

Blue Grass Airport Tarmac Delay Contingency Plan

Blue Grass Airport has prepared this Tarmac Delay Contingency Plan pursuant to §42301 of the FAA Modernization and Reform Act of 2012. Questions regarding this plan can be directed to Christian Nelson, CM, at cnelson@bluegrassairport.com. Blue Grass 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, Blue Grass 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).

Blue Grass Airport has facility constraints that limit our ability to accommodate diverted flights and strongly encourages aircraft operators to contact the Integrated Operations and Coordination Center (IOCC) at 859.425.3112 or 859.425.3113 for prior coordination of diverted flights, except in the case of a declared in-flight emergency. Specific facility constraints include the following: lack of fixed international passenger processing facilities, limited number of aircraft parking positions, and the inability to accommodate, park, or service certain types of aircraft. During diversion events Blue Grass 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: Blue Grass Airport

Name and title of person preparing the plan: Christian Nelson, CM; Director of Operations

Preparer contact number: 859.425.3200

Preparer contact e-mail: cnelson@bluegrassairport.com

Date of submission of plan: Updated 1/8/2026

Airport Category: Small Hub

Contact Information

In the event of diversion or other irregular operations events, aircraft operators should contact the Integrated Operations and Coordination Center (IOCC) at 859.425.3112 or 859.425.3113, or ops@bluegrassairport.com for assistance.

Definitions

- Tarmac delay - The term "tarmac delay" means the period during which passengers are on board an aircraft on the tarmac awaiting takeoff after the aircraft doors have been closed or after passengers have been boarded if the passengers have not been advised they are free to deplane; or awaiting deplaning after the aircraft has landed.
- Excessive tarmac delay - The term "excessive tarmac delay" means a tarmac delay of more than 3 hours for a flight in interstate air transportation; or 4 hours for a flight in foreign air transportation.

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

Blue Grass 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. We will also provide a list of airlines, ground handlers, fixed base operators and others who may have the necessary equipment and personnel to safely deplane passengers to airlines as soon as practicable after receiving requests from such airlines experiencing excessive tarmac delays at the contact number listed above.

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

The gates at Blue Grass Airport are under common use gate leases, permits, or agreements to air carriers and are controlled by the airport. We direct our common use air carrier users to make gates and other facilities available to an air carrier seeking to deplane at a gate to the maximum extent practicable. When all gates are occupied by aircraft, or otherwise not available for practical use, all additional aircraft will need to deplane from remote parking positions located adjacent to the airline terminal apron (see attached *LEX Aircraft Parking 2015*).

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

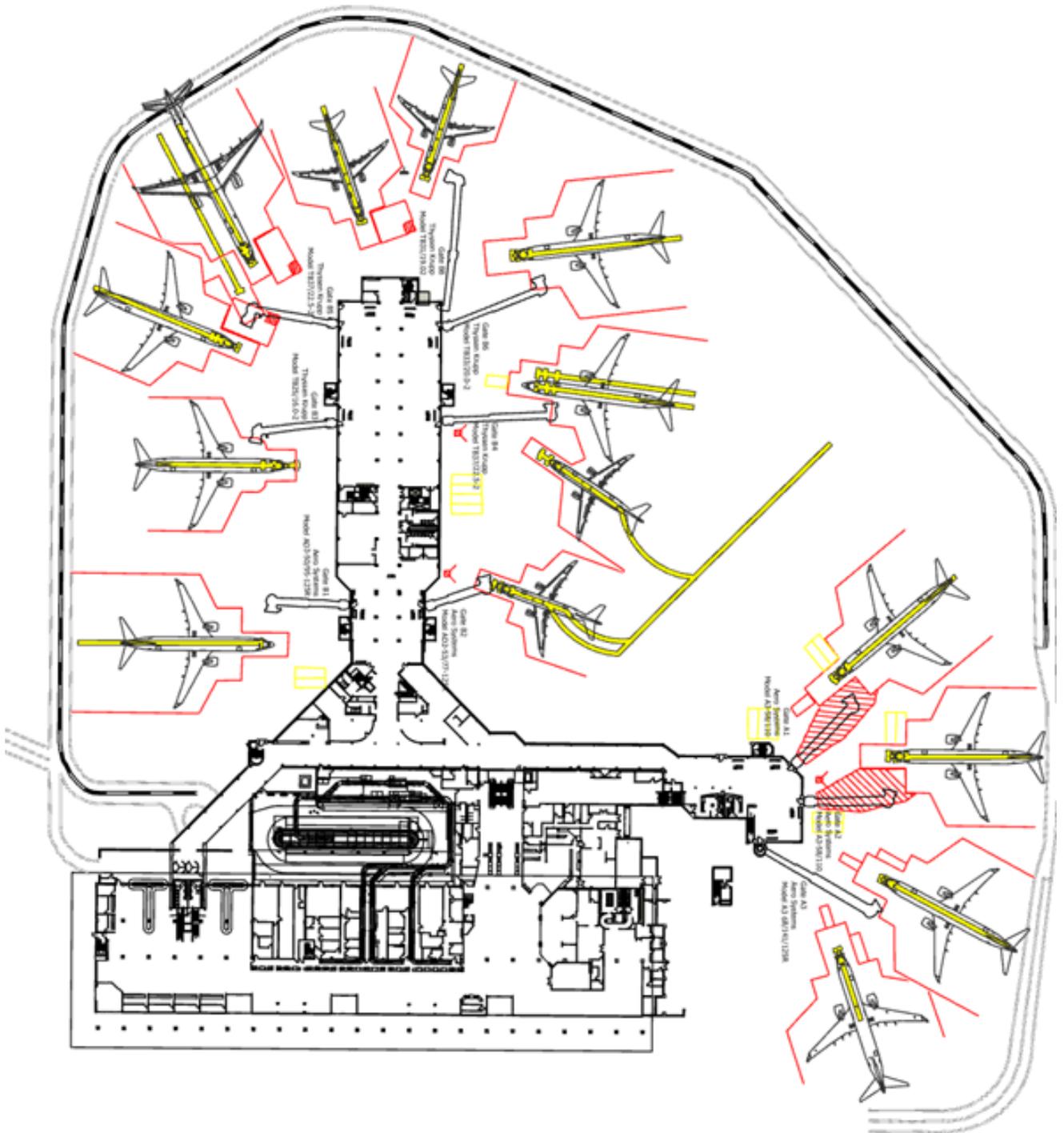
Blue Grass Airport does not have fixed international passenger processing facilities. We have coordinated with local CBP and law enforcement officials to identify suitable areas and procedures for establishing a temporary sterile area into which international passengers on diverted aircraft who have not yet cleared United States Customs and Border Protection can be deplaned (see attached *U.S. Customs and Border Protection Port of Lexington, Kentucky Procedures Related to Diverted International/Pre-cleared Flights Agreement*).

Public Access to the Tarmac Delay Contingency Plan

Blue Grass Airport will provide public access to its tarmac delay contingency plan through one or more of the following means:

- Posting in a conspicuous location on the airport website (bluegrassairport.com)

LEX Aircraft Parking 2015



**U.S. Customs and Border Protection
Port of Lexington, Kentucky
Procedures Related To Diverted International/Pre-cleared Flights**



Points of Contact:

The Airline will provide initial notification for any international diverted or technical fuel stop flights to the Station Manager. The Station Manager will then provide notification to U.S. Customs and Border Protection (CBP) Port of Lexington, at 859.425.3111 or Cell for CBP Officer Jayson Mullen 859.621.8456. For assistance after-hours please call CBP Sector Communications at 1.800.973.2867, with the airline identifying themselves, and requesting the Port of Lexington contact.

In the event CBP cannot be reached at the above numbers, the following phone tree can be used to contact CBP personnel:

- Port Director Philip Onken 502.366.3398 Ext.4110 (Office) and 202.227.1290 (Cell).
Philip.Onken@CBP.DHS.GOV
- Chief Brian Lick 502.247.2399 (Office) and 502.664.8828 (Cell)
Brian.a.Lick@cbp.dhs.gov
- Supervisor Stephan Keating: 502.247.2951 (Office), and 502.480.6435 (Cell)
Stephan.d.Keating@cbp.dhs.gov

CBP Facilities/Passenger Processing Capabilities:

- CBP Lexington does have a small Federal Inspection Services facility for General Aviation passengers. Passenger processing capabilities at the Lexington Blue Grass Airport are very limited, but in extenuating circumstances such as a medical emergency, can be used to clear a limited number of crew and passengers.

CBP Requirements for Aircraft Diverting Into Lexington Blue Grass Airport:

- Carriers must provide 100% Advanced Passenger Information (API) electronic data in advance of the aircraft's arrival, if the aircraft was originally scheduled to arrive or stop in the United States.

- All passengers will remain on board, except for protracted stays. A “protracted stay” is generally defined by CBP as the aircraft remaining on the tarmac in excess of 2 hours.
- No new passengers or cargo are allowed to be added for any technical stops.

Diversion of Pre-clearance Flights:

- Passengers coming from a pre-clearance port do not need to be processed by CBP locally and can deplane after receiving verbal approval from CBP. Cargo and baggage that is not pre-cleared may not be removed from the aircraft at any time.

Refueling Diverted Flights:

- Flights that are diverted to Lexington Blue Grass Airport and need refueling service may do so only after receiving verbal approval from CBP. Pilots then may do a walk-around the aircraft (only) during the refueling process, but no other crew members, passengers, baggage, or anything else may enter or exit the plane.

Deplaning Passengers on Diverted International Flights:

- Airline Station Manager or authorized agent will be responsible for working in close coordination with CBP, Airport Public Safety, TSA, and Airport Authority to create a sterile, segregated area to deplane the passengers into. In this area deplaned passengers and crew will wait till they can be boarded back onto the aircraft, and fly on to their final destination, where they will be cleared by CBP.
- Airline Station Manager will be responsible for providing food/water, and chairs for the deplaned passengers and crew waiting in the sterile area.
- Deplaning of passengers from the aircraft for medical emergency or law enforcement issues will take place at the CBP Port of Lexington. In these cases, CBP will clear only the passengers and baggage that must be deplaned and taken to a hospital or correctional facility.
- The Carrier will or the local Station Manger will arrange to use the Signature Hanger as the sterile waiting area. Signature hanger can hold approximately 100-300 passengers and has bathroom facilities on-site.
- The Blue Grass Airport Management or Chief of Police may designate an airport gate to discharge and secure passengers after approval of CBP. Both locations have bathroom facilities, and the Atlantic FBO also has vending machines.