Minutes of the 7th Meeting on General Aviation / Business Aviation (GA/BA)  
Slot Management at Hong Kong International Airport (HKIA)

Date: 3 Aug 2017  
Time: 1430 hours  
Venue: Room 008, CAD Headquarters, 1 Tung Fai Road, Lantau, Hong Kong  
Present: CAD  
Mr. Alan SHUM (Chairman)  
Assistant Director-General of Civil Aviation  
Mr. ST CHEUNG  
Chief Operations Officer  
Ms. Alice CHAN  
Senior Operations Officer  
Miss Birdie YUEN  
Operations Officer  
Mr. Marco FUNG  
Operations Officer  
Miss Jessica WONG (Secretary)  
Ag. Operations Officer  
AAHK  
Mr. Thomas LI  
Assistant General Manager, Airfield  
Ms. Sanna TAM  
Manager, Airfield  
Ms. Janice SHIU  
Assistant Manager, Airfield  
Mr. Edward HO  
Senior Operations Officer, Airfield  
Mr. Jesse LI  
Operations Officer, Airfield  
GA/BA Industry  
Ms. Madonna FUNG  
General Manager / HKBAC  
Ms. Sheree CHEUNG  
Director of Administration and Business Development / HKBAC  
Mr. Chris BARROW  
Head of Flight Operation / HKBAC  
Ms. Rita TAM  
Head of Customer Relations / HKBAC  
Mr. Terry LEUNG  
Flight Operations Supervisor / Aegle Aviation  
Mr. Mike WALSH  
Chief Executive Officer / Asia Jet & AsBAA  
Mr. Joe LI  
Operations Supervisor / Asia Jet
Mr. Elic WANG  
Chairman / Beijing HY Aviation Service Limited

Ms. Lily YUAN  
Financial Manager / Beijing HY Aviation Service Limited

Mr. Shawn LEUNG  
Crew Training and Operations Supervisor / Brilliant Jet Limited

Ms. Jade WONG  
Flight Operations Officer / Brilliant Jet Limited

Ms. Jenny GUAN  
Operation Coordination Supervisor / Business Aviation Asia Ltd.

Mr. Gary YAU  
Senior Operation Coordinator/ Business Aviation Asia Ltd.

Mr. Michael MI  
Operation Manager / Deer Jet Co. Ltd.

Mr. Charlie LI  
Operation Manager / Deer Jet Co. Ltd.

Mr. Shaundy TAY  
Sales & Marketing Representative / Executive Aviation Taiwan Corp.

Mr. David MEZENEN  
Business Development Director / Global Jet

Mr. Ryan CHUI  
Account Manager / Global Jet

Mr. Alvin SHUM  
Flight Dispatch Supervisor / Hong Kong Jet

Mr. Franco CHENG  
Flight Dispatch Officer / Hong Kong Jet

Ms. Sandy LO  
Director of Dispatching, Scheduling and Administration / ICTSI - Aviation

Mr. Simon LO  
Operations Manager / Jet Aviation Business Jets (HK) Ltd.

Ms. Carol LAM  
Manager Sales Aircraft Management and Charter / Jet Aviation Business Jets (HK) Ltd.

Mr. Matthew NG  
Flight operations officer/ Lily Jet

Ms. Cecilia FUNG  
Client Services Supervisor / Lily Jet

Ms. Bonnie SO  
Flight Support Supervisor / Mainbase Limited

Ms. Meiling LEE  
Senior Flight Support Coordinator / Mainbase Limited

Mr. Dean NELLES  
Director Flight Operations / Metrojet Limited

Mr. Laurence LAU  
Manager, IOC / Metrojet Limited

Mr. Matt MA  
Manager, Operations Control Centre / Phenix Jet

Mr. Jacky WONG  
Aircraft Dispatcher / Phenix Jet

Ms. Jennie GU  
Operations Supervisor / Saint Royal Aviation

Mr. West CHUN  
Manager, Operations / Sinojet

Mr. Trish LEUNG  
Senior Flight Operations Controller / Sinojet

Mr. Phil BALMER  
Director Maintenance / TAG Aviation & AsBAA
1. **Introduction**

1.1 The Chairman welcomed all participants to the meeting and extended a special welcome to new participants to the meeting.

2. **Review on OCS Users' Performance in Apr to Jun 2017**

2.1 Ms. Alice CHAN (CAD) gave an overview of the monthly GA/BA operations and reported on OCS users’ performance from April to June 2017. The general performance was stable and no particular misuse type had experienced an upward trend in the number of occurrences since the penalty scheme came into effect in Oct 2016. She reminded members that OCS users who had incurred penalties for three consecutive months would have their access to OCS and BAPS terminated. She further informed the meeting that as of June 2017 two OCS users had incurred penalty for two consecutive months. (Pages 4-7 of Attachment 1 refer)

2.2 Mr. Mike WALSH (AsBAA) remarked that the low number of misuses might be related to the decreasing GA/BA movements at HKIA rather than effectiveness of the penalty scheme. The Chairman said that the current slot allocation system aimed to allocate slots in accordance with the priority given in the IATA Worldwide Slot Guidelines. The use of OCS was part of the effort to reduce slot wastage. Noting the slots available to ad hoc services continued to decrease, the Chairman assured the meeting that CAD had been working closely together with AAHK to protect the viability of the GA/BA sector.

2.3 Mr. Mike WALSH (AsBAA) said while it was understood that GA/BA operations were low in the priority of slot allocation, he requested information on the actual distribution of slots at HKIA for all service sectors. Ms. Alice CHAN (CAD) quoted figures from HKIA’s website and reported that over the past 12 months, there were 350,655 passenger movements with 0.8% increase, 54,925 cargo movements with 2.7% increase, and 7,765 GA/BA movements with 19.9% decrease. Mr. WALSH remarked that the trend would continue downward for GA/BA, and opined that this had a negative impact on the economy as well as employment within the industry. He also said that GA/BA
aircraft were being sold and aircraft owners were avoiding coming to Hong Kong.

2.4 The Chairman acknowledged AsBAA’s comments and said that as a single airport city it was crucial for the regulator and the airport operator to balance the interests of all stakeholders. He recapped that AAHK had engaged a consultant to look into the situation. Mr. Phil BALMER (AsBAA) offered support for the consultancy study and welcomed the consultant to approach AsBAA for any information that may be required.

2.5 Mr. Thomas LI and Ms. Sanna TAM (AAHK) gave an update on the development of BAPS system enhancements since the last meeting (Page 8 of Attachment 1 refers) and reported that those enhancements that required system changes were expected to be completed by the end of November 2017.

3. **Discussion on Tail Specific Penalty Scheme**

3.1 Ms. Alice CHAN (CAD) presented to the meeting the Tail Specific Penalty Scheme and its implementation timeline. (Pages 10-15 of Attachment 1 refer)

3.2 Mr. Mike WALSH (AsBAA) enquired about the transitional arrangement from the current penalty scheme to the tail specific scheme. Ms. Alice CHAN (CAD) responded that the schemes would not run in parallel for the same operations, but any penalty incurred for performances in August 2017 would still be imposed (in October 2017).

3.3 Ms. Sarah KALMETA (AsBAA) enquired whether OCS users who had lost OCS access for incurring penalties in three consecutive months would be reinstated access once the tail specific scheme was implemented. Ms. Alice CHAN (CAD) responded that there was no plan to further penalise OCS users, and the Chairman concluded that OCS users would still be held accountable for their performances under the current scheme. (Attachment 2 refers.)

3.4 The Chairman invited members to comment on the scheme and the timeline proposed.

3.5 Mr. Karson WONG (TAG Aviation) requested that consideration be given to waive the penalty point related to “cancelling slots within 48 hours of operation” if the cancellation was related to schedule improvement. Mr. Mike WALSH (AsBAA) commented that the cancelled slot would be wasted as improvements were usually very last minute and it would not be feasible for other users to arrange an operation with such short notice. Mr. WONG understood the concerns and commented that it would be helpful if allowance could be given for improvements one day before departure. The Chairman agreed to look further into the case with AAHK.

[Post meeting note: CAD will monitor aircraft performance under the Tail Specific Penalty Scheme and make further refinements if necessary.]

3.6 Mr. Dean NELLES (Metrojet) expressed concerns that there would be room for manipulation if the penalty count under the tail specific scheme would be reset to...
0 after the penalty was imposed. Ms. Sarah KALMETA (AsBAA) explained that under the tail specific scheme the penalty points were cumulative and only 20 points would be reset after the penalty was imposed. The Chairman further explained that points that were not reset from a penalty would only be reset after 12 months.

4. **A.O.B.**

4.1 Mr. Mike WALSH (AsBAA) suggested the setting up of a working group between Hong Kong, Zhuhai and Macau airports for more collaboration amongst stakeholders and better connectivity between the airports. The Chairman explained that the issues facing the airports were not limited to slots but also on local rules and regulations and supporting facilities such as CIQ facilities so a working group may not be the best way to tackle the problem.

4.2 Mr. Alvin SHUM (Hong Kong Jet) raised concerns on the current requirement for proof of maintenance from an external party as their documents signed by in-house engineer were not accepted by AAHK as a support for “unintentional” misuse. Ms. Janice SHIU (AAHK) confirmed that the current arrangement was to accept proof only from external parties to maintain objectivity. Mr. SHUM also expressed difficulties in submitting the required support documents in 3 calendar days. Ms. Alice CHAN (CAD) said that the performance reporting process was being reviewed for the tail specific scheme and it was likely that more timely data of misuse cases would be provided to users for clarifications with a longer timeframe for response.

[Post meeting note: The “Guidelines on Runway Slot and Parking Stand Application for GABA at HKIA (Aug 2017)” has been updated to reflect the performance reporting process under the Tail Specific Penalty Scheme]

4.3 Mr. Conan SHE (VistaJet) observed that slots cancelled by GA/BA operators did not return to the system for booking by OCS users immediately, and expressed concern that those cancelled slots would be taken up by other service sectors. Mr. Marco FUNG (CAD) clarified that all slots cancelled by OCS users would automatically return to the pool for application by all OCS users, however the hold time before a slot would reappear was random. It was also possible that another OCS user had obtained the cancelled slot before the original user saw it. Ms. Alice CHAN (CAD) supplemented that given the longer planning horizon required for passenger and cargo services, it was unlikely that the slots cancelled by GA/BA operators would be allocated to them. Mr. Mike WALSH (AsBAA) further questioned whether the OCS system had been checked for bots that could grab slots automatically. Ms. CHAN assured the members that checks had been carried out by the vendor of OCS a few months ago and no sign of the utilisation of bots by OCS users was found.

4.4 Mr. Phil BALMER (AsBAA) expressed concern on behalf of the GA/BA industry on the limited amount of slots available to the industry, especially during the summer months and Chinese New Year. He proposed that GA/BA operations should be allocated a set percentage of the available runway slots at HKIA rather than only what was not used by other service sectors and would like the issue to be kept on the agenda.
4.5 Mr. Alan PONG (UWA) enquired the documents required for proof of medical flights. The Chairman explained that the reason for asking for proof was to prevent abuse of the slot exception provision, and solicited industry’s cooperation to pre-register aircraft as air ambulance. Mr. Mike WALSH (AsBAA) enquired on the arrangements for GA/BA operators to operate flights for humanitarian reasons. Ms. Alice CHAN (CAD) clarified that humanitarian flights, including those flights operated for medical emergency, did not require prior slot clearance from HKSCO as with international practice. (Attachment 2 refers.)

4.6 Mr. Mike WALSH (AsBAA) requested clarification on obtaining slots for maintenance flights at HKIA. Mr. WALSH and Mr. Dean NELLES (Metrojet) expressed difficulty with scheduling flight maintenance in Hong Kong due to the 14-days window given to GA/BA operators to obtain slots. The Chairman noted the comment and agreed to look into possible ways to address the issue. Mr. Marco FUNG (CAD) supplemented that currently GA/BA operators could only obtain slots for test and training flights outside of the OCS system as per AIC03/17.

[Post meeting note: Effective September 2017, slot requests for maintenance, test and training flights can be submitted via GCR. Details are reflected in the “Guidelines on Runway Slot and Parking Stand Application for GABA at HKIA (Aug 2017)”]

4.7 The Chairman invited Mr. Thomas LI (AAHK) to update the meeting on expanding the types of aircraft that could obtain slots during the night period (2200LT-0659LT). Mr. LI reported that the chances for an update of the AEDT model to include the Global 5000/6000 or G550 as exempted aircraft was remote, and explained that AAHK was in the process of developing another mechanism in order to facilitate these and other similar aircraft types to operate during the night period. He reported that AAHK aimed to update the industry with progress in a few months’ time.

4.8 Mr. Mike WALSH (AsBAA) stressed AsBAA’s request for a temporary solution while pending AAHK to work on a permanent one. He stated the industry was facing a lot of difficulties in the recent months due to the inability to obtain slots during the night period for non-exempted aircraft. Mr. Dean NELLES (Metrojet) and Mr. Conan SHE (Vistajet) supplemented that it had been very difficult for them to operate into Hong Kong with no day slots being available and half of their fleet being the non-exempted Global 5000/6000. Mr. WALSH opined that incremental noise impact should be minimal, when compared to that generated by ad hoc cargo operations, even if the aircraft types like Global 5000/6000 were allowed to obtain slots to operate in the night period.

4.9 Making reference to the operation statistics presented in Agenda item 2 (Page 4 of Attachment 1 refers), Mr. Mike WALSH (AsBAA) noted that only 2-3 aircraft operated during the night period. Ms. Alice CHAN (CAD) clarified that all 7 night slots available to GA/BA were mostly fully utilised, but many had made use of the 2 hour flexibility to operate outside of the night period.
4.10 Mr. Thomas LI (AAHK) reiterated that AAHK had to be mindful of the noise receiving public around the airport and since the current noise contour was already fairly close to the upper limit, it would be difficult for AAHK to make adjustment now with 5 months to go till the end of the year.

4.11 The Chairman expressed that while the AAHK was obliged to monitor noise at the airport and was utilising an FAA (Federal Aviation Administration) approved model in doing so, the AAHK also had the ability to allocate QC for some aircraft types to operate during the night period irrespective of what was exempted based on the FAA list. He thanked the industry for the useful comments, and assured that the CAD would try to push things forward with the AAHK on the matter. The Chairman also acknowledged the concerns raised on the declining number of slots for GA/BA operations, and proposed to look into increasing the number of GA/BA night slots to more than 7 per night as an interim measure.

[Post meeting note: As a trial and temporary measure, the number of GA/BA night slots available per night has been increased from 7 to 9 per night for exempted aircraft with immediate effect.]

4.12 Mr. Jacky WONG (Phenix Jet) asked whether there would be any heavier penalties for non-exempted aircraft that operated outside of the 2 hour allowance and into night period. The Chairman explained that since the operation frequency of GA/BA aircraft was relatively low and the penalty scheme was still fairly new, there was no intention of deriving a new set of penalties according to the noise level of an aircraft unless there were strong views from the industry.

4.13 Mr. Mike WALSH (AsBAA) shared with the meeting that when G650 was added onto the list of exempted aircraft, AsBAA was approached by aircraft manufacturers asking how they could get the other aircraft types onto the list. Understanding that AAHK was currently developing a new mechanism outside of the AEDT model to allow an expanded list of aircraft to operate during the night period, he queried whether there was anything the industry could help in communicating with the aircraft manufacturers so that things could progress quicker. Mr. Thomas LI (AAHK) thanked Mr. WALSH for the offer.

4.14 Ms. Sarah KALMETA (AsBAA) enquired about the details of the Airport Collaborative Decision Making (A-CDM) at HKIA and expressed concerns that the industry was not well briefed about it. Mr. Thomas LI (AAHK) replied that a briefing was under way and would be announced to the GA/BA industry in due course.

[Post meeting note: A briefing on A-CDM was held on 11 August 2017 and was attended by around 25 representatives from the GA/BA industry.]

4.15 The Chairman concluded that since no more comment was received on the Tail Specific Penalty Scheme, the Scheme would roll out as given in the timeline.

4.16 Mr. Phil BALMER (AsBAA) thanked the CAD for the work on the Tail Specific Penalty Scheme and believed it would be welcomed by the industry. He also thanked the CAD for organising the meetings, giving the industry an opportunity
to have some mutual understanding on the current situation.

5. The meeting was adjourned at 1625 hours.