



LAMBERT-ST. LOUIS
INTERNATIONAL AIRPORT®

IRREGULAR OPERATIONS AIRCRAFT DIVERSION PLAN

OCTOBER 2007
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I. Introduction

Lambert-St. Louis International Airport has prepared this contingency plan pursuant to 42301 of the FAA Modernization and Reform Act of 2012. The Airport is filing this plan with the Department of Transportation as a Medium Hub Commercial Service Airport and may be used by an air carrier described in USC 42031 (a)(1) for diversions.

The purpose of the Aircraft Diversion Plan is to provide an overview of the procedures utilized to ensure that the airlines and traveling public are offered the appropriate essential services in the event of a multiple aircraft diversion to St. Louis. It should be noted that this plan, in general, addresses multiple aircraft of 100 passengers each, or more. It may be modified or altered to fit a smaller operation.

II. General Guidelines

- a) The Airport Operations Center shall be the initial point of contact for notification of diversions, excluding emergency diversions that require an ARFF, Medical, or Law Enforcement response. In the event of an emergency diversion, the initial response agency will notify the Airport Operations Center.

The Airport is ready to assist in the deplanement of passengers by providing the resources as listed in Section III, Support Services, of this plan. In addition, the Airport will direct the company currently under contract that handles charter aircraft to provide ground service equipment to any diversion operation on as-needed basis to the extent practicable.

- b) Tenant airlines will be expected to provide support for company aircraft to the extent practicable. Should the number of diverted aircraft exceed their available resources, notification will be made to the Airport Operations Center for assistance.

Upon notification, the Airport will make available unoccupied city owned gates and/or remote aircraft parking areas.

Also, contact Tenant Airlines and request that they make their leased gates and/or other facilities and resources available if another air carrier requests additional facilities.

- c) Non-tenant airlines may not have available resources. Upon notification that a non-tenant airline has been diverted to St. Louis, the Airport Operations Center will contact the company handling charters currently under contract with the

Airport for support. Gates E-29, 31, 33, 34 and 36 will be used if available. If no gate is available a remote off gate parking area will be used.

- d) Cargo aircraft diverted to St. Louis will be directed to the St. Louis Air Cargo facility as the primary support facility, or to one of two Fixed Base Operators as a secondary support facility.
- e) General Aviation aircraft diverted to St. Louis will be directed to one of two Fixed Base Operators for support services.
- f) International flights requiring Customs services will be directed to the appropriate support (b, c, d, or e), and the U.S. Customs and Border Protection Services will be advised of the incoming aircraft by the Airport Operations Center.

The Airport will support the CBP participation on unscheduled international arrivals as outlined in Appendix C, U.S. Customs and Border Protection Standard Operating Procedures, Aircraft Diversions.

III. Support Services

The Airport Operations Center will coordinate the following resources as needed, and as appropriate to the situation:

- Aircraft parking
- Off-gate loading and unloading of passengers
- Use of airport owned Jet Bridges
- Airport buses for off-gate deplaning of passengers
- Escort services
- Follow-me vehicle
- Notification to airport concessions, FBO's, fueling services, U.S. Customs and Border Protection, Transportation Security Administration, Air Traffic Control and appropriate Airport Authority support services.

IV. Airline Diversion Plans

Airline Diversion Plans submitted to the airport will be kept on file in the airport Operations Center. Information contained in those plans may be proprietary in nature or security sensitive documents, and therefore will not be made public in this plan.

APPENDIX A

Airport Authority Operations Center AIRCRAFT DIVERSION CHECKLIST

Date/Time: _____

Notifying Agency: _____

Reason for Diversion: _____

Number of Aircraft: _____

Type of Aircraft: _____

Do they require:

Follow-me vehicle yes
Customs yes
Fueling yes
Jet Bridge(s) yes
Remote parking yes
Airport Buses yes

no
no
no
no
no
no

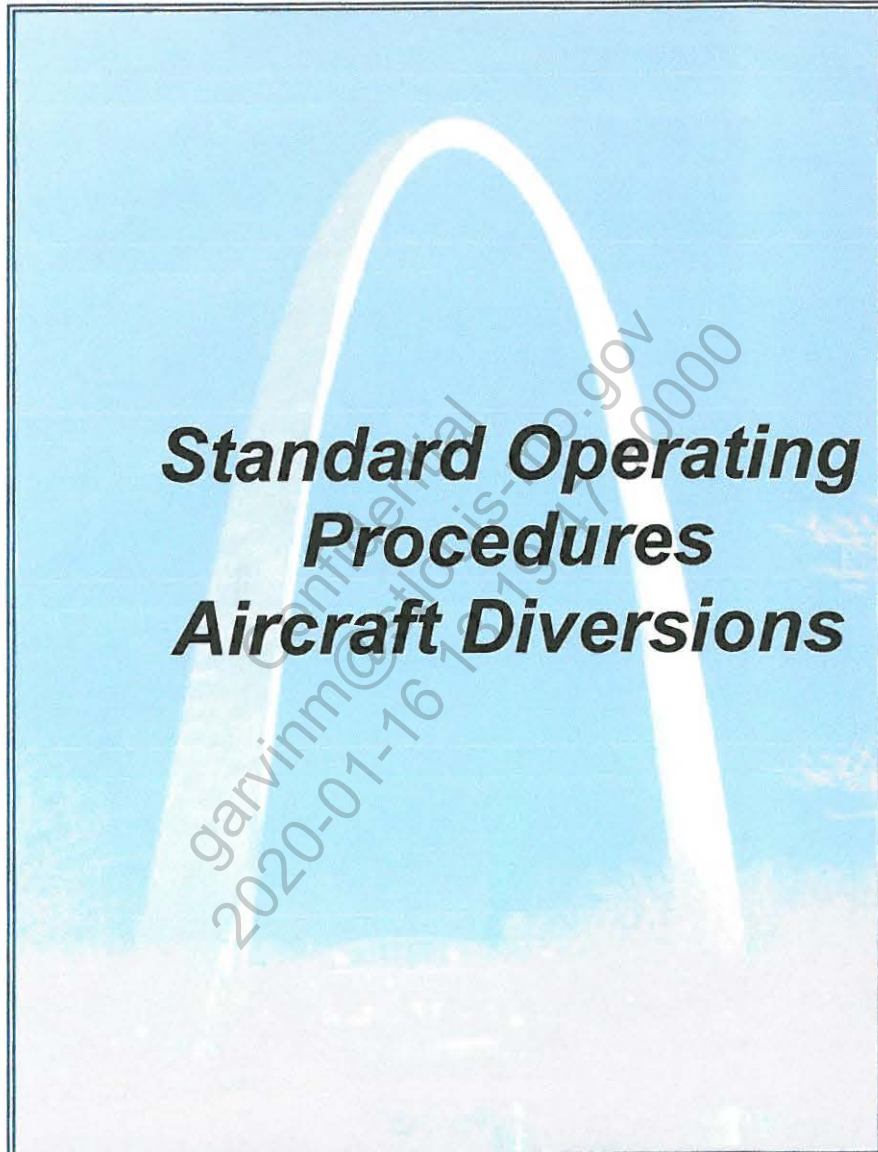
AGENCY AND SUPPORT SERVICES NOTIFIED	Date	Time
U.S. Customs and Border Protection		
Fueling Agent		
Ground Handling Agent		
Terminal Concessions		
Air Traffic Control Tower		
Transportation Security Administration		
St. Louis Air Cargo		
Fixed Base Operator		
Airport Authority notifications		
Director		
Manager on Duty		
Public Relations		
Airfield Maintenance		
Building Maintenance		
Housekeeping		
Other		

APPENDIX B

AIRPORT AUTHORITY RESOURCES

- a) Remote Aircraft Parking Areas
 - CHARLIE PAD
 - LIMA PAD
 - JULIET PAD
- b) Off-Gate Loading/Unloading of Passenger
 - 2,30 passenger buses
 - 1, 25 passenger bus
- c) Use of Airport owned Jet Bridges
 - E-29
 - E-31
 - E-33
 - E-34
 - E-36
 - E-38
- d) Non-leased gates/No jet bridge/Ramp Loading Only
 - B-2
 - B-4
 - B-6
 - B-10
 - B-12
 - B-14
 - B-16
 - B-7
 - C-24
 - C-25
 - C-28
 - C-30
 - C-31
 - C-32
 - C-33
 - C-34
 - C-36
 - C-38
- e) Escort Services and/or Follow-Me vehicles
 - Airport Operations Center, (314) 426-8040, 8041, 8042

CUSTOMS AND BORDER PROTECTION



U.S. Customs & Border Protection
U.S. Department of Homeland Security CBP.gov

Port of St. Louis

BACKGROUND

An aircraft diversion requires Customs and Border Protection participation whenever an unscheduled international aircraft arrives into a CBP jurisdictional area. This commonly due to a mechanical problem, weather related, or other safety and/or emergency situation.

Cooperation with airport authorities, the air carrier community, law enforcement agencies, FAA, first responders and other emergency preparedness coordinators is essential in the event of most diversion incidents involving CBP. Directions to an aircraft/crew to comply with CBP diversion procedures may be relayed by either the airport authority, the FAA, or the air carrier representative but will be decided by CBP. Decisions will be made in consideration of and communicated between the airport authority, the air carrier and other interests. However, in accordance with authoritative statutes, CBP will always retain control of decision-making processes affecting the international arrival or departure of diverted aircraft and will retain a primary role whenever diversion processes are enacted on international aircraft arrivals and departures. Review of these policies will be made annually and a current copy will be placed in the local COOP. A log of diversion incidents and will be retained locally and provided to the Area Port Director annually.

CONTINGENCY PLANS

- CBP Passenger Processing Procedures for Diverted Flights

- The Port of St. Louis will consider requests to process diverted flight arrivals. The Port of St. Louis has a Federal Inspection Service (FIS) facility in Terminal Two and is able to process commercial flights. If processing occurs, processing will take place utilizing CBP policies and procedures and in a CBP facility.
- The security of any CBP controlled areas will be maintained by a combination of CBP officers, airport police, and airline employees (if involved) if necessary.
- In cases where no CBPO is present, passengers will remain onboard an aircraft until an officer arrives. In the event an officer cannot reach the airport prior to the four-hour time limit, passengers will be held in a designated secured area to ensure the passengers' physical security until an officer arrives. In most cases, this will consist of the FIS facility. CBP field managers shall use all resources in their power to meet the four-hour timeframe.
- All APIS policies will apply.
- Notification will immediately be made to the Area Port Director or a designee as situations are encountered.

- CBP procedures for disembarking passengers to secure areas while passengers await to reboard in lieu of CBP processing:

- The primary location of the holding secure area will be the FIS facility.
- The security of the area will be maintained by a combination of CBP officers, airport police, and airline employees (if involved) if necessary.
- Secure areas contain restrooms. The secure areas are equipped with heating and air conditioning and drinking water.
- All APIS policies will apply.
- The airport/airline will be responsible to provide food and water to passengers and also assist in maintaining the integrity of the secure areas because they can access key controlled areas. The areas have street-side and air-side access.
- Notification will immediately be made to the Area Port Director or a designee as situations are encountered.

- CBP Procedures When the Carrier Elects Not To Disembark Passengers Due to Imminent Flight Departure Within Four Hours of Arrival

- The location of the secure area will be the aircraft while blocked at a designated airline ramp.
- The security of the area will be maintained by a combination of CBP officers, airline employees, and airport police if necessary.
- Passengers would use the restroom on the aircraft, if needed.
- The airline would provide food and water to passengers on the aircraft, if needed.
- Notification will immediately be made to the Area Port Director or a designee as situations are encountered.

- CBP Garbage Handling and De-Catering Procedures for Partially Cleared Diverted Flights

- A CBP officer would meet the aircraft and all garbage would be removed from the aircraft, placed in four (4) mil (0.004 inch) thick bags, transported to an approved storage location and placed in tight, leak-proof, covered containers marked regulated garbage. Airport administrators will be contacted by phone and they would arrange for pickup within 72 hours in conjunction with established compliance agreements.

- If the quantity of garbage would be too much for the Port of St. Louis to handle, a Permit to Proceed may be extended to the Pilot in Command for removal of the garbage at an approved alternative location.

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garvinm@stlouis-mo.gov
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