

Appendix A - Tarmac Delay Matrix

INTERNATIONAL AIRCRAFT DIVERSIONS

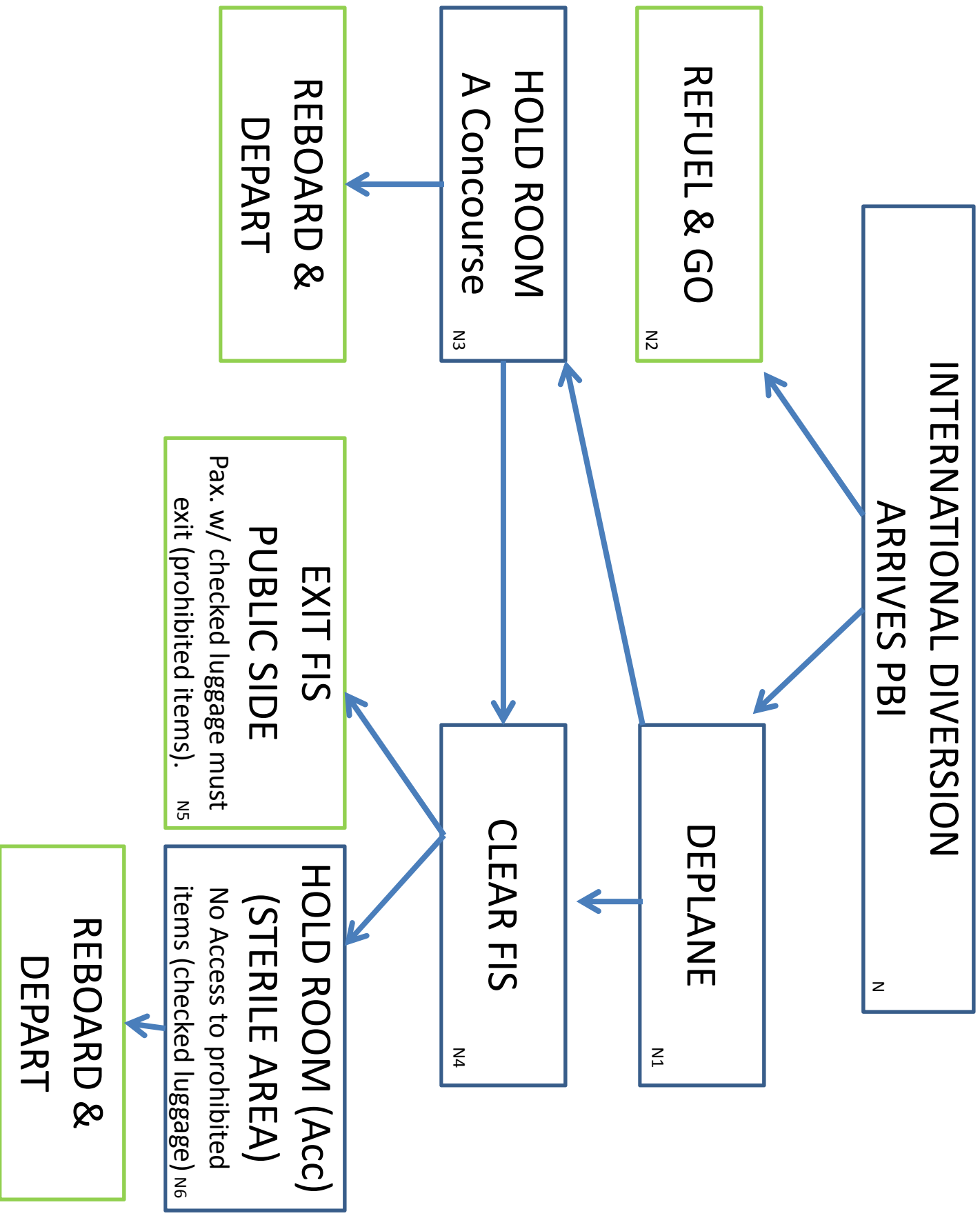
TARMAC DELAY DEPLANING MATRIX (INTERNATIONAL)

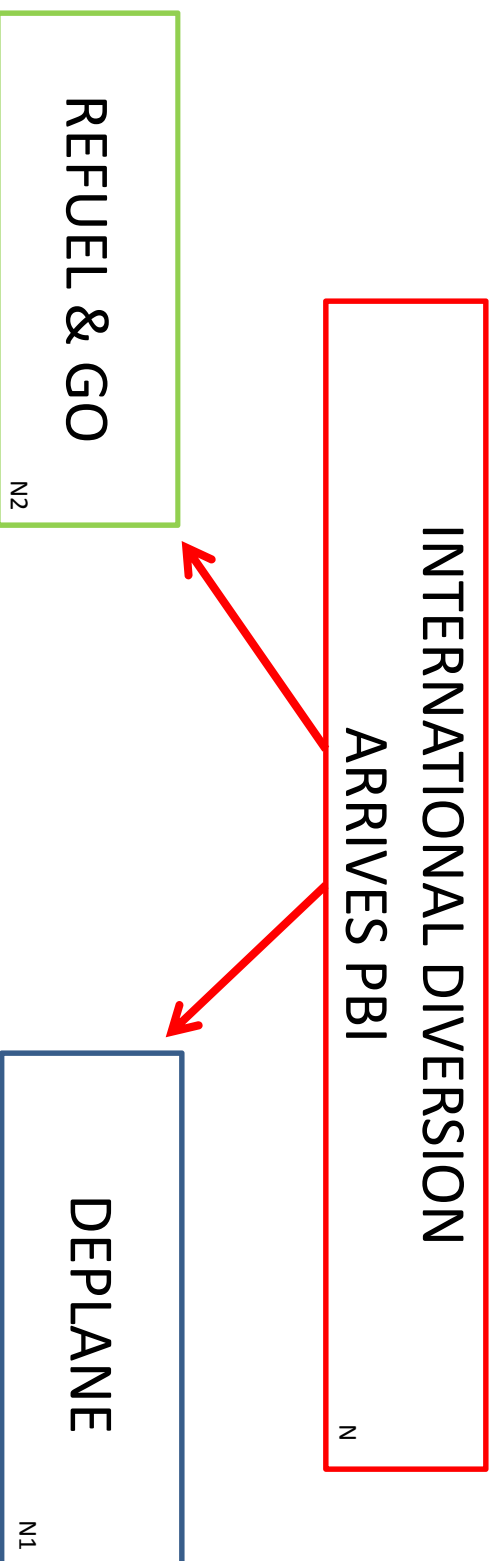
May 15, 2017
Peter E. Labbe



DEPARTMENT OF AIRPORTS
PALM BEACH INTERNATIONAL AIRPORT



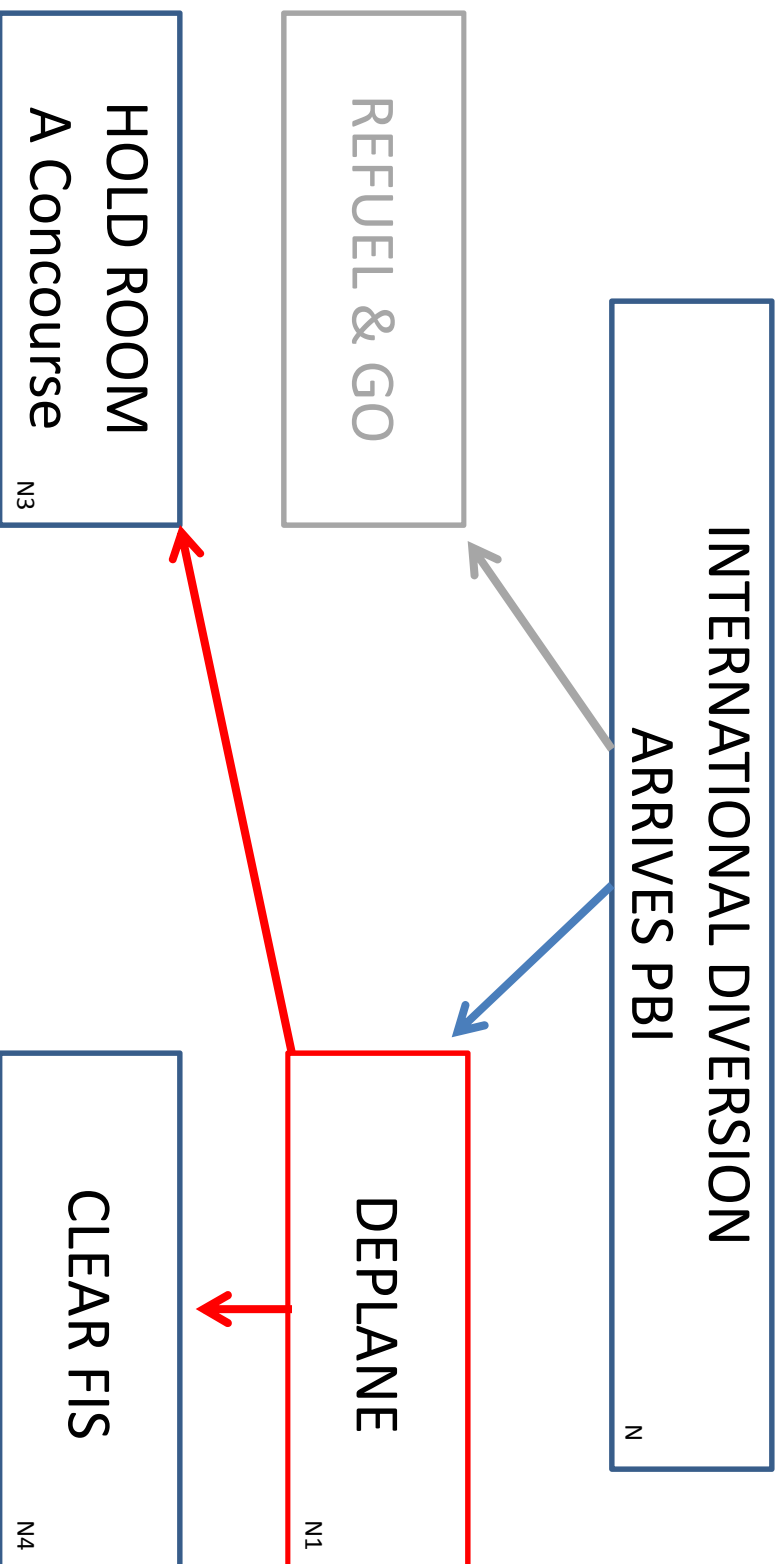




N - See Notes Page.

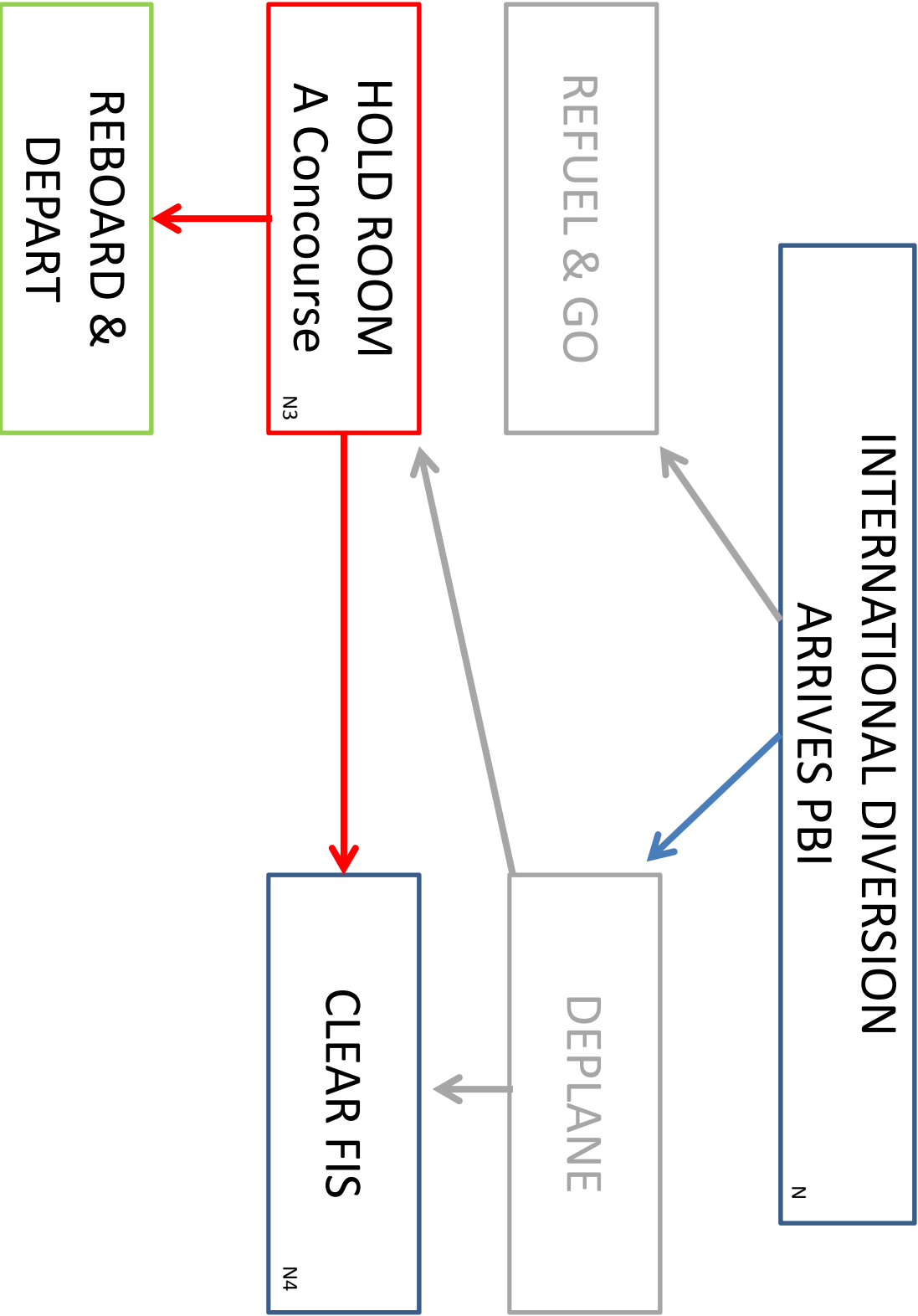
N1 - Deplane International Flight, Air Carrier/DOA coordinate with CBP on either hold room or FIS for clearing (consideration to four (4) hour rule). Pax. must bring carry on luggage with them to FIS and/or hold room. CBP prefers decision time at 2-3 hours mark. Maintain sterile environment for passengers (DOA & security agents inspect busses/ramp for prohibited items).

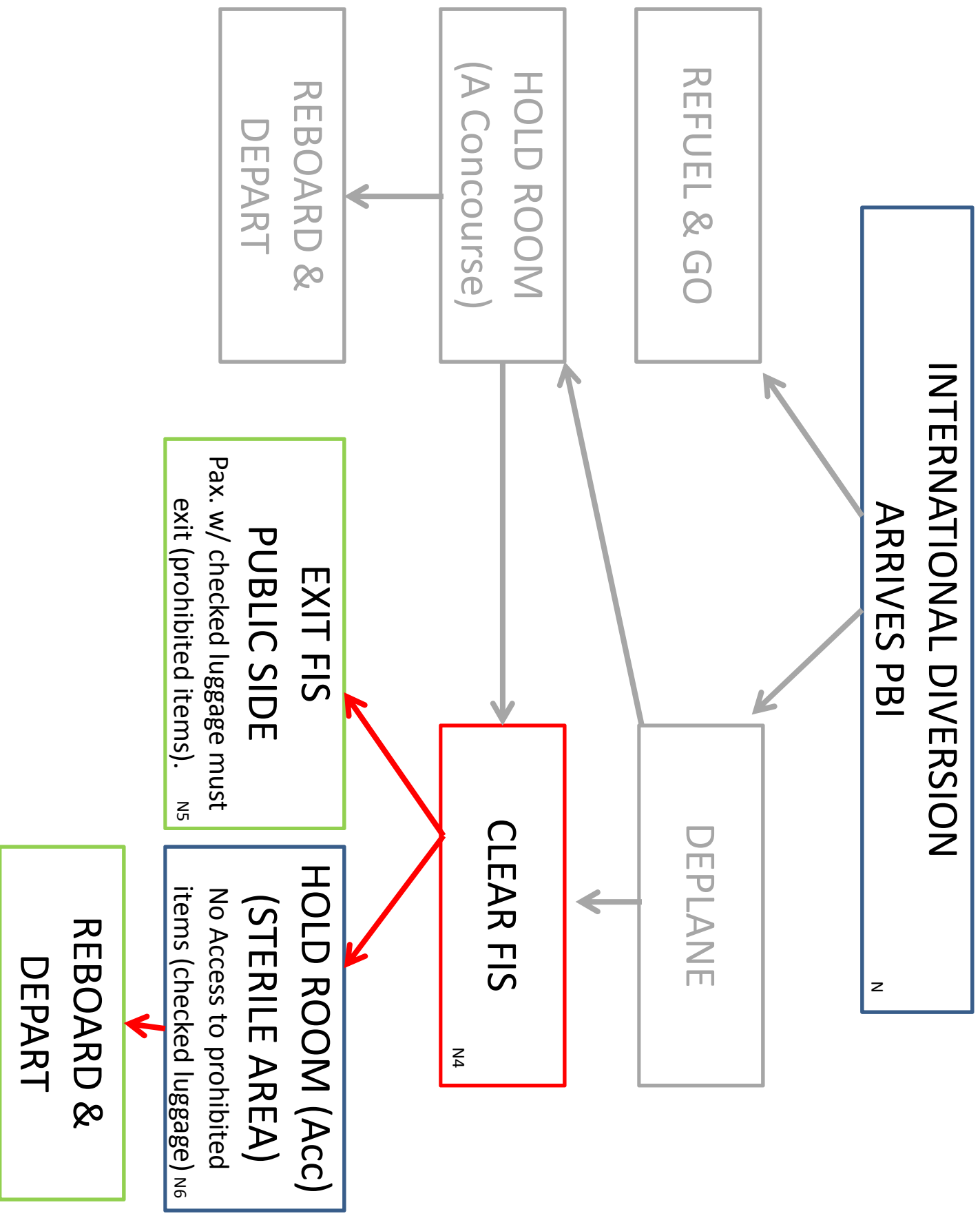
N2 - Fueling passenger aircraft on remote parking requires Fire Rescue ARFF truck standby & egress stairs. If at passenger loading bridge, no passengers may exit aircraft (except Captain for preflight check). PBO or CBP standby.



N3 - Clear A concourse of all passengers. PBSO control access F127A. Deplaning "in transit" international passengers (pre-cleared or not) may not be co-mingled with other PBI sterile area passengers. Concourse A carriers (Bah. Air / Silver) move to B concourse or board/deplane F127A & F118. Carrier/Ground Handler coordinate food/beverage for passengers.

N4 - Air Carrier & CBP will determine if & when to clear passengers at FIS, consideration given to whether passengers will re-board aircraft or bussed to next destination.





NOTES: DIVERSION MATRIX

Communication critical to all players, considerations to: Aircraft arrival time to track four hour limit, crew time, intentions (deplane or fuel & go), changes in plans, screening required, food & beverage, transportation.

Note: International Diversion to PBI:

International Flight diverting / landing at PBI, Air Carrier immediately notify CBP when aircraft is inbound to or on the ground at PBI. Carrier must also provide CBP with the remaining time for crew time out. Prefer Int'l divert with pax. to use west remote ramp (closest parking position to Concourse A and would allow walking if needed or could taxi to B2 Int'l gate). Carrier should possess FIS Access Cards.

Deplaning international diversions: CBP may allow passengers to get off the aircraft and remain in a sterile holding area (Concourse A) isolated from other sterile area passengers without clearing CBP. The holding area will be monitored by DOA, PBSO, air carrier. Passengers will remain isolated and provided there is no change to the manifest, with the exception of crew change, then the passengers can re-board their original aircraft and clear at the original destination airport. If the delays are excessive, the airlines may request clearing at PBI because they can then allow some passengers to seek other lodging/transportation. If one passenger clears CBP, they all have to clear (Exception - medical emergencies). If a passenger needs emergency medical care, CBP will clear that passenger and family members. The rest of the flight remains intact.

Pre-Cleared - If a pre-cleared flight is diverted to PBI, the pre-clearance may be negated (as determined by CBP) if the carrier decides to deplane at PBI and not proceed to their original cleared port of arrival. In other words, they may be required to clear CBP at PBI as if they were entering the US from a non-preclearance location.

Preference for keeping the passengers in "sterile holding area" and allowing them to reboard aircraft and clear at their true destination airport. The air carriers are expected to communicate their intentions in a timely manner and provide as much advanced notice of their intent to clear CBP, consideration to the crew time outs/ handling capabilities at PBI, alternate transportation, or equipment failures.

Note 1 Deplane

Deplane International Flight, Air Carrier/DOA coordinate with CBP on either hold room or FIS for clearing (consideration to four (4) hour rule). Pax. must bring carry on luggage with them to FIS and/or hold room. CBP prefers decision time at 2-3 hours mark. Maintain sterile environment for passengers (DOA & security agents inspect busses/ramp for prohibited items).

Note 2 Refuel & Go

Fueling passenger aircraft on remote parking requires Fire Rescue ARFF truck standby & egress stairs. If at passenger loading bridge, no passengers may exit aircraft (except Captain for preflight check). PBSO or CBP standby.

Note 3 Hold Room

Clear A concourse of all passengers. PBSO control access F127A. Deplaning "in transit" international passengers (pre-cleared or not) may not be co-mingled with other PBI sterile area passengers. Concourse A carriers (Bah. Air / Silver) move to B concourse or board/deplane F127A & F118. Carrier/Ground Handler coordinate food/beverage for passengers.

Note 4 Clear FIS

Air Carrier & CBP will determine if & when to clear passengers at FIS, consideration given to whether passengers will re-board aircraft or bussed to next destination.

Note 5 Clear/Exit FIS

If passengers are cleared through FIS with checked luggage (not screened for prohibited items), they must exit FIS into the public area of the terminal. If they need to re-board aircraft, they will need to re-enter through the security screening checkpoint (sterile area) and meet all TSA required screening requirements. Air carrier / Ground handler will need to coordinate with TSA on boarding pass or other arrangement for access through sterile area checkpoint.

All Passengers attempting to board commercial air carrier aircraft will meet all TSA required screening requirements, which includes their accessible property, carry-on, and checked luggage. The screening may occur at both security screening checkpoints prior to accessing the sterile area (for passengers and their accessible property) and screening of checked luggage, at location approved by TSA, prior to loading on the aircraft. These processes must include ensuring TSA is advised of any special screening requirements, such as those associated with SSSS.

Note 6 Hold Room

Passengers that will be cleared without the checked baggage (**less frequent than N5**), once they are cleared by CBP, passengers can re-enter the general sterile area in either A or B concourse (will require escorting and coordination with DOA/PBSO). In this case, once the passengers are cleared by CBP, they can not be co-mingled with the passengers still waiting to clear FIS.