



Pensacola, Florida

AIRPORT EMERGENCY PLAN
CLASS I Airport

TO COMPLY WITH THE
CODE OF FEDERAL REGULATIONS TITLE 14 PART 139.325
AS ADMINISTERED BY THE
FEDERAL AVIATION ADMINISTRATION

Exhibit 8 of the ACM

Matt Coughlin
Airport Director

Date of original publication: June 2011

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- Q. Emergency Fuel Spill Plan
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SIGNATURE PAGE

The following representatives have received and reviewed this document:

Name: Matt Coughlin Title: Airport Director

Signature: [Signature] Date: 10/2/24

Name: Ken Ibold Title: Airport Deputy Director

Signature: [Signature] Date: 10/2/24

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Signature: [Signature] Date: 10/2/24

Name: Carter Mansfield Title: Assistant Director- Operations

Signature: [Signature] Date: 10/02/2024

Name: Laura Amentler Title: Assistant Director-Finance

Signature: _____ Date: _____

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Signature: [Signature] Date: 10/2/24

Name: Charles Skelton Title: Operations Manager

Signature: [Signature] Date: 10/2/24

Name: _____ Title: _____

Signature: _____ Date: _____

Name: _____ Title: _____

Signature: _____ Date: _____

DISTRIBUTION LIST

- 1) Air Carriers:
 - a. American/Envoy
 - b. Breeze Airways/Trego-Dugan
 - c. Delta Air Lines/Unifi
 - d. Frontier Airlines/GAT
 - e. Silver Airways
 - f. Spirit Airlines/PrimeFlight
 - g. Southwest Airlines/Unifi
 - h. United/Swissport
- 2) FBOs and Fueling Agents:
 - a. Pensacola Aviation Center (PAC) FBO
 - b. Innisfree FBO
- 3) Tenants:
 - a. Pensacola Navy Flying Club
 - b. Skywarrior
 - c. Aero Capital
 - d. Blue Air Training
 - e. Aero Air, LLC
 - f. Air Methods
- 4) Airport Director and all Airport Management Staff
- 5) FAA, Airport Certification Safety Inspector
- 6) FAA, PNS ATCT/TRACON
- 7) TSA
- 8) City of Pensacola, Police/Fire Chief
- 9) PNS ARFF
- 10) Escambia County Division of Emergency Management
- 11) Escambia County Emergency Medical Services
- 12) American Red Cross

RECORD OF CHANGES

Change #1

Date: December 2011

Section: All

Page(s): All

Description: Entire plan due to name change.

Change #2

Date: July 24, 2012

Section: Appendix D

Page(s): D-6

Description: Added Letter of Agreement for the Use of Pensacola State College Facilities During Certain Emergencies at the Pensacola International Airport.

Change #3

Date: August 7, 2012

Section: Appendix S

Page(s): All

Description: Added Appendix S, "Extended Tarmac Delay Plan."

Change #4

Date: April 2013

Section: Cover sheet, Promulgation Page
Appendices F, M, N, R

Page(s): All

Description: Updated cover sheet, promulgation page, as well as staff and tenant names and phone numbers.

Change #5

Date: May 2013

Section: III

Page(s): 62

Description: Updated "C. Structure Fires / Fuel Farm and Fuel Storage Areas" with Innisfree's additional fuel tank information.

Change #6

Date: July 2013

Section: Main Body, Appendices N, R, S

Description: **Main Body** - pg 7 – added Silver Airways, pgs. 29 & 38 – changed "ARFF Captain" to "Senior ARFF Official"

Appendix N – removed Push-to-Talk numbers and updated personnel info.

Appendix R – Added total fuel available to Exhibit J. Added new Exhibit O.

Appendix S – Reprinted the entire appendix as the header was missing. Updates made to personal and phone numbers on page S-7.

Change #7

Date: December 2013

Section: Appendix P

Page(s): All

Description: Updated the "In-Water Aircraft Accident Response Plan."

Change #8

Date: February 2015

Section: Cover Sheet, Promulgation Sheet Page(s): ALL
Distribution, Signature, Basic Plan,
Appendix B, Appendix M, Appendix N, Appendix R

Description: Update Cover sheet, Promulgation page, as well as staff, EOC and tenant names and phone numbers. Change to page numbers in the Basic plan.

Change #9

Date: July 29, 2015

Section: Basic Plan, Appendix E, Appendix F, Appendix H,
Appendix R,

Description: Update names and phone numbers in Distribution List and Appendix F, Appendix H change names on Building location and Appendix R change names on EOC chart.

Change #10

Date: March 7, 2016

Section: Distribution List, List of Exhibits, Exhibit N,
Appendix S, Appendix R, Appendix N, Appendix M
Appendix L, Appendix F,

Description: Update names and phone numbers in Distribution List Appendix F, M, N, R and S. Update of Airlines in Appendix L. Change List of exhibits to show Tornado Warning Procedure to read Exhibit N vice O. Tornado procedure sheet now reads Exhibit N.

Change #11

Date: April 15, 2016

Section: Appendix F, Appendix R

Description: Update page listing in the Table of Contents, Update names and phone numbers in Appendix F, Renumber of pages and update names in Appendix R, Update names and phone numbers in Appendix S, reword of page 83, and list of appendices.

Change #12

Date: August 5, 2016

Section: Cover sheet to Exhibit 8 of ACM, promulgation page,
Signature page Record of Changes Page, Definitions Page,
Appendix D, Appendix R

Description: Remove Interim from Director on cover sheet and promulgation page and signature page. Add ASOCS to page 21 definitions. Update Appendix D, LOA wit Pensacola State College. Add user ID and password to Appendix R page R-8 para E9, Update Pensacola International and TSA recall in Appendix R. Submit of entire Appendix R due to re-paging and renumbering.

Change #13

Date: March 17, 2017

Section: _Renumber page 22, Update Appendix A, H, M, N, P,
R, and Q.

Description: Renumber page 22, Update appendix A, Appendix H rename Heliworks South to Resicum/ECHO, Appendix J page J-3 rename Verona's to OHM, Appendix M-1 update names for OHM and delete Kathy from DGS, Appendix M-2 update names and numbers at Heliworks, Appendix N Change Siemans to ELS. Update Section Q names dates and contact numbers. Update names in Appendix R, pages 17, 22, 23, 24, 26, 28, 29, and 30. Appendix R Exhibits B and C added and removed old black and white B and C for color depictions.

Change #14
Date: August 15, 2017

Section: Record of Changes page, Signature Page, Basic Plan, Appendixes F1, N1, N2, R and S

Description: Remove Matt Coughlin from Signature page, Master Contact List, Phone and Radio List. Basic plan pages 8-85 renumbered. Update names in N2, R-21, R22, R23, R24, R27, and R28 and R29. Remove TSA destructive weather plan (exhibit L). Equipment list becomes (exhibit L) and Tornado Warning becomes Exhibit M. Page R-4 (2) (f) change Exhibit N to M. Page R-8 (F)(4) Change Exhibit M to L. Page R-11(M) remove paragraph 3. Exhibits M and N become Exhibits L and M. Appendix S is included because none of the copies at PNS have the FAA stamp.

Change#15
Date: March 14, 2018

Section: Record of Changes, Promulgation Page, and Signature Page, Pages 9 and 11, Appendixes E2, F1-F4, M1-M2, R21-R23, R26-R27, R30

Description: New Promulgation page, Add Byron Burkhardt and Timber McKinney to signature page and remove Matt Coughlin, Distribution List remove Airmed and add Resicum, Page 11(C) change with to within, E-2 (G) , Appendix F update numerous names, Appendix M update numerous names, Appendix R update numerous names.

Change #16
Date: October 21, 2021

I. General, II. Basic, III. Functional, IV. Hazard, and Appendices

Description: Entire document re-formatted to separate Sections: I. General, II. Basic, III. Functional, IV. Hazards, and Appendices

Updates include:

I. General – removed Dan Flynn and add Matt Coughlin, add Carter Mansfield remove Anthony Peterson to Signature Page, remove Heliworks and Aero Air LLC, Air Methods, Blue Air Training, Boutique Air, Frontier Airlines, and Spirit Airlines/PrimeFlight to the Distribution List.

II. Basic - removed Trauma Intervention Program (TIP) from Section F. Agencies Involved and Section G. Organizations and Assignment of Responsibility. (pages 15,19-20 in old format)

III. Functional - Section B. Command and Control, 4. Organization and Assignment of Responsibility - add Maintenance Supervisor after Manager, add Battalion Chief, change ARFF Captains to Lieutenant (page 25 in old format), and updated location description for Emergency Gate I-3 in para d. Emergency Equipment Staging (page 26 in old format); Section C. Communications, 3. Operations page 7, g. Notification Systems – changed reference from “Klaxton” to aural bell alarm.(page 30 in old format); Section D. Alert Notification and Warning, 3. Operations page 9 – changed reference from “Klaxton” to aural bell alarm.(page 31 in old format) Section H. Fire Fighting and Rescue, 3. Operations - updated ARFF equipment (pages 40 in old format); Section J. Resource Management, 4. Organization and Assignment of Responsibility - updated Maintenance Manager title (page 50-51 in old format). Section K. Airport Operations and

Maintenance, 4. Organization and Assignment of Responsibility and 5. Administration and Logistics, e. page 29 - updated Maintenance Manager title (page 52-53 in old format).

IV. Hazard Specific Information and Procedures, Section A. Aircraft Incidents and Accidents, 4. Organization and Assignment of Responsibilities, a,b,c – changed reference from “Klaxton” to aural bell alarm; Section A. Aircraft Incidents and Accidents, 8. Removal of Aircraft, d. Recovery Equipment, para 1- edited reference to Appendix F (page 64 in old format)

Appendix A- updated City of Pensacola Organizational Chart

Appendix B - Airport Organizational Chart - added ARFF Battalion Chief, Airport Deputy Director, and Airport Maintenance Supervisor positions to Org chart

Appendix D – insert Updated Airport Emergency Procedures LOA with FAA-ATCT

Appendix F - Updated Airline and Airport Emergency Contact Lists, pages F1, F3

Appendix G - added reference to AEP following NFPA 407 standards

Appendix H - updated building labels and diagram, and security perimeter gates and diagram

Appendix I – updated Media Contact Information

Appendix L – updated Airport Equipment List Emergency Inventory Listing

Appendix M - updated Tenant Phone contact List

Appendix N – updated Airport Staff name changes

Appendix P – In-Water Aircraft Accident response Plan, Table of Contents- removed Trauma Intervention Program (TIP); re-numbered pages 16-30 (Changed name from Sacred Heart AIRHeart to Florida AIRHeart on page 21,23,28; removed TIPs from Contact List, page 28)

Appendix Q Fuel Spill Plan - Q2(C) amend phone numbers, Q-4(B)(4) Update SPCC dates, Q7(1) correct para.1, Q9 –update names, Exhibit C – updated Utility diagrams;

Appendix R- Destructive Weather Plan - pages R1 and R8 re-designate Maintenance Supervisor to Maintenance Manager; R-11, R-21 through R-22-update names and numbers; Remove appendix R-23 through R-30 – redundant contact information; Renumber pages 24 through 48;

Appendix S – Extended Tarmac Delay Plan - page S-7 updated tenant contacts; page S-8 add CCTV to Hold Room monitoring.

Change #17

Date: April 20, 2022

Section: Record of Changes, Table of Contents,
Distribution List

Description: Table of Contents page #s for III. Hazard Specific Information and Procedures, Section G. Sabotage, Hijack and Other Unlawful Interference updated to page III-23, H. Failure of Power for Movement Area Lighting to III-26, I. Water Rescue Situations to III-28, J. Crowd Control to III-29. Distribution List page vi – removed Boutique Airlines. III Hazard Specific Information and Procedures, Section G updated to include UAS /Drone response and adjusted pages # 24 to 30 to accommodate additional pages.

Change #18

Date: August 12, 2022

Section: General: Record of Changes,
I. Basic, II. Functional, III. Hazardous,
Appendices F,H,L,P,Q,R,S

Description: Signature page v updated; Record of Changes page xi and xii added for these updates;
I. Basics: pg I-6 added Florida Department of Health to Other Agencies, updated Ascension Sacred Heart Hospital and HCA Florida West Hospital names; pg I-9 updated 11. District 1 Medical Examiner name; pg I-10 added 26. Florida Department of Health.

II. Functional: pgs II-3(f), II-22(e), II-23(h), II-25(f) updated District 1 Medical Examiner name; Section G. Law enforcement, pg II-14 1. Purpose - clarified Escambia County Sheriff Office responsibilities; Remove and replace pages II-16 thru II-30 due to page format and information changes on each page.

Pg II-21 Section I. Health, 2. Situation, (c) updated Federal Disaster Medical Assistance Team (DMAT) response requirements;

pg II-23 Section I. Health, 3. Operations, (h) Medical Assistance (1) updated EMS responsibilities, (j) - updated Ascension Sacred Heart Hospital and HCA Florida West Hospital names;

pg II-25 Section I. Health, 4. Organization (f) updated District 1 Medical Examiner's Office responsibilities information; pg II-28 Section K. Airport Operations, 2. (b)(1) changed Gulf Power to Florida Power and Light; pgs II-23 to II-30 updated to due information shifted on consecutive pages.

III. Hazardous, pgs III-5(n), III-6(10), III-17(9) updated District 1 Medical Examiner name; pg III-21, F. Hazardous Materials, 4. Organization, (c)(1) updated name for Florida Division of Emergency Management Watch Office;

Appendix F – remove/replace updated pgs F-1 to F-4; pg F-1 replaced Oscar Williams with Carter Mansfield for Airport Operations Manager and Maria Landy with Dennis Salon; pg F-2 C - added City Parks and Rec and Public Works, D - added Escambia County Department of Public Safety and Department of Health, added E. Santa Rosa County Emergency Services and Emergency Management; pg F-3 - added F. City of Gulf Breeze, G. added Division of Emergency Management Watch Office, Department of Health Regional Emergency Response, District 1 Medical Examiner Office, Fish and Wildlife Conservation Commission 24-hour dispatch, and Florida Highway Patrol; H. updated Frontier, Southwest and Silver Airways contacts, and removed Boutique Airlines; pg F-4 updated HCA Florida west Hospital name; K. updated FPL; L. updated Ascension Sacred Heart Hospital and HCA Florida West Hospital names, and added Florida AIRHeart Air Ambulance Dispatch.

Appendix H – added Customs and Border Protection facility and Emergency Response Gate locations for I-3, P-16 and P-20

Appendix L – updated / re-numbered pgs L-1 to L-7; pg L-3 removed Helicopter info and Hospital #s; pg L-4 removed Police #s

Appendix P – pg P-13 removed Escambia County Sheriff Office helicopter; remove pages P-23 thru P-28 and replace with renumbered pages P-23 to P-25 as Phone Contact section was removed.

Appendix Q – Exhibit B, pg Q-9 updated Pensacola Aviation primary coordinator contact information; updated City Engineer cellphone number.

Appendix R – Page R-2 – updated List of Exhibits from A thru M to A thru L as Exhibit E was removed, remove pages R-4 to R-44 and replace with R-4 to R-40 for page format and updates, and removal of Exhibit E Contact List; Section 3. Operations (B) page R-4 updated reference to AEP

airport contact List as Appendix F, and (D) corrected Marketing Manager title; Section 4. Organization and Assignment of Responsibilities, updated duties for: Assistant Director in B(3,4) on Pg R-5, Airport Operations Manager in F(9) on Pg R-7, Airport Operations Officer in G(2) on Pg R-8, Airport Maintenance Manager in H(1-2) on Pg R-8, and Airport Operations Center in O(4) on Pg R-11.

Appendix S - Pg S-1 updated List of Exhibits, Pg S-4, updated 3. Operations (J) added “See Exhibit B” reference for International passenger holding area; Remove and replace pages S-7 to S-14 with S-7 to S-9 as Exhibit A Contact list pages and emails correspondence was removed; Exhibit C becomes new Exhibit A; Exhibit B - added Gate 12 to hold room diagram for international flights.

Change #19

Date: July 21, 2023

Section: General: Table of Contents.
Record of Revisions, II. Functional,
Appendices F, R

Description: Signature page v updated and Record of Changes page xii for these updates;

II. Functional - Updated Paragraph 4. Organization and Assignment of Responsibilities operational lines of succession on page II-2;

Appendix F - Airport Master Contact List - Updated contacts and phone numbers pages F1-F4;

Appendix R - Destructive Weather Plan

- Table of Contents, Organization and Assignment of Responsibilities updated on page R-1;
- Section (3) Operations, Paragraph D - replaced Airport Marketing Manager title with new Assistant Airport Director - Strategy & Development title on page R-4;
- Updated Section (4) Organization and Assignment of Responsibilities, pages R-5 thru R-12:
 - o added (B) Airport Deputy Director
 - o updated (C) Assistant Director - Operations (6)(7)
 - o updated (D) Assistant Director - Planning & Engineering (1)(2)
 - o updated (E) Assistant Airport Director - Strategy & Development (2)(6)
 - o updated (F) Assistant Airport Director - Finance
 - o updated (G) Airport Operations Manager (3)(4)(6)
 - o updated (H) Airport Operations Officer(s)
 - o updated (I) Airport Maintenance Manager (4)
 - o updated (J) Pensacola Police - Airport Section
 - o updated (K) Airport Administration & Contracts Manager (1)
 - o updated (L) Pensacola Fire Department (PFD)
 - o updated (M) Federal Aviation Administration
 - o updated (N) All Pensacola Airport Tenants (1)
 - o updated (O) TSA Screening-Operations
 - o updated (P) Airport Operations Center (5)

Exhibits A - L page #s changed/shifted from R-12 thru R-40 to R-13 thru R-42

- o Exhibit C Destructive Weather Incident Command Structure Org chart on page R-16

- Exhibit F Destructive Weather Recovery Checklist pages R-22 and R-28 (Fuel Farm), and added CBP facility on page R-31
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Change #20

Date: October 2, 2024

Section: General: Table of Contents, Signature page,
Record of Changes; II. Functional Section;
Appendix E, F, L, N, and R

Description: TOC page v, vi, and Record of Changes page xiii for these updates;

TOC: updated signatures page v: removed Byron Burkhart and Jay Tusa, added Payne, Skelton and Mansfield in a different role, vi added Breeze Airways/Trego-Dugan

II. Functional –pg II-11 and II-12- replaced Airport Marketing Manager position title with Assistant Airport Director - Strategy & Development position title; Appendix E - updated to add Deputy Director and clarification of roles and responsibilities for the Assistant Airport Director positions; Appendix F – updated contacts and phone numbers pages F-1 – F-4; Appendix L – updated boat information for Escambia County Sheriffs Office; Appendix N – updated phone and radio list; Appendix R – page R-22 updated Destructive Weather Recovery Checklist to remove reference to Economy lots, added Lot 4, removed employee and employee overflow lot as employees will now park in reserved spaces in Lot 1 via new revenue equipment with license plate readers (LPRs).

I. BASIC PLAN

A. INTRODUCTION

Within the scope of comprehensive emergency management, a need exists for a plan to specifically handle response and initial recovery from incidents and accidents that occur on or around Pensacola International Airport (PNS). This Airport Emergency Plan will focus primarily on two topics: response and initial recovery. This implies other planning will handle any mitigation, administrative, and long-term recovery issues associated with an emergency.

B. PURPOSE

The specific goals of this Airport Emergency Plan (AEP) are to:

1. Assign responsibility to organizations and individuals for carrying out specific actions at projected times and places in responding to an emergency.
2. Set forth lines of authority and organizational relationships, and show how all actions should be coordinated.
3. Describe how people and property will be protected in emergencies and disasters.
4. Identify personnel, equipment, facilities, supplies, and other resources available, within the Airport or by agreement with local communities, for use during response and recovery operations.
5. As a public document, cite its legal basis, state its objectives, and acknowledge assumptions.
6. Facilitate response and short-term recovery to set the stage for successful long-term recovery.

The Federal Aviation Administration (FAA) does not mandate a specific format for this AEP. However, Pensacola International Airport, being certificated under 14 CFR Part 139, intends to follow the recommendations set forth by FAA Advisory Circular 150/5200-31, *Airport Emergency Plan*. If this document contains the recommended information and is functional, (i.e., the users are familiar with the content and can find the information they need when they need it), then the format is appropriate for its intended use. If however, during drills, exercises, actual response, plan review, etc., that test is not met, then some change in format is in order. This AEP will follow a functional approach and is organized into the following four parts:

- I. Basic Plan.
- II. Functional Sections.
- III. Hazard - Specific Sections.
- IV. Appendices, SOPs and Checklists.

This approach avoids duplication of the planning effort for every hazard, and for every task, by dividing the AEP into four levels (i.e., Basic Plan, Functional Sections, Hazard-Specific Sections, and Appendices/SOPs/Checklists). It provides an easy-to-use mechanism for organizing all pertinent information. This format serves for all-hazard situations, even unanticipated ones, by organizing the AEP around performance of “generic” functions. It also permits emphasis on

hazards that pose the greatest risk to an airport and surrounding communities, through the use of Hazard-Specific Sections.

The Basic Plan provides an overview of Pensacola International Airport's emergency response organization and its policies. It is an overall sequence and scope of the planned emergency response. The Basic Plan is designed to meet the regulatory requirements of 14 CFR Part §139.325 with a minimal amount of detailed information. The details are contained in the Hazard-Specific Sections, Appendices, Standard Operating Procedures and Checklists found later in this document. Another important purpose of the Basic Plan portion of the AEP is to meet the informational needs of the Airport's executive body and other agency heads. It serves as a mechanism for outlining what hazards this AEP addresses without in-depth detail.

C. CITATION OF LEGAL AUTHORITY FOR EMERGENCY OPERATIONS

The City of Pensacola, county seat of Escambia County, is located on the westernmost part of the Florida panhandle, about 10 miles from the Alabama border and 60 miles east of the city of Mobile. The City of Pensacola is governed under the provisions of Chapter 166 of the Florida Statutes, having all general, corporate and proprietary powers necessary to enable the City to perform the functions of a municipal government, including the ownership and operation of the Pensacola International Airport. The Pensacola International Airport is entirely contained within the jurisdictional boundaries of the City of Pensacola, however, unincorporated portions of Escambia County adjoin the Airport property boundary in various locations.

D. ASSUMPTIONS AND SITUATIONS INCLUDED IN THIS AEP

The following assumptions and situations are to be considered for this document:

1. Natural and accidental events will occur at Pensacola International Airport, within the City of Pensacola and Escambia County, and the communities surrounding the Airport that create emergency situations and pose the potential for large scale disasters.
2. The threat of terrorism and the use of weapons of mass disruption/destruction will remain constant for the foreseeable future.
3. There will be insufficient forewarning of almost every type of natural or accidental event, which will not permit planning efforts beyond a real-time response, and response times will be retarded in proportion to the number of decisions required. In every situation encountered, first STOP, ANALYZE THE SITUATION, then TAKE ACTION.
4. A properly designed and implemented Airport Emergency Plan will prevent the loss of life, minimize illness and injury, and preserve property and community integrity.
5. Provisions of Homeland Security Statutes and regulations will govern certain response activities. The recovery of losses and costs from Federal resources will require specific preparations and compliance with specific regulations.
6. The Airport Emergency Plan will be in operation during and after any disaster affecting the Airport or surrounding community.
7. The City of Pensacola and Escambia County Division of Emergency Management will exercise a leading role in the management of a major disaster or multi-jurisdictional

- emergency. Pensacola International Airport will follow the procedures contained in this AEP and will not develop or endorse any conflicting policies or procedures.
8. The demand by the public for information will be very high and accentuated in certain types of disasters. The management of public reaction will require the distribution of needed information.
 9. Certain emergency support functions will be required for different emergencies, and certain assets and resources are critical to the emergency support effort.
 10. The Incident Command System will facilitate communication, resource management, and real-time planning of response actions in the complex jurisdictional environment of PNS, Escambia County and the City of Pensacola.
 11. All Airport employees with assigned functions and duties will perform them fully. Provisions will be made for employees to address family needs that cause conflicting priorities. Others who are qualified will perform duties if assigned personnel are not available.
 12. Due to the potential scale of the disaster and necessary response, Pensacola International Airport will rely heavily on mutual aid support from several surrounding communities and governmental agencies.
 13. Depending on the nature and extent of the event, PNS should be able to function within its design limits and provide a substantially increased capacity to accommodate the movement of personnel and material into the County.
 14. Depending on the nature of the event, arterial road systems may or may not remain operable, and bridges may or may not be passable, to allow access to the facility.
 15. Air traffic control, fueling, maintenance and other normal operational capacities will be able to accommodate any changes in the volume and type of traffic.
 16. Adequate security safeguards will be activated to protect Airport assets from intentional or accidental compromise.
 17. This AEP will be consistent with the policies and guidance contained in the National Response Framework, and National Incident Management System.

The areas covered by this plan and threats that are likely to arise are as follows:

- Aircraft Incidents and Accidents
- Disabled Aircraft Removal
- Bomb Threats/Incidents
- Crowd Control
- Earthquake (Structural Disaster)
- Structural Fires, Fires at Fuel Farms, or Fuel Trucks
- Radiological Incidents/Hazardous Material Spills
- Fuel Spills
- Power Failure for the Movement Areas Lighting System
- Hijacking/Sabotage/Terrorism (and other unlawful acts or interference)
- Severe Weather Events (thunderstorms, tornados, hurricanes, etc.)
- Water Rescue
- Extended Tarmac Delay

Although unknown hazards inherently exist, this AEP is meant to be implemented for any emergency situation and to encompass all possibilities for disaster response. This AEP is intended to identify those hazards which create the greatest vulnerability to the Airport and its surrounding

area, and outline the planned response. In addition, it determines what characteristics of the Airport may affect response activities, and what information used in the preparation of the AEP must be treated as assumption rather than fact.

E. GENERAL CONCEPT OF EMERGENCY OPERATIONS

Pensacola International Airport is owned and operated by the City of Pensacola. The funding for Airport operations and maintenance comes from the Airport's users instead of general tax revenue dollars. Scheduled commercial airline service is provided at the Airport, as well as air cargo, military and general aviation activity. Under normal, non-emergency conditions, the Pensacola International Airport is the home base for approximately 150 aircraft used for various functions including flight training, corporate, charter, pleasure and air medical services. In order to properly operate and maintain the Airport, the Airport Director has organized Pensacola International Airport into four Divisions:

1. Finance/Administration
2. Operations, Police and ARFF
3. Engineering and Facilities
4. Marketing

The organizational structure of the City of Pensacola is depicted in **Appendix A**. During normal situations, the leadership and organizational structure of Pensacola International Airport is as depicted in **Appendix B**. During emergency situations and especially those that have the potential to involve mass casualties, all emergency responders will follow a unified command structure under the framework of the Escambia County EOC Operations Incident Command Structure (see **Appendix C**).

General procedures and actions for implementation of the AEP at Pensacola International Airport for a response to an aircraft accident or incident are outlined below, and further defined in the Letter of Agreement – Airport Emergency Procedures, between the Pensacola International Airport, Federal Aviation Administration (FAA) Air Traffic Control Tower, Transportation Security Administration and Pensacola Fire Department (see **Appendix D**).

The Pensacola Aircraft Rescue and Fire Fighting (ARFF) Station and the Airport Operations Center (AOC), shall be alerted when, in the opinion of any of the following, a potential or actual emergency exists: 1) Federal Aviation Administration (FAA) Air Traffic Control Tower (ATCT) or TRACON personnel on duty; 2) the pilot of the aircraft concerned; 3) the operator of the aircraft or a representative; 4) a representative of Pensacola International Airport Management.

1. Types of Alerts:

a. ALERT I

An aircraft approaching the Airport is in minor difficulty, such as oil leaks, loss of radios, feathered propeller on a multi-engine aircraft, etc.

b. ALERT II

An aircraft approaching the Airport is in major difficulty, such as faulty landing gear, engine on fire, no hydraulic pressure, etc., or any Air Carrier (non-general aviation) aircraft experiencing a minor difficulty.

- c. **ALERT III**
An aircraft accident has occurred on or near the Airport.
- d. **MEDICAL ALERT**
An occupant on board an aircraft is in need of medical assistance requiring an ambulance.
- e. **SECURITY ALERT**
A security incident has taken place on board an aircraft or is observed on the airfield in which law enforcement response is needed.

2. Implementation of the AEP during routine weekday business hours:

In the event of an emergency, Airport Management shall respond to the scene and to the Airport Operations Center (AOC), as dictated by defined position responsibilities and Standard Operating Procedures (see **Appendix E**). The Airport Director, or designee, will make decisions about the airfield and terminal operating environment. ARFF equipment will be deployed in response to the nature of the emergency.

3. Implementation of the AEP during non-business hours:

- a. During non-business hours, on duty personnel will be the responsible for initiating the AEP.
- b. Based on the specific emergency and associated needs, the first representative of Airport Management on the scene will report to the accident scene or AOC, and support the Incident Commander in making notifications to the various departments and agencies that will need to be involved during the emergency response.
- c. All of the agencies responding will be coordinated under the direction of the Incident Commander. Coordination and cooperation between the agencies and personnel will be continuous until such time as the incident has been terminated.

F. AGENCIES INVOLVED IN THE AEP RESPONSE

The following participating agencies and personnel can be expected to be contacted for assistance or as a matter of procedure in the event of a disaster occurring at Pensacola International Airport. This list does not necessarily include all of those who will be notified and at the same time it may not be necessary to notify all of these in the event of an emergency response. The order in which they are listed is not necessarily the order in which the Airport or Incident Commander will make notification. All phone numbers are contained in **Appendix F**.

FIRE DEPARTMENTS:

Pensacola Fire Department (PFD)
NAS Pensacola Fire Department
Eglin Fire Department
Escambia County Fire Rescue
Gulf Breeze Fire Department

EMERGENCY MEDICAL SERVICES:

Escambia County Emergency Medical Services

HOSPITALS:

Baptist Hospital
Ascension Sacred Heart Hospital
Santa Rosa Hospital
Naval Hospital Pensacola
HCA Florida West Hospital

POLICE DEPARTMENTS:

City of Pensacola Police Department
Escambia County Sheriff
Florida Highway Patrol
Gulf Breeze Police Department
Federal Bureau of Investigation (FBI)
Florida State Fire Marshall's Office
Florida Department of Law Enforcement

OTHER AGENCIES/DEPARTMENTS:

Escambia County Division of Emergency Management
FAA Air Traffic Control Tower/TRACON
FAA Flight Standards District Office
United States Coast Guard
Florida Fish and Wildlife
Automated Flight Service Station
National Transportation Safety Board (NTSB)
US Post Office (if carriage of mail is involved)
American Red Cross/Red Cross Disaster Team
Transportation Security Administration (TSA)
U.S. Department of Homeland Security (DHS)
U.S. Customs and Border Protection
Florida Department of Health

In the event of a disaster or aircraft accident occurring at Pensacola International Airport, any or all of the above listed personnel/agencies may be notified to respond to the Airport. All responding personnel and agencies will be coordinated under the direction of the Incident Commander or designee. Coordination and cooperation between all agencies will be continuous until such time that the incident is terminated.

- a. Personnel and agencies noted above, and in the Assignment of Responsibilities section of the AEP, will be contacted by the Airport no less than once per quarter to verify and/or amend their response capabilities.

G. ORGANIZATIONS AND ASSIGNMENT OF RESPONSIBILITY

The following outlines what each organization or function might be expected to perform in the case of an emergency.

1. Air carrier(s) / Aircraft operator(s).

- a. Provide full details of aircraft related information, as appropriate, to include number of persons on board, fuel, and any presence of dangerous goods on board.
- b. Coordinate transportation, accommodations, and other arrangements for uninjured passengers.
- c. Coordinate utilization of their personnel and other supplies and equipment for all types of emergencies occurring at the Airport.
- d. Prepare a public relations/media response for the general public.

2. Air Traffic Control.

In accordance with established Letters of Agreement, the local Air Traffic tower will:

- a. Contact Airport emergency/operations personnel and equipment regarding aircraft incidents/accidents and provide them information relevant to the emergency while clearing all necessary emergency response equipment to the scene of the incident/accident (if applicable).
- b. Coordinate the movement of non-support aircraft away from any area on the Airport, which may be involved in an incident/accident.
- c. Coordinate the movement of support aircraft to/from the emergency scene.
- d. Hold all incoming/outgoing aircraft away from the Airport or incident/accident site until notified by the Airport that limited or normal operations may be resumed.

3. Airport Management.

- a. Assume responsibility for overall response and recovery operations, as appropriate.
- b. Establish, promulgate, coordinate, maintain and implement the AEP, to include assignment of responsibilities.
- c. Coordinate the closing of the Airport when necessary and initiate the dissemination of relevant safety-related information to the aviation users (NOTAMs).

4. Aircraft Rescue and Fire Fighting, Pensacola Fire Department Structural Units.

- a. Proceed to the site of the incident/accident with all necessary and available emergency response vehicles in order to manage and direct firefighting and rescue operations.
- b. Establish/maintain radio contact with ATC and the AOC for updates.
- c. Take responsible charge of rescue operations and initialization of actions to save lives and protect property.
- d. For aircraft emergencies, preserve wreckage and safeguard flight data/voice recorders until the FAA/NTSB arrives to take control of the accident site.
- e. Act as Incident Commander until relieved.

5. Airport Operations.

- a. Assist the Incident Commander, ARFF, Police and other emergency personnel as required.

- b. Work cooperatively with other emergency responders and Airport personnel to ensure aircraft operations are resumed in a safe manner at the conclusion of the incident or accident.
- c. Gather data as well as photos of the incident/accident site and the surrounding activities.
- d. Act as Incident Commander for terminal related incidents until relieved.

6. Airport Maintenance.

- a. Take appropriate actions to assist the movement of emergency vehicles to/from the site of the incident/accident.
- b. Assist in recovery operations to return facilities to normal operations.

7. Escambia County Emergency Medical Services.

- a. Provide emergency medical services to the Airport during emergency conditions to include medical equipment and personnel, triage, stabilization, first aid, and any other immediately necessary medical care. The Triage Officer will direct on-site primary survey of injured individuals, administer casualty identification and transport to the on-site treatment area.
- b. Coordinate planning, response, and recovery efforts with hospitals in closest proximity or with capability, fire/police departments, American Red Cross, and Airport Management. The Transportation Officer will direct the transfer of patients to area hospitals as directed by the Incident Commander.

8. Pensacola Police - Airport Section, Local Police Agencies / Escambia County Sheriff and Florida Highway Patrol.

- a. Provide primary law enforcement support to emergency responders.
- b. Provide security for the site and temporary morgue, in addition to the AOA and SIDA.
- c. Provide traffic and crowd control on the SIDA and AOA.
- d. Provide off-Airport traffic and crowd control.
- e. Provide general assistance/aid/security as directed by the Incident Commander or requested by the Pensacola Police - Airport Section.
- f. In the case of an emergency involving injuries or fatalities, assume control of the scene and assist any federal agencies as needed with the collection of evidence.

9. Airport tenants.

- a. Coordinate the use of their available equipment and supplies.
- b. Coordinate the use of their staff who may have knowledge of the Airport, aircraft, and other technical knowledge.

10. Clergy.

- a. Provide comfort to casualties and relatives. Clergy responsibilities should be made clear to avoid conflicts or duplication of effort from other providers of such services, such as the American Red Cross or other arrangements made by the air carrier or the National Transportation Safety Board under the Aviation Disaster Family Assistance Act (ADFAA).

11. District 1 Medical Examiner.

- a. Coordinate and provide body identification and other investigative activities.
- b. Responsible for taking charge and care of fatalities.
- c. Assemble fatalities in a temporary morgue until a more suitable location is found.
- d. Begin to attempt making identification on fatalities.

12. State or Local Environmental Agency.

- a. Provide response and recovery support for environmental and other hazardous material emergencies as defined by statute.

13. Explosive Ordnance Disposal (Florida State Fire Marshall).

- a. Provide a response and recovery support for the handling of any real or suspected explosive device.

14. Federal Aviation Administration (FAA).

- a. Certify and monitor the practices and procedures of the aviation industry.
- b. Provide investigation services, when deemed necessary by the National Transportation Safety Board.

15. Federal Bureau of Investigation (FBI).

- a. Investigate any alleged or suspected activities that may involve federal criminal offenses (usually related to bomb threats, hijackings, hostages, and dignitaries).
- b. Assumes command in response to certain hijack and other criminal situations.

16. Hazardous Materials Response Team.

- a. Provide response and recovery support for hazardous material emergencies as defined by statute.

17. Escambia County Division of Emergency Management.

- a. Coordinate overall planning, response, and recovery efforts with hospitals, EMS, fire and police departments, American Red Cross, Airport Management, etc. to ensure practicality and interoperability.

18. Hospital(s).

- a. Coordinate the hospital disaster plan with the Airport and the Escambia County Comprehensive Emergency Management Plan.

19. Mental Health Agencies.

- a. Provide coordinated program for survivors, relatives, eyewitnesses and emergency response personnel for dealing with the possible long-term effects of the emergency.

20. Mutual Aid Agencies.

- a. Coordinate and integrate emergency services into the AEP through mutual aid agreements and Standard Operating Procedures (SOP)

21. National Weather Service.

- a. Provide related technical support information in support of emergency response and recovery operations.
- b. Assist with alert and warning processes, particularly with weather related emergencies.

22. National Transportation Safety Board (NTSB).

- a. Conduct and control all accident investigations involving civil aircraft, or civil and military aircraft, within the United States, its territories and possessions.

23. Post Office.

- a. Ensure the security of the mails, protect postal property, and restore service.

24. Public Information / Media.

- a. Gather, coordinate and release factual information.

25. American Red Cross.

- a. Coordinate and provide support services to victims, their families, and to emergency responders.

26. Florida Department of Health

- a. Coordinate Health and Medical response with the State EOC/ESF-8 through Emergency Support Function 8 (ESF-8) at the Escambia Emergency Operations Center and Airport Emergency Operations Center. Assist with resource requests from Health and Medical Branch, EMS, Hospitals, and District 1 Medical Examiner's Office.
- b. Coordinate with Florida Department of Health - Environmental Health for monitoring of hazardous conditions/fuel contamination/waterway affects.

All tasked individuals/organizations identified above shall accomplish the following duties and responsibilities in order to meet their response requirements under this AEP:

- a. Maintain current internal personnel notification rosters and SOPs to perform assigned tasks.
- b. Analyze need and determine specific communications resource requirements.
- c. Identify potential sources of additional equipment and supplies.
- d. Provide for continuity of operations by taking action to:
 - i. Ensure that lines of succession for key management positions are established to ensure continuous leadership and authority for emergency actions and decisions in emergency conditions.
 - ii. Protect records, facilities, and organizational equipment deemed essential for sustaining operational capabilities and conducting emergency operations.
 - iii. Protect emergency response staff by providing appropriate protective clothing and respiratory devices, ensuring adequate training on equipment and procedures, providing security, rotating staff or scheduled time off to prevent burnout, making stress counseling available, and ensuring the functioning of communication and other essential equipment.

H. ADMINISTRATION AND LOGISTICS

1. Availability of Services and Support. The availability of services and support for emergencies is located in the Organization and Assignment of Responsibilities section of each Hazard-Specific section, and the Appendix section of this AEP. It is up to each individual department and involved agency to appropriately manage, monitor, and request additional resources as needed.

2. Mutual Aid Agreements. All Police, Fire and EMS Mutual Aid Agreements with other departments are maintained by the Airport Director, or designee.

3. Staffing – Assignments, Re-Assignments, and Volunteer Solicitation.

- a. All Airport personnel will be expected to report to their respective stations during a major disaster or emergency to ensure the fullest extent of Airport operational capability, as Airport personnel will have numerous primary or support responsibilities during an emergency.
- b. Airport Management will consult with the Incident Commander and assign Airport personnel to specific duties that may not coincide with their normal day-to-day responsibilities.
- c. Un-trained volunteers will be taken as a last resort option. Areas such as sandbagging for impending flood waters, preparing food for disaster workers, and collecting clothing for survivors are the type of responsibilities a volunteer may expect.

4. General Policies for Managing Resources, Record Keeping, Reporting and Tracking Resources.

- a. The Airport Finance/Administration Department will be responsible for all Airport resource procurement and record keeping. All other agencies supporting the Pensacola International Airport during a major disaster/emergency will be responsible for their own record keeping and resource procurement unless they request such assistance from the Airport.
- b. In the event that Airport Finance/Administration cannot stage its operations out of the Airport Terminal Building, the Maintenance Building or another area will be designated. If necessary, an immediate freeze of all non-essential supplies and service purchases will be implemented in the event of a major emergency or disaster. The freeze will restrict those purchases to emergency items only and those items absolutely necessary to ensure the safe and efficient operation of the Airport.

I. PLAN DEVELOPMENT AND MAINTENANCE

All Airport personnel should periodically review AEP policies, procedures and related information. Training that covers changes in policies, procedures, resource availability, etc., will be provided to ensure that all personnel stay familiar with current information. The review schedules for some of the key elements of this AEP are:

- 1. Telephone numbers** contained in the AEP will be reviewed quarterly for accuracy by actually calling the individuals/organizations listed. Changes will be noted, particularly in the procedures of the individual(s)/organization(s) tasked with making the calls during an emergency.
- 2. Radio frequencies** used in support of the AEP will be tested at least monthly.
- 3. Emergency resources** will be inspected routinely. The frequency of inspection may vary depending on the type of equipment and supplies. The Airport Self-Inspection Program includes these resources on either daily or periodic inspection schedules.
- 4. Personnel assignments** to include descriptions of duties and responsibilities will be reviewed semi-annually.
- 5. Mutual aid agreements** will be reviewed annually or as specified in the agreement.
- 6. Off-airport activity** will be reviewed on an on-going basis. Airport Management will maintain an open dialogue with off-Airport agencies, such as utilities, public works departments, etc., to learn of activity that may affect the Airport's emergency response effort, (i.e., road construction and closures, major utility work, etc.).

An important part of plan development and maintenance comes from the overall training, drill, and exercise of the AEP. As training, drills, and exercises are conducted, it is important that a functional critique/feedback program be in place. These "lessons learned" will be incorporated back into the planning process.

J. AUTHORITIES AND REFERENCES

These can be found in **Appendix G** at the end of this AEP.

K. ACRONYMS

AC	Aircraft
ACM	Airport Certification Manual
ADFAA	Aviation Disaster Family Assistance Act
AEP	Airport Emergency Plan
ALERT I	Minor Aircraft Emergency
ALERT II	Aircraft Incident / Difficulty
ALERT III	Aircraft Accident / Crash
AFFF	Aqueous Film-Forming Foam
AOA	Air Operations Area
AOC	Airport Operations Center
APU	Auxiliary Power Unit
ARC	American Red Cross
ARFF	Aircraft Rescue and Fire Fighting
ASC	Airport Security Coordination
ASOCS	Airport Safety and Operations Compliance
ATCT	Air Traffic Control Tower
CFR	Code of Federal Regulations
EMA	Emergency Management Agency
EMS	Emergency Medical Services
EOC	Emergency Operations Center
EOD	Explosive Ordnance Disposal
ERT	Emergency Readiness/Response Team
FAA	Federal Aviation Administration
FAR	Federal Aviation Regulations
FBI	Federal Bureau of Investigation
FBO	Fixed Based Operator
FEMA	Federal Emergency Management Agency
FSDO	Flight Standards District Office
FSS	Flight Service Station
HAZMAT	Hazardous Material
IC	Incident Commander
MACC	Multi-Agency Coordination Center
NOTAM	Notice to Airmen
NTSB	National Transportation Safety Board
PNS	Pensacola International Airport
PDF	Pensacola Fire Department
PPD	Pensacola Police Department
RWY	Runway
SIDA	Security Identification Display Area
SOP	Standard Operating Procedures
SSI	Sensitive Security Information
TSA	Transportation Security Administration
TWY	Taxiway

II. FUNCTIONAL SECTIONS

A. INTRODUCTION

The functional areas identified in this section address critical services necessary to manage, communicate, respond and mitigate Airport related emergencies. They are generic functional responsibilities and may be applied to all emergencies. However, each is a critical component of the AEP since these functions will enable Pensacola International Airport to cope with and respond to unforeseen emergencies.

B. COMMAND AND CONTROL

1. Purpose. The Command and Control section provides an overview of the mechanisms used by Pensacola International Airport to direct and control response recovery activities for each phase of an emergency. Command and Control provides direction for those activities essential to saving lives, protecting property, and restoring the Airport to normal operations following an emergency situation. Pensacola International Airport is also recognized by the Escambia County Comprehensive Emergency Management Plan as being an integral part of the coordination and response resources available for large-scale disasters that affect the entire community.

2. Situation and Assumptions. Due to the nature of aircraft operations at Pensacola International Airport, and the diversity of daily business operations, many different types of emergency situations could require an emergency response. Depending on the type and scale of the disaster emergency, Airport resources may or may not be sufficient to respond and handle the emergency situation. In the event the first responders determine that Airport resources are insufficient for the scale of the emergency, a request for mutual aid support will be initiated, and mutual aid resources will be deployed in accordance with the policies and procedures defined in the Escambia County Comprehensive Emergency Management Plan

3. Operations. Depending on the type of emergency, the ARFF responders, Airport Operations or Pensacola Police - Airport Section, will be responsible for establishing the Incident Command System during an emergency, and maintaining the organizational structure throughout the emergency response activities and recovery.

- a. In the event an emergency response requires the use of a centralized emergency operations area, an Emergency Operations Center (EOC) will be established by Pensacola International Airport in the Terminal Building (as described in this section).
- b. The Airport EOC will facilitate policy making as well as coordination and control of multi-jurisdictional emergency responders to a large scale disaster or emergency.
- c. Upon request or based on the circumstances of the emergency response, Escambia County can also activate the Escambia County Emergency Operations Center, or deploy their Mobile EOC upon request.
- d. All command and control activities would be handled from the Airport EOC by the Pensacola International Airport, or as delegated to other mutual aid agencies.

The Airport EOC will be immediately activated upon request of the Airport Director, his/her designee, or Incident Commander. The Airport EOC and the Incident Commander will work closely to coordinate all efforts, identify special considerations, secondary threats, and available resources.

Key personnel in the Incident Command System for on-Airport emergencies will be readily identifiable through the use of reflective vests and functional badges, which will be provided by the Airport, or Escambia County.

Pensacola International Airport has been recognized as a supporting agency defined in Emergency Support Function 1 (ESF-1) of the Escambia County Comprehensive Emergency Management Plan. ESF-1 is structured to provide, in a coordinated manner, the resources (human, technical, equipment, facility, materials and supplies) of member agencies in support of emergency transportation needs during an emergency or disaster in Escambia County.

4. Organization and Assignment of Responsibilities. The operational lines of succession shall be in the order listed below to assume control of an emergency situation at Pensacola International Airport:

- Airport Director
- Airport Deputy Director
- Assistant Airport Director – Planning and Engineering
- Assistant Airport Director – Operations
- Assistant Airport Director – Finance
- Assistant Airport Director – Strategy and Development
- Airport Administration & Contracts Manager
- Airport Operations Manager
- Airport Operations Officer(s)
- Pensacola Police - Airport Section Sergeant
- Senior Pensacola Police - Airport Section Officer on duty
- Airport Maintenance Manager
- Battalion Chief
- Assigned ARFF Lieutenant

A response involving agencies outside of the Airport shall follow the Escambia County Comprehensive Emergency Operations Plan, “Incident Command” procedures for Command and Control of the emergency response efforts. The functional areas listed below shall be staffed with individuals who have primary and support responsibilities relative to Command and Control. The Primary and Support status will depend on the nature of the emergency/disaster.

a. Airport Emergency Operations Center

An Airport Emergency Operations Center (EOC) will normally be established in the second floor conference room of the Airport Administration Office. The Airport EOC will be established and activated in the event of a major emergency, and will be the central point for overall control and coordination of activities. General functions of the Airport EOC will include:

- i. Accomplish supervisory coordination and issue instructions for overall control of the emergency and recovery operations. This includes representation from multiple public safety agencies and private companies such as air carriers when applicable.

- ii. Arrange for the formation of convoys and radio-equipped escort vehicles to take officials onto the Airport and to the emergency site.
- iii. Act as reception point for receiving and briefing investigative officials, county officials, insurance officials, etc.
- iv. Acting as a liaison with the Airport Operations Center for communications.

b. On-Site Command Post:

Depending on the scope of the emergency, response to an Airport related emergency or incident, an on-site command post will normally be established for all police, fire, ambulance and medical units responding. Airport Rescue and Fire Fighting vehicles will establish an on-site command post site with the ranking PFD officer acting as Incident Commander.

c. Emergency Equipment Entry Point:

Mutual Aid Fire Support will enter through vehicle Gate P-16 and P-20. This shall be the primary emergency vehicle and equipment entry point for all fire units responding to an on-Airport emergency (see Appendix H for the PNS Security Gate/Building Locations).

- i. EMS / Police Support shall enter through vehicle Gate I-3, which shall be the primary emergency vehicle entry point for all ambulances, police and EMS support units responding to an on-Airport emergency. Other entry points may be designated as determined by the on-scene Incident Commander, or Airport EOC, as conditions dictate.

d. Emergency Equipment Staging:

Once inside vehicle Gates P-16, P-20 and I-3, units shall respond to an equipment staging area for specific site guidance information. Note: The Incident Commander may designate an alternate equipment-staging site, depending on the location of the emergency incident.

- i. The staging area for Gate P-16 is located next to the ARFF Station (Station #7).
- ii. The staging area for Gate P-20 is located on Maygarden Road
- iii. The staging area for Gate I-3 is located adjacent to the North Cargo facility at the end of Francis Taylor Blvd.
- iv. Caution shall be exercised to maintain physical separation between fire units in the staging area and aircraft movement areas.

e. Media Briefing Area:

News media will be directed to the WSRE studios, located at 1000 College Boulevard, for all formal news conferences and news releases.

f. On-Site Morgue:

Upon request by the District 1 Medical Examiner, an on-site morgue facility shall be activated and maintained. If available, climate controlled temporary buildings will be set up and secured within the Airport.

g. Critical Incident Stress Management:

- i. Critical Incident Stress Management Team: The stress management team consists of authorized stress management professionals from the Critical Incident Stress Debrief Team. Upon notification by the Pensacola Fire Department, the team will activate and assist in staffing a demobilization center and debriefing area (see paragraphs 2 and 3 below). The American Red Cross shall also be notified of the above actions in accordance with the Aviation Disaster Family Assistance Act of 1996.
- ii. Demobilization Center: A demobilization center for use by personnel, from all responding agencies, will initially be established at the Airport Maintenance Building. The American Red Cross and the Critical Incident Stress Management Team demobilization center personnel will provide food and facilities for rest and cleanup. Members of the stress management team will be available to observe and assist individuals involved in emergency operations who may require assistance in coping with symptoms of stress.
- iii. Debriefing Area: The Critical Incident Stress Management Team will establish a debriefing area at the Airport Maintenance building. Organized debriefing of personnel will generally be initiated at least 2 days following a major disaster, and are conducted to assist individuals in coping with stress symptoms resulting from the emergency.

h. Family Assistance Center:

A Family Assistance Center will initially be established in the Public Conference Room of the terminal building. The facility shall be staffed primarily by representatives of the affected air carrier, as well as clergy, the American Red Cross and other agencies providing assistance to family members of victims.

- i. The affected air carrier shall make a determination whether the Family Assistance Center shall remain in this location, or move off-Airport.
- ii. The affected air carrier shall be responsible for transporting the family members of the victims off-Airport.
- iii. The American Red Cross shall assist in offering counseling, religious and other support services as described in the Aviation Family Assistance Act of 1996 and outlined in the Red Cross Chapter Aviation Disaster Response Plan.
- iv. When emergency conditions allow, a method of communication between incident command and staffing at the family assistance center should be established. Such a method may include representatives from city, county or state agencies, the American Red Cross, or any agency identified by the Incident Commander.

i. Personnel Identification Procedure

- i. Only individuals with a valid need and proper identification shall be granted entry to an emergency site.
- ii. Authorized entry to the emergency site shall be via an entry control point staffed by a Law Enforcement Officer.
- iii. All personnel entering the restricted emergency site will be required to present a full-faced government, Airport or company issued identification badge, or be escorted by an authorized badge holder while on site.

- iv. While on site at an emergency scene, badges shall be worn on the outer most garment at all times, or immediately available if protective clothing prevents continuous display.
- v. Authorization to enter the emergency site will be controlled by the on-scene incident command post.

5. Plan Development/Maintenance. Annual review of the Command and Control section, in addition to plan development and maintenance, is the responsibility of the Airport Director, or designee.

6. Administration and Logistics. This section describes the support requirements for the Command and Control function.

- a. The Airport Director, or designee, will administer the policies and procedures of the Pensacola International Airport necessary to fulfill the responsibilities identified in this AEP. The Airport Director, or designee, is responsible for administration of this AEP that addresses mitigation, preparedness, response, and recovery for hazards identified for Pensacola International Airport.
- b. The Escambia County Division of Emergency Management is responsible for management of the Escambia County EOC which will serve as a Multi-agency Coordinating Center (MACC) and provide support to the Pensacola International Airport for any large-scale emergency response.
- c. The Pensacola International Airport and all local political jurisdictions will utilize the processes, guides, protocols, and procedures prescribed in the National Incident Management System (NIMS). NIMS standardizes incident management for all hazards, regardless of scale or capability of the incident, across all levels of government. The NIMS structure is based on the Incident Command System and the Unified Command System.
- d. Provisions for retention and preservation of records and documents of record will be in accordance with Pensacola International Airport retention policies and schedules.
- e. Pensacola International Airport will initiate requests for support from local mutual aid agencies when Airport resources and/or capabilities have been committed or exhausted.
- f. All Airport assets employed in the emergency response and recovery will be assigned, maintained, and tracked to assure equipment and fiscal accountability.

7. Authorities and References. See Appendix G.

C. COMMUNICATIONS

1. Purpose. The Communications section provides information on how Pensacola International Airport will establish, use, maintain, augment, and provide redundancy for all types of communication devices needed during emergency response operations.

2. Situation and Assumptions. This section identifies broad considerations that apply to all kinds of emergency conditions that could occur at Pensacola International Airport, and would require the activation of an emergency communication system to support the response.

- a. A large-scale emergency response for Pensacola International Airport will usually require communications capability beyond the normal capacities of the Airport to accommodate. Therefore, communications support from mutual aid agencies and Escambia County are an important part of the response and recovery aspects of this AEP.
- b. Depending on the type of emergency, communications support from local emergency response agencies may or may not be available.
- c. Organizations such as Amateur Radio Emergency Service (ARES), local industry, taxi and transit companies, may be available for support through Escambia County.
- d. The Airport Director, or designee, will maintain operational control of the Pensacola International Airport communications system(s) while coordinating with the Incident Command Post or Airport Emergency Operations Center during emergency response and recovery operations.

3. Operations. This section describes the various systems and methods of communication between the emergency responders identified in this AEP.

- a. The Airport uses the City of Pensacola's 800 MHz communication system. Each Airport emergency responder will be equipped with a hand-held radio capable of communicating on the 800 MHz system.
- b. The Airport has 2-way aircraft radios in certain vehicles in order to communicate with ATCT. Hand-held radios that operate on these frequencies are also used as supplementary or back-up communications.
- c. During an emergency/disaster at the Airport communication between the Airport and ATCT will be established and maintained on 121.9 MHz.
- d. Other frequencies that may be utilized during an emergency are as follows:
 - i. 119.9-Tower Control (ATCT)
 - ii. 121.9-Ground Control (ATCT)
- e. The Airport Director, or designee, will have communication with the following agencies via cellular phone:
 - i. ARFF/Police
 - ii. Airport Operations

- iii. Airport EOC
 - iv. Finance/Administration
 - v. Airport Maintenance
- f. Should an Airport related emergency or incident occur, Airport staff notification can be initiated as follows (see Appendix F – Airport Master Contacts, Emergency Phone Numbers), by one of the following agencies:
 - i. Pensacola Fire Department
 - ii. Escambia County Communications Center, or
 - iii. Airport Operations and ARFF Station
- g. Notification Systems: The following procedures and methods for alerting ARFF will be utilized by PNS ATCT/TRACON personnel when an existing or impending emergency situation arises:
 - i. Aural bell alarm to ARFF facility from Tower personnel.
 - ii. 800 MHz radio to ARFF facility from Tower personnel.
 - iii. Direct line to Pensacola Fire Department dispatcher from ATCT personnel.
 - iv. Telephone call to ARFF facility.

4. Organization and Assignment of Responsibilities. The individuals and agencies listed below have primary and support responsibilities relative to Communications. The Primary and Support status will depend on the nature of the emergency/disaster.

- a. Airport Director.
The Airport Director will ensure that adequate and appropriate communications systems are in place.
- b. Airport Operations.
Airport Operations staff shall be responsible for the following:
 - i. Managing the communications section of the Airport EOC.
 - ii. Providing support to the Airport Director and Public Information Officer as needed.
 - iii. Ensuring the communications section in the Airport EOC has the staffing and capability to maintain communications around the clock.
 - iv. Maintaining a chronological log of all events.
- c. Other tasked organizations. This will include all emergency response organizations (i.e., ARFF, Law Enforcement, Health and Medical, Escambia County, etc.). During emergency operations, all organizations shall:
 - i. Maintain their existing equipment and follow established procedures for communicating with their organization's personnel supporting the emergency operations.
 - ii. Ensure redundant and interoperable communications capability.
 - iii. Clean, repair and perform maintenance on all communications equipment before returning to normal operations or storage.

4. Administration and Logistics. This section addresses the support requirements for the communications function.

- a. Provisions for retention and preservation of records and documents of record will be in accordance with City of Pensacola retention policies and schedules.
- b. All Airport assets employed in the emergency response and recovery will be assigned, maintained, and tracked to assure equipment and fiscal accountability.
- c. All telephone numbers and radio frequencies to be used during emergency response activities are contained in this section and the Appendices.

6. Plan Development/Maintenance. In addition to plan development and maintenance of the communications section, it is the responsibility of the Airport Director, or designee, to annually review this section of the AEP.

7. Authorities and References. See **Appendix G.**

D. ALERT NOTIFICATION AND WARNING

1. Purpose. The Alert Notification and Warning section will identify the methods and sequences to be used in notifying all appropriate personnel of the emergency as well as those in the immediate vicinity. This section will describe the Alert and Warning system available at the Airport as well as who is responsible for activation, deactivation and testing. The ability to direct emergency forces through alert and warning communication is essential to effective operations in an emergency.

2. Situation and Assumptions. This section describes the general kinds of conditions that could warrant the activation of the alert notification and warning system. Some of the typical assumptions may include:

- a. Special needs groups such as people with sight or hearing, mobility impairments or unaccompanied children will require special attention.
- b. Some people may ignore or not understand the alert notification and warning system.
- c. Fire, police and other Airport personnel may be called upon to assist in the alert notification and warning process.
- d. For some types of emergencies, Escambia County may activate the local emergency alert system to notify the public of the situation.

3. Operations. This section provides general information on the process of how the alert notification and warning system is to be used at Pensacola International Airport.

- a. The Pensacola International Airport is vulnerable to many hazards (i.e. natural disasters, structural fires, bomb threats, hijacking attempts, aircraft accidents, etc.), which would require activation of the alert notification and warning system.
- b. Initial reports of an emergency may be generated from one of several sources such as Airport Management, Pensacola Police and Fire Departments, the ATCT, aircraft owner/operator, or perhaps even someone from the general public.

- c. In the event of an Alert 1, Alert 2 or Alert 3, the primary method of alarm notification will be the Tower/TRACON activation of the aural (bell) alarm in the ARFF station. This alert system is tested daily.
- d. In the event the ARFF emergency equipment is out on the Airport property and not at the station, the Tower shall give all emergency alert notifications on 121.9 MHz.
- e. Normal use telephone lines to connect with the ARFF Station and Airport Operations Center are a secondary method of alarm notification. As a last resort, ATCT may also dial 911, or a representative of Airport Management directly by mobile phone (**See Appendix F**).
- f. In the event of a countywide disaster, Pensacola International Airport will be notified via the Emergency Alert and Warning System broadcast from the Escambia County Division of Emergency Management.
- g. In the event of a terminal building or property incident, a number of alarm systems are present at the Pensacola International Airport. The terminal building and all FBO's are equipped with smoke detectors and sprinkler systems that will be activated in the event of smoke or fire.
- h. Warning information concerning the weather is typically received from one of the means noted below:
 - i. ATCT or FSS may be contacted for a weather briefing, or in some instances they may contact the Airport.
 - ii. The Escambia County Emergency Alert and Warning System will automatically begin broadcasting warnings when severe weather is in the area.
 - iii. The last method is the Airport receiving specific weather information via DUAT, NOAA, or the National Weather Service.
 - iv. Commercially available weather reporting.
- i. The Pensacola International Airport ARFF and Police Departments operate on the airfield 24 hours-a-day, seven days a week and continually monitor Airport activities.
- j. Mutual Aid agencies are alerted through Escambia County Division of Emergency Management.

4. Organization and Assignment of Responsibilities. Once an emergency situation is identified, quick notification and exchange of information is crucial. This section describes specific responsibilities that are assigned to personnel and organizations for each type of emergency.

a. Airport Management:

- i. Airport Management officials will respond to the accident scene, activate the Airport EOC, and begin with the response process.
- ii. Airport Management will monitor radio traffic to ensure that the channels are clear for emergency communications.
- iii. Airport Management is responsible for advising of any status changes in the disaster/emergency.
- iv. Airport Management will maintain and provide information to all decision makers involved in the disaster/emergency.
- v. Airport Management will work with the media in order to assist with the dissemination of disaster/ emergency information to the public sector.

b. ARFF:

Deployment of the ARFF equipment and emergency procedures utilized will be the responsibility of the senior ARFF official.

- i. ARFF units shall proceed to the accident site, appraise the situation, and call for additional assistance of emergency personnel and equipment, if required.
 - ii. The senior ARFF official shall advise the responding Airport Management official of any additional emergency response that has been initiated.
- c. Tower/TRACON:
 - i. The Tower/TRACON will initially contact the ARFF units if an Alert is in effect, and then proceed making updated notifications on the flight status to emergency personnel and equipment, and Airport Management.
 - ii. The Tower will provide ground control services for access to the active runway/taxiway system as needed.
- d. FBO's, Airlines and Airport Tenants:
 - i. The FBO Managers, Airline Managers and Airport Tenants will assist in the notification process to their respective clients and personnel.

5. Administration and Logistics. This section addresses the administrative and general support requirements associated with the alert notification and warning function.

- a. **Appendix F** contains contact information of emergency response personnel and Airport Management.
- b. Testing of the alert notification and warning system is as identified in this section.
- c. The repair and replacement of equipment used to activate the alert notification and warning system shall be maintained and replaced in accordance with the policies and procedures of the Pensacola International Airport.
- d. All agreements pertaining to the alert notification and warning system (i.e., Letters of Agreement, Mutual Aid Agreements, etc.), are maintained by the Airport Director, or designee, and are on file in Airport Administration at PNS.

6. Plan Development/Maintenance. In addition to plan development and maintenance of the Alert Notification and Warning section, an annual review of this section is the responsibility of the Airport Director.

7. Authorities and References. See **Appendix G**.

E. EMERGENCY PUBLIC INFORMATION

1. Purpose. The Emergency Public Information section will describe the means, organizations, and processes that the Pensacola International Airport will use to provide timely, accurate, and useful information/instructions before, during, and after a disaster/emergency.

2. Situation and Assumptions. This section describes the overall planning environment for the emergency public information function.

- a. The Pensacola International Airport has the potential to be affected by many types of disasters and emergencies as described in the Hazard Specific sections. In each situation, it would become necessary for the Airport and/or Incident Commander and Airport EOC to distribute information to the news media, which in turn would relay the pertinent information to the public.

- b. The news media serving the City of Pensacola, Escambia County, and the Airport most likely to be used are defined in **Appendix I** (including contact information).
- c. There may be state and nationwide interest regarding coverage of any disaster or emergency with the majority of media being unfamiliar with the processes outlined in the AEP.
- d. Cooperation is expected from local media in terms of focusing on the dissemination of emergency public information versus spotlighting a spectacle story. However, Pensacola International Airport knows that some media will attempt to gain information from unofficial sources.
- e. An effective emergency public information program is expected to help reduce further harm or casualties and to minimize the effects of the disaster/emergency whereas the general public are concerned.

3. Operations. This section provides general information on how emergency public information is to be disseminated to the public, as well as transients and the employee work force on the Airport.

- a. It shall be the policy of Airport Management to cooperate fully with bona fide representatives of the news media, provided it can be done without hindering the operations of emergency personnel.
- b. In the event of a significant civil aircraft or Airport related disaster, the Assistant Airport Director - Strategy & Development will perform continuous public information functions which will be supplemented by announcements made by the appropriate official from the media briefing area, located at the WSRE studio at 1000 College Boulevard.
- c. Pre-authorized representatives of the press, radio and television may be admitted to the scene of a civil aircraft accident at the discretion of both the Airport Director, or designee, and Incident Commander. All media activity in the vicinity of the accident scene shall be conducted under the supervision of the Assistant Airport Director - Strategy & Development. In the case of a military aircraft accident, all efforts will be made to refer the news media to the military authorities. Photographs of the aircraft may be permitted with the restriction that wreckage shall not be disturbed for this purpose.
- d. Airport employees will not give any information to the news media except a description of his or her actual participation, and then only when it does not interfere in the performance of emergency duties.

4. Organization and Assignment of Responsibilities. The following types of tasking may be assigned to support the emergency public information efforts.

- a. Assistant Airport Director - Strategy & Development:
 - i. The Assistant Airport Director - Strategy & Development is responsible for disseminating emergency information/instructions to the media and therefore the public.
 - ii. The Assistant Airport Director - Strategy & Development will communicate and coordinate continually with the airline/FBO/Tenant involved in the emergency/accident.

b. FBO's, Tenants and Airlines:

- i. The Airline, FBO and Tenant Managers will assist and provide support, wherever possible. This will mainly be in the form of disseminating pertinent information to their customers regarding the current emergency/disaster.
- ii. The Airlines, FBO, and Tenant Managers should refrain from making speculative comments to media and should limit any comments to factual information.

c. Pensacola Police - Airport Section (PPAS):

- i. PPAS will assist with the dissemination of disaster/emergency information and instructions via vehicle mounted public address systems or person-to-person notification if needed.
- ii. PPAS will confirm area safety for media access if necessary.
- iii. PPAS will confirm appropriate security measures for media access.
- iv. PPAS will assist ARFF to ensure preservation of all wreckage and accident evidence until relieved by the FAA/NTSB.
- v. PPAS, with the assistance of other mutual aid agencies, will provide escorts and identification requirements for the media so they may have access to the emergency/disaster site. It shall be noted that in a typical aircraft accident this operation will be of the lowest priority until the emergency/disaster has ended.

d. FAA/NTSB:

- i. The FAA/NTSB will assist the Airport by providing accurate and up-to-date information, which may be passed on to the media and public.

5. Administration and Logistics. This section addresses the administration and general support requirements for the emergency public information function.

- a. All outgoing information, whether verbal or in writing, will be verified for accuracy prior to being disseminated.
- b. The Airport will rely heavily on its supporting agencies to provide them with status reports concerning the emergency/disaster, and work to disseminate accurate and timely information. In the event of a county wide disaster that affects the Airport, all information dissemination will be handled by Escambia County.
- c. Depending upon the nature and location of the emergency, the Airport Terminal Building or another on or off-airport facility will be used as the main conference center during a disaster/emergency. The decision of which facility to use will be made by the Airport Director, or designee.

6. Plan Development/Maintenance. In addition to plan development and maintenance of the Emergency Public Information section, it is the responsibility of the Airport Director, or designee, to conduct an annual review of this section.

7. Authorities and References. See Appendix G.

F. PROTECTIVE ACTIONS

1. Purpose. The Protective Actions section will describe the provisions that have been made to address those actions that are in place to ensure a safe and orderly evacuation of people and equipment threatened by hazards the Airport faces, or if time does not permit evacuation, then providing for sheltering in place. This section also covers those events that may require a protective action that involves the entire Airport (i.e., hazardous materials evacuation), as well as those events that are more local in nature (i.e., bomb threat in the terminal).

2. Situation and Assumptions. This section describes situations that the Airport may face which require some type of protective action for its permanent and transient population.

- a. The Pensacola International Airport is vulnerable to several hazards that could facilitate the need for evacuation or sheltering should the lives and property of the traveling public and/or employees be threatened. Natural disasters, such as earthquakes, tornados, floods, hurricanes, as well as hazardous materials, are just a few of the hazards that could trigger an order to evacuate or shelter.
- b. Evacuation of people at risk for emergency situations that occur with little or no warning can be implemented on an ad-hoc basis by the Airport Director or designee. Evacuation instructions should be based on known/assumed health risks associated with the hazard and a determination that sheltering is no longer a viable option. The Airport knows that there will be some instances where it would be more appropriate to shelter rather than evacuate.
- c. There will be certain sectors of the traveling public that will need special attention and assistance (i.e. visual/hearing impaired, physically challenged and individuals with language barriers).
- d. The primary decision for ordering shelter or a complete evacuation will come from the Airport Director or designee.
- e. While many people will begin the evacuation or sheltering process on their own, it is anticipated that a majority of the people will be looking for and follow information, instructions, and guidance given by the Airport. There will undoubtedly be some individuals within the Airport population who may not understand or will refuse to follow given directions. The Pensacola Police - Airport Section will have the authority to escort these people to a safe location by whatever means necessary.

3. Operations. There are several factors which must be considered when planning for protective actions. These factors include the characteristics of the hazard or threat itself, magnitude, intensity, speed of onset, duration and potential impact to the Airport. Such factors will determine the type of protective action (shelter or evacuate), whom will be impacted, how they will be notified, duration of impact, and in the case of evacuation, the ultimate destination.

- a. Generally speaking, sheltering is the best option for those situations where there is little to no lead time, and the nature of the event is external and the duration is relatively short (i.e., tornado warning). Evacuation can be partial or full, and is generally necessary for events that are more long-term in nature.
- b. Public notification will be accomplished in several ways, (i.e., terminal public address system, loud speaker, phone notification, personal communication, etc.).
- c. Depending on the nature of the sheltering or evacuation, the need to secure various facilities and equipment will be made on a case-by-case basis.

- d. A copy of the Pensacola International Airport Terminal Evacuation Plan is included in this AEP as **Appendix J**.

4. Organization and Assignment of Responsibilities. This section describes the protective action responsibilities that are assigned to tasked individuals and organizations.

a. Airport Management:

- i. The Airport Director, or designee, is responsible for ordering the sheltering or evacuation of personnel and equipment in the event that such action is necessary.
- ii. Airport Management is responsible for directing the appropriate announcements to the Airport Tenants by whatever means necessary.
- iii. All available airport equipment will be utilized to ensure emergency transportation for everyone at the Airport.

b. Pensacola Police - Airport Section (PPAS):

- i. PPAS will assist Airport Management with the notification and evacuation process.
- ii. PPAS will provide traffic control as well as site security should an evacuation take place. This includes directing and supporting local police agencies that are called upon to assist.
- iii. PPAS should be in a position, and ready, to activate an evacuation should the need arise.

5. Administration and Logistics. The Airport is responsible for the procurement of its own essential supplies that are needed for an evacuation operation. All Airport vehicles are available for use during the evacuation process, and if necessary, mutual aid assistance from Escambia County and other emergency responders will be requested to support the evacuation. The provisions of this section will be implemented consistent with the Escambia County Comprehensive Emergency Management Plan.

6. Plan Development and Maintenance. Annual review of the Protective Actions section, in addition to plan development and maintenance, is the responsibility of the Airport Director.

7. Authorities and References. See **Appendix G**.

G. LAW ENFORCEMENT AND SECURITY

1. Purpose. The Law Enforcement section provides information and identifies methods used to mobilize and manage law enforcement services in response to a disaster/emergency. The City of Pensacola Police Department, Escambia County Sheriff's office, and other local Police Agencies exist to protect life and property, as well as help facilitate rapid access for all emergency responders/equipment to the disaster/incident site as well as provide rapid egress to awaiting medical facilities.

2. Situation and Assumptions. This section describes the current Pensacola International Airport law enforcement situations and assumptions during emergency response operations.

- a. Federal Regulations Title 40 CFR Part 1542) require the Airport to provide law enforcement with arrest authority. Law enforcement procedures are defined in the

Airport Security Program (ASP) approved by the Transportation Security Administration (TSA). The ASP specifies law enforcement response and procedures which support the ASP, and air carrier passenger screening activities. To ensure consistency, situations and assumptions included in this section of the AEP will be coordinated with law enforcement procedures specified in the ASP.

- b. While 14 CFR Part 139 does not have specific law enforcement requirements, events requiring law enforcement response under Part 1542 overlap with those events to which the Airport is regulated under Part 139, and where the Airport is required to provide an emergency response. In preparation for such events, the ASP and AEP will be consistent.
- c. This section also addresses limitations or situations which may impact law enforcement support. Some of the typical assumptions that may be made include:
 - i. On-Airport and off-Airport law enforcement emergency response support organizations will be available to assist in accordance with established agreements, plans, and procedures.
 - ii. All responding law enforcement units will be familiar with their responsibilities.
 - iii. Large scale emergencies may require law enforcement support of mutual aid agencies from long distances.
 - iv. Some emergencies, such as bomb incidents or hijacking situations, will require specialized law enforcement and other technical support such as Explosive Ordinance Disposal (EOD), military specialists, or the FBI. Support from these agencies is specified in the ASP.

3. Operations. This section provides general information on the process of how law enforcement and related security services are provided at the Airport and how those efforts will be coordinated with off-Airport response organizations during emergency situations. It also provides for a description of the mobilization process of law enforcement agencies as they relate to the Airport environment, including security and operations within the AOA.

- a. The Pensacola Police - Airport Section (PPAS) will play a critical role in the event of a major disaster or incident within the physical confines of Pensacola International Airport. They would play a more limited role in an off-Airport incident/disaster that was still in the vicinity of Pensacola International Airport.
- b. It is possible that situations could arise which would tax the PPAS. Local law enforcement resources such as additional City of Pensacola Police units, Escambia County Sheriff and the Florida Highway Patrol, in addition to other outside resources, should adequately fill any supplementary assistance needed by the Airport.
- c. Telephone calls regarding a potential or impending disaster/incident may be received directly by the PPAS, or through the Escambia County Sheriff's Office should an individual dial "911" from a telephone in the area.
- d. Severe weather conditions are monitored and reported to the PPAS. The Airport monitors weather conditions via local radar reports, ATCT, FSS weather data and local news outlets.
- e. During an on-Airport disaster/incident (Alert 3), all law enforcement activity will be under the direction and control of the Incident Commander. All responding mutual aid law enforcement agencies will be familiar with their responsibilities.

- f. It is expected that a large-scale disaster/emergency will initially tax or exceed the law enforcement capabilities of the PPAS. It is also expected that a majority of the outside resources will respond when called upon. Participating communities should have sufficient personnel on-duty without having to compromise the safety or well-being of their communities.
- g. Some emergencies, such as bomb incidents or hijacking situations, will require specialized law enforcement and other technical support such as Explosive Ordinance Disposal (EOD), military specialists (US Navy) or the FBI.

4. Organization and Assignment of Responsibilities. This section describes the responsibilities that are assigned to law enforcement for specific emergencies at Pensacola International Airport.

- a. Pensacola Police - Airport Section (PPAS):
 - i. PPAS are responsible for the protection of life and property as well as to enforce law and order, and perform required investigations. PPAS support, and are responsible for, enforcing the Airport Security Program (ASP).
 - ii. PPAS are responsible for providing perimeter security as well as security of the Security Identification Display Area (SIDA) and the Airport Operations Area (AOA) pursuant to the Airport Security Program.
 - iii. PPAS are responsible for providing traffic and crowd control with the primary emphasis being on ensuring that all emergency responders have rapid access to the disaster/incident site as well as quick egress to awaiting medical facilities. PPAS will respond to Gate I-3 and provide traffic and personnel access control and security assistance to fire and rescue scene operations.
 - iv. PPAS are responsible for assisting with any evacuations, and supporting search and rescue efforts. PPAS will provide scene security at any and all necessary locations, including the disaster/incident site.
 - v. PPAS may be responsible for assisting with any special escort needs.
- b. Local Police Agencies (Escambia County Sheriff, City of Pensacola, Florida Highway Patrol, etc.):
 - i. Local Police Agencies that respond to assist with the disaster/incident will perform the support functions requested by PPAS.

5. Administration and Logistics. The maintenance, repair and replacement of law enforcement equipment is performed in accordance with the policies and procedures of the City of Pensacola. Sufficient law enforcement capability is available through mutual aid agencies should multiple incidents arise. The contact information for law enforcement agencies (i.e., phone numbers, frequencies, etc.), is provided in **Appendix F**.

6. Plan Development and Maintenance. Annual review of the AEP is the responsibility of the Airport Director, in conjunction with local law enforcement, and all mutual aid agencies.

7. Authorities and References. See **Appendix G**.

H. FIRE FIGHTING AND RESCUE

1. Purpose. The Fire Fighting and Rescue section identifies the methods used in mobilizing and managing fire and rescue services in response to emergencies. It includes a summary of the personnel and equipment, where they are located, general notification procedures, and overall statement of capabilities. The main focus of the Fire Fighting and Rescue section is to establish procedures and to organize all outside resources so there is no doubt as to Pensacola International Airport's abilities to respond and meet all needs surrounding a significant disaster/emergency. This section is applicable to aircraft rescue and firefighting, structural fires, rescue situations and hazardous material incidents.

2. Situation and Assumptions. This section describes the overall ARFF (Aircraft Rescue and Fire Fighting) situation at Pensacola International Airport, and the arrangements made with, and capabilities of, the surrounding fire and rescue organizations, and the limitations which may impact fire and rescue support.

- a. The Pensacola International Airport is subject to many hazards and situations that could overwhelm fire and rescue resources as well as hinder firefighting activities. The main responsibilities that fall upon fire and rescue agencies are as follows- fire suppression, search and rescue efforts, administration of basic first aid, and response to hazardous materials incidents.
- b. The Pensacola International Airport has organized outside assistance through the development of mutual aid agreements and operational plans, in addition to aid from local, state, and federal government agencies.
- c. On-Airport and off-Airport fire and rescue emergency response mutual aid organizations will be available to assist in accordance with established agreements, plans and procedures.
- d. Large scale emergencies may require fire and rescue services from mutual aid agencies from long distances. There may also be some instances where ARFF services will be operating without the benefit of mutual aid support due to their commitment elsewhere.
- e. All responding units will be familiar with their responsibilities.

3. Operations. The following information describes the Pensacola International Airport's overall Aircraft Rescue and Fire Fighting status in accordance with the requirements of Title 14 Code of Federal Regulations Part 139.

- a. PART 139.315 Aircraft Rescue and Firefighting – Index Determination:
The Pensacola International Airport maintains vehicles and personnel meeting the requirements of an Index "C" Airport, serving an aircraft of at least 126 feet in length, but less than 159 feet in length.
- b. ARFF Operations:
ARFF operations meeting Index "C" requirements are provided during scheduled air carrier operations. ARFF operations will be provided from 15 minutes prior to each scheduled arrival until 15 minutes after each departure.
- c. PART 139.317 ARFF Vehicles and Capabilities:
The vehicles that make up the Aircraft Rescue and Fire Fighting arsenal at Pensacola International Airport and their primary use are as follows:

- i. Primary ARFF Response Vehicles (First vehicle must arrive at the mid-point of the furthest runway within 3 minutes, and all others 1 minute later.)

Vehicle 110 - 2019 Oshkosh Striker 1500

- 1500 Gal Water
- 210 Gal Aqueous Film Forming Foam AFFF
- 550 Dry Chemical (Purple K)
- 20 lb. Purple K extinguisher
- N30 lb. dry Chemical (BC)
- Nitrogen 3000 PSI

Vehicle 111 – 2003 E-One Titan (Reserve Vehicle)

- 1,585 gallons of water
- 205 gallons AFFF
- 450 lbs. Dry Chemical (Purple K)
- 15.5 Halotron Extinguisher
- 20 lb. Purple K Extinguisher

Vehicle 112 – 2019 Oshkosh Striker 1500

- 1500 Gal Water
- 210 Gal Aqueous Film Forming Foam AFFF
- 550 Dry Chemical (Purple K)
- 20 lb. Purple K extinguisher
- N30 lb. dry Chemical (BC)
- Nitrogen 3000 PSI

- ii. Other Equipment: A Mobile Command and Decontamination Unit is maintained by Escambia County, and a listing of equipment is included in **Appendix K**.

d. PART 139.319 Aircraft Rescue and Firefighting Operations (ARFF)

- i. ARFF Hours of Operation:
The Pensacola International Airport maintains Index “C” personnel and vehicles in a continuous ready state 24 hours-a-day, 365 days-a-year. ARFF personnel and equipment at the Airport are capable of responding to any incident, aircraft or non-aircraft related emergency at any time.
- ii. ARFF Operations / Organization
The Airport Fire Department Building currently houses all ARFF equipment and personnel. During all Airport operating hours, all ARFF personnel come under the direction of the senior ARFF official.
- iii. ARFF Vehicle Communications:
All ARFF Vehicles that are operated at Pensacola International Airport are equipped with the following:

- a) "Aircraft band" two-way voice radios to communicate with the Air Traffic Control Tower (ATCT), TRACON, and on the Common Traffic Advisory Frequency (CTAF) when ATCT is not in operation.
 - b) 800 MHz radio capability for communicating with ATCT, TRACON, and other Airport vehicles/personnel.
- iv. ARFF Vehicle Marking and Lighting:
Pensacola International Airport ARFF vehicles are lime green in color and equipped with flashing red beacons and reflective striping to contrast with the background and optimize nighttime visibility.
- v. ARFF Vehicle Maintenance and Cover:
a) Maintenance. The Pensacola International Airport-owned ARFF vehicles are stationed in the Airport Fire Station, and maintained by either the manufacturer, or City of Pensacola Fire Department.
b) Cover. All ARFF vehicles that are housed at Pensacola International Airport are provided with temperature controlled, completely encompassing shelters.
- vi. Inoperable ARFF Vehicle Procedures:
Procedures outlined in FAR Part 139.319, FAR Part 139.339, and the approved ACM will be followed in the event of ARFF equipment becoming inoperable.
- vii. ARFF Personnel:
The Pensacola International Airport maintains 3 ARFF shifts. Sufficient personnel will be available during air carrier operations to comply with the requirements of Part 139. All firefighters are quartered in the Airport Fire Station, 24 hours-a-day, year round. All ARFF personnel are equipped with the latest in aircraft fire protection clothing and equipment in accordance with FAR Part 139.319.
- viii. ARFF Personnel Training:
The initial and recurrent training of ARFF personnel is maintained and delivered by the Fire Training Officer. Training includes but is not limited to the following subjects:
- Airport Hazmat
 - ARFF Safety
 - ARFF Apparatus and Hardware
 - ARFF Driver Operations
 - ARFF Tools and Equipment
 - Emergency Medical Care
 - Extinguishing Agents
 - Incident Command System
 - ARFF Tactical Operations
 - Aircraft Incident Exercises

- Aircraft Familiarization Training
- Airport Familiarization Training including duties required by designated ARFF personnel under the AEP
- ARFF Vehicle Training and PNS ARFF Vehicle capabilities and operation

All ARFF personnel are to be trained annually on an ongoing schedule. Training records are maintained on file for no less than 24 months.

- ix. **ARFF Emergency Medical Personnel:**
All ARFF personnel are EMT/Firefighter trained and accredited in basic emergency medical care. This training is in the following areas:
- Bleeding
 - Cardiopulmonary Resuscitation (CPR)
 - Shock
 - Primary Patient Survey
 - Injuries to the Skull, Spine, Chest, and Extremities
 - Internal Injuries
 - Moving Patients
 - Burns
 - Triage

In addition to the ARFF personnel that are medically trained, local ambulance services that are available through mutual aid agencies have paramedics and EMT staff available who are on-duty/call 24 hours a day, year round.

- x. **ARFF Emergency Access Roads**
At this time the Pensacola International Airport has no designated ARFF emergency access roads. However, all service roads, access roads, perimeter roads and Airport roadways are available for use by emergency vehicles. Additionally, all other Airport surfaces, paved or turf, are designed and maintained for use by ARFF or other Airport vehicles as practical, weather permitting.

4. Organization and Assignment of Responsibilities. This section describes the responsibilities of those individuals and organizations tasked with providing firefighting and rescue services and/or support to fire fighting and rescue services, at the Airport.

- a. **Airport Management:**
- i. Ensure the availability of a sufficient number of fully qualified ARFF personnel to respond in accordance with the requirements of Part 139.
 - ii. Ensure the availability of ARFF equipment in order to meet the response requirements of Part 139.
 - iii. Coordinate the response of multi-jurisdictional mutual aid agency efforts on the Airport.
 - iv. Provide information regarding the fire and rescue efforts through and to the Assistant Airport Director - Strategy & Development for release to the media.

- b. Pensacola Police - Airport Section and Law Enforcement/Security Support:
 - i. Respond to Gate I-3 and provide traffic and personnel access control and security assistance to fire and rescue scene operations.
 - ii. Assist in the identification of any fatalities.

5. Administration and Logistics. The maintenance, repair and replacement of ARFF vehicles and equipment is performed in accordance with the policies and procedures of the City of Pensacola. Sufficient ARFF capability is available through mutual aid agencies should multiple incidents arise, or the scale of the incident overwhelms the on-Airport ARFF capability. The contact information for local mutual response agencies (i.e., phone numbers, frequencies, etc.), is provided in **Appendix F**.

6. Plan Development and Maintenance. Annual review of the Fire Fighting and Rescue section of the AEP is the responsibility of the Airport Director, or designee.

7. Authorities and References. See **Appendix G**.

I. HEALTH AND MEDICAL

1. Purpose. The Health and Medical section identifies the methods used in mobilizing and managing health and medical services in response to emergencies. The Health and Medical section was developed to ensure that the Pensacola International Airport has the ability to provide the necessary health and medical services following a disaster/emergency of any type or magnitude.

2. Situation and Assumptions. Any delays regarding arriving health and medical support could result from the very disaster/emergency itself in addition to potential traffic congestion, roadway damage, etc. This is not considered a significant threat as the Pensacola International Airport is surrounded by major highways and several transportation routes. The following assumptions referencing Health and Medical can be made:

- a. A major disaster/emergency occurring at the Pensacola International Airport would possibly create medical activity and concern beyond the routine day-to-day medical operations.
- b. The Pensacola International Airport will rely heavily on the Escambia County EMS, and numerous other mutual aid agencies during a mass casualty/injury disaster/emergency. The Escambia County Comprehensive Emergency Management Plan outlines other agencies roles when there is a large need for health and medical services during a disaster/emergency.
- c. Federal Disaster Medical Assistance Team (DMAT) response requires federal activation and may not be timely for certain emergencies.

3. Operations. This section provides general information on the process of delivering health and medical operations and how those efforts will be coordinated with off-Airport medical organizations.

- a. In the event of an aircraft accident or incident occurring in which numerous casualties and injuries are sustained, the Health and Medical portions of the AEP shall be

- immediately initiated. These plans represent general guidelines to be followed and may be amended at any time in order to meet the situation at hand.
- b. The firefighting units (ARFF and other mutual aid agencies) to arrive on the scene shall take charge of the medical effort until relieved by the EMS Supervisor, Medical Examiner, or other higher authority.
 - c. The ranking EMS Commander will be responsible for the following:
 - i. The categorization of casualties/injuries.
 - ii. Directing and tagging of casualties.
 - iii. Directing the stabilization of casualties/injured.
 - iv. Directing the transportation of the casualties to designated hospitals.
 - d. Ambulance and Transportation Provisions:
 - i. Ambulance and medical transports can be expected to be contacted by their dispatchers. Medical evacuation helicopters from various local hospitals will also be contacted via the Escambia County EMS for dispatch to the scene. In conjunction with these aircraft, local news helicopters and tenant helicopters may be enlisted to assist in the medical rescue efforts.
 - ii. The primary staging areas for responding ambulances will depend on the location of the emergency/disaster. Units will remain in these areas until directed by the Staging Officer to proceed to close proximity of the accident/incident site.
 - iii. Baptist Hospital Communications Center will be responsible for coordinating all hospital assignments during mass casualty events.
 - e. Casualty Identification Tags:
 - i. Casualty identification tags will be supplied by Escambia County EMS or the District 1 Medical Examiner. It will be the responsibility of these agencies to administer the tags as necessary. If used properly they will provide a continuous record of where the victims were found, what ambulance transported them and to what hospital. Escambia County EMS will usually be the controlling agency when it comes to casualty identification tags.
 - ii. Tags will be attached to the victim and the items on the tags are to be filled in and priority designated by the designated Triage Officer on the scene.
 - iii. Ambulance operators will complete the identification cycle once the casualty has arrived at the hospital.
 - f. Marking Flags:
 - i. Escambia County EMS will provide marking flags. These will be placed in the ground where the victim was found and transported from.
 - g. Events that EMS or Ambulance units may expect to perform:
 - i. Perform an onsite primary survey and tie a casualty identification tag to the injured person denoting their placement when transported to the treatment area. Prior to movement, the site where the victim is found shall be marked with a marking flag.
 - ii. Transfer patients from the treatment area, to area hospitals as directed by the Transportation Officer. Ambulances will go to the hospital they are directed to and a record of the individual shall be kept at the treatment area. This will usually be done with the casualty identification tag.
 - iii. Air ambulances will be reserved for the most severe casualties. Patients on air ambulances may bypass the treatment area in order to expedite their arrival at

hospitals, however a record must be kept of their situation and departure from the scene. This will usually be done with the casualty identification tag.

- iv. No ambulance should be dispatched without a written list of identification. One copy of this list will be kept at the treatment area, a copy will go with the driver of the vehicle, and a copy will go to the designated hospital.
 - v. As directed by the situation, an additional ambulance staging area may be established in close proximity to the disaster scene at the discretion of the IC.
 - vi. Ambulances will be ordered to report back to the staging area in use on completion of their trips to a hospital unless otherwise directed.
 - vii. Ambulances are readily available from Escambia County EMS and various local EMS Service providers and surrounding communities.
- h. Medical Assistance:
- i. In the event of a disaster requiring major medical assistance, the Airport or Escambia County EMS may call on any or all of the hospitals located within Escambia County. If necessary, medical teams from these hospitals will be dispatched to the scene to assist. Otherwise, Escambia County EMS (or EMS Commander) will contact the hospitals, advise them of the mass casualty and:
 - Total number of effected souls – (Not every soul will become a patient)
 - How many are being transported to the particular hospital
 - ETA of arrival for each patient
 - Severity of patient

Receiving hospitals will initiate their mass casualty plans, as they deem necessary based on their capabilities and current census.”

- ii. A list of local hospitals and phone numbers is included in **Appendix F**. First Aid personnel and litter bearers will be made up of the Escambia County EMS, ARFF personnel, Police and the Pensacola International Airport.
 - iii. It is feasible that there may be too many rescue workers at the site. In the event that this should happen the extra personnel will be directed to the staging area and put in a stand-by mode until they receive further instruction.
 - iv. The District 1 Medical Examiner’s Office will be dispatched to the site where they will take charge of fatalities. These personnel and their staff will set up a temporary morgue in a location designated by the Airport and attempt to make identifications until such time as the fatalities may be moved to a more adequate location.
- i. Provisions for the Injured/Uninjured/Deceased:
- i. Injured and uninjured persons will be taken through triage for examinations before they will be released. Injured persons will be kept at triage until such time as they are taken to area hospitals. Injured persons shall be dispatched to the hospitals in priority of injuries. Persons with minor injuries will normally be the last to be taken to area hospitals. If applicable the American Red Cross or other supporting agencies will provide assistance for the less injured and ensure they receive nourishment, comfort, and provisions as needed.
 - ii. Uninjured persons, after being checked out in triage, will be taken to an area designed by the Airport where they will be afforded an area of protection from the

elements as well as an area away from media personnel. These persons shall be given access to telephones and every effort will be made to aid them.

- iii. In the event of multiple fatalities, the Airport will identify an area/facility to be used as the temporary morgue, if available. Refrigerated trucks will be dispatched to the Airport (if available) where the fatalities will be stored until they can be moved to an appropriate morgue for examination and identification.

j. Area Hospitals:

These hospitals are listed in order of facility capabilities and proximity, one being the highest. Phone numbers for all area hospitals are listed in **Appendix F**.

1. Ascension Sacred Heart Hospital
2. Baptist Hospital
3. HCA Florida West Hospital
4. Santa Rosa Hospital
5. Navy Hospital

4. Organization and Assignment of Responsibilities. This section describes the responsibilities of those individuals and organizations tasked with providing emergency health and medical services and/or support, at the Airport.

a. Airport Director:

- i. The Airport Director, or designee, is responsible for formulating, verifying and reviewing the contents of the AEP.
- ii. The Airport Director shall have the responsibility of establishing the Airport EOC and working in conjunction with police and fire personnel at the Airport EOC.

b. ARFF:

- i. ARFF will conduct an initial survey and assessment regarding medical needs pertaining to the disaster/emergency, and provide rescue operations first, and then basic first aid to disaster/emergency victims.
- ii. ARFF personnel are responsible for overall site coordination as far as health and medical is concerned.
- iii. ARFF units shall be supported by any other called upon Escambia County EMS organization.

c. Escambia County Division of Emergency Management:

- i. The Escambia County Emergency Medical Services shall ensure that anyone providing emergency medical services has the appropriate safety and personal protective equipment.
- ii. The Escambia County Division of Emergency Management will help provide food, shelter, first aid and comfort to the responding emergency workers.

d. American Red Cross (ARC):

- i. The ARC will provide assistance to emergency/disaster victims-evacuation centers, shelter, first aid, food, clothing, and comfort.

e. Airport Operations:

- i. Airport Operations will assist the ARFF responders, Escambia County EMS and other responding agencies by whatever means necessary.

- ii. Airport Operations will serve as the tenant liaison procuring materials and equipment for emergency use as well as procure space for a temporary morgue.
- iii. Airport Operations, in conjunction with the Pensacola Police – Airport Section, will provide escorts on and off the movement areas as needed.

f. District 1 Medical Examiner’s Office:

- i. The District 1 Medical Examiner’s Office may respond to the disaster/emergency site in order to evaluate the situation and determine the most realistic and appropriate course of action. For example, they will decide whether a temporary morgue is necessary, or whether additional supplies, equipment and staffing are needed based on the number of deceased and status of identification.
- ii. Medical Examiner’s morgue trailer has a capacity up to 18 fatalities.

5. Administration and Logistics. All emergency responders should exhaust their supplies/equipment through their own channels prior to contacting the Airport and/or Escambia County EOC for support. Requests for additional support will be made in accordance with the Escambia County Comprehensive Emergency Management Plan, including requests for FEMA assistance. Sufficient health and medical staff capability is available through mutual aid agencies should multiple incidents arise, or the scale of the incident overwhelms the on-Airport ARFF capability. The contact information for local mutual response agencies (i.e., phone numbers, frequencies, etc.) is provided in **Appendix F**.

6. Plan Development and Maintenance. An annual review of this section, in addition to plan development and maintenance of the Health and Medical section, is the responsibility of the Airport Director, or designee.

7. Authorities and References. See **Appendix G**.

J. RESOURCE MANAGEMENT

1. Purpose. The Resource Management section will describe the process by which the Pensacola International Airport will identify, locate, obtain, and distribute resources in an efficient and orderly manner in response to a disaster/emergency.

2. Situation and Assumptions. This section describes the planning environment for the resource management function. These factors directly impact the ability of the Airport to satisfy resource demand and manage support activities during response and recovery operations.

- a. Resource Management activation, and associated support activities are based on the circumstances reflecting each individual emergency. Resources from surrounding agencies may experience brief delays due to surrounding infrastructure damage. However, this should be minor due to the numerous roadways surrounding the Airport and multiple access points around the Airport.
- b. The Airport Maintenance Building will be used as the primary location for materials/resource management functions. The Airport Maintenance Building is located

south of the passenger terminal building, and adjacent to the ARFF station. The majority of heavy machinery will be located at the Airport Maintenance Building.

- c. The Airport's general resource categories that are available in the event of an emergency/disaster are as follows.
 - i. Materials Management:
All available materials, supplies, and equipment are maintained, and kept on file in the office of the Airport Director or designee. Pensacola International Airport also has contracts with numerous vendors that are obligated contractually to assist if called upon by the Airport. This covers virtually any supplies/equipment that may be needed in an emergency situation.
 - ii. Personnel:
An Airport telephone directory is provided in **Appendix F** (Airport Master Contact List), and **Appendix M** (Tenant List).
 - iii. Vehicles/Heavy Equipment:
Appendix L also provides a complete listing of all available Airport vehicles and heavy equipment.
 - iv. Radio Communications:
Appendix N provides a complete listing of all available Airport communication equipment and radio call sign information.
- d. Response agencies will be able to sustain themselves during the first 24 hours of an emergency. Emergency response organizations should exhaust their own channels of support prior to turning to Resource Management for outside contracted assistance.
- e. It is assumed that offers of help – volunteers, other City of Pensacola or Escambia County Departments, services, supplies, and equipment will be received and accepted.

3. Operations. This section establishes the resource management policies and describes the process of resource management organization at the Airport.

- a. If the need for outside vendor assistance is encountered the Airport Director and staff will work together to procure this assistance in conformance with purchasing standards of the City of Pensacola. Victims of the emergency/disaster take precedence in the allocation of resources with all departments and mutual aid responders having been asked to deplete their own resources before asking the Airport to seek outside vendor assistance.
- b. Resources will be allocated by the Airport Director, or designee. The Airport Director will ensure that all equipment is operated by qualified personnel.
- c. The Airport Director does not foresee any shortages regarding staffing, vehicles, supplies, or equipment. The Airport has ready access to additional resources through the City of Pensacola and other Airport tenants or outside agencies.

4. Organization and Assignment of Responsibilities. This section describes the responsibilities of those individuals and organizations tasked with providing resource management services at the Airport.

- a. Airport Director:
 - i. The Airport Director, or designee, will activate resource management operations and all associated employees upon receiving notification of the emergency/disaster.
 - ii. The Airport Director, or designee, will determine what resources will be needed that the Airport and its supporting agencies cannot currently supply.

- iii. The Airport Director, or designee, will make notification to the Airport and/or Escambia County EOC that additional personnel are needed in the effort to procure supplies that are lacking.
 - iv. The Airport Director, or designee, based on input from supporting agencies, will decide how resources are allocated.
- b. Assistant Airport Director - Operations:
 - i. The Assistant Airport Director - Operations, under the direction of the Airport Director, will procure all outside resources needed to replenish those used during an emergency/disaster.
 - ii. The Assistant Airport Director - Operations will direct and control the employees assigned to assisting him/her in the effort of resource procurement and management.
 - iii. The Assistant Airport Director – Operations will keep all records of resource allocation and procurement and provide the various agencies assisting with copies of these records.
- c. Maintenance Manager:
 - i. The Maintenance manager will ensure that the equipment, supplies, personnel, etc., are allocated in the manner required by the Airport Director.
 - ii. The Maintenance manager will consult with local Airlines, FBO's and Tenants when a resource from their inventory is needed.
 - iii. The Maintenance manager will supply the Assistant Airport Director - Operations with records of Airport and Tenant Resource Allocation.
 - iv. The Maintenance manager will ensure the maintenance of operation of equipment used during the emergency/disaster.
 - v. The Maintenance manager will work with the Assistant Airport Director - Operations to procure spare parts and vehicle maintenance items to ensure uninterrupted operations of all mechanical equipment.
- d. Escambia County EOC:
 - i. The Escambia County EOC will serve as a liaison between all agencies to ensure that all necessary resources are readily identified, located and delivered.
 - ii. The Escambia County EOC will serve as a liaison between the Incident Commander and all mutual aid resources.
 - iii. The Escambia County EOC will provide assistance in the acquisition of additional needs and/or resources.
- e. FBO's/Tenants/Airlines:
 - i. The FBO Managers, Airport Tenants and Airlines shall provide any assistance possible in terms of additional staffing, supplies and equipment if requested by the Airport.

5. Administration and Logistics. This section describes the administrative and general support requirements for carrying out resource management tasking.

- a. Resource requests made to any outside agency will be kept electronically by the Airport Finance and Administration Department, with backups of the system being performed on a daily basis. In the event of a power outage, the Airport will revert to a hard copy system of Materials Management Record Keeping. This will not pose a problem because all original records will be hard copy regardless of a power outage. Hard copy paper work and records are active until paid and are then kept in a file storage room for at least

3 years. All records and contracts are housed in Airport Administration and are restricted to only those employees who have a legitimate need to access them.

- b. Required purchases are made in accordance with the policies of the City of Pensacola.
- c. All involved agencies and organizations are required to maintain individual accounting records in sufficient detail to document subsequent requests for reimbursement.
- d. The Resource Management functions will be performed at the Pensacola International Airport Director's Office.
- e. The Assistant Airport Director – Operations and the Maintenance Manager will coordinate all pick-ups and deliveries of materials. Escorts will be provided for these vehicles, if necessary.
- f. If volunteers are needed, the Airport will first accept volunteers from local FBO's and Airport tenants. In the event more volunteers are needed, the Airport Director, or designee, will use the various media outlets available to fulfill this need.

6. Plan Development and Maintenance. The annual review of the Resource Management Section is the responsibility of the Airport Director, or designee.

7. Authorities and References. See **Appendix G.**

K. AIRPORT OPERATIONS AND MAINTENANCE

1. Purpose. The Airport Operations and Maintenance section identifies the roles and responsibilities of operations, safety and maintenance personnel during an emergency at Pensacola International Airport.

2. Situation and Assumptions. This section describes the overall operations and maintenance situation at the Airport.

- a. The Airport is subject to many hazards that would directly involve the Operations and Maintenance Departments.
- b. The Airport is serviced by the following public utilities (see Appendix F for contact numbers):
 - 1. Florida Power and Light (electricity)
 - 2. Emerald Coast Utility Authority (water/sewer)
 - 3. Energy Services of Pensacola (natural gas)
 - 4. Cox TV (cable/satellite television)
 - 5. Cox Cable (wireless)
 - 6. Airport (City's network phone service)
 - 7. Light-year (local / long distance phone service)
- c. All responding Operations and Maintenance personnel have received training on disaster/emergency operations and are familiar with their work environment.
- d. It is feasible that Operations and Maintenance may be the first to arrive to the disaster/emergency and those personnel may initially represent Airport Management during the early stages.
- e. It is presumed that Operations and Maintenance staff would not have sufficient resources in the event of a major disaster and that problems will initially have to be handled on a priority basis.
- f. When a disaster/emergency occurs, outside assistance from other City and County

departments, as well as personnel and equipment from public utilities, may be able to respond.

3. Operations. This section establishes the policies and procedures for the operations and maintenance activities at the Pensacola International Airport.

- a. Airport Operations will respond to the scene of the incident/emergency, while Airport Maintenance will remain on stand-by to requests for assistance.
- b. Airport Operations will evaluate the situation and its impacts on the safe operation of the Airport.
- c. Airport Operations will ensure, during the course of the emergency, that the appropriate agencies and personnel will be notified of the emergency.
- d. Airport Operations personnel will make an assessment of the requirements for the issuance of NOTAM(s), to include the potential need for closing the Airport (if not already closed) to safely accommodate the movement of emergency response vehicles.

4. Organization and Assignment of Responsibilities. This section describes the specific responsibilities assigned to personnel performing airport operations and maintenance functions at Pensacola International Airport.

- a. Airport Director:
 - i. The Airport Director, or designee, serves as the senior ranking Airport representative in all matters pertaining to the Pensacola International Airport.
 - ii. The Airport Director, or designee, is responsible for reporting all Airport activities to the City Manager.
 - iii. The Airport Director, or designee, acts as senior representative for commitment of Airport resources for emergency and non-emergency response activities on the airfield.
 - iv. The Airport Director, or designee, coordinates all Airport response, and makes all necessary initial notifications to response and regulatory agencies.
 - v. The Airport Director will designate a representative to be present at the Airport EOC when it is activated.
- b. Airport Operations:
 - i. Ensure compliance with the appropriate FAA standards and regulations.
 - ii. Ensure that any and all required NOTAM(s) have been issued.
 - iii. Ensure the timely completion of necessary airport inspections upon the termination of the emergency.
 - iv. Perform other duties as required by the Airport Director, or as requested in support of ARFF, Police or Airport Maintenance.
- c. Maintenance Manager:
 - i. The Maintenance Manager will direct the Airport Maintenance personnel on what duties they will perform under the AEP.
- d. Airport Emergency Operations Center:
 - i. The Airport EOC serves as the incident command and communications center for Airport emergency response activities.

5. Administration and Logistics. The overall administration of the Operations and Maintenance function is the responsibility of the Airport Director, Assistant Airport Director – Operations, and Maintenance Manager. The procurement of all essential supplies and outside services will take place according to established procedures of the City of Pensacola, with records being kept of all emergency purchases made by the Airport.

6. Plan Development and Maintenance. Annual review and maintenance of the Operations and Maintenance section is the responsibility of the Airport Director, or designee.

7. Authorities and References. See Appendix G.

III. HAZARD SPECIFIC INFORMATION AND PROCEDURES

A. AIRCRAFT INCIDENTS AND ACCIDENTS

1. Purpose. The information contained in this hazard-specific section is intended to supplement the Basic Plan and Functional Sections of the AEP. This Section defines responsibilities and describes actions to be taken in the event an aircraft incident/accident affects the Airport in any of the situations. Further, the information contained in this Section, in conjunction with the Basic Plan and Functional Sections, forms the basis for elements to be included in functional Standard Operating Procedures (SOPs) and Checklists.

2. Situation and Assumptions. This section describes the Airport's situation with respect to aircraft accidents and incidents.

- a. For the purpose of emergency response, each aircraft incident/accident shall be considered to be a potential hazardous materials incident until deemed otherwise.
- b. The Pensacola International Airport maintains Index "C" personnel and vehicles in a continuous ready state 24 hours-a-day, 365 days-a-year, with assistance from Escambia County and other mutual aid responders. ARFF personnel are capable of responding to any aircraft accident or incident at any time.
- c. The ATCT is normally operated between the hours of 0530L to 2300L, 365 days a year.
- d. The Pensacola International Airport currently has 2 runways, which are identified below:
 - 1) Runway 08/26 7,005 ft. x 150 ft.
 - 2) Runway 17/35 7,005 ft. x 150 ft.
- e. Common aircraft in use at Pensacola International Airport include small general aviation single and light twin engine aircraft, corporate jets, large commercial air carriers, cargo aircraft and various military aircraft.
- f. ARFF personnel are required to operate all ARFF equipment with all available lighting on regardless of day, time, or weather conditions.
- g. Requests for mutual aid will be made through Escambia County Emergency Management Services.

3. Operations. The following incident classification system was developed regarding aircraft incidents and accidents, and are further defined in the Emergency Services Letter of Agreement included in this AEP as Appendix D.

- a. Alert 1 – An aircraft approaching the Airport, or located on the airfield itself, is in minor difficulty (i.e., such as an oil leak, feathered propeller on a multi-engine aircraft, etc.).
- b. Alert 2 – An aircraft approaching the Airport is in major difficulty (i.e., such as faulty landing gear, engine rough or on fire, no hydraulic pressure, etc.). This condition could possibly escalate to an Alert 3.
- c. Alert 3 – An aircraft accident has occurred on or near the Airport.
- d. Medical Alert – An occupant on board an aircraft is in need of medical assistance requiring an ambulance.
- e. Security Alert – A security incident has taken place on board an aircraft or is observed on the airfield in which law enforcement response is needed.

4. **Organization and Assignment of Responsibilities.** This section describes the actions taken by emergency response personnel to the various categories of Alerts.

a. Alert 1 Procedures:

1. **ARFF (Alert 1):** ARFF emergency equipment and crews will come to a standby condition inside the ARFF Station with equipment and fire crews inside vehicles. Be prepared to respond if alert category changes to Alert 2 or Alert 3. Advise Fire Dispatcher of Alert 1 status. Resume normal posture when advised that the Alert 1 is terminated.
2. **ATCT (Alert 1):** ARFF crews will be notified by the Tower/TRACON by the aural (bell) alarm or other means. Disseminate details of the emergency to include aircraft type, nature of the emergency, occupants on board, landing runway, approximate amount of fuel and estimated landing time (if applicable). Notify all agencies when the Alert 1 condition is terminated, or when upgraded to Alert 2 or 3 status.
3. **Airport Management/Operations (Alert 1):** Upon receiving notification that ARFF equipment and personnel are under an Alert 1, Airport Management/Operations will standby in case a more emergent situation arises.
4. **Airport Maintenance (Alert 1):** Upon receiving notification that ARFF equipment and personnel are under an Alert 1, maintenance staff will standby in case a more emergent situation arises.
5. **Pensacola Police - Airport Section (PPAS) (Alert 1):** PPAS will come to a standby position at vehicle Gate I-3. Monitor aircraft communications for change in alert condition.

b. Alert 2 Procedures:

1. **ARFF (Alert 2):** ARFF crews and equipment will proceed in accordance with the following procedures:
 - a) ARFF crews will be notified by the Tower/TRACON by the aural (bell) alarm or other means, and ARFF emergency equipment and crews will notify the Tower (on 121.9 MHz), or TRACON (on the 800 MHz radio), when the equipment is staffed and ready for response. The ARFF Incident Commander will advise the Tower on the 800 MHz radio that they are ready for information.
 - b) ARFF emergency equipment will proceed without delay to the runway standby alert positions applicable for the runway to be used for an aircraft approaching the airport or proceed to the vicinity of the aircraft if the aircraft is on the ground. Emergency equipment will not enter or cross runways until radio clearance is received from the tower, or until the airfield has been closed to aircraft traffic by Airport Management.
 - c) Advise the Fire Dispatcher of Alert status and anticipated level of emergency services needed.
 - d) **Runway Standby Alert Positions (Respond):** The normal position for emergency equipment to assume for a runway standby is as indicated below.

This position can be changed to a more advantageous position if the type of aircraft and nature of the emergency dictate.

- i. Standby positions for Runway 17 are:
 - Vehicle #112 will be positioned midfield on Taxiway “A.”
 - Vehicle #110 will be positioned on Taxiway “A1” near the approach end of Runway 17.
- ii. Standby positions for Runway 35 are:
 - Vehicle #112 will be positioned midfield on Taxiway “A.”
 - Vehicle #110 will be positioned on Taxiway “A6” near the approach end of Runway 35.
- iii. Standby positions for Runway 8 are:
 - Vehicle #112 will be positioned midfield on Taxiway “A” near “B” intersection.
 - Vehicle #110 will be positioned on Taxiway “B1” near the approach end of Runway 8.
- iv. Standby positions for Runway 26 are:
 - Vehicle #112 will be positioned midfield on Taxiway “A” near “B” intersection.
 - Vehicle #110 will be positioned on Taxiway “B6” near the approach end of Runway 26.

e) Be prepared to initiate aircraft crash/fire/rescue actions should the aircraft have an accident or crash on the Airport or immediate adjacent areas.

f) ARFF will complete the ARFF Incident Debrief form (**Appendix O**).

2. **ATCT (Alert 2):** ARFF crews will be notified by the Tower/TRACON by the aural (bell) alarm or other means. Permit emergency equipment to proceed to the runway standby alert positions for approaching aircraft or to the vicinity of the aircraft on the ground. Notify the local aircraft owner/operator. Discontinue the use of the affected surface until such time that it can be confirmed that no additional hazards exist such as FOD. Notify ARFF crews when the Alert 2 condition is terminated, or upgraded to an Alert 3 condition.

3. **Airport Management/Operations (Alert 2):** Upon receiving notification that ARFF equipment and personnel are under an Alert 2, Airport Management/Operations will respond to the accident scene and Airport Emergency Operations Center as identified by position duties (see **Appendix E**). Be prepared to activate the command post should the aircraft have an accident on the Airport or in the immediate area. If the resultant accident is observed, initiate the change in alert condition and verify the closure of the Airport with the Tower.

4. **Airport Maintenance (Alert 2):** Upon receiving notification that ARFF equipment and personnel are under an Alert 2, maintenance staff will standby in case a more emergent situation arises.

5. **PPAS (Alert 2):** PPAS will come to a standby condition at vehicle Gate I-3. Monitor aircraft communication for a change in Alert condition. If an accident is observed, provide assistance in escorting/directing responding emergency vehicles and secure the accident scene.

c. Alert 3 Procedures:

1. **ARFF (Alert 3):** ARFF crews and equipment will proceed in accordance with the following procedures:

- a. ARFF crews will be notified by the Tower/TRACON by the aural (bell) alarm.
- b. ARFF emergency equipment and crews may proceed directly to the crash site with all available emergency response vehicles while monitoring 121.9 MHz. During this alert phase, the Airport is closed until reopened by a designee of Airport Management.
- c. ARFF will take complete charge of the rescue operations and initiate appropriate actions to save lives and protect property from fire. ARFF will assume the lead role as Incident Commander for initial fire and rescue operations.
- d. Advise Pensacola Police/Fire Communications Center of applicable City of Pensacola Fire Department response level.
- e. Keep Airport Operations apprised of the status of firefighting and rescue operations.
- f. Ensure hazardous materials are handled according to procedures outlined in the Hazardous Materials Response Guidebook and Airport Certification Manual.
- g. Attempt to remove and safeguard the flight data recorders or voice recorders if obtainable until personnel from the FAA/NTSB arrive to take command of these items.
- h. If the aircraft involved in the crash/emergency is military and has a live ordnance on board, the ARFF officer in charge will direct his personnel to keep the ordnance cool if not already engulfed in fire. However, if the ordnance is engulfed in flames, the ARFF officer in charge will direct his crews and all other personnel to move away from the aircraft and ordnance until the danger of explosion has passed.
- i. When the emergency has been terminated, remain at the scene to protect/secure the interests of all persons, boards and agencies that have been charged with the preservation of the evidence pertinent to proper investigation of the accident, and continue to protect such evidence until relieved by proper authority.
- j. ARFF will complete the ARFF Incident Debrief form included in the AEP as **Appendix O**.
- k. Pensacola Fire will send a liaison to the Airport EOC.

2. **ATCT (Alert 3):** ARFF crews will be notified by the Tower/TRACON by the aural (bell) alarm or other means. The Tower/TRACON will provide the ARFF Incident Commander the information defined in the Letter of Agreement included as **Appendix D**. Notify the local aircraft owner/operator.

3. Airport Management/Operations (Alert 3):

- a. Airport Management/Operations shall be responsible for issuing a NOTAM stating the Airport is closed and for canceling the NOTAM when the Airport is reopened.
- b. Airport Operations will make appropriate notifications to other agencies that may need to be involved in accordance with standard operating procedures.
- c. Airport Operations will remain in standby status until told to stand down or the emergency has terminated.
- d. Airport Operations will contact the aircraft owner/operator for assistance if necessary.
- e. Airport Operations will provide all its available resources for use during an emergency or rescue operation.

- f. Airport Management/Operations will establish the Airport EOC, if required, and setup pre-designated areas where investigative authorities, news media and relatives, can obtain information.
- g. Under the direction of ARFF unit(s), Airport Operations will assist in rescue operations.
- h. Airport Operations will photograph the emergency/crash site in order to document the situation.
- i. Airport Operations will issue airfield condition reports as necessary.
- j. Airport Operations, with the assistance of Escambia County EMS, will notify supporting agencies such as the FSDO, NTSB, FAA, ARC, Salvation Army, and other Escambia County specific organizations that will be involved in the situation.
- k. Airport Operations will notify appropriate tenants to include any air carriers, FBO's, Charter Operators, Corporate Flight Departments, airport construction representatives, and any others that may be applicable.
- l. Airport Operations will monitor overall site security and correct any weaknesses or request additional assistance
- m. Airport Management will work closely with all mutual aid agencies supporting their efforts to ensure all resources are utilized to their fullest potential and the loss of life and property is minimized.
- n. Airport Management will designate a temporary morgue until the District 1 Medical Examiner arrives on the scene and takes control.
- o. Airport Management will prepare a brief for the FAA/NTSB investigator upon their arrival, and turn site responsibility over to the FAA/NTSB upon their request.
- p. Airport Management will ensure that the disabled aircraft or wreckage is expeditiously removed at the earliest practical time.

4. Airport Maintenance (Alert 3):

- a. Upon receiving notification that ARFF equipment and personnel are under an Alert 3, maintenance staff will standby in case a more emergent situation arises.
- b. Airport Maintenance will coordinate and implement restoration of any damaged Airport services or utilities (if applicable).
- c. Airport Maintenance will provide portable lighting, and other equipment as required. Airport Maintenance will clean all operating surfaces to restore to operable condition, and provide any general assistance as requested by the Incident Commander, Airport EOC or Airport Director.

5. Escambia County Emergency Medical Services (Alert 3):

- a. Provide the necessary triage and on-scene treatment of casualties.
- b. Coordinate the response of the mutual aid agencies notified in accordance with the Escambia County Comprehensive Emergency Management Plan.
- c. Provide for the movement of casualties to appropriate treatment facilities as expeditiously as possible.
- d. Maintain an accurate list of casualties and their respective destination treatment facilities.
- e. Coordinate with the air carrier involved for the transportation of the uninjured to the designated holding area.
- f. Arrange for the re-stocking of medical supplies, as necessary.

6. Pensacola Police - Airport Section (PPAS) (Alert 3):

- a. During an Alert 3 response, PPAS is responsible for maintaining appropriate traffic and access control to the Airport, and will respond to Gate I-3.
- b. Provide scene support and security.
- c. Assist with and/or provide Airport Operations Area control and escort.
- d. Provide necessary investigative support.
- e. Request mutual aid, if necessary, to provide adequate support to the passenger screening operations pursuant to the Airport Security Program.
- f. PPAS Shift Commander will respond to the Airport EOC.

7. Airlines and Airport Tenants (Alert 3):

- a. In the event of a disaster involving an aircraft owned or operated by Tenants of the Pensacola International Airport, that agency or persons will be called upon to provide aircraft recovery and removal assistance and may also be called upon to provide personnel and equipment to the crash site.
- b. Other Airport Tenants may be called upon to provide personnel and equipment to aid in the rescue operations or to simply provide assistance to areas away from the crash/emergency site.
- c. All personnel involved in aiding rescue operations will have proper identification in their possession.

8. Escambia County Department of Public Safety (Alert 3):

Activate the Escambia County Emergency Operations Center, as necessary, to coordinate the allocation of resources in support of emergency response efforts. Establish communications with the Airport EOC and Incident Commander. Send a liaison to the Airport EOC, upon request.

9. Escambia County Sheriff's Office (Alert 3):

Through coordination with the Pensacola Police - Airport Section, secure Air Operations Area and terminal building area, dispatch personnel, establish outer perimeter and secure scene.

10. District 1 Medical Examiner (Alert 3):

If mass-casualty accident dictates, establish on-site morgue, perform victim identification, perform site-victim marking for investigative purposes, coordinate victim removal, and perform other associated duties.

11. Transportation Security Administration (TSA) (Alert 3):

TSA personnel, under the direction of the Federal Security Director, or designee, shall contact the AOC for information pertaining to the emergency, and will be responsible for implementing the relevant provision of the TSA Plan.

d. Medical and Security Alert Procedures

This section describes the procedures for handling medical emergencies on board an aircraft, disruptive passengers, aircraft landing without communicating with the ATCT, or receiving distress signals from the pilot in command of a flight in the area.

1. **ATCT:**
 - a. Notify the ARFF station and Airport Operations via the communications protocol, of Non-Alert emergency response.
 - b. If necessary, control air traffic so as to permit emergency equipment to proceed to the aircraft and discontinue use of the portions of the runways and taxiways determined to be unsafe for aircraft operations.
 - c. Clear all necessary emergency equipment to the scene of the incident in the most expedient and direct route possible, consistent with safety.
2. **ARFF:**
 - a. Advise Pensacola Police/Fire Communications Center of applicable City of Pensacola Fire Department response level.
 - b. Advise Pensacola Police/Fire Communications to notify the necessary mutual aid agency to respond to the standby position on the Airport.
 - c. Come to a standby condition inside the ARFF Station with equipment and fire crew inside vehicles. Be prepared to rapidly respond if necessary.
3. **Airport Management/Operations (Medical/Security Alert):**
 - a. Come to standby condition.
 - b. Monitor aircraft communications for change in condition.
4. **Pensacola Police - Airport Section (Medical/Security Alert):**
 - a. Come to a standby condition at vehicle Gate I-3.
 - b. Monitor aircraft communications for change in alert condition.
 - c. Assist mutual aid agencies with access and escorts.
 - d. Provide on-scene law enforcement services as the situation dictates.
5. **Medical Services (Medical/Security Alert):**

The Pensacola Fire Department provides medical first response services. Escambia County Emergency Medical Services are responsible for the care and transportation of all medical emergencies occurring anywhere on the Airport grounds.
5. **Administration and Logistics.** In addition to the ARFF response to any aircraft accident/incident, sufficient firefighting capability is available through mutual aid agencies should multiple incidents arise, or the scale of the incident overwhelms the on-Airport ARFF capability. The contact information for local mutual response agencies (i.e., phone numbers, frequencies, etc.), is provided in **Appendix F**. Dispatch and operational response of mutual aid agencies shall be in accordance with the Escambia County Comprehensive Emergency Management Plan.
6. **Plan Development and Maintenance.** The review and maintenance of this section shall be accomplished in accordance with Part 139, and is the responsibility of the Airport Director.
7. **Authorities and References.** See **Appendix G**.

8. Removal of Disabled Aircraft. Recovery and removal procedures of an aircraft from an incident/accident will begin after the Incident Commander has determined that all persons have been rescued, any casualties have been removed from the aircraft or the site, the site has been deemed safe and the aircraft is secured, and when the NTSB, FAA, FSDO, or the Department of Defense have given permission to move the aircraft or have taken custody of said aircraft.

The pilot, owner, or operator, of any aircraft involved in an accident or incident on the airfield at Pensacola International Airport shall have full and ultimate responsibility for the removal of said aircraft. The Airport Director or designee may request said aircraft be moved in the event the aircraft is not moved in an expedited manner or the owner/operator cannot be contacted. The owner, operator, or pilot of the aircraft shall bear any costs incurred in the removal of the aircraft.

a. Airport Responsibility

This procedure shall be followed for disabled aircraft removal:

1. Before moving any civil aircraft, initial notification must be made to the FAA Flight Standards District Office in Birmingham, and depending on their advice, possibly the NTSB. For military aircraft, notify either Naval Air Station Pensacola (Base Operations), or Naval Air Station Whiting Field (Base Operations), who will notify the appropriate Aviation Safety Officer for the specific branch of the military involved (see **Appendix F** for contact numbers). **The aircraft cannot be moved until one of these agencies approves it.** Initial notification to these agencies concerning an aircraft accident/incident shall include the following when possible:
 - Type, nationality and registration of the aircraft (i.e. tail number).
 - Name of owner/operator of aircraft.
 - Name of the Pilot-in-Command (PIC).
 - Date and time of the accident.
 - Last point of departure and destination of the aircraft.
 - Position of the aircraft on the airfield.
 - Number of persons aboard and number of injured or killed, if known.
 - Nature of the accident including weather and the extent of damage to the aircraft.
 - Description of any explosives, radioactive materials, or other hazardous or dangerous materials aboard the aircraft, if known.
 - Location and telephone number where the owner/operator can be located.
2. The Incident Commander shall direct all operations as contained in this AEP and will direct Airport personnel to perform tasks and assignments as necessary to facilitate the rescue efforts and aircraft recovery/removal operations.
3. When it is necessary to disturb or move aircraft wreckage, mail or cargo, descriptive notes and photographs must be taken, if possible, of the accident location, including the original position and condition of wreckage, and any significant impact marks.
4. Airport Management personnel shall direct any measures as necessary be taken to protect the lives of the personnel in and around the Airport and to protect the property of the Airport grounds. Safety of personnel shall take precedence over all operations.
5. After the scene is secure and ARFF unit(s) have indicated that it is safe to remove the aircraft, and approval has been granted by the FSDO, NTSB and aircraft owner/operator, aircraft removal may commence.

6. When a release authorization has been received from the investigating agency, the responsibility for removing the disabled aircraft, as well as providing or arranging for equipment and crews necessary for its removal, and the determination of the extent of damage prior to removal, rests with the aircraft owner/operator. If the registered owner/operator fails to remove the aircraft in a timely manner, the Airport Director has the authority to remove such aircraft.
7. If aircraft owner/operator is not going to be present for the entire removal, take a short list of the equipment (radios) in the aircraft and any accessories lying free in the cabin (headsets, briefcases, etc.). This will help guard against any loss claims by the operator.
8. Insure all Fuel Selectors and Master Switches in the aircraft are in the "Off" position.
9. If the aircraft owner/operator fails to remove the aircraft in a timely manner, contact an FBO or service organization and arrange for emergency removal by that organization.
10. Follow FSDO's or any other controlling agencies instructions TO THE LETTER during aircraft removal in order to prevent further damage.
11. Upon removal, perform a final inspection to ensure all airfield surfaces are safe for resumption of aircraft operations. Pick up all FOD noted. All repairs to pavement, safety areas, and other hazardous conditions are made at this time in order to restore safe operational capability of this area. If this is not possible the affected area will remain closed until properly repaired. Complete a post-incident/accident inspection form.
12. Cancel any relevant NOTAM's.
13. Notify the ATCT of airfield conditions and re-open affected areas.
14. If the disabled aircraft, because of its location, jeopardizes the safety of other flights, all or part of the Airport shall be closed. It is the responsibility of the Airport Director, or designee, to make this determination. Among the circumstances to be considered are:
 - Can positive control of vehicles and personnel be maintained?
 - Is an alternative runway available, and will it accommodate all aircraft?
 - What are the existing weather conditions?
 - Is a suitable alternate airport available?
15. As a last resort, if wreckage is an immediate detriment to safety, and neither the National Transportation Safety Board nor the Federal Aviation Administration can be contacted, the Airport Director or his representative shall record all available evidence and take steps to have the aircraft removed.

b. Pensacola Police - Airport Section (PPAS)

1. PPAS are responsible for site security during an incident/accident. They will ensure the aircraft is safeguarded from tampering, or any other actions that would confuse or hinder the investigation process or further damage the aircraft. At least one officer and vehicle will remain at the aircraft incident/accident site unless Airport Management deems further assistance is necessary.
2. PPAS will ensure that no pedestrians or vehicles enter or exit the active aircraft movement area adjacent to the incident/accident site with the intention of gaining access to the emergency site without proper identification, an approved escort, and having an official need to be present at the incident/accident site. This will require the use of one officer and a vehicle unless Airport Management deems it necessary for further assistance.

3. PPAS will relinquish control of accident site security when asked to do so by the NTSB, FAA, FSDO or Department of Defense. At this time they will maintain perimeter security and ensure no persons or vehicles access the movement areas with the intention of entering the incident/accident site without approval and an escort. This will usually require the officers to stage at the owner/operators ramp and maintain communications with those affected.

c. Owner/Operator Responsibility

1. The owner/operator of an aircraft involved in an accident shall be responsible for preserving to the extent possible any aircraft wreckage, cargo, or mail aboard the aircraft as well as all records from the aircraft including flight recorders and tapes, voice recorders and tapes, aircraft logbooks, airmen logbooks, and other records pertaining to the aircraft. Prior to towing, aircraft wreckage photos will be taken to aid in the incident/accident investigation.
2. The owner/operator of an aircraft involved in an accident or incident shall be responsible for all records and reports, including all internal documents and memoranda dealing with the accident/incident.
3. A representative for the owner/operator of the aircraft involved in the accident/incident shall be present and meet with the Airport Director or designee to develop a comprehensive plan for the removal of the aircraft.
4. The owner/operator of the aircraft shall arrange removal of the aircraft with their selected aircraft removal company. The final decision on who removes the aircraft will come from the owner/operator.
5. If the registered owner/operator fails to remove the aircraft in a timely manner, the Airport Director has the authority to remove such aircraft.

d. Recovery Equipment

1. The aircraft owner/operator shall be responsible for providing any and all such equipment and personnel as necessary for the recovery or removal of an aircraft involved in an accident/incident. See **Appendices F and L** for a list of contact information for agencies and companies that are available to provide equipment for the recovery and removal efforts.
2. In the event of an accident or incident occurring at Pensacola International Airport, the Airport will coordinate with the local Airline, FBO's, Tenants, or outside agencies to assist with recovery and removal operations at the Airport.
3. Due to the expense of procuring and maintaining recovery equipment, the Pensacola International Airport has no equipment which may be construed as aircraft recovery equipment. The procurement of this equipment will be the responsibility of the owner/operator.

B. TERRORISM INCIDENTS

1. Purpose. The information contained in this hazard-specific section is intended to supplement the Basic Plan and Functional Sections of the AEP. This Section defines responsibilities and describes actions to be taken in the event a bomb threat or actual incident at Pensacola International Airport. Further, the information contained in this Section, in conjunction with the Basic Plan and Functional Sections, forms the basis for elements to be included in functional Standard Operating Procedures (SOPs) and Checklists.

2. Situation and Assumptions. Every airport is a potential target for a terrorism threat. This section describes the situation pertaining to terrorism threats at PNS.

- a. Pensacola International Airport, like any airport, is a potential target for a terrorism threat. Threats may be against the Airport, an aircraft, an aircraft owner/operator, or any agency operating at the Airport.
- b. Since PNS is regulated under 49 CFR Part 1542, specific procedures have been established in the Airport Security Program (ASP) for responding to terrorism threats.
- c. All terrorism threats are to be taken seriously until the validity of the threat can be determined.
- d. If terrorism threats involve aircraft either in the air or on the ground, areas have been designated in the Airport Security Program (ASP) for remote aircraft parking.
- e. The air carrier, through their individual corporate operations center in conjunction with their corporate security division, will usually determine the course of action. If it is determined that action is to be taken, the air carrier will contact the AOC/PPAS for assistance. If an aircraft arriving at the Airport or already at the Airport has Positive Target Information (PTI), the aircraft will receive instructions by ATCT or Airport Management to be directed/located to the specified hazard parking area of the Airport.

3. Operations. Specific information concerning the Pensacola International Airport operational response to any terrorism incident is considered Sensitive Security Information (SSI) and is contained in the appropriate sections of the ASP and TSA local security policies. All Sensitive Security Information is published and distributed on a need-to-know basis.

4. Organization and Assignment of Responsibilities. Specific information concerning the Pensacola International Airport organization and assignment of responsibilities in response to any terrorism incident is considered Sensitive Security Information, and is contained in the appropriate sections of the Airport Security Program and TSA local security policies. All Sensitive Security Information is published and distributed on a need-to-know basis.

5. Administration and Logistics. Specific information concerning the Pensacola International Airport administration and logistics response to any terrorism incident is considered Sensitive Security Information, and is contained in the appropriate sections of the Airport Security Program and TSA local security policies. All Sensitive Security Information is published and distributed on a need-to-know basis.

6. Plan Development and Maintenance. The review and maintenance of this section shall be accomplished in accordance with the requirements of 14 CFR Part 139 and 49 CFR Part 1542. Review and maintenance of this section is the responsibility of the Airport Director.

7. Authorities and References. See Appendix G.

C. STRUCTURE FIRES / FUEL FARM AND FUEL STORAGE AREAS

1. Purpose. The information contained in this hazard-specific section is intended to supplement the Basic Plan and Functional Sections of the AEP. This Section defines responsibilities and describes actions to be taken in the event a structure fire at Pensacola International Airport. Further, the information contained in this Section, in conjunction with the Basic Plan and Functional Sections, forms the basis for elements to be included in functional Standard Operating Procedures (SOPs) and Checklists.

2. Situation and Assumptions. This section describes the potential situations with respect to structure and/or fuel farm fires at the Pensacola International Airport.

- a. A structure fire may occur anywhere on the Airport property and may include one or a number of buildings, including flight line activities. Procedures for all fires, regardless of location, are basically the same.
- b. Anyone observing a structure fire should promptly notify the City of Pensacola Fire Department by telephone through the 911 system.
- c. Since PNS is located within the corporate limits of the City of Pensacola, the Pensacola Fire Department provides primary, non-aircraft emergency response services at the Airport at all times.
- d. ARFF personnel and equipment are not fully equipped to handle a structure fire, but will respond if called upon.
- e. The fuel storage facility is located on the west side of the Airport and is contained within its own perimeter fence. Access to this area from the AOA is by way of Gate I-3 off of Francis Taylor Boulevard to Gate P-58 or from Gate P-59 off of 12th Avenue. It is above ground within a concrete containment area (50x70x2 feet). It currently houses Pensacola Aviation Center's three (3) 30,000-gallon tanks containing Jet A fuel, a 15,000-gallon tank containing Avgas 100, and a 500-gallon tank containing unleaded gasoline. There is also a 500-gallon disposal tank for fuel contaminants. In addition, Innisfree Jet Center has two (2) 20,000-gallon tanks containing Jet A fuel and one (1) 12,000-gallon tank containing Avgas that are above ground within a concrete containment area (approximately 50x30x2 feet).

3. Operations. This section explains the Airport's overall approach to responding to structure and fuel farm fire emergencies.

- a. Primary structural firefighting responsibilities fall upon Pensacola Fire Station #3 and #6 located at the north and south ends of the Airport. These units will assess the situation, and either extinguish the fire or request assistance from the Pensacola Police/Fire Communications Center. If called on, ARFF units will respond to the area.
- b. If a fire breaks out at one of the fuel farms, ARFF shall immediately request mutual aid assistance from the Pensacola Police/Fire Communications Center for fire and hazmat response. An emergency call shall be placed to the owner of the fuel farm to advise and request assistance. ARFF shall evacuate the surrounding areas of the fuel farm, establish a perimeter and any means possible to make the area safe until a response from the mutual aid agencies are received.
- c. The mutual aid response agencies include NAS Pensacola Fire Department, Eglin AFB Fire Department, and Escambia County Fire Rescue. Contact information for these agencies can be found in Appendix F.

- d. In order to mitigate the potential for fire associated with a fuel spill at Pensacola International Airport, the operational response procedures of the Emergency Fuel Spill Plan shall be followed (see Appendix Q).

4. Organization and Assignment of Responsibilities.

a. ARFF

1. Respond to the structure fire in the vicinity of the Air Operations Area only and initiate fire extinguishing procedures. Aircraft emergencies take precedence over structure fires. ARFF will be prepared to withdraw from the structure fire in the event of an aircraft emergency.
2. If the fire is at fuel farm, respond to the fuel storage area in the vicinity of the Air Operations Area only. Once again, aircraft emergencies take precedence over a fuel farm fire and ARFF units need to be prepared to withdraw from the fire in the event of an aircraft emergency.
3. Begin the evacuation process and assist medical personnel if needed.
4. Contact the Pensacola Police/Fire Communications Center, and advise of the need for additional backup.
5. Provide crowd and traffic control as needed.
6. Retire from the scene and return to the Airport Fire Station #7 as directed by the Incident Commander.

b. Airport Management

1. In the event of a structure or fuel storage fire at the Airport, the responsibilities and actions of the Airport Staff are essentially the same as for aircraft emergencies, as modified by the particular circumstances of the fire.
2. Notify building occupants, if necessary, by the most practical and expeditious means.
3. Notify and evacuate occupants of nearby buildings, which may be endangered.
4. In case of a fire in the Terminal Building, Airport Management will evacuate the building by announcement on the public address system.
5. Notify Airport Director, Assistant Airport Director-Ops and City Risk Management.

c. ATCT

1. Notify the ARFF Station by set protocol.
2. Ensure that the City of Pensacola Fire Department has been notified.
3. Notify Airport Operations
4. Control taxiing aircraft so as not to interfere with emergency equipment proceeding to, or fighting the fire.

d. Pensacola Police - Airport Section

1. Support evacuation process including public/tenant notification and crowd control.

e. Pensacola Police Department

1. Upon notification by Pensacola Police/Fire Communications Center Dispatch (911) of a structure fire at the Airport, respond and secure roads in the vicinity of the fire.

f. Pensacola Fire Department

1. Upon notification of a structure fire at the Airport, respond with such fire equipment as deemed necessary by the Chief of the Pensacola Fire Department.

5. Administration and Logistics. In addition to the ARFF response to any structure fires/fuel farm and fuel storage areas, sufficient firefighting capability is available through the City of Pensacola and other agencies should multiple incidents arise, or the scale of the incident overwhelms the on-Airport firefighting capability. The contact information for local mutual response agencies (i.e., phone numbers, frequencies, etc.), is provided in **Appendix F**. Dispatch and operational response of mutual aid agencies shall be in accordance with the Escambia County Comprehensive Emergency Management Plan.

6. Plan Development and Maintenance. The review and maintenance of this section shall be accomplished in accordance with Part 139, and is the responsibility of the Airport Director, or designee.

7. Authorities and References. See **Appendix G**.

D. NATURAL DISASTERS – SEVERE WEATHER/TORNADOS/HURRICANES

1. Purpose. The information contained in this hazard-specific section is intended to supplement the Basic Plan and Functional Sections of the AEP. This Section defines responsibilities and describes actions to be taken in the event of a hurricane, tornado or other severe weather event impacting the Pensacola International Airport. Further, the information contained in this Section, in conjunction with the Basic Plan and Functional Sections, forms the basis for elements to be included in functional Standard Operating Procedures (SOPs) and Checklists.

2. Situation and Assumptions. This section describes the potential situations with respect to natural disasters that may be experienced at Pensacola International Airport.

a. Severe weather will include any events classified as a wind storm, hurricane, tornado, lightning strike, flood or other natural phenomenon. Thunderstorms typically produce heavy rain for a brief period (anywhere from 30 minutes to an hour). The main concerns during a thunderstorm are lighting, high winds, hail and localized flooding. A thunderstorm is considered severe if it produces hail at least three-quarters of an inch in diameter, has winds of 58mph or higher, or produces a tornado. Tornadoes are very destructive and can produce winds from 100 to 300 mph. Tornado season starts in March and runs until November, with peak activity from April until September. Prime time for tornadoes during the peak season is between 3pm-9pm, however they may occur at any time of day. Terms used by weather forecasters include:

Severe Thunderstorm Watch:

Conditions are favorable for severe thunderstorms, frequent lightning, hail, and high winds to develop in the area.

Severe Thunderstorm Warning:

Severe thunderstorms containing most, or all of the above-mentioned elements have been spotted and are occurring. Wind speed and direction of travel are usually given.

Tornado Watch:

Tornadoes are possible in the area.

Tornado Warning:

A tornado has been sighted visually or by weather radar. Speed and direction of travel are given, even though history tells us most tornadoes travel in a northeastern direction. If this is issued for the area surrounding Pensacola International Airport, the AEP shall be initiated either on a limited basis or in its entirety.

Hurricane:

A hurricane is a severe tropical cyclone having winds greater than 74 miles per hour. The panhandle of Florida and South Florida collectively, have historically had more hurricane impacts than the rest of the southeastern portion of the United States. As such, hurricanes offer the potential to be the most significant naturally occurring weather incidents to threaten Pensacola International Airport. Hurricanes bring the potential for damaging winds, storm surge and heavy rainfall causing widespread flooding. Statistically, the City of Pensacola and Escambia County get a direct hit from a hurricane (defined as a storm which passes within 60 miles), every 2.96 years. In order to respond to the frequent incidences of hurricanes, the Pensacola International Airport has developed a Destructive Weather Plan (see **Appendix R**).

b. Airport utilities, specifically power, are especially susceptible to wind damage. Backup power capability is available to serve mission critical functions at Pensacola International Airport.

c. Although not specifically designed to withstand the extreme wind forces produced by a tornado, various airport facilities can be used as emergency shelters during an emergency. The following structures on Airport property will provide shelter:

1. Airport Terminal Building
2. ARFF Station and Maintenance Building

3. Operations. This section explains the Airport's overall approach to responding to a natural disaster pertaining to severe weather, hurricane or tornado.

a. During a severe weather event, the procedures contained in the Pensacola International Airport Destructive Weather Plan (see **Appendix R**) shall be followed.

b. Emergency Back-up Electrical Supply: To assure the uninterrupted supply of electricity at all times, the following essential Airport facilities are equipped with back-up electrical generator systems: Runway, taxiway, and obstruction lights; Terminal Building; ARFF and Maintenance Buildings; FAA Air Traffic Control Tower; FAA Radar Antenna Site; FAA ILS systems; FAA VORTAC; FAA Remote Air to Ground transmitter site.

c. Periodic field inspections will be the responsibility of Airport Operations, and field conditions will be periodically reported to all Airport tenants. In the event that the Airport is not able to keep the aircraft operational surfaces in satisfactory condition, NOTAMS will be issued as appropriate.

4. Organization and Responsibilities. The organization and assignment of responsibilities shall be as outlined in the Pensacola International Airport's Destructive Weather Plan (see **Appendix R**).

5. Administration and Logistics. In addition to the Airport's response capability to natural disasters that may occur on Airport, additional response capability is available through mutual aid agencies should the scale of the incident overwhelm the on-Airport response capability. The contact information for local mutual response agencies (i.e., phone numbers, frequencies, etc.), is provided in **Appendix F**. Dispatch and operational response of mutual aid agencies shall be in accordance with the Escambia County Comprehensive Emergency Management Plan.

6. Plan Development and Maintenance. The review and maintenance of this section shall be accomplished in accordance with Part 139, and is the responsibility of the Airport Director, or designee.

7. Authorities and References. See **Appendix G**.

E. NATURAL DISASTERS - EARTHQUAKE

1. Purpose. The information contained in this hazard-specific section is intended to supplement the Basic Plan and Functional Sections of the AEP. This Section defines responsibilities and describes actions to be taken in the event of an earthquake impacting the Pensacola International Airport. Further, the information contained in this Section, in conjunction with the Basic Plan and Functional Sections, forms the basis for elements to be included in functional Standard Operating Procedures (SOPs) and Checklists.

2. Situation and Assumptions. The Pensacola International Airport is vulnerable to many natural disasters, including earthquakes. This section of the AEP shall identify the procedures followed and responsibilities of the Airport, ARFF, Police, Airlines, FBO's and Airport Tenants in the event of an earthquake. It shall be assumed that in the event of a major earthquake the Airport will be closed until deemed operationally safe by Airport Management.

- a. Earthquake damage to airports can be divided into two areas:
 - 1. Damage to Runways and Taxiways
 - 2. Damage to buildings and structures
- b. Damage to buildings and structures can be divided into two additional categories:
 - Critical*
 - 1. Passenger Terminal/Parking Garage
 - 2. ARFF Station and Maintenance Building
 - 3. Fuel Farms
 - 4. Control Tower/TRACON
 - 5. Navigational Equipment (ILS etc.)
 - Non-Critical*
 - 1. FBO's
 - 2. Hangars
 - 3. All other Buildings

It shall be noted that above all else saving lives during an earthquake is the number one objective. After that is completed safely and efficiently, the safety and occupancy of critical structures shall take precedence over the non-critical structures.

3. Operations. The operational response to any earthquake that affects the Pensacola International Airport shall be in accordance with the guidelines and operational procedures provided in this AEP, and the Escambia County Comprehensive Emergency Management Plan.

4. Organization and Assignment of Responsibilities.

a. Airport Operations/Maintenance/Management:

1. The Airport shall initiate the AEP in its entirety during an earthquake.
2. The Airport shall notify all Airport Tenants of a mandatory evacuation.
3. The Airport shall inspect the airfield, including fuel farms, post-event and determine the status of operational capabilities. If the Airport is deemed unusable by the Airport Director or designee, all appropriate notifications shall be made to ATCT and FSS for national dissemination.
4. The Airport shall inspect all Airport structures for damage and suitability for occupancy.
5. The Airport shall assist, by whatever means possible at the time, with the safe and expedient evacuation of the Airport.
6. The Airport shall notify Escambia County Emergency Management and inform them of their current operational status and the need for assistance if that need exists.
7. If applicable the Airport will shut off all utilities they have access to including airfield power, gas lines and potable water to prevent further destruction of structures due to fractured utility supply lines.
8. The Airport, with the assistance of Escambia County EMS, shall set up a triage area for injured personnel.
9. The Airport shall designate an area for a temporary morgue under the direction of the District 1 Medical Examiner.

Note: After an earthquake, the Airport is expected to be isolated and self-sufficient for up to 48 hours; only those resources that are on the Airport at the time of the earthquake are expected to be available. Other structural disasters will have an immediate response from surrounding agencies.

b. ARFF:

1. ARFF shall be responsible for saving lives and property after an earthquake.
2. ARFF is responsible for extinguishing any structure fires due to the earthquake, in the order of highest priority. Areas that have people still in or near them shall be dealt with first in order to save lives. ARFF units will receive support from the City of Pensacola and other mutual aid agencies.
3. ARFF shall administer basic first aid to the injured and assist local EMS services in transporting injured to local hospitals on a priority basis.

1. PPAS shall be responsible for assisting Airport customers and tenants in the evacuation process.
2. PPAS shall be responsible for monitoring airfield security and ensuring that no unlawful activities take place.
3. PPAS shall be responsible for basic first aid until local EMS providers arrive on the Airport.
4. PPAS shall monitor all open gates during the time of evacuation.

d. FBO's:

1. Upon occurrence of a Natural Disaster such as an earthquake, each FBO is responsible for an estimate of their situation to include a rapid evaluation of damage to their facilities and an approximation of their available resources; this estimate should include the condition of all areas they lease from the Airport.
2. FBO's shall initially take whatever steps necessary to save lives and prevent damage to their immediate area.
3. FBO's shall be responsible for supplying emergency support agencies with a roster of all personnel on duty at the time of the earthquake in order for the local EMS responders to more efficiently conduct search and rescue operations.
4. FBO's shall make available any equipment and personnel requested for use in assisting the Airport and local EMS responders in rescue operations.

e. Airport Tenants:

1. Airport tenants shall provide the Airport with an estimate of damages incurred during the earthquake.
2. If the Airport Tenant has equipment that would benefit the emergency response, they will be asked to volunteer this equipment for use by the Airport or any other their supporting agencies.

f. Other Organizations and Agencies Involved:

1. These agencies shall assist the Airport and local mutual aid agencies as practical.
2. All agencies involved in rescue and clean-up operations are responsible for maintaining individual accounting records in sufficient detail to document subsequent requests for reimbursement.

5. Administration and Logistics. In addition to Airport Management response capability to natural disasters that may occur on Airport, additional response capability is available through mutual aid agencies should the scale of the incident overwhelm the on-Airport response capability. The contact information for local mutual response agencies (i.e., phone numbers, frequencies, etc.), is provided in **Appendix F**. Dispatch and operational response of mutual aid agencies shall be in accordance with the Escambia County Comprehensive Emergency Management Plan.

6. Plan Development and Maintenance. The review and maintenance of this section shall be accomplished in accordance with Part 139, and is the responsibility of the Airport Director, or designee.

7. Authorities and References. See **Appendix G**.

F. HAZARDOUS MATERIALS INCIDENTS

1. Purpose. The information contained in this hazard-specific section is intended to supplement the Basic Plan and Functional Section of the AEP. This Section defines responsibilities and describes actions to be taken in the event a hazardous materials incident occurs at Pensacola International Airport. Further, the information contained in this Section, in conjunction with the Basic Plan and Functional Sections, forms the basis for elements to be included in functional Standard Operating Procedures (SOPs) and Checklists.

2. Situation and Assumptions. It is conceivable that hazardous materials and/or radioactive materials will be transported into, through or out of, the Pensacola International Airport by both civil and military aircraft. In an aircraft accident or incident involving a nuclear weapon, or any weapon, several hazards may be present that do not occur in the commercial transport of radioisotopes. Blasts of varying degrees may occur as a result of the detonation of high explosives in the weapon; toxic or caustic fumes may be released by burning high explosives and spread over considerable distances by smoke and wind.

3. Operations.

- a. The transportation of hazardous/radioactive material, including fissionable materials, onboard civil aircraft operating in the United States is governed by FAA Regulations. Thus, any civil aircraft carrying such materials must have an onboard copy of the restricted article document listing the materials carried and the specifics of the materials.
- b. If an aircraft is airborne and develops a problem, related to the material carried or not, the Pilot in Command shall have the responsibility of notifying the ATCT of such material being onboard.
- c. In the event of an airborne incident the ATCT shall notify the Pensacola International Airport ARFF units, specifying that hazardous/radioactive materials are onboard.
- d. If the airborne aircraft develops a problem with hazardous/radioactive material, upon landing, the aircraft shall not be allowed to taxi to a ramp or terminal area, but will rather be directed by ATCT to a remote area (east end of Taxiway "B") on the Airport where hazardous/radioactive procedures will be initiated. In the event that the Incident Commander determines that the use of this site is precluded due to the proximity of other parked aircraft or the prevailing meteorological conditions, the aircraft may be directed to an alternate site.
- e. In the event of hazardous/radioactive material being exposed while an aircraft is on the ground, or while the material is off an aircraft and being transported, the carrier of the material shall immediately notify the ATCT and Dial 911. If hazardous/radioactive material is exposed or suspected of release while on board an aircraft, the aircraft shall remain at its present ramp, terminal area, or holding position and under no circumstances be moved unless at the instruction of the Incident Commander at the scene. The ATCT shall not allow any aircraft to taxi through the area of the incident in order to prevent further spreading and contamination of the material.

f. If an accident or incident occurs, the Incident Commander shall determine if any other Disaster Plans needs to be initiated. Additionally, only the Incident Commander shall have the authority to declare an area clean and safe after an incident. Once an “All Clear” has been issued, notifications will be made to all previously notified personnel and agencies notifying them of the termination of the incident.

g. In the event of a hazardous/radioactive accident or exposure, all personnel and equipment responding to the scene shall be checked for contamination, and will be decontaminated as necessary.

h. No unauthorized personnel shall be allowed into any area where there is a radioactive hazard until such time as the radioactive hazard has been terminated.

i. The uniform, state-wide response and reporting procedure for hazardous material incidents (including radiological problems) involves calling the Escambia County Emergency Management 24-hour emergency response number. That agency notifies the Department of Health and Family Services, Radiation Protection Section of the Department of Natural Resources, and other required agencies (see **Appendix F**).

4. Organization and Assignment of Responsibilities.

a. **ARFF:**

1. Respond to the aircraft accident site. Establish command, if possible, safely identify the hazardous material, perform rescue if Personal Protective Equipment (PPE) is appropriate for the product, establish the appropriate zones, confine the product and protect the exposures. Approach the aircraft or contaminated area from an upwind direction to reduce further contamination or exposure. Isolate the area around the aircraft, and door/windows of nearby buildings shall be closed.

2. Direct fire crews to utilize full protective clothing and breathing apparatus before approaching the area. Direct crews to avoid entering the area unless absolutely necessary.

3. Request Mutual Aid hazardous materials response teams as needed.

4. Radiological incidents should be monitored by the Florida Department of Health and Family Services, Radiation Protection Office (see **Appendix F**).

b. **Airport Operations:**

1. Initiate an immediate and complete security perimeter around the site, cordoning off the area from entry by anyone other than absolutely necessary personnel or vehicles.

2. Escort emergency response teams from the Airport perimeter gates to the incident site.

3. Evacuate the affected ramp or terminal building and all other buildings adjacent to the site of the aircraft if fire and explosion are imminent.

c. Airport Management:

1. Contact the Florida Division of Emergency Management Watch Office number.
2. Notify Escambia County Department of Public Safety.
3. Section off the area containing the aircraft or other vehicle/equipment and the larger area subject to possible spillage and contamination.
4. Only rescue crews should be permitted within 1,500 feet downwind of accident site.
5. Close doors and windows of buildings in the area to prevent contamination from hazardous substances.
6. Decontaminate the area and affected buildings, emergency equipment personnel and aircraft.
 - a. If a radioisotope container is found unbroken, the material should be held in custody until disposal instructions are received from the Nuclear Regulatory Commission (NRC). Some shipments are accompanied by a courier designated by the NRC who is responsible for the material and, if able, retain custody. The NRC 24-hour operations center number is located in **Appendix F**.
 - b. In the event contamination has occurred, all action possible should be undertaken by trained personnel to prevent additional spread if they can do so without endangering themselves. Basic decontamination procedures should be followed.
7. Ensure evacuation of all buildings within 500 feet of the accident, request crowd and traffic control, and other assistance as required.
8. Notify the Escambia County Communications Center and request they notify Escambia County Department of Emergency Management (ECEM).

d. FAA Control Tower:

1. Notify the ARFF Station and Airport Operations of any in-flight radiation emergencies on aircraft intending to land at the Airport. This will apply to both military aircraft carrying a nuclear weapon and aircraft carrying any other hazardous or radioactive material.
2. Advise military authorities or local operator of aircraft (if requested by the pilot).
3. To prevent the spread of contamination, do not authorize aircraft to land, takeoff or taxi through contaminated area.

5. Procedures for Accidents Involving Aircraft Carrying Nuclear Weapons.

a. Aircraft Commander:

1. Notify the FAA Control Tower of the situation. This type of situation presents hazards that do not occur in the commercial shipment of radioisotopes.
2. Blasts of varying degree may occur as a result of the detonation of the high explosives in the weapon. Toxic or caustic fumes may be given off by burning high explosives. Large quantities of radioactive material may be scattered and carried a considerable distance by winds.

b. FAA Control Tower:

Same as outlined in paragraph 4(d) of this section.

c. ARFF Station:

1. Proceed in accordance with instructions contained in paragraph 4(a) of this section.
2. The ARFF Commander will determine whether to activate firefighting procedures or evacuate area due to possible explosive detonation.
3. Use of radiation survey meters, by trained personnel, will reveal the presence of gamma emission, but not alpha or most beta emissions.

d. Airport Management:

1. Proceed in accordance with instructions contained in paragraph 4(C) of this section.
2. Increase evacuation distance from 500 to 2,500 feet.
3. Evacuate all but fire/rescue personnel at least 2,500 feet from fire.
4. Ensure that safety personnel evacuate after ten minutes of total fire immersion of aircraft.
5. Close off all aircraft operations within 2,500 feet of the accident scene.

e. Medical and Clean Up:

Do not attempt to clean up the site of a radiation accident. Upon arrival of NRC teams, all personnel and equipment held at the controlled perimeter will be monitored and decontaminated, as required.

f. Emergency Warning:

1. Contact the Escambia County Communications Center and the Public Safety Director for timely dissemination of emergency warnings (see **Appendix F**). Emergency Management is responsible for coordination of disaster recovery operations.
2. The interior rooms of the Terminal Building offer the best available shelter.

6. Administration and Logistics. A response to a hazardous materials incident shall be in accordance with the guidelines and procedures defined in the Escambia County Comprehensive Emergency Management Plan.

7. Plan Development and Maintenance. The review and maintenance of this section shall be accomplished in accordance with Part 139, and is the responsibility of the Airport Director, or designee.

8. Authorities and References. See **Appendix G**.

G. SABOTAGE, HIJACK AND OTHER UNLAWFUL INTERFERENCE WITH OPERATIONS

1. Purpose. The information contained in this hazard-specific section is intended to supplement the Basic Plan and Functional Section of the AEP. This Section defines responsibilities and describes actions to be taken in the event of sabotage, hijack, or other unlawful interference with operations at Pensacola International Airport. Further, the information contained in this Section, in conjunction with the Basic Plan and Functional Section, forms the basis for elements to be included in functional Standard Operating Procedures (SOPs) and Checklists.

2. Situation and Assumptions.

- a. Pensacola International Airport (PNS), like any airport, is a potential target for sabotage, hijack or other unlawful interference. Threats may be against the Airport, an aircraft, an aircraft owner/operator, or any agency operating at the Airport.
- b. All threats are to be taken seriously until the validity of the threat can be determined, and the Airport establishes response procedures to cope with the problem to mitigate impacts or disruptions to normal operations.
- c. Since PNS is regulated under 49 CFR Part 1542, all response procedures with an exception of Unmanned Aerial Systems (UAS) Response are considered Security Sensitive Information (SSI) and are covered under separate cover in the Airport Security Plan.

3. Operations. Unmanned Aerial System (UAS), also referred to in this section as drones, flight activity is prohibited within the Airport boundaries and associated runway approach corridors (Appendix A) unless the operator has received express authorization of flight from the FAA-ATCT (tower), or possesses a Certificate of Authorization exemption. Airport personnel will respond to investigate, notify supporting agencies, initiate procedures to neutralize the threat, and shall contact the appropriate federal regulatory agencies as required.

4. Unmanned Aerial Systems (UAS) Response Organization and Assignment of Responsibilities.

- a. Airport Operations
 - 1) When a drone is reported or observed operating near the Airport, confirm with the tower if the reported drone has been authorized, or posing a threat, or disruption to flight operations.
 - 2) If the drone is authorized and poses no threat, no further action is required.
 - 3) If the drone activity poses a threat to the safety of the Airport or disruption to aircraft operations:
 - a. Coordinate with ATCT for the immediate closure of any affected movement areas. This action may require the temporary closure of one or all runways by OPS and diversion of air traffic by the tower.
 - b. Notify the following agencies as required:
 - i. Pensacola Police Department (PPD)
 - ii. FBI at 850-432-3476 (duty hours) or 904-721-1211 (after duty hours)
 - iii. TSA Coordination Center
 - c. Activate the Airport Emergency Operations Center (AEOC) if required.

- 4) Assist the PPD with locating the drone/operator.
- 5) Remain in contact with the tower until the situation is resolved.
- 6) Perform safety inspections before opening any previously closed movement areas.

b. FAA Air Traffic Control (tower)

- 1) When a drone is observed or reported on or in the vicinity of the Airport, confirm if the drone activity is authorized, and notify Airport Operations of the observation/report.
- 2) If the drone activity is not authorized:
 - a. Coordinate with Airport Operations for any required actions necessary to preserve the safety of flight on or in the vicinity of the Airport.
 - b. Provide as much information as possible including the aircraft owner/operator name and phone# reporting the drone, aircraft type, flight number, location of drone sighting, direction of travel and approximate altitude.
 - c. If visual contact is made from the tower cab, update the Airport Operation with the drone position and direction of travel to assist with locating the drone/operator.

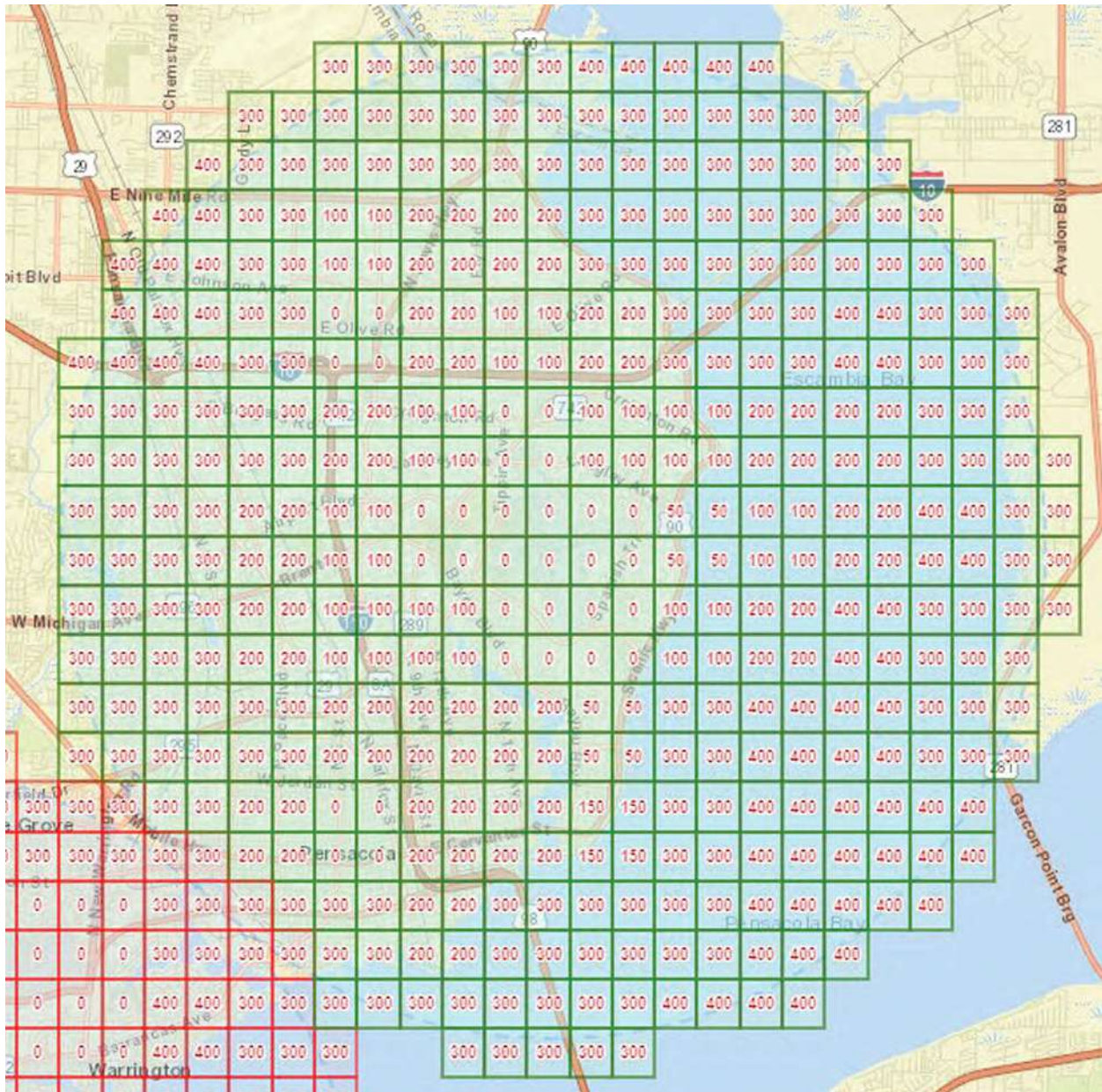
c. Pensacola Police Department

- 1) Upon notification of a drone sighting on or in the vicinity of the Airport, the responding PPD officer will respond to the last reported position of the drone to attempt to locate the drone/operator.
- 2) Complete an investigation by gathering information, taking statements from witnesses, take control of any evidence present, and detain suspect(s) as well as provide site/scene security as required.
- 3) Update Airport Operations with their action taken, and if the drone and or operator is located.
- 4) Provide liaison support to TSA or the Federal Bureau of Investigation (FBI), if required. Upon arrival, the PPD Airport Section Supervisor will assume law enforcement authority related to the incident and function as principle liaison with the TSA or FBI as appropriate.

5. Plan Development and Maintenance. The review and maintenance of this section shall be accomplished in accordance with the requirements of 14 CFR Part 139 and 49 CFR Part 1542. Review and maintenance of this section is the responsibility of the Airport Director, or designee.

6. Authorities and References. See Appendix G.

Appendix A



This UAS/Drone Facility Map shows the maximum altitudes (feet above ground level) around PNS Airport where the FAA may authorize part 107 UAS/Drone operations without additional safety analysis.

The Restricted NO FLY ZONE Areas on and around the Airport are shown as zero (0) where UAS/Drone flight activity is NOT Authorized.

H. FAILURE OF POWER FOR MOVEMENT AREA LIGHTING

1. Purpose. The information contained in this hazard-specific section is intended to supplement the Basic Plan and Functional Section of the AEP. This Section defines responsibilities and describes actions to be taken in the event of a failure of power for the movement area lighting at the Pensacola International Airport. Further, the information contained in this Section, in conjunction with the Basic Plan and Functional Section, forms the basis for elements to be included in functional Standard Operating Procedures (SOPs) and Checklists.

2. Situation and Assumptions.

- a. Electrical power to the Airport, including the Airfield Electrical Vault which then powers the entire movement area, is supplied by Gulf Power. Backup power for all airfield, terminal, parking garage and surface parking, shuttle parking lot, ARFF and Maintenance facilities is provided by emergency generators as follows:

Airfield Electrical Vault:

Number of Generators: One

Output: 150 kW

Fuel: Diesel, 600 gallon above-ground Con Vault

ARFF/Maintenance:

Number of Generators: One

Output: 350 kW

Fuel: Natural gas, continuous supply

Parking Garage:

Number of Generators: One

Output: 400 kW

Fuel: Diesel, 4000 gallon underground tank

Terminal:

Number of Generators: Two

Output: 1.5 MW each

Fuel: Natural gas, continuous supply

- b. Periodic maintenance is performed on these emergency generators as follows:
 1. Preventative Maintenance Schedule - Monthly Services
 - a) Check, fill, and clean batteries
 - b) Check engine fluid levels
 - c) Inspect hoses and belts for wear
 - d) Maintenance and Operations start the generator and check for proper operation
 - e) Test lamps on enunciator panel
 2. Preventative Maintenance Schedule - Annual Services
 - a) Clean, Lubricate, and test generator

3. Organization and Assignment of Responsibilities.

a. ATCT:

1. Notify Airport Operations or Airport Maintenance of any failure in movement area lighting.
2. Issue NOTAMS as appropriate.

b. Airport Maintenance:

1. Conduct routine maintenance of systems.
2. Document results of routine tests.
3. Operate and maintain the standby generators as applicable.
4. After the emergency, determine the cause and take appropriate action.

c. Airport Operations:

1. Perform airfield inspections in accordance with Part 139 requirements and note any deficiencies in airfield lighting systems.
2. Develop the appropriate work orders to ensure timely response to any failure of airfield lighting.
3. Issue NOTAMs as appropriate.

4. Plan Development and Maintenance. The review and maintenance of this section shall be accomplished in accordance with Part 139, and is the responsibility of the Airport Director, or designee.

5. Authorities and References. See **Appendix G.**

I. WATER RESCUE SITUATIONS

1. Purpose. The information contained in this hazard-specific section is intended to supplement the Basic Plan and Functional Section of the AEP. This Section defines responsibilities and describes actions to be taken in the event of an aircraft accident that occurs in a body of water in the vicinity of Pensacola International Airport. Further, the information contained in this Section, in conjunction with the Basic Plan and Functional Section, forms the basis for elements to be included in functional Standard Operating Procedures (SOPs) and Checklists.

2. Situation and Assumptions. Due to the close proximity of Pensacola Bay and other bodies of water to the Pensacola International Airport, a water rescue may be required because of an aircraft accident/incident.

3. Operations.

- a. Pensacola International Airport does not have the equipment or specialized training to undertake a water rescue.
- b. Regardless of the location of the incident, the initial alert procedure for an in-water accident shall be identical to that for any on-land accident.
- c. Pensacola International Airport has developed an “In-Water Aircraft Accident Response Plan” (see **Appendix P**) which describes the emergency response actions and capabilities of Pensacola International Airport and other responding agencies.

4. Organization and Assignment of Responsibilities. See the Pensacola International Airport In-Water Aircraft Accident Response Plan included in **Appendix P**.

5. Administration and Logistics. See the Pensacola International Airport In-Water Aircraft Accident Response Plan included in **Appendix P**.

6. Plan Development and Maintenance. The review and maintenance of this section shall be accomplished in accordance with Part 139, and is the responsibility of the Airport Director, or designee.

7. Authorities and References. See **Appendix G**.

J. CROWD CONTROL

1. Purpose. The information contained in this hazard-specific section is intended to supplement the Basic Plan and Functional Section of the AEP. This Section defines responsibilities and describes actions to be taken in the event a crowd control incident or problem occurs at Pensacola International Airport. Further, the information contained in this Section, in conjunction with the Basic Plan and Functional Section, forms the basis for elements to be included in functional Standard Operating Procedures (SOPs) and Checklists.

2. Situation and Assumptions.

- a. The arrival or departure of popular or unpopular figures may cause the attraction of crowds which can be hostile, or good natured and easily controlled.
- b. The Airport may also serve as a staging ground for political unrest or picketing by organized labor.
- c. Peaceful assemblies can occur and are sometimes impromptu, particularly if a VIP is suddenly recognized.
- d. Community air shows and other types of events may draw large crowds to the Airport.
- e. The occurrence of an aircraft accident or incident could also draw large crowds.

3. Operations.

- a. The Pensacola Police - Airport Section, or their designee, shall have the responsibility to implement such measures as necessary to ensure adequate crowd control procedures in the event of an aircraft disaster at the Pensacola International Airport. Police personnel will be the primary enforcement agency used for crowd control, but additional assistance may be requested from the City of Pensacola, Escambia County Sheriff and Florida Highway Patrol. The Airport EOC will be established as required.
- b. Police may direct that physical barriers be erected in order to define a perimeter around a disaster area. The Airport has the necessary equipment and barricades to erect such perimeters and will do so when directed. Only authorized persons responding to the rescue effort will be allowed into this perimeter and any unauthorized persons found inside the perimeter will be escorted outside the perimeter.
- c. Police may also direct the Airport and other supporting law enforcement agencies to cordon off the area inside certain buildings where the uninjured, relatives, and Airport personnel are converging.
- d. In the event of a disaster, Police will also assign security personnel at designated security checkpoints who will allow no vehicles or personnel through the checkpoints without proper airport identification or the approval of the Airport Director, or designee.
- e. Vehicular traffic on the roadways surrounding the Airport will be kept moving and all attempts will be made to keep roadways open to facilitate the movement of rescue vehicles and personnel. It is expected that the units of the City of Pensacola, Escambia County Sheriff and Florida Highway Patrol may be utilized for this function.

4. Organization and Assignment of Responsibilities.

a. **ATCT:**

1. Provide relevant information to the Pensacola Police - Airport Section.
2. Provide necessary air and ground traffic control to support emergency response activities.

b. **Airport Management:**

1. All apron entrances and exits should be closed. Guards with radio communication should be stationed at necessary access points for surveillance.
2. If an assembly either becomes or is anticipated to become hostile, fuel farms should be secured until the unrest subsides and the potential for a fire hazard has passed.
3. Control access to the automobile parking lots and the pathways between the lots and terminal or other facilities.
4. Lighting should be provided around buildings that provide critical services. At all entrance gates the light should be sufficient for security guards to identify persons and inspect vehicles. Floodlights mounted on emergency or service vehicles should be used for patrolling the perimeter of the Airport.

c. **Pensacola Police - Airport Section:**

1. Assume primary responsibility for crowd control actions, and request mutual aid assistance through City of Pensacola Police Communications as necessary.
2. Regularly check that the lighting on the airfield, aprons, taxiways, terminal and roadways is functioning.
3. Monitor the situation closely for potential fires due to unrest.

d. **Airport Tenants:**

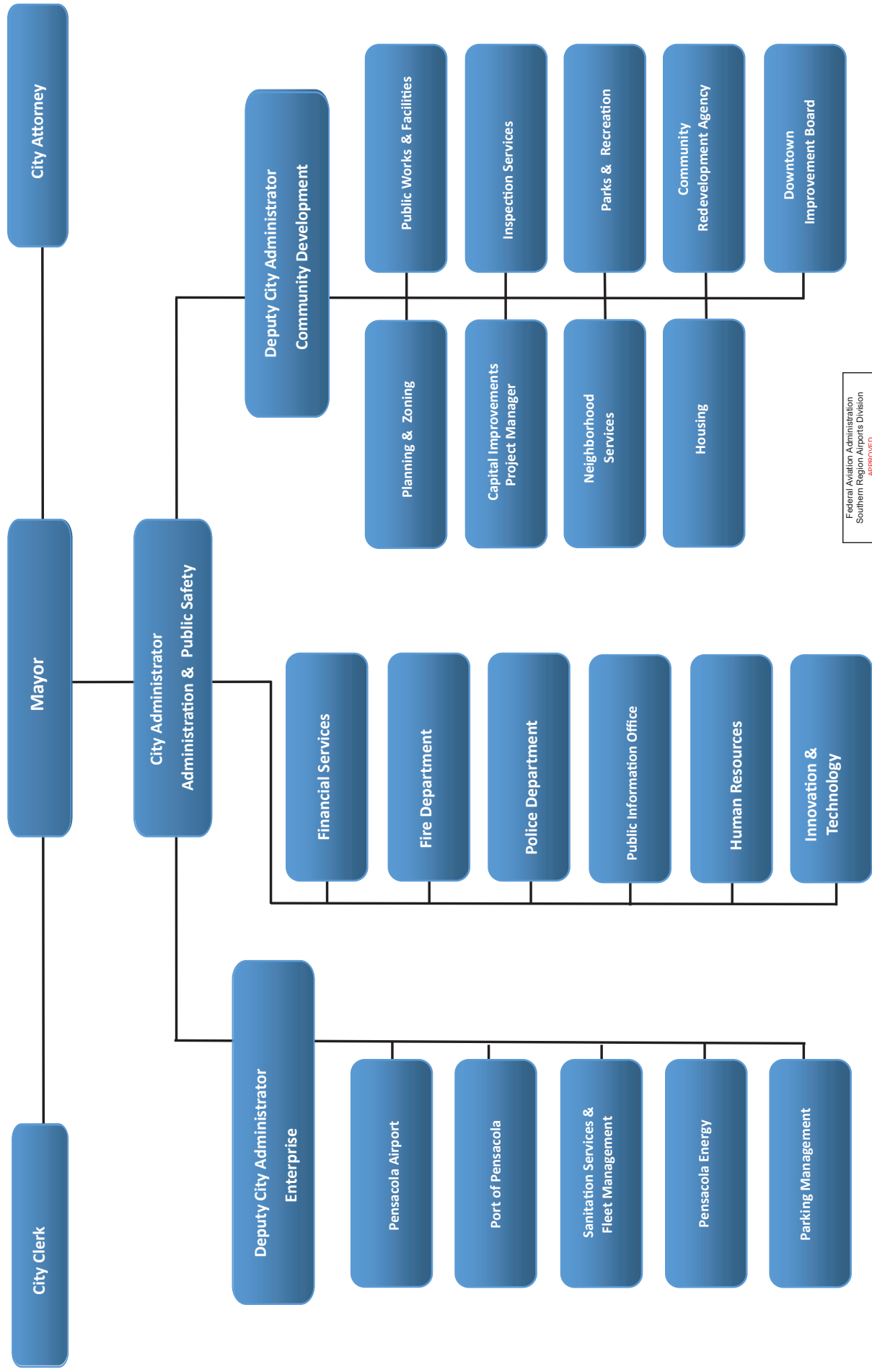
1. Tenant security should be increased commensurate with the anticipated problem. All office doors should be closed and if practical, locked when tenant employees are working inside. During off-duty hours, all doors and gates should be locked.

5. Administration and Logistics. In addition to Police response capability for managing crowd control that may occur on Airport, additional response capability is available through mutual aid agencies should the scale of the incident overwhelm the on-Airport response capability. The contact information for local mutual response agencies (i.e., phone numbers, frequencies, etc.), is provided in **Appendix F**. Dispatch and operational response of mutual aid agencies shall be in accordance with the Escambia County Comprehensive Emergency Management Plan.

6. Plan Development and Maintenance. The review and maintenance of this section shall be accomplished in accordance with Part 139, and is the responsibility of the Airport Director, or designee.

7. Authorities and References. See **Appendix G**.

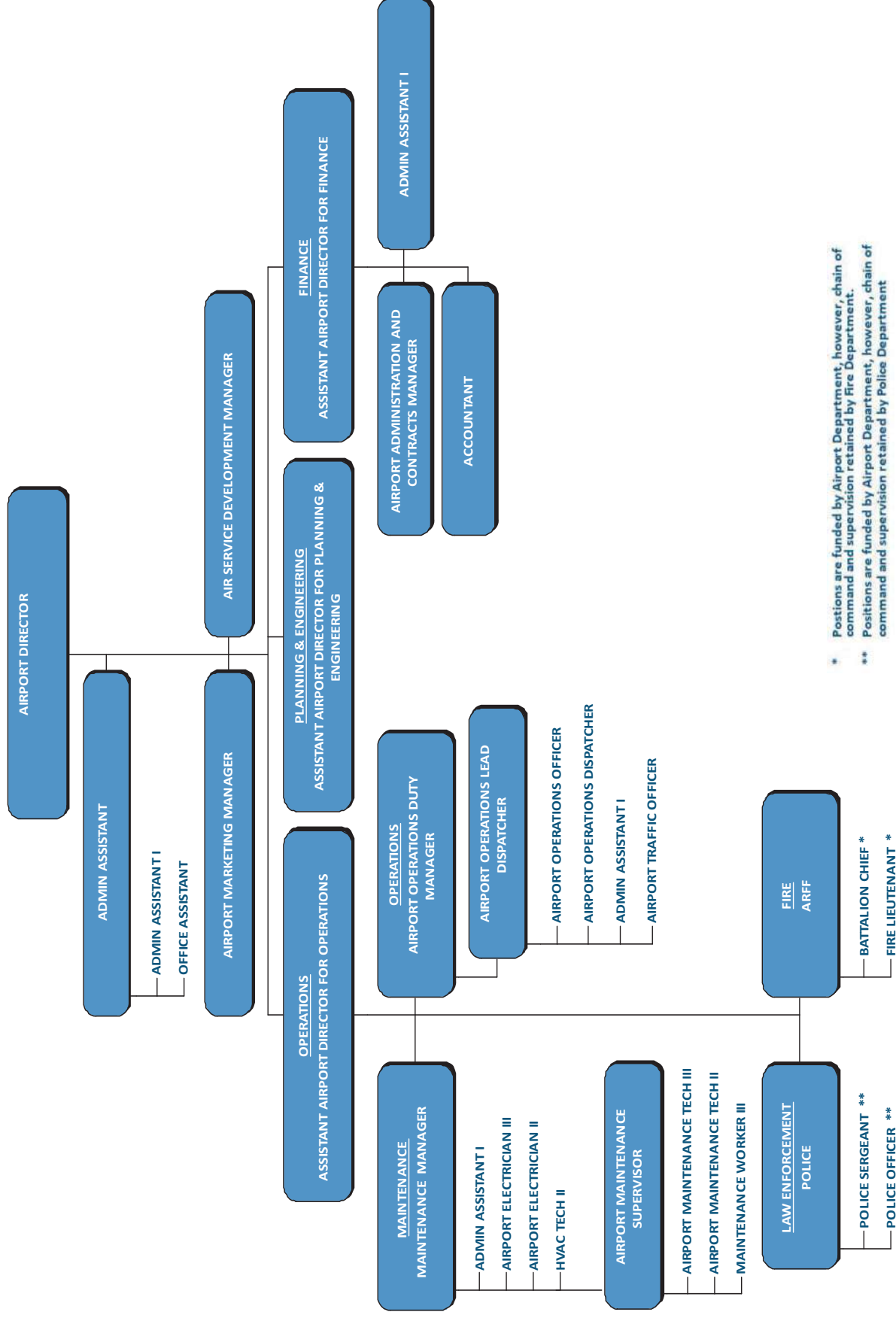
APPENDIX A



Federal Aviation Administration
Southern Region Airports Division
APPROVED
Oct 26 2021
JNF
Airport Certification & Safety Inspector

APPENDIX B

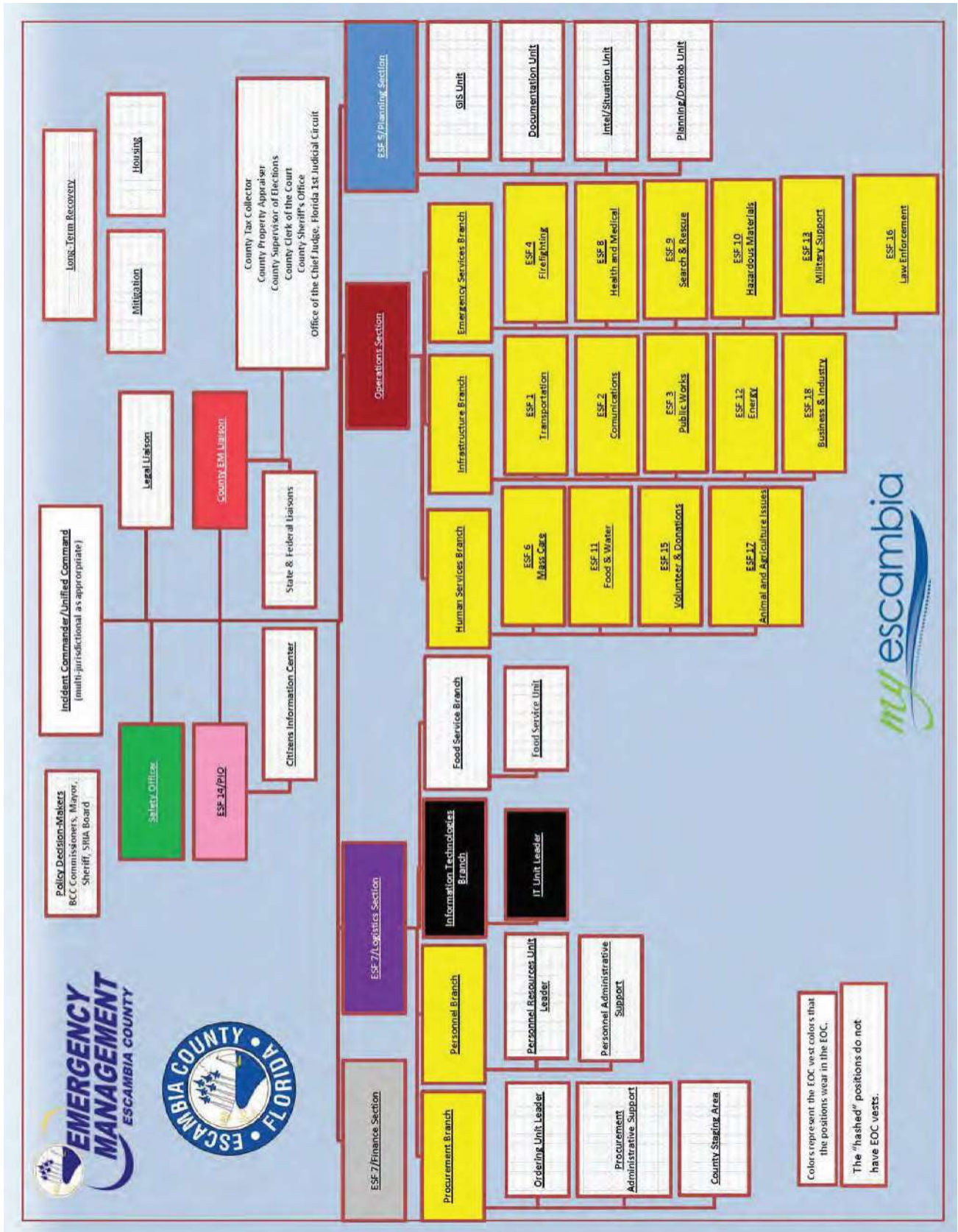
Pensacola International Airport



* Positions are funded by Airport Department, however, chain of command and supervision retained by Fire Department.

** Positions are funded by Airport Department, however, chain of command and supervision retained by Police Department

APPENDIX C EOC/ICS STRUCTURE



PENSACOLA AIR TRAFFIC CONTROL TOWER
PENSACOLA TERMINAL RADAR APPROACH CONTROL
PENSACOLA INTERNATIONAL AIRPORT

LETTER OF AGREEMENT

Effective: December 17, 2018

SUBJECT: AIRPORT EMERGENCY PROCEDURES

1. **PURPOSE:** This agreement provides procedures to be utilized to the extent practical in the event of an accident, emergency, medical emergency, security incident or potential emergency on or in the vicinity of the Pensacola International Airport.
2. **CANCELLATION:** The Pensacola Air Traffic Control Tower, Pensacola TRACON, Pensacola Gulf Coast Regional Airport, and Transportation Security Administration Letter of Agreement, dated July 1, 2011 is cancelled.
3. **SCOPE:** In the event of an aircraft accident, medical emergency, security incident or potential emergency on or in the vicinity of the Pensacola International Airport, Pensacola Air Traffic Control Tower (Tower) or Pensacola Terminal Radar Approach Control (TRACON) shall alert the Pensacola Aircraft Rescue and Fire Fighting Station (ARFF) or the Airport Operations Center (AOC) when any of the following personnel requests such action:
 - a. The air traffic control specialist on duty in the Tower or TRACON.
 - b. The pilot of the aircraft concerned.
 - c. The operator of the aircraft or his representative.
 - d. A representative of the airport management.

The amount of equipment and number of personnel responding to the emergency shall be determined by the ARFF or AOC.

4. **RESPONSIBILITIES:** When the Tower is open (normally 0530L to 2300L), the Tower shall alert ARFF or AOC of emergencies. When the Tower is closed (normally 2300L to 0530L), TRACON shall alert ARFF or AOC of emergencies. Notification of the ARFF in circumstances of Alert One, Alert Two, or Alert Three shall constitute notification of Pensacola Fire Department (PFD) dispatcher and Pensacola Airport Management.

5. **ALERT DEFINITIONS:**

- a. **Alert One:** An aircraft approaching the airport is in minor difficulty; i.e., a feathered prop on a multi-engine aircraft, oil leak, etc.
- b. **Alert Two:** An aircraft approaching the airport is in major difficulty; i.e., engine on fire, faulty landing gear, no hydraulic pressure, etc.
Note: This is the minimum alert for an air carrier aircraft emergency.
- c. **Alert Three:** An aircraft accident has occurred on or near the airport.
- d. **Medical Alert:** An occupant on board an aircraft is in need of medical assistance requiring an ambulance.
- e. **Security Alert:** A security incident has taken place on board an aircraft or is observed on the airfield in which law enforcement response is needed.

6. **NOTIFICATION PROCEDURES FOR ALERT ONE, TWO, THREE:**

Responsibilities for alerting are as follows:

- a. **Tower Operational:**
 - (1) Tower shall activate the aural alarm.
 - (2) ARFF Incident Commander (IC) shall advise Tower on the 800 MHz radio that they are ready for information. (This normally will take 30 to 45 seconds from the time the aural alarm is activated.)
 - (3) Tower shall provide the ARFF IC on the 800 MHz radio the following details concerning the emergency:
 - (a) Alert status (one through three)
 - (b) Runway
 - (c) Type aircraft
 - (d) Nature of emergency
 - (e) Position or estimated time of arrival
 - (f) Number of persons on board
 - (g) Fuel remaining
 - (h) Any pertinent remarks

- (4) ARFF emergency equipment operator(s) will notify Tower on 121.9 MHz when the equipment is staffed and ready for response.
 - (5) Subsequent changes in alert status or additional information (alert one to alert two) will be forwarded to the ARFF emergency equipment operator(s) on 121.9 MHz. ARFF emergency operators will forward this information to PFD dispatcher.
 - (6) In the event ARFF emergency equipment is out on the airport property and not at the station, Tower shall give all emergency alert notifications on 121.9 MHz. ARFF emergency equipment operators shall forward this information to PFD dispatcher.
- b. Tower Closed:
- (1) TRACON shall activate the aural alarm.
 - (2) ARFF Incident Commander (IC) shall advise TRACON on the 800 MHz radio that they are ready for information. (This normally will take 30 to 45 seconds from the time the aural alarm is activated.)
 - (3) TRACON shall provide the ARFF IC on the 800 MHz radio the following details concerning the emergency:
 - (a) Alert status (one through three)
 - (b) Runway
 - (c) Type aircraft
 - (d) Nature of emergency
 - (e) Position or estimated time of arrival
 - (f) Number of persons on board
 - (g) Fuel remaining
 - (h) Any pertinent remarks
 - (4) ARFF emergency equipment operator(s) will notify the TRACON on the 800 MHz radio when information is received and equipment is staffed and ready for response.

- (5) Subsequent changes in alert status or additional information (alert one to alert two) will be forwarded to the ARFF emergency equipment operator(s) and PFD dispatcher on the 800 MHz radio.
- (6) When the Tower is closed, the discrete emergency frequency will be 119.9 MHz.
- c. In the event an Alert Three is called or an emergency is elevated to Alert Three status on the airport, the Pensacola International Airport shall be closed until reopened by a designee of the Pensacola International Airport Management. Pensacola International Airport Management shall be responsible for issuing a Notice to Airmen (NOTAM) stating the airport is closed and for canceling the NOTAM when the airport is reopened. Pensacola International Airport Management shall ensure all appropriate airport and emergency response personnel are informed prior to reopening any movement areas.

7. **NOTIFICATION PROCEDURES FOR MEDICAL ALERT AND SECURITY ALERT:**

Responsibilities for alerting are as follows:

- a. Tower Operational:
 - (1) Tower shall use AOC direct line (436-5016).
 - (2) Tower shall provide the AOC the following details concerning the emergency:
 - (a) Alert status (medical or security)
 - (b) Location of aircraft or anticipated landing runway
 - (c) Type aircraft
 - (d) Position or estimated time of arrival
 - (e) Any pertinent remarks or details
 - (3) Tower shall utilize the 800 MHz radio on "Airport Police" frequency if direct line is inoperable.

b. **Tower Closed:**

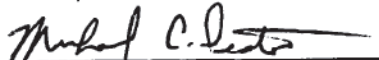
- (1) TRACON shall use AOC direct line (436-5016).
- (2) TRACON shall provide the AOC the following details concerning the emergency:
 - (a) Alert status (medical or security)
 - (b) Location of aircraft or anticipated landing runway
 - (c) Type aircraft
 - (d) Position or estimated time of arrival
 - (e) Any pertinent remarks or details
- (3) TRACON shall utilize the 800 MHz radio on "Airport Police" frequency if direct line is inoperable.

8. **NOTIFICATION OF AGENCIES OR PERSONNEL:** It shall be the responsibility of Pensacola International Airport to provide any other notification of agencies or personnel that may be required in accordance with the Airport Emergency Plan and/or Security Program.


9. **GENERAL:**

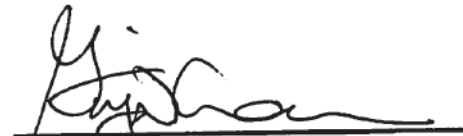
- a. During published hours of the Tower, emergency equipment/vehicles are not authorized to enter any taxiway or runway without authorization from ground on 121.9 MHz. Light signals are only authorized for those emergency vehicles that encounter radio difficulty. An authorized vehicle with a functioning radio must escort all other vehicles. Should the airport be closed because of an ALERT THREE (on airport), emergency equipment/vehicles will continue to obtain authorization from ground control (during hours of Tower operations) to enter any taxiway or runway.
- b. If the ARFF Incident Commander or an airport management representative determines that he/she needs emergency equipment/vehicles without radio frequency 121.9 MHz to respond to the scene, he/she may request control of the airport. Ground will approve this request as soon as possible. After the request is approved, the requirement for emergency equipment/vehicles to obtain authorization from ground control to enter any taxiway or runway is suspended until the airport is reopened by airport management.

- c. Tower shall check the 800 MHz radio, the aural alarm, and AOC direct line as soon as possible after 0800L and 1600L each day. The TRACON shall check the 800 MHz radio, the aural alarm, and AOC direct line as soon as possible after 2200L each day.
- d. The telephone (850) 436-5016 or (850) 436-5111 (AOC direct lines) will be used as backup equipment if the 800 MHz radio is inoperative.


Michael C. Deaton
Air Traffic Manager
Pensacola ATC Tower


Daniel E. Flynn
Airport Director
Pensacola International Airport


Gary H. Martin
Acting Air Traffic Manager
Pensacola TRACON


Ginny Cranor
Fire Chief
Pensacola Fire Department

APPENDIX E**AIRPORT MANAGEMENT TASK STATEMENTS (SOP's)****A. Airport Director**

The Airport Director is responsible for the overall development and approval of policy and operational guidelines in support of activities associated with emergency situations or incidents at the Airport. In general, the Director is responsible to ensure control, direction and information is given to airport personnel, responding emergency units, general public and news media. The Director is responsible for the overall management of emergency situations at the Airport unless delegated to other parties. In fulfilling this role, the Director will normally direct emergency response activities from the Airport Emergency Operations Center or on-site command post.

B. Airport Deputy Director

The Airport Deputy Director assists the Airport Director with the overall management of emergencies, and will assume all duties in the absence of the Airport Director, and can serve as the Operations Section Chief in the absence of the Assistant Director of Operations.

C. Assistant Airport Director(s)

Either the Assistant Airport Director-Operations, the Assistant Airport Director-Finance or the Assistant Airport Director-Planning and Engineering is responsible for directing and coordinating activities in support of emergency operations, and assisting the Airport Director and Deputy Director. Provides liaison between Airport Director/Airport Emergency Operations Center (AEOC) and on-site command post. When the AEOC is activated, the Assistant Airport Director-Operations acts as the Operations Section Chief, and the Assistant Airport Planning and Engineering acts as Planning Section Chief. In the absence of the Airport Director or Deputy Director, the Assistant Airport Planning and Engineering will assume the duties of Airport Director. All positions review emergency directives and procedures and make recommendations as necessary.

C. Airport Operations Manager(s)

The Airport Operations Manager is responsible for directing and coordinating activities in support of emergency operations and assisting the Airport Director, Assistant Director(s) or Planning and Development Manager until relieved. The Airport Operations Manager will coordinate emergency response activity, manage the operating environment of the airfield, including opening or closure of movement area surfaces, and issuing appropriate NOTAMs. The position will also assist in making appropriate notifications to other agencies such as FSDO, NTSB and Emergency Management. The Operations Manager will assist in identifying site security needs, wreckage preservation/documentation, and general

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representation of Airport Management to include directing emergency equipment to pre-designated staging areas and preparing various buildings/rooms for emergency operations. Notifies maintenance division as required. In fulfilling this role, the Airport Operations Manager will normally direct activities from the on-site command post, or from varying locations in the vicinity of the scene and/or the airfield.

D. Airport Operations Officer(s)

The Airport Operations Officer will assist the Operations Duty Manager(s) in all critical roles, and/or function in lieu of an Operations Duty Manager(s) when assigned.

E. Airport Operations Center (AOC)

The Airport Operations Center is located on the second level of the terminal complex. The center is staffed 24 hours a day and is responsible for communications and monitoring all activities at the airport. This center will notify all airport management personnel and monitor all incidents and document all communications during an emergency at the airport.

F. Airport Maintenance

Airport Maintenance is responsible for directing and coordinating all airport maintenance personnel, vehicles and equipment needed to restore any airport services or utilities that may be damaged. Makes immediate and long-term assessment of airport facility damage incurred as a result of a disaster or accident.

G. ARFF

The ARFF Lieutenant on duty is responsible for the direction and control of Aircraft Rescue and Firefighting (ARFF) operations. The Lieutenant shall coordinate all airport fire department manpower, vehicles and equipment responding to civil emergencies or incidents on the Airport. The Lieutenant on duty shall assume the position of ARFF Commander for on-site command and control of fire. In the event of an emergency requiring additional response by the Pensacola Fire Department, the Lieutenant shall serve as Airport Fire Ground Commander, until relieved by a senior City of Pensacola Fire official, under the incident command response system.

H. Pensacola Police Department - Airport Section

The senior Pensacola Police Department - Airport Section official present shall initiate site security, provide immediate liaison support to mutual aid police agencies such as Pensacola

APPENDIX E

Police Department and Escambia County Sheriff's Office. Upon arrival the Airport, the Police Supervisor will assume law enforcement authority related to the incident. The Police Supervisor will also function as principle liaison with all other law enforcement agencies to include federal, state and local entities such as TSA, FBI, Customs, BATF, Highway patrol and FDLE.

APPENDIX F

AIRPORT MASTER CONTACT LIST EMERGENCY PHONE NUMBERS

A. Pensacola International Airport

Administration Office (after hours - Airport Operations Center / Police)..... (850) 436-5000

Airport Director Personal Cell..... (619) 587-9317
Matt Coughlin Mobile..... (850) 377-1301

Airport Deputy Director Personal Cell..... (904) 536-0962
Ken Ibold Mobile..... (850) 375-2468

Asst. Airport Director - Planning & Engineering Personal Cell..... (901) 270-1169
Roy Remington Mobile (850) 631-1697

Asst. Airport Director - Operations Personal Cell..... (850) 723-7103
Carter Mansfield Mobile (850) 530-0154

Assistant Airport Director - Finance Personal Cell..... (850) 496-9498
Laura Amentler

Assistant Airport Director - Strategy & Develop Personal Cell..... (216) 956-6917
Todd Payne Mobile..... (850) 631-1986

Airport Operations Manager Personal Cell.....(870) 740-8121
Charles “Jeff” Skelton Mobile..... (850) 530-3022

Airport Police Supervisor –
Sgt, Darlene Bloodworth Mobile(448) 228-7865
Sgt, LaRenzo Bryant Mobile(850) 529-3727

Maintenance Manager - VACANT Home..... (717) 982-5033
Mobile..... (850) 324-8028

Maintenance Supervisor - Levi Treadaway Mobile..... (850) 857-2068

ARFF Station – (Station #7).....911 or (850) 436-5020

Airport EOC (Large Conference Room) phone numbers and corresponding titles:

Incident Commander..... (850) 436-5146
Public Information Officer..... (850) 436-5147
Operations Chief..... (850) 436-5148
Fire & Rescue Director..... (850) 436-5149
Law Enforcement..... (850) 436-5150
Medical & Health..... (850) 436-5151

Logistics Chief..... (850) 436-5152
Airline Liaison..... (850) 436-5153

Non-Emergency Airport Fire Dispatch..... (850) 595-1212
Non-Emergency Airport Police Dispatch..... (850) 435-1845

FAA Air Traffic Control Tower	(850) 266-6910
FAA TRACON	(850) 266-6921
FAA SSC Tech Ops	(850) 266-6801
FAA Eastern Service Area Washington Hub (ESAWH)	(703) 724-4288
FAA Regional Communications Center	(404) 305-5180
FAA Flight Standards District Office Birmingham, AL	(205) 876-1300
Federal Bureau of Investigation (FBI) – (duty hours).....	(850) 432-3476
– (after hours)	(904) 248-7000
Federal Bureau Alcohol, Tobacco and Firearms	(850) 549-2500
Transportation Security Administration (TSA)	
Office of Federal Security Director (FSD)	(850) 436-7101 / (850) 293-6605
National Transportation Safety Board (NTSB)	(202) 314-6000
Nuclear Regulatory Commission (NRC)	(301) 816-5100
Radiation Control, Florida DOH	(407) 297-2095
United States Coast Guard Office	(850) 453-8282
SAR	(850) 453-8178
U. S. Secret Service	(205) 731-1144

Parks & Recreation(850) 436-5670
Public Works / Streets..... (850) 435-1755
Police Department..... 911 or (850) 435-1845
Police Department Criminal Investigation Division (850) 435-1965
Emergency Medical Response911
Fire Department 911 or (850) 595-1212

Sheriff's Office 911 or (850) 436-9620
Bomb Disposal - State Fire Marshall.....911
 - Day.....(850) 453-7803
 - After Hours..... (850) 245-1402
 - 24 Hours(John Bell cell phone).....(850)-232-3437
Emergency Communications Center/Medical Services911 or (850) 471-6300

APPENDIX F

Escambia Search and Rescue 24 Hour Contact (850) 393-4311
 Department of Public Safety/Escambia County
 Division of Emergency Management (850) 471-6300
 Florida Department of Health (FDOH) ESF-8..... (850) 595-6500

E. Santa Rosa County

Emergency Services (850) 983-4610
Emergency Management (850) 983-5360

F. City of Gulf Breeze

Gulf Breeze Police Department General info (850) 934-5121
 Dispatch (850) 934-4050
 Gulf Breeze Fire Department Office (850) 934-5133

G. State of Florida

Division of Emergency Management Watch Office (850) 815-4001
 Department of Health Regional Emergency Response..... (850) 699-4228
 Department of Health Radiation Control(407) 297-2095 or 800-320-0519
 District 1 Medical Examiner Office (850) 332-7200
 Fish and Wildlife Conservation Commission 24-hour dispatch (888) 404-3922
 Florida Highway Patrol..... (850) 484-5000

H. Airlines

American /Envoy Operations..... (850) 438-4722
 Station Manager – Laura Coleman..... (850) 434-3035
 General Manager/Envoy – Watsen Jean-Gilles..... (786) 213-6501

Breeze Airways / Trego-Dugan – Layla Khaled.....(850) 529-5272

Delta Air Lines Operations..... (850) 439-6124
 Station Manager (interim) – Pape Diallo..... (614) 962-1011
 Unifi Station Manager - Jess Armuelles (334) 453-0613

Frontier Airlines

Regional Manager- Jaime Feliciano (720) 323-1062
Local Ops Manager- Teah Brown (850) 356-9610
GAT Manager- Michael Snyder (850) 200-5089

Silver Airways

Station Manager – Theresa Howe..... (850) 728-0617

Southwest Airlines Operations..... (850) 483 5630
 Station Manager- Adam McKee (740) 253-1243
 Unifi Station Manager - Jess Armuelles (334) 453-0613

APPENDIX F**Spirit Airlines**

Station Manager- Scott Mueller..... (945) 670-3945
 Primeflight General Manager – Alex Chestnut..... (346) 786-8366

United Operations/Swissport..... (850) 434-5290
 Station Manager--Michelle Warren..... (850) 206-9271

TSA Security – TSA (Checkpoint)..... (850) 436-7206

I. Fixed Base Operators

Pensacola Aviation Center.....(850) 434-0636
 Innisfree Jet Center(850) 436-4500

J. United States Navy

Naval Air Station Pensacola, Base Operations(850) 452-2431
 Naval Air Station Whiting Field, Base Operations.....(850) 623-7475

K. Utilities

Florida Power and Light (FPL)..... (850) 505-5063 (24 hour number)

ECUA..... General Customer Service (850) 476-0480
 Emergency Hotline (850) 476-5110

Energy Services of Pensacola Administration (850) 474-5300
 Dispatch.....(850) 474-5307

Cox Cable(24 hour customer service) (850) 478-0200

AT&T.....(800) 829-1011 (24 hour customer service)

L. Hospitals / Air Ambulance

Baptist Hospital.....(850) 434-4011
 Baptist Hospital Life Flight Helicopter.....(850) 434-4555
 Ascension Sacred Heart Hospital.....(850) 416-7000
 Santa Rosa Medical Center(850) 626-7762
 Naval Hospital Pensacola(850) 505-6601
 HCA Florida West Hospital.....(850) 494-4000
 Florida AIRHeart Air Ambulance Dispatch(866) 730-1400

APPENDIX G

AUTHORITIES AND REFERENCES

Pensacola International Airport Certification Manual (ACM)

Pensacola International Airport Security Program (ASP)

Escambia County Comprehensive Emergency Management Plan

14 CFR Federal Aviation Regulations

1. 139.315 – Aircraft Rescue and Firefighting: Index Determination
2. 139.317 – Aircraft Rescue and Firefighting: Equipment Requirements
3. 139.325 – Airport Emergency Plan

Advisory Circulars

1. AC 150/5200-31 – Airport Emergency Plan
2. AC 150/5210-2 – Airport Emergency Medical Facilities and Services
3. AC 150/5210-22 – Airport Certification Manual

Title 49: Transportation (NTSB)

NTSB 830

Mutual Aid Documentation

FAA ATCT Letter of Agreement

Pensacola International Airport Spill Prevention Control and Countermeasure Plan

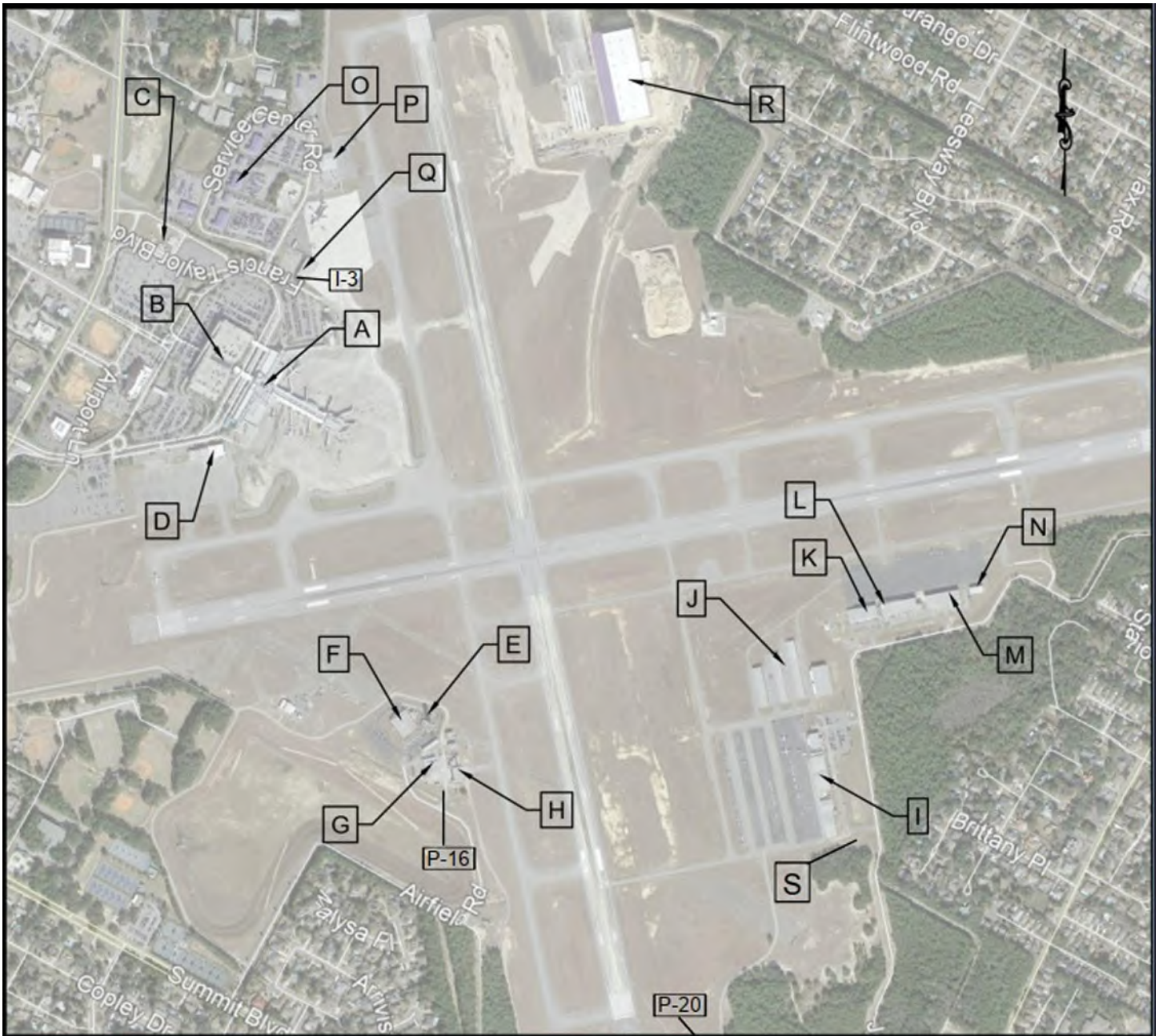
Pensacola International Airport Storm water Pollution Prevention Plan

NFPA 407

All these references and authorities were used to construct the Airport Emergency Plan.

Time Zone used throughout the AEP is CST, unless otherwise specified.

APPENDIX H – Building Locations



A	PASSENGER TERMINAL
B	PARKING GARAGE
C	FUEL FARM
D	VACANT
E	FAA AIR TRAFFIC CONTROL TOWER
F	FAA TRACON
G	AIRPORT MAINTENANCE BUILDING
H	ARFF
I	PENSACOLA AVIATION CENTER (PAC)
J	PAC T-HANGERS

K	SKYWARRIOR
L	INNISFREE JET CENTER
M	BLUE AIR
N	PENSACOLA NAVY FLYING CLUB (PNFC)
O	RENTAL CAR FACILITY
P	AIR METHODS
Q	AIR CARGO BUILDING
R	ST ENGINEERING MRO FACILITY
S	CUSTOMS AND BORDER PROTECTION

APPENDIX I

NEWS MEDIA CONTACT LIST

AP/Pensacola Bureau

P.O. Box 12710
Pensacola, FL 32574-2710
Phone: (850) 438-4951
Fax: (850) 438-0720
Email Miami@ap.org

Pensacola News Journal

2 North Palafox ST
Pensacola, FL 32502
Phone: (850) 470-8500
Fax: (850) 435-8633
Frequency: Daily
Deadline: 10 days prior to event
Circulation: 60,000 daily / 80,000 weekend
Executive Editor: Lisa Nellessen-Lara
Managing Editor: Mitzi Shanholtzer mshanholtzer@pnj.com
Breaking News Editor: Loni Suchcicki lsuchcicki@pnj.com
Local News Editor: Teresa Zwierzchowski Tzwierzchowski@pnj.com
ATTN: Press Releases: Mitzi Shanholtzer mshanholtzer@pnj.com
News@pnj.com (prefers the general email in case Mitzi is out)
News Phone: (850)435-8511

APPENDIX I

RADIO STATIONS

Clear Channel Pensacola (I Heart Media)

**WTKX-FM,
WRGV-FM
TK101
107.3
WKSJ 95
LITE MIX 99
96.1 THE ROCKET
NEWS RADIO 710**

6485 Pensacola Boulevard
Pensacola, FL 32405
Phone: (850) 473-0400
Fax: (850) 473-0907
email: news@ccmobile.com

Cumulus

**WCOA 1370 AM
JET 100.7 FM
WMEZ 94.1 FM
WRRX MAGIC 106.1
WXBM Hot Country 102.7**

Cumulus Media
6565 North W Street
Pensacola, FL 32505
Phone: (850) 478-6011
Fax: (850) 478-3971
Format: ALL
ATTN: Press Releases: News Dept. Ryan Andrew
Program Director: Ryan Andrew
email: Ryan.andrew@cumulus.com
Promotional Director: Terry Michaels
email: terry.michaels@cumulus.com

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WTKX TK 101

6485 Pensacola Boulevard
Pensacola, FL 32505
Phone: (850) 473-0400
Fax: (850) 473-0907
Format: Rock
ATTN: Press Releases: Steve Powers
Station Manager: Steve Powers
Email: stevepowers@iheartmedia.com
News Email: news@ccmobile.com

WKSJ 94.9 FM

555 Broadcast Drive, 3rd floor
Mobile, AL 36606
Phone: (251) 450-0100
Fax: (251) 479-3418
Format: Country
ATTN: Press Releases: Steve Powers
Station Manager: Steve Powers
Email: stevepowers@iheartmedia.com
News Email: news@ccmobile.com

WMXC Lite Mix 99.9

555 Broadcast Drive, 3rd floor
Mobile, AL 36606
Phone: (251) 450-0100
Fax: (251) 479-3418
Format: Adult Contemporary
ATTN: Press Releases: Steve Powers
Station Manager: Steve Powers
Email: stevepowers@iheartmedia.com
Email: marybooth@iheartmedia.com
News Email: news@ccmobile.com

WRKH 96.1 The Rocket

555 Broadcast Drive, 3rd floor
Mobile, AL 36606
Phone: (251) 450-0100
Fax: (251) 479-3418
Format: Classic Rock
ATTN: Press Releases: Steve Powers
Station Manager: Steve Powers
Email: stevepowers@iheartmedia.com
News Email: news@ccmobile.com

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WPNN 790 AM

3801 N. Pace Boulevard
Pensacola, FL 32505
Phone: (850) 433-1141
Fax: (850) 433-1142
Format: Talk
ATTN: Press Releases: Rob Williams
Station Manager: Scott Schroeder
Email: rob@talk103FM.com

WYCT Cat Country 98.7

7251 Plantation Road
Pensacola, FL 32504
Phone: (850) 494-2800
Fax: (850) 494-0778
Format: Country
ATTN: Press Releases: News Rooms
Station Manager: Mary Hoxeng
e-mail: news@newsradio1620.com

TELEVISION STATIONS

WALA TV-10 Fox

201 Executive Plaza, Suite 6
Pensacola, FL 32504
Phone: (850) 494-1010
Fax: (850) 494-1013
Station Manager: Suzanne Eide (in mobile)
ATTN Press Releases: Linda Jones
email: ljones@fox10tv.com
Also email: fox10desk@fox10TV.com (in Mobile)
Also email: tshields@fox10tv.com (in Pensacola)

WEAR TV-3 ABC

4990 Mobile Highway
Pensacola, FL 32506
Phone: (850) 456-3333
Fax: (850) 455-8972
Station Manager: Jay Clark Lowe
ATTN Press Releases: Randy Wood, Sue Straughn
sstraughn@wear.sbgnet.com rwood@wear.sbgnet.com
News@wearTV.com (will go to everyone in case the 2 people are out)

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WKRG TV-5 CBS

555 Broadcast Drive
Mobile AL 36606
Phone: (251) 479-5555
Fax: (251) 473-8130
News Director: Chris Best
ATTN Press Releases: producers@wkrg.com
email: producers@wkrg.com news5@wkrg.com
News Hotline: (251)662-3002

WJTC/UTV44

661 Azalea Road
Mobile, AL 36609
Phone: (251) 602-1500
Fax: (251) 602-1550
email: local15@local15tv.com
News Hotline: (251)602-1558

WHBR CTN Channel 33

6500 Pensacola Boulevard
Pensacola, FL 32505
Phone: (850) 473-8633
Fax: (850) 473-8631
Station Manager: David Mayo
ATTN Press Releases: David Mayo
email: dmayo@whbr.org

WSRE TV-23 PBS

1000 College Boulevard
Pensacola, FL 32504
Phone: (850) 484-1200
Fax: (850) 484-1255
Business hours: 7:30 -4:00pm
Station Manager: Robert Culkeen
ATTN Press Releases: Community Calendar
Director of Operations: Eric Fundin
Phone: (850) 484-1230
email: info@wsre.org

APPENDIX J**TERMINAL EVACUATION PLAN****PURPOSE**

The purpose of this plan is to develop a team effort to calmly evacuate the airport terminal building in the event of an emergency event (i.e. fire, bomb threat, active shooter); to identify city and tenant personnel to assist airport police in the evacuation process; and to identify a muster area for employees and the public a safe distance from the building.

NOTIFICATION

When it has been determined that an incident has occurred or is likely to occur that might place the traveling public and airport employees in an unsafe condition, the general alarm will be through the **Airport's fire alarm** system.

If it is determined that the airport will be evacuated, Airport Operations or Pensacola Police - Airport Section will make a pre-determined page over the fire alarm system. It is important that tenants who have access to the airport paging system allow the standard message to be broadcast and not activate their respective paging stations.

**Pensacola Police - Airport Section
shall ensure the terminal building is evacuated.**

FIRST LEVEL EVACUATION

Once an evacuation has been declared, no person (except fire/police personnel) shall reenter the terminal building until the "all clear" is given.

Tenant supervisors must account for all duty employees in the terminal building. Employees may take time to secure cash drawers, but should not spend time taking additional steps to secure their area or remove property or possessions. Employees shall immediately go to the nearest exit and leave the building.

APPENDIX J**Ticketing Area**

There are 5 exits (5 sets of sliding glass double doors) in the ticketing area. All persons shall exit the building by the nearest exit. Airport and airlines employees in this area will assist with the evacuation and ensure that people remain a minimum of 300 feet away from the terminal building. Persons shall exit to the left and walk southwest to the Airport Administration vehicle parking area, or exit the main terminal using the main crosswalk and enter to the west side of the parking garage.

Traffic officers will ensure that pedestrians remain clear of arriving fire/medical apparatus. Traffic officers will also assist in preventing any persons, other than police and fire personnel, from reentering the terminal building until the "all clear" is given by the fire department.

The Pensacola Police Department will assist in traffic and crowd control at the entrance to the terminal building.

Baggage Claim Area

There are 4 exits (3 sets of sliding glass doors and one set of emergency exit doors) in the baggage claim area. All persons shall exit the building by the nearest exit. Airport, airline and rental car employees in this area will assist with the evacuation and ensure that people remain a minimum of 300 feet away from the terminal building. Persons shall exit to the right and walk towards the cargo building.

Traffic officers will ensure that pedestrians remain clear of arriving fire/medical apparatus. Traffic officers will also assist in preventing any persons, other than police and fire personnel, from reentering the terminal building until the "all clear" is given by the fire department.

First Level Lobby

Those persons located in the first level lobby will evacuate through the main airport doors from the building. Airport, airline and rental car employees in this area will assist with the evacuation and ensure that people remain a minimum of 300 feet away from the terminal building. Persons shall exit to the right and walk towards the cargo building, or exit the main terminal using the main crosswalk and enter to the west side of the parking garage.

APPENDIX J**SECOND LEVEL EVACUATION**

Once an evacuation has been declared, no person (except fire/police personnel) shall reenter the terminal building until the "all clear" is given.

Tenant supervisors must account for all duty employees in the terminal building. Employees may take time to secure cash drawers. Employees shall immediately go to the nearest exit and leave the building.

Second Level Lobby

All persons occupying the second level lobby will exit through the skybridge or by means of the first level main doors. Employees, including OHM, Paradies and the USO will immediately walk to the nearest exit and leave the building. Airport, airline and tenant supervisors in this area will assist with the evacuation and ensure that people stay a minimum of 300 feet away from the terminal building. Individuals are to proceed to the second call station on the west end of the center walkway on the 1st level of the parking garage.

The exit at door #219 (located next to the Airport Badging Office) will be used to exit only when necessary. In this event, assistance of badged personnel will be required to gather individuals.

Screening Checkpoint

Once the determination has been made to evacuate the building and the announcement has been broadcast over the paging system, the STSO (Supervisor – Transportation Security Officer) or other TSA manager will cease all screening and will close the two gates – one at the entrance to the checkpoint and the other at the exit to the checkpoint (located next to the private screening office). TSA personnel shall assist any individuals at the screening checkpoint to an exit point. All TSA personnel at the checkpoint will evacuate the building and exit through the skybridge or front terminal doors and will report to the TSA-designated mustering area at the west end of the parking garage. (see **Attachment A**).

Exit Lane

The Airport will be responsible for securing the gate at the exit lane.

Airport Administration

All persons located in the airport administration offices will exit the building through one of the two fire exit stairwells at the south end of the terminal building. Persons are to then proceed to the Administration parking lot to the west

APPENDIX J**CONCOURSE**

Airport, airline and tenant supervisors in this area will assist with the evacuation and ensure that people stay a minimum of 300 feet away from the terminal building. When available, primary exit/egress from the Sterile Area (Concourse) will be the exit lane to the sky bridge or by means of the first level main doors.

If the main concourse exit lane is not usable, then the gate doors will be opened for exit. All ground security coordinators (GSC) will be responsible for manning their respective concourse exits and assisting, directing and escorting the public and employees to the designated mustering areas. Tenant supervisor must account for all duty employees in the terminal building. All persons evacuating into the Secured Area will have a mustering area designated as follows:

North side (Gates 2, 4, 6, 8, 10)

To the north at the east end of the blast fence. Caution, there are marked vehicle roadway lanes for responding emergency vehicle near this location.

South side (Gates 1, 3, 5, 7, 9, 11)

To the southwest onto the South RON (Remain Overnight) south apron.

**PERSONS SHALL NOT REENTER THE TERMINAL BUILDING
UNTIL "ALL CLEAR" IS GIVEN BY THE FIRE DEPARTMENT.**

APPENDIX J

ATTACHMENT A

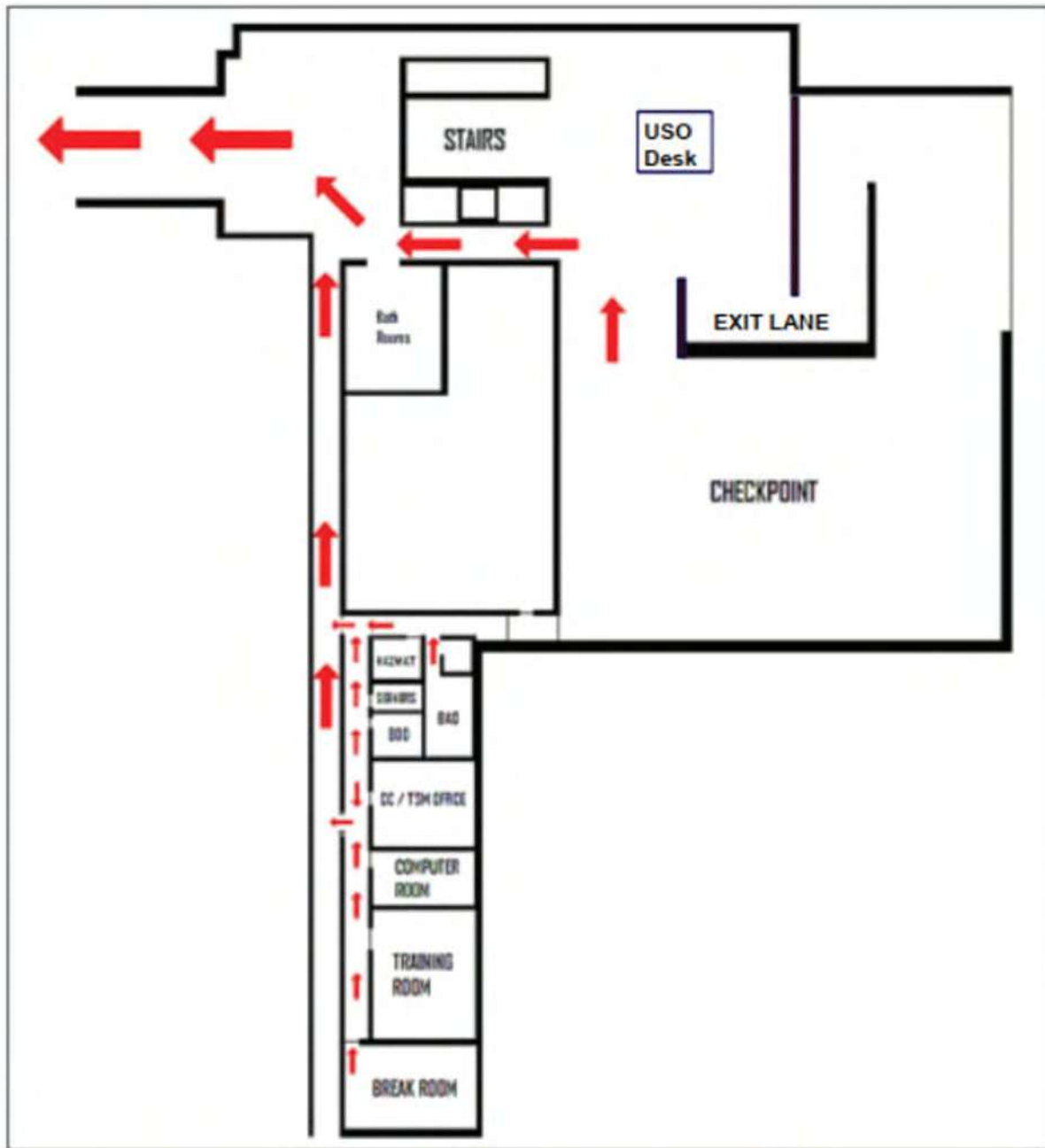


Diagram 1: Checkpoint and TSA Office Evacuation Routes

APPENDIX J

ATTACHMENT A

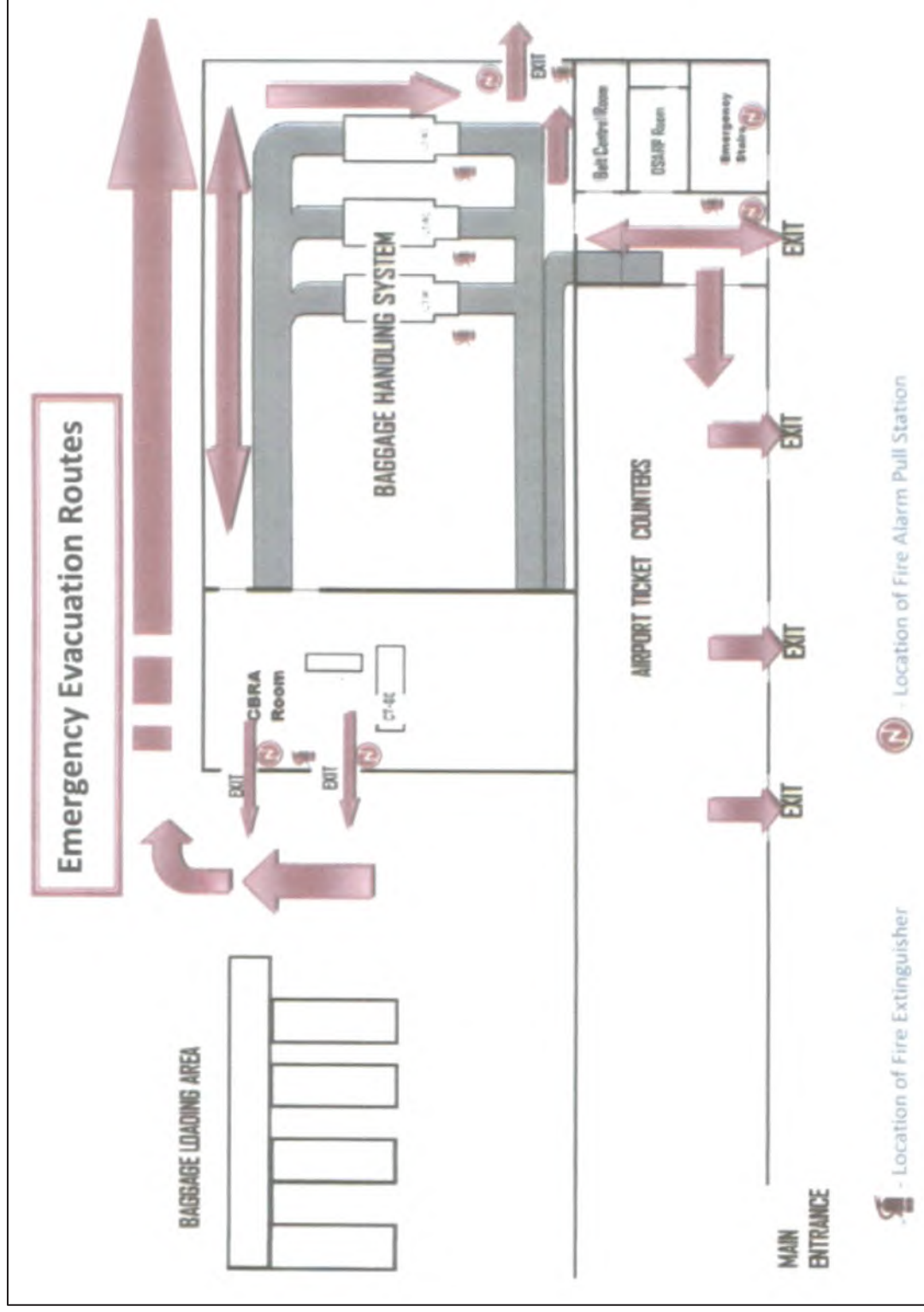


Diagram 2: Checked Baggage Screening Area Evacuation

APPENDIX J

ATTACHMENT A

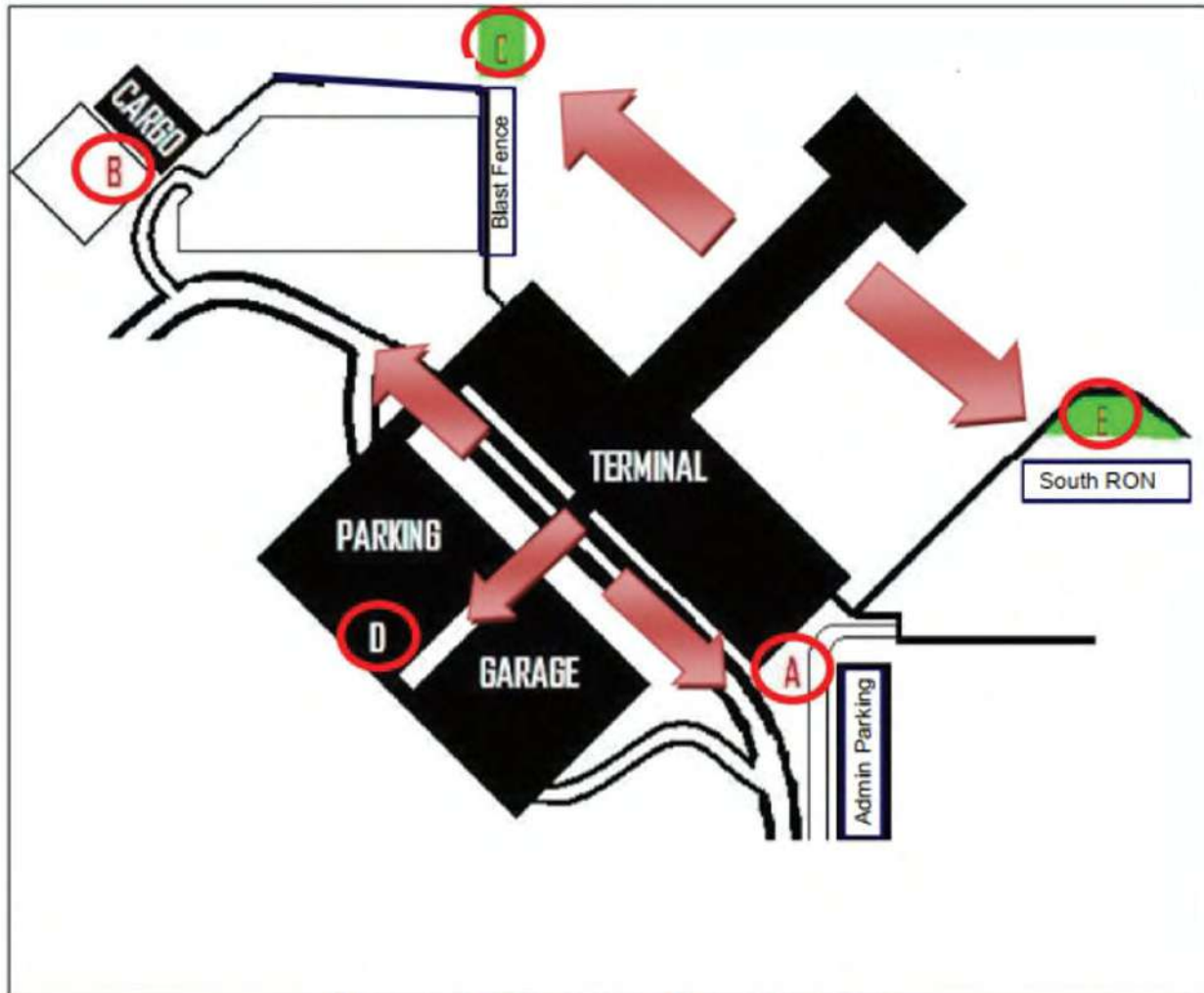


Diagram 3: Evacuation Muster Locations

APPENDIX K

MOBILE COMMAND AND DECONTAMINATION UNIT

1-TRAILER

TELESCOPING QUARTZ LIGHTS

2- Side-mounted on the trailer
60" inside pole
11.5" outside pole
1000 watts quartz lamps
Multi-directional control

AIR CONDITIONING UNITS

4- Mobile air conditioning units
Three fan speeds
Adjustable thermostat
240 volt
Four way air direction control
Exhaust control
4- Air conditioning stands which will provide the height needed to place unit in shelter windows
2- 100' heavy duty 10/3 electrical supply lines with multiple-plug boxes for powering A/C units

L.P. SHELTER HEATERS

2- L.P. Shelter Heaters 55000 BTU each

HYGIENE SHOWER STALL

48"x 48"x72" tall
On/Off lever for showerhead
Garden hose connection
1-3 stall full restroom with shower trailer, hot/cold water, 20 AMP connection (EMA)

25 KW DIESEL POWERED GENERATOR

The generator will be a minimum of 25KW and will be diesel powered, with capacity of running for 72 hours on one tank of fuel

APPENDIX K

MOBILE COMMAND & SUPPORT UNIT

- 1- 48' Mobile Command Trailer
- 1- Satellite Communications Internet & VOIP
- 1- 20 KW onboard Generator
- 1- Radio Comm Room with UHF, VHF, 800 Trunked Radios
- 1- Additional tables and chairs available for outside OPS.
- 1- Telescoping Light Mast 4500 watts.
- 1- 30' telescoping mast with camera with recording capabilities.
- 7- 4'x8' plastic folding tables
- 25- Folding cloth chairs
- 20- Folding cloth cots
- 1- 500 gallon collapsible portable water tank
- 1- ¾ Hp 110 volt water pump with pressure tank

GENERATORS

- 1- Portable 5KW generator, gasoline powered
- 1- Portable 5KW generators, LP powered
- 1- Portable 20KW generator, LP powered
- 1- 30KW Generator support trailer with emergency lights (EMA)

RADIOS

- 2 AM transmitters (EMA)

TRAILERS

- 1 MCI equipment trailer (EMS)

VEHICLES

- 1 carryall (golf cart style) backboard patient transport vehicle (EMS)
- 1 Gator carryall 4x4 (EMA)
- 1 Dodge Dooley 4x4, UHF/VHF (EMA)

SIGNS

- 2 variable message signs (EMA)

MASS DECONTAMINATION UNIT - 1

Available through Escambia County Fire Rescue, through the Escambia County Department of Public Safety.

APPENDIX L**AIRPORT EQUIPMENT INVENTORY LIST****AIR COMPRESSORS**

Airport Maintenance : 2 stationary, 1 portable
 Street Division: 2 (truck mount, towable)

AMBULANCES

Escambia County Emergency Medical Services: 33 Ambulances

BARRICADES

City Public Works Department (crowd control type)
 Gulf Coast Traffic Engineers (barrel type)

BELT LOADERS

Southwest: 9
 American/Envoy 6
 Delta Global Services: 9
 United: 2 (2 walk behind/1 driveable) 3
 UPS: 4 (2 walkable - 2 drivable)
 Frontier/GAT: 2 NO EQUIPMENT
 Spirit/Prime Flight 4

BOATS

Escambia County (Zodiac): 2	
Escambia County: 1 20' center console aluminum boat	3 boats
Escambia County: 4 jet skies/waverunners	6
US Coast Guard (Shallow Water Response Boat/29' Rescue): 1	
US Coast Guard (Response Boat Medium/45' Rescue): 2	
NAS FD: 1 26' Aluminum/Center Console (if needed contact EC)	
Escambia Search and Rescue: 5 7	
23' Mako fiberglass "V" hull/Center Console	delete
18' See Ark Aluminum/Center Console	
16' Rescue One, Aluminum/Center Console X2	delete
14' John Boat Aluminum/Center Console	
23' Boston Whaler fiberglass "V" hull center console	
22' Nova Marine Rhib	
10m Welsh Alum Offshore w/ towfish	
2 Drones	
Fish, Wildlife Conservation: 7	
30' Fincat Off Shore Vessel delete	29' Safe Boat
24' Young Bay Boat	26' Impact Vessel delete
16' SeaArk River Vessel delete	20' Pathfinder Bay Boat

APPENDIX L

12' Alumacraft River Boat delete	25' Contender Bay
21' Contender Base	24' Boston Whaler
18' Sea Ark	16' Go Devil
15' Xpress Alum	14' Alumacraft
Pensacola Police Department: 1	
Pensacola Fire Department: 2 -	24' Carolina Skiff
	36' Metalcraft Fire Boat

Escambia County Sheriff's Office: 1
 29' SafeBoat Aluminum "V" Hull w/ Firefighting Capabilities
 30' Boston Whaler 14' Center Console Aluminum

BOOM/BUCKET TRUCKS

Airport Maintenance
 65' Genie Lift 1
 26' Genie Lift: 2
 32' Genie Lift: 1
 Street Division (Boom): 1
 Street Division (Bucket): 2
 UPS: 1 scissor jack, 2 fuel stands (lifts for fueling high wing acft)

BULL DOZERS

Street Division (City of Pensacola): 0

BUSES

Escambia County Transit System: Multiple

CARS / SUVs

Airport Administration (With Radios): 3 4
 Police (With Radios): 5
 Airport Operations: 1 2
 Street Division: 1 SUV
 2 Medium Duty Utility/Shuttle Trucks
 1 Light Duty Utility Truck
 1 Medium Duty Pick-Up

Fish, Wildlife Conservation:
 8 Officers, 1 Lieutenant
 Escambia Search and Rescue: 3 – two trucks and one large SUV 4X4 2 Chev 4x4 p/u, 1
 F350, 1 Escursion, 1 SXS, 1 4 wheeler

CARTS

Southwest: 12
 American/Envoy (uncovered): 8 (5), (covered): 22 (11)
 Delta Air Lines (AC Cart): 1, (covered): 12
 Delta Air Lines (Freight Cart): 4

APPENDIX L

United/Swissport: (uncovered), 0 (covered): 12
Silver Airways: 4
UPS: 1 (Covered Baggage Cart)
UPS: 17 ULD Dollies
Frontier/GAT (covered): 6 NO EQUIPMENT
Spirit/Prime Flight (covered): 9

CHAIN SAWS

Airport Maintenance : 3
Pole Saw: 2
Street Division: 4

CHERRY PICKERS

Deep South Crane Rentals : Multiple 850-944-5810

CONCRETE SAWS

Street Division: 1

CRANES

Tex Edwards Company: Multiple 850-478-1000
Deep South Crane Rentals : Multiple 850-944-5810
Parks & Recreation (Truck Crane): 1

DUMP TRUCKS

Airport Maintenance (5 Yard): 1
Street Division
10 Yard: 2 2 Yard: 2
5 Yard: 2 Trash: 1
Energy Services of Pensacola (5 Yard): 1
City Public Works Department (10-12 Yard): 2

FORKLIFT

Delta/DGS: 1 forklift
UPS: 2 propane forklifts

GENERATORS

Airport Maintenance: 2 (45 KVA) portable (tow) generators

HAZARDOUS MATERIALS CONTAINERS

Airport Maintenance:
Fuel Spill Cart (located in Tug Drive): 1
(30 bags dry absorbent, 6 cases boom socks, shovels, brooms, etc.)
Extra material located in generator room on concourse and under Gate 6.

APPENDIX L

Escambia County: 2 Haz Mat Trucks/teams

JACK HAMMERS

Deep South Crane Rentals: 2

850-944-5810

JACKING EQUIPMENT

Pensacola Aviation (Up to 12,000 lbs.): Multiple

Tex Edwards Company: Multiple

850-478-1000

K-LOADERS

UPS: 3

LAVATORY TRUCKS

American/Envoy: 2

Delta Global Services: 1 truck, 1 cart (RJ Only)

United/Swissport: 1 lav cart, 1 de-ice truck

Silver Airways: 1 small lav buggy (small ACFT only)

Spirit/Prime Flight: 1 lav cart

LIGHT CART

Airport Maintenance: 2

Energy Services of Pensacola: 1

300 watt light stand (1)

400 watt halogen light stand (1)

Escambia Search and Rescue: 1

UPS: 4 Portable Light Units (~~+1 Rental~~)

LIGHTED X's (RUNWAY CLOSURES)

Airport Maintenance: 3 ???

Fuel capacity = 30 gallons

LIGHTED MESSAGE BOARD

Airport: 2

Gulf Coast Traffic Engineers

MEGAPHONES

Airport Operations: 1

PENSACOLA FIRE DEPARTMENT

ARFF Trucks (With Radios): 3

ARFF BC (With Radio): 1

Engines (With Radios): 2

Engine: 4

Ladder Trucks: 2

Heavy Rescue: 1

Staff Vehicles: 8

APPENDIX L

PORTABLE LIGHT GENERATORS

Airport Maintenance: 2 (small) ??

Energy Services of Pensacola: 4

PORTABLE STAIRS

Southwest: 0

American/Envoy: 2 (1 for Embraer)

Delta Air Lines: 1

United: 0

UPS: 3 (B757/A300/B767)

Spirit/Prime Flight: 1 (2)

PORTABLE WELDERS

Airport Maintenance (225 amp): 1

Gas Powered Welder 10000 watt: 1

Wire Welder: 1

Energy Services of Pensacola: 1

Deep South Crane Rentals: 2

Port Division: 1

POWER UNITS

American/Envoy : 2 (1) GPU / 2 Air Start / 1 PCA

Delta Airlines : 1 GPU / 1 Air Start

Delta Airlines : 1 GPU

United/Swissport: 1 GPU / 1 Air Start / 1 PCA

Silver Airways: 1 GPU (28V only)

UPS: 2 GPU / 1 Air Start

Spirit/Prime Flight: 1 GPU / 1 Air Start/ 1 PCA

PUMPS

Airport Maintenance (2" Trash Pump): 1

Street Division: 6

US Coast Guard (Salvage Pumps): 5 (w/ 1 on ea. Boat)

PUSH BACK TUGS

Southwest: 1

American/Envoy: 4 (3)

Delta Air Lines: 2

United/Swissport: 2

Frontier/GAT: 1 NO EQUIPMENT

Spirit/Prime Flight: 1 (2)

RADIOS

Airport (FAA Frequencies): 9

APPENDIX L

Airport (Airport Admin). Frequency): 16
Escambia Search and Rescue (EMS, Police, Fire,
Civil Defense, Coast Guard Frequencies): Multiple

SWEEPERS

Airport Maintenance

Tennant 8410D Scrubber/Sweeper: 1

Sweeper attachment for Caterpillar: 1

TOW BARS

American/Envoy: 8 = 2: 175 / 2: CRJ7/900 / 2: A319/320 / 2: 737

Southwest 1 (717); 1 (737)

Delta: 7 = 2 (MD-88), 1 (A319/A320), 1 (B-727/737), 1 (B-757), 1 (CRJ 70-seater)

United: 3 (ERJ), 4 (CRJ), 2 (EMB 175) 1 (A319)

Silver Airways: 2 (1 for Saab, 1 for ATR)

UPS: 2 (A300)

Frontier/GAT: 1 (A319/320/A321) NO EQUIPMENT

Spirit/Prime Flight: 1 (2) (A319/320/A321)

TUGS

Southwest: 6

American/Envoy: 9 (7)

Delta Air Lines: 5

United:/Swissport: 9 (4)

Silver Airways: 3 (1 golf cart)

UPS: 5

Frontier/GAT: 2 NO EQUIPMENT

Spirit/Prime Flight: 4

TRACTORS

Airport Maintenance (Tractor)

Ford 7740 Tractors: 1 (may not run)

Kubota Tractors: 3

Caterpillar 416C: 1 (includes bucket, backhoe, forks, sweeper and
hammer ready attachment.) City Public Works Department has hammer.

Energy Services of Pensacola

Back Hoes: 6 (2)

Trenchers: 6 (1)

Fork Lifts: 2 (2)

City Public Works Department

Loader (John Deere 644): 1

APPENDIX L**TRAILERS**

Airport Maintenance (Utility Trailer):

25' flat bed with dove tail pintle ring

2 enclosed trailers (7'x14')

Deep South Crane Rentals (Low Boy): 5

850-994-5810

Deep South Crane Rentals (Flat Bed): 8

850-994-5810

Street Division (Low Boy): 1

Escambia County Department of Public Safety: 1

TRUCKS

Airport Maintenance (Trucks with Radios): 9

Airport Maintenance (RTV): 3

Deep South Crane Rentals (Road Tractors): 3

850-994-5810

Energy Services of Pensacola

Asphalt patching truck/w asphalt: 1

Street Division: 4

Street Division (Tractor Type): 2

Street Division (Misc. Special): 4

US Coast Guard: 2 Chevy Silverado's; 1 van

FAA SSC Tech Ops (VHF Equipped): 6

UPS: 1 pick-up truck

Escambia Search and Rescue:

4x4 with winches (EMS and ESAR Radio): 3

Mobile Command Post (30' RV w/ Generator): 1

MCI Quick Response Vehicle (EMS): 1

Escambia County Mobile Command Post

Pensacola Aviation (Van): 2

Pensacola Police (Command Post Vehicle w/ Radio): 1

Pensacola Police (Crime Scene Van): 1

Esc Co. Sheriff's Office (Command Post Vehicle w/ Radio): 1

Esc Co. Sheriff's Office (Crime Scene Van): 1

City Public Works Department

APPENDIX M

Tenants Phone List

AEROTERM

610 S.W. 34th Street Suite 102
Fort Lauderdale, FL 33315
Property Mgr: Paola Lewis
Office: 443-321-2644
Cell: 954-663-2782
plewis@realterm.com
Property Coord. Dinorah Yenkenes
dyenkenes@realterm.com
Gulf Coast Building Contractors:
Michael Ritz
Office: 850-438-5416
Cell: 850-637-6260
Michael.Ritz@gcbc.biz

AIR METHODS

Area Mgr FL/AL Line:
Tony Fleming, **RN CEN**
USA SouthFlight, Baptist
LifeFlight Program, Okaloosa
MedFlight, AirHeart 2 Marianna
Cell: 251-648-5411
Anthony.fleming@airmethods.com
Local Contact: Donald Klein (Craig)
Office: 850-469-2396
Cell: 850-377-5677
Donald.klein@airmethods.com

AMERICAN/ENVOY

Ops: 850.438.4722*
Ticket Counter: 850.438.4850*
Ticket Counter Fax: 850.439.0852*
General Mgr.: Laura C. Palmer
Office: 850.434.3035*
Cell: 850.207.3523*
Admin: Jean Chappellear
Jean.Chappellear@aa.com
Office: 850-470-0235*
Cell: 602-524-0633*
Laura.Palmer@aa.com
Envoy
General Mgr.: Glenn Schadt
Glenn.Schadt@aa.com
Office: 850-470-0463*
Cell: 850-607-1201*
Baggage Claim: 850-434-1771

AVIONICS SOLUTIONS LLC

Program Mgr: Ismael "Ish" Segura
Cell: 850.637.4134
24 hr Contact Number: 850.291.0177
isegura@myavionicsteam.com

BOUTIQUE AIR

Local Manager: Chris Hansen
Cell: 512-573-3068
chansen@boutiqueair.com
Regional Manager: Jonathan Simpson
Cell: 256-335-0111
jsimpson@boutiqueair.com

DELTA

Ops: 850-439-6124*
Office: 850-439-6133* **Cell:** 850-293-8082*
Station Manager: Christine Villatoro
christine.villatoro@delta.com
Cell: 612-212-1213
Baggage Service Office: 850-439-6148*
Cargo: 850-439-6139*
Delta Baggage Control:
1-800-325-8224

FRONTIER AIRLINES

PNS ATO: 850-786-2473*
PNS BSO: 850-466-0973*
PNS Gate: 850-418-6445*
Ticket Counter 1: 850-786-2437*
Ticket Counter 2: 850-308-5839*
GAT PNS Cargo Mgr: Kandace Brewer
kandace.brewer@gatags.com
Cell: 904-316-9878*
PNS Frontier Ops Mgr: Briana Buck
briana.buck@gatags.com
Cell: 850-377-3356*
PNS Frontier Reg. Mgr: Britt Hinkle
Cell: 941-929-5288*
Britt.Hinkle@flyfrontier.com
Reservations: 1-801-401-9000

PSA/AA MAINTENANCE

2450 Airport Blvd. Ste 300 - 32504
Maintenance Base Mgr: Tim Kleckner
Office: 850-435-7864
Cell: 484-983-5075
Timothy.kleckner@psaairlines.com
Stock: 850.435.3246
Admin/Base Coord. : Linda Welt
Office: 850-435-3244
Cell: 850-377-6322
Linda.Welt@psaairlines.com

SILVER AIRWAYS

Ops: 850-391-0230*
Area Manager: Theresa Howe
Cell: 850-728-0617
theresa.howe@silverairways.com
Station Sup. Javier Rowlands-Rojas
Cell: 850-516-7900
Javier.rojas@silverairways.com
Station Sup. Sherrie Webb
Cell: 850-377-3098
Sherrie.webb@silverairways.com
Station Sup. Consuelo Royster
Cell: 850-368-0066
Consuelo.Royster@silverairways.com
Ticket Counter: 850-298-8078*
Gate: 850-298-8129*

SOUTHWEST

Ops: 850-483-5630*
Fax: 850-483-5671* or 850-483-5672*
Station Mgr. Sharon Traum
Cell: 404-376-4490*
Sharon.Traum@wnco.com
Supervisor on duty: 850-483-5640* or 850-483-5625*
Alex Di Battista: 850-999-3118*
alexandra.dibattista@wnco.com
Katie Moran: 850-483-5640*
Katie.Moran@wnco.com
Ben Lewis: 251-648-7696*
benjamin.lewis@wnco.com
Baggage Claim: 850-483-5620 or 850-483-5600
1-888-202-1024

SPIRIT AIRLINES/PRIMEFLIGHT

Ops: 850-760-0307
Ticket Counter: 850-760-0308
Sups Office: 850-760-0309
GM Office: 850-760-0310
Gate 8 Main Podium: 850-760-0311
Break Room Counter: (Local access only) 850-760-0313
Break Room Ramp: (Local access only) 850-760-0315
Local Manager: Don Hardison
Cell: 225-253-0395
Don.Hardison@Spirit.com
Primeflight GM: Tre Porter
Cell: 850-384-7456
tre.porter@spirit.com
Primeflight Supervisor: Kelsey Myshin:
Cell: 724-433-8256
kelsey.myshin@spirit.com
Primeflight Supervisor: Joshua Davis
Cell: 270-724-2303
joshua.davis@spirit.com
Customer Service: 1-855-728-3555

UNIFI

General Mgr. Jessica Armuelles
Jessica.armuelles@UnifiService.com
Office: 850-439-6142* **Cell:** 850-380-6147*
Employment: www.dalgs.com
Skycaps/Wheelchairs/Bags/CurbSide
Check-in/Ramp Service – Only Delta and Southwest

UNITED/SwissPort

Ops: 850-434-5290*
Fax Ops: 850-438-4744*
Main Line: 850-438-4788*
Ticket Counter: 850-438-4788*
General Mgr. Michelle Warren

APPENDIX M

Tenants Phone List

GM Work Cell: 850-206-9271*
michelle.warren@swissport.com
Amanda Rutherford: 850-438-4788
ext. 20758

AVIS / BUDGET

Shop: 22 Service Center Road -32504
Avis Counter: 850-433-5614, 850-433-5615
Toll Free: 1-800-331-1212
Budget Counter: 850-432-5499
Toll Free: 1-800-527-0700
Toll Free: 1-800-729-5377
Avis/Budget Fax: 850-435-9046*
Airport Mgr. Jermaine Dowdell
jermaine.dowdell@avisbudget.com
NW FL District Mgr. Josh Striblen
josh.striblen@avisbudget.com

DOLLAR RENT A CAR

Shop: 44 Service Center Road - 32504
Dollar Counter: 850-434-5432
Toll Free: 1-800-800-4000
Toll Free: 1-800-800-3665
Location Mgr. Tonya Kallmann
Cell: 850-982-5422
tkallmann@hertz.com

ENTERPRISE

Shop: 66 Service Center Rd - 32504
850-478-6741*
Enterprise Desk: 850-432-0110
Toll Free: 1-800-261-7331
Branch Manager: Mark Hermecz
Cell: 205-542-1228
Mark.D.Hermecz@ehi.com
Fleet Supervisor: Joe Campisi
Cell: 407-701-6412
Joseph.P.Campisi@ehi.com
N/A/E Area Manager: Jordan Vipond
Office: 850-478-6741*
Cell: 231-342-0267*
Fax: 855-828-0250*
Jordan.Vipond@ehi.com

EXECUTIVE CAR RENTAL

Shop: 33 Service Center Rd – 32504
Counter: 850-505-3131
Customer Care: 813-344-4359
Local Manager: John Norlock
Cell: 313-580-5920
John.norlock@executivecarrental.com
Manager: Mark Waad
mark@executivecarrental.com
Manager: Zakiya Ahmed
zakiya.ahmed@executivecarrental.com
COO: Zubair
Cell: 248-854-8527

HERTZ

Shop: 44 Service Center Rd. – 32504
Shop: 850-857-0508*
Main: 850-432-2345
Toll Free : 1-800-654-3131
Fax: 850-432-4176*
Location Mgr. Tanya Kallmann
Office: 850-857-1942 ext. 5
Cell: 850-982-5422
tkallmann@hertz.com
Area Manager: Joshua Potters
jpotters@hertz.com

NATIONAL/ALAMO

Alamo Desk: 850-434-5676
Toll Free: 1-877-222-9075
National Desk: 850-432-8338
Toll Free: 1-877-222-9058
Office: 850-478-6741*
Branch Manager: Mark Hermecz
Cell: 205-542-1228
Mark.D.Hermecz@ehi.com
Fleet Supervisor: Joe Campisi
Cell: 407-701-6412
Joseph.P.Campisi@ehi.com
N/A/E Area Manager: R. J. Diaz
Office: 850-479-7310*
rj.diaz@ehi.com

FAA - SYSTEM SUPPORT CENTER

4240 Airfield Road - 32504
Office: 850-266-6800*
Fax: 850-266-6851*
Manager: Stephen Reisch
Office: 850-266-6801*
Cell: 843-754-2018*
Stephen.G.Reisch@faa.gov

FAA – TOWER CAB

4230 Airfield Rd. - 32504
Tower: 850-266-6930*
Air Traffic Mgr: Alisa Barnes
Alisa.R.Barnes@faa.gov
Office: 850-266-6933*
Cell: 850-384-8333
Temp. Supervisor: Shawn Leaser
Office: 850-266-6948
Cell: 850-313-8730
Shawn.Leaser@faa.gov
Supervisor: Derek Knapp
Office: 850-266-6932
derek.a.knapp@faa.gov
Tower Cab Fax: 850-266-6870*
Office Fax: 850-266-6936*
ASOS/ATIS: 850-436-4799* (weather station observation for pilots)

FAA – TRACON/Administration

4240 Airfield Road. - 32504
Air Traffic Mgr.: Emilio Malave Jr.

Emilio.malave-jr@faa.gov

Office: 850-266-6901
FAA Cell: 904-703-0578*
Cell: 352-428-8522*
Secretary: VACANT
Office: 850-266-6902*
Secretary Fax: 850-266-6911*
Operations Mgr. VACANT
Office: 850-266-6903* & 850-266-6920*
Ops Mgr. Watch Desk: 850-266-6920*
Radar Room Fax: 850-266-6924*
Supervisor Watch desk (24hr.): 850-266-6921*

FLIGHTLINE GOLF

3000 Spanish Trail - 32503
Phone/Fax: 850-469-1358
Owner: Randall Wells

FLORIDA CLEANING SYSTEMS, INC.

Site Manager: Karen Washington
Cell: 850-900-7988
Karen.Washington@fcsiservices.com
Shift Supervisor: 850-900-7989

HYATT PLACE PENSACOLA AIRPORT

161 Airport Lane - 32504
Main: 850-483-5599
General Mgr. Josh Butler
jbutler@innisfreehotels.com
Asst Gen. Mgr. Liz Rhodes
LRhodes@innisfreehotels.com

INNISFREE JET CENTER (FBO)

4343 Maygarden Rd. – 32504
Front Desk: 850-436-4500
Fax: 850-436-6500
csr@innisfreejetcenter.com
President: Bill Hudgens
billhudgens@pensacolaaviation.com
Line Mgr: Gerald Erickson
Cell: 850-910-5456
manager@innisfreejetcenter.com
Customer Svc Mgr. Katie Hill
Office: 850-434-0636
paccustserv@pensacolaaviation.com
Unicom: 122.85

JANI-KING OF PENSACOLA

Regional Manager: Matt Pinardo
Office: 850-479-8815
Cell: 850-776-0601
mpinardo@janikinggcr.com

APPENDIX M Tenants Phone List

OHM CONCESSIONS

2430 Airport Blvd. - 32504
2nd Floor Pre Bar
Office: 850-434-6032
Chick-fil-A: (850) 434-6033
Post Security Store: 850-434-6033
Director of Operations: Derrick Piper
Cell: 920-257-8685
derrick.piper@ohmgroup.com
GM of Chick-fil-A: Nicole Ogden
Cell: 850-288-9997
cfapns@ohmgroup.com

PARADIES GIFT SHOP

Shop: 850-429-1923 (CNBC)
Manager: Dave Timmons
Office: 850-433-9316*
Cell: 850-346-9963*
dave.timmons@paradies-na.com

PENSACOLA AIR FLIGHT SCHOOL AND AIRCRAFT RENTALS

4343 Maygarden Rd – 32504
Office: 850-316-8825
www.kpnsair@gmail.com
info@kpnsair.com

PENSACOLA AVIATION CENTER (FBO)

4145 Maygarden Rd. - 32504
Front Desk: 850-434-0636
Fax: 850-472-0391 (NOTAMS)
csr@pensacolaaviation.com
President: Bill Hudgens
billhudgens@pensacolaaviation.com
m
Line Mgr. Steve Giles
Cell: 850-293-8985*
Unicom: 122.95
pacline@pensacolaaviation.com

PNS NAVY FLYING CLUB

4545 Maygarden Rd. - 32504
Mailing Address: P.O. Box 10835-32514
Office: 850-434-1675
Fax: 850-434-7673 (NOTAMS)
President: John Stein
Cell: 850-449-0235*
stein jo@bellsouth.net
Safety Officer: David Flowers
Cell: 330-283-3005*
dflowers@davair.com
Ops: Todd Petrie
Cell: 559-836-0528*
todd.petrie@yahoo.com
Aops: William Pepper
Cell: 850-291-4467*
waldopep@cox.net

Public Relations: Paul Epstein
Cell: 850-324-9222*
paul@werunwild.com

REPUBLIC PARKING

2500 Airport Blvd. - 32504
Toll Plaza: 850-435-8767
Local Manager: Jason Privett
Cell: 850-377-2166*
jason.privett@reefparking.com
Assistant Mgr. Kenneth Hays
Cell: 850-529-0307*
On-Duty Supervisor: 850-377-1879*

SKYWARRIOR AIRCRAFT MAINTENANCE

4137 Maygarden Rd – 32504
Phone: 850-433-6116
Fax: 850-433-6524
President: George Sigler
Cell: 772-584-1527
gsigler@bellsouth.net
VP/General Mgr. Greg Sigler
Cell: 646-584-5837
greg@skywarriorinc.com

SKYWARRIOR FLIGHT TRAINING

4141 Maygarden Road – 32504
Office: 850-433-6115
Chief Pilot: Douglas Dobson
Assistant Chief Pilot: Gene Barton

ST ENGINEERING AEROSPACE, INC.

1 Merlion Way
Pensacola, FL 32504, USA
Senior Program Manager
Aircraft Maintenance:
Jason Jay
T: +1 (850) 898-9038 **D:** +1 (850) 898-9067 **C:** +1 (251) 583-1591

TSA

AFSD-G Contact:
Arturo "A.J." Ortiz Jr.
Office: 850-436-7101*
Cell: 850-272-5572*
Arturo.Ortiz@tsa.dhs.gov
Terminal office: 850-436-7105*
@tsa.dhs.gov
TSA Office @ Airport: **Office:** 850-436-7202* **Cell:** 850-450-3090*
Security Mgr. Matt Sprague
Office: 850-436-7210* **Cell:** 850-450-0256*
matt.sprague@tsa.dhs.gov
TSA contact center: 1-866-289-9673
Fax: 850-432-2230
Jax: 904-380-9868

www.tsa.dot.gov

Jacksonville Coordination Center
904-380-9868 (Incident Reporting)
jaxcoordinationcenter@tsa.dhs.gov

TSA-SCREENING CHECKPOINT

2637 Administration intercom
Checkpoint: 850-436-7206*

UPS

Customer Center: 1-800-742-5877
International Ship: 1-800-782-7892
Mike Yabut
myabut@ups.com

US MAIL

Distribution Center- 850-434-9124
Nobles Station- 850-477-6871

USO

2430 Airport Blvd. Suite 216 - 32504
Office: 850-607-8369
Fax: 850-542-4250
<https://northwestflorida.uso.org>
www.volunteers.uso.org
Center Supervisor: Nicole Boonmast
Work Cell: 850-449-4725
Cell: 850-377-0781
nboonmast@uso.org
Senior Director: Dana Cervantes
Cell: 850-232-5623
dcervantes@uso.org
Senior Programs and Operations
Manager: Tracey Castillo
Cell: 850-512-8745
Fax: 850-455-8281
tcastillo@uso.org

WEATHER SERVICE

National Weather Service-
Mobile, Al. 251-633-6443
NOTAMS
1-877-487-6867

ALL MEDIA CALLS TO:

Kaycee Lagarde – City of
Pensacola Public Information
Officer
KLagarde@cityofpensacola.com
850-435-1623

***Do not give out starred phone
numbers**

APPENDIX N

PHONE and RADIO LIST

Name	Mobile #
Airport Director	850-377-1301
Airport Deputy Director	850-375-2468
Assist. Airport Director – Planning & Engineering	850-631-1697
Assist. Airport Director - Operations	850-530-0154
Assist. Airport Director-Finance	850-496-9498
Airport Administration & Contracts Manager	850-529-3087
Pensacola Police Dept Sgt	448-228-7865
Pensacola Police Dept Sgt	850-529-3727
Operations Manager	850-530-3022
AOC / Dispatch	850-436-5111
Maintenance Manager	850-324-8028
Maintenance Supervisor	850-857-2068

800 MHz. Radios

Name	Call Sign
Airport Director	Airport 1
Airport Deputy Director	Airport 2
Airport Assistant Director - Planning and Engineering	Airport 3
Airport Assistant Director - Operations	Airport 4
Airport Administration & Contracts Manager	Airport 5
Airport Operations Manager	Ops 1
Airport Operations Officer	Ops 2
Airport Operations Officer	Ops 3
Airport Operations Officer	Ops 4
Airport Operations Officer	Ops 5
AOC	Dispatch

Pensacola Police Dept Sgt	058
Pensacola Police Dept Sgt	063

APPENDIX N

Traffic Officer	851
Traffic Manager	850

Name	Call Sign
Airport Maintenance Manager	Mx 1
Airport Maintenance Supervisor	Mx 2
Airport HVAC Tech	Mx 11
Airport Electrician	Mx 12
Airport HVAC Tech	Mx 13
Airport Electrician	Mx 14
Airport Electrician	Mx 15
Maintenance Shop	Shop
Airport Maintenance Tech	Mx20
Airport Maintenance Tech	Mx 21
Airport Maintenance Tech	Mx 22
Airport Maintenance Tech	Mx 23
Airport Maintenance Tech	Mx 24
Airport Maintenance Tech	Mx 25
Airport Maintenance Tech	Mx 26
Airport Maintenance Tech	Mx 27
Airport Maintenance Tech	Mx 28
Airport Maintenance Tech	Mx 30
Maintenance Worker	Mx 29

Name	Call Sign
ARFF	Rescue 110, 111 or 112
ATCT	Tower
Tracon	Tracon
LAZ Parking	LAZ Parking
Daifuku	Daifuku
TSA Coordination Center	TSA

APPENDIX O**ARFF INCIDENT DEBRIEF FORM****DATE:** **TIME:** **PFD INCIDENT NUMBER:****ALERT CLASS AT DISPATCH:** **UPGRADED TO:****A/C MANUFACTURER:** **MODEL:****A/C ID/TAIL NUMBER:** **OWNER:**
ADDRESS: **PH:****PILOT:** **PH:**
ADDRESS:**WEATHER CONDITIONS:**
SOULS O/B:**WAS THE FOLLOWING INFORMATION PROVIDED WITH THE INTIAL DISPATCH?**

	YES	NO
LANDING R/W OR INCIDENT LOCATION		
NATURE OF INCIDENT		
POSITION OR ETA		
NUMBER OF PERSONS (SOULS) ON BOARD		
FUEL (IN GALLONS)		
ADDITIONAL INFORMATION (IF NECESSARY)		

INCIDENT SUMMARY:



IN-WATER AIRCRAFT ACCIDENT RESPONSE PLAN

APPENDIX P of the Airport Emergency Plan

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CONDITION

An aircraft has crashed in the waters surrounding Escambia and Santa Rosa Counties.

ALERT / NOTIFICATION

Initial Alert:

Regardless of the location of the incident, the initial alert procedure for an in-water accident shall be identical to that for any on-land accident. The Pensacola Air Traffic Control Tower will most likely be the first agency to become aware of the situation and shall notify the Pensacola Fire Dispatcher and the Airport Operations Center (AOC) through the use of the emergency ring down telephone. The Pensacola Fire Dispatcher shall in turn make contact with both the Pensacola Police Dispatcher and Escambia County Communications/Emergency Management.

Emergency Responder Notification:

It shall be the responsibility of Escambia County Communications/Emergency Management and the Pensacola Police Department to begin the notification of the emergency responders. Notifications shall be made in accordance with the call-out matrix.

COMMAND / CONTROL

Due to the unique nature of an aircraft accident in the waters surrounding Escambia and Santa Rosa Counties, a Unified Command structure will be used to coordinate the response as the accident will most likely involve multiple jurisdictions with multiple agencies.

1. The United States Coast Guard (USCG), in conjunction with the Florida Fish and Wildlife Commission (FWC), will be in command and control of all items related to the on-water response.

In the absence of the Coast Guard, the command and control of the on-water response will be the responsibility of the following, in descending order:

- a. Jurisdictional Fire Department
 - b. Jurisdictional Law Enforcement
2. The jurisdictional fire department will be in command and control of all items related to the on-land response in the City of Pensacola, Escambia County and Santa Rosa County jurisdictions.

Individual operational aspects of the response such as police and medical will be the responsibility of those agencies within each jurisdiction tasked with said functions. Individual operational commands will be coordinated through the Incident Command Post.

COMMUNICATIONS

Inter-Agency Communications:

Due to the large number of agencies responding to the accident, it will be of utmost importance to coordinate communications. While each agency must be able to communicate with its representatives, each agency must also be able to communicate with the other agencies. For this reason, it is essential that each primary responding agency have a representative at the Incident Command Post.

Agencies with representatives at the Incident Command Post should be as follows:

1. Airport
2. Jurisdictional Emergency Management Agency
3. Jurisdictional Fire Department
4. Jurisdictional Law Enforcement Agency
5. Jurisdictional Emergency Medical Services
6. Florida Fish and Wildlife Conservation Commission
7. United States Coast Guard
8. Aircraft Owner/Operator
9. Red Cross

Initial communications with the Coast Guard can be performed on Channel 16, 157.15 MHz.

Individual agencies will be communicating with their representatives on their respective frequencies. Cross-agency communications *must* take place through the Incident Command Post.

Aircraft Communications Landside:

The jurisdictional fire department shall be responsible for establishing a helicopter landing zone and for designating an Air Boss to coordinate the arrival, departure, loading and unloading of helicopters participating in the landside response. Note that Baptist Hospital can make available a dispatcher with a hand held ICOM radio to fulfill the role of Air Boss. **All communications between the helicopters and landing zone officer shall take place on the frequency normally used for such purposes. Note that the Communications Center for the jurisdiction will handle the communications. Meaning, Escambia County or Santa Rosa County Communications Centers will always notify the appropriate entities of what frequencies to use for airside operations.**

Aircraft Communications Waterside:

The Coast Guard shall be responsible for coordinating all aircraft participating in the waterside response. The Coast Guard, in conjunction with the Federal Aviation Administration, shall designate an aircraft working frequency to be used to coordinate all waterside aircraft activities. **Typically, waterside communication will begin on Marine Channel 16 (hailing channel) and will then switch to 83A which is a private operations channel. But again, the Coast Guard will dictate the frequencies.**

Search & Rescue Operations

The initial unit on scene shall establish the Incident Command Post and the designated Staging Area(s). This unit should assess the crash and provide the following information to both the Coast Guard and Escambia County Communications:

1. Location of the scene
 - A. Latitude and Longitude if possible.
 - B. GPS reading if possible.
2. Type of scene
 - A. Closed crash (aircraft in one piece).
 - B. Open Crash (aircraft broken up, wreckage and passengers strewn over a large area).
3. Fire hazards and fuel spillage
 - A. Is there a fire now?
 - B. Is there fuel in the water?
 - C. Will the fuel hamper the rescue attempt?
 - D. Hazardous materials.
4. Survivors
 - A. Number of persons alive or dead on the water surface.
 - B. Information on any special equipment needed.
5. Weather conditions at scene
 - A. Sea conditions (rough, choppy, calm, etc...).
 - B. Wind direction and estimate of speed.
 - C. Fog, rain, etc...

The initial unit on scene shall establish a waterside operations post and assume command of the situation until relieved by either the Florida Fish and Wildlife Conservation Commission or Coast Guard.

All incoming search and rescue units must report to the Staging Area for assignment.

The Incident Commander of the land-based rescue effort shall coordinate with the Incident Commander of the water-based rescue effort as to the location of the boat loading/offloading point.

INCIDENT COMMAND POST and DESIGNATED STAGING AREA(S)

The initial unit on scene shall establish the Incident Command Post and designated Staging Area(s). These two locations can be in close proximity to one another, but this is not necessary and will depend on the location of the crash site. The Staging Area will be utilized for both patients and ambulances. Any overload of patients (in a mass casualty event for example) will be called a "casualty collection point."

The Escambia County Mobile Command Trailer can be requested by the Incident Commander. This trailer is a regional asset and can cross state lines.

To facilitate the response to a potential in-water incident, set locations have been chosen for use as possible emergency responder staging areas. The criterion used to select staging areas consists of:

1. Vehicular access to the shoreline.
2. Water depth at shoreline to facilitate boat operations for the loading and unloading of emergency responders and survivors.
3. Availability of vacant areas for triage, vehicle staging and helicopter operations. If the crash/accident is weather related, helicopters may not be able to fly as they are VFR rated and cannot fly below minimums.

The following locations may be used for staging areas:

- Escambia Bay
- Pensacola Bay
- Escambia River

See the following pages for descriptions, photos and maps of the staging areas in these locations.

Escambia Bay

Floridatown Boat Ramp
3900 Floridatown Road
Pace, FL 32571

N 30 34.850 W 087 9.693

Single double wide concrete ramp with
Loading dock on Escambia Bay.



Archie Glover Boat Ramp
2306 N 14th Avenue
Milton, FL 32583

N30 32.111 W 087 07.415

Two lane wide concrete boat ramp located
NE end of I-10 bridge across Escambia Bay



P-5

Escambia Bay

Garcon Point Boat Ramp

South end of Garcon Point Road off SR 191
Garcon Point, FL

N30 26.683 W 087 06.092

Single concrete Santa Rosa county boat ramp
On canal with access to Escambia Bay. Located
At northwest end of the Garcon Point bridge.



Pensacola Bay

Seventeenth Street Boat Ramp
17th Street at the Railroad Trestle
(Northwest end of the 3 mile bridge)
Pensacola, FL

GPS: N 30 25.180 W 087 11.614

Two separate single lane concrete boat ramps on the northwest end of Three Mile Bridge across Pensacola Bay. Most people use the northern most ramp, not as steep. The east ramp approach is designated paved parking area for 14 vehicles with trailers.



Pensacola Bay

Wayside Park Boat Ramp

SW corner of 3 mile bridge on Hwy 98
Gulf Breeze, FL

GPS: N 30 22.348, W 87 10.657

Wide single lane concrete ramp with boarding dock on Pensacola Bay at the southeast end of the Hwy 98 three mile bridge. Paved parking area for 36 vehicles with trailers. Allows quick access to the three mile bridge on Pensacola Bay.



Shoreline Park Boat Ramp

Shoreline Drive (SR 399)
Gulf Breeze, FL

GPS: N 30 21.074 W 87 10.472

City of Gulf Breeze park has two lane paved boat ramp with boarding docks on Santa Rosa sound, west of the Pensacola Beach Bridge. Paved parking for 43 vehicles with trailers. Additional facilities include a pier into Santa Rosa Sound, boardwalk, picnic tables, bathroom.



Pensacola Bay

Bayou Texar Boat Ramp

Stanley Avenue & Cervantes Street
Pensacola, FL 32503
City of Pensacola ramp

GPS: N 30 25.575 W 087 11.177

Two lane wide concrete boat ramp with boarding docks on Bayou Texar, just west of the Hwy 98 three mile bridge. Must go under the Cervantes Street bridge to access Pensacola Bay and the gulf (check vertical clearance).



Bayview Park Boat Ramp

Entrance to boat ramp area: Osceola Avenue and East Mallory Street Pensacola, FL 32503
Published Address for park is:
2000 East Lloyd Street
Pensacola, FL 32503

850-436-5190

Hours; Daylight - 11pm unless posted otherwise

GPS: 30° 25'55.99" N 87° 11'18.81" W
(Waters edge at ramp 1)

GPS: 30° 25'58.83" N 87° 11'15.69" W
(Waters edge at ramp 2)

GPS: 30° 26'00.92" N 87° 11'14.84" W



(Entrance to ramp area)

Escambia River

Swamp House Boat Landing
10421 N Davis Highway (Hwy 90)
Pensacola, FL 32514

(850) 478-9906

GPS: N 30 32.820 W 87 11.773

Private ramp open to the public.
One single lane concrete ramp and
one double lane concrete ramp.



Smith's Fish Camp Boat Ramp
(Blue Gill Bait & Tackle)

3509 Smiths Fish Camp Road
Pensacola, FL 32514

(850) 494-6651

N 30 32.822 W 087 11.686



Escambia River

Jim's Fish Camp Boat Ramp

3100 Hwy 90
Pace, FL 32571

850-994-7500

N30 34.512 W 087 11.045

Two single lane concrete boat ramps on the Escambia River.



PUBLIC INFORMATION COORDINATION

In order to keep the public informed as to the status of the rescue operations, public affairs coordination is extremely important between all responding agencies. The jurisdictional fire department, jurisdictional emergency management agency, and the affected aircraft owner/operator shall be the primary agencies responsible for press releases and the coordination of press conferences.

VOLUNTEER COORDINATION

Unaffiliated volunteer organizations and vessels shall be discouraged from involvement in the emergency response. However, the public will typically be first on scene and it is important to communicate with them via Marine Channel 16 and the 911 system to advise of the designated Staging Area. Note the fact that boaters on scene who offer assistance/pick-up victims may make it difficult to get an accurate count of survivors/deceased. The Incident Commander or his/her designee shall brief 911 dispatch on how to handle calls from unaffiliated volunteers (where to take survivors / deceased).

DUTIES AND RESPONSIBILITIES

Specific agency duties and responsibilities shall consist of the following:

FAA Air Traffic Control Tower:

1. Notify the Pensacola Fire Department using the Initial Alert Procedures. Specify the location of the crash site if available.
2. Provide additional information as it becomes available (type of aircraft, SOB, etc...)
3. Contact the ROC (Regional Operations Center) in Atlanta
 - a. ROC to contact FSDO
 - b. FSDO to contact NTSB

Fire Department:

1. Pensacola Fire Department will immediately notify Pensacola Police Department dispatchers and Escambia County Communications so the appropriate agencies can be notified.
2. The jurisdictional fire department will respond to the scene as dispatched and implement the Incident Command System.
3. Assist in locating downed aircraft and disseminate information to responding agencies.
4. Communicate damage assessment when possible:
 - a. Closed crash (aircraft in one piece)
 - b. Open crash (aircraft broken up, wreckage and passengers strewn over a large area)
 - c. Fire or fuel laden water
 - d. Number of persons alive or dead on the water surface
5. Designate the staging area for all responders.
6. As appropriate, notify Escambia County Communications or Santa Rosa County Communications as to location of staging area(s).

Fire Department (continued):

7. Under the Incident Command System, the highest ranking fire department officer may assume command of the land-based portion of the rescue effort until such time as relieved by a more senior fire officer and command is passed off to appropriate person.
8. Establish Incident Command post.
9. Anticipate the need to activate boat assets from agencies other than the Florida Fish and Wildlife Conservation Commission and Coast Guard (USCG has a 45' boat as well as a 24' shallow draft). Agencies with boat assets include:
 - a. Pensacola Fire Department – “Fire Boat 1”
 - b. Pensacola Police Department
 - c. Gulf Breeze Fire Department
 - d. Escambia County Sheriff's Department
 - e. Escambia Search and Rescue
 - f. Navy (at NAS Pensacola one boat used for parasail towing available)
 - g. The City of Pensacola – Port
10. Anticipate the need to use LifeFlight, AIRHeart, or other helicopter support to locate the exact location of the downed aircraft and search crash area. Other helicopter support includes: the Navy and the Coast Guard.

Note: These units must be requested before they will be activated.
11. Coordinate with commander of water-based rescue effort as to location of landing point to bring passengers, pick up rescuers, etc.
12. The Incident Commander or Officer-In-Charge shall request additional equipment, supplies, and personnel, as needed.
13. Establish appropriate landing zone for helicopter support if needed.
14. Assign a landing zone officer to coordinate the arrival and departure of helicopter support.
15. Coordinate with the jurisdictional emergency management agency and the affected aircraft owner/operator for the control of the media and release of information.
16. Anticipate the need to contact the railroad operators to prevent trains from disrupting the rescue effort.

EMERGENCY COORDINATION - LAND BASED RESCUE

Escambia County Communications:

1. Escambia County Communications shall immediately notify the following agencies regardless of the jurisdictional location of the accident:
 - a. United States Coast Guard
 - b. Escambia County Sheriff
 - c. Santa Rosa Emergency Management and Communications
 - d. Florida Highway Patrol
 - e. Escambia County Emergency Management Staff
 - f. Escambia County Public Information Officer
 - g. Appropriate County Fire Department (if accident appears to be outside of Pensacola City limits yet within Escambia County)
 - h. Pensacola International Airport Management Staff
 - i. Red Cross
 - j. United States Navy, Air Force, Army (for known military aircraft)

Escambia County Communications shall notify the above agencies through either the activation of the automated callout system or, should any of the agencies not be on the system or should the system fail to operate, by manual telephone calls in accordance with the attached call-out matrix.

2. Notify responding agencies of designated staging area as the information becomes available.
3. Provide responding agencies with all known information (type of aircraft, souls on board, etc...)
4. Respond to the designated staging area if within Escambia County to support command/communication post for rescue effort.

Santa Rosa County Communications:

1. Notify the appropriate responding agencies.
 - a. Santa Rosa Emergency Management Staff
 - b. Santa Rosa Sheriff
 - c. Appropriate Santa Rosa County Fire Departments
 - d. Santa Rosa County Emergency Medical Services
2. If the accident is within Santa Rosa County jurisdiction, coordinate with Escambia County Communications for the notification of responding agencies as to the location of the designated staging area as information becomes available.
3. Provide responding agencies with all known information (type of aircraft, SOB, etc...)
4. Respond to designated staging area if within Santa Rosa County to support command/communication post for rescue effort.

Escambia County Emergency Management (if within Escambia County jurisdiction):

Provide resources necessary for rescue operations.

Santa Rosa Emergency Management (If within Santa Rosa jurisdiction):

Provide resources necessary for rescue operations.

EMERGENCY COORDINATION - WATER BASED RESCUE

Florida Fish and Wildlife Conservation Commission:

(NOTE: FWC can typically have their four (4) boats available in 45 minutes.)

1. Assist in locating downed aircraft and disseminate information to responding agencies.
2. Communicate damage assessment when possible.
 - a. Closed crash (aircraft in one piece)
 - b. Open crash (aircraft broken up, wreckage and passengers strewn over a large area)
 - c. Fire or fuel laden water
 - d. Number of persons alive or dead on the water surface
3. The highest ranking FWC officer assumes command of the water based portion of the rescue effort until such time as relieved by a more senior FWC officer or the senior Coast Guard officer, whichever arrives first.
4. **A Florida Fish and Wildlife Conservation Commission representative must report to and remain at the Incident Command post.**
5. Request additional law enforcement equipment, supplies and personnel, if needed, through the Incident Command Post.
6. Establish safety zone in order to stop, direct and otherwise control unauthorized boats so they will not interfere with rescue operations.
7. If possible, conduct an initial head count of casualties and pass on to commander of land based rescue effort.
8. If an area has not already been designated, coordinate with commander of land based rescue effort as to location of landing point to bring survivors, pick up rescuers, etc.
 - a. In the event of an airline incident, (and with Coast Guard) coordinate with airline representative for the number of POB (passengers on board) understanding airlines have up to 4 hours to provide this information.
9. Assist with transport of survivors, rescuers, etc.
10. Coordinate with Coast Guard for the continued protection of the crash site.
11. Coordinate with Coast Guard to manage any environmental hazards (i.e. fuel spills) and/or navigation hazards.

United States Coast Guard:

(NOTE: The initial response time for the Coast Guard is 15-30 minutes for boat support from the Pensacola facility. The initial response time for helicopter support is within 60 minutes (conditions/situation permitting) from the facility in New Orleans. If a large aircraft is involved, the District Commander will respond from the New Orleans facility.)

1. Coast Guard will immediately notify and coordinate with the Florida Fish and Wildlife Conservation Commission of the accident and will provide them with all known information.
2. The primary actions will be to preserve life and protect the scene. The cutter can be deployed and stay on station for several days to allow the NTSB and FAA to conduct their investigation.
3. Respond to location of downed aircraft.
4. Assume command of the water based rescue effort.
5. **A Coast Guard representative must report to and remain at the Incident Command Post.**
6. Establish operations post for water based rescue effort.
7. Request additional equipment, supplies and personnel, if needed, for waterborne activities, through the Incident Command Post.

United States Coast Guard (continued):

8. Establish safety zone in order to stop, direct and otherwise control unauthorized boats so they will not interfere with rescue operations.
9. Anticipate the need to utilize helicopter support in searching crash zone and lighting crash zone. To this end, will activate Coast Guard airborne units, both fixed and rotary wing, and shall coordinate all airborne support over crash zone.
10. Coordinate with the land-based commander for the transport of survivors, rescuers, etc.
 - a. In the event of an airline incident, (and with FWC) coordinate with airline representative for the number of POB (passengers on board) understanding airlines have up to 4 hours to provide this information.
11. Ensure the continued protection of the crash site.
12. Coordinate with the FAA and NTSB for any accident investigation.
13. Coordinate the removal of the wreckage when released by the FAA and NTSB.
14. Coordinate with the commander of the land-based rescue effort, the jurisdictional emergency management agency, and the affected aircraft owner/operator for the control of the media and release of information.
15. Coordinate with FWC to manage any environmental hazards (i.e. fuel spills) and/or navigation hazards.

Law Enforcement:

1. Pensacola Police Department will immediately notify Escambia County Emergency Medical Services, and, as appropriate, other law enforcement agencies (i.e. Escambia County Sheriff's Office, Gulf Breeze Police Department, etc.)
2. Assist in locating crash site and disseminate information to responding agencies.
3. Communicate damage assessment when possible.
 - a. Closed crash (aircraft in one piece)
 - b. Open crash (aircraft broken up, wreckage and passengers strewn over a large area)
 - c. Fire or fuel laden water
 - d. Number of persons alive or dead on the water surface
4. Respond to the designated staging area. Determine law enforcement's initial response level for the incident.
5. Jurisdictional law enforcement agency assigns an on-scene law enforcement commander to handle all law enforcement aspects of landside rescue efforts.
6. **On-scene law enforcement commander must report to and remain at the Incident Command Post.**
7. Control the routes of ingress and egress to the staging area via land routes in all directions.
8. Stop, divert and otherwise control all unauthorized vehicles, media/press and spectators so that they will not interfere with rescue operations. Coordinate with the Incident Commander for routes to the Incident Command Post, Staging Areas, etc. as well as road closures.
9. Pensacola Police Department shall provide additional law enforcement support at the Pensacola International Airport as coordinated with the Airport Security Coordinator.
10. Law enforcement agencies with boat assets and/or divers shall provide crash site security assistance and rescue assistance as requested by the Florida Fish and Wildlife Conservation Commission and Coast Guard.

Law Enforcement (continued):

11. As requested, assist the Florida Fish and Wildlife Conservation Commission and Coast Guard with the maintenance of a water based security perimeter in order to stop, direct and otherwise control unauthorized boats so they will not interfere with rescue operations.
12. Coordinate with the Coast Guard for the continued protection of the crash site.
13. Jurisdictional crime scene unit respond to crash site and provide video and still photography of the initial crash site at the scene.
14. Anticipate the need to contact the Medical Examiner's office in the event of fatalities.
15. Coordinate with the Coast Guard and Medical Examiner for the recovery and removal of the dead from the crash site.
16. Request FBI Disaster Team from Washington, D.C. as soon as possible.
17. Crime Scene unit shall assist Field Disaster Team as requested. Record the site, process and mark bodies as removed from site, package and record personal effects and photograph bodies.
18. Request additional law enforcement equipment, supplies, and personnel, if needed, through the Incident Command Post.

Medical:

1. Notify mutual aid agencies (based on souls on board and location of aircraft).
 - a. LifeFlight, AIRHeart, for helicopter support
 - b. Escambia County EMS
 - c. Lifeguard Ambulance (Santa Rosa EMS)
 - d. Navy EMS / Gulf Coast EMS
 - e. MedStar Ambulance (Baldwin County EMS)
 - f. Okaloosa County EMS
 - g. Atmore EMS
2. Notify Baptist Hospital LifeFlight and Florida AIRHeart to activate hospital communication centers. Note that the Communications Division is always activated in the event of an incident.
3. Respond to the designated Staging Area and assign a medical staging officer to track incoming medical units.
4. Assign an on-scene medical branch director to handle all medical aspects of rescue efforts. At first, this individual will typically be the on-duty supervisor who may be relieved by the director or other officer when he/she reports to the scene.
5. **On-scene medical commander must report to and remain at the Incident Command Post.**
6. Establish a decontamination area prior to triage for initial decon. A second and more thorough decon will occur at the hospital.
7. Establish a triage area and assign a triage officer to assemble a triage team to evaluate incoming patients and direct the movement of casualties from the boat landing point to the treatment area. The triage area should be in close proximity to the boat landing area.
8. Establish a treatment area(s) and assign a treatment officer to supervise the initial treatment of incoming patients and re-triage if necessary. Established treatment areas shall include areas for critical patients, moderate patients, minor and walking wounded and fatalities.

Medical (continued):

9. Treatment officer shall coordinate the movement of all non-injured victims to a holding area where clergy, mental health and owner/operator will coordinate the further care of these people.
10. Through the Incident Command Post, coordinate with the commander of the land-based rescue effort to establish a holding area for all non-injured victims.
11. Establish a transport area for outgoing patients and assign a Transport Officer to track and assign outgoing patients to transport units (ambulance or helicopter) and to keep an accurate bed count. Transportation of casualties to be coordinated with LifeFlight communications center and AIRHeart Communications.
12. Coordinate with the jurisdictional fire department landing zone officer / Air Boss, LifeFlight and Coast Guard Search & Rescue for the loading and transport of casualties via helicopter.
13. Request LEO support at the hospitals.
14. Request an Airline / Aircraft representative to assist with the identification of victims and with families.
15. Request assistance from ESF-8 (Health & Medical) to coordinate the transport of burn victims.
16. When and if possible, record the names of casualties as they are assembled.
17. Coordinate with the Red Cross for the collection and dissemination of casualty names and hospital assignments.
18. Coordinate with law enforcement and Medical Examiner for the removal of the dead.
 - a. Law enforcement will typically provide general information about fatalities.
 - b. The Medical Examiner will send an Evaluation Team first.
 - c. The Medical Examiner operates out of Sacred Heart Hospital.
 - d. If there are a high number of fatalities, the Medical Examiner will need to request refrigeration trucks and utilize other cooler areas such as Andrews.
19. For longer events, EMS to rotate shifts as appropriate between 911 call responders / on-scene / resting.

Baptist Hospital LifeFlight and Florida AIRHeart:

1. Activate communications center and notify participating hospitals of situation.
2. Obtain "beds available" from participating hospitals and relay to on-site medical personnel.
3. Notify United States Coast Guard Search & Rescue of situation.
4. Respond to designated landing zone if so requested. (Anticipate the need to be used to locate downed aircraft or to search the crash scene.)
5. Comm center coordinate with on-scene medical transport officer to direct ambulance crews and helicopter crews as to which patients they are to take to which hospitals.
6. Transport casualties to hospitals as may be directed by medical transport officer.
7. Request LEO support for scene security and traffic control (including the area between the Staging Area and the LZ).
8. For refueling operations, LifeFlight refuels on site (hospital). AIRHeart refuels at airport.
9. Pilots can work 14 hours total duty day with 8 hours of flight time.

Airport:

1. Establish on-airport command center to coordinate on-airport activities. Unless otherwise denoted, the on-airport command center will be located in the Large Conference Room in the administration offices of the terminal building.
2. The Airport Director or his/her designated representative will be in charge of all on-airport non-emergency activities related to the incident.
3. Work with the FAA to initiate a TFR (temporary flight restrictions) over the scene.
4. Ensure notification of the aircraft owner/operator.
 - a. If an airline incident, coordinate with the airline representative for Go Team members arrival and anticipate the need to possibly park a charter aircraft.
5. Coordinate with the commander of the land-based rescue effort for the transportation of the senior aircraft owner/operator representative to Incident Command Post.
6. Coordinate with the aircraft owner/operator and Red Cross for the establishment of a private holding area for individuals with friends/relatives on the affected aircraft.
7. Anticipate the need for additional law enforcement support at Airport and coordinate with local law enforcement agencies for such. Officers may be needed at:
 - a. On-Airport command center
 - b. Security checkpoint
 - c. Friend/Relative holding area
 - d. Entrance road/parking lot
 - e. General Aviation Buildings
8. Coordinate with aircraft owner/operator and Red Cross for the dissemination of casualty information to waiting friends/relatives and transportation of friends/relatives to hospitals.
9. Coordinate with the commander of the land-based rescue effort for the transport of incoming aircraft owner/operator, FAA and NTSB personnel to Incident Command Post.
10. To the extent possible, remain in contact with the commander of the land-based rescue effort to keep apprised of the situation.
11. If possible, continue normal airport operations.
12. Mutual aid may not be available in the event of a mass casualty incident. Keep current with the situation and NOTAM close the airport if mutual aid is not available.
13. Have a fuel truck(s) available to refuel Florida AIR Heart

Aircraft Owner/Operator:

1. Respond to the on-airport command center as designated by the Airport Director.
2. Coordinate with the Airport Director for the transportation of the senior aircraft owner/operator representative to the Incident Command Post.
 - a. An airline's initial "Go Team" members could be on scene within an hour.
 - b. An airline's "Go Team" will generally be fully in place in 6-8 hours.
 - c. An airline's "Go Team" will assume the majority of the responsibility for the incident (particularly communications) as airlines do not have enough local staff to handle a mass casualty event.
 - d. "Go Team" members can arrive via vehicle, commercial aircraft or charter aircraft.
3. As it becomes available, provide further information regarding souls on board the aircraft, names thereof, cargo, etc. to the commander of the land-based rescue effort.
 - a. NOTE: In the event of a commercial airline incident, only the airline's corporate office can provide the number of passengers on board (POB) or give the permission to others to provide that information. Airlines have up to four hours to provide this information. With an airline crash, the passenger manifest is immediately locked down in the computer system.
4. Coordinate with the Airport Director and Red Cross for the establishment of an on-site private holding area (Friends & Family or FAF) for individuals with friends/relatives on the affected aircraft.
 - a. Friends & Family area will typically be the Public Conference Room.
 - b. Airlines will use this area to "sort" individuals to determine whether or not they actually have family/friends on board.
 - c. If determined family/friends on board, individual will be moved to the off-site FAF.
 - d. Coordinate with Law Enforcement for security of the FAF.
5. Coordinate the relocation of waiting friends/relative to the off-site private holding area.
 - a. Coordinate with the Airport for the use of shuttle busses if necessary.
6. In conjunction with Red Cross provide assistance to waiting friends/relatives.
7. Coordinate with Airport Director and Red Cross for the dissemination of casualty information to waiting friends/relatives and transportation of friends/relatives to hospitals.
 - a. Due to HIPPA regulations, hospitals will not provide victim information to the airline but typically will provide this information to the Red Cross.
 - b. Airline to make arrangements for staff member to be at hospital(s).
8. Coordinate with the Airport Director for the transportation of incoming aircraft owner/operator personnel to the Incident Command Post.
9. Coordinate with the FAA and NTSB for any accident investigation.
10. Coordinate with the Coast Guard for the removal of the wreckage when released by the FAA and NTSB.
 - a. For an airline incident, corporate airline employees will coordinate.
11. During recovery phase, airline reps will be at hotel.
 - a. Establish a communications center at the hotel.
 - b. Assign an airline rep to each affected family.

Red Cross On Scene:

1. Respond to the designated staging area.
2. Coordinate with clergy, mental health and owner/operator for the care of uninjured people.
3. Coordinate with the on-site medical personnel for the collection and dissemination of casualty names and hospital assignments.
4. Provide assistance to rescue personnel as needed.

Red Cross At Airport

1. Respond to on-airport command center.
2. Coordinate with the aircraft owner/operator and airport director for the establishment of a private holding area for friends/relatives awaiting the arrival of the affected aircraft.
3. Coordinate with aircraft owner/operator and airport director for the dissemination of casualty information to waiting friends/relatives and transportation of friends/relatives to hospitals.
4. In conjunction with aircraft owner/operator, provide assistance to waiting friends/relatives.

INFORMATION TRACKING SHEET

Location of Incident: _____

Location of Staging Area(s): _____

Entrance Route: _____

Exit Route: _____

Boat Landing Area: _____

Aircraft Type / Owner: _____

Souls on Board: _____ N-number: _____

Scene safety:

Is scene safe to enter without protective gear? _____

Fire? _____ Fuel? _____

Other Hazmat? _____

Landside Command:

Incident Commander: _____

Law Enforcement Commander: _____

Medical Commander: _____

Florida Fish and Wildlife Conservation Commission Rep: _____

Coast Guard Rep: _____

Emergency Mgmt Rep: _____

Aircraft Owner Rep: _____

Red Cross Rep: _____

Public Information Coordinator: _____

Waterside Command:

Incident Commander: _____

Fish and Wildlife Conservation Commission Rep: _____

Aviation Operational Freqs: _____ Landing Zone: _____ SAR: _____

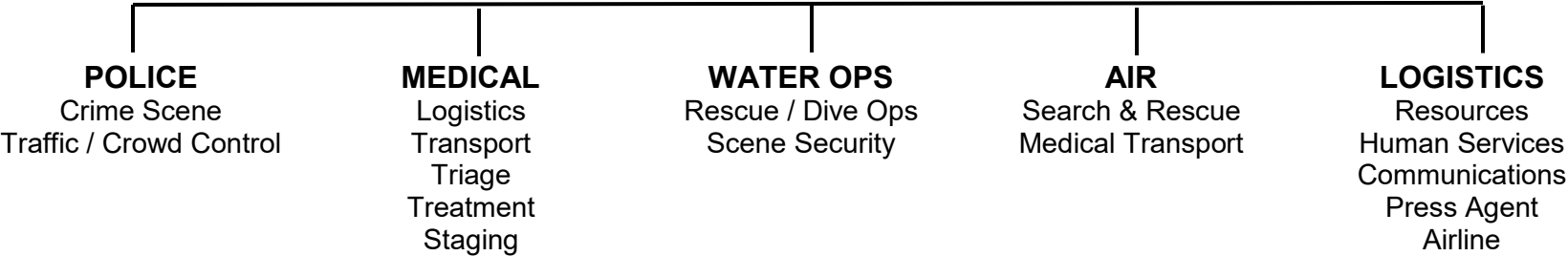
If airline accident, notify aircraft owner representative when flight crew found.

Notes: _____

APPENDIX P

COMMAND AND CONTROL MATRIX

Pensacola Fire Department (Incident within City of Pensacola) and Coast Guard
Jurisdictional Fire Department (Incident in Escambia County) and Coast Guard
Jurisdictional Fire Department (Incident in Santa Rosa County) and Coast Guard

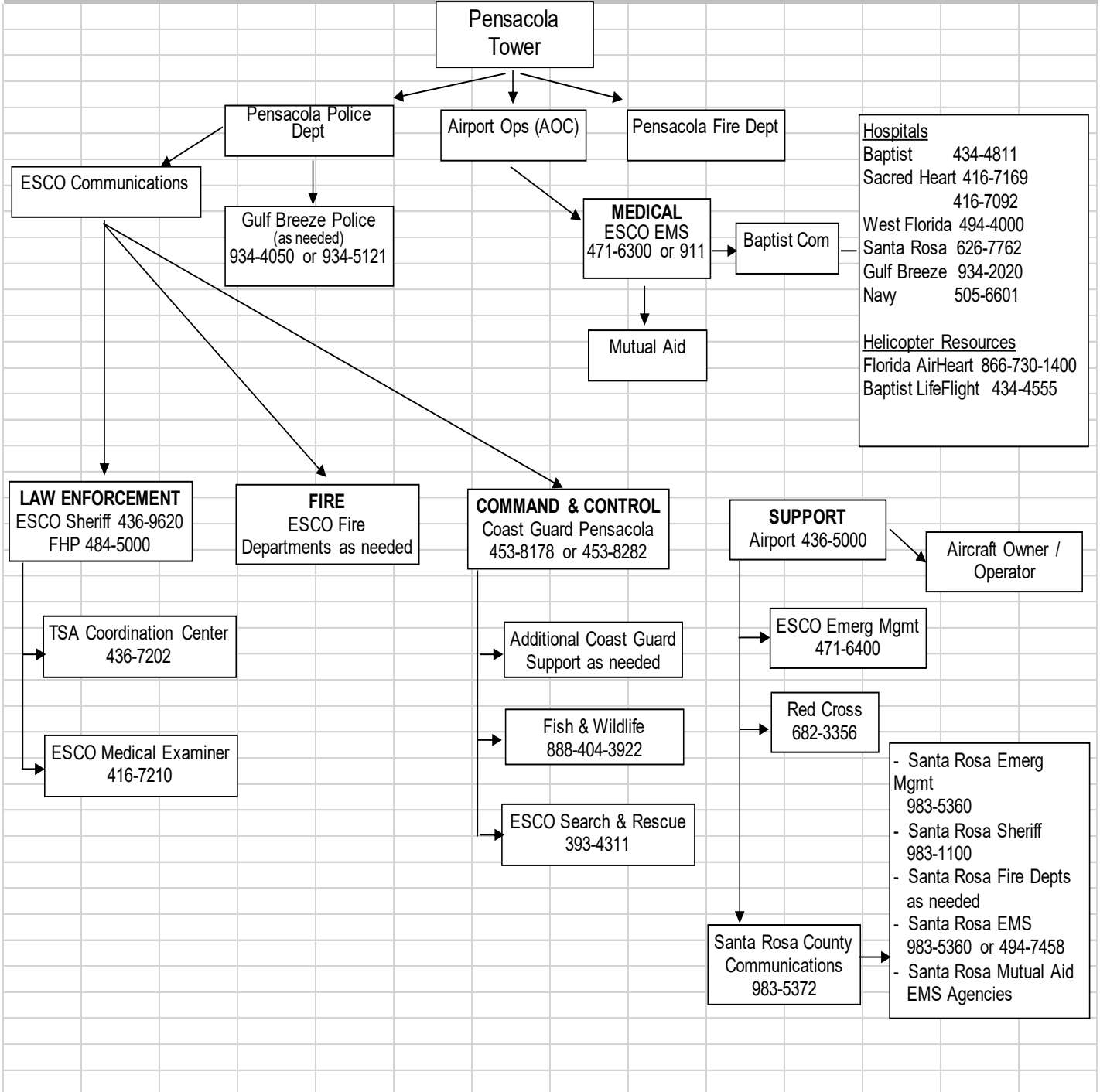


Incident Location	Police	Medical	Water Ops	Air
City of Pensacola	Pensacola Police	Escambia County EMS	Marine Patrol /Coast Guard	Coast Guard SAR /EMS (transport)
Escambia County	Escambia County Sheriff	Escambia County EMS	Marine Patrol /Coast Guard	Coast Guard SAR /EMS (transport)
Santa Rosa County	Santa Rosa County Sheriff	Santa Rosa County EMS	Marine Patrol /Coast Guard	Coast Guard SAR /EMS (transport)

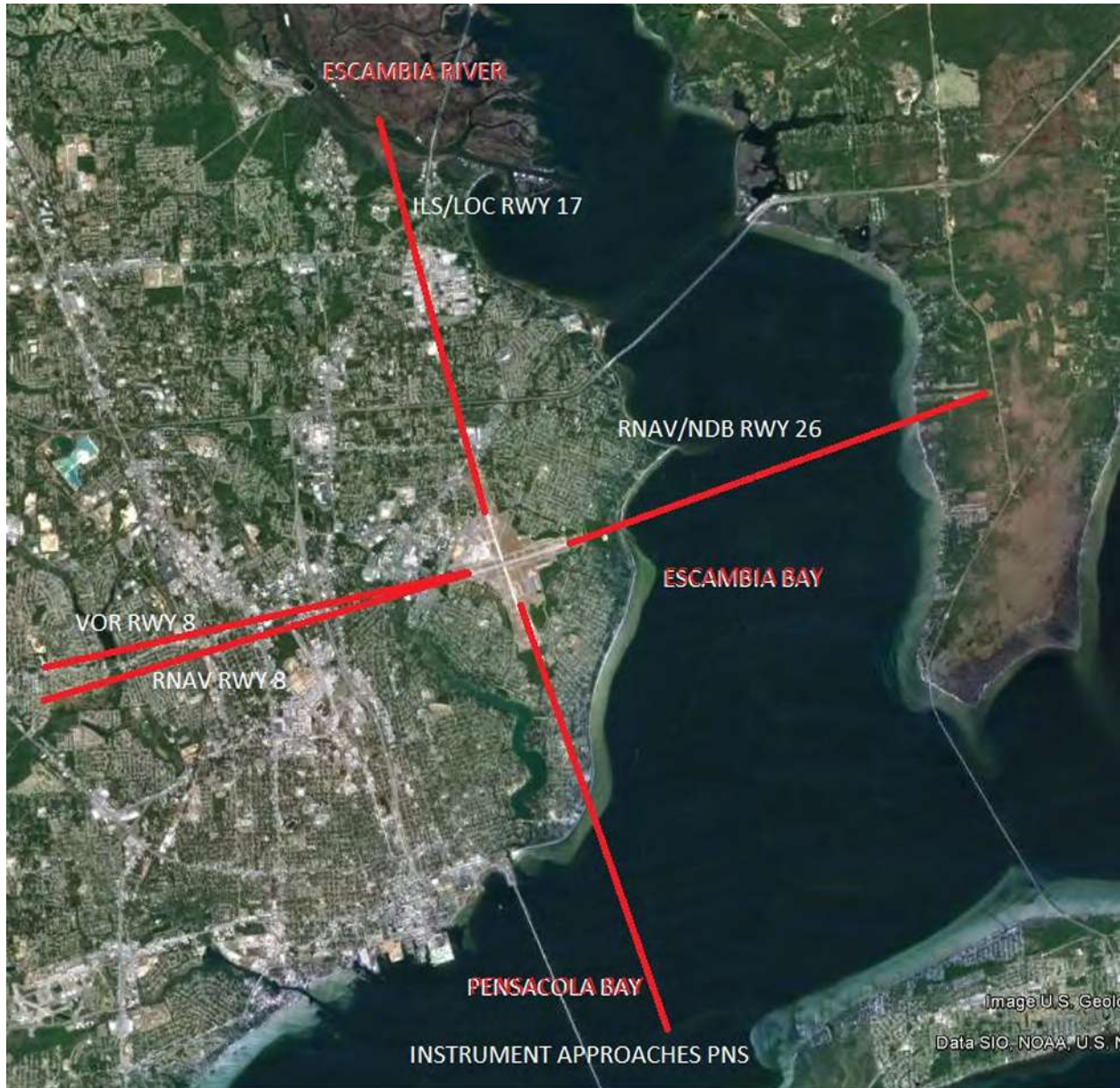
NOTE: The above command / control structure is for informational purposes only. It is not intended to serve as the only possible command / control Structure and may be expanded or reduced depending upon the size and complexity of the incident.

IN WATER INCIDENT CALL-OUT MATRIX

In-Water Incident Call-Out Matrix



RUNWAY APPROACHES



APPENDIX Q**FUEL SPILL PLAN****TABLE OF CONTENTS**

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APPENDIX Q - FUEL SPILL PLAN

1. **Purpose:**

The information contained in this Fuel Spill Plan is intended to supplement the Basic Plan, Functional Sections and Hazard Specific Sections of the Airport Emergency Plan. This Plan defines the responsibilities and describes the actions to be taken in the event of fuel spill at the Pensacola International Airport.

2. **Situation and Assumptions:**

This section describes the situations pertaining to fuel spills at the Pensacola International Airport:

- A. Fuel spills may occur anywhere on Airport property and may include vehicles, aircraft or fuel storage tanks. Procedures for all spills are basically the same.
- B. A spill is defined as the unauthorized release of a flammable liquid from its vessel into an area not meant for it. Classifications of spills by size are shown on **Exhibit A**.
- C. Anyone observing a fuel spill shall promptly notify the Airport Operations Center (AOC) by telephone at 850-436-5111/5112. The AOC will notify the City of Pensacola Fire Department dispatch.
- D. If notification to the AOC is not successful, individuals observing a fuel spill shall notify the City Fire Department through the 911 system.
- E. Pensacola Fire Department provides the primary response services through either structural stations for spills located outside of the perimeter fence or in the fuel farm (until such time as the fuel farm may be relocated inside the contiguous perimeter fence), or through the ARFF station for spills located inside the perimeter fence.

3. **Operations:**

This section explains the Airport's overall approach to fuel spills.

- A. Primary responsibility for activating the fuel spill response plan falls on the entity discovering the spill.
- B. Only personnel with a direct involvement in the spill clean-up will be allowed in the area.
- C. Once notified of a fuel spill, all affected airlines or fuel providers shall be prepared to implement their individual response plans.
- D. Personnel should be prepared to take steps to minimize impacts on the surrounding area through the use of containment devices.
- E. A coordinated response involving Fire, Airport Operations, Police, Fueling Operator and Airline/Aircraft Owner personnel is required to protect health and safety and mitigate affects on the Airport and environment, and all activity shall be coordinated through an on-scene command post.
- F. Airport Operations is tasked with coordinating the overall response activities.

APPENDIX Q - FUEL SPILL PLAN

- G. All information regarding the closure or re-opening of any area shall be routed to the Airport Operations Center (AOC).
- H. The priority of response activities shall be as follows:
 - 1. Take measures for the protection of human life and well being
 - 2. Take measures for the protection of equipment and environment and to contain the spill
 - 3. Take measures to stop the flow of material
 - 4. Take measures to clean up the material

4. Organization and Assignment of Responsibilities:

A. Pensacola Fire Department/ARFF

- 1. The senior fire official shall act as the overall Incident Commander for any fuel spill until it is determined that the threat of fire has been effectively minimized.
 - For fuel spills located within the perimeter fence, ARFF shall respond and assume Incident Command.
 - For fuel spills located outside of the perimeter fence or within the fuel farm (until such time as the fuel farm may be relocated inside the contiguous perimeter fence), PFD structural units shall respond and assume Incident Command.
- 2. Direct the movement of all personnel and equipment.
- 3. If necessary, secure the spill area.
- 4. In conjunction with the Airport Operations Department representative and the airline representative, direct the evacuation of personnel and passengers from aircraft or vehicles that might be located in the spill area.

B. Airport Operations Department

- 1. Before entering a scene, contact Pensacola Fire Department or ARFF to determine safety.
- 2. Respond to the on-scene command post as established by the ARFF or Pensacola Fire Department Incident Commander and check in.
- 3. Coordinate all activities from the on-scene command post.
- 4. If the leak is coming from the fuel farm tanks or from a mobile tender, refer to the respective Spill Prevention Control Countermeasure Plan (SPCC) (plans are good for 5 years):
 - Pensacola Aviation Center SPCC dated November 05, 2020
 - Innisfree Jet Center SPCC dated March 29, 2019
- 5. Be prepared to direct the clean-up effort in the event the spill is not the responsibility of a fueling operator or an airline.
- 6. Assess the situation and determine if protective booms need to be placed to assist in containing the spill and to prevent material from entering storm water inlets. Refer to **Exhibit C** for storm water system diagrams.

APPENDIX Q - FUEL SPILL PLAN

7. If the spill has entered the storm water system, coordinate with Airport Maintenance to isolate the affected portion of the system and place protective booms at any outfalls. Refer to **Exhibit C** for locations of outfalls.
 8. If the spill has entered a portion of the storm water system that goes off Airport property, contact the City Engineer and the City Public Works Director. Contacts can be found in **Exhibit B**.
 9. If necessary, request the Airport's fuel spill cart be moved to the scene.
 10. If directing the overall clean-up efforts in the absence of a fueling operator, airline or other responsible party, assess the need for an outside contractor to assist with the clean-up and recovery effort and make contact with the same. Contacts can be found in **Exhibit B**.
 11. Ensure that Escambia County Emergency Management has been notified, and if necessary, the Florida Department of Environmental Protection. Note, this is normally the responsibility of the entity responsible for the spill but Airport Operations should ensure that it is accomplished. Contacts can be found in **Exhibit B**.
 12. Maintain the Airport's fuel spill cart.
- C. Pensacola Police - Airport Section
1. Respond to the on-scene command post.
 2. As needed, assist with the evacuation of personnel from the fuel spill area.
 3. As needed, assist with the establishment of an exclusion zone around the fuel spill area.
 4. In the event of a large spill affecting an aircraft parked at the passenger terminal, assist with the evacuation of any portion of the terminal as may be needed.
 5. As needed, assist with re-directing traffic/vehicles around the fuel spill area or exclusion zone.
- D. Fueling Operator
1. Stop all fueling operations
 2. Notify the Airport Operations Center
 - Advise dispatcher of a fuel spill
 - Provide the specific location of the fuel spill
 - Provide the type of product which the spill consists of
 - Provide the approximate volume of the fuel spill
 3. Evacuate all personnel from the fuel spill area until the fire department deems it safe.
 4. Do not create additional ignition sources
 - Do not start non-running equipment
 - Do not shut down running equipment

APPENDIX Q - FUEL SPILL PLAN

5. The primary response person shall report to the on-scene command post as established by the ARFF or Pensacola Fire Department Incident Commander and check in.
 6. Coordinate all activities from the on-scene command post.
 7. If the leak is coming from the fuel farm tanks or from a mobile tender, implement the measures contained with the respective Spill Prevention Control Countermeasure Plan (SPCC):
 - Pensacola Aviation Center SPCC Dated November 15, 2015
 - Innisfree Jet Center SPCC Dated July 1, 2013
 6. Assume primary responsibility for clean-up efforts if the spill was the result of fueling operations.
 7. Prior to the commencement of clean-up activity, coordinate with the ARFF or Pensacola Fire Department Incident Commander for the approach to the activity and necessary protective actions.
 8. Assess the need for an outside contractor to assist with the clean-up and recovery effort and make contact with the same. Contacts can be found in **Exhibit B**.
 9. If necessary given the size of the spill and given the contents of the SPCC, notify the appropriate regulatory agencies.
 - All spills regardless of size: Notify Escambia County Emergency Operations at 850-471-6400
 - Any spill greater than 25 gallons: Notify Florida Department of Environmental Protection at 850-245-3166
 10. If the spill was the result of fueling operations, arrange for the removal and disposal of all material recovered during the cleanup effort.
 11. Each fueling operator shall maintain an adequate stock of spill response material in close proximity to their fueling locations.
- E. Airline/Aircraft Operator
1. If spill is during fueling operations, work with fueling operator to stop all fueling operations.
 2. Notify the Airport Operations Center
 - Advise dispatcher of a fuel spill
 - Provide the specific location of the fuel spill
 - Provide the type of product which the spill consists of
 - Provide the approximate volume of the fuel spill
 3. Evacuate all personnel from the fuel spill area until the fire department deems it safe.
 4. Do not create additional ignition sources
 - Do not start non-running equipment
 - Do not shut down running equipment
 5. The primary response person shall report to the on-scene command post as established by the ARFF or Pensacola Fire Department Incident Commander and check in.

APPENDIX Q - FUEL SPILL PLAN

6. Coordinate all activities from the on-scene command post.
 7. Evacuate aircraft if a spill poses a hazard to the aircraft.
 8. If the aircraft is parked at a loading bridge, close gate doors.
 9. Assume primary responsibility for clean-up efforts if the spill was the result of aircraft issues.
 10. Prior to the commencement of clean-up activity, coordinate with the ARFF or Pensacola Fire Department Incident Commander for the approach to the activity and necessary protective actions.
 11. If necessary, work with Airport Operations and ARFF to request supplies from the Airport's fuel spill cart.
 12. Assess the need for an outside contractor to assist with the clean-up and recovery effort and make contact with the same. Contacts can be found in **Exhibit B**.
 13. If necessary given the size of the spill, notify the appropriate regulatory agencies.
 - Any spill greater than 25 gallons: Notify Escambia County Emergency Operations 595-3311 and Florida Department of Environmental Protection at 595-8300
 14. If the spill was the result of an aircraft issue, arrange for the removal and disposal of all material recovered during the cleanup effort.
 15. Coordinate with Airport Operations for the relocation of the affected aircraft while awaiting maintenance and place protective booms as may be required around affected portion of aircraft while awaiting maintenance.
 16. Arrange to reimburse the Airport for any material used from the Airport's fuel spill cart.
- F. Airport Maintenance
1. As needed, respond to the on-scene command post.
 2. As needed, assist with the placement of spill containment material with the emphasis being the protection of adjacent equipment, the protection of storm water inlets (see **Exhibit C**), and the protection of soils.
 3. As needed and if the spill has entered the storm water system, isolate the affected portion of the system and place protective booms at any outfalls (see **Exhibit C**).
- G. Airport Operations Center (AOC)
- The Airport Operations Center (AOC) is located on the second level of the terminal complex. The center is staffed 24 hours a day and is responsible for communications and monitoring all activities at the airport. This center will notify all airport management personnel and monitor all incidents and document all communications during an emergency at the airport to include:

APPENDIX Q - FUEL SPILL PLAN

1. Upon receipt of any call referencing a fuel spill within the AOA, ensure that ARFF is notified. Notify PFD via 911 Emergency Dispatcher if fuel spill is in the fuel farm.
2. Notify the Pensacola Police - Airport Section
3. Notify the on-duty Airport Operations personnel or initiate contact with the on-call Airport Operations personnel if after hours or on weekends.
4. Notify Airport Maintenance personnel of the spill with instructions to be prepared to provide assistance if required.
5. Notify Airport Management of the spill via e-mail.
6. Receive and record reports from spill response activities.
7. Disseminate information on the closure or re-opening of any area affected by the fuel spill to affected tenants and operators.
8. At the direction of Airport Operations, issue NOTAMS regarding affected airfield surfaces impacted by the fuel spill.
9. At the direction of the Airport Operations, assist with the notification of personnel or contractors.

APPENDIX Q - FUEL SPILL PLAN

Exhibit A

SUMMARY OF SPILL SIZES

<u>Size Classification</u>	<u>Dimensions</u>	<u>Danger Level</u>
Small	Less than 18" in any dimension	Minor
Medium	Not over 10' in any dimension, or Not over 50 square feet total	Severe
Large	Over 10' in any dimension, or Over 50 square feet total, or Dynamic	Severe

Guide for Determining Quantity of Material Spilled On Dry Concrete:

Quart covers approximately 40 square feet (5'x8')

Gallon covers approximately 140 square feet (10'x14')

Five Gallons covers approximately 700 – 800 square feet (20' x 40')

APPENDIX Q - FUEL SPILL PLAN

Exhibit B

CONTACT INFORMATION

Regulatory Agencies:

Escambia County Emergency Management:	(850) 471-6400
Florida Department of Environmental Protection:	(850) 595-8300

Fueling Operators:

Pensacola Aviation

Primary Response Coordinator	(850) 434-0636 Work
Charlie Hudgens	(334) 300-5391 Cell

Secondary Response Coordinator	(850) 434-0636 Work
Bill Hudgens	(334) 300-3518 Cell

Innisfree

Primary Response Coordinator	(850) 436-4500 Work
Jerry Erikson	(850) 910--5456 Cell

Environmental Contractors:

SWS First Response:	(850) 969-0092
	(877) 742-4215

City Contacts:

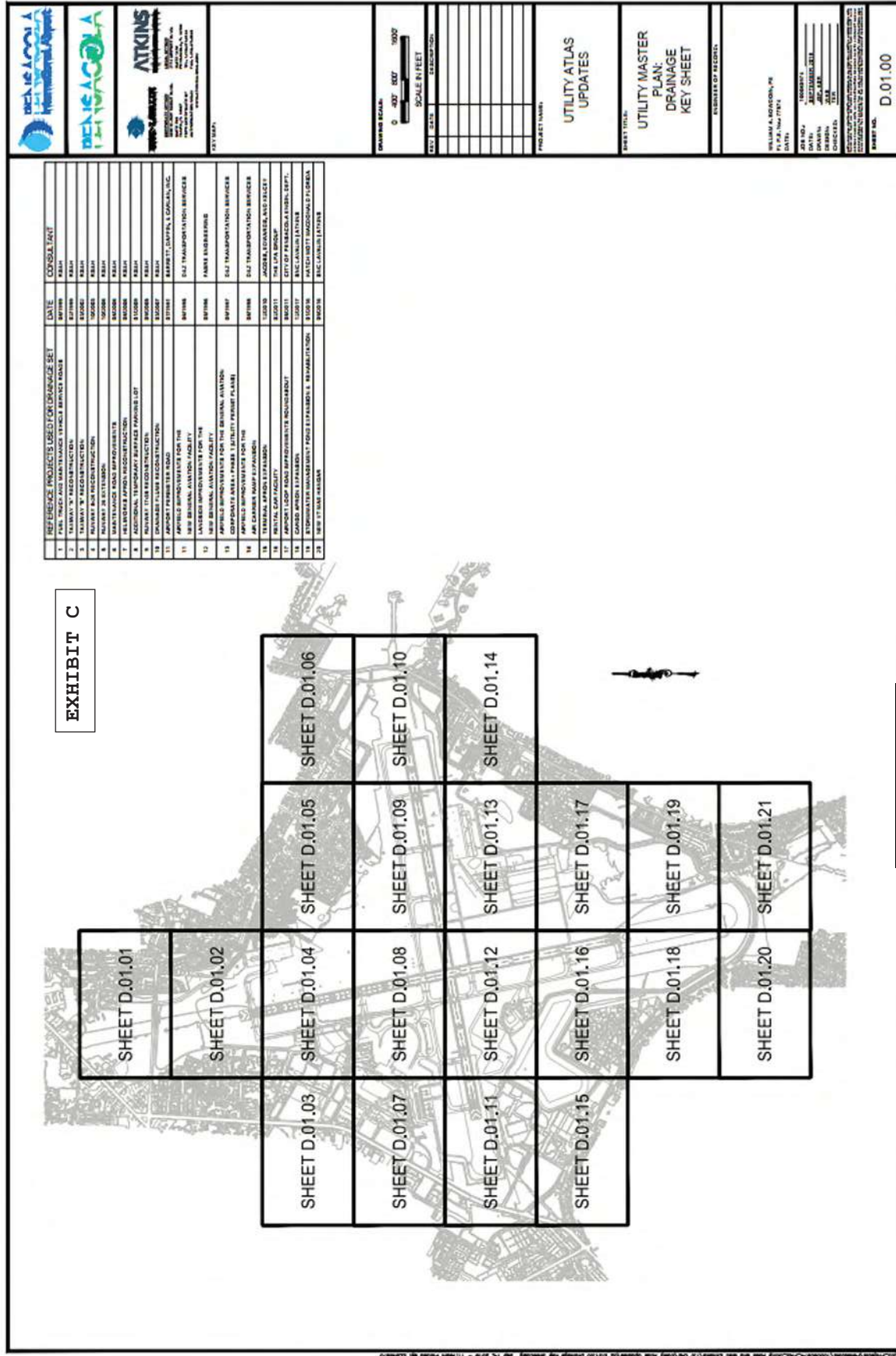
City Engineer	(850) 435-1646 Work
Public Works	(850) 530-9533 Cell

APPENDIX Q - FUEL SPILL PLAN

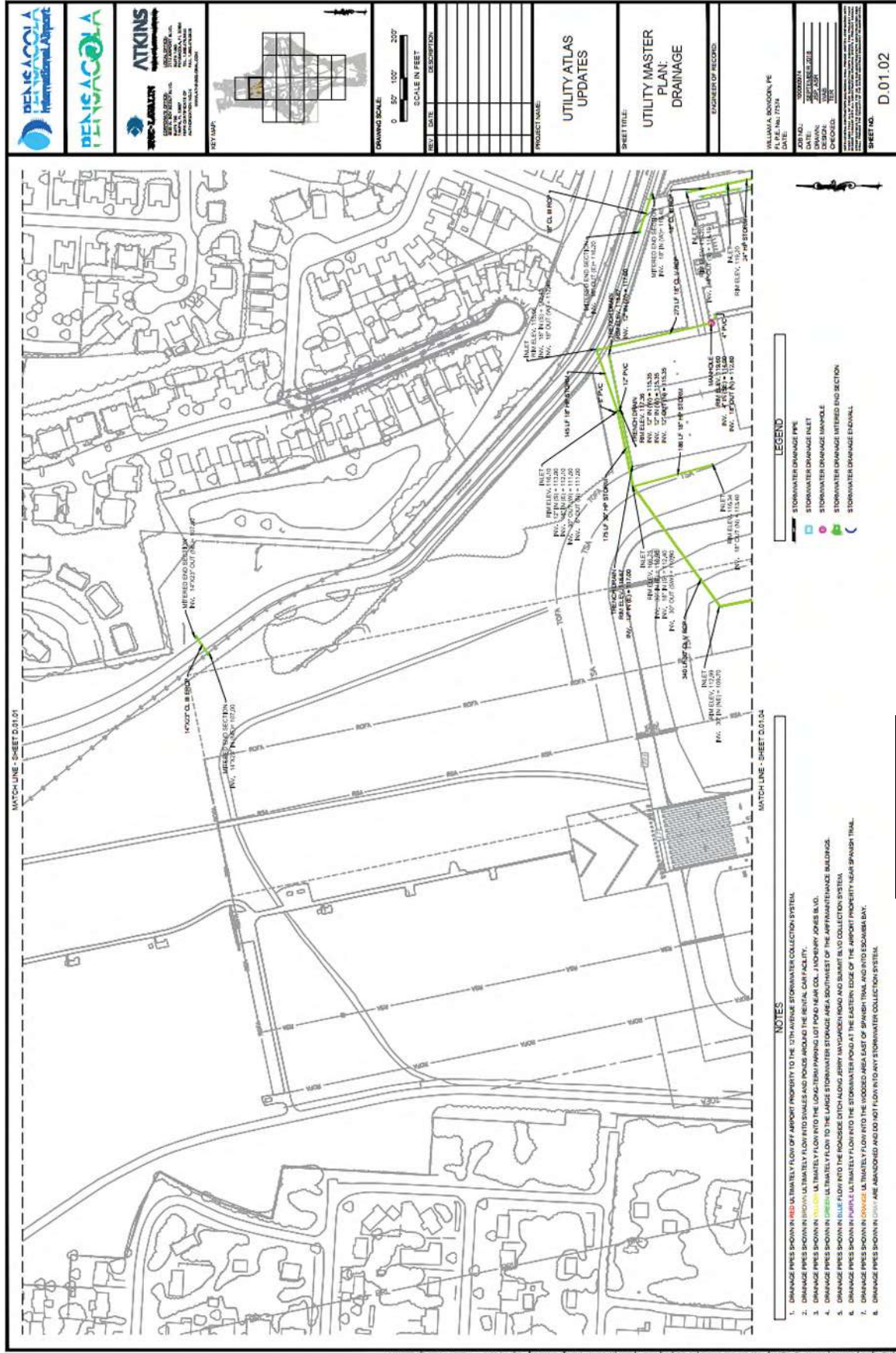
Exhibit C

AIRPORT STORMWATER SYSTEM

APPENDIX Q - FUEL SPILL PLAN

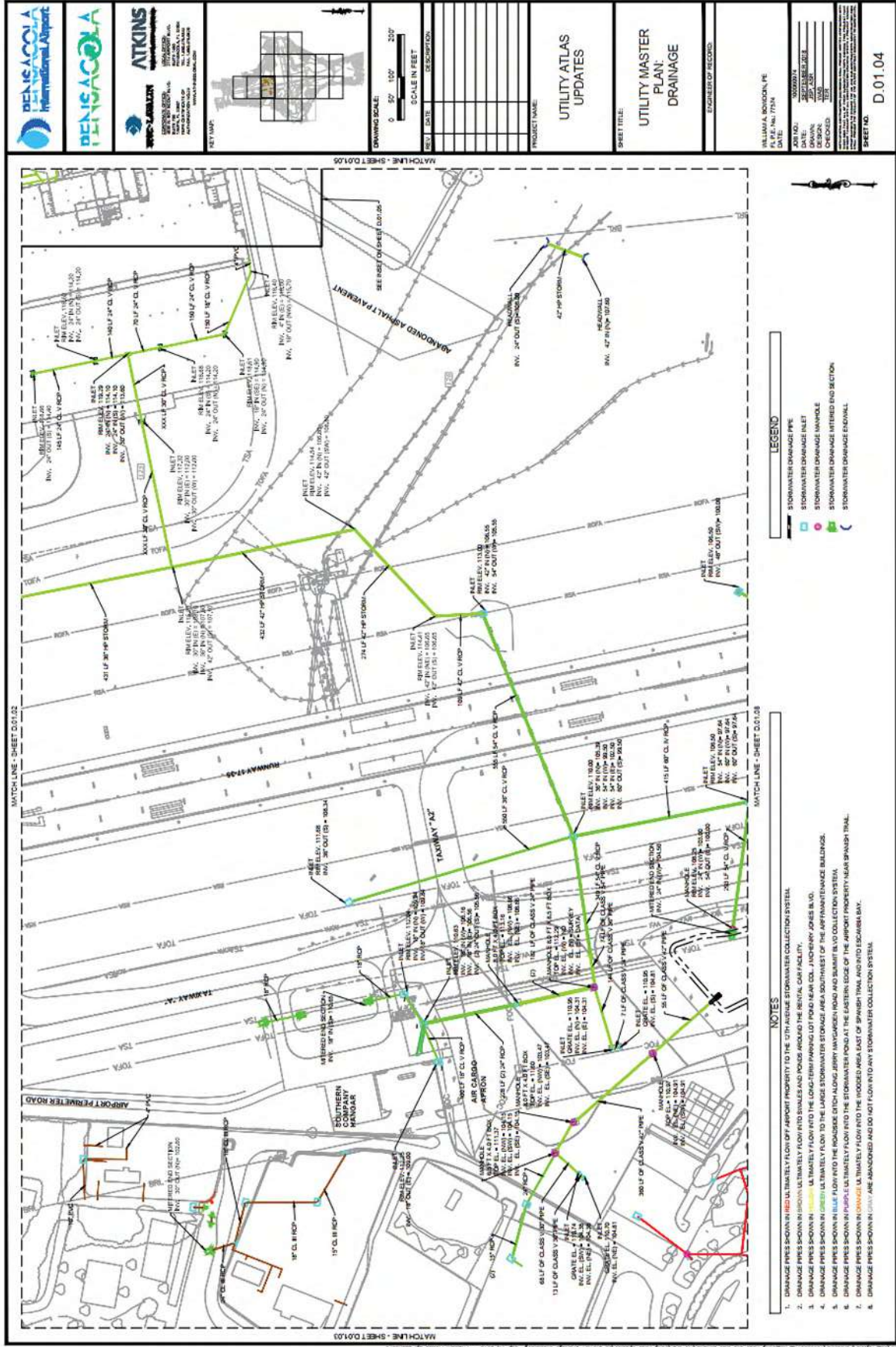


APPENDIX Q - FUEL SPILL PLAN



Southern Region Airports Division
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 Oct 26 2021
 JUNE
 Airport Certification & Safety Inspector

APPENDIX Q - FUEL SPILL PLAN



UTILITY MASTER PLAN: DRAINAGE

LEGEND

- STORMWATER DRAINAGE PIPE
- STORMWATER DRAINAGE MANHOLE
- STORMWATER DRAINAGE WAREHOUSE
- STORMWATER DRAINAGE INTERIOR END SECTION
- STORMWATER DRAINAGE EXTERIOR

NOTES

1. DRAINAGE PIPES SHOWN IN RED ULTIMATELY FLOW OFF AIRPORT PROPERTY TO THE 13TH AVENUE STORMWATER COLLECTION SYSTEM.
2. DRAINAGE PIPES SHOWN IN GREEN ULTIMATELY FLOW INTO STABLES AND PONDS ADJACENT TO THE CENTRAL CAR FACILITY.
3. DRAINAGE PIPES SHOWN IN BLUE ULTIMATELY FLOW INTO THE LONG-TERM IMPROVED LOT POND NEAR COL. J. HENRY JONES BLVD.
4. DRAINAGE PIPES SHOWN IN PURPLE ULTIMATELY FLOW INTO THE LARGE STORMWATER STORAGE AREA SOUTHWEST OF THE AIRPORT TERMINAL BUILDING.
5. DRAINAGE PIPES SHOWN IN LIGHT BLUE ULTIMATELY FLOW INTO THE ROADSIDE DITCH ALONG JERRY MCGRAW ROAD AND BARNETT BLVD COLLECTION SYSTEM.
6. DRAINAGE PIPES SHOWN IN PURPLE ULTIMATELY FLOW INTO THE STORMWATER POND AT THE EASTERN EDGE OF THE AIRPORT PROPERTY NEAR SPANISH TRAIL.
7. DRAINAGE PIPES SHOWN IN ORANGE ULTIMATELY FLOW INTO THE HOODED AREA EAST OF SPANISH TRAIL AND INTO SCRAMBLE BAY.
8. DRAINAGE PIPES SHOWN IN TAN ARE ABANDONED AND DO NOT FLOW INTO ANY STORMWATER COLLECTION SYSTEM.

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LEGEND

- STORMWATER DRAINAGE PIPE
- STORMWATER DRAINAGE INLET
- STORMWATER DRAINAGE OUTLET
- STORMWATER DRAINAGE INLET
- STORMWATER DRAINAGE INLET

NOTES

1. DRAINAGE PIPES SHOWN IN **RED** ARE TO BE INSTALLED TO THE 17TH AVENUE STORMWATER COLLECTION SYSTEM.
2. DRAINAGE PIPES SHOWN IN **ORANGE** ARE TO BE INSTALLED TO THE 17TH AVENUE STORMWATER COLLECTION SYSTEM.
3. DRAINAGE PIPES SHOWN IN **PURPLE** ARE TO BE INSTALLED TO THE 17TH AVENUE STORMWATER COLLECTION SYSTEM.
4. DRAINAGE PIPES SHOWN IN **GREEN** ARE TO BE INSTALLED TO THE 17TH AVENUE STORMWATER COLLECTION SYSTEM.
5. DRAINAGE PIPES SHOWN IN **BLUE** ARE TO BE INSTALLED TO THE 17TH AVENUE STORMWATER COLLECTION SYSTEM.
6. DRAINAGE PIPES SHOWN IN **BROWN** ARE TO BE INSTALLED TO THE 17TH AVENUE STORMWATER COLLECTION SYSTEM.
7. DRAINAGE PIPES SHOWN IN **YELLOW** ARE TO BE INSTALLED TO THE 17TH AVENUE STORMWATER COLLECTION SYSTEM.
8. DRAINAGE PIPES SHOWN IN **PINK** ARE TO BE INSTALLED TO THE 17TH AVENUE STORMWATER COLLECTION SYSTEM.
9. DRAINAGE PIPES SHOWN IN **GRAY** ARE TO BE INSTALLED TO THE 17TH AVENUE STORMWATER COLLECTION SYSTEM.
10. DRAINAGE PIPES SHOWN IN **WHITE** ARE TO BE INSTALLED TO THE 17TH AVENUE STORMWATER COLLECTION SYSTEM.

UTILITY ATLAS

DRAINAGE

WILLIAM A. BOWEN, PE

ENGINEER

DATE

PROJECT NAME

SHEET TITLE

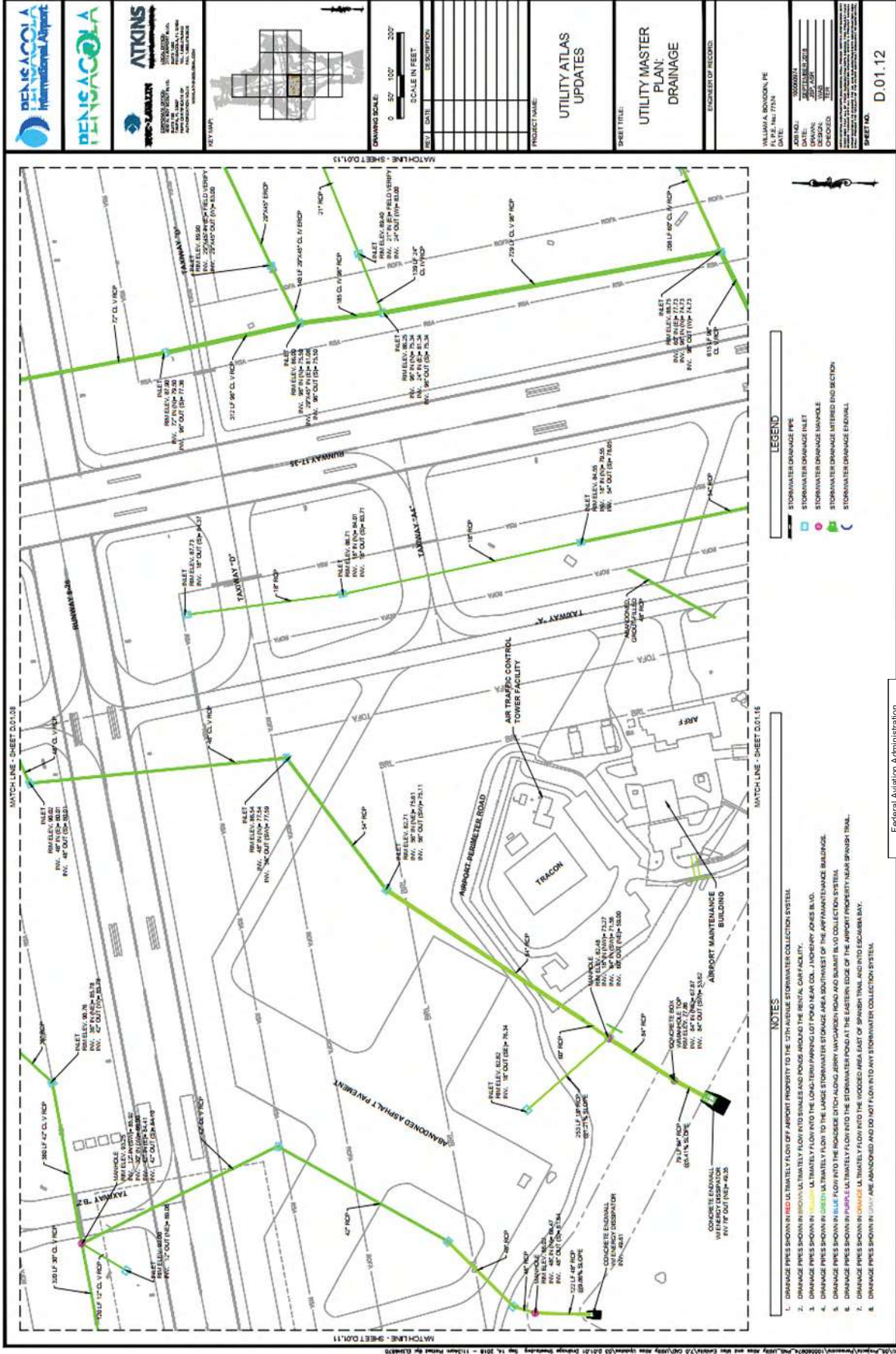
LEGEND

- STORMWATER CHANGE PIPE
- STORMWATER CHANGE INLET
- STORMWATER CHANGE MANHOLE
- STORMWATER CHANGE INTERCHANGE

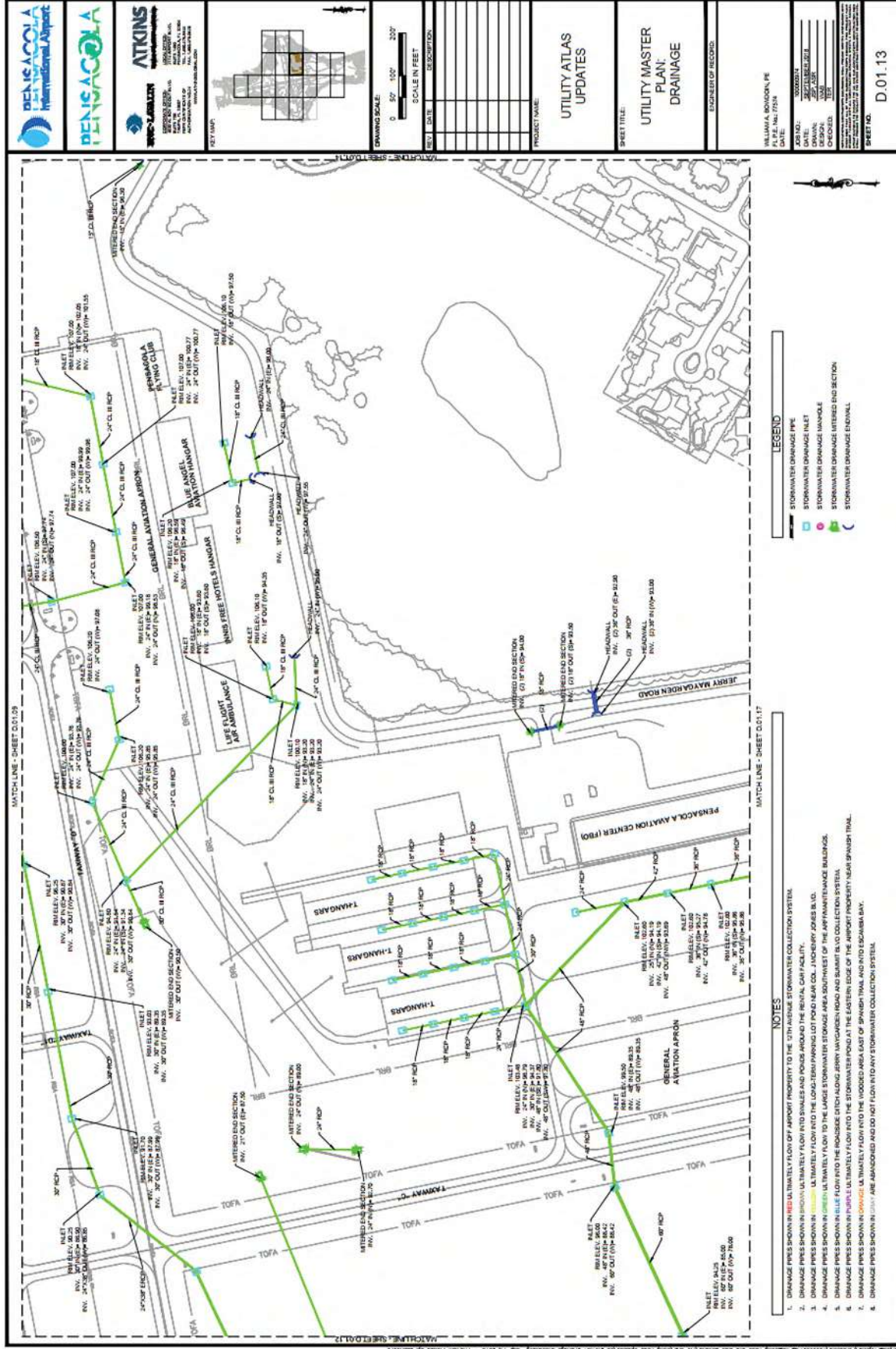
NOTES

- DRAINAGE PIPES SHOWN IN RED ULTIMATELY FLOW OFF AIRPORT PROPERTY TO THE 12TH AVENUE STORMWATER COLLECTION SYSTEM.
- DRAINAGE PIPES SHOWN IN GREEN ULTIMATELY FLOW INTO DUMMIES AND PONDERS AROUND THE RETAIL, CAR FACILITY.
- DRAINAGE PIPES SHOWN IN BLUE ULTIMATELY FLOW INTO THE LONG-TERM PARKING LOT POND NEAR COL. J. JOHNSON, JONES BLDG.
- DRAINAGE PIPES SHOWN IN GREEN ULTIMATELY FLOW INTO THE LARGE STORMWATER STORAGE AREA SOUTHWEST OF THE AFFIRMANCE BALANCE.
- DRAINAGE PIPES SHOWN IN BLUE FLOW INTO THE TOWNSHIP DITCH ALONG JERRY HANSEN ROAD AND SUMMIT BLVD COLLECTION SYSTEM.
- DRAINAGE PIPES SHOWN IN PURPLE ULTIMATELY FLOW INTO THE STORMWATER POND AT THE EASTERN EDGE OF THE AIRPORT PROPERTY NEAR SPANISH TRAIL.
- DRAINAGE PIPES SHOWN IN ORANGE ULTIMATELY FLOW INTO THE STORMWATER POND AT THE EASTERN EDGE OF THE AIRPORT PROPERTY NEAR SPANISH TRAIL.
- DRAINAGE PIPES SHOWN IN GRAY ARE ABANDONED AND DO NOT FLOW INTO ANY STORMWATER COLLECTION SYSTEM.

APPENDIX Q - FUEL SPILL PLAN



APPENDIX Q - FUEL SPILL PLAN



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Southern Region Airports Division
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JUNE
Airport Certification & Safety Inspector

Q-19

08/26/2021

08/26/2021

08/26/2021

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08/26/2021

08/26/2021

08/26/2021

PROJECT INFORMATION

PROJECT NAME: UTILITY ATLAS UPDATES

SHEET TITLE: UTILITY MASTER PLAN: DRAINAGE

ENGINEER OF RECORD: WILLIAM J. SONZON, PE
A.E.C. NO. 17314

DATE: 2/27/2018
DRAWN: JSP, LSP
CHECKED: TSP

LEGEND

- STORMWATER DRAINAGE PIPE
- STORMWATER DRAINAGE INLET
- STORMWATER DRAINAGE MANHOLE
- STORMWATER DRAINAGE INTERIOR END SECTION
- STORMWATER DRAINAGE ENDWALL

NOTES

- DRAINAGE PIPES SHOWN IN RED ULTIMATELY FLOW OFF AIRPORT PROPERTY TO THE 17TH AVENUE STORMWATER COLLECTION SYSTEM.
- DRAINAGE PIPES SHOWN IN BROWN ULTIMATELY FLOW INTO SWALES AND PONDS AROUND THE RENTAL CAR FACILITY.
- DRAINAGE PIPES SHOWN IN PINK ULTIMATELY FLOW INTO THE LONG-TERM PARKING LOT POND NEAR COL. J. NOBERRY JONES BLVD.
- DRAINAGE PIPES SHOWN IN GREEN ULTIMATELY FLOW TO THE LARGE STORMWATER STORAGE AREA SOUTHWEST OF THE AIRPORT MAINTENANCE BUILDING.
- DRAINAGE PIPES SHOWN IN BLUE FLOW INTO THE ROADSIDE DITCH ALONG JERRY MATECHUKEN ROAD AND BLUMIT BLVD COLLECTION SYSTEM.
- DRAINAGE PIPES SHOWN IN PURPLE ULTIMATELY FLOW INTO THE STORMWATER POND AT THE EASTERN EDGE OF THE AIRPORT PROPERTY NEAR SPANISH TRAIL.
- DRAINAGE PIPES SHOWN IN ORANGE ULTIMATELY FLOW INTO THE WOODED AREA EAST OF SPANISH TRAIL AND INTO ESCAMBA BAY.
- DRAINAGE PIPES SHOWN IN GRAY ARE ABANDONED AND DO NOT FLOW INTO ANY STORMWATER COLLECTION SYSTEM.

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Southern Region Airports Division
Federal Aviation Administration

DENISACOLA
International Airport

DENISACOLA

ATKINS
CONSULTANTS
1800-663-2222
1000 SHEPPARD AVE. E.
SUITE 1000
SCARBOROUGH, ONTARIO M1B 3Y9
TEL: 416-291-1000
WWW.ATKINSON.COM

KEY MAP

DRAWING SCALE:
0' 50' 100'
SCALE IN FEET

PROJECT NAME:
UTILITY ATLAS
UPDATES

SHEET TITLE:
UTILITY MASTER PLAN:
DRAINAGE

ENGINEER OF RECORD:
WILLIAM A. BOGGS, P.E.
DATE: 11/15/18

APPROVED BY:
DATE: 11/15/18
DRAWN: JAY ZHANG
CHECKED: JAY ZHANG

LEGEND

- STORMWATER DRAINAGE PIPE
- STORMWATER DRAINAGE INLET
- STORMWATER DRAINAGE MANHOLE
- STORMWATER DRAINAGE INTERIOR END SECTION
- STORMWATER DRAINAGE EXTERIOR

NOTES

- DRAINAGE PIPES SHOWN IN RED ULTIMATELY FLOW TO AIRPORT PROPERTY TO THE SOUTH SIDE STORMWATER COLLECTION SYSTEM.
- DRAINAGE PIPES SHOWN IN GREEN ULTIMATELY FLOW INTO SWALES AND PONDS AROUND THE RETAIL GOLF FACILITY.
- DRAINAGE PIPES SHOWN IN BLUE ULTIMATELY FLOW INTO THE LARGE STORMWATER STORAGE AREA SOUTHWEST OF THE AFFIRMATIVE BALANCE.
- DRAINAGE PIPES SHOWN IN PURPLE ULTIMATELY FLOW INTO THE TRODDER AREA EAST OF SPANISH TRAIL AND INTO ESCAMBAZAY.
- DRAINAGE PIPES SHOWN IN ORANGE ULTIMATELY FLOW INTO ANY STORMWATER COLLECTION SYSTEM.
- DRAINAGE PIPES SHOWN IN LIGHT BLUE ULTIMATELY FLOW INTO SWALES AND PONDS AROUND THE RETAIL GOLF FACILITY.
- DRAINAGE PIPES SHOWN IN DARK BLUE ULTIMATELY FLOW INTO THE LARGE STORMWATER STORAGE AREA SOUTHWEST OF THE AFFIRMATIVE BALANCE.
- DRAINAGE PIPES SHOWN IN BROWN ULTIMATELY FLOW INTO THE ROADSIDE DITCH ALONG BRIMMINGTON ROAD AND BURRILL BLVD COLLECTION SYSTEM.
- DRAINAGE PIPES SHOWN IN YELLOW ULTIMATELY FLOW INTO THE STORMWATER POND AT THE EASTERN EDGE OF THE AIRPORT PROPERTY NEAR SPANISH TRAIL.
- DRAINAGE PIPES SHOWN IN MAGENTA ULTIMATELY FLOW INTO THE TRODDER AREA EAST OF SPANISH TRAIL AND INTO ESCAMBAZAY.
- DRAINAGE PIPES SHOWN IN CYAN ULTIMATELY FLOW INTO ANY STORMWATER COLLECTION SYSTEM.

MATCHLINE - SHEET D.01.12

MATCHLINE - SHEET D.01.18

MATCHLINE - SHEET D.01.15

MATCHLINE - SHEET D.01.17

DRAINAGE PIPES SHOWN IN RED ULTIMATELY FLOW TO AIRPORT PROPERTY TO THE SOUTH SIDE STORMWATER COLLECTION SYSTEM.

DRAINAGE PIPES SHOWN IN GREEN ULTIMATELY FLOW INTO SWALES AND PONDS AROUND THE RETAIL GOLF FACILITY.

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DRAINAGE PIPES SHOWN IN BROWN ULTIMATELY FLOW INTO THE ROADSIDE DITCH ALONG BRIMMINGTON ROAD AND BURRILL BLVD COLLECTION SYSTEM.

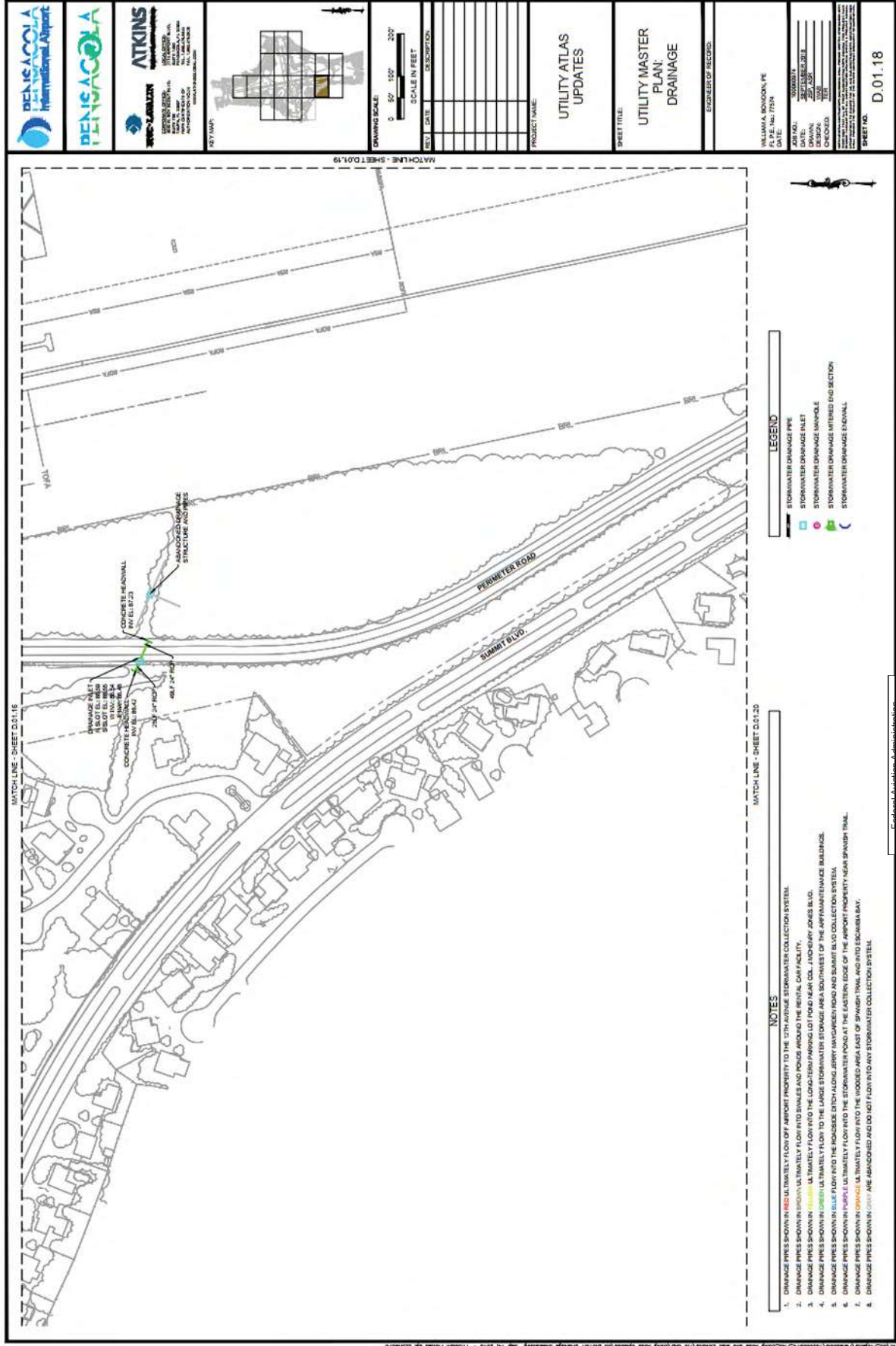
DRAINAGE PIPES SHOWN IN YELLOW ULTIMATELY FLOW INTO THE STORMWATER POND AT THE EASTERN EDGE OF THE AIRPORT PROPERTY NEAR SPANISH TRAIL.

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DRAINAGE PIPES SHOWN IN CYAN ULTIMATELY FLOW INTO ANY STORMWATER COLLECTION SYSTEM.

Federal Aviation Administration
Southern Region Airports Division
APPROVED
Oct 26 2021
JNF
Airport Certification & Safety Inspector

APPENDIX Q - FUEL SPILL PLAN



MATCH LINE - SHEET 0.01.17



MATCH LINE - SHEET 0.01.18

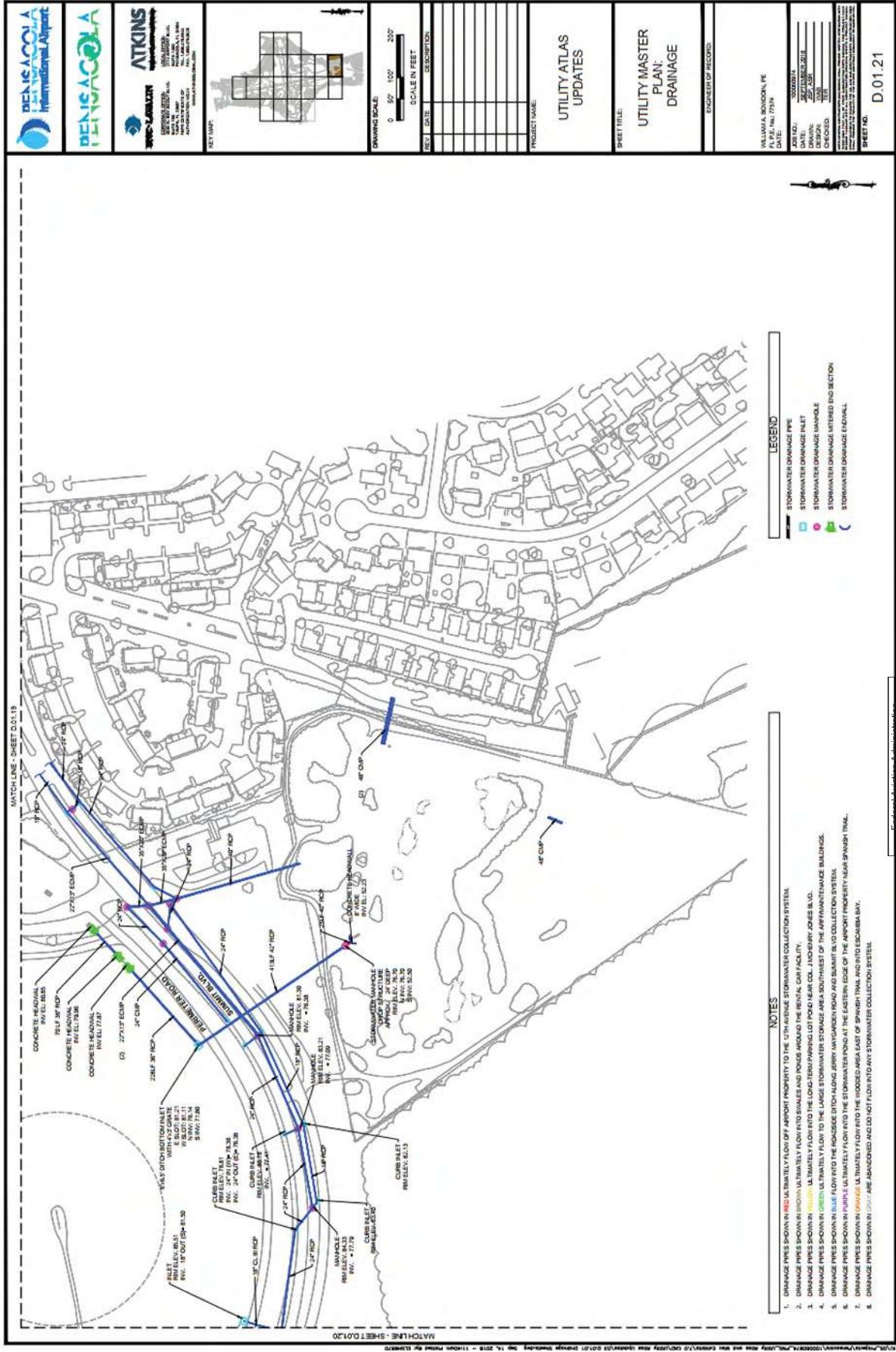


Q-25

Oct 26 2021

JNF
Airport Certification & Safety Inspector

APPENDIX Q - FUEL SPILL PLAN



Southern Region Airports Division
 APPROVED
 Oct 26 2021
 JNF
 Airport Certification & Safety Inspector

Q-26



DESTRUCTIVE WEATHER PLAN

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List of Exhibits

Exhibit A	Summary of Destructive Weather Types
Exhibit B	Escambia County EOC Incident Command Structure
Exhibit C	Airport Incident Command Structure
Exhibit D	FAA Hurricane Reporting Form
Exhibit E	Sample Destructive Weather Notification
Exhibit F	Preparedness and Recovery Checklists
Exhibit G	Summary of Destructive Weather Warnings/Conditions
Exhibit H	Summary of Airport's Tentative Hurricane Planned Action
Exhibit I	Maintenance Department
Exhibit J	Loading Bridge Tie-down Procedures
Exhibit K	Equipment Preparedness List
Exhibit L	Tornado Warning Procedures

1. Purpose:

The information contained in this Destructive Weather Plan is intended to supplement the Basic Plan, Functional Sections and Hazard Specific Sections of the AEP. This Plan defines the responsibilities and describes the actions to be taken in the event of pending destructive weather at the Pensacola International Airport.

2. Situation and Assumptions:

This section describes the situations pertaining to certain destructive weather threats at the Pensacola International Airport.

- A. The Pensacola area is frequently subjected to adverse weather phenomena such as lightning, thunderstorms, hurricanes and high winds. Although these phenomena are varied and of a seasonal nature, the occurrence of any one may cause severe damage to Airport facilities, injure personnel or adversely impact the mission of the Airport, its tenants and users.
- B. Escambia County, through the Escambia County Emergency Operations Center (EOC), is tasked with overall community-wide coordination for storm preparation and recovery via the Incident Command Structure (Exhibit B).
- C. Airport management is tasked with coordinating overall storm preparation and recovery activities for the Pensacola International Airport, and given the complexities involved and concurrent activities that must take place, have established an Airport Incident Command Structure (see Exhibit C).
- D. Airport Management shall coordinate the site specific storm preparation and recovery activity at the Pensacola International Airport with both the City of Pensacola and Escambia County, and shall communicate facility status and needs with the Escambia County Emergency Operations Center via:
 - The City's representative present in the EOC
 - Emergency Support Function 1 – Transportation (ESF-1)
 - Emergency Support Function 14 – Public Information (ESF-14)
- E. Airport Management shall communicate facility closure and recovery activity with the Federal Aviation Administration via the Southern Region Certification Office (see Exhibit D).

- F. Weather events such as tornados may result in little preparation time and will require immediate action on the part of the Airport staff members present. Procedures to be followed for tornado warnings are summarized in Exhibit J.

3. Operations:

This section explains the Airport's overall approach to destructive weather preparedness and recovery.

- A. Primary responsibility for activating and coordinating the Pensacola International Airport's site specific destructive weather preparation and recovery activity falls upon the Airport Director and the Assistant Airport Director – Operations.
- B. Destructive weather preparedness levels and updates shall be disseminated to all affected Airport tenants and stakeholders (see Appendix F of the AEP).
- C. Once notified of the activation of destructive weather conditions, each tenant shall implement the actions contained within their individual plans and coordinate the same with Airport Management.
- D. All information regarding the discontinuance or resumption of operations shall be routed from the individual tenants to the Airport Operations Center (AOC), and from the Airport Operations Center to the Assistant Airport Director - Strategy & Development for public dissemination via Escambia County EOC ESF-14.
- E. When the Federal Aviation Administration abandons the Air Traffic Control Tower due to high winds (55 knots/63 mph or greater), the airfield becomes uncontrolled. Additionally with high winds, the possibility of FOD on the airfield exists and the condition of the airfield becomes unknown and therefore will be formally closed for operations until after storm passage.
- F. After the passage of a tropical storm or hurricane, the Assistant Airport Director – Operations or designee shall determine when to recall tenant employees for recovery efforts.
- G. Specific recall notification procedures will be determined prior to facility closure and shall be coordinated with Escambia County EOC via ESF-1 to enable responsible parties to return to the facility. Included in the recall notification procedure will be identification requirements to allow employees to pass through any law enforcement checkpoints established after storm passage.

- H. No tenant personnel will be allowed on the facility until such time as Airport Management has provided authorization to do so.
- I. All personnel must have Airport issued identification media in order to return to the facility.
- J. Recovery priorities are based on the Preparedness and Recovery Checklists shown as Exhibit E.
- K. In the event a severe category 4 or 5 storm is forecasted to impact the immediate Pensacola area, Airport Management reserves the option to evacuate all personnel, including essential emergency personnel, to strategic areas outside the projected path. Recovery personnel will be identified and will be responsible for staging portable recovery equipment (communications trailer, generators, and supplies) into a position so that a rapid response after the storm passes is possible. Alignment with Emergency Management recovery teams can optimize travel time and other logistics.

4. Organization and Assignment of Responsibilities:

A. Airport Director

- 1. Act as the overall Incident Commander for Airport storm preparation and recovery operations.

B. Airport Deputy Director

- 1. Assists and acts as overall Incident Commander for Airport storm preparation and recovery operations in the absence of the Airport Director.

C. Assistant Airport Director - Operations

- 1. Act as the Operations Section Chief and coordinate the overall storm preparedness and recovery operations.
- 2. Prepare and disseminate destructive weather warnings in the form attached as Exhibit E.
- 3. Establish conditions of weather readiness for the Airport and all tenant activities as outlined in Exhibit G.
- 4. In the event of a tropical storm or hurricane, coordinate with the Emergency Operations Center established by Escambia County

Emergency Management for the acquisition of storm related information and the dissemination of Airport operational information.

5. Establish a recall protocol to be used in the event the telephone system is not functional after passage of the storm.
6. Coordinate the recall of personnel after a storm passage.
7. Coordinate with Assistant Airport Director – Planning and Engineering, as necessary, to evaluate the terminal building and other structures after a storm passage.
8. Utilizing the Airport Operations Manager and Airport Operations Officers, ensure that facility information and needs are communicated with the Escambia County Emergency Operations Center via the City representative in the EOC and via ESF-1, and that information is communicated with the FAA.
9. Maintain and update this Destructive Weather Plan.

D. Assistant Airport Director – Planning and Engineering

1. Act as Logistics Section Chief to lead post-storm recovery efforts as outlined in Exhibit H to include terminal facility, landside, and airfield inspections, and provide status updates to the Incident Commander.
2. Working with the Director of the Maintenance Branch, develop functional Damage Assessment Units as necessary (i.e. Terminal Public Area Unit, Terminal Tenant Area Unit, Other Building/Facility Unit, Airfield Unit, etc.) for post storm inspections and evaluations of Airport facilities and properties.
3. Coordinate with an engineering firm if/when necessary to evaluate the terminal building and other structures after a storm passage.
4. Provide updates on Airport status via WebEOC (<https://webeoc.myescambia.com/>) or other applicable software in use by Escambia County EOC.
5. Coordinate with the Operations Section Chief, relay resource requests to Escambia County EOC via WebEOC or other applicable software in use by EOC.

E. Assistant Airport Director - Strategy & Development

1. Serve as the Public Information Officer for the Pensacola International Airport.
2. Coordinate the public dissemination of all facility closure information with the City PIO, and the Escambia County Emergency Operations Center via ESF-14.
3. Coordinate with all airline and rental car firms for tenant specific service discontinuance information that is to be disseminated to the public and for the inclusion of this information on tenant specific web sites for system-wide dissemination.
4. Coordinate with the rental car firms for the dissemination of information relative to the return of vehicles until after storm passage.
5. During recovery operations, coordinate with all airline and rental car firms for information relative to the re-establishment of tenant specific services.
6. For large scale incidents requiring activation of the Airport Emergency Operations Center (AEOC), serve as the liaison to coordinate and establish a Joint Information System (JIS) and Multiagency Coordination (MAC) groups to facilitate the flow of information between Incident command, AEOC, and responding state/federal agencies... FDOT, NTSB, FBI, etc..

F. Assistant Airport Director – Finance

1. Act as the Finance/Administration Section Chief and coordinate record keeping to document all personnel time, equipment time and costs of the recovery operations.
2. Coordinate with the City Finance Department to coordinate any FEMA related record keeping requirements.
3. Coordinate with City Risk Management any insurance related requirements.
4. Brief all personnel on reporting and tracking requirements.

G. Airport Operations Manager

1. Maintain a current file of all destructive weather plans prepared by Pensacola International Airport tenants. Review each for completeness and recommend improvements as appropriate.
2. Maintain active liaison with all Airport tenant activities relative to this plan.
3. Coordinate airfield and terminal building pre-storm preparations and post-storm recovery operations with the Operations and Logistics Section Chief.
4. Coordinate with the Airport Maintenance Manager to secure the terminal building pre-storm/weather event.
5. Upon notification of the cessation of air traffic services by the FAA, issue a NOTAM to formally close the airfield.
6. Complete FAA Hurricane Reporting form (Exhibit D), or update the Airport status via the FDOT Florida Airport Database at <https://www.florida-aviation-database.com/>.
7. If necessary during recovery operations, act as Director of Airfield Operations Branch to coordinate operations and parking of aircraft supporting the community relief effort, and the establishment and operation of any staging areas established on the Airport to support the community relief effort.
8. As the Airport Security Coordinator (ASC), coordinate necessary security-related items with the TSA and Pensacola Police - Airport Section.

H. Airport Operations Officer(s)

1. Coordinate with the Airport Operations Manager for airfield and terminal building preparations and recovery operations as directed.
2. Maintain the Equipment Preparedness List (Exhibit J). Inventory all items no later than May 15th to dispose of outdated items and refresh stock as necessary.
3. Serve as Emergency Communications Coordinator

4. Verify all emergency communications elements are working prior to facility closure
5. Distribute emergency communications elements prior to facility closure.

I. Airport Maintenance Manager

1. Ensure Maintenance items (Exhibit I) are completed prior to facility closure.
2. Ensure all loading bridges are secured prior to wind speeds reaching 60 knots (69 mph), see Exhibit J.
3. Upon facility closure, as necessary, coordinate the placement of barriers at the entrance to Francis Taylor Blvd., J. McHenry Jones Blvd., the intersection of College Blvd. and the Airport loop road, and the main Airport entrance.
4. Act as Director of Maintenance Branch and coordinate with the Assistant Airport Director – Planning and Engineering (Logistics Section Chief) to develop functional groups to perform post-storm recovery efforts including terminal facility, landside, and airfield inspections as needed to return the facilities to operational status.

J. Pensacola Police - Airport Section

1. Coordinate with the Airport Operations Manager for terminal building preparations.
2. Arrange for transportation to nearest shelter for any passengers left in terminal building at discontinuance of services.
3. Staff the main Airport entrance at 12th Avenue until conditions deteriorate whereby officers cannot remain.
4. Provide for the security of the terminal building throughout the storm.
5. Coordinate monitoring the facility after storm passage and during recovery operations to ensure that only authorized personnel are coming in.
6. If necessary during facility recovery, the on-duty Sergeant will act as Director of the Law Enforcement Branch and develop functional groups

as needed (i.e. perimeter security, terminal security, etc.) to coordinate security operations for the Airport.

7. Coordinate any special security needs during facility recovery operations such as VIP arrivals/visits, and security for staging areas as established by the military or outside entities/agencies.
8. Coordinate with the Airport Security Coordinator and the TSA the re-establishment of the security checkpoint.

K. Airport Administration & Contracts Manager

1. Assist the Assistant Director Planning & Engineering role as Logistics Section Chief for Pre and Post storm preparation and recovery efforts.
2. Maintain a current file of all service contractors capable of providing specific recovery services.
3. Prior to facility closure, contact potential recovery service providers to confirm availability and recall status.
4. Liaison with Logistic Section Chief to coordinate service provider response during recovery operations.
5. If necessary, secure indoor air quality samples immediately after reactivation of all Airport owned facilities and again 30 – 60 days later.
6. If necessary, secure indoor air quality samples immediately after reactivation of all Airport owned facilities and again 30 – 60 days later.

L. Pensacola Fire Department (PFD)

1. Notify the Assistant Airport Director – Operations when conditions deteriorate to the point where ARFF trucks may no longer be used on the airfield (when wind speeds reach a sustained 45 knots (50 mph).
2. Monitor the condition of the ARFF facility and equipment.

M. Federal Aviation Administration

1. Monitor local weather conditions for the effect upon flight operations.
2. Notify the Assistant Airport Director - Operations or designee whenever any destructive weather conditions are likely in the Pensacola area.
3. Evacuate the Air Traffic Control Tower when wind speeds reach 55 knots (63 mph).
4. Coordinate the inspection of all navigational aids after storm passage.
5. Disengage the weather antenna motor when wind speeds reach 65 knots (75 mph).

N. All Pensacola Airport Tenants

1. Maintain individual plans for destructive weather, which include actions to be initiated on the setting of weather conditions listed in Exhibit A.
2. Submit a written report to the Assistant Airport Director - Operations or designee not later than 15 June each year noting that the organization's destructive weather plan has been reviewed and updated as necessary. Include a copy of any updates or changes.
3. Complete all applicable actions required by the Airport Destructive Weather Plan and as indicated in the tenant's destructive weather plan.
4. Maintain contact with the AOC as to the status of required actions.
5. Maintain contact with the Airport Operations Center as to discontinuance or re-establishment of services.
6. Maintain contact with individual employees for recall and recovery protocol.
7. Coordinate with respective central reservations centers to disseminate facility closure/cessation of activity information. Note: this is especially important for rental car firms as customers will not be allowed to return rental cars after the facility is closed.

O. TSA Screening-Operations

1. Coordinate with Airport Management for continued screening operations until facility closure.
2. During facility recovery, coordinate with Operations Section Chief for efforts towards the resumption of passenger screening.

P. Airport Operations Center

The Airport Operations Center (AOC) is located on the second level of the terminal complex. The center is staffed 24 hours a day and is responsible for communications and monitoring all activities at the airport. This center will notify all airport management personnel, monitor all incidents and document all communications during an emergency at the airport to include:

1. Disseminate destructive weather warnings and conditions of readiness to all airport departments and tenants.
2. Receive and record reports from tenant activities as required herein.
3. Contact tenants regarding information on discontinuance or re-establishment of services.
4. Update status boards providing information regarding which activities are manned or closed down, compliance with plans like tie-down of loading bridges, aircraft hangered and/or tied down on general aviation ramps, location and status of vehicles and service equipment remaining aboard PNS, number of personnel and locations aboard Airport, etc.
5. At the direction of the Assistant Airport Director - Operations, or designee, initiate the recall of employee and tenant personnel.

EXHIBIT A

SUMMARY OF DESTRUCTIVE WEATHER TYPES

Weather Type

1. Storm = 48 mph or greater

Issued for maritime and land areas to permit timely action to secure equipment such as aircraft, vehicles, ground equipment, construction material and work-stands, etc.

2. Tropical Storm Watch = Sustained winds of 39 - 73 mph

An announcement that tropical storm conditions (sustained winds of 39 to 73 mph) is possible within the specified coastal area within 48 hours.

3. Tropical Storm Warning = Sustained winds of 39 - 73 mph

An announcement that tropical storm conditions (sustained winds of 39 to 73 mph) are expected somewhere within the specified coastal area within 36 hours.

4. Hurricane, Category 1 = Sustained winds of 74 - 95 mph

Hurricane, Category 2 = Sustained winds of 96 - 110 mph

Hurricane, Category 3 = Sustained winds of 111 - 130 mph

Hurricane, Category 4 = Sustained winds of 131 - 155 mph

Hurricane, Category 5 = Sustained winds above 155 mph

Hurricane Watch

An announcement that hurricane conditions (sustained winds of 74 mph or higher) are possible within the specified coastal area. Because hurricane preparedness activities become difficult once winds reach tropical storm force, the hurricane watch is issued 48 hours in advance of the anticipated onset of tropical-storm-force winds.

Hurricane Warning

An announcement that hurricane conditions (sustained winds of 74 mph or higher) are expected somewhere within the specified coastal area. Because hurricane preparedness activities become difficult once winds reach tropical storm force, the hurricane warning is issued 36 hours in advance of the anticipated onset of tropical-storm-force winds.

5. Tornado F0/F1 = 40 – 112 mph
 Tornado F2/F3 = 112 – 206 mph
 Tornado F4/F5 = 207 – 318 mph

Tornado Watch

Issued to alert the public that conditions are favorable for the development of tornadoes in and close to the watch area. These watches are issued with information concerning the watch area and the length of time they are in effect.

Tornado Warning

Issued by local NWS offices to warn the public that a tornado has been sighted by storm spotters, law enforcement or has been indicated by radar. These warnings are issued with information concerning where the tornado is presently located and which communities are in the anticipated path.

KTS to MPH CONVERSION CHART 1 knot = 1.15077945 mph

5 Knots = 5.8 MPH	80 Knots = 92.2 MPH
10 Knots = 11.5 MPH	85 Knots = 97.9 MPH
15 Knots = 17.3 MPH	90 Knots = 103.7 MPH
20 Knots = 23.0 MPH	95 Knots = 109.4 MPH
25 Knots = 28.8 MPH	100 Knots = 115.2 MPH
30 Knots = 34.6 MPH	105 Knots = 121.0 MPH
35 Knots = 40.3 MPH	110 Knots = 126.7 MPH
40 Knots = 46.1 MPH	115 Knots = 132.5 MPH
45 Knots = 51.8 MPH	120 Knots = 138.2 MPH
50 Knots = 57.6 MPH	125 Knots = 144.0 MPH
55 Knots = 63.4 MPH	130 Knots = 149.8 MPH
60 Knots = 69.1 MPH	135 Knots = 155.5 MPH
65 Knots = 74.9 MPH	140 Knots = 161.3 MPH
70 Knots = 80.6 MPH	145 Knots = 167.0 MPH
75 Knots = 86.4 MPH	150 Knots = 172.8 MPH

EXHIBIT B



R-15

Inspector

EXHIBIT C Destructive Weather Incident Command Structure

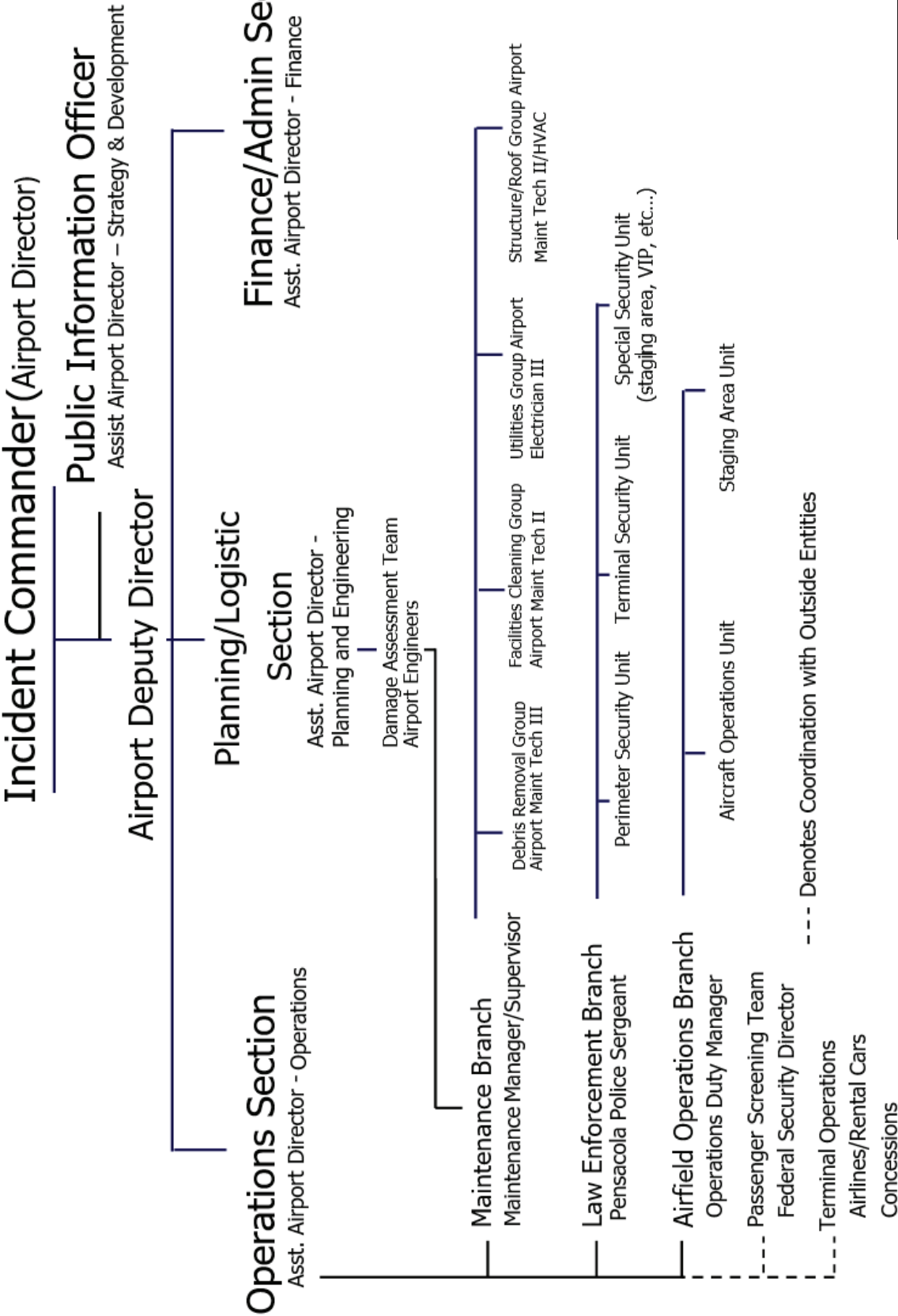


Exhibit D



FAA Southern Regional Airports Division

Airfield Condition Report

Instructions for Reporting Airfield Condition

Use this form to report changes in the condition of your airfield. Submit this when disasters such as hurricanes, earthquakes, tornados, aircraft crash, etc. change the airfield condition.

Times

During a major emergency, please provide regular updates as below:

1. by 07:00 am Eastern
2. another by 15:00 pm Eastern
3. when significant changes occur

Means of submitting

Email: ASO-ARP-Hurricane@faa.gov

We prefer to get email since it gives us an electronic copy of the report.

Best option: Choose the “**Submit by Email**” button at the bottom of the form's last page. That opens a new message using your email program. The message already has the filled out PDF attached and the address filled in.

If you *cannot* access email, an option is to send a FAX to:

404-305-6730

Contacts if problems

If you have trouble submitting email or reaching the FAX phone number above, contact one of the below Airports Division people:

Airports Division (during normal business hours):	404-305-6700
Steven Hicks (Director):	404-305-6701
Nicholas LeMay, ACSI:	404-305-6718
Jim Price, ACSI:	404-305-6721

Airfield Condition Report

Airport Name: _____ LOCID: _____

Date & Time of this information: _____

1. Is the **AIRPORT** OPEN or CLOSED? If closed, when do you expect to reopen?
2. What **RUNWAY**(s) are OPEN /CLOSED?
(Summarize runway status, including basic open/closed information, as well as damage (e.g., flooding or debris). Also include any available information on ramps and taxiways. Include projected return to full operations if available).
3. What **DAMAGE** occurred at your airport?
4. Estimated **DAMAGE COSTS** - per element (for example, terminal roof \$25K, runway lights \$5K). (Summarize damage or lack thereof, as applicable, to the physical plant of (if in separate building): terminal, and support buildings).
5. Status of your **ARFF** vehicle & staffing.
(Summarize Aircraft Rescue & Fire Fighting (ARFF) capabilities; include information on ARFF crew availability, equipment, supplies, etc.)
6. **Days** of Fuel on Hand (Rough estimate is okay)
JET-A: _____
AVGAS: _____
7. Describe the status of **power** and **airfield lighting**
Describe the status of your **ENGINE GENERATORS**
Airfield (all runways?): _____
Fuel farms / FBOs: _____
Terminal Bldg.: _____
8. What are your **airport staffing** levels, operations & maintenance (% of normal level)? Operations: _____%; Maintenance: _____%
9. **NOTAMS** – Please update your NOTAMS - Coordinate with ATCT and Tech Ops.
10. What is the status of air carrier operations

Submit by Email

Exhibit E

Sample Destructive Weather Notification

Destructive Weather Alert

Tropical Storm Earl: Notification

#1 Date: 9/1/98

Time: 1040

Destructive Weather Condition: Tropical Storm Condition IV

Tropical Storm Earl is currently located at 25.4N and 92.7W and moving north at 5 knots with winds at 50 mph gusting to 60.

At this time the Escambia County Emergency Operations Center is taking a wait-and-see approach. The EOC is not yet being staffed but this may change tonight or tomorrow. The National Weather Service has indicated that a hurricane watch may still be posted for the Gulf Coast later today.

Given the proximity of the storm to our area, the Airport is going to Tropical Storm Condition IV. In accordance with the destructive weather plan, this level indicates that tropical storm force winds may be experienced within 72 hours.

All tenants should review their individual hurricane preparedness plans and be prepared to implement the same.

Destructive Weather Alert

Tropical Storm Earl: Notification

#3 Date: 9/2/98

Time: 0530

Destructive Weather Condition: Hurricane Condition 1

The National Weather Service has posted a hurricane warning for our area. As of 5:00 a.m., Tropical Storm Earl was located at 27.8N and 90.5W and moving NE at 9 mph with winds at 60 mph gusting to 70 mph. Tropical storm force winds extend 150 miles to the east of the storm. At the current rate of movement, we should experience tropical storm force winds in our area at approximately 1400 today. The storm is predicted to reach hurricane strength just prior to landfall. Landfall is currently predicted to be just west of Mobile around midnight.

Given the above circumstances, the Airport is going to Hurricane Condition I per the destructive weather plan; this condition is set when we expect tropical storm force winds within 12 hours. We will have a meeting with all tenant managers in Suite 225 of terminal at 0900 this morning. In the meantime, all tenants should begin preparing their areas for possible closure.

Exhibit F

Preparedness and Recovery Checklists

Terminal close time and airline stop times to be coordinated with the airlines.

Tenants should coordinate area preparations with Operations. As an area is prepared, the tenant should contact the Airport Operations Center (AOC). An Airport representative will then check that area for acceptability.

Emergency Operations Telephone: _____

ETA Tropical Storm Force Winds: _____

Terminal Close Time: _____

Airline Stop Times:

American:

Southwest:

Delta:

United:

Silver:

Frontier:

Spirit:

UPS:

Facility Status:

Terminal _____

Construction Areas _____

Parking Lots _____

Pensacola Aviation Center

Innisfree

Aircraft remaining: _____

Aircraft remaining: _____

Skywarrior

PNFC

Aircraft remaining: _____

Aircraft remaining: _____

Blue Air

Aircraft remaining: _____

Terminal Building Tenants:

American

OHM

Delta

Paradies

Silver Airways

USO

Southwest

Avis/Budget/Payless

United

Hertz/Dollar/Thrifty

Spirit

Enterprise/National/Alamo

ELS

Janitorial

TSA

Exhibit F
Destructive Weather Recovery Checklist

Areas to be inspected and returned to operations, in order of importance:

1. Airfield
2. Airfield Lighting System
3. FAA Facilities
4. ARFF
5. Security
6. Fuel Farm
7. Terminal
8. Airport Roadway System
9. Parking
10. Utilities

Exhibit F
Destructive Weather Recovery Checklist

(Information below is gathered from each individual checklist.)

Airfield/Lighting

17/35_____

8/26_____

A_____

B_____

C_____

D_____

Lights_____

Ramp lights_____

FAA

Radar_____

ILS_____

ATCT_____

Tracon_____

ARFF

Mutual Aid:

Police_____

City Fire_____

EMS_____

Perimeter Security

Fence_____

Delivery gate _____

Perimeter Gates _____

Fuel Farm

Fence_____

Gates _____

Lighting _____

Terminal

Doors_____

Sec. System_____

Check pt._____

Loading Bridges

Airport Roadway System

Airport Loop Rd_____

Airfield_____

Francis Taylor_____

Col JM Jones_____

MayGarden _____

Service Center Rd _____

College Blvd_____

AOA Perimeter_____

Fuel Farm entrance _____

Parking Lots

Garage 1_____

2_____

3_____

4_____

Surface_____

Lot 1_____

Lot 2_____

Lot 3_____

Lot 4 _____

Utilities

Water_____

Power_____

Phone_____

Gas_____

Overflow_____

Exhibit F
Destructive Weather Recovery Checklist
AIRFIELD

Check for FOD, erosion, standing water

Rwy 17/35:

Rwy 08/26:

Twy A:

Twy B:

Twy C:

Twy D:

Twy E1:

Retention pond:

Once the airfield is inspected and cleared, it can be opened for Emergency Daytime operations

Exhibit F
Destructive Weather Recovery Checklist
AIRFIELD LIGHTING

Check for damaged bulbs, signs and lighting circuits as well as control from the Tower and Tracon.

Rwy 17/35:

Rwy 08/26:

Twy A:

Twy B:

Twy C:

Twy D:

Twy E1:

Beacon:

Tower/Tracon Control:

Vault:

Generator (include fuel status):

If the airfield is inspected, cleared, and lighting system is operational, it can open for emergency daytime and nighttime VFR operations.

Exhibit F
Destructive Weather Recovery Checklist
FAA FACILITIES - ATCT

Radios:

Building Utilities:

Electricity
Telephone
Water
Gas

Building Systems:

HVAC
Lighting
Elevator
Fire Protection
Alarm/Detection
Sprinkler

Weather tightness:

Interior Condition

If FAA facilities are operational, can open for emergency daytime and nighttime operations (all weather). If Tracon is operational but ATCT is closed, will need to identify this via NOTAM.

Exhibit F
Destructive Weather Recovery Checklist
ARFF

Check for personnel/vehicle readiness, capability of alerting system, capability of mutual aid organizations.

Personnel:

Rescue 110:

Rescue 111:

Rescue 112:

Alerting System:

Building Utilities:

Electricity

Telephone

Water

Gas

Building Systems:

HVAC

Lighting

Fire Protection

Alarm/Detection

Sprinkler

Mutual Aid

City Fire City Police EMS

Weather tightness:

Interior Condition:

Generator (include fuel status):

If the airfield, FAA facilities, ARFF, and security are operational, can open for 139 operations.

Exhibit F
Destructive Weather Recovery Checklist

SECURITY

Check for personnel readiness and integrity of perimeter security.

Personnel:

Perimeter Fence:

Perimeter Gates:

(If perimeter gates are chained and locked, may need to open some and get under normal control in order to facilitate recovery operations)

If the airfield, FAA facilities, ARFF, and security are operational, can open for 139 operations.

Exhibit F
Destructive Weather Recovery Checklist

FUEL FARM

Check for operational readiness.

Fenceline secure: yes / no

Gates operational: yes / no

Lighting operational: yes / no

Personnel Available:

Fuel Trucks Available:

Utilities:

Electricity

Fuel Availability

Quantity

PAC

Innisfree

Scheduled Deliveries:

Exhibit F
Destructive Weather Recovery Checklist

TERMINAL BUILDING

Building Utilities:

Electricity

Water

Telephone

Gas

Building Systems:

HVAC

Lighting

Elevators

Escalators

Fire Protection:

Alarm/Detection

Sprinkler

FIDS:

BIDS:

Bag Belts / BHS:

Jetbridge:	1	2	3	
	4	5	6	
	7	8	9	10

Lift Station:

Security: Security System_____ Checkpoint _____

Ramp Area: (Check for FOD)

Ramp Lights:

Tug Drive: (Check for FOD)

Weather tightness:

Interior Condition:

Generator: (Include fuel status)

Safety Items

Exhibit F
Destructive Weather Recovery Checklist
TERMINAL ROADWAY SYSTEM

Check for debris blocking roadway access, signage and condition of lighting.

Debris:

Roadway Lighting:

Signage:

PARKING LOTS

Check for gates, booths, debris, signage and condition of lighting.

Debris:

Lighting:

Booths:

Utilities

Electricity

Sewer

Systems

Lighting

Fee Computer

Telephone

Water

HVAC

Entrance Gates:

Exit Gates:

Signage

Exhibit F
Destructive Weather Recovery Checklist
U.S. Customs and Border Protection (CBP)

Building Utilities:

- Electricity
- Telephone
- Water
- Gas

Building Systems:

- HVAC
- Lighting
- Fire Protection
 - Alarm/Detection
 - Sprinkler

Weather tightness:

Interior Condition:

Entrance/Exit Gates:

Parking Lot

Roadway Entrance Signage:

Property Grounds / Debris

Exhibit G

Summary of Destructive Weather Warnings / Conditions

Warning/Condition	Time Until Storm Hits
Storm Condition IV	within 72 Hrs.
Storm Condition III	within 48 Hrs.
Storm Condition II	within 24 Hrs.
Storm Condition I	within 12 Hrs.
Tropical Storm Condition IV	within 72 Hrs.
Tropical Storm Condition III	within 48 Hrs.
Tropical Storm Condition II	within 24 Hrs.
Tropical Storm Condition I	within 12 Hrs.
Hurricane Watch:	Issued whenever a hurricane becomes a threat to our area.
Hurricane Warning:	Issued whenever a hurricane is expected in our area within 24 hours.
Hurricane Condition IV	within 72 Hrs.*
Hurricane Condition III	within 48 Hrs.*
Hurricane Condition II	within 24 Hrs.*
Hurricane Condition I	within 12 Hrs.*

* Time before tropical storm force winds (34 mph) are reached at the Pensacola International Airport

Exhibit H

Summary of Airport's Tentative Hurricane Planned Action

Other than tornados, hurricanes are probably the most unpredictable and destructive weather that will be experienced in the Pensacola area. Timing of planned actions depends upon many factors such as the category of storm and speed of movement. Therefore, the following are just estimated planning times of various actions that will be taken should a hurricane threaten the Pensacola area.

T-time: The estimated time in hours before tropical storm force winds are reached at the Pensacola International Airport for the indicated actions to take place.

R+time: The estimated time in hours after the hurricane's destructive winds allow for an all-clear and recovery operations are anticipated to take place.

T-time	Action
--------	--------

•T-72 hours --- Initial meeting and weather briefing. Some discussion of anticipated timelines and track forecast. Review plan specifics and begin making preparation efforts. Logistics should be in place or underway, employee schedules and tasking well understood.

•T-48 hours --- Second scheduled tenant meeting to review preparation progress and ensure coordination of details. Staff anticipates closing facility and potential times are discussed but not publicly disseminated.

•T-24 hours --- Third scheduled tenant meeting with specific guidance and commitment to terminal closure time. Final preparations being made to include cut-off for commercial flights. Media notifications begin.

•T-12 hours --- Airport terminal will be closed to public. Final storm preparations including the securing of ground equipment and jet ways in progress. Tenants must check out with Airport Operations and discuss placement of equipment. Time is necessary for forecast errors, allowance for employees to make home preparations, and provide a safe window for ground travel for passengers who cannot fly.

•T-8 hours --- Terminal building closed to all non-essential personnel. Police barricades in place. All tenants must vacate premises or notify the AOC with the specific number of people and names of who is remaining (non-terminal). Airfield is closed via NOTAM when the operating environment can no longer be guaranteed.

Exhibit H

R – Recovery Action

•R+1 hour --- Initial damage assessment of airfield operating environment and vital infrastructure begins. Communication is restored, necessary support systems readied.

•R+4 hours --- Airport maintenance staff and others arrive and widen inspections of particular components and systems. Priority goes to what is required to resume flight operations such as debris removal.

•R+8 hours --- All resources are dedicated to recovery efforts on airfield and prioritized elsewhere to minimize further damage. Some damage assessment information available through the AOC (private phone number). Tenant representatives may call and/or respond back to terminal for recovery efforts based upon actual situation. References will be made to the predefined list of tenant representatives included in the destructive weather plan.

General employees may not be allowed in. Reopen times for terminal and airfield are calculated. Deployment of support companies and contractors underway.

•R+24 hours --- Comprehensive damage assessment completed. Areas opened as conditions dictate to general employees and/or public. If repairs require closure, tenant meetings resume every 24 hours for updates and progress discussions. Media coordination of opening times – resumption of public services such as parking / rental cars ongoing.

NOTES:

- Until FAA tower controllers return, Operations will need to be prepared to direct/park relief and emergency aircraft.
- Fuel status is very important. More than likely, any relief/emergency aircraft will not be able to refuel at PNS immediately following a destructive weather incident.
- Operations to ensure the FAA Hurricane Reporting Form (**Exhibit D**) is completed and submitted.

Exhibit I
Maintenance Department

Time:	Action:	
T-72	<ul style="list-style-type: none"> • Verify all recall numbers. • Perform load test all emergency generators for one hour. (Terminal, Garage, Vault, ARFF) • Fuel vehicles and record odometer readings. • Fuel equipment, portable generators and all portable gas cans. • Fuel gas grill • Fill water truck • Order replacement fuel for all tanks. (Total UNL = 6300 gallons. Total DIESEL = 5130 gallons). Also include portable tanks. • Inspect and operate all maintenance equipment. • Check proper tie-down materials are available for all loading bridges • Check locks on terminal building for proper operation. • Verify all emergency supplies are on hand. 	
T-48	<ul style="list-style-type: none"> • Conduct inventory of Destructive Weather Equipment Preparedness List materials and replenish any missing items. • Check/restock supplies of batteries and flashlights. • Conduct FOD sweep around maintenance facility. • Attach sweeper to Front End Loader. • Ensure fuel spill kit is properly secured. Park handicap ramp under south side of area "A" along wall. • Check and clean all airfield and perimeter road drains. 	

Exhibit I

T-24	<ul style="list-style-type: none"> • Disable power and secure windsocks. • Move portable "Xs" to under Area "A" and secure. • Install storm shutters. • Store equipment in storm locations. • Two front end loaders: One front end loader in the maintenance bay; one with sweeper attachment in the Tug Drive. • Two tractors: One w/ sweeper in Tug Drive; One under Area "A" • Dump Truck in Tug Drive (enter from North end). • Move sweepers to interior of garage, 1st level. • Retrieve all trash cans and ashtrays from terminal, front of terminal, garage, Tug Drive, concourse, taxi queue, employee lot, shuttle lot and surface parking lot. • Conduct FOD sweep and notify Operations of any tenant debris that needs to take care of. • Secure signs out front of terminal building. • Fill all coolers with ice. 	
Time:	Action:	
T-12	<ul style="list-style-type: none"> • Tie-down any unused jet ways in accordance with Exhibit J. Once winds approach 60 mph or upon direction of Assistant Airport Director for Operations, tie-down all remaining jetways. Assist airlines as needed. Secure power to all jetways. • Switch all emergency lights circuits to bypass computer at the terminal building. • Switch ALCS to fail safe mode at vault. • Disable power and controls to perimeter gates not on priority listings. Coordinate with Police to chain and lock these gates. • Seal off fresh air intake vents on all terminal HVAC units located on roof. • Top off all vehicles. 	

Exhibit I

T-12	<ul style="list-style-type: none">• Final check and secure of all Airport loose items that may become projectiles. Terminal small trash, smoke cans, FOD barrels, bird cannons (3).• Light cart will be moved inside Tug Drive (corner by electrical room). Smaller trailer w/ generator will be checked and moved into large maintenance hangar.• Move Bucket Truck and Front End loader into maintenance bay.• Conduct FOD sweep around all buildings.• When possible, reduce staff by 50%. Have departing personnel take 800 MHz radio. Once the storm passes, for 5 minutes, monitor "A/P Maint" on the hour plus 10 minutes and on the hour plus 40 minutes.• Assist Administration in covering all computers with plastic.• Park all Administration vehicles in the Tug Drive.• Assist Police in locking terminal and maintenance.	
T-08	<ul style="list-style-type: none">• Switch Terminal, Vault and Garage to emergency power. Allow ARFF to transfer automatically.• Secure power to remaining gates. Have security chain and lock.• Park 2 vehicles under Area "A" and 2 on North side of maintenance building.• Secure remaining personnel and have them take and monitor radios on predetermined monitoring cycle. Pass-on latest recovery information.• Secure all buildings.• Assist Police as necessary.	

Exhibit I

R	<p>TEAM "A"</p> <p>Evaluate!</p> <ul style="list-style-type: none"> • Inspect and report status of Airfield lights. • Inspect and report status of runways, taxiways, ramp, perimeter road and fence, public roads and parking. 	<p>TEAM "B"</p> <p>Evaluate!</p> <ul style="list-style-type: none"> • Check Terminal, ARFF, Maintenance building, Garage, all tenant buildings, Tower/TRACON. 	
R+1	<ul style="list-style-type: none"> • Activate recall - find their status and recall all available. • Assist with rescue of injured personnel on airport property. • Clear debris from all runways, taxiways, ramps, public roads and parking. Notify Airport Operations as areas are available for use. • Can open parts of airfield for emergency daytime operations once debris is cleared. • Start repairs to runway 17/35 lights, 08/26 lights and taxiway lights. • Restore power; reset alarms to Terminal and work on HVAC systems. • Notify AOC as Airfield electrical systems are restored. • Notify Airport Operations if repairs are beyond local capabilities. • Check condition of vehicles. • Conduct emergency repairs of Terminal, FAA, ARFF and Maintenance buildings. • Notify AOC as buildings are safe for the public to enter. • Barricade off unsafe areas. 		

Exhibit J



JETWAY®
Apron Drive 2 & 3 Tunnel
PLC Bridge

Section 5: Operating Procedures

2. Parking Procedures

- A. If the wind exceeds 60 mph, the bridge should be rotated so that its length points away from the wind. Try to minimize the amount of side area exposed to the wind. The bridge should be fully retracted and lowered. Wheel chocks should be used at these times.
- B. Facing the bridge away from the wind and using wheel chocks will provide adequate protection against winds up to 90 MPH. If winds exceed 90 MPH the following procedures should be observed.
 - (1) Park the bridge so that it is centered over the hurricane tie down lugs located on the apron (if provided). The bridge must be positioned so that the tie-down straps are perpendicular to the centerline of the bridge when the bridge is fully retracted and down.
 - (2) The tie-down ears are close to the cab end of the bridge. These ears are welded to the I-beams supporting the cab bubble.

↳ **NOTE:** Tie-down ears and straps are optional equipment.

- (3) 3 inch straps and hardware should be used.
- (4) All tie-down straps should be snug, not overly tight. Over tightening the straps reduces the load they can carry and might overload the bridge. Tie-down straps should be adjusted so that there are at least two wraps around the load binder slotted pin.

May 2007

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Federal Aviation Administration
Southern Region Airports Division
APPROVED
27 Nov 2024
MF
Inspector

Exhibit K

Equipment Preparedness List

The following equipment/material listing will be obtained and ready as soon as possible when a hurricane watch is issued for this area. All items will be placed in the Security-Maintenance area on the ground floor under the Concourse. The list is divided into three parts: non- consumables and consumables (which the Airport will provide) and personal (which the individuals will bring/provide).

Non-Consumables:

- Flashlights
- Spare Batteries
- Water Containers
- First Aid Supplies
- Ice Chests
- Portable radios and TV (ac and dc)
- Portable/cellular telephones
- Video camera(s) and still cameras - plus film and batteries
- Plastic materials to wrap up computers and other electronic equipment.

Consumables:

The following list of non-perishable goods is not all inclusive and is subject to change.

- Water
- Energy drinks (such as Boost, Ensure)
- Powered beverages (like Crystal Light, PowerAid)
- MREs
- Various energy bars, granola bars
- Crackers, cookies, nuts, trail mix
- Cans/pouches of tuna, chicken, etc.
- Peanut butter
- Pudding, jello
- Cans of Spaghettis/Raviolis, veggies

Exhibit K

Personal:

Anyone staying at the airport during a storm needs to bring with them:

- Medicines/medications
- Games, books, magazines, etc.
- Blankets and/or sleeping bag
- Extra clothing
- Spare eyeglasses
- Special dietary needs
- Toiletries/personal items

Exhibit L

Tornado Warning Procedures

DEFINITION: Tornado Warning

Issued by local NWS offices to warn the public that a tornado has been sighted by storm spotters, law enforcement or has been indicated by radar. These warnings are issued with information concerning where the tornado is presently located and which communities are in the anticipated path.

1. Airport Operations and/or Police personnel will make the decision on implementing a weather evacuation in the event of a tornado warning specifically affecting the airport environment.
2. Information will be passed via the terminal-wide fire alarm system. Weather evacuations will be announced via a pre-programmed message that will be transmitted over all speakers, and will be followed by specific instructions.
3. During any inclement weather situation that could elevate to a tornado warning, Operations, Police and TSA supervisory personnel should have a short meeting to discuss the situation and refresh themselves on procedures to be followed should a warning condition arise.
4. Airport Dispatch should keep abreast of the weather via various computer websites (such as NOAA.gov) and advise Operations and Police personnel should warning conditions for the Airport be issued.
5. In a weather event, personnel located in the central to east areas of the concourse (past Gate 4) will be directed away from the window areas and to either the bathroom area or the central area by the food/beverage and news/gifts operation. Personnel located in the western area of the concourse (before Gate 4) and those located in the second level checkpoint and waiting area will be directed to the hallway adjacent to the pre-screening food and beverage operation. Personnel located on the first level will be directed to baggage claim. Please note these are the areas away from windows.
6. Dependent upon the wishes of the aircraft captain, personnel will be taken off aircraft and directed to one of the locations outlined above.
7. If the concourse was able to remain sterile, screening operations would begin as usual. In the event the concourse was not able to remain sterile, the concourse would be cleared and all personnel re-screened.
8. The various managers should pass the word to all employees so they know what to expect and what to do in the event we need to activate the alert system.

APPENDIX S**TABLE OF CONTENTS**

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APPENDIX S**1. Purpose:**

The information contained in this Extended Tarmac Delay Plan is intended to supplement the Basic Plan, Functional Sections and Hazard Specific Sections of the Airport Emergency Plan. This Plan defines the responsibilities and describes the actions to be taken in the event of a commercial airline aircraft, either domestic or international, with an extended tarmac delay at the Pensacola International Airport with the intent to:

- A. Provide for the deplaning of passengers;
- B. Provide for the sharing of facilities and make gates available at the airport; and
- C. Provide a sterile area following excessive tarmac delays for passengers who have not yet cleared United States Customs & Border Protection (CBP).

2. Situation and Assumptions:

This section describes the situations pertaining to extended tarmac delays at the Pensacola International Airport:

- A. Air carriers serving the Pensacola International Airport may have occasional irregular operations due to mechanical issues, weather issues, or aircraft divert issues which result in passenger aircraft being parked on the tarmac for extended periods of time.
- B. Under 49 CFR Part 259.4, an extended tarmac delay is defined as the holding of an aircraft on the ground either before taking off or after landing with no opportunities for its passengers to deplane.
- C. Air carriers may be subject to monetary penalties for not providing passengers with the ability to deplane before the expiration of the time limits imposed.
- D. For domestic flights, air carriers shall not permit an aircraft to remain on the tarmac for more than three hours:
 - Unless the pilot-in-command determines there is a safety-related or security related reason why the aircraft cannot deplane, or
 - Unless air traffic advises that returning to the gate or another disembarkation point elsewhere to deplane passengers would significantly disrupt airport operations
- E. For international flights, air carriers shall not permit an aircraft to remain on the tarmac for more than four hours:
 - Unless the pilot-in-command determines there is a safety-related or security related reason why the aircraft cannot deplane, or
 - Unless air traffic advises that returning to the gate or another disembarkation point elsewhere to deplane passengers would significantly disrupt airport operations

APPENDIX S

- F. For all flights, the air carrier shall provide adequate food and water no later than two hours after an aircraft leaves the gate or touches down.
- G. For all flights, the air carrier shall be able to provide operable lavatory services/facilities, as well as medical attention, if needed while the aircraft remains on the ground.
- H. Each individual air carrier will have its own contingency plan for handling extended tarmac delays. The plan will outline specific trigger points for action on the part of the local station personnel. Air carriers shall provide Airport Operations with a current copy of their contingency plan.
- I. It shall be the responsibility of the local air carrier station personnel to notify Airport Operations of potential extended tarmac delay situations and to coordinate the implementation their specific contingency plans.

3. Operations:

This section explains the Airport's overall approach to extended tarmac delays.

- A. Primary responsibility for activating the extended tarmac delay plan shall fall on the affected air carrier.
- B. Extended tarmac delay updates shall be disseminated by the air carrier personnel to Airport Operations via the Airport Operations Center (AOC).
- C. Once notified of an extended tarmac delay situation, air carrier and Airport Operations personnel will jointly coordinate aspects of the response as indicated in the individual response plans.
- D. Pensacola International Airport 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 deplaning of passengers. Additionally airport personnel are not trained to assist in the deplaning of passengers using equipment owned or operated by air carriers or contract service providers. Pensacola International Airport 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 that have incurred excessive tarmac delays as soon as practicable after receiving requests from such airlines.
- E. Personnel should be prepared to take steps to deplane passengers.
International diverss require special consideration as further outlined elsewhere. Approximately nine of the ten gates at Pensacola International Airport are under preferential use agreements with air carriers and not fully controlled by the Airport. Only one gate (Gate 9) is not under any agreement and assigned by the Airport to air carriers on an as-needed basis. Following an extended tarmac delay situation, the order in which gates will be made available would be as follows:
 - Primary location will be at the air carrier's preferential use gate
 - Second location will be another air carrier's preferential use gate as

APPENDIX S

- long as the use of the gate does not otherwise interfere with the preferential airline's ongoing operations
- Third location would be in a remote parking space on the south air carrier apron
 - Fourth location would be in a remote parking area other than the south air carrier apron and determined at the time by Airport Operations
- F. For those aircraft remotely parked on the south air carrier apron, badged air carrier personnel may provide food, water and lavatory service without escorts from Airport Operations personnel.
- G. For those aircraft remotely parked elsewhere on the Airport, air carrier personnel shall coordinate with Airport Operations or law enforcement personnel for escorts to the aircraft for servicing.
- H. For aircraft remotely parked in any location, in the event passengers are to be deplaned, air carrier personnel shall coordinate with Airport Operations for transportation of passengers from the aircraft to the terminal.
- I. In the case of an international divert experiencing an extended tarmac delay, a coordinated response involving air carrier, Airport Operations, Pensacola Police-Airport Section, Transportation Security Administration and U.S. Customs personnel is required to ensure the integrity of passengers and belongings.
- J. For international divers, Airport Operations shall coordinate with all parties to establish a sterile holdroom in the Gate 9 seating area, and or downstairs at Gates 11 and 12 seating area (see Exhibit B). The perimeter of the area shall be staffed by airline personnel who shall ensure that no unauthorized individuals exit or enter the area and that no unauthorized items are brought into or out of the area. Any unauthorized activity shall be immediately reported to the AOC who in turn will notify Pensacola Police, Transportation Security Administration and U.S. Customs personnel.
4. **Organization and Assignment of Responsibilities:**
- A. Air Carriers
- The senior air carrier representative shall activate the extended tarmac delay plan and shall assume the overall responsibility for response.
 - Maintain active liaison with Airport Operations for the implementation of the air carrier's and Airport's extended tarmac delay plans.
 - Advise Airport Operations of internal trigger points for action on the part of local station personnel.
 - Obtain all items and personnel necessary for servicing aircraft in accordance with air carrier's extended tarmac delay plan.
 - If necessary, request contacts from Airport Operations for the other air carriers, fixed base operations and others entities that may have equipment and personnel needed to safely service or deplane aircraft.

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- If requiring an aircraft parking location other than the air carrier's assigned preferential use gate, request a location from the Airport Operations Center and Airport Operations.
- Coordinate with Airport Operations for escorts to aircraft that may be remotely parked in locations other than the south air carrier apron.
- Coordinate with Airport Operations for the provisions of any vehicles needed to move passengers from the aircraft to the terminal. While the Airport has access to 15-passenger shuttle vehicles that are used in conjunction with the parking operation, should these vehicles not be available, it shall be the responsibility of the air carrier to bear the expense necessary for the provision of outside buses.
- For international divers, contact U.S. Customs and the Transportation Security Administration to advise them of the situation.
- For international divers, coordinate with Airport Operations to establish a sterile hold room and staff the same with air carrier personnel.

B. Airport Operations Department

- Once notified, coordinate with the senior air carrier representative to implement the air carrier and Airport extended tarmac delay plans.
- Ensure that Airport management has been notified.
- Coordinate with the air carrier to determine the aircraft parking location based on the criteria outlined in Section 3.
- Provide air carrier representative with contact numbers for other air carriers, ground handlers and fixed base operators for equipment and personnel air carrier may require to safely service the aircraft and to deplane passengers.
- For international divers:
 - Ensure that U.S. Customs and TSA have been notified
 - Coordinate with air carrier, U.S. Customs and Pensacola Police-Airport Section, for any security requirements U.S. Customs may have for parking the aircraft in general
 - Should deplaning passengers become necessary, coordinate the establishment of a sterile hold room in the Gate 9 or Gates 11 or 12 area and ensure that the air carrier handles the perimeter security of the area.
- Assist air carrier with accessing aircraft if remotely parked in a location other than the south air carrier apron.
- If transportation is needed to move passengers from the aircraft to the terminal, contact parking operator and coordinate the use of the parking shuttle vehicles.

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C. Pensacola Police - Airport Section

- Coordinate with U.S. Customs for security items related to international divers.
- As needed, assist with the establishment of a sterile hold room in the designated gate area for international passengers.
- Coordinate with U.S. Customs, TSA and air carrier in the event of any breaches of the security on the sterile hold room for international passengers.

APPENDIX S

Exhibit A

**PENSACOLA INTERNATIONAL AIRPORT
EMERGENCY CONTINGENCY PLAN**

Pensacola 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 Byron Burkhart, Airport Assistant Director at bburkhart@cityofpensacola.com. Pensacola International Airport 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, Pensacola International Airport 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).

Airport Information

Name of Airport: Pensacola International Airport

Name and title of person preparing the plan: Byron Burkhart, Assistant Airport Director

Preparer contact number: (850) 436-5007

Preparer contact e-mail: bburkhart@cityofpensacola.com

Date of submission of plan: June 22, 2022

Airport Category: Small Hub

Contact Information

In the event of diversion or other irregular operations events, aircraft operators should contact the Airport Operations Center at (850) 436-5111 for assistance.

APPENDIX S**Plan to Provide for the Deplanement of Passengers Following Excessive Tarmac Delays**

Pensacola International Airport 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 Emergency

Only one gate at Pensacola International Airport is under common use lease to the airlines and is controlled by the airport. Additionally there are nine gates at Pensacola International Airport that are under preferential leases to air carriers and are not fully controlled by the airport. We will direct our common use leases, permittees or users to make the gate 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. If additional gates are needed, we will direct tenant air carriers to make preferential use gates and other facilities available to an air carrier seeking to deplane at a gate, during those times when the tenant airline is not using, or not scheduled to use, the gate to the maximum extent practical.

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

Pensacola International Airport 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.

Public Access to the Emergency Contingency Plan

Pensacola International Airport will provide public access to its emergency contingency plan through one or more of the following means:

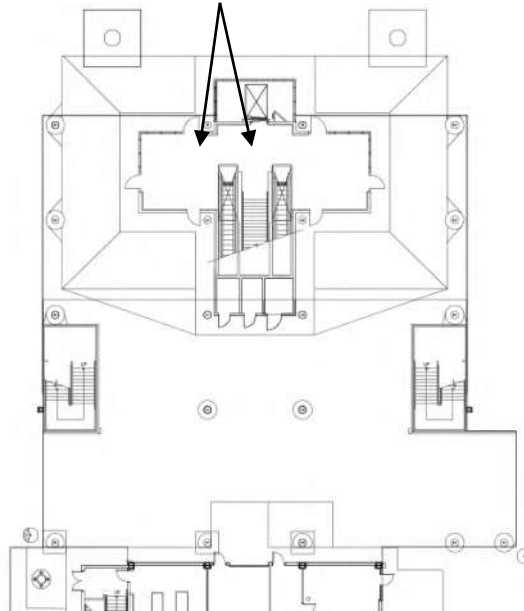
Posting in a conspicuous location on the airport website (<http://www.flypensacola.com>).

APPENDIX S

Exhibit B ~ HOLDROOM FOR INTERNATIONAL FLIGHTS

THESE AREAS WILL BE MONITORED AND MAINTAINED BY OPERATIONS AND PENSACOLA POLICE PERSONNEL AND CCTV.

GATE 11/12 AREA – FIRST FLOOR



GATE 9 SEATING AREA – SECOND FLOOR

