

Dickinson Theodore Roosevelt Regional Airport
TARMAC DELAY CONTINGENCY PLAN

SECTION #1 GENERAL

Dickinson Theodore Roosevelt Regional Airport (DTRRA) 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 Kelly Braun at dickinsonairport@ndsupernet.com. DTRRA 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, DTRRA 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).

DTRRA 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 701-483-1062 for prior coordination of diverted flights, except in the case of a declared in-flight emergency. Specific facility constraints include the following:

- Airport Security Plan limits aircraft size to 59 seats or less
- Airport lacks international passenger processing facilities
- Airport has limited parking capacity on the airport's air carrier ramp
- Airport is staffed 24 hours per day

We have noted these constraints in DTRRA Airport/Facility Directory record. During diversion events DTRRA 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

SECTION #2 AIRPORT INFORMATION

Name of Airport: Dickinson Theodore Roosevelt Regional Airport

Name and title of person preparing the plan: Kelly Braun, Airport Manager

Preparer contact number: 701-483-1062

Preparer contact e-mail: dickinsonairport@ndsupernet.com

Date of submission of plan: June 2nd, 2022

Airport Category: Non Hub

SECTION #3 CONTACT INFORMATION

In the event of a diversion or other irregular operation aircraft operators should contact 701-483-1062, if no answer contact Minneapolis Center via frequency or 651-463-5580, which has the proper information to contact and inform the airport manager of the situation. All local aircraft operators will be provided a 24 hour phone number for assistance.

SECTION #4 PLAN FOR THE DEPLANEMENT OF PASSENGERS FOLLOWING EXCESSIVE TARMAC DELAYS

DTRRA 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. We will 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. If the aircraft has the proper equipment to deplane passengers (i.e. stair door) the aircraft may taxi back to the commercial terminal and deplane it passengers into the airport sterile area, prior notification must be made to the airport manager to assure proper TSA staffing levels are available before deplaning passengers.

SECTION #5 PLAN FOR THE SHARING OF FACILITIES AND MAKE GATES AVAILABLE IN AN EMERGENCY

The gates at DTRRA are common use gates and are controlled by the airport. We direct our common use air carrier users to make gates and other facilities available to an air carrier seeking

to deplane at a gate to the maximum extent practicable. DTRRA has no boarding bridges refer to Section #4

SECTION #6 PLAN FOR A STERILE AREA FOR PASSENGERS WHO HAVE NOT CLEARED UNITED STATES CUSTOMS AND BORDER PROTECTION

DTRRA 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. Airport Manager has contacted CBP on May 17, 2012 to discuss temporary sterile area requirements, baggage requirements, and other items. In the event of a diversion or other irregular operation the CBP has developed a plan to respond to the DTRRA.

SECTION # 7 PUBLIC ACCESS TO THE EMERGENCY CONTINGENCY PLAN

DTRRA 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.dickinsonairport.com>
- Posting signs in conspicuous locations in the terminals.