



Operations Memorandum

To: CVG Airlines and Tenants

Subject: 2022-2023 Winter Operations Overview

Date: October 8, 2022

This Operations Memorandum serves to provide information about 2022 - 2023 Winter Operations via the Snow and Ice Control Plan, which is attached to this file. For information regarding the Aircraft Deicing Plan, please see Appendix 5 within the document.

2022 assignments:

- Line A, B, C – IDS (Alaska, Allegiant, American, FedEx, Frontier, Sun Country, and United)
- Line D – Southwest
- Line E – Delta/IDS overflow
- Line F, G – Delta

Additional Information:

Pre-Event Conference Calls

Tenant leaders have been invited to participate on Pre-Event Weather Conference Calls. If invited, you will receive an advance email briefing and Microsoft Teams invite. Participation on these calls has proven to be very helpful towards coordinating safe and efficient efforts across the Airport community; please ensure that your organization is represented. This year we will be utilizing Microsoft Teams to display various planning documents. Please attempt to access the call via the link to ensure these items are viewable to you. As personnel or roles change within your organization, please notify the AOC (7777@cvgairport.com) so that the invitee list may be updated.

Passenger Loading Bridges (PLB)

Concourse bridges are equipped with floor heat. This feature only heats the cab floor portion that is exposed to the elements and designed to prevent ice and snow build up on the exterior cab floor. Activating this feature may be done from the control console. The console button/switch will likely be labeled 'floor heat' or 'cab floor deice'. [Light off = Heat off. Light on = Heat on]. Staff should not turn off the heat feature anytime there is a chance of precipitation during the winter months. The feature will cycle on and off as needed anytime the temperature is below 40deg F.

Roll-up doors on the bridge exterior and access doors on the interior should be closed whenever possible. This will help retain heat in the Concourses and minimize temperature fluctuations throughout the facilities.

Snow Clearing, Ramp and Walkway Preventative Measures

As outlined during the annual Winter Operations coordination meeting with tenant leaders, KCAB's priority is with maintaining primary runways, taxiways, and roadways. As conditions permit, KCAB units will clear snow closer to the gate areas and buildings. The tenant responsibility is to clear and maintain leased and per-turn gates. Staff must shovel and plow snow away from the Concourses out to the service road where KCAB units will remove and pile in appropriate locations. KCAB has provided approved snow-melt product (NAC) to tenants to apply to walkways and ramp areas prior to events and to areas susceptible to refreezing. Staff is not permitted to use any salt product on the Aircraft Operations Area (AOA) ramp at any time. Supplies will be periodically checked and replenished.

During significant events, the pre-Event coordination call with tenant leaders will discuss planned times for KCAB large snow plow units to assist with gate area snow removal. Tenant staff must remove all aircraft support equipment (GSE, chocks, cones, etc.) away from the gate, positioning those items close to the Concourses. This allows for the plows to clear large paths in short time and without having to maneuver around obstacles.

Late Operations

Each airline/ground handler is required to notify TSA Operations Control Center well before regularly scheduled closing of late departing flights. TSA reserves the right to extend operating hours or close on-schedule. For late arriving international flights required to clear Customs and after TSA FIS closure, the airline/ground handler must coordinate with Customs and Border Protection (CBP) as well as KCAB AOC (859-767-7777). This is to ensure adequate staff is available to process (CBP) and exit/transport (KCAB) from Concourse B to the non-secure side of the Terminal.

Thank you in advance for your support in these collective efforts.