

# Asia/Pacific Airport Coordinators Association (APACA)

## Minutes of 19th Meeting of APACA

12 November (Tuesday), 2019

Room: "M3" on the Mezzanine Floor,  
Brisbane Convention & Exhibition Center (BCEC)  
Brisbane, Australia

3 December 2019

### 1. Administration

The nineteenth general assembly meeting of APACA was held at Room "M3" on the Mezzanine Floor, Brisbane Convention Center (BCEC) from 17:00 to 18:00 on 12 November (Tuesday) 2019 at the occasion of IATA 145<sup>th</sup> Slot Conference in Brisbane, Australia. The chair person, Ms. Petra Popovac (ACA - Airport Coordination Australia), welcomed the participants and expressed her appreciation for attending the nineteenth 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 30 representing 11 economies and 16 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 nineteenth general assembly meeting of APACA formed a quorum.

### 2. Agenda Item 1: Approval of Minutes of 18th meeting

The minutes of the eighteenth general assembly meeting of APACA held on 18 June (Tuesday) 2019 at "Roof Terrace" on the Level 2, Second Floor, Cape Town International Convention Center (CTICC), Cape Town, South Africa was endorsed by the meeting without adjustments.

### 3. Election Results of WWACG

Mr. Takeda (JSC - Japan Schedule Coordination) reported the election results of WWACG using the material shown in [Appendix 2](#). There were 7 nominees for 7 seats of Board of WWACG. Thus, there was no secret ballot took place at WWACG Plenary Meeting. 4 board members are from Europe, 2 are from Asia/Pacific

Newly Elected WWACG Board Members				
Region	Country	Name	Organization	Position
Europe	Austria	Wolfgang GALLISTL	Schedule Coordination Austria (SCA)	Vice - Chair
	France	Eric HERBANE	Association pour la Coordination des Horaires (COHOR)	Chair
	Norway	Fred Andreas WISTER	Airport Coordination Norway AS (ACN)	
	United Kingdom	Edmond ROSE	Airport Coordination Limited (ACL)	
Asia/Pacific	Australia	Petra POPOVAC	Airport Coordination Australia (ACA)	Vice - Chair
	Japan	Hiroki TAKEDA	Japan Schedule Coordination (JSC)	
North America	USA	Brian MEEHAN	US Federal Aviation Administration (FAA)	

and 1 is from North America representing the good geographic balance.

He also reported three volunteers for Slot Board Management Team which will support the activities of Worldwide Airport Slot Board (WASB). 2 volunteers are from Europe and 1 volunteer is from Asia/Pacific representing good geographic balance.

#### **4. Agenda Item 3: Priority Scheme at Initial Allocation (WSG 10<sup>th</sup> Edition)**

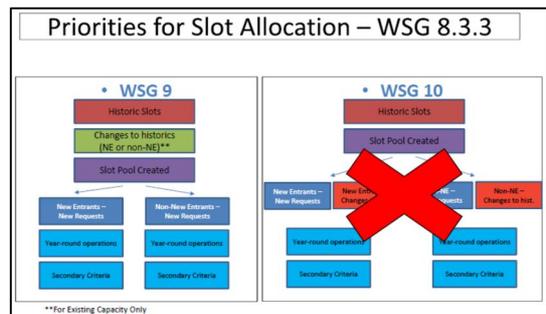
Mr. Takeda reported the priority scheme at initial allocation (WSG 10<sup>th</sup> Edition) using the material shown in [Appendix 3](#).

He compared the current priority with new priority scheme at initial slot allocation.

① The current priority scheme is that the first priority is historic slots and the second priority is historic change requests. Once historic slots and historic change requests are allocated, the coordinator will establish the slot pool including any newly created slots. 50% of slots in the pool must be allocated to new entrant.

② The new priority scheme is that the first priority is historic slots requested as unchanged. Once unchanged historic slots are allocated, the coordinator will establish the slot pool including any newly created slots. The coordinator will treat new entrant requests, non-new entrant requests and requests for changes to historic slots **holistically and fairly** across the day. 50% of slots in the pool must be allocated to new entrant. Similarly, 50% of slots in the pool must be allocated to non-new entrant request. If the 50/50 balance is not achievable in a single season, the coordinator should correct this imbalance over the next equivalent season.

③ He then quoted the material which was prepared by IATA. IATA was planning to host the workshop regarding WSG 10 (New Entrant Rule and Allocation Priorities) for three days, in the morning time of 12 (Tue), 13 (Wed) and 14 (Thur) November. The material focused on “Why have the priority changed?”, “How have the priority changed?” and the comparison of WSG 9 and WSG 10. The comparison table to the right which was initially prepared by IATA was changed to new one as a result of discussion with IATA and WWACG. There are still confusions regarding the interpretation of priorities among IATA and WWACG. The material also clarifies the term of “holistically” which means that all types of requests should be treated equally and have fair access to all times of the day.



④ Finally, he gave the graphic presentation as to how new entrant requests, non-new entrant requests and requests for changes to historic slots should be allocated as an example. However, as this graphic presentation only reflects his interpretation of new priority scheme, no printed materials were circulated. He mentioned that he would try to seek solutions as soon as practical how to allocate slots in the new priority scheme, as there was no consensus even among WWACG board members.

## 5. Agenda Item 4: WSG New Governance (Worldwide Airport Slot Board)

Mr. Takeda reported the WSG New Governance using the material shown in [Appendix 4](#).

He reported how the WSG governance has evolved.

### ① Memorandum of Understanding (MOU)

MOU was signed by ACI, IATA and WWACG in June 2019 to develop the modification proposals on WSG jointly.

### ② Agreed items in MOU

He reported the agreed items among three parties shown below;



- The name of WSG should be changed to WASG (Worldwide Airport Slot Guidelines).
- Modification of WASG should be made jointly by IATA, ACI and WWACG.
- WASB (Worldwide Airport Slot Board) will be established to discuss the modification proposal.
- WASB should be composed of 21 members; 7 airlines, 7 airports and 7 coordinators. 7 airlines will be appointed by IATA, 7 airports will be appointed by ACI and 7 coordinators will be appointed by WWACG.
- 1 Chair and 2 Vice-Chairs will be selected from each industry group.
- WASB will meet at least 3 times; 2 at IATA Slot Conference and 1 at ACI meeting.
- ASWG (Airports Slot Working Groups) will be established to discuss the technical details and make proposals to WASB.
- WASB should work on the basis of consensus regarding the modification proposals. If consensus cannot be reached, the proposed changes must be approved in the form of a majority of each of industry group present and voting.

The structural organization of WASB is shown to the right.

7 nominees from WWACG have been determined at the election of WWACG. 7 nominees from IATA is almost ready. ACI is still under the deliberation.

### ③ Timeline of WASB

He lastly showed the timeline of implementation of WASB. Final member of WASB will be determined by the mid December, and the first WASB meeting will be held in March in Kuala Lumpur where ACI 12<sup>th</sup> Annual Airport Economics & Finance Conference will be held.



## 6. Agenda Item 5: SHL & SAL Distribution

Mr. Takeda briefed the meeting of the SHL and SAL dates at WWACG Web Site using the material shown in [Appendix 5](#).

At first, he mentioned the reason why he took up this topic. He received some complaints from Asian Carriers as well as his home carriers that there are some coordinators in Asia/Pacific region who sent neither the SHL nor the SAL even after the both deadlines. So, he checked the WWACG website



June. So, there should be an election at the occasion of SC146 to be held in Montreal, Canada. He is planning to send the call for election for APACA to all the members around next April. He asked the participants to nominate himself or herself to be chair or vice-chair of APACA.

#### (2) Revision of data base

Mr. Takeda reported that the database for each coordinator or facilitator was not updated for almost 10 years. The data base includes the outline of organization, airport details and statistical data of aircraft movements and air passengers. He will send the draft data base to each member so that the contents will be updated by each member. He asked the cooperation of each member.

#### (3) Singapore Third Runway

Mr. Donald Tan (Changi Airport Coordination) briefed the meeting that from 25 October 2020 (start of NW20 season), Changi Airport will operate using Runway 1 and Runway 3. Runway 2 will be closed temporarily for the next phase of infrastructure works for the Changi East project, which includes Changi Airport's future Terminal 5.

As Runway 3 is geographically further away from the current terminals, flights using Runway 3 will experience longer taxi times compared to under the current Runway 1 / Runway 2 configuration. The predominant mode of operations during Runway 1 / Runway 3 operations would be arrivals on Runway 1 and departures on Runway 3. This is similar to the current mode of operations where



Runway 1 and Runway 2 are predominantly used for arrivals and departures respectively. As such, airlines can expect several minutes of increase in average taxi-out duration, while taxi-in duration is expected to remain similar to today.

In view of the longer taxi-out times at Changi Airport from 25 October 2020, airlines have been advised to consider the need to adjust the slot timings of their existing flights at Changi Airport. Singapore will treat the approved adjusted slots as the new historic, subject to slot adherence rules. As airlines may also adjust their slots at downstream airports, Mr. Donald Tan sought the support of the Asia Pacific coordinators to facilitate these adjustments at their respective airports where appropriate.

#### (4) Asian Tea Gathering

Ms. Petra Popovac announced that Asian Tea Gathering would be hosted by Airport Coordination Australia (ACA). Tea Gathering would take place at room "M2" on Mezzanine Level, Brisbane Convention & Exhibition Center (BCEC) during a lunch time from 12:00 to 13:00 on 14 November (Thursday). The participants were invited to join the gathering.

## The list of participants at APACA/19 meeting

No	Economy	No	Member Organization
1	Australia	1	Airport Coordination Australia (ACA)
2	Chinese Taipei	2	Airport Coordination Taipei (ACT)
3	Hong Kong	3	Hong Kong Schedule Coordination Office (HKSCO)
4	India	4	Airports Authority of India (AAI)
		5	Delhi International Airport Limited (DELI)
		6	Bangalore International Airport Limited (BIAL)
5	Japan	7	Japan Schedule Coordination (JSC)
		8	Central Japan International Airport Co. (CJIAC)
6	Korea	9	Korea Airport Schedule Office (KASO)
7	Malaysia	10	National Slot Coordination Malaysia (NSCM)
8	Singapore	11	Changi Slot Coordination (CSC)
9	Sri Lanka	12	Sri Lankan Colombo Airport Coordination (CMB)
10	Thailand	13	Civil Aviation Authority Thailand (CAAT)
		14	Department of Airports (DOA)
		15	Airports of Thailand (AOT)
11	Viet Nam	16	Civil Aviation Authority of Viet Nam (CAAV)
	IATA		International Air Transport Association (IATA)

