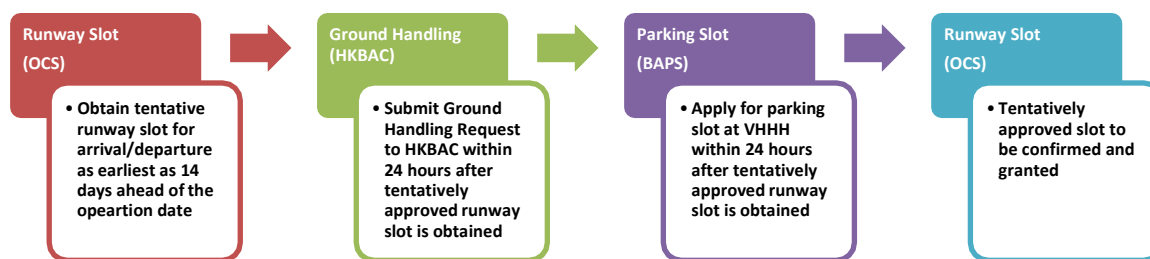


What is the procedure for applying Runway Slot and BAPS?



Please refer to **the Guidelines on Runway Slot / Parking Stand Application for General Aviation/Business Aviation (GA/BA) at the Hong Kong International Airport (HKIA)** from the below link for details:

<https://www.hkgslot.gov.hk/others/Guidelines%20on%20Slot%20Application%20for%20GABA%20at%20HKIA.pdf>

Runway Slot

1. How to apply Runway Slot?

Slot requests for GA/BA operations at HKIA must be applied via Online Coordination System (OCS) only and such requests will be processed in real time.

To apply OCS account, please visit: <http://www.online-coordination.com/>

2. If T status slot obtained after office hour, when the application will be processed?

According to the Service Level Agreement from BAPS, requests made before 0800Z will be processed and responded to within the same calendar day. Any requests made after this time will be responded to by 0400Z the following day.

3. Can the aircraft registration change or swap to another aircraft after obtained approved runway slot?

Runway slot and parking slot are aircraft registration specific. Users are not allowed to change the aircraft registration and the slot time once the slot is conditionally approved, or finally confirmed with parking and ground handling details.

In case of aircraft change due to technical issues, users should clearly indicate in item 18 of the flight plan the registration marks of the original and the replacement aircraft.

Also, users are reminded to maintain records of aircraft malfunctions and provide as justifications. The justifications should send to slotcomp@hkgairport.com within 3 calendar days of warning notice.

4. What is the runway slot tolerance?

Runway slot and parking are precious resources at the HKIA, hence on-time performance is utmost important for ensuring the overall operational efficiency. Operation with +/- 15mins from the slot time is generally regarded as on-time while off-schedule over 2 hours will be considered as a misuse. Operators may update ATC Watch Manager (for arrivals) or AIMC (for departures) of any change in schedule.

5. Which aircraft type can use the Night Slot (1400Z-2259Z)?

There are maximum 9 slots available for trial during the Night Period from 1400Z-2259Z for quieter aircraft type with departure or arrival noise level below **84EPNdB**.

For more details of the aircraft types of exempted from the environmental restrictions, please visit: <https://www.cad.gov.hk/reports/SC%20Guidelines%20for%20HKIA.pdf> (p.4, para. 16 The Slot Coordination Process and Annex 3)

In addition, 6 night slots (arrival & departure) will be made available daily, for operations between 1600Z-2059Z, to all aircraft types that are not currently exempted from the Noise Quota Count Pilot Scheme.

The above are provided on a trial and temporary basis and are subject to continuous review jointly by AAHK and HKSCO. The procedures will be effective from 0000Z on 8 August 2018 until 2359Z on 31 Mar 2021.

6. How to revise the approved slot?

For revision of schedule, users are advised to apply for a new slot and subsequently cancel the unwanted slot.

Parking Stand (BAPS)

1. How to apply Parking Stand (BAPS)?

Due to strong demand for GA/BA parking stands, the AAHK requests all GA/BA operators to apply for a parking stand from AAHK prior to commencing operations to/from Hong Kong International Airport.

The Business Aviation Parking Management System (BAPS) application is up to 14 calendar days in advance of planned operations.

Parking duration for each application is set at maximum of 14 calendar days.

To apply for parking slot on the AA's BAPS, please visit: <https://extranet.hongkongairport.com/baps>

2. How to extend the parking slot?

For parking slot extension, please send email to bjetslot@hkairport.com for explanation and approval.

3. If hangar parking arranged, BAPS application is needed or not?

For the hangar parking request, HKBAC hangar can be accommodated for both parking and maintenance for short-term arrangement. Please contact our Customer Service Team to check for the hangar space availability.

BAPS application for aircraft is still required with HKBAC hangar parking space, please state clearly in the application to indicate the hangar parking confirmation.