

LETTER OF AGREEMENT

EFFECTIVE: _____

SUBJECT: Renton Airport Emergency Service

1. PURPOSE: To define coordination and control procedures between Renton FAA Contract Tower (RNT FCT), Renton Municipal Airport Authority, and Renton Regional Fire Authority (RRFA) for emergency notification and response to aircraft emergencies or aircraft involved in an accident.

2. CANCELLATION: Renton FAA Contract Tower (RNT FCT), Renton Municipal Airport Authority, and Renton Fire and Emergency Services Letter of Agreement, Subject: Renton Airport Emergency Service, dated April 1, 2008 and all its revisions.

3. SCOPE: The procedures outlined herein are for use by RRFA, Renton Municipal Airport Authority, and RNT FCT for alerting appropriate personnel when aircraft experience emergencies on or in the vicinity of the airport.

4. RESPONSIBILITIES: RNT FCT, Renton Municipal Airport Authority, and RRFA must be responsible to ensure that all applicable personnel are briefed on and comply with the procedures and coordination contained in this agreement. This agreement will be reviewed annually.

5. DEFINITIONS:

a. **ALERT 1:** (Local Standby). Indicating an aircraft approaching the airport is in minor difficulty; (i.e., feathered propeller, oil leak, or rough running engine). The emergency equipment and crews would initiate a standby response and await development of the emergency.

b. **ALERT 2:** (Full Emergency). Indicating an aircraft approaching the airport is in major difficulty; (i.e., smoke in the cabin, engine fire, faulty landing gear, no hydraulic pressure, medical emergency). This means emergency equipment and crews should proceed to a predetermined location to await development of the emergency.

c. **ALERT 3:** (Aircraft Accident). Indicating an aircraft involved in an accident on or nearby the airport and emergency equipment and crews should proceed immediately to the scene.

6. PROCEDURES:

a. RNT FCT:

(1) Immediately notify the RRFA via 911 when, in the opinion of any of the following, a potential or actual emergency exists:

Renton FAA Contract Tower, Renton Municipal Airport Authority, and Renton Regional Fire Authority

- (a) RNT FCT controller on duty.
- (b) Pilot of the aircraft concerned.
- (c) Owner/Operator of the aircraft concerned.
- (d) Airport Management.

(2) As information is obtained, provide the emergency services operator the following information:

- (a) Alert category.
- (b) Aircraft identification and type.
- (c) Nature of the emergency.
- (d) Pilot's desires.
- (e) Current location of the emergency aircraft, estimated time of arrival, and landing runway. For an accident, describe the accident location by reference to commonly known points such as a street or grid map.
- (f) Number of people on board.
- (g) Type and amount of fuel if known.
- (h) Hazardous material.

(3) After the emergency equipment has been alerted, and time permits, notify:

- (a) Airport Management.
- (b) If possible, the aircraft owner/operator when a local aircraft is involved.

(4) Control air and ground traffic so as to avoid conflicts in the area of the emergency, including routes on the airport that will be used by emergency equipment responding to or returning from the emergency.

(5) Inform emergency response personnel of the progress of the emergency and when an emergency is upgraded or downgraded.

b. Be available to conduct routine, regular checks on communications equipment (Very High Frequency [VHF] Radio on Ground Control Frequency 121.6 MHz or Tower Frequency 124.7 MHz) and RRFA provided 800 MHz radio (Fire 3) between 0830 Local and 0900 Local on Monday mornings.

Renton FAA Contract Tower, Renton Municipal Airport Authority, and Renton Regional Fire Authority

c. RRFA:

(1) Dispatch emergency response equipment and personnel within their area of jurisdiction to aid persons aboard an emergency aircraft and/or persons involved in an aircraft accident.

(2) Direct airport management personnel to assist emergency response personnel when there is an emergency or accident on or near Renton Airport.

(3) Initiate regular routine weekly radio checks with RNT FCT:

(a) On frequency 121.6 MHz (Ground) - primary/124.7 MHz (Tower) – alternate, and RRFA provided 800 MHz radio (Fire 3).

(b) If unable to get a response from RNT FCT, RRFA will contact RNT FCT via phone at (206)764-6632 to advise of a radio check.

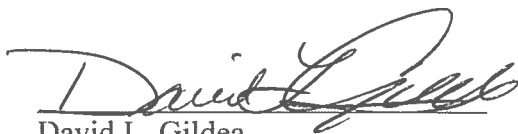
d. Renton Airport Management Personnel:

(1) Close the movement areas as appropriate via Notice to Airmen (NOTAM).

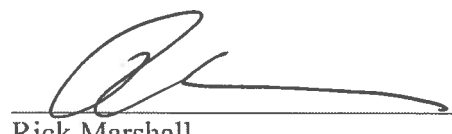
(2) Assist emergency response personnel.

(3) Notify other agencies, or personnel as required by the RRFA.

(4) Schedule a meeting with the tower, the RRFA, and airport management following an emergency on or near the airport to review the response.



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