Guidelines for Noise Quota Count Pilot Scheme Implementation

Introduction

1. With a series of consultation with airline community and IATA on the Noise Quota Count (“QC”) Pilot Scheme (“the Scheme”) during the period from August 2016 to January 2017, the Scheme was finally endorsed at the Special Schedule Advisory Committee (“SAC”) on 26 January 2017. The Scheme applies only to the night period (2200 to 0659 local time) aircraft operations and will take effect from Summer 2017.

2. This guideline is to be read in conjunction with the Annex 4 of Schedule Advisory Committee Paper 2017 on Revised Quota Count Pilot Scheme for Hong Kong International Airport (“RQCPs”) which will be incorporated into the Schedule Coordination Guidelines (“SC Guidelines”) for full details of the Scheme.

Objectives

3. This document serves to provide supplementary information on the implementation details of the QC Scheme and the relevant instructions in handling various scenarios on the day-to-day operations of the Scheme.

Roles and Responsibilities

4. The roles and responsibilities under the Scheme are summarized below:

a) Hong Kong International Airport Noise Quota Count Coordination Team (“HKIAQC”) of the Airport Authority Hong Kong (“AAHK”) is responsible for the management and the administration of the Scheme. HKIAQC can be reached at HKIAQC@hkairport.com.

b) Hong Kong Schedule Coordination Office (“HKSCO”) of the Civil Aviation Department is responsible for the slot allocation, in collaboration with AAHK on the administration of the Scheme during the Slot Coordination Process and act as a single contact point for airlines.

Implementation Details of the Scheme

Monitoring and Reporting

5. To facilitate close monitoring of the QC utilization, monthly reports are issued to all airlines with QC allocation on the 10th working day of the following month. Airlines are to review the QC utilization on monthly basis to proactively manage the noise performance within the allocation. Any discrepancy is to be raised to the HKIAQC within 3 working days upon the issuance of the report for follow up.
Notification of Long-term switch of Aircraft

6. Under the Scheme, airlines are encouraged to deploy quieter aircraft types for existing scheduled night flight operations in order to improve the noise performance of the airline and the Airport as a whole. To incentivize airlines to switch into quieter aircraft types, airlines are allowed to retain part of the saved QC according to paragraph 14 of RQCPS.

7. To initiate the process, airlines are required to notify HKIAQC by filling in Form A (Appendix I) for long-term switch of aircraft into quieter aircraft for scheduled night services at least 7 working days before the switch of the aircraft. The part of QC so-saved being retained by the airline shall take effect from the actual deployment of the quieter aircraft and will be reflected in the subsequent monthly report for record. Airlines are allowed to retain the saved and unused QC for a period up to one year.

Notification of QC return (incl. cancellation / non-operation of small scale operators)

8. Different scenarios for returning unused QC by airlines are summarized below:

a) According to paragraph 16 and Appendix 2 of RQCPS, airlines are to return their unused QC to AAHK to obtain a prescribed percentage of grant back in the following calendar year, depending on the time of returning QC. Airlines are to refer to Note 1 of Appendix 2 of RQCPS for details of the QC return timetable and grant-back percentage of QC.

b) With reference to paragraph 17 of RQCPS, small scale operators (holding no more than 2 night slots a day) are to return unused QC to AAHK within 7 days after flight cancellation or non-operation.

9. To return the unused QC, airlines are to fill in Form B at Appendix II to provide details for processing. Changes will be reflected in the subsequent monthly report for confirmation. The updated amount of QC to be granted back will be reflected in the Provisional / Final Allocation of QC for the following year.

Application of for QC from Reserve Pool

10. Reserve Pool serves to cater for unplanned night operations due to unforeseen circumstances falling under the Dispensation Category as described in paragraphs 20 and 21 of RQCPS. Airlines may apply for QC from the Reserve Pool by filling in Form C (Appendix III), with supporting document, for circumstances under the Dispensation Category within 72 hours of operations. For approved applications, the changes will be reflected in the subsequent monthly report for confirmation.

11. Unplanned night operations due to the circumstances specified below will be automatically covered by the Reserve Pool whereby application is NOT required.

a) Widespread and prolonged air traffic disruption due to weather when Airport Lightning Warning System and Flight Rescheduling Control System were activated by AAHK;

b) Shoulder period flights (2145-2155 & 0700-0710 local time) which have actual on or off block in the shoulder period but landing / takeoff in the night period.
Application for QC from Growth Pool

12. Growth Pool serves to cater for the approved new night slots applications. According to paragraph 27 of RQCPS, approved new night slots would be automatically granted together with the supporting QC. In this regard, application is NOT required.

Slot transfer / SWAP

13. With reference to the paragraph 28 of SC Guidelines, slot transfer between airlines can be made under either of the following conditions:

   a) Between parent and subsidiary companies; or

   b) Between subsidiaries of the same parent company

14. For transfer of night slots between airlines, the QC based on the original aircraft type (from outgoing airline) is to be transferred to the airline receiving the night slot to support the night period operations. If the receiving airline operates an aircraft type requiring a higher QC than the QC being transferred together with the night slot, the additional QC is to be covered by the receiving airline from its Scheduled Pool.

15. To initiate night slot transfer between airlines, the airlines involved shall provide the necessary slot transfer information to SCO for confirmation. The same information is to be copied to AAHK 7 working days before the effective period. The relevant changes will be reflected in the subsequent monthly reports.

Combining QC Account Arrangement

16. Under the Scheme, QC are allocated to airlines with approved night slots to support the night time operations. QC utilization will be closely monitored against the relevant QC allocation of individual airlines. Airlines, fulfilling the same slot transfer criteria (paragraph 13 above) may apply to HKIAQC in writing for combining QC accounts by the end of the year to offset any prospective outstanding QC surplus / deficit no later than November of the relevant year. Upon approval by AAHK, the combined account shall take effect only during the year-end to evaluate the annual balances of involved airlines. Separate accounts on the monthly QC utilization of the airlines shall be maintained.

17. For combined account airlines, the historic QC allocation for the following year shall be based on the Final Allocation calculations provided at Appendix 2 of RQCPS.

Review of the Scheme

18. In addition to airlines’ self-monitoring of its performance on regular basis, AAHK has committed to closely monitor the overall HKIA noise performance under the Scheme and the Scheme implementation. An interim review of the Scheme will be conducted after the first year of implementation to collect feedback on the administration from the key stakeholders.
The Scheme will be reviewed again by the end of the second year on the overall implementation and the effectiveness.
HKIA Noise Quota Count (QC) Pilot Scheme
Notification of Long Term Aircraft Switch (Form A)

Airline (3-letter code):  
Contact Person
Name:  
Position:  
Contact Number:  
Email address:  

Please provide particulars of the long-term switch into quieter aircraft type as below:

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<tr>
<th>Season</th>
<th>Flight No</th>
<th>Arrival/Departure</th>
<th>Slot Date Range</th>
<th>DOOP</th>
<th>Slot time (UTC)</th>
<th>AC Type (SSIM)</th>
<th>Internal Use</th>
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Completed Form is to be submitted to HKIAQC@hkairport.com.

I certify that the information provided on this application is accurate. I understand that false information will be refused for processing.

Name and Signature
Company Chop
Date

For internal use only

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<th>A/L QC allocation</th>
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February 2017
HKIA Noise Quota Count (QC) Pilot Scheme
Notification of QC Return (Form B)

Airline (3-letter code): [Click here to enter text.]

Contact Person
Name: [Click here to enter text.]  Position: [Click here to enter text.]
Contact Number: [Click here to enter text.]  Email address: [Click here to enter text.]

With reference to paragraph 8 of the Guidelines for Noise Quota Count Pilot Scheme Implementation, please provide the following particulars for returning QC.

☐ Flight cancellation / non-operation
☐ Returning of unused QC

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<thead>
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<th>Flight No</th>
<th>Arrival / Departure</th>
<th>Slot Details</th>
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Completed Form is to be submitted to HKIAQC@hkairport.com.

I certify that the information provided on this application is accurate. I understand that false information will be refused for processing.

[Click here to enter text.]  Name and Signature  [Click here to enter text.]  Company Chop  [Click here to enter text.]  Date

For internal use only
A/L’s Original QC allocation
QC returned
A/L’s Revised QC allocation

1 For small scale operators (holding no more than 2 night slots a day)
HKIA Noise Quota Count (QC) Pilot Scheme
QC Dispensation Request (Form C)

Airline (3-letter code):  

Contact Person

Name:  

Contact Number:  

Email address:  

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<th>Slot (UTC)</th>
<th>Justifications for Dispensation</th>
<th>Supporting Document Attached</th>
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* Category of Justifications for Dispensation:

i. Flights involving State VIPs  
ii. Relief Flights  
iii. Military Aircraft and Flights affected by War/Hostilities  
iv. Other Exceptional Circumstances deemed by the Government  
v. Emergencies  
vi. Widespread and Prolonged Air Traffic Disruption due to - Flow Control announced by CAD (only those destinations which use the air route under flow control will be covered; consequential aircraft rotation delay to other destinations will not be covered)  
vii. Flights affected by exceptional circumstances that involve serious congestion at the aerodrome or serious hardship or suffering to passengers or animals (e.g. strike by unions, blockage of the road link to the airport, etc.)

Note: Applications for dispensation have to be made with supporting document within 72 hours of operation. Completed Form is to be submitted to HKIAQC@hkairport.com. Failure to do so will result in non-acceptance of dispensation considerations.