

**TAMPA INTERNATIONAL AIRPORT
EMERGENCY RESPONSE MANUAL**

FORWARD

This Emergency Response Manual contains Tampa International Airport's Emergency Response Plan and is your guide to emergency situations at the airport. This Response Manual has been prepared by the Operations Department of the Hillsborough County Aviation Authority in conjunction with all responding agencies as stated in the manual. Suggested changes and additions should be submitted to the Director of Operations, Hillsborough County Aviation Authority, P. O. Box 22287, Tampa, Florida 33622.

All responding agencies should be familiar with the contents of this manual. Particular attention should be addressed to the responsibilities and procedures for your agency. It is recommended that your section of direct responsibility be highlighted in the manual for quick reference to facilitate response activities.

The three main sections of the manual are:

- 1-000 GENERAL RESPONSE
- 2-000 EMERGENCY RESPONSE PROCEDURES
- 3-000 ANNEXES

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*For a current copy of this section, please contact Airport Operations at 813-870-8752.

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*For a current copy of this section, please contact Airport Operations at 813-870-8752.

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DEFINITIONS

Unless specifically defined otherwise herein, or different meaning is apparent from the context, the terms used in this Emergency Response Manual shall have the following definitions:

- A. "Airport" and/or "TPA" shall mean Tampa International Airport, Tampa, Florida.
- B. "Terminal" or "Passenger Terminal Complex" shall mean the passenger terminal facilities, including all levels of the Landside Building, the associated Hotel/Office Complex, the Airside Buildings, the passenger shuttle system connecting the Landside and Airside Buildings, the Service Building, the parking garages and facilities, rental car facilities, and all roadways associated therewith.
- C. "Authority" shall mean the Hillsborough County Aviation Authority.
- D. "Executive Director" shall mean the Executive Director of Aviation employed by the Authority.
- E. "Deputy Executive Director" shall mean the Deputy Executive Director of Aviation employed by the Authority.
- F. "Senior Director of Operations & Public Safety" shall mean that person having immediate charge of the Airport and acting under the direction of the Deputy Executive Director.
- G. The Authority's Director of Operations and Assistant Director of Operations are hereinafter referred to as "DO" and "ADO", respectively.
- H. The Communications Center (hereinafter referred to as the "Center") shall mean that central room in the Service Building of the Terminal Complex where communications, mechanical and electrical monitoring equipment, and emergency functions are routed for continuous surveillance and emergency response.
- I. The Airport Police Department and its personnel are hereinafter referred to as "Airport Police".

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DEFINITIONS

- J. The TPA FAA Air Traffic Control Tower is hereinafter known as "Control Tower".
- K. The City of Tampa Fire Rescue is hereinafter referred to as "TFR".
- L. The City of Tampa Fire Rescue Control Dispatcher is hereinafter referred to as "TFR Dispatcher".
- M. The Hillsborough County Sheriff's Office and its personnel are hereinafter referred to as the "Sheriff".
- N. The Florida Highway Patrol and its personnel are hereinafter referred to as the "Highway Patrol".
- O. The City of Tampa Police Department is hereinafter referred to as "TPD".
- P. The Transportation Security Administration and its personnel are hereinafter referred to as "TSA".
- Q. The National Transportation Safety Board and its personnel are hereinafter referred to as "NTSB".
- R. The Emergency Network Telephone Line is hereinafter referred to as "Net Line".
- S. The Hillsborough County Fire Rescue and its personnel are hereinafter referred to as "HCFR".

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1-000 GENERAL RESPONSE

1-100 BACKGROUND

The aviation industry, like all other modes of modern public transportation, is subject to accidents and incidents, both minor and major. When such events arise, the best means to minimize loss of life and property, and of restoring normal airport operations is to pre-plan the actions that must be taken to efficiently and rapidly utilize the available resources of personnel, equipment, and facilities. Therefore, the purpose of this plan is to outline responsibilities, duties, and procedures to be followed by participating agencies to insure the prompt application of fire fighting, rescue, and law enforcement forces during all of the following emergencies at TPA:

- Aircraft incidents and accidents
- Structural fires
- Natural disasters
- Hazardous materials incidents
- Failure of power for movement area lighting
- Water rescue situations

Tampa International Airport, regardless of its physical size and volume of operations, does not have all of the facilities, equipment, or personnel to handle a major disaster or emergency. However, these facilities, equipment, and trained personnel are available in the surrounding City and County municipalities and several of the airport tenants to meet most emergencies generated at the Airport.

1-200 LETTER OF AGREEMENT/RESPONSE ORGANIZATIONS

A Letter of Agreement has been acknowledged and signed by the Hillsborough County Aviation Authority and the various response organizations as listed. The original copy of the Agreement is maintained on file in the offices of the Hillsborough County Aviation Authority. These response organizations have acknowledged that the prescribed procedures outlined in this plan will be utilized to the extent practicable in the event of an accident or emergency, or the potential for such, on or in the vicinity of Tampa International Airport.

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Alcohol, Tobacco, & Firearms
 FAA - ATCT
 Federal Bureau of Investigation
 Florida Highway Patrol
 H.C. Sheriff
 H.C. Fire Rescue
 H.C. Bureau of Emergency
 Management
 St. Petersburg/Clearwater International
 Airport

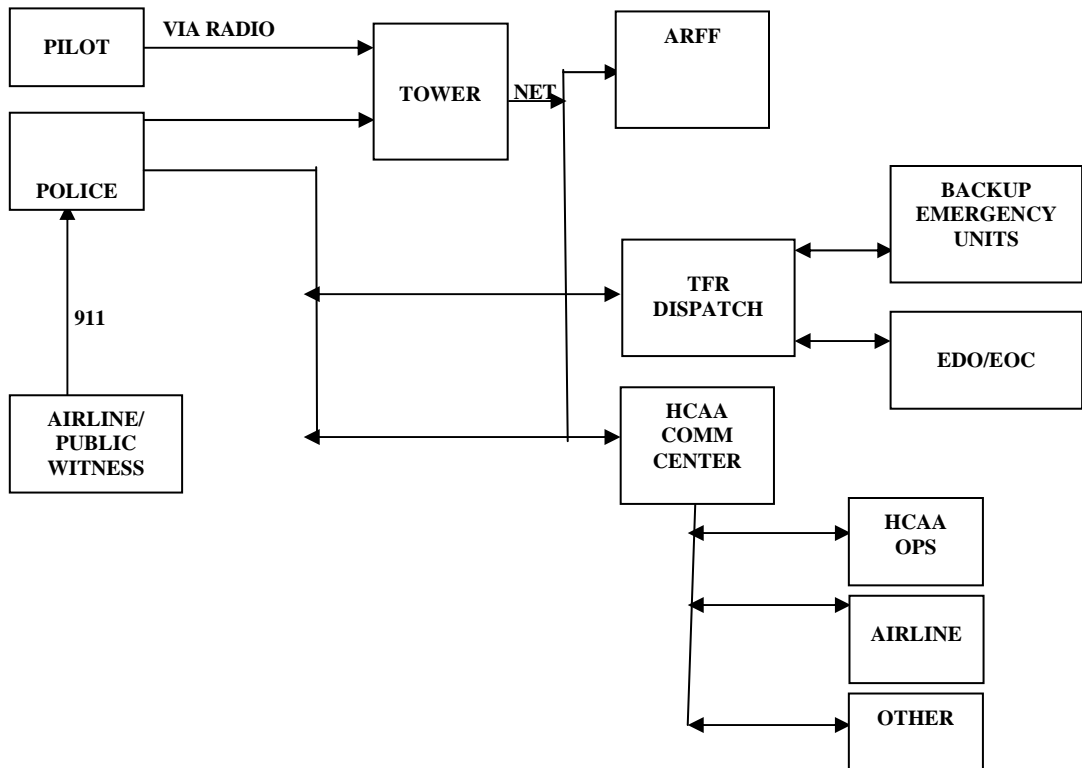
Tampa Fire Rescue
 Tampa Police Department
 Transportation Security Administration (TSA)
 USAF - MacDill AFB
 U.S. Coast Guard
 U.S. Customs and Border Protection
 U.S. Post Office
 U.S. Secret Service

1-300 COMMUNICATIONS

The Hillsborough County Aviation Authority maintains an emergency notification telephone directory for notifying facilities, agencies, and personnel who have responsibilities within this plan. The telephone directory is updated on a regular basis and is available in the Airport Communications Center.

A flow chart of airport emergency notification systems is shown in Figure 1. This diagram includes a depiction of the Net Line used for aircraft emergency notifications.

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EMERGENCY NOTIFICATION PROCEDURES**



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1-400 RESPONSIBILITY OF PARTICIPATING AGENCIES

1-410 HILLSBOROUGH COUNTY AVIATION AUTHORITY

1-410.1 SENIOR DIRECTOR OF OPERATIONS & PUBLIC SAFETY

The Senior Director of Operations & Public Safety shall:

- 1-410.11 Have overall operational control over Tampa International Airport.
- 1-410.12 Close all or portions of the Airport, if in his opinion, it will facilitate fire fighting and rescue operations during an emergency.
- 1-410.13 Coordinate and outline the duties and responsibilities of the various Airport departments, tenants, and support agencies as set forth in this plan.
- 1-410.14 Convene meetings for critique of established procedures and publish revisions to sections of this plan when necessary.
- 1-410.15 Assume other duties and responsibilities as may be outlined in this plan.

1-410.2 AIRPORT POLICE DEPARTMENT

- 1-410.21 The Airport Police Chief shall assume responsibilities for the airport law enforcement and public protection activities.
- 1-410.22 Assist the Senior Director of Operations & Public Safety, Director of Operations or Assistant Director of Operations .
- 1-410.23 The Airport Police Office will:
 - 1-410.231 Immediately take steps to disseminate information concerning emergency situations.
 - 1-410.232 Maintain vehicle traffic control, aircraft ramp and perimeter gates control, and other law enforcement duties.
 - 1-410.233 Establish on site perimeter guard to an airplane accident, airport fire, etc.

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- 1-410.234 Provide radio escort for Emergency Response organizations to and from an emergency or accident site on the Airport, as required.
- 1-410.235 Document incidents by completing reports.
- 1-410.236 Assume other duties and responsibilities as assigned.
- 1-410.237 Coordinate with other law enforcement agencies.

1-410.3 OPERATIONS DEPARTMENT

1-410.31 COMMUNICATIONS CENTER

- 1-410.311 The Center is in continuous operation and the primary communications agency for all participating agencies that respond to an emergency. When informed by a responsible agency as to the existence and kind of an emergency, the Center will contact concerned agencies and tenants as to the existence and kind of emergency.
- 1-410.312 The Center will be the focal point for all Authority non-radio communications once an emergency is declared. During any emergency, the Center may continue other normal communication operations that does not interfere with emergency generated communication requirements over any system operated by the Center.

1-410.32 DIRECTOR OF OPERATIONS (DO) AND ASSISTANT DIRECTOR OF OPERATIONS (ADO)

The Director of Operations or Assistant Director of Operations shall:

- 1-410.321 Assume the responsibilities of the Senior Director of Operations & Public Safety in his absence.
- 1-410.322 Establish the Authority's Mobile Command Post at the scene of an airport emergency to which all participating agencies will report upon arrival. No person shall be allowed at the scene of an airport emergency without prior approval of the Director of Operations or Assistant Director of Operations except those participants of the Airport Emergency Plan.
- 1-410.323 Initiate emergency communications (radio, telephone, etc.) as required.

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- 1-410.324 Monitor and coordinate the activities of Airport Police forces at the site of the emergency or accident.
- 1-410.325 Conduct such post accident inspections as necessary prior to opening areas to normal traffic.
- 1-410.326 Initiate emergency personnel recall plan as necessary. Maintain an up-to-date emergency telephone directory in the Communications Center.
- 1-410.327 Maintain a current list of locally available crash removal supplies and equipment plus specialized off-site equipment.
- 1-410.328 Assume other duties and responsibilities as may be outlined in this plan.
- 1-410.329 Make arrangements for conducting a full scale emergency response drill at least once every three years, and at least once a year conduct a coordinated agency emergency review.

1-410.4 MAINTENANCE DEPARTMENT

The Maintenance Department under the Director of Maintenance shall:

- 1-410.41 Protect Authority property and facilities during an emergency and make repairs to HCAA property as may be required.
- 1-410.42 Arrange for the response of personnel and equipment to be utilized for the support of rescue and recovery operations when requested by the Director of Operations or ADO.

1-420 CITY OF TAMPA FIRE RESCUE

- 1-420.1 TFR, when notified that an emergency exists will dispatch necessary equipment and personnel to the scene of the emergency.
- 1-420.2 The amount of equipment and the number of personnel responding to the emergency shall be determined by TFR.
- 1-420.3 TFR is responsible for securing the services of all other emergency equipment and personnel deemed necessary to cope with the emergency. This includes notification of TPD, Hillsborough County Fire Rescue, requests for wreckers and ambulances, and other emergency equipment on a local level. Should hospital facilities be

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required, the TFR Dispatcher will advise local hospital emergency facilities. In the event of a Mass Casualty, TFR will notify the Hillsborough County Emergency Operations Center.

1-430 LAW ENFORCEMENT AGENCIES

1-430.1 CITY OF TAMPA POLICE DEPARTMENT

The Tampa Police Department, when notified that an emergency situation exists which requires city assistance, shall dispatch sufficient personnel and vehicles to the airport to assist Airport Police in responding to the emergency.

1-430.2 HILLSBOROUGH COUNTY SHERIFF'S OFFICE

The Hillsborough County Sheriff's Office, when notified that an emergency situation exists which requires county assistance, shall dispatch sufficient personnel and vehicles to the Airport to assist Airport Police in responding to the emergency.

1-430.3 FLORIDA HIGHWAY PATROL

The Florida Highway Patrol, when notified that an emergency situation exists at the Airport, will dispatch sufficient personnel and vehicles to the Airport under their jurisdiction to address the emergency.

1-440 AIRPORT TENANTS

Airlines, general aviation companies, and other Terminal tenants that have facilities within the boundaries of TPA shall:

1-440.1 Notify Airport Police immediately via the Emergency Telephone Number (911) or (396-3911) of all emergencies including aircraft crashes, flight and ground incidents and accidents, bomb/explosive device threats, hijacking, ramp fires, and hazardous materials, structural fires and explosions, public and personnel injuries, civil disorders, vehicle collisions, radiological contamination (i.e. from container damage), natural disasters, and theft.

1-440.2 Provide company personnel and equipment to perform reciprocal auxiliary services as may be required by the Authority or other responsible agencies during major emergencies such as aircraft crashes and wreckage removal.

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- 1-440.3 Furnish to the Authority, for inclusion in the Center's Emergency Telephone Directory, a minimum of three names and telephone numbers of company personnel who should be notified of any emergency that involves the company. It shall be the tenant's responsibility to keep these names and numbers up to date. Center shall notify only one person from company; further dissemination of emergency information is company responsibility.
- 1-440.4 Furnish to the Authority an up-to-date Resource Inventory for Aircraft Emergencies for inclusion in this Emergency Response Manual.
- 1-440.5 Maintain control of company personnel to insure that no one not directly involved with that emergency gains access to the scene of the emergency and maintain security to prevent unauthorized persons from accessing the scene.
- 1-440.6 Notify the Federal Aviation Administration, in accordance with applicable Federal Air Regulations, when their aircraft are involved in an accident and when fatalities occur.
- 1-440.7 When approved by NTSB, FAA, and the Senior Director of Operations & Public Safety, remove disabled or crashed aircraft from runways, taxiways, etc.
- 1-440.8 Develop a plan for the notification and evacuation of their employees and patrons from their exclusive lease areas.
- 1-440.9 Secure their lease area from possible damage from natural disaster, high wind, or flooding during severe weather.
- 1-440.10 Designate separate areas of control points where investigative authorities report, and where relatives can obtain names of casualties or fatalities and other information.
- 1-440.11 The owner/operator of an aircraft involved in an Alert 3 accident may, at its discretion, initiate calls for clergy to respond to the Airport. All members of the clergy responding to such incident should be advised to assemble at Gate P-II (shown on Annex B).

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1-450 U.S. GOVERNMENT

1-450.1 FEDERAL AVIATION ADMINISTRATION

1-450.11 TPA CONTROL TOWER

1-450.111 The Control Tower will activate via the Net Line specific sections of this Airport Emergency Plan when a potential or actual emergency exists.

1-450.112 Tower personnel will provide the following information as applicable and available.

1. Nature of emergency
2. Flight number or registration
3. Aircraft type
4. Aircraft location
5. Estimated time of arrival and landing runway
6. Souls on board, if known
7. Fuel on board, if known
8. Other information as appropriate

1-450.113 Maintain the emergency Net Line.

1-450.114 Emergency situations that involve aircraft/airfield will be categorized into an "ALERT" designation.

ALERT 1 - Standby Response

ARFF crews take stand by positions in station ready for immediate dispatch.

ALERT 2 - Airfield Response

ARFF crews will dispatch to pre-determined positions on the airfield.

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ALERT 3 - Accident Response

ARFF crews will respond to the scene of the emergency to commence fire fighting and/or rescue operations.

- 1-450.115 After initial notification via the Net Line, Tower personnel on the Ground Control frequency will update Tampa ARFF Command of conditions as they develop, including but not limited to when emergency aircraft is next to land.
- 1-450.116 When an emergency has occurred on or near the Airport, the Tower shall give priority to ARFF and Authority equipment to allow for timely response to emergency in progress. The Tower may refer to the TPA Grid Map (shown as Annex A) to assist emergency personnel in locating the scene.
- 1-450.117 The Tower will convey cancellation or reduction of an existing Alert 1 or Alert 2, when in the opinion of any of the following, a potential emergency has been reduced in degree, eliminated, or an actual emergency has been controlled:
- Pilot of the aircraft concerned.
 - Tampa ARFF Command.
 - Aircraft owner or his representative.
 - Senior Director of Operations & Public Safety or his representative.

1-450.2 DEPARTMENT OF HOMELAND SECURITY

1-450.21 TRANSPORTATION SECURITY ADMINISTRATION

- 1-450.211 The TSA is the Federal security organization at Tampa International Airport. The TSA is authorized to coordinate the activities of the FBI, local law enforcement authorities, commercial air carriers, etc., in implementing a program for Airport Security.
- 1-450.212 The TSA shall be informed by the Airport Police or Comm Center of the following emergencies and incidents:
- Security incident.

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- Hijackings involving domestic and foreign air carriers.
- Major aircraft flight emergencies and aircraft crashes.
- Bomb/explosive device threats and incidents to TPA facilities or aircraft.

1-450.22 U. S. CUSTOMS AND BORDER PROTECTION

1-450.221 U.S. Customs and Border Protection will be notified by the Center of the following emergencies and incidents:

- Hijackings involving foreign air carriers.
- Aircraft crashes and major and minor emergencies that divert a foreign air carrier to TPA.
- Bomb/explosive device threats general in nature or specifically directed to Airside "F" or the North Air Cargo facility.
- Natural disasters or civil disorders that may affect Customs' facilities in Airside "F" or the North Air Cargo facility.

1-450.3 NATIONAL TRANSPORTATION SAFETY BOARD

1-450.31 The NTSB is the federal governmental agency responsible for the investigation of aircraft accidents. In accidents involving no fatalities, the NTSB may delegate its investigative authority to the Federal Aviation Administration involving aircraft with 12,500 pound or less maximum gross takeoff weight.

1-450.32 The FAA will notify immediately the NTSB when an aircraft accident occurs over which the NTSB assumes investigative authority.

1-450.4 FEDERAL BUREAU OF INVESTIGATION

1-450.41 The FBI is the Government's investigative agency and has primary jurisdiction of violations of Federal statutes regarding departure of hijacked aircraft, hijacked aircraft landing at TPA, airline sabotage, attempted sabotage or bomb threat, interference with the performance of duties by airline flight crews, and discovery or suspicion of automatic weapons, sawed-off shotguns, or explosive

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devices on the person of a traveler or in baggage and cargo. The FBI will be immediately notified and given all available information by the Control Tower of in-flight and ground emergencies pertaining to these crimes.

1-450.42 The FBI shall notify the Tower and the Airport Police and TSA of their presence upon arrival at the Airport and their establishment of a command post.

1-450.43 The FBI representatives shall assume control of a hijacked aircraft anytime the aircraft is on the ground with one or more access doors opened.

1-450.5 TREASURY DEPARTMENT

1-450.51 BUREAU OF ALCOHOL, TOBACCO, & FIREARMS

1-450.511 The Bureau of Alcohol, Tobacco, and Firearms will be notified by the Center of the following emergencies and incidents:

- Any explosive devices
- Hijackings known to involve firearms or explosive devices.
- Any bombing or attempted bombing
- Illegal movement of bulk firearms and explosives by interstate and international carriers
- Any arson or attempted arson.

1-450.6 U.S. POSTAL SERVICE

1-450.61 The U.S. Postal Service shall be notified of all terminal emergencies that may affect the protection and preservation of mail. Examples of these emergencies are:

- Bomb/explosive device threat to the Terminal where an immediate search is required of mail sacks or parcels suspected

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or reported to contain an explosive or incendiary device.

- Major aircraft emergencies such as an aircraft crash or fire.
- Structural fires and explosions in the Terminal.

1-450.62 Postal Service personnel arriving at the scene of an emergency shall report to the TFR Officer In Charge for further information and instructions.

1-450.7 U.S. AIR FORCE/MACDILL AFB

1-450.71 The Duty Controller, MacDill Command Post, MacDill AFB, will be notified by the TPA Tower of situations that may require their participation in an aircraft flight emergency or crash.

1-450.72 Facilities available at MacDill AFB that may be requested for TPA emergencies are:

1-450.721 Resource Inventory as stated in Annex D of this plan.

1-450.722 Use of MacDill AFB runway for civil aircraft landing emergencies.

1-450.723 Aircraft Fire Suppression and Rescue.

1-450.7231 Aircraft Fire Suppression and Rescue, and Runway Foaming will be provided as required on MacDill AFB when permission to use the airfield has been granted.

1-450.7232 Aircraft Fire Suppression and Rescue required at Tampa International Airport or in areas outside the fire authority of the City of Tampa can be provided by a reciprocal agreement for Mutual Aid in Fire Protection entered into between the Tampa Fire Rescue and MacDill AFB installation commander.

1-450.7233 Emergency Aircraft Fire Suppression and Rescue Assistance may be provided to Tampa International Airport without a reciprocal agreement when it is determined that providing such aid is in the best interest of the United States.

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1-450.724 Medical Aid for Major Aircraft and Terminal Disasters:

1-450.7241 Medical aid for major aircraft and terminal disasters will be furnished in accordance with resources available, approval by MacDill authorities, and based upon the urgency of the requests from local civilian authorities.

1-450.7242 The hospital disaster plan will be implemented to support civilian community requirements with the qualification that military operations will have first priority. Appropriate MacDill authority will decide at the time of the emergency request what portion of medical resources will be committed to the civilian community.

1-450.725 Limited Emergency Ordnance Disposal (EOD) for recognized military explosive ordnance.

1-450.8 U.S. COAST GUARD

1-450.81 The U.S. Coast Guard Group, Albert Whitted Airport, St. Petersburg, Florida and the U.S. Coast Guard Air Station, St. Petersburg/Clearwater Airport, Clearwater, Florida, will be notified by the Tower of situations that may require their participation in an aircraft flight emergency that may lead to a ditching or crash in the waters near TPA as outlined in this manual.

1-450.82 Facilities available at the U.S. Coast Guard Group that may be requested for local emergencies at TPA and the nearby areas are:

- Crash and Rescue Boats

1-450.83 Facilities available at the U.S. Coast Guard Air Station that may be requested for local emergencies at TPA and the nearby areas are:

- Search and Rescue Aircraft

**1-450.9 U.S. ARMY 766th ORDNANCE COMPANY
(EMERGENCY ORDNANCE DISPOSAL)**

1-450.91 U.S. Army 766th E.O.D., Cape Canaveral, Patrick AFB, Florida, shall be notified by the Airport Police of a bomb/explosive device threat emergency as outlined in this manual.

1-450.92 Only the Senior Director of Operations & Public Safety, or his

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representative, is authorized to request the services of the 766th Ordnance Detachment from Cape Canaveral, for the disposition of (non-military) explosive devices found on an aircraft or in the Terminal.

1-460 HILLSBOROUGH COUNTY EMERGENCY DISPATCH OPERATIONS

- 1-460.1 Hillsborough County Emergency Dispatch Operations Dispatcher when informed by the TFR Dispatch of an Alert III or other emergency situation requiring county assistance shall dispatch Hillsborough County Fire Rescue units to the staging area by the East Fire Station at the Airport (shown on Annex B).
- 1-460.2 The Hillsborough County Emergency Dispatch Operations Dispatcher will notify the Hillsborough County Medical Director for Mass Casualty Planning in situations involving 15 or more casualties.
- 1-460.3 Hillsborough County Emergency Dispatch Operations Dispatcher will notify the Director of Emergency Operations Center.

1-470 HILLSBOROUGH COUNTY EMERGENCY MANAGEMENT

- 1-470.1 Emergency Management shall be notified by Hillsborough County Emergency Dispatch Operations in every situation that requires their participation or advice. In the event of a major incident, Emergency Management will activate the Emergency Operations Center (EOC) which will coordinate requests for assistance and resources from County Government.
- 1-470.2 Emergency Management will be requested to coordinate County activities in case of an incident/accident that involves:
 - Major disasters: Accidental and Natural.
 - Major aircraft crashes involving 15 or more casualties.

1-480 HILLSBOROUGH COUNTY FIRE RESCUE

- 1-480.1 Hillsborough County Fire Rescue provides ambulance services in the unincorporated County and shall be notified by TFR Dispatch in every situation that requires their participation.

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1-490 AMERICAN RED CROSS

The Red Cross will be notified by Hillsborough County Emergency Operations when needed. The Red Cross will dispatch a representative to the Incident Command Post. While at the command post, the representative will log any information relative to patients being transported such as the patient's name, extent of injuries and condition.

The Incident Commander informs the Emergency Operations Center (EOC) when each patient is ready to be transported and the nature of their injuries.

The EOC evaluates the patient's condition and extent of injuries and advises the Incident Commander of the hospital to which the patient should be transported.

The Red Cross representative at the command post should document that information.

The Red Cross will station a representative at each of the hospitals which will be receiving patients as a result of the incident.

The Red Cross representative will document all information available when the patient arrives at the hospital, such as their identity, condition, etc.

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2-000 EMERGENCY RESPONSE PROCEDURES

2-100 ACTIVATION OF THE EMERGENCY RESPONSE PLAN

Authorized representatives of HCAA may activate this plan upon information received and confirmed. Public/tenants should call 911 or 396-3911 to report emergency situations.

- 2-110 The Tower will normally activate applicable aircraft/airfield sections of this plan by means of the Net Line.
- 2-120 Basic procedures for TPA TRACON/Tower personnel are outlined in TPA Tower, Hillsborough County Aviation Authority and City of Tampa Fire Rescue Letter of Agreement (Annex J).
- 2-130 Location of accidents/emergencies in the vicinity of the Airport shall be given in grid coordinates utilizing the TPA Grid Map in Annex A.
- 2-140 An Alert 3 shall be cancelled only by the Senior Director of Operations & Public Safety or his representative.

2-200 CLASSIFICATION OF AIRCRAFT EMERGENCY ALERTS

Emergency situations that involve aircraft/airfield will be categorized into an "ALERT" designation.

2-210 **ALERT 1** - Standby Response

ARFF crews take stand by positions in station ready for immediate dispatch.

2-220 **ALERT 2** - Airfield Response

ARFF crews will dispatch to pre-determined positions on the airfield.

2-230 **ALERT 3** - Accident Response

ARFF crews will respond to the scene of the emergency to commence fire fighting and/or rescue operations.

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2-300 AIRCRAFT EMERGENCIES

2-310 MECHANICAL DIFFICULTY

2-310.1 NOTIFICATION

2-310.11 An aircraft approaching the Airport with a mechanical difficulty under Alert 1 (Stand-by Response) or Alert 2 (Airfield Response) will initiate notification procedures. Notification will normally be received by the Control Tower from the pilot of the aircraft involved or through FAA enroute facilities.

2-310.12 In the event a crash occurs while the aircraft is under Alert 1 or 2 status, the emergency immediately becomes an Alert 3 status and the procedures listed under Section 2-330 (crash or fire on Airport) or 2-340 (crash off Airport) or 2-350 (crash in water) shall apply.

2-310.2 RESPONSE

2-310.21 TPA CONTROL TOWER:

When notified that an aircraft intends to land or is taxiing at Tampa International Airport with a mechanical difficulty, the Tower will:

2-310.211 Activate the Net Line giving all known particulars as to type of alert, aircraft type/identification, nature of emergency, the landing runway, amount of fuel and number of people aboard, if applicable.

2-310.212 Alert other air traffic and airport ground traffic that an emergency is in progress.

2-310.213 Establish radio communications (on ground control frequency) with the ARFF Equipment to inform them of conditions as they develop. Such information shall include, when determined: aircraft type/identification, nature of emergency, the landing runway, amount of fuel, number of people aboard, and estimated time of arrival.

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2-310.214 When circumstances warrant, notify the Airport emergency vehicles by radio communication about an alert status change. Additionally notify via the Net Line any change in the alert status.

2-310.22 TAMPA FIRE RESCUE

2-310.221 For Alert 1: The Stand-by position for the ARFF equipment will normally be in station with men on board ready for an immediate dispatch should the alert be upgraded to an Alert 2 or Alert 3.

2-310.222 For Alert 2: ARFF equipment will establish radio communications with the Tower (on ground control frequency) to receive current aircraft emergency information and will then proceed to standby positions. Clearance from the Tower will be required prior to entering or crossing any runway or taxiway. In the event of ground control frequency failure, clearance for Airport Operations Area (AOA) movement will be via alternate Tower frequencies. For complete ATC radio failure or ARFF radio failure, other communication methods may be used including calling the Tower at 878-2528 and as a last resort, Tower light gun signals may be used.

2-310.2221 Standby Positions

For an approaching aircraft - selected positions in proximity to the runway as dictated by the nature of the emergency.

For an aircraft on the airfield - in proximity to the aircraft.

Upon cancellation of alert, the Incident Commander will inform TFR Dispatcher and return to the station. The TFR Dispatcher will then inform all responding units.

2-310.23 HILLSBOROUGH COUNTY AVIATION AUTHORITY

2-310.231 AIRPORT POLICE

When notified that an aircraft is approaching the Airport with a mechanical emergency, the Airport Police shall:

2-310.2311 Proceed to the airfield and assume an apron standby position that is clear of all taxiways and runways.

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2-310.2312 Provide radio escort for response organizations to and from the emergency site on the airfield.

2-310.2313 Initiate additional crowd and traffic control procedures if required.

2-310.232 **COMMUNICATIONS CENTER**

When notified of an Alert status, the Center shall immediately notify the following, giving all known facts about the Alert status and subsequent status change.

- Assistant Director of Operations
- Airport Police
- Maintenance Department
- The Airline involved (if based at TPA)
- Bureau of Customs (if foreign air carrier involved)
- Director of Operations
- Deputy Director of Operations/Airfield
- Senior Director of Operations & Public Safety
- Deputy Executive Director
- Executive Director
- Director of Public Information and Community Relations
- Risk Management

2-310.233 **DIRECTOR OF OPERATIONS or ADO**

When notified by the Center that an Alert status is in effect, proceed to standby position on the airfield to establish a "Mobile Command Post" for the Authority. Inspect the entire area to insure all debris and foreign objects are removed after aircraft and vehicles are clear of the area.

2-310.234 **SENIOR DIRECTOR OF OPERATIONS & PUBLIC SAFETY**

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The Senior Director of Operations & Public Safety shall maintain communications with the Center and DO or ADO for changes in aircraft emergency status.

2-310.235 **MAINTENANCE DEPARTMENT**

For Alert 2 status, the Maintenance Department shall:

2-310.2351 During Normal Duty Hours:

The Maintenance Office will notify the Airfield Maintenance and Central Maintenance supervisor or their representatives who will assume standby status and maintain radio or telephone contact with the Maintenance Office until the emergency is safely concluded.

2-310.2352 After Normal Duty Hours:

The Communications Center will notify the Maintenance Duty Coordinator and advise him of the emergency. The Maintenance Duty Coordinator will assume standby status and maintain radio or telephone contact with the Communications Center until the emergency is safely concluded.

2-310.24 **AIRLINES**

When notified by the Communications Center that their aircraft is in Alert 1 or Alert 2 status, the airline will evaluate the alert and notify the Airport Police if an escort of personnel and support equipment to the aircraft is required.

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2-320 TAXIING ACCIDENT

2-320.1 SITUATIONS

An aircraft that collides with another aircraft, vehicle, or object while taxiing or parked is classified as an Alert 2 unless the accident escalates into a major emergency. If the accident escalates in severity as determined by TPA Tower personnel or Tampa Fire Rescue, then an Alert 3 shall be declared and procedures presented in Section 2-330 (crash or fire on Airport) shall apply.

2-320.2 NOTIFICATION

Notification of a taxiing accident will normally be received by the Tower from the crew members of the aircraft or vehicles involved, visual observation by Tower personnel, etc.

2-320.3 RESPONSE

2-320.31 TPA TOWER

When notified that an aircraft taxiing on the ramps, taxiways, or runways of TPA has collided with another parked or taxiing aircraft, has struck or been struck by a vehicle, or has hit some inanimate object, the Tower shall:

- Notify Net Line participants giving all known information as to type and nature of alert, aircraft type/identification, and location of taxi accident on the Airport.
- Notify other persons or agencies as required by regulations for reporting aircraft ground accidents.

2-320.32 TAMPA FIRE RESCUE

2-320.321 When notified that an aircraft taxiing accident has occurred, the TFR Dispatcher will place TPA Fire Stations on alert status and dispatch emergency equipment to the scene of the aircraft taxiing accident with coordination from the Tampa Tower.

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2-320.322 If fire fighting, crash and rescue operations are required, the alert shall be upgraded to an Alert 3 and the procedures of Section 2-330 (crash or fire on airport) shall apply.

2-320.33 HILLSBOROUGH COUNTY AVIATION AUTHORITY

2-320.331 AIRPORT POLICE

The Airport Police, when notified of taxiing accident, shall:

2-320.3311 Immediately dispatch emergency units to the site to assist the Director of Operations or his representatives.

2-320.3312 Provide radio escort for response organizations to and from the emergency site on the airfield.

2-320.3313 Complete an investigation of the incident.

2-320.332 COMMUNICATIONS CENTER

The Center when informed of an Alert 2 taxiing emergency, shall immediately notify the following, giving all known information of the taxiing accident:

- Assistant Director of Operations
- Airport Police
- Maintenance Department
- Airline involved
- Director of Operations
- Deputy Director of Operations/Airfield
- Deputy Director of Operations/Security
- Risk Management
- Senior Director of Operations & Public Safety
- Deputy Executive Director

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- Executive Director
- Director of Public Information & Community Relations

2-320.333 DIRECTOR OF OPERATIONS or ADO

- 2-320.3331 When informed of an aircraft emergency, shall establish a "Mobile Command Post" at the scene of the taxiing accident as an aid to the response of the incident.
- 2-320.3332 Notify the Airport Police and Communications Center upon stabilization and termination of the alert.
- 2-320.3333 Inspect the entire area to check for removal of all debris and foreign objects after aircraft and vehicles are clear of the taxi accident site.

2-320.334 MAINTENANCE DEPARTMENT

Upon the request from the Director of Operations or his representative, respond with men and equipment to assist at the scene and protect and repair HCAA property.

2-320.34 AIRLINE OR AIRCRAFT OWNER

When notified that his aircraft has been involved in a taxiing accident, the owner shall respond with personnel and necessary support equipment to assist the aircraft. All access to the movement areas shall be under radio escort by the Airport Police.

If required, provide immediately to the Incident Commander of TFR emergency units at the accident, appropriate personnel and equipment for removing passengers and crew from the company aircraft.

When released by the TFR Incident Commander, coordinate with the "Mobile Command Post" for transportation from the accident site to the owner's facility of passengers and crew of the aircraft involved.

Notify the U.S. Postal Service facility at TPA, if U.S. Mail is aboard the aircraft.

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Designate an area where investigative authorities can meet with personnel involved in the taxiing accident, if required.

Provide necessary recovery equipment to remove the aircraft when authorized to do so.

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2-330 AIRCRAFT CRASH OR FIRE ON AIRPORT

An Alert 3 aircraft emergency is in effect when an aircraft has crashed within the boundaries of the Airport or immediately adjacent to the Airport, or is involved in a collision while taxiing, or parked and the aircraft is endangered by fire or explosion or requires a medical response. An Alert 3 emergency will cause the following actions to be immediately taken:

2-330.1 TPA CONTROL TOWER

- 2-330.11 The Tower will immediately dispatch TPA ARFF stations emergency equipment and personnel to the scene of the accident and notify the Net Line participants giving all known particulars as to accident location, aircraft type/identification, amount of fuel and number of people on board if known, and any other information which would assist the ARFF personnel.
- 2-330.12 Clear all necessary emergency equipment to the scene of the emergency by the most expedient and direct route possible consistent with safety.
- 2-330.13 Notify the persons or agencies as required by regulations for reporting major aircraft accidents or when fatalities occur.
- 2-330.14 Restrict aircraft AOA movements as appropriate and necessary.
- 2-330.15 Resume limited or normal Airport traffic flow in coordination with the Senior Director of Operations & Public Safety or his authorized representative.

2-330.2 TAMPA FIRE RESCUE

- 2-330.21 TFR Dispatcher will inform the Incident Commander of the emergency equipment proceeding to the accident.
- 2-330.22 Immediately initiate fire fighting, crash and rescue operations upon arrival of TFR emergency equipment at the crash site. Every action will be taken to rescue affected passengers from the incident. Fire suppression will be implemented as required in conjunction with rescue operations.

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- 2-330.23 Alert and dispatch as required, additional TFR emergency units to the scene of the accident.
- 2-330.24 Notify Hillsborough County Fire Rescue and the EOC of the Alert 3 emergency and the location of the accident.
- 2-330.25 Request other required emergency personnel and equipment.
- 2-330.26 Contact local hospitals and other medical services and advise them of requirements for their facilities (if any).
- 2-330.27 In the event of fatalities, the Incident Commander of TFR emergency units will secure temporary morgue facilities from the Senior Director of Operations & Public Safety if required.

2-330.3 HILLSBOROUGH COUNTY AVIATION AUTHORITY

2-330.31 AIRPORT POLICE

The Airport Police, when informed of the Alert 3 aircraft emergency shall:

- 2-330.311 Immediately dispatch emergency police units to the accident site and establish a perimeter patrol that excludes people and vehicles not essential to the fire fighting and rescue operations being conducted by TFR.
- 2-330.312 Assist the Incident Commander of the TFR emergency units at the accident as required and provide assistance through the Authority Mobile Command Post.
- 2-330.313 Assist the Director of Operations or his representative as required.
- 2-330.314 Provide escort for all assisting agencies as approved by the Mobile Command Post.
- 2-330.315 Call in off-duty Police Officers as required.
- 2-330.316 Maintain traffic and crowd control in the Terminal and on the Parkway system in conjunction with participating Law

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Enforcement agencies dispatched to the Airport.

2-330.317 After the emergency has been contained, maintain a perimeter guard at the accident site until aircraft owner/operator provides security and until investigation efforts are completed by authorized National Transportation Safety Board or FAA personnel, and the wreckage and effects are removed by owner/operator representative personnel.

2-330.318 Complete an investigation of the accident.

2-330.32 COMMUNICATIONS CENTER

2-330.321 The Center, when informed of the Alert 3 aircraft emergency, shall immediately notify the following giving all known information of the accident:

- The Director of Operations
- Deputy Director of Operations/Airfield
- Deputy Director of Operations/Security
- The Assistant Director of Operations
- The Airport Police
- The Airline involved (if based at TPA)
- The Maintenance Department
- The Senior Director of Operations & Public Safety
- The Deputy Executive Director
- The Executive Director
- The Director of Public Information & Community Relations
- The TSA

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- The Sheriff's Office
- The Highway Patrol
- U.S. Customs and Border Protection (if foreign air carrier involved)
- Risk Management

2-330.322 The Center will be the focal point for all non-essential Authority communications regarding the crash and rescue efforts. All calls concerning information of the accident will be directed to the designated on-site aircraft owner/operator representative or home office.

2-330.33 SENIOR DIRECTOR OF OPERATIONS & PUBLIC SAFETY

The Senior Director of Operations & Public Safety (or his authorized representative), when informed of the Alert 3 emergency shall:

- 2-330.331 Establish and maintain communications with the Authority's Mobile Command Post at the accident site, the Tower, the Center, and the aircraft owner/operator of the aircraft involved.
- 2-330.332 Determine, control, and coordinate Airport status changes with the Tower and with the Airport Police.
- 2-330.333 Notify appropriate City and County officials.
- 2-330.334 Represent the Authority at any news conferences convened by the aircraft owner/operator.
- 2-330.335 Assume direction of any function, facility, or personnel on the airfield to aid the TFR Incident Commander in rescue and firefighting operations when and if such action is warranted to save lives.

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- 2-330.336 Re-open Airport for routine or normal operations after all TFR emergency vehicles are back at index in service, refilled with extinguishment material, and the runways and taxiways are cleared and checked for damage.

2-330.34 DIRECTOR OF OPERATIONS OR ADO

The Director of Operations (or his authorized representative), when informed of the Alert 3 aircraft emergency shall:

- 2-330.341 Establish a "Mobile Command Post" at the scene of the accident as an aid to the rescue and fire fighting operations of the TFR Incident Commander for emergency units dispatched to the accident. Coordinate or control the activities of Airport Police Officers, aircraft owner/operator personnel, FAA, and news media.
- 2-330.342 Maintain communications with the Senior Director of Operations & Public Safety about the progress of rescue and fire fighting operations and to advise on NOTAMS concerning the emergency.
- 2-330.343 Provide "back up" communication facilities to the Incident Commander of the TFR emergency units as required.
- 2-330.344 After removal of the aircraft from the airfield (if applicable), prior to reopening the area for operations, inspect the entire area for damage and check for the removal of all debris and foreign objects.

2-330.35 MAINTENANCE DEPARTMENT

The Maintenance Department when informed of an Alert 3 aircraft emergency, shall when directed to do so by the Director of Operations or ADO, or in their absence, the senior Police Officer on duty:

- 2-330.351 Respond with all requested facilities personnel to assist in staffing assignments as directed by the Mobile Command Post.
- 2-330.352 Evaluate the airport conditions and take corrective actions in

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areas under their responsibility, coordinated with the Mobile Command Post.

- 2-330.353 When requested by the Mobile Command Post, transport the emergency lighting trailer or other requested equipment to the scene of the accident.

2-330.4 AIRLINE OR OWNER/OPERATOR

The local airline or aircraft owner/operator, or his authorized representative, when informed of the Alert 3 aircraft emergency shall:

- 2-330.41 Under Airport Police escort provided, report immediately to the Incident Commander of TFR emergency units at the accident, provide appropriate personnel and equipment for removing passengers and crew from a crashed company aircraft.
- 2-330.42 Maintain control of their company personnel to insure that non-essential personnel do not proceed to the accident site.
- 2-330.43 Coordinate with the "Mobile Command Post" regarding transportation from the accident site to a central collection point for "walk-away" passengers and crew of the crashed Alert 3 aircraft when released by emergency medical units at the accident site.
- 2-330.431 Tracking of casualties transported to area hospitals would be best accomplished by providing a company representative at the county's Emergency Operations Center (EOC). It is activated if there are 15 or more casualties.
- 2-330.44 Notify the U.S. Postal Service facility at TPA if U.S. Mail is involved in the accident.
- 2-330.45 Designate a location for holding a news conference and where media personnel may meet and provide personnel to address the news conference.
- 2-330.46 Designate separate areas of control points where investigative authorities report and where relatives can obtain names of casualties or fatalities and other information.

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- 2-330.47 After the immediate rescue and fire fighting operations are complete and prior to the time the National Transportation Safety Board (NTSB) or its authorized representative takes custody of the aircraft wreckage, ensure that the aircraft wreckage, mail, or cargo is not further disturbed or moved until released by an authorized representative of the NTSB.
- 2-330.48 Provide necessary salvage equipment to remove the aircraft or wreckage when authorized to do so.
- 2-330.49 The owner/operator of an aircraft involved in an Alert 3 accident may, at its discretion, initiate calls for clergy to respond to the Airport. All members of the clergy responding to such incident should be advised to assemble at Gate P-II (shown on Annex B) for escort to the accident site by airport police.

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2-330.5 LAW ENFORCEMENT AGENCIES

TPD, the Sheriff, and Highway Patrol, when requested, shall dispatch emergency units to the Airport (as located on Annex B) to assist in crowd and traffic control duties, and to aid the Incident Commander of the TFR Emergency units as required.

2-330.51 Specifically:

Units of the TPD will provide assistance and provide a backup crowd and traffic control capability to the Airport Police. Upon request, TPD will transport responding TRIAGE physicians to the emergency medical services assembly area as shown in Annex B.

2-330.52 The Sheriff will provide assistance and security and provide a backup crowd and traffic control capability to the Airport Police.

2-330.53 The Highway Patrol shall maintain or divert vehicle traffic around the perimeter of the Airport.

2-330.6 HILLSBOROUGH COUNTY EMERGENCY DISPATCH OPERATIONS

The Emergency Dispatch Operations Dispatcher when informed of an Alert 3 aircraft emergency by the TFR Dispatcher shall:

2-330.61 Dispatch Hillsborough County Fire Rescue Units to the staging area at Gate P-II (shown on Annex B).

2-330.62 Notify the Director of Emergency Operations Center who will activate the EOC for a major incident.

2-330.63 If there are 15 or more casualties, notify the American Red Cross and the Hillsborough County Medical Director of Mass Casualty Planning who will implement the County-Wide Mass Casualty Plan to the extent practicable. This will include providing on-site TRIAGE medical assistance and coordination of area hospital and medical resources for the care and treatment of casualties.

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2-340 AIRCRAFT CRASH OFF AIRPORT - TAMPA BAY AREA

Aircraft crashes not on the Airport property are considered to be off-airport in the Tampa Bay area. An Alert 3 aircraft emergency does exist, but the response of emergency personnel, equipment, and other accident support services will be primarily from non-airport sources. When an Alert 3 emergency is observed by TPA Control Tower, transmitted to them by another aircraft, reported by a telephone call, etc., the following actions will be immediately taken:

2-340.1 TPA CONTROL TOWER

- 2-340.11 The Tower will notify the Net Line participants, giving all known particulars as to accident location, aircraft type/identification, amount of fuel and number of people on board, if known.
- 2-340.12 Information of an aircraft crash or ditching remote from the immediate Tampa Bay area will be relayed to the response agency; Highway Patrol, or Sheriff's Office, having area jurisdiction.
- 2-340.13 Notify other persons or agencies as required by regulations for reporting known major aircraft accidents or when fatalities occur.

2-340.2 TAMPA FIRE RESCUE

When an Alert 3 emergency is received on an aircraft accident adjacent to TPA, the location of the crash will determine the actions taken by TFR.

- 2-340.21 An aircraft crash within the jurisdictional area of TFR will initiate the following:
 - 2-340.211 Immediately dispatch fire fighting equipment and personnel to the scene of the accident followed by additional units as required. Contact the local aircraft owner/operator, or his authorized representative, for company emergency personnel and equipment for removing surviving passengers and crew from a crashed aircraft, if applicable.
 - 2-340.212 Notify the Hillsborough County Emergency Dispatch

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Operation, informing of the Alert 3 emergency and the location of the accident.

2-340.213 Request police, medical service, ambulance, and wrecker in accordance with established procedures.

2-340.22 If an aircraft crashes or ditches into an area obviously outside the operating service limits of TFR, the areas fire and police department will be responsible for crash and rescue operations. TFR will standby to render assistance, if requested under mutual aid agreement.

2-340.3 COMMUNICATIONS CENTER

2-340.31 The Center, when informed of the "Off-Airport" Alert 3 aircraft emergency, shall immediately notify the following giving all known information of the accident:

- Director of Operations
- Deputy Director of Operations/Airfield
- Deputy Director of Operations/Security
- Assistant Director of Operations
- Airport Police
- Airline involved (if based at TPA)
- Senior Director of Operations & Public Safety
- Deputy Executive Director
- Executive Director
- Director of Public Information & Community Relations
- TSA
- U. S. Customs and Border Protection (if foreign air carrier)

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involved)

2-340.32 All calls concerning information of the accident will be directed to the local aircraft owner/operator, or his authorized representative.

2-340.4 AIRCRAFT OWNER/OPERATOR

The local airline or aircraft owner/operator, or his authorized representative, when informed of the "Off-Airport" Alert 3 emergency shall:

2-340.41 Provide immediately company emergency personnel and equipment to aid the Incident Commander at the crash site in removing passengers from the aircraft.

2-340.42 Provide transportation from the crash site to a central collection point near the accident for "walk-away" passengers and crew of the crashed aircraft when released by emergency medical units at the accident.

2-340.421 Tracking of casualties transported to area hospitals would be best accomplished by providing a company representative at the county's Emergency Operations Center (EOC). It is activated if there are 15 or more casualties.

2-340.43 Notify the U.S. Postal Service facility at TPA if U.S. Mail is involved in the accident.

2-340.44 Designate a location for holding a news conference and where media personnel may meet and provide personnel to address the news conference.

2-340.45 Designate separate areas of control points where investigative authorities report, and where relatives and news media can obtain the names of survivors or fatalities and other information.

2-340.46 After the immediate rescue and fire fighting operations are complete and prior to the time the National Transportation Safety Board (NTSB) or its authorized representative takes custody of the aircraft wreckage, insure that the aircraft wreckage, mail, or cargo is not further disturbed or moved until released by an

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authorized representative of the NTSB. If the accident site is some distance from TPA, request police cooperation from the local municipality, county, or Highway Patrol.

- 2-340.47 Provide necessary equipment to recover the aircraft when authorized to do so.

2-340.5 LAW ENFORCEMENT AGENCIES

TPD, the Sheriff, the Highway Patrol, and other law enforcement agencies, when informed of an "Off-Airport" Alert 3 aircraft emergency by the TFR Dispatcher, will:

- 2-340.51 Within the limits of their authority, dispatch emergency units to the crash site to assume crowd and traffic control duties in the vicinity of the accident and to aid the Incident Commander of the "on-site" Fire Department emergency units as required.
- 2-340.52 Provide police protection to the aircraft wreckage, mail, cargo, etc., at the request of the aircraft owner/operator until arrival of the National Transportation Safety Board, or their representatives, to investigate the accident and until such time company guards can be situated at the crash site after the NTSB investigation.

2-340.6 HILLSBOROUGH COUNTY EMERGENCY DISPATCH OPERATIONS

The Hillsborough County Emergency Dispatch Operations Dispatcher, when informed of an Alert 3 emergency by the TFR Dispatcher, shall:

- 2-340.61 Dispatch Hillsborough County Fire Rescue units to the accident scene.
- 2-340.62 Notify the Director of Emergency Operations Center who will activate the EOC for a major incident.
- 2-340.63 If there are 15 or more casualties, notify the American Red Cross and the Hillsborough County Medical Director for Mass Casualty Planning who will implement the County-Wide Mass Casualty

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Plan to the extent practicable. This will include providing on-site TRIAGE medical assistance and coordination of area hospital and medical resources for the care and treatment of casualties.

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2-350 AIRCRAFT CRASH IN WATER - TAMPA BAY

An Alert 3 exists if an aircraft crashes (or ditches) in the waters of Tampa Bay. The response of emergency and other accident support services will be primarily from non-airport sources. To the extent practicable, marine frequency channel 22 FM VHF should be monitored. When an Alert 3 emergency is observed by TPA Control Tower, transmitted to the Tower by another aircraft, reported by a telephone call, etc., the following actions will be immediately taken:

2-350.1 TPA CONTROL TOWER

- 2-350.11 The Tower will notify the Net Line participants giving all known particulars as to the accident location, description/identification, of aircraft, amount of fuel and number of people aboard if known, and any other information which would assist the responding rescue agencies.
- 2.350.12 Notify other persons or agencies as required by regulations for reporting known major aircraft accidents or when fatalities occur.

2-350.2 TAMPA FIRE RESCUE

- 2-350.21 When an Alert 3 emergency is received on an aircraft accident outside the immediate boundaries of TPA and in the waters of Tampa Bay, the location of the crash will determine the actions taken by TFR.
- 2-350.22 An aircraft crash or ditching into the waters of Hillsborough or Tampa Bay will institute the following actions:
 - 2-350.221 Immediately request for water rescue emergency equipment to proceed to the scene of the accident from TFR, MacDill Air Force Base, the U. S. Coast Guard, and St. Petersburg/Clearwater International Airport.
 - 2-350.222 Designated emergency and rescue units will respond with available water rescue resources. See Annex E, "Water Rescue Resource Inventory" for available water rescue resources.

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- 2-350.223 Support assistance from the Florida Department of Environmental Protection and the U.S. Marine Reserve may be requested.
- 2-350.224 Notify the Hillsborough County Emergency Dispatch Operations of the Alert 3 emergency and the location of the accident.
- 2-350.225 Request police, medical service, ambulance, and other emergency services in accordance with established procedures.
- 2-350.226 Contact local hospitals and other medical services and advise them of requirements for their facilities (if any).

2-350.3 COMMUNICATION CENTER

- 2-350.31 The Center, when informed of the "In-Water" Alert 3 emergency, shall immediately notify the following, giving all known information of the accident:
- Director of Operations
 - Deputy Director of Operations/Airfield
 - Deputy Director of Operations/Security
 - Assistant Director of Operations
 - Airport Police
 - Airline involved (if based at TPA)
 - Senior Director of Operations & Public Safety
 - Deputy Executive Director
 - Executive Director
 - Director of Public Information & Community Relations

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- TSA
- U.S. Customs and Border Protection (if foreign air carrier involved)

2-350.32 All calls concerning information of the accident will be directed to the local aircraft owner/operator, or his authorized representative.

2-350.4 AIRCRAFT OWNER/OPERATOR

The local airline or aircraft owner/operator, or his authorized representative, when informed of the "In-Water" Alert 3 emergency shall:

- 2-350.41 Provide immediately, company emergency personnel and equipment, to aid the Incident Commander at the crash staging site.
- 2-350.42 Provide transportation from the crash staging site to a central collection point near the accident for injured passengers and crew of the crashed aircraft when released by emergency medical units at the accident.
 - 2-350.421 Tracking of casualties transported to area hospitals would be best accomplished by providing a company representative at the county's Emergency Operations Center (EOC). It is activated if there are 15 or more casualties.
- 2-350.43 Notify the U.S. Postal Service facility at TPA if U.S. Mail is involved in the accident.
- 2-350.44 Designate a location for holding a news conference where media personnel may meet and provide personnel to address the news conference.
- 2-350.45 Designate an area or contact point where investigative authorities report and where relatives and news media can obtain the names of survivors or fatalities and other information.
- 2-350.46 After the immediate rescue and fire fighting operation are

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complete and prior to the time the National Transportation Safety Board (NTSB) or its authorized representative takes custody of the aircraft wreckage, insure that the aircraft wreckage, mail, or cargo is not further disturbed or moved until released by an authorized representative of the NTSB. If the accident site is some distance from TPA, request police cooperation from the local municipality, county, or Highway Patrol.

- 2-350.47 Provide necessary equipment to recover the aircraft when authorized to do so.

2-350.5 LAW ENFORCEMENT AGENCIES

TPD, the Sheriff, the Highway Patrol, and other law enforcement agencies, when informed of an "In-Water" Alert 3 emergency by the TFR Dispatcher, will:

- 2-350.51 Within the limits of their authority, dispatch emergency units to the crash site to assume crowd and traffic control duties in the vicinity of the "on-site" fire department emergency units as required.
- 2-350.52 Provide police protection to the aircraft wreckage, mail, cargo, etc., at the request of the aircraft owner/operator until arrival of the National Transportation Safety Board, or their representatives, to investigate the accident and until such time company guard can be situated at the crash site after the NTSB investigation.

2-350.6 HILLSBOROUGH COUNTY EMERGENCY DISPATCH OPERATIONS

The Emergency Dispatch Operation Dispatcher, when informed of an Alert 3 emergency by the TFR Dispatcher, shall:

- 2-350.61 Dispatch Hillsborough County Fire Rescue units to the accident scene.
- 2-350.62 Notify the Director of Emergency Operations Center who will activate the EOC for a major incident.

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2-350.63 If there are 15 or more casualties, notify the American Red Cross and Hillsborough County Medical Director for Mass Casualty Planning who will implement the County-Wide Mass Casualty Plan to the extent practicable. This will include providing on-site TRIAGE medical assistance resources for the care and treatment of casualties.

2-350.7 **U.S. GOVERNMENT MILITARY AGENCIES**

Major aircraft crashes or ditchings into the waters of (Hillsborough) Tampa Bay will require more emergency crash and rescue equipment and experienced personnel than the Authority, the City of Tampa, or individual aircraft owner/operator can immediately provide.

2-350.71 **U.S. COAST GUARD COMMAND AND CONTROL**

The U. S. Coast Guard Group stationed at Albert Whitted Airport, St. Petersburg, Florida and the U. S. Coast Guard Air Station located at St. Petersburg/Clearwater Airport, Clearwater, Florida shall:

- Dispatch search and rescue units to the accident site.

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2-400 TERMINAL AND GROUND EMERGENCIES

2-420 FIRE AND EXPLOSIONS - STRUCTURAL

The Emergency response associated with a possible structural fire and explosion is predicated upon the automatic alarm received, confirming information and location.

2-420.1 RESPONSE TO AN AUTOMATIC FIRE ALARM

NOTE: This section is supplemented by Annex L - Description of Terminal Complex Fire Alarm System.

2-420.11 COMMUNICATIONS CENTER

2-420.111 The Communications Center Operator, when alerted by the Fire Alarm Computer of a possible fire and its location, shall acknowledge the alarm point within 15 seconds in order to initiate the alarm investigation phase. If the alarm signal is not acknowledged within five minutes, the general alarm is automatically activated in accordance with the building evacuation plan. The general alarm is defined as the activation of all visual and audible notification signals in accordance with the building evacuation plan.

Upon receiving the alarm, the Operator will immediately notify the following and obtain acknowledgement of the information.

- 1) Airport Police
- 2) Maintenance 9 Duty Coordinator
- 3) Deputy Director of Operations/Airfield
- 4) Deputy Director of Operations/Security
- 5) Assistant Director of Operations

If the Alarm has shut down a Landside Building elevator core (Fireman's Return activated), that information is to be given

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to the above and the following persons shall also be informed.

- 6) AMPCO Parking Office
- 7) Maintenance Work Control
- 8) Communications Supervisor
- 9) Schindler

2-420.112 If the responding Officer can not assure that no fire or hazardous condition exists within 5 minutes of the alarm initiation, the Communications Center Operator will contact Police dispatch for an update. Upon notification of a false alarm, the Communications Center Operator will reset the Fire Alarm Computer and inform the persons notified.

2-420.12 AIRPORT POLICE

The Police Office when alerted by the Communications Center Operator of a pre-signal fire alarm and its location shall:

Immediately dispatch a Police Officer to the fire alarm location regardless of the location in the Airport complex.

Police personnel will proceed to the alarm source and determine one of the following:

- A false alarm.
- A fire or hazardous condition exists, but does not warrant evacuation of the building.
- A fire or hazardous condition exists and does warrant evacuation of the building.

The responding Police Officer shall have up to five minutes during the alarm investigation phase to evaluate the fire condition and report back to the Communications Center to reset the system.

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The police will alert Tampa Fire Rescue Dispatcher exactly five (5) minutes after a pre-signal alarm if no information is received from investigative personnel for an immediate response to a possible fire.

For an actual fire, or other hazardous condition, whether it warrants evacuation of the building or not, requires that Tampa Fire Rescue be notified without delay. Therefore, the Police Office must receive the circumstances of emergency as soon as possible.

The Police Office will provide the Communication Center with all status information on the alarm.

In the case of an actual fire, Section 2-420.2 procedures shall be activated.

2-420.13 MAINTENANCE DEPARTMENT

The Maintenance 9 Duty Coordinator, when alerted by the Communications Center of a pre-signal fire alarm shall maintain a "Communications Watch" with the Center.

- 1) The Duty Coordinator, when alerted of activation of the Fireman's Return (elevators), will immediately respond to the location. The Duty Coordinator will further advise the Maintenance office, as necessary, via the radio.
- 2) In case of a false alarm caused by a pull station, as determined by Airport Police, the Duty Coordinator shall respond and attempt to reset the alarm.
- 3) The Duty Coordinator shall have sole responsibility to reset the pull station, minimizing the possibility of accidentally activating the general alarm.
- 4) System troubles which have cleared may be reset by the Communications Center Operator.

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2-420.14 AIRSIDE E

When a fire alarm is activated at Airside E, the Communication Center will notify the Police Department who will dispatch an officer to the affected area.

2-420.15 AIR CARGO TENANTS

When a fire alarm device is activated in the Air Cargo Facility, the Communication Center will notify the Airport Police Department which will dispatch an officer to the affected area. Additionally, all tenants shall search their lease area for possible fire or source of alarm. If an actual fire is found, the response procedures in Section 2-420.2 shall be in effect.

2-420.16 RENT-A-CAR (RAC) TENANTS

2-420.161 Fire Alarm

When a fire alarm device is activated in the RAC area, the Communication Center will notify the Police Department who will dispatch a police officer to the affected area.

2-420.162 Hydro Carbon Gas Detectors

Upon the activation of a hydrocarbon gas detector, the RAC tenant shall immediately take action to neutralize the fume hazard and protect the safety of persons and property.

2-420.17 AIRFIELD MAINTENANCE

Employees at the Airfield Maintenance Facility will investigate the alarm source at their facility, in addition to the Airport Police. Information on the conditions found will be given to the Communication Center.

2-420.2 ACTUAL RESPONSE TO A CONFIRMED FIRE OR HAZARDOUS CONDITION

NOTE: This section is supplemented by Annexes M, N, O, P, Q, and R (Building Evacuation Plans). Tenants should formulate the evacuation plan for their facility.

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2-420.21 POLICE OFFICE

When information is received of an actual fire, the Police Office shall:

2-420.211 Immediately notify:

- Tampa Fire Rescue
- Communication Center

2-420.212 Dispatch all available officers to the scene to help contain the fire, extinguish if possible, and protect the public.

2-420.213 Establish an Incident Commander on the scene. Upon the arrival of TFR, the police will relinquish control of the scene to them.

2-420.214 Maintain liaison with the TFR Incident Commander, coordinating the response and protection of the public.

2-420.215 Maintain communications and receive direction from the HCAA Remote Command Post.

2-420.216 Effect the evacuation of the area upon the order of the Incident Commander or the Authority Mobile Command Post.

2-420.217 Complete a report on the incident.

2-420.22 COMMUNICATION CENTER

2-420.221 When informed of an actual fire emergency, the Communications Center shall notify the following giving all known information:

- TPA Police Department
- Assistant Director of Operations
- Director of Operations
- Deputy Director of Operations/Airfield
- Deputy Director of Operations/Security

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- Senior Director of Operations & Public Safety
- Deputy Executive Director
- Executive Director
- Maintenance Department
- Director of Public Information & Community Relations
- Risk Management
- U. S. Secret Service
- FAA Tower
- U. S. Postal Service
- Other tenants as directed by the TFR Incident Commander

2-420.222 The Communication Center will take further action as directed by the ADO.

2-420.23 TAMPA FIRE RESCUE

When notified that a fire emergency exists:

2-420.231 The TFR Dispatcher shall:

- Alert and dispatch necessary emergency equipment and personnel to the scene of the reported fire.
- If warranted, notify the TPD, the Sheriff, the Highway Patrol, and the Hillsborough County Emergency Dispatch Operation of the fire emergency and location.
- Request other emergency equipment, if required.
- Contact local hospitals, and other medical services and advise them of requirements for their facilities, if any.

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2-420.232 The TFR Incident Commander will establish an on-scene Command Post. Its location will be dictated by the nature of the emergency. The Airport Police will position an officer at the TFR on-scene Command Post who will advise the Authority Mobile Control Station of the activities. The TFR Incident Commander will remain in charge of all rescue and fire fighting activities.

2-420.24 **MAINTENANCE DEPARTMENT**

2-420.241 The Duty Coordinator will initiate appropriate actions to reduce fire potential by turning off air-conditioning and electrical components which may be affected.

2-420.242 The Maintenance Department, when alerted by the Duty Coordinator of an actual fire in the Landside Complex shall assist the Duty Coordinator. After the fire has been stopped and investigated by TFR, initiate repair and/or restore normal service to damaged Authority property and equipment.

2-420.25 **SENIOR DIRECTOR OF OPERATIONS & MAINTENANCE, DO, or ADO**

The Senior Director of Operations & Public Safety, or his authorized representative, shall activate, if warranted, and supervise the Authority Incident Command Center(ICC). The Authority ICC shall incorporate senior Authority Operations on duty staff, ranking Authority Police officials and senior Maintenance personnel. The Authority ICC shall evaluate the impact of the fire and direct the Authority resources. Activities include evacuation of the structure, communications with the tenants, restricting operations, and recovery operations.

The Authority ICC will maintain communications with TFR on-scene command post.

2-420.26 **TERMINAL COMPLEX TENANTS**

2-420.261 Call 911 upon witnessing a fire or hazardous condition.

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2-420.262 When the terminal complex tenants are informed of a fire or hazardous condition, they shall inform their employees and sub-tenants of the condition and follow the directions as directed by the TFR Incident Commander.

2-420.27 **HILLSBOROUGH COUNTY EMERGENCY DISPATCH OPERATIONS**

When requested by TFR, dispatch Hillsborough County Fire Rescue units to the Airport. Notify the Hillsborough County Medical Director of Mass Casualty Planning, who will implement the County-Wide Disaster Plan to the extent practicable. This will include providing on-site TRIAGE medical assistance and coordination of area hospitals and medical resources for the care and treatment of casualties.

2-420.28 **LAW ENFORCEMENT AGENCIES**

Upon request:

2-420.281 TPD will provide assistance and security at the scene, provide a back-up crowd control capability to Airport Police Officers in the Terminal, and provide traffic control within the Parkway system.

2-420.282 Sheriff shall augment TPD forces at the roadway intersections/interchanges in the vicinity of the Airport.

2-420.283 The Highway Patrol shall maintain vehicle traffic flow on the system of highways.

2-420.29 **TPA CONTROL TOWER**

The Tower, when informed of the fire emergency in the Terminal by the Center, shall attempt to clear TPA Fire Station units across runways and taxiways without undue delay when these units are dispatched by TFR.

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2-430 SEVERE WEATHER

2-430.1 INTRODUCTION

Potential damage to Tampa International Airport from severe weather and natural disasters requires preplanning to lessen the disruption of normal airport operations. Severe weather can include high winds, tornadoes, high water, hurricanes, and any other naturally occurring phenomenon. While the approach of a hurricane can generally allow some advance warning, high winds, tornado conditions, and natural disasters occur sometimes without advance notice.

The threats posed by severe weather to the Airport include damage and disruption to airport structures and infrastructures in addition to the potential of human injury and loss of life.

2-430.2 PLANNING

The Authority will develop and maintain plans and procedures to prepare for and handle severe weather emergencies for all common airport areas and Authority facilities not directly controlled by airport tenants or agencies.

Facility directors of exclusive leased facilities should develop and maintain plans and procedures, preparing for and handling severe weather emergencies, so as to minimize the adverse affects on all areas under their control. Tenant plans and procedures should, as a minimum, address the protection of company personnel, public safety, and protection of airport facilities. These plans should also include procedures for communicating information to the Authority regarding preparation and operational status of leased areas during all phases of severe weather. The establishment of effective and continuous communication between airport tenants and the Authority cannot be overemphasized.

2-430.3 OPERATIONAL READINESS

The implementation of plans and procedures will provide operational readiness prior to any severe weather. Reasonable preliminary and common precautions can be initiated at any time upon becoming aware of a severe weather warning or any warning of storm conditions that presents imminent or possible danger to personnel and damage

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to property at TPA. More specific precautions can be taken, when it becomes evident that the severe weather will impact TPA.

2-430.31 PRELIMINARY PRECAUTIONS

- 2-430.311 Tie down, place under shelter, remove, or properly secure all loose material, debris, equipment, and other lightweight and moveable property.
- 2-430.312 Protect all doors, glass, vulnerable partitions, signs, light globes and fixtures, and other similar items by boarding up, shuttering etc., wherever possible.
- 2-430.313 Repair, replace, or remove fences, gates, and barricades that are not secure and in a useable condition.
- 2-430.314 Check to see that all fire extinguishers are in operable condition and water reservoirs are full, in the event of firefighting needs.
- 2-430.315 The Authority will monitor activities from an overall perspective. Authority emphasis will be on public safety and protection of common airport facilities. The Authority will also monitor the operational status of the airport and will make the decision to close the airport to all or some operations if it is determined to be in the interest of safety.

2-430.32 SPECIFIC PRECAUTIONS

2-430.321 TPA Control Tower

Maintain all functions as required by the FAA during adverse weather conditions.

Establish and maintain communication with the Communication Center and notify when Tower operation is being shut down and when Tower operation is resumed.

2-430.322 Airlines, General Aviation Companies, and Other Services

Airlines and general aviation companies and other service providers are directly responsible for the protection of their

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property. This includes their aircraft, associated air-ground equipment, fuel farms, vehicles etc. All aircraft owners/operators and other services must decide whether their aircraft and equipment should be evacuated to a safe place, hangared, or tied down. The Authority strongly recommends the evacuation of all airworthy and flyable aircraft not adequately hangared.

The Authority may close the airport or portions thereof to air traffic if it is determined to be in the interest of safety. With this in mind, aircraft requesting landings will be requested to hold until frontal passage (except where emergency conditions exist) or will be diverted to other airports.

Facility directors are responsible for the protection of their buildings. The Authority recommends the preparation of severe weather emergency plans as an adjunct to this manual.

Aircraft on the ground at TPA that cannot be evacuated will be securely tied down to prevent damage to other aircraft and property. The leasee of the space on which the aircraft is parked at TPA is responsible for its security. If it becomes necessary for the Authority to have its emergency personnel tie down or secure property on leased portions of the airport, a charge will be made for such activity by Authority emergency personnel, and the Authority will not assume responsibility for damage thereby.

2-430.323 Hillsborough County Aviation Authority

2-430.3231 Senior Director of Operations & Public Safety

The Senior Director of Operations & Public Safety shall provide direction and decisions as required for the preparation of the Airport against unforeseen emergency situations generated by the adverse weather conditions. This shall include the decision of if and when the airport may close, with possible evacuation of the public due to the interest of safety.

Establishes the plans for staffing during emergency

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conditions.

Establish and maintain communications with appropriate city and county emergency facilities and departments. (Emergency Management, Fire, Police, Red Cross etc.)

2-430.3232 **Director of Operations or ADO**

Prior to the arrival of severe weather conditions, make a personal check of all ramps, taxiways, and runways to assure that all possible precautions have been taken. This inspection shall include (but not be limited to): aircraft tie down security and removal of all shelterable objects, such as, steps, loose chocks, or fire extinguisher, from the ramps and other open areas.

Establish and maintain a communication watch with TPA Tower (during operations), all facility directors or their representatives, Airport Police Office, and the Senior Director of Operations & Public Safety regarding the general status of the Airport. This watch will be maintained through the Center.

Implement such emergency actions as may be required by the Senior Director of Operations & Public Safety during the emergency period.

2-430.3233 **Airport Police**

Assist in protecting property and persons from the effects of severe weather.

2-430.3234 **Maintenance Department**

Specific procedures not a part of this manual are maintained by the Maintenance Department to address severe weather conditions.

The Director of Maintenance is responsible for the protection of all common airport areas and Authority facilities not directly controlled by Airport Tenants or agencies.

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Provide personnel to the Director of Operations to check Airport ramps and to help secure aircraft and equipment not properly tied down by aircraft owner/operators, general aviation companies, and other service providers or lease operators.

2-430.3235 **Communications Center**

The Center is the focal point for all communications once a weather warning or alert is received. Communication requirements for the weather alert will receive priority handling over other normal Center operations.

Maintain Airside shuttle car operations between Landside and Airside Buildings until wind velocities reach 55 mph. At that time, house one shuttle car per leg in the Landside Building and the other at the Airside. Announce to the public over the P.A. system that the shuttle cars have been temporarily shut down. If TECO power is interrupted to the Airport while the shuttle cars are operating, evacuate all passengers.

Resume shuttle car and monorail operation when the Senior Director of Operations & Public Safety or his representative determines it may be done with safety. Announce over the P.A. system that normal operations have been resumed.

2-430.4 **RECOVERY/ASSESSMENT**

As soon as practical, damage assessment activities should begin. All tenants should initiate damage assessment efforts for all areas within their responsibility. The emphasis on communication remains throughout the recovery/ assessment phase of the severe weather event, and all tenants and agencies should report recovery and assessment activities to the Communication Center as soon as possible or whenever available. Information regarding the establishment of any and all levels of service restoration needs to be received by the Communication Center in order to assert correctly the Airport's status. In turn, the Authority will communicate information to tenants and agencies who remain on the Airport regarding Authority

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activities pursuant to recovery/assessment operations. Also, status of Authority provided services and facilities will be transmitted to all tenants as soon as that information becomes available to the Communication Center.

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**2-440 HAZARDOUS MATERIALS RESPONSE AND NOTIFICATION
GUIDELINE**

As a preamble to these Spill Response and Notification Guidelines, it is understood that (1) the owner of any spilled hazardous substances including fuel, radiological or toxins and other regulated materials is responsible for the containment and clean-up of such substance, (2) that all persons or operators handling and/or storing hazardous substances at TPA are trained and equipped to effectively contain and clean-up spill or other releases.

2-440.1 OWNER/OPERATOR RESPONSIBILITIES

2-440.11 PRELIMINARY SPILL CONTAINMENT MEASURES

Upon discovery of a release or hazardous spill, the owner/operator of the source of the substance shall immediately identify the material, if possible. If it is a known material and can be done safely, institute spill containment and recovery measures. Such measures may consist of, but not necessarily be limited to, the following:

- 2.440.111 Safely secure the area. No electrical switches are to be turned on or off for any equipment within the spill area. No motorized equipment is to be driven through the spill area. For flammable spills, fire bottles shall be positioned in the immediate area.
- 2-440.112 Place barriers and/or absorbent booms around the spill and use absorbent mats, sheets or other absorbent product to recover the spill. Used absorbent materials are to be placed in containers for proper recycling or disposal; and
- 2-440.113 If the spill does not present a serious health hazard, place absorbent or barrier booms or construct a dam of absorbent material around all storm drain inlets, if necessary, to prevent the spilled material from entering the storm drainage system. Employ absorbent materials and/or wet/dry vacuum to recover the spilled substance. Properly dispose of used absorbent materials and/or recovered substance; or
- 2-440.114 If the spill presents a serious health hazard, allow the fire

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department to first neutralize and/or contain the spill and, if appropriate, take one of the above itemized actions. If the fire department neutralizes the spill by flushing, place absorbent booms downstream of the spill to prevent it from entering the storm drainage system.

For radioactive wastes, the owner/operator shall immediately establish a perimeter of 1500 feet from the radiation source and wait for assistance from the appropriate authority.

2-440.12 NOTIFICATION

Immediately following the discovery and preliminary containment of a spill or discharge, notify the proper authorities. Notify the Airport Police Department at 911, 396-3911 or 870-8760.

This initial notification shall include the following information:

- Location of the spill or discharge.
- Identity of the spilled substance.
- Time of the spill occurrence.
- Source of spill; the cause of the spill and the owner/operator of the physical source of the spill.
- Estimated volume of the spilled substance.
- Movement of the spilled substance; both the present direction of flow and the anticipated direction of flow.
- Containment and recovery actions, if any.

2-440.13 REPORTING

It is the responsibility of the owner/operator of the source of the spill to, within 10 days following the event, file a written report to the Authority's Deputy Director of Environmental Engineering Services at (813) 870-8773. The written report shall describe all aspects of the event, including the spill discovery, initial spill report, cause of spill, identity of the spilled material, volume of spilled material, containment and clean-up actions, final disposal of the spilled material and any substances contaminated by the spilled materials, and recommendations for corrective actions to minimize the potential for the recurrence.

In addition, the owner/operator must comply with state/local

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regulatory discharge reporting requirements in Section 62-761.820 Florida Administrative Code (FAC), and take appropriate action within the three-day time period specified if the release is determined to be a reportable quantity (RQ), a copy of FDEP Form no. 62-761.900(1), must be faxed or delivered to EPC within 24 hours of the discovery of the discharge or before the close of the next business day.

The original copy shall be mailed to:

Hillsborough County Environmental Protection Commission (EPC)
1410 N. 21st St.
Tampa, Florida 33605
Phone: 813-272-5788
Fax: 813-272-5157

FDEP Form no. 62-761.900(1) must be used to report any confirmed discharge, or of any one of the following conditions, unless the discharge is from a previously-known and reported discharge:

- 2-440.131 Results of analytical or field tests of surface water, groundwater, or soils indicating the presence of contamination by:
 - a. A hazardous substance;
 - b. A regulated substance; or
 - c. Petroleum products' chemicals of concern specified in FAC, Chapter 62-770;

- 2-440.132 A spill or overspill event of a regulated substance to soil equal to or exceeding 25 gallons, unless the regulated substance has a more stringent reporting requirement specified in CFR Title 40, Part 302;

- 2-440.133 Free product or sheen of a regulated substance present in/on surface or groundwater, soils, basements, sewers, and utility lines at the facility or in the surrounding areas.

- 2-440.134 Soils stained by regulated substance observed during a closure assessment performed in accordance with FAC, Rule 62-761.800.

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If the investigation of a suspected discharge indicates that an actual discharge did not occur, then a follow-up letter of retraction should be sent to the FDEP, with a copy to the EPC, within 14 days with documentation that verifies that a discharge did not occur.

2-440.14 CLEAN-UP AND REMEDIATION ACTIVITIES

The owner of any spilled hazardous substances and other regulated materials is responsible for the immediate clean-up and remediation of such substances. Personnel will cooperate with the recommendations from the Incident Commander of the TFR or ARFF units arriving at the spill scene.

2-440.141 Clean-up activities must comply with the appropriate state regulations:

- Storage Tanks Systems: FAC Chapter 62-761
- Petroleum Contamination Site Clean-up Criteria: FAC Chapter 62-770

2-440.142 Remediation Activities for Fuel Spills

- Catch basins (plastic drums) should be placed under wing tip overflows or elsewhere as needed, if feasible.
- Arrange for cleanup of fuel spill either by using the Super Sopper machine or absorbent material.
- Fiberglass shovels or other non-metallic tools should be used to pick up contaminated absorbent material placed in a recovery drum or other suitable disposal container. In effect, use of the absorbent creates a flammable material that is a hazardous waste and must be transported by a licensed carrier for disposal at an approved site.

2-440.2 911/AIRPORT POLICE DEPARTMENT RESPONSIBILITIES

2-440.21 911/Airport Police Department, when informed of a spill or

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discharge, shall immediately notify the following, and relay all known information:

- Tampa Fire Rescue
- Airport Communications Center
- Airport Police Department Watch Commander
- TPA Control Tower (if fuel spill)

2-440.22 Dispatch mobile unit assigned to area, or nearest available unit, to secure the area and establish a safe perimeter away from the substance.

2-440.23 Evacuate and hold outside the perimeter all persons that may have been contaminated at a location designated by the DO or ADO.

2-440.24 Provide access through all gates and assistance to the Airport Fire Department.

2-440.25 The assigned Police Officer shall submit a police report setting forth pertinent information referencing the spill to include the nature of the spill and persons involved.

2-440.3 TPA COMMUNICATIONS CENTER RESPONSIBILITIES

2-440.31 The Comm Center, when informed of a spill or discharge, shall immediately notify the:

- Assistant Director of Operations
- Airport Police
- Tampa Fire Rescue
- Control Tower
- Deputy Director of Environmental & Engineering Services
- Maintenance Department

2-440.32 If directed by the Assistant Director of Operations, notify the following, if not already notified, and relay all known information:

- Director of Operations
- Deputy Director of Operations/Airfield
- Deputy Director of Operations/Security

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- Senior Director of Operations & Public Safety
- Deputy Executive Director
- Executive Director
- Director of Public Information and Community Relations
- Risk Management

2-440.33 Direct all media calls concerning requests for information of the event to the Director of Public Information and Community Relations' office.

2-440.4 TAMPA FIRE RESCUE RESPONSIBILITIES

2-440.41 Dispatch the appropriate response team and implement the appropriate plan of action to ensure the protection of life, property and the environment.

2-440.42 Notify the following agencies, relaying all known information:

- Hillsborough County Emergency Management
Dispatch: (813) 272-5665; (County Warning Point)
- National Response Center Hotline: (800) 424-8802 and
- Florida State Warning Point: (800) 320-0519

For radioactive substances contact the State Division of Radiation Control: (407) 297-2095.

2-440.43 All variables shall be considered when responding to a release. These include but are not limited to the size, type of material involved, wind and weather conditions, location of the spill, ground personnel, and equipment involved.

2-440.44 For fuel spills, categorize the spill size and implement appropriate plan of action.

2-440.441 Small Spill is estimated at one (1) to fifteen (15) gallons. ARFF personnel provide fire protection while aircraft operator/fuel spill personnel accomplish cleanup.

2-440.442 Medium Spill is estimated at sixteen (16) to thirty (30) gallons. All unnecessary personnel will immediately evacuate the spill area.

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At the discretion of the Incident Commander in Charge and upon application of an absorbent, the aircraft may be pushed back from the gate by tug. However, the APU and engines will not be started until the aircraft is clear of the spill area.

Once the aircraft has cleared the scene, ARFF personnel will continue to provide fire protection while cleanup is accomplished by aircraft operator/fuel spill personnel.

- 2-440.443 Large Spill is estimated at thirty-one (31) or more gallons. In addition to procedures for medium spills, the Incident Commander may evacuate the aircraft and/or foam the spill to provide a vapor seal.

If evacuation of the aircraft is accomplished, it will remain unoccupied until: (1) the spill is removed or the aircraft is clear of the spill area. (2) The aircraft has been inspected by airline maintenance personnel and the Incident Commander for damage or accumulation of flammable liquid or vapor fuel in flap wells, internal wing sections, or concealed fuselage areas.

All reasonable efforts should be made to confine the spill, to contaminate the smallest area possible, and to prevent the material from entering storm drains.

ARFF personnel will continue to provide fire protection for all cleanup activities.

- 2-440.45 If the spill presents a serious health hazard, neutralize the spill by flushing and place absorbent booms downstream of the spill in the storm drainage system to intercept the flushed substance for removal at that point.

- 2-440.46 For a fuel spill, the Incident Commander will document the spill on Tampa International Airport Fuel Spill Report.

2-440.5 **TPA CONTROL TOWER RESPONSIBILITIES**

When informed of a spill on the airfield, the tower shall:

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2-440.51 Activate the net line with the spill information.

2-440.52 Clear all necessary emergency equipment to the scene.

2-440.6 **DIRECTOR OF OPERATIONS OR ADO**

The Director of Operations is responsible for the resolution of radiological or toxic leakage problems for the Authority. For radiological emergencies, the Director of Operations shall:

2-440.61 Establish a collection point at the outside of the controlled perimeter area to hold all personnel and equipment that was engaged in the cleanup operations, including immediate medical attention. Special Florida State Division of Health personnel trained in radiological health will assess personal and equipment radiation levels and initiate decontamination procedures upon their arrival at the Airport.

2-440.7 **AIRLINE AND TENANT COMPANIES**

2-440.71 Assist the Florida State Division of Health or special AEC teams in decontamination procedures only as they so direct.

2-440.72 Repair and replace as necessary, all Authority property that may have been damaged or contaminated with radioactivity during the incident.

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2-450 MOVEMENT AREA LIGHTING POWER FAILURE

An emergency power generator is installed at Tampa International Airport which acts as a backup power source for all airfield electrical lighting circuits in the event of a power failure.

The following sequence of events takes place during a power failure:

An audible alarm is received in the Communication Center advising a power outage has occurred on the airfield.

The Emergency Airfield Generator is automatically activated.

The Emergency Airfield Generator may be activated by the Control Tower whenever Category II conditions exist.

The same procedures and events occur when the Emergency Airfield Power Generator is activated by the Tower as when it is activated by a power failure.

An indicator light illuminates in the Communications Center and the Control Tower, indicating the Emergency Airfield Generator has been activated.

When the normal power source is restored, the Emergency Airfield Generator is deactivated.

2-450.1 RESPONSE

2-450.11 COMMUNICATIONS CENTER

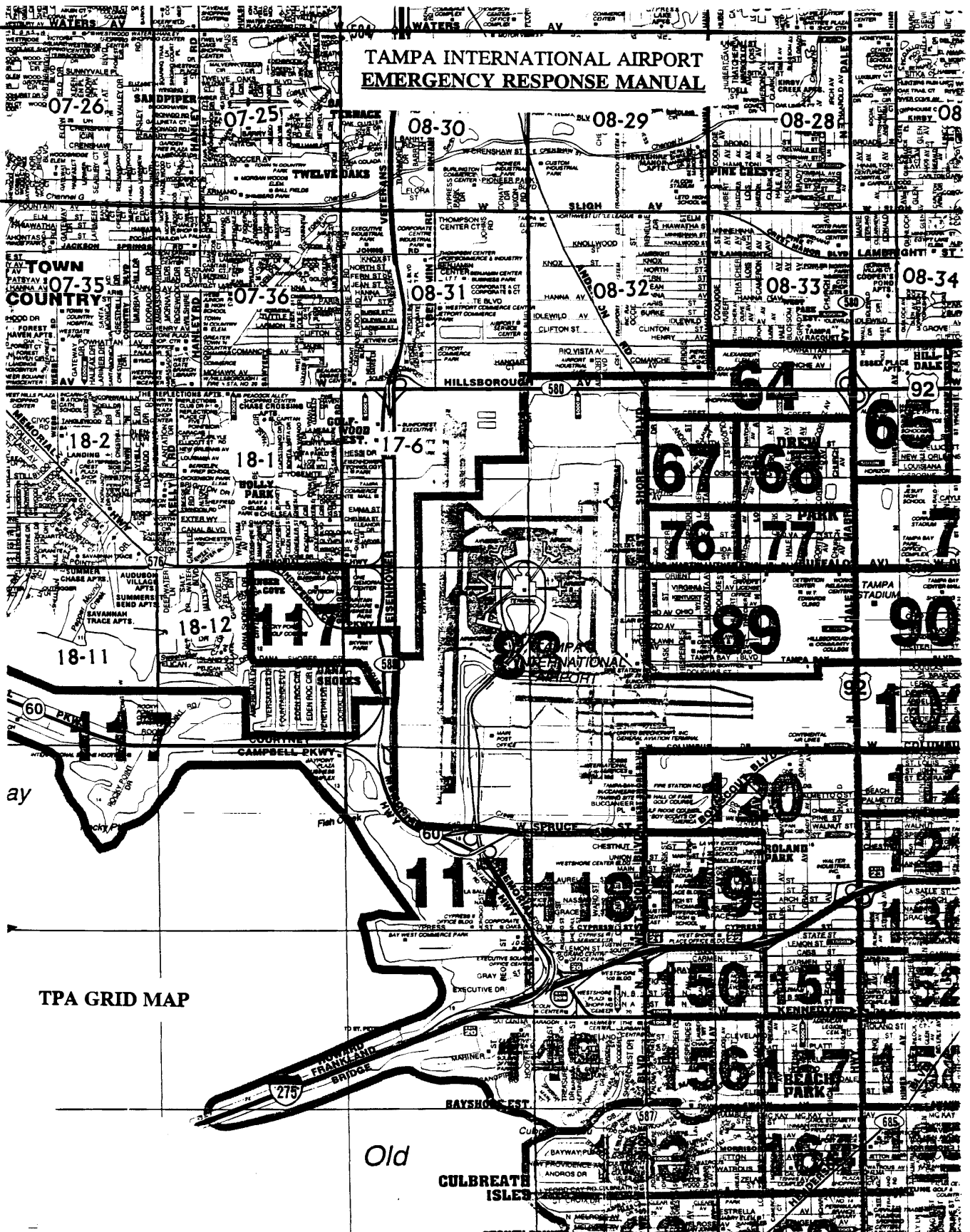
When the audible alarm is received in the Communications Center, the operator shall:

2-450.111 Notify the Assistant Director of Operations.

2-450.112 Notify the Control Tower.

2-450.113 Notify Authority Maintenance.

TAMPA INTERNATIONAL AIRPORT EMERGENCY RESPONSE MANUAL



TPA GRID MAP

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1-500 EMERGENCY MEDICAL SERVICES

The Airport Emergency Plan for Tampa International Airport is designed to comply with Federal Aviation Regulation, Part 139.325.

The plan provides to the extent practicable for the transportation and medical assistance for the maximum number of persons of the aircraft presently serving and reasonably expected to serve the Airport.

- 1-510 The name, location and emergency capability of each hospital and other medical facility, and the business address of medical personnel, on the Airport and in the community that will provide medical assistance or transportation, or both is as follows:

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1-510.1 HOSPITALS

<u>Name</u>	<u>Facility Level</u>	<u>Emergency Capability</u>	<u>Total Beds</u>	<u>Remarks</u>
Tampa General Davis Islands	Major	150+	971	(813) 251-7000
St. Joseph's 3001 W. Martin Luther King Blvd.	Major	150+	649	(813) 870-4000
University Community 3100 E. Fletcher Ave.	Major	100+	424	(813) 971-6000
So. Florida Baptist Plant City	Basic	40+	132	(813) 757-1200
VA (James A. Haley) Hosp. 13000 N. 30th St.	Major	75+	682	(813) 972-2000
St. Joseph's Women's Hospital 3030 W. Martin Luther King Blvd.	Basic	30+	219	(813) 879-4730 Minor Casualties (Female)
MacDill AFB Hospital	Basic	20+	65	(813) 828-2334
University Community Hospital - Carrollwood 7171 N. Dale Mabry	Basic	25+	120	(813) 932-2222
Kindred Hospital Central 4801 N. Howard Ave.	Basic	25+	102	(813) 874-7575 Minor Casualties (prefer only respiratory)
Kindred Hospital South 4555 S. Manhattan	Basic	30	73	(813) 839-6341 Minor Casualties (prefer only respiratory)
Memorial Hospital 2901 Swann Ave.	Basic	25 or less	174	(813) 873-6400

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<u>Name</u>	<u>Facility Level</u>	<u>Emergency Capability</u>	<u>Total Beds</u>	<u>Remarks</u>
Brandon Regional Hospital 119 Oakfield Dr.	Major	50 or less	220	Minor Casualties with limited Major capability (813) 681-5551
Town & Country 6001 Webb Road	Major	75	201	(813) 888-7060
H. Lee Moffit Cancer Center 12902 Magnolia Drive	Special Treatment	none	162	(813) 972-4673
Shriners Hospital for Crippled Children 12502 Pine Drive	Special Treatment for Children	20	60	(813) 972-2250
South Bay Hospital 4016 S.R. 674 Sun City Center	Basic	none	15	(813) 634-3301

1-510.2 MEDICAL PERSONNEL

1-510.21 Medical coordination and response will be through the Hillsborough County Medical Director for Mass Casualty planning:

Dr. Carrubba

Dr. Carrubba or a representative will be contacted by Hillsborough County Emergency Dispatch Operations in the event of a disaster and the County-Wide Mass Casualty Plan (CEMP) will be implemented to the extent practicable.

No attempt will be made to list all physicians, Hillsborough County Fire Rescue personnel, TFR paramedics, and other personnel who would become involved as this would be impractical (Ref. Hillsborough County CEMP).

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1-510.22 The name and location of each rescue squad, ambulance service, and military installation on the Airport, or in the community that will provide medical assistance or transportation, or both, is as follows:

a. Rescue Squads – Tampa Fire Rescue

<u>Station</u>	<u>ALS Engine</u>	<u>Rescue</u>	<u>Miles from TPA</u>
8*(1)	8	8	1.4
9	9	9	3.4
14*	14	14	4.4
12	12		4.9
3	3	3	5.9
1*		1	6.9
5	5	5	7.4
15*	15	15	7.4
4*		4	7.9
7	7	7	8.9
6	6		9.4
10	10		9.9
11*	11	11	10.4
16	16		10.9
18*	18	18	10.9
13	13	13	13.4
20	20	20	20.4
21	21	21	25.7

Airport District Chief ** Station #1 5 Miles
District Chief ** Station #123 Miles

(1) Initial Response to all Alerts at TIA

* Advanced life support with direct communications to St. Joseph's, Tampa General and University Community Hospitals

** Triage and Coordinate

b. Ambulance Services

(1) Hillsborough County Fire Rescue

Total Units	Location	Distance from TIA
24	2709 E. Hanna Tampa, FL	Varies - Mobile Patrol

(2) MacDill Air Force Base Tampa, FL 12 Miles

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- | | | | |
|-----|---|---------------------------------------|----------|
| (3) | U. S. Coast
Guard | St. Petersburg/
Clearwater Airport | 15 Miles |
| (4) | AMR
15 Basic Life Saving
4 Advanced Life Saving | Tampa, Florida | Mobile |

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1-510.23 Surface vehicles and aircraft provided to transport injured and deceased passengers and crew members to locations on the Airport and in the community where medical and other assistance is provided is as follows:

a. Hillsborough County Fire Rescue

(1) 34 Ambulances

b. Pinellas County

(1) Ten (10) additional ambulances per written mutual aid agreement with Pinellas County.

c. Polk County

(1) Two (2) additional ambulances per verbal mutual aid agreement with Polk County.

d. Pasco County

(1) Two (2) additional ambulances per verbal mutual aid agreement with Pasco County.

e. Manatee County

(1) Two (2) additional ambulances per written mutual aid agreement with Manatee County.

f. MacDill Air Force Base

(1) Three (3) ambulances

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g. U. S. Coast Guard

(1) Agency: United States Coast Guard
Telephone: (727) 824-7533
Emergency: (727) 824-7506 (Duty Command Officer)
Address: 600 8th Ave SE
St. Petersburg, FL 33711

Personnel: Normal Hours - 5
Off Hours - 5

Equipment/
Service: 1 - 24' Boat
1 - 41' Boat
1 - 82' WPB Boat
1 - 21' RHI
50 - Life vests

(2) Agency: United States Coast Guard Air Station
Telephone: (727) 535-1437 ext. 1210
Emergency: (727) 531-6141
Address: USCG Air Station Clearwater
Clearwater, FL 34622

Personnel: Normal Hours - 300 persons on staff
After Hours - 100 persons on staff

Equipment: 12 - HH60 helicopters
12 - 8 man rafts
8 - C130
8 - 20 person rafts

h. AeroMed Varying number of helicopters based on Careflight availability.

Bayflight
HCSO
TPD

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i. Other Surface Transportation

- (1) Hartline - Four (4) 45 pax. buses, 623-5835
- (2) Mears Destination Services, 46 pax. buses, (407) 423-5566 or (407) 839-1570
- (3) Super Shuttle - (20) 11 pax. vans, (813) 396-3693, (727) 572-1111
- (4) Yellow Cab - (175) 5 pax. cabs, 253-0121
- (5) United Cab - (125) 5 pax. cabs, 253-2424

1-510.24 Facilities on the Airport or in the community it serves that will be used to accommodate uninjured, injured, and deceased persons are as follows:

- a. Uninjured persons will be transported to the Federal Inspection Service Facility on the First floor of Airside "F".
- b. Injured persons will be evacuated to area hospitals on a priority basis determined by extent of injury at the Airport triage area.
- c. Deceased persons will be coordinated with the County Medical Examiner and may be staged at an airline maintenance hangar. This hangar may be used as a temporary morgue facility (shown on Annex B). Refrigerated trucks may be utilized as needed.

1-510.25 The name and location of each safety or security agency that will provide assistance for the control of crowds in the event of an aircraft accident on the Airport is as follows:

- a. Airport Police Department
Hillsborough County Aviation Authority
Tampa International Airport
Tampa, Florida
(813) 870-8560

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- b. City of Tampa Police Department
1710 Tampa Street
Tampa, Florida
(813) 273-0770

- c. Hillsborough County Sheriff's Department
2008 - 8th Avenue
Tampa, Florida
(813) 247-8000

- d. Florida Highway Patrol
11305 North Mckinley Drive
Tampa, Florida 33612
(813) 632-6859

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EMERGENCY RESPONSE MANUAL

1-600 RESOURCE INVENTORY FOR AIRCRAFT EMERGENCIES

The following is an inventory of selected equipment that is available and may be necessary for the removal of disabled aircraft from the airfield.

The carrier or owner of the affected aircraft will find the index helpful, but not a mandatory source of supply.

1. JACKS

a. Wing, Body

(4) 50 Ton, (1) 65 Ton	American
(2) 72" high x 40 " lift-40 Ton	Delta-ATL

b. Tail, Axle

(1) 65 Ton Tail Axle Jack	United
(1) MD 80 Nose Jack	Continental
(1) 25 Ton Jack, (1) 60 Ton Jack	Continental
(1) 5" high x 46" lift-25 Ton	Delta-ATL
(1) 25 Ton, (1) 60 Ton	Delta-ATL
Axle Jacks for B-727-737-757, A319, 320, 321	US Airways

2. AIRLIFT BAGS

(6) Airlift bags with air compressor and required manifold equipment as a unit.	MacDill A.F.B.
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3. TOW BARS

DC9, A320, B767, L-1011	Air Canada
All major aircraft	ASIG
B-727-737-757-767, MD-80, DC-9, DC-10, F-100	American
B-727-737, B-767, DC-9, MD-80	Continental
B-727-737-757-767, MD-80	Delta
A-318/319/320 Tow Bar	Frontier
Most GA & some commuter aircraft	Hawker Beechcraft
B737	Southwest
B-727-737-757	United
B-737-300, 400 and B757; A319, 320, 321	US Airways
B717, DC9, CRJ	AirTran
B1900, EMB120	Gulfstream

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4. PASSENGER LOADING RAMP, AIR STAIR

Portable Airstairs	Continental, Southwest
Truck Mounted Stairs (standard and wide body)	Delta, US Airways,
Towable Unit (Adjustable for DC8, DC9, B707, B727)	Hawker Beechcraft
Mobile air stairs (standard & wide body)	US Airways, Delta

5. BALLAST BAGS

Sand Bags	Aviation Authority
Bags	Coloroc Materials
Material to fill bags	Coloroc Materials

6. COMPRESSORS

(2) Mobile air compressors	ASIG
(1) Mobile compressor	American
(1) Gas powered portable compressor	Continental
(1) Mobile air compressor	Aviation Authority, Southwest
(3) Gas powered compressors	US Airways

7. GENERATORS, WORK LIGHTS

(2) 90 KVA generators	ASIG
(1) 5000 Watt Generator	Continental
(2) Work lights w/gas powered generators	Continental
(1) 4 KVA generator	Aviation Authority
(2) Towable GPU	United, Southwest
(3) 90 KVA powered units	US Airways

8. ON SITE COMMUNICATIONS

(2) Pick up Trucks with ground control freq.	Continental
(6) Portable radios	Continental
(1) P/U truck with ground control freq.	Delta
(14) Vehicles with ground control freq. Trucks and Police vehicles w/outside speakers and paging capability	Aviation Authority
(2) Mobile cellular telephones	Aviation Authority
(1) Mobile fax machine	Aviation Authority
(5) Satellite Telephones	Aviation Authority
(25) Portable radios	US Airways

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GOPAC/Hostage phone (portable unit)
Portable radios
Programmable hand-held aeronautical radio

Verizon
Southwest
Hawker Beechcraft

9. **PLYWOOD SHEETS & LUMBER PLANKING, SHORING**

(100) Sheets 3/4" x 4' x 8'
(25) Sheets 1/4" x 4' x 8'
Shoring material (R.R. ties)

Peninsular Lumber
Peninsular Lumber
CSX

10. **STEEL PLATES**

(10) 4 x 8 x 1/2" steel plates

Tampa Bay Steel

11. **A/C TOWING TRACTORS**

(2) Paymovers
(1) Huffs capable of towing DC-9, DC-10,757
(3) Tug Aircraft Tractors
(3) Stewart/Stevenson
(2) Hough tugs 300-30,000 lbs. D.B.P.
(2) FMC Tractor - B767
(3) FMC 24,000
(6) Stewart/Stevenson

ASIG
American
DGS
Delta
Delta
United
Southwest
US Airways

12. **CABLES, ROPE AND PULLEY BLOCKS**

(4) 1" Dia. x 150' long w/eyes each end
(4) Pulley blocks, double sheave for 3/4" rope
500' of 3/4" rope

Bay Lifting
Bay Lifting
Bay Lifting

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13. LADDERS AND LIFT TRUCKS

(16) Refueling ladders	ASIG
(1) 30' Maint. man lift truck	American
(2) Gas powered motorized lift	Continental
(1) Small Lift Truck -15'	Continental
(1) Large Manlift -18'	Continental
(1) 30' & (2) 15' lift trucks	Delta
(2) 20' lift trucks	US Airways
Assorted work platforms	Delta

14. CHERRY PICKERS

(1) 30' Cherry Picker	Hawker Beechcraft
(1) 35' Cherry Picker	US Airways
(1) 46' scissor lift/80' boom lift self propelled	Sims Crane

15. WELDER AND CUTTING TORCH

(1) Portable welder	US Airways
(1) Portable welder and cutting torch	Aviation Authority

16. HEAVY EQUIPMENT

a. Bulldozers

Bulldozers, heavy	Ring Power
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b. Forklifts

(1) 8000 lb. (max fork height 141")	Air Canada
(1) 2500 lb. 3000 lb	American
(1) 5000 lb. forklift	Continental
(1) 20,000 lb. forklift	Delta
(1) 4800 lb. forklift	Aviation Authority
(1) Light duty forklift	United
(1) 2700 lb & (1) 5000' forklift	US Airways
(1) 6000 lbs. cap. 34' lgt hgt. 18' reach	Sims Crane

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- c. Cranes
50, 65, 90 ton cranes
Sims Crane

- d. Winching Vehicles
(1) 8000 lb. winch on pickup truck
(1) Police wrecker
(1) Tow vehicle (not street licensed)
Aviation Authority
Aviation Authority
US Airways

- e. Backhoe
(1) Backhoe
Backhoes
(1) payloader w/ backhoe
(1) payloader
Aviation Authority
Ring Power
Ring Power
Ring Power

- f. Semi-Trailer
(1) 24,000 lb. 22' tilt load flatbed trlr
Aviation Authority

- g. Truck
(2) 4 Yard dump trucks
(2) ¼ Ton pick-up
(1) ¾ Ton pickup
(1) ¾ Ton supercrew pick-up
Aviation Authority
Air Canada
Continental
Continental

- h. Gradall
(1) 6 x 6 gradall
Aviation Authority

- i. Farm Tractor
(5) 100 HP tractor
Aviation Authority

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17. GROUNDING RODS

Copperley coated grounding rods w/cables and clips	Electric Supply of Tampa, Inc.
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18. TOOLS

a. Chain Saws

Chain saws	Aviation Authority
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b. Shovels, Picks, Hoes, Sledge Hammer, Claw Bars, Hammer and Nails

Assorted hand tools	Aviation Authority
Assorted hand tools	Sunrise to Sunset
Hand tools, Claw bar, Air hoses, Ext. cords	United

c. Small Hydraulic Jacks

(1) 65 Ton, (2) 5 1/2 Ton	Continental
(2) Light duty jacks	United
2, 20, 50 and 65 Ton jacks	American
Hydraulic jacks	Aviation Authority
Hydraulic jacks	Sunrise to Sunset
(1) Light Duty 2 Ton	Southwest
(1) Axle Dolly	Southwest
(1) Set Hetra Lifts	US Airways

d. Shackles

Shackles	Bay Lifting
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19. CRUSHED ROCK

Crushed rock	Aviation Authority
Crushed rock	Coloroc Materials

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20. **STEEL BEAMS**

14" x 18" x 30' steel beams

Tampa Bay Steel

21. **PADDING**

Protective moving padding

U-Haul

22. **MOBILE SHELTERS**

8' x 20', 8' x 28' shelters

Delta-Porta
Bldgs.

23. **BLANKETS, COTS**

(100) Blankets
(100) Blankets
(300) folding canvas litters
(150) Blankets
(60) Cots

American
US Airways
Aviation Authority
Aviation Authority
Aviation Authority

24. **REFRIGERATION TRUCK**

16 foot truck
18 foot truck
20 foot truck
24 foot truck

Ryder Rental
Ryder Rental
Ryder Rental
Ryder Rental

25. **EMERGENCY SUPPLY TRAILER**

The Aviation Authority maintains an emergency supply trailer equipped with litters, backboards, sawhorses, triage area markings, and other materials essential for the establishment and operation of an on site triage area. Aviation Authority/TFR

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ANNEX F - NEWS MEDIA/POLICY MEMORANDUM

It is the policy of the Hillsborough County Aviation Authority to cooperate with the news media to the greatest extent possible. Our primary responsibilities, however are safe and orderly airport operations. When there is an emergency situation at Tampa International Airport or one of the general aviation airports, that is expected to generate extensive medial attention, these procedures will serve as our guidelines:

1. All news media representatives desiring continuing updated information relating to the situation should proceed to the Hillsborough County Aviation Authority's office. The office is located on the Transfer Level (Third Floor), Blue Side, Landside Terminal Building. The Director of Public Information and Community Relations or as alternate, the Senior Director of Operations and Public Safety will allocate an area in the Authority's office for a press briefing and be prepared to:
 - a. Give the arriving news media representatives any confirmed information relating to the emergency.
 - b. Advise the news media of any existing conditions regarding crowd control or other emergency measures in force and procure media cooperation in ensuring prompt and accurate advice to the public.
 - c. Provide news media representatives with the authorized persons to be contacted in the event the emergency involved a scheduled air carrier.
 - d. Be in contact with the Mobile Command Post to obtain and provide information relating to the emergency.
 - e. Coordinate the approval of and assembly of the news media to the scene of the emergency
2. New media representatives will be permitted access to the actual scene of the emergency as soon as possible after all necessary rescue and/or fire control operations have been completed and the scene has been declared secure. Also, the National Transportation and Safety Board (NTSB) has authority to declare whether or not the news media can be escorted to site.

The assembly point for media representatives to access the scene will be Gate SR-3 (see map) which is located north of the Airport hotel. The news media cannot enter any aircraft operation areas without an authorized Aviation Authority escort.

3. The news media may also wish to position their equipment on the 9th (garage roof top) Level of the Landside Terminal Building to film the emergency

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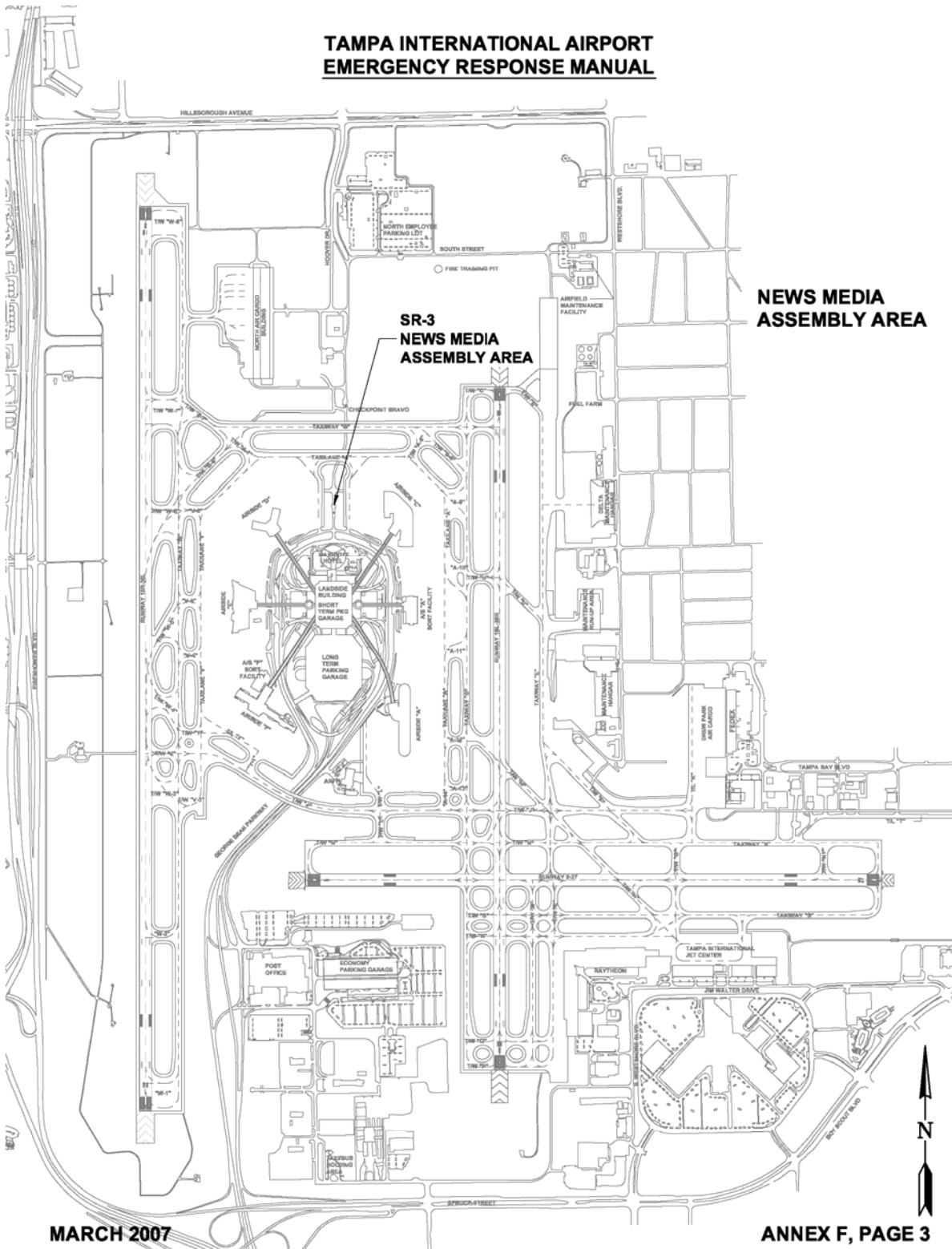
scene. This location provides an excellent vantage point of all operation areas at Tampa International Airport. The news media must not restrict the public's access to gates, ticket counters, baggage areas, or other areas in the terminal.

4. While the Aviation Authority recognized the importance of interviewing passengers, we also believe our first responsibility is to the passengers and their families and their right to privacy. If any individuals are reluctant to be interviewed or photographed, the Aviation Authority will support their decision.
5. In addition, during an aircraft accident, access to passengers may be subject to approval by the involved airline, the Federal Aviation Administration, the Federal Bureau of Investigation, and/or the National Transportation Safety Board.
6. In the event of an emergency, the Aviation Authority's representative will be able to provide only the following information:
 - Date and time of incident
 - Name of airline
 - Type of aircraft and flight number
 - Arrival/departure and destination
 - Number of persons on board (if confirmed)
 - General description of the incident
 - Special security conditions at the scene of the accident
 - Information regarding escort service to scene for media

Note: All other information must be provided the the airline representative or the appropriate federal agency.

7. In a non-aircraft emergency situation, the Director of Public Information and Community Relations will coordinate the release of information. The Tampa International Airport Police Department is in charge of investigating traffic accidents and criminal activities on Airport property. Tampa Fire Rescue officials handle fire, rescue and ambulance operations

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ANNEX G - TIA EMERGENCY TELEPHONE DIRECTORY

The Hillsborough County Aviation Authority maintains an emergency notification telephone directory for notifying facilities, agencies, and personnel who have responsibilities within this plan. The telephone directory is updated on a regular basis to ensure currency and is available in the Airport Communications Center.

Holders of this Emergency Response Manual are required to provide HCAA with current contact names and numbers for this directory, periodically, or whenever new information is available.

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ANNEX H - Incident Command Center (ICC)

PURPOSE - To establish a permanent prepared command post for management personnel for crisis situations such as confirmed bomb threats, hijacking, hazardous situations, natural disasters, and structural fire and explosions.

ACTIVATION - The ICC may be activated upon direction from the Senior Director of Operations & Public Safety, Director of Operations, Deputy Director of Operations, Assistant Director of Operations, Airport Police Chief or his representative.

PARTICIPANTS - Top level management participants to the ICC are representatives of FBI, FAA, TIAPD, HCSO, TPD, TFR, TSA, Authority, U. S. Secret Service, and airline or tenant involved.

LOCATION - The ICC is located in the Authority service building Police Department. Access to this command post will be controlled by TPA Airport Police.

FACILITIES - The ICC has dedicated telephone lines to establish contact with national command centers. In addition, the command post area has availability to Airport plans, charts, equipment and additional communication equipment.

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ANNEX I

The official file copy of the Emergency Response Manual is maintained in the Aviation Authority Operations Office.

The Emergency Response Manual, including all revisions and amendments, is posted on the Aviation Authority's web site and accessible to the Aviation Authority's Departments, the Federal Aviation Administration (ATCT and Airways Facilities), Tampa Based Airlines, TPA Based FBOs, the Airline Handling Agents and TPA Maintenance Bases.

**TAMPA INTERNATIONAL AIRPORT
EMERGENCY RESPONSE MANUAL**

LETTER OF AGREEMENT

AIRPORT EMERGENCY PROCEDURES

AGREEMENT HOLDERS: FAA Tampa Air Traffic Control Tower hereafter "Tower", City of Tampa Fire Rescue hereafter "TFR" and Hillsborough County Aviation Authority hereafter "Authority".

EFFECTIVE: January 8, 2007

SUBJECT: Tampa International Airport Emergency Procedures

I. Purpose: This agreement is between the Tower, TFR and the Authority. It covers communications and emergency responses pertaining to operations on or in the vicinity of Tampa International Airport that are other than normal. These include, but are not limited to the following events: aircraft emergency, medical emergency, bomb threat against aircraft, bomb threat against premises and hijacked aircraft.

II. Cancellation: This agreement cancels the Tower, TFR and Authority Letter of Agreement dated October 6, 2003.

III. Notification:

A. For each type of emergency, Tower personnel will notify TFR via the Emergency Network Telephone Line (Netline) simultaneously alerting TFR Dispatcher, TFR Airport Fire Station and Authority Communications Center.

B. Tower personnel will provide the following information as applicable and available.

9. Nature of emergency

10. Flight number or registration

11. Aircraft type

12. Aircraft location

13. Estimated time of arrival and landing runway

14. Souls on board, if known

15. Fuel on board, if known

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16. Other information as appropriate

IV. Airfield Response Procedures

A. Tower

1. Give priority to Airport Rescue and Firefighting (ARFF) and Authority equipment to allow for timely response to emergency in progress
2. Update Tampa ARFF Command via ground control frequency (121.7) of conditions as they develop, including, but not limited to when emergency aircraft is next to land.
3. To assist the Tampa ARFF Command in locating the scene of an emergency, Tower personnel may refer to the grid map located in the Annex of Tampa International Airport's Emergency Response Manual. (This manual is located in the Tower and TRACON.)

B. TFR

1. Upon notification of an airfield/aircraft emergency via the Netline, Tampa ARFF Command will advise Tower of their level of response as follows on ground control frequency 121.7:
 - a. Standby Response – Alert I – ARFF crews take stand by positions in station ready for immediate dispatch.
 - b. Airfield Response – Alert II – ARFF crews will dispatch to pre-determined positions on the airfield.
 - c. Accident Response – Alert III – ARFF crews will respond to the scene of the emergency to commence fire fighting and/or rescue operations.
2. When emergency aircraft crosses the landing threshold, the runway is considered closed and is released to TFR and the Authority. ARFF crews will follow the emergency aircraft down the runway.
3. Emergency Vehicle Positions - ARFF/Authority have the authority to initiate an emergency response and determine the level of response. ARFF/Authority shall coordinate with the Tower any change in the level of response. Tampa ARFF Command will determine standby locations and vehicle runway positions. All ground vehicles, including backup equipment, shall obtain clearance from the

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Tower to access any movement area.

C. Authority

1. Coordinate the closure of the landing runway and any crossing runway with Tower personnel.
2. After the emergency aircraft lands, runway will be closed for safety inspection.
3. Authority will open the runway as soon as it is determined it is safe to do so.

V. Communications

- A. The netline will be the initial method of notification.
- B. Check System - The Tower shall conduct daily line checks of the Net Line and take action in reporting any discrepancies.
- C. Back up – Should the daily Net Line check or any other situation reveal that the Net Line is not functioning properly, the following back up procedure should be used to communicate emergency situations from the Tower to the Net Line receivers.
 1. Tower will contact TFR Dispatch via the land line at 223-4211 and advise that the Net Line is out of service.
 2. TFR Dispatch will notify the following with all pertinent information:
 - a. TFR Airport Fire Stations.
 - b. Authority Communications Center via speed dial.
- D. After initial notification of an airfield/aircraft Alert to TFR, all information to the responding ARFF equipment will be via ground control frequency from Tower personnel. Tampa ARFF Command will update the TFR Dispatcher via TFR radio frequency concerning developments and requirements or additional support. In the event of ground control frequency failure, clearance for Airport Operations Area (AOA) movement will be via alternate Tower frequencies. For complete ATC radio failure or ARFF radio failure, other communication methods may be used including calling the Tower at 878-2528 and as a last resort, Tower light gun signals may be used.
- E. Once an Alert Response has been initiated, the Tower, if requested by ARFF Command, will follow the established operating procedures for direct radio communications between the ARFF Incident Commander (IC), an aircraft flight crew and the Tampa Air Traffic Control Tower (Tower), in accordance with the existing Letter of Agreement –

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Aircraft Rescue and Firefighting Communications Operating Procedures. Tower shall give priority to the ARFF equipment to allow for their timely response to the Alert in progress.

VI. Emergency Response Manual

For all emergency response procedures not covered in this agreement, refer to the Emergency Response Manual - Tampa International Airport.

Edward B. Cooley
Senior Director of Airport Operations and Public Safety
Tampa International Airport

Laurie L. Zugay
Air Traffic Manager
Tampa Air Traffic Control Tower

Charles L. Brown
Airport Fire Chief
Tampa Fire Rescue

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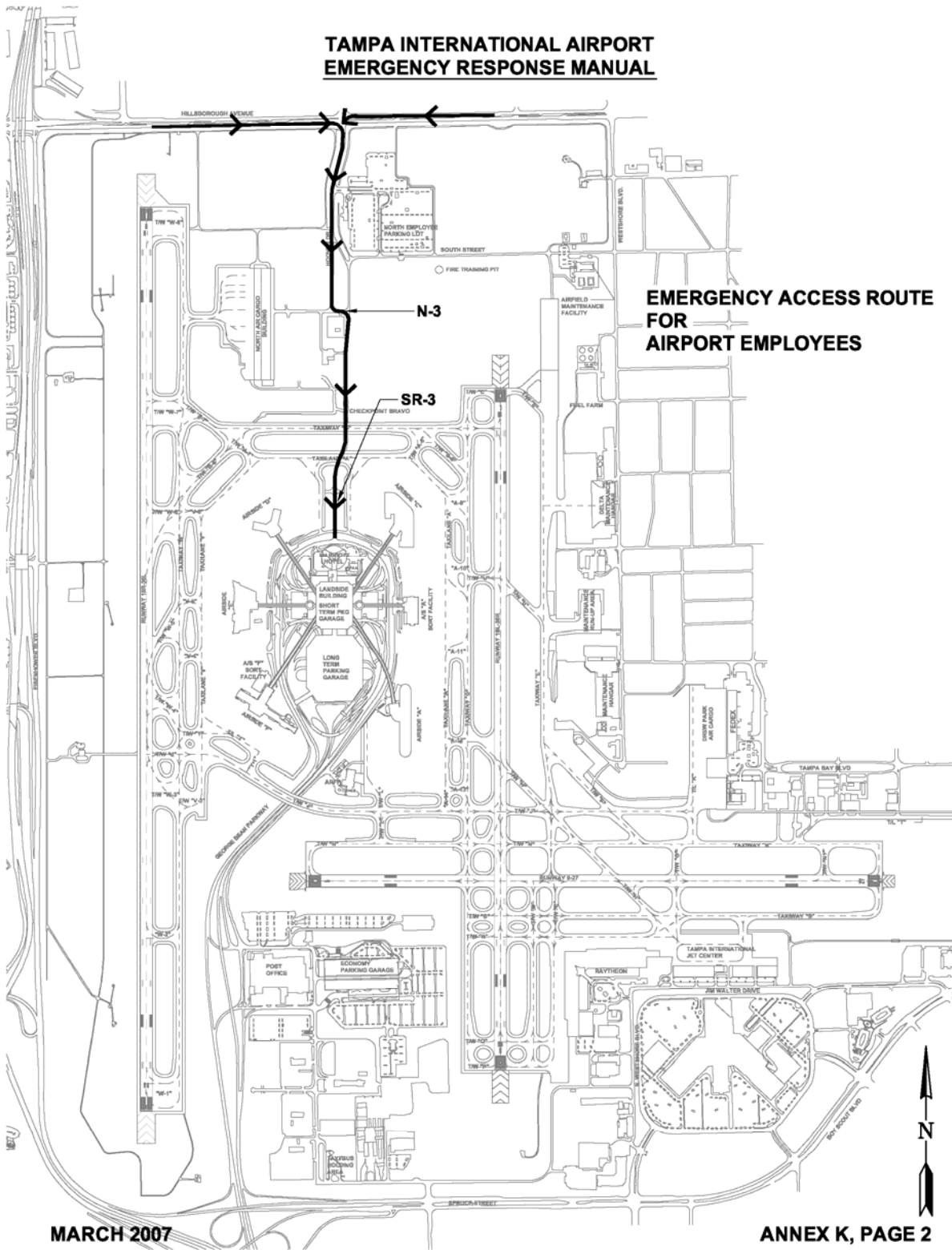
ANNEX K - EMPLOYEE EMERGENCY ALTERNATIVE ACCESS PLAN

PURPOSE - In the event of a major emergency or incident on the Airport, it may become necessary for law enforcement personnel to set up road blocks in order to divert traffic away from the terminal complex. If the normal entrances to the terminal are closed, an alternative means of access to the terminal for airport employees may be activated.

ACTIVATION - The Employee Emergency Alternative Access Plan may be activated by the Senior Director of Operations & Public Safety or his authorized representative. Upon activation of the plan, the Airport Police shall position one police officer at perimeter Gate N-3 to screen personnel and maintain security.

ACCESS ROUTE - The alternative access route shall be via Hillsborough Avenue to perimeter Gate N-3 (see chart). An Airport Police Officer at Gate N-3 shall restrict the entry on only identifiable airport employees. The airport employee shall then proceed south on the North Airport Service Road to the gate arm controlled check point. The employee shall then proceed, only upon the proper signal from the checkpoint, to cross Taxiway "B" and Taxiway "A" to Gate SR-3. The employee shall make no turns while crossing the taxiways. At all times, vehicles shall give way to aircraft and emergency equipment. Upon approaching Gate SR-3, an Airport Police Officer shall open the gate and allow access to the terminal service road.

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ANNEX L - DESCRIPTION OF TERMINAL COMPLEX FIRE ALARM SYSTEM

The master fire alarm system computer for the Terminal Complex is located in the Communication Center and is the controlling point for the Fire Alarm system for:

- Landside Terminal
- Long Term Parking Garage
- Rental Car Garage
- Economy Parking Garage
- Service Building
- East and West Airfield Vaults
- ARFF Station
- Airside A
- Airside C
- Airside E
- Airside F
- Air Cargo Facility
- Airfield Maintenance Facility

I. Landside Terminal, Long Term Parking Garage, Rental Car Garage, Economy Parking Garage, Service Building, ARFF Station, East and West Airfield Vaults, Airside A, Airside C, Airside E, Airside F, Air Cargo Facility, and Airfield Maintenance Facility:

A. There are three (3) basic types of alarm initiating devices. Operation of any of these devices will sound the pre-signal alarm and initiate a single point addressable alarm or a zone alarm at the Communication Center monitoring locations.

1. Smoke detectors are located in the air stream of the air handling units and in front of each core elevator doors at all Landside Terminal levels. The smoke detectors, in front of each core of elevators, will also cause the affected bank of elevators to report to the Baggage Level (except if detection occurs on the BCL, which will cause the cars to report to the ticket level) without making intermediate stops. The elevator will remain there with the doors open. A flashing signal will illuminate each level advising people of an emergency situation and the elevators are out of service. The cars can be returned to service after the alarm is reset and the fireman's return has been reset on the 1st floor of each core, or by being placed on "By-Pass" by-Tampa Fire Rescue.

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2. Heat detectors are generally located in unoccupied spaces and storage areas and have a visual indicator to show that they have activated.

Heat detectors within the Rental Car Garage will initiate a single point addressable alarm at the Communications Center monitoring station as Supervisory points. The heat detectors are located within the elevator shafts and will cause the elevators go into fireman's return and send them to the first floor. These elevators can only be returned to service after the alarm is reset and the fireman's return has been reset on the 1st floor, or by being placed on "By-Pass" by-Tampa Fire Rescue.

3. Manual pull stations can be operated by anyone and are located near exits.

- B. A General Alarm, which will activate an audible alarm throughout the individual buildings, can be activated by personnel having a key to fit the control switch located in the manual pull stations. A General Alarm can also be activated by a Communication Center Operator at the monitoring location.

Any fire alarm that occurs within the ARFF station will cause a General Alarm which will activate an audible alarm throughout the building.

- C. Rent-a-Car Area (RAC - Located at Long Term Parking Garage)

1. Fire Alarm

The Rent-a-Car Area is connected to the Long Term Garage Fire System which reports to the Communication Center. Activation of a fire alarm device will immediately initiate a single point addressable alarm in the Communication Center. Reset of the fire alarm system can be accomplished from the Communication Center.

2. Hydrocarbon Gas Detectors

Each RAC tenant has individual hydrocarbon gas detectors located in their fume exhaust duct return grills. Sensing of a high level of hydrocarbon will activate an alarm in the Communications Center.

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3. A General Alarm in the Long Term Parking Garage, will cause the fuel pumps and certain heating and ventilation equipment to shut down.
4. Water flow in the sprinkler/foam system installed in the RAC QTA generates a general alarm on Level 1 and Level 2 of the Long Term Garage after a 90 second delay.

D. Air Cargo Building

The Air Cargo Building has an annunciator panel located in the north equipment room that is accessible by HCAA personnel. The activation of a fire alarm device will generate a zone-specific pre-alarm in the Communications Center, which will escalate to a general alarm with fire exit strobe lights illuminated and a general audible tone at the Air Cargo Building if not acknowledged within five minutes. The General Alarm must be acknowledged and reset at the Air Cargo Annunciator Panel and/or reset in the Communication Center.

E. Airfield Maintenance Facility

The Airfield Maintenance Facility fire alarm system has the control panel located on the second level, south mezzanine, electrical room, Building #1 (main building). A second zone indicator panel is also located near the main entrance. The activation of a fire alarm device will generate a zone-specific pre-alarm in the Communications Center, which will escalate to a general alarm with fire exit strobe lights illuminated and a general audible tone at the AFM Building if not acknowledged within five minutes. The General Alarm must be acknowledged and reset at the AFM Annunciator Panel and/or reset in the Communication Center.

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ANNEX M - EMERGENCY EVACUATION PLAN - LANDSIDE TERMINAL BUILDING

PURPOSE: To establish evacuation procedures for the Landside Building using Police, Fire and building tenants, minimizing the possibility of panic or personal injury.

A description of the Landside building fire alarm system is outlined in Annex L of this manual.

EVACUATION PROCEDURES: In the event conditions dictate that the evacuation of the Landside building is necessary, the following actions will be taken.

A. Communication Center:

1. Will make the following announcement to all locations in both English and Spanish using the Public Address System:

"Your attention please. This is an emergency message. Please evacuate this building immediately through the nearest exit and do not attempt to re-enter until instructed to do so by the Aviation Authority."

The announcement will be repeated at one minute intervals until such time the Landside building has been evacuated to the satisfaction of the Incident Commander.

2. Notify Parking to close entry lanes to the Short Term Parking Garage.
3. All shuttle cars will transit to the airside buildings, be placed in "manual" and parked. Also, make an orderly stop of the monorail system. The monorail cars will transit to the garage and be parked.

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4. Elevators are not to be used for building evacuation. All elevators will be brought to the Baggage Claim level and removed from service unless incident is in Baggage Claim, then the elevators will be taken to the second floor/Ticketing.
5. When the notice of re-entry is received from the Incident Commander, notify Parking to reopen entry lanes to the Short Term Parking Garage.

Notify tenants and airsides that entry to the Landside Terminal is now permitted.

Return all elevators, shuttle cars, and monorail cars to normal operation.

B. Airport Police:

1. Direct an orderly evacuation along with Fire Rescue personnel and tenant safety officers.
2. Assist those closest to the fire or point of detonation.
3. Check all areas of the Landside Building accessible to the public to ensure the areas are clear.

C. Tenants:

During business hours, all tenants of the Landside Building should have at least one person designated as safety officer. The safety officer(s) will have responsibility for their tenant area during a building evacuation. Within personal safety limits, the responsibilities of the safety officer(s) include management and control of fellow employees to carry out the following:

1. Immediately notify the Airport Police via the Emergency Telephone Number (911) or (870-8760), if a fire or other emergency occurs in their tenant area.
2. Activate a fire alarm pull box.
3. Assist injured persons to safe areas.
4. When possible, extinguish or contain the fire if it develops in

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their tenant area.

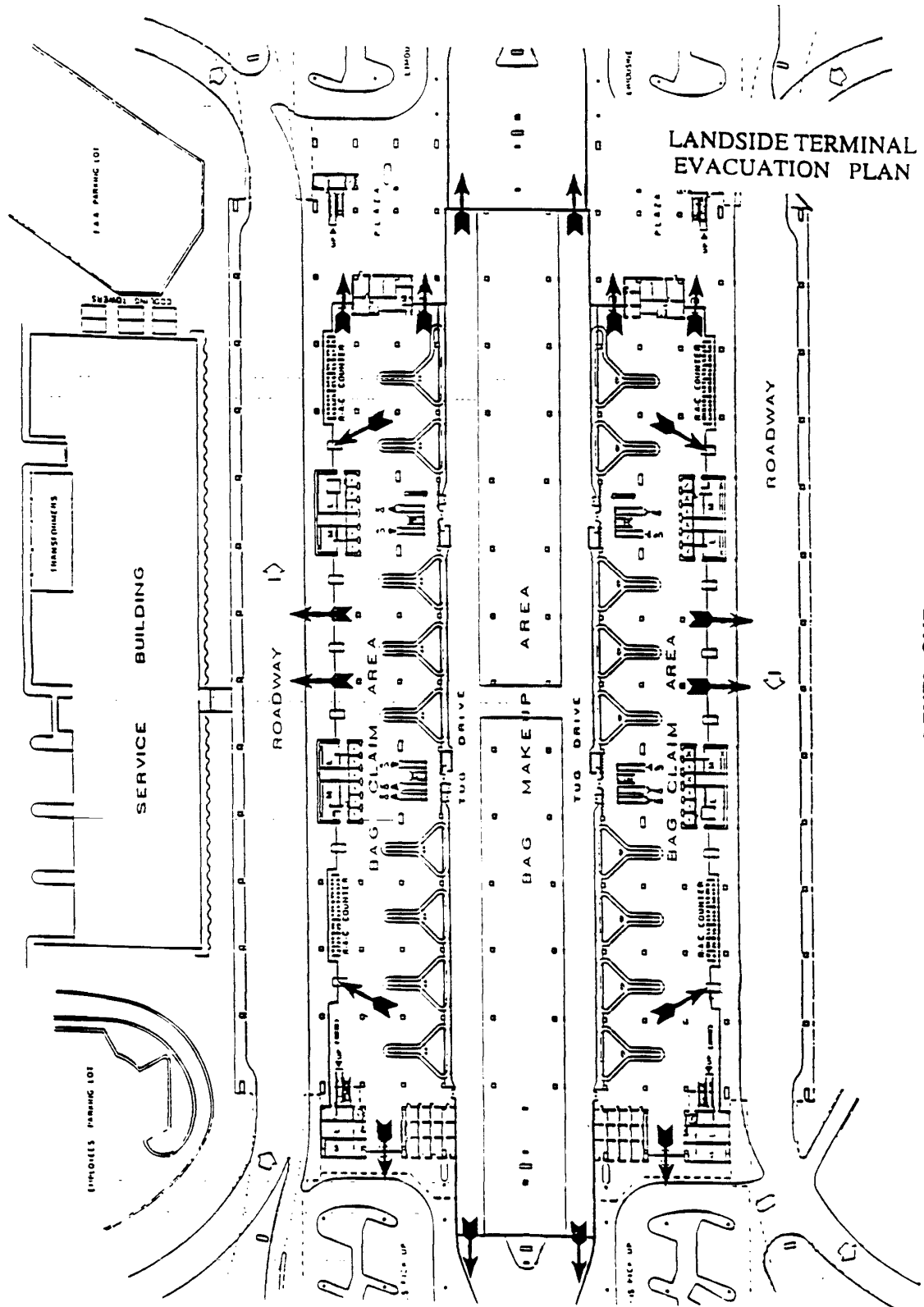
5. Assist patrons and other employees to the closest evacuation exit.
6. Search tenant areas to ensure all persons have been evacuated.
7. Assist others as necessary outside the building to maintain order and prevent persons from reentering the building.

It is important that employees assist the public as much as possible during an emergency evacuation. Employee assistance will expedite the evacuation, reduce the possibility of panic and injury, and assure the public uses the closest evacuation route.

GENERAL PROCEDURES:

- A. Each level of the Landside Building is divided into four quadrants. To minimize walking distance and speed the evacuation from each quadrant, when practical, evacuation will be through exits within that quadrant.
- B. Primary evacuation exits are stairwells from all levels above the second level. Personnel involved in the evacuation should check stairwells for smoke before utilizing them for evacuation.
- C. Evacuation of the Landside building will be a joint effort among Airport Operations, tenants, Police, and Fire personnel. Safety personnel are to check all portions of the Landside Building accessible to the public to ensure that areas are clear.
- D. The parking garage vehicle up-and-down ramps can be used for evacuation, as well as the 5th level monorail walkway. Caution should be exercised due to the possibility of exiting vehicles. Parking personnel will block the garage entry ramp to prevent vehicular entry.
- E. Airport tenants can obtain information concerning emergency procedures by contacting the Airport Communications Center at telephone number 870-8770.

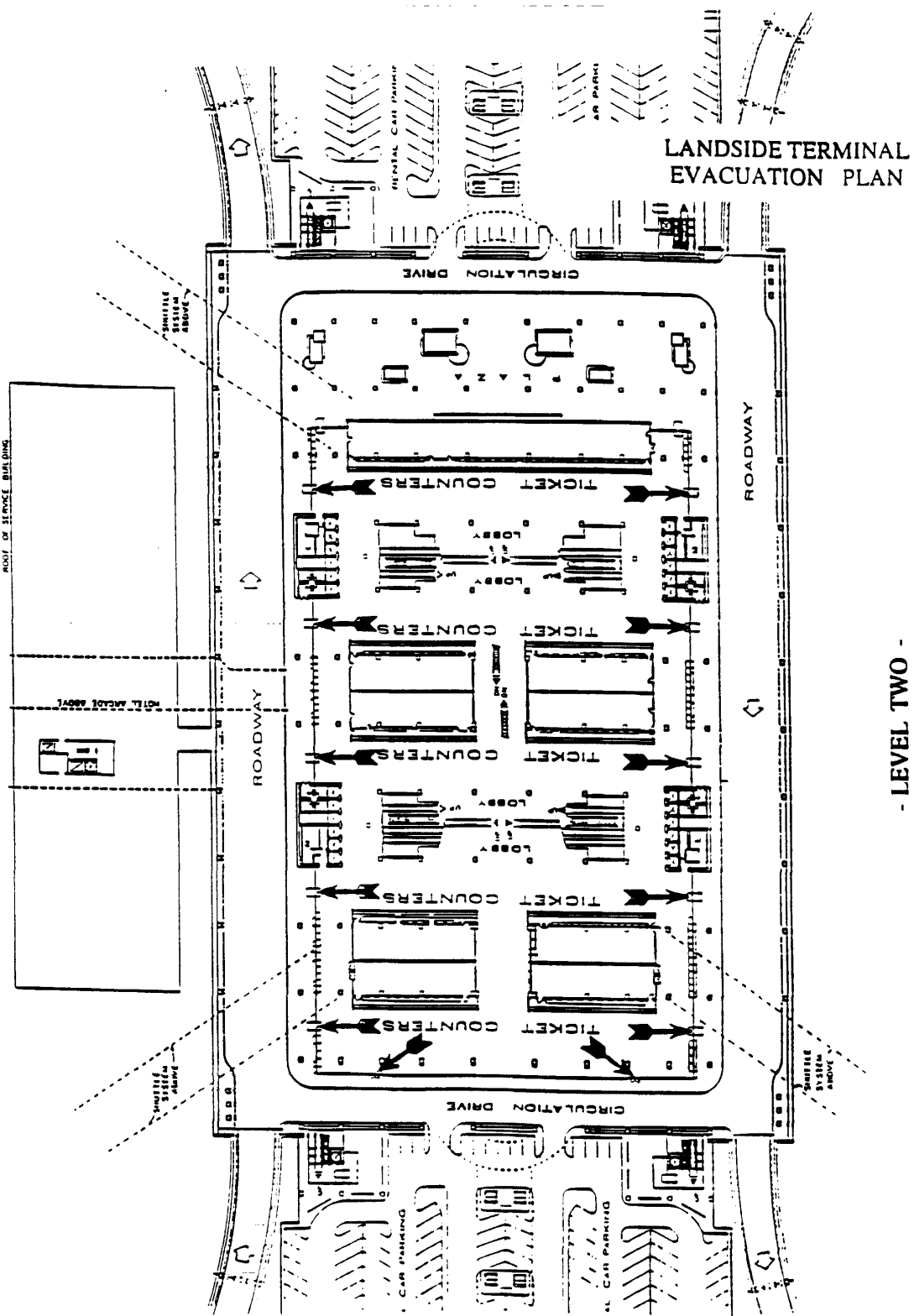
TAMPA INTERNATIONAL AIRPORT
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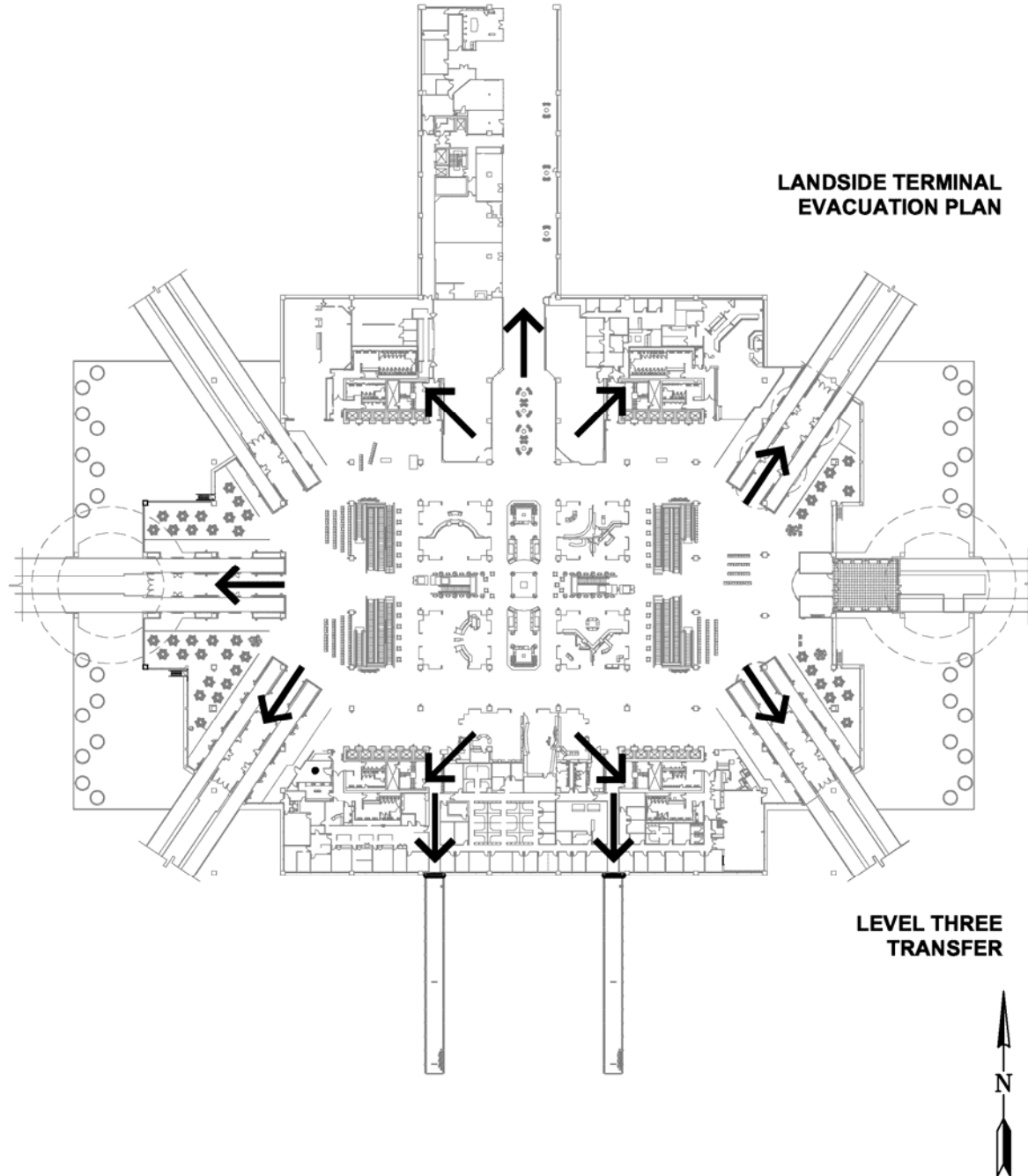
LANDSIDE TERMINAL
EVACUATION PLAN

- LEVEL ONE -

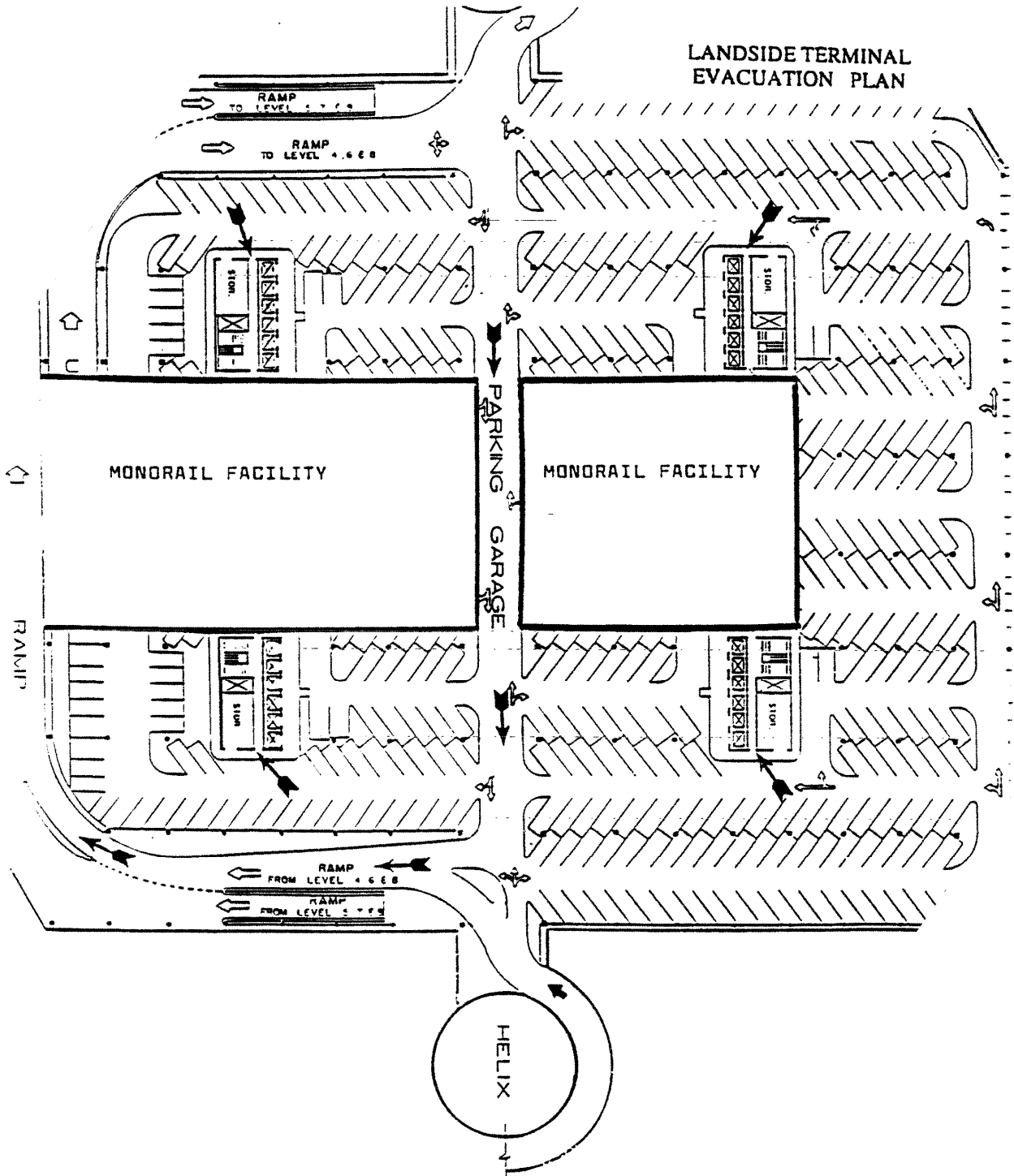
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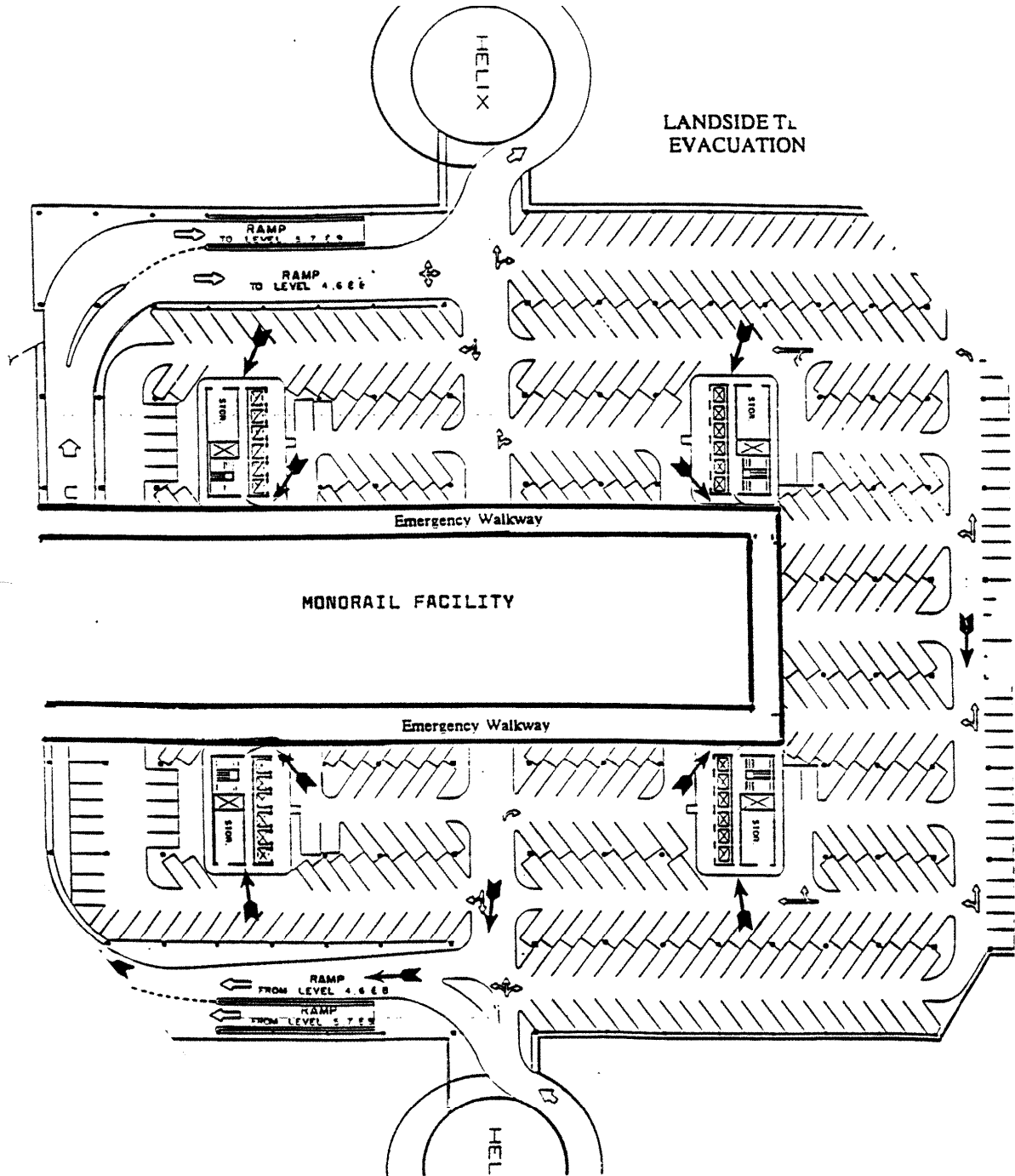
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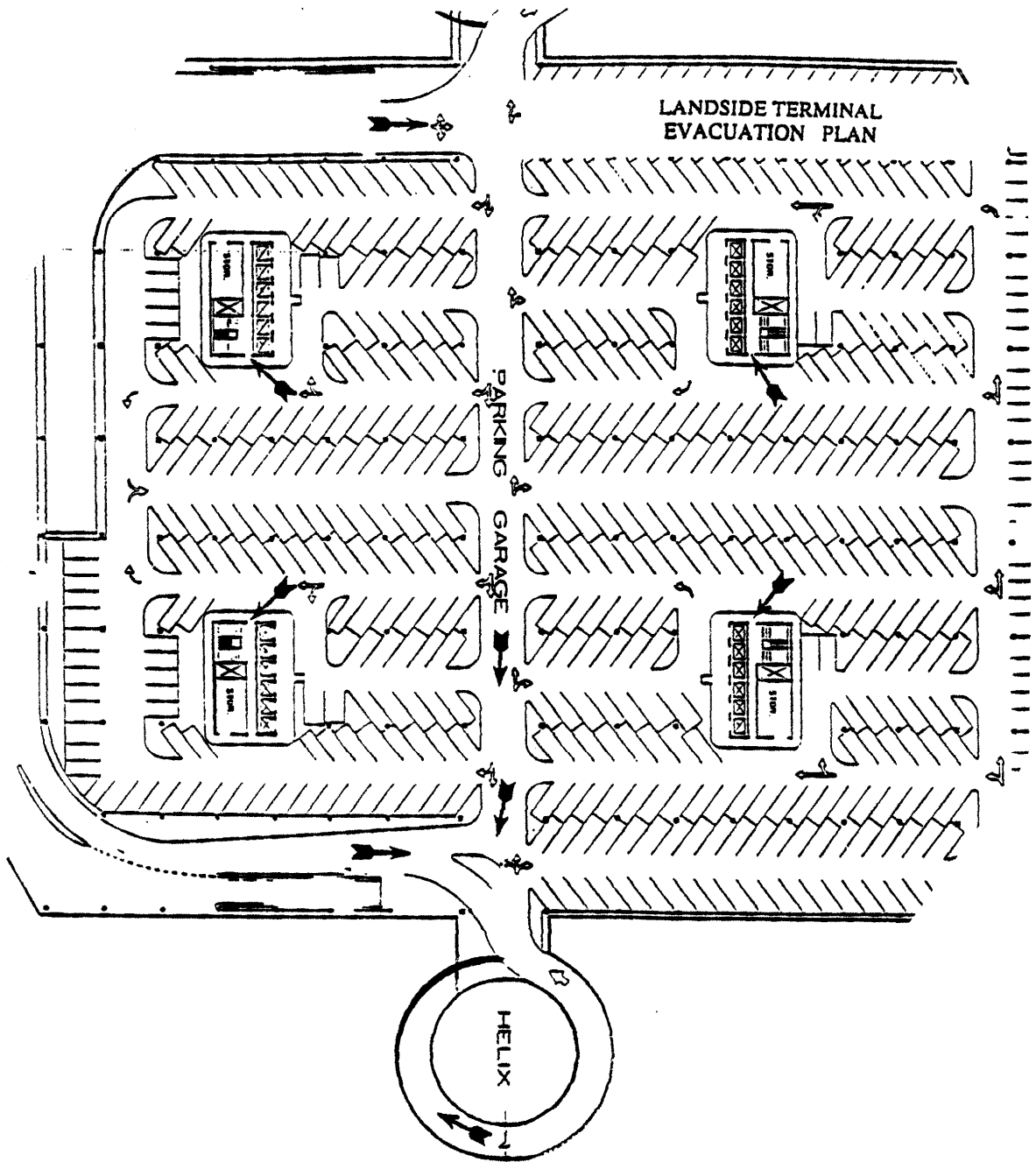
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Annex N -Emergency Evacuation Plan

Airside A



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ANNEX N - AIRSIDE A EMERGENCY EVACUATION PLAN

PURPOSE: To establish evacuation procedures for Airside A using Airport Operations, Police, Fire, and building tenant personnel, thus minimizing the possibility of panic or personal injury.

A description of the Airside A fire alarm system is outlined in Annex L of this manual.

EVACUATION PROCEDURES: In the event conditions dictate the evacuation of Airside A, the following actions will be taken (These procedures may be modified by the Incident Commander if necessary):

A. Communication Center

1. In addition to notification procedures in Section 2-420, Fire and Explosions- Structural, the Center will notify the following departments and companies and advise organizations of evacuation instructions:

Bombardier Transportation
Airside A Security
Air Tran
Continental/Continental Express
JetBlue
HMS Host
Northwest
Triangle Services
IT Department

2. Will make the following announcement to Airside "A" in both English and Spanish using the public address system.

Airside Evacuation

"Your attention please. This is an emergency message. Please evacuate this building immediately through the nearest exit and do not attempt to re-enter until instructed to do so by the Aviation Authority."

These announcements will be repeated at one minute intervals until such time the airside has been evacuated to the satisfaction of the Incident Commander.

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3. Will make the following announcement to the Landside Building in both English and Spanish using the public address system.

"Your attention please, Airside A has been closed. Please remain in the Landside Building."

The announcement will be repeated every five minutes until cancelled by the ADO or the Incident Commander.

4. Elevators are not to be used for building evacuation.
5. Determine from the ADO the proper positioning of the shuttle cars.
6. When the notice of re-entry is received from the ADO or the Incident Commander, notify tenants that re-entry is now permitted.

B. Airport Police

1. Immediately dispatch police officers to direct and assist an orderly evacuation along with fire rescue personnel.
2. Assist those closest to the fire or point of detonation.
3. Check all areas of Airside A accessible to the public to ensure the areas are clear.
4. Upon evacuation of the building, assign officers to assist in the control of the public at the main terminal and at the Airside A truck court.

C. Tenants

During business hours, all tenants of Airside A should have at least one person designated as safety officer. The safety officer(s) will have responsibility for their tenant area during a building evacuation. Within personal safety limits, the responsibilities of the safety officer(s) includes management and control of fellow employees to carry out the following:

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1. Immediately notify Airport Police via emergency telephone number (911) or (870-8760), if a fire or other emergency occurs in their tenant area.
2. Activate a fire alarm pull box.
3. Assist injured persons to safe areas.
4. When possible, extinguish or contain the fire if it develops in their tenant area.
5. Assist patrons and other employees to the shuttle lobby.
6. Search tenant areas to ensure all persons have been evacuated.
7. Assist others as necessary outside the building to maintain order and prevent persons from re-entering the building.
8. Assist in the control of the public on the Airside A ramp areas.
9. When directed by the TFR, HCAA Operations, or airline management, aircraft will be pushed back from the building.

It is important that employees assist the public as much as possible during an evacuation. Employee assistance will expedite the evacuation, reduce the possibility of panic and injury, and assures the public uses the closest evacuation route.

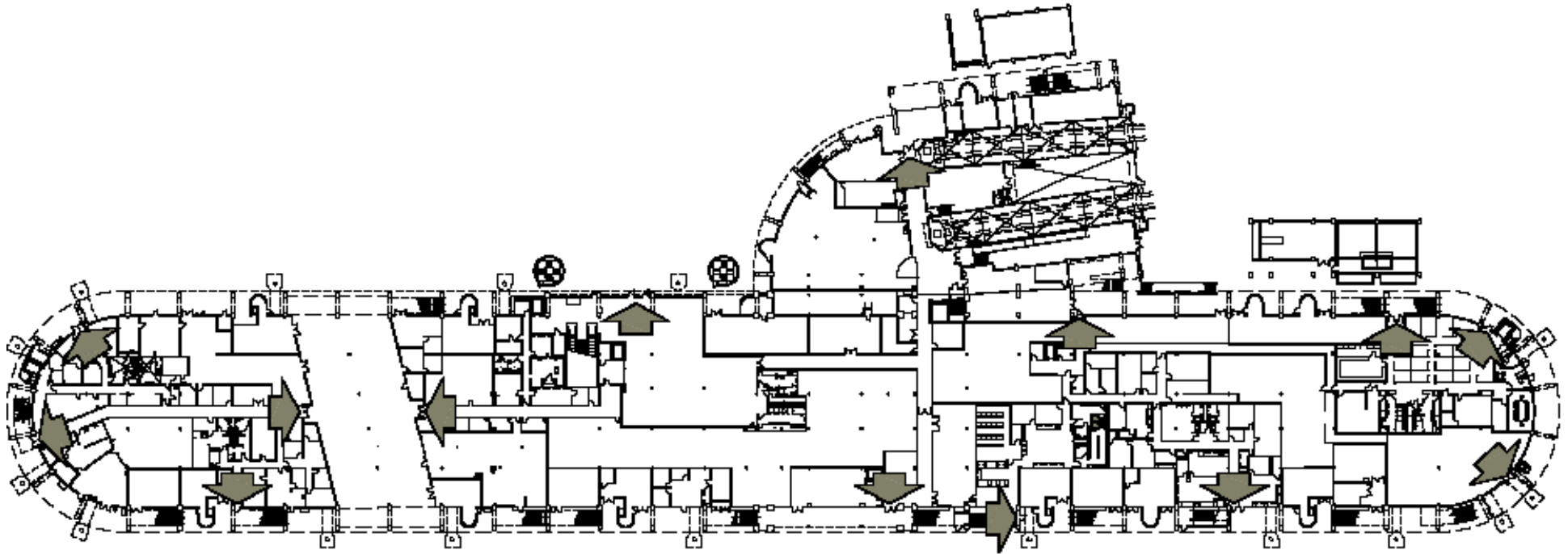
GENERAL PROCEDURES:

- A. Primary Evacuation exits from the second level are the fire exit doors and the shuttle walking bridge to the Landside Terminal.
- B. On the first floor of the Airside A building it will be the tenants responsibility to evacuate employees/passengers from these areas.
- C. Evacuation of Airside A will be a joint effort among tenants, Airport Operations, Police, and Fire Rescue personnel. Safety personnel are to check all portions of Airside A accessible to the public to ensure that areas are clear.

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- D. Airport tenants can obtain information concerning emergency procedures by contacting the Airport Communications Center at telephone number 870-8770.

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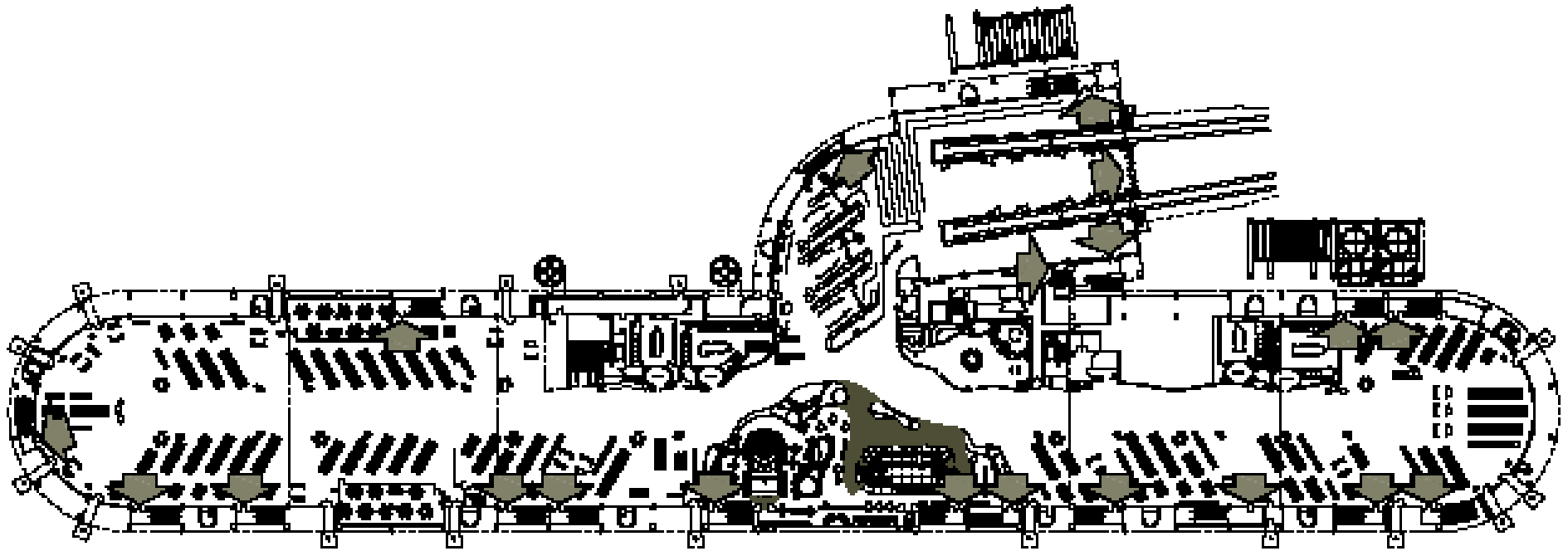


Ramp Level

Airside Evacuation Plan
Airside A - Annex N
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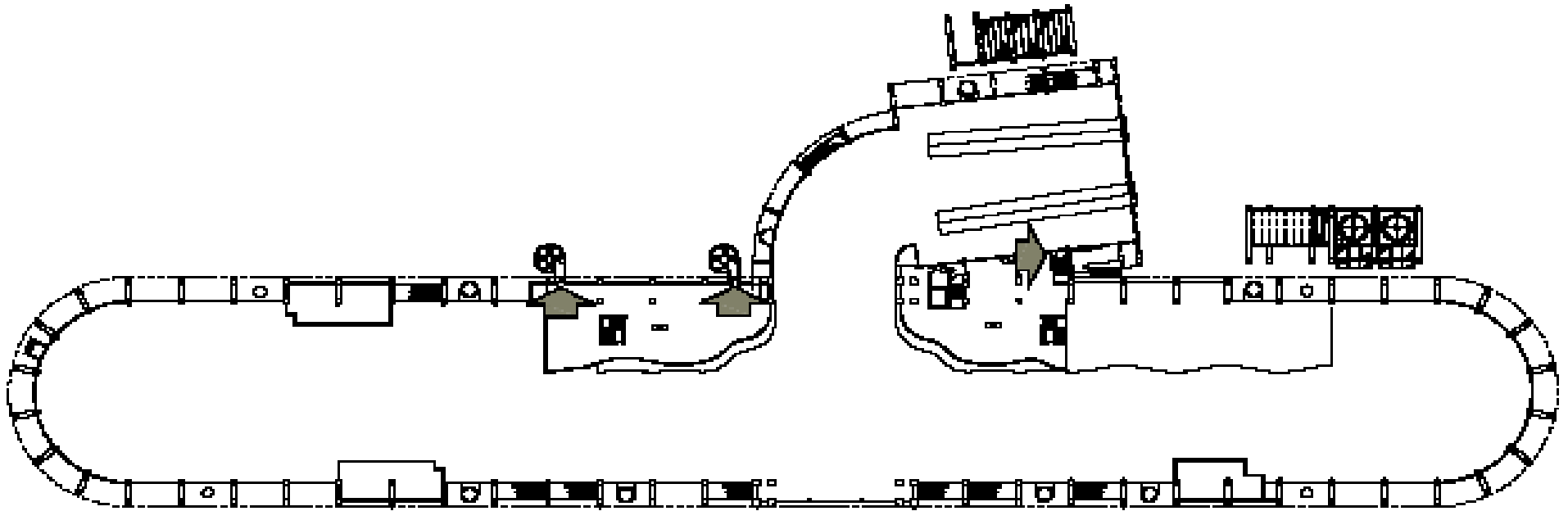
Boarding Level

Airside Evacuation Plan
Airside A - Annex N

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Mezzanine Level

Airside Evacuation Plan
Airside A - Annex N

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ANNEX O - AIRSIDE C EMERGENCY EVACUATION PLAN

PURPOSE: To establish evacuation procedures for Airside C using Airport Operations, Police, Fire, and building tenant personnel, thus minimizing the possibility of panic or personal injury.

A description of the Airside C fire alarm system is outlined in Annex L of this manual.

EVACUATION PROCEDURES: In the event conditions dictate the evacuation of Airside C, the following actions will be taken (These procedures may be modified by the Incident Commander if necessary):

A. Communication Center

1. In addition to notification procedures in Section 2-420, Fire and Explosions- Structural, the Center will notify the following departments and companies and advise organizations of evacuation instructions:

Bombardier Transportation
Airside C Security
HMS Host
Southwest
Spirit/Midwest
Triangle Services

2. Will make the following announcement to Airside "C" in both English and Spanish using the public address system.

Airside Evacuation

"Your attention please. This is an emergency message. Please evacuate this building immediately through the nearest exit and do not attempt to re-enter until instructed to do so by the Aviation Authority."

These announcements will be repeated at one minute intervals until such time the airside has been evacuated to the satisfaction of the Incident Commander.

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3. Will make the following announcement to the Landside Building in both English and Spanish using the public address system.

"Your attention please, Airside C has been closed. Please remain in the Landside Building."

The announcement will be repeated every five minutes until cancelled by the ADO or the Incident Commander.

4. Elevators are not to be used for building evacuation.
5. Determine from the ADO the proper positioning of the shuttle cars.
6. When the notice of re-entry is received from the ADO or the Incident Commander, notify tenants that re-entry is now permitted.

B. Airport Police

1. Immediately dispatch police officers to direct and assist an orderly evacuation along with fire rescue personnel.
2. Assist those closest to the fire or point of detonation.
3. Check all areas of Airside C accessible to the public to ensure the areas are clear.
4. Upon evacuation of the building, assign officers to assist in the control of the public at the main terminal and at the Airside C truck court.

C. Tenants

During business hours, all tenants of Airside C should have at least one person designated as safety officer. The safety officer(s) will have responsibility for their tenant area during a building evacuation. Within personal safety limits, the responsibilities of the safety officer(s) includes management and control of fellow employees to carry out the following:

1. Immediately notify Airport Police via emergency telephone number (911) or (870-8760), if a fire or other emergency occurs in their tenant area.

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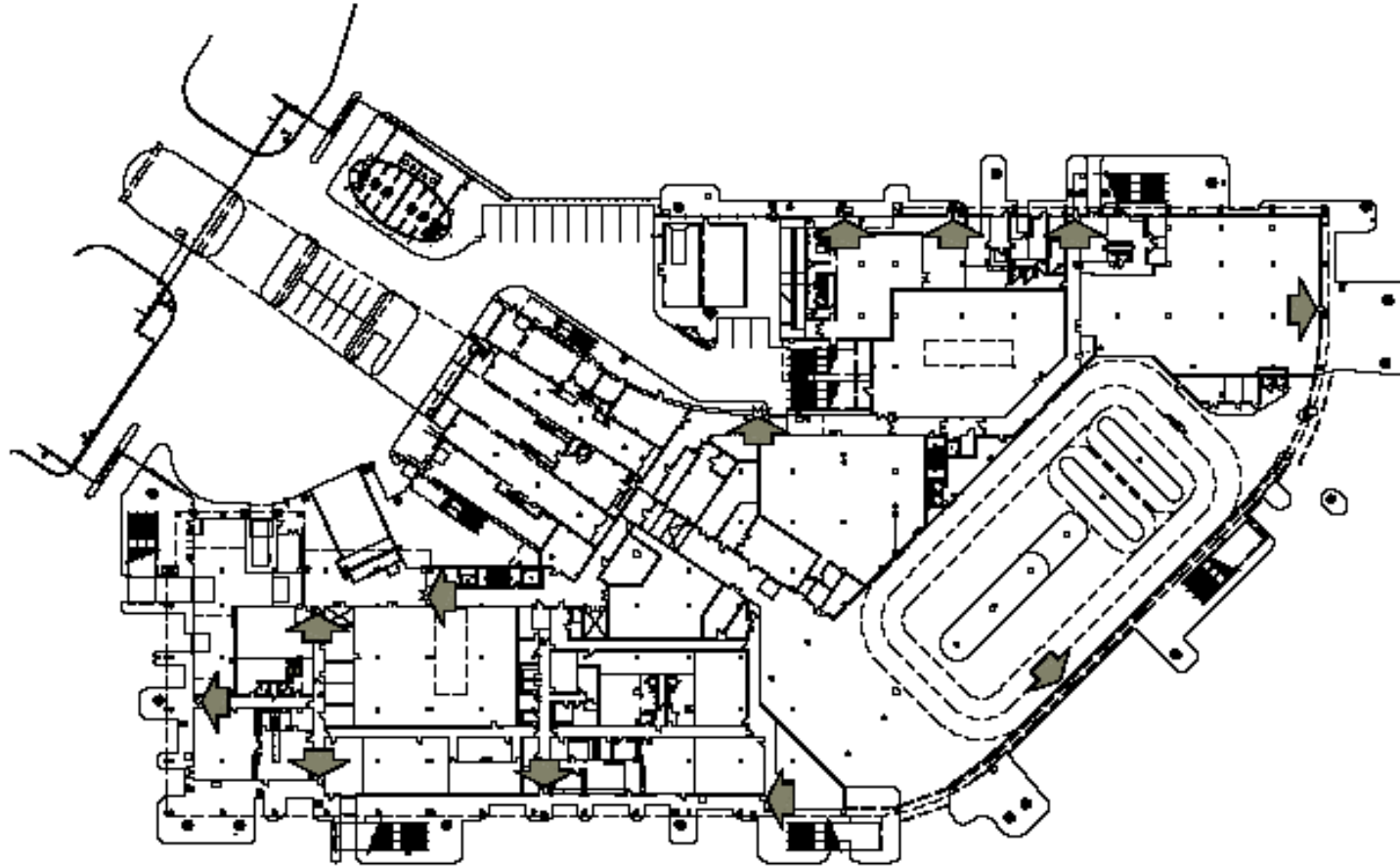
2. Activate a fire alarm pull box.
3. Assist injured persons to safe areas.
4. When possible, extinguish or contain the fire if it develops in their tenant area.
5. Assist patrons and other employees to the shuttle lobby.
6. Search tenant areas to ensure all persons have been evacuated.
7. Assist others as necessary outside the building to maintain order and prevent persons from re-entering the building.
8. Assist in the control of the public on the Airside C ramp areas.
9. When directed by the TFR, HCAA Operations, or airline management, aircraft will be pushed back from the building.

It is important that employees assist the public as much as possible during an evacuation. Employee assistance will expedite the evacuation, reduce the possibility of panic and injury, and assures the public uses the closest evacuation route.

GENERAL PROCEDURES:

- A. Primary Evacuation exits from the third level are the fire exit doors and the shuttle walking bridge to the Landside Terminal.
- B. On the first and second floor of the Airside C building it will be the tenants responsibility to evacuate employees/passengers from these areas.
- C. Evacuation of Airside C will be a joint effort among tenants, Airport Operations, Police, and Fire Rescue personnel. Safety personnel are to check all portions of Airside C accessible to the public to ensure that areas are clear.
- D. Airport tenants can obtain information concerning emergency procedures by contacting the Airport Communications Center at telephone number 870-8770.

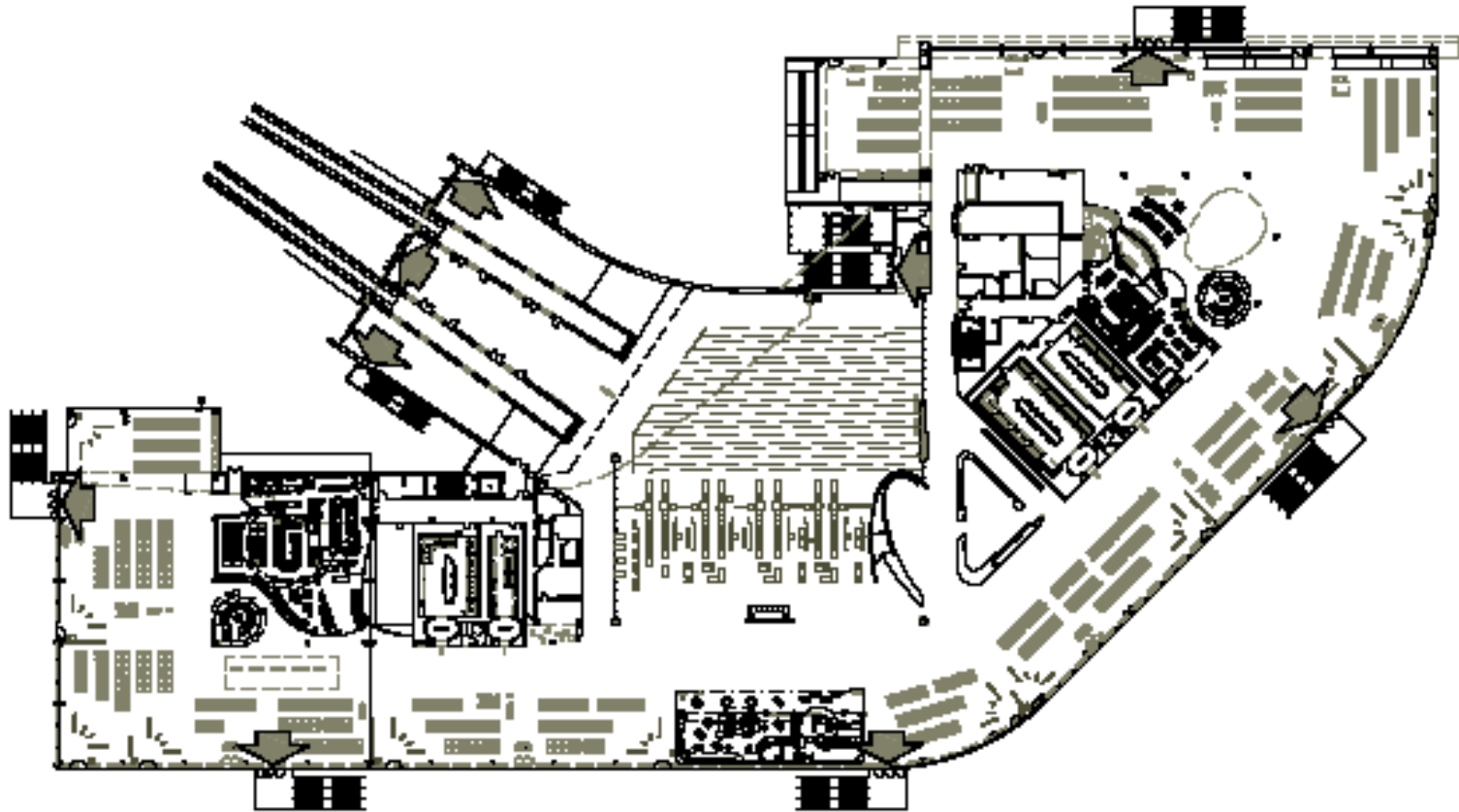
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Ramp Level

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Airside C - Annex O
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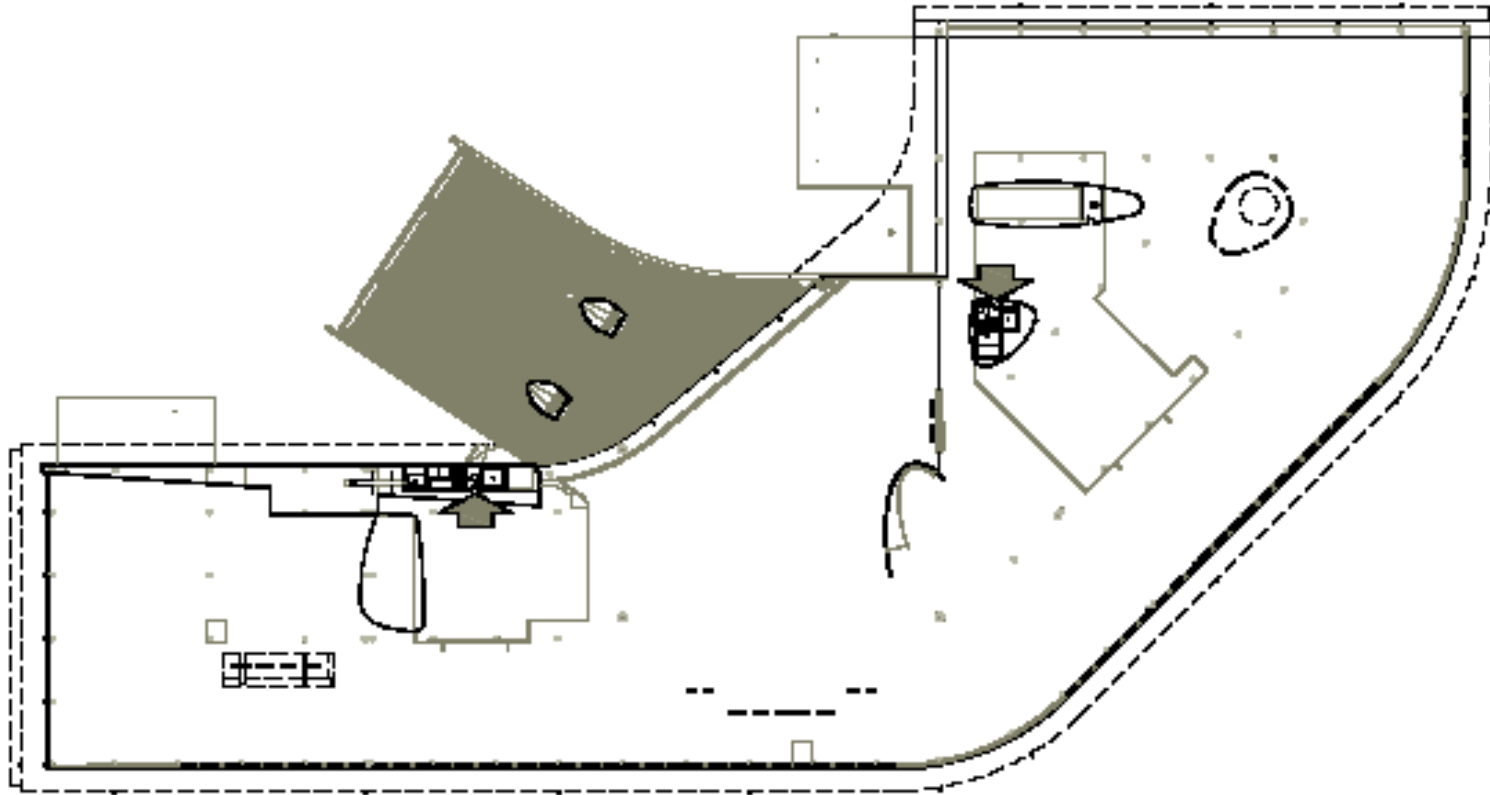
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Boarding Level

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Mezzanine Level

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Annex P -Emergency Evacuation Plan

Airside E



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ANNEX P - AIRSIDE E EMERGENCY EVACUATION PLAN

PURPOSE: To establish evacuation procedures for Airside E using Airport Operations, Police, Fire, and building tenant personnel, thus minimizing the possibility of panic or personal injury.

A description of the Airside E fire alarm system is outlined in Annex L of this manual.

EVACUATION PROCEDURES: In the event conditions dictate the evacuation of Airside E, the following actions will be taken (These procedures may be modified by the Incident Commander if necessary):

A. Communication Center

1. In addition to notification procedures in Section 2-420, Fire and Explosions- Structural, the Center will notify the following departments and companies and advise organizations of evacuation instructions:

Bombardier Transportation
Airside E Security
Air Canada
Delta
HMS Host
United
Triangle Services

2. Will make the following announcement to Airside "E" in both English and Spanish using the public address system.

Airside Evacuation

"Your attention please. This is an emergency message. Please evacuate this building immediately through the nearest exit and do not attempt to re-enter until instructed to do so by the Aviation Authority."

These announcements will be repeated at one minute intervals until such time the airside has been evacuated to the satisfaction of the Incident Commander.

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3. Will make the following announcement to the Landside Building in both English and Spanish using the public address system.

"Your attention please, Airside E has been closed. Please remain in the Landside Building."

The announcement will be repeated every five minutes until cancelled by the ADO or the Incident Commander.

4. Elevators are not to be used for building evacuation.
5. Determine from the ADO the proper positioning of the shuttle cars.
6. When the notice of re-entry is received from the ADO or the Incident Commander, notify tenants that re-entry is now permitted.

B. Airport Police

1. Immediately dispatch police officers to direct and assist an orderly evacuation along with fire rescue personnel.
2. Assist those closest to the fire or point of detonation.
3. Check all areas of Airside E accessible to the public to ensure the areas are clear.
4. Upon evacuation of the building, assign officers to assist in the control of the public at the main terminal and at the Airside E truck court.

C. Tenants

During business hours, all tenants of Airside E should have at least one person designated as safety officer. The safety officer(s) will have responsibility for their tenant area during a building evacuation. Within personal safety limits, the responsibilities of the safety officer(s) includes management and control of fellow employees to carry out the following:

1. Immediately notify Airport Police via emergency telephone number (911) or (870-8760), if a fire or other emergency occurs in their tenant area.

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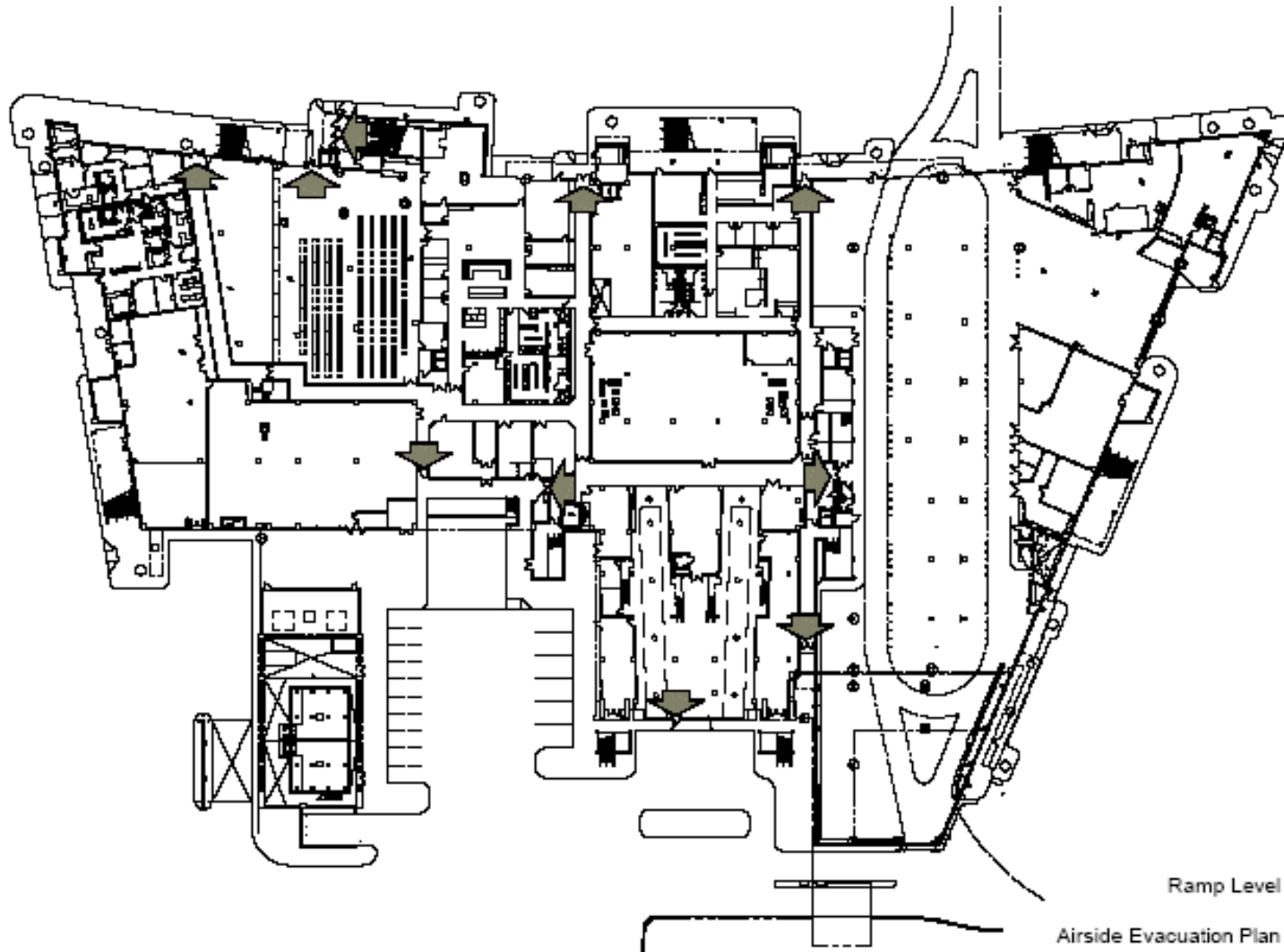
2. Activate a fire alarm pull box.
3. Assist injured persons to safe areas.
4. When possible, extinguish or contain the fire if it develops in their tenant area.
5. Assist patrons and other employees to the shuttle lobby.
6. Search tenant areas to ensure all persons have been evacuated.
7. Assist others as necessary outside the building to maintain order and prevent persons from re-entering the building.
8. Assist in the control of the public on the Airside E ramp areas.
9. When directed by the TFR, HCAA Operations, or airline management, aircraft will be pushed back from the building.

It is important that employees assist the public as much as possible during an evacuation. Employee assistance will expedite the evacuation, reduce the possibility of panic and injury, and assures the public uses the closest evacuation route.

GENERAL PROCEDURES:

- A. Primary Evacuation exits from the third level are the fire exit doors and the shuttle walking bridge to the Landside Terminal.
- B. On the first and second floor of the Airside E building it will be the tenants responsibility to evacuate employees/passengers from these areas.
- C. Evacuation of Airside E will be a joint effort among tenants, Airport Operations, Police, and Fire Rescue personnel. Safety personnel are to check all portions of Airside E accessible to the public to ensure that areas are clear.
- D. Airport tenants can obtain information concerning emergency procedures by contacting the Airport Communications Center at telephone number 870-8770.

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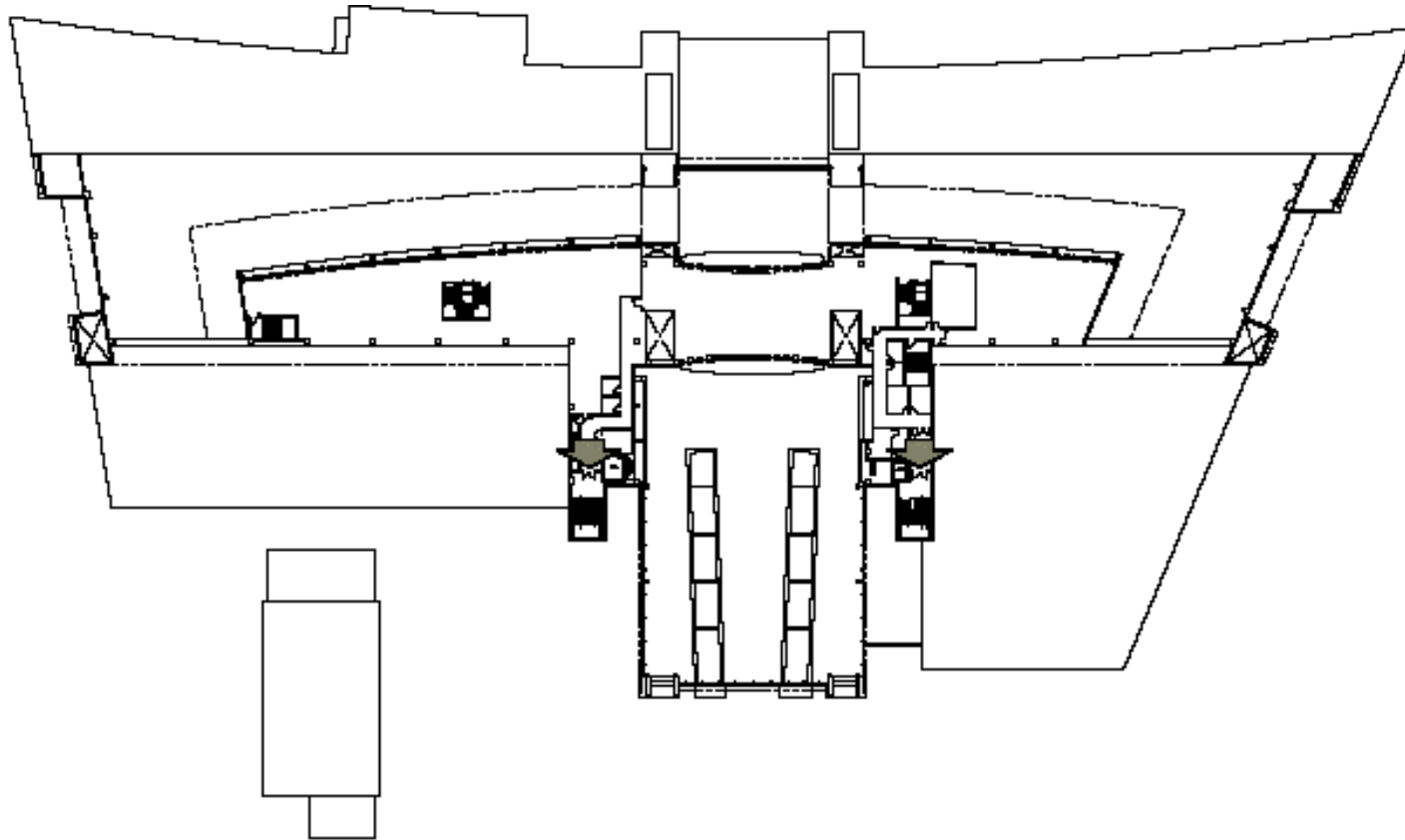


Ramp Level

Airside Evacuation Plan
Airside E - Annex P

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Mezzanine Level

Airside Evacuation Plan
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Annex Q - Emergency Evacuation Plan

Airside F



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ANNEX Q - AIRSIDE F EMERGENCY EVACUATION PLAN

PURPOSE: To establish evacuation procedures for Airside F using Airport Operations, Police, Fire, and building tenant personnel, thus minimizing the possibility of panic or personal injury.

A description of the Airside F fire alarm system is outlined in Annex L of this manual.

EVACUATION PROCEDURES: In the event conditions dictate the evacuation of Airside F, the following actions will be taken (These procedures may be modified by the Incident Commander if necessary):

A. Communication Center

1. In addition to notification procedures in Section 2-420, Fire and Explosions- Structural, the Center will notify the following departments and companies and advise organizations of evacuation instructions:

Bombardier Transportation
American Airlines
Airside F Security
British Airways
Cayman Airways
Duty Free
HMS Host/Stellar Partners
US Airways
U. S. Agriculture
U. S. Customs and Border Protection
Triangle Services
WestJet

2. Will make the following announcement to Airside "F" in both English and Spanish using the public address system.

Airside Evacuation

"Your attention please. This is an emergency message. Please evacuate this building immediately through the nearest exit and do not attempt to re-enter until instructed to do so by the Aviation Authority."

These announcements will be repeated at one minute intervals until

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such time the airside has been evacuated to the satisfaction of the Incident Commander.

3. Will make the following announcement to the Landside Building in both English and Spanish using the public address system.

"Your attention please, Airside F has been closed. Please remain in the Landside Building."

The announcement will be repeated every five minutes until cancelled by the ADO or the Incident Commander.

4. Elevators are not to be used for building evacuation.
5. Determine from the ADO the proper positioning of the shuttle cars.
6. When the notice of re-entry is received from the ADO or the Incident Commander, notify tenants that re-entry is now permitted.

B. Airport Police

1. Immediately dispatch police officers to direct and assist an orderly evacuation along with fire rescue personnel.
2. Dispatch a police officer to the Federal Inspection Station area of the building to announce and assist in the evacuation of the building. Evacuation of the F. I. S. area will be through the sliding glass doors to the truck court.
3. Assist those closest to the fire or point of detonation.
4. Check all areas of Airside F accessible to the public to ensure the areas are clear.
5. Upon evacuation of the building, assign officers to assist in the control of the public at the main terminal and at the Airside F truck court.

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C. Tenants

During business hours, all tenants of Airside F should have at least one person designated as safety officer. The safety officer(s) will have responsibility for their tenant area during a building evacuation. Within personal safety limits, the responsibilities of the safety officer(s) includes management and control of fellow employees to carry out the following:

1. Immediately notify Airport Police via emergency telephone number (911) or (870-8760), if a fire or other emergency occurs in their tenant area.
2. Activate a fire alarm pull box.
3. Assist injured persons to safe areas.
4. When possible, extinguish or contain the fire if it develops in their tenant area.
5. Assist patrons and other employees to the shuttle lobby or other buildings.
6. Search tenant areas to ensure all persons have been evacuated.
7. Assist others as necessary outside the building to maintain order and prevent persons from re-entering the building.
8. Assist in the control of the public on the Airside F ramp areas.
9. When directed by the TFR, HCAA Operations, or airline management, aircraft will be pushed back from the building.

It is important that employees assist the public as much as possible during an evacuation. Employee assistance will expedite the evacuation, reduce the possibility of panic and injury, and assures the public uses the closest evacuation route.

GENERAL PROCEDURES:

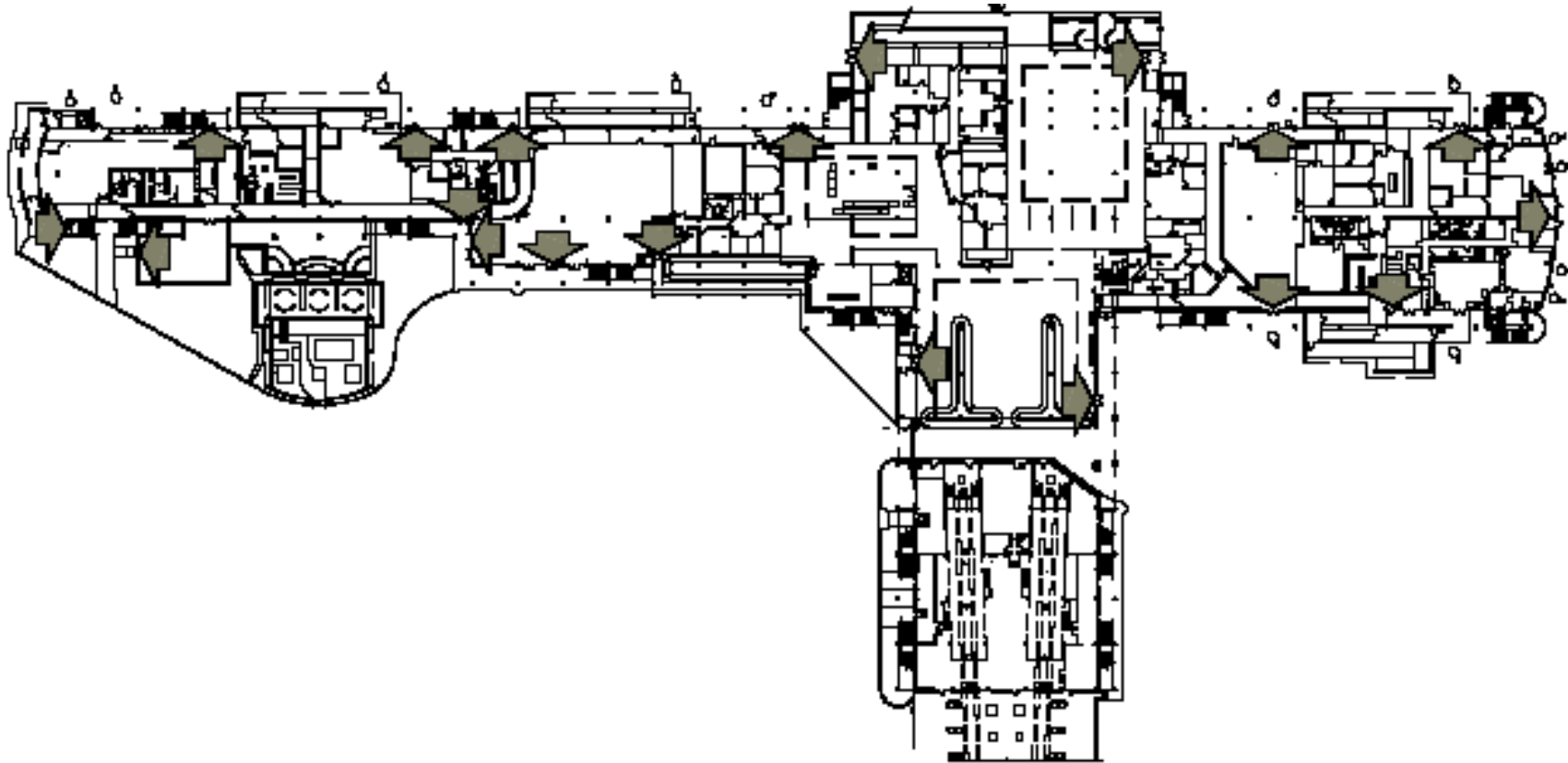
- A. Primary Evacuation exits from the second level are the fire exit doors and the shuttle walking bridge to the Landside Terminal.
- B. On the first floor of the Airside F building it will be the tenants responsibility to evacuate employees/passengers from these areas. Area not so

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designated as tenant area include hallways, F.I.S., and the International baggage claim, are to evacuate using the joint efforts of Police, Fire Rescue, U. S. Customs and Border Protection, and U. S. Agriculture personnel.

- C. Evacuation of Airside F will be a joint effort among tenants, Airport Operations, Police, and Fire Rescue personnel. Safety personnel are to check all portions of Airside F accessible to the public to ensure that areas are clear.
 - a. Airport tenants can obtain information concerning emergency procedures by contacting the Airport Communications Center at telephone number 870-8770.

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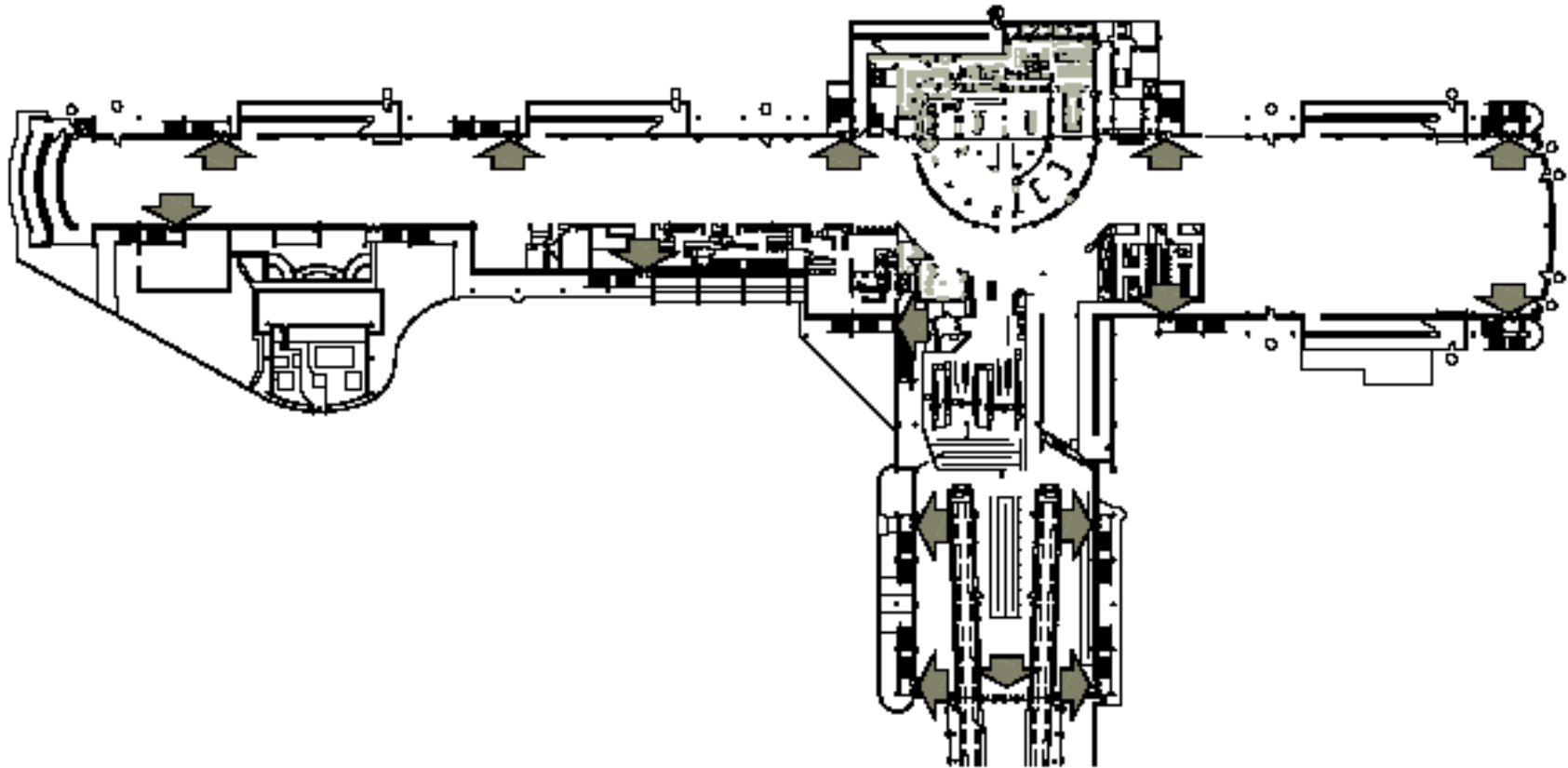
Ramp Level

Airside Evacuation Plan

Airside F - Annex Q

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Boarding Level

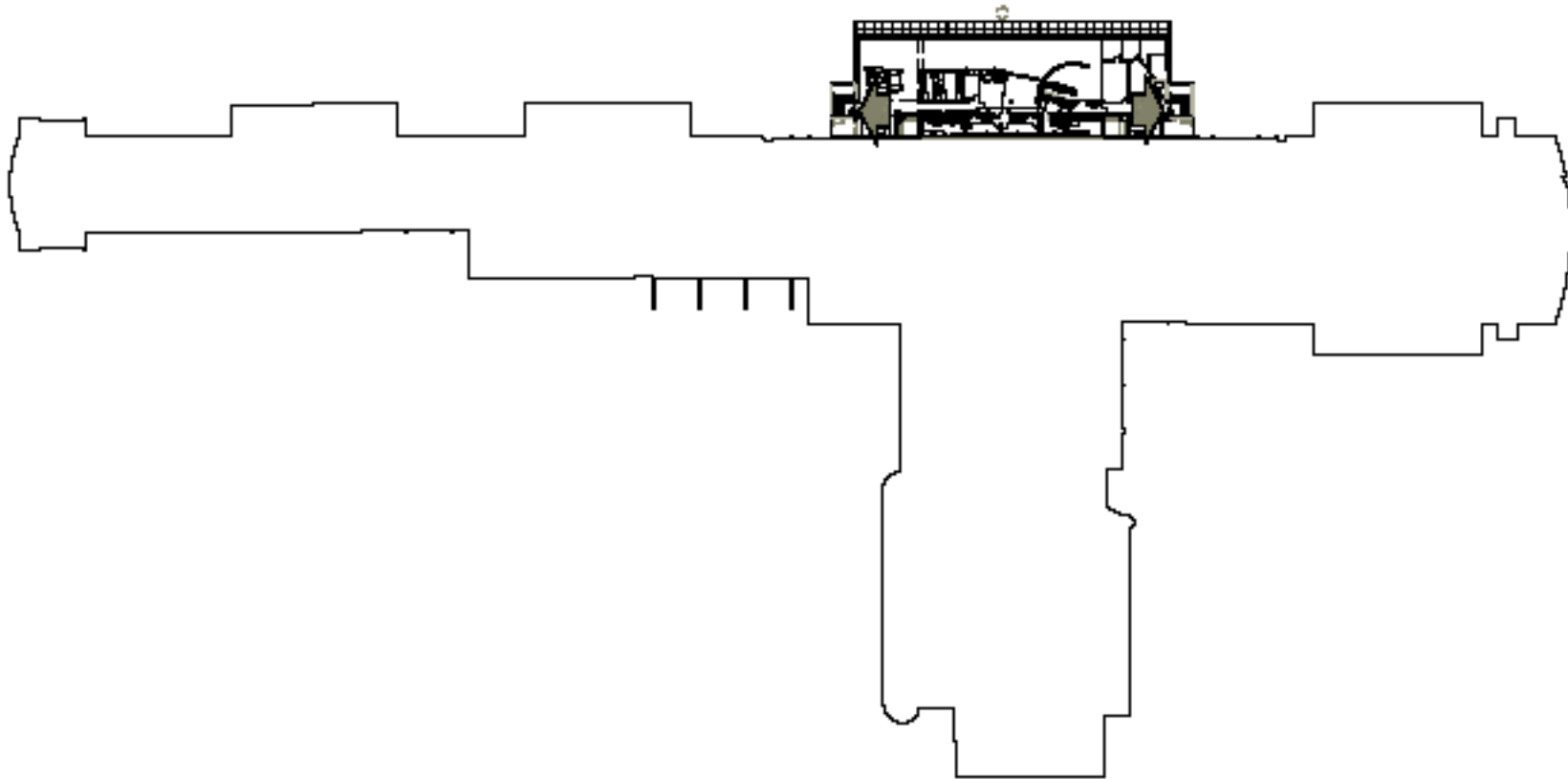
Airside Evacuation Plan

Airside F - Annex Q

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Mezzanine Level

Airside Evacuation Plan
Airside F - Annex Q
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ANNEX R - EMERGENCY EVACUATION PLAN - LONG TERM PARKING

PURPOSE: To establish evacuation procedures for the Long Term Parking Garage using Police, Fire, and building tenant personnel, thus minimizing the possibility of panic or personal injury.

A description of the Long Term Parking fire alarm system is outlined in Annex L of this manual.

EVACUATION PROCEDURES: In the event conditions dictate the evacuation of Long Term Parking is necessary, the following actions will be taken:

A. Communication Center

1. In addition to notification procedures in Section 2-420, Fire and Explosions- Structural, the Center will notify the following departments and companies and advise organizations of evacuation instructions:

Avis
Budget
Dollar
Hertz
National
Director of Parking and Ground Transportation
Ground Transportation Manager
Monorail Maintenance Facility
AMPCO Parking
Triangle Services

2. Will make the following announcement to all monorail lobbies and landside building in both English and Spanish using the public address system.

"Your attention please. This is an emergency message. Please evacuate this building immediately through the nearest exit and do not attempt to re-enter until instructed to do so by the Aviation Authority."

The announcements will be repeated at one minute intervals until such time the Long Term Parking Garage has been evacuated to the satisfaction of the Incident Commander.

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3. Notify Parking to close entry lanes to the Long Term Parking Garage.
4. Elevators are not to be used for building evacuation. All elevators will be brought to the ground floor and removed from service.
5. When the notice of re-entry is received from the Incident Commander, notify Parking to reopen entry lanes to the Long Term Parking Garage.
6. Notify tenants that reentry to the Long Term Parking Garage is now permitted.
7. Return all elevators and monorail cars to normal operation.

B. Airport Police

1. Immediately dispatch police officers to direct and assist an orderly evacuation along with fire rescue personnel.
2. Assist those closest to the fire or point of detonation.
3. Dispatch an officer to the Monorail Maintenance Facility area of the building to assist in the evacuation of this area.
4. Check all areas of Long Term Parking Garage accessible to the public to ensure the areas are clear.

C. Tenants

During business hours, all tenants of Long Term Parking Garage should have at least one person designated as safety officer. The safety officer(s) will have responsibility for their tenant area during a building evacuation. Within personal safety limits, the responsibilities of the safety officer(s) includes management and control of fellow employees to carry out the following:

1. Immediately notify Airport Police via emergency telephone number
2. Activate a fire alarm pull box.
3. Assist injured persons to safe areas.

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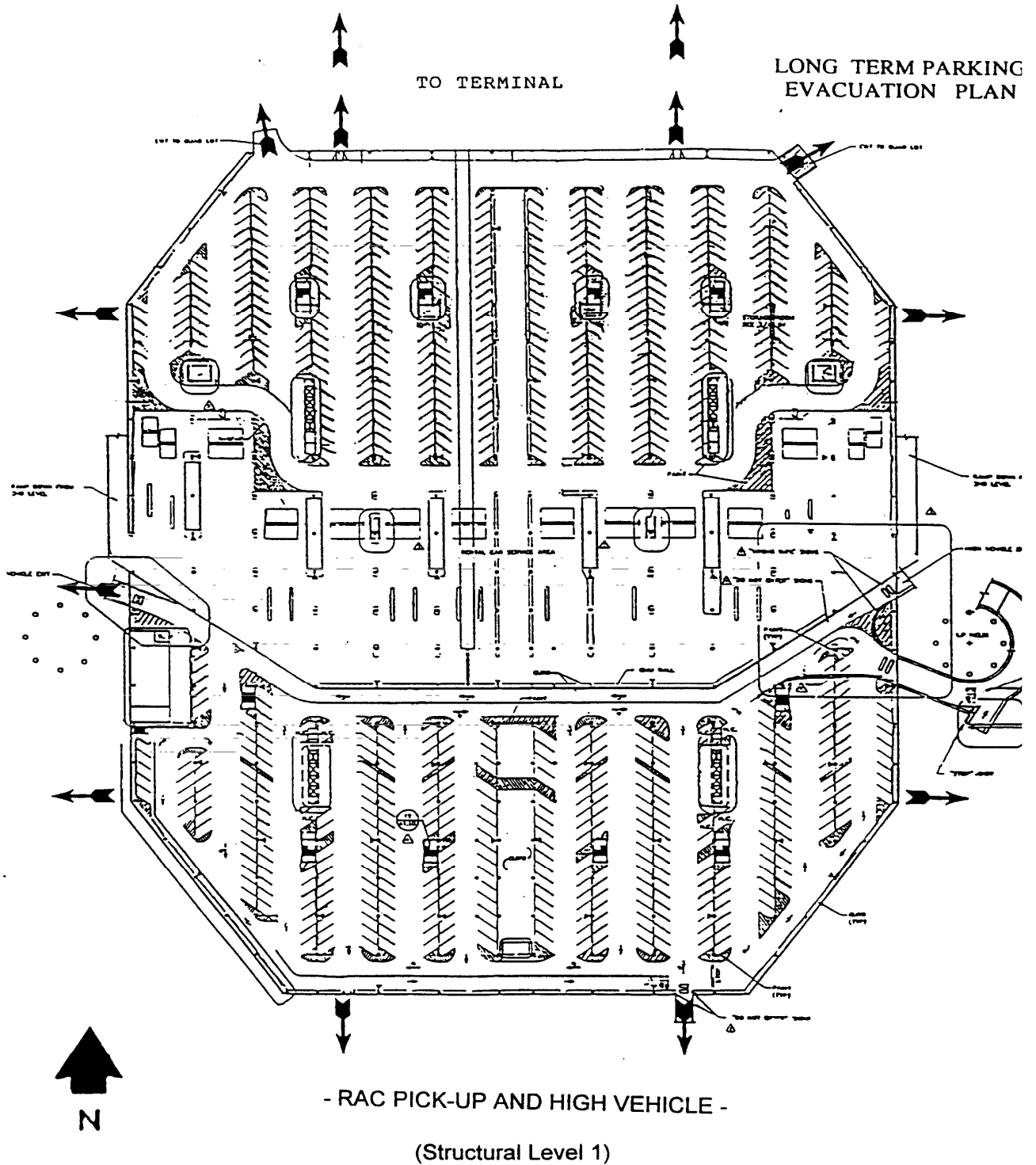
4. When possible, extinguish or contain the fire if it develops in their tenant area.
5. Assist patrons and other employees to the closest evacuation exit.
6. Search tenant areas to ensure all persons have been evacuated.
7. Assist others as necessary outside the building to maintain order and prevent persons from re-entering the building.

It is important that employees assist the public as much as possible during an emergency evacuation. Employee assistance will expedite the evacuation, reduce the possibility of panic and injury, and assures the public uses the closest evacuation route.

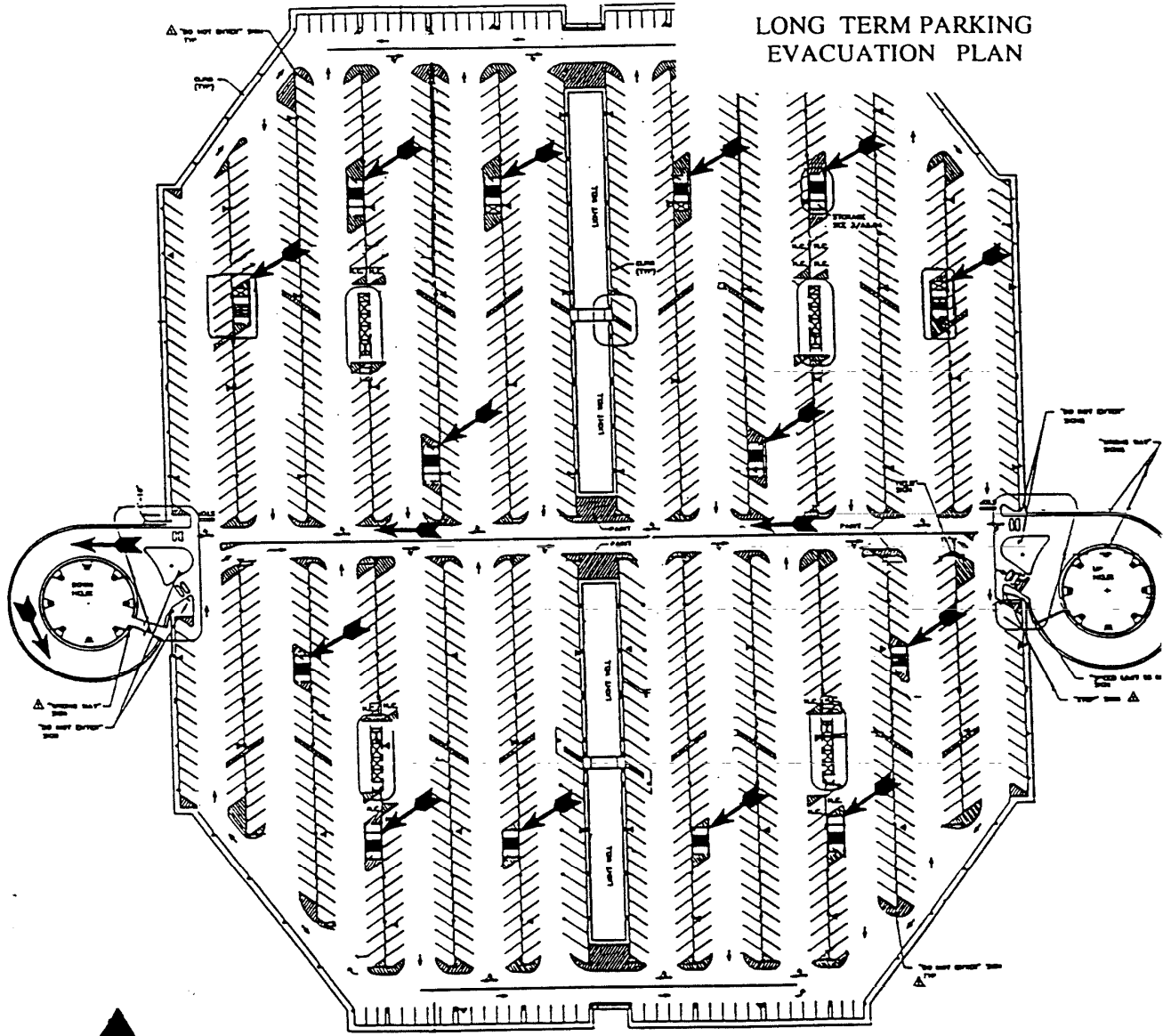
GENERAL PROCEDURES:

- A. Primary Evacuation exits are stairwells, the cross walks to the Landside Building, and the entrance and exit helixes.
- B. Evacuation of Long Term Parking Garage will be a joint effort among the garage tenants, Police, and Fire Rescue personnel. Safety personnel are to check all portions of the Long Term Parking Garage accessible to the public to ensure that areas are clear. Please note that P. A. announcements are only available at the monorail lobbies.
- C. Airport tenants can obtain information concerning emergency procedures by contacting the Airport Communications Center at telephone number 870-8770.

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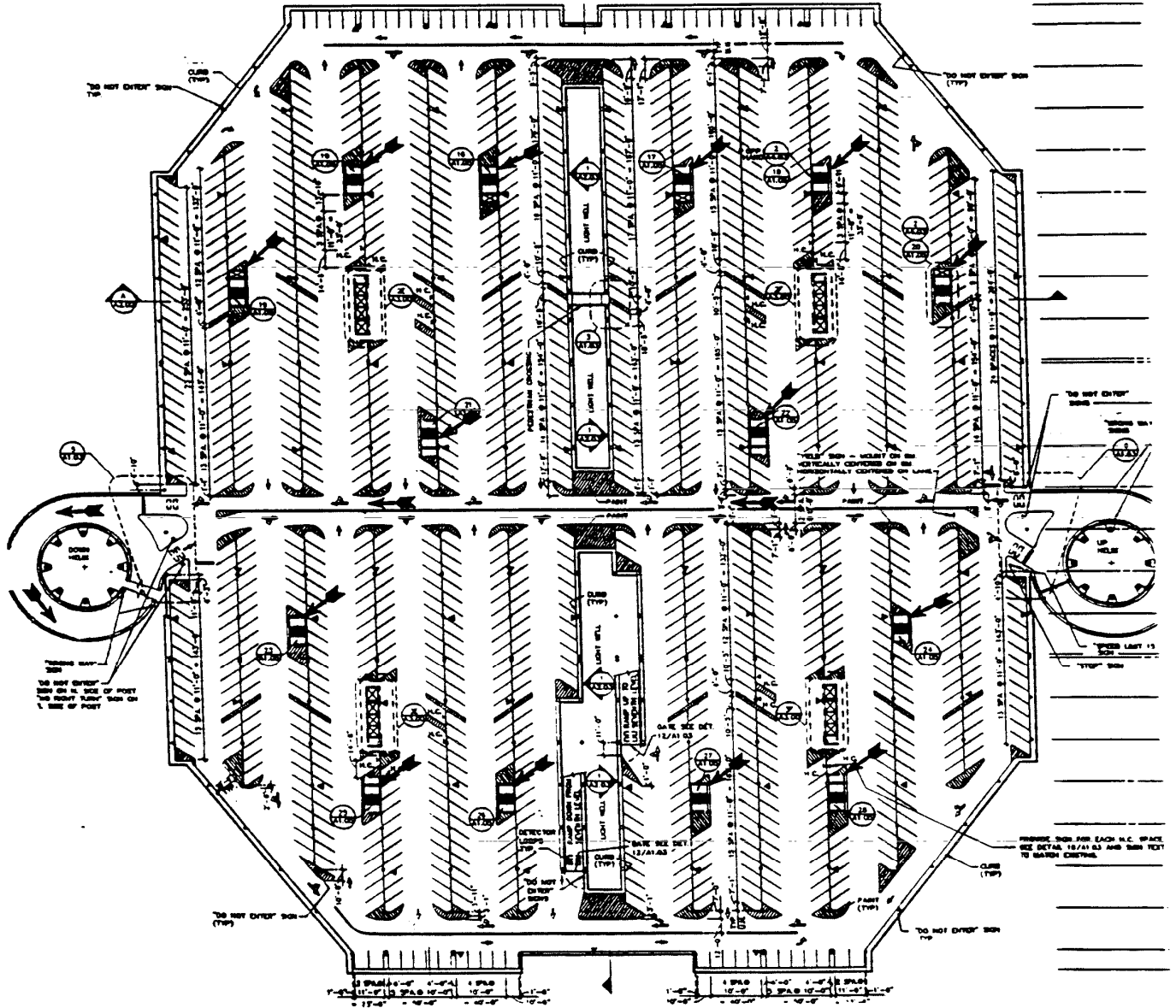


LONG TERM PARKING
EVACUATION PLAN



- PARKING LEVELS ONE, TWO AND THREE -
(Structural Levels Three, Four and Five)

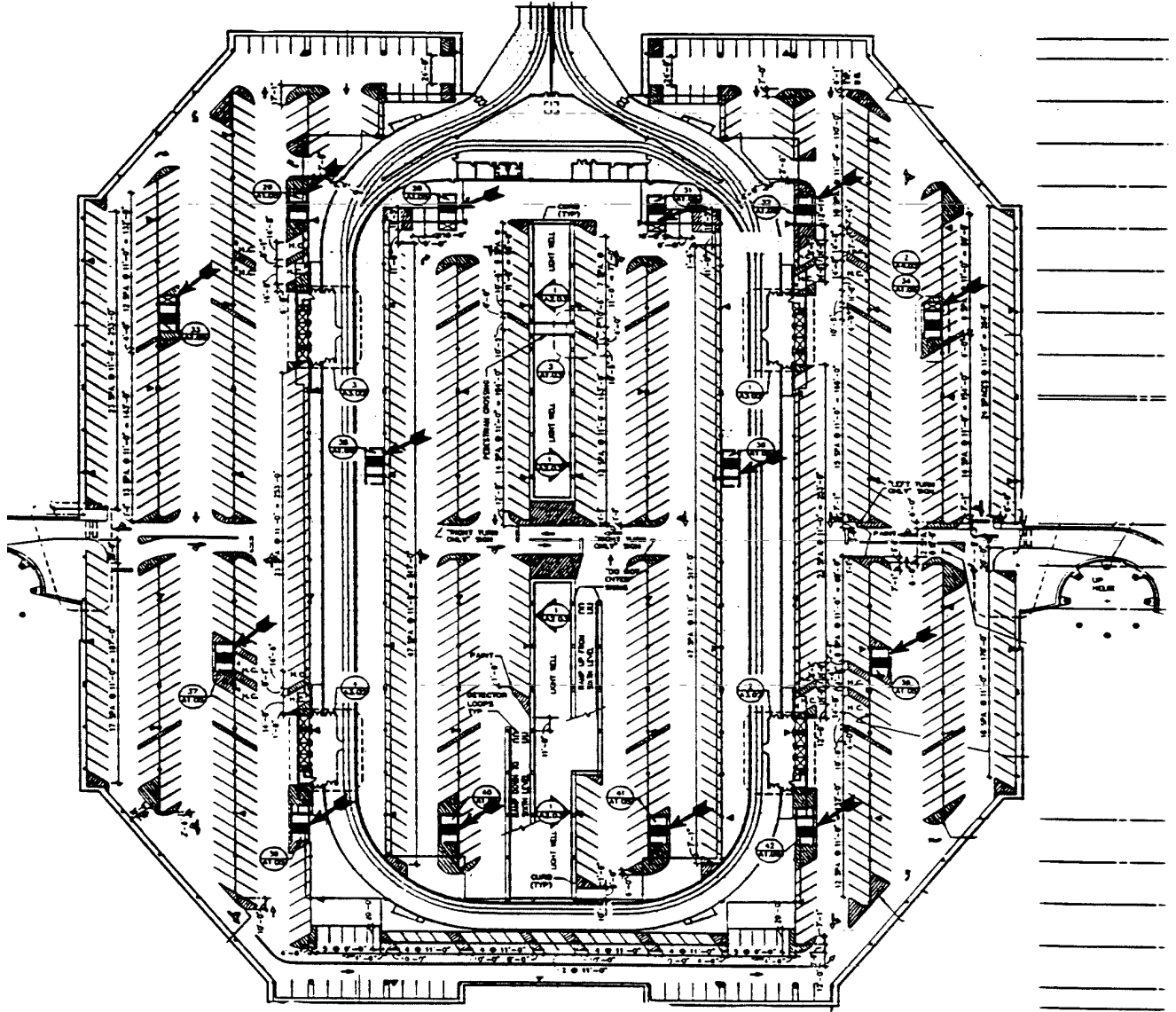
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PARKING LEVEL 4

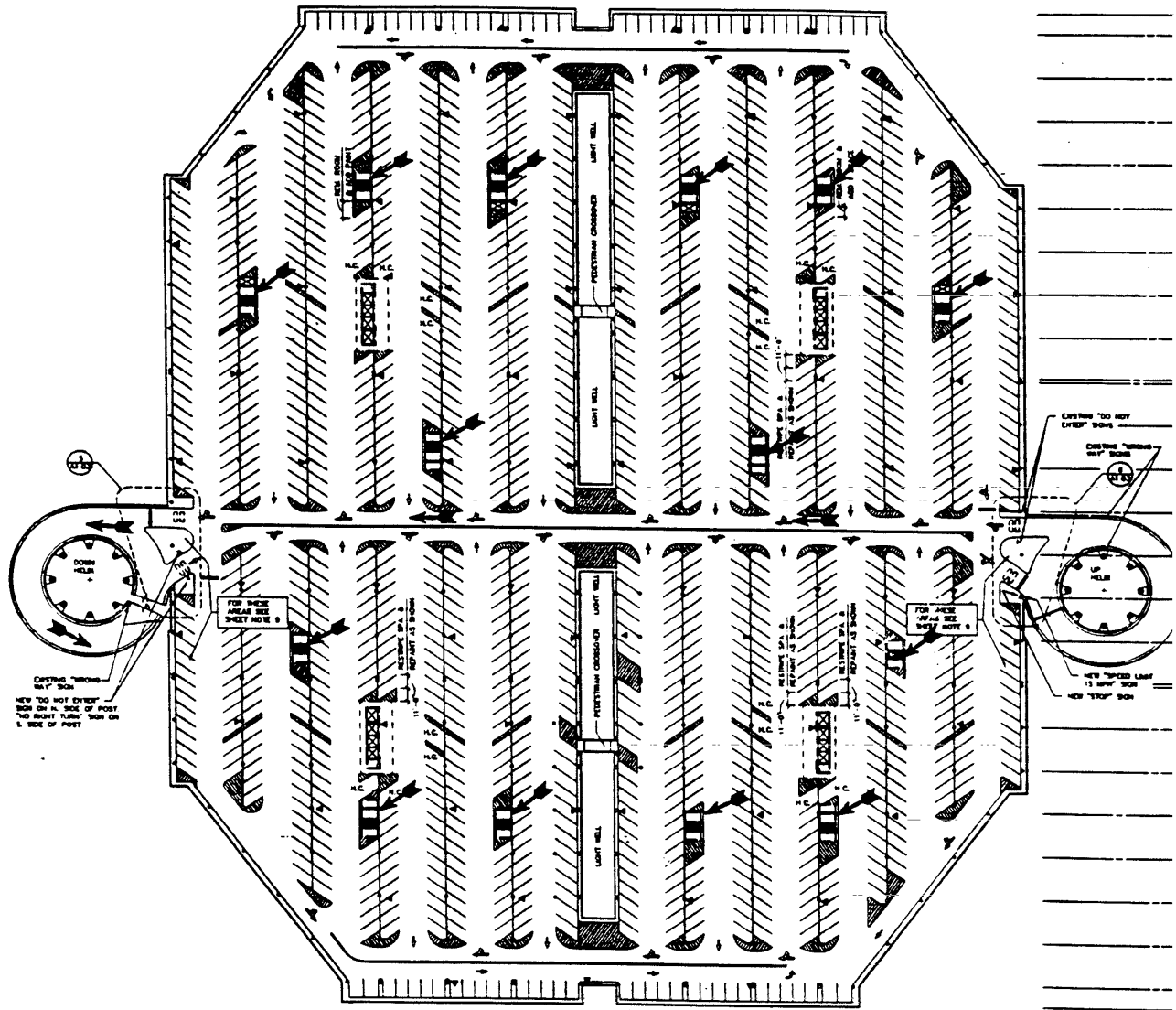
(Structural Level 6)

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**PARKING LEVEL 5
(STRUCTURAL LEVEL 7)**

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PARKING LEVEL 6

(Structural Level 8)

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ANNEX S – Special Events Message Board

PURPOSE - To provide airport employees and tenants current airport status information during emergencies, severe weather and other special events.

ACTIVATION – The special events message board will be activated and maintained by the Authority’s operations department when incidents occur that may affect the operational status of the airport. The message board will be used during the hurricane season to monitor and track approaching tropical weather that may directly impact Tampa International Airport.

PARTICIPANTS – Aviation Authority staff, air carriers and airport tenants.

LOCATION – On the internet - www.tampaairport.com/specialeventsboard