



HAGERSTOWN REGIONAL AIRPORT EMERGENCY CONTINGENCY PLAN

Hagerstown Regional Airport has prepared this Emergency Contingency Plan pursuant to §42301 of the FAA Modernization and Reform Act of 2012. Questions regarding this plan can be directed to the Airport Director, Neil Doran at n.doran@flyHGR.com. Hagerstown Regional Airport is filing this plan with the Department of Transportation because (1) it is a commercial airport or (2) this airport may be used by an air carrier described in USC 42301(a)(1) for diversions.

This plan describes how, following excessive tarmac delays and to the extent practicable, Hagerstown Regional Airport will:

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

Hagerstown Regional Airport has facility constraints that limit our ability to accommodate diverted flights or maintain the airport's safe operation and strongly encourages aircraft operators to contact the airport at 240-313-2777 for prior coordination of diverted flights, except in the case of a declared in-flight emergency. Specific facility constraints include the following:

- Fuel available 1000 – 0300Z.
- The terminal is not open 24-hrs a day and has limited staffing during operational hours.
- The Hagerstown Regional Airport has only one gate to enplane and deplane passengers.
- Ground handling equipment and passenger loading bridge limited to narrow body jet aircraft only.
- PPR 24 hrs for unscheduled air carrier ops with more than 30 passenger seats.
- Customs and Border Patrol not available on the field.
- No ability to handle International passengers.

We have noted some of these constraints in Hagerstown Regional Airport's Airport/Facility Directory record. During diversion events, Hagerstown Regional Airport issues NOTAMs regarding its ability to accommodate diverted flights to ensure the safe and efficient operation of the airport and its ability to serve the civil aviation needs of the public during irregular operations events.

Airport Information

Name of Airport:

Name and title of person preparing the plan:

Preparer contact number:

Preparer contact e-mail:

Date of submission of plan:

Airport Category: Large Hub Medium Hub Small Hub Non-Hub

Hagerstown Regional Airport
Eugene Bolanowski, C.M. - Operations /
Security Manager
240-313-2769
e.bolanowski@flyHGR.com
6/12/2012, Revised 12/7/2023

Contact Information

In the event of diversion or other irregular operations events, aircraft operators should contact the Airport Director at 240-313-2777 or N.Doran@flyHGR.com for assistance.

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

Hagerstown Regional Airport has limited equipment and personnel needed to safely deplane passengers from air carrier aircraft. We will utilize this equipment to deplane passengers as soon as practicable after receiving requests from such airlines at the contact number listed above.

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

The gate at the Hagerstown Regional Airport is under a common use gate agreement to air carriers and is controlled by the airport. We direct our common use air carrier users to make the gate and other facilities available to an air carrier seeking to deplane at the gate, to the maximum extent practicable.

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

Hagerstown Regional Airport does not have international passenger processing facilities. We will coordinate with local CBP and law enforcement officials to identify suitable areas and procedures for establishing a temporary sterile area into which international passengers on diverted aircraft who have not yet cleared United States Customs and Border Protection can be deplaned. Once these efforts are complete, we will coordinate with local CBP officials to develop procedures that will allow international passengers who have not yet cleared United States Customs and Border Protection to be deplaned into these sterile areas to the extent practicable.

Public Access to the Emergency Contingency Plan

Hagerstown Regional Airport will provide public access to its emergency contingency plan through one or more of the following means:

- Posting in a conspicuous location on the airport website (<http://flyHGR.com>)
- Providing notice of the availability of the plan on the airport's social media accounts.
- Posting signs in conspicuous locations in the terminals.
- Advertising the availability of the plan in local newspapers of record.