DATA SHARING AGREEMENT TEMPLATE

Introduction

This Data Sharing Agreement (DSA) is made between the Contracting Partners of the Airport Collaborative Decision Making (A-CDM) project at [Airport Name]. This agreement outlines the terms and conditions for sharing data among the partners, in alignment with the Memorandum of Understanding (MoU) previously established.

Purpose

The purpose of this DSA is to facilitate the sharing of accurate, timely, and relevant information among the Contracting Partners to improve decision-making and enhance the efficiency of airport operations.

Scope

This agreement covers all data shared among the Contracting Partners as part of the A-CDM project. It includes, but is not limited to, operational data, performance metrics, and any other information deemed necessary for the successful implementation of A-CDM.

Data Ownership and Confidentiality

1. Data originators retain ownership of their data.
2. All shared data must be treated as confidential and used solely for the purposes outlined in this agreement.
3. Contracting Partners must ensure that confidentiality is not compromised and that data is protected against unauthorized access.

Data Sharing Protocols

1. Data shall be shared in accordance with the agreed procedures and formats.
2. Contracting Partners shall enter and maintain accurate and timely data in the A-CDM database.
3. Access to shared data shall be governed by the rules and procedures established by the Steering Committee.

Responsibilities of Contracting Partners

1. Ensure active participation in all levels and phases of the project as required.
2. Support the development and validation of functional specifications.
3. Follow the agreed A-CDM operational procedures and rules.
4. Share information under the agreed conditions and act on the shared information.

Financial Issues

1. Each partner shall cover the costs associated with equipment or resources required for data sharing.
2. The provision and use of data to and by the Contracting Partners is free of charge.
3. Partners who are not signatories to this MoU wishing to access data may be allowed to do so with the agreement of the Steering Committee. A charge may be applicable as described in Attachment YY of the MoU.

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Dispute Resolution
Any disputes arising from this agreement shall be resolved in accordance with the procedures outlined in the MoU.

Amendments
This agreement may be amended by consensus of the Steering Committee. Amendments must be documented and appended to the MoU.

Signatures
This Data Sharing Agreement is signed by the authorized representatives of Contracting Partners.

Printed signatures /Names/ Organizations

Appendices:

- Appendix 1 describes the common data needed for A-CDM information sharing and data sources (Who provides which data) to facilitate common understanding of expectations from each stakeholder.
- Appendix 2 presents the role and responsibilities of the contracting partners with regard to data sharing and exchange (to be adjusted to the context and the needs of the specific airport concerned).

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APPENDIX 1:

COMMON DATA NEEDED FOR ACDM INFORMATION SHARING AND DATA SOURCES

A- LIST OF COMMON DATA

Common data related to the aircraft Airport operator	Data extracted from arriving flight information	Data extracted from departing flight information
Aircraft registration	Aircraft identification	Aircraft identification
Aircraft flight status	ADEP	ADES
Aircraft type	Inbound flight type	SID
Aircraft parking stand	Take off time from outstation	Outbound flight type
Boarding gate	In-block time	Off-block time
Turn-round time	Taxi-in time	Taxi-out time
Handling agent	Landing time	Take-off time
TOBT	EET	

B-DATA SOURCES

Aircraft operator/Handling agent	Airport operations	Air traffic control	Other service providers
Planning data	Stand and gate allocation	ELDT	MET office (forecast & actual met. info)
Turn-round times	Environmental information	ALDT	Others (fire, police, customs, fuel, etc...)
Flight plans	Special events	TSAT	
Movement data	Reduction in capacity	TTOT	
Priority of flights	Airport slot data	Runway and taxiway conditions	
Aircraft registration and type changes	ADES	Taxi times	
TOBT	SOBT	SID allocation	
Movement messages		Runway capacity	

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APPENDIX 2:

ROLES AND RESPONSIBILITIES OF STAKEHOLDERS FOR DATA SHARING AND EXCHANGE

This appendix lists the responsibilities of the A-CDM stakeholders as part of the A-CDM process and procedures. It is recommended that any implementer tries to adopt this approach as far as it is practically feasible. However, it is recognized that each airport has its own rules and constraints and the list should be updated to reflect the current operational practices at the airport.

The **Aircraft Operator** is generally responsible for:

- Providing the Flight Plan and any subsequent updates
- Managing and providing TOBT either themselves or through their authorized ground handler.
- Ensuring the flight crew is aware of the channels where TOBT and TSAT information can be obtained, as it is dependent on local procedures.
- Ensuring that their flight crew are aware of start-up and pushback procedures.
- Any change in registration or type of aircraft of ARR/DEP flights, the same should be provided to A-CDM system either directly or through a connected system.

The **Ground Handling Agent**, when authorised by aircraft operator, is responsible for providing information as mentioned in the responsibilities listed above for the Aircraft Operator

The **Airport Operator** is generally responsible for:

- Providing flight schedule information and any changes therein;
- Providing aircraft parking stand and gate planning/allocation and any changes therein; and
- Overall coordination of the A-CDM process during implementation and operations, including monitoring of performance of A-CDM operations.

The **Air Navigation Service Provider** (ANSP) is generally responsible for:

- Providing runway-in-use and planned runway-in-use;
- Providing expected runway capacity, and minimum arrival/departure separation;
- When applicable, providing flow control restrictions
- Ensuring that start-up is issued in accordance with TSAT

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ELDT can be collected from different sources, such as airlines, ANSP and ATFM if available. In the arrival phase of the flight, ANSP is normally the source for providing the latest updates on ELDT.

The role of the ANSP can vary in the context of A-CDM in relation to how the pre-departure sequencing is handled. There are two different scenarios as follows:

(a) If pre-departure sequencing capability available (e.g. a DMAN already installed in the ATC TWR): the ANSP should make arrangements to integrate pre departure sequencing tool's output with A-CDM system.

(b) If pre departure sequencing capability is not available: the ANSP should provide appropriate procedures and requirements to generate pre-departure sequence.

The **Air Traffic Flow Management Unit (ATFMU)**, when established, is generally responsible for:

- Balancing of Demand and Capacity;
- Receiving relevant A-CDM data from airports;
- Coordination of Calculated Take Off Times (CTOTs/ATFM slots); and
- Provision of updated ATFM restrictions

Other stakeholders : *(to be completed by each airport according to the local operational practices)*