

# Asia/Pacific Airport Coordinators Association (APACA)

## Minutes of 6th Meeting of APACA

20 June (Thursday), 2013

Room BV5

Bella Center, Copenhagen

22 July, 2013

### **1. Administration**

The sixth general assembly meeting of APACA was held at room BV5 of the Bella Center, Copenhagen from 17:00 to 18:10 on 20 June (Thursday) 2013 on the occasion of IATA 132<sup>nd</sup> Slot Conference in Copenhagen, Denmark. The chairman, Mr. Ernst Krolke (ACA - Airport Coordination Australia), welcomed the participants and expressed his appreciation for attending the sixth 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 36 representing 12 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 sixth general assembly meeting of APACA had a quorum.



### **2. Agenda Item 1: Approval of minutes of 5th meeting**

The minutes of the fifth general assembly meeting held on 16 November, 2012 in Toronto was endorsed without adjustments.

### **3. Agenda Item 2: Election Result of WWACG**

The vice chairman (Secretary), Mr. Hiroki Takeda (JSC - Japan Schedule Coordination) reported the election result of WWACG which was conducted on the previous day. The call for election was circulated to all the members of WWACG on 25 April with a nomination deadline of 20 May. Seven nominations for seven seats were received by the deadline. There were four nominations from Europe, two nominations from Asia/Pacific and one nomination from North America. It turned out that the previous seven members were all reelected. The result is shown in [Appendix 2](#).

The chairman is Mr. Erich RINDISBACHER, Slot Coordination Switzerland (SCS). One of vice-chairman is Mr. Eric HERBANE, Association pour la Coordination des Horaires (COHOR) who is a chairman of EUACA. The other is Mr. Ernst J KROLKE, Airport Coordination Australia (ACA) who is

a chairman of APACA. They were all endorsed at the plenary meeting of WWACG held on 19 June.

#### **4. Agenda Item 3: Notification of SHL & SAL dates at WWACG Web Site**

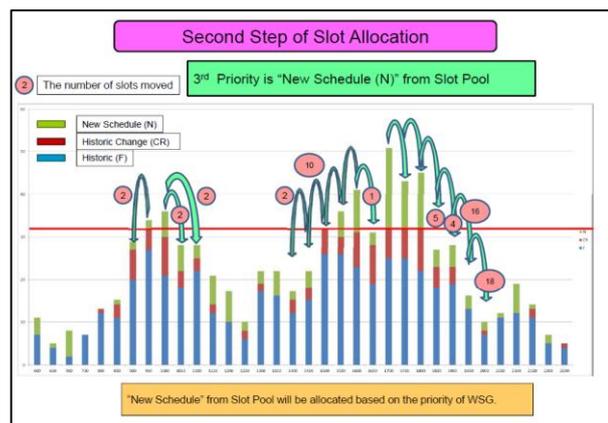
Mr. Takeda presented the notification results of SHL & SAL dates at WWACG website using the material shown in [Appendix 3](#). The notification result of SHL shows the history of each season from S12 to W13 showing who complied with WSG and who did not. The notification result of SAL shows the history of each season from W11 to W13 also showing who complied with WSG and who did not.



The meeting was reminded that the notification procedure of SHL is clearly defined in 8.4, and the notification procedure of SAL is clearly defined in 8.9 of WSG. It was reminded that whenever SHL or SAL is sent out to airlines, the notification dates should be registered through 'Manage your own events' at WWACG website. It was also reminded for those who don't have ID & PW of WWACG to get them from WWACG secretariat at early stage.

#### **5. Agenda Item 4: Slot Allocation (Level 3 Airport)**

Mr. Takeda presented the tutorial type of material concerning the priority of slot allocation at level 3 airport using the material shown in [Appendix 4](#). The primary criteria for initial slot allocation are defined from 7.3.2 to 7.4 of WSG. The first priority is historic slots and the second priority is changes to historic slots. Then, slot pool will be created including any newly created slots. 50% of the slots contained in the pool should be allocated to new entrants. Within each category (changes to historic slots, allocation to new entrants and other allocations), introduction of year round operation has priority.



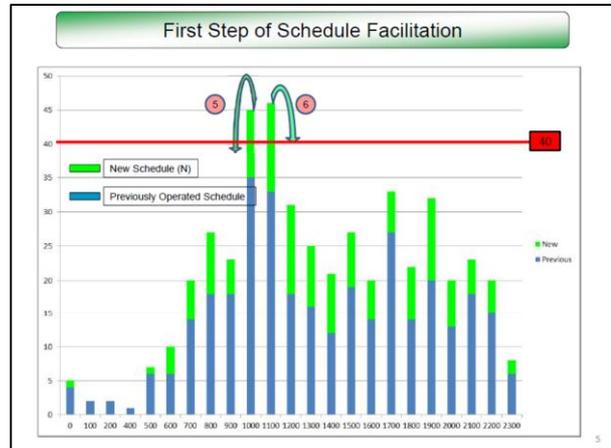
When slot cannot be allocated with the above criteria, following considerations should be given; effective period of operation, type of service and market, competition, curfew, requirements of travelling public, frequency of operation and local guidelines.

These procedures are explained with the use of graphical presentation step by step. These graphical presentations may be useful for beginners or new comers.

## **6. Agenda Item 5: Schedule Facilitation (Level 2 Airport)**

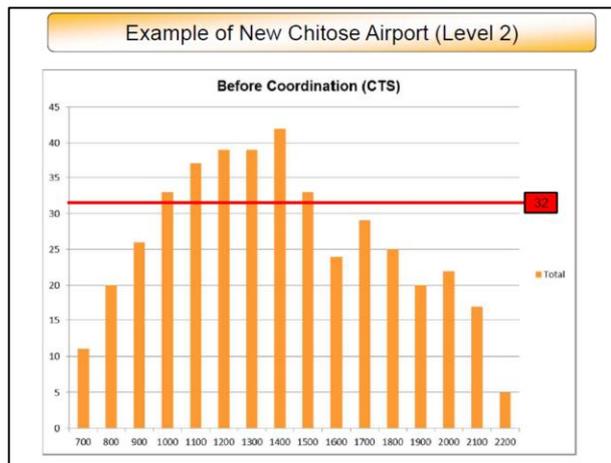
Mr. Takeda made a similar presentation concerning the schedule facilitation at level 2 airport using the material shown in [Appendix 5](#). This topic is somewhat related with the previous agenda item of slot allocation at level 3 airport.

The role of facilitator is defined in 4.5 stipulating the facilitator will facilitate the process of voluntary schedule adjustments by airlines to avoid exceeding the airport's coordination parameters. The process of facilitation is defined in 4.6 stipulating the process facilitation centers on voluntary cooperation between airlines and the facilitator. That's all. This can perfectly work when the exceeding demand lasts for one hour or two hours like the graph on the right.



However, in case that the exceeding demand lasts for more than 5 or 6 hours like the graph on the right, the current process of facilitation does not work sufficient enough to facilitate schedule based on the voluntary cooperation.

Thus, it was proposed to introduce the new priority scheme even at level 2 airport. The proposal is to include the services from the previous equivalent season, year round continuation, effective period of operation, ad hoc services and operational factors.



It was reported that this proposal is now under consideration at the slot policy review (SPR) group under JSAG (Joint Slot Advisory Group). It was requested that APACA members should seriously review this proposal since there are many level 2 airports in Asia/Pacific region.

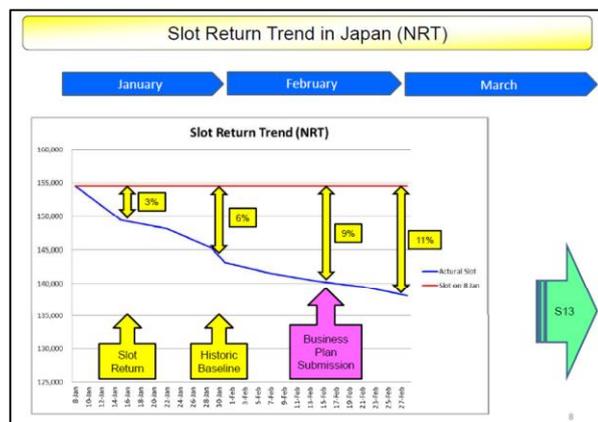
## **7. Agenda Item 6: Schedule Optimization Meeting (SOM) by EUACA**

Mr. Takeda made a presentation on Schedule Optimization Meeting (SOM) by EUACA using the material shown in [Appendix 6](#). This material was prepared to share the information as to how EUACA organizes the regional slot conference in Europe.

He firstly explained the definition, objectives and general principles of SOM. The number of participating countries and airports was reported to be 21 and 157 respectively. Then, the number of airlines was reported to be 76, most airlines in Europe are participating.

Then, the timing of the SOM was explained. The SOM is always organized between 15 January (SRD: Slot Return Deadline) and 31 January (HBD: Historic Baseline Date) in order to maximize the reallocation of unused slots. The location of SOM is Paris Orly Airport.

Having explained about SOM, he secondly explained the possibility that a similar meeting can be organized in Asia/Pacific region. He explained the slot return rate at SRD, HBD and the end of February at NRT, SYD, DEL, SIN and HKG airports. The average of slot return rate is 1.9% at SRD, 4.8% at HBD and 6.2% at the end of February. It was found that the slot return rate at SRD is not significant at all and the slot return gradually continues toward the end of February.



It seems there is no strong incentive to organize the SOM like meeting in Asia/Pacific region. In addition, there are many problems such as who organize, how to finance and where it should be held. There was also no comment to strongly support the establishment of SOM like meeting in the meeting.

## **8. Agenda Item 7: Delhi Airport – Collaborative Decision Making (DA – CDM)**

The vice chairman, Mr. Jitendra Singh (Delhi International Airport) made a presentation on Collaborative Decision Making (CDM) at Delhi International Airport using the material shown in [Appendix 7](#).

He firstly explained the background for the introduction of CDM at Delhi Airport and stressed CDM will improve Air Traffic Flow and Capacity Management (ATFCM).

He explained the each phase of flight operations from en-route to en-route including touch down and take offs. Airport is very much concerned with the turn round time which starts from AIBT (Actual In-Block Time) and ends at AOBT (Actual Off-Block Time).

TOBT (Target Off-Block Time) is an important time that an aircraft operator or handling agent estimates that an aircraft will be ready, all doors closed, boarding bridge removed and start-up



immediately after the reception of the clearance from ATC. Another important time is TSAT (Target Start-Up Approval Time) which is issued by ATC and represents the time at which an aircraft can expect start-up.

He then explained that the testing which involves two phases, one is software development and the other is the entry of TOBT by airlines and TSAT by ATC was started in November 2012. Three trials were conducted from 12 February to 18 May 2013. The result of trials was shared with all stake holders.

He also showed the software display as to what kind of information is shared among stake holders and how it works. He concluded that the introduction of CDM at the airport will reduce costs, lower emissions and improve punctuality.

Flight No.	Departure	Arrival	Gate	Status	Remarks
AI 101	10:00	10:15	101	On Time	
AI 102	10:30	10:45	102	Delayed	
AI 103	11:00	11:15	103	On Time	
AI 104	11:30	11:45	104	On Time	
AI 105	12:00	12:15	105	On Time	
AI 106	12:30	12:45	106	On Time	
AI 107	13:00	13:15	107	On Time	
AI 108	13:30	13:45	108	On Time	
AI 109	14:00	14:15	109	On Time	
AI 110	14:30	14:45	110	On Time	
AI 111	15:00	15:15	111	On Time	
AI 112	15:30	15:45	112	On Time	
AI 113	16:00	16:15	113	On Time	
AI 114	16:30	16:45	114	On Time	
AI 115	17:00	17:15	115	On Time	
AI 116	17:30	17:45	116	On Time	
AI 117	18:00	18:15	117	On Time	
AI 118	18:30	18:45	118	On Time	
AI 119	19:00	19:15	119	On Time	
AI 120	19:30	19:45	120	On Time	

### 9. Agenda Item 8: Any Other Business

There was one announcement by Mr. Takeda that Asian Tea Gathering would be held at Bella Vue during the lunch time of 12:00 to 13:00 on 22 June (Saturday). The participants were invited to attend the gathering.



## The list of participants at APACA/6 meeting

No.	Economy	No.	Member Organization
1	Australia	1	Airport Coordination Australia (ACA)
2	Cambodia	2	State Secretariat of Civil Aviation
3	Chinese Taipei	3	Airport Coordination Taipei (ACT)
4	Hong Kong	4	Hong Kong Schedule Coordination Office (HKSCO)
5	India	5	Airport Authority of India (AAI)
		6	Delhi International Airport Limited (DIAL)
		7	Bangalore International Airport Limited (BIAL)
		8	Mumbai International Airport Pvt Limited (MIAL)
6	Japan	9	Japan Schedule Coordination (JSC)
		10	Central Japan International Airport Co. (CJIAC)
7	Korea	11	Korea Airport Schedule Office (KASO)
8	Malaysia	12	Airport Coordination Malaysia (ACM)
9	Singapore	13	Changi Slot Coordinator (CSC)
10	Sri Lanka	14	Sri Lankan Colombo Airport Coordination
11	Thailand	15	Slot Coordination Thailand (SCT)
12	Viet Nam	16	Civil Aviation Authority of Viet Nam (CAAV)

