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HONG KONG INTERNATIONAL AIRPORT

AIC

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**Application Procedures for Non-Traffic Flight Operations
at (A) Hong Kong International Airport (HKIA)
or (B) in Hong Kong FIR
or (C) at Other Adjacent Aerodromes**

1. Introduction

1.1 Basically, there are three types of non-traffic flight operations in Hong Kong. They are classified as

- (A) Test, Training or Demonstration Flights at HKIA;
- (B) Test, Training or Demonstration Flights in HK FIR; and
- (C) Positioning Flights for Training at Other Adjacent Aerodromes.

2. Description of the 3 types of flights

(A) Test, Training or Demonstration Flights at HKIA

A.1 These flights comprise manoeuvres such as touch-and-goes, low approaches or go-arounds which occupy multiple runway slots.

A.2 These flights will be restricted to operate (with planned EOBTs and ETAs) within 0630-1000L (2230-0200UTC) daily such that they will not impose too much delay on scheduled traffic at busy hours after 1000L.

(B) Test, Training or Demonstration Flights in HK FIR

B.1 These flights do not need to occupy multiple runway slots in HKIA but will involve various flight manoeuvres outside the Control Zone.

B.2 Due to regulatory and operational requirement, some of these flights will need longer hours in the air to complete all the test manoeuvres. Flight testing during daylight hours is also recommended. Therefore specific operating window will not be imposed on such flights as in (A). However, flights should preferably take place before 1000L or after 1430L to avoid the busy traffic in the Terminal Area of HK FIR.

(C) Positioning Flights for Training at Other Adjacent Aerodromes

C.1 Positioning flights originating from Hong Kong for training at other adjacent aerodromes (Macao, Shenzhen or Zhuhai) would normally be pre-planned or on a periodic basis.

3. Slot Application Procedure

3.1 All the above mentioned types of flights are pre-planned activities, operators are therefore required to submit their slot applications during office hours by email only to the Hong Kong Schedule Coordination Office (HKSCO) [hkgslot@cad.gov.hk] preferably **at least 3 working days in advance** of the proposed operating date. Office hours of HKSCO is 0900-1800L (0100-1000UTC) daily except Saturdays, Sundays and gazetted public holidays (please refer to the relevant AIC posted on web [<http://www.hkatc.gov.hk>] on the gazetted public holidays in Hong Kong).

4. Traffic Notification Procedures

4.1 Test, Training or Demonstration Flights at HKIA – Type (A)

4.1.1 After slots are obtained, the flights details shall be sent to the ATC Watch Manager via fax +852 2910 1177 or email to [atmdwsu@cad.gov.hk] **at least 24 hours in advance** for notification purposes. The submission shall include all the relevant details of the required manoeuvres at HKIA. Insufficient lead-time submissions may result in delay to the flight.

4.2 Test, Training or Demonstration Flights in HK FIR – Type (B)

4.2.1 After slots are obtained, the flights details shall be sent to the ATC Watch Manager via fax +852 2910 1177 or email to [atmdwsu@cad.gov.hk] **at least 24 hours in advance** for notification purposes. The submission shall include all the relevant details (altitudes, routes and manoeuvres) of the flight in HK FIR. Insufficient lead-time submissions may result in delay to the flight.

4.2.2 For flights departing from other adjacent airports and proposing test, training or demonstration flight manoeuvres in HK FIR only, slots will not be necessary. They will be subject to the conditions stated in paragraphs 5 and 6 below.

4.3 Test, Training or Demonstration Flights in both HKIA and HK FIR – Type (A+B)

4.3.1 The operating time for these flights will still have to satisfy the requirements in both paragraph 2.A.2 and 2.B.2 above. Operator shall plan to complete the manoeuvres at HKIA before 1000L and then continue the other manoeuvres in HK FIR. Should the operator have difficulty in meeting the above time restrictions due to fleet, crew time or other valid reason, they may discuss with HKSCO.

4.3.2 After slots are obtained, the flights details shall be sent to the ATC Watch Manager via fax +852 2910 1177 or email to [atmdwsu@cad.gov.hk] **at least 24 hours in advance** for notification purposes. The submission shall include all the relevant details (required manoeuvres at HKIA, altitudes and routes in HK FIR) of the flight. Insufficient lead-time submissions may result in delay to the flight.

4.4 Positioning Flights for Training at Other Adjacent Aerodromes – Type (C)

4.4.1 After slots are obtained for these flights, there is no need to notify ATC Watch Manager as these flights will be treated as any other normal departures/arrivals out of/into HKIA.

5. Flight Planning Procedure

5.1 After slots are obtained and/or flight details submitted as required above, the operator shall file the standard ICAO Flight Plan not less than 3 hours before the EOBT on the day of the intended operation.

6. Final Briefing and Approval Procedures

6.1 Notwithstanding that slots have been allocated by the HKSCO or any previous approval given, the duty ATC Watch Manager shall have the final decision to extend or shorten the time period, approve or disapprove these proposed flight activities subject to prevailing traffic conditions and/or weather considerations. Operators or pilots are therefore required to contact the duty ATC Watch Manager [tel +852 2910 6821] between one and three hours prior to the EOBT of the proposed flight to obtain final briefing/approval.

6.2 These types of flight are accorded a lower priority than scheduled traffic. Due to other traffic in the Control Area, requests for special manoeuvres of the test, training or demonstration flights may be disapproved.

7. AIC 18/08 is hereby superseded.