

# Operations Plan

Recovery COVID-19

Annex II - Alternate Plan



Extraordinary Edition  
version 2.0  
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SISCEAB  
Sistema de Controle  
do Espaço Aéreo Brasileiro



Departamento  
de Controle do Espaço Aéreo



CGNA  
Centro de Gerenciamento  
da Navegação Aérea



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## **PREFACE**

The development of the alternate plan is an initiative of DECEA, airlines and airports with the objective of guiding at a strategic level the actions taken at the tactical level, on the occasion of operational scenarios with degradations that involve a high number of alternate flights.



## **1 PRELIMINARY PROVISIONS**

### **1.1 PURPOSE**

The purpose of this Plan is to guide actions related to the allocation of alternate flights of scheduled air transport companies at selected airports.

### **1.2 SCOPE**

The provisions contained in this Plan are mandatory and apply to selected airports, airlines and CGNA.

### **1.3 COMPETENCE**

The CGNA Commander, the person responsible for the operational area of the airlines and the person responsible for the operational area of the airports involved are responsible for complying with this Plan within the scope of the respective organizations.

## **2 DEFINITIONS AND ABBREVIATIONS**

### **2.1 DEFINITIONS**

The terms and expressions listed below, used in this Instruction, have the following meanings:

#### **DEGRADATION**

It is a reduction in the quality of the service provided by the airport, such as, for example, an increase in the processing time of passengers and luggage, due to the increase in unplanned demand.

#### **PARKING POSITIONS**

Positions delimited by the airport operator in its Master Plan and other aeronautical publications, these being classified in permanence positions in stay areas and permanence positions in maneuver areas.

### **2.2 ABBREVIATIONS**

The abbreviations used in this Plan have the following meanings:

DCC - CGNA Collaborative Decision-Making Cell

### **3 COMPETENCE**

#### **3.1 DCC is responsible for:**

- a) Monitoring the country's main airports in real time for weather and infrastructure;
- b) Coordinating with the Airport Operations Center the real availability of aircraft parking vacancies for alternate flights;
- c) Coordinating with the Operations Control Center of the airlines the allocation of alternate flights according to the availability of parking vacancies and the criteria envisaged in item 4.2;
- d) Taking the necessary actions so that alternating flights have the least possible impact on the original airport mesh defined for the alternate flight;
- e) Monitoring the use of occupied parking positions as planned at the time of allocation; and
- f) Coordinating with the Operations Control Center of the airlines and with the Operations Center of the alternating airports, the departure of the alternate flights in order to return to normality with the mesh.

#### **3.2 It is the responsibility of the Airport Operations Center and the Operations Control Centers of the airlines:**

- a) To ensure compliance with decisions taken under the DCC.

#### **3.3 The Alternate Flight Technical Committee is responsible for:**

- a) Holding regular meetings in order to update the SISCEAB Alternate Plan; and
- b) Holding extraordinary meetings in order to analyze specific events promoting the improvement of the Plan.

## **4 ALTERNATE PLAN**

### **4.1 GENERAL**

**4.1.1** The alternate plan of SISCEAB will be published for specific airports annually or whenever necessary and aims to improve collaborative decision-making mechanisms in meteorological or infrastructure degradation scenarios at airports.

NOTE: The present Plan does not intend to interfere with the politics of defining alternate procedures by the airlines.

**4.1.2** In defining the airports of interest, specific aspects of each period will be observed, such as meteorology and particularities of the aerial mesh, among others.

**4.1.3** The availability of parking vacancies for alternate flights and the service capacity by each airline at each airport is available on the CGNA Operational Portal on the World Wide Web ([portal.cgna.gov.br](http://portal.cgna.gov.br)).

NOTE 1: The availability of parking vacancies consider a maximum turnaround time of 60 minutes.

NOTA 2: The best management of parking vacancies available is directly related to the turnaround time.

**4.1.4** The availability of parking vacancies is set up at the strategic level and do not dismiss the need for prior coordination between the DCC and the Operations Center of each airport and or the Operations Control Center of each airline in order to obtain exact numbers due to occasional unavailability.

### **4.2 CRITERIA**

**4.2.1** The alternate flight allocation process must comply with the following general criteria:

- a) International flights of commercial air transport companies;
- b) Domestic flights of commercial air transport companies;
- c) Flights from airlines that have HUB at the airport;
- d) Existence of material and human resources of the airline to attend to the flight at the airport; and
- e) Aircraft reference code allocation.

NOTE: The criteria envisaged in this item shall be used as a reference for collaborative decision making regarding the allocation of alternate flights, with no hierarchy amongst them.