



Wednesday, Jan 15 | 15:30 - 1700

PRESENTED BY:

Lucille Fisher – Quality Resources, LLC

Dion Glenn - Fertitta Enterprises, Inc.

Aggie Mitchard - Joe Gibbs Racing Inc.



What is Advanced Scheduling?

- Every Flight Department is different
- Today we will be discussing:
 - Planning a flight from Chicago to New York City
 - Aircraft Restrictions
 - NOTAMS
 - Weather
 - Airport Facilities
 - Flight Plan Routing
 - Crew Scheduling
 - Contingency / Facility Planning



Who needs to be familiar?

- Scheduler whose company gives them more responsibility
- Filling in for the lead scheduler/dispatcher or scheduling manager
- Company crews who have operational control and do their own flight planning/filing:
 - Scheduler assists Flight Crews in Flight Planning
 - Scheduler is NOT a licensed dispatcher



What are some considerations?

- Airport Location
- Aircraft Restrictions
 - Type of aircraft (Jet or Prop)
 - Airport restrictions for particular aircraft types
- Airport Conditions and Facilities
 - Weather
 - NOTAMS
- Flight Planning
 - Routing
 - National Airspace (NAS) restrictions
 - Enroute weather / turbulence
- Crew Scheduling
 - Duty time / rest restrictions
- Passengers



Airport Location

KORD - Chicago O' Hare International Airport

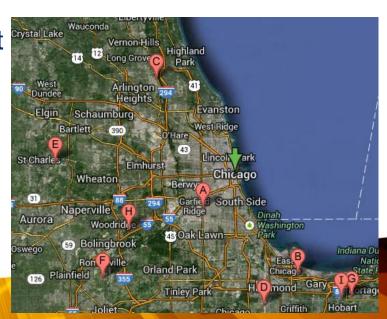
KPWK – Chicago Executive Airport

KMDW – Chicago Midway International Airport

KGYY - Gary, Indiana

KRFD – Chicago /Rockford Int'l Airport

K8N2 – Skydive Chicago Airport





Aircraft Restrictions

- Airport Restrictions
 - Noise abatement
 - Aircraft weight limitations

Runway Information
Runway 1/19

Dimensions: 6997 x 150 ft. / 2133 x 46 m

Surface: asphalt/grooved, in good condition

Weight bearing capacity: PCN 34 /F/C/X/T

Single wheel: 50.0 Double wheel: 100.0

Traffic pattern: left
Runway heading: 015 magnetic, 003 true
Displaced threshold: 771 ft.

Declared distances: TORA:7000 TODA:7000 ASDA:6090 LDA:5319

Markings: precision, in good condition

Visual slope indicator: 4-box VASI on right (3.46 degrees glide path)

Runway end identifier lights: yes

Centerline lights: yes

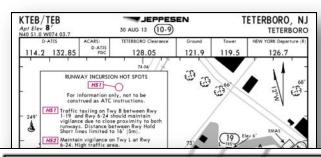
RY 01/19 DSPLCD THLD CNTRLN LIGHTS OTS INDEFLY.

Touchdown point: yes, no lights

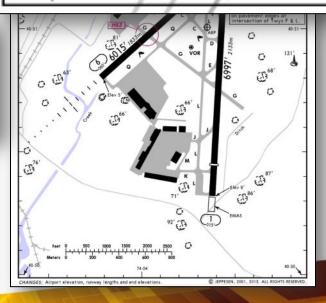
Instrument approach:

Obstructions: 67 ft. tree, 1200 ft. from runway, 400 ft. right of centerline, 16:1 slope to clear RY 01 +67 FT TREE DIST 1200 FT, 400 FT RIGHT, 16:1 BASED ON DSPLCD

THLD.



Rwy 24 Noise Critical. Contact Noise Abatement Office for complete information.





Airport Location

- Distance to meeting/function location
 - Total time for Operation
- Transportation Options
 - Limo Service
 - Helicopters
 - Rental Cars













Passenger and Aircraft Service Facilities

FBO availability

Passenger Preference?

Fees

Preferred Fuel Vendor

Hangar Availability

Special Events

- Superbowl
- Olympics





Aircraft Restrictions

- Weight Restrictions
 - Various weight limits
 - Max gross weight
 - Max Take-off weight
 - Landing weight
- Minimum Equipment List (MEL) / Configuration Deviation List (CDL) items
 - How might they affect your operation
 - Enroute when flight planning
 - Payload
 - Fuel Burn
 - Landing Distances
 - Adjustments due to degraded systems



Airport Conditions— Destination & Alternate

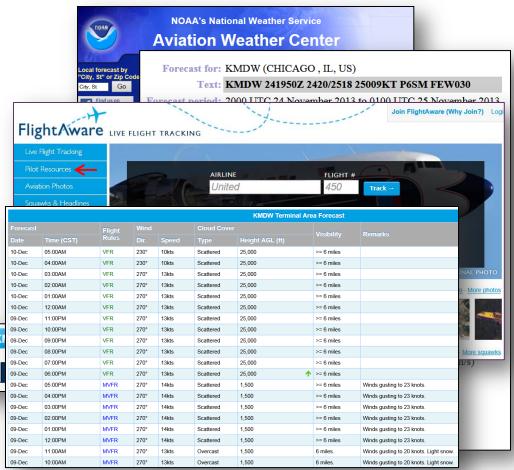
- Weather Forecast
 - Options as to HOW to "decode" Terminal Area Forecast (TAF)
 - Charts
- NOTAMS
 - Runway closures
 - Runway lengths
 - NAVAID restrictions
 - Arrival / Departure Obstacles
- Airport layout
 - Taxiway configurations
 - Airport Apron configuration & access to Fixed Base Operator (FBO)
- Available Instrument Approaches



Weather - Forecast

- How to decode a TAF
- aviationweathercenter.gov
 - Simple verbiage/terms
- flightware.com
 - Simple verbiage
 - Hourly weather trend

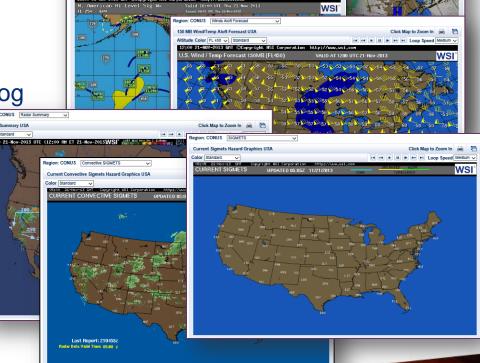






Weather - Charts

- Charts Official Weather Provider
 - Surface Progs
 - Surface Analysis
 - High Level Significant WX Prog
 - Winds Aloft
 - Radar
 - Convective SIGMETS
 - SIGMETS





NOTAMS

- Domestic
 - D-NOTAM
 - Pointer NOTAMS

KOKOMO TRANSITION (OKK.FISSK2)

FDC 3/3604 MDW FI/T CHICAGO MIDWAY INTL. IL.

PROCEDURE NOT AUTHORIZED

PROCEDURE NOT AUTHORIZED

ENDEE ARRIVAL...

PANGG ARRIVAL...

- FDC

(DO NOT CLIMB ABOVE 2000)

CHANGE TAKEOFF RWY 24 TO

(DO NOT CLIMB ABOVE 1500)

TEB 4.5 DME AT 1500 (NON-D

THEN CLIMB AND MAINTAIN 20

OR UNTIL OTHERWISE ADVISED

- USD/UAR

FDC NOTAMS IFDC 3/4208 TEB IAP TETERBORO, TETERBORO, NJ. ILS RWY 19, ORIG-A.. MISSED APPROACH: IMMEDIAT **FDC NOTAMs** HEADING 205 DEGREES AND T DME/RADAR, THEN CLIMB TO IFDC 3/9106 MDW SID CHICAGO MIDWAY INTL, CHICAGO, IL. RADAR VECTORS. CICERO SIX DEPARTURE... 1310311640-1410311200EST CHART I-MXT LOCALIZER FREQUENCY 109.9, CHAN 36. IFDC 3/5146 TEB FI/T IAP TETE 1311131730-1405131230EST RNAV (GPS) X RWY 6, ORIG.. !FDC 3/1016 MDW FI/T IAP CHICAGO MIDWAY INTL, CHICAGO, IL. MSA MINIMUM ALTITUDE 3000 VOR/DME RNAV OR GPS RWY 22L, AMDT 3B... VOR/DME PORTION NA. !FDC 3/6086 TEB FI/T SID TETE TETERBORO EIGHT DEPARTURE !FDC 3/3602 MDW FI/T CHICAGO MIDWAY INTL. IL. CHANGE TAKEOFF RWY 19 TO F FISSK ARRIVAL... THEN CLIMBING RIGHT TURN '

```
Briefing
                                                Data for KMDW
                                                D NOTAMs
                                                 !MDW 11/200 MDW AIRSPACE SEE FDC 3/3495 ZFW 91.141 VIP TFR 1311251545-1311260045
                                                 !MDW 11/204 MDW RWY 13R/31L CLSD 1311250400-1311251200
                                                 IMDW 11/203
                                                                Briefing
                                                 !MDW 11/202
                                                 IMDW 11/201
                                                AGL) OUT OF
                                                                Data for KTEB
                                                 !MDW 11/198
                                                 IMDW 11/197
                                                 !MDW 11/193
                                                                D NOTAMs
                                                AGL) OUT OF
                                                                ITER 11/255 TER TWY I, BTN TWY F AND TWY R CLSD DAILY 1030-1900 1311251030-1311271900
                                                 !MDW 11/192
                                                 (269FT AGL)
                                                                !TEB 11/256 TEB TWY C BTN TWY L AND TWY O CLSD DAILY 1030-1900 1311251030-1311271900
                                                 !MDW 11/190
                                                                ITER 11/257 TER TWY D CLSD DAILY 1030-1900 1311251030-1311271900
                                                 (573FT AGL)
                                                                !TEB 11/260 TEB OBST TOWER LGT (ASR 1255781) 405109.80N0740504.10W (1.1NM W TEB) 226FT (82FT
                                                 !MDW 10/167
                                                                AGL) OUT OF SERVICE 1311242053-1312092053
                                                 (240FT AGL)
                                                                ITER 11/258 TER ADRON ALL RAMDS FICON DATCHY ICE OBSERVED AT 1311241630. 1311241641-
                                                 !MDW 07/002
                                                 IMDW 05/030
                                                                !TEB 11/204 TEB TWY Q ILS HOLDING POSITION SIGN FOR RWY 1/19 NOT
                                                                            TEB AD WILDLIFE HAZARD DEER SIGHTING SW SIDE 1311141912-1311292000
                                                                            TEB OBST STACK LGTS 405024N/0740136W 3 ESE TEB 223FT (213FT AGL) OUT OF SERVICE
                                                                            TEB RWY 6 HOLDING POSITION SIGN AT RWY 1/19 LEFT SIDE NOT STD 1311030254-
                                                                            TEB TWY L ELEVATED RWY GUARD LGT FOR RWY 6/24
                                                                            OUT OF SERVICE 1310300552-PERM
                                                                            TEB RWY 24 ENGINEERED MATERIAL ARRESTING SYSTEM 348FT X 162FT DEP END RWY
                                                 UAR 04/009 TEB AIRSPACE JAIKE TWO ARRIVAL ... EXPECT TO CROSS JAIKE WAYPOINT AT 13,000
    FROM HALIE ON TRACK 270 TO CGT VORTAC. DEL
   HEADING 335. EXPECT RADAR VECTORS TO FINAL
                                                 USD 07/209 TEB AIRSPACE TETERBORO SIX DEPARTURE CHANGE RWY 24 DEPARTURE ROUTE
!FDC 3/3603 MDW FI/T CHICAGO MIDWAY INTL. IL
                                                 DESCRIPTION TO READ: TAKE-OFF RWY 24: CLIMB HEADING 240 TO 1500, THEN RIGHT TURN
```

VIA HEADING 280, CROSS TEB 4.5 DME AT 1500 (NON-DME AIRCRAFT CROSS COL R-011 AT

1500), CLIMB AND MAINTAIN 2000, THENCE..



What is a D-NOTAM and how to decode it:

!TEB 11/030 TEB NAV RWY 19 ILS LLZ OTS WEF1401161139-1401161200

- All have a set format
 - An exclamation point (!)
 - Identifier for the location (TEB)
 - Identifier for affected or nearest location (TEB)
 - What's affected Key words (<u>RWY</u>, TWY, RAMP, APRON, AD, OBST, NAV, COM, SVC, AIRSPACE)
 - Surface Identification (19)
 - Condition (ILS LLZ OTS)
 - Effective times WEF-with effect from/ to: Year . Month . Day . UTC time (1401161139-1401161200)
- When should NOTAMS be looked at?
 - From initial flight planning until airport arrival



NOTAMS

What is a "Pointer" NOTAM and how to decode it:

!MDW AIRSPACE SEE FDC 3/3495 ZFW 91.141 VIP TFR 1401161545-1401160045

- All have a set format
 - An exclamation point (!)
 - Identifier for the location (MDW)
 - Identifier for affected or nearest location (MDW)
 - What's affected Key words (RWY, TWY, RAMP, APRON, AD, OBST, NAV, COM, SVC, <u>AIRSPACE</u>)
 - Surface Identification maybe N/A
 - Condition Refers to a D or FDC NOTAM (SEE 3/3495 ZFW 91.141 VIP TFR)
 - Effective times WEF-with effect from/to: Year / Month / Day / UTC time (1401161545-1401160045)



!FDC 3/9106 MDW SID CHICAGO MIDWAY INTL, CHICAGO, IL. CICERO SIX DEPARTURE... CHART I-MXT LOCALIZER FREQUENCY 109.9, CHAN 36. 1311131730-1405131230EST

!FDC 3/2570 (A0488/13) - FI/T STAR TETERBORO, TETERBORO, NJ. MAZIE TWO ARRIVAL: PUBLISHED HOLDING AT MAZIE NOT AUTHORIZED. WIE UNTIL UFN. CREATED: 05 MAR 15:17 2013



01/26/2009 <u>9/2934</u> ZFW TX VIP Dallas, TX

Data Current as of: Mon, 09 Dec 2013 20:35:00 UTC

ZFW FORT WORTH [Back to Top]

IFDC 9/2934 ZFW TX.. FLIGHT RESTRICTION. DALLAS, TEXAS. PURSUANT TO 49 USC 40103(B), THE FEDERAL AVIATION ADMINISTRATION (FAA) CLASSIFIES THE AIRSPACE DEFINED IN THIS NOTAM AS 'NATIONAL DEFENSE AIRSPACE'. ANY PERSON WHO KNOWINGLY OR WILLFULLY VIOLATES THE RULES CONCERNING OPERATIONS IN THIS AIRSPACE MAY BE SUBJECT TO CERTAIN CRIMINAL PENALTIES UNDER 49 USC 46307. PILOTS WHO DO NOT ADHERE TO THE FOLLOWING PROCEDURES MAY BE INTERCEPTED, DETAINED AND INTERVIEWED BY LAW ENFORCEMENT/SECURITY PERSONNEL. PURSUANT TO TITLE 14, SECTION 91.141 OF THE CODE OF FEDERAL REGULATIONS, AIRCRAFT FLIGHT OPERATIONS ARE PROHIBITED WITHIN THE FOLLOWING AREA(S) UNLESS OTHERWISE AUTHORIZED BY ATC WITHIN A 1 NMR OF 325321N/0964835W OR THE CVE085004.8 UP TO AND INCLUDING 1500 FT AGL EFFECTIVE IMMEDIATELY UNTIL FURTHER NOTICE.



- What is a USD / UAR NOTAM
 - USD: Changes to Standard Instrument Departures (SID)
 - UAR: Changes to Standard Terminal Arrival Area (STAR)

UAR 04/009 **TEB** AIRSPACE JAIKE TWO ARRIVAL... EXPECT TO CROSS JAIKE WAYPOINT AT 13,000 FEET.

USD 07/209 **TEB** AIRSPACE TETERBORO SIX DEPARTURE CHANGE RWY 24 DEPARTURE ROUTE DESCRIPTION TO READ: TAKE-OFF RWY 24: CLIMB HEADING 240 TO 1500, THEN RIGHT TURN VIA HEADING 280, CROSS TEB 4.5 DME AT 1500 (NON-DME AIRCRAFT CROSS COL R-011 AT 1500), CLIMB AND MAINTAIN 2000, THENCE...

Could these affect our flight both in and out of TEB?



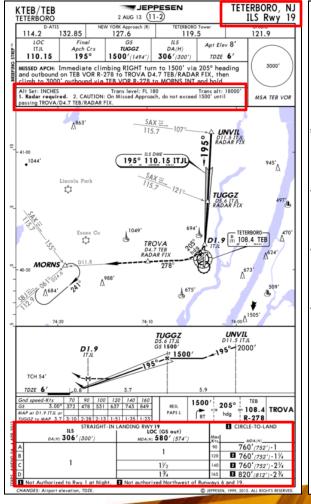
Available Instrument Approaches

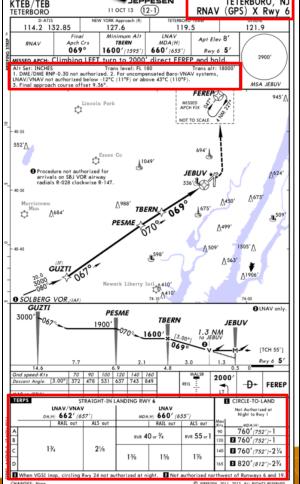
- Types of Approaches available if needed due to weather / visibility.
- ILS (Instrument Landing System) / RNAV RNP
 - Minimums needed
 - Is aircraft capable
- RNAV GPS (Area Navigation Global Position System)
 - Minimums needed
 - Is aircraft capable
- RNAV RNP (Area Navigation Required Navigational Performance)
 - Minimums needed
 - Is aircraft capable
 - Are crews <u>authorized</u> to do the approach

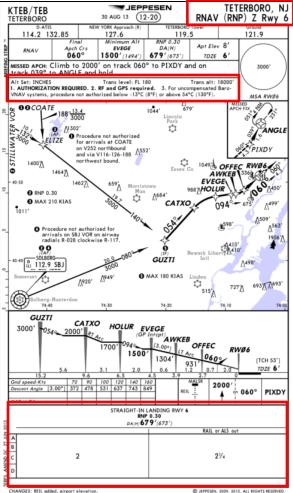
Jeppesen



Available Instrument Approaches









Flight Planning

- Air Traffic Control (ATC) Route Restrictions
 - www.fly.faa.gov/flyfaa/usmap.jsp
 - Reroutes in ATC Advisories
 - ATC Delays
 - OIS page on faa.gov
 - NBAA Air Traffic Services (subscription required)
- Enroute Weather and Turbulence
 - How much more will it add in time / distance?



Flight Planning

How to "read" information on FAA advisories

Air Traffic Control System Command Center

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This page contains a presentation of Traffic Flow Management in the National Airspace System. This material explains terms, techniques, and programs associated with traffic flow management in the National Airspace System (NAS).

"TFM in the NAS" -- Info for Flight Ops Personnel
Using the Internet, pilots can now access Traffic Flow Management in the NAS in PDF format



Flight Planning – Route Restrictions

- ATC Route Restrictions
 - Reroutes in ATC Advisories

ATCSCC Advisory ATCSCC ADVZY 019 DCC 12/11/2013 OPERATIONS PLAN RAW TEXT: ATCSCC ADVZY 019 DCC 12/11/13 OPERATIONS PLAN VALID 1700Z AND LATER TERMINAL CONSTRAINTS: ORD/MDW/DTW-LIGHT SNOW FLL-RWY CONSTR EN ROUTE CONSTRAINTS: ZJX/ZMA-COM2X MILITARY EXERCISE THROUGH 12/18 ROUTES 1430-0500 -NO AR6/15 1700-0430 -EWR/JFK WINDS NEXT PLANNING TELCON: 1815Z 13/12/11 16:18 DCCOPS./nfs/lxstn35

Air Traffic Control System Command Center

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NUMBER	CONTROL	DATE	BRIEF TITLE	SEND TIME		
	ELEMENT					
020	DCC	12/11/13	OPERATIONS PLAN	12/11/13 18:18		
019	DCC	12/11/13	OPERATIONS PLAN	12/11/13 16:1		
018	MSP/ZMP	12/11/13	MSP RUNWAY 30L/12R REOPENED	12/11/13 16:0		
017	DCC	12/11/13	NATOTS_RQD	12/11/13 15:1		
016	DCC	12/11/13	OPERATIONS PLAN	12/11/13 14:1		
015	NOCC	12/11/13	SCHEDULED FACILITY OUTAGES.	12/11/13 13:1		
014	DCC	12/11/13	TCA/HOTLINE ISSUE REQUEST PAGE ACTIVATION	12/11/13 12:4		
013	DCC	12/11/13	OPERATIONS PLAN	12/11/13 12:2		
012	DCC	12/11/13	FCA RQD	12/11/13 12:2		
011	DCC	12/11/13	FCA RQD /FL	12/11/13 11:4		
010	MSP/ZMP	12/11/13	BFL RUNWAY CLOSURE	12/11/13 11:4		
009	DCC	12/11/13	FCA RQD	12/11/13 11:1		
800	DCC	12/11/13	FCA RQD	12/11/13 11:1		
007	DCC	12/11/13	OPERATIONS PLAN	12/11/13 10:1		
006	DCC	12/11/13	VOLCANIC ACTIVITY BULLETIN	12/11/13 02:0		
005	DCC	12/10/13	TCA/HOTLINE WEB PAGE TERMINATION	12/11/13 02:0		
004	BOS/ZBW	12/11/13	CDM GROUND DELAY PROGRAM CNX	12/11/13 02:0		
003	NOCC	12/11/13	SCHEDULED FACILITY OUTAGES.	12/11/13 01:5		
002	DCC	12/11/13	VOLCANIC ACTIVITY BULLETIN	12/11/13 00:2		
001	DCC	12/11/13	OPERATIONS PLAN	12/11/13 00:2		



Flight Planning – ATC Delays

- ATC Delays
 - Operational Information System (OIS) page on faa.gov

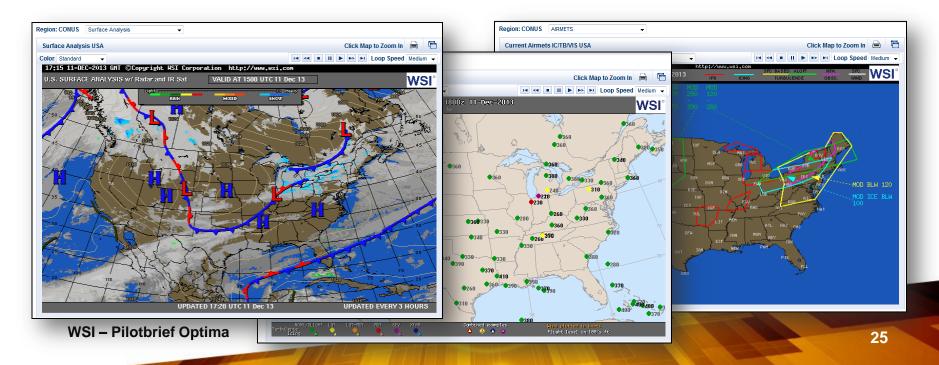
					NATIONAL	AIRSPAC	E SYSTEM STA	ATUS						
(Note: This page will refresh every 5 minutes. Last updated Mon, 09 Dec 2013 21:29:11 UTC. Provided by the FAA's Air Traffic Control System Command Center.)														
(Note: This page will relies revery 3 minutes. Last updated mult, 09 Dec. 2013 21.29.11 OTC. Provided by the PAA'S All Trainic Control System Command Center.) NATIONAL PROGRAMS														
CONTROL	ELEMENT	START	END		SCOPE		REASON				AAR	PR	ADVZY	DA
ВС	OS	2100	0259	1000NM+CZY			WX / LOW CEILINGS			30	32	34	061	DA
CL	.T	2000	0059	1000 MILES + CZY			WX / LOW CEILINGS				55	55	<u>057</u>	<u>DA</u>
EW	√R.	2100	0559	ALL+CZY			WEATHER / LOW CEILINGS				34	34	<u>064</u>	<u>DA</u>
JF.	K	1900	0259		1425 MILES + CZY		WX / LOW CEILINGS			59	42	42	<u>052</u>	<u>DA</u>
LG	iΑ	1405	0459		1425 MILES + CZY		WX / LOW CEILINGS			121	30	30	036	<u>DA</u>
PH	IL	2000	0359		1200 MILES + CZY		WX / LOW CEILINGS			112	32	32	<u>058</u>	<u>DA</u>
						- 7.01 "ID OTO								
	LIDD		D.			GROUND STO	PS							Hel
ARPT	UPD			OE OE	SCOPE		REASON							ADVZY
TEB	221	15	M	ED	ZDC ZBW ZOB ZJX ZMA ZNY CZ	Y	VOLUME / COMPACTED DEMAND							<u>065</u>
DELAY INFO [Fig]							AIRPORT CLOSURES							
ARPT	AD	DD	TIME	REASON			ARPT	TIME	TIME REASON				REOPEN	
EWR	+15		1915	ZDC/VOL:Compacted Demand										
TEB	+15		2125	ZDC/VOL:Volume										
				DEICING		Help	2 1 1							He
	ARPT	ARPT DATE/TIME				This is not a complete list of Runway/Equipment Status. Please consult the current NOTAMs for complete info						formation.		
	BDL 9/1030				Facility Description									
	BUF 9/1124													
DCA 9/1217														
HPN 9/1507														
	IAD 9/1217													
	MHT 9/1050													
SLC 9/1300														
						MISCELL	ANFOLIS							
					N		G TELCON: 2215							
							45Z- 540-359-3200 PIN 225	57#						

www.flyfaa.gov/products 24



Flight Planning – Enroute Weather / Turbulence

- Enroute Weather and Turbulence
 - How much more will it add in time / distance
 - Any MEL / CDL enroute restrictions





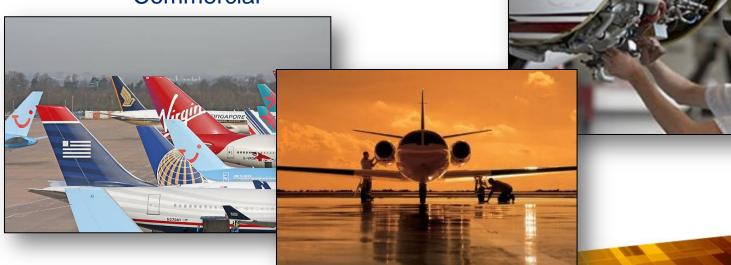
Contingency Options – Mechanical issues

- Maintenance Facilities
 - Can they work on your equipment in case of mechanical failure?



Charter

Commercial





Crew Scheduling

- Crew Qualifications / Duty Time / Rest Regulations
 - Available Crew
 - Qualified on aircraft needed for the trip
 - Legal Crew to fly
 - No FAR 91 duty time/rest regulations
 - Company Standards
 - Crew Pairing Limitations
 - FAA required Medical Certificates



Crew Scheduling – Crew Compliment

- How many crew required for your company
 - Standard (PIC & SIC, PIC/SIC/Flt Attendants)
 - Augmented (PIC/SIC/Relief Officers/Flt Attendants)
 - Longer flight duration / short layover time
 - Circadian Rhythm
 - Sleep cycles how it affects "fatigue"
- Do you have crew pairing limitations
 - Experience
 - Time in type
 - Age pairing limitations
- Crew Medical Certificate requirements



International Operations

- Airport Facilities
 - Customs and Immigration
- Crew Scheduling
 - ICAO differences
 - Pilot Certificates
 - Pilot Crew Pairing limitations
 - Language Qualified Crew
 - Non English speaking passengers
- Permits and Required Paperwork



Customs and Immigration Facilities

- Customs / Immigration availability
 - At the FBO or at the Public Terminal facility
 - Times available
 - Additional Costs and Fees







Permits / Required Paperwork - International

- International Flights
 - eAPIS
 - Overflight permits
 - Are they needed and/or do you have them?
 - Airport Fees
 - Landing
 - Ramp
 - International Country Specific paperwork
 - Customs / Immigration aircraft paperwork
 - General Declaration
 - Cargo Manifests
 - Crew / Passenger required paperwork
 - Passports
 - Visas



Charter Operations

- Charter Company Selection
- Does your Charter Company meet the industry standard
- Charter Broker





Helicopter Operators

- How many Companies available on the field
- Are they "company approved" vendors?
- What type of equipment do they use.
 - Number of passengers
 - Costs for Charter
 - Charter fees
 - Landing fees
 - Miscellaneous fees









DEDICATED TO HELPING BUSINESS ACHIEVE ITS HIGHEST GOALS.