Restricted Hours Operating Policy

Airside Systems & Programs

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Annex A – Request for Operating Extension due to Mechanical Malfunction of Aircraft

Annex B – Toronto based General Aviation Night Flight Program Request Form
1 Introduction

1.1 General Information

The purpose of this document is to detail procedures and communications required for the operation of aircraft at Toronto Pearson International Airport in accordance with the airport’s Noise Management Policy, particularly during the restricted hours (00:30-06:29L).

1.2 Noise Operating Restrictions and Noise Abatement Procedures

Noise is a concern at many major airports and being a good airport community citizen means considering those who live around us. Noise Operating Restrictions and Noise Abatement Procedures are in place to reduce the impact on surrounding residential communities and are strictly enforced.

The Greater Toronto Airports Authority (GTAA) administers the operation of aircraft within the restrictions as published in the Canada Air Pilot relating to Toronto Pearson International Airport. Including the following:

- Hours when aircraft operations are prohibited or restricted;
- Preferential runways;
- Maintenance Run procedures; and
- Arrival and Departure procedures.
2 Restricted Hours Operating Policy

2.1 Restricted Hours

Operations at Toronto Pearson International Airport are restricted between the hours of 00:30 and 06:29 local.

Operators planning to arrive or depart within the restricted hours must have the express permission of the GTAA, either by a pre-planned/scheduled exemption, an operating extension on the day of operation or a General Aviation (GA) night flight approval (slot). No chapter 2 aircraft operations will be permitted to operate within the restricted hours of operations.

Additionally, night-time operations are subject to an annual limit imposed by Transport Canada. The GTAA makes every effort to balance the needs of the community with the requests of the Operators when approving night-time operations without exceeding the annual limit.

Initial submissions in writing for restricted hour exemption requests should be addressed to the Manager, Slot and Capacity Allocation (Fax. 416-776-3483) on a seasonal basis. Approval may be granted, based on the criteria below, for Chapter 3/4 aircraft. Subsequent communications relating to changes, revisions, or additions should be made through normal Schedule Change Request (SCR) submissions.

Scheduled Operators will be given a seasonal quota of night-time operation slots and will be expected to manage their allotment appropriately. Once the limit of the Operator quota is reached, there will not be additional slots available for operations. Operators should consider swaps as a viable option for managing their night-time slots.

Every effort must be made to schedule outside of the restricted hours to ensure the Transport Canada annual limit on restricted hour movements is not exceeded.

2.1.1 Request for Exemptions

Requests

Requests for pre-approved operations must be received in writing once at the start of each season, no later than 30 days prior to the intended operation (refer to Section 2.1). Exemption requests not meeting these criteria will not be considered. Subsequent communications relating to changes, or additions should be made through normal SCR submission processes.
Information Required

The request to the GTAA should include the following information:

a. a statement from the management of the Operator justifying the proposed operations based upon the factors listed below;

b. the proposed hours and days of operation and the type or types of aircraft which are proposed to be operated detailing the aircraft model, maximum take-off weight, engine model, hushkit (if applicable) and noise certification levels; and

c. a statement from the management of the Operator establishing to the satisfaction of the GTAA, the rationale for the proposed operations based upon operational constraints including considerations involving economic and operational factors.

Factors

The factors the GTAA may consider in its determination of whether to grant approval include, but are not limited to:

a. the impact of the proposed operations upon the overall GTAA Noise Management Program;

b. the contribution of the proposed operations to the economic development of the Greater Toronto area;

c. that the proposed operations do not diminish passenger or aircraft safety; and

d. improved passenger or shipper convenience.

2.1.2 Request for Operating Extensions

When aircraft operations scheduled within normal airport hours (06:30 to 00:29L) are delayed on the day of operation, Operators may request an operating extension. All requests for extensions will require thorough justification and be subject to careful scrutiny. Extensions may be granted on the day of operation only for delays caused by weather, mechanical, security, or Air Traffic Control problems; however, operating extension approvals are limited and some flights may be denied.

Operator requests for extensions due to mechanical malfunction of aircraft must be accompanied by a completed request form (Annex A) signed by the operator representative with the details of the malfunction and faxed to the Resource Management Unit (RMU).

Contact the Resource Management Unit at (416) 776-3480 or 1-(800) 267-7568 (SLOT) to request an approval to operate.

Note: Non-noise certificated aircraft and Chapter 2 operations will not be granted operating extensions.
When aircraft operations scheduled within the restricted hours (00:30 to 06:29 L) are delayed on the day of operation no extension is required; however, notice must be given to the GTAA through the RMU.

Contact the Resource Management Unit at (416) 776-3480 or 1-(800) 267-7568 (SLOT) with the revised estimated arrival/departure time.

Note: It is the Airline responsibility to ensure that all applicable agencies are notified of delays (e.g. Canada Customs, Taxi/Limo compound, etc).

In the event of a dispute between an Operator and the RMU over permission to operate on the day of operation, the GTAA Airport Duty Manager ((416) 776-3030) will have the final decision making authority.

### 2.1.3 Request for General Aviation Night Flight Approval

The GA Night Flight Budget Pool (GA Night Pool), established by the GTAA within the limits of the night flight budget, permits a limited number of night time operations of Toronto Pearson based GA operators. Requests may be made up to 30 days in advance or on the day of a planned operation. Priority is given to requests for arrivals, but consideration for departures will be given on a per case basis.

Pre-approved GA Night Pool slots may be obtained by Toronto Pearson based GA operators by submitting a slot request to the Facility Allocation Office for flights prior to 24 hours of the anticipated operating time and not more than 30 days in advance.

Send requests to the Facility Allocation Office by e-mail at yyzslots@gtaa.com and by using the attached form (Annex B).

Requests for pre-approved GA Night Pool slots will be reviewed by the RMU with any disputes being addressed by the GTAA’s Airport Duty Manager, or his designate.

Requests for GA Night Pool slots within 24 hours of the planned operation may be obtained by contacting the RMU at (416) 776-3480 or 1-(800) 267-SLOT(7568). In the event of a dispute between an operator and the RMU over permission to operate on the day of operation, the GTAA Airport Duty Manager will have the final decision making authority.

Medevac operations of any priority are permitted during the restricted hours. Contact the RMU to obtain night flight approval prior to operating. These operations will not be counted against the GA Night Pool budget.

### 2.2 Preferential Runway Assignment

Subject to existing conditions, (e.g. wind, weather, runway conditions, approach aid availability) the following runways are preferred for aircraft operations in the following order of priority:
ARRIVALS: 05 15L 06L
DEPARTURES: 23 33R 24R

Operations on other runways are limited as much as possible during this time period.

Preferential runway assignments have been in practice for many years to ensure that the fewest number of residents in the surrounding communities are impacted by aircraft operations at night.

Unless required by the aircraft for valid operational requirements, departures and arrivals will not be reassigned from preferred runways during the restricted hours.

2.3 Maintenance Runs

Occasionally, airline maintenance staff is required to perform engine run-ups after engine repairs have been completed. At all times, these run-ups must be approved by the GTAA in advance and conducted at designated times and locations determined to minimize their impact on the surrounding communities particularly at night.

Between 00:00 and 07:00L, engine run-ups are approved only for aircraft scheduled to depart that morning at designated locations farthest from residential areas. Engine run-ups are prohibited for all noisier Chapter 2 aircraft between 00:00 and 05:00L and will only be approved between 05:00 and 07:00L for aircraft departing prior to 09:00L.

Prior to conducting any engine runs, either at idle setting, or above idle power, approval must be obtained from the GTAA Duty Manager at (416) 776-3030. Full details are available in the GTAA Apron and Maintenance Run Procedures document. Contact the Noise Management Office at (416) 776-4556 to obtain a copy.

2.4 Arrival and Departure Procedures

To minimize noise, the GTAA works with NAV CANADA to maintain strict flight procedures for arriving and departing aircraft during the restricted hours.

Procedures differ slightly for manufactured Chapter 3/Chapter 4 aircraft versus hushkitted Chapter 3 types.

- Manufactured Chapter 3/Chapter 4 aircraft:
  - Arrivals: Arriving aircraft should use RNAV STAR (Standard Terminal Arrival Routes) and continuous descent approach procedures. Additionally, for all approaches, including visual approaches, maintain 3000’ ASL or above until intercepting the extended runway centreline; intercept the extended runway centreline at or outside the Final
Approach Fix then, remain on or above the glide slope or assumed 3 degree glide slope.

- Departures: Departing aircraft will be issued a Standard Instrument Departure (SID) and should expect to follow the normal SID routing to an altitude of 5000’ ASL before turning or being vectored enroute.

- Hushkitted Chapter 3 aircraft:
  - Arrivals: Arriving aircraft should use RNAV STAR (Standard Terminal Arrival Routes) and continuous descent approach procedures. Additionally, aircraft should expect to be vectored downwind to join final approach at 15 miles and 5000’ ASL.
  - Departures: The GTAA and NAV CANADA are working together to develop a Quiet Hours SID procedure requiring all aircraft to:
    - use the full length of the departure runway,
    - climb at the best angle to a pre-determined position close to the airport, then;
    - reduce power to a Quiet Thrust setting to a second pre-determined position approximately 10 nmi away from the airport, then;
    - continue the climb enroute at normal power setting and configuration.
    - All aircraft must reach the second point at Quiet Thrust before turning enroute at normal power setting.

2.5 Weather Alternate

Aircraft enroute to other airports filing Toronto Pearson as their weather alternate that experience severe weather and are diverted to CYYZ must advise the GTAA prior to arriving at the airport during the restricted hours. Contact the RMU at (416) 776-3480 or 1-(800) 267-7568 (SLOT) with the details of the estimated time of arrival. Additionally, once arrived the diverted flight may not depart during the restricted hours.

2.6 Enforcement

Compliance with the Noise Management Program is mandatory for all Operators and is strictly enforced. Aircraft arriving or departing during the restricted hours without prior approval of the GTAA will be investigated and reported to Transport Canada for their review and possible enforcement action, including a monetary penalty.
2.7 Amendments

The GTAA may amend, supplement or replace the Restricted Hours Operating Policy at any time.
ANNEX A - REQUEST FOR OPERATING EXTENSION DUE TO MECHANICAL MALFUNCTION OF AIRCRAFT

FAX REQUEST TO (416) 776-5552

**Part A:** Request - Must be completed by aircraft operator for all operating extensions requested due to aircraft malfunction. This request form must be completed in full and faxed to the RMU. All required information must be provided in order for the request to be processed.

**Part B:** Approval - Must be completed by RMU

**Enforcement** – All extensions requests may be audited by the GTAA. Violations may be subject to a nighttime penalty (equivalent to 16 times landing fee of aircraft) by the GTAA AND Enforcement by Transport Canada

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<thead>
<tr>
<th>PART A - REQUEST</th>
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<tbody>
<tr>
<td>DATE:</td>
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<tr>
<td>TIME OF REQUEST (Local):</td>
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<tr>
<td>AIRCRAFT OPERATOR:</td>
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<tr>
<td>AIRCRAFT TYPE:</td>
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<td>FLIGHT NUMBER:</td>
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<tr>
<td>ORIGINALLY SCHEDULED TIME OF DEP/ARR (Local):</td>
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<td>PROPOSED TIME OF DEP/ARR (Local):</td>
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<td>CIVIL REGISTRATION:</td>
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<td>ICAO ANNEX 16 NOISE CERTIFICATION -</td>
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<td>☐ Chapter 2</td>
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<td>☐ Chapter 3</td>
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<td>☐ Chapter 4</td>
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<td>DETAILS OF MECHANICAL MALFUNCTION:</td>
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<table>
<thead>
<tr>
<th>NAME OF REQUESTOR</th>
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<tbody>
<tr>
<td>REQUESTOR'S SIGNATURE</td>
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<td>FACSIMILE No:</td>
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<tr>
<th>PART B - APPROVAL</th>
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<tr>
<td>APPROVAL GRANTED:</td>
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<tr>
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<td>APPROVING OPERATOR</td>
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For any inquiries concerning the above instructions, contact The Greater Toronto Airports Authority, Resource Management Unit at (416) 776-3480 or 416-267-7568 (SLOT)
# Annex B

## Toronto Based General Aviation Night Flight Program

### Request Form

<table>
<thead>
<tr>
<th>Requestor Information</th>
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<tbody>
<tr>
<td><strong>NAME</strong></td>
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<tr>
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<td><strong>AIRCRAFT REGISTRATION</strong></td>
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<td><strong>ICAO CHAPTER</strong></td>
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<tr>
<td><strong>ARRIVAL/DEPARTURE</strong></td>
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<tr>
<td><strong>ORIGIN STATION</strong></td>
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<td>(3 or 4 letter code)</td>
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<td><strong>DESTINATION STATION</strong></td>
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<td>(3 or 4 letter code)</td>
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<tr>
<td><strong>SCHEDULED OPERATION TIME</strong> (YYZ local time)</td>
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<tr>
<td><strong>ESTIMATED OPERATION TIME</strong> (YYZ local time)</td>
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### Notes:

Please email completed form to yyz@colpolsaa.com or fax to (416) 776-3480, or 1-800 267-3L0T (2565).

This form should only be used for advanced requests 24 hours to 30 days in advance of the desired operation time.

For day of operation requests, or questions, please call the Resource Management Unit at (416) 776-3480, or 1-800 267-3L0T (2565).

### RMU Use Only

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<thead>
<tr>
<th>Request Status</th>
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