- Landside

12.10 Air Traffic Report

The Airport Operator is required to provide a report that summarizes trends in aviation activity levels at the Airport. The relevant statistics to be collected are divided into categories relating to:

- Aircraft operations
- Commercial passengers
- Airport users (tenants)

Aircraft operations and passenger statistics must be reported for annual, peak month, peak month average day, and peak hour conditions. Activity must also be categorized by commercial versus general aviation; domestic versus international; and origin/destination versus connections. Changes in fleet mix and the make up of air service at the Airport must also be reported in summary form. Changes in airport users are also to be included.

The Airport Operator shall provide up to 10 years of historic data, from 2006 to the year being reported.

Appendix J (Air Traffic Report) provides an example of how the Airport Operator should report air traffic trend data to the City and the Airlines, and the minimum information required in this report.

12.11 Capital Improvement Program Report

Upon Approval of the COFR, AFR, and ATR by the City and a Majority-In-Interest each year, the Airport Operator and the Engineering Firm shall endeavor to compose and submit to the City and the Airlines the Annual Capital Improvement Program Report (CIPR) within two months.

The CIPR will define and describe the planned rehabilitation, replacement and reconstruction capital improvement work scheduled to be addressed and completed in the next year, and planned for future years in a five-year capital improvement schedule that shall be a component of the more general requirements of the five-year Capital Improvement Plan under Section 10.1 of the Use Agreement, based upon the Inspection Program and COFR findings in conjunction with the data provided by the AFR and ATR. The City and a Majority-In-Interest shall review and Approve the CIPR.

12.11.1 *Requirements*

The Airport Operator must prepare and submit to the City and the Airlines four (4) copies of the Annual CIPR, which must include the following at a minimum:

- Executive summary
- Introduction and discussion of the inspections and COFR findings
- Approach and methodology
- Recommendations and planned capital improvement work
- Program schedule

A draft of the Report must be submitted to the City and the Airlines for review prior to finalization, after which the final version of the Report must be submitted to the City and the Airlines for Approval by the City and a Majority-In-Interest.

12.11.2 *Assessment and Acceptance*

In assessing the condition of the Airport, the Airport Operator and the Engineering Firm must always use sound engineering judgment in assessing the conditions and deficiencies of the Airport. In particular all components, elements, features, systems, etc. that are deemed unsafe or possess the potential to become unsafe must be clearly identified and noted.

The Airport Operator and the Engineering Firm must be aware that the City and the Airlines will review and Approve the COFR and the CIPR taking into account the requirements stated throughout the Operations Plan, the Maintenance Plan, the requirements of the CAMP, common industry acceptance criteria, and the condition classification stated below, which the Engineer Firm shall use to describe the condition of the Airport elements.

The definitions of the condition terms are as follows:

- *Excellent:* New condition. No noticeable or noteworthy deficiencies affecting the condition or function of the elements noted.

- *Good:* Minor deficiencies noted. The element is satisfactorily performing its intended function. No corrective repairs or rehabilitation are required.

- *Fair:* Deficiencies and deterioration present. All primary elements are sound and are satisfactorily performing their intended function. However, the potential exists to justify an improvement program or corrective work.

- *Poor:* Advanced deterioration present. Primary structural elements are seriously affected and are not satisfactorily performing their intended function. An accelerated improvement program and/or immediate corrective work are required.

- *Critical:* Major deterioration of primary elements. These elements are not performing adequately and require urgent corrective work or total replacement. These elements require regular, continual monitoring until corrective action is completed.

The Airport Operator shall use commercially reasonable efforts to cause the ratings of each Airport facility and system included in the COFR to be classified as "Good" condition or better in the appropriate rating system used for inspection of that facility or system. All facilities identified in the inspection as needing corrective repair or rehabilitation (i.e. do not meet the "Good" standard) must be entered into a corrective action plan and included in the next annual submission of the CIPR, prioritized using the following rating scale:

- *Priority 1 (Critical):* Reflects issues that could have serious and/or substantial negative impact to airport operations if not addressed immediately (e.g. failed equipment or critical system that has lost redundancy).

- *Priority 2 (High):* Reflects issues that do not appear to pose an immediate risk to airport operations but could have appreciable negative impacts if not addressed soon (e.g. deteriorating pavement or structural element).

- *Priority 3 (Low):* Reflects issues that do not appear to pose an immediate risk to airport operations if left alone but may have the potential to improve efficiency if addressed (e.g. functioning equipment with high maintenance requirements or fuel costs).

For all items requiring corrective repair or rehabilitation, the Airport Operator shall include, at a minimum, the following information:

- Item description, corresponding identification in the COFR, location and description of role in Airport facility or system
- Condition rating and any change in rating
- A description of the work required to bring the item to standard
- The priority assigned to each item (1, 2 or 3)
- The date when the item was first identified for improvement
- The schedule for completing the improvement
- The expiration date of the allowable correction period.
- Copy of relevant inspection report

A sample page detailing an item requiring corrective repair or rehabilitation to be listed in the CIPR is attached as Appendix K (Sample Inspection Item Detail Page From Condition Of Facilities Report).

The duration that an Airport feature can remain in the Capital Improvement Program shall not exceed shall not exceed the lesser of (a) such time as the capital work related to the feature is required by applicable Law or (b) ten (10) years from the time such feature is placed in the Program until that feature is brought back to a condition of "Good" or better. In addition, each facility and system (as well as all of the elements of that item) placed in the Capital Improvement Program must continually be maintained in accordance with the guidelines and criteria of the Maintenance Plan and the Operations Plan until

the commencement of work on a material portion of such facility or system.

12.12 City Retained Capital Improvements

The Airport Operator shall, at all times during the Term and at no cost to the City, provide the City with reasonable space at Midway Airport Facility (including space at the building located at the Midway Airport Facility as of the Bid Date at 5642 South Central Avenue (or substantially equivalent space) and space to keep and store all materials, tools, supplies, equipment, sheds, mobile trailers and other vehicles) in order for the City to complete the capital improvements required to be completed by the City pursuant to Section 4.4 of the Concession Agreement. Such space shall be generally comparable in quality to the space used by the Concessionaire to complete Capital Projects under the Concession Agreement.

MAINTENANCE Plan

12.13 Objective

The objective of the Maintenance Plan is to ensure that the Airport Operator has identified, considered, addressed, trained and planned for all maintenance activities and has established protocols, procedures, responsibilities, and minimum requirements to maintain the facilities and systems within the Airport in accordance with a written plan Approved by the City and Majority-In-Interest.

12.14 Approvals

The initial Maintenance Plan shall be developed by the Airport Operator and submitted to the City and the Airlines for Approval by the City and a Majority-In-Interest within one hundred and eighty (180) days of the Closing Date. Upon Approval of the initial Maintenance Plan, an updated Maintenance Plan shall be due to the City and the Airlines for Approval by the City and a Majority-In-Interest annually by November 15th of each calendar year thereafter during the term of the Concession Agreement.

12.15 General

The Maintenance Plan shall be developed, written, and carried out by the Airport Operator. The Maintenance Plan shall define individual standards for performance of maintenance functions broken down by facility and system and their components in detail.

The Maintenance Plan shall include, as minimum standards to be met or exceeded, the procedures for maintenance of Airport facilities and systems that exist under current operations and maintenance procedures related to the Airport as of the Closing Date. Some of these procedures are in written or electronic form and others are known to personnel responsible for maintenance of particular facilities or systems. It shall be the responsibility of the Airport Operator to undertake commercially reasonable efforts to collect, analyze and codify the requirements and standards under these existing procedures and integrate them into the Maintenance Plan in a uniform fashion.

This section includes a general overview for the proposed Maintenance Plan, which is intended to provide guidance in the preparation of the Maintenance Plan and address the minimum scope. It is the responsibility of the Airport Operator to fully identify all elements of each subsection of the Maintenance Plan.

The goal of the Maintenance Plan is to provide a safe, pleasant, and efficient experience to all Airport users, while maintaining the Airport as an asset. The major objectives of the Airport Operator's maintenance program include, but are not limited to, the following:

- Undertaking commercially reasonable efforts to maintain all Airport facilities and systems, and their components, in a condition suitable for their intended use.
- Improving sub-standard features, with the ultimate goal to meet and exceed the minimum standards.
- Preserving the facilities and systems in a safe and usable condition to which it has been improved or constructed.
- Providing proper maintenance and safety devices for minimal disruptions and hazards to Airport personnel and users.
- Identifying and correcting inadequate safety features and situations.
- Establishing an inventory of facilities and systems, including a method of locating and referencing those features.
- Establishing work procedures.
- Maintaining a regular program of maintenance for all Airport facilities and systems and standards for those programs.
- Providing immediate and proper response to emergency and third-party maintenance events.
- Performing routine, preventative, on-demand and emergency maintenance activities, and work.

12.16 Capital Asset Maintenance Plan Requirements

The requirements, procedures, and standards established under the Maintenance Plan shall be the basis of the means of preserving the Airport under the Capital Asset Maintenance Plan.

In the CAMP, the Airport Operator catalogues and evaluates the condition of the Airport facilities and systems, reporting on the results, reviewing trends in aviation activity at the Airport, formulating short and long term action plans for capital asset maintenance, and submitting for Approval each of the required reports. As appropriate, the Maintenance Plan shall be revised to meet the goals established under the CAMP.

12.17 Airport Certification Manual and Emergency Plan

The Airport Operator will maintain the Airport in compliance with the Federal Aviation Regulation Part 139, the Airport Certification Manual, and the Airport Emergency Plan and will prepare and comply with revisions as directed by the FAA.

The Airport Certification Manual and Airport Emergency Plan shall provide the Airport Operator with fundamental guidelines in the formulation of the Maintenance Plan. The requirements included in the Airport Certification Manual and Emergency Plan are incorporated by reference, are in addition to, and may not be explicitly described under the requirements for each subsection of the Maintenance Plan.

In the future, under the Concession Agreement, the Airport Operator may be required to revise the Airport Certification Manual and Emergency Plan, and seek approval of the Airport Certification Manual and Emergency Plan by the FAA and others. In order to meet the requirements of the FAA in reviewing and approving the Airport Certification Manual and Emergency Plan, the Airport Certification Manual and Emergency Plan shall be maintained as separate documents.

12.18 Staffing

The Airport Operator shall be solely responsible for acts, errors, and omissions of its staff, personnel, employees, consultants, and agents while working in the Airport. The staff levels required shall be determined by the needs of the Airport Operator to fulfill its maintenance, operation, and contractual obligations as well as statutory and regulatory requirements. The Airport Operator must also comply with staffing and training requirements set forth in FAR Part 139.303.

The Airport is a 24-hours-per-day, 365-days-per-year operation. For this reason, the Airport Operator shall recognize the need to have variable work shifts, employees, supervisors, and personnel so as to maintain constant operations consistent with the levels of operations at the Airport at such times (with the understanding that the Airport Operator may make reasonable judgments as to when increased or decreased staffing levels

are appropriate). The Airport Operator shall create work shifts that ensure the continual operation of the Airport. Staff requirements shall be based upon the actual and anticipated needs of the Airport.

12.19 Essential Staff Identification

The Airport Operator shall annually identify the staff essential to the development of the Maintenance Plan to the City and the Airlines. The essential staff shall be contactable by the City and the Airlines, if and when an event or situation warrants.

12.20 Interagency Coordination

The Airport Operator shall be aware that the operation of the Airport requires coordination with multiple entities and government agencies. It shall be the Airport Operator's sole responsibility to maintain and provide coordination with all entities and agencies that are associated with the Airport so the continual operation of the Airport is not disrupted in any manner and the maintenance of the Airport is accomplished in a timely manner.

The Airport Operator shall identify and engage public and private entities necessary for the coordination of Airport activities and shall coordinate with those entities in the formulation of the requirements under the Maintenance Plan and subsequent performance under the Maintenance Plan.

12.20.1 City of Chicago, Cook County, State of Illinois, and US Federal

The Airport Operator shall be aware that the Airport is located within the boundaries of the City of Chicago, Cook County, and the State of Illinois. As a result, the Airport shall be operated consistent with all applicable city, county, state and federal ordinances, laws or codes and coordinate with those agencies or entities controlling or requiring access to Airport Facilities.

12.20.2 Chicago Department of Transportation

The Airport Operator shall be aware that certain roadways and structures are maintained by or are located adjacent to roadways and structures maintained by CDOT. CDOT may from time to time have the need to perform certain maintenance functions with

respect to structures or the public roadway and, as such, the Airport Operator shall provide access to and cooperate with those persons constructing or maintaining structures or public roadway.

12.20.3 Office of Emergency Management and Communications

The Airport Operator shall be aware that the Airport shall be linked into the OMEC Homeland Security sensor grid. The grid, known as, "Operation Virtual Shield," makes use of surveillance cameras and hazardous agent sensors.

The Airport Operator shall maintain and/or install a system of surveillance cameras at each vehicular and pedestrian access point and shall coordinate with OMEC the linking of said system to the Operation Virtual Shield sensor grid.

The TMA, a division of OEMC, coordinates and manages multiple traffic-related City services—Snow Command, Water Management, Streets and Sanitation—from one central location and facilitates prompt and effective mobilization of resources, simultaneous tracking of multiple events, instant access to information sources and timely communication of this information to the general public.

The Airport Operator shall be aware that the TMA will be utilized to maximize public safety during City non-emergency and emergency operations. The TMA may from time to time have the need to perform certain functions that affect vehicular or pedestrian access with respect to the Airport and, as such, the Airport Operator shall cooperate with those persons coordinating any efforts on behalf of the TMA.

12.20.4 Illinois Department of Transportation

The Airport Operator shall be aware that certain roadways and structures are maintained by or are located adjacent to roadways and structures maintained by IDOT.

IDOT may from time to time have the need to perform certain maintenance functions with respect to structures or the public roadway and, as such, the Airport Operator shall provide access to and cooperate with those persons constructing or maintaining structures or public roadway.

12.20.5 *Transit; Railways*

Some of the Airport Facilities may operate on land that connects to or provides access to locations, structures or Rights-Of-Way owned, leased and/or operated by transit authorities and railways including the Chicago Transit Authority, Northeast Illinois Regional Commuter Railroad Corporation (METRA), Norfolk-Southern Railway Company, Canadian National/Illinois Central Railway, or others.

These railways may from time to time have the need to perform certain maintenance functions with respect to these properties and, as such, the Airport Operator shall provide access to and cooperate with those persons constructing or providing maintenance service to the area.

12.21 Protection of Natural Resources

The protection of natural resources is an essential activity within the Airport. The Airport Operator must make commercially reasonable efforts to comply with all requirements in protecting the natural resources of the region, the environment, and any threatened or endangered species.

If a project or activity may affect resources, such as wetlands, flood plains, Section 4(f) properties, or threatened and endangered species, an evaluation of alternatives appropriately addressing avoidance, minimization, and mitigation options as required by regulations applicable to these resources must be prepared. In addition, if the preferred alternative will affect such resources, adequate justification must be provided to explain why avoidance alternatives were not selected.

12.21.1 *Noise Control*

Special efforts must be made in the development of a project or activity to comply with Federal, State, and local requirements for noise control. Commercially reasonable efforts must be made to consult with appropriate officials to obtain the views of the affected communities regarding noise impacts and abatement measures; and to mitigate any Airport or construction noise impacts. Construction noise must be controlled in accordance with applicable requirements.

12.21.2 *Water Quality*

Water quality must be maintained within and around the Airport. No construction improvement, maintenance activity, or daily activity may materially decrease the quality of surface waters, ground waters, or wetlands.

12.21.3 Air Quality

The Airport is located in a non-attainment area of the State of Illinois, and as such, all improvements within the Airport must conform to State, regional and Federal air implementation plans.

12.21.4 Dust Control

Dust control is essential in maintaining clean air and the prevention of airborne pollutants. The Airport Operator shall use commercially reasonable efforts to control dust within the Airport by implementing best management practices for all construction and daily activities including land disturbance, demolition, and material handling processes.

12.21.5 Threatened and Endangered Species

In the development of a specific project or procedure under the Maintenance Plan, an assessment must be made of the likely impacts on species of plants or animals listed at the Federal and/or State level as threatened or endangered. Commercially reasonable efforts must be made to minimize the likelihood of jeopardizing the continued existence of listed threatened or endangered species or the destruction or adverse modification of a natural area or an area of habitat that has been designated as critical habitat or essential habitat.

12.22 Subsections of the Maintenance Plan

The Airport Operator must integrate into each subsection of the Maintenance Plan all of the standards contained in both the Airport Certification Manual and Emergency Plan.

The Maintenance Plan and its subsections shall be consistent with all applicable local, state and federal laws, codes and requirements governing the Airport.

The Maintenance Plan shall be comprehensive and all major components of the airport facilities and systems should be included. The Facilities and Systems Inventory List provided in the CAMP specifying a complete

listing of facilities and systems within each category, broken down into components to allow appropriate inspection, evaluation, and maintenance, should aid in preparation of the subsections of the Maintenance Plan.

As outlined in Table 4 (Maintenance Plan Subsection Identification), which follows, the Maintenance Plan shall at a minimum include the following categories of facilities and their respective major systems and elements:

- Airfield
- Terminal and concourses
- Landside and other on-airport facilities

The break down of the list shall be in compliance with industry standards and practices whenever possible.

Table 4

MAINTENANCE PLAN SUBSECTION IDENTIFICATION
Chicago Midway International Airport

Functional Area	Major Systems and Elements
Airfield	Electrical systems, including airfield lighting, controls and other automated systems
	Mechanical systems
	Utility systems
	Communications systems
	Security systems
	Pavement
	Landscaping
	Fueling systems
	Arrestor beds
	Ramp handling equipment

Table 4 (continued)

MAINTENANCE PLAN SUBSECTION IDENTIFICATION
Chicago Midway International Airport

Functional Area	Major Systems and Elements
Terminal and concourses	Architectural elements and systems
	Signage
	Terrazzo
	Roof
	Landscaping
	Environmental
	Structural systems
	Mechanical systems
	Electrical systems, including controls and other automated systems
	Plumbing systems
	Fire protection and other emergency systems
	Passenger conveyance systems
	Utility systems
	Communications systems
	Security systems

Table 4 (continued)

MAINTENANCE PLAN SUBSECTION IDENTIFICATION
Chicago Midway International Airport

Functional Area	Major Systems and Elements
H&R plant	Environmental
	Structural systems
	Mechanical systems
	Electrical systems, including controls and other automated systems
	Plumbing systems
	Fire protection and other emergency systems
	Utility systems
	Communications systems
	Security systems

Table 4 (continued)

INSPECTION PROGRAM FACILITIES AND SYSTEMS
Chicago Midway International Airport

Functional Area	Major Systems and Elements
Landside, roadway, and parking facilities	Ground access elements
	Utility systems
	Pavement
	Landscaping
	Commercial vehicle staging areas
	Cell phone lots
	Signage
	Communications systems
	Bridges and structures
	Roadway and parking facility lighting
	Parking lot: Terminal Parking Garage
	Parking lot: Public, Economy Garage
	Parking lot: Public, Blue/Red Lots
	Parking lot: Public, Yellow Lot
	Parking lot: Staff/employees

Table 4 (continued)

MAINTENANCE PLAN SUBSECTION IDENTIFICATION
Chicago Midway International Airport

Functional Area	Major Systems and Elements
Other on-airport facilities	Ground access elements
	Pavement
	Landscaping
	Architectural elements and systems
	Structural systems
	Mechanical systems
	Electrical systems, including controls and other automated systems
	Plumbing systems
	Fire protection and other emergency systems
	Passenger conveyance systems
	Utility systems
	Communications systems
	Security systems

Additional subsections of the Maintenance Plan shall be identified and included in the Maintenance Plan by the Airport Operator or the City and

the Airlines during development of the initial Maintenance Plan or as required by the City during the life of the Concession Agreement.

The Airport Operator shall identify and develop specifications for additional subsections of the Maintenance Plan as required to ensure that all Airport facilities and systems are identified and maintained under the Maintenance Plan.

12.23 Requirements for Each Subsection

The Airport Operator shall include, at a minimum, the information below in each subsection of the Maintenance Plan:

12.23.1 *Definitions*

The Airport Operator shall include definitions of terms listed in the subsection.

12.23.2 *References*

The Airport Operator shall include references to the most relevant local, state, and federal laws, codes and requirements used in the formulation of the subsection.

12.23.3 *Policy for Performing Maintenance*

For each subsection of the Maintenance Plan, the Airport Operator shall identify the Objective, Responsibility of the Airport Operator, Performance Time Frames and Acceptance Standards as follows:

12.23.3.1 Objective

A brief description of the objective of the subsection.

12.23.3.2 Responsibility of Airport Operator

A detailed description of the responsibilities of the Airport Operator specifying individual tasks broken out by component of the facility or system described in the subsection.

More detailed performance standards and procedures for each area of responsibility shall be described under the "Additional Requirements" section below.

12.23.3.3 Performance Time Frames

A table, broken out by each component of the subsection of the Maintenance Plan, the maximum duration from the time a deficiency is or reasonably should be detected by or reported to the Airport Operator, within which the Operator must complete the required maintenance, repair or replacement to the facility or system.

In addition, where appropriate, a table, broken out by each component of the subsection of the Maintenance Plan, the minimum frequency that a particular maintenance operation is to be performed.

Any other required time frames for performance of maintenance on any component of the facility or system in the subsection should be defined.

12.23.3.4 Acceptance Standards

For the facility or system in the subsection of the Maintenance Plan, maintenance will be considered acceptable when the standards listed here for each component are met or exceeded

12.23.4 *Additional Requirements*

For each specific component of the facility or system described under the subsection, the Airport Operator shall describe the specific maintenance procedures and standards in detail.
The Airport Operator shall identify:

- The physical facilities and systems included and a description or graphical representation of the facilities and their locations using the standard identification system established in the COFR.

- For any maintenance work requiring that a member, component, system or element, etc., be replaced, "as built" drawings must be maintained; in such case, the Airport Operator must create a set of original construction documents and drawings, sealed by a Licensed Professional or Structural Engineer in the State of Illinois.
  The construction drawings and documents will be subject to review and permit by the City, as appropriate for the work proposed. Upon completion of construction, the Airport Operator shall prepare and submit to the City a complete set of original and As-Built Drawings in both hard copy and electronic format for the work completed. In addition, the Airport Operator will be responsible for creating a separate original and As-Built set of drawings for the record. The As-Built drawings shall be stamped or marked "AS-BUILT", dated, and must be saved and placed in order with all other drawings that exist for the Airport.

- The detailed maintenance procedure and the standards requiring maintenance as well as the standards for successful maintenance.

- The parties, public and private, included in interagency coordination of performance of the maintenance activity.

- The methods for evaluating and reporting on compliance with the maintenance procedures.

- Procedures for handling hazardous or toxic materials where appropriate.

- Standards for incident response and methods of incident reporting.

- Essential Staff and their contact information.

APPENDIX A

AIRPORT CERTIFICATION MANUAL

Chicago Midway International Airport

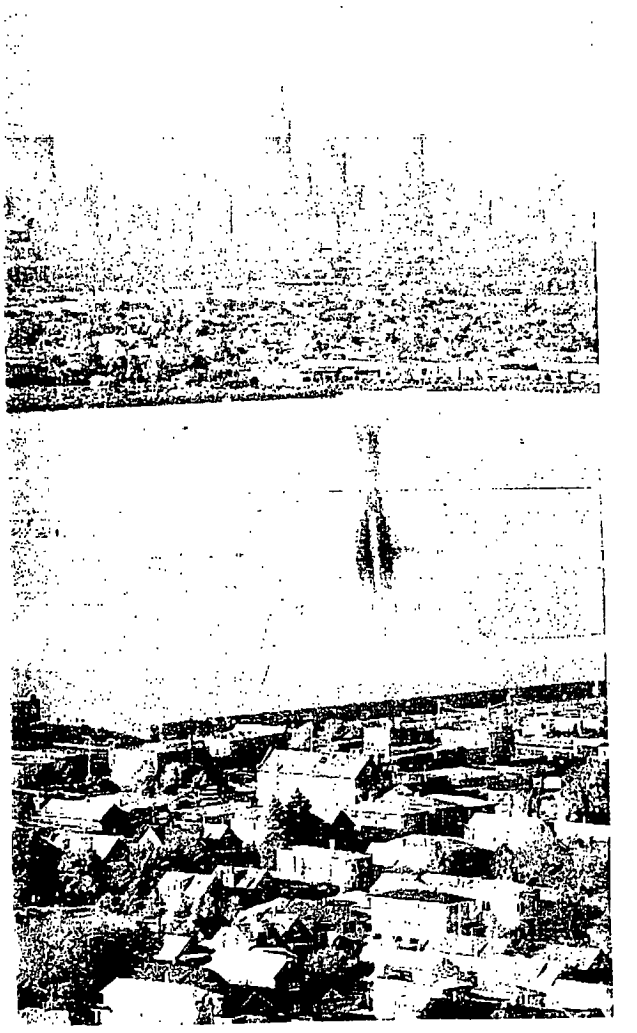
[Document follows]

2008-09

Chicago Midway International Airport

Revised Airport Certification Manual

A C M



City of Chicago, Department of Aviation

AIRPORT CERTIFICATION MANUAL
CHICAGO MIDWAY INTERNATIONAL AIRPORT

City of Chicago
Department of Aviation

Erin O'Donnell
Managing Deputy Commissioner

Original Date: October 10, 2004
Revised Date: May 20, 2008

19 May 2008
FAA Approval

LIST OF EXHIBITS AND APPENDICES

Exhibits 1 thru 19 and Appendix 1 listed herein are part of this Manual and are integral to the Department of Aviation's compliance with Section 139.201.

Original Date: October 10, 2004
Revised Date: June 20, 2007

J. Halpin 19 May 2008
FAA Approval

DISTRIBUTION LIST

	Certification Manual	Emergency Plan
F.A.A. Certification Inspector	X	X
F.A.A. ATCT	X	X
F.A.A. Airway Facilities	X	X
Commissioner of Aviation	X	X
Managing Deputy Commissioner - Midway Airport	X	X
Deputy Commissioner of Operations - Midway Airport	X	X
Deputy Commissioner - Safety & Security	X	X
Operations Division	X	X
Chicago Fire Department	X	X
Chicago Police Department		X
All Current FAR Parts 91, 121, and 135 Air Carriers	X	X
All Current Fixed Based Operators	X	X
Army National Guard		X
Other Tenants Affected by ACM	X	X

Original Date: October 10, 2004
Revised Date: June 20, 2007

J. Halpin 19 May 2008
FAA Approval

INTRODUCTION/GENERAL REQUIREMENTS

139.101 and 139.201

This Airport Certification Manual (ACM) includes the operating procedures established at Chicago Midway International Airport, along with a description of its facilities and equipment. The personnel tasked with operating the Airport shall carry out their duties and responsibilities in accordance with this Manual, and thereby ensure that the Airport remains in compliance with the requirements of FAR Part 139. The contents of this ACM are designed to meet the Federal Aviation Administration rules and regulations contained in the February 10, 2004 Federal Register 14 CFR Part 139.

Chicago Midway International Airport is owned and operated by the City of Chicago. It is one of two airports operated under the jurisdiction of the City of Chicago Department of Aviation.

Airport Name:	Chicago Midway International Airport (MDW).
Location:	Approximately 9 miles southwest of downtown Chicago
Airport Coordinates:	Latitude: N41deg 47.16'
	Longitude: W87deg 45.15'

Mailing address of Commissioner/Managing Deputy Commissioner

Richard Rodriguez, Commissioner
Department of Aviation, City of Chicago
10510 W. Zemke Road
Chicago, Illinois 60666 Phone: (773) 686-8060

Erin O'Donnell, Managing Deputy Commissioner
Department of Aviation, Midway International Airport
5757 South Cicero Avenue
Chicago, Illinois 60638 Phone: (773) 838-0608

In order to ensure that its Midway International Airport staff maintain it in compliance with FAR Part 139, the City of Chicago Department of Aviation provides it the necessary operating procedures, facilities and equipment. Specifically, the City of Chicago and its management staff at Chicago Midway International Airport:

A. Operate and maintain the Airport, establish procedures and provide facilities, equipment and systems therein that are at least equal to the standards currently required for the issuance of the Airport operating certificate;

B. Operate the Airport in accordance with the approved Airport Certification Manual;

C. Comply with the applicable provisions of this Manual;

D. Allow the Administrator of the Federal Aviation Administration to make any inspections, announced or unannounced, to determine the Airport's compliance with FAR Part 139;

E. Provide sufficient and qualified personnel to maintain the Airport's compliance with the requirements of its Airport Certification Manual and applicable rules of FAR Part 139.

INSPECTION AUTHORITY **139.105**

The Airport shall allow the Administrator to make any inspections, including unannounced inspections, to determine its compliance with 14 CFR Part 139.

EXPEMPTIONS/LIMITATIONS **139.111**

Chicago Midway International Airport is not subject to any exemption or limitations of the requirements of FAR Part 139.

In those emergency conditions involving the transportation of persons by air carriers, which have the potential to endanger life and property, the Department of Aviation, Chicago Midway International Airport, may deviate from these standards or from any requirement of Sub-Part D of FAR Part 139 to the extent required to meet that emergency. In such an event, the Department of Aviation, Chicago Midway International Airport, shall as soon as practicable, but no later than 14 days after the emergency, notify the FAA Great Lakes Region Airports Division by phone or e-mail of the nature, extent, and duration of the deviation. When requested by the Regional Airports Division Manager, the Certificate holder must provide this notification in writing.

MAINTENANCE OF CERTIFICATION MANUAL

139.201(b)

This Manual shall be kept current at all times. It shall be revised commensurate with all new or amended Part 139 requirements, or any applicable changes in policy or responsibilities deemed necessary by the City of Chicago Department of Aviation. Any revisions to the ACM will be implemented with the approval of the FAA. A current and approved copy of this Manual shall be available at the Airport Operations office for inspection upon request. Applicable portions of the ACM will be provided to the personnel of the Airport responsible for its implementation.

A letter of transmittal to all ACM holders will provide instructions for the replacement, removal, or insertion of new pages into their respective copies. Each new narrative page, exhibit, chart or table will maintain the same sequential page numbering system as that of the current manual.

DISTRIBUTION OF CERTIFICATION MANUAL

139.201(c)

A current and approved copy of this ACM will be provided to the Regional Airports Division of the Federal Aviation Administration, Great Lakes Region, AGL-621, 2300 Devon Avenue, Des Plaines, Illinois, 60018.

Distribution will be made after approval by the FAA.

Under this regulation, Chicago Midway International Airport operates as a Class I airport, which fields both scheduled and unscheduled/chartered passenger operations of large air carrier aircraft. This ACM includes all elements, specified in Section 139.203 of FAR Part 139.

RECORDS

A) Chicago Midway International Airport shall maintain all records required under Part 139 and shall furnish any such records to the FAA upon request. These records consist of the following and shall be retained as specified.

1) Training (airport personnel tasked with Part 139 compliance)	24 consecutive calendar months
2) Emergency Personnel Training (ARFF)	24 consecutive calendar months
3) Movement and Safety Area Training (tenant personnel under 139.329 with access to movement/safety areas)	24 consecutive calendar months
4) Airport Fueling Agent Inspection	12 consecutive calendar months
5) Fueling Personnel Training	12 consecutive calendar months
6) Self-Inspection Forms	12 consecutive calendar months
7) Accident/Incident Reports (pertaining to movement/safety areas)	12 consecutive calendar months
8) Airport Field Condition Reports	12 consecutive calendar months

B) The ARFF/Emergency personnel training records are maintained and stored by the Chicago Fire Department (CFD)—Midway ARFF station. Fueling personnel training records are maintained by each of the respective Fixed Base Operators.

C) The Movement and Safety Area Training (139.329) records are kept and maintained by the DOA Security/Badging office.

D) All other records, including copies of the certification of fueling personnel training, shall be maintained and stored by the Airport Operations office.

AIRPORT OPERATIONAL RESPONSIBILITIES/LINES OF SUCCESSION

139.303 (a, b)

The Chicago Midway International Airport is owned and operated by the City of Chicago, which has appointed an Commissioner of Aviation to direct its operation. Additional operating staff, under the direction of the Commissioner of Aviation, are charged with the responsibilities of maintaining the day-to-day operations and maintenance of the Airport. They are as follows:

-Managing Deputy Commissioner of Aviation
-Assistant Commissioner of Operations (Airfield)
-Airport Managers and Chief Airport Operations Supervisors
-Assistant Chief Airport Operations Supervisor
-Airport Operations Supervisors

The Managing Deputy Commissioner of Aviation is responsible for the day-to-day operations of Midway International Airport. The duties of the Managing Deputy Commissioner and the Managing Deputy Commissioner's staff include assurance of the elements required to maintain the airport's operating certificate under FAR Part 139, and specifically include, but are not limited to:

-The maintenance of the Airport Certification Manual and the records required for inspection by the FAA upon request;

-The development of operational procedures for inspecting, maintaining, and as needed, repairing airport facilities to the degree necessary to ensure the safe operations of air carrier and general aviation aircraft;

-providing sufficient resources, the necessary policies, training, and additional directives to the airport operating staff relative to how and when their duties are assigned.

In the absence of the Managing Deputy Commissioner, the line of succession is automatically vested with the same authority to the Assistant Commissioner of Operations, or the Chief Airport Operations Supervisor(s) and the Airport Manager(s).

Exhibit 4 – Organization Chart, illustrates the lines of succession of airport operational responsibilities at Chicago Midway International Airport.

The Department of Aviation—Midway will train all personnel who access movement and safety areas and perform duties in compliance with the requirements of the Airport Certification Manual and the requirements of this Part. This training must be completed prior to their initial performance of such duties and at least once every 12 consecutive calendar months. The curriculum for initial and recurrent training will include at least the following areas:

A) Airport Familiarization, including airport marking, lighting, and sign systems;

B) Procedures for access to, and operation in, movement areas and safety areas as specified under 139.329;

C) Airport Communications (personnel with unescorted movement area access), including radio communication with the air traffic control tower and personnel and procedures for reporting unsafe airport conditions;

D) Duties required under the Airport Certification Manual and the requirements of this part;

E) Any additional subject areas required under 139.319, 139.321, 139.327, 139.329, 139.337, and 139.339, as appropriate;

139.303 Applicable Personnel

The Midway International Airport personnel in the following sections/job positions are tasked with various aspects of the compliance Airport's ACM and 139 requirements, and routinely access its movement and safety areas:

Without Escort	Under Escort Only
Airport Operations management (Deputy Commissioner, Chief and Assistant Chief Operations Supervisors, Airport Managers)	Construction Laborers
Airport Operations Supervisors (Operations)	Park Laborers
Chicago Fire Department (Midway Station)	Motor Pool Drivers
Motor Truck Drivers	
Electricians	

Operations

New Airport Operations Supervisors at Midway International Airport undergo a minimum regimen of on the job (OTJ) training, in additional to a month of formal instruction. A new Operations Supervisor will have successfully completed this training, and be permitted access to the movement areas and perform airfield operations duties on his/her own, only after he/she has scored satisfactorily on a written test and airfield check ride. The training includes the following:

1) airfield driving, including familiarization with the airfield layout and all associated signage, markings and lighting;

2) proper airport radio communication procedures with the air traffic control tower, and procedures for issuance of NOTAMs to Flight Service;

3) proper inspection procedures for runways, taxiways, and safety areas, along with those of associated lighting and signage, along with other elements of airfield and ramp operations, and wildlife surveillance/control;

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4) the contents of FAR Part 139, the Airport Certification Manual, and the Airport Emergency Plan;

5) attendance of an FAA/AAAE Airport Safety and Operations Specialist school as soon as feasible after the beginning of his/her tenure.

Final evaluation of, and endorsement of new Operations Supervisors ability to perform their duties on their own is made by the Assistant Commissioner of Operations, an Airport Manager or Chief of Operations, or the Assistant Chief of Operations.

Each new Airport Operations Supervisor at Midway International Airport shall be required to undergo a recurrent training session on the above subject matters every twelve consecutive calendar months. The documentation thereof is kept on record by the Operations office for 24 consecutive calendar months.

Chicago Fire Department (Midway Station)

The CFD is responsible for ensuring that all ARFF personnel at Midway International Airport are trained to perform their duties in accordance with Part 139.319(i). Included in the CFD training program curriculum for operations on the Airport are the items specified in 139.303(c). The Chicago Fire Department documents that this instruction has been given to each firefighter. Such training records are maintained by the Chicago Fire Department for three (3) years.

Other Airport Personnel

The other Airport personnel who, as part of their duties, access the movement and safety areas at Midway International Airport are grouped, for training purposes, into three categories. Their respective assigned categories are determined by their degree of experience, the nature of their specialties on the movement areas, and the corresponding degree of autonomy (in terms of their access to and activities on the airport movement areas) that is characteristic of their duties.

1) New
All new Airport employees who will access the movement and safety areas at Midway International Airport as part of their duties shall undergo initial OJT and classroom-setting training which shall include:

-airfield layout familiarization, including all associated signage, markings, and lighting
-proper procedures for accessing movement and taxiway/runway safety areas
-airport terminal layout (including procedures for safe transit of the terminal ramp), including access procedures to and from secured areas)

2) **Movement Area-Under Escort Only (Airport personnel who routinely access the movement and safety areas, but under escort)**
Airport employees in this category (specified above) will be required to satisfactorily complete an annual recurrent training session covering the following items:

-airfield layout, signage, pavement markings and lighting
-procedures and responsibilities pertaining to activities of personnel working in movement and safety areas
-airport terminal layout (including procedures for safe transit of the terminal ramp) including access procedures to and from secured areas)

3) **Movement Area-Without Escort (Airport personnel who routinely access the movement and safety areas unaccompanied)**
Airport employees in this category (specified above) will be required to complete an annual recurrent training session covering of the following items:

-airfield driving procedures
-ATCT communications and phraseology pertaining to movement and safety area vehicle operations
-airfield layout, signage, pavement markings and lighting
-procedures and responsibilities pertaining to activities of personnel working in movement and safety areas
-airport terminal layout (including procedures for safe transit of the terminal ramp) including access procedures to and from secured areas)

At the discretion of their immediate supervisor(s), of the Assistant Commissioner of Operations or of a designee of the Assistant Commissioner of Operations, any of the Airport employees who routinely access the movement and safety areas may be subject to retraining or reevaluation at any time.

Each of the Airport employees described above shall be required to undergo a recurrent training session on the applicable subject matters every twelve consecutive calendar months. The documentation thereof is kept on record by the Airport Operations office for 24 consecutive calendar months.

Maintenance of Paved Areas

A) Airport pavement areas at Midway International Airport shall be regularly inspected and maintained to ensure that:

1. The pavement edges do not exceed three (3) inches difference in elevation between abutting pavement sections and between full strength pavement and abutting shoulders;

2. The pavement has no holes which exceed three (3) inches in depth, nor any hole the slope of which from any point in the hole to the nearest point at the lip is 45 degrees or more measured from the pavement surface plane, unless, in either case, the entire area of the hole can be covered by a five (5) inch diameter circle;

3. The pavement areas are free of cracks and/or surface variations which could impair directional control of an aircraft;

4. Mud, dirt, sand, loose aggregate, debris, foreign object, rubber deposits, and other contaminants are removed as promptly and as completely as practicable;

5. Any chemical solvent used to clean any pavement area is removed as soon as feasible, consistent with the instructions of the manufacturer of the solvent;

6. The pavement has adequate drainage, and is free of depressions so that there is no ponding of a depth that obscures markings or impairs safe operations.

Exhibit 5 – Paved and Movement Areas, depicts those movement areas used for air carrier aircraft operations.

B) The above items undergo daily inspections, as specified under 139.327. Whenever unsatisfactory conditions are noted, corrective action is taken as soon as practical. This action consists of immediately correcting the condition(s), issuing a work order/Irregularity Report to the appropriate airport maintenance personnel, if applicable, or arranging for contracted maintenance/construction to resolve the problem. If corrective action must be deferred, a NOTAM is issued, as appropriate, in accordance with the provisions of 139.339.

Maintenance of Unpaved Areas

There are no unpaved movement surfaces at Midway International Airport.

Paved Areas Available for Air Carriers

Runway	Takeoff Length	Width	Surface
4R/22L	6446 feet	150 feet	Asphalt (grooved)
13C/31C	6522 feet	150 feet	Concrete (grooved)
4L/22R**	5507 feet	150 feet	Asphalt (grooved)
13L/31R**	5141 feet	150 feet	Asphalt (grooved)

Taxiway	Width	Surface
Alpha***	35 feet	Concrete
Bravo (high speed exit)	60 feet	Concrete (grooved)
Delta (high speed exit)	60 feet	Asphalt (grooved)
Echo	75 feet	Concrete
Foxtrot***	35 feet	Concrete
Golf	75 feet	Concrete
Juliet	75 feet	Asphalt
Kilo	50/75 feet*	Asphalt/Concrete
November	75 feet	Concrete
November 1, November 2	75 feet	Concrete
Papa	75/90 feet*	Asphalt/Concrete
Quebec	75 feet	Concrete
Romeo	75 feet	Concrete
Whiskey	50/75 feet*	Concrete
Yankee	60/75 feet*	Concrete
Victor	90 feet	Concrete

*varies depending upon location.

**Restricted to taxi operations only for scheduled air carrier aircraft with a passenger capacity of over nine (9), and unscheduled air carrier aircraft with a capacity of at least 31.

***Closed to all aircraft with a wingspan of over 79 feet.

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A. The runway and taxiway safety area dimensions at Midway International Airport conform at a minimum to those that existed as of December 31, 1987. If construction, reconstruction, or significant expansion of a runway or taxiway began or begins after that date, the associated safety area dimensions shall conform to FAA standards in AC 150/5300-13, *Airport Design*, unless otherwise authorized by the Administrator.

1. The runway safety areas for 4R/22L and 13C/31C are as follows: The runway 4R/22L safety area is 500 feet wide (250 feet from either side of the centerline) and extends 61 feet beyond the 4R threshold and 127 feet beyond the 22L threshold. The runway 13C/31C safety area is 500 feet wide (250 feet from either side of the centerline) and extends 82 feet beyond the 13C threshold and 48 feet beyond the 31C threshold.

2. The departure ends of runways 31C, 13C, 4R, and 22L are each equipped with Engineered Materials Arresting System (EMAS) beds. The dimensions of the arrestor beds are as follows:

Runway (departure end)	EMAS Bed Dimensions
13C	210.6' long axis of runway x 170' transverse axis of runway
4R	343.0' long axis of runway x 170' transverse axis of runway
22L	247.1' long axis of runway x 170' transverse axis of runway
31C	190.3' long axis of runway x 170' transverse axis of runway

3. The air carrier taxiway safety areas are 118 feet wide (59 feet from either side of the centerline). These include the following taxiways: B (the runway 31C high speed exit), D (the runway 22L high speed exit), E, G, J, K, N, N1, N2, P, Q, V, W, Y, and the hold pad area (13C Pad, 31C Pad, 4R Pad, 22L Pad), and their associated taxi lanes.

4. Use of Runway 4L/22R and Runway 13L/31R for scheduled air carrier aircraft with a passenger capacity of over 19 scheduled or unscheduled aircraft with a passenger capacity of over 30 is authorized for purposes of taxi only.

5. Use of Runway 13R/31L by any air carrier aircraft is authorized for purposes of taxi only.

B. The Airport shall maintain its safety areas so that:

1. Each safety area is cleared and graded and has no potentially hazardous ruts, humps, depressions, or surface variations.

2. Each safety area is drained by grades or storm sewers to prevent water accumulation.

3. Each safety area is capable, under dry conditions, of supporting snow removal equipment, aircraft rescue and firefighting equipment, and the passage of aircraft without causing major damage to the aircraft.

4. No object is located in any of the safety areas, other than those required to be in those locations by virtue of their function(s). Such objects are constructed, to the extent practical, on frangible mounted structures of the lowest practical height, with the frangible point(s) of the structures being no higher than three (3) inches above grade.

5. The EMAS beds at Midway International Airport are installed, and are maintained, in accordance with FAA Advisory Circular 150/5220-22. All are constructed on surfaces capable of supporting the passage of critical design aircraft, along with fully loaded ARFF and other emergency vehicles. They are capable of supporting pedestrian traffic, along with any co-located navigational aid without surface damage. They shall are inspected and maintained in accordance with the following parameters:

   a) No vehicle or pedestrian traffic unrelated to emergency response or maintenance purposes is permitted on the EMAS beds at any time;

   b) The EMAS beds, along with their respective associated runway safety areas, are inspected on a daily basis for jet blast damage, standing water, the presence of foreign object debris (FOD), or other visible irregularities that might impact their utility; discrepancies are noted on the Airport Self Inspection Form, and are reported to appropriate agencies for resolution;

   c) Full and comprehensive inspections, testing, and as needed, preventive maintenance of the EMAS beds shall be conducted on regular basis by an outside contractor qualified for such a purpose;

   d) Any necessary major repairs or refurbishment of the respective EMAS beds shall be completed as soon as practicable.

Markings

The Airport is equipped with, and maintains, markings for air carrier operations in accordance with Part 139.311(a) and AC 150/5340-1, *Standards for Airport Markings*.

1. Runways

   a. Runway 4R/22L has Category I Precision Instrument Runway Markings.

   b. Runway 13C/31C has Category I Precision Instrument Runway Markings.

2. Taxiways

   a. All taxiways are marked with yellow lead-in lines

   b. All taxiways are marked with runway hold markings and ILS critical area hold markings at appropriate intersections.

   c. All taxiways are marked with appropriate signage, with mandatory hold and ILS critical area signs positioned at all applicable intersections, per FAA specifications and regulations.

3. Hold Position Markings/ILS Critical Area Markings

   a. Each of the hold position markings for the air carrier runways, 4R/22L and 13C/31C, is located a minimum of 250 feet from the centerlines of the respective runways, based on the applicable airplane design group and applicable precision runway standards.

      Each of the hold position markings for runway 4L/22R is located a minimum of 250 feet from the centerline of the runway, based on the applicable airplane design group and the applicable non-precision runway standards.

      Each of the hold position markings for runway 13L/31R is located a minimum of 200 feet from the centerline of the runway, based on the applicable airplane design group and the applicable non-precision runway standards.

      Each of the hold position markings for runway 13R/31L is located a minimum of 130 feet from the centerline of the runway, based on the applicable airplane design group and the applicable visual runway standards.

   b. Each of the ILS critical areas pertaining to the air carrier runways is identified by markings.

Lighting

The Airport is equipped with, and maintains, lighting systems for air carrier operations in accordance with 14CFR Part 139.311(c) and the current edition of AC 150/5340-30, *Design and Installation Details for Airport Visual Aids*, to meet the specifications for the instrument approach minimums authorized for each runway.

1. Runways 4R/22L and 13C/31C are equipped with High Intensity Runway Lighting.

2. Runways 4R, 22L, and 13C are each equipped with a precision approach path indicator (PAPI).

3. *Runway 31C is equipped with visual approach slope indicators (VASIs).*

4. Runways 4L/22R, 13L/31R, and 13R/31L, along with taxiways A, B, D, E, F (including F1 thru F4), G, J, K, N, N1, N2, P, Q, R, V, W, and Y, are equipped with medium intensity lighting.

5. Lighted guidance signs are installed to identify taxi routes.

6. Lighted runway hold signs are installed at each runway intersection and ILS critical area.

7. Elevated, and in-pavement Runway Guard Light (RGL) fixtures are installed:

   short of 4R/22L at Papa, Quebec, November, and Yankee intersections (SE)
   short of 13L/31R at Echo, November, Papa, and Yankee intersections (NE)
   short of 4L/22R at November intersection (NW)

8. The airport is equipped with a rotating light beacon.

9. Obstruction lighting is provided for obstructions identified under FAR Part 77. Exhibit 10 – Lighted Obstructions, depicts the location of each lighted obstruction within the Airport area of authority.

10. Other lighting systems include apron lighting, lighting for vehicle and aircraft parking areas, roadways, and fuel storage areas. Airport-owned flood lights for aprons, streets, parking lots, and Security areas are designed for that purpose. Any reports of hindrance to Air Traffic Control functions or to aircraft operations because of glare that may be attributed to the Airport's lighting systems are investigated and corrected.

Signage

The Airport is equipped with, and maintains, a sign system for air carrier operations in accordance with 14 CFR Part 311(b). Each sign meets standards specified in AC150/5340-18, current edition, *Standards for Airport Sign Systems*, and sign specifications in AC150/5345-44, current edition, *Specifications for Taxiway and Runway Signs*.

A current and FAA approved Sign Plan, depicting all of the signage and markings currently in place at the Airport, and the locations thereof, is on file for inspection at the Airport Operations Office.

Maintenance/Compliance

Each lighting system and all pavement markings at Midway International Airport are regularly inspected and maintained. Prompt cleaning, replacement, or repair of any dim, faded, missing, or inoperative lighting is performed as needed so that lenses remain unobscured, clearly visible, and provide an accurate reference to airport users. Any lighting that serves apron, vehicle, and aircraft parking areas, roadways, fuel storage areas, buildings, etc., is oriented or shielded to prevent any glare that may interfere with aircraft operations and air traffic control functions. The lighting and markings are maintained and inspected in accordance with Chapter 327 of this Manual.

Each lighting system at the Airport shall be maintained at least to the minimum standards specified in Appendix 1, Table 7, of AC 150/5340-26, current edition, *Maintenance of Airport Visual Aid Facilities*. The minimum serviceability levels of the following lighting systems before they are considered inoperable are as follows:

Runway Edge Lights
85% operable for runways 4R/22L and 13C/31C

Runway Centerline Lights
95% operable

Runway End/Threshold Lights
75% operable (no more than two lights inoperable at any runway end)

Taxiway Edge Lights
85% operable

In order to provide continuity of visual guidance, the maximum allowable percentage of inoperable lights of any lighting system shall not be such that it alters its basic pattern. In addition, an unserviceable light shall not be adjacent to another. Lights are considered adjacent if located either laterally or longitudinally in a respective lighting system.

If, for any reason, the above standards cannot be maintained, and Airport management determines that the outage may not provide an accurate reference to the Airport's users, the information concerning the outage shall be disseminated via the procedures and means specified in Chapter 339 of this Manual—Airfield Condition Reporting.

A. Responsibilities

Airport Operations is responsible for the following:

1) Determining when snow removal or anti-icing operations shall begin. This will be based on an evaluation of existing weather and field conditions, and weather forecasts.

2) Continually monitoring runway conditions and applicable pilot reports during snow and ice storm events to detect any presence and depth of snow, ice, or slush, and to determine the braking action and/or coefficient of friction of the affected surfaces through, respectively, the monitoring of pilot braking action reports and as required and appropriate, with the use of a KJ-Law friction tester and/or an ASFT, and/or a Bowmonk AFM2 brake meter;

3) Keeping the NAVAID critical areas within snow depth limits for the applicable glide slope antenna configuration and notifying the Midway FAA facilities maintenance office (via the Midway ATCT) immediately upon engaging the snow removal plan;

4) Disseminating airport information through the Notice to Airmen (NOTAM) system when ridges or windrows of snow that represent a potential hazard to aircraft operations remain on or adjacent to movement areas, when any other potential hazard to aircraft operations exists, or when conditions change from those reported by a previous NOTAM;

5) Keeping the FAA Air Traffic Control Tower, air carriers and/or other airport users informed of the Airport status and field conditions, as well as the status of snow removal or ice control operations, of pilot reports of braking action, of friction measurement readings, and of any other conditions that may affect aircraft operations. This information is conveyed via an electronic log system (ELS), and the log system interface to an Internet (field condition information) web site accessible by authorized users. Field condition briefings are also communicated via telephone, upon request.

All fixed base operators are responsible for snow removal and ice control on their respective ramp/leased areas.

The Unit Manager of Fleet Management or his designated representative is responsible for ensuring the availability and reliable operation of the Airport's snow removal and ice control equipment. All such equipment is properly sheltered and regularly inspected and serviced to ensure its readiness for use. A sufficient supply of fuel is available at the Airport for the duration of any snow removal operation. The airport snow removal equipment is also inspected for any damage and/or maintenance requirements after each snow/ice removal operation.

B. Vehicles and Equipment

All snow/ice removal vehicles operating on aircraft movement areas are equipped for two-way radio communication with the FAA Air Traffic Control Tower, via the Ground or Local frequencies, or are under the direct escort of a vehicle so equipped.

Outside contractors are employed at Midway International Airport to provide equipment and trained personnel for snow removal operations on an as-needed basis on the terminal ramps. Each outside contractor employed for snow and ice control operations on the airport operations area is subject to all the Airport regulations. None are permitted

to operate equipment beyond the limits of the ramp areas without the authorization of the appropriate authority, and the escort of a radio-equipped vehicle capable of communicating with the FAA Air Traffic Control Tower on the appropriate frequency. All contractor vehicles are also required to be equipped with the necessary lights and warning signals for night operations in accordance with AC 150/5210-5, *Painting, Marking and Lighting of Vehicles Used on an Airport*, current edition.

The following airport-owned equipment is generally utilized for snow and ice control on movement areas at Chicago Midway International Airport:

21	High Speed Runway Brooms	5	14' Plows/Sanders
11	19' Swing Plows	4	Snow Blowers
5	4000 gallon anti-icers	2	Tractors with Blowers
3	Payloaders/Highlifts	1	Tractor with Broom
3	Bobcats	5	Alternate Spreaders/ Plows/Scrapers
1	ASFT (Airport Surface Friction Tester)		
1	KJ-Law Friction Tester		

No outside contractors are retained by the Airport for emergency snow removal purposes, other than those designated for the terminal ramp areas. Midway Airport has, and maintains, a sufficient compliment of snow equipment and support staff available to respond to any snow/ice events, or related circumstances.

C. Snow Removal Operations

The following principles regarding snow removal shall be adhered to in maintaining safe operating conditions on the Airport movement areas at Midway International Airport.

1) Drifted or windrowed snow shall be removed completely, and as soon as feasible, from runway, taxiway, and ramp surfaces.

2) In circumstances of heavy snow accumulation, the height of snowbanks alongside useable runway, taxiway, and ramp surfaces is mitigated such that a) all aircraft propellers, engine pods, rotors and wingtips will clear each snowdrift and snowbank when the applicable aircraft's landing gear traverses any full-strength portion of the related movement area, and b) the permissible snow heights of glide slope clearance areas are maintained.

3) In the event that the snow removal teams are unable to promptly comply with the requirements specified above, Airport Operations will, via the FAA Notice to Airmen and/or the Airport's field condition reporting system, notify the ATCT, air carrier operations offices, and other airport users.

   During many snow/ice events, weather and surface conditions change with such a rapidity, and often vary to such a degree depending on the airfield location, that usage of the FAA Notice to Airmen system is impractical for notifying and updating the ATCT and the Airport users of field conditions. The primary means of such notification during ongoing snow events/snow removal operations is the ELS (Electronic Log System) interface to the Internet web site, which is dedicated exclusively to that purpose. The ELS/Internet interface provides the most rapid and accurate method of field condition dissemination, and updates thereof.

4) The active air carrier runway, along with its associated taxiways, receives the first priority for snow/ice removal. The type of equipment initially used (brooms, 22' or 19' plows, etc.) shall depend on the surface

conditions, the winds, the rate and type of snowfall (dry or wet), along with other factors. Examples of the priority surfaces for snow removal are depicted in Exhibit 9a. Surface conditions and braking action of the active air carrier runway are continually monitored, and maintained to safe operating standards. On the active runway, and on any other runway(s) still available for aircraft use, friction measurements are conducted on a frequent basis during events involving freezing precipitation or snow, or at minimum, under the following circumstances:

a) When the central 60 feet of the respective runway, centered longitudinally along the runway centerline, is contaminated over a distance of 500 feet or more;

b) Whenever a visual runway inspection indicates that the runway friction is changing;

c) Whenever a succession of pilot reports indicate a trend of degradation of braking action;

d) Following any anti-icing, plowing, brooming, or sanding operation conducted on the full length of the respective runway while a precipitation event involving snow and/or ice is in progress;

e) At least once during each eight hour shift when contaminants are present on the respective runway surface;

f) Immediately following any aircraft incident or accident on the runway.

5) Snow removal operations will commence concurrently, or as soon as possible, on the Aircraft Rescue and Firefighting (ARFF) access roads and/or the airport emergency access gates. Concurrently, or as soon as conditions permit, the other air carrier runway and its associated taxiways are also addressed.

6) Maximum allowable snowbank height, along with the standards for snowbank/windrow clearance are depicted in Exhibit 9b. The heights and clearances of these are frequently monitored by the Operations staff. Any snowbanks and windrows are kept lower than the maximum permissible height whenever possible.

7) Signs and lights shall be frequently checked by the Operations staff for visibility and are cleared as appropriate by skilled trades (electrician, with the assistance of laborers, if needed).

8) Because of the importance of safe movement of passengers, visitors, and airport personnel on the airport access roads, parking areas, and sidewalks, snow and ice accumulation at these locations is addressed promptly by Facilities, motor truck driver, and/or hired contractor staff specifically assigned to the tasks.

9) The FAA airways facilities maintenance staff assigned to Midway Airport monitor the Airport navaids under their authority for any snow removal or field condition issues that may adversely affect their operation. The Airport staff shall notify the ATCT in the event that they observe such conditions. In the event that any such conditions arise, they are rectified by FAA maintenance. The Airport staff shall lend assistance if requested, and if such assistance is feasible, depending on circumstances or conditions.

10) All snow windrows shall be removed as soon as possible after the end of a snow event. Sand shall be removed, as needed, from runways and ramps as soon as braking action has been restored, and surface conditions are dry. Any damaged or inoperative light or sign fixtures are addressed by the electrician staff. The runway safety areas are checked for any ruts, other irregularities, or debris, as soon as the snow cover recedes.

D. Ice Control

Precipitation events involving icing conditions occur most frequently at air temperatures between 28 and 34 degrees Fahrenheit, or between –2 degrees and 1 degree Celsius, though they can also occur when temperatures are as low as 5 degrees F (-15 C) and as high as 40 degrees F (4.4C). Weather conditions and forecasts are continually monitored by the Operations staff in order to determine the likelihood of icing conditions. Surface sensors, which are installed on both air carrier runways, provide continuous data that is also valuable in these determinations.

1) Runways, Taxiways and Ramps
Depending on the existing and anticipated conditions, it is a practice at Midway International Airport to apply potassium acetate liquid anti-icer to all priority movement areas when snow/icing conditions are imminent. Depending also on conditions and circumstances, sand mixed with urea may be applied to affected areas in order to improve aircraft braking conditions.

Absolutely no chloride salts or other corrosive chemicals are used on aircraft movement areas, nor on any portion of the airport airside.

2) Access Roads and Parking Areas
Chloride salts are utilized on landside surfaces; on rare occasions sand and/or urea may also be used in these locations. The elevated vehicle roadways and ramps shall receive special attention due to the tendency of icing to occur on these surfaces first, due to the absence of the heat sink provided by the ground.

AIRCRAFT RESCUE AND FIRE FIGHTING: INDEX DETERMINATION 139.315

A) Midway International Airport operates as a Class I airport with scheduled and unscheduled operations of large air carrier aircraft. The longest of these aircraft is the Boeing 757-200. The longest aircraft serving Midway with an average of more than five daily departures is the Airbus Industrie A320.

B) Though the Boeing 757-200 serves Midway International Airport with an average of less than five departures per day, Airport is equipped to comply with the requirements of Airport Rescue and Firefighting (ARFF) Index C, which is otherwise applicable to such aircraft of at least 126 but less than 159 feet in length.

The ARFF facilities, equipment, and personnel at Midway International Airport are under the jurisdiction of the City of Chicago Fire Department (CFD).

A) Each ARFF vehicle at Midway International Airport is based at the Midway ARFF Station—Chicago Fire Department, which is located at the south perimeter of the Airport.

B) The Aircraft Rescue and Firefighting equipment stationed at the Airport and the quantity of extinguishing agents contained therein is listed below.

A total of three (3) Crash Fire vehicles consisting of the following:

One (1) 3,000 gallon Oshkosh Crash Vehicle, containing 500 pounds of Halotron.

One (1) 3,000 gallon Oshkosh Crash Vehicle containing 500 pounds of Halotron and 450 of Purple K.

One (1) 200 gallon Rapid Intervention Vehicle (RIV) using water/foam with 450 pounds of Purple K.

An appropriate number of gallons of AFFF and pounds of Purple K is in reserve at all times.

One (1) spare, 3,000 gallon Oshkosh Crash Vehicle, containing 500 pounds of Halon, will be located in proximity to the Midway ARFF Station.

Exhibit 10—Midway International Airport ARFF Equipment Chart, specifies each of these ARFF vehicles, and their capabilities, in more detail.

Vehicles/Equipment

A) ARFF equipment sufficient to meet the requirements of Index C is provided during all air carrier operations unless otherwise reduced in accordance with FAR Part 139.319(d) and 139.319(g).

B) If any of the ARFF equipment at the Airport is rendered unserviceable and the remaining equipment is insufficient to meet the requirements of Index C, each air carrier user of the Airport, and the FAA, shall be so notified in accordance with Part 139.339. If the unserviceable vehicle cannot be repaired or replaced within 48 hours, the Chicago Fire Department shall notify the Department of Aviation immediately. The Department of Aviation shall issue a NOTAM in accordance with Chapter 339 of this Manual, and notify the FAA's Great Lakes Region Airports Division Manager. Air carrier operations will be limited to the appropriate lesser index until the requirements of Index C are again met.

C) Each ARFF vehicle is equipped for two-way radio communication capabilities that provide for their contact with the Air Traffic Control Tower (ATCT), the other ARFF vehicles, and the City frequencies (CFD, Airport Operations).

D) Each ARFF vehicle is painted with a distinguishable color in order to enhance its contrast with the background environment and to optimize its visibility during daylight and nighttime hours. Each is also equipped with flashing beacons.

E) Each ARFF vehicle responding to an emergency on the airport must be equipped with, or have available through a direct communication link, the *North American Emergency Response Guidebook*.

F) The ARFF vehicles/equipment at Midway International Airport are maintained in operable condition at all times, so as to be operationally capable of performing all of the functions required under subpart 139.317 during all air carrier operations. They are parked in the climate-controlled ARFF station, sheltered from freezing temperatures and the elements when they are not in use.

G) Within three (3) minutes of the commencement of an alarm, at least one (1) required airport rescue and firefighting vehicle is required to reach the midpoint of the farthest air carrier runway, or reach any other specified point of comparable distance from the airport fire station on the airport movement area available to air carriers, and begin extinguishing agent application. All other vehicles required under the index are required to reach the location specified, and begin extinguishing agent application, within four (4) minutes. Periodically, the Department of Aviation will coordinate with the Chicago Fire Department to initiate drills to ensure that the firefighters are able to comply with the response times required by FAR Part 139.319(h).

Personnel

A) All firefighting and rescue personnel at Midway International Airport are equipped in a manner sufficient to perform their duties as required under this Part, consistent with ARFF Index C. During all air carrier operations, sufficient firefighting and rescue personnel are on hand to operate the ARFF equipment and vehicles, to meet the required response times, and to meet the minimum AFFF agent discharge rates required by Index C.

B) The CFD is responsible for ensuring that all ARFF personnel at Midway International Airport are trained to perform their duties in accordance with Part 139.319(j). The CFD ensures that each firefighter assigned to the Airport participates in at least one (1) live fire drill every twelve (12) months, has completed State firefighting training, and received initial and recurrent training in the following areas:

1. Airport familiarization;

2. Aircraft familiarization;

3. Rescue and firefighting personnel safety;

4. Familiarization with the emergency communications system of the Airport, including fire alarms;

5. Use of fire hoses, turrets, and appliances used by the Airport for compliance with the requirements of this Part;

6. Types and application of the extinguishing agents used by the Airport for compliance with the requirements of this Part;

7. Forced entry into aircraft, ventilation of aircraft, extraction of persons from aircraft, and evacuation assistance;

8. Firefighting operations;

9. Adapting and using structural firefighting and rescue equipment for aircraft rescue and firefighting service;

10. Aircraft cargo hazards and considerations;

11. Familiarization with the CFD's duties under the Airport Emergency Plan.

C) The Chicago Fire Department documents that this instruction has been given to each firefighter. Such training records are maintained by the Chicago Fire Department for three (3) years pursuant to this Part.

A current and updated master firefighter roster containing the names of individual firefighters that have received all the above training requirements shall be submitted to the Department of Aviation Operations section at Midway Airport within 12 hours of any changes. When changes are made to the master roster, a revised roster is to be submitted immediately. In addition, a daily firefighter roster that specifies individuals assigned to specific airport rescue firefighting vehicles on each duty shift will be submitted to the Operations section on a daily basis.

Emergency Medical Care

The agency providing emergency medical care at Midway International Airport is the Chicago Fire Department—Midway Station. It is summoned via telephoning 911 and/or via CFD alarm notification of the Airport firefighting personnel.

A minimum of one (1) person is on duty at the Midway ARFF station, during all air carrier operations, that has had at least 40 hours training in, and is current in, basic emergency medical care including bleeding, cardiopulmonary resuscitation, shock, primary patient survey, injuries to the skull, spine, chest, and extremities, internal injuries, moving patients, burns and triage.

Alert Procedures and Equipment

The Airport has established procedures and means for alerting firefighting and rescue personnel of any existing or impending emergency that may require their assistance.

The FAA Air Traffic Control Tower (ATCT) at Midway International Airport is equipped with a dedicated telephone line to the Chicago Fire Department—ARFF Midway Station. In an emergency involving an air carrier aircraft, the ATCT will contact the CFD—ARFF Midway Station via this means and provide the details of the emergency, including the type of aircraft, its approximate location, its expected arrival runway, and any other available pertinent available information.

The ATCT will also request an ARFF stand-by alert when a potential aircraft emergency is in progress, or is anticipated.

Whenever the Midway ARFF equipment must transit airport runways, taxiways, and aprons in order to respond to an emergency call, it will do so under the authorization and guidance of the ATCT, which will ensure its expeditious and safe transit across the applicable surfaces.

Designated emergency access roads at Midway International Airport are maintained in a useable condition at all times.

Off-Airport Responses

The Chicago Fire Department is responsible for the staffing and dispatch of the Airport fire equipment. The CFD Incident Commander shall limit the amount of firefighters and EMS personnel dispatched from the CFD-Midway Station so as not to jeopardize the Airport's Airport Rescue and Fire Fighting capabilities. In the event that Midway ARFF equipment is needed for an emergency or incident remote from the airport, its spare 3,000 gallon Oshkosh Crash vehicle, described in 139.317, shall be available at the discretion of the CFD Incident Commander, in coordination with the CFD.

Dispatch of any additional Midway ARFF equipment off of the Airport shall be made in coordination with the Managing Deputy Commissioner of Aviation, the Assistant Commissioner of Operations, and Airfield Operations.

A) Chicago Midway International Airport does not act as a cargo handling agent. All its tenants engaged in cargo handling shall establish and maintain procedures for the protection of persons, property and the environment on the airport during the handling and storage of any material regulated by the Hazardous Materials Regulation (49 CFR Part 171.35). The only substances and materials handled by Midway Airport personnel are those used in regular daily airport operations and maintenance; these are handled and stored in an appropriate manner.

B) An air carrier must have prior permission from Chicago Midway International Airport where an exemption of cargo is requested or where the aircraft is to land while the subject materials are on board. Explosives are specifically forbidden in quantity limitations set forth in 49 CFR Part 101.101. Explosives laden aircraft are not permitted to land at Chicago Midway International Airport except in cases of in-flight emergencies.

C) Any aircraft landing at the airport with a reported problem involving hazardous materials (e.g., a leaking container) will be considered "Hot Cargo" and will be assigned a designated parking/staging area on the airport by the Airport Operations office, in coordination with the ATCT. The aircraft will remain at this location until declared safe by the Chicago Fire Department (CFD) incident commander. (Suspicious material locations may be suitable in some instances).

D) The following procedures have been established, and shall be maintained, to assure protection against fire and explosion in the storage, dispensing, and other handling of fuel, lubricants, and oxygen (excluding aircraft cargo) on the airport:

1. Grounding rods have been installed at all airline fueling locations.

2. All airport fuel storage areas and refueling facilities not within the perimeter of the airport are fenced and gated to restrict access. All storage areas are lighted. Appropriate fire extinguishers are located at all fuel storage areas and are on all mobile fuelers used on the airport. Warning signs and fuel identification markings are permanently displayed in fuel storage areas, fueling cabinets, and mobile fuelers.

E) Storage areas are periodically inspected by the Chicago Fire Department personnel. These areas are kept clean of flammable material, debris, and vegetation.

F) Each tenant selling and dispensing fuel at Midway International Airport is required to ensure that at least one (1) of its supervisors has completed an aviation fuel training course in fire safety that is acceptable to the FAA, and has undergone recurrent training every 24 calendar months. This training must be documented and certified to the Department of Aviation on an annual basis. All other fueling personnel must receive on the job training in fire safety under the direction of the supervisor that has been so trained.

Inspections of mobile and fixed fueling equipment by Chicago Fire Department personnel are conducted at least once every three months. A report of each inspection is retained for a period of twelve (12) months by the Chicago Fire Department. Exhibits 10a and 10b contain examples of these reports. These inspections may also be conducted by the fuel suppliers, other government agencies, and the airlines, consistent with CFD requirements.

Each tenant refueling agent is required to take immediate corrective action whenever a fire safety deficiency is reported. If significant deficiencies exist, and cannot be corrected within a reasonable time, appropriate action will be taken by the airport, and the FAA shall be notified.

All tenant fueling agents must comply with FAA Advisory Circular (AC) 150/6230-4, FAR 139.321(b) and National Fire Protection Association (NFPA) 407. In addition, any tenant that refuels general aviation aircraft must comply with FAR Part 139.321.

The airport shall obtain from each tenant refueling agent that refuels general aviation aircraft, in writing and on an annual basis, documentation that they have accomplished the required training specified in FAR Part 139.321(f).

Prevention
1. Fuel servicing equipment shall comply with the standards of NFPA 407.
2. Leaking or malfunctioning equipment shall be immediately removed from service.
3. Fuel nozzles shall not be dragged along the ground.
4. The CFD shall be notified of all fuel spills.

Static Electricity
1. Fueling equipment and aircraft shall be bonded in accordance with NFPA 407, 3-4
2. Bonding systems shall be tested for continuity annually.
3. All bonding and grounding connections shall be electrically and mechanically firms, and connected to clean, unpainted metal parts.

Open Flames
1. Open flames shall not be allowed on servicing ramps, in refueling vehicles, or anywhere within fifty (50) feet of an aircraft.
2. Entrances to refueling areas shall be posted with NO SMOKING signs.
3. Refueling personnel shall not carry lighters or matches on their person while engaged in fuel service operations.

Lightning Storms
1. Extreme caution shall be exercised in fueling operations during electrical storms.
2. Fueling operations shall be suspended during severe electrical storms, as determined by the CFD or the fueler.

Aircraft Fuel Servicing Locations
1. All aircraft fueling and refueling shall be accomplished outside of any buildings.
2. No vehicle other than those performing aircraft servicing functions will be permitted within fifty (50) feet of the aircraft during fueling operations.

Fire Extinguishers
1. Portable fire extinguishers specified in NFPA 407 2-1.6, shall be available in refueling areas and shall conform to the requirements of NFPA 10—Standards for Portable Fire Extinguishers.
2. Extinguishers shall be kept clear of ice and snow and be readily accessible.
3. Fire extinguisher locations shall be prominently marked in letters of at least two (2) inches in height.
4. Fuel handling personnel shall be trained in the proper use of available fire extinguishers.

Fuel Hoses
1. All fuel hoses shall meet the standards of NFPA 407, 3-16, and shall be inspected each that they are used. Inspection should detect blistering, cracking, cuts, soft spots behind couplings, loose or slipping couplings, or any other damage to the outer cover.
2. Damaged hoses shall be immediately removed from service.

Fuel Servicing Vehicles
1. Fuel servicing vehicles shall meet the requirements of NFPA 407.
2. Each aircraft fuel servicing tank vehicle shall have two (2) fire extinguishers installed, with one on eachside of the vehicle. These extinguishers shall have a rating of at least 20-BC.

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FAA Approval

3. Extinguishers shall be readily available for use and shall be protected from the elements, when required, by covers, enclosed compartments, etc.
4. NO SMOKING signs shall be posted in the cab of all refueling vehicles. Lighters and ashtrays shall be removed from all refueling vehicles.
5. Shutoff valves shall be marked EMERGENCY SHUTOFF in conspicuous color that contrasts with the background in letters of at least three (3) inches in height. Markings should also indicate the required method of activating the shutoff.
6. Deadman controls shall not be jammed, nor shall any other action be taken to bypass or defeat the control.
7. Vehicles shall be parked no closer than fifty (50) feet from buildings and shall be spaced at least ten (10) feet apart to permit emergency access.

Marking of Fuel Service Vehicles

1. Each vehicle or fuel tank shall be marked indicating the type of fuel (per Exhibit 10a).
2. Each vehicle or fuel tank shall be labeled with the word FLAMMABLE (per Exhibit 10a).
3. All lettering shall be at least three (3) inches in height, and shall be affixed to both sides, and to the rear of the vehicle.

Airport Fueling Systems

1. All new fuel systems shall be designed, constructed, operated, and maintained in accordance with NFPA 30 and NFPA 407.
2. Ground areas around storage facilities shall be kept free of weeds, trash, or other unnecessary combustible material.
3. Storage facilities shall be posted with FLAMMABLE and NO SMOKING signs.
4. Shutoff stations shall be placarded EMERGENCY SHUTOFF in letters of at least three (3) inches in height, with the method of operation of the stations indicated, NFPA 407, 2-3.15.3

Personnel

Personnel involved in fueling operations shall be trained in the following areas, and a record of such training shall be maintained by their employing company:

1. Protection against static electricity to include the proper method of bonding and if, required by company or aircraft procedures, grounding; also knowledge of appropriate clothing to be worn while engaged in fueling operations;
2. The proper use of fire extinguishers;
3. The proper use of deadman controls;
4. Fire safety in the use and operation of mobile refuelers, fueling pits, cabinets, and storage facilities;
5. Action to be taken in the event of a fuel spill.
6. Action to be taken when a piece of fueling equipment malfunctions.
7. Local fire codes regarding refueling operations.

A) Lighted wind cones are installed at the following locations at Midway International Airport, as depicted in Exhibit 2 – The Airport Layout Plan:

- between runways 22L and 22R
- between runways 31C and 31L
- between runways 13R and 31C
- between runway 31L and the November taxiway
- between runway 31R and the Golf taxiway
- between runway 4R and the Yankee taxiway
- between runway 4L and the Whiskey taxiway

Each of these wind cones is illuminated during the hours of darkness.

B) The wind cones are inspected daily by the Airport Operations staff, and are maintained by the Airport electricians. Any malfunctions or irregularities are noted on Irregularity Reports, copies of which are provided to the electrician staff.

C) The Air Traffic Control Tower at Midway International Airport is operational on a continuous basis; traffic pattern indicators are therefore not necessary, and are not present.

A) The Chicago Midway International Airport has prepared a comprehensive Airport Emergency Plan, which describes in detail the responsibilities of the respective persons/organizations tasked with different aspects of its implementation. The Airport Emergency Plan is a completely separate, "stand alone" document, with separate page numbering and exhibits, to permit its distribution to other agencies.

The following sections in this Manual present a brief review of the responsibilities and coordination procedures that are described in detail in the Airport Emergency Plan.

B) The Airport Emergency Plan prescribes who shall act as the Command Post Supervisor, who is tasked with assuring full and correct implementation of the prescribed procedures during any emergency or disaster condition.

It is recognized that all possible emergency conditions cannot be anticipated. If an emergency situation arises that is not covered by the Plan, the Commissioner of Aviation and his/her authorized representative has the authority to direct the DOA response as he/she deems necessary.

A list of some of the primary agencies/individuals that will have direct involvement/responsibilities during an emergency/disaster on the Airport follows. It does not include all of the agencies/individuals who may be involved. Should circumstances require, other relevant parties are contacted as warranted.

1) Chicago Department of Aviation

2) Chicago Fire Department

3) Chicago Police Department

4) Department of Aviation Security

5) Federal Aviation Administration/Midway Air Traffic Control Tower

6) The management of the airline involved, or its representative(s); or the aircraft owner or representative(s) (including the company directly involved, and those companies/tenants providing assistance under mutual assistance agreements).

7) National Transportation Safety Board, General Aviation District Office and Air Carrier District Office, Federal Aviation Administration officers and/or investigators

8) Cook County Medical Examiner (if applicable)

C) A crash phone is located in the Midway ATCT for direct communication with the Chicago Fire Department—Midway Station in the event of aircraft emergencies. The use of 911 is also available in the event of other such emergencies at the Airport.

D) In the event of any accident or incident involving an aircraft originating at, or bound for, Midway International Airport that occurs off its premises (such as Lake Michigan), the appropriate authority or authorities shall be notified, and appropriate coordination shall be made between those parties and the Commissioner of Aviation and/or his/her authorized representative(s).

E) The Managing Deputy Commissioner of Aviation and/or his/her authorized representative(s) will conduct both plan review sessions and a full scale Airport Emergency Plan (AEP) exercise with all agencies and parties that have

responsibilities in execution of the AEP. Review sessions are held once every twelve (12) consecutive calendar months.

F) A full-scale airport disaster exercise is held once every thirty-six (36) consecutive calendar months.

A) Chicago Midway International Airport is inspected and maintained in accordance with the requirements of FAR Part 139. Airfield inspections are conducted daily and are documented on the form shown in Exhibit 12 – Airport Self Inspection Form. Inspections are conducted as follows:

1) Daily;

2) When required by unusual conditions such as during construction, or during/in the aftermath of meteorological conditions that affect or have the potential to affect safe aircraft operations;

3) Immediately following an aircraft accident or incident.

B) Other elements included in the Chicago Midway International Airport Safety Self-Inspection Program, designed to ensure FAR Part 139 compliance, are:

1) Facilities and equipment for use in conducting safety inspections at the Airport, including friction coefficient evaluations during snow/ice meteorological events;

2) Procedures to ensure reliable, rapid dissemination of information from Airport Operations to the airlines and other tenants.

a. A Field Condition Report (FCR) is entered, on a regular basis, into an electronic log system (ELS), and is then electronically transmitted to a dedicated Internet website accessible to all airport tenants, and other authorized users. It is updated and disseminated during each eight (8) hour shift and at any time that field conditions change.

b. When NOTAMs are issued closing or affecting an air carrier runway, all air carriers are notified in advance by telephone/fax if the closure has the potential to significantly impact airline operations.

c. When snow removal operations are in progress, the FCR is updated as necessary by Airport Operations. It is then immediately transmitted, via the website, to each approved user and specifies any item that has been identified to be a potential hazard to aircraft operations, e.g., obscured pavement markings, ridges, windrows of snow that remain on or adjacent to movement areas, low friction coefficient readings or significant changes in conditions from the previous report.

d. During periods of construction, progress reports are relayed to both the FAA ATC and/or the air carriers, upon request. These regularly updated reports contain information pertaining to the closure of movement areas (runways, taxiways and ramps), and coming phases of the project.

C) Midway Airport Operations personnel conduct their Airport self-inspections within the parameters of Part 139 and the Airport Certification Manual (ACM). Airport Operations ensures that each of those tasked with the inspections is formally trained in, and are familiar with:

1) The provisions of the Airport Certification Manual, and Part 139, concerning Airport self-inspection;

2) The locations of the Airport facilities, and the Airport rules and regulations;

3) Correct radio communication procedures and techniques;

4) The applicable standards for the Airport;

5) The Airport Self-Inspection Form (a sketch of the airport layout accompanies the checklist so that the location of any deficiency can be marked for easy identification);

6) Any deficiencies or concerns noted during the previous inspection cycle;

7) Safe operation of ground vehicles on all movement and ramp areas.

D) All deficient items or problem areas, if any, are noted during the daily inspection. A determination is made as to which items require immediate attention, and which items can be deferred. Prompt corrective action is initiated through the issuance of work orders/Irregularity Reports (IRR) and NOTAMs, if appropriate.

E) All daily inspection records are retained by Airport Operations for a minimum of twelve (12) consecutive calendar months.

Movement Area Authorization

The only personnel at the Airport, other than those specified in Chapter 303 of this Manual, who are authorized to access the movement areas unescorted, are airline mechanics and FBO line personnel, whose authorization is limited to purposes of towing or taxiing aircraft between locations on the airfield for repositioning or maintenance. Only authorized Midway Airport Department of Aviation personnel are permitted to operate non-tug vehicles on the movement and safety areas unescorted without specific authorization from Airfield Operations.

No vehicle operations are permitted on the movement or safety areas of Midway International Airport other than those required for airport operations and/or airport maintenance purposes.

Movement Area Training

Airport Personnel The Midway International Airport personnel in the following sections/job positions are tasked with various aspects of the Airport's ACM and 139 compliance requirements, and routinely access its movement and safety areas:

Without Escort	Under Escort Only
Managing Deputy Commissioner	Construction Laborers
Airport Operations management (Deputy Commissioner, Chief and Assistant Chief Operations Supervisors, Airport Managers)	Park Laborers
Airport Operations Supervisors (Operations)	Motor Truck Drivers (Seasonal)
Chicago Fire Department (Midway Station)	
Motor Truck Drivers	
Electricians	

Airline/Fixed Base Operator Personnel All non-pilots (e.g., aircraft maintenance personnel) who taxi across movement areas of the Airport, or airline/FBO ramp personnel who tow aircraft across movement areas of the Airport, must undergo a training program administered by Airport Operations which covers airport familiarization, airport signage, markings, and lighting. Each trainee must demonstrate that he/she has gained the required body of knowledge by passing an exam with an overall score of 85% or better. Only personnel who have satisfactorily completed this training program are permitted to conduct unescorted taxi/tow operations at Midway International Airport.

Credentials

Airline/Fixed Base Operator Personnel Results of a candidate's initial training by Airport Operations, including his/her exam scores, are stored in an electronic database accessible to the Midway Department of Aviation Special Police—Badging Office. The Badging Office, upon verification of the satisfactory results, issues/reissues the candidate a new badge with a blue stripe in the upper left corner. The blue stripe identifies the bearer as one authorized to conduct unescorted tow/tug operations on the AOA. The bearer shall display the badge at all times when he/she is on the AOA. The badge is valid for one calendar year, after which it must be renewed.

Each of the personnel on the airport authorized to conduct unescorted movement area taxi/tug operations at Midway International Airport is also required to pass an annual exam, given by the DOA Security/Badging Office, with a score of 85% or better. Renewal of their airfield badge, along with that of their authorization to continue to conduct such

operations, is contingent upon their earning a passing grade on the exam.

Each of the Airline/FBO personnel on the Airport authorized to conduct unescorted movement area aircraft taxi/tug operations at Midway International Airport is required to pass an annual exam, administered by the DOA ID Badging office, with a score of 85% or better. Renewal of their airfield badge, along with that of their authorization to conduct such operations, is contingent upon their earning a passing grade on the exam. In the event that they fail to pass the exam, that authorization is revoked until they complete retraining (the nature of which is determined by their employer), retake the exam, and earn a passing score.

Records

All training and test records for personnel specified in this chapter are kept, and maintained by the DOA Security/Badging office for a minimum of two years.

Movement Area Procedures/Guidelines

A) All Airport Operations and Airport maintenance vehicles are equipped with yellow rotating beacons/strobes mounted on or as near as possible to their highest points. Emergency vehicles are equipped with red rotating beacons/strobes. Beacons are activated whenever these vehicles transit, or are stationed on, any movement area or within any safety area, and/or during their response to emergencies at any location on the AOA.

B) All vehicles authorized to operate on the movement area and within the safety areas at Midway International Airport are equipped for two-way radio communication via the FAA ATCT Ground or Local control frequencies. These vehicles shall establish contact with, and obtain authorization from, the ATCT prior to their entrance to any Airport movement or safety area, unless the specific location has been already closed via NOTAM. Operators of those vehicles shall strictly adhere to the instructions given by the ATCT.

C) Vehicles not equipped with two-way radios, that must access or transit any movement or safety area, shall be escorted by a vehicle specified in item B) at all times that they are operating within those locations. The latter shall remain with the vehicle(s) that they are escorting until they have departed the movement/safety area (unless the location in question has been closed by NOTAM). The vehicles under escort shall not depart their designated work areas without authorization. In the event that a Department of Aviation vehicle, while in a movement or safety area, loses communication capabilities with the ATCT, its operator shall notify the Airport Operations office on the City-net frequency and request proper escort from its location.

D) Construction activity related contractor vehicles operating within aircraft movement areas are required to be marked with an approved orange and white checkered flag, and/or a yellow rotating beacon. Construction vehicles not allowed to transit movement/safety areas are either escorted, or guided, by a flagperson/flagpersons equipped with radios, who are stationed at location(s) designated by Airport Operations, to facilitate their safe transit across/adjacent to these locations.

Non-Compliance/Reporting and Corrective Procedures

One cannot overemphasize the severity of an unauthorized intrusion of a vehicle or aircraft onto an aircraft movement area, especially if the movement area involved is a runway.

A) In the event of such an occurrence, depending upon the circumstances, he airfield driving privileges of the person(s) involved may be suspended, at minimum until an initial investigation of the incident is completed. The parent organization of the person(s) involved is required to submit a detailed, written report of the incident within eight (8) working hours, to the Managing Deputy Commissioner of Aviation or to the Assistant Commissioner of Operations and

must contain, as a minimum, the following information regarding the incident/violation:

- Who was involved;
- What happened;
- Where it happened;
- When it occurred;
- The steps that have been take to prevent a recurrence.

B) Midway Airport Operations will also provide a written report to the Managing Deputy Commissioner and to the Deputy Commissioner of Operations within the same time frame. Based on the information provided in these reports and in other sources, the Managing Deputy Commissioner and/or the Assistant Commissioner of Operations shall determine the type of corrective actions that should be taken as a result of the incident.

C) A first infraction will require the responsible person(s) involved to be retrained by Midway Airport Security and/or Operations. Depending on the circumstances of the infraction/incident, additional penalties may be imposed at the discretion of the Deputy Commissioner of Operations and/or the Managing Deputy Commissioner of Aviation. In the event of a second infraction the person's airside driving or working privileges may be permanently suspended, at the discretion of the Deputy Commissioner of Operations and/or the Managing Deputy Commissioner of Aviation.

Airport Management reserves the right to impose additional measures in the event of a first infraction, depending on the seriousness of the infraction/incident.

The rules to the Motor Vehicle Operating Regulations have been adopted by the City of Chicago under Section 10-38-356 and 357 of the Municipal Code. Violators can be cited by the DOA Special Police, and a fine imposed for each offense.

D) Midway Operations maintains records of accidents or incidents in the movement and safety areas involving aircraft and/or ground vehicles. Records of each accident or incident are maintained for 12 calendar months from the date of the accident or incident.

AIRPORT OBSTRUCTIONS AND OBSTRUCTION LIGHTING 139.331

Each object in any area within the authority of the Airport that is identified as an obstruction under FAR Part 77 will either be removed, or marked and lighted as appropriate unless such, as determined by an FAA aeronautical study under the provisions of FAR Part 77, is not required.

Exhibit 7—Lighted Obstructions, depicts the location of each lighted obstruction within the Airport's area of authority.

PROTECTION OF NAVAIDS **139.333**

A) All NAVAIDs located on the Airport are within its secured area, and are regularly monitored. Access into and within the perimeter of the Airport Operations Area is monitored and controlled under the provisions of 49 CFR Part 1542.

B) All planned construction projects on the airfield are evaluated to determine their potential interference with the operation of the NAVAIDs. These evaluations include consultations with the FAA. Individuals planning construction projects on the airport are required by the Department of Aviation to submit an FAA Form 7460-1 prior to the beginning of their work. Pre-construction conferences are held at the Airport prior to the start of all projects that impact the Airport Operations Area.

C) "As built" plans are on file in the Department of Aviation offices, depicting all existing underground utility lines that are crucial to the functions of the airport. Contractors are required to have prints of the underground utility lines in their area of activity. Pre-construction meetings are held with the respective contractors prior to the commencement of their projects. At this time, further verbal and /or written instructions are given concerning potential utility interruption. Contractors are also required to contact all affected utility companies, so that the respective utility lines can be marked. If any of these lines are damaged or cut, the Department of Aviation Operations office is notified immediately so that repairs can be arranged. If the damage affects the operation of a NAVAID, the FAA is also notified so that appropriate NOTAMs can be issued and further corrective action can be taken as needed.

A) The entire perimeter of Chicago Midway International Airport is enclosed within either 12 foot high noise abatement walls or chain link fencing of comparable height topped with barbed wire. In addition, it is equipped with fencing, gates, signs and procedures which safeguard against unauthorized entry onto any aircraft movement area by persons or vehicles that may endanger aircraft operations.

B) All gates of the airport perimeter are closed and locked; routine access locations are attended and monitored continuously. All who enter the perimeter are screened, and must be properly badged and /or escorted. The Airport Master Security Plan, approved by the Transportation Security Administration (TSA), requires both personnel and vehicle identification for access to the AOA.

C) The following equipment and procedures are provided to protect persons and property from jet blast from aircraft:

1. Jetways, which protect all enplaning or deplaning passengers from jet blast, are installed at most of the gates servicing air carrier aircraft at Midway;

2. Airline personnel escort emplaning and deplaning passengers at all the other gates and boarding/loading positions in order to assure their protection and prevent their exposure to jet blast.

D) Engine start and pushback tug disconnection of air carrier aircraft is restricted to specific locations on the terminal ramp, in order to minimize hazards to other taxiing aircraft, ground traffic, and ramp personnel from breakaway engine thrust. The start locations ("start boxes") are clearly designated.

E) Blast deflectors and/or fencing are located behind the approaches of runways 4L, 13C, 22L, 31C, and 31R.

F) All persons who operate vehicles on the AOA of Midway International Airport are required to know the applicable rules and regulations specified in the Midway International Airport DOA Drivers Handbook. They must demonstrate that knowledge by passing a written exam, administered by Midway DOA Special Police, with a score of 85% or better.

Depending on the extent of their authorized AOA access, they are required to take a written exam either annually or biannually.

A) The City of Chicago Department of Aviation takes immediate and proactive measures to alleviate wildlife and potential wildlife hazards whenever they are detected. Chicago Midway International Airport has prepared a detailed and comprehensive Wildlife Management Plan, which describes in detail the unique variety/combination of wildlife present at the Airport, along with the procedures that have been established to manage it. Through application of this integrated plan, wildlife activity that represents a potential or imminent hazard to aircraft is mitigated, in order to optimize public safety.

B) As a long-term measure towards meeting this continuing objective, the City of Chicago Department of Aviation has entered into a cooperative agreement with the USDA Wildlife Service (WS), through which a full-time Wildlife Biologist is now attached to the Operations section at Midway Airport. This individual has primary responsibility for the formulation and maintenance of the Midway Airport Wildlife Management Plan, as well as its implementation. The Wildlife Biologist, or an alternate specialist that he/she designates, is on call on a 24-hour basis.

C) The remainder of the Operations staff is tasked with lending support towards the accomplishment of the airport's wildlife management goals. This includes undertaking immediate (and in most cases, the first) response to any reported wildlife hazards, along with generation of the appropriate documentation and notifications stemming from that response. Examples of such incidents include, but are not limited to instances when:

1. Any aircraft experiences a bird strike or engine ingestion on the airport or on final approach or departure;

2. Any aircraft experiences a damaging collision with wildlife other than birds;

3. There is sighting of wildlife within the airport perimeter of a size and/or in numbers capable of causing an event such as that described in 1) and 2), which is observed to be accessing any airport flight pattern or movement area.

D) An independent ecological study has been conducted at Midway International Airport. The Midway International Airport Wildlife management plan has been revised and expanded, and based upon the findings of that study. A complete text of this document is included in Appendix 1 of this Manual.

A) The following individuals are authorized to issue NOTAMs at Midway International Airport:

1. Commissioner of Aviation
2. Managing Deputy Commissioner of Aviation—Midway International Airport
3. Deputy Commissioner of Operations
4. Chief Airport Operations Supervisors and Airport Managers
5. Assistant Chief Airport Operations Supervisors
6. Airport Operations Supervisor II
7. Airport Operations Supervisor I

B) NOTAMs are issued through the Airport Flight Service (AFSS). The initials of the ATCT controller who received the NOTAMS are logged onto the form. The NOTAM data is then faxed to the Kankakee AFSS, which disseminates the information. The AFSS contacts the Operations Office and confirms receipt of the fax, and Operations records the initials of the AFSS specialist on the NOTAM form. Additionally, the date and time of the issuance of the NOTAM, along with the initials of the person who issued it, are also entered on the form, which is retained electronically in the ELS on the form depicted in Exhibit 12—NOTAM Form.

C) NOTAMs shall be issued in circumstances such as, but not limited to the following:

1. Construction or maintenance work on the movement area surfaces or safety areas;

2. Irregularities on movement area surfaces or within safety areas;

3. The presence of snow drifted or piled on, or next to, aircraft movement areas of such height that all aircraft propellers, engine pods, and wingtips will not clear the snow drifts and snowbanks when the aircraft's most critical landing gear is located at any point along the full strength edge of the movement surface;

4. The presence of parked/disabled aircraft or other objects on or next to runways or taxiways;

5. The failure of and/or irregular operations of all or part of the airport lighting system, including the approach, threshold, runway, taxiway, and obstruction lights operated by the Department of Aviation;

6. Unresolved wildlife hazards, as indicated in Chapter 337 of this Manual;

7. Non-availability of any required ARFF equipment that affects the Airport's compliance with the requirements of Index C;

8. Any other conditions which may adversely affect the safe operations of aircraft.

D) The Airport Operations Section is responsible for the issuance and the cancellation of NOTAMs with the AFSS and the FAA ATCT. Issuance and cancellation information is noted on the NOTAM Form along with the AFSS and FAA ATCT specialist's initials and date/time group.

IDENTIFICATION, MARKING, AND LIGHTING OF CONSTRUCTION AREAS 139.341

A) The Midway International Airport Operations Section and Director of Maintenance are responsible for the coordination of construction activities. They will keep Airport Operations informed of any such activities affecting aircraft operations, or those with the potential to affect such operations.

B) All construction work areas that will impinge upon, or effect, any aircraft movement or runway/taxiway safety area at the Airport shall be barricaded and lighted, in the manner prescribed by the FAA Advisory Circular 150 series, or as authorized by the FAA at the time the plans and specifications are approved. All plans and specifications obtain the requirements that the following areas and items be marked and/or lighted:

1. Each construction area and unserviceable area which is on, or adjacent to any movement area;

2. Each item of construction equipment, or any construction route, which affects or may affect the safe movement of aircraft on the airport;

3. Any area adjacent to a navaid that, if traversed, could disrupt the signals or the function of the naviad.

C) Any piece of construction equipment that operates at Chicago Midway International Airport shall be equipped with a yellow rotating or flashing beacon and/or flagged in a manner consistent with FAA requirements. All equipment, when not in use, shall be parked within its applicable construction area or, with the approval of Airport Operations, in a location clear of all active and safety areas, and all active navaids.

D) The Department of Aviation has drawings of existing utility facilities at the Airport on file so that prior to the beginning of construction, procedures can be developed to avoid its interference with existing utilities, cables, wires, conduits, pipelines, or other underground facilities.

NON-COMPLYING CONDITIONS 139.343

A) Unless otherwise authorized by the Administrator, whenever the provisions of this Manual and FAR Part 139, Subpart D, cannot be met to the extent that uncorrected, unsafe conditions exist on the Airport, air carrier operations shall be restricted to those portions of the Airport not rendered unsafe by those conditions.

B) In the event that any unsafe conditions exist on the Airport, Airport Operations shall ensure that the location(s) are marked and/or barricaded. The air carriers and other tenants shall be notified by Airport Operations in a manner to be determined by the Managing Deputy Commissioner, the Assistant Commissioner of Operations, or their representative(s).

Records of Revisions
Description of Revision/Amendment
EXHIBIT 1

Date	Chapter	Description of Revision/Amendment
04/21/2006	101,201	Replaced specification of previous Commissioner of Aviation with new Commissioner of Aviation
		Nuria Fernandez.
	301	Added specificatoin that 329 training records are kept and maintained at the DOA Security/Badging
		office.
	303 (c)	a) Revised designation of 'Unescorted' category to "Without Escon.'
		b) Revised designation of 'Escorted' category to "Under Escort Only.'
		c) Added 'Motor Truck Drivers (Seasonal)' to "Under Escort Only' category.
	313	Updated list of Midway snow removal equipment to reflect current fleet.
	315	Replaced Boeing 757-200 with Boeing 737-800 as longest aircraft serving Midway with an average
		of five or more daily departures.
	329	a) Revised designation of 'Unescorted' category to "Without Escort.'
		b) Revised designation of 'Escorted' category to "Under Escort Only.'
	Exhibit 2	Revised Airport Layout Plan to reflect pending construction of Golf taxiway extension.
	Exhibit 5	Revised Paved Areas and Movement Areas map to reflect pending construction of Golf taxiway
		extension.
	Exhibit 6	Revised Safety Areas map to reflect pending construction of Golf taxiway extension.
	Exhibit 7	Revised On-Airport Lighted Obstructions map to reflect pending construction of Golf taxiway extension
		and additional obstruction lighting.
	Exhibit 9a	Revised Priority Snow Removal Runway & Taxiway Routes Map to reflect pending construction of
		Golf taxiway extension.
12/12/2006	303(c)	2) and 3) Replaced "session" with "session/test"
	309	a) Added description of new EMAS arrestor bed at the departure end of rwy 31C.
04/24/2008	Exhibit 19	Revised Sign Plan.
05/08/2007	313	Updated list of Midway snow removal equipment to reflect current fleet.
	315	Revised description of airport index compliance from D to C.
	317	Revised/updated descriptoin of ARFF Equipment and Agents
	319	Revised text to reflect change in Airport Index from Index D to Index C.
	Exhibit 2	Revised Airport Layout Plan to reflect new/completed Golf taxiway extension.
	Exhibit 5	Revised On-Airport Lighted Obstructions map to reflect new/completed Golf taxiway extension
	Exhibit 6	Revised Safety Areas map to reflect new/completed Golf taxiway extension.
	Exhibit 7	Revised On-Airport Lighted Obstructions map to reflect new/completed Golf taxiway extension
	Exhibit 9a	Revised Priority Snow Removal Runway & Taxiway Routes Map to reflect new/completed
		Golf taxiway extension.
	Exhibit 10	Revised ARFF Equipment chart to reflect change in fleet (to that required for Index C).
	Exhibit 12	Revised Exhibit 12 to include current and pending EMAS beds.
06/11/2007	303 (a,b)	Replaced Assistant Commissioner of Operations (Airfield) with Deputy Commissioner of Operations
		(Airside).
	303 (c)	Replaced Assistant Commissioner of Operations (Airfield) with Deputy Commissioner of Operations
		(Airside).
	339	Replaced Assistant Commissioner of Operations (Airfield) with Deputy Commissioner of Operations
		(Airside).
	Exhibit 4	Revised Organization Chart to reflect, among other changes, replacement of Assistant Commissioner
		Operations with Deputy Commisioner of Operations (Airside)
06/19/2007	Exhibit 19	Revised Sign Plan.
06/20/2007	Table/Contents	Sequence of pages revised beginning with Chapter 327.
	201	Revised to reflect that ACM is revised/distributed electronically.
	305,307	Specified restictions for runways 13L/31R and 4L/22R, along with taxiways Alpha and Foxtrot
	309	Specified restictions for runways 13L/31R and 4L/22R, added EMAS parameters for self-inspection
		and maintenance.
	311	Removed specification of runway 4R/22L centerline lighting.

06 JUN 2009

Brian Halpin

FAA Approval

Original Date: October 10, 2004
Revision Date: May 20, 2008

CHICAGO MIDWAY INTERNATIONAL AIRPORT
AIRPORT CERTIFICATION MANUAL

Records of Revisions

Description of Revision/Amendment

EXHIBIT 1

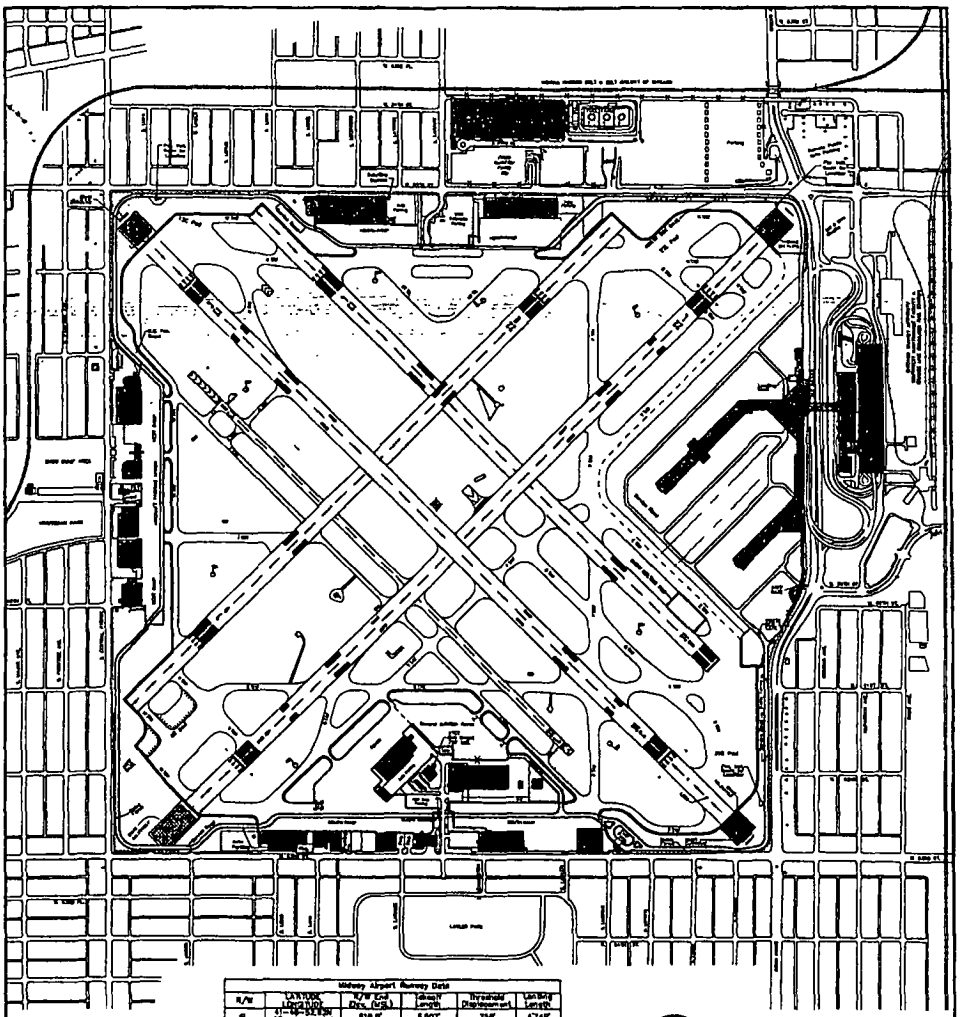
Date	Chapter	Description of Revision/Amendment
06/20/2007	313	Replaced 'Kankakee Flight Service Station' with 'Airport Flight Service Station.'
	315	Added CFD capability to meet requirements of Index D with eight (8) hours notice.
	317	Under Personnel (B), added 'prior to initial duties' to existing 'one (1) live fire drill every twelve (12)
		month requirement.
	319	Replaced title 'Off-Airport Responses' with 'Dispatch of ARFF Equipment For Off-Airport Emergencies.'
	329	Replaced 'Assistant Commissioner with Deputy Commissioer, revised descriptions to specify badge
		designations.
	339	Replaced 'Kankakee Flight Service Station' with 'Airport Flight Service Station
	341	Replaced 'Construction Coordinator' with 'Operations Section.'
01/12/2008	339	Revised (B) to reflect that NOTAM data is faxed to the Kankakee AFSS, which then disseminates
		the information and contacts Operations with the initials of the AFSS specialist..
05/01/2008	101,201	Replaced specification of previous Commissioner of Aviation with new Commissioner of Aviation
		Richard Rodriguez.
	315	Replaced Boeing 737-800 with Airbus Industrie A320 as longest aircraft serving Midway with an averag
		of five or more daily departures.
05/06/2008	Exhibit 2	Revised Airport Layout Plan to reflect changes to terminal and airport perimeter.
	Exhibit 5	Revised On-Airport Lighted Obstructions map to reflect changes to terminal and airport perimeter.
	Exhibit 6	Revised Safety Areas map to reflect changes to terminal and airport perimeter.
	Exhibit 7	Revised On-Airport Lighted Obstructions map to reflect changes to terminal and airport perimeter.
	Exhibit 9a	Revised Priority Snow Removal Runway & Taxiway Routes Map to reflect changes to terminal
		and airport perimeter.
05/15/2008	313	Revised list of snow removal equipment to reflect 21 high-speed runway brooms
	Exhibit 4	Revised Organizational Chart to include Superintendent of Construction position.
	Exhibit 10	Revised ARFF equipment chart.
	Exhibit 11	Revised Refueling Spot Check form to reflect replacement of AGI with Skytanking.
05/20/2008	303(c)	Removed Managing Deputy Commissioner from list of personnel who routinely access movement
		and saftey areas.
	305,307	Revised Alpha and Foxtrot restriction; wingspan of prohibited aircraft increased to over 79 feet.
	321	Item F: added specification that supervisors trained in aviation fuel fire safety course have recurrent
		training every 24 months.
	335	Item B: revised to specify that Airport Master Security Plan is approved by Transportation Security
		as opposed to the FAA.
	Exhibit 10c	Revised Midway Daily ARFF Roster.

06 JUN 2009

Original Date: October 10, 2004

Revision Date: May 20, 2008

FAA Approval



Midway Airport Runway Data					
R/W	LATITUDE LONGITUDE	R/W End Elev. (MSL)	Takeoff Length	Threshold Displacement	Landing Length
4L	41-46-54.8N 87-45-32.6W	618.0'	5,507'	758'	4,749'
4R	41-46-54.8N 87-45-32.6W	618.0'	6,446'	968'	5,828'
13L	41-47-17.6N 87-44-19.6W	608.3'	5,141'	752'	4,389'
13C	41-47-17.6N 87-44-19.6W	607.1'	6,522'	463'	6,059'
13R	41-47-17.6N 87-44-19.6W	607.1'	3,656'	n/a	3,656'
22L	41-47-31.7N 87-45-31.9W	605.3'	6,446'	634'	5,812'
22R	41-47-31.7N 87-45-31.9W	605.3'	5,509'	878'	4,629'
31L	41-46-23.7N 87-44-23.7W	613.0'	3,656'	n/a	3,656'
31C	41-46-23.7N 87-44-23.7W	611.7'	6,522'	698'	5,824'
31R	41-46-23.7N 87-44-23.7W	608.3'	5,141'	n/a	5,141'

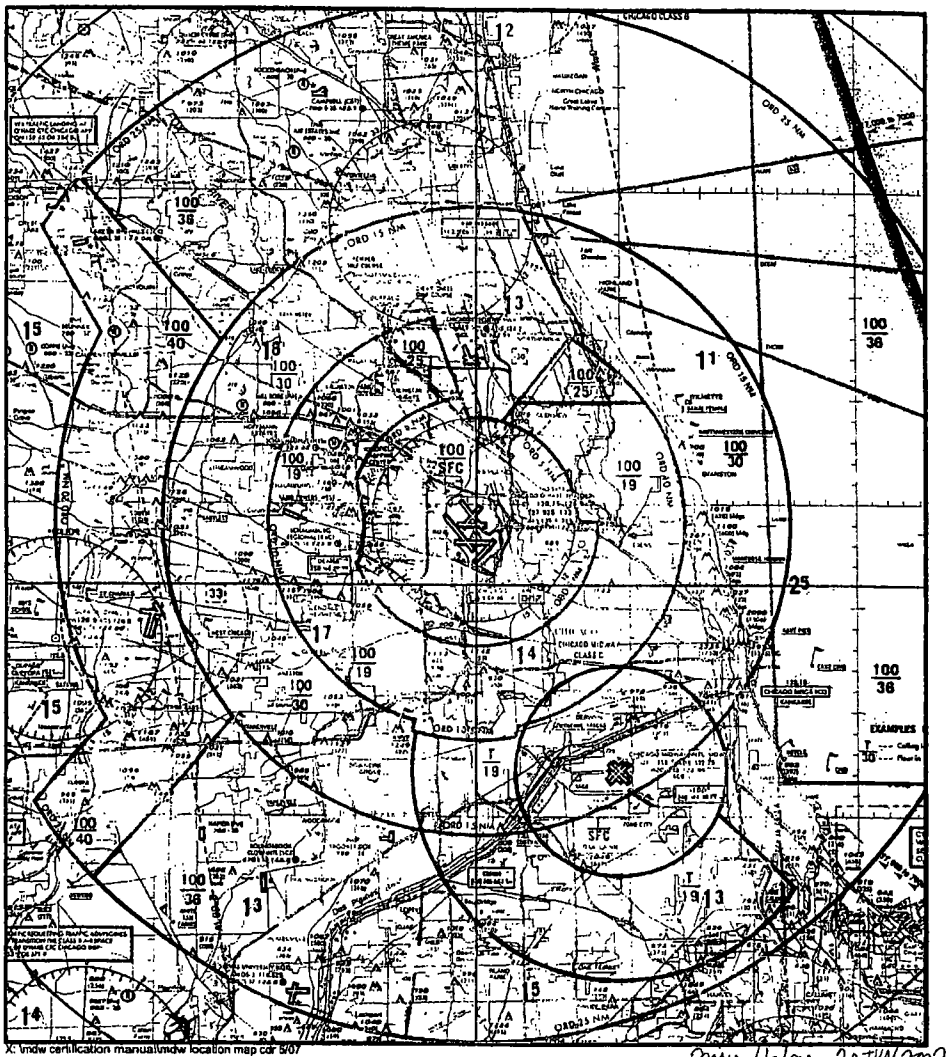
0 500' 1,000'
GRAPHIC SCALE IN FEET

Original Date: Mar 23, 1989
Revision Date: May 6, 2008

J. Halpin 19 May 2008
FAA Approval

Chicago Midway International Airport Airport Certification Manual	Landrum&Brown	EXISTING AIRPORT LAYOUT PLAN	Exhibit 2

Drawing: Z:\Cert Manual\Ex 02 - Ex ALP.dwg <> Layout Name: Layout1 <> Last Saved on: Monday, Apr 17 2006 @ 2:24 PM



X:\mdw certification manual\mdw location map cdr 5/07
Original Date: Mar 23, 1989
Revision Date: May 8, 2007

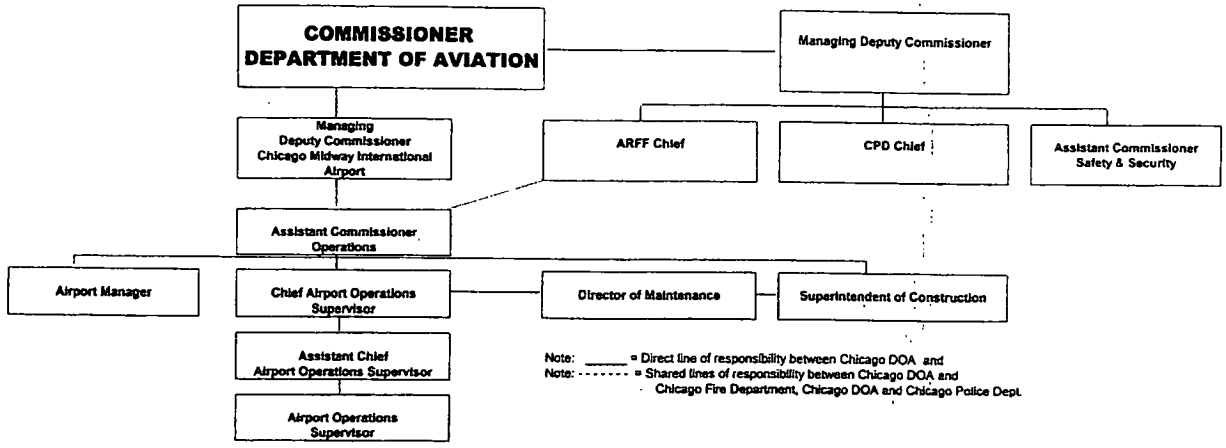
Mara Halpin 20 JUN 2007
FAA Approval

Chicago Midway International Airport Airport Certification Manual	L&B	AIRPORT LOCATION MAP	Exhibit 3

ORGANIZATION CHART

Chicago Midway International Airport

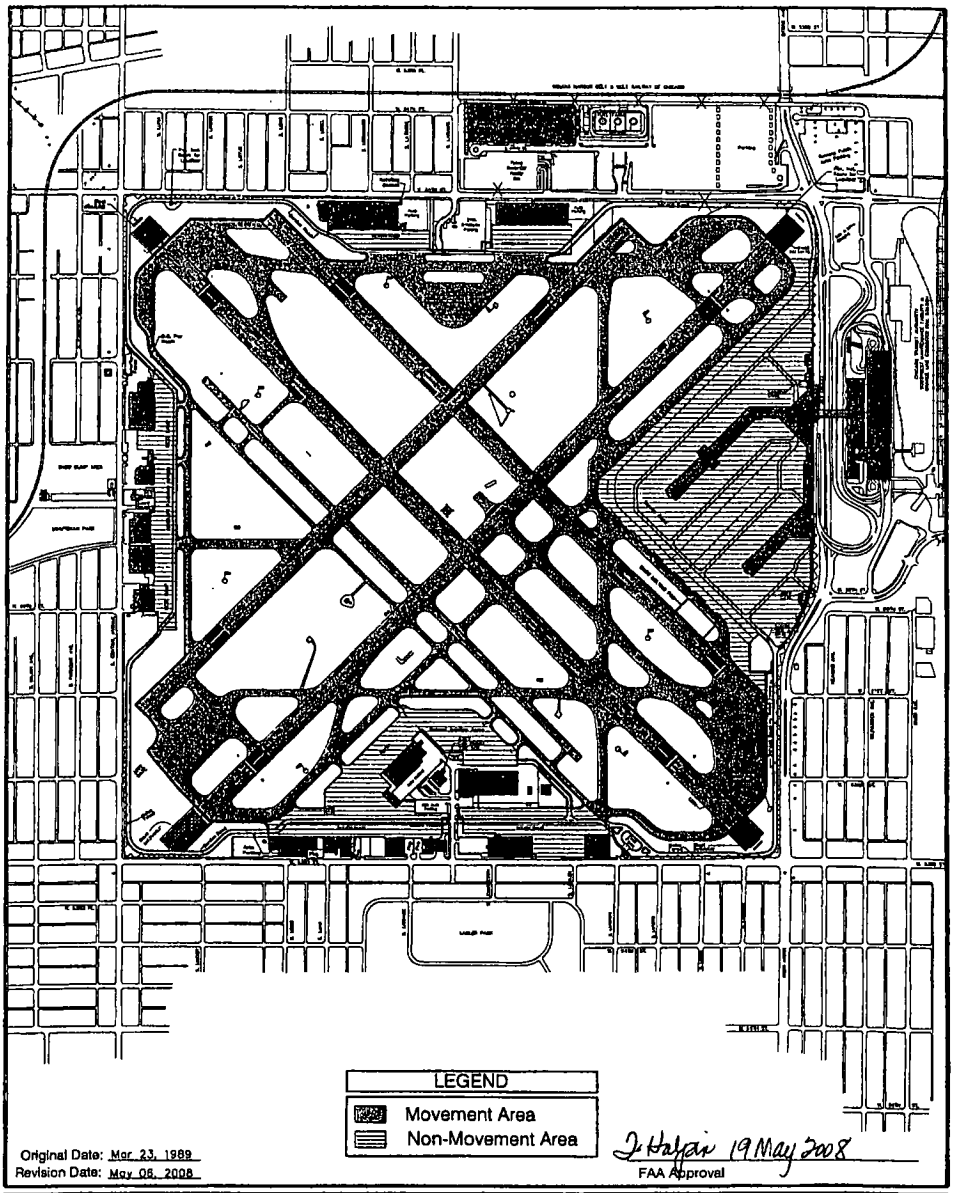
Exhibit 4



Original Date: March 23, 1989
Revision Date: May 15, 2008

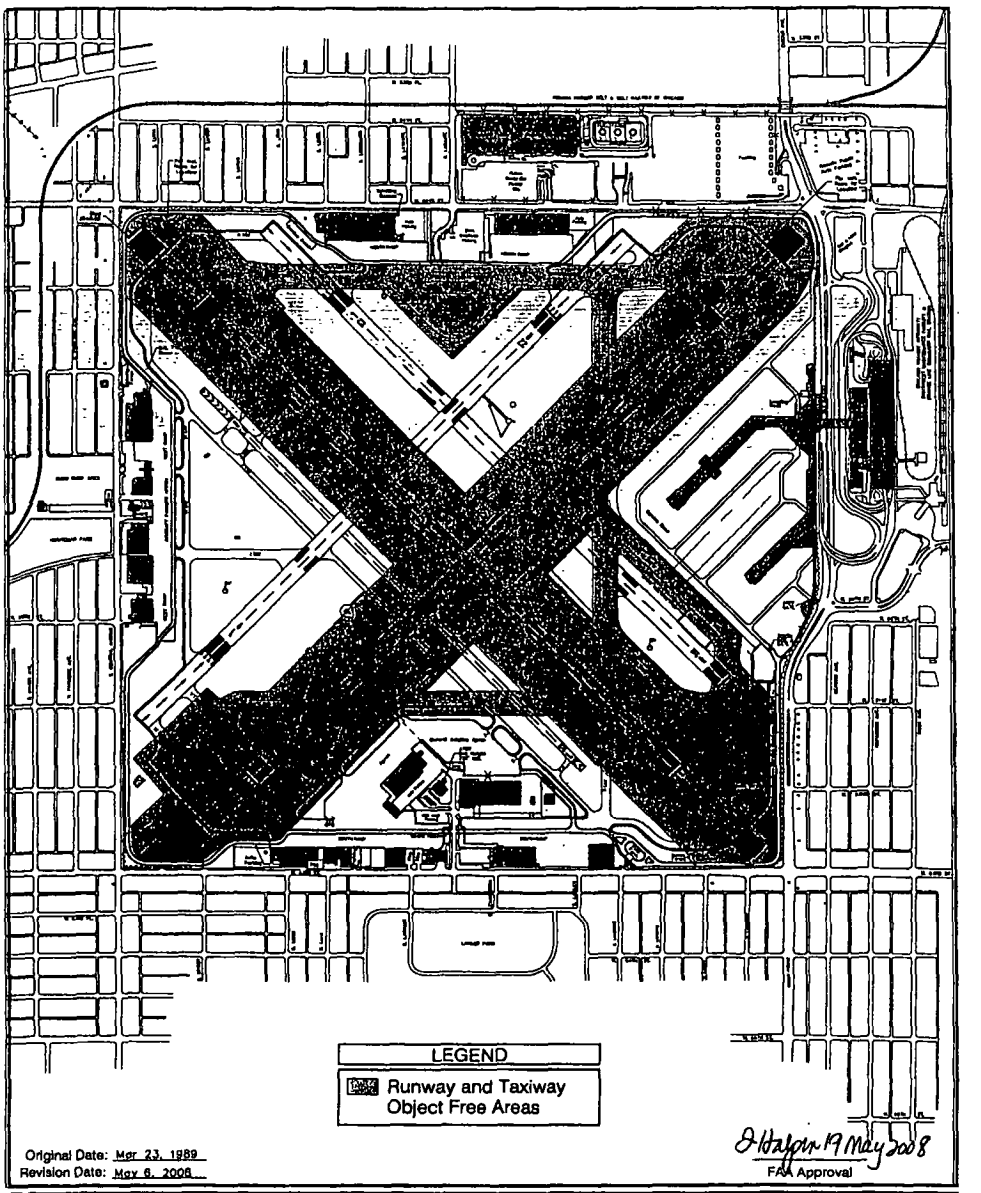
FAA Approval 19 May 2008

File:authorg.123



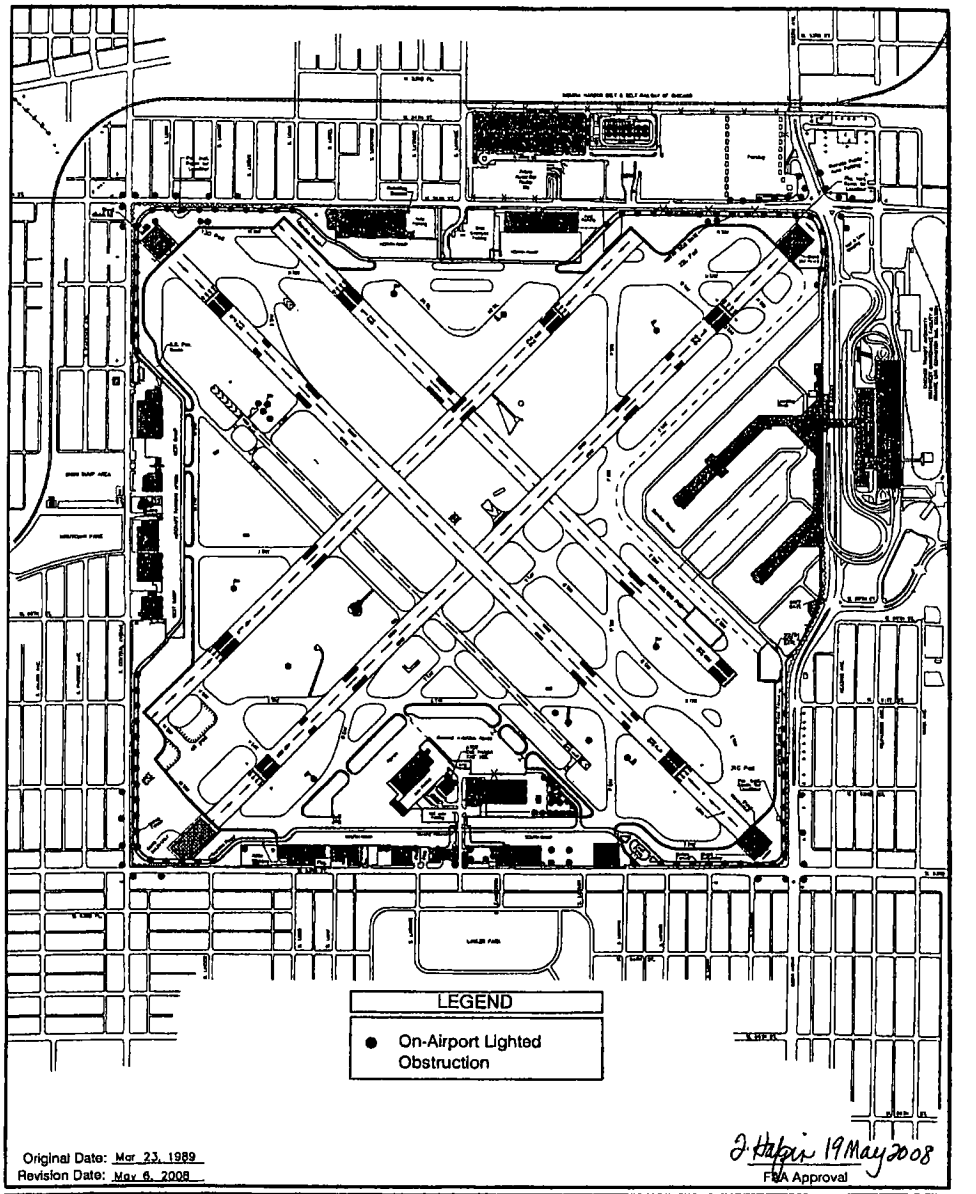
Chicago Midway International Airport Airport Certification Manual	Landrum&Brown	PAVED AREAS & MOVEMENT AREAS	Exhibit 5

File: W:\MDW\MDW CAD\Cert Manual\Ex 05 - Mvmt Map.dwg Last Saved: 5/6/2008 2:55 PM Plotted On: 5/6/2008 2:57 PM



Chicago Midway International Airport Airport Certification Manual	LandrumBrown	AIRPORT SAFETY AREAS	Exhibit 6

Drawing: Z:\Cert Manual\Ex 06 - Sfty Area.dwg <> Layout Name: Layout1 <> Last Saved on. Monday, Apr 17 2006 @ 3:55 PM

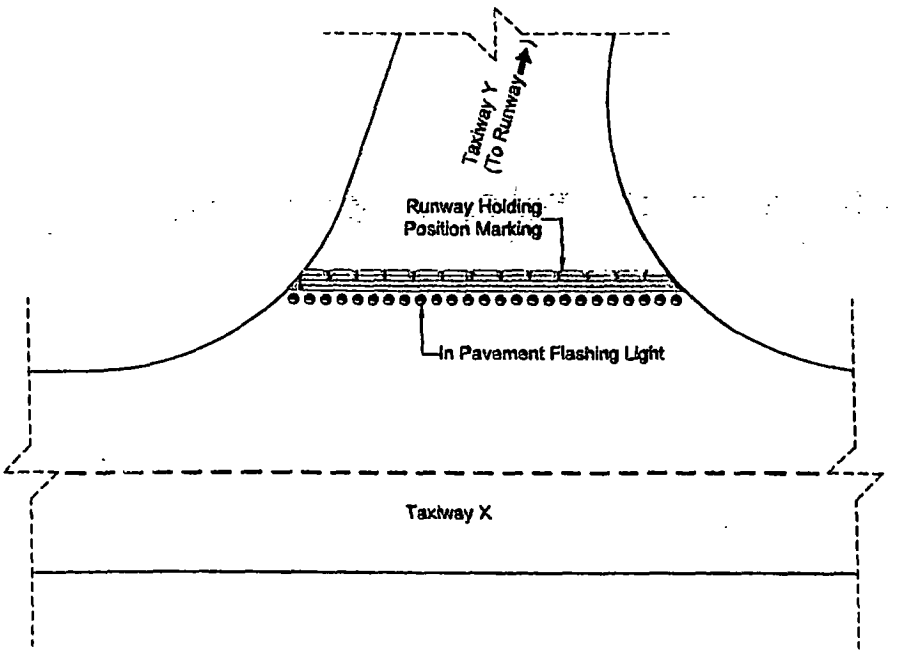


Original Date: Mar 23, 1989
Revision Date: May 6, 2008

J. Halpin 19 May 2008
FAA Approval

Chicago Midway International Airport Airport Certification Manual	LandrumBrown	ON-AIRPORT LIGHTED OBSTRUCTIONS	Exhibit 7

Drawing: Z:\Cert Manual\Ex 07 - Lght Obs.dwg <> Layout Name: Layout1 <> Last Saved on: Monday, Apr 24 2006 @ 12:09 PM



Notes:
This exhibit illustrates a typical runway holding position marking with in pavement flashing lights.

Exhibit is not to scale.

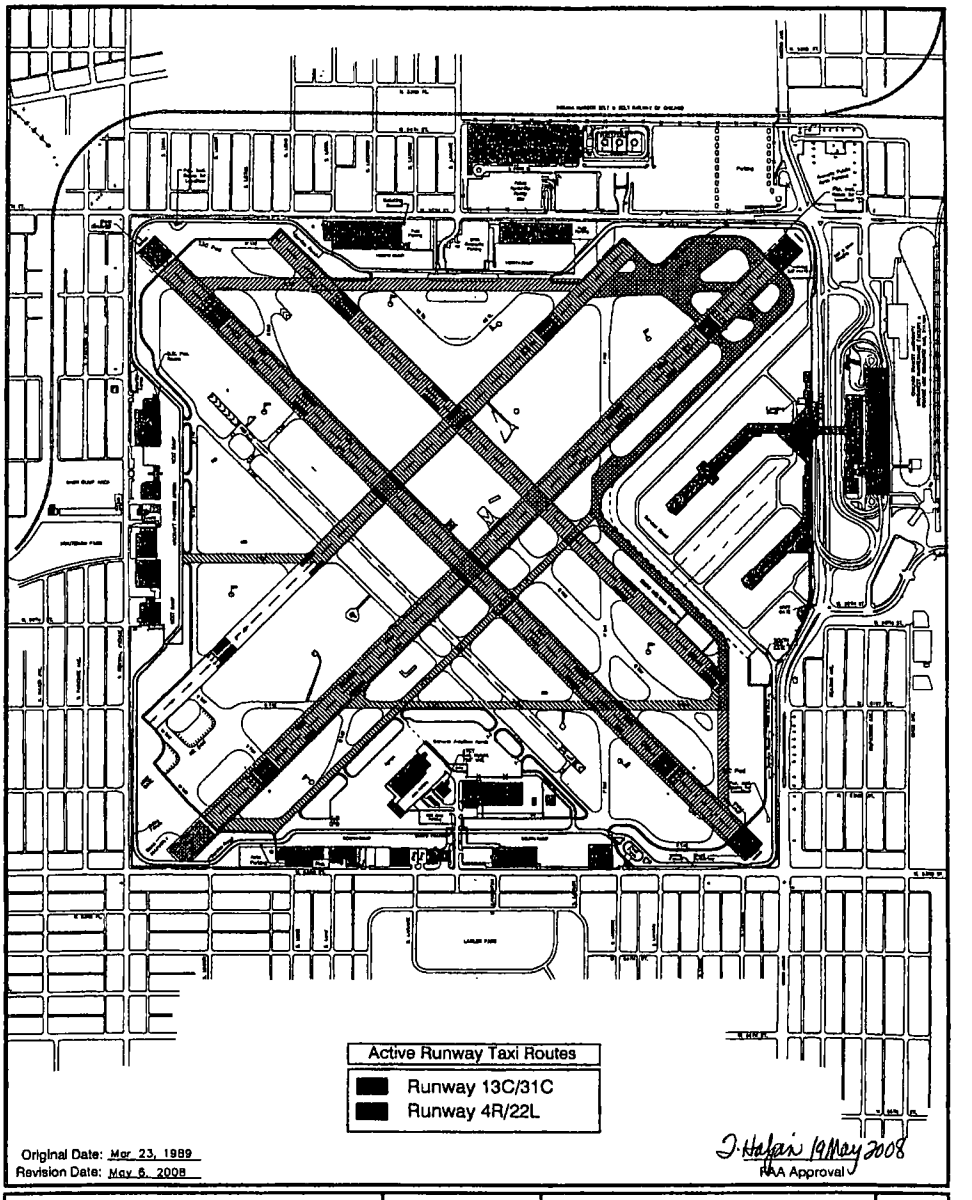
Exhibit does not illustrate a specific taxiway intersection at MDW.

5/17/06

FAA Approval

Original Date: Apr 18, 2003
Revision Date: Apr 18, 2003

Chicago Midway International Airport Airport Certification Manual		EXAMPLE IN-PAVEMENT RUNWAY GUARD LIGHT CONFIGURATION DIAGRAM	Exhibit 8

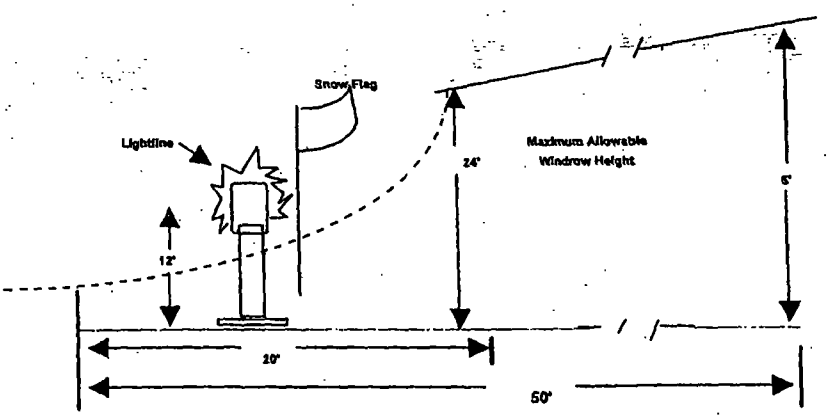


Chicago Midway International Airport Airport Certification Manual	LandrumBrown	PRIORITY SNOW REMOVAL RUNWAY & TAXIWAY ROUTES	Exhibit 9a

Drawing: ...\MDW CAD\Cert Manual\Ex 9a - Snow Rmvl.dwg <> Layout Name: Layout1 <> Last Saved on: Wednesday, Apr 19 2006 @ 8:01 AM

Exhibit 9b

GUIDANCE FOR RUNWAYS AND TAXIWAYS SNOWBANK/WINDROW CLEARANCE



Edge Line

Notes:

(1) Runway edgeline 10ft. inside lightline

(2) Drawing not to scale

Original Date: April 21, 2003
Revised: May 8, 2007

Vicki Halpin 20 JUN 2007
FAA APPROVAL

File: exh22.wk4

CHICAGO FIRE DEPARTMENT
CHICAGO MIDWAY INTERNATIONAL AIRPORT
ARFF EQUIPMENT

Exhibit 10

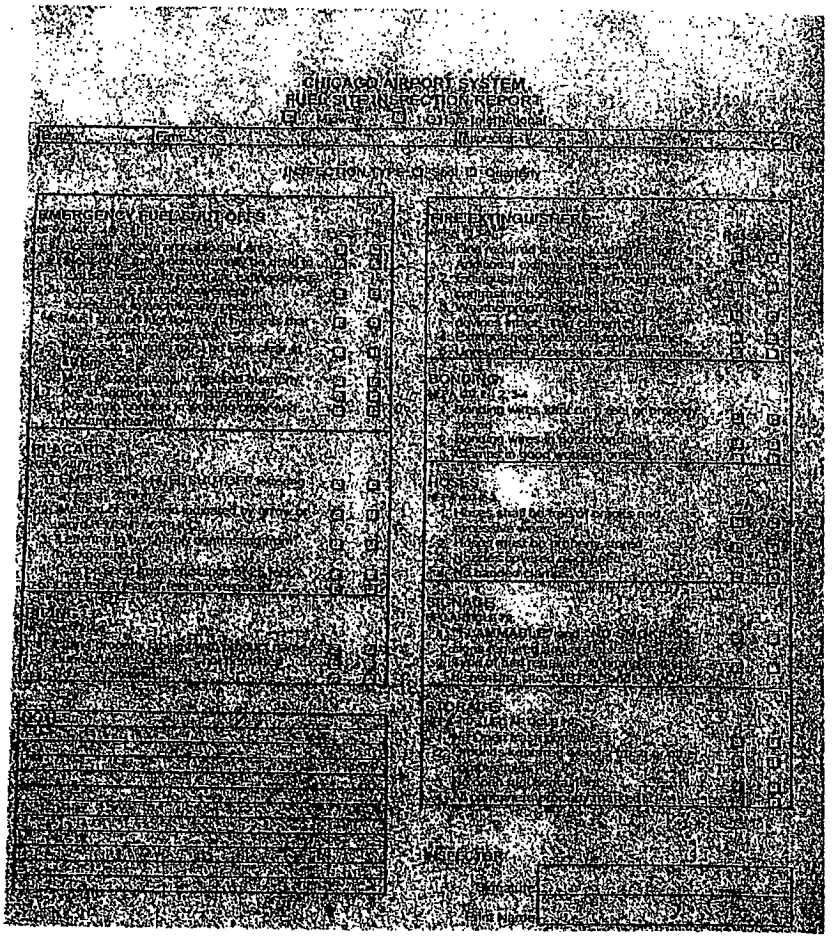
ARFF Vehicle	Type/Year	Condition of Vehicle	Personnel Per Shift	Agent	Water/ Gallon	3% AFFF/ Gallon	Other Features & Fixed Tank Systems	Other Extinguishing Agent
ARFF 6-5-1	Oshkosh/ T1-3000 2001	Good	2	A B	3000 1000	410 GPM	500#Halotron	1 Halotron -15.5 lbs 1Met-Lx - 27 lbs 1 Foray - 20 lbs 1 PKP - 20 lbs
ARFF 6-5-2	Oshkosh/ T1-3000 2001	Fair	2	A B	3000 600/1200	410 GPM	500#Halon	Halotron - 15.5 lbs 1 Met-Lx - 27lbs 1Foray-20lbs 1PKP-20 lbs
ARFF 6-3-7	Pierce Ford550 2002	Good	2	A B	200 95	25 GPM	450 LBS. PKP	1-PKP-20lbs
***ARFF 6-5-9	Oshkosh/ T-1500 1985	Fair	SPARE UNIT	A B	1500 375/750	205 GPM	700 LBS PKP	

****SPARE UNIT AT QUATERS OF ENGINE 34

Original Date: April 21, 2003
Revised Date: May 15, 2008

J. Halpin 19 May 2008
FAA Approval

Exhibit 10a


CHICAGO AIRPORT SYSTEM
FUEL SITE INSPECTION REPORT

INSPECTION TYPE

EMERGENCY FUEL SHUTOFFS

FIRE EXTINGUISHERS

BONDING

PLACARDS

SIGNAGE

PLUMBING

STORAGE

GOLF

INSPECTOR

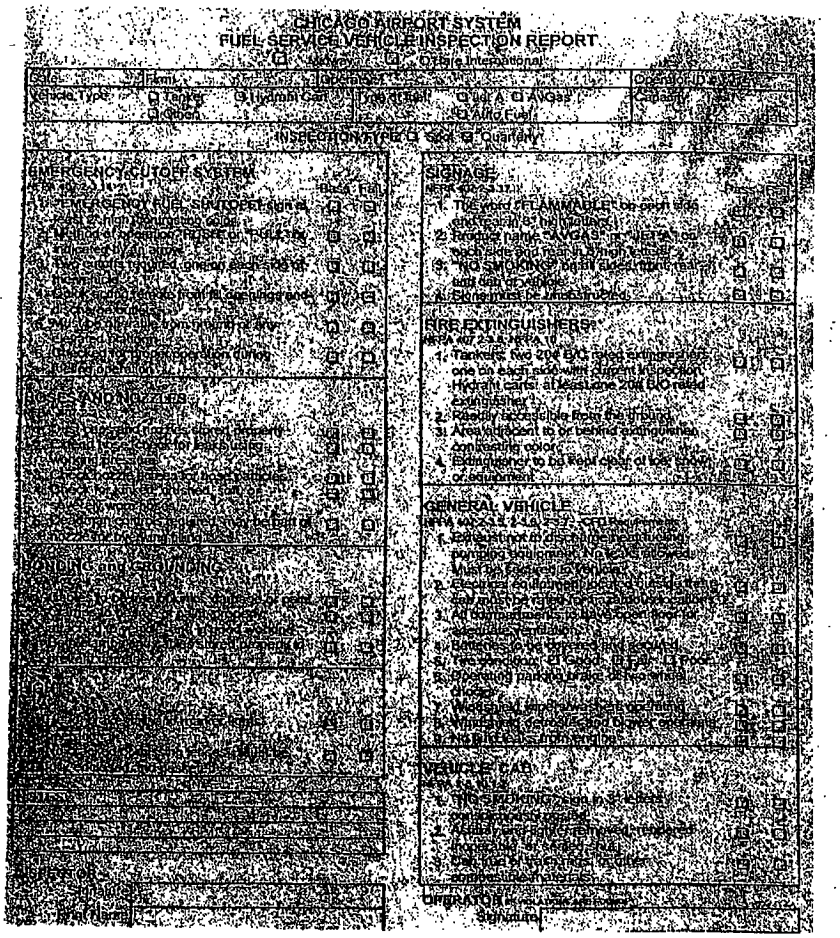
Signature

Name

Original Date: June 9, 2000
Revised Date: May 8, 2007

20 JUN 2007
FAA Approval

Exhibit 10b



CHICAGO AIRPORT SYSTEM
FUEL SERVICE VEHICLE INSPECTION REPORT

Vehicle Type: Tanker / Hydrant Cart / Other

Type of Fuel: Jet A / AVGas / Mid Grade

INSPECTION TYPE: Daily / Quarterly

EMERGENCY CUTOFF SYSTEM

HOSE AND NOZZLES

BONDING and GROUNDING

SIGNAGE

FIRE EXTINGUISHERS

GENERAL VEHICLE

VEHICLE CAB

OPERATOR

Signature

Print Name

Original Date: June 9, 2000
Revised Date: May 8, 2007

Brian Hafpin 20 JUN 2007
FAA Approval

DAILY COMPANY ARFF TRAINING REPORT
DISTRICT 3

COMPANY:	BATTALION: 6	DATE:	PLATOON: 1	D/D

OFFICER ON DUTY: _____ (PRINT ONLY) ON-DUTY CHIEF OFFICER: _____ (PRINT ONLY)

THE FOLLOWING MEMBERS WERE IN ATTENDANCE AND PARTICIPATED IN THE BELOW LISTED DOCUMENTED ARFF TRAINING SESSION WITH HOUR/S OF TRAINING LISTED. DOCUMENTATION HAS ALSO BEEN MADE IN THE COMPANY JOURNAL.

HOUR/S **SUBJECT MATTER**

- ____ AIRPORT FAMILIARIZATION (I)
- ____ AIRCRAFT FAMILIARIZATION (II)
- ____ RESCUE & FIREFIGHTER PERSONAL SAFETY (III)
- ____ EMERGENCY COMMUNICATIONS SYSTEMS ON THE AIRPORT (IV)
- ____ USE OF FIRE HOSE, NOZZLES, TURRETS, AND APPLIANCES REQUIRED FOR COMPLIANCE (V)
- ____ APPLICATION OF THE TYPES OF EXTINGUISHING AGENT (VI)
- ____ EMERGENCY AIRCRAFT EVACUATION ASSISTANCE (VII)
- ____ FIREFIGHTING OPERATIONS (VIII)
- ____ ADAPTING/USING STRUCTURAL EQUIPMENT FOR AIRCRAFT RESCUE & FIREFIGHTING (IX)
- ____ AIRCRAFT CARGO HAZARDS (X)
- ____ FIREFIGHTERS DUTIES UNDER THE AIRPORT EMERGENCY PLAN (XI)
- ____ INTRODUCTION (XII)
- ____ FIRE PREVENTION (XIII)
- ____ LIVE BURN (XIV)

FILE #	NAME (Print)	RANK	ASSIGN CO.	SIGNATURE OF TRAINEE
				EXHIBIT 10C
				Page 1/3

DESCRIPTION OF ARFF TRAINING CONDUCTED/RECEIVED: _____

Original Date: December 9, 2004

Revision Date: 06 DEC 2007 FAA Approval: 06 DEC 2007

CHICAGO FIRE DEPARTMENT
BUREAU OF OPERATIONS
DISTRICT 3 - ARFF TRAINING

EXHIBIT 10C

Airport	Module No.	Hours	Training Class:
☐ O'Hare ☐ Midway			

Instructor:	Platoon / Daley:	Date:

Rank	Name: *(Print)*	File #:	Company:	Pit:	Signature:

OFF FIELD DETAILED IN:

DATA ENTERED BY: _____ **DATE:** ___/___/___ 06 DEC 2007

Original Date: December 9, 2004
Revision Date: 06 DEC 2007

FAA Approval: Maria Halpin

Chicago Fire Department
Midway Daily ARFF Roster

Exhibit 10c

The Midway ARFF Commander will complete and fax this document daily to:

The Department of Aviation - Midway Airport Operations at (773) 838-0583
The Office of the Chicago Fire Department 3rd District Headquarters at (773) 686-4813

Date **Platoon** **Daley Day**

CompanyUnit	Officer in Charge	Engineer	Firefighters
Battalion 16			
ARFF 6-5-2			
ARFF 6-5-1			
ARFF 6-3-7			
ARFF 6-3-4			
Engine 127			

Individuals assigned/detailed to Midway ARFF Units are verified as "ARFF Certified" *and listed on the current posted Chicago Fire Department Certification Report.*

I have reviewed this document for accuracy and forwarded it to the Department of Aviation Midway Airport Operations and the Chicago Fire Department 3rd District Headquarters.

Signed: Date

Name (print only)
Midway ARFF Commander

06 JUN 2008
FAA Approval

Original Date: October 10, 2004
Revised Date: May 20, 2008

AIRCRAFT FUEL TRUCK

Aircraft Refueling Spot Check Form

Date: _____ **Time:** _____

ATLANTIC	MILLION AIR
Truck # _____ or Cart# _____	Truck # _____ or Cart# _____
Driver's Name _____	Driver's Name _____
Badge# _____	Badge# _____
Grounding Clips _____	Grounding Clips _____
Dead Man Control _____	Dead Man Control _____
Fire Extinguishers _____	Fire Extinguishers _____
Leaks _____	Leaks _____
Was there evidence of smoking? _____	Was there evidence of smoking? _____
Was the vehicle/aircraft grounded? _____	Was the vehicle/aircraft grounded? _____
Time: _____ Location: _____	Time: _____ Location: _____
SIGNATURE	**Skytanking**
Truck # _____ or Cart# _____	Cart# _____
Driver's Name _____	Driver's Name _____
Badge# _____	Badge# _____
Grounding Clips _____	Grounding Clips _____
Dead Man Control _____	Dead Man Control _____
Fire Extinguishers _____	Fire Extinguishers _____
Leaks _____	Leaks _____
Was there evidence of smoking? _____	Was there evidence of smoking? _____
Was the vehicle/aircraft grounded? _____	Was the vehicle/aircraft grounded? _____
Time: _____ Location: _____	Time: _____ Location: _____

S = Satisfactory U= Unsatisfactory

REMARKS: _____

INSPECTING AIRPORT OPERATIONS SUPERVISOR: _____

J. Halpin 19 May 2008
FAA APPROVAL

Orginal Date: March 23, 1989
Revision Date: May 15, 2008

Chicago Midway International Airport AIRPORT CERTIFICATION MANUAL			AIRFIELD SAFETY INSPECTION Exhibit 12	
Date:		Time:		Inspector:
RUNWAYS	Surface Condition	Pavement	Safety Area	NOTAM #
04L/22R				
04R/22L				
13L/31R				
13C/31C				
13R/31L				
EMAS				
13C Approach				
31C Approach				
4R Approach				
22l Approach				
HOLD PADS				
4R Pad				
13C Pad				
22L Pad				
31C Pad				
Taxiways				
Alpha				
Bravo				
Delta				
Echo				
F-1				
F-2				
Foxtrot				
Golf				
Juliet				
Kilo				
November				
Papa				
Quebec				
Romeo				
Victor				
Whiskey				
Yankee				
RAMPS				
Terminal				
North				
West				
South				

Surface Conditions	SAFETY AREAS	
C = CLEAR	S-1 Surface Irregularities	S-4 Obstructions
D = DRY	S-2 Grasscutting/weeds	S-5 Obstructed Drainage
W = WET	S-3 Soil Erosion	S-6 Other

PAVEMENT AREAS

P1-Holes 5" dia or greater and 3"deep	P5-Sunken Spots
P2-Spalling	P6-Obscured Markings
P3- Unsealed Cracks	P7-Weeds
P4-Surface Irregularities	P8- Contaminants
	P10-Other

Was an electrical inspection completed?	Yes:	No:
Were any wildlife mgmt. controlled used?	Yes:	No:

Original Date: September 6, 1991
Revision Date: May 15, 2008

J. Halpin 19 May 2008
FAA Approval

Chicago Midway International Airport
NOTAM SUMMARY

EXHIBIT 13

MDW City Operations (773) 838-0677 Fax: (773) 838-0583

NOTAM:

Location:

Effective: **To:** **To Be Issued:**

Reason: Category:

Requested: Prepared:

Prepared Timestamp: Username:

Issued: Processed:

Approved: FAA-FSS:

ATCT: Electrician:

Issued Timesramp: Username:

In Effect: ATCT:

In Effect Timestamp: Username:

Revised To:

Authorized: ATCT:

FAA-FSS: Electrician:

Revision Timestamp Username

Comments

Cancelled

AOS: ATCT:

Field AOS: Electrician:

FAA-FSS: Cancelled Timestamp: Username:

Original Date: April 20, 2003
Revised Date:

5/4/03
FAA APPROVAL

07/24/2007

SUBJECT: WILDLIFE MANAGEMENT PROCEDURES - CHICAGO MIDWAY AIRPORT

1. PURPOSE: This agreement establishes procedures and responsbilities fo the control and mitigation of wildlife hazards on and vicinity of Chicag Midway Airport. These procedures are supplementary to those contained i the Chicago Midway Airport Certification Manual.

2. CANCELLATION: This letter is in effect until further advised.

3. EFFECTIVE DATE: October 1, 1989

4. POLICY: Actions to control and or mitigate the hazards caused by wildlife on the Airport will be initiated by Department of Aviation Operations staff when activity is reported or observed by:

   A. FAA ATC Tower personnel;

   B. Pilots;

   C. Airport Tenants; and/or

   D. DOA personnel.

5. RESPONSIBILITIES:

   A. FAA ATCT

      (1) The ATCT shall notify Department of Aviation Airport Operations at soon as possible after the receipt of a report and/or observation that wildlife activity exists on the Airport.

      (2) The ATCT may use PIREPs to gauge the level of hazardous wildlife activity, and may base need for further advisories upon them.

   (B) Department of Aviation:

      (1) The Department of Aviation Airport Operations shall notify the FAA ATCT Ground Control before initiating any hazardous wildlife control activity.

Original Date: October 1, 1989
Revised Date: April 21, 2003

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FAA APPROVAL

(2) When notified that hazardous activity is observed and/or reported on the Airport an appropriate NOTAM will be issued and actions initiated to control and/or mitigate wildlife activities.

(3) When requested or when notified by FAA ATCT that an operation is to be conducted on a non-active runway, qualified Airport Operations staff shall respond immediately to complete an inspection of that runway before the operation occurs to ensure that no hazardous wildlife activity is present.

(4) If unable to comply with 3 above, the Airport Operations Supervisor in-charge shall immediately notify the FAA ATCT Supervisor.

(5) Inspection for wildlife hazards will be done concurrently with a runway inspection being conducted for the purpose of reopening a runway closed by NOTAM.

This Letter of Agreement is intended to allocate the responsibilities solely by and between the parties hereto and is not intended to and shall not create any obligation or duty to any third party.

William W. Kribble
/illiam W. Kribble
lanager, Midway Tower

Jay R. Franke
Jay R. Franke
Commissioner of Aviation

Original Date: October 1, 1989
Revised Date: April 21, 2003

MIDWAY AIRPORT TRAFFIC CONTROL TOWER
AND
CITY OF CHICAGO (DEPARTMENT OF AVIATION)
CHICAGO FIRE DEPARTMENT

Exhibit 15
ACM

LETTER OF AGREEMENT

EFFECTIVE: June 1, 2004

SUBJECT: Airport Emergency Procedures - Chicago-Midway Airport

1. **PURPOSE.** To establish procedures and responsibilities for handling aircraft emergencies at the Chicago-Midway Airport, Chicago, Illinois.

2. **CANCELLATION.** The Chicago-Midway Air Traffic Control Tower and City of Chicago (Department of Aviation), and the Chicago Fire Department Letter of Agreement, subject Airport Emergency Procedures - Chicago Midway Airport, dated June 15, 1999, is canceled.

3. **SCOPE.** The procedures outlined herein are for use by the Chicago-Midway Airport Traffic Control Tower (MDW ATCT) personnel and the City of Chicago (Department of Aviation), Chicago Fire Department (CFD) when reporting and/or handling aircraft emergencies at Midway Airport, Chicago, Illinois.

4. **RESPONSIBILITIES.**

a. In the event of an aircraft incident/accident:

1. MDW ATCT shall:

(a) Alert the CFD via the Red Crash Phone or the appropriate radio frequency of any emergency conditions as determined by:

(1) Tower supervisor or controller-in-charge.

(2) Pilot of aircraft concerned.

(3) Owner/operator of aircraft.

(4) Representative of the airport management.

(b) Provide as much of the following information as possible:

(1) Aircraft identification.

(2) Type of aircraft

(3) Nature of the emergency.

Original Date: December 1, 2004
Revision Date: May 8, 2007

Vicu Nagin 20 JUN 2008
FAA Approval

(4) Quantity of fuel on board.

(5) Runway to be used for landing, if "Standby Alert".

(6) Number of souls on board.

(7) Presence of hazardous cargo or explosives.

(8) The location and estimated time of arrival of the aircraft.

(c) Establish radio contact with the emergency equipment and continually monitor the operation. When responding to an alarm, the Chicago Fire Department lead vehichle assigned the duty of communicating with the Chicago-Midway ATCTshall be Midway Rescue (and radio call signal).

In the event this unit is unable to communicate with Chicago-Midway ATCT, another unit shall be assigned this duty, and will identify themselves to the Chicago-Midway ATCT and advise them of the change in vehicle/unit number.

The Incident Commander, Midway Command (and radio call signal), will determine the equipment and rescuers necessary to establish intercom communication, to inspect the aircraft, and to provide other assistance needed at the scene for the flight crew.

(d) Alert others in accordance with current FAA directives.

(e) Direct normal air and ground traffic so as to avoid conflict in the area of the emergency.

(f) If aircraft is disabled on or near a runway or taxiway, take action to avoid use of that runway or taxiway until all debris has been removed. The affected runway or taxiway shall be considered closed to aircraft movement by MDW ATCT until further notification from the Department of Aviation Airport Airfield Operations ("Airport Airfield Operations").

2. The Chicago Fire Department (Midway Rescue or Midway Command) shall:

(a) Alert the MDW ATCT, if the alert was not reported by the tower.

(b) Maintain two-way radio communication with the tower on the Ground Control frequency 121.65 MHz. at all times during and after the emergency while on the airfield.

Original Date: December 1, 2004
Revision Date: May 8, 2007

Maria Hafar 21 JUN 2007
FAA Approval

(c) Report clear of all movement areas when returning to the station.

3. The Airport Airfield Operations Office shall:

(a) Alert the MDW ATCT, if the alert was not reported by the tower.

(b) Maintain two-way radio communication with the tower on the Ground Control frequency 121.65 MHz. at all times during and after the emergency while on the movement areas.

(c) Secure the accident scene and arrange for other City services.

(d) Be responsible for coordinating additional ground movement by other City vehicles.

(e) Advise the MDW ATCT of any closures necessitated by the situation.

b. In the event of a medical emergency:

1. MDW ATCT should:

(a) Notify the CFD via 911 and advise:

(1) Type of medical assistance needed, if known (ambulance).

(2) Location where assistance is needed, if known.

2. The CFD shall dispatch appropriate emergency vehicles.

3. The Airport Airfield Operations Office shall notify the aircraft owner/operator.

c. In the event of a bomb threat (suspicious material threat) to aircraft:

1. MDW ATCT shall:

(a) Notify the Airport Airfield Operations Office of any bomb/suspicious material threats received.

(b) Designate one of the following areas that would have a lesser impact on the airport operation.

Tracy Halpin 20 JUN 2007
FAA Approval

(1) The hold pad adjacent to Runway 4R and 4L.

(2) The intersection of Runway 13C and high-speed Taxiway Bravo.

2. The Airport Airfield Operations Office shall:

(a) Notify the MDW ATCT and the CFD via 911 of any bomb/suspicious material threats not reported by the tower.

(b) Handle threats in accordance with Airport Operations policy and conduct searches in the tower designated search areas.

3. The Chicago Fire Department shall:

(a) Stand-by and support the Chicago Police Department.

(b) Assume command of the incidnet if there is an explosion as per the Airport Emergency Plan.

5. PROCEDURES. Per the Chicago-Midway Airport Emergency Plan, aircraft emergency events are classified into three categories which trigger specific response actions on the part of the primary emergency response organizations. These categories are:

a. Stand-by Alert: A code used to denote a warning of a situation that could result in an accident. This code requires that the emergency equipment stand by adjacent to the tower designated runway.

b. Emergency: A code used to denote an immediate situation occurring on the airfield. This code requires that the emergency equipment respond to a tower designated area.

c. Crash Fire Alert: A code used to denote an actual accident or fire which requires immediate action by emergency rescue and fire fighting personnel. The airport will be closed to airport operations until the incident is stabilized or secured by authorization of the Department of Aviation.

This Letter of Agreement is intended to allocate the responsibilities solely by and between the parties hereto and is not intended to and shall not create any obligations or duty for any third party.

Gregory W. Hayden
for Olivett Smith
Air Traffic Manager, MDW ATCT

John Roberson
Commissioner of Aviation,
City of Chicago

Cortez X. Trotter
Commissioner, Chicago Fire Department

Original Date: December 1, 2004
Revision Date: May 8, 2007

Brian Hafer 20 JUN 2007
FAA Approval

Chicago Midway Airport Traffic Control Tower
and The City of Chicago, Department of Aviation

LETTER OF AGREEMENT

SUBJECT: Chicago Midway Airport Movement/Non-Movement Areas

1. **Purpose** To define jurisdictional responsibilities between the Chicago Midway Airport Traffic Control Tower (ATCT) and the City of Chicago, Department of Aviation for the movement and non-movement areas by delineating loading ramps and parking areas under the jurisdiction of the City of Chicago, Department of Aviation.

2. **Cancellation** The Chicago Midway FAA ATCT and the Department of Aviation Letter of Agreement, dated June 15, 1999, subject "Chicago Midway Airport Movement/Non-Movement Areas" is canceled.

3. **Scope** Designated airport movement and non-movement areas are as depicted by the non-movement area boundary markings on the attachment to this letter.

4. **Responsibilities**
   a. All aircraft/vehicles shall contact Midway Ground Control on 121.65 MHz for approval prior to moving aircraft/vehicles onto the movement area.

   b. Aircraft/vehicles which will not infringe upon a movement area but will impede egress or ingress to a movement area shall contact Ground Control on 121.65 MHz for advisories prior to their operation.

   c. Tower and Ground Control advisories related to non-movement areas are advisory only and do not imply control responsibility.

   d. All aircraft/vehicles operating on the movement areas are required to be equipped with functioning two-way radios. Radios must be capable of communication with Midway Ground Control on frequency 121.65 MHz.

   e. Operation of non-radio aircraft/vehicles upon designated movement areas will not be permitted without prior coordination and approval by the MDW ATCT.

This Letter of Agreement is intended to allocate the responsibilities solely by and between the parties hereto and is not intended to and shall not create any obligations or duty for any third party.

Erin O'Donnell

Erin O'Donnell, Deputy Commissioner
City of Chicago, Department of Aviation

Kevin T. Markwell

Kevin Markwell, Air Traffic Control
Tower Manager- Chicago Midway Airport

ATTACHMENT (file: movement.ltr/.)

Original Date: October 1, 1989
Revision Date: August 4, 2000

Tricia Halpin 18 Aug 00
FAA Approval

Chicago Midway Airport Airport Certification Manual	Braking Action Reports (Letter of Agreement) EXHIBIT 17

EFFECTIVE DATE: October 1, 1992

SUBJECT: Exchange of Braking Action Reports at Chicago-Midway Airport.

1. PURPOSE: To establish procedures to ensure the exchange of information concerning braking action reports.

2. SCOPE: These procedures are applicable during periods when weather conditions are conducive to deteriorating or rapidly changing runway conditions or when runway braking actio reports have been received from pilots or airport management which include the terms "poor" or "nil."

3. RESPONSIBILITIES: The Midway Air Traffic Control Tower shall notify Airport Management of significant changes in braking action as reported by pilots. Airport Management shall keep the Tower informed of significant changes in runway conditions, braking action, and friction measuring device readings when available.

4. PROCEDURES:

a. When the Midway Air Traffic Control Tower receives a braking action report from a pilot which is "poor" or "nil" they shall promptly notify Airport Management via telephone or ground control frequency. Notification shall include information as to aircraft type, runway reported, and time. When conditions have been reported as improved to "good" this braking report will also be passed.

b. During affected periods, Airport Management shall update and promptly notify Midway Tower of runway conditions as changing weather necessitates. Friction measuring device readings shall be promptly relayed to Midway Tower via ground control frequency or telephone. Friction measuring device readings shall include the name of the device followed by the number for each of three runway segments, a word describing the cause of the runway friction problem, and the time of the report.

Air Traffic Manager, Chicago Midway ATCT

Commissioner of Aviation, City of Chicago

AA Approval 11-17-93

Original Date: October 1, 1992
Revised Date: April 21, 2003

5/4/

Chicago Midway Air Traffic Control Tower and City of Chicago Department of Aviation Letter of Agreement

EXHIBIT 18

Effective: April 21, 2003

Subject: Conditions for Ground Vehicles Crossing Airport Movement Areas*

1. PURPOSE: This Letter of Agreement is to establish the applicable operational rules under 14 CFR Section 139.329. This Letter of Agreement further defines the operating procedures for vehicles equipped or not equipped with two-way radios that cross movement areas on defined service roads.

2. SCOPE: The procedures outlined herein define procedures for vehicles not equipped with two -way radios that cross the movement areas, excluding runways, on defined service roads. These procedures are an acceptable measure for the operation and control of vehicles not equipped with two-way radios that operate across the movement areas. The roadway signage, ground vehicle procedures, and other methods (escorted vehicles, flag personnel, etc.) When deemed necessary, are an acceptable measure for control of vehicles not equipped with two-way radios that cross movement areas on defined service roads.

3. RESPONSIBILITIES: At Chicago Midway International Airport, the City/airport operator, and the FAA expressly agree that with regard to any liability which may arise from vehicle operation across the movement area(s), each party shall be solely and exclusively liable for the negligence of its own agents, servants, and/or employees, in accordance with applicable law, and that neither party looks to the other party to save or hold it harmless for the consequences of any negligence on the part of one of its own agents, servants, and/or employees.

4. **PROCEDURES FOR CROSSING:**

   a. Runways

      (1) No person shall drive a vehicle on or across a runway unless such person maintains direct two-way radio contact with and receives clearance from the Air Traffic Control Tower; or

      (2) In the event such two-way radio is inoperative or unavailable, proceeds only under the escort or via the instruction of another vehicle equipped with a two-way radio in direct contact with and clearance received from the Air Traffic Control Tower.

*Movement Area is defined as the runways, taxiways and other areas of an airport which are use for taxiing, takeoff, and landing of aircraft, exclusive of loading ramp and aircraft parking areas.

b. Taxiway November to and from Taxi-lane N2: (any and all vehicles crossing the November Taxiway on the designated service road shall follow these procedures which are acceptable to the FAA).

(1) Vehicle operators shall yield the right-of-way to aircraft at all times.

(2) Vehicle operators shall drive on defined service roads only.

(3) Vehicle operators shall come to a complete stop prior to crossing any and all taxiways while operating on the service roads.

(4) Vehicle operators shall follow all rules published in the City of Chicago Midway International Airport Motor Vehicle Operating Regulations.

Olivet Smith
Olivet Smith
Acting Air Traffic Manager
Chicago Midway International Airport

Erin O'Donnell
Erin O'Donnell
Deputy Commissioner
Department of Aviation

5/4/03
FAA APPROVAL

Original Date: April 21 2003
Revised Date:

AIRFIELD SIGN PLAN
Exhibit 19

A COPY OF THE FAA APPROVED SIGN PLAN IS ON FILE FOR INSPECTION IN THE AIRPORT OPERATIONS OFFICE DATED "REVISED" May 15, 2008

Original:	October 10, 2004	
Revision Date:	May 15, 2008	FAA Approval 19 May 2008

APPENDIX B

EMERGENCY PLAN

Chicago Midway International Airport

[Document follows]

CITY OF CHICAGO
DEPARTMENT OF AVIATION

MIDWAY INTERNATIONAL AIRPORT EMERGENCY PLAN

Erin O'Donnell
Managing Deputy Commissioner

Original Date: December 1, 2004
Revision Date: May 8, 2007

FAA Approval

CITY OF CHICAGO
DEPARTMENT OF AVIATION
CHICAGO MIDWAY INTERNATIONAL AIRPORT

PREFACE

The purpose of this document is to provide guidance and establish procedures for the handling of emergencies that may occur at Chicago Midway International Airport.

In emergency conditions requiring immediate action for the protection of life and property involving the transportation of persons by air carriers, the Department of Aviation, Chicago Midway International Airport, may deviate from this Plan or any requirement of Sub-part D of FAR Part 139, to the extent required to meet that emergency. In such an event, the Department of Aviation, Chicago Midway International Airport, shall, as soon as practicable, but no later than 14 days after the emergency, report in writing to the FAA Great Lakes Regional Airports Division Manager stating the nature, extent, and duration of the deviation.

It is recognized that all emergencies cannot be anticipated; therefore, Airport management will provide the control, guidance and assistance deemed necessary in situation that are not covered by this Plan, to minimize loss of life and property and restoring Airport operations back to normal in a timely manner.

EMERGENCY PLAN
TABLE OF CONTENTS

FAA Approval

Original Date: December 1, 2004
Revision Date: May 8, 2007

FAA Approval

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EMERGENCY NOTIFICATIONS AND EMPLOYEE TRAINING

SECTION 1

I. PURPOSE

To provide airport users at Chicago Midway International Airport with an understanding as to the means to contact the Chicago Police and Fire Departments of the Airport and the Department of Aviation (DOA) in case of an emergency condition.

II. MEANS OF NOTIFICATION

A. The Chicago Fire and Police Departments may be contacted directly via telephone, or through the Department of Aviation, Midway Communications Center (MCC).

B. Chicago Fire Department (CFD):

Primary - 911

Secondary - (773) 838-9111 (Midway Communications Center)

Non-Emergency – (773) 838-0956

Call for:

1. Aircraft Emergencies and Fires
2. Structural Fires
3. Bomb Threats
4. Fuel Spills/Hazardous Materials
5. Vehicle Fires or Accidents
6. Emergency Medical Services (EMS - CFD Ambulance)

C. Chicago Police Department (CPD):

Primary - 911

Secondary - (773) 838-9111 (Midway Communications Center)

Non-Emergency – (773) 838-0856

Dwain Halpin 2/27/2007
FAA Approval

II. MEANS OF NOTIFICATION (Continued)

Call for:

1. Aircraft Emergencies and Fires
2. Bomb Threats
3. Hijacking
4. Structural Fires
5. Vehicle Fires or Accidents
6. Incidents Involving Violations of the Law

D. Department of Aviation (DOA):

(773) 838-8111 (Midway Communications Center)

III. EMPLOYEE TRAINING

A. Introduction training in reporting emergencies shall be given to Department of Aviation personnel by the City of Chicago, and should be given to all airport employees by the individual airport tenant managers and/or their organizations to include the following:

1. Location and proper use of available phones nearest their normal place of activity.

2. Calling for emergency services, the caller should be able to identify the operating agency involved, location / nature of emergency and the telephone number of the phone being used. If the emergency consists of the need for Fire/EMS (CFD Ambulance) services only the caller should be able to identify the person/patient complaint, medical status, age, and detailed location, (i.e. concourse, gate number or address if not in the terminal building).

3. Forwarding information clearly and concisely regarding the nature of the emergency and general area in which it exists.

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III. EMPLOYEE TRAINING (Continued)

4. Prepared to assist in directing the responding emergency equipment to the exact location of the emergency if not immediately apparent.

5. Airport employees should be briefed on fire prevention, and how to obtain general first aid services from the Chicago Fire Department.

6. Airport employees should be taught how to use portable fire extinguishers.

B. Airport employees should be briefed and updated concerning specific roles and functions in all types of emergencies (Fire, Police, and Emergency Medical Services).

CONTROL RESPONSIBILITIES IN THE EVENT OF
AN EMERGENCY SITUATION AT CHICAGO MIDWAY INTERNATIONAL AIRPORT

SECTION 2

I. PURPOSE

To establish and define specific control responsibilities of all agencies concerned with an emergency situation occurring at Chicago Midway International Airport.

II. OWNERSHIP

Chicago Midway International Airport is owned and operated by the City of Chicago. The Department of Aviation under the direction of the Commissioner of Aviation is responsible for the operation and development of all City-owned airports.

III. AIRPORT MANAGEMENT

The Commissioner of Aviation heads the Department of Aviation and holds the ultimate responsibility for the operation, maintenance and development of all City of Chicago airports. The day-to-day management of Chicago Midway International Airport is under the direction of Managing Deputy Commissioner of Aviation. The responsibilities and authority of the Commissioner under this Plan may be exercised by the Managing Deputy Commissioner of Aviation.

IV. LINE OF SUCCESSION

Exhibit 1 - Organization Chart, illustrates the organizational relationships of key operating personnel at Chicago International Midway Airport and the line of succession in the absence of the Managing Deputy Commissioner of Aviation.

V. DECLARING AN EMERGENCY

A state of emergency can be declared by any of the following when actual or potential emergency exists:

A. Pilot-in-command of an aircraft
B. Chicago Fire Department
C. Aircraft owner, operator or their representative
D. Airport Manager or their representative
E. Tenant Manager or their representative
F. Air Traffic Control Specialist

VI. AUTHORIZED PERSONNEL AT EMERGENCIES

Only properly identified and authorized representatives of the following agencies will be admitted to the scene of an emergency on the Airport where their services are required or they exercise jurisdiction over a particular emergency function:

A. Chicago Department of Aviation
B. Chicago Fire Department
C. Chicago Police Department
D. Airline management or their representative, or tenant owner or their representative (both the company involved, directly and those companies providing assistance under mutual assistance agreements).
E. Federal Aviation Administration, Flight Standards District Office
F. National Transportation Safety Board
G. Federal Bureau of Investigation
H. United States Post Office Department
I. Customs and Border Protection – Customs and Immigration
J. Centers of Disease Control and Prevention
K. Other departments and agencies such as: Office Medical Examiner, military, Red Cross, etc., whose services are required or requested.
L. Transportation Security Administration (TSA)
M. Office of Emergency Management

Under the direction of the Chicago Fire Department Incident Commander, the Chicago Police and Department of Aviation shall coordinate with the airlines or tenant representatives and other agencies at the scene to determine which personnel and equipment are required during various phases of the emergency.

VI. AUTHORIZED PERSONNEL AT EMERGENCIES (Continued)

Until the point when all life saving activities have been completed, only representatives of agencies listed in A through C above will be permitted at the scene to ensure that rescue, firefighting and emergency medical services and activities are unimpeded. Other agencies shall be escorted to the scene as soon as circumstances permit. It will be the responsibility of the Managing Deputy Commissioner of Aviation or their representative to determine when the airport may resume operations after the Chicago Fire Department Incident Commander and the Chicago Police Department Disaster Site Commander have secured the emergency.

VII. AIRFIELD ESCORT TO AN EMERGENCY

With the exception of the Chicago Fire Department - Airport Station rescue and firefighting emergency vehicles, CFD ambulance and Department of Aviation vehicles, all other vehicles and personnel must be escorted by Department of Aviation vehicles equipped with two-way communications with FAA ATCT to emergency scene. The Department of Aviation personnel assigned shall take all necessary measures to provide required escort services so as to expedite responding support vehicles and personnel to the emergency.

1. Staging Area Locations (Off-Airport Units)

Staging Areas are located on each of the four (4) sides of the airport and are identified by red and white signs. The use of these staging areas affords controlled access to the Air Operations Area. Federal guidelines strictly prohibit vehicular movement without approved escort vehicles (Exhibit 2).

Stage A:	Located on the south side of 55th Street, approximately near Laramie Ave.
Stage B:	Located on the west side of Cicero Ave. approximately near 59th Street.
Stage C:	Located on the north side of 63rd Street, approximately near Laramie Ave.
Stage D:	Located on the east side of Central Ave. approximately near 59th Street

VIII. SECURING EMERGENCY

After coordination with all agency representatives involved, the Chicago Fire Department Incident Commander shall announce when the emergency is secured

20 JUN 2007
FAA Approval

IX. POST-EMERGENCY EXITING

After the emergency is secured, all vehicles will depart the scene via an authorized traffic control route. Vehicles or persons will not cross runways or taxiways unless they have voice clearance from the FAA ATCT to make the crossing.

X. RUNWAY AND TAXIWAY INSPECTIONS

Airport runways and taxiways closed due to an emergency shall remain closed until a safety inspection is completed by the Department of Aviation Airport Operations, and advises the FAA ATCT that the surfaces are clear and open for operation.

XI. RESPONSIBILITIES

A. Federal Agencies

1. FAA Airport Traffic Control Tower (FAA ATCT)

   (a) It will be the responsibility of the Midway ATCT personnel to alert the Chicago Fire Department via Direct Interphone line (ring down system) in the event of any actual or anticipated aircraft emergencies giving all available details.

   (b) The Midway FAA ATCT will ensure continued normal safe airfield control and will be responsible for the routing of all vehicle traffic on runway and taxiway surfaces to and from the emergency scene that need ATCT clearance.

   (c) The FAA ATCT will ensure that the airspace around the accident site will be closed when necessary.

2. National Transportation Safety Board (NTSB), and FAA Flight Standards District Office (FSDO) will have responsibility for control in the administering of the investigation to include all types as defined by applicable federal law and aviation regulations

3. Customs and Border Protection – Customs, Immigration and Agriculture Quarantine Inspection will have controlled responsibility for security and seclusion of passengers and property of all inbound international flights until regulation search and inspection have been completed.

4. Federal Bureau of Investigation (FBI) will have control responsibility in investigating and planning for coping with particular emergencies where a federal offense is committed, such as suspicious materials to aircraft and hijackings.

XI. RESPONSIBILITIES (Continued)

5. Center for Disease Control and Prevention will have responsibility for the inspection of arriving ill or deceased persons and may isolate and then rapidly transport these persons to the hospital as well as determine if the remaining travelers on the same flights, ground crew, federal inspectors and emergency responders need further attention to determine their risk of exposure and need for medical care.

B. Chicago Fire Department (CFD)

1. Incident Command:
Establishment of Incident Command (IC) procedures during the course of actual or imminent incidents on the Airport involving fire or threat of fire which may endanger life or property. The Chicago Fire Department (CFD) Incident Commander shall be in charge of fire prevention, fire fighting, and rescue operations, at all disasters. The IC will ensure overall responsibilities in this regard pursuant to the Municipal Code of the City of Chicago. The CFD Incident Commander will provide supervision and coordination for the medical treatment and care. CFD will determine the priority of removal for the injured and deceased by the area defined in the Chicago Fire Department Emergency Medical Service Response Plans.

2. Medical Assistance:
The Chicago Fire Department Emergency Medical Services Response Plan has three types of EMS Responses. Each provides varying elements of medical assistance. An EMS Officer or Fire Suppression Officer may request one of the three EMS Plans.

3. Airport CFD Equipment:
The Chicago Fire Department shall be responsible for dispatching and staffing airport fire equipment. The Chicago Fire Department Incident Commander shall limit the amount of regular firefighters and EMS personnel dispatched off base so as not to jeopardize the Airport Rescue and Fire Fighting capabilities.

(a) Off airport units and ambulances of the Chicago Fire Department will respond to an airport disaster where support assistance is requested by the Chicago Fire Department Incident Commander.

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XI. CFD RESPONSIBILITIES (Continued)

(b) Chicago Fire Department apparatus and ambulances responding to the Airport shall proceed via the instructions provided by the CFD Incident Commander and stand by for an escort.

C Department of Aviation, Airport Management

1. The Managing Deputy Commissioner of Aviation will:

(a) Where the Commissioner of Aviation is present, the Managing Deputy Commissioner will act as directed by the Commissioner.

(b) Coordinate with and provide assistance to the CFD Incident Commander and the CFD Disaster Site Commander. In the absence of the Commissioner of Aviation, assume overall responsibility for emergency situations at the Airport which are not governed by either the Chicago Fire or Police Departments.

(c) Activate the Incident Management Center (IMC) located at 6291 S. Laramie Avenue when necessary.

2. The Deputy Commissioner of Airport Operations or designated Supervisor will:

(a) Coordinate with and provide assistance to the CFD Incident Commander and the CFD Disaster Site Commander, and will, in the absence of the Commissioner of Aviation and the Managing Deputy Commissioner of Aviation, assume overall responsibility for emergency situations not governed by either the Chicago Fire or Police Departments.

(b) Coordinate with the CFD Plans Chief to provide assistance to the Incident Commander when a Hot Zone is established **(Exhibit 11)**.

(c) Where the Commissioner and/or the Managing Deputy Commissioner are present he will aid in the coordination of emergency activities or as directed by the Commissioner or Deputy Commissioner.

XI. RESPONSIBILITIES (Continued)

(d) Ensure closure of and/or parts of the airport when necessary, proper notification and record keeping.

(e) Ensure requirements pertaining to emergencies are carried out as indicated in this Plan.

(f) Ensure safe continued Airport Operations.

(g) Keep the Midway Communications Center informed and updated to ensure proper notifications to airport management.

(h) Office of Emergency Management will provide coordination between City and State Agencies.

D. Chicago Police Department, Airport Law Enforcement Section South

1. During the course of an actual or imminent aircraft incident on the airport, the Chicago Police Department will carry out its responsibilities pursuant to the current CPD Aircraft Disaster Response Manual.

(a) Provides all on-site law enforcement activities.

E. Airline or Tenant

The airline Station Manager, or the Tenant Manager or their representatives will be responsible for the safety, security and evacuation of the non-injured and fatalities to respective areas upon release by the Chicago Fire Department Incident Commander, the Chicago Police Disaster Site Commander , Medical Examiner, FBI, NTSB as appropriate. It will also be the carrier's, owner's, operator's or tenant's responsibility, with the consent and direction of investigating agencies, to promptly remove the aircraft and have the area restored to its normal form.

H. Media

The media will not be taken to the scene of any accident/incident unless approved by the Commissioner of Aviation or their representative after consultation with the airline involved, the Chicago Fire Department Incident Commander and the Chicago Police Department Disaster Site Commander. Under no circumstances will media/press be authorized to use their own vehicles as transportation to the emergency scene

AIRCRAFT EMERGENCY PROCEDURES
POTENTIAL ACCIDENT OR INCIDENT

SECTION 3

I. PURPOSE

To outline the task organization procedures that will be followed in the event that a aircraft accident is imminent or has occurred with possible injury or death of passengers, crew or the public.

II. GENERAL

The ATCT is usually the first to become aware of an aircraft incident and accident, and will initiate the required alerting procedure as outlined in the Letter of Agreement, Exhibit 9. Individuals aware of an aircraft incident and/or accident should immediately notify the Airport Operations Section and the Midway Communications Center.

In the event of any accident or incident involving an aircraft originating at, or bound for, Midway International Airport, that occurs off its premises (such as Lake Michigan), the appropriate Authority or Authorities shall be notified, and appropriate coordination shall be made between those parties and the Commissioner of Aviation and/or his authorized representative(s).

Aircraft emergency events are classified into three categories which trigger specific response actions on the part of the primary emergency response organizations. These categories are:

A. **STAND-BY ALERT**: A code used to denote a warning of a situation that could result in an accident. This code requires that the emergency equipment standby adjacent to the Tower designated runway

B. **EMERGENCY**: A code used to denote an imminent situation occurring on the airfield. This code requires that the emergency equipment respond to a Tower designated area.

C. **CRASH FIRE ALERT**: A code which is used to denote an actual accident or fire which requires immediate action by emergency rescue and fire fighting personnel. The Airport will remain closed for aircraft operations until the incident is stabilized or secured by authorization of the Department of Aviation.

Original Date: December 1, 2004
Revision Date: May 8, 2007

FAA Approval

III. AIRPORT TRAFFIC CONTROL TOWER (ATCT)

A. Alert the Chicago Fire Department via the emergency Direct Interphone line (dingdown system).

III ATCT PROCEDURES (Continued)

1. Advise the alarm STAND-BY, EMERGENCY, or CRASH, FIRE.
2. If STAND-BY, advise which runway that the aircraft will use.
3. If EMERGENCY, direct the CFD to a designated area.
4. If CRASH-FIRE, direct the CFD to the scene of the accident.
5. Provide as much of the following information as possible.
   a. Aircraft identification
   b. Type of aircraft
   c. Nature of emergency
   d. Quantity of fuel on board
   e. Runway to be used for landing, if stand-by
   f. Number of occupants (passengers and crew)
   g. Presence of hazardous cargo or explosives
   h. The location, and if applicable, the estimated time of arrival of the aircraft

B. Establish radio contact with emergency equipment and monitor at all times during the emergency. Use call signs "Midway Rescue" (ARFF Unit) or "Midway Command" (Incident Commander) for communications with Chicago Fire Department.

1. Alert the Airport Operations Office by Direct Interphone line located in the Tower. Pass all known information to the MCC including extent of injuries. The MCC is responsible for alerting other Department of Aviation activities.

2. Alert others in accordance with current FAA directives.

3. Direct normal air and ground traffic so as to avoid conflict in the area of the emergency.

4. Direct route to be taken by equipment responding to the emergency.

5. If aircraft is disabled on or near a runway, take action to close the runway until aircraft and all debris are removed.

IV. CHICAGO FIRE DEPARTMENT

A Alert the ATC Tower, if the alert was not reported by the Tower.

B Respond to the alarm, based on the incident classification:

1. STAND-BY ALERT, take up stand-by positions for the appropriate runway to be used

2. EMERGENCY, proceed to an area as designated by the ATCT

3. CRASH-FIRE ALERT, proceed directly to the scene via the most direct route.

C. Coordinate with ATCT via two-way radio. Use frequencies as directed by Air Traffic Control and the call sign "Midway Rescue" (ARFF Unit) or "Midway Command" (Incident Commander).

D Assume the command responsibility at the scene of any incident involving a civilian aircraft. Direct and control fire, rescue, and EMS activities during the period of the actual emergency

E Determine the need for, and request additional ambulances, medical assistance, and equipment as required.

F Provide a mobile communications center if required.

G. Support the Chicago Police Department as needed in incidents for which it has responsibility.

H Provide assistance to appropriate State and/or Federal agencies that may be involved in the emergency.

I. Advise Fire Department equipment, responding from off-airport locations, to stage at the appropriate locations as identified in Exhibit 2.

J Advise Airport Operations Office when the emergency is secure.

V. DEPARTMENT OF AVIATION

A. AIRPORT OPERATIONS SECTION

1. Notify the following agencies of the location and nature of the emergency:
   (a) Airport Traffic Control Tower if alert was not given by the Tower
   (b) Chicago Fire Department (ARFF, Battalion 10)
   (c) Chicago Police Department (ALES)
   (d) Commissioner of Aviation; First Deputy Commissioner; other officials as appropriate
   (e) Midway Communications Center as situations progress
   (f) Various federal, local , state agencies as needed

2. Airport Operations Supervisor (AOS) will respond to the scene to insure that proper Department of Aviation procedures are followed

3. Secure and arrange for other City services, as required.

4. Maintain a log of the emergency as situations progress.

5. Notify the aircraft owner/operator, of the airline involved, by calling the airline flight dispatch office.

6. Coordinate with the victim airline. Assist in providing surface transportation from the site for ambulatory victims. These transportation vehicles may be provided by the Department of Aviation from terminal resources.

B. DEPARTMENT OF AVIATION POLICE

1. All Aviation Police Officers will control in bound vehicle traffic, permitting only authorized emergency vehicles through the checkpoint.

   (a) The Lawndale, Cicero, and Central Officers will direct all non-emergency related vehicles such as, the press and others to the designated staging area.

FAA Approval

V. DOA AVIATION POLICE PROCEDURES (Continued)

(b) All Aviation Police Officers will thoroughly screen vehicles permitting only authorized vehicles onto the airfield. All inquiries regarding aircraft type and company, etc. will be immediately referred to the Department of Aviation's Public Relations Office.

(c) Assist the Chicago Police Department with maintaining crowd control and provide temporary security for the wreckage and all other property at the incident site.

VI. **CHICAGO POLICE DEPARTMENT**- Airport Law Enforcement South (ALES)

A. Respond to all airfield emergencies and assume a position with the Chicago Fire Department's on-site command vehicle. The responding ALES police unit will function as the Chicago Police Department's communication car.

B. Respond to all emergencies on the airport with a patrol unit which will take a position with the Chicago Fire Department equipment. The responding police vehicle will function as a communications vehicle to direct additional responding police personnel.

C. Maintain crowd control and provide vehicular traffic control at the scene of the incident and at airport access roads.

D. Control unauthorized access to the site of the emergency.

E. Establish and maintain a point of ingress and egress for the movement of emergency personnel and equipment to the site of the incident.

F. Provide temporary security for the wreckage and all other property at the incident site. Assume responsibility for such property until removed by the appropriate investigative authority or upon its return to the property's lawful owner.

H. Coordinate all on-site law enforcement activities.

I. Maintain communications with the Aviation Command Post Supervisor throughout the emergency.

J. Establish and appropriate staging area for all responding police and emergency personnel and vehicles.

FAA Approval

XI. CPD PROCEDURES (Continued)

K. Select and establish a temporary morgue site, in conjunction with the Medical Examiner's Office and the Fire Department.

L. Office of Emergency Management provides coordination between City Agencies and any other services needed.

XII. AIRCRAFT OPERATOR

A. The Owner/Operator of the aircraft involved shall be responsible for initiating the following actions:

1. Alert the ATC Tower giving the following essential information:
   (a) Type of aircraft and identification
   (b) Nature of standby
   (c) Amount of fuel on board, in gallons
   (d) Number of occupants on board- passengers and crew
   (e) Any unusual cargo on board, such as explosives, nuclear materials ,or other hazardous materials
   (f) The pilot's intentions

B. Require that personnel responding to the site are properly badged, using standard identification system. Personnel responding to the site will use the service roads whenever possible. Where movement area access is needed, an escort provided by the Department of Aviation with two-radio communications is mandatory. No person shall interfere with or obstruct the movement of emergency services personnel or equipment.

C. Arrange supplies and equipment for towing and support as needed in incidents involving aircraft.

D. Provide for unloading, transportation, and accommodation for passengers, baggage, and cargo (including animals).

E. Provide transportation for ambulatory victims.

F. The operator or owner will be responsible for notifying the NTSB and preserving to the extent possible, any aircraft wreckage, cargo and mail aboard the aircraft, and all records involved in any accident. Additional notification will be made to such Federal Inspection Agencies and the U.S. Customs and Immigrations, Agriculture, and Postal Inspector if an international arrival is involved.

XII. AIRCRAFT OPERATOR PROCEDURES (Continued)

G Notify the Centers of Disease Control and Prevention if an international arrival involves the illness or death of an on board human or animal

H The operator or owner will have the responsibility for maintaining the security of the wreckage at the crash scene upon release by the Chicago Fire Department Incident Commander. When released by the appropriate Federal Agencies, the owner or operator shall be responsible for the prompt removal of wreckage and/or debris.

FAA Approval

CARE AND SERVICES FOR UNINJURED, INJURED AND DECEASED PASSENGERS

SECTION 4

I. PURPOSE

During a period immediately following an aircraft accident, fire, or disaster, there is a need for coordinating the efforts of a variety of organizations to provide services for passengers and crew members and rescue workers who are both injured and uninjured. The Chicago Fire Department Emergency Medical Service Response Plans (CFD EMS Emergency Response Plan) provide procedures to manage any type of multiple casualty incident. These plans provide a predetermined city wide response and any notification procedure designed to provide definitive care, equipment and personnel necessary to stabilize victims.

II. UNINJURED PASSENGERS

A. Department of Aviation

1. In the absence of a responsible air carrier representative, the Commissioner of Aviation or his representative will coordinate with and provide assistance to the Chicago Fire Department Incident Commander and the Chicago Police Department Disaster Site Commander.

2. The Airport Operations Section will assist in ensuring the coordination of all other DOA units.

3. The DOA Aviation Police shall provide security at the area designated as holding area for the uninjured.

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FAA Approval

II. UNINJURED PASSENGERS (Continued)

B Chicago Fire Department

1 The Chicago Fire Department Incident Commander will provide the overall direction for the proper care of and providing EMS services for uninjured passengers.

2. Responsible for ensuring complete coordination of all agencies.

C. Chicago Police Department

1. Under the direction of the Chicago Police Department Disaster Site Commander, Police Officers at the scene will ensure that the passengers are assembled in one general area at the accident site for further processing. Assistance may be given to the victims.

D Airlines and/or Tenants

1. Each airline and tenant will be responsible for having a plan for the care and services of uninjured passengers.

2. The plan should provide for at least the following:

(a) Accounting for the whereabouts of all passengers and crew.

(b) Obtaining the means to transport the passengers from the accident site to holding areas at Midway Airport. These areas may include the Southwest Airlines hangars, FBO hangars, north wing of the terminal building or other facilities designated as approved by the Managing Deputy Commissioner of Aviation.

(c) Reserving an area in the airport or other facilities such as, local hotels, where such passengers can be made comfortable and provided with special assistance and accommodations as may be feasible under the circumstances.

(d) Ensuring that security, e.g. Aviation Police or Chicago Police, is maintained at or near in the terminal or other facility designated for these passengers

FAA Approval

II. UNINJURED PASSENGERS (Continued)

(e) Providing access to personal articles and baggage as soon as possible, or the furnishing of blankets until baggage or personal clothing items can be obtained from the aircraft.

(f) Obtaining food or non-alcoholic beverages during the processing of these passengers, including necessities such as baby food, diapers, toiletries, etc.

(g) Making telephones available for passenger communication with families and friends.

(h) Making further travel arrangements or arranging for hotel accommodations, as required.

E. U.S. Federal Agencies

When an aircraft accident involves an arriving international flight, representatives of Customs and Border Protection - Customs, Immigration and Agriculture Quarantine Inspection and the Centers of Disease Control and Prevention will provide direction in the clearing of passengers, their personal articles, baggage and any cargo.

III. INJURED AND DECEASED PASSENGERS

A. Chicago Fire Department

1. The Chicago Fire Department Incident Commander will provide the overall direction and management for the proper care and EMS services for these passengers and rescue workers sustaining injuries, and is responsible for ensuring complete coordination of all agencies.

2. The Chicago Fire Department Incident Commander will coordinate with the Medical Examiner to ensure the proper distribution of the deceased to the selected temporary morgue. The Illinois Army National Guard Hangar can be used as a morgue with the permission from the available Commanding Officer.

III INJURED AND DECEASED PASSENGERS (Continued)

3. Provide grief counseling to city workers involved in disaster relief.

B Department of Aviation

1 In the absence of a responsible air carrier representative, the Commissioner of Aviation or their representative will coordinate with and provide assistance to the Chicago Fire Department Incident Commander and the Chicago Police Department Disaster Site Commander for the proper care of and providing EMS services to the injured and deceased.

2. The Airport Operations Supervisors will assist in ensuring the coordination of all other DOA units.

3. The DOA Police Section shall provide security at the area designated as a temporary morgue for the deceased.

C. Chicago Police Department

1. The Chicago Police Department Disaster Site Commander will assign CPD personnel, upon request, to give assistance to those injured or trapped.

2. The Chicago Police Department Disaster Site Commander will select a site of a temporary morgue assignment to the CPD Aircraft Disaster Response Manual in conjunction with the Medical Examiner's Office for body identification and the processing of recovered property, and ensure that:

(a) No fatality is moved until a stake is placed at the body's location and corresponding numbered tags are secured to the body and the stake.

3. The Chicago Police Department Disaster Site Commander will assign CPD personnel, if available, to assist those units transporting victims to the hospital when circumstances so require.

D. Airlines and/or Tenants

1 Each airline and tenant will be responsible for having a plan for the care and services of injured and deceased passengers.

III. INJURED AND DECEASED PASSENGERS (Continued)

2. The plan should provide for at least the following:

(a) Designated area or facility and a distribution program for the bodies of deceased passengers to proper morgue facilities.

(b) Accounting for the whereabouts of all passengers and crew.

(c) Assisting the Chicago Police Department Disaster Site Coordinator if requested to:

(1) Providing such articles as blankets, sheets, etc.

(2) Organizing, accounting for and properly storing personal articles and baggage as soon as possible.

(d) Providing necessary personnel for notification to families in cases of injured or deceased.

E. U.S. Federal Agencies

1. When an aircraft accident involves an arriving international flight, representatives of U.S. Customs and Border Protection, Immigration Agriculture Quarantine Inspection and Centers of Disease Control and Prevention will provide direction in the clearing of passengers, their personal articles, baggage and any cargo.

FAA Approval

AIRCRAFT REMOVAL PROCEDURES

SECTION 5

I. PURPOSE

The purpose of these procedures is to establish individual responsibilities, outline activities and provide direction for the removal of aircraft which become disabled on the Airport and which may directly interfere with safe airport operations. It is intended that procedures be implemented after all activities which may have been initiated are completed and any life threatening emergency/disaster is secured by the CFD Incident Commander.

II. CITY OF CHICAGO RULES AND REGULATIONS

The airline, operator or pilot of any aircraft involved in any accident shall be responsible for the prompt removal of an aircraft damaged or disabled at Chicago Midway International Airport and the parts of such an aircraft as directed by the Commissioner of Aviation. In the event of failure to comply with such directions, such damaged or disabled aircraft and parts may be removed by the direction of the Commissioner at the operator's expense and without liability for damage, which may result in the course of such removal.

III. FEDERAL RULES AND REGULATIONS

The rules pertaining to the removal and release of aircraft disabled as a result of an aircraft accident are prescribed in Title 14, U.S. Code of Federal Regulations, Part 830.

IV. RESPONSIBILITIES

National Transportation Safety Board (NTSB), and Federal Aviation Administration (FAA) responsibilities.

Aircraft can become immobilized on airport surfaces for a variety of reasons. Minor aircraft incidences such as an engine failure, a blown tire, or a brake malfunction should be removed with minimal delay. If the aircraft is substantially damaged in a landing, takeoff or taxiing accident, an investigation is required. In these instances, the aircraft or its parts should not be moved until released by the authorized representatives of the investigation agency.

FAA Approval

IV. RESPONSIBILITIES (Continued)

The National Transportation Safety Board (NTSB) has the basic responsibility for investigating aircraft accidents and incidents and has delegated the investigation of certain small aircraft accidents to the Federal Aviation Administration (FAA).

A. FAA Air Traffic Control Tower

1. Route emergency and other equipment to the location of the disabled aircraft.

2. Route all aircraft and ground equipment to avoid the disabled aircraft.

B. Chicago Fire Department - Airport Station

1. Provide fire suppression and EMS services as may be required pursuant to the CFD Incident Commander during the removal of the disabled aircraft.

C. Department of Aviation

1. Operations Supervisor:

(a) Determine if the disabled aircraft's location is affecting the safety of flight operations, and, if necessary, close all or any part of affected airfield.

(b) Contact and maintain communication and liaison with appropriate city and federal agencies and aircraft owner as necessary and coordinate DOA efforts with those of all emergency groups, as required, to ensure safe airport operations.

(c) Notify the Field Maintenance Mangers as to what equipment and personnel are required at scene.

(d) Coordinate Airport Operations with the FAA Air Traffic Control Tower for continuance of flight operations.

FAA Approval

IV RESPONSIBILITIES (Continued)

(e) Provide an escort for company and contracted equipment to the disabled aircraft site.

(f) Make an operational evaluation to determine estimated closure time of affected surfaces and issue a NOTAM.

(g) Inspect all areas prior to resumption of normal operations.

(h) Reopen affected surfaces as the incident has been secured or the area can be used without affecting the incident.

(i) After aircraft removal is completed and the airport has been returned to normal operations, the Operations Supervisor will submit a chronological written report of all activities from notification (time of incident) to time of return to normal operations to the Commissioner.

2. Midway Communications Center:

(a) Monitor city frequencies for updated information.

(b) Maintain a log noting information relating to the incident.

(c) Make appropriate notifications to DOA management.

3. Chicago Police Department

(a) Provide law enforcement services and CPD personnel at the emergency site as may be required pursuant to the Chicago Police Department Aircraft Disaster Response Plan.

FAA Approval

IV. RESPONSIBILITIES (Continued)

D. Aircraft Owner/Operator

1. The aircraft owner/operator must have a basic recovery plan ready to meet such an emergency.

2. Arrange for portable units, removal of passengers and crew, removal of mail, baggage and cargo. Authority to remove these items must be secured from the NTSB and FAA investigator.

3. Designate one official with the capacity and authority to make technical and financial decisions necessary to promptly remove and recover the aircraft. The company must have all required facilities, personnel and equipment, made available to them.

4. The company designated recovery official will coordinate with the Chicago Fire Department Incident Commander, the Chicago Police Department Disaster Site Commander, the Commissioner of Aviation or their representatives and the NTSB Investigator (if appropriate), and develop a comprehensive plan for the prompt removal of the aircraft.

5. The prompt removal of the aircraft and all costs associated with the recovery (including contractor charges, rental and service company equipment charges, airport property damage, etc.) are the responsibility of the airline/tenant involved.

STRUCTURAL FIRES

SECTION 6

I. GENERAL

Anyone observing a structural fire on Airport property should promptly notify the Chicago Fire Department (911). As many details as possible should be provided to the Fire Department. If a fire is reported to Airport Operations, Chicago Police, MCC or the FAA Control Tower the agency receiving the report should call the Chicago Fire Department (911). Structural fires located on the Airport will be handled by the Chicago Fire Department. In all cases the Chicago Fire Department Incident Commander will assume command and coordinate the effort.

II. RESPONSIBILITIES

A. Tenant or sub-Tenants

1. Promptly notify the Chicago Fire Department (911).

2. Notify the MCC (773) 838-8111.

3. Notify the Chicago Police Department - Airport Law Enforcement Section South.

4. The Tenant Manager or their representative will be responsible for the evacuation of all their personnel.

5. Advise Chicago Fire Department Incident Commander and Department of Aviation Airport Operations when evacuation of all personnel is completed or of the inability to do so.

B. Chicago Fire Department - Airport Station

1. Respond to the location. Advise the FAA Control Tower if fire is airport property.

2. Upon determination that support units are needed, the Chicago Fire Department Incident Commander will ensure appropriate units are called through the Office of Management and Communications.

Original Date: December 1, 2004
Revision Date: May 8, 2007

20 JUN 2007
FAA Approval

II. RESPONSIBILITIES (Continued)

3. Advise Airport Operations when emergency is received;

4. Incident Commander determine if occupancy of building or adjacent buildings should be evacuated.

5. Maintain capabilities for responding to an aircraft emergency within the scope of FAR Part 139 at all times. If at any time ARFF equipment levels fall below those required to sustain scheduled air carrier operations the CFD immediately notifies the Department of Aviation Airport Operations and the Department of Aviation will notify FAA ATCT.

C. Department of Aviation

1. Airport Operations Section:

(a) Proceed to the scene to establish an Aviation Command Post by use of command vehicle and establish communications and liaison with the Chicago Fire Department Incident Commander, the Chicago Police Department Disaster Site Commander and Managers or Supervisors of Midway Airport Maintenance Units, MOC, Parking and Ground Transportation Unit.

(c) Request crowd control assistance from Aviation Police or CPD.

(d) Close runways, taxiways or ramps, as necessary, for safety by NOTAM.

(e) Obtain assistance of Department of Aviation Maintenance personnel if the Chicago Fire Department Incident Commander requests cut-off of electrical power or other utilities

II. RESPONSIBILITIES (Continued)

2. Midway Communications Center:

(a) Monitor, Fire Englewood and other radio frequencies

(b) Support the Chicago Fire Department and Airport Operations.

(d) Ensure notification of appropriate Department of Aviation Management in addition to requests made by the Operations Supervisor;

(e) Maintain accurate/separate log noting all specifics of the incident to include, but not limited to:

(1) Alert time of incident
(2) Location
(3) Detailed account of what occurred
(4) Secured time of incident.

3. Department of Aviation Police

(a) Laramie, Cicero and Central Gate Officers will, upon notification, immediately close their gates and await the arrival of a City of Chicago Police Officer before allowing non-emergency related vehicles to proceed through the checkpoint. Only emergency vehicles (police, fire, ambulances, etc.), will be allowed to proceed through the checkpoint.

(b) The Laramie, Cicero and Central Gate Officers will direct all vehicles responding to the emergency, i.e., press and other non-emergency related vehicles and personnel to the designated staging area.

(c) Assist the Chicago Police Department with crowd control in the event of a fire and/ or building evacuation.

II. RESPONSIBILITIES (Continued)

D. FAA Air Traffic Control Tower

1. Control taxiing aircraft so as not to interfere with responding emergency vehicles.

E. Chicago Police Department

1. Provide traffic control on Airport terminal roads and adjacent streets to assist emergency vehicles responding from off-airport.

2. Provide crowd control assistance at fire and during building evacuation.

3. Performance of such emergency duties as are necessary for the preservation of life and property.

20 JUN 2007
FAA Approval

HAZARDOUS MATERIALS HANDLING

SECTION 7

I. PURPOSE

This Section is intended to establish the proper responsibilities and procedures for coping with incidents involving hazardous materials/dangerous goods, fuel spills and fuel storage area facility fires on the premises of Chicago Midway International Airport.

II. GENERAL

A. The Chicago Fire Department is the lead coordinator in a hazardous material incident, or whenever there is an immediate threat to public safety or health, mobilizing the police and other city departments (Consumer Services, Environment, Health, Streets and Sanitation, Water and Sewer) as well as the Illinois Emergency Services and Disaster Agency (IESDA) state, federal environmental agencies and other emergency response agencies as outlined in the City Disaster Plan.

The degree of hazardous material incidents may vary from low level (Level I), to a higher level (Level III) involving an aircraft and/or airport incident. The primary objective is to prevent the spread of leaking hazardous materials by vehicle and pedestrians moving through the area.

The restricted area will be the area containing suspected hazardous material/dangerous goods spill or leak that should be restricted to prevent contamination of pedestrians and equipment.

III. SCOPE

The following materials require special handling in case of accident.

A. Hazardous Materials/Dangerous Goods Incidents
B. Fuel Spills
C. Fuel Storage Facility Fire Response

IV. PROCEDURES

A. Hazardous material/dangerous goods incidents

1. Chicago Fire Department

(a) Respond to the incident accordance with current CFD directives and procedures.

FAA Approval

IV. PROCEDURES (Continued)

(b) Initiate the CFD Incident Command Management System and establish protective zones.

(b) Request appropriate level of response and make necessary notifications to the appropriate sections.

(c) Begin rescue and fire fighting operations in accordance with all safety recommendations.

(d) Withdrawal all unauthorized personnel to the proper perimeter of the incident until rescue and firefighting activities are completed (Exhibit 11).

(e) Do not allow personnel and/or equipment to leave the area until evaluated/decontaminated and release by the CFD and/or appropriate agency.

2. Chicago Police Department

(a) Cordon off all areas as designed by the Chicago Fire Department Incident Commander and ensure that the area is cleared of unauthorized persons.

3. Department of Aviation Airport Operations

(a) Log appropriate information in the operations log.

(b) Make an operational evaluation to determine estimated closure time of affected surfaces to issue NOTAMS.

(c) After the emergency is secured and within the scope for safety; open unaffected runway and taxiway surfaces.

4. FAA Air Traffic Control Tower

(a) Notify the Chicago Fire Department - Airport Station

(b) Divert ground traffic from affected surfaces.

(c) Coordinate emergency vehicle movements.

IV. PROCEDURES (Continued)

5. Chicago Department of Health (Notification made by CFD)

(1) Provide assessment of potential health hazards for personnel who respond to emergencies and participate in cleanup and for the general public.

(2) Coordinate assessments in health effects in the event of exposure.

(3) Respond to personnel and citizen concerns about health effects in connection with the emergency.

B. Fuel Spills

1. Airlines, Fuel Handling Agents, and/or Fixed Based Operators

(a) Call FAA Airport Traffic Control Tower shall notify the Chicago Fire Department - Airport Station via the Direct Interphone line if spill occurs.

(b) Stand by with portable fire extinguishers until arrival of Chicago Fire Department.

(c) The spill area will be cleared of all personnel and remain undisturbed until the emergency crew arrives.

(d) Stop engines of aircraft, sources of ignition, mobile and fixed in the immediate area.

(e) A guard will be posted and the spill promptly cleaned up using techniques recommended by the National Fire Protection Association under the supervision of the CFD.

(f) An appropriate absorbent material shall be used and cleaned up immediately.

(g) Notify Department of Aviation Airport Operations of the spill and its location.

(h) Obtain Chicago Fire Department approval before continuing normal gate activities.

FAA Approval

IV. PROCEDURES (Continued)

2. Chicago Fire Department - Airport Station

(a) Respond to location, provide necessary fire protection and contain until hazard is removed.

(b) Chicago Fire Department Incident Commander will have control responsibility until hazardous conditions are terminated.

(c) The Chicago Fire Department Incident Commander shall notify additional emergency groups if needed.

(d) The Chicago Fire Department Incident Commander shall advise the Department of Aviation Airport Operations when normal activities can be resumed.

(e) Divert contaminant from storm drain.

3. FAA Airport Traffic Control Tower

(a) Advise the Chicago Fire Department - Airport Station of fuel spill via Direct Interphone line.

(b) Reroute aircraft away from the area.

(c) Notify Department of Aviation Airport Operations.

4. Department of Aviation

(a) Operations Supervisor

(1) Respond to the location.
(2) Close affected surfaces by NOTAM.
(3) Assist with Department of Aviation maintenance equipment if requested by Chicago Fire Department Incident Commander.
(4) Require spill clean-up and disposal of used material.
(5) After the emergency is secured and within the scope of safety, open affected surfaces by canceling NOTAM.

FAA Approval

IV. PROCEDURES (Continued)

(b) Midway Communications Center

(1) Notify appropriate Department of Aviation management.

(2) Maintain log entry with specifics of the incident to include but not limited to:

(a) Alert time of incident
(b) Airline or Company
(c) Location
(d) Detailed account of what occurred and amount of spillage
(e) Emergency secure time

C. Fuel Storage Facility Fire Response

A fuel storage facility fire is defined as any fire or fire alarm involving a fuel tank storage area, load rack, or mobile tanker storage area.

Any person discovering a fire should notify the Chicago Fire Department (CFD) through the activation of the emergency manual fire system or by calling the CFD via telephone by dialing 911. A secondary call should be placed to the Midway Communications Center (MCC) by dialing (773) 838-8111.

1 Chicago Fire Department

(a) Assess the situation, initiate the Incident Command System, and determine if additional firefighting, rescue, ambulance and/or resources may be needed.

(b) Determine if evacuation of the area is warranted. If needed, notify the Airport Operations Section and/or Midway Command Center (MCC) and advise the CFD to assist in an evacuation.

(c) Verify that the Main Fuel Farm Foam system, which contains 8,000 gallons of 3% aqueous film forming foam (AFFF) concentrate, has been utilized (if warranted), and that a back up supply of 10,000 gallons of 3% AFFF concentrate is en route via tanker truck.

FAA Approval

IV. PROCEDURES (Continued)

(d) If no foam system is available, assure that an uninterrupted supply of AFFF concentrate is made available, either by tanker truck or Chicago Fire Department ARFF equipment.

(e) Keep DOA apprized of the status of firefighting activities and advise if airport fire extinguishing capacity falls to ARFF Index.

(f) Return airport fire fighting equipment to their station as soon as possible to be available in the event of an aircraft emergency.

(g) Investigate to determine the cause of the fire, or assist other agencies in their investigations.

SEVERE WEATHER - NATURAL DISASTER

SECTION II

I. PURPOSE

The purpose of this section is to establish procedures in the event of severe weather at Chicago Midway International Airport. Severe weather may cause major damage at an airport if proper procedures are not observed in preparation for an oncoming storm.

II. GENERAL DEFINITIONS

The National Weather Service issues periodic advisories outlining expected weather conditions that may affect the airport and the surrounding area. These notifications will include:

A. General Forecasts - Periodic advisories describing the general weather data for the area.

B. Weather Watches - Watches are issued whenever the weather conditions indicate the possibility of severe weather. Watches are generally issued for a periodic of six (6) hours. Watches may be issued for " Severe Thunderstorms ", "Tornado" " Flood" or " Winter Storm". During the period of a weather watch, airport personnel will initiate activities that would minimize damage to the airport should severe weather occur.

C. Weather Warnings - Weather warnings are issued to indicate the actual occurrence of severe weather. A warning will be issued following the observation, by radar or a trained observer.

III. RESPONSIBILITIES

Department of Aviation management will be responsible for the initiation of such actions and are required to notify airport tenants of impending severe weather and will assist in ensuring that appropriate actions may be taken to protect people and airport property.

Brian Halpin 30 MAY 2007
FAA Approval

IV. PROCEDURES

A. Severe Thunderstorms, Heavy Winds or Tornado

1. Department of Aviation Airport Operations:

(a) Obtain periodic weather forecast and issue warnings as necessary;

(b) Notify:

(1) FAA Air Traffic Control Tower

(2) Chicago Fire Department - Airport Station

(3) Chicago Police Department - Airport Law Enforcement Section South

(4) Terminal Grounds and Facilities Manager

(5) Midway Communications Center

(6) Parking & Ground Transportation Manager

(7) Airline Station Managers

(8) Fixed Based Operators

(c) Make a public address announcements in terminal building if a tornado is in the area.

FAA Approval

SUSPICIOUS MATERIAL

SECTION 9

I. INTRODUCTION

Bomb incidents include bomb threats, warnings, or detonation of explosives. The placement or threat of placement of a bomb aboard an aircraft or within a building is a criminal offense. This includes statements, remarks, or comments regarding placement of a bomb or explosive device aboard an aircraft or within a building. This Chapter of the Emergency Plan provides notification procedures and responsibilities for the appropriate parties at the Airport for all bomb incidents.

For organizational purposes, this chapter is divided into the following two sections related to bomb incidents:

- Bomb threats
- Bomb detonations

Within both of these sections there are several different types of bomb incidents including those involving aircraft, either in-flight or on the ground, structures, or other airport related facilities. Exhibit 3 illustrates the various types of bomb incident situations that could occur at an airport. For informational purposes, the sequence of notification and the chain of command of the appropriate parties during a bomb threat or a bomb detonation are depicted in Exhibit 4.

II. BOMB THREATS

The facilities at an airport which may receive a bomb threat can be generally grouped into three categories, including aircraft, structures, and other (such as open areas, parking lots, and vehicles). Bomb threats involving aircraft may include either arriving aircraft (aircraft which are in-flight and destined for Midway Airport (MDW), but have not yet arrived at the Airport), aircraft on Airport (aircraft which are on the ground at MDW), and aircraft over-flight to another airport (aircraft which are in-flight and are destined to a location other than MDW).

Whenever there is reason to suspect that a bomb has been placed aboard an aircraft, in a building on Airport property, or in the vicinity of the Airport the matter must be thoroughly investigated. No report or rumor, however vague, will be ignored.

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II. BOMB THREATS (Continued)

A. GENERAL

In general, bomb threats may be received in one of the following ways:

- Via Telephone
- In Person
- Via Correspondence

It is important that the person receiving a bomb threat obtain as much information from the person(s) making the threat as possible. The following paragraphs provide guidelines that may be helpful when receiving a bomb threat.

1. Via Telephone

If a bomb threat is received via the telephone, the person receiving the threat should attempt to comply with the following guidelines.

a) Keep the caller on the telephone as long as possible, obtaining as much information from the caller as possible. Ask questions about the specifics of the bomb threat, such as location, time of detonation, etc. Attempt to identify the airline, aircraft, flight or specific facility threatened, any time element that might be involved, and the type of device employed.

b) If possible, take notes during the conversation, writing down not only the caller's information, but also any questions that are asked during the conversation. (See Bomb Threat Check List - Exhibit 5)

c) Prolong the conversation as long as possible to aid in the trace and monitoring procedure.

d) Immediately following the telephone call, write down everything remembered about the conversation.

e) Notify the Chicago Police Department and provide them with as much information as possible regarding the bomb threat.