

# AIRPORT OPERATIONS @ RIC



2021



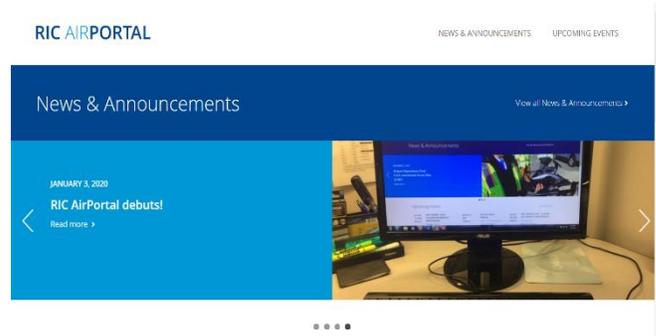
## AIRFIELD CONDITIONS – CONSTRUCTION – SAFETY – SECURITY – COMMUNICATIONS

The Airport Operations team at the Richmond International Airport is looking forward to another exciting year at RIC serving our tenants and passengers. Our team is comprised of two full-time Operations Supervisors, three full-time Operations Officers, two full-time badging assistants, one full-time Badging Supervisor, and the Airport Operations Manager. Airport Operations duty hours are from 05:30 to 00:30, seven days a week, with a team member on-call during off-duty hours. In our day-to-day activities, Airport Operations strive to set the example and encourage others to **BE SAFE, BE RESPECTFUL, BE HARD WORKING, BE COURTEOUS, AND BE POSITIVE.**

The Airport Operations department at RIC is your hub for information related to activities at the airport, airfield conditions, safety and security updates, and airport construction. Partnering with the other departments at RIC, Airport Operations mission is to provide accurate, timely, and helpful information to airlines, other tenants, and stakeholders at the airport. Dissemination of this information is accomplished using a variety of communication channels including meetings, briefings, e-mails, and the Airport Operations website – the RIC AirPortal.

The RIC AirPortal - <https://ricairport.com/>

E-mail us at: [RIC-Operations@Flyrichmond.com](mailto:RIC-Operations@Flyrichmond.com)



### ➔ AIRFIELD CONDITIONS & NOTAMS

The RIC Airport Operations department originates, maintains, and cancels Notice to Airmen (NOTAMS). NOTAMS detail airfield surface closures, restrictions, and hazards including winter operations for pilots, flight planners, RIC based airline management and operations staff as well as other interested parties. NOTAMS may now be issued up to 7 days prior to the planned start time of the specific planned event or hazard. NOTAMS are published and maintained using the FAA's Digital NOTAM System and distributed for users worldwide. NOTAMS for RIC, or any airport may be viewed at the FAA's NOTAM search website:

Digital NOTAM Search - <https://notams.aim.faa.gov/notamSearch/>

You'll also find a link for RIC NOTAMS at the RIC AirPortal.

During winter operations NOTAMS will detail surface conditions on the airfield, Runway Condition Codes, anti-ice treatments, and weather-related closures.

➔ **CONSTRUCTION**

Construction activities at the airport can present hazards to aviation if not carefully planned and managed. The Airport Operations department coordinates construction activity with airport engineers and contractors. The goal is to minimize disruption to flight operations, pilots, Air Traffic Control, and passengers. As mentioned earlier closures; restrictions; and other potential hazards are detailed using the FAA’s US NOTAM System. Additionally, Airport Operations publishes and posts the “RIC Construction Update.” This document provides details on upcoming construction projects, anticipated runway and taxiway closures, and additional information that may be helpful to those who have a need for this information. The schedule for routine runway maintenance closures is posted for air carrier planning purposes. This information is updated monthly, or as otherwise required and may be viewed online at the [RIC AirPortal](#).



We encourage local air carrier management to share this important link with company flight planners, dispatchers, and regional airline partners.



**Monthly Runway Maintenance Closures**  
Scheduled - 2021

CLOSURES ARE SCHEDULED TO START AT 0800L AND LAST 4 TO 6 HOURS. MAY BE CANCELLED DUE TO WEATHER

<b>RUNWAY 16/34 (9003')</b> 2nd Tuesday of each month except as noted*		<b>RUNWAY 02/20 (6607')</b> 4th Tuesday of each month except as noted*	
January 12	July 13	January 26	July 27
February 9	August 10	February 23	August 24
March 9	September 14	March 23	September 28
April 13	October 12	April 27	October 26
May 11	November 9	May 25	November 23
June 8	December 14	June 22	December 28

8 DATES AND TIMES ARE SUBJECT TO CHANGE. ALWAYS REFER TO CURRENT NOTAMS.

➔ **SAFETY AND SECURITY**

The Airport Operations department works closely with Airport Police, Airport Fire, government partners (TSA and FAA) and Airport Badging to comply with all local, state, and federal requirements. Airport Operations promotes a safe and secure environment for employees at the airport and the passengers and public we serve.

With safety as our number one priority, Airport Operations in conjunction with other Commission departments conduct inspections both landside, and airside. Airfield inspections are performed daily in compliance with FAA standards. The focus is preventing potential hazards to aircraft operations. Inspection items include airfield signs, markings, and wildlife issues. We also routinely grounds and ramps at RIC for cleanliness. Airport Operations recognizes that maintaining a clean, orderly, and maintained facility has a direct impact on safety for our employees and passengers. Cleanliness also creates a positive impression of our airport for passengers and visitors alike.



The Airport Operations department plays a supporting role in response to airfield and aircraft emergencies. This includes participation in emergency planning and drills. We also monitor forecasts for potentially hazardous weather conditions, check airside surfaces during periods of extreme weather, and perform thorough inspections of the airfield and Terminal following storms.

The Operations team actively manages requests for aircraft parking for charters, scheduled flights, and diversions. Due to our location, facility and proximity to northeast hub airports RIC is a primary destination for airline diversions. We work closely with our airline, and Air Traffic partners to support and ensure safe and orderly operations while complying with federal Tarmac Delay guidelines. The RIC Tarmac Delay Plan is available on the Airport's website:

<https://flyrichmond.com/public-notice/#tarmac-delay-plan>

Security goes hand-in-hand with safety. The Badging Office at the Richmond International Airport is managed and operated by the Airport Operations department. Our team works diligently to comply with Airport from the Transportation Security members perform spot checks for escort procedures, as well as gate security. Regular patrols of the A.O.A. including the perimeter fence areas are conducted as part of the Airport's layered security efforts.



Airport Operations oversees the Violations Program at RIC, and along with Airport Police and Fire has the authority to issue both safety and security related infractions of the Capital Region Airport Commission's Rules and Regulations document.

Airport Rules and Regulations may be viewed by linking to the document through the RIC website, "ABOUT US" section or at the following address:

[https://flyrichmond.com/wp-content/uploads/2018/08/CRAC\\_Rules\\_and\\_Regulations\\_28\\_JUN\\_18.pdf](https://flyrichmond.com/wp-content/uploads/2018/08/CRAC_Rules_and_Regulations_28_JUN_18.pdf)

RIC Airport Operations hosts a monthly joint tenant meeting to discuss a wide variety of safety and security related issues, topics, and updates. The meeting is an opportunity for RIC based

tenant management, supervisors, and front-line staff to network and collaborate in the interests of continuously improving a safe environment for all at the Airport. The Joint Safety Meeting is typically held on the 3rd Tuesday of each month and is open to anyone to attend.

➔ **RIC AIRPORT OPERATIONS STAFF**

Operations personnel often serve as liaisons between airlines, tenants, stakeholders, employees, and other Commission departments. Our mission is to provide accurate, timely, and helpful information to the Airport community at large.

We believe that it is critical to build relationships within our Airport Community that foster a culture of safety, and security, while providing our mutual customers and passengers a clean, safe, efficient and streamlined travel experience.

RIC Airport Operations: **OFFICE (804) 226-8590** **CELL (804) 221-6694**

RIC Airport Badging Office: **(804) 226-3056**

The Team:

