

15th September 2017

Optimising Runway Slots - Additional Ad-hoc Slots Now Available!

Good news!! Further to the Tail Specific Penalty Scheme launched on 1st September 2017, the Civil Aviation Department (CAD) has continued to look for ways to optimise runway slots. To this end, CAD has agreed to consider Business Aviation (BA) operators' slot requests by allocating ad-hoc day slots given up by commercial flights at the last minute.

Online Coordination System (OCS) users who are unable to get desired slots on the OCS system can apply for any last minute-cancelled day slots originally designated for commercial flights, starting 14th September 2017 at 00:00 local time on a trial basis. The approval of these requests will depend on availability and various capacity constraints and relevant progress will be monitored and reviewed continuously by the Airport Authority Hong Kong (AAHK) and the Hong Kong Schedule Coordination Office (HKSCO).

Application procedure for ad-hoc runway slot

- 1) General Aviation/ Business Aviation (GA/BA) operators apply for runway slots on the OCS which is managed by CAD.
- 2) OCS users check on the "request response – GA/BA" page to see if their desired slot is confirmed.
- 3) If the slot cannot be confirmed at the required time, OCS users can apply for ad-hoc runway slots by selecting the "Ask Us" tab from the pull-down menu on the page to access the request box. OCS users are required to submit the application two calendar days before the intended arrival/ departure date.
- 4) The application made on the "Ask Us" request box will alert HKSCO of the request and they will review the request depending on availability and various capacity constraints.
- 5) Runway slots will be conditionally approved by a General Aviation Clearance Response (GCR) to OCS users' registered email addresses. All submitted runway slot requests that are not approved will expire at 0759HKT (2359UTC) every day and if a slot is still required, a new request can be submitted from 0800HKT (0000UTC) the next day.
- 6) After receiving the GCR, please proceed with:

A. Booking of parking stand within 24 hours on Business Aviation Parking System (BAPS) **and**

B. Arrangement for ground handling services with Hong Kong Business Aviation Centre (HKBAC) at hkbac@hkbac.com

*Please note that the runway slot will be cancelled if OCS users failed to proceed with booking of parking stand and HKBAC ground handling services as per "[Guidelines on Runway Slot / Parking Stand Application for General Aviation / Business Aviation \(GA/BA\) at Hong Kong International Airport](#)" paragraph 2.3.

To note:

- Applications will be processed on a first-come, first-serve basis.
- The GCR allocated runway slot is not editable on the OCS. If OCS users would like to cancel any confirmed GCR allocated runway slot and parking stand booking, it has to be put through BAPS as soon as possible.
- All relevant provisions and the "Penalty Scheme on Slot Misuses" in the "[Guidelines on Runway Slot/ Parking Stand Application for General Aviation / Business Aviation \(GA/BA\) at Hong Kong International Airport](#)" remain applicable to GCR allocated slots.
- To safeguard OCS system integrity, any account of OCS users found to exhibit abusive or spamming behaviour will be terminated with prior notice.

(End)