GCR Message Manual

For slot allocation procedures of General Aviation and Business Aviation flights (GA/BA) at M. R. Štefánik Airport

Bratislava, 2015

TABLE OF CONTENTS

GCR MESSAGE (GENERAL AVIATION SLOT CLEARANCE REQUEST)

1.1 General

As a result of the continuous rise in demand for airport slots for general aviation and business aviation at coordinated airports and the assumption that there will be a further increase in this traffic segment, an internationally valid format, known as the GCR (General Aviation Slot Clearance Request), to apply for slots has been developed. This format is described in detail below.

1.2 GCR Message Principles

The following list of principles applies to the GCR message:

- The GCR message only uses ICAO codes for aircraft and airports.

- The GCR message creators reference use REG or FLT to indicate use of registration or a flight number.

- For GCR communication using E-mail the GCR message should be in plain text placed directly in the E-mail body. No attachments or special characters should be used.

- The GCR message is in UTC

- The GCR message is in single day format only

- The GCR message may use all relevant tags listed in SSIM Appendix J

1.3 GCR Message Format

The GCR Message consists of 3 components:

```
GCR
/REG                                              Message Header
LZIB
NDCAPB 17APR 008C560 LCLK1430 N                   Flight Details Line(s)
N DCAPB 17APR 008C560 1500EDDV N
SI TIMES IN UTC                                    Footnote
GI BRGDS ……
```

1.3.1 Header

The message header consists of the following components:

1. Message type (GCR)

2. Creator Reference Line:

   a. /REG   - for flights identified with the aircraft registration mark;

   b. /FLT   - for flights identified with the designator of the aircraft operating agency followed by the flight identification (flight number);

   The sender´s email address can be specified using the single slash:

   /REG/ga.slots@bts.aero   or   FLT/ga.slots@bts.aero

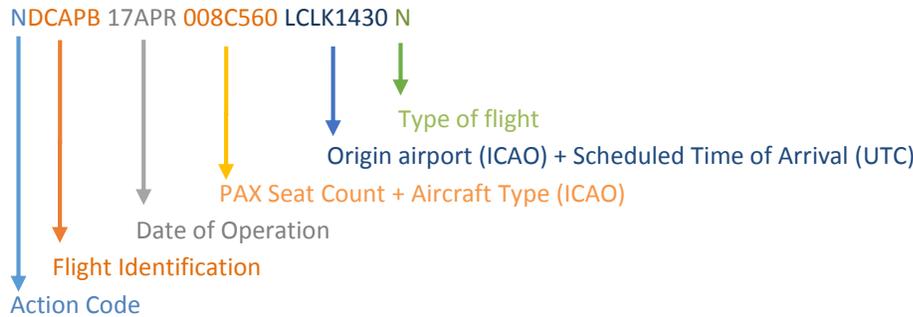3.	ICAO code of airport at which slots are being requested

Example:

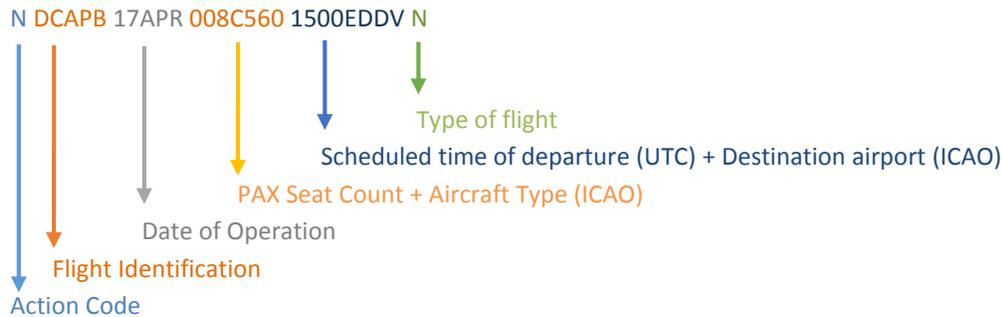|	
GCR	GCR
/FLT	/REG
LZIB	LZIB
NNJE582L 17APR 008H25B LFPB0500 N	NDCAPB 17APR 008C560 LCLK1430 N
N NJE072Y 17APR 008H25B 0700LIML N	N DCAPB 17APR 008C560 1500EDDV N
GI REGARDS …..	GI BRGDS …..

1.3.2 Flight Details Lines

The flight details lines contain all of the necessary schedule information needed to request an airport slot. The following examples show the different format required to request either an arrival or departure slot. It is necessary to strictly adhere to the format and sequence of information in the line.

1.3.2.1 Arrival Slot Format

NDCAPB 17APR 008C560 LCLK1430 N

Type of flight

Origin airport (ICAO) + Scheduled Time of Arrival (UTC)

PAX Seat Count + Aircraft Type (ICAO)

Date of Operation

Flight Identification

Action Code

For an arrival slot, there is NO blank between the action code and the flight identification.
The scheduled time of arrival is stated AFTER the airport of origin, without a blank in between.

1.3.2.2 Departure Slot Format

N DCAPB 17APR 008C560 1500EDDV N

Type of flight

Scheduled time of departure (UTC) + Destination airport (ICAO)

PAX Seat Count + Aircraft Type (ICAO)

Date of Operation

Flight Identification

Action Code

For a departure slot, there is A BLANK between the action code and the flight identification.
The Scheduled time of departure is stated BEFORE the destination airport, without a blank in between.

Action code

The action code defines the exact intention of the GCR message sender and is always at the beginning of the line. Depending on the sender, the following codes are possible:

GCR Message Action Codes	
Aircraft Owner / Operator	**Airport slot manager**
N – New Schedule D – Delete Schedule C – Schedule to be changed R – Revised Schedule	K – Confirmation X – Cancellation H – Holding U – Refusal / Unable W – Wrong

Flight Identification

Either the designator of the aircraft operating agency followed by the flight identification or the aircraft registration mark are possible. (Reference is made in the corresponding message header. Flight Identification is stated without blanks and hyphens.

Date of operation

The date of operation refers to the scheduled UTC departure and arrival times at the airport to be coordinated.

Aircraft information

The aircraft information consists of:

- PAX seat count (3 digits)
- ICAO aircraft type (4 letters)

This data is stated without a blank in between.

Routing and Time information

a) For an arrival slot, the scheduled time of arrival refers to on-block time and is stated AFTER the airport of origin, without a blank in between. (e.g. LOWW1545)

b) For a departure slot, the scheduled time of departure refers to off-block time and is stated BEFORE the destination airport, without a blank in between. (e.g. 1400LKPR)

Type of flight

The following service type codes can be used:

D	**General Aviation Flight**	**T**	**Technical Test Flight**
N	**Business Aviation Flight**	**X**	**Technical stop**
P	**Positioning/Ferry/Delivery/Demo Flight**	**K**	**Training Flight**
H	**Cargo Flight**	**W**	**Military Flight**
I	**Diplomatic Flight or Air ambulance (defined in SI line)**	**E**	**State Flight**

1.3.3 Footnote

The footnote is composed of the following lines:

SI   (Optional) For specifying additional information to the message in free text. (e.g. SI TIMES IN UTC)

GI   For specifying general information in free text. (e.g. BRGDS...)

1.4 Message Use/Flows

1.4.1 New slot request

Operator:

The Aircraft Operator will decide on whether to use a Flight Designator plus Flight Number or the Aircraft Registration and requests the new slot using the action code N.

```
GCR
/REG
LZIB
NDCAPB 25JUL 008C560 LCLK1430 N
N DCAPB 25JUL 008C560 1500EDDV N
SI TIMES IN UTC
GI BRGDS …..
```

Slot manager:

The slot manager will respond in one of the following ways:

a)   Confirm the slot using the action code K

```
GCR
/REG
LZIB
KDCAPB 25JUL 008C560 LCLK1430 N
K DCAPB 25JUL 008C560 1500EDDV N
SI TIMES IN UTC
GI BRGDS …..
```

b)   Unable to offer the requested time but is able to confirm the nearest available slot using the action codes U/K

```
GCR
/REG
LZIB
UDCAPB 25JUL 008C560 LCLK1430 N
KDCAPB 25JUL 008C560 LCLK1505 N
U DCAPB 25JUL 008C560 1500EDDV N
K DCAPB 25JUL 008C560 1535EDDV N
SI UNABLE DUE TO LACK OF PARKING SPACE
GI BRGDS …..
```

c) Unable to confirm any slot time tor the flight

GCR
/REG
LZIB
UDCAPB 25JUL 008C560 LCLK1430 N
U DCAPB 25JUL 008C560 1500EDDV N
SI UNABLE DUE TO LACK OF PARKING SPACE
GI BRGDS …..

1.4.2 Change an allocated slot

Operator:

To change an allocated slot, the Operator will use the same format message as used to obtain the slot using action
C and R where the C line is the existing slot clearance and the R line is the new slot details requiring clearance.

GCR
/FLT
LZIB
CEAT147 19AUG 007C550 LZKZ1620 D
REAT147 19AUG 007C550 LZKZ1535 D
SI REG OMATN
GI BRGDS …..

Slot manager:

The slot manager will confirm the change of the slot using actions code X and K where the X line denotes the old
slot being removed from the coordination database and K the new slot data being confirmed.

GCR
/FLT
LZIB
XEAT147 19AUG 007C550 LZKZ1620 D
KEAT147 19AUG 007C550 LZKZ1535 D
GI BRGDS …..

Should the Slot manager be unable to confirm the new slot details, but is able to confirm the nearest available slot,
the Slot manager will use an action code X/U/K combination where the X line denotes the old slot being removed
from the coordination database, the U line the new request which is not possible and K the new slot data being
confirmed.

GCR
/FLT
LZIB
XEAT147 19AUG 007C550 LZKZ1620 D
UEAT147 19AUG 007C550 LZKZ1535 D
KEAT147 19AUG 007C550 LZKZ1545 D
SI UNABLE DUE TO RWY CAPACITY LIMITATIONS

Should the Slot manager be unable to confirm the new slot details, the Slot manager will use an action code H/U combination where the H line denotes the old slot being retained in the coordination database and the U line the new request which is not possible.

GCR
/FLT
LZIB
HEAT147 19AUG 007C550 LZKZ1620 D
UEAT147 19AUG 007C550 LZKZ1535 D
SI UNABLE DUE TO LACK OF PARKING SPACE
GI BRGDS …..

1.4.3 Delete an allocated slot

Operator:

To delete an allocated slot, the Operator will use the same format message as used to obtain the slot using action D and ensuring the details match the slot held.

GCR
/REG
LZIB
D FHBFD 05APR 010C550 0550LFPB D
GI BRGDS …..

Slot manager:

The Slot manager will confirm the deletion of the slot using action code X.

GCR
/REG
LZIB
X FHBFD 05APR 010C550 0550LFPB D
GI BRGDS …..

1.4.4 Data mismatch

The Slot manager will respond with W or W/H combinations should they be unable to reconcile the Operator's C line or D line with the slots held in the coordination database.

Operator:

GCR
/FLT
LZIB
C NJE420E 20APR 008H25B 0830LTFJ N
R NJE946C 19APR 008H25B 1530UUWW N
GI BRGDS …..

Slot manager:

GCR
/FLT
LZIB
W NJE420E 20APR 008H25B 0830LTFJ N
SI WE HAVE NO SLOTS ALLOCATED FOR 20APR.
GI BRGDS …..

Or

GCR
/FLT
LZIB
W NJE420E 20APR 008H25B 0830LTFJ N
H NJE420E 20APR 008H25B 0645LTFJ N
SI PLEASE NOTE SLOT MISMATCH.
GI BRGDS …..