

Airport Certification Manual

Minneapolis-St. Paul International Airport (MSP)

Signed by:

JOSEPH HARRIS

60F6FF1109D6465...

Joseph Harris
Vice President,
Management and Operations

Metropolitan Airports Commission

Minneapolis-St. Paul International Airport

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Original Date: 12/09/04

Revision Date: 02/05/26

FAA Approval:



Date:

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Feb 09 2026

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Original Date: 12/09/04

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Original Date: 12/09/04

Revision Date: 02/05/26

FAA Approval:



Date:

Pat Williams

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MINNEAPOLIS-ST. PAUL INTERNATIONAL AIRPORT CERTIFICATION MANUAL**Revision Control Sheet**

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.

Original Date: 12/09/04**Revision Date: 02/05/26**

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FAA Approval:



Date:

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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.

Original Date: 12/09/04**Revision Date: 02/05/26**

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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	05/30/2024	Updated Table of Contents Distribution List, Exhibit 500-6, and added new Exhibit 500-11.
034	07/10/2024	Updated Section 317, Exhibit 317-1, and Exhibit 500-6.
035	09/09/2024	Updated Exhibit 313-1, Snow and Ice Control Plan
036	09/18/2024	Updated Exhibit 325-1, Airport Emergency Plan
037	09/19/2024	Added Sections 401, 403, and Exhibit 500-12
038	11/01/2024	Updated Table of Contents Updated Exhibit 313-1, Snow and Ice Control Plan section 5.7 and Appendices 4, 5, 6, 7, 8, 9, 10, 11 Updated Section 309 page 3 and Exhibit 327-1 page 4
039	11/25/2024	Updated Table of Contents Updated Section 311 Added Exhibit 311-3
040	01/15/2025	Updated Section 317 page 2 and Exhibit 317-1

Original Date: 12/09/04**Revision Date: 02/05/26**FAA Approval: 

Date: Feb 09 2026

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Revision Number	Revision Date	Revision Contents and/or Remarks
041	04/07/2025	Added Exhibit 500-13
042	04/08/2025	Updated Section 317 and Exhibit 317-1
043	04/24/2025	Updated Exhibit 325-1 - Airport Emergency Plan
044	05/01/2025	Updated Section 321 and Exhibit 321-1
045	05/16/2025	Updated Section 301, Section 303, and Section 401, and added Section 402
046	07/08/2025	Updated Section 317, Exhibit 317-1, and Exhibit 500-13
047	09/18/2025	Updated Section 329, Exhibit 305-1, Exhibit 311-1, Exhibit 329-1
048	09/23/2025	Updated Section 309, page 1
049	10/09/2025	Updated Exhibit 313-1, Snow and Ice Control Plan
050	10/23/2025	Updated Exhibit 311-1, Sign Plan Area 5
051	11/12/2025	Updated Exhibit 325-1, Airport Emergency Plan, Section 339, Exhibit 339-1, Section 327, and Exhibit 327-1
052	11/25/2025	Updated Section 317, Exhibit 317-1, and Exhibit 500-3
053	02/05/2026	Updated Exhibit 321-1, Exhibit 500-1, renamed Section 115 to 14 CFR Part 3, completely revised Section 14 CFR Part 3, and updated Table of Contents to reflect the renamed section.

Original Date: 12/09/04**Revision Date: 02/05/26**
 FAA Approval: 
 Date: Feb 09 2026


MINNEAPOLIS-ST. PAUL INTERNATIONAL AIRPORT CERTIFICATION MANUAL

Distribution List

1. Original ACM
 2. FAA Airport Certification Inspector
 3. MAC Executive Director/CEO
 4. MAC Chief Operating Officer
 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 Director of Real Estate and Airline Affairs
 11. MAC Emergency 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
-

Original Date: 12/09/04

Revision Date: 02/05/26

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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, Skywest Airlines
 36. Station Manager, Endeavor Airlines
 37. Station Manager, United Airlines
 38. Station Manager, Sun Country Airlines
 39. Station Manager, Alaska Airlines
 40. Station Manager, DHL
 41. Station Manager United Parcel Service
 42. 934th Air Force Reserve
 43. 133rd Air National Guard
 44. Swissport
 45. Station Manager, Denver Air Connection
 46. Station Manager, Air France/KLM
 47. Station Manager, Atlas Air
 48. Station Manager, Allegiant Airlines
 49. Station Manager, Amazon Air
 50. Station Manager, Aer Lingus
-

Original Date: 12/09/04

Revision Date: 02/05/26

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51. Station Manager, Discover Airlines

Original Date: 12/09/04

Revision Date: 02/05/26

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14 CFR Part 3, General Requirements, Subpart D—Falsification, Reproduction, Alteration, Omission, or Incorrect Statements

Falsification prohibitions

In accordance with 14 CFR Part 3, Subpart D, Falsification, Reproduction, Alteration, Omission, or Incorrect Statements, the Airport will comply with falsification requirements that prohibit persons from intentionally making false statements, reproducing or altering, or omitting information in documents provided to FAA.

In complying with Part 3 falsification requirements, it is understood the term “person” includes both the certificate holder and individuals. Further, the term “document” means any document in any format (electronic or physical) and other tangible items consisting of, or related to, any FAA acceptance, determination, approval, or authorization. This includes any document in any format that is kept, made, or used to show compliance with Part 139.

a. Fraudulent or intentionally false statements.

No person may make or cause to be made any fraudulent or intentionally false statement in:

- (1) Any document in any format submitted under any provision referenced in Part 3.401, consisting of or related to any acceptance, application, approval, authorization, certificate, rating, declaration, designation, qualification, record, report, request for reconsideration, or similar; or
- (2) Any document in any format that is kept, made, or used to show compliance with any requirement under the provisions referenced in Part 3.401.

b. Production, reproduction, or alteration for fraudulent purpose.

No person may make or cause to be made any production, reproduction, or alteration for fraudulent purpose of:

- (1) Any document in any format, submitted or granted under any provision referenced in Part 3.401, consisting of or related to any acceptance, application, approval, authorization, certificate, rating, declaration, designation, qualification, record, report, request for reconsideration, or similar; or
- (2) Any document in any format that is kept, made, or used to show compliance with any requirement under the provisions referenced in Part 3.401.

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c. Knowingly omit, or cause to be omitted, a material fact.

No person may knowingly omit, or cause to be omitted, a material fact in:

- (1) Any document in any format submitted under any provision referenced in Part 3.401, consisting of or related to any acceptance, application, approval, authorization, certificate, rating, declaration, designation, qualification, record, report, request for reconsideration, or similar; or
- (2) Any document in any format that is kept, made, or used to show compliance with any requirement under the provisions referenced in Part 3.401.

Original Date: 12/09/04

Revision Date: 02/05/26

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FAA Approval:



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Feb 09 2026

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Exhibit 321-1 - Fuel System Inspection Report



METROPOLITAN AIRPORTS COMMISSION FIRE DEPARTMENT
FUELING INSPECTION REPORT



Date of Inspection:			Inspection Conducted By:		
Type of Inspection: <input type="checkbox"/> Quarterly <input type="checkbox"/> Spot <input type="checkbox"/> Equipment Entering Service					
Equipment / Facility Operator: <input type="checkbox"/> Swissport <input type="checkbox"/> Signature <input type="checkbox"/> Other					
Inspection Type: <input type="checkbox"/> Hydrant Cart <input type="checkbox"/> Hydrant Truck <input type="checkbox"/> Tanker Truck <input type="checkbox"/> Fuel Ladder <input type="checkbox"/> Facility					
Equipment Number / Facility			<input type="checkbox"/> Pass <input type="checkbox"/> Fail <input type="checkbox"/> O/S		
Violation Number	Code Selection	Days to Correct	Corrective Action	Date Corrected	Inspector Initials
Additional Notes:					
<u>Observations</u>			<u>Recommendations</u>		

Send Correspondence to:
METROPOLITAN AIRPORTS COMMISSION
FIRE DEPARTMENT
6920 34th Avenue South
Minneapolis, MN 55450
Phone: 612-726-5005

Fueling Inspection Form 2025

Original Date: 12/09/04

Revision Date: 02/05/26

FAA Approval:
Date: Feb 09 2026

AIRPORT: MSP Intl Airport

Fueling Organization: ABC FBO

Year: 20XX

[illegible]

Part 139.321(e)(1) requires “[at] least one supervisor with each fueling agent must have completed an aviation fuel training course in fire safety that is authorized by the Administrator. Such an individual must be trained prior to initial performance of duties, or enrolled in an authorized aviation fuel training course that will be completed within 90 days of initiating duties, and **receive recurrent instruction at least every 24 consecutive calendar months.**”

*Part 139.321(e)(2) requires “[a]ll other employees who fuel aircraft, accept fuel shipments, or otherwise handle fuel must receive at least initial on-the-job training and **recurrent instruction every 24 consecutive calendar months** in fire safety from the supervisor trained in accordance with paragraph (e) (1) of this section.”

* **139.301 RECORDS:** *Airport fueling agent inspection.* Twelve consecutive calendar months for records of inspection of airport fueling agents, as required under 139.321.

* When updating the spreadsheet, simply highlight the entire row if the employee is no longer employed and record the last day of employment. DO NOT delete the employee training information until the FAA Certification Inspector has verified the information during the airport inspection.

*In accordance with 14 CFR Part 139.321(f), I certify that all other employees who fuel aircraft, accept fuel shipments, or otherwise handle fuel have received at least initial on-the-job training and recurrent instruction every 24 consecutive calendar months in fire safety from a supervisor trained in accordance with paragraph 139.321(e)(1).

Fueling Supervisor Name (Print): _____

Signature: _____ Date: _____

Last Updated: 10/1/20XX By: Joe Smith - Airport Operation Supervisor - MSP Intl Airport

Original Date: 12/09/04

Revision Date: 02/05/26

FAA Approval:_____

FAA Approval: 
 FAA Airports Date: Feb 09 2026

MINNEAPOLIS-ST. PAUL INTERNATIONAL AIRPORT CERTIFICATION MANUAL

Exhibit 500-1 - Airport Emergency Services at Minneapolis-Saint Paul International Airport

Docusign Envelope ID: 7B00ADA5-DA76-4194-A97B-9F78EA05E91C

Airport Emergency Services Letter of Agreement

Federal Aviation Administration (FAA) • Minneapolis Airport Traffic Control Tower (MSP) • Metropolitan Airports Commission (MAC)

Letter of Agreement (Effective: February 2, 2026)

SUBJECT: Airport Emergency Services at Minneapolis-Saint Paul International Airport

1. PURPOSE

This Letter of Agreement defines responsibilities of Minneapolis Airport Traffic Control Tower (MSP) and the Metropolitan Airports Commission (MAC) concerning fire and aircraft emergency procedures at Minneapolis-St. Paul International Airport (Airport).

2. CANCELLATION

Cancels the Airport Emergency Services Letter of Agreement dated May 20, 2022.

3. SCOPE

This agreement is applicable to all MSP and MAC personnel.

4. DEFINITIONS

- a. **ALERT I:** An aircraft that is known or suspected of having an operational defect that should not normally cause serious difficulty in achieving a safe landing. The emergency equipment and crews should stand by at fire stations for a possible emergency and expect further instructions.
- b. **ALERT II:** An aircraft that is known or is suspected to have an operational defect that affects normal flight operations to the extent that there is danger of an accident. The emergency equipment and crews should stand by at predetermined locations.
- c. **ALERT III:** An aircraft incident/accident has occurred on or in the vicinity of the Airport. All designated emergency response units should proceed to the location of an incident/accident.
- d. **CRASH ALERT:** An aircraft crash has occurred with serious injury and/or fatalities.
- e. **ATC ZERO:** Declared by Air Traffic Control (ATC) when it is determined that the facility is unable to safely provide published air traffic services.
- f. **MOVEMENT AREA:** All runways and taxiways as depicted in the movement area map, requiring aircraft to make radio contact with MSP for clearance to enter and operate in.
- g. **EMERGENCY PHONE:** A telephone with a direct line from ATC to the MAC Emergency Communications Center (ECC). The emergency phone is also heard in both Fire Stations and the Airside Operations Center. This phone may also be referred to as the Crash Phone in other documents such as the Airport Emergency Plan.
- h. **APPROPRIATE FREQUENCIES:** Communication shall occur on the appropriate MSP Tower frequencies for each runway as shown below:
 - (1) RWY 12R-30L or 4-22...126.7
 - (2) RWY 12L-30R.....123.95
 - (3) RWY 17-35.....123.675

5. RESPONSIBILITIES:

a. MSP Shall:

- (1) Notify the MAC ECC of impending or actual aircraft emergencies via the MSP emergency phone and provide the following information:
 - (a) Alert category

Original Date: 12/09/04

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FAA Approval:



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- (c) Aircraft type
 - (d) Landing runway or location and estimated time of arrival in minutes
 - (e) Nature of problem
- (2) Provide the following information as soon as practicable either on the initial emergency phone call or via the appropriate tower frequency:
 - (a) Number of persons on board
 - (b) Quantity of fuel on board
 - (c) Other pertinent information (hazardous cargo or explosives, etc.)
 - (3) Provide priority handling of responding emergency vehicles
 - (4) Notify "emergency vehicles" when the alert aircraft is next to land via the appropriate MSP Tower frequency
 - (5) Control air and ground traffic to avoid conflicts in the area of the emergency
 - (6) Inform all aircraft to remain clear of the emergency area when the accident occurred off the Airport.
- b. MAC Shall:**
- (1) Require emergency vehicles responding to non-aircraft emergencies to inform MSP of their destination whenever the movement area is used as a route to the emergency.
 - (2) Require emergency vehicles responding to routine calls for service to use the vehicle service roads whenever possible when proceeding to and from the scene.
 - (3) Advise MSP when permanent changes occur for radio call signs or station assignments for Airport Rescue and Fire Fighting (ARFF) equipment, or when ARFF equipment is added or removed.

6. PROCEDURES

a. ALERT I

(1) MSP Shall:

- (a) Notify the MAC ECC of impending or actual aircraft emergencies via MSP emergency phone and provide the following information:
 - a. Alert category
 - b. Aircraft identification or flight number
 - c. Aircraft type
 - d. Landing runway or location and estimated time of arrival in minutes
 - e. Nature of problem

(2) MAC FIRE COMMAND Shall:

- (a) Emergency vehicles and crews should stand by at the fire stations for a possible emergency and expect further instructions.

b. ALERT II

(1) MSP Shall:

- (a) Notify the MAC ECC of impending or actual aircraft emergencies via MSP emergency phone and provide the following information:
 - a. Alert category
 - b. Aircraft identification or flight number

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FAA Approval: 
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- c. Aircraft type
- d. Landing runway or location and estimated time of arrival in minutes
- e. Nature of problem
- (b) Provide the following information as soon as practicable either on the initial emergency phone call or via the appropriate MSP Tower frequency:
 - a. Number of persons on board
 - b. Quantity of fuel on board
 - c. Other pertinent information (hazardous cargo or explosives, etc.)
- (c) Provide priority handling of responding emergency vehicles
- (d) Notify Fire Command when the alert aircraft is next to land via the appropriate frequency
- (e) Expect the alert runway and any intersecting runway(s) to be closed by MAC as soon as the arriving alert aircraft completes touchdown as indicated by all landing gear making positive contact with the runway.
- (f) Control air and ground traffic to avoid conflicts in the area of the emergency when the emergency occurs on Airport.
- (g) Inform all aircraft to remain clear of the emergency area when the accident has occurred off Airport.

(2) MAC FIRE COMMAND Shall:

- (a) Deploy emergency equipment to the appropriate standby positions or the site of the alert aircraft.
- (b) Notify the tower on the appropriate tower frequency when Fire Command is on frequency and ready to switch to the discrete frequency as assigned by tower.

(3) MAC AIRSIDE OPERATIONS Shall:

- (a) Close the alert runway and any intersecting open runway(s) on the appropriate frequency after the alert aircraft completes touchdown as indicated by all landing gear making positive contact with the runway. Open runways that intersect the alert runway will be closed on one frequency.
- (b) Notify MSP of all changes in airfield status on the frequency assigned by MSP for the alert.
- (c) Reopen unaffected portions of the movement area with MSP.

c. ALERT III

(1) MSP Shall:

- (a) Notify the MAC ECC of location of aircraft emergency via MSP emergency phone and provide the following information:
 - a. Alert category
 - b. Aircraft identification or flight number
 - c. Aircraft type
 - d. Location of Alert III
 - e. Nature of problem
- (b) Provide the following information as soon as practicable either on the initial

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- a. Number of persons on board
- b. Quantity of fuel on board
- c. Other pertinent information (hazardous cargo or explosives, etc.)
- (c) Provide priority handling of responding emergency vehicles
- (d) If applicable, notify Fire Command when the alert aircraft is next to land via the appropriate frequency.
- (e) If applicable, expect the alert runway and any intersecting runway(s) to be closed by MAC as soon as the arriving alert aircraft completes touchdown as indicated by all landing gear making positive contact with the runway.
- (f) Control air and ground traffic to avoid conflicts in the area of the emergency when the emergency occurs on the Airport.
- (g) Inform all aircraft to remain clear of the emergency area when the accident has occurred off the Airport.

(2) MAC FIRE COMMAND Shall:

- (a) Respond with emergency equipment to the site of the alert aircraft.
- (b) Notify MSP on the appropriate MSP Tower frequency when Fire Command is on frequency and ready to switch to the discrete frequency as assigned by MSP.

(3) MAC AIRSIDE OPERATIONS Shall:

- (a) Close the runway(s) and/or appropriate sections of taxiway(s) or apron(s), as necessary on the frequency assigned by MSP.
- (b) Reopen unaffected portions of the movement area

d. CRASH ALERT

(1) MSP shall:

- (a) Notify the MAC ECC of impending or actual aircraft emergencies via MSP emergency phone giving essential information including location.
- (b) Provide priority handling of responding emergency vehicles.
- (c) When MSP is notified that the Airport is closed, all aircraft and vehicles under MSP jurisdiction will be stopped.

(2) MAC FIRE COMMAND shall:

- (a) Deploy emergency equipment to the alert site.

(3) MAC AIRSIDE OPERATIONS shall:

- (a) Close the Airport with MSP and coordinate actions with MSP as necessary to meet the emergency.
- (b) Notify MSP of any change in airfield status on frequency after inspections have been completed. Unaffected closed portions of the movement area shall be reopened to the extent the emergency permits.

Original Date: 12/09/04

Revision Date: 02/05/26

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FAA Approval: 
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e. HAZARDOUS MATERIALS

(1) MSP shall:

- (a) Notify the MAC ECC that there is a possible radiation hazard accident via the MSP emergency phone and provide the following information:
 - a. Condition of the accident
 - b. Location
 - c. Current wind and weather conditions
- (b) Inform all air traffic on the field and in the vicinity of the Airport that an accident has occurred and radiation hazards exist.
- (c) Provide updated surface wind readings to responding emergency vehicles.
- (d) Control air and ground traffic to avoid conflicts in the area of the emergency.

(2) MAC shall:

- (a) Assume incident command.
- (b) Notify ATC as appropriate to the closure and availability of Airport surfaces.
- (3) In the event of an accident involving a United States Military aircraft with nuclear cargo or nuclear weapons on board, the term "BROKEN ARROW" must be used in lieu of "radiation hazard" in all communications.

f. TERRORISM INCIDENT

(1) MSP shall:

- (a) Notify the MAC ECC that there is a possible terrorism incident on an aircraft and provide relevant information about the incident.
- (b) If possible, direct the aircraft to a designated parking area. The primary location is the approach end of Runway 04. The secondary location is the run-up pad.

(2) MAC shall:

- (a) Assume incident command.
- (b) Notify ATC as appropriate to the closure and availability of Airport surfaces.

g. ATC ZERO

(1) MSP shall:

- (a) Notify MAC Airside Operations that ATC services are unavailable.
- (b) Issue a NOTAM that ATC is closed and MSP CTAF 126.7 is in effect.
- (c) Notify MAC Airside Operations when ATC services resumes.
- (d) Cancel NOTAM.

(2) MAC AIRSIDE OPERATIONS shall:

- (a) Issue NOTAM that ARFF is monitoring CTAF 126.7 for ARFF response.
- (b) Monitor CTAF 126.7 for ARFF response.
- (c) Notify ARFF and the MAC ECC of the ATC-0 event.
- (d) Notify the MAC ECC of any request for ARFF response with the following information:
 - a. Aircraft identification or flight number

Original Date: 12/09/04

Revision Date: 02/05/26

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FAA Approval: 
 Date: Feb 09 2026

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- c. Nature of problem
- (e) Cancel NOTAM upon notification by MSP that ATC services have resumed.

7. DISCRETE EMERGENCY FREQUENCY (DEF)

a. MSP shall:

- (1) Assign an available ATCT frequency and issue instructions for MAC ARFF and the emergency aircraft to switch to the DEF when determined to be operationally necessary.
Note: The preferred DEF is 123.875.
- (2) Issue instructions to aircraft and vehicles not involved in the emergency to switch to another frequency.
- (3) Monitor the DEF at all times and not transmit on the frequency, except for emergency related communications.
- (4) If a situation arises other than an aircraft emergency where the use of a DEF would be beneficial, i.e., bomb threat, disabled aircraft, etc., consider a request by MAC to assign a DEF.
- (5) When notified by MAC that the status of the emergency allows the release of the DEF, issue instructions to the emergency aircraft and all responding vehicles to return to the normal ground control frequency.

b. MAC FIRE COMMAND shall:

- (1) Utilize appropriate MSP Tower frequency until MSP assigns a DEF.
- (2) Once directed to switch to the DEF, they may initiate direct contact with the emergency aircraft.
- (3) Initiate a request to MSP for use of a DEF for situations other than an aircraft emergency. Under these conditions, MAC ARFF may authorize MAC Airport Police, MAC Airside Operations or MAC Field Maintenance to use the DEF.
- (4) Notify MSP when use of the DEF is no longer required.

8. COMMUNICATIONS

- a. MAC shall advise MSP when permanent changes occur for radio call signs or station assignments for ARFF equipment, or when ARFF equipment is added or removed.
- b. MSP must initiate a daily emergency phone test at 08:00 A.M. local time.

9. DEVIATIONS

- a. Deviations from the procedures contained herein must be approved only after coordination between MSP and the MAC.

Signatories

Signed by:

JOSEPH HARRIS

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Joseph Harris
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DocuSigned by:

Maggie Ronken

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Minneapolis Airport Traffic Control Tower

Original Date: 12/09/04

Revision Date: 02/05/26

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FAA Approval: *Pat Williams*



Date: Feb 09 2026