

Tweed New Haven Airport

Emergency Contingency Plan

Tweed New Haven Airport (HVN) has prepared this Emergency Contingency Plan as required by 423 Section 01 of the FAA Modernization and Reform Act of 2012. As stated in the act, all commercial non-hub airports, such as Tweed New Haven Airport, must submit an Emergency Contingency Plan to the Department of Transportation. All questions regarding this plan can be directed to the Airport Manager, Mr. Jeremy Nielson.

This plan outlines how to the extent practicable, following excessive tarmac delays, Tweed New Haven Airport will:

- Provide for the deplanement of passengers;
- Provide for the sharing of facilities and make gates available at the airport in an emergency; and
- Provide a sterile area for passengers who have not yet cleared United States Customs and Border Protection (CBP).

While this document outlines a plan for how Tweed New Haven Airport will deal with these situations, Tweed New Haven Airport Administration recognizes that the relatively small size of the airport with limited staffing and resources demonstrate a need for the Airport Management to close the facility when the airport has reached its capacity to deal with the above situations. While the airport will strive to provide the best level of support possible during these types of situations, Airport Management believes that to remain open when capacity is reached presents an unacceptable level of risk to the facility, staff and mutual aid organizations involved in the situation.

Due to the limits of the facility, Airport Management strongly encourages aircraft operators to contact Airport Operations at (203) 907-9818 in order to allow for coordination of diverted aircraft. This does not include in-flight declared emergency aircraft. Tweed New Haven Airport may also issue NOTAMs, during diversion events, regarding to the airports ability to accommodate further aircraft diversions in order to be able to maintain a safe as well as efficient operation of the airport.

Customs and Border Protection currently has no office or personnel stationed at Tweed New Haven Airport. Therefore, air carriers diverting internationally originated aircraft to Tweed New Haven Airport must contact Airport Operations or CBP directly to make arrangements (excluding in-flight declared emergency aircraft).

Airport Information

Name of Airport: Tweed New Haven Airport (HVN)

Name and Title of Contact Person: Jeremy Nielson, Airport Manger

Contact Number: (203) 466-8833, EXT. 1001

Contact Email: jnielson@flytweed.com

Name and Title of Secondary Contact Person: Felipe Suriel, Assistant Airport Manager

Contact Number: (203) 466-8833, EXT. 1002

Contact Email: fsuriel@flytweed.com

Airport Category: Non-Hub

Contact Information

In the event of a diversion or other irregular operation type events, aircraft operators and air carriers should contact the Airport Operations Supervisor on duty at (203) 907-9818.

Plan for the Deplanement of Passengers Following Excessive Tarmac Delays

Tweed New Haven Airport owns one jetway which can be used to deplane passengers. Airport Administration, and Airport Operations personnel are trained to operate the jetway. Additionally, the airport will provide a list of air carriers, fix based operators and other companies which may have the necessary equipment as well as trained personnel to safely deplane an air carrier aircraft. This information will be provided to any air carrier which experiences an excessive delay and/or requests assistance. The airport will also work with the air carrier and air traffic control (if needed) to provide for the transportation of passengers to as well as from an aircraft parked in a remote location.

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

Tweed New Haven Airport currently has one air carrier, American Airlines (operated by Republic Airways). The air carrier operates all of its flights through one of the airports two operational gates and an adjacent terminal entrance. The primary gate is located on the 2nd floor, the other gate and the adjacent terminal entrance are located on ground level. Since American Airlines is the only air carrier that operates from Tweed New Haven Airport, the airport does not have any formal gate usage agreements with the airline. However, in the event of an emergency Airport Administration

will direct American Airlines to make the gates as well as terminal areas available to any air carrier that has diverted to the airport and seeks to deplane. Airport Operations and Airport Administration will work with both carriers to verify that this shared use of facilities is happening to the maximum extent partible.

Plan to Provide a Sterile Area for Passengers Who Have Not Yet Cleared United States Customs and Border Protection (CBP)

Due to the fact that no air carriers currently operate international flights into Tweed New Haven Airport and the small size of the facility, the airport does not have any designated sterile areas for passengers who have not yet cleared United States Customs and Border Protection (CBP) or CBP personnel stationed at the airport. However, airport management 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.

Public Access to the Emergency Contingency Plan

Tweed New Haven Airport will provide public access to its Tarmac Delay Contingency Plan by posting it in a conspicuous location on the Airport's website (<http://www.flytweed.com>).