

STATE OF ALASKA

DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES SOUTHEAST REGION

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November 25, 2002

Mr. Roy Eckert, Manager
Ketchikan Gateway Borough
344 Front Street
Ketchikan, Alaska 99901

Dear Mr. Eckert,

During the week of November 11, 2002, the Southeast Region of the Department of Transportation and Public Facilities (DOT/PF) conducted a Technical Assistance Visit at the Ketchikan Airport. The objective of that visit was to assist the Airport in complying with Part 139 of the FAA regulations for airport operations. The visit revealed sufficient deficiencies to threaten its continued operation. My purpose in writing today is to highlight those deficiencies and to offer the assistance of the Region's staff in correcting those deficiencies.

The deficiencies noted fall into several categories:

- a. Maintenance:
 - Runway and taxiway markings, in particular, are unsatisfactory.
 - A majority of the snow removal equipment at the airport was not in fully operating condition.
- b. Training:
 - Some, if not most, employees do not utilize standard aviation communications and phraseology.
 - Some employees assigned to perform inspections have not been trained in their duties and do not know what they have been assigned to do.
 - There is no record of training conducted.
- c. Documentation:
 - Essential documents required by the FAA and/or TSA were not available during the visit.
 - Those documents that were made available were not up to date, and were not stored in a manner to make them accessible to employees.
 - In particular, a current copy of the Airport Certification Manual (ACM) was not available for reference by Aircraft Rescue & Firefighting (ARFF) personnel or the maintenance and safety specialist.

4. **Staffing & Organization:**

- Employees are not being efficiently utilized, especially in safety & security-related duties. While this is to some extent a matter of judgement, we have some useful suggestions to offer.
- Employee numbers have been reduced to a level that jeopardizes the airport's ability to comply with FAA Part 139.303, "sufficient qualified personnel." The airport location on an island, separated from the supporting resources of the Borough and the City of Ketchikan, enhances the need for independent emergency response as well as routine maintenance capability.

As I suggested above, DOT/PF is prepared to assist the Borough in correcting those deficiencies that are within our mutual capabilities. Specifically, I propose to assign the Southeast Region Airport Safety & Compliance Officer, Mike Binkie, to the Ketchikan airport in an advisory role for approximately 3 days per month for the next 6 months. His continuing presence and his periodic reports to you, at whatever intervals you desire, will I believe have a beneficial effect on all areas of the airport's operations.

Please let me have your reaction to this proposal. Congratulations on your selection as Manager for the Ketchikan Gateway Borough.

Sincerely,



K.J. Doll
Director

P.s: Coincidentally, I have also been made aware of some maintenance issues in regard to the airport ferry Oral Freeman which we can discuss in detail by phone or in person whenever it may be convenient.

cc: Joseph L. Perkins, P.E., Commissioner, DOT/PF
Dave Wahto, FAA