

# IRREGULAR OPERATIONS (IROP)/AIRPORT TARMAC DELAY CONTINGENCY PLAN

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## **Emergency Contingency Plan**

The Charleston International 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 the CCAA Manager of Airport Operations, Renee' Melvin at (843) 767-7185, or email to [rmelvin@iflychs.com](mailto:rmelvin@iflychs.com).

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

- Provide and assist the airlines with deplanement of passengers.
- Provide and communicate with the airlines of the sharing of facilities and make gates available at the airport.
- Provide a sterile area following excessive tarmac delays for passengers who have not yet cleared United States Customs & Border Protection Protocol.

In the event of multiple diversions, CHS may issue NOTAMs regarding facility constraints that may impact its ability to accommodate additional diverted flights. This may be due to the unavailability of international passengers processing facilities, the limited number of available aircraft gates, inability to accommodate, park or service certain types of aircraft and limited fueling capacity.

### **Airport Information**

**Name of Airport:** Charleston International Airport

**Executive Director and CEO:** Elliott Summey

**Contact Number:** (843) 767-7266

**Airport Category:** Medium Hub

### **Contact Information**

In the event of diversion or other irregular operations events, aircraft operators should contact Airport Operations for assistance at (843) 767-7088.

### **Plan to provide for the Deplanement of Passengers Following Excessive Tarmac Delays:**

CHS will provide the needed resources to help facilitate the passengers and airline crewmembers during tarmac delays such as transportation, personnel and alternate facilities to facilitate the removal of passengers. All while providing available resources to assist air carriers' comfort and subsistence. CHS will also work with air carriers to deplane passengers at remote parking locations with transportation to alternate facilities when gate space is unavailable. However, CHS does not own or operate any equipment mentioned. This equipment is owned and operated by the air carriers located here at CHS, therefore, CHS is not on its own able to provide for the deplanement of passengers. CHS employees are not trained to assist in the deplanement of passengers using equipment owned or operated by air carriers or contract service providers. CHS will provide a list of airlines, ground handlers and the equipment they provide, Fixed Based Operators and any other local companies who may have the necessary equipment and personnel to assist in the safe deplanement of passengers. This information will be provided to airlines contacting the number listed above as soon as practicable after receiving requests from such airlines experiencing excessive tarmac delays.

### **Plan to Provide for the Sharing of Facilities and Make Gates Available in an Emergency**

There are 17 fully common use gates at CHS that are controlled and scheduled by the airport. However, notifications to certain airlines may be needed to assist with any scheduling conflict and coordinate any assistance that may be required in the removal passengers.

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

CHS has a defined area capable of accommodating a limited number of international passengers. CHS will coordinate with local/onsite US CBP officials to develop procedures that will allow international passengers who have not yet cleared United States Customs and Border Protection to be deplaned in the area provided.

### **Public Access to the Emergency Contingency Plan**

Charleston International Airport will provide public access to its emergency contingency plan through the company website at: [www.iflychs.com](http://www.iflychs.com).