



Connecticut Airport Authority Media Guide

Overview

The Connecticut Airport Authority (CAA) is supportive of the news media's efforts to inform the public of activities and events developing at Bradley International Airport (BDL) and its five General Aviation Airports (Danielson, Groton-New London, Hartford-Brainard, Waterbury-Oxford, and Windham). Our objective is to assist the media to the greatest extent possible without compromising the safety, security and efficiency of airport operations. In order for the CAA to successfully provide assistance to the media, it is essential for journalists to cooperate by following the safety procedures and information outlined in the CAA Media Guide.

The CAA Media Guide offers local and national news media organizations information on how to work most effectively with CAA staff while covering news events during both normal circumstances and emergencies.

The Guide outlines media access and inquiry procedures as well as important guidelines regarding security, adverse weather conditions and emergency situations. While we continue to make every effort to ensure its accuracy, please understand that sometimes changes will occur. These changes will be updated in a timely manner and you are encouraged to call first in order to confirm facts.

Media Inquiries

Media inquiries, requests for interviews, and requests to film at one of our airports should be directed as follows:

<i>Monday – Friday, 8:30 a.m. – 5:00 p.m., please contact:</i>	Alisa Sasic, Marketing and Communications Coordinator/ Public Information Officer o: (860) 292-2107 e: asisic@ctairports.org
<i>After normal business hours, on weekends or holidays, please call:</i>	The Bradley Airport Operations Center at (860) 627-3001. They will triage your call to the appropriate individual.

Please be mindful that it may take time to conduct necessary research or arrange for interviews in response to your inquiry.

As a courtesy, and for security reasons, we request that the media contact the Marketing and Communications Coordinator (during business hours) and the Bradley Airport Operations Center (after normal business hours) prior to any arrival at a CAA airport.

When filming, taking photographs, or conducting interviews at one of the CAA airports, media representatives are required to display press identification and identify themselves to anyone they film, photograph and interview.

Media Access

The media is welcome in public pre-screening areas, which include terminal lobbies, concession areas, parking lots, and roadways. Please note that no waiting areas are in force on all roadways.

Passenger screening checkpoints and checked baggage screening areas at BDL are operated by the United States Transportation Security Administration (TSA). For security reasons, taking photographs or filming of any security-sensitive checkpoint area is strictly prohibited. However, certain situations may warrant filming near a security checkpoint, with specific limitation, and advance approval from the Marketing and Communications Coordinator. Please note that access beyond the security checkpoint is granted to ticketed individuals only.

Media are asked to not block or restrict movement anywhere in the terminal. The CAA reserves the right to restrict media activity at any location on Airport property.

If the media is required to move away from a particular area, please comply and understand that the CAA is operating under federal directives for the safety of all parties. Any attempt to breach security will be subject to prosecution/penalty under federal and state laws.

Media Parking

At BDL, all non-live media vehicles must park in either the short-term section of the parking garage or Lot B. All live media vehicles must park on either the overpass above Route 20 (Bradley Connector) or in a location otherwise designated by the CAA. Parking validation is available during normal business hours for CAA sponsored events and must be pre-arranged with the Marketing and Communications Coordinator.

Coverage of Weather and Delays

Adverse weather conditions could affect airport operations due to airfield conditions, visibility, or other situations. For weather related delays and special circumstances at BDL, media representatives are encouraged to check the Airport's twitter account at https://twitter.com_BradleyAirport for the most up-to-date Airport operational status. In certain circumstances, the Marketing and Communications Coordinator will provide regular updates to the news media organizations via email.

Please note that BDL does not close during most inclement weather conditions. However, for safety reasons, there may be interruptions to operations to clear snow and ice from runways and/or ramps. BDL may close its runways for an extended period of time during severe weather conditions, such as heavy snow, tornadoes, or hurricane conditions. The airlines, FAA, and pilots determine delays, cancellations or rerouting of flights related to weather conditions. Inquiries about impacted flights should be directed to the individual airlines that operate at BDL. Please note contact information below.

Air Canada	(416) 460 - 3966	n/a
American Airlines	(817) 967 - 1577	mediarelations@aa.com
Delta Airlines	(404) 715 - 2554	n/a
JetBlue Airlines	(718) 709 - 3089	corporatecommunications@jetblue.com
Southwest Airlines	(214) 792 - 4847	swamedia@wnco.com
United Airlines	(872) 825 - 8640	media.relations@united.com
US Airways	(817) 967 - 1577	n/a

Coverage of Emergencies

During an emergency, all media inquiries should be directed to the Marketing and Communications Coordinator (see page 1 for contact information). Requests for information will be accommodated to the greatest extent possible and as soon as possible.

In the event of a major emergency at one of the CAA's airports, the CAA will designate a media briefing center and will communicate that information to the media.

The Executive Director of the CAA may conduct media briefings with general information as the situation warrants, and may coordinate subsequent briefings with representatives from the airlines and other federal agencies.

The following is information on the federal agencies that partner with the CAA in an emergency situation:

<p>National Transportation Safety Board (NTSB) http://www.nts.gov Media Affairs: (202) 314-6100</p>	<p>The NTSB is one of the federal agencies that investigates aircraft accidents involving serious injury or substantial property damage. The agency takes custody of the aircraft and its contents from the time fire/rescue operations are concluded, until a full investigation is completed or releases are issued. Upon the arrival of an NTSB investigation team, CAA staff will assume a support role as requested.</p>
<p>Federal Aviation Administration (FAA) http://www.faa.gov Public Affairs (New England Region): (718) 553-3015</p>	<p>Various branches of the FAA have responsibilities in an aircraft emergency. The FAA operates the control tower and will direct air traffic during an emergency to permit equipment to proceed to the accident site.</p>
<p>Federal Bureau of Investigation (FBI) http://www.fbi.gov New Haven Office: (203) 503-5086</p>	<p>The FBI has jurisdiction over criminal acts that cause an emergency situation to occur aboard an aircraft. If an aircraft is in flight when an emergency arises, the FAA will continue to maintain control over the aircraft until it has landed.</p>
<p>Transportation Security Administration (TSA) http://www.tsa.dhs.gov Public Affairs (New England Region): (617) 561-2043</p>	<p>TSA is a federal agency within the Department of Homeland Security. The TSA protects the nation's transportation system to ensure freedom of movement for people and commerce. TSA has jurisdiction over transportation regulations regarding air commerce. TSA personnel operate and manage the passenger and baggage security systems and processes.</p>

Coverage of other Special Circumstances

In certain circumstances, we rely on our partner agencies to assist in providing media assistance. For example:

- For information regarding motor vehicle accidents or criminal investigations at CAA airports, please contact the Connecticut State Police at (860) 685-8230.
- For information regarding air traffic accidents, incidents, or other matters affecting the National Airspace System outside of the CAA airports, please contact the Federal Aviation Administration's PR Office at (718) 553-3015.
- For information regarding incidents involving military aircraft, please contact the Connecticut Air National Guard Public Information Office at (860) 292-2506.
- For information regarding security screening guidelines and other Transportation Security Administration (TSA) matters, please call its regional Public Affairs Office at (617) 561-2043.

More Information

If the information you are looking for is not available in this Guide, please contact the Marketing and Communications Coordinator at (860) 292-2107.