



HECTOR INTERNATIONAL AIRPORT

EMERGENCY CONTINGENCY PLAN



Updated - May 2022



EMERGENCY CONTINGENCY PLAN

The Municipal Airport Authority 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:

Municipal Airport Authority
P.O. Box 2845
Fargo, ND 58108
(701) 241-1501
email@fargoairport.com

The Municipal Airport Authority 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, the Municipal Airport Authority 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).
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AIRPORT INFORMATION

Name of Airport: ***Hector International Airport – Fargo, ND***

Name and title of person preparing the plan: ***Darren Anderson***

Preparer contact number: ***(701) 241-1501***

Preparer contact e-mail: ***darren@fargoairport.com***

Date of updated submission of plan: ***May 20, 2022***

Airport Category: ***Small Hub***



CONTACT INFORMATION

In the event of diversion or other irregular operations events, Hector International Airport signatory air carriers should contact their appropriate airline operations phone numbers for local assistance. Non-signatory airlines should contact Fargo Jet Center at (701) 235-3600 for 24/7 assistance.

If normal contact phone numbers are unsuccessful, the Municipal Airport Authority can be contacted at (701) 241-1501 during normal business hours or (701) 306-5365 after normal business hours/weekends/holidays.

PLAN TO PROVIDE FOR THE DEPLANEMENT OF PASSENGERS FOLLOWING EXCESSIVE TARMAC DELAYS

The Municipal Airport Authority 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. However, the airport has requested that each airline, ground handler and FBO operation on the airport provide a list of the equipment and resources they have for deplaning passengers and contact information.

The airport will provide this inventory and contact information 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 EMERGENCY

There are four (4) gates at Hector International Airport are under common use leases to air carriers and are controlled by the airport. Additionally, there is one (1) gate under preferential lease to Delta Air Lines and is not fully controlled by the airport. The airport will direct the air carriers to make gates available to an air carrier seeking to deplane at a gate to the extent practicable.

If additional gates are needed, the airport will direct tenant air carriers to make preferential use gates and other facilities available to an air carrier seeking to deplane at a gate to the extent practicable.



PLAN TO PROVIDE A STERILE AREA FOR PASSENGERS WHO HAVE NOT CLEARED UNITED STATES CUSTOMS AND BORDER PROTECTION

Hector International Airport does not have international passenger processing facilities. The airport 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, the airport 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.

PUBLIC ACCESS TO THE EMERGENCY CONTINGENCY PLAN

The Municipal Airport Authority will provide public access to its Tarmac Delay Contingency Plan on the airport website at –

<https://www.fargoairport.com/airport-authority/about/>

Click on the Tarmac Delay Contingency Plan link.