

Air Passenger Terminal. FAC: 1412

CATCODE: 141784

OPR: AF/A4LE

OCR: AF/A3O-A

1.1. **Description.** The air passenger terminal expedites arriving and departing air-passenger traffic. It affords passengers orderly and convenient progress from the ground side of the terminal, through the terminal, to the aircraft, and back again. The air side of the terminal should efficiently handle military and civilian aircraft carrying passengers.

1.2. **Requirements Determination.** Air passenger terminals are for Air Force bases designated as APOE or APOD and for bases with noncombatant repatriation activities. A conceptual planning study and AMC/A4/A7 approval are necessary before sizing any new terminal or terminal addition operated by AMC. The following references provide additional guidance for this requirement:

1.2.1. FAA Publications:

1.2.2. AC 150/5360-9, *Planning and Design of Airport Terminal Facilities at Non-hub Locations.*

1.2.3. AC 150/5060-5, *Airport Capacity and Delay.*

1.2.4. AC 150/5360-13, *Planning and Design Guidelines for Airport Terminal Facilities.*

1.2.5. Chapter 6 (Administrative) of this Manual.

1.2.6. AMCI 24-101 Vol.24, *AMC Passenger Terminal Force Protection.*

1.2.7. UFC 4-010-02, *Minimum Standoff Distances for Buildings.*

1.3. **Scope Determination.** Functional requirements for passenger terminals include basic functions, items required by APOEs and APODs, and additional services. The extent of many requirements depends on the facility category. These facilities may also support mobility processing functions.

1.3.1. Basic functions include a passenger check-in area for checking and issuing passenger-flight documentation, baggage check-in, flight information, lobby, non-public outbound baggage area, public and non-public inbound baggage areas, a terminal administration area for terminal management and operations, a traffic management office, customer service branch, passenger reservations center, passenger service center, security inspection area, sterile departure lounge, rest rooms, and passenger terminal access (terminal curb, taxi, bus, and vehicle parking areas). Air Mobility Command units refer to *AMC Passenger Terminal Design Guide.*

1.3.2. Requirements for APOEs and APODs include border clearance (customs, immigration, and agriculture inspection) activities.

1.3.3. Additional services may include a lounge for dependents, nursery, cafeteria, snack bars, base exchange, baggage lockers and cart storage, outbound lounge and waiting areas, Commercial Travel Office (CTO) and travel services, personal vehicle shipment processing, Red Cross, travelers' aid, special category lounge, bank, barbershop, automated post office, commercial flight crew area, employee lounge and lockers, maintenance shop, and United Service Organization (USO).

1.3.4. Category IA passenger terminals are designed for a mix of military aircraft and occasional narrow body (B727, B757, or MD-80) aircraft and wide body (DC-10, B767, MD-11, B747, or L-1011) aircraft. Facility requirements for category IA

terminals include all basic functions, plus a lounge for dependents, nursery, baggage-checking lockers, a waiting area, commercial telephone service, traffic management office (TMO), CTO, and a special-category lounge. The maximum figure may include any needed combination of the services (see [Table 1.1](#)).

1.3.5. Category IB passenger terminals include the same aircraft mix as category IA terminals. The functional requirements include all basic functions plus a lounge for dependents, nursery, baggage-checking lockers, waiting areas, commercial telephone service, TMO, CTO, border clearance, baggage-cart storage, and special-category lounge. The maximum figures may include any needed combination of the additional services.

1.3.6. Category II passenger terminals accommodate one or more civilian narrow bodies and a mix of military aircraft. Functional requirements may include all basic, APOE/APOD, and additional requirements.

1.3.7. Category III passenger terminals accommodate one civilian wide body, two or more civilian narrow bodies, and a mix of military aircraft. Functional requirements may include all basic, APOE/APOD, and additional requirements.

1.3.8. Category IV passenger terminals accommodate two civilian wide bodies, one or more civilian narrow bodies, and a mix of military aircraft. Functional requirements may include all basic, APOE/APOD, and additional requirements.

1.3.9. An aircraft passenger loading bridge (jetway) should be considered for commercial wide body aircraft.

1.3.10. Ensure the Traffic Management Facility is large enough and capable of providing: (1) a customer service area for the administration of service associated with arranging passenger/personal property movements for inbound/outbound personnel; (2) shipping, receiving, and storing of military supplies/cargo; (3) a safe industrial equipment working area and secure cargo holding area; (4) a CTO administration/working area; and (5) ensure the facility is logistically located in an area that will ease access to rail/truck/air modes of shipments.

1.3.11. Surface Freight/Packing and Crating Facility provides space for receiving, sorting, accumulating and processing conveyable and non-conveyable inbound and outbound freight. The processing area should provide sufficient space to prepare, package, process, and temporarily store freight of all kinds, including classified and hazardous, compatible and non-compatible. Floor space should be adequate for the safe operation of power saws, banding and wrapping equipment, etc., as well as for a tool crib and storage of lumber, cardboard boxes, and other bench stock items. This facility is normally collocated with, or in close proximity to, the Warehouse Supply and Equipment Warehouse (**CATCODE 442758**). Space requirements should include sufficient room to safely operate materials handling equipment, as well as for loading docks with dock levelers for loading and off-loading commercial/military trucks.

1.4. **Dimensions.** Space requirements are shown in [Table 1.1](#). To calculate allowable terminal space, choose the four months when the greatest number of total passengers (inbound plus outbound) passed through the terminal (do not count exercise troops not processed through the terminal). Identify 35 peak, 3-hour passenger loads for

arrivals, and 35 peak, 3-hour passenger loads for departures during the four months. Rank order the 3-hour loads. Using the 35th peak-period number from both lists, add the arrivals and departures to get the design peak 3-hour load. All new terminals and terminal additions operated by AMC require a conceptual planning study and AMC/A4/A7 approval before being sized.

1.5. Design Considerations. Open storage space should be provided around the facility for baggage handling, an Aircraft Support Equipment Storage Yard (**CATCODE 852273**), Non-organization Vehicle Parking (**CATCODE 852262**) for privately owned vehicles, and concessions (Category Groups 74 and 75). For additional guidance, see the *AMC Passenger Terminal Facility Design Guide*.

Table 1.1. Air Passenger Terminal Space Requirements.

Category1	Design Peak 3-Hr Passenger Load	Minimum Gross Area		Maximum Gross Area	
		M ²	Ft ²	M ²	Ft ²
IA	Under 100	372	4,000	650	7,000
IB2	101 to 250	651	,001	1,860	20,000
II2	251 to 500	1,861	20,001	4,370	47,000
III	501 to 1,000	4,371	47,001	7,430	80,000
IV2	1,001 to 2,000	7,431	80,001	14,100	152,000

NOTES:

- Space above the minimum is based on additional services provided as outlined in CATCODE 141786 para. 1.3.
- See Table 2.1. in the AMC Passenger Terminal Facility Design Guide for examples of the approximate space requirements for Type IV, II, and IB terminals.