



# TENANT DIRECTIVE

BWI: 206.1  
DATE: March 23, 1990  
DISTRIBUTION: D

TITLE: CHARTER AIR CARRIER OPERATIONS IN THE  
BALTIMORE/WASHINGTON INTERNATIONAL AIRPORT (BWI)  
GENERAL AVIATION COMPLEX

## I. REFERENCES:

- A. Part 121 of the Federal Aviation Regulations (FAR).
- B. BWI Tenant Directive 211.2, "Assignment and use of Gates and Gate Holdrooms, Baltimore/Washington International Airport (BWI).
- C. BWI Tenant Directive 213.1, "Performance Requirements for the Ground Handling of Passenger Carrying Air Carriers and Commercial Operations of Large Aircraft."
- D. BWI Tenant Directive 401.1, "Standard Rates and Fees at Baltimore/Washington International Airport."
- E. BWI Tenant Directive 402.1, "Minimum Standards for Commercial Aeronautical Activities at Baltimore/Washington International Airport."
- F. BWI Airport Security Program.

## II. DEFINITIONS:

- A. Charter Air Carrier - FAR Part 121 aircraft having a seating capacity of more than thirty (30) passengers or a maximum payload capacity of more than 7,500 pounds.
- B. BWI General Aviation Complex - The area owned by the Maryland Aviation Administration (MAA) on BWI Airport bounded by Quebec taxiway, Aaronson Drive, Sattler Drive and the southeast edge of the General Aviation parking ramp.

- C. BWI Main Terminal - Main passenger facility at the Airport for commercial air carrier operations.

III. DIRECTIVE STATEMENT:

- A. Normally, a non-scheduled charter air carrier operating under FAR Part 121 certificate for commercial passenger operations will operate to and/or from BWI Airport main passenger terminal. The exception to this requirement will be the approval by BWI Airport Operations Center of a request from the Charter Air Carrier or the fixed base operator to conduct operations to and/or from the BWI Airport General Aviation Complex.
- B. All non-scheduled commercial charter air carriers operating at BWI Airport must be handled by an authorized fixed base operator, ground handling operator, or tenant air carrier (hereinafter collectively referred to as "Operator") in accordance with the BWI Tenant Directive 402.1.
- C. Commercial charter air carriers that operate in the BWI Airport General Aviation Complex must be limited to the capability of carrying no more than fifty (50) passengers and a gross weight of less than 60,000 pounds.
- D. Airport fees shall be forwarded to the Office of Business Administration, MAA (See BWI Tenant Directive 401.1) in accordance with contract terms or paid to an authorized ground handler if the carrier is not operating under a contract with MAA.
- E. The Performance standards policy expressed in BWI Tenant Directive 213.1 represent the MAA's minimum requirements to ensure proper passenger handling for all passenger carrying flights.

IV. PROCEDURES:

A. Arriving/Deplaning Flights - Operators will:

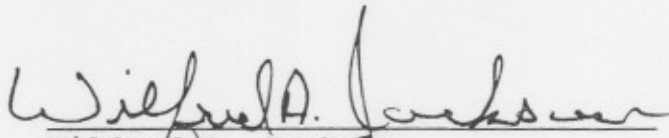
1. Request approval from the BWI Airport Operations Center prior to the arrival of a charter air carrier to park on BWI Airport General Aviation Complex Ramp.
2. Coordinate arrival requirements as appropriate with the Federal Inspection Services (Immigration and Naturalization Service, U.S. Customs Service, and U. S. Department of Agriculture) if the charter air carrier is an international flight.
3. Comply with FAR Part 107, BWI Security Program as to escorting deplaning passengers.
4. Provide at least one passenger service agent with a BWI ID Badge to escort all passengers from the aircraft to the terminal.

B. Departing/Enplaning Flights - Operators will:

1. Inform passengers, prior to arrival at the Airport, of the appropriate check-in procedures, time, location, and if required, provide each with a diagram of the General Aviation Complex.
2. Activate ticket counter facilities at the General Aviation Complex to accept passengers for check-in.
3. Provide at least one courteous, uniformed, and trained customer service representatives/counter agents to ensure rapid passenger in-processing/ticketing.
4. Comply with FAR Part 107, the BWI Security Program as to the escorting of enplaning passengers.
5. Provide at least one passenger service agent with a BWI Identification Badge to escort all passengers from the BWI General Aviation terminal to the aircraft.

V. SAFETY:

Operation of aircraft engine(s) during the enplaning/  
deplaning of passengers and/or cargo/baggage is  
prohibited.

  
Wilfred A. Jackson  
Director of Operations  
BWI Airport

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