



Operations Memorandum

To: CVG Airlines and Tenants
Subject: CVG BHS Ops Reduction Plan
Date: March 26, 2020

NEW CHANGES HIGHLIGHTED BELOW EFFECTIVE MARCH 28

COVID-19 RESPONSE: CVG BHS OPS REDUCTION PLAN

KCAB has worked in collaboration with airline and TSA leaders to establish an operational plan to maximize staffing availability and efficiency in the baggage handling system given the significant reduction in passenger travel and imminent reduction in flight operations due to the threat of COVID-19 virus. The following details the strategic changes being made in the baggage handling system and the effective dates and hours that the policy will be in place. **Airlines are asked to continue to share projected bookings and/or full-day load factor** so that operational adjustments can be made should the campus experience COVID-related staff disruptions. **Please send this daily to KCABresponse@cvgairport.com.** This information will be used for INTERNAL purposes only.

Effective Saturday, March 28

Opening to Close Daily

- Consolidate all operations to T-drive.
- All checked bags to be sent down the oversize belts on East and West ticketing.
- Inbound bags to use T-Drive and claim units 1 and 2.
- Vehicle traffic in T-Drive limited to baggage tugs and carts only. No non-operational vehicles.
 - o Vehicles should use extreme caution when entering and exiting the T-Drive.