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Advisory Circular

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Subject:

OPERATIONS RESERVATIONS FOR HIGH
DENSITY TRAFFIC AIRPORTS (HDTAs)

Date: Sept. 28, 1982
Initiated by: AAT-220

AC No: 90-43E
Change:

1. **PURPOSE.** This circular advises that except for helicopters, all aircraft operators must continue to obtain a reservation to operate to and/or from designated High Density Traffic Airports (HDTAs). For scheduled air carriers/commuters/air taxis, reservations normally obtained through scheduling committees are obtained under procedures established pursuant to Special Federal Aviation Regulations (SFAR) 44, as amended. Reservations for other commuter/air taxi, military, and general aviation operations are obtained through the Airport Reservations Office (ARO).

2. **CANCELLATION.** Advisory Circular 90-43D, dated July 20, 1977, is cancelled.

3. **DEFINITIONS.**

a. **Reservation.** An authorization received in compliance with Federal Aviation Regulations (FAR) Part 93, to operate to and/or from a designated HDTA. Reservations are allocated on an hourly basis; however, an approved reservation does not constitute a warranty against traffic delays nor does it guarantee arrival and/or departure within such allocated hours. Such reservations constitute neither an air traffic control (ATC) clearance nor the filing of required instrument flight rule (IFR) flight plans.

b. **Airport Reservations Office.** An operational unit of the ATC Command Center responsible for administration of IFR reservations in consonance with FAR Part 93 and in accordance with regulations and procedures enacted to sustain interim operation of the ATC system.

c. **Flow Control.** Measures designed to adjust the flow of traffic into a given airspace, along a given route, or bound for a given airport to ensure the most effective use of airspace.

4. **INTERIM OPERATION - ATC SYSTEM.** SFAR 44 implemented emergency operation of the ATC system in response to the air traffic controllers' strike of August 1981. The Air Traffic Interim Operations Plan, implemented under authority of the amended SFAR, provides for operations allocations at major capacity-impacted airports, including HDTAs. While the Plan is in effect, operators must continue to obtain reservations for the HDTAs. For scheduled air carriers/commuters/air taxis, this is effectively accomplished by the IFR/VFR allocations made under schedule reduction requirements of the amended SFAR. For other users, i.e., nonscheduled commuters/air taxis, military, and general aviation, IFR HDTA reservations are obtained from the ARO. Through the Interim Operations Plan and other interim

measures, such as the General Aviation Reservation program, all users share proportionately in available ATC capacity and will continue to do so at reduced levels until ATC capacities are normalized.

5. DISCUSSION.

a. The FAA, by FAR Part 93, Subpart K, as amended, has designated the John F. Kennedy, LaGuardia, O'Hare, Washington National and Newark Airports as high density airports and has prescribed air traffic rules and requirements for operating aircraft to and from these airports. (The quota for Newark Airport has been suspended indefinitely.) Reservations for Kennedy and O'Hare Airports are required between 3 p.m. and 7:59 p.m. local time. Reservations for LaGuardia and Washington National are required between 6 a.m. and 11:59 a.m. local time. Helicopter operations are excluded from the requirement for a reservation.

b. The FAA has established an ARO to receive and process all IFR requests for operations at designated HDTAs. This office, located at 800 Independence Avenue, S.W., Washington, D.C., monitors operation of the high density rule and allots reservations on a "first come, first serve" basis determined by the time the request is received at the reservations office. Standby lists are not maintained. The ARO handles all requests for IFR reservations other than scheduled carriers which are handled under the interim operations plan. Requests for an IFR reservation will be accepted anytime after 6 a.m. local time on the day which is 48 hours in advance of the proposed operation. For example, a request for an 11 a.m. operation on a Friday would be accepted anytime after 6 a.m. local time on the previous Wednesday. An exception to the 48-hour limitation is made for weekends to recognize normal business hours. Consequently, a reservation request for an IFR operation on Monday or Tuesday would be accepted anytime after 6 a.m. local time the previous Friday. If the previous Friday is a holiday, requests will be accepted after 6 a.m. on Thursday.

c. An approved reservation does not constitute a warranty against traffic delays.

d. The ARO will not provide scheduling according to planned departure/arrival time. Assignments will be made on an hourly basis, e.g., an approved reservation for 1300 covers an operation any time between 1300 and 1359.

e. The filing of a request for an IFR reservation does not constitute the filing of an IFR flight plan as required by regulation. The IFR flight plan should be filed only after the reservation is obtained and should be filed through normal channels. The ARO is not equipped to accept or process IFR flight plans.

6. OBTAINING AN IFR RESERVATION.

a. While interim operation of the ATC system remains in effect, users may expect HDTA capacities to be below pre-strike levels. Pilots/operators are asked to share the limited available capacities by restricting personal and corporate reservation requests to a minimum. Your cooperation is likely to improve overall HDTA accessibility, relieve congestion on busy telephone lines, and thereby reduce service waiting time. However, if necessary, pilots/operators may avoid repeated demand on circuits by consolidating necessary reservation requests for more than one HDTA into a single phone call.

b. A pilot may obtain an IFR reservation in either one of two ways. He may file his request with the nearest Flight Service Station (FSS) by any available means or telephone the ARO direct. If filed with an FSS, the FSS specialist will obtain information on how the pilot is to be notified of the results of his request.

The telephone numbers for direct contact to the ARO in Washington, D.C., are as follows:

Washington, D.C.	202-488-1491
New York, NY	212-632-7806
Chicago, IL	312-263-2575
All other areas	202-426-9347

These telephone numbers all terminate at the ARO in Washington, D.C. They may be used in the cities indicated for the cost of a local call or a pilot not located in one of these cities can use the one for the closest city to reduce toll charges.

c. When filing his request for an IFR reservation, the pilot should include the following information:

(1) Aircraft identification.

(2) Name(s) of high density traffic airport(s) for which the pilot wishes reservation(s).

(3) Date(s) and hour(s) of proposed operation(s) at the high density traffic airport(s).

(a) For arrivals

Departure airport
Estimated time of arrival at HDTA
Estimated time enroute

(b) For departures

Airport of first intended landing
Estimated departure time from HDTA
Estimated time enroute

(4) Method for notifying the pilot of results (only collect long distance telephone calls will be made by the Flight Service Station).

d. Should the request time not be available, the closest mutually agreeable time before or after the requested time will be assigned. This will be considered as an assigned allocation unless subsequently cancelled by the pilot.

e. Pilots are encouraged to cancel their IFR reservation when it is known that the reservation will not be used. For other than scheduled air carriers/commuters/air taxis, a cancellation should be made directly to the ARO or any FSS. Scheduled air carrier/commuter/air taxi cancellations are processed under interim operating procedures established under the amended SFAR 44. The following information should

be included when cancelling an IFR reservation with ARO or an FSS:

- (1) Aircraft identification.
- (2) The airport for which the reservation was held.
- (3) The date and hour (Greenwich Mean Time) for which the reservation was granted.

f. To assure retention of a reservation, a pilot holding an IFR arrival reservation must retain his IFR status until in contact with the terminal facility.

g. Reservations are required when filing one of the high density airports as an alternate airport. Pilots are encouraged to file airports other than the high density airports as alternate airports.

h. While the General Aviation Reservation (GAR) procedure is in use, a GAR reservation is not required for an HDTA once an approved IFR ARO reservation has been obtained.


7. VISUAL FLIGHT RULES (VFR) PROCEDURES

a. For other than scheduled air carriers/commuters/air taxis, there will be no advance reservations for VFR operations. For scheduled carrier operations see note in (c) below.

b. At any time an HDTA is not authorizing VFR operations, a Notice to Airmen to that effect will be issued by that facility and a statement carried on the ATIS. This information can be obtained from any FSS or by referring to the HDTA teletype weather report. The code "VNA" at the end of the weather report means that VFR arrival reservations are not authorized. This indication will not be made when IFR weather conditions exist.

c. Each of the high density airports lies within a Group I TCA. A clearance from ATC to enter the TCA or depart the airport is also an approval for a VFR reservation. NOTE: During interim operation of the ATC system, under the provisions of SFAR 44, as amended, scheduled air carriers/commuters/air taxis must operate within a level of combined IFR/VFR operations consistent with established required scheduled reductions.

8. COMPLIANCE. The requirements for obtaining reservations pursuant to FAR 93, Subpart K, are mandatory. Failure to operate in accordance with the FAR will be grounds for enforcement action.


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