| **Schedule No.** | **SA -** 000[Revision #] | **Document Type** | Draft or Official | **Date** | **April 25, 2017** |
| --- | --- | --- | --- | --- | --- |
| **Project** | Project Name | **Project No.** | Project Number | **YYC Contract #** | Contract No. |
| **YYC PM&Cell** | Choose a manager. | **Prepared by** | Name / Cell Number | **Contractor Job #** | Company Job No. |

# INSTRUCTIONS

|  |
| --- |
| **DRAFT** Schedule Advisories cover the upcoming week from Monday to Sunday. They must be submitted to [scheduleadvisory@yyc.com](mailto:scheduleadvisory@yyc.com) prior to 1200 on the Wednesday preceding the week of the scheduled work. *Late submissions may not be reviewed, or approved.*  **OFFICIAL** Schedule Advisories are issued after YYC reviews of all DRAFTS received. Any changes required for work to proceed will be communicated to the Project Manager and submitter of the Schedule Advisory, prior to [scheduleadvisory@yyc.com](mailto:scheduleadvisory@yyc.com) distributing the OFFICIAL Thursday afternoon.  The Corps of Commissionaires will confirm security escort availability to [scheduleadvisory@yyc.com](mailto:scheduleadvisory@yyc.com) and the Project Manager by Friday at 1200 via email.  **REVISIONS** are changes to the OFFICIAL Schedule Advisory after their distribution by [scheduleadvisory@yyc.com](mailto:scheduleadvisory@yyc.com). They must be sent in with all changes highlighted in yellow. Cancellation, or removals of information should be ~~highlighted with a strikethrough~~. Changes submitted after 1600 **may not** be accommodated until the following work day.  Please note that all time are local times and work is dependent on suitable weather. Pullback distances are measured from taxiway centerline, and pullback time is the time required for a contractor to pullback after being notified. Cont. = Continuous Restriction.  Escort Types: D – Airfield Driver for taxiways and runways, D/A – Apron Driver, E – Echo Escort, on foot |

# OPERATIONAL IMPACTS

## Taxiways

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **#** | **Restriction** | **Pull-Back** | **Time** | **Type** | **Start** | **Finish** | **Reoccurring Until** |
| 1 | **Taxiway** *TWY / RWY* **-** Type of Restriction  Between *TWY / RWY* and *TWY / RWY* | Y/N | 0000 – 0000 | Y/N | Monday, April 10, 2017 | Friday, April 14, 2017 | Click to enter date. |
| 2 | **Taxiway** *TWY / RWY* **-** Type of Restriction  Between *TWY / RWY* and *TWY / RWY* | Y/N | 0000 – 0000 | Y/N | Monday, April 10, 2017 | Friday, April 14, 2017 | Click to enter date. |

## Runways

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **#** | **Restriction** | **Pull-Back** | **Time** | **Type** | **Start** | **Finish** | **Reoccurring Until** |
| 1 | **Runway Name - CLOSED**  Detail (Taxi availability, etc.) | Y/N  Time | 0000 – 0000 | Y/N | Monday, April 10, 2017 | Friday, April 14, 2017 | Click to enter date. |
| 2 | **Runway Name - Type of Restriction**  Detail (Taxi availability, etc.) | Y/N  Time | 0000 – 0000 | Y/N | Monday, April 10, 2017 | Friday, April 14, 2017 | Click to enter date. |

## Other Areas (Apron, VSR, etc.)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **#** | **Restriction** | **Time** | **Type** | **Start** | **Finish** | **Reoccurring Until** |
| 1 | **Area - Impact**  Detail | 0000 – 0000 | Y/N | Monday, April 10, 2017 | Friday, April 14, 2017 | Click to enter date. |
| 2 | **Area - Impact**  Detail | 0000 – 0000 | Y/N | Monday, April 10, 2017 | Friday, April 14, 2017 | Click to enter date. |

# SCHEDULE DETAILS

|  |  |
| --- | --- |
| **Operational Impact #** | **Scope of Work, Location, and Equipment** |
| Item # | (Describe work being done airside that **does** impact operations) |
| Item # |  |
| No Operational Impact Work | (Describe work being done airside that does not impact operations) |

# CRANES

|  |  |
| --- | --- |
| Will **Crane/Equipment causing obstructions** be required? **NO** | If **YES**: Crane Application Number**: YYC(T)###** |

Obstacle limitation forms can be found under Crane Approvals: [*http://www.yyc.com/en-us/businessatyyc/formsapplications.aspx*](http://www.yyc.com/en-us/businessatyyc/formsapplications.aspx)

Crane Application Numbers can be received by submitting your permits to [*cranes@yyc.com*](mailto:cranes@yyc.com)

# ESCORT REQUIREMENTS

**Lead escorts and contractor(s) to meet on-site at least 30 minutes prior to scheduled restriction.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** | **Time** | **# of People On Site** | **Meeting Gate/Place** | **# and Type of Escorts Required** |
| Monday, April 10, 2017 | 0000 – 0000 | Choose an item. | Meeting Place | Choose an item. Escort Type |
| Tuesday, April 11, 2017 | 0000 – 0000 | Choose an item. | Meeting Place | Choose an item. Escort Type |
| Wednesday, April 12, 2017 | 0000 – 0000 | Choose an item. | Meeting Place | Choose an item. Escort Type |
| Thursday, April 13, 2017 | 0000 – 0000 | Choose an item. | Meeting Place | Choose an item. Escort Type |
| Friday, April 14, 2017 | 0000 – 0000 | Choose an item. | Meeting Place | Choose an item. Escort Type |
| Saturday, April 15, 2017 | 0000 – 0000 | Choose an item. | Meeting Place | Choose an item. Escort Type |
| Sunday, April 16, 2017 | 0000 – 0000 | Choose an item. | Meeting Place | Choose an item. Escort Type |

***\* In escorts required column indicates that work goes to next morning***

***Safety/Security – Persons/Equipment accessing airside areas must do so under the direction of a security escort. All persons require a security pass and must present valid Government Issued photo identification in order to receive the security pass. If work is being conducted on or adjacent to active runways, taxiways and aprons; care must be taken to maintain required clearance distances. Any deviation to the Schedule Advisory must be approved by the Airport Duty Manager (403)735-1300 at least 60 minutes prior to restriction expiry.***

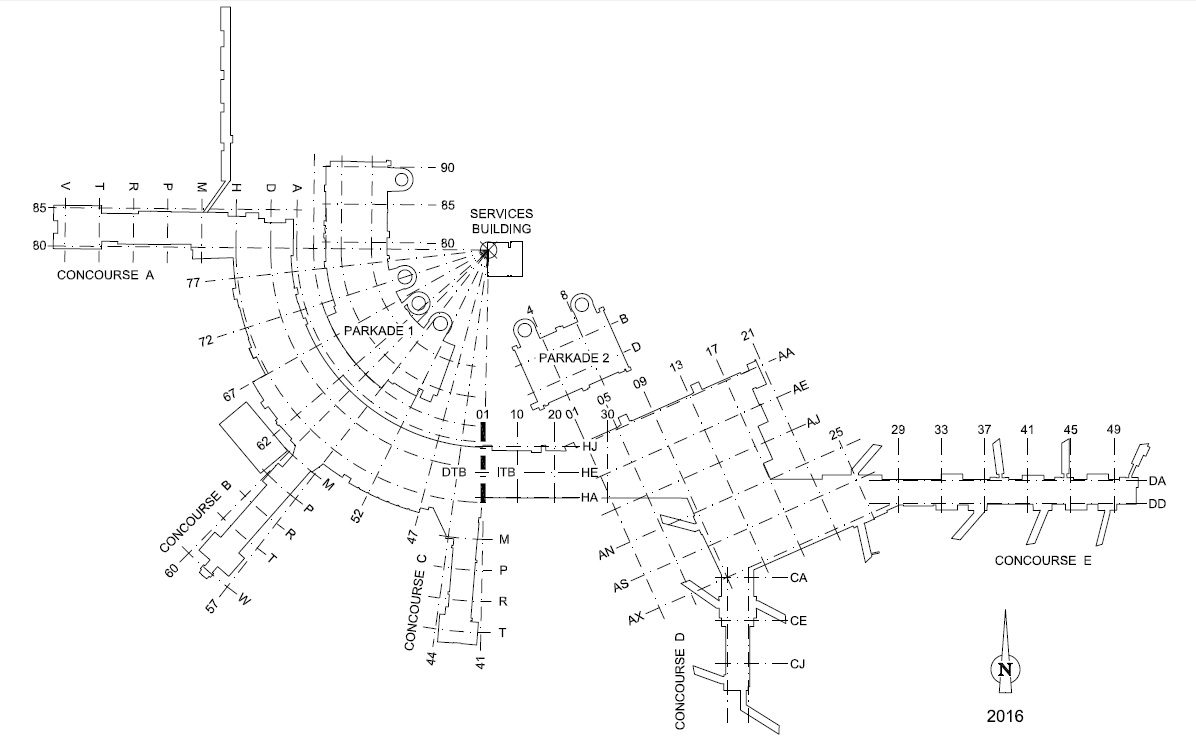
# CONTACTS - CCoC

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Name** |  | **Phone Number(s)** |
| **1** | **CCoC Field Coordinator** | **Field.Coordinator@yyc.com** | **403-333-2765** |
| **2** | **CCoC Duty Supervisor** |  | **403-735-7423** |

# CONTACTS - PROJECT

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Name** | **Company** | **Phone Number(s)** |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |
| 6 |  |  |  |

# TERMINAL AREA & ESCORT LOCATION

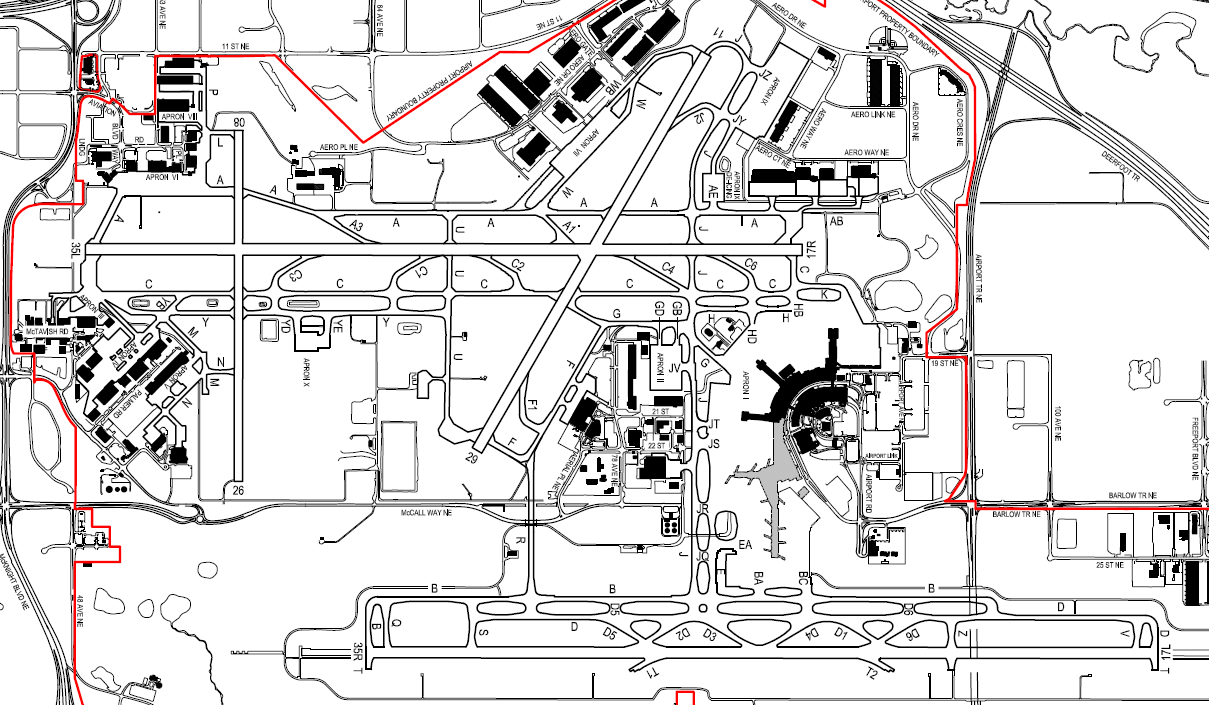


**Work Area**

**Meeting Area**

# AIRFIELD AREA & ESCORT LOCATION (MAIN GATES AND LANDMARKS SHOWN)

LOC29



400

452

GP11

EMERGENCY RESPONSE GATE WEST

420

402

103C

401

GP35L

West FEC

LOC17R

LOC35L

GP17R

**Highlight work area.**

**Circle Escort meeting place.**

201

Transmitter Site

320

GP29

302

306A

235

LOC11

509

507

508

Receiver Site

East

FEC

505

504

LOCNEW17L

LOC

35R

502

503

EMERGENCY RESPONSE GATE EAST

GP17L

GP35R