

CHICAGO O'HARE ATCT AND CHICAGO DEPARTMENT OF AVIATION
LETTER OF AGREEMENT

Effective Date: November 20, 2008

Subject: Unplanned Runway Closures

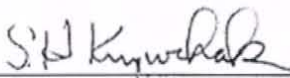
1. **Purpose:** To delineate the responsibilities of O'Hare ATCT and the City of Chicago Department of Aviation (DOA) necessary when an event causes the unplanned closure of a runway at Chicago O'Hare International Airport.
2. **Background:** FOD, runway or equipment damage, etc., and braking action reports have caused unplanned runway closures at O'Hare. When braking action advisories are in effect the DOA will activate "Continuous Runway Monitoring Procedures" (CRMP). When two "Poor" or a "NIL" braking action PIREP's are received the DOA will need to do a runway assessment as soon as possible.
3. **SCOPE:** This agreement outlines procedures between O'Hare ATCT and City of Chicago DOA whenever an unplanned runway closure occurs.
4. **Responsibilities:**
 - a. O'Hare ATCT:
 - i. Upon receiving a PIREP of "NIL" braking action or FOD on a runway suspend further aircraft operations on that runway until City of Chicago DOA advises the runway is open.
 - ii. Notify City of Chicago DOA whenever a PIREP of "NIL" braking action or FOD on a runway.
 - b. City of Chicago DOA
 - i. Close affected runway(s).
 - ii. Check the runway(s) for FOD or perform a runway assessment when two "Poor" or a single "NIL" braking action report is received.
 - iii. Open the closed runway(s) once corrective action has been taken and the runway is acceptable for aircraft use.
5. **Runway Inspections:**
 - a. When a runway inspection is required without delay the City of Chicago DOA will request a "Critical Runway Inspection." When this type of

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inspection is requested O'Hare ATCT will stop all departures that have not begun takeoff roll on that runway. Aircraft within two miles of the runway will be allowed to land, City of Chicago DOA will only request a "Critical Runway Inspection" under extreme or unusual circumstances and understands significant delays will result. *Note: The full length and width of the runway will be inspected.*

- b. When a runway inspection is required with minimal delay the City of Chicago DOA will request a "Priority Runway Inspection." When this type of inspection is requested O'Hare ATCT will stop all departures that have not been cleared for takeoff on that runway. Aircraft inside the arrival fix will be allowed to land. City of Chicago DOA understands that significant delays may result. *Note: The full length and width of the runway will be inspected.*
- c. A "Normal Runway Inspection" will be made in conjunction with normal operations. *Note: This inspection will usually include the full length and width of the runway.*
- d. O'Hare ATCT will expect a DOA request for a runway assessment after the second "Poor" braking action report. If after the DOA runway assessment the runway remains open for aircraft use, O'Hare ATCT and DOA will closely coordinate runway closures for snow removal.

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