

AERONAUTICAL INFORMATION CIRCULAR 9/21

NOTICE OF MANDATE TO APPLY AIRPORT COLLABORATIVE DECISION MAKING (A-CDM) PROCEDURES AT TORONTO/LESTER B. PEARSON INTERNATIONAL AIRPORT

(Replaces AIC 26/20)

1.0 Date of Applicability

The airport collaborative decision making (A-CDM) procedures described in this aeronautical information circular (AIC) are applicable as follows:

- A-CDM live operations will be effective as of 05 April 2021.

2.0 Purpose of the Circular

This AIC outlines the A-CDM procedures to be followed by operators at Toronto/Lester B. Pearson International Airport (CYYZ).

Additional information on the details of the A-CDM Project at CYYZ can be found at <http://torontopearson.com/acdm/>.

For anything not covered in this circular, detailed explanation can be found in the *Transport Canada Aeronautical Information Manual* (TC AIM), Aerodromes chapter, section 10 <https://www.tc.gc.ca/ca-publications/AIM_2020-1_E_AGA.pdf>.

The A-CDM web portal for operational purposes can be found at <https://acdm.gtaa.com/>.

3.0 A-CDM Single Point of Contact

The 24/7 dedicated single point of contact for A-CDM is the Manager Operations – Airport Flow (MO-AF):

Tel.: 416-776-ACDM (2236)
E-mail: manageroperationsairportflow@gtaa.com

4.0 Exemptions From A-CDM Procedures

Helicopters and flights identified by any one of the following designators in Item 18 of their flight plan, or by any other agreed means that may be applicable, are exempt from adhering to the A-CDM procedures:

STS/FFR	Fire fighting
STS/HEAD	Flight with Head of State status
STS/HOSP	Flight on an actual medical mission
STS/MEDEVAC	Flight operated for life critical medical emergency evacuation
STS/SAR	Flight engaged in a search and rescue mission
STS/STATE	Flight engaged in military, customs or police services
STS/FLTCK	Aircraft performing NAVAID flight check

5.0 Flight Crew Procedures

5.2 Adherence to TOBT/TSAT

To prevent unnecessary, and potentially significant delays, flight crews are reminded of the importance of keeping their Target Off Blocks Time (TOBT) accurate. Failure to comply with the actions associated with TOBT/Target Start-up Approval Time (TSAT) will result in new times being allocated.

5.3 TOBT/TSAT Visibility

- Where Advanced Visual Docking Guidance System (AVDGS) is available TSAT times will be displayed at TOBT -10 minutes, or TOBT -20 minutes if TSAT time is \geq TOBT + 20 minutes.
- A-CDM web portal <<https://acdm.gtaa.com/>>.
- Through communication with the operator and their designated representative(s).

5.4 Call Ready Procedure

- **TOBT +/- 5 minutes** contact Apron Coordinator to confirm that the flight is ready with aircraft location.
- **Monitor** appropriate Apron frequency to await push-back and start-up approval.

5.5 Push-back / Start-Up Approval

- **TSAT +/- 5 minutes** Apron will provide push-back and start-up approval without a call from the flight crew.
- **Sky Service midfield/3 Bay Hangar Apron** aircraft shall start-up without requiring an instruction to do so from Apron in the TSAT +/- 5-minute window.
- **Aircraft located at uncontrolled areas (Taxiway K, South FBO, Vista Cargo, Air Canada Hangar)** shall contact North or South Ground as appropriate in the TSAT +/- 5-minute window for taxi clearance.
- Failure to commence the push-back/start-up process within 2 minutes must be reported to the appropriate Apron or Ground frequency. Failure to report will be assumed that the TSAT is no longer valid and the operator needs to provide a new TOBT from which a new TSAT will be generated.
- If there is an issue after the aircraft has cleared the gate area that would mean a longer than normal start-up procedure, flight crew must request guidance from Apron frequency or Apron Coordinator if located at uncontrolled areas.

5.6 De-icing Operations

De-icing procedures will have a significant impact on taxi times, airport throughput and A-CDM planning.

- De-icing requirements must be communicated to Clearance Delivery.
- Requests for a change in de-icing requirements (including no longer requiring de-icing) later in the process must be communicated to Apron Coordinator as soon as practicable.

5.7 Managing TSAT Delays

Delays can occur for many different reasons so there will be occasion when there is a significant time difference between TOBT and TSAT.

Flight crews at CYYZ can normally expect to remain at the gate whilst waiting for their TSAT. Should the gate be required for another purpose, flight crews can expect to remote hold on the airfield to await their TSAT.

Flow restrictions enroute, or at destination airports, are calculated into a flight's TSAT.

6.0 Contingency Operations

If the A-CDM system fails or becomes unreliable, the A-CDM procedures will be suspended. The suspension and eventual restarting of the procedures will be announced via the automatic terminal information service (ATIS) broadcast and a NOTAM.

During suspension of the A-CDM procedures, no TOBT and TSAT will be provided.

All aircraft are to report ready with Apron Coordinator when they are ready to commence push-back/start-up procedures.



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