

jetBlue **JFK** Local Standard Operating Procedures (SOP)

Winter Operations: Deicing

The Deicing Local SOP depicts station-specific procedures that differ from Chapter 6 Winter Operations of the Approved Programs Manual (APM) based on airport authority, facility or terminal operator constraints or regulations.

JFK utilizes the following roles:

The **Winter Ops Coordinator (WOC/JetBlue or Primeflight)** monitors the Gates/Pad from the JetBlue Operations Tower. The JetBlue WOC coordinates with Aero for Gate brushing. This role also acts as Pad Commander for Gate deicing.

The **JetBlue Blue Ramp Crewmember** coordinates between the Flight Deck (FD) Crew & the Pad Commander.

The **Flight Deck (FD)** Crew obtains clearance and configures for deicing for departure.

The **Sweeper** is operated by Aero (Business Partner) and supported by JetBlue as needed. The Sweeper cleans up the deicing area once deicing operations have been completed.

The **Pad Commander/WOC (JetBlue or Primeflight)** coordinates the entire deicing operation. This role consists of ensuring proper refracting of trucks, escorting/marshalling the aircraft (A/C) into position, communicating with JetBlue Ops Tower and trucks. The role also requires completion of the CS-92 Deicing verbiage form to the Flight Deck, post deice checks and oversight of proper logging of deicing information such as flight numbers, spray times and total gallons. The following two types of WOCs are used during a Winter event operation:

- The **Ramp WOC** monitors flow and throughput and advises of any ground issues. This position will recommend any traffic changes that may help increase the flow into or out of the pad, i.e., reversing the flow of traffic. The Ramp WOC also monitors spray and out of pad times while also advising of any plan deviations by Primeflight.
- The **Tower WOC** reviews and coordinates the flow of the ramp with the Ramp WOC. This position is responsible for updating the spray times. The Tower WOC coordinates with the Ops Supervisor for flow and off times. This position also reviews the pad performance throughout the event.

The **Driver** is responsible for completion of truck/fluid checklist. The Driver communicates with the Pad Commander via ground-to-ground radio and relays information to Sprayer. The Driver maneuvers the truck around the A/C for spraying in a safe manner and monitors vehicle operating parameters such as fluid temp, fluid level and fuel level.

The **Sprayer** is responsible for assisting the Driver with the truck checklist. The Sprayer guides the Driver in reversing or close quarters situations, as well as when approaching the aircraft for spraying. The Sprayer is ultimately responsible for removal of all contamination (FAR 121.629) and the post deice check. Lastly, the Sprayer acts as a second pair of eyes for other surfaces of the A/C.

The **Pump Operator** maintains all pumps, hoses, fittings and connections. The Pump Operator refills trucks, refracts fluid accordingly while monitoring fluid storage levels and keeps track of truck fluid levels throughout the spray event.

The **Fluid Acceptance Individual** maintains all pumps, hoses, fittings and connections. The Fluid Acceptance Individual escorts fluid delivery vehicles to/from the fluid storage area and checks fluid parameters for compliance with manufactures specifications. If the fluid is non-compliant, documentation and refusal of delivery as required. If the fluid is compliant, this role accepts delivery, stores fluid in the appropriate tank(s) and splash blends to desired percentage (if applicable). Also, this role manages water deliveries to blend fluid. The Fluid Acceptance Individual is also responsible for pre/midseason fluid checks and tank inspections.

Business Partner for **Traffic Flow**: Aeroban Deicing Manager is used at the station to monitor pad times and aircraft movement. This is an evolving, dynamic tool that is capable of providing an analytical view of deicing progress in real time.

Deicing Throughput Chart

# of Pads	Frost: 10 mins	Light Snow: 14 mins*	Moderate Snow: 18 mins*	Heavy snow, Freezing Rain & Ice Pellets: 30 mins*
2	Full Schedule	6	4	2
3	Full Schedule	9	6	3
4	Full Schedule	12	8	4
5	Full Schedule	15	10	5
6	Full Schedule	18	12	6
*Spray time does not include time for movement onto pad, aircraft configuration and movement off pad. A rough buffer of 10 mins should be added to accommodate for these additional steps.				

APM Referenced Items:

6.3.7.6 Fluid Application Requirements

6.5.3 Post-Deicing/Anti-Icing Report, Form CS-116

6.7 Deicing Verbiage

JetBlue Parcel Z Deicing Area Located on the Parcel Z hardstand. Refer to *Figures 1-6* for details.

Communication Process: The Flight Deck contacts the Pad Commander on frequency 129.175 when approaching/stopped on spot 6 for escort onto deicing Pad. Aircraft are bound by the Pad Commander when on the pad and may not move unless instructed/escorted by the Pad Commander or cleared for departure from the Pad-by-Pad Commander. Communication must be maintained throughout the entire deicing process.

Deicing Procedure: Once the A/C stops on a designated deicing spot, the Pad Commander instructs the Flight Deck to set parking brake, configure for deicing, and visually inspect the A/C for irregularities. Once brake is set, the Pad Commander instructs the truck(s) (via ground radio frequency @PZ is Deice 1) to approach the A/C and await further instructions. Once Flight Deck is configured and confirms deice/anti-ice request, the Pad Commander informs the trucks of the deice/anti-ice request and to begin spraying. Once the aircraft is clean and clear of equipment, the Pad Commander informs the Flight Deck and reads them their deicing numbers (time, fluid type/brand/%), instructs the Flight Deck on how to proceed with their departure (contact frequency 130.770 for departure) and releases the A/C from Pad Commander's control.

Reporting Protocol: An integrated excel workbook is used to record and update deicing numbers. The Tower WOC is responsible to record and update the numbers by directly coordinating with the Ramp WOC. Ops can access this workbook at a read only level. The Pad Commander must send local leaders and JetBlue Ops Tower the deicing numbers (A/C's sprayed, fluid totals and spray times) every hour on the 00:45 if spray activity continues.

NOTE: Numbers are reported on the same email for both locations but are separated by High Side/PZ.

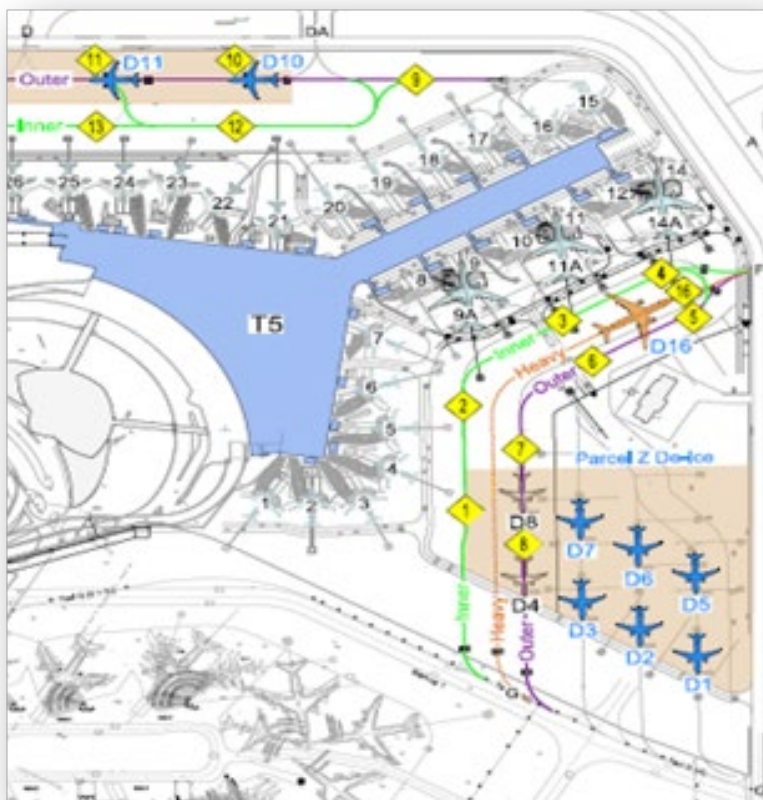


Figure 1

Parcel Zulu Parking and Deicing Lane Layout

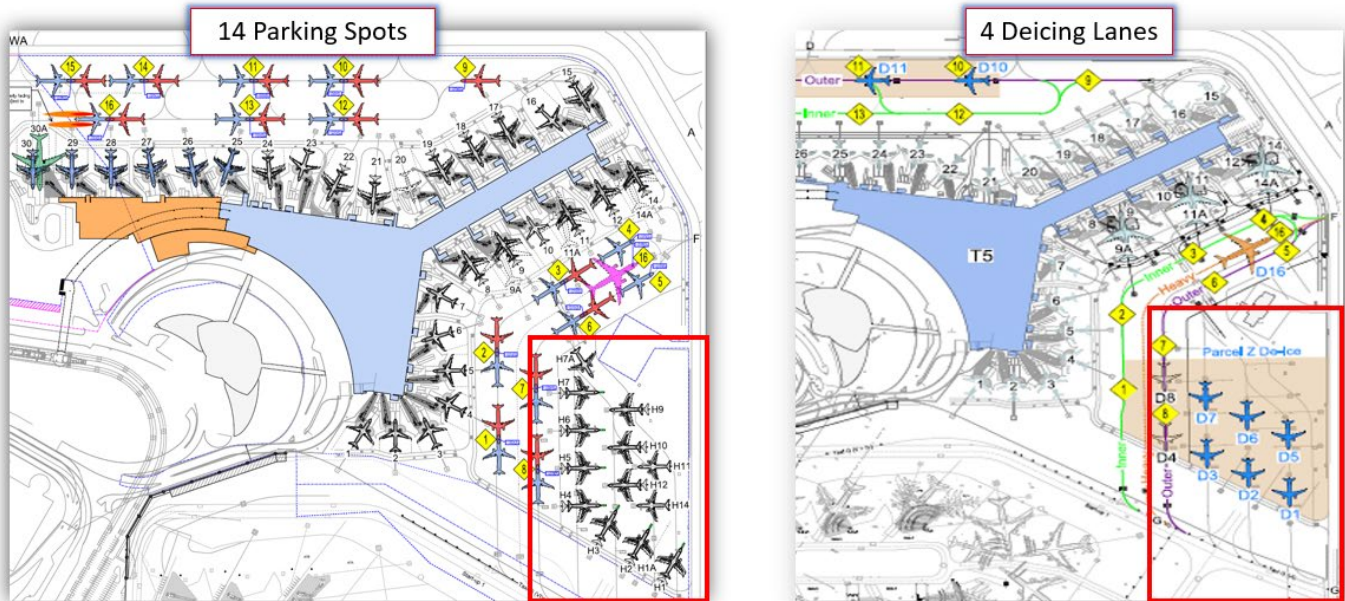
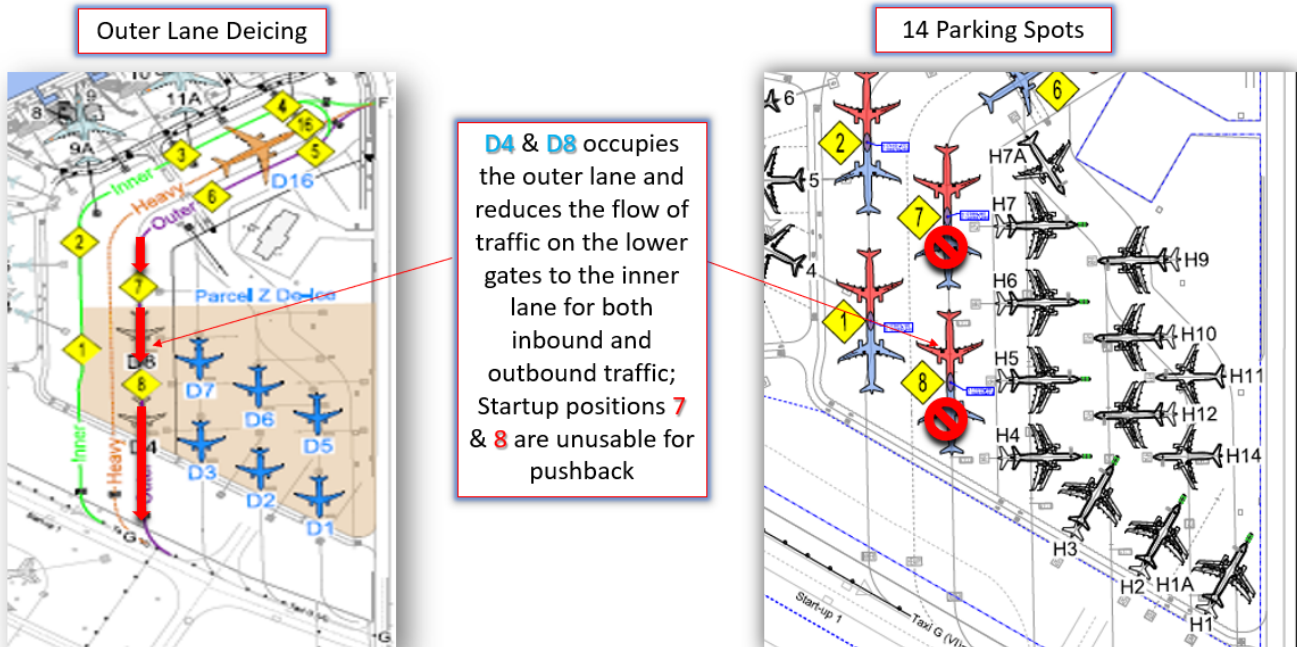


Figure 2

Deicing Layout 1, Outer Lane D4 & D8

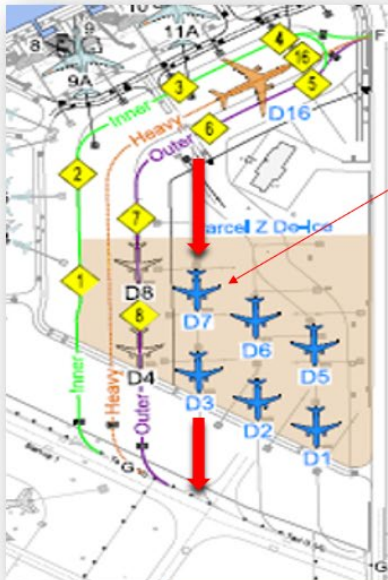


* Please note PZ8/H8 does not reside in/or encumber any of the deicing lanes

Figure 3

Deicing Layout 2, Lane D3 & D7

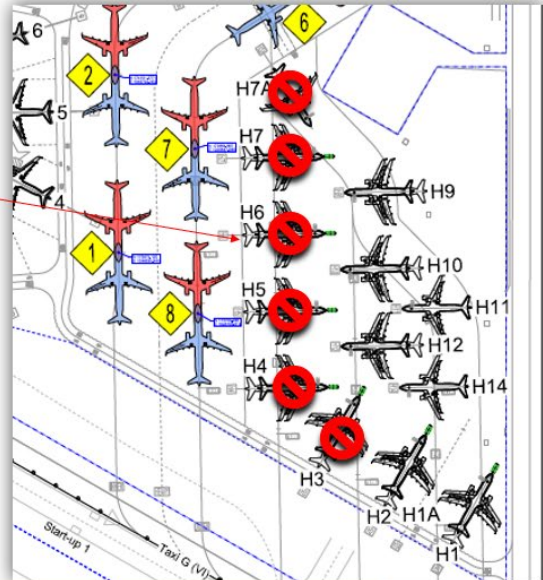
1 Lane PZ Deicing



D7 & D3 occupies the first PZ lane and as a result, 6 parking spaces are lost. **H3 – 7A.**

8/14 Parking Spots remain. **H1, 2, 8 - 14**

8 Parking Spots

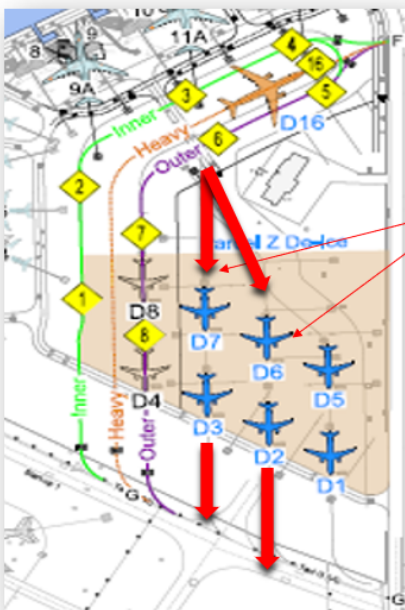


* Please note PZ8/H8 does not reside in/or encumber any of the deicing lanes

Figure 4

Deicing Layout 3, Lane D2, D3 & D6, D7

2 Lane PZ Deicing

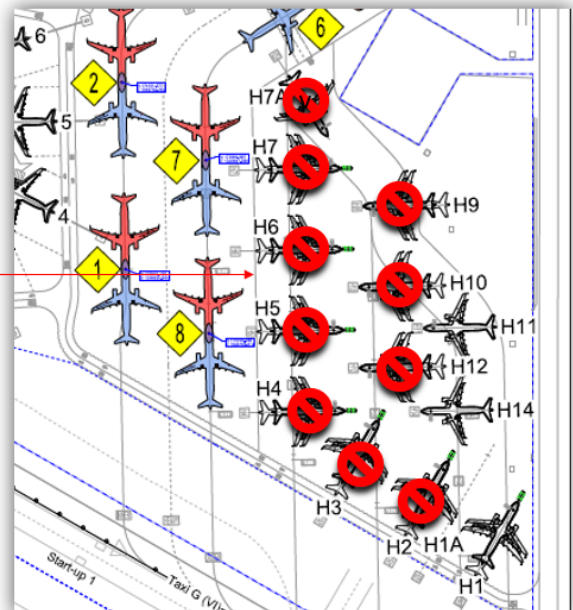


D7 & D3 occupies the first PZ lane and as a result, 6 parking spaces are lost. **H3 – 7A.**

D6 & D2 occupies the second PZ lane and as a result, an additional 4 parking spaces are lost. **H2, H9, H10, H12.**

4/14 Parking Spots remain. **H1, 11, 8, 14**

4 Parking Spots



* Please note PZ8/H8 does not reside in/or encumber any of the deicing lanes

Figure 5

Deicing Layout 4 | Lane D1, D2, D3, D5, D6 & D7

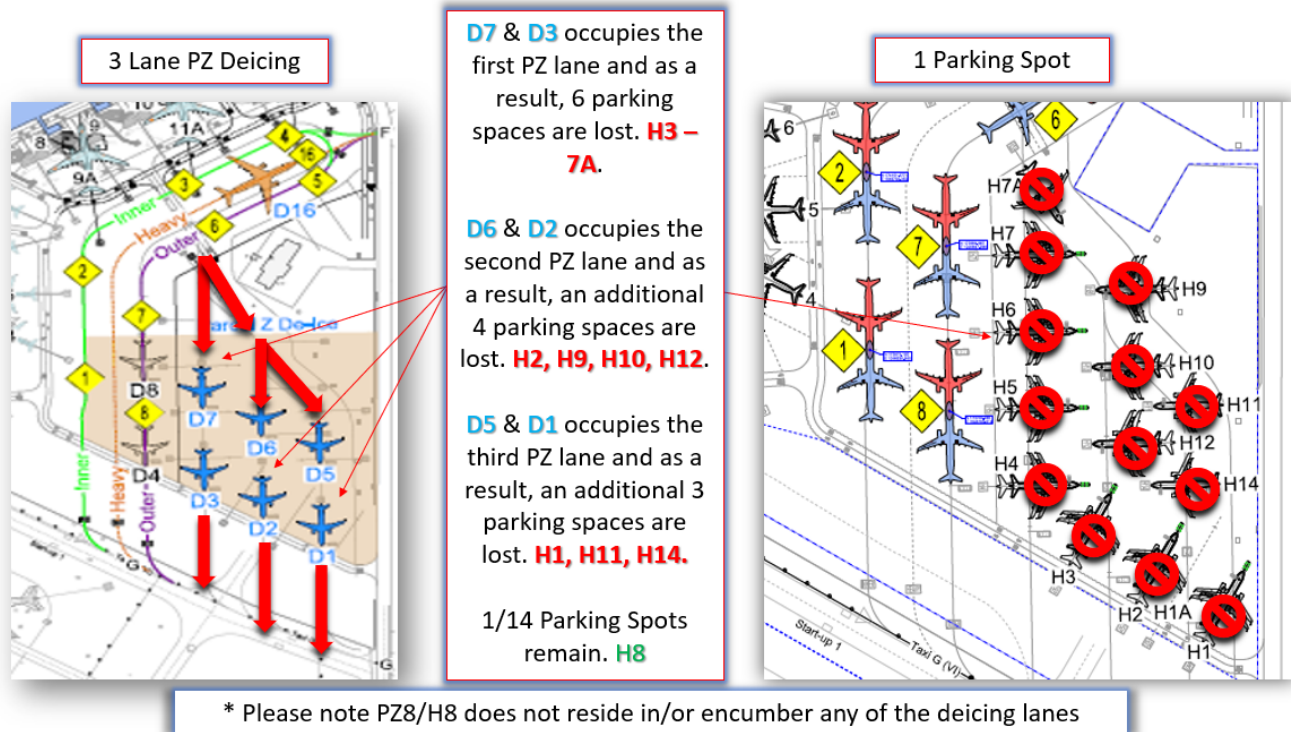


Figure 6

High Side Deicing Located on the North side push locations of Terminal 5. Refer to Figure 7 for details.

Communication Process: The Flight Deck contacts the Pad Commander on frequency 130.225 after push from departure gate. The Pad Commander instructs the Flight Deck of what spot to stop on (spots: 10, 11, 14, or 15). The Pad Commander may choose to spray on that spot or move the A/C up to another spot to clear space for company behind them. The A/C are bound by the Pad Commander when on the pad and may not move unless instructed/escorted by the Pad Commander or cleared for departure from the Pad. Communication must be maintained throughout the entire deicing process.

Deicing Procedure: Once the aircraft stops on the designated deicing spot, the Pad Commander instructs the Flight Deck to set the parking brake to configure for deicing and visually inspect the A/C for irregularities. Once the brake is set, the Pad Commander instructs the truck(s) (via ground radio frequency @High Side is Deice 2) to approach the A/C and await further instructions. Once the Flight Deck is configured and confirms deice/anti-ice request, the Pad Commander informs the trucks of the deice/anti-ice request and to begin spraying. Once the aircraft is clean and clear of equipment, the Pad Commander informs the Flight Deck and reads them their deicing numbers (time, fluid type/brand/%), instructs the Flight Deck on how to proceed with their departure (Blue Ramp 131.025; Kennedy Ground 121.90 for exit via Whiskey Alpha) and releases A/C from Pad Commander's control.

Reporting Protocol: An integrated excel workbook is used to record and update deicing numbers. The Tower WOC is responsible to record and update the numbers by directly coordinating with the Ramp WOC. Ops can access this workbook at a read only level. The Pad Commander must send local leaders and JetBlue Ops Tower the deicing numbers (A/C's sprayed, fluid totals and spray times) every hour on the 00:45 if spray activity continues.

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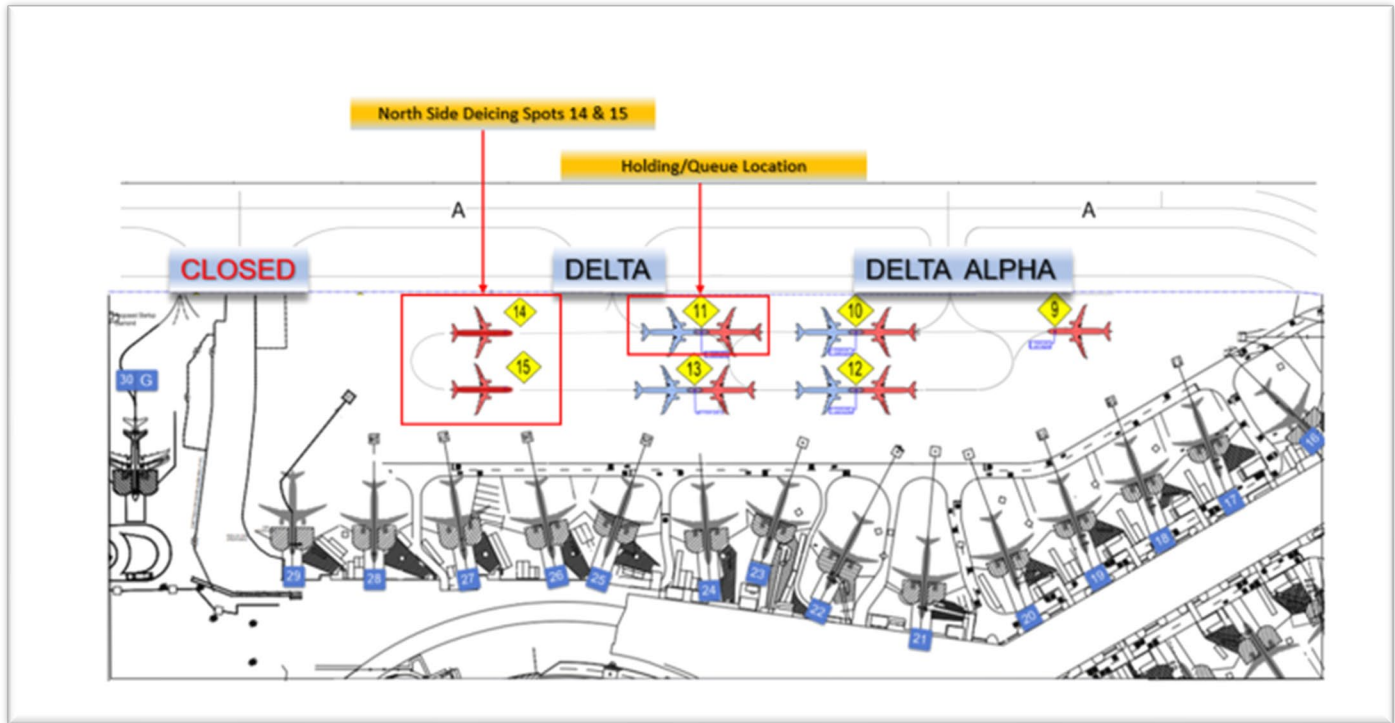


Figure 7

Gate Deicing – Gates 8-14, 16-20 Located at Terminal 5. Refer to *Figure 8* for details.

Communication Process: Blue Ramp advises the Flight Deck of the Iceman Frequencies and turnover for Deice coordination (Deice Frequency: North Gates – 130.225 or South Gates & Pad – 129.175). The Pad Commander utilizes both headset & air-to-ground radio to communicate with the FD Crew before, during & after deicing operations. The Deicing process uses the following deicing communication order.

1. FD: "Aircraft ##### to Pad Commander/Iceman"
2. Pad Commander/Iceman: "Aircraft #####, specifies Gate or Pad deicing"
3. Pad Commander/Iceman: "Pad Commander to Aircraft #####, deicing trucks are in place. Please configure and advise when ready."
4. FD: "Aircraft ##### to Pad Commander, prepared for spraying (and states 1 or 2-step process)".

Deicing Process: The JetBlue/Primeflight Pad Commander deices in the order of calls received, coordinate with Flight Deck to configure for deicing and advises of Gate or Pad deicing. Gate deicing process depends on whether the A/C is to be deiced at the A/C T-line or pushed back to A/C Deice Line.

If the A/C is to be deiced on the T-line, a Ground Operations (GO) Crewmember shall advise the Flight Deck via headset that cargo doors are secured and the walkaround is complete. The JetBlue/Primeflight Pad Commander shall then advise GO to standby for pushback process, wait for deicing to be completed. The JetBlue/Primeflight Pad Commander would then contact the FD via headset, advise that the remainder of communication will be via air-to-ground radio and provide the appropriate frequency (North Gates – 130.225 or South Gates & Pad – 129.175). The Deice process would then begin. Once complete, the JetBlue/Primeflight Pad Commander turns the FD over to Blue Ramp. The FD then calls for pushback clearance as GO crew stands by via headset for pushback instructions.

If the A/C is to be deiced after pushback to A/C deice line, GO crew would advise the FD via headset that cargo doors are secured, the walkaround is complete, and clears to release brakes.

Once the process is complete, the FD switches to Blue Ramp for taxi coordination from JetBlue/Primeflight Pad Commander. Blue Ramp advises taxi coordinates for FLT XXXX. The WOC advises the GO crew to standby for pushback process once deicing is complete. Blue Ramp advises taxi coordinates for FLT XXXX. The WOC & Aero agent are both stationed in the JetBlue Ops Tower. Aero agent is to communicate via radio/phone with the Sweeper for proficient gate cleaning.

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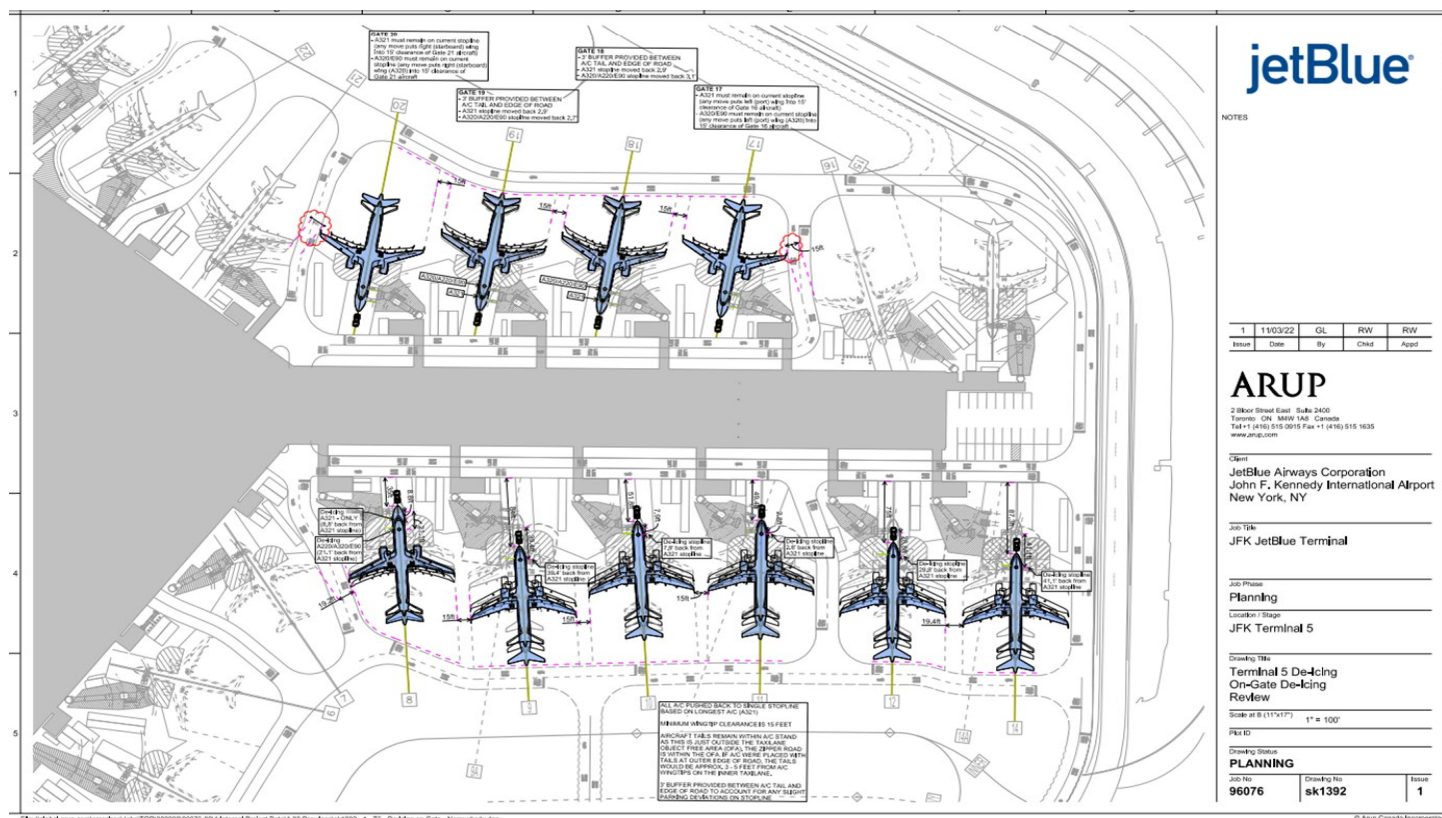


Figure 8

Snow Melting – Varias Locations

Snow Melt locations may be erected in severe weather. Extra caution must be given in these areas. In the event a snow melt location is determined to be necessary at a gate deicing location, gate deicing will be postponed until snow melting have ceased. Common snow melt locations are gates 1, 15, 20, 25.