

## **TOR - Capacity Declaration Sub Committee**

### **1. Name and legal basis**

1.1 The name of the Sub Committee is the Capacity Declaration Sub Committee (CDSC).

1.2 The following legislation is the basis for the CDSC.

COUNCIL REGULATION (EEC) No 95/93 "on common rules for the allocation of slots at Community airports" paragraph 6, clause 1 &3 which state the following:

6.1 At a coordinated airport the Member State responsible shall ensure the determination of the parameters for slot allocation twice yearly, while taking account of all relevant technical, operational and environmental constraints as well as any changes thereto.

6.3 The determination of the parameters and the methodology used as well as any changes thereto shall be discussed in detail within the coordination committee with a view to increasing the capacity and number of slots available for allocation, before a final decision on the parameters for slot allocation is taken. All relevant documents shall be made available on request to interested parties.

And "Besluit slotallocatie art 5a clause 1" (BWBR0009035) which states:

The operator of a coordinated airport:

- a. determines coordination parameters twice a year in accordance with article 6 of the Regulation and with due regard for the ATM capacity determined by the air traffic control service provider; and
- b. notifies the airport coordinator of the coordination parameters determined in good time before the initial slot allocation takes place for the purpose of scheduling conferences.

### **2. Objective**

2.1 The aim of the Sub Committee is to discuss the capacity declarations of the coordinated airports and to prepare the discussion of the capacity declaration in the seasonal CCN meetings.

### **3. Membership**

3.1 The following shall be entitled to be a member of the CDSC:

- Representatives of organisations that are members of the CCN.
- Representatives of the coordinated airports.
- Representatives of the Air Traffic Control.
- The representatives of air carriers shall preferably reflect the various relevant categories of air carriers, or their representative organisations.

3.2 The representative(s) of the Ministry of I&W shall be invited as observer(s) to the meetings.

3.3 The representative(s) of the coordinator shall be invited as observer(s) to the meetings.

- 3.4 Membership to the CDSC can be requested, in conformity with 4.1, via the secretary of the CDSC and is subject to confirmation by the secretary and/or the chair of the CDSC.
- 3.5 The secretary of the CDSC shall enter the names of all members of the CDSC in a register of members.
- 3.6 The secretary of the CDSC shall make a note in the register of the names of members who have ceased membership with the date of such cessation.

#### **4. Member Representatives**

- 4.1 The authorised Representative(s) shall preferably be knowledgeable with the relevant topics and have responsibility for and/or experience with capacity declarations and relevant legislation.

#### **5. Meetings of the CDSC**

- 5.1 Meetings of the CDSC shall be held at least once per IATA season.
- 5.2 The draft capacity declarations and supporting documentation shall be communicated by the coordinated airport to the CDSC in good time.
- 5.3 Additional meetings may be held as and when circumstances dictate and discussed in the first meeting of the season.
- 5.4 Meetings shall be conducted in English and shall, in principle, be held at Schiphol.

#### **6. Reporting**

- 6.1 The CDSC will report its findings to the CCN at least once per IATA season, at the start of the preparation for the next IATA season.
- 6.4 During the general meeting of the CCN one of the CDSC member representatives of air carriers will present the findings of the CDSC to the CCN.

#### **7. Chair and secretary**

- 7.1 The chair of the CDSC shall be selected at the start of the season from one of the coordinated airports by these airports operators that are a member of the CDSC and shall act as moderator.
- 7.2 The secretary of the CDSC shall be an employee of AAS which is to be appointed by AAS, shall act as a facilitator.

#### **8. Cost and Expenses**

- 8 All reasonable and proper administration premises and catering expenses of the CDSC shall be borne by AAS.

**Text to be added to CCN constitution**

**1. Definitions**

“CDSC”	means the Capacity Declaration Sub Committee.
“CDSC member”	means a member recorded in the membership register of the CDSC.

7.3 The aim of the Capacity Declaration Sub Committee is to discuss the capacity declarations of the coordinated airports and to prepare the discussion of the capacity declaration in the seasonal CCN meetings.

7.3.1 The following shall be entitled to be a member of the CDSC:

- Representatives of organisations that are members of the CCN.
- Representatives of the coordinated airports.
- Representatives of the Air Traffic Service Control
- The representatives of air carriers shall preferably reflect the various relevant categories of air carriers, or their representative organisations.