



April 19, 2022

To All Air Carriers Operating or Intending to Operate at Chicago O'Hare International Airport for the Winter 2022/2023 Season:

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 Winter 2022/2023 Submission deadline, which in this specific case is 19 May 2022.

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 Winter 2022/2023 Season which becomes effective on 30 October 2022 and operates through 25 March 2023.

It is critical to do a detailed review of this content and respond with all the required information by the specific due dates.

Winter 2022/2023 Submission Deadlines:

1. Schedule Submissions for Use of Preferential Use Gate and Terminal Space including Preferential Gate Space Plans - 19 May 2022. (Section 2.4 of the TSUPs)
2. Schedule Submissions for Use of Domestic and International Common Use Gate and Related Common Use Ancillary Terminal Space if required - 19 May 2022. (Section 2.3 of the TSUPs)
 - a. Domestic and International Schedule Submissions to be sent by Network Planning.
 - b. Related Common Use Ancillary Terminal Space requests to be submitted by Local Station Management.
 - i. International and Domestic Common Use Ancillary Space Request forms now located on the IGC Inc. website.

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 May 4, 2022, for a Terminal 5 Construction Update and Winter 2022/2023 Capacity Briefing.

Impacts to EAS (Essential Air Service) Carriers

1. EAS carriers operating at O'Hare within the new EAS area at Terminal 5 will have the ability to check-in passengers at Terminal 3 or Terminal 5.

Preferential and Common-Use Ticket Counters at Terminal 5

1. Noted within the Winter 2022/2023 construction activities, 18 check-in positions will be assigned to Delta as preferential ticket counter space. Closure of the baggage handling belts will rotate throughout the West Terminal 5 check-in lobby as part of the Baggage Handling Renovation.





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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, feel free to contact me directly. 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

