



LAX AIRPORT OPERATIONS

TOM BRADLEY INTERNATIONAL TERMINAL (TBIT) **GATE ASSIGNMENT PROTOCOLS**

REVISION EFFECTIVE NOVEMBER 1, 2018

A handwritten signature in black ink, appearing to read "Keith Wilschetz", written over a horizontal line.

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DEFINITIONS

For the purposes of Gate Assignment priorities, following definitions of flight categories will be used.

ARCC:	Airport Response Coordination Center.
Arrival Only:	A flight deplaning passengers and/or departing at a time outside the recommended gate occupancy time.
Baseline Scheduled flights:	Scheduled flights that have met the schedule submission deadlines described under Section 1.3 (b).
Departure Only:	A flight emplaning passengers for destinations other than LAX and/or departing after arriving beyond the recommended gate occupancy time.
Domestic Arrival:	Flights that originate from destinations within the USA.
Domestic Departure:	Flights that depart for destinations within the USA.
Frequency:	The days of operations in one-week (Monday – Sunday) period.
Full Turn:	An arriving flight that deplanes all passengers, bags and cargo, and is then scheduled for a flight departing within the recommended gate occupancy time from the same gate, with passengers, bags and/or cargo, operating under a different flight number.
FIS:	Federal Inspection Services.
GSE:	Ground Service Equipment.
Gate Occupancy Time:	The amount of time a live flight occupies a gate.
International Arrival:	Flights that originate outside USA and passengers require FIS at LAX.
International Departure:	Flights that depart to destinations outside USA.
In-Transit:	A turnaround aircraft international operation at LAX arriving from one country and departing to a different country having one flight number, use of a single aircraft, no aircraft swap, and for which a subset of the deplaning passengers are (1) allowed to re-board the aircraft for the departing flight segment after being subjected to CBP inspection and (2) are permitted to have their checked baggage remain on board the aircraft without such baggage being cleared to enter USA unless CBP require inspection of any such baggage.

Non Baseline scheduled flights: Flights that have not met the schedule submission deadlines described under Section 1.3 (b), or new flights introduced after the submission deadlines under Section 1.3 (b), or changes to flight schedules after the schedule submission deadline that are greater than 3 hours and apply for more than 7 days.

PBB: Passenger Boarding Bridge.

Pre-Cleared Arrival: Flights that originate outside the USA, but passengers do not require FIS at LAX.

Seasonal flight: An airline flight operating for less than 10 consecutive months in the year.

TBIT: Tom Bradley International Terminal.

WRG: West Remote Gates.

Year round flight: An airline flight operating 12 consecutive months in the year.

SECTION 1.0 – OVERVIEW

1.1 AUTHORITY

Since the Airport is a public facility essential to the regional and national transportation economy, and as a matter of public policy, the Landlord requires that space at the facilities of the Airport be fully utilized. To ensure compliance the CEO, in his or her sole discretion, may from time to time issue directives for the assignment of flights on Gates designated as either preferential-use or common-use in the Terminals/Airport.

This document describes protocols adopted to assign flights at common use gates at Tom Bradley International Airport (TBIT). LAX Airport Operations Division's Gate Control at the Airport Response Coordination Center (ARCC) has the responsibility to implement the protocol and assign aircraft gates at TBIT and the West Remote Gates (WRG).

1.2 CURRENT PROFILE OF SCHEDULED FLIGHTS AT TBIT

Number of turn flights:	125 flights daily
Operation types:	Arrivals, Departures, Turns, and Transit flights
Airlines:	53 Airlines
TBIT Terminal Gates:	19 TBIT Terminal gates (including 4 ADG III gates)
West Remote Gates:	9 Gates with Jet bridges
West Remote Gates:	18 Hard-stand positions
Aircraft Types:	A380, B747-400/800, B777-200/300, A340-600, A330-300, A340-300/500, B767-300, B787-8/9, A350-900, A320, A321, B737-800/900
Ground time for turn flights:	
Less than 3 hours -	86 flights daily or 68% of total flights
Between 3 and 4 hours -	5 flight daily or 3% of total flights
Between 4 and 5 hours -	6 flights daily or 4% of total flights
Greater than 5 hours -	28 flights daily or 25% of total flights
Flights by aircraft group:	<u>Winter 2019</u>
Group VI	11%
Group V	69%
Group IV/III	20%
Preferential Flight access:	Delta and their partners have approximately 13 daily preferential flights

1.3 SCHEDULES AND REPORTS

- a. Airlines requiring assignments at TBIT gates have been submitting their schedules to the ARCC Gate Control **60 days** in advance of each summer and winter seasons. Effective 01 September, 2018 LAX as a Level 2 Slot Coordinated Airport adopted IATA's Worldwide Slot Guidelines (WSG) timelines for schedule submissions. Compliance with schedule submission of schedules is critical as flights outside the "baseline scheduled flights" may lose priorities in day to day assignments.
- b. Following schedule submission dates will apply:
 - i. Summer 2019:

i. Initial schedule submission:	October 5, 2018
ii. IATA Slot Conference:	November 13-16, 2018
iii. Schedule changes accepted:	January 31, 2019 (60 days advance)
iv. Baseline scheduled flights:	February 5, 2019
v. Start of summer season:	March 31, 2019
 - ii. Winter 2019/2020

vi. Initial schedule submission:	May 16, 2019
vii. IATA Slot Conference:	June 18-20, 2019
viii. Schedule changes accepted:	August 27, 2019 (60 days advance)
ix. Baseline scheduled flights:	September 2, 2019
x. Start of winter season:	October 27, 2019
- c. Based on schedule submissions, the ARCC Gate Control will plot and disseminate a one-week gate schedule two to four weeks prior to the commencement of each season.
- d. When requested, LAWA Airport Operations will schedule a "Gate Assignments Overview" session in the ARCC to provide stakeholders with real time awareness and address concerns raised by Airlines.
- e. In scheduling gate assignments, the ARCC Gate Control will utilize the Gate Configuration and Optimization Parameters and resolve conflicts utilizing the Gate Scheduling Priorities described in this protocol.
- f. ARCC Gate Control maintains records of all gate assignments made and can provide a monthly report of actual gate assignments upon request.
- g. ARCC Gate Control will provide TBITEC with a monthly on-time performance report of the airlines actual ETA and ETD along with a record of day to day delays that impacted other flights at TBIT or West Remote Gates.

1.4 GATE CONFIGURATION AND OCCUPANCY PARAMETERS

For the purposes of gate assignments, TBIT gates will be categorized into FAA's Aircraft Design Group categories. Scheduled assignments and daily gate adjustments, will comply with these parameters.

Group V Gates (9 Total) - , 130, 131, 132, 133, 134, 135 (787-800), 153, 155 and 157,

- a. These gates will be considered ADG V priority gates. These gates may be utilized for larger or smaller aircraft types only if ADG V aircraft is **NOT** displaced.
- b. Gates 130 and 134 can accommodate Group VI aircraft but only if the assignment does not displace a Group V aircraft to the west remote gates.

Group VI Gates (6 Total) - 148, 150, 152, 154, 156, and 159

- a. These gates will be considered ADG VI priority gates. These gates may be utilized for smaller aircraft types only if ADG VI aircraft is NOT displaced to the west remote gates.

Group III Gates (4 Total) – 137, 139, 141, and 151

- a. These gates will only accommodate ADG III aircraft. These gates may be used for smaller aircraft only if ADG III aircraft is NOT displaced to the west remote gates.

1.41 GATE CONFIGURATION AND ADJACENCY RULES - Table 1 illustrates the TBIT gate configuration and adjacency rules to be applied for TBIT gate assignments.

TABLE -1:

TBIT TERMINAL GATES (CONTACT GATES)			
PRIORITY	GATES	ADG VI	ADG V
GROUP V GATES	130	YES	NO
	130A (alternate line)	NO	YES
	131	NO	YES Temporarily closed
	132	NO	YES Temporarily closed
	133	NO	YES
	134	YES	NO
	134A (alternate line)	NO	YES
	135	NO	YES (787-800 & smaller)
	153	NO	YES
	155	NO	YES
GROUP VI GATES	157	NO	YES
	148	YES	YES
	150	YES	YES
	152	YES	YES
	154	YES	YES
	156	YES	YES
GROUP IV /III GATES	159	YES	YES
	135 (B787-8 and smaller)	NO	NO
	137	NO	NO
	139	NO	NO
	141	NO	NO
	151 (B75 and smaller)	NO	NO

WEST REMOTE GATES (WITH JET BRIDGES)			
PRIORITY	GATES	ADG VI	ADG V
GROUP V / VI GATES	206B	YES (CLOSE E-17 & NO U/PBB)	YES
	206	NO	YES
	207B	YES (PARKING ONLY)	YES
	207	NO	YES
	208	NO	YES
	209	NO	YES
	210	YES (210.+212)	NO
	212	YES (210+212)	YES (EXCEPT 777-300 & A340-600)
	214	YES (214+216)	YES
216	YES (214+216)	YES (EXCEPT 777-300 & A340-600)	
218	NO	YES	
WEST REMOTE GATES (HARD STAND POSITIONS)			
PRIORITY	GATES	ADG VI	ADG V
GROUP III POSITIONS	201A	NO	NO
	201B	NO	NO
	201C	NO	NO
	201	YES (201A+201B+201C)	NO
	203	NO	NO
	205A	NO	NO
	205	YES (205A+205B+203)	YES (205A+205B)
	205B	NO	NO
	205C	NO	NO
	202A	NO	NO
	202B	NO	NO
	202C	NO	NO
	202D	NO	NO
	202E	NO	NO
GROUP V POSITIONS	211	NO	YES
	213	NO	YES
	215	NO	YES
	217	NO	YES
	219	NO	YES

[1] Gate 132 will be **RESTRICTED** to ADG III aircraft when ADG VI utilizes Gate 130 and/or Gate 134.

1.42 GATE OCCUPANCY TIME

The use of TBIT gates will be limited by predetermined operating times to increase overall utilization of the gates. Aircraft meeting the gate occupancy times will be prioritized based on the operation type. Aircraft that are scheduled with longer ground time than the gate occupancy time may be required to split the segments into arrival only and departure only segments. The gate occupancy times are as follows:

TABLE -2: GATE OCCUPANCY TIMES

OPERATION TYPE	OPTIMUM GATE OCCUPANCY TIMES	
	ADG VI and ADG V	ADG IV and ADG III
Full Turn	180 minutes	90 minutes
Arrival only	90 minutes	45 minutes
Departure only	90 minutes	45 minutes

1.5 APPLICATION OF SECTION 1.4.

Parameters defined under section 1.4 "Gate Configuration and Occupancy Parameters" will be the base condition in the application of gate scheduling priorities.

Flights with ground times exceeding the Optimum Gate Occupancy Times may have to split operations for the arrival and departure segments of the flight. In scheduled assignments as well as day to day adjustments, ARCC Gate Control on occasions may allow additional ground times at TBIT Gates, based solely on the demand for resources.

SECTION 2.0 – GATE ASSIGNMENT POLICY

2.1 GATE SCHEDULING PRIORITIES

Gate assignment priorities are intended to be unbiased, transparent, and applied consistently for advance and day of gate schedules.

2.11 LEVEL 1 PRIORITIES

TBIT is an international terminal at LAX with supporting Federal Inspection Services (FIS) facilities. LAWA will apply the following priorities to assign gates for flights operating at TBIT along with applying the gate configuration and gate occupancy parameters described under Section 1.41 (Table 1) and Section 1.42 (Table 2).

- a. Delta Air Lines (DL) preferential flights based on North Side Redevelopment Lease Agreement:
 - October 2018:
 - a. Virgin Australia (VA) VA1, VA7, VA23, and VA9
 - b. Delta Air Lines (DL) DL40, DL194, DL7, DL6, DL156, DL78, DL88, DL79, and DL157
 - November 2018:
 - c. Virgin Australia VA1, VA7, and VA23
 - d. Delta Air Lines DL 40, DL64, DL7, DL6, DL89, DL88, DL79, and DL157
- b. International arriving In-Transit flight with passengers processed and retained in transit during aircraft turn for international departure.
- c. International arrivals that turn as international departures.
- d. International arrival only. Arrival segment only.
- e. International departures. Departure segment only.
- f. International arrivals that turn as domestic departures.
- g. Domestic arrivals that turn as international departures.
- h. Domestic arrivals and/or departures.
- i. Any flight that falls under Section 3, Delay Penalty

NOTE:

DL and partners listed in the north side lease agreement will not have priority over the Group VI zone gates; however, these flights will have priority on all the Group V gates regardless of the operation type. These flights will be subject to flights that are off schedule lose their gate priority and subject to the delay penalty section outlined on page 10.

EXCEPTION:

An international arrival flight whose primary operation resides outside TBIT, and the primary terminal has access to an OPEN FIS facility during that flight's operation, such a flight will be provided a lower priority than a TBIT based flight with the exception of DL preferential flights listed above.

2.12 LEVEL 2 PRIORITIES

In times of conflict with similar flights under Level 1 Priorities, the following criteria, in the order of sequence will apply as secondary tie-breakers.

1. A Year Round flight will have priority over a Seasonal Flight.
2. Baseline scheduled flights will have higher priorities than non-baseline scheduled flights.
3. A flight with higher weekly frequency will have priority over a flight with lower weekly frequency.
4. Aircraft with greater number of declared seats (not passenger loads) will be afforded priority.
5. A Flight with longer period of continuous operation at LAX will be given a higher priority.
6. Flights that are off schedule (early or late by more than 30 minutes) lose all priority.

SECTION 3.0 – DELAY PENALTY

3.1 DELAYS IMPACTING ANOTHER AIRCRAFT OPERATION

ARCC Gate Control provides a 20-minute buffer between a departing aircraft and the next arrival at a gate. In day to day operations this buffer duration may vary. Upon airline request and when operations allow, ARCC Gate Control will approve an aircraft to hold on a gate during irregular operations. However, in periods where ARCC Gate Control cannot approve of such a request and the airline's flight is delayed causing another aircraft to hold for the gate longer than 30 minutes from its scheduled time of arrival (STA), the airline causing the delay will be assessed a penalty.

In day to day operations, Airlines are encouraged to communicate anticipated delays to the ARCC Gate Control as early as possible. If the ARCC Gate Control is successful in making changes to minimize or mitigate impact to flights following the delayed aircraft on the gate, then no penalty will be assessed.

Any flight delayed more than 30 minutes that impacts Airport or other Airline Operations three (3) times in a rolling 30 day period will be subject to the following:

1st incident: ARCC Gate Control will place the flight on "YELLOW" status resulting in notification and warning to the airline with no change in priority. This will start the 30 day rolling period for this flight.

2nd incident: ARCC Gate Control will place the flight on "ORANGE" status resulting in notification and warning to the airline with no change in priority. Airline will be required to provide a brief delay report within 3 days to LAWA Terminal Operations Management (beaton@lawa.org and rthompson@lawa.org).

The following template will be provided to promote consistency with airlines reporting delays.

DATE	GATE	DELAYED FLT#	DELAY MINS.	DELAY REASON	AIRLINE COMMENTS	DELAY STATUS	FLIGHT IMPACTED	WAIT TIME	ARCC GATE CONTROL COMMENTS

MULTIPLE ROWS MAY BE USED TO INDICATE DIFFERENT DELAY REASONS

3rd incident – ARCC Gate Control will place the flight on "RED" status resulting in the airline causing the delay to lose all gate priorities for a period of 7 days from the date of last offense. The airline will move to the bottom of the priority list under Level 1 priority. As a result, the penalized flight may be left with no option but to accept a remote gate assignment. Alternately, if the airline operates multiple flights within a 120 minute period of the penalized flight's departure, the airline may choose to follow company on a single gate.

If all other flights are accommodated on a TBIT contact gate and gate availability exists, the penalized flight may be assigned the open Terminal gate.

Following completion of the Red 7-day period, the flight regains its original priority status.

3.2 PENALTY CONSIDERATIONS

- a. Penalties are applied to specific airline flight numbers.
- b. Additional penalties incurred by a flight during the penalty period, shall trigger an escalation of the penalty. The seven (7) day penalty period will reset each time there is an additional realizable delay incident during the initial seven day "Red" status.
- c. Delays involving the following circumstances shall NOT be considered in applying the delay penalty process.
 - i. Delays that impacts an Airline who voluntarily agreed to hold for a gate, unless the delay is greater than 30 minute from the initial hold time.
 - ii. Flight delays that do NOT impact another airlines' operation
 - iii. Flight delays incurred due to local ATC congestion for push back clearances
 - iv. Flight delays caused by verifiable facility emergencies.
- d. Questions and concerns on penalty imposed may be addressed to Terminal Operations Management (beaton@lawa.org and rthompson@lawa.org)

3.3 ARCC GATE CONTROL ACTIONS:

- a. The ARCC Gate Control shall notify the airline incurring the penalty.
- b. The delay information and the airline representative notified shall be logged in the flight bar.
- c. The white board in ARCC shall be updated with the delay information as follows:

Flight number	Impacted flight	Held out (minutes)	Penalty color code	Penalty status ON (Date)	Penalty status OFF (date)
XX 123	YY 421	48	YELLOW	10/31/16	11/7/16
BB 900	DD 800	54	RED	1/11/16	12/1/16

SECTION 4.0 – OTHER OPERATING PARAMETERS

4.1 TBIT GATE CLOSURES

In the event that one of the pre-designated group VI (148, 150, 152, 154, 156, or 159) is out of service the following will occur:

A Group V (I.E. Gates 130 and 134) gate may be made available to accommodate the group VI flights if they do not displace a Group V aircraft. The displaced group VI flights will be reassigned to other TBIT gates if available or to the WRG.

In the event that one of the pre-designated group V (130, 131, 132, 133, 134, 135, 153, 155, and 157) is out of service the following will occur:

A Group VI (I.E. Gates 148 and 150) gate may be made available to accommodate the group V flight if they do not displace a Group VI aircraft. The displaced group V flights will be reassigned to other TBIT gates if available or to the WRG.

4.2 SPECIAL REQUESTS FOR TBIT GATES

To promote efficiencies of the above TBIT gate assignment procedures, it is necessary to address the growing number of requests for TBIT gates when there are VIPs on board. LAWA will use the following parameters for consideration and allocation of a TBIT gate for flights with VIPs on board:

- a. ARCC Gate Control will make every effort to assign a TBIT gate for flights with VIPs on board when requested in advance.

For the purpose of gate assignments, VIPs include:

- i. U.S. Government high ranking officials
 - ii. Heads of state and Chief public representatives of foreign nations
 - iii. Persons facilitated by LAWA Dignitary Protection Unit (DPU) and/or the State Department.
- b. Requests for TBIT gates must be made at least 72 hours in advance through an email to the Terminal Director (vprasad@lawa.org) and Assistant Terminal Manager (rthompson@lawa.org).
 - c. If the flight with the VIP on board is delayed or is off schedule, any assignment to a TBIT gate may be forfeited.
 - d. Accommodation of airline's VIP flight may directly lead to a change in the four day advance gate assignment plot to reposition a gated flight of the airline to a WRG at LAWA's discretion.

4.3 WEST REMOTE GATES (WRG)

ARCC Gate Control will schedule flights to the WRG during periods when the demand exceeds the number of Terminal gates available. The scheduling will be done for advance and day of flight scheduling based on the Gate Configuration and Optimization Parameters and shall resolve conflicts utilizing the Gate Scheduling Priorities described in this protocol.

4.4 AIRLINES BASED IN OTHER TERMINALS

ARCC Gate Control will assign TBIT gates equitably to all flights operating at LAX. The gate assignment will follow the priorities outlined in Section 2. Flights primarily operating from Terminals outside of TBIT and with access to open FIS facilities will be afforded a lower priority than flights that primarily operate from TBIT. All other criteria and priorities as described in the document will be applied.

4.5 CERTIFICATION OF AIRLINE READINESS

The TBIT gates and hold room areas have unique safety and operational features that have prompted a requirement to “certify” tenant airlines on their readiness to operate flights at these gates.

The certification includes a familiarization of gate configuration, Passenger Boarding Bridge (PBB) operations, aircraft guidance systems, GSE staging patterns, manipulation of ACAMS features for arrival processes, passenger processing systems, passenger queuing methodology, etc. TBITEC along with the TBIT Activation Team are currently providing the training and orientation that certifies tenant airlines.

The ARCC Gate Control staff will assign gates only to airlines that have successfully completed the certification process

4.6 FLIGHTS USING TBIT BUS GATES

In determining bus gate assignments at the IWBT, ARCC Gate Control will exercise efforts to stagger assignment of flights to, among other things, minimize hold room congestion. For example, bus gate assignments may be sequenced to alternate gates in order of flight departures to spread out the passenger occupancy in adjacent hold rooms. However, operational needs will take precedence over congestion mitigation criteria.

4.7 OTHER CONSIDERATIONS

In addition, LAWA and ARCC Gate Control will consider other factors when making particular gate assignments for gated aircraft, including, but not limited to, ramp equipment locations, procedures/schedules for terminal cleaning and maintenance, and adjacencies that may enhance retail sales and passenger/concessionaire convenience in the terminal.