



Hancock County Port and Harbor Commission
owner and operator of
Stennis International Airport
Airport Rules
and Regulations

A blue ink signature of Chanse Watson, written in a cursive style.

Chanse Watson, Airport Director

A blue ink signature of William Cotter, written in a cursive style.

William Cotter, Chief Executive Officer

Approved via Resolution #20220124-08 by the Hancock County Port and Harbor Commission on
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1. Introduction

Stennis International Airport (HSA) is located 57 miles from New Orleans, Louisiana and 93 miles from Mobile, Alabama. Owned and operated by the Hancock County Port and Harbor Commission (Commission), the Airport offers multiple opportunities for investment. As an international point of entry to the Mississippi Gulf Coast and home of the Stennis Space Center, Hancock County welcomes all types of aviation and partnerships.

Key contacts for Stennis International and the Commission are:

Hancock County Port and Harbor Commission

14054 Fred & Al Key Road
Kiln, MS 39556
Office: (228) 467 9231

Stennis International Airport (KHSA)

7250 Stennis Airport Drive
Kiln, Mississippi 39556
Office: (228) 467 7070
Hours: 8 AM – 5 PM , Monday through Friday excluding Holidays

Airport Director

228-467-9231 ext. 101

Director of Airport Operations

228-467-9231 ext. 103

Aircraft Rescue Fire Fighting (ARFF) Operations:

Station: 228-270-0058
Direct: 228-342-5415
24 Hours a Day, 7 Days a Week

For emergencies, please call 911.

Appendix A: Definitions contains a glossary of key elements described in this document.

1.1. Regulations

These Rules and Regulations are subject to, but not limited to:

1. Federal Aviation of 1958, as amended, and its precedent, Civil Aeronautics Act of 1938
2. Surplus Property Act of 1944

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3. Title VI, Civil Rights Act of 1964
4. Federal Aviation Regulations, Title 14 - Code of Federal Regulations
7. FAA Order 5190.6B, Airport Compliance Requirements
8. Federal Aviation Administration, "Airport Improvement Program (AIP) Grant Assurances." Federal Register 85:40 (February 28, 2020) p. 12048
9. Advisory Circular 150/5190-7, Minimum Standards for Commercial Aeronautical Activities
10. Mississippi Code 1972, Title 61 - Aviation

If the FAA determines that any provision of these Rules and Regulations or any practice constitutes a grant of a prohibited exclusive right, such provision shall be deemed null and void and such practice shall be discontinued immediately.

2. General Use of Airport

2.1 Authority

These Rules and Regulations are enacted pursuant to the Hancock County Port and Harbor Commission's authority to operate the Stennis International Airport & Airpark (KHSA).

2.2 Applicability

These Rules and Regulations shall apply to all users of the Airport and all Persons on Airport property. The Rules and Regulations provide for Airport-approved operating procedures, safety and security requirements. Nothing in these Rules and Regulations shall limit or constrain the legitimate authority of the Hancock County Port and Harbor Commission, the Airport Director, or the Director's designees.

2.3 Purpose and Application of Rules and Regulations

The Rules and Regulations of the Stennis International Airport, adopted by the Hancock County Port and Harbor Commission, apply to all Airport employees, airlines, tenants, vendors, concessionaires, permit holders, government organizations, or any other Persons that work at, operate at, lease, conduct business, or otherwise have access to the Airport. The requirements herein are not the sole requirements expected of tenants or users of the Airport; specific rules and regulations may be referenced separately within individual agreements with a tenant or user but shall not impede or contradict with the requirements outlined herein unless identified in writing and mutually agreed upon by both parties.

These rules and regulations are put in place to ensure that those working and operating at the Airport contribute to the safe and efficient operation of the Airport. Responsibility for enforcement of these Rules and

Regulations is vested in the Airport Director and in any Person authorized to act on behalf of the Airport Director, unless otherwise specifically identified herein.

2.4 Adoption of Rules and Regulations Shall Not Constitute Grant of Rights

The adoption of these Rules and Regulations is not intended to and shall not be construed to grant any property right or expectation to any Person whomsoever. The Hancock County Port and Harbor Commission expressly reserves the right to amend these Rules and Regulations at any time and in any respect. Additionally, the Commission reserves the right to limit or restrict access to any area of the Airport without the issuance of prior notice, for reasons including, but not limited to, safety and security of the general public, construction, or renovation work at the Airport, or acts of God.

Any Person who determines to invest time or financial resources in operations at the Airport does so with full knowledge of the foregoing provisions, and shall have no right or standing to make any claim whatsoever against the Commission by reason of any subsequent amendment to these Rules and Regulations, any amendment to an agreement or any limitation or restriction of access to the Airport as aforesaid

2.5 Conflicting Laws, Ordinances, Regulations and Contracts

- (a) In any case where a provision of these rules and regulations are in conflict with any other provision of these regulations adopted hereunder or in conflict with a provision of any zoning, building, fire, safety, health or other ordinance, code, rule, or regulation of the County, the provision which establishes the higher standard for the promotion and protection of the health and safety of the people shall prevail.
- (b) In cases where two (2) or more provisions of these regulations are in conflict, the most stringent or restrictive shall prevail.
- (c) No existing or future contract, lease agreement or other contractual arrangement, nor any payment or performance there under, shall excuse full and complete compliance with these regulations. Compliance with these regulations shall not excuse full and complete compliance with any obligations to the Commission under any existing or future contract, lease, agreement, or other contractual arrangement.

2.6 Use of Airport Facilities

- (a) No person shall use the Airport or its facilities except in conformity with these Rules and Regulations, applicable requirements of the Airport, and all other applicable state and federal laws, rules, and regulations.
- (b) No person shall engage in any aeronautical activity at the Airport except in conformity with all Federal Aviation Administration regulations; Mississippi State Statutes; the applicable provisions of the Hancock County; and these Rules and Regulations. Any non-aeronautical use at or on the Airport must be approved, in writing, by the Commission pursuant to a written lease, license, permit, or agreement with or from the Commission.
- (c) No person shall use any portion of the Airport for any commercial activities unless such commercial activities are conducted as a tenant pursuant to a written lease, license, permit or agreement with or from the Commission. The Chief Executive Officer or designee may issue permits or licenses for commercial activities at the Airport to persons whose commercial activities do not require a formal

lease, provided that such permits or licenses are effective for no more than 90 days or are terminable by the Commission without cause upon no more than 30 days' notice. The Chief Executive Officer or their designee, will determine the fees for such permits or licenses unless such fees have otherwise been established by resolution of the Commission.

- (d) All Persons, while on the Airport, shall comply with these Rules and Regulations and all lawful orders or directives given by representatives of the Director's Office and other Hancock County Port and Harbor Commission personnel exercising legal powers within the scope and course of their employment and duties.
- (e) All users of the Airport shall observe and obey all posted signs, fences, and barricades prohibiting entry upon the Air Operations Area or other Restricted Areas that govern the activities and demeanor of the public while on the Airport.

2.7 Closing the Airport and Control During Emergencies

In the event of an emergency, the Airport Director or designee through the Chief Executive Officer or their designee shall have absolute control of the Airport during such emergency. If the Airport Director or designee believes, in his or her sole judgement, that conditions of the Airport are unsafe for aircraft operations and/or the health, welfare, and/or safety of Persons and/or property, it shall be within the Airport Director's authority to close the entire Airport, or any part of the Airport and issue appropriate NOTAMs as required.

During an emergency the Airport Director or designee, or their authorized representatives, in their sole judgment, may suspend these Rules and Regulations, or any part hereof, and may in addition issue such oral orders, rules, or regulations as may be necessary.

The Director or designee shall at all times have authority to take such reasonable action as may be necessary for the proper conduct and management of the Airport and public.

2.8 Responsible Party

Any person accessing the Airport shall be responsible for their actions and all actions of any person to whom they provide access, whether directly or indirectly. Responsibility for enforcement of these Rules and Regulations is vested in the Director and in any Person authorized to act on behalf of the Director, unless otherwise specified.

2.9 Changes to Rules and Regulations

- (a) Amendment. These Rules and Regulations are subject to change. Changes, amendments, additions, deletions, or corrections to these Rules and Regulations may be initiated by the Airport Director and, as may be applicable, approved by the Commission.
- (b) Special Notices. Special notices, regulations, memoranda, or directions of an operational nature may be issued by the Airport Director and shall have the same effect as these Rules and Regulations.

2.10 Nondiscrimination

To the extent permitted by law, the Commission will maintain and enforce a policy of nondiscrimination at the Airport. Accordingly, no Person doing business with the Commission as a lessee, tenant, licensee, or permittee at the Airport shall discriminate in the provision of goods, services, or employment on the basis of race, color, creed, national origin, age, or sex, or violate any federal, State, or local law regarding nondiscrimination and equal employment opportunities, or take any action prohibited by 49 CFR Part 21.

2.11 Liability

The Commission assumes no responsibility for loss or damages to Persons or property by reason of fire, theft, vandalism, wind, flood, earthquake, hurricane, collision, strikes, or any act of God, nor does it assume any liability for Persons while on Airport property, or for property damage or as a bailee of any Motor Vehicle parked for a fee. All Motor Vehicles, whether parked or operated on Airport property, are operated at the owner's risk.

2.12 Aircraft Parking – Tie Downs, Shade, or Ramp Areas

Tie-downs locations painted are reserved tie-downs and shall not be used without the user having obtained the necessary approval.

Both transient and based tie-downs locations are painted yellow shall be coordinated for use in advance with the FBO.

Tie-down ropes are provided as a courtesy for transient customers via the Airport FBO; the condition of such ropes shall be inspected to ensure integrity in accordance with his or her aircraft. The customer accepts full risk and liability of the rope provided by the Airport and/or its agents.

No person shall park or allow to remain stationary any aircraft at the Airport except within a designated aircraft parking and storage area. No person shall park an aircraft in a reserved aircraft parking area without first having obtained an approved agreement/lease. No person shall leave an aircraft parked in a tie-down without first having secured the aircraft with ropes or other approved fasteners in order to adequately tie-down the aircraft to the pavement.

Leased tie-down spots may not be subleased, assigned, pledged, sold or gifted to any other tenant for any reason. All tie-down spots are awarded on a first come, first served basis.

Unless otherwise approved by the Director's Office, no person shall park or allow to remain stationary a derelict aircraft or otherwise unairworthy aircraft as determined by a qualified and certified Airframe and Powerplant mechanic per Section 4-16 titled *Tie-down or Storage of Damaged or Dismantled Aircraft (Aircraft Airworthiness)*.

Aircraft not parked on a designated tie-down shall either be marshalled in by a representative of the FBO or if after hours, at the aircraft operator's sole risk.

Aircraft owners and/or operators have the sole responsibility to ensure their aircraft is properly secured in the event of adverse wind and/or inclement weather conditions.

If any aircraft is parked in violation of this section, or in the determination of Airport Director's office, presents an operational or safety hazard in any area of the Airport, the Airport Director or designee may cause said aircraft, at the owner's/operator's expense and without liability for damage which may result in the course of such moving, to be delivered into the care of a representative of an FBO or SASO authorized to do business on the Airport.

2.13 Aircraft Maintenance and Self-Services

An aircraft owner is permitted to fuel, wash, touch-up paint and provide preventive aircraft maintenance only to the owner's own aircraft which is based at the Airport at its based location provided that the owner complies with these regulations and all applicable laws, FARs and County code provisions.

An owner of an aircraft based at the Airport may hire or allow a person, other than an authorized based commercial aviation business operator, to provide any of the services described in Section 2-8 or in Section 2-9 only if such services are provided (i) under the presence and direct supervision of the aircraft owner, and (ii) in conformance with these regulations and all applicable laws, FARs and County code provisions. Where the services are provided for the benefit of the aircraft owner as a commercial activity, the individual shall be a direct employee (not independent contractor) of the aircraft owner, an FAA certified mechanic holding a temporary Commercial Operating Permit and/or License Agreement from Hancock County Port and Harbor Commission, or an approved technical specialist with appropriate insurances on file with the Commission and in accordance with Appendix B: Insurance Requirements.

2.14 Major Aircraft Alterations and Repair

Major aircraft alterations and repairs are prohibited on the Airport except:

- (a) By a person from an authorized based commercial aviation tenant or operator IAW Section 2.13; or
- (b) By the owner of the aircraft under the provisions provided in these regulations.
- (c) "Hot Work" activities within the Air Operations Area (AOA) or any facility located on the Airport will require approval from the Stennis ARFF Department.

2.15 Fines for Unauthorized Maintenance and Repairs

Aircraft owners that perform, or have performed, maintenance on their aircraft in violation to these Rules and Regulations and/or specifically Section 2.13 or Section 2.14 herein, shall be subject to the following fines. "Hot Work" conducted but not approved will result in eviction from the airport as well as potential liability for any and all damages that result from such operations.

- (a) First offense: Written Warning
- (b) Second Offense: \$250.00
- (c) Third Offense: \$500.00

- (d) Fourth Offense: Eviction from the Airport.

All payments for fines shall be made in a timely manner in the form of check or money order made out to the Hancock County Port and Harbor Commission.

2.16 Hangar Waiting List

The purpose of the Hangar Waiting List is to quantify the demand of aircraft hangars and shall be utilized by the Airport Director's Office as a procedural guide to award hangars including notification and award requirements as well as outline expectations for individuals (Applicants) on the list as it relates to requirements for being and maintaining a position on the list.

- (a) Applicants must complete an application to be placed on the list and may be subject to a deposit. The list will be chronological order based on the date that the completed application was received and reviewed by the Airport Director's Office.
- (b) It is the sole responsibility of the applicant to ensure the Commission always has current applicant information on file. Failure to provide updated information may result in loss of position or potentially removal from the list at the Airport Director's or designee's discretion.
- (c) Positions on the Hangar Waiting List will be determined by date/time of the request unless the applicant is a based tenant, therefore he or she shall receive priority over applicants not based at the Stennis International Airport. Based tenants are defined as those owners/operators seeking a hangar who already have an aircraft registered to the applicant listed on the airport's-based aircraft inventory.
- (d) Positions may not be sold, gifted, or transferred. Current tenants on the Hangar Waiting List must be in good financial standing (no past due accounts) to apply and/or remain on the Hangar Waiting List.
- (e) When a hangar becomes available, the Airport Director's Office will begin contacting the applicants from the top of the Waiting List and/or position on the list where the last offer was made (if known). The offer will be made both by phone and/or by email containing a conditional offer. The applicant must respond to the conditional offer within two (2) business days and must execute a lease with the first month's lease amount remitted within seven (7) calendar days plus lease deposit (same amount has monthly rent).
- (f) Offers may be conditionally accepted by phone but must respond in writing via email for final acceptance. If the applicant does not respond within the seven (7) calendar days, he or she will forfeit their award and the offer will be deemed a refusal at the discretion of the Airport Director. If the lease is executed, the applicant's name will be removed from the Wait List and the applicant will need to apply again to have his or her name relisted.
- (g) Applicants not in possession of an airworthy aircraft at the time the offer is made may be considered a refusal. The applicant, at the discretion of the Commission, may be granted up to ninety (90) days to provide proof of aircraft ownership, co-ownership or lease.
- (h) Applicant must be the LESSEE on the lease and may not sublease the hangar without prior approval from the Commission. Subleases may only be approved by the Commission on a case-by-case basis.

2.17 Aircraft Storage Hangars

- (a) Aircraft storage hangars shall be used strictly for the following aeronautical use(s) as defined the FAA's Hangar Use Policy per FAA Order 5190.6:
 - (i) storage of active aircraft;

- (ii) final assembly of aircraft under construction;
 - (iii) non-commercial construction of amateur-built or kit-built aircraft
 - (iv) maintenance, repair, or refurbishment of aircraft, but not the indefinite storage of nonoperational aircraft;
 - (v) storage of aircraft handling equipment, e.g., tow bars, glider tow equipment, work benches, and tools and materials used for servicing, maintenance, repair or outfitting of aircraft; items related to ancillary or incidental uses that do not affect hangar's primary use.
 - (vi) storing materials related to an aeronautical activity, e.g., balloon and skydiving equipment, office equipment, teaching tools, and materials related to ancillary or incidental uses that do not affect the hangars' primary use;
 - (vii) storing non-aeronautical items that do not interfere with the primary aeronautical purpose of the hangar, e.g., televisions and furniture; or
 - (viii) parking a vehicle at the hangar while the aircraft usually stored in that hangar is flying, subject to local airport rules and regulations.
- (b) Aircraft storage hangars shall not be used for following non-aeronautical use(s) as defined by the FAA's Hangar Use Policy per FAA Order 5190.6 or current version:
- (i) use as a residence;
 - (ii) operation of a non-aeronautical business, e.g., limo service, car and motorcycle storage, storage of inventory, and non-aeronautical business office;
 - (iii) activities that impede the movement of the aircraft in and out of the hangar or other aeronautical contents of the hangar;
 - (iv) activities that displace the aeronautical contents of the hangar or impede access to aircraft or other aeronautical contents of the hangar;
 - (v) storage of household items that could be stored in commercial storage facilities;
 - (vi) long-term storage of derelict aircraft and parts;
 - (vii) storage of items or activities prohibited by local or state law;
 - (viii) storage of fuel and other dangerous and Hazmat materials; or
 - (ix) storage of inventory or equipment supporting a municipal agency function unrelated to the aeronautical use.
- (c) Non-aeronautical use of an aircraft storage hangar shall be approved by the Commission in writing pursuant to a written lease, license, permit, or agreement with or from the Commission and may be cancelled at any time per the laws of the State of Mississippi.
- (d) In addition to the FAA Hangar Use Policy per FAA Order 5190.6 or current version, use of aircraft storage hangars shall be subject to the following restrictions:
- (i) No major aircraft alterations and repairs shall be performed in hangars except by the owner of the aircraft or per Section 2-8(b) herein.
 - (ii) No storage of construction equipment or materials.
 - (iii) There must always be room for the aircraft in the hangar, even when the aircraft is temporarily not located in the hangar.
 - (iv) Oily rags, oil waste, rags and other rubbish and trash may only be stored in containers with self-closing, tight-fitting lids as approved by the Airport Director's Office.
- (e) A hangar will be recognized as a single unit if an aircraft can be positioned anywhere in the hangar when entering through a single door.
- (f) Aircraft hangars shall be subject to annual and periodic inspections by Airport Director's Office and ARFF to ensure compliance with all laws, ordinances and the regulations herein.

- (g) Tenant shall notify Airport Director of any aircraft vacancy that exceeds 60 consecutive days during the term of the lease. Any vacancy that exceeds 60 days may, at the discretion of the Airport Director, be deemed to be abandonment and the lease may be terminated with 30 days' notice
- (h) No major aircraft alterations and repairs or preventive maintenance shall be conducted in or from any hangar for any aircraft not listed as based in the hangar unless otherwise approved in writing by the Airport Director.
- (i) Oxygen or any combustible compressed gas in a cylinder or portable tank must be secured to a fixed location or secured to a portable cart designed for the cylinder(s) or tank(s). Compressed gas cylinders or tanks must have pressure relief devices installed and maintained. Cylinders or tanks not in use shall have a transportation safety cap installed.
- (j) Batteries shall be charged while the owner; operator or tenant is in attendance. Aircraft batteries shall not be connected to a charger when installed in an aircraft located inside or partial inside a hangar.
- (k) No person shall park or allow to remain stationary a derelict aircraft or otherwise unairworthy aircraft as determined by a qualified and certified Airframe and Powerplant mechanic. Per Section 4-16 titled *Tie-down or Storage of Damaged or Dismantled Aircraft (Aircraft Airworthiness)*.

2.18 Hangar Sublease Policy

All hangar subleases will be approved in writing by the Commission on case-by-case basis.

Tenants shall not sublet, assign, gift, or otherwise transfer the premises or any part thereof or furnish to any other person any ground space, office space, aircraft storage space or other rights or privilege in or on any Airport property without the prior written consent of the Commission.

The rental amount paid to the Tenant by the Sub-Tenant shall not be greater than that paid by the Tenant to the Commission and all payments made to the Commission shall be strictly made by the lessee.

The Commission has the right to inspect the lease and/or agreements between Tenant and Sub-Tenant. It is understood that consent of the Airport Director via Commission approval to sublet in one instance shall not constitute consent of any other subletting. As an example, hangar space used as shared space to store multiple gyrocopters, ultralight aircraft, ballooning equipment, or any hangar with the capacity to safely store two or more aircraft may be authorized.

Approved sub-tenants shall be listed as additionally insured on the LESSEE's insurance policy as required in Appendix B: Insurance Requirements.

LESSEES who are fractional owners of aircraft shall provide the Director's Office with the aircraft registration that lists the owners of the aircraft, a notarized aircraft ownership agreement, and a copy of the aircraft insurance policy indicating pilot privileges in accordance with Appendix B: Insurance Requirements.

This policy is in adherence to the FAA's Hangar Use Policy referenced within 14 CFR Chapter 1 of the Federal Register and requires private hangars built on airport property to adhere to the same assurances as the airport. This policy does not apply to privately owned facilities located off airport property.

2.19 Use of Wash Rack

Use of the wash rack is a privilege provided by the Commission and shall be used solely for washing of aircraft. All washing of aircraft with solvents must be done over a drip pan at the wash facility. Waste must be caught with a drip pan and disposed of in accordance with all federal, state, county and local laws.

Use of the wash rack is an amenity provided by the Airport and shall be utilized in a professional, respectful and a first come, first served manner. Users are required to report any damage or otherwise unsafe practices to Airport Director's Office. Failure to comply with these rules and regulations may result in the loss of privileges and/or subject to violations.

2.20 Airport Perimeter Road

The Airport perimeter road shall only be used by authorized vehicles, which include all Airport vehicles, fixed base fuel trucks, and other vehicles with prior written approval from the Airport Director or designee.

2.21. Operational and Restricted Areas: Air Operations Area (AOA)

All areas inside the perimeter fence are deemed as operational and therefore deemed as the Air Operations Area (AOA) and is restricted to those who have an operational need to be within the area for the purposes of recreation and/or job function. Within the AOA, there are Movement Areas (areas controlled by the ATCT – e.g., runway and taxiway) and the Non-Movement Areas (areas not controlled by the ATCT – e.g., aircraft ramp areas, tie downs, etc.).

- (a) No person shall enter upon the Air Operations Area (AOA) for any purpose whatsoever, except persons assigned duty therein, authorized representatives of the Commission or aircrews, operation of an aircraft, passengers entering for the purpose of enplaning or deplaning, activities related to the operation or management of the airport or as otherwise provided for in these Rules and Regulations – unless otherwise approved in writing by the Airport Director or designee.
- (b) No person shall enter any area posted as being closed to the public, except with the consent of the Airport Director.
- (c) No person shall enter into, remain in or place in, or remove any object from, any hangar, T-shade or other building at the Airport without prior written consent of the Airport Director or the person with the legal right of possession of such building.

2.22. Access Codes and Gate Cards

Persons who have been provided either a code or device for obtaining access to the Airport shall only use Airport issued codes/devices and shall not divulge, duplicate, or otherwise distribute the same to any person, unless otherwise approved in writing by the Airport Director or designee. Violation of the regulation may result in the loss of access privileges in accordance with the AOA Security & Compliance Program (ASCP).

2.23. Smoking Areas

No smoking shall be permitted:

- (a) Within fifty (50) feet of an aircraft, fuel truck and/or fuel storage area - Airside.
- (b) Where specifically prohibited by the Airport.
- (c) As specified by state or local law or regulations.

2.24 Use of Shop Areas

All shops, garages, equipment, and facilities are solely for the conduct of the tenants' authorized aeronautical or commercial activities. No person other than employees or agents of the tenants shall make use of such facilities without individual and specific permission of the tenants. No person shall loiter around such premises.

2.25 Maintenance of Premises

All persons using the Airport shall maintain their premises in a condition of repair, cleanliness and general maintenance equal to that maintained by the Airport in comparable areas. All persons having possession, control or use of any portions of the Airport shall at all times maintain such premises in clean, serviceable, safe and operable condition and repair; reasonable wear and tear is expected, and such shall be solely determined by the Commission.

No Person may destroy, injure, deface, or disturb any building, sign, equipment, marker, or other structure, tree, flower, lawn, or other property owned by the Airport.

No Person shall travel upon the Airport other than on roads, walks, or other rights-of-way provided for such specific purpose.

2.26. Floor and Apron Care

All tenants of the Airport shall keep the floors of hangars and tie-downs leased by them, or used in their operations, clean and clear of fuel, oil, grease and other similar materials. Tie down ropes for based aircraft shall be provided by the tenant; tie-down ropes will be provided to transient customers through the Fixed-Based Operator.

2.27 Waste Containers and Disposal

All Airport tenants, users, or visitors shall place, discharge, or deposit in any manner, papers, trash, rubbish, food wastes or other refuse anywhere on the Airport except in Airport-approved receptacles. Types of waste containers and their locations shall be designated by the Airport Director's Office and no other containers or areas shall be used. Outdoor containers shall have lids with the ability to be secured in the event of inclement weather and in consideration to prevent the potential of Foreign Object Debris (FOD).

Tenants, users, or visitors shall not overfill containers with oversized materials, such as boxes, large plastic containers, etc. Dumpsters shall also not be used to discard oversize materials, such as pallets. Any tenant, user, or visitor causing trash containers or dumpster overfill due to the disposal of oversized materials may be subjected to fines assessed by the Commission.

Containers for recyclable materials shall be used in strict accordance with the rules posted for such use. No petroleum products, industrial waste matter or other hazardous materials shall be dumped or otherwise disposed of except in accordance with local, county, state and federal law.

Any hazardous material shall be the responsibility of the originator under all applicable law.

2.28 Storage

No person shall store or stock materials or equipment in such a manner as to be unsightly or constitute a hazard to personnel or property, as determined by the Airport Director's Office. Storing materials within facilities designated for aeronautical use shall be approved in writing by the Commission upon recommendation by the Airport Director. Any non-aeronautical use of aeronautical facilities may be suspended at any time upon recommendation by the Airport Director to the Commission if aeronautical use is sought for such facilities.

2.29 Storage, Transfer and Cleanup Charges

The Airport may remove and impose storage, removal and transfer charges upon any property unlawfully located at the airport. Airport may clean up any material unlawfully spilled, placed or otherwise deposited at the airport and may charge the responsible person(s) for the cost of the cleanup, any required environmental remediation and any expenses incurred by, or fines or damages imposed on, the Commission as a result thereof.

2.30 Model Aircraft, UAS/Drones, Kites, Fireworks, Balloons/Release

No person shall fly or release a model aircraft, drone/UAS, rocket, kite, fireworks, balloon, parachute, etc., within five (5) miles of your proposed area of operation if flying under Special Rule of Model Aircraft (Public law 112-95, section 336). If operating under 14 CFR part 107 and need to fly in controlled airspace (Class D and E), the operator will be required to apply for an airspace authorization or airspace waiver through the Federal Aviation Administration's Drone Zone portal.

2.31 Commercial Photography

No person shall take still, motion or sound pictures, of or at the Airport, for commercial purposes without first receiving written approval from the Airport Director or designee.

2.32 Advertisements

No person shall post, distribute or display signs, advertisements, circulars, printed or written matter at the Airport without written permission from the Airport Director. All signage and printed material to be advertised must conform to the latest covenants and signage plan adopted by the Commission.

2.33 Firearms, Explosives, Etc.

No person, except an authorized law enforcement officer or member of the Armed Forces of the United States on official duty or authorized airport personnel, shall possess any firearms on the airport, except firearms that do not contain live ammunition, are in an enclosed case, and are intended for immediate transport off the Airport.

No person, except an authorized law enforcement officer or member of the Armed Forces of the United States on official duty, shall possess any explosives on the Airport.

No person, other than those in the previous excepted classes, shall store, handle, use, dispense or transport at, in, or upon the Airport any class A or class B explosives, any radioactive substance or material (except for minimum of radioactive substances, such as radioactive paint illuminating instrument dials), without prior written authorization from the Airport Director in close coordination with the ARFF Chief.

2.34 Disorderly Conduct, Intoxicating Liquors, Etc.

No person shall:

- (a) Commit any disorderly, obscene or unlawful act or commit any nuisance on the Airport.
- (b) Drink any intoxicating liquor upon any portion of the Airport open to the public, except in such restaurant facilities as may be lawfully established or other place as shall be for the purpose of a special event that has received a special event permit where alcohol is not for sale.
- (c) Become intoxicated on any portion of the Airport. No intoxicated person – tenant, customer, or any member of the public – shall enter upon or loiter on or about the Airport, any of its facilities, or any Commission owned property.

2.35 Property Damage, Injurious or Detrimental Activities

No person shall destroy, deface, injure or disturb in any way Airport property or conduct at the Airport activities that are injurious, detrimental or damaging to Airport property or to activities and businesses of the Airport. Stennis ARFF Department shall be notified and respond to any property damage observed and/or reported to assess for unsafe conditions and make appropriate notifications.

Any person causing, or liable for any damage shall be required to pay the Commission on demand the full cost of repairs. Any person failing to comply with this section shall be in violation of these regulations and may be refused the use of any of the Airport facility until the Commission has been fully reimbursed for damage done. Any person caught in the act of violating this rule would also be subject to prosecution in accordance with Mississippi law as determined by the Commission.

2.36 Alteration of Airport Property

No person shall make any alterations to any signs, buildings, aircraft parking and storage areas, leased areas or other Airport property, nor erect any buildings or other structures without prior written permission of the Commission. Any construction on the Airport must be approved in writing by the Commission and shall be

coordinated with the Airport Director and Director of Public Works. Such persons shall comply with all building codes, permit procedures of the County, notices and processes required in accordance with Federal Aviation Regulations and shall deliver to both the Airport Director and Director of Public Works as-built plans upon completion.

2.37 Lost Articles

Any person finding lost articles in public areas of the Airport shall immediately deposit them at the office of the Airport Director or, if after hours, with a representative of the FBO or emergency services officer on duty at the Airport. Articles unclaimed after sixty (60) days may be turned over to the finder or otherwise disposed of in a legal manner.

2.38 Abandoned Property

No person shall abandon any property, including aircraft, on Airport property or in any building on the Airport. After thirty (30) days, property will be considered abandoned.

2.39 Payment of Fees

All billings by the Commission are due and payable upon presentation unless otherwise noted thereon or otherwise covered by the terms of a written lease, license, permit or agreement. Payment by credit card will not be accepted.

2.40 Dogs and Other Animals

No Person shall enter the Terminal Building or within the Air Operations Area with a domestic animal except:

- (a) An animal to be or that has been transported by air. Animals being transported, including emotional support animals, must be properly confined and/or must be restrained in a traveling container. No person in charge of a dog or other animal shall permit the animal to wander unrestrained on any portion of the Airport.
- (b) Persons with disabilities with a trained service dog or assistance animal.
- (c) K-9 officers, including law enforcement, authorized to be on the Airport by the Director.
- (d) Authorized handlers with the Airport pet therapy program as authorized to be on the Airport.
- (e) All animals permitted by this Section must be restrained by a leash or confined and completely under control.

2.41 Registration of Based Aircraft

All aircraft based on the airport must be registered with the Airport Director's Office. Aircraft owners shall provide their name, address and phone number along with the aircraft make, model and registration number.

Failure to do so may result in a recommendation of termination of lease, license, permit or agreement to the Commission by the Airport Director or designee.

3. Fueling, Flammable Fluids, and Safety

3.1. Fuel Safety

All transportation, storage and other handling of aircraft and vehicle fuel shall comply with the Uniform Fire Code, as amended, the National Fire Protection Association's codes and standards, as amended, FAA Advisory Circular 150/5230-4, as amended, all requirements of these regulations, and all other applicable laws and standards.

The Aircraft Rescue Fire Fighting (ARFF) Department can assess and report infractions to such codes, standards, and regulations and provide recommendations of corrective action to the ARFF Chief or designee, who shall report infraction directly to the Airport Director or designee for enforcement.

The operations of any cellular device, including computers, phones, and/or and tablets, are strictly prohibited during any kind of fueling operation or related activity.

3.2. Fuel Spills

Fuel spills of any quantity requires response from the Stennis ARFF Department for assessment, mitigation, and coordination with outside entities as required.

3.3. Restrictions on Commercial Fueling Activities

No person or company shall conduct any commercial fueling activities for aircraft at the Airport except for activities conducted by a tenant operating as a Fixed Base Operator and pursuant to the express terms of such tenant's lease with the Commission.

3.4. Storage of Aircraft Fuel Trucks, Trailers, and other Aircraft Refueling Devices

- (a) Aircraft refueling vehicles, other movable aircraft fuel containers and refueling devices shall be stored outside and not less than fifty (50) feet from a building or such other distance as shall be approved by the Airport Fire Chief.
- (b) Aircraft refueling vehicles shall be parked in a manner, which provides a minimum of ten (10) feet of separation between said vehicle and any other vehicle or aircraft refueling device.
- (c) No aircraft refueling vehicle, aircraft fuel container, or other aircraft refueling device, empty or otherwise, shall be brought into, kept, or stored within any building at the Airport unless the building is used exclusively for that purpose. This section does not apply to vehicle fuel cans with a capacity of not more than five (5) gallons, provided no more than one (1) such may be located within a single vehicle and not more than two (2) such cans in any hangar.

3.5. Aircraft Refueling Locations

All aircraft fueling shall be performed outdoors. Aircraft being fueled shall be positioned so that aircraft fuel system vents or fuel tank openings are not closer than twenty-five (25) feet from any building, T-shade or hangar unless otherwise approved by the Airport Director or designee.

Any hot fueling operation shall require standby response from the Stennis ARFF Department and comply with policies set forth by the Airport Director's office.

3.6. Maintenance of Fuel Servicing Vehicles

Maintenance and servicing of aircraft fuel servicing vehicles shall be performed outdoors or in a building approved for that purpose by the Airport Fire Chief or designee

3.7. Open Flame

There shall be no open flames in the airside area, within fifty (50) feet of any aircraft, fuel truck, and/or fuel storage area, or where specifically prohibited by the Commission. The category of open flames and lighted open-flame devices shall include, but shall not be limited to, the following:

- (a) exposed flame heaters, liquid, solid or gaseous devices, including portable and wheeled gasoline or kerosene heaters and gas or charcoal grills;
- (b) heat producing, welding, or cutting devices and blowtorches;
- (c) flare pots or other open-flame lights.

3.8. Removal of Gas, Oil, Grease, Etc.

In the event of spillage or dripping of gasoline, oil, grease or any material which may be unsightly or detrimental to the Airport, the same shall be removed immediately, under the direction of the ARFF Department, by the operator or owner of the equipment at his or her expense, causing the same or by the tenant, concessionaire or property owner responsible for the deposit.

In the event of such spillage, and the failure of the operator or owner to restore the area to its original safe and environmentally sound status, the Airport may clean up any material spilled, placed or otherwise deposited at the airport and may charge the responsible person(s) for the cost of the cleanup, any required environmental remediation, and any expenses incurred by, or fines or damages imposed on, the Commission as a result thereof. Such an event may constitute grounds for denying access to the Airport.

3.9. Lubricating Oils

No more than sixty (60) gallons of lubricating oils which are necessary for minor aircraft maintenance and have a flash point at or above 100° F, may be stored in hangars or other suitable storage devices as approved by the Airport Fire Chief or designee, provided they are stored in their original container and have original manufacturer's labeling.

3.10. Fire Extinguishers

Unless supplied and maintained as part of a lease with the Commission, all Airport tenants or lessees shall supply and maintain such adequate and readily accessible fire extinguishers as may be required by the Airport. Each fire extinguisher shall carry a suitable tag showing the date of the most recent inspection and shall be inspected by the Stennis ARFF Department.

At least two (2) fire extinguishers, each having a rating of 20-BC, shall be available for use in connection with the aircraft fueling operations.

Use of any fire extinguisher equipment on Airport property under any circumstances shall be reported to Airport Director's Office and the Stennis ARFF Department immediately.

3.11. Movable Fuel Storage Tanks

Unless otherwise approved by the Airport Director, movable aircraft fuel storage tanks are prohibited at the Airport except for:

- (a) Aircraft fuel trucks and trailers constructed, operated and maintained in all respects as required by law.
- (b) Permanent fuel tanks in an operable aircraft.
- (c) Tanks not exceeding one-gallon capacity used solely for sampling and testing fuel, engines and fuel handling apparatus.
- (d) No more than one (1) tank with a capacity of not more than five (5) gallons used by a person to fuel their own aircraft pursuant to a self-fueling permit.
- (e) Tanks lawfully transporting fuel for immediately dispensing into a fuel storage tank permitted by the Commission. Such vehicles shall access the Airport at a point approved by the Airport Director's office or designee and remain under escort by the representative of the company receiving the fuel.

3.12. Self-Fueling

Except as may be prohibited by other provisions of these regulation and any other applicable law, owners of an aircraft based at the Airport who desires to self-fuel their aircraft, shall apply for and receive a self-fueling permit from the Commission and be subject to the fuel flowage fees as published in the Airport's rates and charges unless otherwise approved by the Commission.

3.13. Fueling of Fuel Vehicles

Transferring of fuel-to-fuel vehicles on Airport property is prohibited unless the fuel is transferred from an approved fuel loading rack or an approved fuel farm.

3.14. Vehicle Fuel

No person shall possess vehicle fuel on the Airport except:

- (a) Within the permanently installed fuel tank of a vehicle for use by that vehicle;
- (b) Within a movable container designed for storage of vehicle fuel and having a capacity of not more than five (5) gallons. No more than one (1) movable container containing vehicle fuel shall be in a single vehicle. No more than two (2) such containers shall be in any hangar. No such containers shall be in Commission owned property.
- (c) Within above ground tanks with a capacity of not more than two thousand (2,000) gallons, lawfully installed and maintained in accordance with section 3.1.

3.15. Fuel Co-ops

Fuel Co-Ops are an organization of tenants of a single contiguous leasehold who have entered into an approved agreement for Non-Commercial Fueling, including the purchase, storage and dispensing of fuel to eligible members of the cooperative. Fuel co-ops are not permitted on the Airport.

3.16. Fuel Farms

Only full-service fixed base operators and airfield tenants who have a lease with expressed terms to conduct fueling activities on the Airport will be permitted by the Commission to install a permanent fuel farm. Fuel farms shall be subject to quarterly inspections by the Stennis ARFF Department and should be subject to all applicable NFPA and FAA regulations. In addition, fuel may also be subject to the fuel flowage fees identified in the Airport's current rates and charges

- Location and capacity of bulk fuel (Jet A and Avgas) storage facilities
- Number and capacity of refueling vehicles by type of fuel (Jet A and Avgas)
- Ground support equipment (GSE)
- Hours of operation and after-hours availability
- Licensing, certification, and training

4. Aircraft Rules

4.1. Landing and Takeoff of Aircraft

Except in an emergency, all fixed wing aircraft landings and takeoffs shall be made on the runway.

Helicopter running skid landings are not permitted on runway or taxiways unless prior permission with the Airport Director's Office has been granted.

No aircraft shall make a one hundred eighty-degree turn after landing on a runway unless approved by the Air Traffic Control Tower.

Landing aircraft shall clear the runway as soon as practical, consistent with safety, taxing ahead to the nearest turn-off, unless directed by Air Traffic Control Tower.

Helicopter operations shall compile with all Air Traffic Control instructions.

4.2. Traffic Pattern / Pattern Altitudes

Traffic patterns at KHSA is left hand traffic, unless under directed differently by the Air Traffic Control Tower. Recommended minimum traffic pattern altitudes above ground level (AGL) for the aircraft operation are as follows:

Helicopters/Ultra-lights	500' AGL
Propeller Aircraft	1000' AGL
Turbine Aircraft	1500' AGL

4.3. Disabled Aircraft

Aircraft owners and pilots shall be responsible for the prompt removal of disabled aircraft and parts thereof, unless required or directed by the Airport Director's Office in conjunction with the ARFF Department or the Federal Aviation Administration to delay such action pending an investigation of the accident.

In the event of failure to promptly remove such disabled aircraft, the Airport Director may coordinate the aircraft to be removed and bill the owners thereof for all charges incurred in the removal of same.

The Commission shall not be responsible for damage to disabled aircraft removed by the owner, the pilot, the County, or other persons and may impose an hourly rental rate of the runway/taxiway on the aircraft owner/operator in an amount not to exceed \$1,000 per hour if aircraft owner/operator fails to cooperate and/or intervenes in the aircraft removal process coordinated by the Airport Director or designee.

4.4. Negligent Operation of Aircraft

No aircraft shall be operated in a careless, negligent, or reckless manner, or in disregard of the rights and safety of others, or in an otherwise hazardous condition, or while any person controlling the aircraft would be prohibited by law from operating an automobile on public streets due to alcohol or drug influence or impairment, or at a speed or in a manner which endangers, or is likely to endanger, persons or property.

4.5. Motorless Aircraft

No motorless aircraft shall land or take off at the Airport without prior written permission of the Airport Director and having complied with all sections of FAR Part 103.

4.6. Aircraft Engine Run-Ups, Exhaust, Propeller Blast or Rotor Wash.

Aircraft engines shall be run at idle except as may be necessary for safe taxing operations, taking off, landing, preflight testing, and maintenance testing.

Except in an emergency and unless otherwise designated in writing by the Airport Director's Office, all aircraft engine run-ups for maintenance testing purposes shall be conducted between the hours of 7:00 a.m. and 9:00 p.m. or only when the Air Traffic Control Tower is in operation and on the southern end of Taxiway A with tail facing east to northeast or an alternate location approved in writing by the Director's Office.

At no time shall an aircraft's engine(s) be operated while the aircraft is in a hangar or in a position where jet blast/propwash is directed to the approach path to runway.

No aircraft engine shall be started, or aircraft taxied where the exhaust, propeller blast or rotor wash may cause injury to persons or do damage to property or spread debris on Airport areas.

4.7. Taxiing of Aircraft

No person shall taxi an aircraft without first taking all necessary precautions to prevent a collision with other aircraft, persons, or objects. Aircraft shall not be taxied into or out of a hangar, shade, or other covered area. No person shall taxi an aircraft except on areas designated for taxiing. If it is impossible to taxi aircraft in compliance with this section, then the engine must be shut off and the aircraft towed to the new location.

4.8. Common Traffic Advisory Frequency

During hours when the Air Traffic Control Tower is not in operation, aircraft operators shall utilize the Common Traffic Advisory Frequency (CTAF), as published in the current Chart Supplement to broadcast their intentions as detailed in the *Aeronautical Information Manual (AIM) 200, Chapter 4, Section 1, Paragraph 4-1-9*.

4.9. Accident / Incident Reports

Any persons involved in an aircraft accident occurring on the Airport (within Hancock County, or that involves aircraft, which departed from or were enroute to the Airport) shall make a full report thereof to the Airport Director's Office as soon after the accident as possible, but in no event later than the time required for reporting the accident to the FAA or any other governmental agency, or within forty-eight (48) hours of the accident, whichever is sooner. The initial report shall be developed by the ARFF Department as the first responding entity on scene. The report shall include the names, address and phone numbers of the persons involved, and a description of the accident and the cause (if known). When a written copy of an accident is required by federal or state law, ordinance, regulation, or agency, a copy of such report shall also be submitted to the Airport Director.

4.10. Refusal of Clearance or Use

The Airport Director may delay, restrict or prohibit any flight or other operations at the Airport, except for emergency landings, and may refuse takeoff clearance to any aircraft for any reason believed to be justifiable

for safety or security reasons either under direction of local, state or federal authorities and/or by way of issuing appropriate NOTAMs as required to close portions of the Movement Area.

4.11. Compliance with FAA Rules and Regulations

No person shall conduct any aircraft in violation of any FAA rules and regulations.

4.12. Interfering or Tampering with Aircraft

No person shall interfere or tamper with any aircraft, aircraft parts, instruments, fuel or tools without permission of the owner, or under the specific direction of the Airport Director in an emergency.

4.13. Demonstrations Prohibited

No flight or ground demonstrations shall be conducted at the Airport without the written approval of the Airport Director.

4.14. Public Events

The Airport Director reserves the right to temporarily restrict or control activities on the Airport's Movement Areas, Non-movement Areas and public areas of the Airport for purposes of aerial and ground demonstrations or for any other public purpose. To the extent practicable, such public events shall be coordinated to minimize impact upon normal airport operations and shall be approved by the Commission.

4.15. NOTAMS and Airport Advisories

The Director of Airport Operations and Airport Director are responsible for the dissemination of NOTAM information. Pilots, tenants, and users are expected to comply with NOTAMs and advisories issued and otherwise required under existing Federal Aviation Regulations and Advisory Circulars.

4.16. Tie-down or Storage of Damaged or Dismantled Aircraft (Aircraft Airworthiness)

The prolonged storage of damaged, derelict or otherwise unairworthy aircraft is prohibited. The only exception is with written permission by the Airport Director with an allowable time limit.

The aircraft owner is required to diligently correct such condition as soon as possible to prevent an unsightly airport appearance. The Commission reserves the right to request from the aircraft owner, logbooks and/or repair schedules indicating when the aircraft is expected to return to airworthy status.

Should the aircraft owner fail to communicate with the Airport Director beyond three months (90 Calendar days), an aircraft storage fee may be charged to the aircraft owner in the amount of two hundred (\$200) dollars per month in addition to the monthly tie-down or hangar rent owed per the agreement with the Commission. If after six months (180 calendar days) communication is not made with the Airport Director or designee, a

recommendation for lease termination will be submitted by the Airport Director to the Commission for approval.

All attempts to contact the aircraft owner will be documented by the Airport Director or designee. Subsequent to lease termination, the aircraft owner will be notified by certified letter, telephone and email and given the opportunity to appear before the Commission to state their case. At that time, the aircraft owner should present any extenuating circumstances that may be considered for exceptions to this policy.

Actions required to remove a tied-down derelict aircraft from Stennis International Airport property will be undertaken in accordance with local, state and federal laws. All actions are at the discretion of the Commission and are under the guidance of FAA Order 5190.6

4.17. Airport Movement/Non-Movement Areas

No aircraft or vehicle, except for emergency vehicles, may enter upon the airport movement area without radio contact with the Air Traffic Control Tower except by express permission of the Airport Director or designee and after coordination with the Control Tower.

Air traffic control service will be provided in the Airport movement area only; no air traffic control services will be provided in the non-movement areas. It is strongly recommended that all aircraft maintain radio contact with ground control whenever engine(s) are running. Ground control will provide advisory service to the degree possible in non-movement areas and offers an immediate means of contacting emergency services should such services be required.

5. Vehicles, Pedestrians, Etc.

5.1. General Requirements

No person shall operate a vehicle on the Airport except in accordance with these rules and all federal, state and local law.

Vehicles shall access all airport facilities and businesses from the landside public parking or appropriate gate areas for said facility of business.

When an Airport gate is out of service, vehicles shall access a secondary gate as specified by the out of service notice or by the Director's Office.

Driving on AOA requires either an escort by an individual with an HSA-issued badge with driving privileges or possession of an HSA-issued badge with driving privileges. For more information, refer to the Airport's **AOA Security & Compliance Program (ASCP)**.

All vehicles shall yield the right of way to all aircraft and emergency vehicles.

No vehicle, excluding ground service and emergency vehicles, shall approach closer than one hundred (100) feet, when possible, to any aircraft.

Except where a Motor Vehicle is actively involved in servicing Aircraft, no Motor Vehicle shall be driven under any portion of an Aircraft. When driven under an Aircraft, Motor Vehicles must be driven at the slowest speed possible, with the operator paying strict attention to height restrictions. When the vision of the Motor Vehicle operator is obstructed for any reason, the operator shall use a guide.

All vehicles, upon entering or exiting an Airport access gate, shall wait for the gate to completely close behind them before proceeding to their destination to not allow the entry of an unauthorized vehicle. The badge/key holder is in control of that gate until it completely closes/locks behind them. If the gate will not close, the badge holder should call the Director of Airport Operations, Airport Director or, if after hours, ARFF. The gate should never be left open and unattended. Failure to do so may result in a violation and potential fine.

All vehicle operators shall be properly trained by Airport Director's Office prior to operating a vehicle inside the airport perimeter fence.

Compliance with the Airport, Safety, Security and Compliance Program is required as part of operating inside the Air Operations Area.

5.2. Licensing, Registration, and Insurance

No person shall operate a motorized vehicle of any kind on the Airport without:

- An operational need to access the Air Operations Area (AOA) as determined/approved by the Director's Office
- A valid state driver's license
- All required training provided by Airport Director's Office
- The appropriate type and amount of vehicle liability insurance in accordance with Hancock County Port and Harbor Commission and **Appendix B: Insurance Requirements**
- Either an escort by an individual with an HSA-issued badge with driving privileges or possession of an HSA-issued badge with driving privileges
- Copies/certificates of items (a)(i) through (a)(iv) of this section will be required to maintain on file with Airport Director's Office prior to operation.
- All motorized vehicles that are not registered for use on public streets must have separate liability coverage in the amount prescribed by the Commission and approved by the Airport Director.

Failure to meet the requirements in this section will require individuals to be escorted as approved by the Director's Office.

5.3. Airport Badge Program

Airport Badges are issued to all individuals who require unescorted access to the AOA and meet the requirements identified within the Airport's **AOA Security & Compliance Program (ASCP)**. Badges are issued to verify training for, provide proper identification of, and ensure individual is operating in an approved area

and has appropriate access privileges. More information and further requirements of the Airport Badge Program can be found in the Airport's AOA Security & Compliance Program.

5.3.1. Badging Requirements

As part of the Air Operations Area (AOA) as defined in the Airport's **AOA Security & Compliance Program (ASCP)**, the Stennis International Airport has implemented the use of Airport Badges for both identification and training verification purposes. Only those individuals with an operational need, as determined by the Director's Office, will be issued an Airport Badge.

5.3.2. Badge Holder Responsibilities

Having an airport badge shall be considered a privilege and can be revoked at any time by the Director's Office. Compliance with the Rules and Regulations herein and those identified within the Airport's **AOA Security & Compliance Program (ASCP)** will be strictly enforced by Airport personnel. Failure to comply with the rules within this section may be subject to enforcement action under the Airport's ASCP.

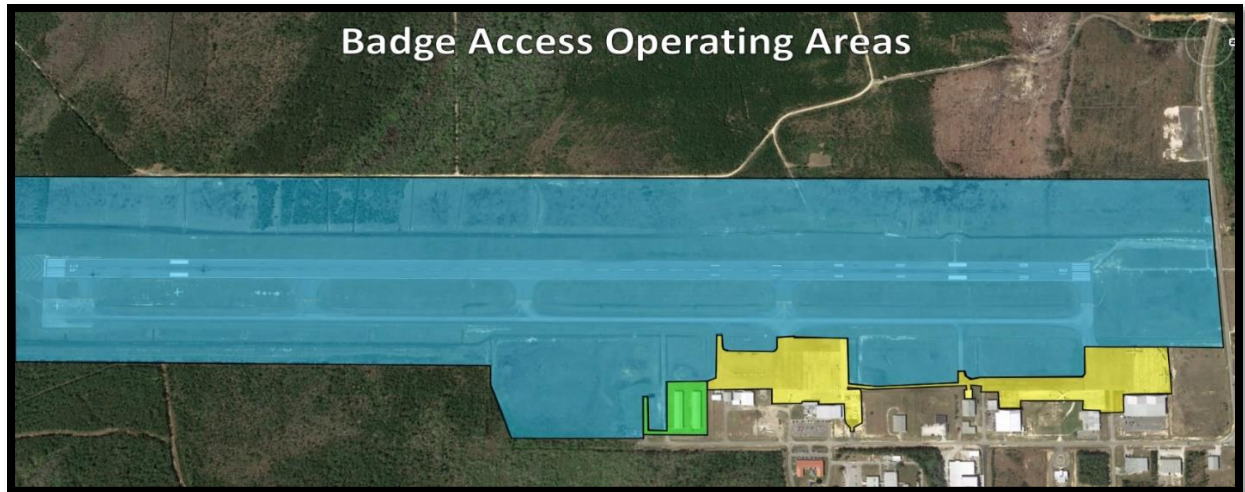
5.3.3. Driving Privileges on AOA

An individual shall not drive within the AOA unless the Airport has first issued a valid Airport Badge with driving privileges for the specific area to be accessed or the individual is being escorted by someone with a valid Airport Badge with driving privileges for the specific area to be accessed. An Airport Badge not only serves as proper identification and/or verification of required training, but it also authorizes an individual to access to specific operating areas following completion of the following requirements:

- Fill Out AOA Authorization Form: signed by both the applicant and an approved Authorized Signatory. Any additional security screening will be conducted prior to conducting any training.
- Complete Required Training: access details to your individual required training program will be provided by the Director's Office following review of the AOA Authorization Form.
- Badge Issuance: badges will be issued to an individual after verifying all necessary documentation, training, and any other requirements have been fulfilled.

It is the role of the Director's Office to limit the number of individuals with unescorted access to Air Operations Area to only those individuals with an operational need. Airport Badges and driving privileges will be issued to individuals who requires access to specific operating areas as approved under a lease, permit, or other written agreement and/or for the purposes of supporting an individual's job function.

Badge holders are only authorized to drive in the area denoted by the color strip on their badge. The following colors and access areas are currently in use at the Stennis International Airport:



Access to the area identified in green is deemed as a General Aviation Operating Area(s) where those tenants and/or operators are limited to operate and where airport badges are NOT required. However, Air Traffic Control personnel and associated contractors will be required to obtain an airport badge.

A individual with access to drive in the areas identified in yellow, they are also allowed to drive a vehicle in the green areas provided they have an operational need.

If an individual has a movement area badge or access to the area in blue, then he or she may drive a vehicle in the green and yellow areas.

Those individuals with an Non-Movement badge may only drive a vehicle in areas identified in yellow and green.

Driving is not authorized anywhere on the AOA for individuals with an ID Badge (black strip).

5.4. Airport Safety, Security and Compliance Program

To promote the safety and security of operations at the airport, all tenants and users of the Airport are held accountable to the rules and regulations herein and provided in the Airport's **AOA Security & Compliance Program (ASCP)**.

Failure to comply with the rules and regulations herein may be deemed, at the sole discretion of the Director's office, as non-compliance; each infraction should be termed within twelve (12) consecutive calendar months:

1st Infraction – Written Warning; copy sent to Authorized Signatory and/or lease file.

2nd Infraction – AOA Suspension for five (5) business days.

3rd Infraction – Permanent suspension for twelve (12) consecutive calendar months unless re-authorized by the Commission, whichever is sooner.

Privileges may be revoked indefinitely upon recommendation by the Director's Office with Commission approval. Suspension shall be defined as unescorted access where an individual found to be non-compliant and subject to suspension shall be escorted at all times by a person properly trained and authorized to do so.

More information can be found in the Airport's **AOA Security & Compliance Program (ASCP)**.

5.4.1. Airport Security

Any Airport Operator, its employees, agents, customers, and contractors, shall comply fully with any airport security requirements deemed necessary by the Commission and relayed to the Operator.

To control access to the air operations area ("AOA"), Operator will provide written notice to the Director of the names, addresses, telephone number(s), and contact persons for each contractor employed by Operator that will require access to the AOA for the benefit of Operator within five (5) days after the execution of the contract with such person.

The Operator shall control the premises so as to prevent unauthorized access to the AOA and shall ensure that unattended buildings, gates and other access points are locked. Operator shall strictly comply with FAR Part 107 (Aviation Security), and Operator's security system must comply with the Airport's security specifications. The Commission reserves the right to install security devices in or on the Premises as it deems necessary at Port's cost. The Commission will maintain security equipment located on the Operator's premises which is associated with FAR 107 or which the Commission may elect to install at some future date. More information can be found within the Airport's **AOA Security & Compliance Program (ASCP)**.

5.5. Control of Vehicles

No person shall operate or park a vehicle at the airport in a manner prohibited by signs, pavement markings, or other signals posted by the Commission or by regulations under this article.

The Airport Director or designee has the authority to regulate or prohibit any class or type of vehicle or other form of transport that operates in the AOA.

No person shall operate or park a vehicle on the airside area without appropriate operational need for access, possession of valid access privileges, and compliance with Section 5.2 herein.

5.6. Speed Limits

All vehicles shall be operated in strict compliance with all posted speed limits at the Airport.

The maximum speed limit for all vehicles in the Air Operations Area (AOA), with the exception of authorized municipal and emergency services vehicles in the performance their official duties, are the following:

Ramp/Apron Areas 15 mph

Perimeter Service Roads 15 mph

All speed limits are considered maximum unless conditions warrant to ensure safe operation.

Emergency vehicles may exceed Aircraft Operations Area speed limits when responding to emergency situations. Airport Personnel exempt from this provision when required in the performance of their duties, e.g., self-inspections, wildlife mitigation, avoiding aircraft, and/or emergency response.

Failure to comply with the rules within this section may be subject to enforcement action under the airport's Safety, Security, and Compliance Program.

5.7 No Texting While Driving

No person shall operate any motor vehicle upon any Airport road or within the AOA while using a wireless telecommunications device to write, send, or read a text-based communication. For purposes of this Section, a person shall not be deemed to be writing, reading, or sending a text message if the person reads, selects, or enters a telephone number or name in a wireless telecommunications device for the purpose of making a telephone call.

5.8 Foreign Object Debris

All Persons in the Aircraft Operations Area shall assist in the maintenance of a clear and uncluttered Aircraft Operations Area to avoid aircraft damage due to Foreign Object Debris. Tenants, lessees, permittees, and sub-lessees are responsible for removing Foreign Object Debris and clutter from their leased or assigned areas. If any Foreign Object Debris is sighted in the Movement Area the Airport Operations Department should be immediately notified.

- (a) No Person shall knowingly create Foreign Object Debris.
- (b) Any loose items that can become Foreign Object Debris must be stored and secured properly, disposed of in designated receptacles, or removed from the Aircraft Operations Area by the owner or those leasing or occupying the area in which the loose items exist.

5.9 Vehicles Operating on Aircraft Ramp Areas & Taxilane (Non-Movement Area)

Only authorized vehicles who have met the requirements outlined in Sections 5.2, 5.4, 5.5, and 5.6 herein will be allowed to operate within the non-movement area of the airport.

No vehicle shall be operated on the runways and taxiways (movement-area) unless the requirements under Sections 5.2, 5.4, 5.5, and 5.6 herein have been met.

Any vehicle authorized shall display yellow or amber beacon or a 3' x 3' white and orange checkered flag that complies with current version of FAA Advisory Circular 150/5210-5 and is visible 360 degrees to the Control Tower personnel.

All Motor Vehicles operated on the Air Operations Area must clearly identify the name of the company employing the operator of the Motor Vehicle on both sides of the vehicle. The name of the company must be visible from 100 feet or greater; generally, a recognizable logo with 10" diameter or letters of no less than 4". Private Motor Vehicles shall not be operated on the Air Operations Area unless under appropriate escort and/or approved in advance by the Director's Office.

Any vehicle authorized are strongly encouraged, but not required, to possess and monitor the Control Tower's published ground frequency via a two-way radio while operating within the non-movement area, receive a clearance from, and remain in continuous communications with the Control Tower.

The installation of a two-way radio does not permit the unauthorized operation of vehicles on runways or taxiways with requirements outlined in Section 5.2 and Section 5.6 herein.

5.10 Vehicles Operating on Runway and Taxiways (Movement Area)

Only authorized vehicles who have met the requirements outlined in Sections 5.2, 5.4, 5.5, and 5.6 herein will be allowed to operate within the movement-area of the airport.

Any vehicle authorized to operate on the airport runways or taxiways shall display yellow or amber beacon or a 3' x 3' white and orange checkered flag that complies with current version of FAA Advisory Circular 150/5210-5 and is visible 360 degrees to the Control Tower personnel.

Any vehicle authorized must complete the Driver Training Program. Exceptions to this rule must be authorized in writing by the Airport Director or designee where escorts by authorized personnel would then be required.

All Motor Vehicles operated on the Air Operations Area must clearly identify the name of the company employing the operator of the Motor Vehicle on both sides of the vehicle. The name of the company must be visible from a distance of 100 feet or greater; generally, a recognizable logo with 10" diameter or letters of no less than 4". Private Motor Vehicles shall not be operated on the Air Operations Area unless under escort and approved in advance by the Director's Office.

Any vehicle authorized to operate on the runways or taxiways must be equipped with and properly training in the operation of a two-way aviation radio, receive a clearance from, and remain in continuous communications with the Control Tower. The installation of a two-way radio does not permit the unauthorized operation of vehicles on runways or taxiways.

If vehicles are not equipped with radios, prior approval for escorting must be obtained from the Director's Office. Additionally, all vehicle operators shall comply with the standard airport light gun signals.

5.11 Vehicle Access Through Leasehold Properties

Persons owning, operating or otherwise responsible for property adjacent to or for Airport property which contains any portion of the Airport's security perimeter fence (as identified on the site plan and/or as defined by the Director's Office), shall operate and maintain all vehicular and pedestrian access points.

Any access points through the portion of the airport security perimeter fence identified in paragraph (a) of this section shall be properly controlled by property owner or tenant in a manner acceptable to the Airport Director and/or as dictated within the terms of the written lease, license, permit, or agreement with or from the Commission.

Vehicles and individuals who access the Air Operations Area (AOA) shall only be those persons with an operational need, follow Sections 5.2, 5.4, 5.5, and 5.6 herein, and/or persons authorized by the Airport Director's Office.

5.12 Airport Perimeter Road

The Airport perimeter road shall only be used by Airport vehicles, FBO fuel trucks and other vehicles authorized by the Director's Office.

5.13 Authority to Remove Vehicles

The Airport Director or designee may cause to be removed from any area of the Airport any vehicle which is disabled, abandoned, parked in violation of these regulations, or which presents an operational hazard as determined by the Airport Director to any area of the airport, at the operator's expense and without liability for damage which may result in the course of such movement.

5.14 Bicycles and Miscellaneous Vehicles

The use of bicycles or motorcycles shall not be permitted for use inside the AOA at any time whatsoever.

No person shall use at the Airport any go-cart, moped, skateboard, rollerblade, all-terrain vehicles or other vehicle not licensed or otherwise permitted by state law for operation on a public street or highway *except for golf carts*.

Golf carts shall:

- Not be capable of exceeding speeds of twenty (20) miles per hour.
- Be equipped with operable Yellow Beacon, headlamps, front and rear turn signals, taillamps, stop lights, reflex reflectors (one red on each side as far to the rear as practicable, and one red on the rear), and parking brake.
- Contain appropriate decals of a size suitable for the specific model as identified in Section 5.8 herein.

This section does not pertain to county vehicles or vehicles used solely for tugging, marshaling, or refueling aircraft.

5.15 Motor Vehicle Crash/Collision

The driver of any vehicle involved in a Motor Vehicle Crash/Collision (MVC) on the Airport, which results in injury or death to any person, or damage to any property, shall immediately stop such vehicle at the scene of the accident; render reasonable assistance to a person injured in the accident, including making arrangement for the transporting of the person to a physician, surgeon or hospital for medical or surgical treatment, if it is apparent that treatment is necessary or if the transporting is requested by the injured person; and give his/her name, address and operator's license and registration number to the person injured, the Airport Director and to any police officer or witnesses of the accident. The operator of such vehicle shall make a report of such accident in accordance with state law and provide a copy of same to the Director's Office.

Any MVC that occurs on Airport property shall require Stennis ARFF Department to respond.

5.16 Careless Operation, Driving While Intoxicated, Etc.

No vehicle of any kind shall be operated at the Airport:

- in a careless, negligent or reckless manner, or in disregard of the rights and safety of others;
- while the driver would be prohibited by law from operating an automobile upon the public streets of the County due to drug or alcohol impairment or influence;
- at a speed or in a manner which endangers or is likely to endanger persons or property;
- if the vehicle is constructed, equipped or loaded as to endanger or be likely to endanger persons or property, or to result in the load or other materials becoming separated from the vehicle; or
- if the vehicle is constructed without operating headlights, taillights, turn signals, and brake lights during hours of darkness or during inclement weather.

If infraction(s) occurred inside the Air Operations Area (AOA), vehicle operators in violation of this section may be subject, a minimum, to the enforcement action outlined in the Airport's **Airport Security & Compliance Program (ASCP)**.

If infraction(s) occurred outside the Air Operations Area (AOA) or within the Airpark, vehicle operators in violation of this section may be subject to fines, fees, or penalties in accordance with County ordinances and/or the laws of the State of Mississippi.

5.17 Parking Restrictions

No person shall park or leave any vehicle standing, whether occupied or not, except within a designated parking area.

Aircraft owners and operators shall only park their vehicle in the aircraft storage hangar when aircraft is being utilized or within a designated vehicle parking lot. Excessive driving on the ramp areas surrounding the T-

Hangars is strictly prohibited and may be subject to additional requirements set forth within Section 5.4 herein as determined by the Airport Director or designee.

Aircraft owners and operators shall not park on the tie-down or any other ramp areas unless otherwise approved in writing by the Airport Director or designee.

Vehicles parked in an aircraft parking and storage area shall be parked in a manner so as to be completely contained in the aircraft parking or storage space and to not obstruct adjacent aircraft parking and storage areas, or taxi lanes unless for the purposes of immediate and temporary loading, unloading, or staging of an aircraft.

Vehicles shall only be parked in a manner that allows the vehicle to be immediately driven or towed away from any nearby aircraft in case of emergency.

Vehicles parked shall not be left unattended with the engine running except for emergency vehicles, aircraft tugs or refuelers, or other authorized airport response vehicles

Any parked vehicles that violate these restrictions or any other restrictions posted in the Airport's **AOA Security & Compliance Program (ASCP)**, Airport Minimum Standards, or posted restrictions from the Airport may be towed away and recovered at the owner's expense.

5.18 Volunteer Assistance

No person shall enter the Air Operations Area (AOA) of the Airport for the purposes of attending, observing or assisting at the scene of an accident except persons authorized by or with consent of the Incident Commander.

5.19 Pedestrians within Air Operations Area (AOA)

No person shall walk, stand, or loiter in the AOA if such activity is determined to be an operational or safety concern as determined by the Airport Director or designee. Authorized personnel may only operate in the area(s) granted access by the Director's Office.

5.20 Vehicle Repair

No person shall clean or make any repairs to vehicles anywhere on the Airport except those minor repairs necessary to remove such vehicles from the Airport.

No person shall move, interfere or tamper with any vehicle, or take or use any vehicle part, or tool thereof, without the written permission of the owner or satisfactory evidence of the right to do so duly presented to the Airport Director or designee.

5.21 Automobiles within Air Operations Area (AOA)

Vehicles driven by aircraft operators who have been authorized by the Director's Office to access Air Operations Area (AOA) shall be subject to the following restrictions:

- Enter the Airport through the gate closest to the storage location of your aircraft and leave the Airport through the same gate.
- Vehicle operator shall witness the gate accessed completely close prior to driving any further.
- All vehicle traffic traveling to or from the South Hangars and the North Hangar complexes must use Fred & AL Keys Road unless otherwise approved by the Director's Office.
- No automobile parking on westside of terminal building, on aircraft and/or tie-down ramp areas, or next to Control Tower; parking shall be forced either inside leased hangar while aircraft is being utilized and/or in designated parking locations for vehicles.
- No excessive driving in areas other than your assigned leasehold and minimal operation within assigned leasehold.
- Vehicle operators in violation of this section herein may be subject, a minimum, to the enforcement action outlined under the Airport's **AOA Security & Compliance Program (ASCP)**.

5.22 Piggybacking

Piggybacking is deemed as major security violation by the Director's Office and will not be authorized under any circumstances. Piggybacking is referred to when a badged individual allows access to the AOA to an unauthorized individual through a security door or gate during an authorized individual's entry. Other examples of piggybacking include when an allowing another badged individual through the gate or an individual who is not authorized by the Director's Office to operate on the AOA. Piggybacking is strictly prohibited, and any violations will be subjected to enforcement outlines in the Airport's **AOA Security & Compliance Program (ASCP)**.

5.23 Vendor Vehicles

All vendor vehicles, tool trucks, snack trucks, etc., are prohibited from the aircraft apron. Such vehicles must initially access Airport businesses from Fred & Al Keys Road and may visit Airport businesses on the airside if escorted by the business operator and with proper permits issued by the County and/or pursuant to a written lease, license, permit or agreement with or from the Commission.

5.24 Environmental Compliance

Operators shall, at each Operator's own expense, comply with all present and hereinafter enacted environmental laws, rules and regulations, and any amendments thereto, affecting or applying to the Operator's activities at or on the Airport.

In its operations at the Airport, Operators shall strictly comply with all applicable environmental laws, the Airport environmental policies and procedures (including without limitation, **Appendix E: Spill Prevention, Control, and Countermeasure Plan [SPCC]**), and generally accepted industry environmental best management practices and standards. Without limiting the generality of the foregoing provision, the Operator shall not use or store hazardous materials on or at the Airport except as reasonably necessary in the ordinary course of the Operator's permitted activities at the Airport, and then only if such hazardous materials are properly labeled and contained. The Operator shall not discharge, release, or dispose of any hazardous materials on the Airport or surrounding air, land, or water and shall promptly notify the Commission of any hazardous material spills,

releases, or other discharges by the Operator at the Airport and promptly abate, remediate, and remove same at the Operator's expense. The Operator shall provide the Commission with copies of all reports, complaints, claims, citations, demands, inquiries, or notices relating to the environmental condition of the Airport, or any alleged material noncompliance with environmental laws by the Operator at the Airport within ten (10) days after such documents are generated by or received by the Operator. If the Operator uses, handles, treats or stores hazardous materials at the Airport, the Operator shall have a contract in place with an Environmental Protection Agency or Mississippi Department of Environmental Quality approved waste transport or disposal company, and shall identify and retain spill response contractors to assist with spill response and facilitate waste characterization, transport and disposal. Complete records of all disposal manifests, receipts and other documentation shall be retained by the Operator and made available to the Commission for review upon request. Commission staff shall have the right at any time to enter the premises to inspect, take samples for testing, and otherwise investigate the premises for the presence of hazardous materials. Such inspections shall be scheduled during regular business hours if possible. Such schedules will be coordinated with the Operator.

Operator may not use, or permit using, the Premises in any manner that results in waste of Premises or constitutes a nuisance or for any illegal purpose. Operator, at its own expense, will comply, and will cause its officers, employees, agents, and invitees to comply, with all applicable laws, ordinances, and governmental rules and regulations concerning the use of the premises.

Operator, at its sole cost, must comply with all Hazardous Materials Laws in connection with Operator's use of the premises.

"Hazardous Materials" means any substance, material, or waste that is or becomes regulated by any local governmental agency, the State of Mississippi, or the federal government, including, but not limited to, any material or substance that is upon commencement of the Lease or at any time during the Lease, (1) designated as a "hazardous substance" pursuant to Section 311 of the Clean Water Act, 33 U.S.C. § 1251 et seq., or listed pursuant to Section 307 of the Clean Water Act, 33 U.S.C. § 1317, (2) defined as a "hazardous substance" pursuant to Section 101 of the Comprehensive Environmental Response, Compensation, and Liability Act, 42 U.S.C. § 9601 et seq., (3) defined as a "hazardous waste" pursuant to Section 1004 of the Resource Conservation and Recovery Act, 42 U.S.C. § 6901 et seq., (4) petroleum, (5) asbestos, and (6) polychlorinated biphenyls. Substances also include perfluorooctanic acid (PFOA) or perfluorooctane sulfate substances (PFAS), both which are key components of aqueous film-forming foam (AFFF).

"Hazardous Materials Laws" means any federal, state, or local statute, ordinance, order, rule, or regulation of any type relating to the storage, handling, use, or disposal of any Hazardous Materials, the contamination of the environment, or any removal of such contamination, including, without limitation, those statutes referred to in subparagraph c.

Operator shall coordinate with Lessor regarding environmental issues related to the Premises.

Operator shall obtain any and all permits and/or licenses required to conduct its business on the Premises, including but not limited to a Hancock County business license, and provide a copy of same to Lessor.

5.24.1 Regulatory Reporting Requirements

Operator must promptly supply Lessor with copies of all notices, reports, correspondence, and submissions made by Operator to the Mississippi Department of Environmental Quality, the United States Environmental Protection Agency, the United States Occupational Safety and Health Administration, and any other local, state, or federal authority that requires submission of any information concerning environmental matters or hazardous materials pursuant to hazardous materials laws. Operator shall provide to Lessor copies of all permits and/or licenses issued to Operator for operation of its business on the leased premises and all modifications, amendments and other changes within 30 days after issuance of same.

Operator must promptly notify Lessor in advance of any scheduled meeting between Operator and any of the agencies specified or described in subparagraph a. In the case of regulatory inspections for which the Operator has not received advance notice, Operator shall notify Lessor within 48 hours of the visit and the corrective actions, if any, required by the agency.

5.24.2 Hazardous Materials Responsibility

Operator's hazardous materials shall be the responsibility of the Operator. The Operator shall be liable for and responsible to pay all environmental claims that arise out of, or are caused in whole or in part, from Operator's use, handling, treatment, storage, disposal, discharge (accidental or intentional), or transportation of hazardous materials on or at the Airport, the violation of any environmental law by the Operator, or the failure of the Operator to comply with the terms, conditions and covenants of this article. If the Commission incurs any costs or expenses (including attorney, consultant and expert witness fees) arising from the Operator's use, handling, treatment, storage, discharge, disposal, or transportation of hazardous materials on the Airport, the Operator shall promptly reimburse the Commission for such costs upon demand. All reporting requirements under environmental laws with respect to spills, releases, or discharges of hazardous materials by the Operator at the Airport under any law are the responsibility of the Operator.

5.25 Pedestrians Soliciting Rides

No person shall stand or walk in, upon or adjacent to a roadway at the Airport for soliciting a ride from other vehicles, nor shall any person solicit aircraft rides from any area of the Airport.

5.26 Unmanned Aircraft Systems (Drones)

Drone operations are prohibited without prior approval from the Director's Office and are to be avoided in the Airport environs because of other air traffic. It is very difficult for other aircraft to see and avoid a drone while flying, and drone Operators are responsible for any safety hazard their drone creates in an airport environment.

Drone pilots planning to fly under 400 feet in controlled airspace around Airports must receive an airspace authorization from the FAA before they fly.

There are three options by which a drone can be operated legally.

Option 1: With a Remote Pilot Certificate and following FAA Part 107 regulations, pilots must obtain airspace authorization from the FAA to fly in controlled airspace, which can be obtained through Low Altitude Authorization and Notification Capability (LAANC), DroneZone, or through a written agreement with the FAA for fixed flying sites.

In order to fly a drone under FAA Part 107, Small Unmanned Aircraft Rule, pilots must obtain a Remote Pilot Certificate from the FAA. This certificate demonstrates that the pilot understands the regulations, operating requirements, and procedures for safely unmanned aircraft.

Option 2: As a recreational operator, persons operating unmanned aircraft from a fixed site within Class B, Class C, or Class D airspace or within the lateral boundaries of the surface area of Class E airspace designated for an airport, or a community-based organization conducting a sanctioned event within such airspace, the location of the fixed site must be known to the Administrator and mutually agreed upon operating procedure with the air traffic control facility must be established.

FAA Reauthorization Act of 2018 defines how, when, and where a recreational flyer can fly drones for recreational purposes. Following these rules will keep pilots and their drones safe and will help keep the airspace available to everyone.

Option 3: If the operator is a public entity (law enforcement or government agency), the FAA may issue a special permission to fly in a designated location near an airport.

Government agencies (including Federal, State, and tribal), law enforcement, and public safety entities have various options for operating drones under 55 pounds.

- Operate under 14 CFR Part 107 (Small UAS rule)
 - Part 107 allows operations of drones or unmanned aircraft system (UAS) under 55 pounds at or below 400 feet above ground level (AGL) for visual line-of-sight operations only
- Operate under statutory requirements for public aircraft (49 U.S.C. §40102(a) and § 40125).
- Operate with a Certificate of Waiver or Authorization (COA) to be able to self-certify UAS and Operators for flights performing governmental functions
- Emergency Authorizations & Operations

To support first responders and other entities affiliated with them, the FAA can quickly issue authorizations for natural disaster and other emergency situation response.

First responders and other organizations responding to natural disasters or other emergency situations may be eligible for expedited approval through the Special Governmental Interest (SGI) process. Operations that may be considered include:

- Firefighting
- Search and Rescue

- Law Enforcement
- Utility or Other Critical Infrastructure Restoration
- Incident Awareness and Analysis
- Damage Assessments Supporting Disaster Recovery Related Insurance Claims
- Media Coverage Providing Crucial Information to the Public

To apply for a waiver through the SGI process a pilot must be an existing Part 107 Remote Pilot with a current certificate or must have an existing Certificate of Waiver or Authorization (COA). To submit a waiver through this process, an Emergency Operation Request Form must be completed and sent to the FAA's System Operations Support Center (SOSC). If approved, the FAA will add an amendment to the existing COA or Remote Pilot Certificate that authorizes the pilot to fly under certain conditions for the specified operation. If denied, Operators should not fly outside the provisions of their existing COA or part 107. Operators have the option to amend their requests.¹

¹ This process is referred to as the Special Government Interest (SGI) amendment process and is outlined in FAA Order JO 7200.23A.

APPENDIX A – Definitions

Whenever used in these Rules and Regulations, the following words and phrases shall have the meanings ascribed to them in this Article, except where the context clearly indicates a different meaning. Words relating to aeronautical practices, processes, and equipment shall be construed according to their general usage in the aviation industry. Words relating to aeronautical practices, processes, and equipment shall be construed according to their general usage in the aviation industry.

All definitions contained within the Federal Aviation Act of 1958, Federal Aviation Regulations, Part I and all amendments thereto shall be considered as included herein, to the extent such definitions are not inconsistent with the definitions contained in this article.

Aircraft Accident: A collision or other contact between a part of an aircraft and another aircraft, vehicle, person, stationary object or other thing which results in bodily injury, death or property damage; or an entry into or emerging from an aircraft or vehicle by a person which results in bodily injury or death of any person or property damage.

Aircraft Incident: An occurrence other than an accident with the operation of an aircraft, which affects or could affect the safety of operations.

Aeronautical Activity: Any activity which involves makes possible or is required for the operation of aircraft or an airport or which contributes to or is required for the safety of such operations. The following activities are “aeronautical activities” within this definition:

- (a) Aircraft Sales and Services.
- (b) Airframe and Powerplant Repair Services.
- (c) Aircraft Rental Services.
- (d) Flight Training Services.
- (e) Aircraft Charter and Air Taxi Services.
- (f) Radio, Instrument or Propeller Repair Services.
- (g) Aerial Applications (Crop-Dusting, Fire Suppression).
- (h) Aviation Fuels and Petroleum Product Sales.
- (i) Sale of Aviation Parts.
- (j) Rental of Aircraft Hangar, Parking and Tie-Down Space.
- (k) Airfreight or Cargo Operations.
- (l) Banner Towing and Aerial Advertising.
- (m) Aerial Photography or Survey.
- (n) Powerline or Pipeline Patrol.
- (o) Aircraft Washing and Cleaning Services.
- (p) Air Carrier Operation.
- (q) Any other activity which because of its direct relationship to the operation, maintenance or repair of aircraft or the operation of an airport can be appropriately regarded as an aeronautical activity.

Aeronautical Activity Provider: A commercial enterprise providing one or more aeronautical activities for the general aviation public as enumerated in these minimum standards.

Aeronautical Use (Hangar): FAA defines “aeronautical use” of a hangar on the airport as the following activities:

- (a) Storage of active aircraft.
- (b) Shelter for maintenance, repair, or refurbishment of aircraft but not indefinite storage of non-operational aircraft.
- (c) Construction of amateur-built or kit-built aircraft provided the activities are conducted safely and in a reasonable timeframe.
- (d) Storage of aircraft handling equipment, e.g., tow bar, glider tow equipment, workbenches, and tools and materials used to service, maintain, repair or outfit aircraft; items related to ancillary or incidental uses that do not affect the hangar’s primary use.
- (e) Storage of materials related to an aeronautical activity, e.g., balloon and skydiving equipment, office equipment, teaching tools, and materials related to ancillary or incidental uses that do not affect the hangars' primary use; V' Storage of non-aeronautical items that do not interfere with the primary aeronautical purpose of the hangar (for example, televisions, furniture).
- (f) A vehicle parked at the hangar while the aircraft usually stored in that hangar is flying, subject to local airport rules and regulations.

Air Carriers: The commercial system of air transportation, consisting of the Scheduled Air Carriers, Certified Route Air Carriers, Supplemental Air Carriers, commercial operators, Part 121.

Air Charter/Air Taxi: The carriage in air of commerce of persons or property for compensation or hire, on a demand basis, as a commercial operator (not an air carrier). These operators operate in accordance with FAR Part 135.

Air Traffic: Aircraft in operation anywhere in the airspace and on the Airport movement area.

Aircraft: Any device or contrivance used for the navigation of or flight in air or space.

Aircraft Rental: The rental of an aircraft without a pilot.

Aircraft Fuel: All flammable liquids composed of a mixture of selected hydrocarbons expressly manufactured and blended for effectively and efficiently operating: (a) an internal combustion engine; or (b) a jet or turbine engine.

Aircraft Operation: An aircraft arrival at or departure from the Airport.

Aircraft Owner: Any person or entity holding legal title to an aircraft, as evidenced by an appropriate certificate of title if applicable.

Aircraft Parking and Storage Areas: The hangar and apron locations on the airport designated by the Director’s Office for the parking and storage of aircraft.

Aircraft Rescue and Fire Fighting (ARFF): A special category of firefighting that involves the response, hazard mitigation, evacuation and possible rescue of passengers and crew of an aircraft involved in (typically) an airport ground emergency. The Stennis International Airport has an ARFF Department, also referenced herein as “Airport Fire Department”, that operates 365 days per year; hours are published on the Chart Supplement for KHSA.

ARFF Chief: The person designated by the Commission with recommendation by the Airport Director, to act as Chief of the Airport’s ARFF or Airport Fire Department.

Air Operations Area: or AOA shall mean any area of the Airport used or intended to be used for the taxiing, landing, taking off, or surface maneuvering of aircraft and any contiguous area enclosed within the security fence of the Airport.

Air Operations Area Driving Privilege: shall mean the ability to operate a Motor Vehicle on the AOA granted by the Airport Security Office after the holder has successfully completed the Air Operations Area Driver Training Program. Granted driving privilege will be indicated on the Air Operations Area (AOA) Authorization Form.

Airport: All of the commission-owned or leased real or personal property comprising the Stennis International Airport as now exist or as may hereafter be expanded and developed. "Airport" includes all the facilities as shown on the most current FAA approved Airport Layout Plan. It will be referred hereafter as KHSA.

Airport Director: The person designated by the Commission to act as Airport Director regardless of such person’s official title, responsible for overseeing all airport operations and facilities.

Airport Director’s Office: Consists of the Airport administrative staff including the Airport Director and Airport Director of Airport Operations.

Airport Movement Area: Runways 18/36, parallel taxiway, all intersecting taxiways; provided that the loading ramps, designated aircraft service and maintenance areas and public aircraft parking aprons shall not be included in the Airport’s Movement Area.

Airport Traffic Control Tower: The Control Tower located at the Airport authorized by the FAA to control and direct the movement of aircraft within the Air Traffic Area and upon the surface of any Airport.

Airside: The area of the airport that is either contained within the airport perimeter fence, or which requires access through a building located on airport property, or which requires access through a controlled Airport access point.

Apron: shall mean those areas of the Airport within the Air Operations Area designated for the loading, unloading, servicing, and parking of aircraft.

Aviation Related Business: A business in which the service, product, or activity is directly used in the operation or service of aircraft.

Based: An aircraft located, hangared, tied down or headquartered with the intent to remain for an indefinite period. An aircraft will be considered "based" at the KHSa if: (1) the owner physically locates at the Airport with no present intention of removal and with the purpose to remain for an undetermined period; (2) whenever absent from the Airport, its owner intends to return to the Airport for permanent hangaring; and (3) its presence at the Airport is something other than merely transitory in nature.

County: The County of Hancock, a Mississippi government.

Class Delta Airspace: That airspace within a horizontal radius of five (5) statute miles from the geographic center of the Airport, extending from the surface up to but not including an altitude of 2500 feet above the elevation of the Airport.

Commercial Activity: The conduct of any aspect of a business, concession or service in order to provide goods or services to any person for compensation, regardless of whether such activity is conducted by a charitable or non-profit organization.

Control Tower/; shall mean the air traffic control facility located at the Airport and operated by a contractor of the Federal Aviation Administration.

Designee: shall be any Person the Airport Director unless otherwise herein specifically referenced.

Director of Airport Operations: The person designated by the Commission with recommendation by the Airport Director, to act as Director of Airport Operations by overseeing all airport operations that occur inside the Air Operations Area (AOA).

Emergency: an urgent, sudden, and serious event or an unforeseen change in circumstances that necessitates immediate action to remedy harm or avert imminent danger to life, health, or property; an exigency, including natural disasters, national emergencies, aircraft emergencies, etc.

Federal Aviation Administration (FAA): shall mean the Federal Aviation Administration or its authorized successor(s).

Federal Aviation Regulations (FAR): or FAR shall mean United States Federal Aviation Regulations as currently amended and promulgated by the Federal Aviation Administration.

Fixed Base Operator (FBO): A commercial aviation operator who conducts that type of commercial activity described in the Minimum Operating Standards. The FBO at the Airport is Million Air Stennis, owned and operated by Freeman Holdings Group.

Flying Club: An association of pilots who collectively own, lease, or rent aircraft. Each club must be a non-profit corporation (in accordance with IRS rules) or partnership. Each member must be a bona fide stockholder in the corporation. The club's aircraft may not be used by other than bona fide members for rental and by no one for commercial operations as defined by these standards.

Foreign Object Debris: or FOD is debris that causes damage to aircraft engines, tires, or skin, such as, rocks, trash, or debris found on Runways, Taxiways and Aprons.

Fuel Handling: The transportation, delivery, draining of fuel or fuel waste products, and the fueling/defueling of aircraft.

Fuel Storage Area: Any portion of the Airport designated temporarily or permanently as an area in which fuel may be stored or loaded.

General Aviation: All phases of aviation other than aircraft manufacturing, military aviation and scheduled air carrier operations.

Hancock County Port and Harbor Commission (Commission): The economic development arm of the Hancock County Board of Supervisors. County owned operators of Stennis International Airport and will be referred to hereafter as the Commission.

Hazardous Material: Any chemical, substance, material, waste or similar matter defined, classified, listed or designated as harmful, hazardous, extremely hazardous, dangerous, toxic or radioactive, or as a contaminate or pollutant, or other similar term, by, and/or which is subject to regulation under any federal, state or local environmental statute, regulation or ordinance presently in effect or that may be promulgated in the future, and as they may be amended from time to time.

Hot Work: Maintenance operations including cutting, welding, thermal welding, brazing, soldering, grinding, thermal spraying, thawing pipe, installation of torch-applied roof systems or any other similar situation.

Landside: The public common use areas on the Airport such as public roadways, parking lots and buildings which are not contained in the airside area.

Law Enforcement Officer: Any commissioned peace officer.

Local Aircraft Operations: Aircraft operating in the local traffic pattern or within sight of the Airport, aircraft that are known to be departing for or arriving from flight in local practice areas located within 20-mile radius of the Airport or aircraft making low approaches at the Airport.

Major Aircraft Alterations and Repair: Major alterations and/or repairs of the parts or of the types listed in FAR Part 43 Appendix A, Section a and Appendix A, Section b.

Minimum Operating Standards: Those standards adopted by the Commission as the minimum requirements to be met as a condition for the privilege of conducting aeronautical or commercial activities at the Airport, as such standards may be amended from time to time.

Motor Vehicle shall mean a self-propelled device in, upon, or by which a Person or property may be transported, carried, or otherwise moved from point to point, except Aircraft or devices moved exclusively upon stationary rails or tracks.

Movement Area: The runways, taxiways and other areas of the Airport, which require permission from Air Traffic Control prior to entering. The designation of movement areas shall apply at all times including hours when the Air Traffic Control Tower is closed.

Non-Aeronautical Use (Hangars): FAA defines “non-aeronautical use” of a hangar on the airport as the following activities:

- (a) Use as a residence.
- (b) Operation of a non-aeronautical business, e.g., limo service, car and motorcycle storage, storage of inventory, non-aeronautical business office.
- (c) Activities which impede the movement of the aircraft in and out of the hangar or other aeronautical contents of the hangar.
- (d) Activities which displace the aeronautical contents of the hangar or impede access to aircraft or other aeronautical contents of the hangar.
- (e) Storage of household items that could be stored in commercial storage facilities.
- (f) Long-term storage of derelict aircraft and parts.
- (g) Storage of items or activities prohibited by local or state law.
- (h) Fuel, and other dangerous and Hazmat materials.

Non-Commercial Aviation Operation: A business or corporate group engaging in general aviation activity only for the private or internal purposes of such business or corporate enterprise and not offered as a commercial activity or service to the general public.

NOTAM: Notice to Airmen.

Operational Area: Any portion of the Airport from which access by the public is prohibited by fences or appropriate signs, and which is not leased or demised to anyone for exclusive use and includes runways, taxiways, all ramps and apron areas, aircraft parking and storage areas, fuel storage areas, maintenance areas, and any other area of the Airport used or intended to be used for landing, take-off, or surface maneuvering of aircraft or used for embarking or debarking of passengers.

Park or Parking: The standing of an aircraft or vehicle whether occupied or not.

Permission or Permit: shall mean permission granted by the Director, unless otherwise herein specifically provided. "Permission" or "Permit" whenever required by these Rules and Regulations shall always mean written permission, except that verbal permission in specific instances may be granted under special circumstances where the obtaining of written permission would not be practical.

Permit: Written permission (see above) to conduct aeronautical or commercial activities at the Airport to a person not otherwise authorized by a lease, license or other agreement to conduct such activities.

Person: Any human being, any governmental or political subdivision or public agency, any public or private corporation, any partnership, any firm, association or other organization, any receiver, trustee, assignee, agent, or other legal representative of any of the foregoing or any other legal entity.

Preventative Aircraft Maintenance: Maintenance that is not a major aircraft alteration or repair and does not involve complex assembly operations as listed in FAR Part 43 Appendix A-C, except that item 22 thereof, replacing prefabricated fuel lines, shall, for the purpose of these regulations, be considered major aircraft repair.

Ramp Service: The provision of minor services for aircraft including loading and unloading, cleaning, washing, adding oil, parking, and tying down of aircraft. Ramp Service may also include minor repairs performed on the ramp that can be completed during the day in which work was initiated and that do not require disassembly of aircraft.

Restricted Area: shall mean any area of the Airport posted to prohibit entry, or to limit entry or access to specific authorized Persons.

Road or Roadway: Any roadway within the boundaries of the Airport and designated for use by vehicles, whether improved or unimproved and whether dedicated or not.

Runway: shall mean that area designated for the purpose of landing and taking off of aircraft.

Solicitation: shall mean the act of directly or indirectly, actively or passively, openly or subtly, asking (or endeavoring to obtain by asking), requesting, imploring, pleading for, importuning, or seeking to try to obtain.

Specialized Aviation Service Operator (SASO): A commercial aviation operator who conducts that type of commercial aviation activity described in the Minimum Operating Standards.

Specialized Commercial Flight Services: Includes but is not limited to banner towing; aerial advertising; aerial photography/survey/mapping; firefighting or fire patrol; powerline and/or pipeline patrol; or any other aeronautical activity specifically excluded from FAR Part 135.

Taxi lane: The portion of the aircraft parking areas used for access between taxiways and aircraft parking positions.

Taxiway: shall mean that area designated for the movement of aircraft between the Apron and the Runways

Terminal Building: shall mean the central passenger terminal building containing the Fixed Based Operator, Airport Director's Office, commercial office space, public-use areas, and other related activities.

Traffic Pattern: The traffic flow that is prescribed for aircraft using the Airport.

Tenant: Any person authorized to use any portion of the Airport pursuant to a written lease, license, permit or agreement with or from the Commission.

Unmanned Aircraft Systems: or UAS shall mean an aircraft without a human pilot on board which is controlled from an operator on the ground. UAS is sometimes referred to as a drone.

Vehicle: A device in, upon or by which any person or property is or may be propelled, moved or drawn upon a roadway or airport.

Vehicle Parking Area: Any portion of the Airport designated and made available temporary or permanently by the Commission for the parking of vehicles.

Very Minor Aircraft Maintenance Work: Routine aircraft maintenance work which requires no expertise and no significant period of time to perform, and which does not entail any disassembly or reassembly of the

aircraft. Examples of very minor aircraft maintenance work are the changing of lights and the cleaning of windshields. Very minor aircraft maintenance work shall not include any of the activities specifically prohibited in hangars by Section 2-7 as non-minor maintenance and repair work

APPENDIX B – Insurance Requirements

Unless otherwise expressly written in the lease between the Commission and the Tenant, all commercial Operators who conduct business at the Stennis International Airport are required to obtain the minimum insurances as described in this section. Additional insurance may be required by the Commission during lease negotiations and/or state and local regulations. It is the responsibility of the Tenant to be informed of any additional requirements imposed by any law or ordinance as they pertain to their particular operation. The Operator must provide the Commission with a certificate of insurance and the Commission reserves the right to request a certified copy of the complete insurance policy or any portion of the policy prior to executing a lease. Any changes or amendments to the aforementioned policy during the lease term must be sent to the Commission at least thirty (30) days prior to the effective date of change. In addition to these requirements, the following terms must also be met:

- The insurance carrier(s) writing the policy or policies must be licensed to do business in the state of Mississippi. Other than worker's compensation, each policy must specify The Hancock County Port and Harbor Commission as additional insured.
- All insurance policies cited herein shall contain a waiver of subrogation rights endorsement in favor of Stennis International Airport and Hancock County Port and Harbor Commission.
- All insurance companies shall have a Best's financial rating of at least A rated.

In some instances, an Airport Operator will provide multiple aeronautical services, each having its own individual insurance requirements. In such a case, the Operator will not be required to combine insurance totals or to purchase redundant insurance policies for each type of discipline. Rather, he will be required to purchase insurance with the maximum coverage limits per service type and must also purchase the required insurance necessary per discipline.

Any failure to obtain insurance coverage, lapses in insurance coverage, or failure to provide the Port with proper proof of insurance constitutes a default of lease which may result in denial of access to Airport facilities or lease termination.

The Commission reserves the right to periodically review and amend the insurance requirements that are imposed upon its Airport lessees.

All insurance, which the Operator is required by the Port to carry and keep in force shall include the Hancock County Port Commission, the Airport Director, and the officers, agents, and employees of the Hancock County Port Commission as named insureds. The Operator shall furnish to the Airport Director proper certification that such insurance is in force, including one (1) copy of the policy, and will furnish additional certification as evidence of changes in insurance not less than ten (10) days prior to any such change. The Operator shall have

a thirty (30) day notice of cancellation in favor of the Hancock County Port Commission in place on all insurance policies. It is further understood as circumstances in the future dictate, the Port may require an increase in bodily injury and property damage insurance.

All insurance which the Operator is required by the Port to carry shall include coverage of premises and operations, independent contractors and their subcontractors, real property (fire), personal injury, contractual liability, workers compensation/employer's liability, and product/completed operations coverage. It is recommended, although not required, that all Operators procure and maintain renter's insurance to protect their property.

The applicable insurance coverages shall be in force during the period of any construction of the Operator's facilities and/or prior to his entry upon the Airport for the conduct of his business.

Lessor's Property Insurance.

Lessor shall, at its expense, keep all buildings on the Premises insured against loss or damage in an amount determined by Lessor in its sole discretion. Lessee will have no claim to any proceeds of Lessor's insurance policies.

Lessee's Property Insurance.

Lessee must, at its own expense during the lease term, maintain insurance on Lessee's personal property, furniture, fixtures and equipment in such amounts as Lessee deems necessary. Lessee, at its sole cost and expense, shall be responsible for maintaining any and all insurance desired by Lessee for Lessee's personal property, furniture, fixtures, and equipment. Lessor shall not provide such insurance nor will proceeds from any Lessor policy be available for losses related to Lessee's personal property, furniture, fixtures, or equipment.

Lessor's Property Insurance.

Lessor shall keep all buildings on the Premises insured against loss or damage in an amount determined by Lessor in its sole discretion and Lessee shall be responsible for its allocated share in accordance with Section 3.02. Lessee will have no claim to any proceeds of Lessor's insurance policies.

Lessee's Liability Insurance.

Lessee, at its own expense, must provide and maintain in force during the Lease Term (a) general commercial liability insurance, for both personal injury and property damages, including products and completed operations, covering Lessee operations and the Premises and anywhere in the Stennis International Airpark, with a minimum limit of \$1,000,000 single limit and \$2,000,000 in the aggregate, (b) automobile liability insurance on all vehicles owned or operated by Lessee in the Stennis International Airpark, including those

which are hired or non-owned and used in the course of Lessee's operations, with a combined single limit of \$1,000,000 per occurrence, (c) hangar-keeper's liability insurance insuring the property of other under the care, custody, and control of Lessee from the hazards of fire or other normal perils (d) a policy of Worker's Compensation Insurance as required by applicable law, and (e) employer's liability insurance in the minimum amount of \$1,000,00 for bodily injury by accident, disease, or in the aggregate, covering injury or death to any employee which may be outside the scope of or in addition to liability under an workers compensation statute.

Pollution Legal Liability Insurance. Lessee shall carry and provide during the term of this lease, a Pollution Legal Liability insurance providing the following coverages:

- i. On-site cleanup of new conditions arising after the commencement of this lease triggered by first-party discovery or third-party claim
- ii. Third-party claims for on-site bodily injury, property damage or cleanup costs arising from new conditions arising after the commencement of this lease
- iii. Pollution conditions resulting from transported cargo (third-party carrier or owned vehicle) while on Hancock County-owned or Hancock County Port & Harbor Commission-owned properties and adjacent entrances or exits
- iv. Coverage for punitive damages, fines, and penalties.
 - a. The policy shall provide coverages of not less than \$5,000,000 per loss and not less than \$5,000,000 in the aggregate.
 - b. The deductible on the policy shall not be greater than \$25,000.00 per occurrence.

Lessee's Property Insurance. Lessee must, at its own expense during the lease term, maintain insurance on Lessee's personal property, furniture, fixtures and equipment in such amounts as Lessee deems necessary.

Lessor's Property Insurance. Lessor shall, at its expense, keep all buildings on the Premises insured against loss or damage in an amount determined by Lessor in its sole discretion. Lessee will have no claim to any proceeds of Lessor's insurance policies.

Remedy for Failure to Provide Insurance. Lessee must furnish Lessor with certificates of all insurance required by this article. If Lessee does not provide the certificates when Lessor delivers possession to Lessee and within ten days prior to any renewal date, or if Lessee allows any insurance required under this article to lapse, Lessor may, at its option, take out and pay the premiums on the necessary insurance to comply with Lessee's obligations under this article. Lessor is entitled to reimbursement from Lessee for all amounts spent to procure and maintain the insurance, with interest at the rate of eighteen (18) percent annually from the date Lessee receives Lessor's notice of payment until reimbursement.

Lessee's Environmental Indemnity. Lessee agrees to indemnify, defend, and hold harmless Lessor from and against all claims, liabilities, losses, damages, remediation expenses, fines and penalties, and costs, foreseen or unforeseen, including without limitation counsel, engineering, and other professional or expert fees, that

Lessor may incur by reason of Lessee's action or inaction with regard to Lessee's obligations under Article 5 of this lease. This section survives the expiration or earlier termination of this lease.

Hold-Harmless Clause Lessee will indemnify and hold Lessor harmless against any claims, demands, damages, costs, and expenses, including reasonable attorney's fees for defending claims and demands, arising from the conduct or management of Lessee's business on the Premises or its use of them; from any breach by Lessee of any conditions of this Lease; or from any act of negligence of Lessee, its agents, contractors, employees, sublessee, concessionaires, or licensees in or about the Premises. If any action or proceeding is brought against Lessor by reason of any such claim, Lessee, on notice from Lessor, will defend the action or proceeding by counsel acceptable to Lessor.

Release of Claims/Waiver of Subrogation. Lessee shall release Lessor from any claim, by subrogation or otherwise, for any damage to the Premises, the building, or personal property within the building, regardless of cause, including negligence of Lessor, however, the release applies only to the extent the damage is covered by insurance proceeds and the release does not adversely affect any insurance coverage. Lessee will notify their insurance companies of the release set forth herein and will have the insurance policies, endorsed, if necessary, to prevent invalidation of the insurance coverage.

Additional Insured and Other Requirements. All insurance required to be carried by Lessee shall be written on an occurrence basis, and with the exception of workers' compensation and employer's liability, shall name Hancock County and the Hancock County Port & Harbor Commission as additional insured. Lessee shall provide Lessor with certificates of insurance for each insurance policy required in a form acceptable to Lessor evidencing policies of insurance and such certificates will indicate that the described insurance policies may not be canceled before the expiration of a thirty (30) day notification period and that the Lessor will be immediately notified in writing of any such notice of termination. All insurance shall be written by an insurance company authorized by the Commissioner of Insurance of the State of Mississippi to do business in the State of Mississippi.

APPENDIX C – AOA Security & Compliance Program (ASCP)



Hancock County Port and Harbor Commission
owner and operator of
Stennis International Airport

AOA Security & Compliance Program (ASCP)



Version: February 2021

Overview

The Hancock County Port and Harbor Commission (HCPHC), owner and operator of the Stennis International Airport (HSA), aims to provide a safe, secure, and efficient operation as the gateway to Hancock County, Mississippi from anywhere in the world. As a member of our airport community, you play a vital role as the first line of defense towards ensuring safety and security for all individuals conducting business and/or operating in and out of HSA.

The AOA Security and Compliance Program (ASCP) at Stennis International Airport provides both an overview of all requirements to access specific operating areas and outlines the expectations of individuals operating within the Air Operations Area (AOA). The Air Operations Area is defined as all areas inside the airport perimeter fence – including the movement area (runway and taxiway) and the non-movement area (aircraft ramp areas, services roads and taxi lanes). As part of the Rules and Regulations approved by HCPHC, this Program contains security procedures and regulations which remains the responsibility of all individuals operating at Stennis International Airport. The rules and regulations are available for review at www.flystennis.com. Furthermore, every individual who works or conducts operations at HSA must be familiar with these regulations and are responsible for monitoring other individual's compliance as well.

We all are here for a common goal – *safety*. With safety comes security and compliance to ensure all customers, both based and transient, are met with the highest level of safety, security, and customer service possible. We depend on each other to remain diligent in our jobs, aware of our environment, and to report any suspicious persons, items, or activity to the Airport.

We thank you for choosing Stennis International Airport as your home base or travel destination. For more information about the airport, please contact the Director's Office at 228-467-7070.

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Section 1 – Security Sensitive Information

Sensitive Security Information (SSI) is any information that is related to incidents that occur at and/or any information that could compromise the safety and/or security of the Airport.

As an authorized badge holder or operator, you may not provide information via social media, text messaging, emails, or written or verbal correspondence – of security incidents that may occur at the Airport or provide details about the Airport's security system to anyone.

Please report suspicious activity, including if someone tries to obtain information from you regarding such pertinent information, to your supervisor and/or the Director's Office immediately. SSI details are governed by Federal Aviation Regulation 49 C.F.R. Part 1520.

As an Airport requirement, photos of any aircraft incident or accident shall not be taken and/or distributed online or to any other party without written permission from the Director's Office.

Section 2 – Security Screening

Depending on the current threat and/or operations requiring such increased requirements as determined by the Hancock County Port and Harbor Commission, the Airport and anyone with access to the Air Operations Area (AOA) may be subject to additional security protocols such as Criminal History Record Checks (CHRC) or other screening methods or procedures approved by HCPHC and/or as determined by the Director's Office. The Airport will communicate with all Authorized Signatories as to any security requirements that may directly affect you.

However, when completing the AOA Authorization Form, an applicant must attest that he or she has not been convicted of the following offenses:

felony involving illegal possession of controlled substance, unlawful possession, use, sale, distribution, or manufacture of an explosive or weapon, a felony involving possession or distribution of stolen property, a felony involving dishonesty, fraud, or misrepresentation, a felony involving theft, a felony involving burglary, armed robbery or felony armed robbery, a felony involving importation or manufacture of a controlled substance, distribution of, or intent to distribute a controlled substance, a felony involving aggravated assault, rape or aggravated sexual abuse, a felony involving bribery, a felony involving willful destruction of property, a felony involving a threat, assault with intent to murder, kidnapping or hostage taking, felony arson, carrying a weapon or explosive aboard an aircraft, conveying false information and threats, commission of certain crimes aboard an aircraft in flight, destruction of an aircraft or aircraft facility, interference with flight crew members or flight attendants, forgery of certificates – false making of aircraft and other aircraft registration violations, unlawful entry into an aircraft or airport area that serves air carriers or foreign air carriers contrary to the established security requirements, interference with air navigation, aircraft piracy outside the special aircraft jurisdiction of the United States, aircraft piracy, improper transportation of a hazardous

material, lighting violation involving transporting controlled substances, violence at international airports, conspiracy or attempt to commit any of the aforementioned criminal acts.

Always maintain situational awareness while operating anywhere at the Airport, particularly the AOA. Suspicious person(s), unattended baggage, or any non-standard activity observed should be reported immediately to the Airport Director's office. You are not obligated to confront suspicious personnel but are obligated to report it.

Section 3 – Authorized Signatories

Any individual seeking an airport badge must be vetted by an airport-approved Authorized Signatory. An Authorized Signatory is defined as a lessee, permittee, or otherwise responsible party as prescribed in a written agreement with the Hancock County Port and Harbor Commission, who can verify the operational need of the applicant to require access to the Air Operations Area (AOA) and/or confirm that the applicant is an employee or contractor working for a commercial operator authorized to conduct business by the Hancock County Port and Harbor Commission at the Stennis International Airport (KHSA).

An *Authorized Signatory* is designated for each company participating in this program. Primary responsibilities include but are not limited to:

- Overseeing any background or security screening processes for employees; and
- Signing and certifying the accuracy of all AOA Authorization Forms and other documents required for compliance to this Program and/or those required by the Federal Aviation Administration under Federal Aviation Regulation (FAR) Part 139.
- Submitting all Airport Badges to the Director's Office upon separation of employees from company;
- Requiring employees to complete required annual training no sooner than sixty (60) days prior to the expiration date on the employee's badge and/or renewal badges reissued are required;
- Identifying and maintaining badge access levels for employees demonstrated only by company and/or operational need;
- Responding to audits requested/required by Director's Office;
- Ensuring applicants are trained on and remain compliant with all Rules and Regulations governing the Stennis International Airport to include any and all security changes and regulatory requirements.

If you are unsure as to who your Authorized Signatory is, please contact the Director's Office at 228-467-7070.

Section 4 – Airport Badge Issuance & Renewals

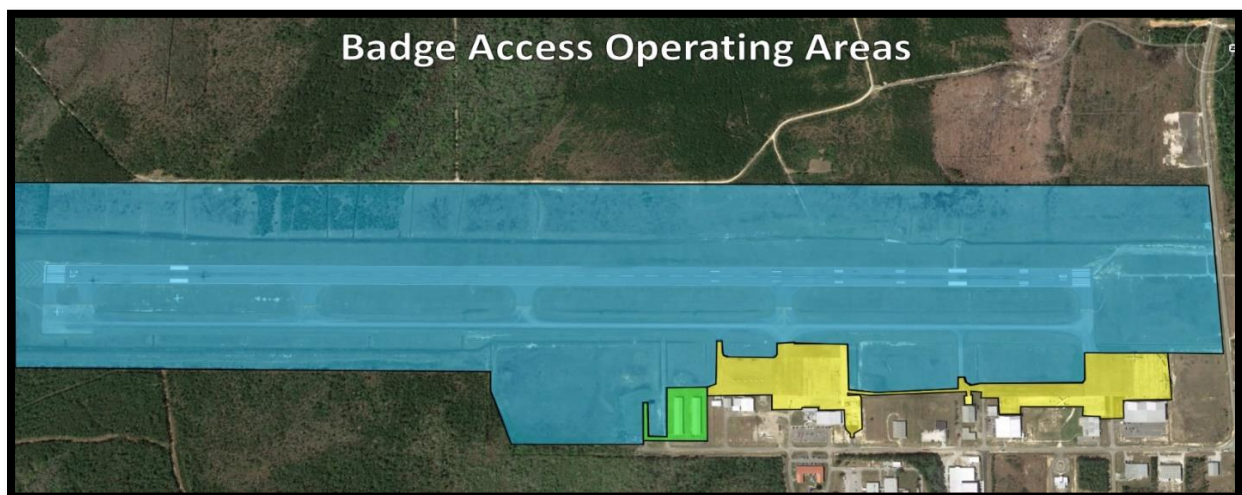
An individual shall not enter the Air Operations Area (AOA) – specifically the Security Identification Display Area – unless the Airport has first issued a valid Airport Badge. An Airport Badge not only serves as proper identification, but it also authorizes an

individual to access to specific operating areas following completion of the following requirements:

1. Fill Out AOA Authorization Form; signed by both the applicant and an approved Authorized Signatory. Any additional security screening will be conducted prior to conducting any training.
2. Complete Required Training; access details to your individual required training program will be provided by the Director's Office following review of the AOA Authorization Form.
3. Badge Issuance; badges will be issued to an individual after verifying all necessary documentation, training, and any other requirements have been fulfilled.
Payments shall be rendered prior to issuing an Airport Badge and shall be in a *check* or *money order* form in the following amounts:
Initial Badges: **\$30.00**
Renewal badges: **\$25.00**
Replace Lost/Stolen/Damaged Badges: **\$50.00**
4. Return, Renewal and Repeat; badge holders must return their previously issued badge and complete the process herein once every 12 consecutive calendar months and no sooner than sixty (60) days prior to the expiration date on the badge.

It is the role of the Director's Office to limit the number of individuals with unescorted access to Air Operations Area to only those individuals with an operational need. Airport Badges will be issued to individuals who requires access to specific operating areas as approved under a lease, permit, or other written agreement and/or for the purposes of supporting an individual's job function.

Badge holders are only authorized to operate in the area denoted by the color strip on their badge. The following colors and access areas are currently in use at the Stennis International Airport:





Movement Area Only

Authorized Unescorted
Access To:
**Runways
Taxiways
Non-Movement Areas**



Non-Movement Area Only

Authorized Unescorted
Access To:
**Aircraft Ramp Areas &
Associated Areas Only**

**Escorted Access Required
in Movement Area.**



ID Badge Only

Authorized Unescorted
Access To:
**Aircraft Ramp Areas &
Associated Areas Only**

**Escorted Access Required
in Movement Area.**

Access to the area identified in **green** is deemed as a General Aviation Operating Area(s) where those tenants and/or operators are limited to operate and where airport badges are **NOT** required. However, Air Traffic Control personnel and associated contractors will be required to obtain an airport badge. Any access required to the areas identified in **yellow**, an individual may also operate in the **green** area given there is an operational need. If an individual has a movement area badge or access to the area in **blue**, then he or she may operate in the **green** and **yellow** areas. Those individuals with an ID badge may only operate in areas identified in **yellow** and **green**. **Driving is not authorized anywhere on the AOA for individuals with an ID Badge (black strip).**

Airport Badges will expire at midnight on the date provided on the badge. Renewals must be completed no sooner than sixty (60) calendar days prior to expiration via the abovementioned process. Failure to renew prior to the date of the badge and have a badge re-issued may result in the inability to conduct functions of his or her job and/or access to the AOA. Operating on the AOA with an expired badge is a major security violation against this Program; it will be seen no differently than an unbadged individual operating in an area requiring an Airport Badge.

Section 5 – Lost or Stolen Badges

Lost, stolen or damaged Airport Badges, keys, or other access media must be reported immediately to Director's Office. Reported badges will be immediately deactivated. If a lost badge is located, contact the Director's Office to have the badge reactivated if a replacement has not been issued. No credits or refunds will be provided if a badge holder locates his or her original badge after receiving a replacement. Badge holders

must return the original badge to the Director's Office – if found – regardless of if a replacement has already been issued. A badge holder is responsible of keeping in good and operating condition, an airport badge at all times. Additional fees may be imposed by the Director's Office for the replacement of a lost, stolen, or damaged badge.

A badge holder shall only use his or her airport-issued badge. Using someone else's badge to access for identification and/or access purposes will be deemed as a major security violation against this Program. All Airport Badges and other access media are considered the property of the Stennis International Airport, are deemed as privilege to each individual badge holder, and should not be worn or used anywhere but the Stennis International Airport.

Section 6 – Visitors/Escorting

All badge holders carry the responsibility of ensuring non-badged personnel are being properly escorted. A badge holder may not escort another badged individual unless that person has an operational need to access an area not currently granted unescorted access to operate within.

The badged individual has responsibility of the individuals under escort and must remain with the escorted individuals at all times. Badge holders are limited to the following number of escorts per badged individual unless otherwise approved by the Director's Office:

6 personnel + badge holder

4 vehicles + badge holder

This limitation is enforced to ensure situational awareness and proper control of escorted individuals can be maintained at all times while operating within the AOA. The only granted exception is for FBO personnel who are responsible of ensuring airport customers visiting the terminal building – either by landside or airside – remain under escort within all areas of the AOA.

Section 7 – Challenge Program

In addition to the escort requirements, all badge holders carry the duty to “challenge” other individuals operating within the Security Identification Display Area (SIDA) including the Movement Area. A “challenge” is an inquiry as to whether an individual is authorized to be in the abovementioned area(s) by requesting the individual to present his or her badge – particularly when not clearly visible.

The procedure for “challenging” is as follows:

1. Approach the individual and request to see his/her Airport Badge. If the individual is unable or unwilling to produce a valid Airport Badge (with the correct access color), escort him/her from the area while staying with the individual and immediately report the incident to the Director's Office.

2. Should the individual refuse to be escorted out of the area, do not, **under any circumstances**, attempt to apprehend or detain him/her. Immediately report the incident to the Director's Office and monitor the individual's whereabouts. Do not approach the individual if he or she appears to be suspicious and notify the Airport immediately.

All Airport Badges must be worn on the outermost garment between the neck and waist at all times; clear sleeve holders are also acceptable. All badge holders have the responsibility to comply with a request to present an Airport Badge; failure to do so will be deemed as a major security violation against this Program.

Section 8 – Access Control Procedures & Vehicle Requirements

Any entry point - pedestrian/vehicle gate or door - requiring an airport badge and/or code to open requires access control procedures outlined in this section. Most entry points at the Airport have some level of access control installed. These access control locations granted access to an individual will be explained along with associated parameters to each applicant upon receiving an Airport Badge.

Access Control Procedures may require either badge presentation and/or an assigned PIN code entry, depending on the level of access granted for the individual by the Director's Office. In either situation, the badge holder must ensure the gate or door fully closes behind him/her. A badge holder who intentionally or inadvertently allows another individual through the gate – badged or not – may be held responsible for his/her actions unless a non-badged individual is being properly escorted.

Vehicle Requirements:

All vehicles accessing operating on the AOA must contain the following:

- operating headlights, taillights, and brake lights
- placards on both sides of the vehicle, visible from at least 100FT
- *airport-approved* lighting that can be seen from all directions
- appropriate air-to-ground radio*

* required for operators with access to the movement-area; strongly encouraged for non-movement area operators to monitor *for situational awareness*. It is recommended to have vehicle-mounted radios, not handhelds if possible.

There is absolutely no smoking allowed on the AOA. Similar to operating on a standard roadway, there is no texting and driving, the number of occupants must equal the number of seats, and you must **ALWAYS** give way to aircraft and emergency vehicles.

Section 9 – Security Identification Display Area

The Transportation Security Administration (TSA) regulations require individuals to continuously display their Airport Badge within the Security Identification Display Area – or the SIDA area(s) within the AOA, identified in yellow below.



All badges must be worn on the outermost garment between the neck and waist at all times; clear sleeve holders are also acceptable. The badge requirement stands for those who have access to the Movement-Area as well. The Airport's SIDA includes the following area(s) up to adjacent facilities:

- Tie-Down Ramp
- Main Apron
- Fuel Farm Area
- North Service Road
- Taxilane Sierra
- North Apron

NOTE: The SIDA boundary may change due to an increase in security requirements to support specific operations at Stennis International Airport. Should this occur, appropriate signage will be installed in the appropriate areas.

Section 10 – General Aviation Operation Area(s)

The Airport does not require an Airport Badge for individuals who primarily operate within the General Aviation Operating Area(s) – or GAOs within the AOA, identified in green below. An Airport Badge is only required if an individual requires unescorted access to the SIDA as determined by the Director's Office.



It is important to note that those individuals only authorized in this area *MUST* remain in this area at all times and do not have unescorted access to the SIDA. Individuals operating in this area should refrain from leaving vehicles in areas designated for aircraft movement (i.e., in front of T-Hangars, etc.). Vehicles operating in this area are limited to tug and fuel operations as well as temporary unloading or loading of passengers or cargo. Employees or contractors who have access to the Air Traffic Control Tower (ATCT) will be required to obtain an Airport Badge and will only be limited to operating between the gate and the respective parking lot for the facility.

The Airport will ensure those who are operating in this area have an operational need to do so – either through a lease, permit, or other written agreement with the Hancock County Port and Harbor Commission and/or as determined by the Director's Office. Should unauthorized access to the SIDA occur, the Airport may impose additional requirements – including but not limited to an ID Badge or vehicle permits – for individuals who primarily operate in this area. Failure to comply may also result in non-compliance enforcement by the Director's Office.

Section 11 – Prohibited Items

The carrying of prohibited items in the AOA is strictly prohibited. Prohibited items include weapons, explosives, incendiaries, and other items that are seemingly harmless but may be used as a weapon. A full list of all the prohibited items can be viewed on the TSA's website www.tsa.gov. Civil and/or criminal penalties may apply to any individual in possession of prohibited items within the AOA without prior authorization or approval.

Employees with an essential need for tools in order to complete their job duties are allowed those tools. The employee is responsible to ensure the tools are accounted for at all times and never left unattended in the AOA or accessible to other individuals. The Airport prohibits the carrying of a concealed pistol by a person with a valid concealed pistol license) issued by the State or any other State.

Section 12 – Non-Compliance & Enforcement

The Airport reserves the right to impose fines and penalties outlined in the Rules and Regulations as well as the AOA Security and Compliance Program (ASCP) – including temporary suspension or termination of the unescorted access privileges of any badged and/or authorized individual.

Administrative penalties and/or badge suspension/termination shall be the direct result of an attempt to bypass the Airport badging system, compromise Airport security, violate the Airport's Rules & Procedures or the AOA Security and Compliance Program (ASCP). Duplication, tampering or destruction of any badge, pass or device that allows access into a restricted area is strictly prohibited and punishable by suspension and/or civil penalty. Failure to secure doors or gates, conduct a proper challenge, prevent piggybacking, and properly display Airport Badges while in the AOA are also grounds for administrative action.

If an incident occurs and depending on the severity, the Director's Office will issue a written warning to the violator. The written warning advises the company and violator(s), that the Airport is investigating a possible security incident. This is the time for the violator and his/her supervisor to submit a statement regarding the incident. The Director's Office will review the violator's statement and all reports regarding the incident to determine if there are extenuating circumstances that should be considered. The company and employee will be notified once a decision has been rendered. Typically, first offenses may include a written warning and requirement to re-take training courses as determined by the Director's Office. A second infraction within 12 consecutive calendar months may result in AOA suspension or unescorted access for 5 (five) business days.

Security violations that are more serious or flagrant in nature – or reoccurring as in a third infraction within 12 consecutive calendar months, may result in up to a 12 (twelve) months Airport Badge suspension or a permanent revocation of unescorted access authority. When the Airport imposes an administrative penalty, the individual has 5 (five) days to undergo retraining – if required by the Director's Office. An individual may appeal an administrative penalty/suspension/termination by having his or her supervisor (if applicable) write a letter to the Director's Office for consideration.

Any fines or penalties imposed by regulatory authorities against the Airport as a result of a security violation or any violations committed by an individual at the Airport, will be passed on to the individual and/or the individual's Company (if applicable).

Only authorized Airport personnel may enforce, under this section, the Rules and Regulations and the AOA Security and Compliance Program (ASCP). The expectation is that based employers at Stennis International Airport will also align their

administrative and/or non-compliance policies with the standards identified herein. ***Although, it is the responsibility of all individuals to report any non-compliance to either the employer and/or the Airport immediately.***

Section 13 – Important Notices to Operators

- ✓ **ALWAYS** wear your Airport Badge on your outermost garment above your waist (with photo showing) while operating in the required areas within the AOA.
- ✓ **ALWAYS** challenge individuals or those who do not have the proper badge color while operating in the required areas within the AOA.
- ✓ **ALWAYS** stop and display your Airport Badge when challenged.
- ✓ **ALWAYS** ensure that no unauthorized person or objects are contained in your vehicle when accessing the AOA.
- ✓ **ALWAYS** securely close any security door/gate opened by you, being sure that no unauthorized person(s) enters while the door/gate is open.
- ✓ **ALWAYS** immediately report lost or stolen Airport Badges or keys to Director's Office.
- ✓ **ALWAYS** keep your badge in good working condition. If your badge becomes damaged, report to the Director's Office for replacement.
- ✓ **ALWAYS** immediately return your Badge to your employer or Director's Office upon termination, resignation, transfer, leave of absence, medical leave, lay-off, retirement, or if you no longer require access at the Airport.
- ✓ **ALWAYS** notify Director's Office of any change in your name, address, email or phone number(s). Failure to respond to a request or notification from the Director's Office may result in permanent revocation of access privileges.
- ✓ **ALWAYS** notify Airport Security within 24 hours of being charged with any disqualifying criminal offense(s).
- ✓ **ALWAYS** report any suspicious activity or unattended items to Airport personnel immediately.
- ✓ **ALWAYS** use your badge to access the required areas of the AOA for official related activities.
- ✓ **ALWAYS** contact the Director's Office should you have any questions, comments, or concerns.
- ✗ **NEVER** possess a dangerous weapon in any area of the Airport.
- ✗ **NEVER** lend your Airport Badge or keys to anyone.
- ✗ **NEVER** tell anyone what your PIN is for your Airport Badge.
- ✗ **NEVER** escort anyone without first having a name check conducted by the Director's Office and/or your supervisor (if applicable).

- ✘ **NEVER**, under any circumstances, allow piggybacking through a controlled access system unless escorting a non-badged individual with an operational need as approved by the Director's Office and/or your supervisor (if applicable).
- ✘ **NEVER** assume that someone looks like they belong, always challenge anyone if you do not see an Airport Badge.
- ✘ **NEVER** prop open any security door/gate or otherwise interfere with any lock or closing mechanism.
- ✘ **NEVER** leave any tool(s) or other prohibited items unsecured or unattended in the public areas of the terminal.
- ✘ **NEVER** allow access to the SIDA to any individual who is experiencing access issues with their Airport ID Badge.
- ✘ **NEVER** copy, duplicate or alter your Airport ID Badge or other Airport access media or post it on social media.
- ✘ **NEVER** post or publicly disseminate photos, documents, or other pertinent information from airport security incidents and/or emergencies involving aircraft, vehicles and/or personnel without permission from the Director's Office.

Visit WWW.FLYSTENNIS.COM for more information.

APPENDIX D – Rates and Charges

The latest Published Rates and Charges can be found on our website at **www.flystennis.com** or **www.portairspace.com**.

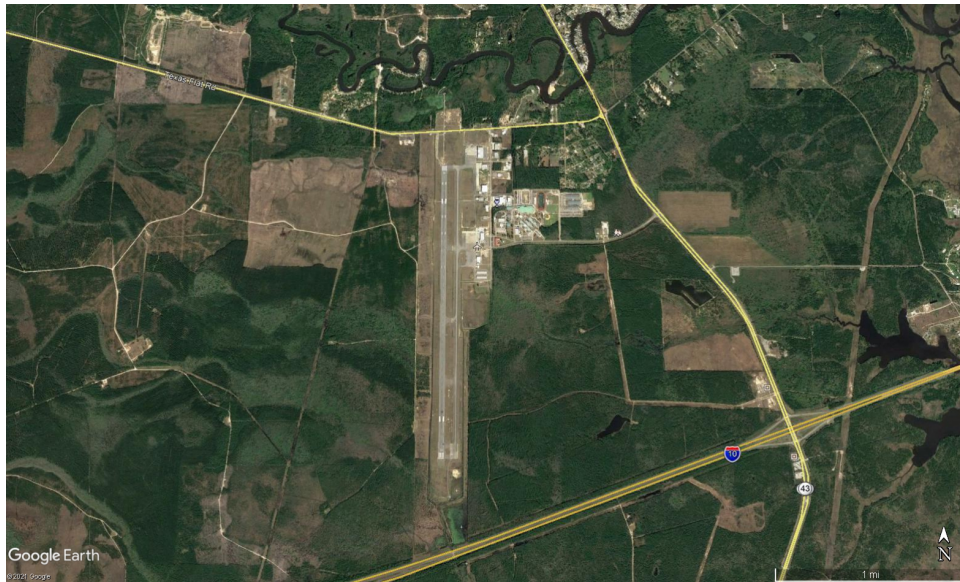
Copies of the current Rates and Charges can be obtained through the Director's Office by calling (228) 467-7070 or via email at flystennis@hcphc.ms.

APPENDIX E – SPCC Plan

APPENDIX E – SPCC Plan

AUGUST 2021

SPILL PREVENTION, CONTROL, AND COUNTERMEASURE PLAN (SPCC)



PREPARED FOR:

**STENNIS INTERNATIONAL AIRPORT
7250 STENNIS AIRPORT DRIVE
KILN, MISSISSIPPI**

PREPARED BY:

**NEEL-SCHAFER, INC.
101 BUSINESS PARK DRIVE, SUITE A
RIDGELAND, MISSISSIPPI 39157**

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Appendix B	Record of Diked Area Drainage
Appendix C	Routine Loading/Unloading Procedures
Appendix D	Monthly Inspection Checklist
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Appendix F	Spill Response Procedures and Contact Information

Table 1: SPCC Cross-Reference

Provision*	SPCC Plan Section	Page
112.3(d)	2.2 – Professional Engineer Certification	2
112.3(e)(1)	2.3 – Location of SPCC Plan	3
112.4(a)	8.1 – Federal Agencies	15
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112.7(a)(3)(i)	4.1 – Oil Storage Containers and Secondary Containment	9
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112.7(a)(3)(iii)	4.1 – Oil Storage Containers and Secondary Containment	9
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112.7(a)(3)(v)	7.2 – Disposal Plan	14
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112.8(c)(6)	5.0 – Inspections, Integrity Tests, and Records	12
112.8(c)(7)	4.9 – Heating Coils	11
112.8(c)(8)	4.3 – Routine Loading/Unloading Procedures and Overfill Prevention Systems	10
112.8(c)(9)	4.10 – Effluent Treatment Facilities	11
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112.8(d)	4.5 – Transfer Operations, Pumping, and In-Plant Processes	11
112.20(e)	Certification of Substantial Harm Determination	Appendix A

For a complete list of SPCC requirements, refer to the full text of 40 CFR Part 112.

1.0 INTRODUCTION

The purpose of this Spill Prevention, Control, and Countermeasures (SPCC) Plan is to describe measures implemented by the Stennis International Airport to prevent oil discharges from occurring and to prepare the facility to respond in a safe, effective, and timely manner to mitigate the impacts of an oil spill. For the purposes of this report, the Stennis International Airport is referred to in the SPCC Plan as the Airport.

This SPCC Plan has been prepared and implemented in accordance with the SPCC requirements contained in 40 CFR Part 112. According to 40 CFR Part 112, oil is defined as oil of any kind or in any form, including, but not limited to, petroleum, fuel oil, sludge, oil refuse, and oil mixed with wastes other than dredged spoil. Oil stored at the Airport in containers of 55 gallons in size or greater consists of aviation gasoline, jet fuel, diesel, new motor oil, and used motor oil.

In addition to fulfilling the requirements of 40 CFR Part 112, this SPCC Plan is used as a reference for fuel storage and testing records, as a tool to communicate practices on preventing and responding to discharges with Airport employees and contractors, as a guide to inspections, and a guide to inspections and as a resource during emergency operations.

2.0 PLAN ADMINISTRATION

2.1 Management Approval

The Airport is committed to preventing discharges of oil to navigable waters and the environment and maintaining high standards for spill prevention, control, and countermeasure through the implementation, regular review, and amendment to the SPCC Plan. This SPCC Plan has the full approval of Stennis International Airport management. Stennis International Airport has committed the necessary resources to implement the measures described in this SPCC Plan.

Chanse Watson, Airport Director is the Designated Person Accountable and Response Coordinator for oil spill prevention at the Airport and has the authority to commit the necessary resources to implement the SPCC Plan.

Authorized Facility Representative: Chanse Watson

Title: Airport Director

Signature: _____

Date: _____

2.2 Professional Engineer Certification

The undersigned Licensed Professional Engineer attests that he is familiar with the requirements of Part 112 of Title 40 of the *Code of Federal Regulations* (40 CFR Part 112), that he or his agent has visited and examined the facility, that the Plan has been prepared in accordance with good engineering practice including consideration of applicable industry standards and with the requirements of 40 CFR Part 112, that procedures for required inspections and testing have been established; and that this Plan is adequate for the facility. This certification in no way relieves the owner or operator of the facility of his/her duty to prepare and fully implement this SPCC Plan in accordance with the requirements of 40 CFR Part 112. This Plan is valid only to the extent that the facility owner or operator maintains, tests, and inspects equipment, containment, and other devices as prescribed in this Plan.

Name of Professional Engineer: Walter E. Huff

Registration Number: 9034

Issuing State: Mississippi

Signature: _____

Date: _____

Seal:



2.3 Location of SPCC Plan

A complete copy of this SPCC Plan is maintained onsite at the Airport office.

2.4 Plan Review

2.4.1 Changes in Facility Configuration

In accordance with 40 CFR 112.5(a), Stennis International Airport periodically reviews and evaluates this SPCC Plan for any change in facility design, construction, operation, or maintenance that materially affects the facility's potential for an oil discharge, including, but not limited to:

- Commissioning of containers;
- Reconstruction, replacement, or installation of piping systems;
- Construction or demolition that might alter secondary containment structures; or
- Changes of product or service, revisions to standard operation, modification of testing/inspection procedures, and use of new or modified industry standards or maintenance procedures.

Amendments to the SPCC Plan made to address changes of this nature are referred to as technical amendments and must be certified by a Professional Engineer. Non-technical amendments can be done (and must be documented in this section) by the facility owner and/or operator. Non-technical amendments include the following:

- Change in the name or contact information (i.e., telephone numbers) of individuals responsible for the implementation of the SPCC Plan; or
- Change in the name of contact information of spill response or cleanup contractor.

Stennis International Airport must make the needed revisions to the SPCC Plan as soon as possible, but no later than six months after the change occurs. The SPCC Plan must be implemented as soon as possible following any technical amendment, but no later than six months from the date of the amendment. The Airport Response Coordinator is responsible for initiating and coordinating revisions to the SPCC Plan.

2.4.2 Scheduled Plan Reviews

In accordance with 40 CFR 112.5(b), Stennis International Airport reviews the SPCC Plan at least once every five years. Revisions to the SPCC Plan, if needed, are made within six months of the five-year review. A registered Professional Engineer certifies any technical amendment to the SPCC Plan, as described above, in accordance with 40 CFR 112.3(d). The initial SPCC Plan is dated August 25, 2021; therefore, the next SPCC Plan review is scheduled to take place on or before August 25, 2026.

2.4.3 Record of Plan Reviews

Scheduled reviews and SPCC Plan Amendments are recorded in the below SPCC Plan Review Log. This log must be completed even if no amendment is made to the SPCC Plan as a result of the review. Unless a technical or administrative change prompts an earlier review of the SPCC Plan, the next scheduled review must occur by July 23, 2026.

Table 2-1: SPCC Plan Review Log

Date	Review Conducted By	Activity	PE Certification Required?	Comments
10/15/2019	Michael B. Corkern, Jr.	Initial SPCC Plan	Yes	Not applicable
08/07/2013	Michael B. Corkern, Jr.	Initial SPCC Plan	Yes	Update drawings of new fuel farm location and
01/06/2016	Walter E. Huff	SPCC Update	Yes	Added two new tanks to fuel farm and emergency generators
07/23/2021	Walter E. Huff	SPCC Update	Yes	Added tanks to fuel farm and 5-year update

Table 2-2: Professional Engineer Certification Log

Date	Scope	PE Name	Licensing State and Registration No.
07/23/2021	SPCC Plan	Walter E. Huff	MS, 9034

2.5 Facilities, Procedures, Methods, or Equipment Not Yet Fully Operational

One 330-gallon used motor oil tote and four 55-gallon drums of used motor oil in the Day Spring Fisheries Hanger and the 55-gallon drums of turbine engine oil outside of Tyonek hanger need adequate secondary containment. Stennis International Airport has committed, at least by **December 31, 2021**, to either remove these containers or re-locate them under shelter and on secondary containment.

3.0 GENERAL FACILITY INFORMATION

3.1 Facility Name and Contact Information

Facility Name..... Stennis International Airport
Facility Location 7250 Stennis Airport Drive, Kiln, MS 39556
Hours of Operation Monday – Friday, 8:00am – 5:00pm (office)
Name and Address of Owner Stennis International Airport,
7250 Stennis Airport Drive
Kiln, MS 39566
Primary Contact Chanse Watson, Airport Director
(228) 467-7070, office
(228) 304-7439, mobile

3.2 Location and Activities

The Airport is located at 7250 Stennis Airport Drive, Kiln, Hancock County, Mississippi, Sections 1, 12 and 13, Township 8 South, Range 15 West. The subject parcel encompasses approximately 1,800 contiguous acres and operates an 8,500-foot paved runway. Coordinates at the facility entrance are latitude 30°22'23.5" North, longitude 89°27'04.053" West. Typical facility oil operations include storing and dispensing a variety of oil products to include diesel for emergency generators, motor oil for aircraft engine service, aviation gas, and Jet A fuel. Topographic map coverage is provided by the Waveland, *MS Quadrangle*, a portion of which is attached as Figure 1. An aerial photograph and site plan are attached as Figures 2 and 3, respectively.

3.3 Distance to Navigable Waters and Flow Pathways

The facility is generally flat with slight grades, generally sloped to the north and south away from the developed areas. Flow pathways from the north portion of the airport flow into an unnamed tributary of Bayou Talla. Flow pathways from the south portion of the airport flow into Bayou Marone.

A prediction of the direction, rate of flow, and total quantity of oil which could be discharged from the facility as a result of each type of major equipment is provided in Table 3-1.

Table 3-1: Prediction of Discharge Direction, Flow Rate, and Volume

Potential Event	Maximum Volume Released (gallons)	Maximum Discharge Rate	Direction of Flow
Bulk Storage			
Tank Failure	30,000	Gradual to instantaneous	East to an oil/water separator then to a drainage ditch along subject property east boundary
Tank Overfill	50	100 gal/min	East to an oil/water separator then to a drainage ditch along subject property east boundary

Fuel Dispensing Area			
Overfill	5	10 gal/min	East to an oil/water separator then to a drainage ditch along subject property east boundary
Fitting/Hose Leak	720	0.5 gal/min	East to an oil/water separator then to a drainage ditch along subject property east boundary

3.4 Spill History

There have been no oil spills of reportable quantities at the facility.

3.5 Conformance with SPCC Rule

The Airport Facility complies with applicable portions of the SPCC Rule including:

- Enact discharge prevention measures including procedures for routine handling of products;
- Plan for countermeasures for discharge discovery, response, and cleanup;
- Plan for methods of disposal of recovered materials in accordance with applicable legal requirements;
- Provide a contact list of federal, state, and local agencies who must be contacted in case of a qualifying discharge;
- Provide information and procedures to enable a person to report applicable information in case of a qualifying discharge;
- Provide a prediction of the direction, rate of flow, and total quantity of oil which could be discharged as a result of each type of equipment failure;
- Provide appropriate containment and/or diversionary structures or equipment in the form of dikes, double-walled tank construction, spill containment pallets, or sorbent materials;
- Perform inspections and tests and maintain records of such activities;
- Provide personnel training in discharge prevention procedures;
- Provide appropriate security;
- Provide facility lighting; and
- Conform with applicable State, rules, regulations, and guidelines.

3.6 Conformance with State and Local Requirements

The State of Mississippi does not have spill plan requirements more stringent than applicable portions 40 CFR Part 112. The airport is in process of applying for coverage to discharge storm water under Mississippi's Industrial Storm Water General NPDES Permit. As of July 23, 2021, the MDEQ has not issued a certificate of coverage. Mississippi's Industrial Storm Water General NPDES Permit requires monthly and annual facility inspections, monthly visual inspections of storm water at permitted outfalls, and requires that storm water discharges be free from:

- Debris, oil scum, and other floating materials other than in trace amounts;
- Eroded soils and other materials that will settle to form objectionable deposits in receiving waters;
- Suspended solids, turbidity, and color at levels inconsistent with receiving waters; and
- Chemicals in concentrations that would cause violation of State Water Quality Criteria in the receiving waters [11 Miss. Admin. Code Part 6, Chapter 1].

4.0 DISCHARGE PREVENTION

4.1 Oil Storage Containers and Secondary Containment

Oil containers having capacity of 55 gallons, or more are described in Table 4-1. (The ID NO. in the first column of the table below corresponds to Figure 3).

Table 4-1: Oil Containers

ID NO.	Location	Capacity (gallons)	Contents	Construction	Type	Secondary Containment
1	Secured Area	1,000	Diesel	Steel	Emergency power Generator	Double-walled Tank
2	Secured Area	1,000	Diesel	Steel	Emergency power Generator	Double-walled Tank
3	Secured Area	5,000	Jet Fuel	Steel	Mobile Refueler	General Secondary Containment
5	Fuel Tank Farm	30,000	Jet Fuel	Steel	Aboveground Storage Tank	Double-walled tank, Containment Basin
5	Fuel Tank Farm	30,000	Jet Fuel	Steel	Aboveground Storage Tank	Double-walled tank, Containment Basin
5	Fuel Tank Farm	12,000	Jet Fuel	Steel	Aboveground Storage Tank	Double-walled tank, Containment Basin
5	Fuel Tank Farm	12,000	Jet Fuel	Steel	Aboveground Storage Tank	Double-walled tank, Containment Basin
5	Fuel Tank Farm	12,000	Av Gas	Steel	Aboveground Storage Tank	Double-walled tank, Containment Basin
5	Fuel Tank Farm	1,000	Off-road Diesel	Steel	Aboveground Storage Tank	Double-walled tank, Containment Basin
5	Fuel Tank Farm	1,000	Low Sulfur Diesel	Steel	Aboveground Storage Tank	Double-walled tank, Containment Basin
5	Fuel Tank Farm	250	Off-road Diesel	Steel	Aboveground Storage Tank	Double-walled tank, Containment Basin
5	Fuel Tank Farm	550	Used Oil	Steel	Aboveground Storage Tank	Single-Walled tank, Containment Basin
6	Secured Area	3 – 5,000	Jet Fuel	Steel	Mobile Refuelers	General Secondary Containment
6	Secured Area	1,000	Av Gas	Steel	Mobile Refueler	General Secondary Containment

6	Secured Area	750	Av Gas	Steel	Mobile Refueler	General Secondary Containment
7	Secured Area	800	Diesel	Steel	Generator	Double-Walled
8	Secured Area	250	Used Oil	Plastic	Tote	Spill Pallet Inside Hangar
8	Secured Area	≈ 3 55-gal. Drums	Mineral Spirits	Steel	Drums	Spill Pallet Inside Hangar
9	Control Tower	100	Diesel	Steel	Above Ground Storage Tank	Double-Walled

Total Oil Storage Capacity: 123,865 gallons

4.2 Facility Drainage and Drainage of Diked Areas

Any potential discharge from ASTs is restrained by secondary containment structures. Drainage from the concrete dike which is 90 ft. by 60 ft. by approximately 1 foot in height (40,390 gallons) is restrained by a threaded plug. The plug is kept closed/sealed except when draining water from the containment structures. The concrete dike and steel tanks are situated outdoors and subject to accumulation of precipitation. The accumulated precipitation may be released using the following procedures:

- There are no visible signs of contamination such a floating sheen, product, scum, or foam;
- The drainage event occurs under the direct supervision of appropriately trained personnel; and
- Each drainage event is recorded on the form attached as Appendix B, which must be maintained with this SPCC Plan for at least three years.

4.3 Routine Loading/Unloading Procedures and Overfill Prevention Systems

The 55-gallon drums are single use containers; therefore, these containers are not subject to overfill. All suppliers must meet the minimum requirements of regulations for tank truck loading/unloading established by the U.S. Department of Transportation. All bulk tank filling operations are observed by Airport personnel. Direct audible or code signal communication is maintained between the container gauger and the pump operator. Routine loading/unloading procedures are attached as Appendix C.

4.4 Tank Truck Loading / Unloading Rack Requirements

The Airport does not use loading racks; therefore, the tank truck loading / unloading rack requirements are not applicable.

4.5 Transfer Operations, Pumping, and In-Plant Processes

Fuel transfer from the ASTs occurs directly to the aircraft by mobile refuelers. The transfer pumps and hoses are integral to the AST system and are housed over drip pans to collect minor spills that may occur.

4.6 Security

The Airport property is fenced to deter unauthorized access. Oil storage and transfer areas are lit with security lights.

4.7 Corrosion Protection for Buried, Partially Buried, or Bunkered Storage Tanks

No buried oil tanks exist at the Airport; therefore, the corrosion protection provision is not applicable.

4.8 Brittle Fracture Evaluation

All tanks at the Airport are shop built; therefore, a brittle fracture evaluation is not applicable.

4.9 Heating Coils

No tanks have heating coils at the Airport; therefore, this provision is not applicable.

4.10 Effluent Treatment Facilities

An oil water separator is located at the Airport fuel storage area and next to the pad where mobile refuelers are located.

5.0 INSPECTIONS, INTEGRITY TESTS, AND RECORDS

5.1 Inspections

The SPCC Plan outlines procedures for inspecting facility equipment in accordance with SPCC requirements. A Monthly Inspection Checklist is attached as Appendix D and may be used as a guide in performing the monthly inspections. The monthly inspection is aimed at identifying signs of deterioration and maintenance needs, including the foundation and support of each container. Visible discharges from any container or appurtenance (seams, gaskets, piping, pumps, valves, rivets, hoses, connections, bolts, etc.) are quickly corrected upon discovery. Oil is promptly removed from any diked area and disposed of in accordance with the waste disposal method described in Section 7.2 of this SPCC Plan.

Records of inspections performed as described in this SPCC Plan and signed by the appropriate supervisor are a part of this SPCC Plan and are maintained with this SPCC Plan at the Airport Facility Office for a minimum of three years. The reports include a description of the inspection procedure, the date of inspection, and the inspector's signature.

5.2 Integrity Tests

The SPCC regulations require that each aboveground container be tested for integrity "on a regular schedule". These regulations further provide that "you must combine visual inspection with another testing technique such as hydrostatic testing, radiographic testing, ultrasonic testing, acoustic emissions testing, or another system of non-destructive shell testing". By letter to Daniel Gilligan, President, Petroleum Marketers Association of America, from Marianne Lamont Horinko, Assistant Administrator, Office of Solid Waste and Emergency Response, EPA, dated May 25, 2004, the EPA stated that in their view equivalent environmental protection to "visual inspection plus another form of testing" is provided for a well-designed shop-built container with a shell capacity of 30,000 gallons or under by combining visual inspection with the following measures:

- Elevation of a shop-built container in a manner that decreases corrosion potential compared to a container in contact with soil);
- Special attention be paid to the characteristics of the material used for the support structure to ensure that they do not actually accelerate corrosion; and
- All sides of the container, including the bottom, are visible for inspection.

Alternatively, when combined with visual inspection placement of a barrier between the container and the ground and designed and operated in a way that ensures that any leaks are immediately detected is considered by EPA as equivalent environmental protection. Therefore, good engineering practice in this case supports monthly visual inspection as equivalent environmental protection for bulk storage tanks at the Airport Facility Office.

6.0 PERSONNEL, TRAINING, AND DISCHARGE PREVENTION PROCEDURES

The Response Coordinator (Chanse Watson, Airport Director) has been designated as the point of contact for all oil discharge prevention and response at the Airport Facility. Oil-handling personnel will be trained in the operation and maintenance of equipment to prevent discharges; discharge procedure protocols; applicable pollution control laws, rules, and regulations; general facility operations; and the contents of the facility SPCC Plan.

At least annually, discharge prevention briefings will be scheduled to ensure adequate understanding of the SPCC Plan for the facility. Sign-in sheets, which include the topics of discussion at each meeting, are maintained with this SPCC Plan at the Airport Facility office. A Discharge Prevention Briefing Log is provided in Appendix E and is used, or equivalent form, to document the briefings.

7.0 SPILL COUNTERMEASURES AND DISPOSAL PLAN

This section describes the response and cleanup procedures in the event of an oil discharge. These procedures and contact information are provided separately as Appendix F. In general, the following steps are taken in response to an oil release:

- Eliminate potential spark sources;
- If possible and safe to do so, identify and shut down the discharge source;
- Contain the discharge with sorbents, berms, trenches, sandbags, or other material;
- Contact the Response Coordinator (Chanse Watson);
- Contact regulatory authorities and the response organization (See Section 8.0 of this SPCC Plan); and
- Collect and dispose of recovered products according to regulation.

7.1 Spill Countermeasures

The shop and fueling areas are manned five days a week (Monday-Friday). Any oil release would be discovered by facility personnel and reported to the Response Coordinator. The following is a summary of actions that should be taken in the event of a discharge. It summarizes the distribution of responsibilities among individuals and describes procedures to follow.

Shut Off Ignition Sources – If safe to do so, facility personnel should shut off all ignition sources, including motors, electrical circuits, and open flames.

Stop Oil Flow – Personnel should determine the source of the discharge, and if safe to do so, immediately shut off the source of the discharge.

Stop the Spread of Oil and Notify the Response Coordinator – Facility personnel should use response resources available at the facility to attempt to stop the spilled material from spreading offsite, if safe to do so. Absorbent spill response materials are stored in a poly-drum near the fuel storage area. Measures that may be implemented by the Airport personnel include placing sorbent material or other barriers in the path of the discharge, constructing earthen berms or trenches, and/or covering stormwater drain inlets.

In the event of a major release, the Response Coordinator may obtain assistance from a response contractor such as the Hancock Emergency Management Agency. Measures that may be implemented by the response contractor include, but not limited to, constructing check dams or underflow dams, deploying vacuum trucks to recover liquids, deploying boats and booms to impacted waterways, and excavating and properly disposing of impact soil. At no time shall any surfactants, dispersants, or other chemicals be used, unless previously authorized by the Mississippi Department of Environmental Quality.

7.2 Disposal Plan

All waste material generated during spill response activities, such as gloves, booms, pads, etc., will be containerized and disposed of in accordance with applicable regulations.

8.0 DISCHARGE NOTIFICATION

8.1 Federal Agencies

40 CFR Part 112.4 requires discharge notification to the U.S. EPA Regional Administrator whenever a discharge of 1,000 gallons or more to navigable waters occurs; or a second discharge of 42 gallons or more over a 12-month period to navigable waters occurs. Within 60 days of a qualifying event, the owner/operator must provide a written report to the **U.S. EPA Region IV Regional Administrator** that contains the following information, at a minimum:

- Name and location of the facility;
- Name of the owner/operator;
- Maximum storage/handling capacity of the facility and normal daily throughput;
- Corrective actions and countermeasures taken, including descriptions of equipment repairs and replacements;
- Description of the facility, including maps, flow diagrams, and topographical maps, as necessary;
- Cause of the discharge to navigable water, including a failure analysis;
- Failure analysis of the system where the discharge occurred;
- Additional preventive measures taken or planned to take to minimize discharge recurrence; and
- Other information the EPA Regional Administrator may reasonably require.

40 CFR Part 112.7(a)(3)(vi) requires discharge notification to appropriate federal, state, and local agencies whenever an oil discharge occurs to navigable waters that may be harmful to public health or welfare or environment, defined as: 1) violates applicable water quality standards, or 2) causes a film or sheen upon or discoloration of the surface or cause a sludge or emulsion to be deposited beneath the surface of the water or upon adjoining shorelines. The **National Response Center (1-800-424-8802)** must be notified immediately upon discovery of a qualifying event. Information to be provided to the National Response Center includes the following, at a minimum:

- Facility address or location and telephone number;
- Date and time discharge occurred;
- Type of material discharged;
- Estimates of the total quantity discharged;
- Source of the discharge;
- Description of all affected media;
- Cause of the discharge;
- Any damages or injuries caused by the discharge;

- Actions being used to stop, remove, and mitigate the effects of the discharge;
- Whether an evacuation may be needed; and
- Name of individuals and/or organizations who have also been contacted.

8.2 State and Local Agencies

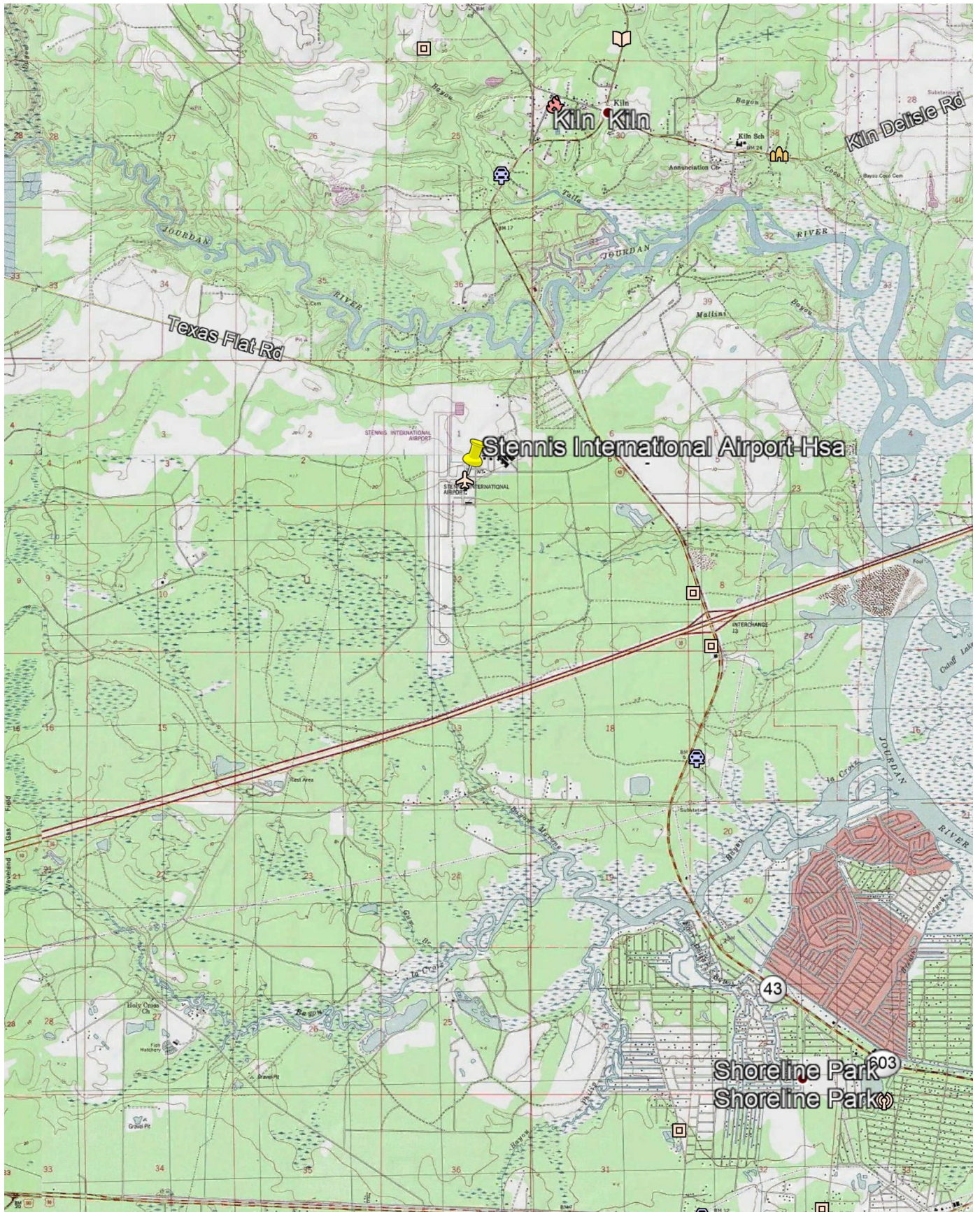
The Mississippi Department of Environmental Quality requires reporting to the 24-Hour State Warning Point at the **Mississippi Emergency Management Agency (1-888-222-6362)** whenever a release occurs that may affect State waters, land, air, or public health. Mississippi Administrative Code requires reporting to the State Warning Point and local emergency planning commission whenever an oil release exceeding 25 gallons occurs, whenever an oil release less than 25 gallons occurs that is not contained and cleaned up within 24 hours, or whenever an oil release occurs that causes a sheen. Local agencies to be notified include, at a minimum, the **Hancock County Emergency Management Agency (228-255-0942)**, the **Hancock Sheriff Department (228-466-6900 or 911)**, and the **Hancock County Emergency Management/E-911/Fire Department (228) 255-0942 or 911**.

8.3 Contact List and Telephone Numbers

A contact list and telephone numbers for all appropriate agencies, response coordinator, and response contractor are provided in Table 8-1 on the following page.

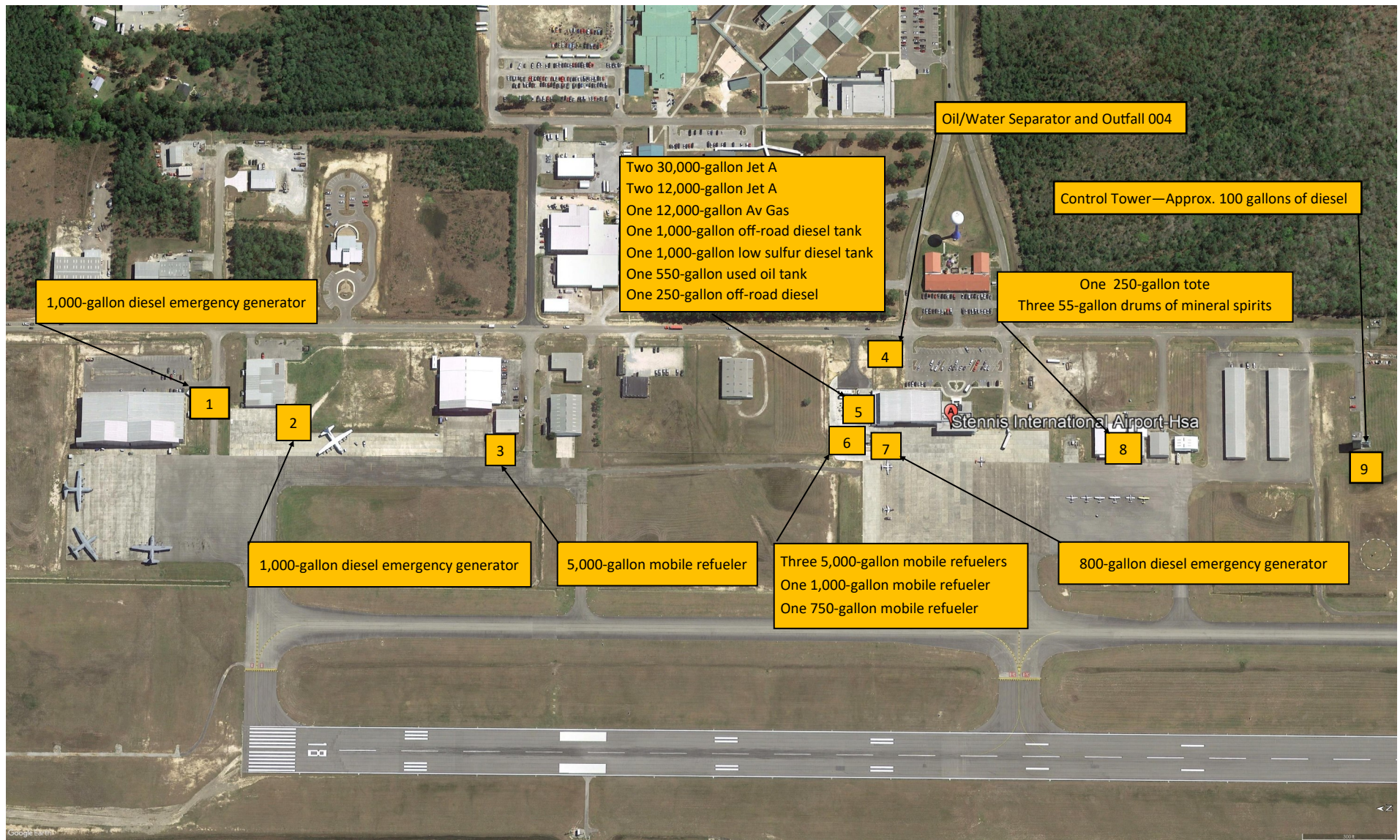
Table 8-1: Summary of Discharge Reporting Requirements

Circumstance	Agency/Organization	Contact Information	When to Notify
Federal Reporting Requirements			
Any quantity of oil that violates state water quality standards, causes a film or sheen on a water surface, or leaves a sludge or emulsion beneath a water surface (40 CFR Part 112.7(a)(3)(iv)).	National Response Center	1-800-424-8802	Immediate Verbal
	EPA Region IV Hotline	(404) 562-8700	Immediate Verbal
Discharge of 1,000 gallons or more to navigable waters; or a second discharge of 42 gallons or more over a 12-month period to navigable waters (40 CFR Part 112.4).	EPA Region IV Regional Administrator	Sam Nunn Atlanta Federal Center, 61 Forsyth St., NW, Atlanta, GA 30303 (404) 562-9900	Written report within 60 days
State and Local Reporting Requirements			
Release that may affect State waters, land, air, or public health.	Mississippi Emergency Management Agency (24-hr State Warning Point)	1-800-222-6362	Within 24 hours of discovery
Any oil release that exceeds 25 gallons.	Hancock County Emergency Management Agency	(228) 255-0942	Within 24 hours of discovery
Any release that causes a sheen on waters of the State or U.S.	Hancock County Sherriff Department	(228) 466-6900 or 911	Within 24 hours of discovery
	Hancock Emergency Management/E-911/Fire Department	(228) 255-0942 or 911	Within 24 hours of discovery
Any oil release less than 25 gallons that is not contained and cleaned up within 24 hours.	Mississippi Emergency Management Agency (24-hr State Warning Point)	1-800-222-6362	Report immediately
	Hancock County Emergency Management Agency	(228) 255-0942	Report immediately
	Hancock County Sherriff Department	(228) 466-6900 or 911	Report immediately
	Hancock Emergency Management/E-911/Fire Department	(228) 255-0942 or 911	Report immediately
Facility Response Coordinator			
Any oil release.	Chanse Watson	(228) 270-0058, mobile	Immediately
Emergency Response Contractor			
Response to oil release beyond the capability of onsite personnel and equipment.	Hancock Emergency Management/E-911/Fire Department	(228) 255-0942 or 911	As needed, determined by Response Coordinator or his designee



FIGURES





APPENDIX A

CERTIFICATION OF SUBSTANTIAL HARM DETERMINATION

APPENDIX A – SUBSTANTIAL HARM DETERMINATION

Facility Name: Stennis International Airport, 7250 Stennis Airport Drive Kiln, Mississippi

1. Does the facility transfer oil over water to or from vessels and does the facility have a total oil storage capacity greater than or equal to 42,000 gallons?

Yes

No **X**

2. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and does the facility lack secondary containment that is sufficiently large to contain the capacity of the largest aboveground oil storage tank plus sufficient freeboard to allow for precipitation within any aboveground storage tank area?

Yes

No **X**

3. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and is the facility located at a distance (as calculated using the appropriate formula in 40 CFR Part 112 Appendix C, Attachment C-III or a comparable formula) such that a discharge from the facility could cause injury to fish and wildlife and sensitive environments?

Yes

No **X**

4. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and is the facility located at a distance (as calculated using the appropriate formula in 40 CFR Part 112 Appendix C, Attachment C-III or a comparable formula) such that a discharge from the facility would shut down a public drinking water intake?

Yes

No **X**

5. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and has the facility experienced a reportable oil spill in an amount greater than or equal to 10,000 gallons within the last 5 years?

Yes

No **X**

Certification

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document, and that based on my inquiry of those individuals responsible for obtaining this information, I believe that the submitted information is true, accurate, and complete.

Authorized Facility Representative: Chanse Watson

Title: Airport Director

Signature: _____

Date: _____

APPENDIX B

RECORD OF DIKED AREA DRAINAGE

APPENDIX B - LOG OF WATER DRAINAGE FROM DIKED AREAS

This log is to be completed whenever water is discharged from a diked area. Only clean water may be discharged from the diked area. The dike valve must remain closed except when draining water from the diked area. The dike valve must be closed promptly after the diked area is drained.

Diked Area Description	Date	Oil Sheen Present?*	Time Dike Valve Opened	Time Dike Valve Closed	Signature	Printed Name

*Water that has a sheen must not be discharged from the diked area. Contaminated water must be treated so that it does not have a sheen prior to being discharged from the diked area or transported offsite by a licensed hazardous waste or waste oil contractor for disposal.

APPENDIX C

ROUTINE LOADING/UNLOADING PROCEDURES

APPENDIX C
ROUTINE LOADING/UNLOADING PROCEDURES FOR BULK TANKS

Stage	Task
Prior to Loading/Unloading	Visually check all hoses for leaks and wet spots
	Verify that sufficient volume is available in the storage tank or truck
	Ensure that all secondary containment drain valves are closed or plugged
	Secure tank vehicle with wheel chocks, interlocks, and/or parking brake
	Verify proper alignment of valves and proper functioning of pumping system
	If filling a tank truck, inspect the lowermost drain and all outlets
	Establish adequate bonding/grounding prior to connecting to the fuel transfer point
	Turn off cell phone
During Loading/Unloading	Driver must stay with the vehicle at all times during loading/unloading activities and visually observe the loading/unloading activities
	Periodically inspect all system, hoses, and connections
	When loading, keep internal and external valves on receiving tank open along with pressure relief valves
	When making a connection, shut off the vehicle engine. When transferring Class 3 materials, shut of vehicle engine unless it is used to operate a pump
	Maintain communication with the pumping and receiving stations
	Monitor the liquid level in the receiving tank to prevent overflow
	Monitor any meters to determine rate of flow
	When topping off tank, reduce flow rate to prevent overflow
After Loading/Unloading	Make sure the transfer operation is completed
	Close all tank and loading valves before disconnecting
	Securely close all vehicle internal, external, and dome cover valves before disconnecting.
	Secure all hatches
	Disconnect grounding/bonding wires
	Make sure the hoses are drained to remove remaining oil before moving them away from the connection. Use a drip pan.
	Cap the end of the hose and other connecting devices before moving them to prevent uncontrolled leakage.
	Remove wheel chocks and interlocks
	Inspect the lowermost drain and all outlets on tank truck prior to departure. If necessary, tighten, adjust, or replace caps, valves, or other equipment to prevent oil leaking while in transit.

APPENDIX D

MONTHLY INSPECTION CHECKLIST

APPENDIX D: MONTHLY INSPECTION CHECKLIST

Further description and comments, if needed, should be provided on a separate sheet of paper and attached to this sheet. Any item answered “YES” needs to be promptly reported, repaired, or replaced, as it may result in non-compliance with regulatory requirements. Completed checklists must be signed by the inspector and maintained at the facility, with this SPCC Plan, for at least three years.

Date: _____

Signature: _____

	YES	NO	Description & Comments
STORAGE TANKS			
Tank surfaces show signs of leakage			
Tank shows signs of damage, rust, or deterioration			
Bolts, rivets, or seams are damaged			
Tank supports are deteriorated or buckled			
Tank foundations have eroded or settled			
Vents are obstructed			
Product inside secondary containment			
Secondary containment is damaged, cracked or rusted			
Secondary containment drain valve is open			
Tank area has excessive trash and vegetation			
Water/product accumulation in interstitial space of double-walled tank			
PIPING AND FUEL DISPENSERS			
Stained soil or pavement			
Hoses, nozzles, seals, or gaskets are leaking			
Hoses have become disconnected from used oil tanks			
SPILL RESPONSE KIT			
Spill response kit is missing, empty, or container has been damaged			

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APPENDIX E

RECORD OF ANNUAL DISCHARGE PREVENTION BRIEFINGS AND TRAININGS

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Briefings are conducted by the facility owner or operator to ensure adequate understanding of this SPCC Plan. The briefings will also highlight discharge events or failures, malfunctioning components, and recently implemented precautionary measures and best practices. Personnel will also be instructed in operation and maintenance of relevant equipment and applicable pollution regulations. Facility personnel will have an opportunity to share recommendations concerning health, safety, and environmental issues encountered during facility operations.

[illegible]

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RECORD OF ANNUAL DISCHARGE PREVENTION BRIEFINGS AND TRAININGS

Briefings are conducted by the facility owner or operator to ensure adequate understanding of this SPCC Plan. The briefings will also highlight discharge events or failures, malfunctioning components, and recently implemented precautionary measures and best practices. Personnel will also be instructed in operation and maintenance of relevant equipment and applicable pollution regulations. Facility personnel will have an opportunity to share recommendations concerning health, safety, and environmental issues encountered during facility operations.

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APPENDIX F

SPILL RESPONSE PROCEDURES AND CONTACT INFORMATION

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SPILL RESPONSE PROCUDURES AND CONTACT INFORMATION

This section describes the response and cleanup procedures in the event of an oil discharge. These procedures and contact information are provided separately as Appendix F. In general, the following steps are taken in response to an oil release:

- Eliminate potential spark sources;
- If possible and safe to do so, identify and shut down the discharge source;
- Contain the discharge with sorbents, berms, trenches, sandbags, or other material;
- Contact the Hauling Facility Response Coordinator (Rodney Street);
- Contact regulatory authorities and the response organization (See Section 8.0 of this SPCC Plan); and
- Collect and dispose of recovered products according to regulation.

The shop and fueling areas are manned six days a week (Monday-Saturday). Any oil release would be discovered by facility personnel and reported to the Response Coordinator. The following is a summary of actions that should be taken in the event of a discharge. It summarizes the distribution of responsibilities among individuals and describes procedures to follow.

Shut Off Ignition Sources – If safe to do so, facility personnel should shut off all ignition sources, including motors, electrical circuits, and open flames.

Stop Oil Flow – Personnel should determine the source of the discharge, and if safe to do so, immediately shut off the source of the discharge.

Stop the Spread of Oil and Notify the Response Coordinator – Facility personnel should use response resources available at the facility to attempt to stop the spilled material from spreading offsite, if safe to do so. Absorbent spill response materials are stored in a poly-drum near the vehicle fueling dispensers as indicated on Figure 3. Measures that may be implemented by Hauling Facility personnel include placing sorbent material or other barriers in the path of the discharge, constructing earthen berms or trenches, and/or covering stormwater drain inlets.

In the event of a major release, the Response Coordinator may obtain assistance from a response contractor such as McDevitt Construction of Meridian, Mississippi, telephone number (601) 483-7412. Measures that may be implemented by the response contractor include, but not limited to, constructing check dams or underflow dams, deploying vacuum trucks to recover liquids, deploying boats and booms to impacted waterways, and excavating and properly disposing of impact soil. At no time shall any surfactants, dispersants, or other chemicals be used, unless previously authorized by the Mississippi Department of Environmental Quality.

All waste material generated during spill response activities, such as gloves, booms, pads, etc., will be containerized and disposed of in accordance with applicable regulations.

40 CFR Part 112.4 requires discharge notification to the U.S. EPA Regional Administrator whenever a discharge of 1,000 gallons or more to navigable waters occurs; or a second discharge of 42 gallons or more over a 12-month period to navigable waters occurs. Within 60 days of a qualifying event, the owner/operator must provide a written report to the **U.S. EPA Region IV Regional Administrator** that contains the following information, at a minimum:

- Name and location of the facility;
- Name of the owner/operator;
- Maximum storage/handling capacity of the facility and normal daily throughput;
- Corrective actions and countermeasures taken, including descriptions of equipment repairs and replacements;
- Description of the facility, including maps, flow diagrams, and topographical maps, as necessary;
- Cause of the discharge to navigable water, including a failure analysis;
- Failure analysis of the system where the discharge occurred;
- Additional preventive measures taken or planned to take to minimize discharge recurrence; and
- Other information the EPA Regional Administrator may reasonably require.

40 CFR Part 112.7(a)(3)(vi) requires discharge notification to appropriate federal, state, and local agencies whenever an oil discharge occurs to navigable waters that may be harmful to public health or welfare or environment, defined as: 1) violates applicable water quality standards, or 2) causes a film or sheen upon or discoloration of the surface or cause a sludge or emulsion to be deposited beneath the surface of the water or upon adjoining shorelines. The **National Response Center (1-800-424-8802)** must be notified immediately upon discovery of a qualifying event. Information to be provided to the National Response Center includes the following, at a minimum:

- Facility address or location and telephone number;
- Date and time discharge occurred;
- Type of material discharged;
- Estimates of the total quantity discharged;
- Source of the discharge;
- Description of all affected media;
- Cause of the discharge;
- Any damages or injuries caused by the discharge;
- Actions being used to stop, remove, and mitigate the effects of the discharge;
- Whether an evacuation may be needed; and
- Name of individuals and/or organizations who have also been contacted.

The Mississippi Department of Environmental Quality requires reporting to the 24-Hour State Warning Point at the **Mississippi Emergency Management Agency (1-888-222-6362)** whenever a release occurs that may affect State waters, land, air, or public health. Mississippi Administrative Code requires reporting to the State Warning Point and local emergency planning commission whenever an oil release exceeding 25 gallons occurs, whenever an oil release less than 25 gallons occurs that is not contained and cleaned up within 24 hours, or whenever an oil

release occurs that causes a sheen. Local agencies to be notified include, at a minimum, the **Hancock County Emergency Management Agency ((228) 255-0942)** the **Hancock Sherriff Department (228-466-6900 or 911)**, and **Hancock Fire Department (228-466-6900 or 911)**

Circumstance	Agency/Organization	Contact Information	When to Notify
Federal Reporting Requirements			
Any quantity of oil that violates state water quality standards, causes a film or sheen on a water surface, or leaves a sludge or emulsion beneath a water surface (40 CFR Part 112.7(a)(3)(iv)).	National Response Center	1-800-424-8802	Immediate Verbal
	EPA Region IV Hotline	(404) 562-8700	Immediate Verbal
Discharge of 1,000 gallons or more to navigable waters; or a second discharge of 42 gallons or more over a 12-month period to navigable waters (40 CFR Part 112.4).	EPA Region IV Regional Administrator	Sam Nunn Atlanta Federal Center, 61 Forsyth St., NW, Atlanta, GA 30303 (404) 562-9900	Written report within 60 days
State and Local Reporting Requirements			
Release that may affect State waters, land, air, or public health.	Mississippi Emergency Management Agency (24-hr State Warning Point)	1-800-222-6362	Within 24 hours of discovery
Any oil release that exceeds 25 gallons.	Hancock County Emergency Management Agency	(228) 255-0942	Within 24 hours of discovery
Any release that causes a sheen on waters of the State or U.S.	Hancock County Sherriff Department	228-466-6900 or 911	Within 24 hours of discovery
	Hancock Emergency Management/E-911/Fire Department	(228) 255-0942 or 911	Within 24 hours of discovery
Any oil release less than 25 gallons that is not contained and cleaned up within 24 hours.	Mississippi Emergency Management Agency (24-hr State Warning Point)	1-800-222-6362	Report immediately
	Hancock County Emergency Management Agency	(228) 255-0942	Report immediately
	Hancock County Sherriff Department	228-466-6900 or 911	Report immediately
	Hancock Emergency Management/E-911/Fire Department	(228) 255-0942 or 911	Report immediately
Facility Response Coordinator			
Any oil release.	Chanse Watson	(228) 270-0058, mobile	Immediately
Emergency Response Contractor			
Response to oil release beyond the capability of onsite personnel and equipment.	Hancock Emergency Management/E-911/Fire Department	(228) 255-0942 or 911	As determined by the Response Coordinator or his designee

APPENDIX C – AOA Security & Compliance Program (ASCP)

To be added.