

# **Asia/Pacific Airport Coordinators Association (APACA)**

## **Minutes of 14th Meeting of APACA**

**13 June (Tuesday), 2017**

**Room: 406 Level 4, Kuala Lumpur Convention Center**

**Kuala Lumpur, Malaysia**

21 August, 2017

### **1. Administration**

The fourteenth general assembly meeting of APACA was held at Room 406 Level 4, Kuala Lumpur Convention Center from 17:00 to 18:00 on 13 June (Tuesday), 2017 at the occasion of IATA 140<sup>th</sup> Slot Conference in Kuala Lumpur, Malaysia. The chairman, Mr. Hiroki Takeda (JSC - Japan Schedule Coordination), welcomed the participants and expressed his appreciation for attending the fourteenth 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 31 representing 12 economies and 17 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 fourteenth general assembly meeting of APACA formed a quorum.



### **2. Agenda Item 1: Approval of Minutes of 13th meeting**

The minutes of the thirteenth general assembly meeting of APACA held on 8 November (Tuesday), 2016 at Sheraton Hotel, in Atlanta, USA was endorsed by the meeting without adjustments.

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

Mr. Takeda reported the election results of WWACG using the material shown in [Appendix 2](#). With a deadline date of 11 May for nomination, there were 8 candidates for 7 positions of Board member of WWACG. There are 5 candidates from Europe, 2 from Asia/Pacific and 1 from N/S America. Secret ballot selecting 7 Board members out of 8 candidates was conducted at WWACG/27.

As a result of secret ballot, 7 members were elected; 4 members from Europe, 2 from Asia/Pacific and 1 from N/S America shown in the right table. Fortunately, Asia/Pacific regions maintained 2 seats in WWACG Board members. Ms. Petra Popovac (ACA) and Mr. Hiroki Takeda (JSC) thanked participants for their support. They expressed their determination to contribute to the work of WWACG reflecting the voice of Asia/ Pacific regions.

The Results of WWACG Election				
Region	Country	Name	Organization	Position
Europe	France	Eric HERBANE	Association pour la Coordination des Horaires (COHOR)	Chairman
	Germany	Birgit Krenzlin	Airport Coordination Germany (FHKD)	Vice – Chairman
	Norway	Fred Andreas Wister	Airport Coordination Norway AS (ACN)	
	United Kingdom	Chris Bosworth	Airport Coordination Limited (ACL)	
Asia/Pacific	Australia	Petra Popovac	Airport Coordination Australia (ACA)	Vice – Chairman
	Japan	Hiroki TAKEDA	Japan Schedule Coordination (JSC)	
North America	USA	Brian Meehan	US Federal Aviation Administration (FAA)	

**4. Agenda Item 3: WSG Strategic Review Management Group (WSRMG)**

Mr. Takeda reported the current status of WSG Strategic Review Management Group (WSRMG) using the material shown in Appendix 3.

He firstly reminded that the International Civil Aviation Organization (ICAO) Assembly - 39th Session which was held from 27 September to 7 October, 2016 in Montreal, Canada. He remarked two working papers (WP) relating to airport slot allocation. One is WP/231 submitted by Airport Council International (ACI) and the other is WP/340 submitted by International Air Transport Association (IATA). WP/231 explicitly suggests the involvement of ACI in developing Worldwide Slot Guidelines (WSG) and the review of the current definition of slot in WSG. It also implicitly suggests the review of U/L calculation, the introduction of reservation fee, the confiscation of historic by on-time performance (OTP), the review of the priority scheme at initial allocation and the introduction of secondary trading.

Both ACI and IATA papers were discussed at the economic commission, and both ACI and IATA finally agreed to work collaboratively on the ongoing process to develop a more efficient and effective slot allocation process. The commission finally noted that ACI and IATA would work with states, the industry stakeholders as partners and would report the progress at the next session of the Assembly.

Based on the assembly resolution, IATA hosted 5 workshops during SC139 last November in Atlanta where there were 55 participants from airlines, airports, coordinators and facilitators worldwide. Through those workshops, IATA received many comments regarding the current WSG procedures in the field of certainty, transparency, flexibility, sustainability and consistency. Considering those comments, IATA is now trying to set up “WSG Strategic Review Management Group (WSRMG)” comprising of airlines, airport managing bodies and coordinators and facilitators.

**International Civil Aviation Organization (ICAO)**

**ICAO 39<sup>TH</sup> GENERAL ASSEMBLY**

Duration: 27 September (Tue.) to 7 October (Fri.), 2016  
Place: ICAO Head Quarter, Montreal, Canada

---

Agenda Item 30: Economic Regulation of International Air Transport – Policy  
ABSTRACT SUMMARY  
(Presented by the Airport Council International (ACI))

EXECUTIVE SUMMARY

Airport operators wish to promote efficiency in the allocation and use of the capacity that they build, maintain and operate, which in turn allows users such as destination served, aircraft and airports, passengers, airlines to research, cost and level of service as passenger networks, connectivity, and full use of allocated slots.

Airport Council International (ACI) wishes to engage with States and industry stakeholders to support and enhance efficiency in slot allocation and to explore various of working allocation systems to address the challenges of the current slot allocation.

Action: The Assembly is invited to agree to the recommendations in paragraph 3.

Language: This working paper refers to Strategic Objective D – Economic Development of Air Transport.

Principal: State

Implications: None

Reference: Not applicable

(WP/231 by ACI)

Agenda Item 30: Economic Regulation of International Air Transport – Policy  
ABSTRACT SUMMARY  
(Presented by the International Air Transport Association (IATA))

EXECUTIVE SUMMARY

The industry has developed the Worldwide Slot Guidelines (WSG) to the management and allocation of airport slots to ensure the most efficient use of congested airport infrastructure. IATA intends to continue the promotion and delivery of the WSG before the next session of the Assembly, and to continue to work with States, industry stakeholders, the International Air Transport Association (IATA), and other stakeholders to ensure all of these stakeholders remain fully committed and engaged in the current and future process for the WSG.

Action: The Assembly is invited to:

- a) endorse the current WSG, and to continue to work with States, industry stakeholders and other stakeholders to ensure the most efficient use of congested airport infrastructure;
- b) support the ongoing review of the WSG as a first step to ensure the continued engagement and support of the global aviation industry;
- c) endorse the current WSG, and to continue to work with States, industry stakeholders and other stakeholders to ensure the most efficient use of congested airport infrastructure;
- d) endorse the current WSG, and to continue to work with States, industry stakeholders and other stakeholders to ensure the most efficient use of congested airport infrastructure.

Language: This working paper refers to Strategic Objective D – Economic Development of Air Transport.

Principal: State

Implications: None

Reference: ACI WP/231-00/23  
IATA and IATA 2016  
Doc 9853 – Policy and Guidance Manual on the Economic Regulation of International Air Transport

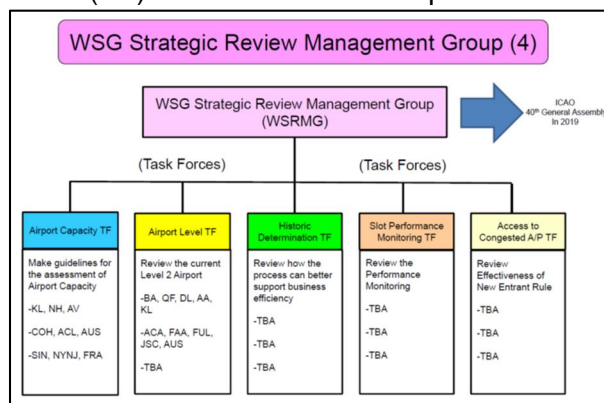
(WP/340 by IATA)

Each entity has 4 members in WSRMG. In case of Airlines, there should be one IATA representative and three airlines on geographic balance. For Airport Management Body, there should be one ACI representative and three airports on geographic balance. For coordinator, there should be one WWACI representative and three coordinators on geographic balance.



It was also determined by the Management Group to create four task forces under WSRMG. One is the Airport Level Task Forces where the effectiveness of current Level 2 and Level 3 Airport principles will be reviewed and improved. Second is the Historic Determination Task Forces where the calendar of activities including Slot Return Deadline (SRD) and Historic Baseline Date (HBD) will be reviewed and improved. Third is the Slot Performance Monitoring Task Forces where the operational performance including Slot Performance Committee (SPC) and Coordination Committee (CC) will be reviewed and improved. Forth is the Access to Congested Airport Task Forces where the effectiveness of current new entrant rule will be reviewed and improved.

He finally reminded that as the participation in those Task Forces from Asia/Pacific regions is very important, he asked the participants to nominate himself or herself as a member of Task Forces.



### 5. Agenda Item 4: Draft Article of New Association

Mr. Takeda reported the outline of draft article of new association using the material shown in Appendix 4. This material was the one presented by Mr. Eric Herbane (WWACG chairman) at WWACG Plenary meeting held in Atlanta last November. He stressed the importance of creating a new organization which is more formal and robust. As the scope of work of WWACG is now gradually expanding to interact with other international organizations like ICAO and ACI, there needs to be more formal and well organized association for coordinators and facilitators.

He explained major parts of draft article like Article 3 (Scope), Article 4 (Membership), Article 7 (Membership Fees), Article 9 (General Assembly), Article 11 (Voting, Quorum) and Article 12 (Board). Finally, he asked the participants as to who would be willing to be a member of new association, however, most members seem to need more time for the internal coordination.

WWACG Articles of Association

SCOPE

- **Serving the common interests of the Members of the Association or their regional organizations in all matters pertaining to slot allocation, schedules facilitation and related aviation;**
- **Providing a forum for Members to exchange information on slot allocation, schedules facilitation and related matters;**
- **Representing issues, and common positions of worldwide interests of its Members to relevant national and international authorities, organizations and institutions;**

**6. Agenda Item 5: Runway Demand Management Scheme (RDMS), Melbourne Airport**

Ms. Popovac explained briefly Runway Demand Management Scheme (RDMS) using the material shown in [Appendix 5](#). She firstly explained the outline of Melbourne International Airport (MEL). Then, she explained the configuration of terminal building of T1, T2, T3 and T4. Then, she explained the current coordination parameters at MEL with S17. There are no runway capacity constraints, but there are constraints on apron parking, international passenger arrival rates and international passenger departure rates.

As for the Runway Demand Management Scheme (RDMS), as it is still under coordination among stakeholders at this moment, it will be explained in more detail at the next APACA meeting.

Coordination Parameters at MEL

**MELBOURNE-S17**

- **Apron Parking at the International Terminal**
  - 19 aircraft, including 7 388, 3 346, 2 77W, 3 744, 1 332, and 3 73H or
  - 25 aircraft, including 2 388, 3 346, 2 77W, 3 744, 1 332, 10 321 and 3 73H or any combination mixing 388 and 73H/321
  - 8 positions are available for remote parking and freighters.
  - Buffer between occupancies is 15 minutes
- **Maximum International Passenger Arrival Rates**  
The following arrival passenger flow rates apply to international services:  
3490 inwards seats in any 60 minute period
- **Maximum International Passenger Departure Rates**  
The following departure passenger flow rates apply to international services:  
3784 outwards seats in any 60 minute period
- **Curfew:** Nil.
- **Local Time**  
26MAR-02APR UTC +11  
03APR-01OCT UTC +10  
02OCT-28OCT UTC +11

**7. Agenda Item6: Any Other Business**

(1) Manila

Ms. Popovac stated that there will be extended runway works in Manila for the whole W17 season. The additional works will mean that there will be no widebody movements allowed between 0030-0530 daily. Historic dispensation will be provided for all widebody movement during the period of works, for the W18 season.

(2) Asian Tea Gathering

Mr. Takeda announced that Asian Tea Gathering would be hosted by Japan Schedule Coordination (JSC). Tea Gathering would take place at room 406 on Level four of Kuala Lumpur Convention Center during a lunch time from 12:00 to 13:00 on 15 June (Thursday). The participants were invited to join the gathering.

## The list of participants at APACA/14 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	Bangalore International Airport Limited (BIAL)
		6	Delhi International Airport Limited (DIAL)
		7	Mumbai International Airport Limited
5	Japan	8	Hyderabad International Airport
		9	Japan Schedule Coordination (JSC)
		10	Central Japan International Airport Co. (CJIAC)
6	Malaysia	11	National Slot Coordination Malaysia (NSCM)
7	New Zealand	12	Airport Coordination Limited (ACL)
8	Philippines	13	Ministry of Transportation and Communication
9	Singapore	14	Changi Slot Coordination (CSC)
10	Sri Lanka	15	Sri Lankan Colombo Airport Coordination
11	Thailand	16	Slot Coordination Committee, Thailand
12	Viet Nam	17	Civil Aviation Authority of Viet Nam (CAAV)

