

Asia/Pacific Airport Coordinators Association (APACA)

Minutes of 12th Meeting of APACA

21 June (Tuesday), 2016

Room: Hall G1 - Level 2 at Congress Center Hamburg (CCH)

Hamburg, Germany

20 July, 2016

1. Administration

The twelfth general assembly meeting of APACA was held at Hall G1 - Level 2 at Congress Center Hamburg (CCH) from 17:00 to 18:00 on 21 June (Tuesday), 2016 at the occasion of IATA 138th Slot Conference in Hamburg, Germany. The temporary chairman, Mr. Hiroki Takeda (JSC – Japan Schedule Coordination), welcomed the participants and expressed his appreciation for attending the twelfth meeting of APACA under the Worldwide Airport Coordinators Group (WWACG). The meeting was progressed according to the agenda items shown in [Appendix 1](#).



The number of participants was 34 representing 14 economies and 19 organizations which constitute more than half of the entire economies and organizations in the Asia/Pacific region. The list of participants is shown on the last page. Thus, the twelfth general assembly meeting of APACA formed a quorum.

2. Agenda Item 1: Approval of Minutes of 11th meeting

The minutes of the eleventh general assembly meeting of APACA held on 10 November, 2015 at Resort World Sentosa Convention Center, in Singapore was endorsed by the meeting without adjustments.

3. Agenda Item 2: Result of Urgent Election for APACA

Mr. Takeda reported the result of urgent election for APACA using the material shown in [Appendix 2](#).

He firstly explained the schedule of urgent election. He sent out a call for election on 10 May 2016 with a deadline date for nomination of 3 June 2016.

By 3 June, he received three nominations; one for a Chair and two for Vice-Chairs. Mr. Hiroki Takeda (JSC) nominated himself as a Chair and Ms. Petra Popovac (ACA) and Mr. Jaideep Singh Thakur (Delhi International Airport) nominated



themselves as Vice-Chairs. Thus, there is no need to go through a secret ballot, but only a need for endorsement of three executive positions by participants. The endorsement of three positions was made by clapping hands of participants.

Finally, a newly elected Chair, Mr. Takeda, asked newly elected members to introduce themselves and express their determinations being an executive position of APACA. Each executive member made an introduction and expressed their determination one by one.



4. Agenda Item 3: Past Discussion Items

Mr. Takeda reported the past discussion items from APACA/1 to APACA/12 using the material shown in [Appendix 3](#). He briefly reviewed the past discussion items since APACA/1. While there are many discussion items, those highlighted with red ink were newly introduced topics. The reason why he introduced this materials was it is getting harder to find appropriate discussion items in the future.



He also showed some of possible future discussion items. Firstly he showed the example of capacity reduction which is now taking place at Hong Kong International Airport. He also showed the new runway development or passenger terminal expansion as new infrastructure development.

He may report the capacity expansion program at Narita International Airport (NRT) and Tokyo International Airport (HND) toward Tokyo Olympic Games in 2020. He may also report the definition of airport capacity which is now under discussion with IATA/WWACG/ACI.

He finally asked the participants to bring up new discussion items for future APACA meeting.

5. Agenda Item 4: Introduction of Indonesia Airport Slot Management (IASM)

Mr. Bernard Munthe, Chairman of Indonesia Airport Slot Management (IASM), introduced his organization and his airports using the material shown in [Appendix 4](#).

Former organization called Indonesia Slot Coordination (IDSC) was replaced in 2015 by IASM with Air Transportation Director General Rules (KP280 Year 2015). The purpose of the establishment of IASM is (1) to improve aviation safety, (2) to optimize the performance for Airport, Air Navigation Services, Home Airlines and Foreign Airlines, and (3) to improve coordination among stakeholders.



The human resources of IASM are from (1) PT Angkasa Pura I, (2) PT Angkasa Pura II and (3) AirNav Indonesia. PT Angkasa Pura is a state enterprise of the Indonesia Department of Transport which is

responsible for the construction and management of airports. PT Angkasa Pura I is responsible for eastern region and PT Angkasa Pura II is responsible for western region. AirNav Indonesia is a non-profit, state-owned enterprise which is responsible for providing all air traffic control services across the Indonesian Flight Information Region (FIR).



The airports IASM is now dealing with are (1) Soekarno - Hatta Jakarta (CGK), (2) Juanda Airport, Surabaya (SUB), (3) Ngurah Rai Denpasar (DPS), (4) Sultan Hasanuddin Airport Makassar (UPG), (5) Kuala Namu Airport (KNO), (6) Sepinggan - Balikpapan (BPN), (7) Sultan Mahmud Airport Badaruddin II - Palembang (PLM), (8) Sentani Airport (DJJ). Out of 8 airports, Ngurah Rai Denpasar (DPS) is registered as level 3 and Soekarno - Hatta Jakarta (CGK) is registered as level 2 in IATA. In addition to those 8 busy airports, 27 airports were added to IASM totaling 35 airports for coordination in recent months.



The IASM is now using the Slot Coordination and Reporting (SCORE) system as coordination tool. The coordination parameters adopted for SCORE system are (1) Runway Capacity, (2) Parking Capacity and (3) Terminal Capacity. With the use of SCORE system, the IASM provides (1) planning function for whole season, (2) daily coordination function to accommodate any changes and (3) monitoring function.

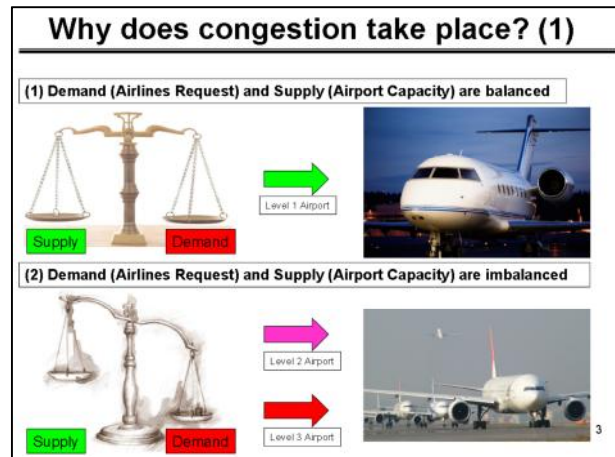
6. Agenda Item5: Airport Level Change

Mr. Takeda presented the Airport Level Change using the material shown in Appendix 5. He picked up this topic since some members asked him how to proceed with the airport level change. He firstly showed the list of airports in Asia/Pacific region with level 2 or level 3 designations. He asked the participants to check

the list and report back if there is any consistency in the list. He went through a basic principle as to how the congestion takes place at the airport. If the demand (airlines request) and supply (airport capacity) are balanced, then there is no congestion. But, if the demand exceeds the supply, then the congestion takes place and the airport level 2 or airport level 3 will be determined based on the degree of congestion.

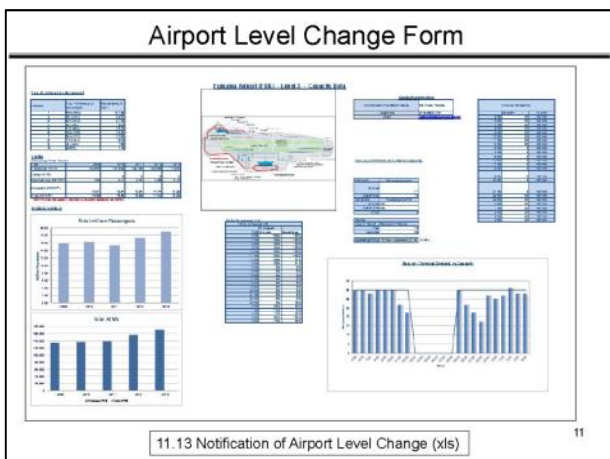
He showed one extreme example of level 1 airport of Hartsfield - Jackson Atlanta International Airport. While there exists the demand of enormous 950,000 aircraft movements with passenger traffic of 90 million, this airport is designated as level 1. This is because the airport capacity with 5 runways and 7 terminal concourses can easily accommodate this amount of traffic. He also showed another extreme example of level 3 airport of Sitia Public Airport in Greece. There is a single runway of 2,000m and two parking stands in apron without a parallel taxiway. While there are only 1,805 movements with a passenger of 38,859, this airport is designated as level 3 (only for summer). This is because a lot of Europeans visit this island during summer vacation exceeding the airport capacity.

He then quoted 6.1 of WSG emphasizing that “Demand and Capacity Analysis” should be conducted regularly by the airport managing body or other competent body. The objective of this analysis should be to improve the ability of the airport to accommodate demand and avoid ‘wherever possible, the need for the airport level change. He then quoted 6.2 of WSG explaining the condition of moving from level 1 to level 2



airport. He also quoted 6.3 of WSG explaining the condition of moving from level 2 to level 3 airport. He also quoted 6.7 of WSG explaining the importance of notification of airport level change to interested parties (airlines, airport managing body, governments, IATA).

He finally presented two documents which have to be submitted by the responsible authority to IATA when changing the airport level. One is “Airport Level Change Form” which can be downloaded from IATA website (Excel Form). The other is



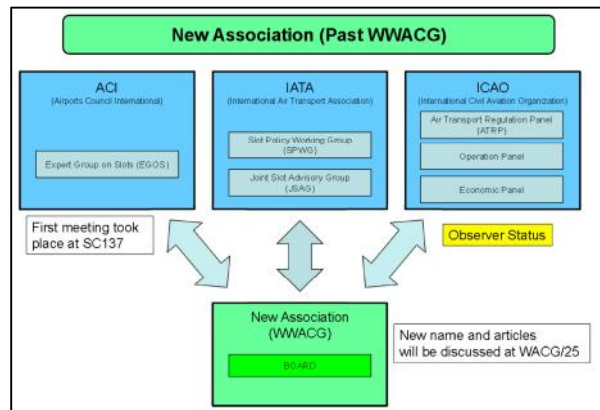
“Airport Capacity Analysis” which describes the airport traffic volume, hourly movements, airport infrastructure and the detail analysis of airport capacity.

7. Agenda Item6: Draft Article of New Association

Mr. Takeda firstly presented the relationship between New Association (Past WWACG) and various

international organizations. The most important organization is of course IATA where there are two groups; Slot Policy Working Group (SPWG) and Joint Slot Advisory Group (JSAG).

However, the scope of work of New Association (Past WWACG) is now gradually expanding to interact with other international organizations like International Civil Aviation Organization (ICAO) and Airport Council International (ACI). For ICAO, WWACG was given the observer status for various Panels. For ACI, they formed the expert group on slots in their body to evaluate the current WSG. In order to deal with various international organizations, the form of WWACG has to be changed to become more robust international organization.



Thus, new name and article of New Association are sought and they are now under discussion among board members. Draft article has already been developed and now under fine tuning. Before next Slot Conference in November, the draft article will be circulated to WWACG members for review.

8. Agenda Item7: Any Other Business

(1) Capacity Reduction at Hong Kong International Airport

Mr. Eric CW Wong, Head Coordinator of Hong Kong Schedule Coordination Office (HKSCO) made an announcement of capacity reduction at Hong Kong International Airport. He explained that the 10% capacity reduction is expected from 30 October to 26 November, 2016 due to the transition of ATM services to a new control center. As HKSCO will grant the slot waiver (80/20 usage exemption), he asked the similar waiver will be applied at other end of airports in Asia/Pacific region.

(2) Asian Tea Gathering

Mr. Takeda (JSC) announced that Asian Tea Gathering will be hosted by Japan Schedule Coordination. Tea Gathering will take place at Hall B4.2 on Level one of CCH during a lunch time from 12:00 to 13:30 on 23 June (Thursday). The participants were invited to join the gathering.



The list of participants at APACA/12 meeting

No	Economy	No	Member Organization
1	Australia	1	Airport Coordination Australia (ACA)
2	Cambodia	2	State Secretariat of Civil Aviation
3	China	3	Civil Aviation Authority of China (CAAC)
4	Chinese Taipei	4	Airport Coordination Taipei (ACT)
5	Hong Kong	5	Hong Kong Schedule Coordination Office (HKSCO)
6	India	6	Airports Authority of India (AAI)
		7	Bangalore International Airport Limited (BIAL)
		8	Delhi International Airport Limited (DIAL)
		9	Hyderabad International Airport Limited
10	Mumbai International Airport Limited		
7	Indonesia	11	Indonesia Airport Slot Management (IASM)
8	Japan	12	Japan Schedule Coordination (JSC)
		13	Central Japan International Airport Co. (CJIAC)
9	Malaysia	14	National Slot Coordination Malaysia (NSCM)
10	New Zealand	15	Airport Coordination Limited (ACL)
11	Pakistan	16	Civil Aviation Authority (CAA)
12	Singapore	17	Changi Slot Coordination (CSC)
13	Sri Lanka	18	Sri Lankan Colombo Airport Coordination
14	Viet Nam	19	Civil Aviation Administration of Viet Nam (CAAV)

