

**OPERATIONAL PROCEDURE OF AIRPORT COLLABORATIVE DECISION  
MAKING (A-CDM) AT TAN SON NHAT INTERNATIONAL AIRPORT (CONTD)****1.2.2.6 Start-up procedure (contd)**

In case an ATC is unable to approve start-up clearance within TSAT window due to special reasons such as: VIP flight, adverse operational condition, pilots shall be notified to "stand by", then ATC shall issue start-up clearance when possible.

Pilots shall check for updates of TOBT, TSAT directly on A-CDM Portal.

In case the pilot cannot check for the updating of TOBT, TSAT on A-CDM Portal, pilot shall be responsible for contacting with GH to receive TOBT, TSAT.

In case, the pilot cannot contact GH, he/she shall be responsible for contacting with GH or ATC to receive TSAT via RT/VHF. For flights that require an idle engine start when technical failure:

- The pilot requested to start the engine: ATC did not update the Actual Start up Request Time (ASRT) to the A-CDM Portal system.
- After checking the engine and ready for departure, pilot request start-up for departure according to the current procedure. ATC updates the Actual Start Up Request Time (ASRT) to the A-CDM system.

For flights that require an idle engine start at gate/parking, the pilot shall actively estimate the idle engine start time to ensure that the aircraft will start all engines for departure within the TSAT window +/- 5 minutes.

**1.2.3 Phases of A-CDM flights****1.2.3.1 Planning phase**

Flight is established SCH status in the system when:

- Airlines schedule flight timetable for the next day and submit to Tan Son Nhat International Airport (TIA) and relating Ground Handling (GH).
- For airlines without representative at the airport, flight schedule shall be submitted by Groung Handling (GH).
- Ground Handling (GH) update flight schedule into SMIS/VMS to synchronise into A-CDM Portal.
- Tan Son Nhat International Airport arrange stands for flights.

Flight is established INI status in the system when AO send proposal FPL to ARO/AIS via AMHS/AFTN system or AIS/AIM/email system or submit directly no later than:

- 150 min before EOBT for domestic flights that submit FPL remotely.
- 210 min before EOBT for international flights that submit FPL remotely.
- 60 min before EOBT when submitting proposal FPL directly at Tan Son Nhat ARO/AIS.

**1.2.3.2 Arrival phase**

Flight is established FIR status in the system when:

- Aircraft approach Ho Chi Minh FIR and start planning to arrange landing sequence for arrival aircraft.
- ATC provide ELDT for A-CDM Portal.
- At the time the aircraft arrives at the TMA area, the A-CDM Portal system will record the ELDT time based on data received from the ADS-B system. The ELDT is next updated from the ADS-B signal when the aircraft descends to 7000', 4900' and 2000'.
- Flight is established FNL status in the system: final ELDT updated from the aircraft's ADS-B system at an altitude of 2000'.

Flight is established LND status in the system when:

- Aircraft land;
- The time aircraft touch down Rwy is the reference time for ALDT. ALDT is initially received from the ADS-B system, then the A-CDM Portal system receives the data automatically from SMIS (updated from ATFN/AMHS).

**1.2.3.3 Ground Handling (GH) phase**

- Flight is established IBK status in the system when: Aircraft is into stands and GH unit accept flight AIBT value.
- Flight is established BRD status in the system when: GH unit update the time customers start boarding by inserting ASBT in the system or directly insert into A-CDM Portal, based on the time the first boarding card scanned at the boarding gate.
- Flight is established RDY status in the system when: GH services are completed and ARDT is inserted in SMIS/VMS.

**1.2.3.4 Departure phase**

Flight is established OBK status in the system when:

- Aircraft is out of the stands;
- GH Agent inserts AOBT in the system. A-CDM Portal updates AOBT from SMIS/VMS.

Flight is established DEP status in the system when:

- Aircraft depart from Rwy;
- A-CDM Portal receive initial ATOT from the ADS-B system, then is officially updated by SMIS from decoding the DEP message from ATFN/AMHS.

**1.3 Reversion to current operational procedures**

In case the A-CDM live operation is postponed due to TOBT or TSAT becoming unavailable, Pilot and ATCs shall resume "first come, first served" operational procedure. The temporary discontinuation or the resumption of the A-CDM live trial shall be notified by NOTAM.