



**September 7, 2021**

**To All Air Carriers Operating or Intending to Operate at Chicago O'Hare International Airport:**

The Chicago O'Hare Airport Scheduling Manager is bound by Sections 2.3 and 2.4 of the Chicago O'Hare Terminal Space Use Protocols (TSUPs) to communicate a Seasonal Update one (1) month prior to the IATA Summer 2022 Submission deadline, which in this specific case is 7 October 2021.

Thus, this correspondence and IGC website link provided below will provide all Air Carriers operating or intending to operate into Chicago O'Hare with the Terminal Space Use Protocols, Master Common Use Gate Space Plans, Capacity Parameters and, as listed below, the submission deadline dates that will be used to coordinate airport facilities for the IATA Summer 2022 Season which becomes effective on 27 March 2022 and operates through 29 October 2022.

It is critical to do a detailed review of this content and respond with all the required information by the specific due dates. This is necessary because of the current and ongoing challenges we all face. These include the ongoing Terminal 5 expansion and the continued short-term and long-term COVID-19 impact on the Aviation and Travel industry.

**Summer 2022 Submission Deadlines:**

1. Schedule Submissions for Use of Preferential Use Gate and Terminal Space including Preferential Gate Space Plans - 7 October 2021. (Section 2.4 of the TSUPs)
2. Schedule Submissions for Use of Domestic and International Common Use Gate and Related Ancillary Terminal Space - 7 October 2021. (Section 2.3 of the TSUPs)
  - a. Domestic and International Schedule Submissions to be sent by Network Planning.
  - b. Related Ancillary Terminal Space requests to be submitted by Local Management.

**Please note the following:**

1. Impact and Penalty for Late Submissions of Initial Schedules and Gate Space Plans (Section 2.5 of the TSUPs)
2. Impact and Penalty for Late/Non-submission of Terminal Ancillary Space Requests will result in the assignment using Section 5.2 of the TSUPs.
3. CDA Global call on September 22, 2021, for a Terminal 5 Construction Update and Summer 2022 Capacity Briefing.

**Impacts to EAS (Essential Air Service) Carriers**

1. To EAS carriers operating at O'Hare within the current EAS area (L11A&B), please note all aircraft parking and ramp operations will be scheduled to move to Terminal 5 starting Q2 2022.

**Central De-icing Facility**

1. The Scheduling Manager will coordinate with CDA and O'Hare Surface Working Team to help align procedures listed within the CDF operating manual as it pertains to the assignment of OA (Other Airlines) space during the non-de-icing season (15 May 2022 through 1 October 2022).





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**Common-Use Ticket Counters**

1. Noted within the Summer 2022 construction activities up to 26 counter positions will be closed as part of the Baggage Handling Renovation with these closures rotating throughout the Terminal 5 check-in lobby.

**Terminal 5 Ramp Control Towers:**

1. Two Ramp Control Towers will be in use during Summer 2022. The West Tower will handle aircraft movements from M1-9. The East Tower will handle aircraft movements from M10-27 including hardstands M101-104.
2. The East Tower anticipates being operational in Q2 2022.

All information and associated attachments are posted on the IGC website under the O'Hare Tab.

<https://www.igcinc.org/ohare-international-airport>

If you have any questions or comments, please feel free to contact me directly. And please pass along to those I may have missed or that may be interested in any of the information.

Sincerely,

Paul Lark

Chicago O'Hare Airport Scheduling Manager

