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**Application Procedure for Local Helicopter Operations
for Maintenance, Commercial and Airport Tenant Flights
at Hong Kong International Airport**

1. Introduction

- 1.1 Local helicopter operations at Hong Kong International Airport (HKIA) for **maintenance, commercial or HKIA tenant company flights** have to be carefully managed with regard to other airport movements. As there is no helipad or dedicated helicopter area at HKIA, each helicopter movement occupies a runway 'slot'. In order to optimise runway utilisation there is a requirement for operators of helicopters to comply with an application procedure for local helicopter flights at HKIA.

2. Details of Application Procedure

- 2.1 Helicopter operations at HKIA shall not delay or restrict scheduled flights, therefore each application will be considered on a case-by-case basis. A maximum of 4 ad hoc helicopter flights per day may be accommodated.
- 2.2 The categories of local flights permitted to operate are: flights for maintenance requiring hangarage, commercial flights and flights by HKIA tenant companies. Other categories of local flights, e.g. training, line maintenance, private or recreational flights are not normally permitted.
- 2.3 Operators **shall** apply to the Hong Kong Schedule Coordination Office (HKSCO) for a time slot for each arrival or departure at HKIA. Requests should be made by e-mail to: hkgslot@cad.gov.hk. Requests should normally be made at least 3 days prior to the day of intended operation and a reply will be given at least 48 hours prior to ETA/ETD. For applications with less than 3 days notice, HKSCO will give a reply at least 24 hours prior to ETA/ETD.
- 2.4 Operators are recommended to apply for time slots during the off-peak periods (0700-1000 and 1700-1800 local time daily), when there is more availability of vacant slots. However, these times are regularly reviewed and may be changed subject to demands for scheduled flights.
- 2.5 When HKSCO has issued a slot time(s), the operator shall then apply to Director-General of Civil Aviation (DGCA) and Airport Authority Hong Kong (AAHK) for written permission to operate at HKIA.

- 2.6 Notwithstanding the issue of a slot time by HKSCO and written permission from DGCA and AAHK, the pilot must contact the Aerodrome Control Supervisor (tel. no. 2910 6822) for final approval on the day of the flight.

3. Flight Routeing

- 3.1 Flights routeings shall comply with ATZ standard entry and exit routes as published in AIP Hong Kong page AD2-54, para. 25.3. Flights via the CTR Island Zone shall normally route Tung Chung Pass or Silvermine.

This Circular is issued for information, guidance and necessary action
By direction of the Director-General of Civil Aviation
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