MINOT INTERNATIONAL AIRPORT (MOT), MINOT FAA CONTRACT TOWER (FCT) and NORTHWEST DAKOTA SYSTEM SUPPORT CENTER (SSC)/FAA TECHNICAL OPERATIONS (TECH OPS)

LETTER OF AGREEMENT

Effective: February 7, 2022

SUBJECT: Requirements for Operating in the Runway Safety Area (RSA)

1. PURPOSE: This agreement delineates the responsibilities and procedures that the parties entering into this agreement consider for accessing, operating within, and exiting the airport RSA during aircraft operations.

2. SCOPE: The safety area surrounding a runway is intended to provide an additional level of safety, should there be a lateral excursion, an overrun, or undershoot by an aircraft. The primary objective is to maintain the full RSA free of objects, including large equipment and vehicles. Authorized RSA activity includes NAVAID maintenance and airfield maintenance during VFR operations only.

3. DISTRIBUTION: Minot International Airport Director (AD), Midwest-Minot FCT (ATCT), Northwest Dakota System Support Center (NW DAK SSC)/Technical Operations (Tech Ops) and FAA LOA Repository

4. RESPONSIBILITIES:

a. Airport Director (AD), or her/his representative must:

   (1) Provide training for personnel with permission to operate within the RSA that includes special emphasis that vehicles avoid the Instrument Landing System (ILS) and Localizer critical area during low visibility conditions; however, this LOA will be limited to VFR operating conditions only.

   (2) Obtain permission from ATCT prior to operating in the RSA.

   (3) Maintain positive radio communications with ATCT on frequency 121.9 MHz while operating within the RSA.

   (4) Identify the RSAs graphically on a map (see Attachment A).

   (5) Exit the RSA for air carrier operations.

b. ATCT must:

   (1) Provide training for ATCT personnel on RSA procedures.

   (2) Maintain positive radio communications with personnel operating within the RSA on frequency 121.9 MHz.

c. Tech Ops must:

   (1) Provide training for personnel with permission to operate within the RSA that includes special
emphasis that vehicles avoid the ILS and Localizer critical area during low visibility conditions; however, this LOA will be limited to VFR operating conditions only.

(2) Obtain authorization from AD, or her/his representative, prior to operating within the RSA.

(3) Obtain permission from ATCT prior to operating within the RSA.

(4) Maintain positive radio communications with ATCT on frequency 121.9 MHz while operating within the RSA.

(5) Ensure all Tech Ops vehicles and non-hand held Tech Ops equipment remain outside of the RSA during air carrier operations on the associated runway.

5. PROCEDURES:

a. ATCT must:

   (1) Provide permission for access into the RSA for authorized personnel during times of VFR operating conditions.

   (2) Provide advisory notifications to aircraft when personnel or equipment are operating in the RSA.

   (3) Advise Airport Director (AD), or her/his representative, and Tech Ops which runway end and correlating taxiways are in use.

   (4) Where possible, coordinate and restrict RSA access to airport zones opposite of the runway end and taxiways in use.

b. Airport Director (AD), or her/his representative, authorizes the following activities in the lateral (runway edges) RSA while VFR aircraft operations are being conducted and under the prescribed requirements:

   (1) Mowing/snow removal operations that traverse through the RSA.

   (2) Airport maintenance vehicles and personnel that are directly involved in the maintenance of airport lighting or airport signage.

   (3) Tech Ops vehicles and personnel that are directly involved in the maintenance or repair of NAVAIDs or equipment within the RSA.

6. ATTACHMENTS:

a. RSA MOT Mowing Plan
Janice Hartle
Air Traffic Manager
Minot FAA Contract Tower

Jennifer K. Eckman
Airport Director
Minot International Airport

Brian Riopelle
Northwest Dakota SCC Manager