

Slot coordination procedures for aircraft visiting LTN for maintenance purposes during Summer 2018 (S18) scheduling season.

Luton Airport (IATA: LTN / ICAO: EGGW) is a designated Level 3 Airport. As part of the seasonal capacity declaration, stand capacity is declared as a scheduling limit at LTN Airport. The stand capacity declared by LTN Airport includes stands that are located directly in front of the TUI and Monarch Aircraft Engineering Ltd (MAEL) maintenance hangars. When these stands are occupied, access to the maintenance hangars is restricted.

For a number of scheduling seasons prior to the Winter 2017/18 season (W17), overnight parking stands (including those directly in front of the maintenance hangars) were scheduled to be fully occupied. During W17, there were a small number of overnight parking stands which became available at short notice following the collapse of Monarch Airlines. This allowed LTN Airport to accommodate a number of unplanned aircraft parking requirements during the W17 season. As we move into the Summer 2018 season (S18), this operational flexibility will no longer be available and for a significant part of the S18 season, the LTN schedule returns to being fully allocated against the declared overnight parking capacity limits. This will restrict access to the TUI and MAEL maintenance hangars during S18.

Luton Airport have declared in their S18 capacity declaration that all maintenance flights operating at Luton Airport are to be approved on a PPR basis. As a result of this, there will be no automated slot confirmations generated by ACL or by OCS for positioning flights at LTN during S18.

To ensure that overnight stand capacity is correctly coordinated, it is imperative that all operators wishing to position aircraft into and out of Luton for maintenance purposes are aware of the following PPR procedure in place for Summer 2018.

1. Slot Requests:
 - All slot requests should be submitted in the first instance to ACL in standard SSIM SCR message format to email: lonacxh@acl-uk.org.
 - All slot requests for maintenance visits must be requested as a pair of one arrival and one departure slot allowing identification of when the aircraft arrives at LTN and departs from LTN.
 - If requesting a single arrival or single departure positioning slot which is linked to a commercial passenger/cargo sector, the linked flight number and date of operation must be provided in the SI field.
 - All maintenance positioning slot requests must include the aircraft registration (SSIM format: /RE.GTEST/ at the end of each SSIM line).
 - Where an aircraft undergoes an aircraft registration change whilst in maintenance, this should be confirmed in the SI field in addition to providing the individual arrival and departure registrations on each SSIM line.
 - The anticipated hangar entry and exit **dates must** be provided in the SI field where known. Hangar entry and exit **times should** be provided if known.
 - The SI field must confirm which maintenance provider is conducting the maintenance work.
2. ACL will submit the above details to LTN Airport under a PPR referral process and LTN Airport will assess the requests for parking restrictions.

Wednesday 28th March 2018



3. ACL will confirm back to the operator the allocated slot time in standard SSIM SCR format. ACL will confirm any imposed conditions against the slot approval in the SI field.
4. For urgent short notice requests outside of ACL's office hours, requests should be directed to Luton Airport Airfield Operations on Telephone: +44 (0) 1582 395 525.

ACL kindly bring to the attention of operators the following points:

- ACL as the designated Coordinator for LTN Airport reserves the right under Article 7.1 of EU Slot Regulation 793/2004 to request information relating to the allocation of slots at LTN Airport. Failure to provide requested information by operators will result in slot requests being cancelled.
- Under Article 4.5 of EU Slot Regulation 793/2004, ACL delegate responsibility to cover urgent and short notice out of office hours slot requests to LTN Airport Airfield Operations.
- ACL and LTN Airport Airfield Operations are the only parties able to approve slots at LTN Airport.
- The LLAO (LTN Airport Manager) reserves the right to refuse flights which deviate from the planned schedule, if they are likely to cause prejudice to the operation.
- Operating at a different time to cleared slots may be subject to the UK Misuse of Slots Enforcement Code.
- Where an airline operates contrary to any conditions imposed against the slot approval, the operation may be subject to the UK Misuse of Slots Enforcement Code.

Thank you for your cooperation.

Please direct any enquiries regarding the above notice to:

Pete Robinson
ACL Coordination Manager for LTN Airport
Email: peter.robinson@acl-uk.org
Tel: +44 (0)208 564 0635