

DEPARTMENT OF TRANSPORTATION
BUREAU OF TRANSPORTATION STATISTICS
OFFICE OF AIRLINE INFORMATION

ACCOUNTING AND REPORTING DIRECTIVE:

AIR CARRIERS OPERATING WITHIN ALASKA

No. 6

Issue Date: 08-01-2019

Effective Date: 11-01-2019

Part: 298

Section: 298.61

**T100 Alaskan Air Carriers
Small Certificated Air Carriers Operating within Alaska
Resume Monthly T100 Traffic Reporting**

Beginning with the November 2019 T100 Traffic Market and Segment reports, Alaskan Air Carriers will no longer report their data weekly to the Office of Airline Information (OAI); instead they will resume reporting T100 Traffic data on a monthly basis.

BACKGROUND: Since 2005, Intra-Alaskan air carriers have had the option to report T100 non-stop segment and on-flight market data weekly. Reporting weekly to OAI, carriers were relieved of the burden of filing daily reports with the USPS. OAI agreed with the USPS to collect weekly data that included the *Day of Service* in the Market and Segment data, and the *Certification* (121/135) in the Segment data. This way, the USPS would still have access to daily operational statistics if they needed to verify a carrier's frequency. Since weekly reporting began, OAI has compiled each carrier's weekly data into monthly reports for release to OAI's Production Airline Data Warehouse. From the compiled data, OAI creates monthly products for the USPS, which are used to determine mail tender rates.

OAI met with the USPS to review the need for weekly data collections. USPS reported the weekly collection is not needed at this time. It was agreed that OAI would instruct carriers to resume monthly reporting of Traffic data. Resubmissions for past weekly periods will need to be compiled in the monthly formats.

Because the intra-Alaskan air carriers will no longer report weekly, the following fields shall be eliminated from the monthly reports:

- the "*Day of Service*" column on both the Segment and Market reports,
- the "*Certification*" column on the Segment data.

Refer to **Appendix A** for record format descriptions for both weekly and monthly formats.

To update your [eSubmit](#) User Account to report MONTHLY Traffic data, log into:

<https://eSubmit.rita.dot.gov>

Once logged in, select to update your user account and go to: **Request New User Account: Select Form/Report**. Select to report Monthly T100 Market and Segment data. The list of reports presented depends on the carrier group to which the user belongs. Users may submit multiple reports for a specific carrier.

The last weekly reports submitted will cover the week ending *Friday, November 1, 2019*. These final weekly reports are **due on Sunday, November 10th**. Carriers may or may not include Friday, November 1st.

Monthly reports are due within 30 days of the end of the reporting period.

The ***November 2019*** MONTHLY reports are due by **Monday, December 30, 2019** and must include data for all 30 days of November.

Monthly reports are subjected to the same validations and review as the weekly data.

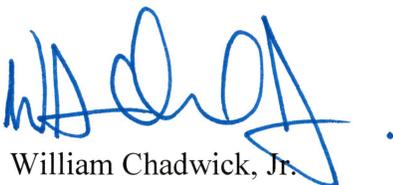
Carriers should be aware that over-reporting of traffic leads to lower terminal and line haul charges per enplaned ton and RTM respectively. This is true for both scheduled and nonscheduled service. DOT, carriers and the USPS are all best served by consistently accurate reporting.

OAI will continue to send Monthly Market and Segment data to the USPS.

Questions regarding this Directive should be addressed to Jennifer Rodes:

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William Chadwick, Jr.
Director
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Appendix A. Record Formats – Weekly and Monthly

RECORD DESCRIPTION: **T100 – Alaskan Air Carrier Weekly Market Report**

Field Description	Data Type	Length	Comments	Sample Data
Data Type	Character	1	One letter code (M)	M
Entity code	Character	5	Five character code assigned by DOT	06000
Year of Data	Numeric	4	Year (CCYY)	2010
Month of Data	Numeric	2	Month (MM)	05
Day of Service	Numeric	2	Day of month the service was performed – for use by USPS Only	27
Origin Airport	Character	3	Three letter OAG airport code	FAI
Destination Airport	Character	3	Three letter OAG airport code	GAL
Service Class	Character	1	One letter service class code: F, G, L, N, P, R	F
Market Passengers enplaned	Numeric	7	Up to seven numeric, reported market passengers	3
Market Freight Enplaned	Numeric	10	Up to ten numeric, reported in pounds	239
Market Mail Enplaned	Numeric	10	Up to ten numeric, reported in pounds	1000

RECORD FORMAT:

The **T100 – Alaskan Air Carrier Weekly Market Report** reports must be created as an electronic “comma separated values” file, using ASCII text character encoding, for uploading via the “eSubmit” application.

The comma separated values file MUST BE indicated when naming the file, by using the letters [CSV] or [csv] following the file name, as the file name extension.

The file name is flexible and may be determined by the individual air carrier, but the comma separated values (csv) file format is required, as outlined in the rule entitled, *Submitting Airline Data via the Internet*.

The fields in the sample record shown below follow the same order as the above record description, separated by commas, and saved with the file name extension of .csv.

Sample Record Format:

M,06000,2010,05,27,FAI,GAL,F,3,239,1000

RECORD DESCRIPTION: T100 – Alaskan Air Carrier Weekly Segment Report

Field Description	Data Type	Length	Comments	Sample Data
Data Type	Character	1	One letter code (S)	S
Entity code	Character	5	Five character code assigned by DOT	06000
Year of Data	Numeric	4	Year (CCYY)	2010
Month of Data	Numeric	2	Month (MM)	05
Day of Service	Numeric	2	Day of month the service was performed – for use by USPS Only	27
Origin Airport	Character	3	Three letter OAG airport code	FAI
Destination Airport	Character	3	Three letter OAG airport code	GAL
Service Class	Character	1	One letter service class code: F, G, L, N, P, R	F
Segment Aircraft Type	Numeric	3	DOT assigned three numeric aircraft type code	405
Segment Cabin Configuration	Numeric	1	To identify the type of cabin configuration use: 1 Passenger w/belly cargo 2 Cargo 3 Combi Passenger/Cargo where part of the upper deck is configured to hold a cargo pod 4 – Amphibious/Float	3
Segment Departures Performed	Numeric	5	Up to five numeric departures performed	1
Segment Available Capacity	Numeric	10	Up to ten numeric, reported in pounds	3793
Segment Available Seats	Numeric	7	Up to seven numeric, aircraft seating capacity	16
Segment Passengers Transported	Numeric	7	Up to seven numeric, reported transported passengers	3
Segment Freight Transported	Numeric	10	Up to ten numeric, freight reported in pounds	239
Segment Mail Transported	Numeric	10	Up to ten numeric, mail reported in pounds	1106
Segment Scheduled Departures	Numeric	5	Scheduled departures	1
Segment Ramp-to-Ramp time	Numeric	10	Up to ten numeric, reported in minutes	72
Segment Airborne time in minutes	Numeric	10	Up to ten numeric, reported in minutes	60
DOT Certification	Numeric	3	Values are: 135, 121 – for use by USPS Only	121

RECORD FORMAT:

The **T100 – Alaskan Air Carrier Weekly Segment Report** reports must be created as an electronic “comma separated values” file, using ASCII text character encoding, for uploading via the “eSubmit” application.

The comma separated values file MUST BE indicated when naming the file, by using the letters [CSV] or [csv] following the file name, as the file name extension.

The file name is flexible and may be determined by the individual air carrier, but the comma separated values (csv) file format is required, as outlined in the rule entitled, *Submitting Airline Data via the Internet*.

The fields in the sample record shown below follow the same order as the above record description, separated by commas, and saved with the file name extension of .csv.

Sample Record Format:

S,06000,2010,05,27,FAI,GAL,F,405,3,1,3793,16,3,239,1106,1,72,60,121

RECORD DESCRIPTION: T100 – MONTHLY Market Report

Field Description	Data Type	Length	Comments	Sample Data
Data Type	Character	1	One letter data type (M)	M
Entity Code	Character	5	Five character code assigned by DOT	0A050
Year of Data	Numeric	4	Year (CCYY)	2010
Month of Data	Numeric	2	Month (MM)	03
Origin Airport	Character	3	Three letter OAG airport code	BWI
Destination Airport	Character	3	Three Letter OAG airport code	LAS
Service Class	Character	1	One letter service class code: F, G, L, N, P, R	F
Market Passengers	Numeric	7	Up to seven numbers Enplaned passengers	328 passengers
Market Freight	Numeric	10	Up to ten numbers, reported in pounds	104528lbs. of freight
Market Mail	Numeric	10	Up to ten numbers, reported in pounds	5428lbs. of mail

RECORD FORMAT:

The **T100 – MONTHLY Market Report** reports must be created as an electronic “comma separated values” file, using ASCII text character encoding, for uploading via the “eSubmit” application.

The comma separated values file MUST BE indicated when naming the file, by using the letters [CSV] or [csv] following the file name, as the file name extension.

The file name is flexible and may be determined by the individual air carrier, but the comma separated values (csv) file format is required, as outlined in the rule entitled, *Submitting Airline Data via the Internet*.

The fields in the sample record shown below follow the same order as the above record description, separated by commas, and saved with the file name extension of .csv.

Sample Record Format:

M, 0A050, 2010, 03, BWI, LAS, F, 328, 104528, 5428

RECORD DESCRIPTION: T100 – MONTHLY Segment Report

Field Description	Data Type	Length	Comments	Sample Data
Data Type	Character	1	One letter data type (S)	S
Entity code	Character	5	Five character code assigned by DOT	0A050
Year of Data	Numeric	4	Year (CCYY)	2010
Month of Data	Numeric	2	Month (MM)	03
Origin Airport	Character	3	Three letter OAG airport code	BWI
Destination Airport	Character	3	Three letter OAG airport code	LAS
Service Class	Character	1	One letter service class code: F, G, L, N, P, R	F
Segment Aircraft Type	Numeric	3	DOT assigned three numeric aircraft type code	698
Segment Cabin Configuration	Numeric	1	To identify the type of cabin configuration use: 1 Passenger w/belly cargo 2 Cargo 3 Combi Passenger/Cargo where part of the upper deck is configured to hold a cargo pod 4 – Amphibious/Float	1
Segment Departures Performed	Numeric	5	Up to five numeric departures performed	25
Segment Available Capacity	Numeric	10	Up to ten numeric, reported in pounds	12500000
Segment Available Seats	Numeric	7	Up to seven numeric, aircraft seating capacity	1250
Segment Passengers Transported	Numeric	7	Up to seven numeric, reported transported passengers	922
Segment Freight Transported	Numeric	10	Up to ten numeric, freight reported in pounds	25338
Segment Mail Transported	Numeric	10	Up to ten numeric, mail reported in pounds	989
Segment Scheduled Departures	Numeric	5	Up to five numeric scheduled departures	23
Segment Ramp to Ramp Minutes	Numeric	10	Up to ten numeric, reported in minutes	789
Segment Airborne Minutes	Numeric	10	Up to ten numeric, reported in minutes	685

RECORD FORMAT:

The **T100 – MONTHLY Segment Report** reports must be created as an electronic “comma separated values” file, using ASCII text character encoding, for uploading via the “eSubmit” application.

The comma separated values file **MUST BE** indicated when naming the file, by using the letters [CSV] or [csv] following the file name, as the file name extension.

The file name is flexible and may be determined by the individual air carrier, but the comma separated values (csv) file format is required, as outlined in the rule entitled, *Submitting Airline Data via the Internet*.

The fields in the sample record shown below follow the same order as the above record description, separated by commas, and saved with the file name extension of .csv.

Sample Record Format:

S,0A050,2010,03,BWI,LAS,F,698,1,25,12500000,1250,922,25338,989,23,789,685