

SECTION	TYPE OF CHANGE	AMENDMENT	EFFECTIVE
1.1.1	Editorial	<p>Airport coordination is a means of managing airport capacity through the application of a set of rules contained in these <del>Worldwide Slot Guidelines</del> <u>Worldwide Airport Slot Guidelines (WASG)</u>. Coordination involves the allocation of constrained or limited airport capacity to airlines and other aircraft operators to ensure a viable airport and air transport operation. Coordination is also a process to maximize the efficient use of airport infrastructure.</p>	1 April 2020
1.2.1	New	<p>The prime objective of airport <u>slot</u> coordination is to ensure the most efficient <u>declaration, allocation and use of available airport capacity infrastructure</u> in order to <u>maximize optimize benefits to consumers, taking into account the interests of airports and airlines.</u> <del>the greatest number of airport users.</del></p> <p>a) <u>To facilitate consumer choice of air services, improve global connectivity and enhance competition at congested airports for passengers and cargo.</u></p> <p>b) <u>To provide consumers with convenient schedules that meet demand, are consistent from one season to the next, and reliable in terms of their operability.</u></p> <p>c) <u>To ensure that slots are allocated at congested airports in an open, fair, transparent and non-discriminatory manner by a slot coordinator acting independently.</u></p> <p>d) <u>To realize the full capacity potential of the airport infrastructure and to promote regular reviews of such capacity and demand that enable effectual capacity declarations for slot allocation on a seasonal basis.</u></p> <p>e) <u>To balance airport access opportunities for existing and new airlines.</u></p> <p>f) <u>To provide flexibility for the industry to respond to regulatory and changing market conditions, as well as changing consumer demand.</u></p> <p>g) <u>To minimize congestion and delays.</u></p>	1 April 2020

1.5.1	Editorial	Airports are designated following a thorough demand and capacity analysis, using commonly recognized best practice methods by the airport managing body or other competent body. The analysis should be completed in a timely manner to enable an official capacity declaration (the maximum capacity available for allocation considering the functional limitations at the airport such as runway, apron, terminal, airspace, and environmental restrictions) for each <u>scheduling IATA</u> season. At a minimum, the analysis should be conducted whenever there are significant changes in airport infrastructure, operational practices, or patterns of demand. This analysis should use quantitative and transparent criteria for determining which level of coordination is appropriate for that airport.	1 April 2020
2.1.2	Editorial	The Worldwide <u>Airport Slot Guidelines (WASG)</u> is a set of standards and best practices developed by <u>airports, airlines along with and facilitators/slot the coordinators and facilitator communities</u> . These guidelines are a comprehensive set of procedures for the allocation and management of airport capacity. The principal users of these guidelines are <u>airports, airlines, coordinators, and facilitators</u> .	1 April 2020
2.1.3	Editorial	<del>IATA maintains</del> <u>The WASG is maintained jointly by Airports Council International (ACI), the International Air Transport Association (IATA) and the Worldwide Airport Coordinators Group (WWACG) under the supervision of the Worldwide Airport Slots Board (WASB), which is comprised of an equal number of airports, airlines and slot coordinators/facilitators. The mandate of the WASB is to propose areas of policy development, consider ways of improving the procedures, and review and analyze future trends and technology. Joint Slot Advisory Group (JSAG).</u>	1 April 2020
2.1.4	New	<u>The WASB is responsible for establishing Airport Slot Working Groups (ASWG) to carry out focused and specific work on any issues deemed of interest for the industry. The mandate of the ASWGs is to recommend changes to the WASG for consideration and approval by the WASB, develop and support implementation of the standard.</u>	1 April 2020

2.1.5	Editorial	All changes to the <u>WASG</u> are agreed by JSAG the <u>WASB</u> before being presented to the Heads of Delegation of the Slot Conference for majority endorsement. This ensures that standards or best practices cannot be changed, or new items introduced into the <u>WASG</u> unilaterally by any <u>airport</u> , airline, slot coordinator/facilitator, <u>or industry group</u> , <del>or IATA.</del>	1 April 2020
2.1.6	Editorial	The <u>WASG</u> is recognized by the global air transport community as the industry standard methodology for the allocation of slots at Level 3 airports and management of planned operations at Level 2 airports. Where a State or government intends to develop and implement their own rules or procedures, the principles of these guidelines should be adopted. <u>IATA Industry groups</u> encourages the use of these guidelines as the basis of such regulations.	1 April 2020
2.1.7	Editorial	The <u>WASG</u> provides a consistent, transparent, and fair method for the allocation and management of airport capacity. Air transport is global in nature and requires harmonized slot allocation standards at both the origin and destination airports of each route in order to maximize an airport's and airline's efficient use of <u>airport and airline</u> resources.	1 April 2020
2.2.5	Editorial	Delegates at the SC must be the accredited representatives of their airline or coordination organization. The SC is essential to help ensure the success of an airline's commercial operation and to the successful allocation <del>coordination</del> <u>management</u> of airport capacity by the coordinators and facilitators. IATA undertakes to ensure that the information necessary to participate in the twice-yearly SC is available to all airlines, coordinators, and facilitators	1 April 2020
2.3.4	Editorial	<u>Industry groups</u> IATA strongly encourages all participants in the airport coordination process to follow the standards published in the SSIM.	1 April 2020
2.4.1	Editorial	<del>IATA provides training to introduce participants to the airport coordination process. This training includes introductory sessions for new attendees of the SC and more advanced training for airlines, coordinators, and facilitators.</del>	1 April 2020
4.2.1	Editorial	The responsible authority must ensure the appointment of a facilitator following consultations with the airport managing body, the airlines using the airport, and their representative organizations. <del>— for example, IATA.</del> Previous airline scheduling knowledge or coordination experience is a prerequisite for appointment.	1 April 2020

4.4.3	WSG Strategic Review	After consultation with stakeholders, the airport managing body or other competent body must inform the facilitator of any capacity changes and of the coordination parameters. <del>The facilitator will in turn inform the airlines.</del> This declaration must be completed <u>as soon as possible and at least 14 days and not later than 7 days</u> before the Initial Submission Deadline.	1 April 2020
4.5.1 b	WSG Strategic Review	Make available to relevant stakeholders details of the coordination parameters and utilization of the declared capacity. <u>The facilitator shall inform the airlines as soon as possible and at least 14 days and not later than 7 days before the Initial Submission Deadline;</u>	1 April 2020
5.2.1	Editorial	The responsible authority must ensure the appointment of a facilitator following consultations with the airport managing body, the airlines using the airport, and their representative organizations. <del>— for example, IATA.</del> Previous airline scheduling knowledge or coordination experience is a prerequisite for appointment.	1 April 2020
5.2.4	Editorial	If the day-to-day coordination at an airport is transferred to a different coordination organization, the date of transfer to the new organization must be notified as soon as possible to all airlines operating at that airport and to <u>the Secretariat of the WASB IATA.</u>	1 April 2020
5.4.2	WSG Strategic Review	After consultation with the Coordination Committee, the airport managing body or other competent body must decide and provide the coordination parameters to the coordinator <del>not later than</del> <u>as soon as possible and at least 14 days and not later than 7 days</u> before the Initial Submission Deadline. <del>The coordinator will in turn inform the airlines.</del>	1 April 2020
5.5.1 b	WSG Strategic Review	Make available to relevant stakeholders details of the applicable coordination parameters, local guidelines and regulations, and any other criteria used in the allocation of slots, <u>as soon as possible and at least 14 days and not later than at least 7 days</u> before the Initial Submission Deadline for each SC, where possible. <u>The coordinator shall inform the airlines as soon as possible and at least 14 days and not later than 7 days before the Initial Submission Deadline</u>	1 April 2020

6.2.1	WSG Strategic Review	The airport managing body or other competent body should consult the Coordination Committee and other relevant stakeholders on the results of the capacity analysis after which the coordination parameters are declared. This should be done well in advance of each <del>IATA season</del> <u>Initial Submission Deadline</u> and be made available to all relevant stakeholders.	1 April 2020
6.2.5	WSG Strategic Review	Coordination parameters should be provided to the coordinator or facilitator as soon as they are declared <del>but not later than</del> <u>as soon as possible and at least 14 days and not later than</u> 7 days before the Initial Submission Deadline.	1 April 2020
6.9.1	WSG Strategic Review	The coordination parameters are reviewed twice each year by relevant stakeholders, normally at meetings of the Coordination Committee or an equivalent representative body. This review must occur in a timely manner to allow the declaration of coordination parameters <u>to all stakeholders</u> well in advance of each <del>IATA</del> <u>scheduling season as soon as possible and at least 14 days</u> <del>but and</del> not later than 7 days before the Initial Submission Deadline.	1 April 2020
6.10.1	WSG Strategic Review	If a planned capacity reduction is unavoidable the Coordination Committee must be consulted during the decision process and as soon as possible before any reduction of capacity occurs. In all cases, airlines' historic slots must be honored. The coordinator, or other competent body, must communicate the capacity change to all relevant stakeholders well in advance of each <del>IATA</del> <u>scheduling season as soon as possible and at least 14 days</u> <del>but and</del> not later than 7 days before the Initial Submission Deadline for the SC.	1 April 2020
8.4.1	WSG Strategic Review	When slots cannot be allocated using the primary criteria as set out in 8.3 above, <u>coordinators should not simply allocate the remaining slots pro-rata among all requesting airlines. Instead, consideration should be given to the following factors (in no particular order) to determine which of the competing requests should be allocated a slot:</u>	1 April 2020
8.4.1 a	WSG Strategic Review	Effective Period of Operation: <u>Whether an airline's</u> <del>The</del> schedule <del>that</del> will be effective for a longer period of operation in the same season <del>should have priority</del> <u>than other competing requests.</u>	1 April 2020

8.4.1 b	WSG Strategic Review	<del>Operational Factors-Curfews: When operational factors (such as curfew) a curfew at one airport creates a slot problem elsewhere, thereby constraining an airline's schedule, priority should be given to the airline whose schedule is constrained by the curfew.</del>	1 April 2020
8.4.1 c	WSG Strategic Review	<del>Time Spent on Waitlist: Whether an airline's request Requests that have has been pending on the waitlist longer than competing requests. should have priority over more recent requests.</del>	1 April 2020
8.4.1 d	WSG Strategic Review	Type of <u>Consumer Service</u> and Market: The balance of the different types of services (scheduled, charter, and cargo) and markets (domestic, regional, and long haul, <u>and leisure or business</u> ), and the development of the airport route network should be considered.	1 April 2020
8.4.1 e	WSG Strategic Review	<u>Connectivity: Coordinators should try to ensure that due account is taken of the development of the specific airport route network and connectivity to meet the needs of passengers and shippers.</u>	1 April 2020
8.4.1 f	WSG Strategic Review	Competition: Coordinators should try to ensure that due account is taken of competitive factors in the allocation of available slots. <u>These factors could include the addition and development of a new route or competition on an existing route.</u>	1 April 2020
8.4.1 g	WSG Strategic Review	<del>Requirements of the Travelling Public and Other Users: Coordinators should try to ensure that the needs of the travelling public and shippers are met as far as possible.</del> <u>Environment: Coordinators should try to ensure that due account is taken of environmental factors in the allocation of available slots.</u>	1 April 2020
8.4.1 h	WSG Strategic Review	<del>Frequency of Operation: Higher frequency such as more flights per week should not in itself imply higher priority for slot allocation.</del>	1 April 2020
10.3.1	WSG Strategic Review	The coordination parameters must be provided by the airport managing body or other competent body to the coordinator or facilitator well in advance of each IATA <u>scheduling season as soon as possible and at least 14 days and but and not later than 7 days before the Initial Submission Deadline.</u>	1 April 2020

10.3.2	<b>WSG Strategic Review</b>	Coordinators and facilitators must make the following information available to all airlines operating or planning to operate at the airports they coordinate, <u>as soon as possible and at least 14 days and not later than 7 days before the initial submission deadline:</u>	<b>1 April 2020</b>
10.4.3	<b>Editorial</b>	The coordinator must publish the date when SHLs were sent for each airport by the SHL Deadline at <a href="http://www.wwacg.org">www.wwacg.org</a> . Coordinators who regularly fail to distribute SHLs by the deadline will be contacted by the <del>WASB</del> <u>JSAG</u> to discuss their compliance with these procedures.	<b>1 April 2020</b>
10.7.3	<b>WSG Strategic Review</b>	Before airlines send their submission, they should be aware of the coordination parameters and utilization data provided by coordinators and facilitators. If airlines do not have up-to-date coordination parameters and utilization data, they should obtain it from the coordinator or facilitator well in advance, <u>and as soon as possible and at least 14 days and not later than 7 days before of the Initial Submission Deadline.</u>	<b>1 April 2020</b>