such as aircraft diverting to PBG. Airport Operations can be reached at 518-335-3735 from 0530 – 2130 daily. After hours contact is through the Clinton County Office of Emergency Management Dispatch Center at 518-561-3370. Once notified, coordination will take place with all appropriate agencies (Airport Leadership, Law Enforcement, Fire, TSA, CBP, FBO, etc.).



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Airport Information:

Plattsburgh International Airport (PBG)
Name of person preparing this plan: Christopher D. Kreig, Airport Manager
Phone Number: 518-565-4794
E-mail Address: kreigc@co.clinton.ny.us
Date of Submission: 20 June 2012
Airport Category: Non-Hub

Contact Information

In the event of a diversion of other irregular operations event, aircraft operators should contact Airport Operations at 518-335-3735 from 0530L – 2130L daily. After hours contact is through the Clinton County Office of Emergency Management Dispatch Center at 518-561-3370 for assistance.

Deplanement of Passengers Following Excessive Tarmac Delays

The County owns and operates a limited amount of equipment needed to safely de-plane passengers from air carrier aircraft and is therefore, unable on its own to ensure the ability to provide for the deplanement of passengers. While Airport personnel are trained to assist in the deplanement of passengers using equipment owned by the County, Airport personnel are not trained to assist in the deplanement of passengers using equipment owned and operated by air carriers, contract service providers or airport tenants. The County will facilitate communication with airlines, ground handlers, fixed base operators and others who may have the necessary equipment and personnel to safely deplane passengers on behalf of airlines that have incurred excessive tarmac delays as soon as practicable after receiving requests from such airlines through procedures identified in the previous section.

Response Levels

LEVEL 1 DELAY: Routine, simple tarmac delay of a PBG tenant airline.

LEVEL 2 DELAY: Incident Command to be established or assumed depending on the situation. An example of a Level 2 Delay is a non-signatory aircraft or non-tenant tarmac delay at PBG for any reason, any international diversion requiring customs involvement or 2 or more signatory carrier diversions for any reason.

LEVEL 3 DELAY: Incident Command to be established or assumed depending on the situation. In extreme situations, the Airport Emergency Management Center will be activated. An example of a Level 3 Delay is multiple aircraft tarmac delays at PBG by signatory and/or non-signatory carriers with large scale or long term planning required (closure of airspace, etc.).



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Sharing of Facilities and Available Gates in an Emergency

PBG has several common use gates available to air carriers and will utilize all available common use gates in executing this plan. If additional gates are needed, PBG will work with, and if necessary, direct tenant air carriers to make available their gates and other facilities available to an air carrier seeking to deplane at these exclusively leased gates during those time periods the gates are not in use or not scheduled to be in use, to the maximum extent practicable. PBG has off gate parking available and if needed, will park aircraft at these remote locations and will utilize shuttle busses to transport passengers to the terminal or designated location for the holding or processing of the passengers.

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

The Airport Operations Coordinator, Airport Security Coordinator or Airport Fire/Safety Coordinator is the appropriate points of contact for activating this plan and starting the process of coordinating and communicating a segregated holding area. Airport Operations Staff can be reached at 518-335-3735 from 0530 – 2130 daily. After hours contact is through the Clinton County Office of Emergency Management Dispatch Center at 518-561-3370. Once notified, coordination will take place with all appropriate agencies (Airport Leadership, Law Enforcement, Fire, TSA, CBP, FBO, etc.).

PBG has defined a sterile area on the airport to accommodate limited numbers of international passengers. The County 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, to the extent practicable, into the identified sterile area. The County will also develop an agreement with local CBP officials that will allow international passengers who have not yet cleared United States Customs and Border Protection to be deplaned, to the extent practicable, into the identified sterile area following excessive tarmac delays. Access will be contingent on available capacity within the defined sterile area.

Implementation and coordination for activating this portion of the TDCP could be lengthy and requires coordination with the air carrier airlines that operate in the gate area. United States Customs and Border Protection does not maintain an on airport presence which will also require extensive coordination should implementation of this portion of the TDCP become necessary so as much advance notification as possible is requested.

Public Access to the Plattsburgh International Airport Tarmac Delay Plan

The County will provide public access to its TDCP by posting it on the airport's website:
www.flyplattsburgh.com