

CASUAL AGREEMENT – AD HOC SGHA

Date:	
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CARRIER:			
A/C Registration:		Flight:	

Carriers Address	
Phone (OCC)	
E-mail	
SITA Address	

Arrival	STA		ATA	
Departure:	STD		ATD	

Services & Charges	According to paragraph 1 & 2 in this agreement.
Duration	This agreement only for specific date and flight above.

I hereby certify, as authorized representative of the carrier, that recognize and accept Örnköldsvik Airport Standard terms. The liability conditions of the IATA Standard Ground Handling Agreement of January 2018, as amended (appearing overleaf) for the performance of the service requested by the Carrier.  
Send this document to [groundhandling@oer.se](mailto:groundhandling@oer.se) and to [ats.ornskoldsvik@saabgroup.com](mailto:ats.ornskoldsvik@saabgroup.com)

Signature for acceptance of conditions:

\_\_\_\_\_

Name in block letters:

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## CASUAL AGREEMENT – AD HOC SGHA

**PARAGRAPH 1. HANDLING SERVICES AND CHARGES**

1.1 For a single ground handling consisting of the arrival and the subsequent departure at agreed timings in accordance to the Airport operational hour established in AIR SUP and possible NOTAM, Örnköldsvik Airport handling shall provide the services of Annex A enumerated below for the carriers operations:

**1.2 SECTION 1 – MANAGEMENT FUNTIONS; REPRESENTATION ADMINISTRAION AND SEPERVISIONS**

CALL SERVICES	SGHA 2018
Representation:	1.1.2, 1.1.3, 1.1.4
Administrative functions:	1.2.1, 1.2.2, 1.2.3(a,b,c,d,e,h,i), 1.2.4
Supervision and/ or co-ordination:	1.3.4, 1.3.6, 1.3.8

**1.3 SECTION 2 – PASSENGER SERVICES**

CALL SERVICES	SGHA 2018
General:	2.1.1, 2.1.4 (b) (care only acc, to carriers manuals), 2.1.6(a), 2.1.7, 2.1.8 (a,1)
Departure:	2.2.2(a,d), 2.2.3(a), 2.2.4(a,b,1,2,l,iv), 2.2.6(a,b,1,2,l,iv), 2.2.7(a), 2.2.8(a), 2.2.10(b,1,2,l,iv), 2.2.11(a)acc to carriers instructions), 2.2.12, 2.2.15, 2.2.16,
Arrival:	2.3.1, 2.3.3 , 2.3.4(a,1,6)

**1.4 SECTION 3 – RAMP SERVICES**

CALL SERVICES	SGHA 2018
Baggage Handling:	3.1.1, 3.1.3(a,1,2,3), 3.1.5(a), 3.1.7, 3.1.8, 3.1.9
Marshalling:	3.2.1,
Parking:	3.3.1, 3.3.2(a,b,6)
Ancillary Items:	3.4.1(a,c,1) (60 min incl)
Ramp to flight deck Communication:	3.5.1, 3.5.2 (c,d)
Loading and Unloading:	3.6.1(a,c,1), 3.6.3, 3.6.4(a,b,1), 3.6.5(b,1,6), 3.6.6, 3.6.7(a), 3.6.9
Safety measures:	3.7.1, 3.7.2(a,1,2), 3.7.3

**1.5 SECTION 4 – LOAD CONTROL AND FLIGHT OPERATIONS**

CALL SERVICES	SGHA 2018
Load Control:	4.1.1, 4.1.2(a,2)
Communications:	4.2.1, 4.2.2, 4.2.3
Flight Operations:	4.3.1, 4.3.3(b,1), 4.3.7, 4.3.8, 4.3.9

**1.6 SECTION 6 – SUPPORT SERVICE**

CALL SERVICES	SGHA 2018
Automation/computer systems:	6.2.1(a,c,2) Altea DCS CM
Ramp Fuelling	6.5.1

## CASUAL AGREEMENT – AD HOC SGHA

**1.7 SECTION 7 – SECURITY**

CALL SERVICES	SGHA 2018
Passenger and baggage Screening and reconciliation:	7.1.3(b,1,2,3). 7.1.4(a,1,2,4)

1.2 for Services listed I Sub-Paragraph 1.1, the handling Company shall charge the carrier the amount of:

Seats	Price 1.4 SECTION 3 1.5 SECTION 4 1.6 SECTION 6	Price 1.2 SECTION 1 1.3 SECTION 2
1-9	1050	820
10-19	1890	1020
20-45	2900	2350
46-65	4230	2750
66-74	5250	2960
75-99	5960	3160
100-135	10350	3360
136-165	12750	4390
166-	15360	6320

1.3 Arrival or departure outside agreed timings listed in Sub-Paragraph 1.1 will create an additional charge as below.

Extra operational hours	Price/30 minutes	Extra operational hours	Price/30 minutes
Summer 0-6 tons	1080 SEK	Winter 0-6 tons	1575 SEK
Summer 6-27 tons	2565 SEK	Winter 6-27 tons	3075 SEK
Summer over 27 tones	3080 SEK	Winter over 27 tones	3565 SEK

The charge for extra operational hour is always with 30 min before arrival and 15 min after departure. For opening hours that's completely the regular opening hours the carrier will be charged for the minimum 3 hours. Prices for extra operational hours includes the cost of emergency service, corresponding to the aircraft weight and remove of snow, in accordance with the transportation Board's regulations.

**PARAGRAPH 2. ADDITIONAL SERVICES AND CHARGES**

2.1 All services not included in Paragraph 1 of this Annex will, on request, be provided and charged for as follow:

SERVICE	SGHA 2018	PRICE SEK	PRICE UNIT
UM/MAAS	2.1.3(a,1,3,7)	Included	Per assist
PRM	2.1.3(a,b,2)	Included	Per assist
Weather Docs	4.3.2(a,1)	100	Occasion
Heating Unit	3.4.1(a,c,4)	790 <60 min free of charge	Per day
Air Starter Unit (one)	3.4.1(a,5)	1570	Occasion
Air Starter Unit (two)	3.4.1(a,5)	2850	Occasion
Ground Power unit 28 V	3.4.1(a,1)	590 <60 min free of charge	Occasion
Ground Power unit 115 V	3.4.1(a,1)	850 <60 min free of charge	Occasion
Cleaning: Cabin & Flight Deck	3.10.1(a,b,2-9)	36	Per Seat
Water Service: Hotjug	3.12.1(a) (hotjug refill)	410	Occasion
Toilet Service	3.11.1 (a,1,2)	830	Occasion

CASUAL AGREEMENT – AD HOC SGHA

Catering: Loading/Unloading & Transport	3.15.1, 3.15.3, 7.3.1(a,3) (screening)	560	Occasion
Escorting		255	Occasion
Manhour rate		520	Per hour
Parking >5 toon	0 – 4 h free	21 SEK	Per toon / per hours

2.2 All other services not mentioned in paragraph 1 and 2 is to be charged in pricelist

SERVICES	SGHA 2018	PRICE SEK	PRICE UNIT
De-/Anti icing: Service+run up fee	3.16.2-3.16.4, 3.16.6-3.16.10	3570 SEK	Occasion
De-/Anti Icing: Fluids diluted Type *1	3.16.5	48 SEK	Litre
De-/Anti Icing: Fluids Type 2*	3.16.5	50 SEK	Litre
*Environmental fee		10 sek/litre incl. the price	

SERVICES	SGHA 2018	PRICE SEK	PRICE UNIT
Parking Charge		1-4h free of charge	Above 4h parking cost SEK 20/ton based on MTOW /day Minimum charge is SEK 200/day

SERVICES	SGHA 2018	PRICE SEK	PRICE UNIT
Take off Charge		MTOW 0-5 tonnes, 340S EK. MTOW 6 -27-ton 52 sek for each started ton. MTOW >27-ton ton SEK 90 for each started ton. Minimum charge is SEK 340.	Calculated on the basis of the aircrafts Maximum Take Off Weight (MTOW)
Departure passenger Charge	Domestic	79 SEK	Per passenger
Departure passenger Charge	International	92 SEK	Per passenger

The Passenger Charge applies to all airlines with passenger traffic and is paid for each departing passenger. Included in the Passenger Charge is the access to terminal buildings at arrival and departure and related passenger facilities. Passenger and traffic information is also provided via Public Announcement systems (PA-systems), screens and online at the Örnsköldsvik Airport website. The Passenger Charge also includes passenger services such as baggage wagons, baggage reclaim areas. The Passenger Charge also covers some of the EU security requirements on the airport such as airport surveillance (incl. access controls for airline employees and background checks on persons with access to security restricted areas), and perimeter protection

Passenger Charge shall not be paid for:

- Passengers on departures with aircraft with a MTOW less than 5 700 kg
- Passengers on a taxi flight or private flight
- Children under the age of two
- Transfer of crew members on an air carrier in conjunction with active duty.
- Transit passengers arriving at an airport by a commercial flight and continuing as scheduled on a flight with the same aircraft or flight number, without leaving the airport.

## CASUAL AGREEMENT – AD HOC SGHA

- Passengers departing with an aircraft after turning back to the airport of departure due to technical or weather disturbances.
- Aircraft operating flights on behalf of ambulance or search and rescue flights authorised by a competent SAR body. - Passengers carried on round-trip sightseeing flights at the same airport.