

Airport Certification Manual

Minneapolis-St. Paul International Airport (MSP)

DocuSigned by:

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P. Wilhelm

Jun 10 2024

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Exhibit 500-2 – LOA, Land and Hold Short Operations (LAHSO) Procedures

Exhibit 500-3 – LOA, Movement/Non-movement Areas

Exhibit 500-4 – LOA, Runway Lighting for CAT II and III Approaches

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Exhibit 500-6 – LOA, Minneapolis Airport Traffic Control Tower Contingency Plan - Temporary Tower

Exhibit 500-7 – LOA, Notification Process by the Metropolitan Airports Commission for Surface Area Notices to Airmen

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Revision Number	Revision Date	Revision Contents and/or Remarks
001	07/01/07	Pages iv - vi, Revision Control Sheet, Distribution List
001	07/01/07	Page 11-2, Declared Distances & Displaced Thresholds
001	07/01/07	Page 11-3, safety areas for Taxiways K & L
001	07/01/07	Page 12-3, 12-4, 12-5, Taxiway reflectors
001	07/01/07	Page 15-1, & 15-2, paragraph a, vehicles 16 & 17
001	07/01/07	Page 16-1, items c & e
001	07/01/07	Page 21-1, 21-2, 21-3, 21-4, 21-5, Pedestrian and Ground Vehicles
001	07/01/07	Page 24-1, item 3.a
001	07/01/07	Exhibit 1, Operations Organization Chart
001	08/15/06	Exhibit 7, Sign Plan
001	07/01/07	Exhibit 9, Snow Plan
001	07/01/07	Exhibit 13, Letters of Agreement
002	01/22/09	Exhibit 7, Updated Sign Plan
003	03/31/09	Exhibit 9, Snow Plan: Added information related to continuous monitoring and crew resource management.
004	10/31/10	Complete update of the entire document.
005	01/01/12	Page 21-1, 21-2, 21-3, 21-4, 21-5, 21-6, Pedestrian and Ground Vehicles
006	03/18/13	Pages i, iv, Table of Contents and Revision Control Sheet. Pages v-vi, Elimination of Document Control Sheet (page renumbering). Page 4-1, Falsification, reproduction, or alteration of applications, certificates, reports, or records. Page 8-1, 8-2 (format), CEO, Personnel. Page 21-2, 21-4, Pedestrians and Ground Vehicles.
007	09/15/13	00 -Table of Contents; Sections 9, 11, 12, 15, 16, 20, 24, 26, 27; Exhibits 1, 2, 4, 5-2, 6, 7, 9-1, 9-2, 10, 11, 13-1, 13-2, 14, 16, 17.
008	07/31/14	00 - Table of Contents, Section 21
009	08/01/14	Table of Contents, Section 13, Exhibit 9
010	03/24/2016	Updates to 00 - Table of Contents and Sections 12, 15, 16, 17, 20, and 26 as well as Exhibits 1, 4, 7, 10, 12, 14, and 15. Addition of Exhibit 18.

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Revision Number	Revision Date	Revision Contents and/or Remarks
011	09/01/2016	Changes to Sections 13, 20, 26 and Exhibit 9 to incorporate Runway Condition Codes (RCCs) and other changes to Airport Condition Reporting methods.
012	02/11/2018	Updates to 00 - Table of Contents, Sections 9 and 12 and Revised Movement/Non-Movement Area Letter of Agreement in Exhibit 13.
013	05/11/2018	Updates to 00 - Table of Contents, Distribution List, Section 21, Exhibit 1, Exhibit 5, and Exhibit 9
014	08/31/2018	Updates to Table of Contents, Section 11-Safety Areas, Section 12-Marking, Signs and Lighting, Section 15-ARFF Equipment and Agents, Section 17-Handling and Storing of Hazardous Substances and Materials, Exhibit 10-ARFF Equipment/Personnel, Exhibit 16-Preventive Maintenance Procedures for PAPIs and Generators, Exhibit 17-Engineered Materials Arresting System (EMAS) Maintenance Program, Exhibit 18-Fuel System Inspection Reports and Exhibit 19 - Corrective Action Form
015	11/09/2018	Updates to Section 19- Airport Emergency Plan and Exhibit 11- Airport Emergency Plan
016	06/01/2019	Entire document reformatting, and reorganization. Updates to Section 317- ARFF: Equipment and Agents, Section 321 -Handling and Storing of Hazardous Substances and Materials, Exhibit 303-1-Organization Chart, Exhibit 313-1-Snow Plan, Exhibit 317-1-ARFF Equipment/Personnel, Exhibit 327-1-Daily Self-Inspection Forms, Exhibit 339-1-NOTAM Information
017	09/27/2019	Updates to Distribution List, Section 323-Air Traffic and Wind Direction Indicators, Exhibit 311-2-Preventive Maintenance Inspection Procedures for PAPIs and Generators, Exhibit 313-1-1-Snow Plan, 321-1-Fuel System Inspection Reports, Exhibit 327-1-Self-Inspection Forms
018	10/01/20	Updates to Distribution List, Section C of Section 321 and replacement of pages 4 and 5 of Exhibit 321-1 with new training form.
019	11/20/20	Updates to Distribution List, Section 309, Section 311, Section 321, Section 323, Exhibit 305-2, Exhibit 311-2, and Exhibit 500-1
020	12/23/20	Updates to the Table of Contents and the Sign Plan in Exhibit 311-1.

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Revision Number	Revision Date	Revision Contents and/or Remarks
020A	06/16/2021	Updates to the Table of Contents, Distribution List, and the Sign Plan in Exhibit 311-1.
021	6/21/2021	Updated Wildlife Hazard Management Plan in Exhibit 337-1.
022	3/25/2022	Updated Table of Contents-Distribution List, Section 303, Section 327, Exhibit 309-1, Exhibit 311-2, and Exhibit 327-1.
023	04/22/2022	Updated Section 311, Section 325, Section 339, Exhibit 325-1 and Exhibit 339-1
024	08/26/2022	Updated Table of Contents, Section 305, Section 311, Exhibit 313-1, Exhibit 321-1, Exhibit 500-1
025	11/18/2022	Updated Table of Contents, Section 301, Section 317, Section 335, Exhibit 101-2, and Exhibit 500-10
026	07/14/2023	Updated Table of Contents, Section 201, Section 311, Section 327, Section 329, and Exhibit 327-1
027	10/06/2023	Updated Table of Contents Distribution List, Section 313 and Exhibit 313-1.
028	10/12/2023	Updated Exhibit 325-1, Airport Emergency Plan - Revision 06
029	12/29/2023	Updated Section 309, Section 317, Section 319, and Exhibit 317-1
030	01/26/2024	Update to the Sign Plan, Exhibit 311-1
031	01/31/2024	Updated Exhibit 325-1, Airport Emergency Plan - Revision 07
032	04/12/2024	Updated Section 337 and Exhibit 337-1, Wildlife Hazard Management Plan
033	06/06/2024	Updated Table of Contents Distribution List and added new Exhibit 500-11.

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Distribution List

1. Original ACM
2. FAA Airport Certification Inspector
3. MAC Executive Director/CEO
4. MAC Executive Vice President/COO
5. MAC Vice President Management and Operations
6. MAC Director of Integrated Operations
7. MAC Director of Airport Maintenance and Asset Management
8. MAC Director of Terminal and Landside Operations
9. MAC Assistant Director of Field Maintenance
10. MAC Assistant Director of Airline Operations
11. MAC Emergency Programs Manager
12. MAC Airport Police Department
13. MAC Airport Fire Department
14. MAC SMS Manager
15. MAC Trades Department
16. MAC Field Maintenance Department
17. MAC Electrical Department
18. MAC Paint Department
19. MAC Airport Development Department
20. MAC Airside Operations Department
21. MAC Emergency Communications Department
22. Air Traffic Manager, FAA Air Traffic Control Tower
23. Manager, FAA Airways Facilities
24. Minnesota State Department of Transportation
25. General Manager, Signature Flight Support

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Distribution List

26. Station Manager, Air Canada
 27. Station Manager, WestJet Airlines
 28. Station Manager, American Airlines
 29. Station Manager, Southwest Airlines
 30. Station Manager, Delta Air Lines
 31. Station Manager, FedEx
 32. Station Manager, Frontier Airlines
 33. Station Manager, Icelandair
 34. Station Manager, UNIFI
 35. Station Manager, Spirit Airlines
 36. Station Manager, Skywest Airlines
 37. Station Manager, Endeavor Airlines
 38. Station Manager, United Airlines
 39. Station Manager, Sun Country Airlines
 40. Station Manager, Alaska Airlines
 41. Station Manager, DHL
 42. Station Manager United Parcel Service
 43. 934th Air Force Reserve
 44. 133rd Air National Guard
 45. Swissport
 46. Station Manager, Denver Air Connection
 47. Station Manager, JetBlue
 48. Station Manager, Air France/KLM
 49. Station Manager, Atlas Air
 50. Station Manager, Allegiant Airlines
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Distribution List

- 51. Station Manager, Amazon Air
- 52. Station Manager, Condor Airlines
- 53. Station Manager, Aer Lingus
- 54. Station Manager, Lufthansa

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Exhibit 500-11 Minneapolis Airport Traffic Control Tower - MSP Temporary Tower - Orange Ramp

Minneapolis Airport Traffic Control Tower and Metropolitan Airports Commission

LETTER OF AGREEMENT

EFFECTIVE: June 3, 2024

SUBJECT: MSP Temporary Tower

1. **PURPOSE.** This letter of agreement defines duties and responsibilities for establishing temporary tower operations at the MSP Airport Terminal 2 Orange Parking Ramp stairwell level 9 and 10 in the event of an evacuation of the Minneapolis Airport Traffic Control Tower.

2. **SCOPE.** This letter of agreement represents an agreement between the Minneapolis Airport Traffic Control Tower (MSP) and the Metropolitan Airports Commission (MAC) for events that require the evacuation of the control tower.

3. **RESPONSIBILITIES.**

a. MSP ATCT must:

(1) Notify MAC Airside Operations at 612-726-5111 of the need to implement temporary tower operations at the Terminal 2 parking ramp.

(2) If required, request MAC Airside Operations to provide initial transportation for personnel and equipment from outside the ATCT security gate to level 8 of the Terminal 2 Orange ramp.

(3) Bring all required equipment and supplies required for ATCT operations.

(4) Establish temporary tower operations on level 9 and 10 of the Terminal 2 Orange ramp stairwell until normal operations can be resumed in the permanent control tower.

(5) Use PET 2000 emergency transceivers to establish two-way VHF communications on MSP published tower and ground control frequencies.

(6) Utilize the MSP Operational Contingency Plan (OCP) cell phones. OCP phone "A", 612-804-1749, will be used for a telephone bridge between ZMP and M98. OCP phone "B", 612-787-5470, will be used for other business-related telephone communication.

(7) If required, request MAC Airside Operations to provide transportation for the initial group from the Terminal 2 Orange ramp back to the permanent ATCT

(8) Notify MAC Airside Operations when temporary tower operations are no longer required.

b. MAC must:

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06/03/2024

MSP/MAC LOA

(1) If requested by ATC, provide one MAC vehicle for initial transportation for MSP ATCT personnel and equipment from outside the ATCT security gate to level 8 of the Terminal 2 Orange Ramp.

(2) Provide access for MSP ATCT personnel to the closed levels of the Orange ramp stairwell to facilitate temporary tower operations.

(3) Communicate with MSP ATCT via the MSP OCP cell phone B at 612-787-5470.

(4) Provide personnel to manually operate MAC-owned airfield lighting, NAVAIDS, and other systems that are normally operated from the permanent control tower.

(5) Provide personnel to manage interior light settings at the temporary site when requested and available.

(6) Provide access for ATCT personnel to/from the parking ramp as needed.

(7) If requested by ATC, provide transportation for the initial group back to the permanent ATCT.

4. **BACKGROUND.** The Terminal 2 Orange Parking Ramp stairwell levels 9 and 10 provides for adequate visual line of sight (LOS) and Radio Line of Site (RLOS) for temporary ATCT operations to runways 12R/30L, 04/22, and 17/35 as well as a majority of taxiways and non-movement areas on the south side of Terminal 1.



Margaret Ronken
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Minneapolis Airport Traffic Control Tower



Chad Leque
Vice President, Management and Operations
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