

section shall include the following information pertaining to the airport for which the Airport Operating Certificate is held:

- (i) An itemized cost to comply with the requirement from which the exemption is sought;
 - (ii) Current staffing levels;
 - (iii) The current annual financial report, such as a single audit report or FAA Form 5100–127, Operating and Financial Summary;
 - (iv) Annual passenger enplanement data for the previous 12 calendar months;
 - (v) The type and frequency of air carrier operations served;
 - (vi) A history of air carrier service;
 - (vii) Anticipated changes to air carrier service;
- (c) Each petition filed under this section must be submitted in duplicate to the—
- (1) Regional Airports Division Manager and
 - (2) Federal Docket Management System, as specified under 14 CFR part 11.

[Docket No. FAA–2000–7479, 69 FR 6424, Feb. 10, 2004; 72 FR 68475, Dec. 5, 2007]

§ 139.113 Deviations.

In emergency conditions requiring immediate action for the protection of life or property, the certificate holder may deviate from any requirement of subpart D of this part, or the Airport Certification Manual, to the extent required to meet that emergency. Each certificate holder who deviates from a requirement under this section must, within 14 days after the emergency, notify the Regional Airports Division Manager of the nature, extent, and duration of the deviation. When requested by the Regional Airports Division Manager, the certificate holder must provide this notification in writing.

Subpart C—Airport Certification Manual

§ 139.201 General requirements.

(a) No person may operate an airport subject to this part unless that person adopts and complies with an Airport Certification Manual, as required under this part, that—

- (1) Has been approved by the Administrator;
- (2) Contains only those items authorized by the Administrator;
- (3) Is in printed form and signed by the certificate holder acknowledging the certificate holder’s responsibility to operate the airport in compliance with the Airport Certification Manual approved by the Administrator; and
- (4) Is in a form that is easy to revise and organized in a manner helpful to the preparation, review, and approval processes, including a revision log. In addition, each page or attachment must include the date of the Administrator’s initial approval or approval of the latest revision.

(b) Each holder of an Airport Operating Certificate must—

- (1) Keep its Airport Certification Manual current at all times;
- (2) Maintain at least one complete and current copy of its approved Airport Certification Manual on the airport, which will be available for inspection by the Administrator; and
- (3) Furnish the applicable portions of the approved Airport Certification Manual to airport personnel responsible for its implementation.

(c) Each certificate holder must ensure that the Regional Airports Division Manager is provided a complete copy of its most current approved Airport Certification Manual, as specified under paragraph (b)(2) of this section, including any amendments approved under § 139.205.

(d) FAA Advisory Circulars contain methods and procedures for the development of Airport Certification Manuals that are acceptable to the Administrator.

§ 139.203 Contents of Airport Certification Manual.

(a) Except as otherwise authorized by the Administrator, each certificate holder must include in the Airport Certification Manual a description of operating procedures, facilities and equipment, responsibility assignments, and any other information needed by personnel concerned with operating the airport in order to comply with applicable provisions of subpart D of this part and paragraph (b) of this section.