

Chapter 7 - APRON DEP Operation

Containing **Description, Operational Procedures** and **Submenus** of the scope called **AA+AD**.....

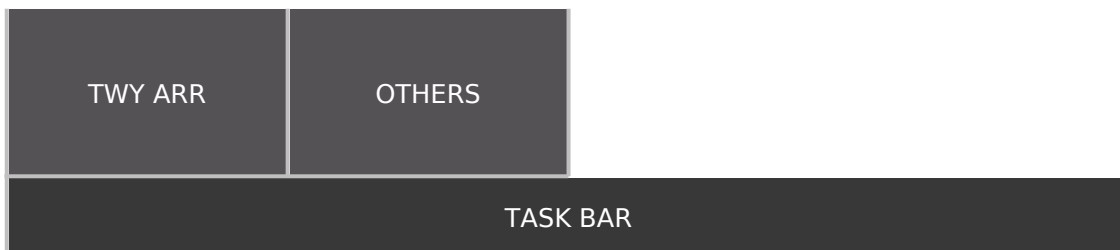
1. General Overview

Used by: EKCH_B_GND, EKCH_C_GND

Similar scopes: **AA+AD** (used for combination of Apron DEP and Apron ARR).

General Design

Column 1 (ARR)	Column 2 (DEP)	Column 3 (SU+PUSH)	Column 4 (PLANNED DEP)
MESSAGES	DE ICE V	STARTUP	SAS
FINAL	DE ICE B		
	(UPR) TWY DEP		
RWY ARR	(LWR) TWY DEP	PUSHBACK	NORWEGIAN



2. Procedures

Planned Departures

ATC Clearance can be assigned by APRON DEP as required, using procedure as outlined in CLR DEL Chapter.

If an ATC Clearance is assigned directly through APRON DEP, or AA+AD, the strip **bypasses** SEQ PLN and is directly:

- Placed in STARTUP bay
- Under control of the controller who assigned the clearance.

Assigning Pushback

Once an aircraft calls APRON DEP for pushback, the aircraft is considered approved for startup with respect to CDM.

To assign a pushback, APRON DEP, can perform one of three actions with same result:

- Click on the STAND field, to open the “Pushback Map”, and select appropriate release point or direction. Once selected strip is relocated to PUSHBACK BAY
- Click and drag aircraft to PUSHBAY Bay, and subsequently choose a release point/direction
- Click and drop aircraft to PUSHBAY Bay, and subsequently choose a release point/direction

MESSAGES

DE-ICE V

DE-ICE B

TWY DEP

RWY ARR

TWY ARR

STARTUP

AD	SAS1218	A172M K1020	E76	TSAT	22R
AD	SAS127	A320M FF897	B9	TSAT	22R
AD	GRL781	A320M PY785	B10	TSAT	22R
AD	SAS125	M042M JN226	D2	TSAT 1446	22R
AD	QTR1KK	B77W/H ZU361	C34	TSAT 1445	22R
AD	IBK7AZ	B738M J0854	Y4	TSAT 1444	22R

PUSH BACK

NORWEGIAN

OTHERS

OYPTL	EKKL	EOBT	1450	TOBT	1450
OYBPB	EKRK F91	EOBT	1450	TOBT	1450

AD

DTR52R

A172M
QV481

J3

TSAT 1354

22R

1st Option: Direct Select >

TW

TE

OW

GE

APRON DEP

DEP

22R

ARR

22L

QNH

1011

ATIS

210/07

04L-22R

04R-22L

12-30

TRF

MRK

REQ

X

14:45:28Z

Doing one of these three actions are **mandatory**, as assigning a pushback results in CTOTs being locked, and activating the flight for vIFF.

Taxi-Out Instruction

When an aircraft is ready for pushback, the strip is placed in one of the two different types of TWY DEP bays.

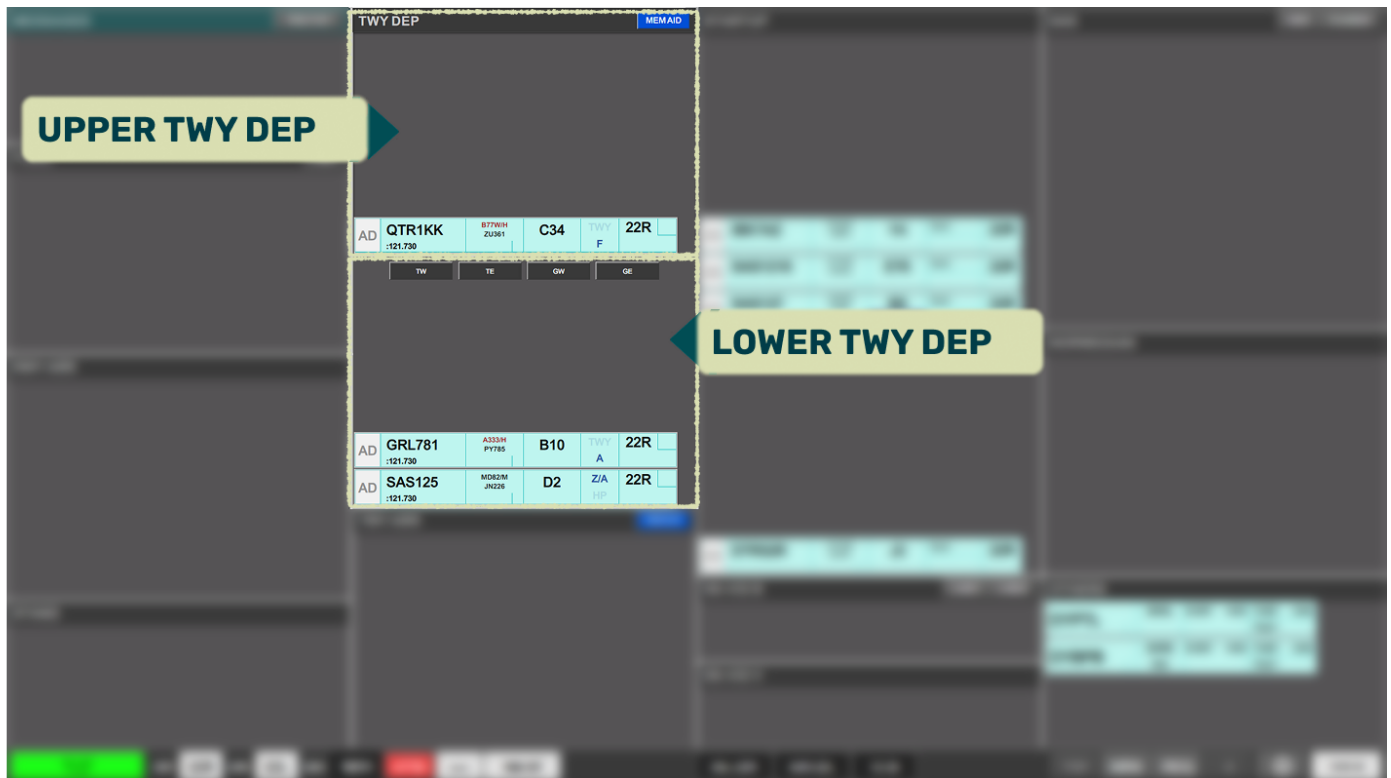
Appropriate use of these bays must be respected by use of one of the following actions:

- Click on the STAND field, to open the “Apron Taxi Map”, and select point of holding short. Aircraft will be prompted to move to the appropriate bay as required by the HS.
- Click and drag aircraft to TWY DEP Bay, and subsequently choose a HS point. (as desired)
- Click and drop aircraft to TWY DEP Bay, and subsequently choose a HS point. (as desired).

It is recommended but not mandatory to select hold short positions

There are Two TWY DEP bays:

- UPPER TWY DEP bay
- LOWER TWY DEP bay



Which one of the two TWY DEP bays to use, depends on the “**clearance limit**” of the strip in question

- **Upper TWYDEP bay** is for clearance limits, which are within APRON AOR and will prompt further instructions by APRON DEP. This bay is only visible to other apron controllers.
- **Lower TWY DEP bay** is for clearance limits, which are prompting a handover to GW (Ground West). This bay is also visible to all tower cotnrollers.

DE-ICE B / DE-ICE V

If De-Icing is required, this is clearly marked on the strip in blue color and white font “DE-ICE B” or “DE-ICE V”, in which case APRON DEP is responsible. When clearing an aircraft to the platform, the strip must be moved into the appropriate de-icing platform. If destined for DE-ICE B it must also be assigned a lane. LANE 1, LANE 2 strips can be selected to keep overview of who holds where, and will further more provide the frequency for De-Icing the pilots can contact.

Once aircraft is placed into the DE-ICE B or DE-ICE V bay the DE-ICE indication in the strip, will change from highlighted in blue, to a subtle colorless indication, signifying that the de-icing has been completed.

COORDINATION

Coordination between APRON DEP & APRON ARR

Coordination between the two aprons can be achieved primarily by use of MEM AIDs

- CROSSING BEHIND ->
- CROSSING AHEAD <-

This can be used to alert a follow controller of an aircrafts relative position to the strips in that controllers queue. Achieve this by:

1. Click to Select strip in question.
2. Click MEMAID
3. Select the CROSSING BEHIND or CROSSING AHEAD.
4. Place the strip so the arrow point to the aircraft it crosses behind or ahead of
 - Meaning place it **below** an aircraft if it crosses **ahead**.
 - Meaning place it **above** an aircraft it crosses **behind**.
5. Clicking the hourglass on the right of the strip, will acknowledge the request by the other controller.

Coordination between APRON DEP & GW

Coordination between APRON DEP & GW can be achieved either by MEM AIDs, or by use of the RTI (Request Tactical Instruction) feature of flightstrips.

A MEM AID is used similarly, as when coordinating in between aprons.

An RTI can only be requested on a “purple” strip. Strips which are coming to you, but not yet. Therefore this, for the purpose of APRON DEP is requested by GW for you to do something. The request goes as follows:

- GW selects the taxi map and selects a HS position
- Selection turns yellow for both controllers indicating a request.
- APRON DEP clicks the HS and selects the same HS position that was requested.
- Selection removes yellow color and is shown in blue font (indicating a manual selection).

Traffic Sequencing & Handover

APRON DEP must ensure traffic is sequenced correctly, by placing the aircraft leading the queue in the bottom of the bays, followed by next strips in sequence stacked on top.

An aircraft approaching its clearance limit, for handover must be in the Lower TWY DEP bay, because Tower controllers can only see this lower bay. Additionally it must be sequenced correctly.

Automatic transfer is available, by clicking on SI field to initiate transfer to next controller.

If transfer is desired to another station that what is indicated, four small buttons between the two TWY DEP bays, allows a change of default controller by:



- Click to select current strip.
- Click on the station you wish to change the default to.
- Click on SI field to initiate transfer to that controller

The SI field will only change if the station selected is actually online.

If desired a transfer can always be initiated via the Manual TRF option from the command bar.

Revision #6

Created 27 September 2026 10:31:59 by Lukas Agerskov (1226374)

Updated 22 October 2026 15:17:38 by Lukas Agerskov (1226374)