

Gerald R. Ford International Airport Emergency Contingency Plan

The Gerald R. Ford International Airport Authority (Authority) has prepared this Emergency Contingency Plan pursuant to Section 42301 of the FAA Modernization and Reform Act of 2012. Questions regarding this plan can be directed to Mrs. Ashley Thorsen at athorsen@grr.org. The Authority is filing this plan with the Department of Transportation because it operates a commercial airport.

This emergency contingency plan describes how, following excessive tarmac delays and to the extent practicable, the Authority will:

- Coordinate the deplanement of passengers;
- Provide for the sharing of facilities and make gates available at the airport; and
- Provide a sterile area following excessive tarmac delays for passengers who have not yet cleared United States Customs & Border Protection (CBP).

The Gerald R. Ford International Airport (GRR) has facility constraints that limit the ability to accommodate diverted flights and strongly encourages aircraft operators to contact the Authority at 616-233-6055 for prior coordination of diverted flights. Specific facility constraints include but are not limited to lack of international processing facilities, limited aircraft parking capacity, and limited gate and loading bridge capacity. Additionally, authorized ground handling personnel and fueling agents may not be available at all times. The Authority may issue NOTAMs as part of its effort to ensure the safe and efficient operation of the Airport and its ability to serve the civil aviation needs of the public during irregular operations events.

This plan was prepared in cooperation with applicable airport stakeholders.

AIRPORT INFORMATION

Airport:	Gerald R. Ford International Airport
Prepared by:	Gerald R. Ford International Airport Authority Airport Operations Section
Phone:	616-233-6055
Email:	communications@grr.org
Submission date:	March 20, 2025
Airport category:	Small hub

CONTACT INFORMATION

In the event of diversions or other irregular operations events, aircraft operators and/or servicing agents at GRR are encouraged to notify the Authority prior to the arrival of diverted flights via the Airport Communications Center at 616-233-6055. This facility/function is continuously staffed.

PLAN TO PROVIDE FOR THE DEPLANEMENT OF PASSENGERS FOLLOWING EXCESSIVE TARMAC DELAYS

The Authority does not own or operate any of the equipment needed to safely deplane passengers from air carrier aircraft and is, therefore, unable on its own to provide for the deplanement of passengers. Additionally, Authority personnel are not trained to assist in the deplanement of passengers using equipment owned or operated by air carriers or contract service providers. Air carriers, ground handlers, and FBO operators on the airport have provided the Authority with their contact information and a list of equipment, in their possession, used for the deplanement of passengers. Inclusion on the list does not guarantee its operability or availability. Requests for usage of equipment must be made directly to the equipment's owner. Approval for usage lies at the sole discretion of the equipment owner. The Authority will provide this contact information and inventory to air carriers, ground handlers, and FBO operators as soon as practicable and as requested. Requests for this information must be made through Airport Communications.

PLAN TO PROVIDE FOR THE SHARING OF FACILITIES AND MAKE GATES AVAILABLE IN AN EMERGENCY

GRR has four (4) common use gates available to air carriers that are controlled by the airport. Additionally, fourteen (14) gates at GRR are under preferential and/or exclusive leases to air carriers and are not fully controlled by the airport. The Authority will direct our common use gate lessees, permittees, or users to make gates available to an air carrier seeking to deplane at a gate, to the maximum extent practicable. If additional gates are needed, The Authority will direct tenant air carriers to make preferential and/or exclusive use gates and other facilities available to an air carrier seeking to deplane at a gate, during those time periods when the tenant airline is not using, or not scheduled to use, the gate, to the maximum extent practicable.

PLAN TO PROVIDE A STERILE AREA FOR PASSENGERS WHO HAVE NOT CLEARED CBP

GRR does not have international passenger processing facilities. The Authority will coordinate with local CBP and other appropriate agencies to identify limited suitable areas and procedures for establishing a temporary sterile area into which international passengers on diverted aircraft who have not cleared CBP can be deplaned. The Authority will coordinate the deplanement of international passengers into this sterile area with local CBP officials when it is practicable to do so.

PUBLIC ACCESS TO THE EMERGENCY CONTINGENCY PLAN

The Authority makes this emergency contingency plan available to the public on the Gerald R. Ford International Airport website (<https://www.grr.org>).