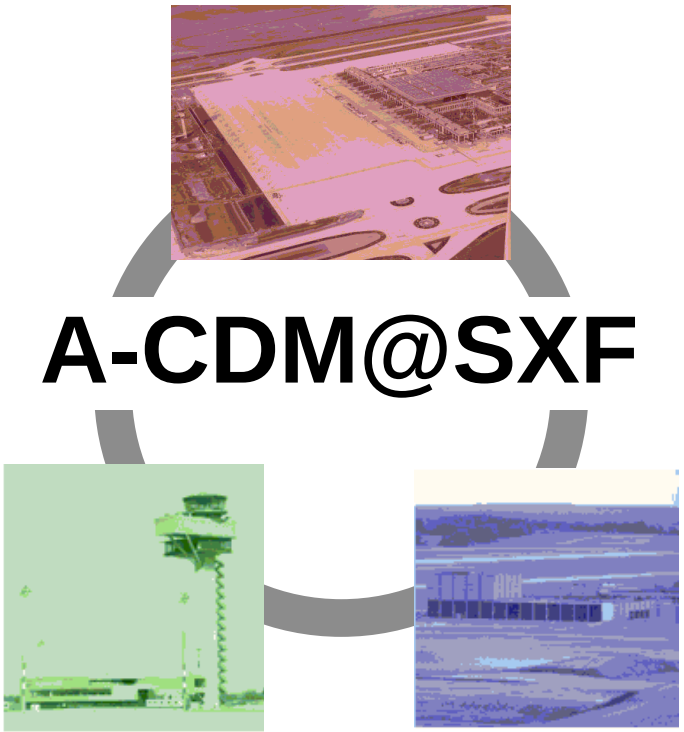
AIRPORT COLLABORATIVE DECISION MAKING



AIRPORT CDM at
Berlin Schönefeld (SXF) AIRPORT

Flight Crew Briefing
English

Co-financed by the European Union
Trans-European Transport Network (TEN-T)

„The sole responsibility of this publication lies with the author. The European Union is not responsible for any use that may be made of the information contained therein."

Airport CDM SXF

Version: 3.0
Author: Airport CDM Team BER
Date: 13.06.2016

Number of pages: 8

TABLE OF CONTENTS

1. General 4
   1.1. Definition 4
2. Target Off Block Time (TOBT) 5
   2.1. Automated TOBT 5
   2.2. Person responsible for TOBT 5
   2.3. TOBT input and adjustment 5
   2.4. TOBT- deletion 6
   2.5. TOBT reporting channels 6
3. Target Start Up Approval Time 6
   3.1. TOBT and TSAT handling in extreme situations 6
4. Start-Up and Push-Back 7
   4.1. Datalink Clearance - DCL 7
   4.2. Changes within the sequence 7
   4.3. De-icing 8
      4.3.1. Remote de-icing 8
   4.4. Coordination with NMOC 8
   4.5. Remote Holding 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 SXF 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 and the airport user regulations FBO), this document is to ensure that Airport CDM at SXF Airport is handled in a optimum way in the interest of all partners. A detailed description of the process is also available as a "brief description".

This document will enter into effect with the beginning of operation of SXF airport (01.05.2014) and supersedes any and all previous versions.

1.1. Definition

Airport CDM facilitates the optimal handling of turn-round processes in operations at SXF airport. It covers the period of time between the estimated off-block time (EOBT) minus 3hrs and take-off and is a coherent process from flight planning (ATC flight plan) to landing and the subsequent turn-round process on the ground before the next take-off.

Airport CDM at SXF 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 harmonisation 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. Automated 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 either at estimated landing time (ELDT) minus 30min or at EOBT minus 90min, depending on the latest event.
If the TOBT is not generated automatically, it has to be entered by the responsible person for TOBT as follows.

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 (ATC flight plan/person responsible for the EOBT) and
- the coordination of internal working procedures.

The person responsible for the TOBT, 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:

- 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 deviate from itself by at least more than 5min

As the TOBT is also the basis for further airport processes, adjustments of the TOBT (also if the process is completed more than 5min 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:

- the 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:

- AOE - Airport Operational Extranet
- AODB – Airport Operational Data Base
- TFDPS - Tower Flight Data Processing System

3. Target Start Up Approval Time

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 40min prior to the valid TOBT. The TSAT is transmitted via the same communication channels than the TOBT. As a rule, TSAT and any changes to the TSAT are transmitted 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 the TOBT and TSAT deviate from each other by more than 90min, the ground handling process has to be completed before TOBT. This does not apply to passenger boarding. Passenger boarding has to be completed latest at TSAT minus 60min.

4. Start-Up and Push-Back

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

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

- The aircraft has to be ready for start-up and/or remote de-icing at TOBT.
- In principle the timeframe for start-up approval and en-route clearance is TSAT +/- five minutes
    - The pilot should request start-up approval and en-route clearance TSAT +/- 5min.
    - Schönefeld GROUND issues the start-up approval and en-route clearance depending on TSAT and the current traffic situation.
- The push-back (nose-in positions) / taxi clearance has to be requested not later than 5min after the start-up approval has been issued.
- In case of delays Schönefeld GROUND 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 EDDB 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 Schönefeld GROUND).

“Start Up approved TSAT <hh:mm>“

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

Example:

DCL with Start up approval and En route clearance	DCL only with En route clearance
QU QXSXMXS .MUCDFYA 110454 CLD AN D-AHFX/MA 767A - /MUCDFYA.DC1/CLD 0454 070311 EDDM PDC 001 HLF111 CLRD TO LPFR OFF 26L VIA AMPEG1S SQUAWK 3553 ADT MDI NEXT FREQ 121.775 AT IS D **STARTUP APPROVED TSAT 05:00**	QU QXSXMXS .MUCDFYA 110818 CLD AN D-ACPQ/MA 891A - /MUCDFYA.DC1/CLD 0818 070311 EDDM PDC 001 DLH06M CLRD TO LFBO OFF 08R VIA AMPEG1E SQUAWK 3545 ADT MDI NEXT FREQ 121.725 AT IS J **STANDBY ON 121.725 FOR STARTUP TSAT 08:30**

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. If flights have a CTOT, it must be assured that these flights can still stick to the slot after the sequence change.

4.3. De-icing

4.3.1. De-icing on position

In the case of an apron de-icing, the aircraft has to be ready for de-icing at TOBT. It must have been de-iced at TSAT.

4.3.2. 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.

4.4. Coordination with NMOC

The general NMOC procedures remain the same. In addition during the turn-round process local Target Take Off Times (TTOT) will be automatically calculated and transmitted to the 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.

If an adjustment/extension is not sufficient, DFS (*Schönefeld GROUND*) offers to coordinate a new CTOT in consultation with the pilot in command/flight crew.

4.5. Remote Holding

Requirements for remote holding:

- TOBT and TSAT deviate from each other by more than 15min and
- The parking position in use is needed for another aircraft

The remote holding procedure won´t be used for tow movements. A Remote Holding has to be approved by the ACC.

5. Aeronautical Information Publication (AIP)

The Airport CDM procedure at SXF Airport is published in AIP Germany, Volume II, AD2-EDDB, section AD 2.

6. Persons responsible for the process/contact persons

projectmailadress:	a-cdm@berlin-airport.de
Boris Breug (FBB)	boris.breug@berlin-airport.de
Florian Witusch (FBB)	florian.witusch@berlin-airport.de
Roman Glöckner (DFS)	roman.gloeckner@dfs.de
Hendrik Wendler (DFS)	hendrik.wendler@dfs.de