International Operations for First Time Operators

Tuesday, October 10, 2017 | 10:15-11:00 am
Trip Planning for International Operations

Critical Role of Dispatch

• Not hard, just complex
• Understanding all the requirements
• Assessing your capabilities
• Bringing all the pieces together by assigning the tasks
• Communicating to the various teams
Trip Planning for International Operations

Internal Customers
- Crew Members
- Executive Assistants
- Maintenance Team
- Corporate Security
- Tax Department
- Accounts Payable

External Customers
- FAA
- Civil Aviation Authority
- Airport Authorities
- Customs, Immigration
- Ramp agents
- Slot Coordinators
- Into-Plane Fuelers
- Many more…
Pre-Planning, Coordination & Readiness

*Ensure You Know AND Communicate!*

- Use a checklist
- Identify the Service Requirements
- Who is Responsible for Making the Arrangements?
- How Will The Service/Fee Get Paid For?
- Communicate to All Parties (ISP/Local Agent/Crew)

_Crewing Options for a Safe Operation (Long Range Ops)_

- Crew Rest at an Intermediary Airport
- Crew Augmentation
- Crew Change at an Intermediary Airport
Pre-Planning, Coordination & Readiness

Pre-Planning – Make Sure There Are No Gray Areas

- Obtain Trip Cost Estimates (TCE) from your partner vendors
- Review Country & Airport Information to Identify Potential Challenges and Show-stopping Issues
- Validity of Aircraft Documents
- Insurance Issues
- FAA Letters of Authorization
- Crew & Passenger Travel Documents
- Information for Advance Passenger Information System (APIS) Filing
Ground Handling & Credit Arrangements

Service/Fuel Arrangements - Ensure You Know AND Communicate!

- Point of Contact - Establish Ownership
- Secure Parking (Do this First!)
- Secure Your Hotels (Do this First!)
- Handling Arrangements – Make the Call
- Confirm Pax & Crew Handover Details
- Obtain Fuel Quotes & Releases
- Ground Transportation
- Catering
- Security/Medical

At most international locations, there are no FBO’s or available hangars. Most handling services are performed by airport employees with supervisory personnel attending the flight. Parking Location is determined by the airport authority.
Permissions and Approvals

*Slots, Landing, Overflights and PPRs*

- Flight Planning & Permits
- Slots/ARO’s (Confirm/Include in Remarks)
- Landing Permissions
- Overflights
- PPR’s
- Military Bases
Customs, Immigration and Quarantine

- CBP APIS Submissions
- International Customs
- Local Customs Issues & APIS
- Cabotage Issues
- Pets

Post Flight - Follow Up, Feedback & Analysis

- Develop a System to Capture Corporate Knowledge
- Compare Incoming Invoices to TCE