



WORKING PAPER

TENTH SESSION OF THE STATISTICS DIVISION

Montréal, 23 to 27 November 2009

Agenda Item 5: Airport financial data

Agenda Item 6: Air navigation services providers (ANSPs) en-route facility financial data

**STANDARDIZATION OF AIR TRANSPORT STATISTICS ON AIRPORTS AND AIR
NAVIGATION SERVICES PROVIDERS**

(Presented by the Secretariat)

SUMMARY

For a number of years, ICAO has been issuing reports on the financial situation of airports and air navigation service providers (ANSPs) biennially. These reports are produced on the basis of responses to questionnaires on airports and route facilities, respectively. The data so collected have been supplemented with data which ICAO collects through its Statistics Programme. This paper proposes the integration of the data collection required for these reports into the ICAO Statistics Programme. Such integration would reduce reporting requirements of Contracting States, standardize data collection and overcome duplication of tasks within the Air Transport Programme while making the data readily accessible through the Integrated Statistics Database (ISDB).

Action by the division is in paragraph 4.

1. INTRODUCTION

1.1 Over the years, the ICAO Statistics Programme has been modified by adding and deleting data series in order to satisfy the changing needs of the Organization and its Contracting States. Hence, pursuant to Articles 54 and 55 of the Convention, in 1960, the Council laid down requirements for statistics on airport traffic and, in 1976, those for financial data for airports and ANSPs.. These data are collected by the following air transport reporting forms (ATRFs):

- Airport Financial Data – Form J;
- Air Navigation Services Financial Data – Form K; and

1.2 Following the 1991 Conference on Airport and En-Route Facility Management, in June 1992, the Council confirmed its intention to study and report on the economic situation of airports and route facilities on a more regular basis. This recommendation was subsequently taken up by the 36th Assembly which incorporated it into its Resolutions covering the work of the Organization in the field of air transport¹.

1.3 Presently, these studies on the financial situation of airports and air navigation services² are conducted on the basis of responses to questionnaires on traffic, financial and employment data of airports and ANSPs, respectively that are sent to Contracting States under the cover of a State letter. The collected data is supplemented by data collected through the Statistics Programme.

1.4 This paper proposes integration of these questionnaires into the relevant forms of the ICAO Statistics Programme in an effort to reduce reporting requirements of Contracting States and to standardize data collection within the air transport programme. In addition, one of the advantages in consolidating the data collection under the ICAO Statistics Programme is that the respective data will be contained in the ISDB of ICAO. Hence, all reported data will become accessible on-line to Contracting States. It is noteworthy that, the 2005 and 2007 data from both data sources have had to be consolidated manually leading to a duplication of efforts.

2. PROPOSED ATRF MODIFICATIONS

2.1 This section discusses the proposed modifications which are shown in the respective appendices. Related reporting instructions will be issued depending on the Division's advice.

2.2 Airport Financial Data – Form J

2.2.1 Proposed modifications to this form are to align its items with those contained in the questionnaire concerned, as well as those shown in the relevant ICAO's guidance material, namely the *Airport Economics Manual* (Doc 9562). They involve expanding the number of items under Income for non-aeronautical revenues to have a better understanding of their origin and income composition. Furthermore, it is proposed to delete the section identifying the methods in which accounts are kept and capital assets are valued because accounting practices have been widely standardized since the form was introduced. Finally, it is proposed to add a section on airport employment, including the numbers of employees working for the airport authority as well as with other entities at the airport. Copies of the original Form J and its proposed revision are shown in **Appendices A** and **B**, respectively.

2.3 Air Navigation Services Providers Financial Data – Form K

2.3.1 Apart from formatting changes, it is proposed to add a section on the number of employees working with the ANSP. Copies of the original Form K and its proposed revision are shown in **Appendices C** and **D**, respectively.

¹ The latest mandate related to these studies is shown in resolving clauses 6 and 7 of *Resolution A36-15, Appendix F - Airports and air navigation services, Section II. Economics and management*, accessible under documentation at the panel's website at <http://portal.icao.int/>.

² The latest publication is the Report on the Financial Situation of Airports and Air Navigation Service Providers 2007 accessible at http://www.icao.int/icao/en/ATB/Studies/FinancialSituation_Ans_2007.pdf

3. APPLICATIONS IN ECONOMIC ANALYSES AND PLANNING

3.1 Under the Air Transport Programme³, ICAO is, *inter alia*, mandated to assist Contracting States, particularly developing economies, with economic analyses and planning activities, such as air traffic (airline and airport) forecasting, economic aspects of airport planning, analyses of economic contributions of civil aviation or economic aspects of aviation environmental measures. Thus airport and en-route traffic, financial and employment statistics of airports and ANSPs are essential for ICAO to fulfil its mandate in data provision and its potential in advisory services concerning infrastructure development and/or management as well as policy making for Contracting States.

3.2 Forecasting for Infrastructure Planning

3.2.1 Civil aviation infrastructure requirements are nowadays best specified in a business plan of an airport or an ANSP. The plan over a given period should prescribe their respective strategies and capital investments, including financing and amortization, through which their respective long-term business goals are intended to be achieved. It should outline the business environment, in which an airport or an ANSP is forecast to operate, and its implications for investment planning.

3.2.2 As mentioned above, on-line data services are available to ISDB subscribers. Furthermore, upon request, customized data sets may be provided, with or without assistance in economic analyses and forecasting through ICAO's regular programme and/or Technical Cooperation Programme. ICAO conducts biennial surveys on the financial situation of airports and ANSPs, and also on their respective organizational and ownership structures as well as functions for which these entities measure their respective economic performances. External clients include services providers or governmental agencies, for instance, those, which operate/manage airport/air navigation services as state owned, fully or partially autonomous entities or those responsible for their economic oversight.

3.3 Assessment of economic contribution of civil aviation

3.3.1 Measuring the economic contribution of civil aviation assesses the impact that air transport, aerospace and other related industries have - in generating output and creating employment - throughout a given economy. For the provision of air travel and freight services, air carriers and other operators purchase a wide range of products (goods and services) mainly from airports, air navigation services providers, governmental agencies, public corporations as well as aerospace manufacturing and other industries. Airports contribute significantly to the local/regional and national economies in which they are located. Industries depend on air transport in a globalized trading regime; particularly island-economies or land-locked countries that are extremely vulnerable. A well researched economic impact study can demonstrate the contribution that an airport makes to the economy concerned. This can be instrumental to obtaining financing or negotiating better loan conditions, particularly from public or foreign sources (such as government guarantees or development banks and funds) attracted by the wider economic effects of improved aviation infrastructure.

³ Resolution A36-15, Consolidated statement of continuing ICAO policies in the air transport field, *Assembly Resolutions in Force (as of September 2007)* – Doc 9902 accessible under documentation at the panel's website at <http://portal.icao.int/>.

4. **ACTION BY THE DIVISION**

4.1 The panel is invited to review and endorse the proposed modifications of:

- a) Form J - *Airport Financial Data* by (i) expanding the number of items on non-aeronautical revenues, (ii) simplifying some of the ancillary financial information requested, and (iii) adding the number of airport employees; and
- b) Form K - *Air Navigation Services Financial Data* by adding the number of ANSP employees.

INTERNATIONAL CIVIL AVIATION ORGANIZATION
AIR TRANSPORT REPORTING FORM

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AIRPORT FINANCIAL DATA

Contact person: _____ State: _____
 Organization: _____ Airport: _____
 Tel.: _____ Year ended: _____
 Fax: _____ E-mail: _____ Currency: _____

Estimated data, identified by an asterisk (*), may be used if exact data are not available

INCOME, EXPENSES AND INVESTMENTS

	DESCRIPTION	AMOUNTS		
		SUBTOTAL	TOTAL	
INCOME	1. Air traffic operations			
	1.1 Aircraft related charges			
	1.2 Passenger related charges			
	1.3 Other charges on air traffic operations			
	2. Ground handling charges			
	3. Concessions			
	of which, fuel and oil			
	4. Rentals			
5. Other revenues				
6. Total revenues (sum of items 1 through 5)				
7. Operating subsidies				
8. TOTAL INCOME (sum of items 6 and 7)				
EXPENSES	9. Operations and maintenance (including labour)			
	9.1 Personnel costs			
	9.2 Supplies			
	9.3 Services - contracted			
	10. Administrative overheads			
	11. Other non-capital costs			
	12. Capital costs			
	12.1 Depreciation and/or amortization			
	12.2 Interest			
	12.3 Other capital costs			
13. TOTAL EXPENSES (sum of items 9 through 12)				
INVESTMENTS	14. Gross capital investments during the year			
	14.1 Aircraft movement areas			
	14.2 Terminal buildings (owned by airport)			
	14.3 Equipment and vehicles			
	14.4 Other facilities			
	14.5 Land			
Basis on which airport income and expense accounts maintained		<input type="checkbox"/> Accruals	<input type="checkbox"/> Cash	<input type="checkbox"/> Other*
Basis on which airport capital assets valued		<input type="checkbox"/> Historic	<input type="checkbox"/> Current	<input type="checkbox"/> Other*
*If other please explain in remarks section or in a separate attachment.				

AIRPORT AREAS AND/OR SERVICES INFORMATION

Indicate with a check (✓) in column b whether all or nearly all expenses associated with the airport areas or services listed below are included in the expense data reported in the previous section. Also, if available, enter in column c the operation and maintenance expenses associated with each area or service.

Airport area or service	All or nearly all expenses included		Operation and maintenance expenses (amounts)
	Yes	No	
a	b		c
1. Aircraft movement areas and their associated lighting	<input type="checkbox"/>	<input type="checkbox"/>	
2. Passengers and cargo terminal facilities	<input type="checkbox"/>	<input type="checkbox"/>	
3. Hangar and maintenance areas	<input type="checkbox"/>	<input type="checkbox"/>	
4. Approach and aerodrome control (including communication, nav. & survell.(CNS))	<input type="checkbox"/>	<input type="checkbox"/>	
5. Meteorological services	<input type="checkbox"/>	<input type="checkbox"/>	
6. Security	<input type="checkbox"/>	<input type="checkbox"/>	
7. Crash, firefighting & rescue services	<input type="checkbox"/>	<input type="checkbox"/>	

REMARKS: (including a description of any major deviation(s) from the reporting instructions).

ICAO AIR TRANSPORT REPORTING FORM
AIRPORT FINANCIAL AND EMPLOYMENT DATA

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Contact person: _____ State: **ICAO CONTRACTING STATE**
Organization: _____ Airport: _____
Tel: _____ Year ended: _____
Fax: _____ E-mail: _____ Currency: _____

Estimated data, identified by an asterisk (*), may be used if exact data are not available

	DESCRIPTION	SUB-TOTAL	TOTAL	
	<i>Income by function and item</i>	Amount		
I N C O M E	1. Air traffic operations			
	1.1 Aircraft related charges			
	1.2 Passenger related charges			
	1.3 Other charges on air traffic operations			
	2. Ground handling charges			
	3. Concessions			
	3.1 Fuel and oil			
	3.2 Duty-free shops			
3.3 Automotive parking				
4. Rentals				
5. Other revenues				
6. Total revenues (sum of items 1 through 5)				
7. Operating subsidies				
8. TOTAL INCOME (sum of items 6 and 7)				
	<i>A. Expenses by cost item</i>	Amount		
E X P E N S E S	9. Operations and maintenance (including labour)			
	9.1 Personnel costs			
	9.2 Supplies			
	9.3 Services - contracted			
	10. Administrative overheads			
	11. Other non-capital costs			
	12. Capital costs			
	12.1 Depreciation and/or amortization			
	12.2 Interest			
	12.3 Other capital costs			
	13. TOTAL EXPENSES (sum of items 9 through 12)			
		<i>B. Allocation of total expenses by function</i>	Amount	
	13.1 Aircraft movement areas and their associated lighting			
13.2 Passengers and cargo terminal facilities				
13.3 Hangar and maintenance areas				
13.4 Approach and aerodrome control (incl. communication, navigation & surveillance)				
13.5 Meteorological services				
13.6 Security				
13.7 Crash, firefighting & rescue services				
13.8 Other (specify).....				
	<i>Gross capital investments by function</i>	Amount		
I N V E S T M E N T S	14.1 Aircraft movement areas			
	14.2 Terminal buildings (owned by airport)			
	14.3 Equipment and vehicles			
	14.4 Other facilities			
	14.5 Land			
14. TOTAL GROSS CAPITAL INVESTMENTS				
	<i>Employment by function</i>	No. of employees		
E M P L O Y M E N T	15. Personnel of airport operator (in full-time equivalents)			
	15.1 Aeronautical activities			
	15.2 Non-aeronautical activities			
	16. Personnel of other airport-based entities (in full-time equivalents)			
	16.1 Aeronautical activities (e.g. air carriers, sub-contractors)			
16.2 Non-aeronautical activities				
17. TOTAL AIRPORT-BASED PERSONNEL (sum of 15 + 16 in full-time equivalents)				

REMARKS (including a description of any major deviation(s) from the reporting instructions):

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INTERNATIONAL CIVIL AVIATION ORGANIZATION
 AIR TRANSPORT REPORTING FORM

AIR NAVIGATION SERVICES FINANCIAL DATA

Contact person: _____
 Organization: _____
 Tel: _____
 Fax: _____
 E-mail: _____

State: _____
 FIR/UIR(s) covered: _____

Estimated data, identified by an (*), may be used if exact data are not available

Year ended: _____

Currency: _____

Revenue by function and item	Amounts	
	Subtotal	Total
1. En-route services.....		
1.1 Revenues from route charges.....		
1.2 Other revenues (e.g. from airport and approach and aerodrome control charges).....		
2. Approach and aerodrome control services.....		
2.1 Revenue from approach and aerodrome control charges.....		
2.2 Other revenues (e.g. from airport and route charges).....		
3. Grants and subsidies.....		
4. Other revenues.....		
5. TOTAL REVENUES.....		

PART II - EXPENSES

Expenses by item	Amounts
1. Operation and maintenance (e.g. staff, supplies, services, etc).....	
2. Administrative overhead.....	
3. Depreciation and/or amortization.....	
4. Interest.....	
5. Other expenses.....	
6. TOTAL EXPENSES.....	
Expense allocation by function (amounts or percentages of total expenses)	
6.1 En-route services.....	
6.2 Approach and aerodrome control services.....	
6.3 Non-aeronautical activities.....	

PART III - EXPENSES BY SERVICE

Service	Amounts
1. ATM - Air traffic management.....	
2. CNS - Communications, navigation and surveillance.....	
3. MET - Meteorological services.....	
4. SAR - Search and rescue services.....	
5. AIS - Aeronautical information services.....	
6. TOTAL.....	

PART IV - GROSS CAPITAL INVESTMENTS DURING THE YEAR BY SERVICE

Services	Gross capital investments
1. ATM - Air traffic management.....	
2. CNS - Communications, navigation and surveillance.....	
3. MET - Meteorological services.....	
4. SAR - Search and rescue services.....	
5. AIS - Aeronautical information services.....	
6. TOTAL.....	

Remarks (including a description of any unavoidable deviation(s) from the reporting instructions):

**AIR TRANSPORT REPORTING FORM
 AIR NAVIGATION SERVICES FINANCIAL AND EMPLOYMENT DATA**

Contact person: _____
 Organization: _____
 Tel: _____
 Fax: _____
 E-mail: _____

State: **ICAO CONTRACTING STATE**
 FIR/UIR(s) covered: _____

Estimated data, identified by an (*), may be used if exact data are not available

Year ended: _____

Currency: _____

PART I - INCOME

Revenues by function and item	Amount	
	Sub-total	Total
1. En-route services.....		
1.1 Revenues from route charges.....		
1.2 Other revenues (e.g. from airport and approach and aerodrome control charges).....		
2. Approach and aerodrome control services.....		
2.1 Revenue from approach and aerodrome control charges.....		
2.2 Other revenues (e.g. from airport and route charges).....		
3. Grants and subsidies.....		
4. Other revenues.....		
5. TOTAL REVENUES.....		

PART II - EXPENSES

A. Expenses by cost item	Amounts
1. Operation and maintenance (e.g. staff, supplies, services, etc).....	
2. Administrative overhead.....	
3. Depreciation and/or amortization.....	
4. Interest.....	
5. Other expenses.....	
6. TOTAL EXPENSES.....	
B. Allocation of total expenses by function	Amounts
6.1 Aeronautical activities	
6.1.1 En-route services.....	
6.1.2 Approach and aerodrome control services.....	
6.2 Non-aeronautical activities.....	
C. Expenses by service	Amounts
1. ATM - Air traffic management.....	
2. CNS - Communications, navigation and surveillance.....	
3. MET - Meteorological information.....	
4. SAR - Search and rescue.....	
5. AIS - Aeronautical information.....	
6. Other (specify).....	
7. TOTAL.....	

PART III - GROSS CAPITAL INVESTMENTS

Service	Amounts
1. ATM - Air traffic management.....	
2. CNS - Communications, navigation and surveillance.....	
3. MET - Meteorological services.....	
4. SAR - Search and rescue services.....	
5. AIS - Aeronautical information services.....	
6. Other (specify).....	
7. TOTAL.....	

PART IV - EMPLOYMENT

Service	No. of employees
1. ATM - Air traffic management.....	
2. CNS - Communications, navigation and surveillance.....	
3. MET - Meteorological services.....	
4. SAR - Search and rescue services.....	
5. AIS - Aeronautical information services.....	
6. Other (specify).....	
7. TOTAL (in full-time equivalent).....	

REMARKS: (including a description of any major deviation(s) from the reporting instructions).