

YAMPA VALLEY REGIONAL AIRPORT (HDN) EMERGENCY CONTINGENCY PLAN

Yampa Valley Regional Airport (HDN) 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 David Ruppel at druppel@co.routt.co.us. Yampa Valley Regional Airport (HDN) 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, HDN 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).

HDN has facility constraints that limit our ability to accommodate diverted flights and strongly encourages aircraft operators to contact the airport at 970-819-1333 or 970-276-5001 for prior coordination of diverted flights, except in the case of a declared in-flight emergency. Specific facility constraints include the following: limited hours of commercial operation during which the Unicom is manned and ARFF services are provided. Additionally, HDN lacks international passenger processing facilities, has a limited number of aircraft parking positions, is not able to accommodate, park or service aircraft larger than a 767, and has limited fueling capacity. We have noted these constraints in the HDN Airport/Facility Directory record. During diversion events HDN 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.

Airport Information

Name of Airport: Yampa Valley Regional Airport (HDN)

Name and title of person preparing the plan: David Ruppel, Airport Manager

Preparer contact number: 970-276-5004

Preparer contact e-mail: druppel@co.routt.co.us

Date of submission of plan: June 8, 2012

Airport Category: Large Hub Medium Hub Small Hub Non Hub

Contact Information¹

In the event of diversion or other irregular operations events, aircraft operators should contact the Airport Duty Manager at 970-819-1333 or 970-276-5001 or twhitmore@co.routt.co.us for assistance.

Plan to Provide for the Deplanement of Passengers Following Excessive Tarmac Delays²

HDN 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, we have requested that each airline, ground handler and FBO operation on the airport provide us with a list of the equipment and resources they have for deplaning passengers and contact information. We 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 Emergency³

HDN are under preferential lease to air carriers and are not fully controlled by the airport during those time periods when the tenant's usage of that gate meets the usage specified in the preferential use lease. We may be able to direct a tenant airline to accommodate another air carrier aircraft at its preferentially leased gate during those time periods when the tenant airline is not using, or not scheduled to use, the gates. We will direct our tenant air carriers to make gates and other facilities available to an air carrier seeking to deplane at a gate during those time periods the gates are not in use or not scheduled to be in use, to the maximum extent practicable.

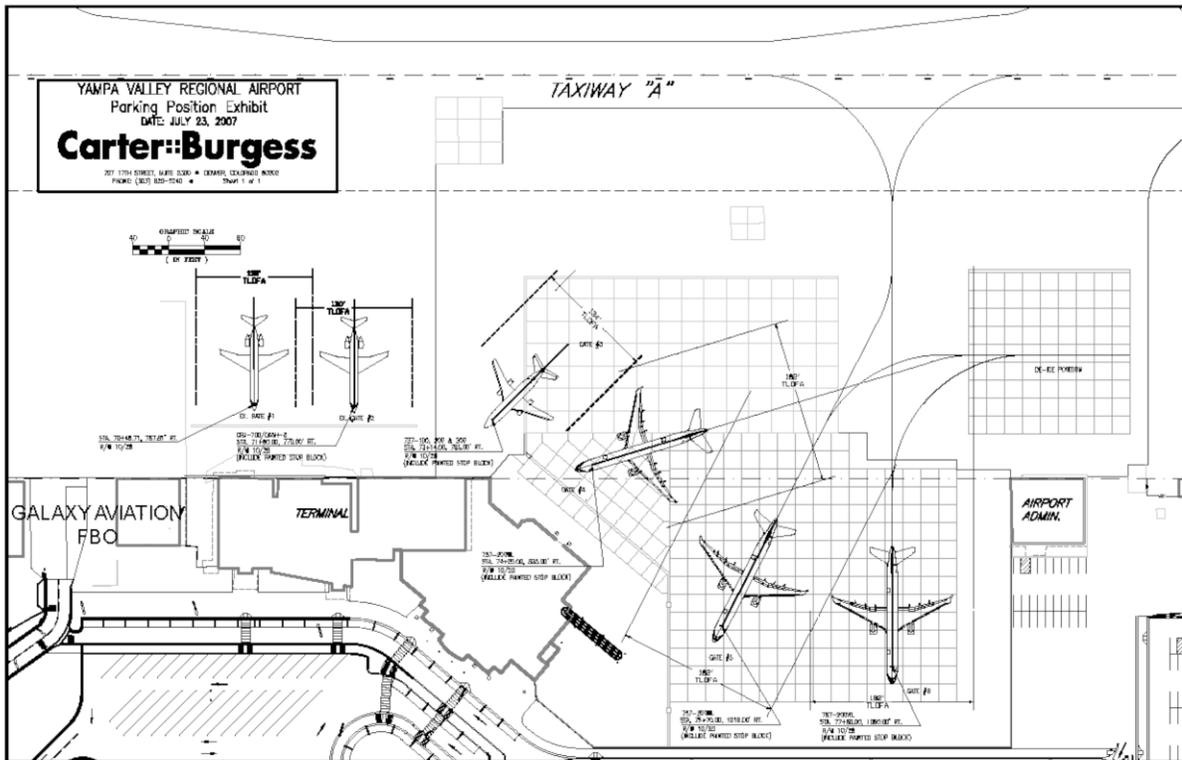
The airport is unable to accommodate aircraft larger than 767 at our gates. Larger aircraft will need to deplane passengers from remote parking positions and the airport will provide transportation to the Terminal gates. During the period from approximately December 15th to March 31st, facility utilization is a maximum between the hours of 10:00 and 2:00 MST. During this period diverted aircraft may be required to park at remote locations on the airport and the

¹ 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.

² 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).

³ 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.

airport will transport passengers to the Terminal. HDN operates a full service restaurant facility and can make food service available to diverted aircraft on request.



Plan to Provide a Sterile Area for Passengers Who Have Not Cleared United States Customs and Border Protection⁴

HDN does not have international passenger processing facilities. 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.⁵

⁴ 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.

⁵ 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>.)

CBP point of contact is Officer Bill Lawrence at 303-342-7400 X223. Officer Lawrence stated that deplaned passengers must be held in the secure hold rooms and must not have contact with anyone outside of the area in which they are being held. If the plane that they arrived in is not airworthy, the airline must fly in another aircraft to transport the international passengers to a Port of Entry. No CBP services are available at HDN. Officer Lawrence stated that CBP will review Contingency Plans as part of this overall plan and they do not require a separate sterile area plan.

HDN will, depending on the size of the aircraft, isolate one or more of our designated secure holdrooms for use in this instance. TSA, Law Enforcement Officers and Airport Security will provide necessary security at the holdroom.

Public Access to the Emergency Contingency Plan

HDN 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://www.co.routt.co.us/index.aspx?NID=114>)
- 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.
- Providing a copy of the plan to airline representatives.