

Late Slot Return at Cluster2 Airports

1. INTRODUCTION

This document sets out the procedures for managing the late return of schedules facilitated at Cluster2 Airports.

All Flights operating at Cluster2 Airports require a planned schedule to be facilitated by the appointed independent Schedule Facilitator. A high level of demand is experienced at initial submission and schedule adjustments are identified to remain within the airport's capacity. However, post initial submissions, planned schedules are not updated by airlines and in particularly schedules that are not intended to operate are not cancelled. This prevents improvements to other airlines planned schedules where they have accepted voluntary schedule moves and impacts the planning of airport operations.

The purpose of this local rule is to introduce proactive schedule monitoring to identify carriers not on sale and return the utilised capacity back to the pool.

2. OBJECTIVES

- To manage demand that will not materialise and operate at the airport
- To make effective use of the airport's capacity
- To accurately forecast and control the level of operations that will take place.
- To ensure a mechanism that releases unwanted capacity
- To document a process that releases unwanted capacity following a period of pre-season monitoring
- To be able to improve operators on the waitlist with waitlist improvements.
- To reduce the number of refused schedule adjustments
- To provide for new air carriers, ad hoc or additional operations

3. DEFINITIONS

In these procedures the following words shall have the following meanings:

ACL: Airport Coordination Ltd International, the Schedule Facilitator of Cluster2 Airports

Cluster2: The managing body of Cluster2 Airports

Slot Return Deadline (SRD): Slot Return Deadline 31 January prior to a summer season and 31 August prior to a winter season

4. IMPLEMENTATION AND PROCESS

4.1 Cluster2 Airports must provide support to the facilitator in seeking airline cooperation at its airports. It will ensure the infrastructure necessary to handle airline operations with agreed levels of service are in place. ACL will undertake initial facilitation and manage the demand accordingly within the parameters set by the airport on a seasonal basis.

4.2 As per section 7.5 of the WASG Edition 2 – to ensure an accurate demand at an airport, airlines must cancel planned flights that they will not operate,

4.3 After the SRD – ACL will work closely with any intelligence gathered to review the planned schedules held in the ACL database by undertaking preseason slot monitoring activities. If ACL identifies flights not on sale, a query will be sent to the operator giving them the opportunity to provide details of sale. Should this not be provided within 07 days, the facilitator will return the capacity back to the pool and a deletion message will be sent to the operator.

4.4 ACL will post returning the unwanted capacity back into the pool – review the pending waitlist and provide improvements and/or offers to operators that gives the flexibility and scope to try and reduce the number of refused schedule adjustments.

4.5 For operators that did not return by the SRD deadline, lower priority will be applied in the next equivalent season at the initial facilitation process.

5. REVIEW OF PROCEDURES

5.1 These procedures shall be reviewed, and amended where necessary, after 12 months.