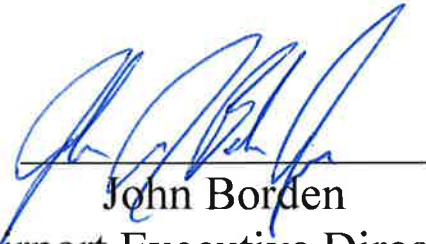


# NEWPORT NEWS/WILLIAMSBURG INTERNATIONAL AIRPORT

## TARMAC DELAY CONTINGENCY PLAN



John Borden  
Airport Executive Director

8 APR 24  
Date

900 Bland Blvd, Suite G  
Newport News, Virginia 23602

Newport News  
Williamsburg Airport

**RECORD OF CHANGES**

Date	Section Revised	Approval
6/16/2022	Revision	Denied
8/9/2022	Title changed to “Tarmac Delay Contingency Plan”	
4/3/2024	Updated Operations Dept. Phone Number and Airport Director	

# Newport News Williamsburg Airport

## Tarmac Delay Contingency Plan

The Newport News/Williamsburg International Airport (NNWIA) has prepared this Tarmac Delay Contingency Plan pursuant to §42301 of the FAA Modernization and Reform Act of 2012. Questions regarding this plan can be directed to Robert Gay at [rgay@newportnewsairport.com](mailto:rgay@newportnewsairport.com). NNWIA 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, NNWIA will:

- Provide for the deplanement of passengers;
- Provide 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).

NNWIA has facility constraints that limit its ability to accommodate diverted flights. The airport strongly encourages aircraft operators to contact the Airport Operations Department at (757) 957-2887 for prior coordination of diverted flights, except in the case of a declared in-flight emergency. This phone number is monitored 24 hours a day. Specific limited facility constraints include:

- Sterile area space
- Passenger holding space
- Fueling capacity
- Food and beverage services
- Direct jet bridge access to the terminal facilities

NNWIA makes every effort to accommodate diverted flights to ensure the safe and efficient operation of the airport and its ability to serve the civil aviation needs of the public during irregular operations.

### **Airport Information**

Name of Airport: Newport News/Williamsburg International Airport (PHF)

Name and title of person preparing the plan: Robert Gay, Operations Manager

Preparer contact number: (757) 880-2746

Preparer contact e-mail: [rgay@newportnewsairport.com](mailto:rgay@newportnewsairport.com)

Date of submission of plan: June 16, 2022

Airport Category: Non Hub

Updated: April 4, 2024

# Newport News Williamsburg Airport

## **Contact Information**

In the event of diversion or other tarmac delay operations events, aircraft operators should contact the Airport Operations Department at (757) 957-2887 for assistance. This phone is monitored 24 hours a day, 365 days a year.

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

The Newport News/Williamsburg International Airport has ample ramp space to accommodate diverted aircraft, and the airport has the ability to transport passengers via shuttle bus to the terminal facility. However, the 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. The 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 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**

The gates at NNWIA are under preferential lease to air carriers and are not fully controlled by the airport. During those time periods when the tenant's usage of that gate meets the usage specified in the preferential use lease, the airport may be able to direct a tenant airline to accommodate another air carrier aircraft at its preferentially leased gate. The airport will direct its tenant air carriers to make gates and other facilities 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.

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

NNWIA has a defined Federal Inspection Services (FIS) sterile area capable of accommodating approximately 100 passengers. NNWIA 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 Tarmac Delay Contingency Plan**

NNWIA will provide public access to its Tarmac Delay contingency plan in a conspicuous location on the airport website at [www.newportnewsairport.com](http://www.newportnewsairport.com).

Updated: April 4, 2024