

Airport Collaborative Decision Making (A-CDM)



AIRPORT CDM DÜSSELDORF AIRPORT

Flight Crew Briefing English

Version: 2.0
Author: A-CDM@DUS Team
Date: October 31, 2014

Number of pages: 8

TABLE OF CONTENTS

1. General	3
1.1. Definition	3
2. Target Off-Block Time (TOBT).....	4
2.1. Automatically generated TOBT.....	4
2.2. Person responsible for TOBT	4
2.3. TOBT input and adjustment.....	4
2.4. TOBT deletion	5
2.5. TOBT reporting channels	5
3. Target Start-Up Approval Time (TSAT).....	6
3.1. TOBT and TSAT handling in extreme situations.....	6
4. Start-Up and Push back	6
4.1. Datalink Clearance - DCL.....	7
4.2. Changes within the sequence.....	7
4.3. De-icing.....	7
4.3.1. Remote de-icing	7
4.4. Coordination with NMOC (Network Management Operation Center).....	8
5. Aeronautical Information Publication (AIP)	8
6. Persons responsible for the process/contact persons.....	8

1. General

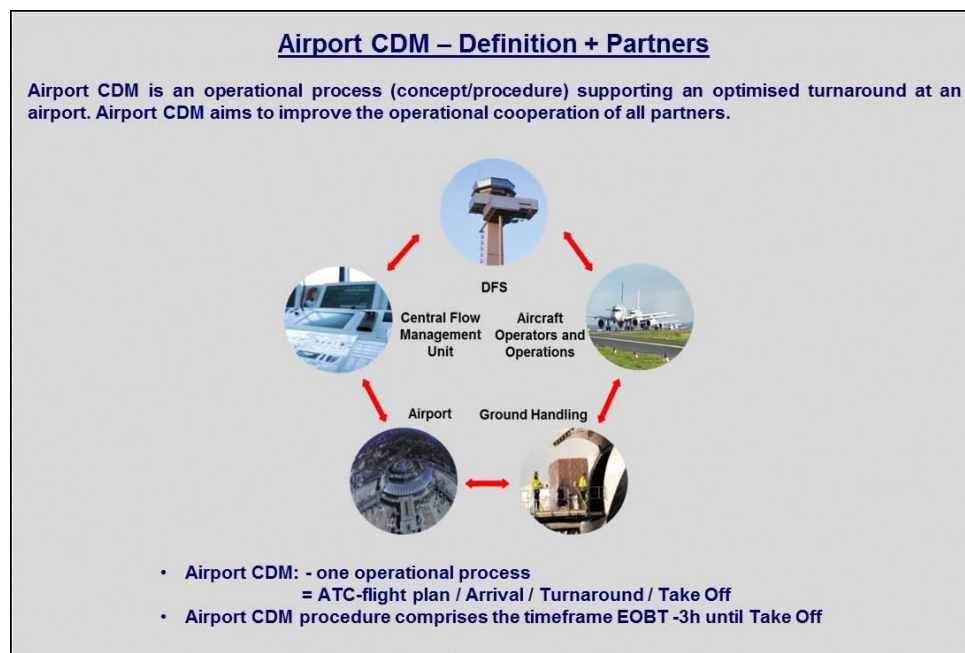
This document describes the airport collaborative decision making (CDM) process at Düsseldorf Airport. It is to be understood and used as information material for flight crews.

Together with the publications about Airport CDM (AIP Germany, AIP AD2 EDDL and the airport user regulations FBO), this document is to ensure that Airport CDM at Düsseldorf Airport is handled in an optimum way in the interest of all partners. A detailed description of the process is also available as a "brief description/process description".

This document will enter into effect on October 18th, 2012 and supersedes any and all previous versions.

1.1. Definition

Airport CDM facilitates the optimal handling of a turnaround process at Düsseldorf Airport. It covers the period of time between the Estimated Off-Block Time (EOBT) minus 3h and take-off and is a coherent process from flight planning (ATC flight plan) to landing and the subsequent turnaround on the ground until the next take-off.



Airport CDM at Düsseldorf Airport is based on the European standard for Airport CDM, the common specification for Airport CDM ("Community Specification") and the initiative "Deutsche Harmonisierung von Airport CDM" (German harmonization of Airport CDM).

2. Target Off-Block Time (TOBT)

TOBT is a reference time used for all ground handling processes except for aircraft push back and de-icing. This time is used for coordination, since it is the best available time for that purpose.

TOBT is the prediction of “aircraft ready”.

2.1. Automatically generated TOBT

At fixed times, a TOBT for the linked outbound flight is generated automatically.

The earliest time for the publication of the automatically generated TOBT is TOBT-90 minutes.

If it becomes obvious that the TOBT for a flight is not generated automatically, it must be entered by the person responsible for the TOBT.

Flights which are not subject to a direct turnaround, the TOBT will be generated automatically at EOBT-90 minutes.

2.2. Person responsible for TOBT

Airlines have to ensure:

- the nomination of one person responsible for the TOBT
- the communication with the relevant airline OCC (ATC flight plan/person responsible for the EOBT)
- the coordination of internal working procedures

The person responsible for the TOBT, generally the handling agent, the airline (for flights without handling agents) or the pilot in command/flight crew (for general aviation flights without handling agent) is responsible for TOBT correctness and adherence.

A wrong TOBT leads to disadvantages for further sequencing and/or CTOT allocation of regulated flights. Therefore, the TOBT has to be adjusted as early as possible.

2.3. TOBT input and adjustment

The following facts have to be taken into account for the input and/or adjustment of the TOBT:

- the earliest manual adjustment of TOBT can be made after it has been automatically generated
- TOBT can be adjusted as often as necessary until TSAT has been issued
- after TSAT has been issued, TOBT can only be corrected three times
- the entered TOBT has to be at least 5 minutes later than the actual time

As the TOBT is also the basis for further airport processes, adjustments of the TOBT (also if the process is completed more than 5 minutes in advance) are to be entered by the person responsible for the TOBT.

2.4. TOBT deletion

The TOBT has to be deleted in the following cases:

- TOBT is unknown (e.g. technical problems with the aircraft)
- the permitted number of TOBT inputs (3 times) after the generation of the TSAT has been exceeded

If the TOBT is deleted, the TSAT is automatically deleted as well. If a new TOBT is known and the process shall continue, the person responsible for the TOBT has to enter a new TOBT.

2.5. TOBT reporting channels

The TOBT is reported and/or adjusted in one of the following ways:

- web-based tool of sequence planner (Web-DUPLO)
- internal IT-system of the airline/the handling agent
- calling the ACC (Airport Control Center) of the FDG (Tel: +49 211 421 51011)

For General Aviation flights:

- by the handling agent
- by Jet Aviation for flights without handling agent (Tel: +49 211 421 7062)
- if none of the above is available, coordination can be affected by contacting Air Traffic Control (Tel: +49 211 4154 130 or 121,775 MHz)

Moreover, the TOBT will be announced TOBT -30 min via the new docking guidance system Safedock® at the terminal positions.

3. Target Start-Up Approval Time (TSAT)

The TSAT is the target time for start-up approval according to the A-CDM procedure. The pre-departure sequence is based on the flights with a calculated TSAT. The TSAT is published 40 minutes prior to the valid TOBT. The TSAT is transmitted via the same communication channels as the TOBT. Additionally, Düsseldorf Airport offers a TSAT SMS-Service. To register a TSAT request, the user should send a text message (SMS) either with ICAO callsign or registration to the following telephone number: +49 176 888 22 118.

The TSAT and any changes to the TSAT are transmitted to the corresponding aircraft operator respectively to the person responsible for the TOBT who then forwards them to the flight crew/pilots. When the Datalink procedure (DCL) is used for clearances, TSAT will additionally be transmitted directly into the cockpit.

3.1. TOBT and TSAT handling in extreme situations

If TOBT and TSAT vary significantly, the person responsible for the TOBT can approach the TOBT to the TSAT in order to prevent an early boarding. The airline's/the handling agent's responsibility is to make sure that every ground handling process (incl. boarding) has been finalised at TOBT. Therefore, a sequencing of the flight before the approached TOBT is not feasible anymore.

4. Start-Up and Push back

Start-up and push back clearances are issued taking into account the TOBT and TSAT. The following rules shall apply:

- The aircraft has to be ready for start-up at TOBT
- In principle the timeframe for start-up approval and en-route clearance is TSAT +/- 5 minutes
 - The pilot should request start-up approval and en-route clearance TSAT +/- 5 minutes
 - Clearance Delivery issues the start-up approval and en-route clearance depending on TSAT and the current traffic situation
- The push back/taxi clearance has to be requested not later than 5 minutes after the start-up approval has been issued
- In case of delays Clearance Delivery has to be informed. Otherwise, the TOBT will be deleted and has to be re-entered

4.1. Datalink Clearance - DCL

The published procedures and the time parameters published in the AIP AD 2 EDDL continue to apply to datalink departure clearances (DCL).

The TSAT is transmitted via CLD (departure clearance uplink message – issue of the start-up approval and en-route clearance by Clearance Delivery).

“Start-Up approved TSAT <hh:mm>“

If the TSAT changes after start-up clearance, no update of the DCL will follow. In this case the Aircraft Operator or the person responsible for the TOBT is in charge of passing on the actual TSAT into the cockpit.

The push back/taxi clearance has to be requested at TSAT +/-5 minutes.

Beispiel:

DCL with Start-up approval and En route clearance	DCL only with En route clearance
CLD AN DLH4CM/MA 005A - /DUSDFYA.DC1/CLD 1347 070326 EDDL PDC 001 DLH4CM CLRD TO ESGG OFF 23L VIA MEVEL9T SQUAWK 2543 ADT MDI NEXT FREQ 121.900 ATIS H STARTUP APPROVED TSAT 09:00	CLD TSAT 09:00 AN DLH4CM/MA 008A - /DUSDFYA.DC1/CLD 1349 070326 EDDL PDC 001 DLH4CM CLRD TO ESGG OFF 23L VIA MEVEL9T SQUAWK 2543 ADT MDI NEXT FREQ 121.775 ATIS H STANDBY ON 121.775 FOR STARTUP TSAT 09:00

4.2. Changes within the sequence

After the TSAT has been calculated, the sequence of flights can be changed within the area of responsibility of the person responsible for the TOBT. Such changes have to be coordinated directly with Air Traffic Control (Tel: +49 211 4154 130).

4.3. De-icing

4.3.1. Remote de-icing

Aircraft de-icing times must not be taken into account for the calculation of the TOBT, because de-icing request and the approximately de-icing period will be the basis for the calculation of the TSAT. Therefore, de-icing should be requested as early as possible.

De-icing has to be requested not later than SUG. A de-icing request afterwards leads on the one hand to suspension of SUG and on the other hand to a new calculation of the TSAT taking de-icing into account.

4.4. Coordination with NMOC (Network Management Operation Center)

The general NMOC (former CFMU) procedures remain the same.

In addition, during the turnaround process local Target Take-Off Times (TTOT) will be automatically calculated and transmitted to NMOC. In case of longer delay, which is under the responsibility of the airline, the standard CTOT allocation will apply, but will be fine-tuned by the local TTOT. Generally, NMOC will take the local TTOT into consideration for CTOT calculation and try to adjust it accordingly.

5. Aeronautical Information Publication (AIP)

The Airport CDM procedure at Düsseldorf Airport is published in AIP Germany, Volume II, AD2 EDDL, section AD 2 “Local Traffic Regulations”.

6. Persons responsible for the process/contact persons

Flughafen Düsseldorf GmbH

Ms. Linda Gerritsen

Tel. +49 211 421 20643

airport-cdm@dus.com

Deutsche Flugsicherung GmbH

Mr. Roger Mehl

Tel. +49 211 4154 140

airport-cdm@dus.com