

**BILLINGS LOGAN INTERNATIONAL AIRPORT**

**IRREGULAR OPERATIONS**  
**CONTINGENCY PLAN**



**PREPARED BY**  
**CITY OF BILLINGS**  
**AVIATION AND TRANSIT DEPARTMENT**

**MAY 2022**

Billings Logan International Airport has prepared this Irregular Operations Contingency Plan pursuant to §42301 of the FAA Modernization and Reform Act of 2012. Questions regarding this Plan can be directed to Shane Ketterling, Assistant Director of Aviation and Transit, at [ketterlings@billingsmt.gov](mailto:ketterlings@billingsmt.gov). Billings Logan 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, Billings Logan 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 and Border Protection (CBP).

Billings Logan International Airport has facility constraints that limit our ability to accommodate diverted flights and maintain the Airport's safe operation, and strongly encourages aircraft operators to contact the Airport at 406-657-8496 for prior coordination of diverted flights, except in the case of a declared in-flight emergency. Specific facility constraints include the following: shortage of gates, lack of available ramp parking, and no CBP. We have noted these constraints in Billings Logan International Airport's Airport/Facility Directory record. During diversion events, Billings Logan International Airport issues NOTAMs regarding its ability to accommodate diverted flights to ensure the safe and efficient operation of the Airport and its ability to serve the civil aviation needs of the public during irregular operations events.

## Airport Information

Name of airport: Billings Logan International Airport

Name and title of person preparing the Plan: Shane Ketterling, Assistant Director of Aviation and Transit

Preparer contact number: 406-657-8339

Preparer contact e-mail: [ketterlings@billingsmt.gov](mailto:ketterlings@billingsmt.gov)

Date of submission of Plan: May 18, 2022

Airport category: Large Hub  Medium Hub  Small Hub  Non Hub

## **Contact Information**

In the event of diversion or other irregular operations events, aircraft operators should contact Airport Operations Personnel at 406-657-8496 for assistance.

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

Billings Logan International Airport does not operate any of the equipment needed to safely deplane passengers directly into the Terminal Building from air carrier aircraft and is, therefore, unable on its own to provide for the deplanement of passengers. Additionally, Airport personnel are not trained to assist in the deplanement of passengers using equipment owned or operated by air carriers or contract service providers. We will provide a list of airlines, ground handlers, fixed base operators, and others who may have the necessary equipment and personnel to safely deplane passengers to airlines as soon as practicable after receiving requests from such airlines experiencing excessive tarmac delays at the contact number listed above. Billings Logan International Airport does have the ability to remotely park air carrier aircraft, deplane passengers onto the ramp, and safely transport them to the Terminal.

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

The gates at Billings Logan International Airport 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. We may be able to direct a tenant airline to accommodate another air carrier aircraft at its preferentially leased gate during those time periods when the tenant airline is not using, or not scheduled to use, the gates. We will direct our 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 CBP**

Billings Logan 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 CBP 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 CBP to be deplaned into these sterile areas to the extent practicable.

## **Public Access to the Irregular Operations Contingency Plan**

Billings Logan International Airport will provide public access to its Irregular Operations Contingency Plan by posting in a conspicuous location on the Airport Website (<http://www.flybillings.com>).