



**ZRAČNA LUKA RIJEKA d.o.o.**  
**RIJEKA AIRPORT Ltd.**



**CJENIK USLUGA PRIHVATA I OTPREME**  
***PRICE LIST OF GROUND HANDLING***

**Vrijedi od 2022.**  
***Effective from 2022***

Cijenik se primjenjuje od 14.07.2022.  
***Price list effective from 14.07.2022.***

Na ovaj Cjenik primjenjuju se OPĆI UVJETI sadržani u Cjeniku aerodromskih reguliranih naknada.

*GENERAL CONDITIONS stated in Price list of regulated airport charges apply on this Price list.*

## 1. OPIS USLUGE

Prihvat i otprema zrakoplova, putnika, prtljage, tereta i pošte u dolasku i odlasku, prema IATA proceduri AHM dodatak A (CHAPTER 8 GROUND HANDLING AGREEMENTS, izdanje iz siječnja 2008., a uzimajući u obzir i mjesne uvjete).

Popis aerodromskih usluga za zrakoplove, putnike, prtljagu, teret i poštu (opsluživanje) uključenih u jednu naknadu za opsluživanje koju obavlja Zračna luka Rijeka d.o.o. dan je u Prilogu 1 koji je sastavni dio ovog Cjenika.

### 1. DESCRIPTION OF SERVICE

*Handling of aircraft, passengers, baggage, cargo and mail in arrival and departure, in accordance with IATA procedure AHM Annex A( Chapter 8 Ground Handling Agreement of January 2008 and local standards).*

*List of airport services for aircraft, passengers, baggage, cargo and mail (handling) included in a single operation charge performed by Rijeka Airport Ltd. is stated in Annex 1 enclosed.*

## 2. JEDINICA MJERE

Najveća dozvoljena težina zrakoplova pri uzlijetanju prema službenoj svjedodžbi o navigacijskim sposobnostima zrakoplova (**MTOW**) izražena u metričkim tonama. Svaki započeti dio tone uzima se kod obračuna kao cijela tona.

### 2. CALCULATION UNIT

*The maximum take off weight (**MTOW**) of the aircraft, according to the airworthiness certificate, quoted in metric tons. Each started ton to be considered as the whole unit.*

## 3. VRIJEME TRAJANJA PRIHVATA I OTPREME

Vrijeme trajanja prihvata i otpreme zrakoplova određeno je sukladno propisanim standardima za određenu vrstu zrakoplova i vrstu prometa.

### 3. DURATION OF THE GROUND HANDLING

*Duration time is defined by the standard regulations according to each aircraft type and type of traffic performed.*

## 4. CIJENA USLUGE

Cijena obuhvaća ukupnu operaciju prihvata i otpreme zrakoplova, tj. sve usluge navedene u Prilogu 1, koji je sastavni dio ovog Cjenika i pri obračunu ona je nedjeljiva. Svako daljnje pružanje usluga koje prelazi navedeni opseg i vrijeme zaračunava se posebno, po cjeniku usluga na poseban zahtjev.

Porez na dodanu vrijednost (PDV) nije uračunat u cijene navedene u Cjeniku. Zračnim prijevoznicima koji, sukladno Zakonu i Pravilniku o PDV-u nisu oslobođeni plaćanja poreza na dodanu vrijednost (PDV), isti će se obračunati u visini utvrđenoj zakonom. Zračna luka Rijeka d.o.o. ima pravo uvida u Svjedodžbu zračnog prijevoznika (AOC) da bi ustanovila za koju vrstu prometa je prijevoznik registriran .

### 4. SERVICE CHARGE

*The price includes a total aircraft handling operation during turnaround, i.e. all services quoted in the Annex 1 enclosed. The amounts are indivisible, when charging. The additional*

performed services, exceeding quoted time and quantity from the list of services is to be charged according to special facilities charges (on request).

Value Added Tax (VAT) is not included in the Price List. Air carriers that are not exempt from payment of Value Added Tax (VAT) in accordance with Respective rules and regulations, will be charged at VAT rate prescribed by law. Rijeka Airport Ltd. has right to inspect Air Operator Certificate (AOC) in order to determine for which type of transport is the air carrier registered.

#### 4.1. Putnički zrakoplovi

<b>Putnički zrakoplov</b> MTOW u KGS	<b>Putnički i operativni prihv</b> EUR	<b>Tehnički prihv</b> EUR	<b>Ukupno</b> EUR
do 3.000	6,00	8,00	14,00
3 001 – 5 000	32,00	48,00	80,00
5 001 – 10 000	101,00	152,00	253,00
10 001 – 17 000	210,00	314,00	524,00
17 001 – 24 000	292,00	438,00	730,00
24 001 – 35 000	348,00	522,00	870,00
35 001 – 60 000	400,00	601,00	1.001,00
60 001 – 70 000	429,00	645,00	1.074,00
70 001 – 90 000	470,00	706,00	1.176,00
90 001 – 150 000	561,00	841,00	1.402,00
150 001 – 180 000	738,00	1.106,00	1.844,00
180 001 – 210 000	926,00	1.388,00	2.314,00
210 001 – 260 000	1.192,00	1.789,00	2.981,00
260 001 – 320 000	1.505,00	2.258,00	3.763,00
320 001 – 350 000	1.919,00	2.878,00	4.797,00
iznad 350 001	2.398,00	3.596,00	5.994,00

#### 4.1. Passenger aircraft

<b>Passenger aircraft</b> MTOW in KGS	<b>Traffic handling</b> EUR	<b>Ramp handling</b> EUR	<b>Total</b> EUR
up to 3.000	6,00	8,00	14,00
3 001 – 5 000	32,00	48,00	80,00
5 001 – 10 000	101,00	152,00	253,00
10 001 – 17 000	210,00	314,00	524,00
17 001 – 24 000	292,00	438,00	730,00
24 001 – 35 000	348,00	522,00	870,00
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320 001 – 350 000	1.919,00	2.878,00	4.797,00
above 350 001	2.398,00	3.596,00	5.994,00

U slučaju otkazivanja ili preusmjeravanja potvrđenog leta na drugu destinaciju (a što nije uzrokovano višom silom) u roku manjem od 24 sata od planiranog slijetanja/polijetanja naplaćuje se 50% naknade za prihv

U slučaju otkazivanja ili preusmjeravanja potvrđenog leta na drugu destinaciju (a što nije uzrokovano višom silom) u roku manjem od 12 sati od planiranog slijetanja/polijetanja naplaćuje se 100% naknade za prihvata i otpremu.

U slučaju otkazivanja ili preusmjeravanja potvrđenog leta (a što nije uzrokovano višom silom) s planiranim slijetanjem/polijetanjem u vremenu izvan službenog radnog vremena Zračne luke Rijeka, u roku manjem od 12 sati od planiranog slijetanja/polijetanja, dodatno se naplaćuje i naknada za rad izvan službenog radnog vremena Zračne luke Rijeka sukladno točki 4.3.2. Cjenika aerodromskih reguliranih naknada.

*In case of confirmed flight cancellation or diversion of aircraft which is not caused by force majeure, if notice is given less than 24 hours before planned arrival/departure, a charge of 50% of the standard handling charges is made for passenger handling and service provided at the airport of the scheduled departure.*

*In case of confirmed flight cancellation or diversion of aircraft which is not caused by force majeure, if notice is given less than 12 hours before planned arrival/departure, a charge of 100% of the standard handling charges is made for passenger handling and service provided at the airport of the scheduled departure.*

*In case of confirmed flight cancellation or diversion of aircraft which is not caused by force majeure, with planned arrival/departure out of official operating hours, if notice is given less than 12 hours before planned arrival/departure, a charge for service out of official operating hours in accordance with point 4.3.2. of Price list of airport regulated charges will also be charged.*

#### 4.2. Teretni zrakoplovi

Cijena usluge za teretne zrakoplove (prijevoz tereta i pošte) iznosi 25,00 EUR po svakoj započetoj metričkoj toni, a osnovica je najveća ukupna dozvoljena težina zrakoplova pri uzlijetanju (MTOW) a prema službenoj svjedodžbi o navigacijskim sposobnostima zrakoplova.

#### 4.2. Cargo aircraft

*The service charge for cargo aircraft (cargo and mail transport) amounts as follows: EUR 25,00 per each started metric ton on the basis of maximum structural take off weight of the aircraft to the Airworthiness certificate. (MTOW)*

#### 5. UMANJENJE CIJENE

Cijene iz točke 4 umanjuju se za:

- a) 30% za odlazne prazne i odlazne pozicijske letove
- b) 50 % za helikoptere s kotačima i skijama/plovcima, tehnička i prinudna slijetanja
- c) 75 % za probne i školske letove

#### 5. REDUCTIONS

*The charges under item 4 are decreased as follows:*

- a) 30% for ferry-out and departure positional flights
- b) 50 % for helicopters with wheels and skis/floats, technical and emergency landings
- c) 75 % for test and training flights

## 6. UVEĆANJE CIJENE

Cijene iz točke 4 uvećavaju se za:

- a) 25% za prihvati i otpremu noću
- b) 25% za ponovni utovar/istovar izazvan greškom prijevoznika
- c) 25% za prihvati i otpremu u dane državnih blagdana

## 6. SURCHARGES

*The charges under item 4 are increased as follows:*

- a) 25% for night handling*
- b) 25% for repeated loading/unloading caused by Carrier's error*
- c) 25% for handling during State Holidays*

## **PRILOG 1. POPIS USLUGA PRIHVATA I OTPREME ZRAKOPLOVA, PUTNIKA, PRTLJAGE, ROBE I POŠTE (GROUND HANDLING SERVICES) KOJE OBAVLJA ZRAČNA LUKA RIJEKA d.o.o.**

### ***ANNEX 1. LIST OF AIRPORT SERVICES FOR AIRCRAFT, PASSENGERS, BAGGAGE, CARGO ITEMS AND MAIL (HANDLING) INCLUDED IN A SINGLE OPERATION CHARGE PERFORMED BY RIJEKA AIRPORT Ltd.***

Sadržaj ovih usluga je u skladu s preporukama IATA – AHM dodatak A (CHAPTER 8 GROUND HANDLING AGREEMENTS, izdanje iz siječnja 2008., a uzimajući u obzir i mjesne uvjete).

*Forming this list the recommendations of IATA AHM Annex A (Chapter 8 Ground Handling Agreement of January 2008 and local standards were taken in consideration) .*

#### **KRATICE**

RHC - naknada za tehnički prihvata i otpremu

THC - naknada za putnički i operativni prihvata i otpremu

R - na poseban zahtjev

CIP - naknada za centraliziranu infrastrukturu, putnički i operativni prihvata i otpremu

CIR - naknada za centraliziranu infrastrukturu, tehnički prihvata i otpremu

#### **ABBREVIATIONS**

*RHC - Ramp handling charge*

*THC - Traffic handling charge*

*R - on request*

*CIP - Centralized infrastructures, traffic handling*

*CIR - Centralized infrastructures, ramp handling*

#### **ODJELJAK 1. ZASTUPANJE, ADMINISTRACIJA I NADZOR**

##### ***SECTION 1. REPRESENTATION, ADMINISTRATION AND SUPERVISION***

- |       |        |   |
|-------|--------|---|
| THC   | 1.1.   | General   |
| THC   | 1.1.2. | Liaise with local authorities.  |
| THC   | 1.1.3. | Indicate that the Handling Company is acting as handling agent for the Carrier.   |
| THC   | 1.1.4. | Inform all interested Parties concerning movements of the Carrier's aircraft.   |
| THC   | 1.2.   | Administrative Functions  |
| THC   | 1.2.1. | Establish and maintain local procedures   |
| THC   | 1.2.2. | Take action on communication addressed to the Carrier   |
| THC   | 1.2.3. | Prepare, forward, file and retain for a period specified in Annex B, messages/reports/statistics/documents and perform other administrative duties in the following areas.<br>a) station administration<br>b) passenger services<br>c) ramp services<br>d) load control<br>e) cargo services (as mutually agreed) |
| THC   | 1.2.4. | Maintain the Carrier's manuals, circulars, etc., connected with the performance of the services   |
| THC R | 1.2.6. | Effect payment, on behalf of the Carrier, including but not limited to:<br>c) out-of-pocket expenses, accommodation, transport.   |

**ODJELJAK 2. PUTNIČKE USLUGE**  
**SECTION 2. PASSENGER SERVICES**

THC	2.1.	General
THC	2.1.1.	Inform passengers and/or public about time of arrival and/or departure of Carrier's aircraft and surface transport.
THC	2.1.2.	Make arrangements for stopover, transfer and transit passengers and their baggage and inform them about services available at airport.
THC	2.1.3.	When requested by the Carrier <ul style="list-style-type: none"> <li>a) provide</li> <li>or</li> <li>b) arrange</li> <li>for</li> <li>special equipment, facilities and specially trained personnel, for assistance to               <ul style="list-style-type: none"> <li>1) unaccompanied minors</li> <li>2) disabled passengers</li> <li>3) VIPs</li> </ul> </li> <li><b>R</b> 7) others , as specified in Annex B (as mutually agreed)</li> </ul>
THC	2.1.4.	Assist passengers when flights are interrupted, delayed or cancelled
THC	2.1.5.	If applicable, arrange storage for baggage in the Customs' bonded store (any fees to be paid by the passenger).
THC	2.1.6.	(a) Notify the Carrier of complaints and claims made by the Carrier's passengers
THC	2.1.7.	Handle lost, found and damage property matters <ul style="list-style-type: none"> <li>(a) accept baggage irregularities report</li> <li>(b) enter data into baggage tracing system</li> <li>(c) maintain baggage tracing system files for period specified in Annex B</li> <li><b>R</b> (e) arrange for delivery of delayed baggage to passenger (as mutually agreed)</li> <li>(f) handle communication with passengers</li> </ul>
THC	2.1.8.	Report to the Carrier any irregularities discovered in passenger and baggage handling
CIP	2.1.9.	<ul style="list-style-type: none"> <li>(a) Provide or</li> <li>(b) Arrange for</li> <li>(1) check-in position(s),</li> <li>(2) service counter(s) desk(s) for other purposes,</li> <li>(3) lounge facilities</li> <li><b>R</b> (5) other services as specified in Annex B (as mutually agreed)</li> </ul>
THC	<b>R</b> 2.1.10.	Perform on behalf of the Carrier the following sales functions (as mutually agreed) <ul style="list-style-type: none"> <li>a) reservations</li> <li>b) issuance of transportation documents</li> </ul>
THC	2.2.	Departure
THC	2.2.1.	Perform pre-flight editing
THC	2.2.2.	Check and ensure <ul style="list-style-type: none"> <li>(a) that tickets are valid for the flight(s) for which they are presented. The check shall not include the fare.</li> </ul>
THC	2.2.3.	(a) Check travel documents for the flight(s) concerned, but without the Handling Company having any liability. The Handling company shall not be liable for immigration fines in the event of non-bona fide travel documents or other events which are outside of their control.
THC	2.2.4.	<ul style="list-style-type: none"> <li>(a) Weight and/or measure checked and/or cabin baggage,</li> <li>(b) Record baggage figures</li> </ul>

		for (1) initial flight <b>R</b> (2) subsequent flight(s).
THC	<b>R 2.2.5.</b>	Excess baggage (agreed and charged separately) a) determine excess baggage b) issue excess baggage ticket c) collect excess baggage charges d) detach applicable excess baggage coupons
THC	2.2.6.	Tag checked and/or cabin baggage for (a) initial flight (b) subsequent flight (s)
CIP	2.2.7.	Effect conveyance of checked baggage to the baggage sorting area
CIP	2.2.8.	Effect conveyance of oversized checked baggage to the baggage sorting area
THC	2.2.10.	(a) Carry out the Carrier's seat allocation or selection system (b) Issue boarding pass (es) (c) detach applicable flight coupons for (1) initial flight
THC	2.2.12.	Direct passengers through controls to departure gate
THC	2.2.13.	At the gate perform (a) check-in accordance with item 2.2.3. (c) verification of travel documents <b>R</b> (f) verification of cabin baggage (g) manage the boarding process (h) reconciliation of passengers numbers with aircraft documents prior departure
THC	2.2.14.	a) collect b) reconcile c) handle and forward to Carrier transportation documents (flight coupons, or other flight related documents) uplifted from departing passengers
THC	2.3.	Arrival
THC	2.3.2.	Direct passengers from aircraft through controls
THC	2.3.3.	(b) arrange for (1) Transfer desk/connection services (2) Baggage recheck
<b>ODJELJAK 3.</b>		<b>USLUGE NA STAJANCI</b>
<b>SECTION 3.</b>		<b>RAMP SERVICES</b>
	3.1.	Baggage Handling
CIR	3.1.1.	Handle baggage in the baggage sorting area
RHC	3.1.2.	Prepare for delivery onto flights (a) bulk baggage (b) ULDs
RHC	3.1.3.	Establish the number and/or weight of (a) bulk baggage



		(b) ULDs and provide the load control unit within the information
RHC	3.1.4.	Offload (a) bulk baggage (b) ULDs
RHC	3.1.5.	Prioritise baggage delivery to claim area
RHC	3.1.6.	Deliver to claim area (a) baggage (b) oversize baggage
RHC	3.1.7.	Transfer baggage (a) Provide (b) Arrange for (1) Sortation of transfer baggage
CIR		(2) Storage of transfer baggage prior dispatch (storage time limits to be specified in Annex B)
CIR		(3) CIR Transport of transfer baggage to the sorting area of the receiving carrier
<b>R</b>	3.1.8.	Handle crew baggage
	3.2.	Marshalling
CIR	3.2.1.	(a) Provide
RHC		(b) Arrange for marshalling at arrival and/or departure
	3.3.	Parking
RHC	3.3.1.	(a) Provide (b) Position and/or remove wheelchocks
<b>R</b>	3.3.2.	Position and/or remove (a) landing gear locks (as mutually agreed) (b) engine blanking covers (as mutually agreed) (c) pitot covers (as mutually agreed)
RHC	3.3.3.	(a) Provide (b) arrange for (c) operate ground power (on request – additionally charged)
RHC	3.5.	Ramp to flight deck communication
RHC	3.5.2.	Perform ramp to flight deck communication (only hand signals) during engine starting
RHC	3.6.	Loading and Unloading
RHC	3.6.1.	(a) Provide or (b) arrange for (1) passengers steps
RHC	3.6.2.	(a) Provide or (b) arrange for 1. passenger 2. crew transport between aircraft and airport terminals

RHC	3.6.3.	(a) Provide or (b) Arrange for equipment for loading and/or unloading
RHC	3.6.4.	(a) Provide or (b) arrange for Delivery and pick-up of (1) crew (on request) transport between aircraft and airport terminals (2) Baggage (3) Mobility devices At aircraft doors or other agreed points to be specified in Annex B
RHC	3.6.5.	(a) Provide or (b) arrange for assembly and transport of (1) baggage (2) cargo (3) mail (4) documents between agreed points on the airport.
RHC	3.6.6.	(a) unload aircraft, returning lashing materials to the Carrier. (b) Load and secure Loads in the aircraft (c) operate in-plane loading system.
RHC	3.6.7.	Redistribute loads in aircraft.
RHC	3.6.8.	Open, close and secure aircraft hold doors. (a) aircraft lower deck
RHC	<b>R</b> 3.6.9.	(a) provide Or (b) (arrange) Ballast
THC	3.6.10.	(a) Provide Or (b) arrange for Safeguarding of all Loads requiring special handling (e.g. valuables) during (1) loading/unloading (2) transport between aircraft and designated point on the airport
RHC	3.7.	Starting
RHC	3.7.1.	(a) Provide Or (b) arrange for (c) Operate air start unit (on request – additionally charged)
RHC	3.8.	Safety Measures

- CIR 3.8.1. (a) Provide**  
**Or**  
**(b) arrange for**  
**fire-fighting and other protective equipment.**
- RHC 3.8.2. Perform safety/ground damage inspection**  
**a) immediately upon arrival**  
**b) immediately prior departure**  
**(1) doors and panels**  
**(2) other inspection items as specified in Annex B (by request)**
- RHC 3.11. Interior Cleaning**
- RHC 3.11.1. Clean flight deck, if specified, under the control of a person authorized by the Carrier**  
**(a) empty ash trays,**  
**(b) dispose of litter,**  
**(c) clean waste from seat back stowage's and racks**  
**(e) clean seats.**
- RHC 3.11.2. Clean passenger and crew departments (other than flight deck) (on request – additionally charged)**  
**a) empty ash trays.**  
**b) disposing of litter.**  
**c) clearing waste from overhead stowage's.**  
**d) wipe tables.**  
**e) cleaning and tidy seats belts, seat back pockets and passenger service units.**  
**f) clean the floors (carpets and surrounds).**  
**g) empty and clean refuse bins**  
**h) clean surfaces in pantries, galleys (sinks, working surfaces, ovens and surrounds) and**  
**toilets ( wash basins, bowls, seats, mirrors and surrounds)**  
**i) removing, as necessary, any contamination caused by airsickness, spilled food or**  
**drink and offensive stains**
- RHC 3.11.3. Clean cabin window (on request – additionally charged)**
- RHC 3.11.5. Fold and stow blankets (as specified in annex B or on request )**
- RHC 3.11.7. Change (on request – additionally charged)**  
**(a) head rest covers (by request)**  
**(b) pillow covers.**  
**Covers to be supplied by the Carrier**
- RHC 3.11.9. Disinfect and/or deodorize aircraft with**  
**(b) materials provided by Handling Company (by request)**
- RHC 3.11.10. (a) Remove**  
**(b) Destroy**  
**food and material from incoming flight.**
- RHC 3.12. Toilet Service**
- RHC 3.12.1. (a) Provide**  
**Or**  
**(b) Arrange for**  
**(1) Servicing (empty, clean, flush toilets and replenish fluids)**  
**(2) trituator/disposal service**

**RHC 3.15. Storage of cabin material**

**RHC R 3.15.1. (a) Provide or  
(b) Arrange for  
suitable storage space for the Carriers cabin material (by request).**

**RHC 3.16. Catering Ramp Handling**

**RHC R 3.16.1. Unload/load and stow catering supplies from/on aircraft (by request).**

**RHC R 3.16.2. Transfer catering supplies on aircraft (by request).**

**RHC R 3.16.3. Transport catering supplies between aircraft and agreed points (by request).**

#### **ODJELJAK 4. NADZOR UTOVARA, KOMUNIKACIJE I RADNJE U SVEZI S LETENJEM**

##### **SECTION 4. LOAD CONTROL, COMMUNICATIONS AND FLIGHT OPERATIONS**

**THC 4.1. Load Control**

**THC 4.1.1. Convey and deliver flight documents between the aircraft and airport buildings.**

**THC 4.1.2. (a) prepare  
(b) sign  
(c) distribute  
(d) Clear/process  
(e) file  
documents, including but not limited to, loading instructions, loadsheets, weight and balance charts, Captain's load information and manifests where:  
(1) Load control is performed by the Handling Company**

**THC 4.2. Communications**

**THC 4.2.1. (a) compile  
(b) receive, process and send  
all messages in connection with the services performed by the Handling Company,  
using the Carriers originator code or double signature procedures  
(c) perform EDI (electronic data interchange) transactions  
(d) inform the Carrier's representative of the contents of such messages**

**THC 4.3. FLIGHT OPERATIONS - General**

**THC 4.3.1. Inform the Carrier of any known project effecting the operational services and facilities made available to its aircraft in the areas of responsibilities specified in Annex B**

**THC 4.3.2. After consideration of the Carrier's instructions, suggest the appropriate action to pilot-in-command in case of operational irregularities, possibilities and overall operational requirements**

**THC 4.4. FLIGHT OPERATIONS – Flight Preparation at the Airport of Departure**

**THC 4.4.1. b) arrange for meteorological documentation and aeronautical information for each flight**

**THC 4.4.2. Deliver document to the Aircraft**

- THC 4.4.4. (e) Monitor  
(2) the Carrier slot time allocation with the appropriate ATS.
- THC 4.4.5. Provide the crew with the required briefing.
- THC 4.9. FLIGHT OPERATIONS – Crew Administration
- THC R 4.9.1. Distribute relevant crew schedule information provided by the Carrier to all parties concerned
- THC R 4.9.2. Arrange hotel accommodation for crew layover  
(a) schedule  
(b) non schedule
- THC R 4.9.3. (a) Provide or  
(b) arrange for  
Crew transportation
- THC R 4.9.5. Liaise with hotels on crew call and pick up timings.

**ODJELJAK 5. USLUGE U SVEZI ROBE I POŠTE**  
**SECTION 5. CARGO AND MAIL SERVICES**

CHC (subject of special agreement )

**ODJELJAK 6. USLUGE PODRŠKE**  
**SECTION 6. SUPPORT SERVICES**

- 6.1. Accommodation  
6.1.1. (subject of special agreement)
- CIP 6.2. Automation/Computer systems
- CIP 6.2.1. (a) provide  
Or  
(b) arrange for  
And  
(c) operate  
Equipment to enable access to  
(2) handling company system
- CIP 6.2.2. Access the following functions in  
(d) handling companies system  
(3) Passenger service  
(4) Baggage reconciliation.  
(5) Baggage tracing  
(6) Operation weight and balance and load control  
(8) Cargo handling
- CIP 6.2.3. Manage Automated Check-in device(s) and  
(a) provide or  
(b) arrange  
(1) Stock control

		(2) Stock replenishment
		(4) Routine maintenance
CIR	6.3.	Unit Load Devices (ULD) Control
CIR	6.3.1.	(a) Provide or (b) arrange for storage space for ULDs (1) passengers ULDs (2) cargo ULDs
RHC	6.3.2.	Take action to prevent damage, theft or unauthorised use of the Carrier's ULDs in the custody of the Handling Company. Notify the Carrier immediately of any damage or loss.
RHC	6.3.3.	(a) Take physical inventory of ULD stock and maintain records
THC		(b) Compile and dispatch ULD control messages
THC	6.4.	Fuel Farm (Depot)
	6.4.1.	Liaise with fuel farm suppliers
THC	6.5.	Ramp fuelling/Defuelling Operations
	6.5.1.	Liaise with ramp fuel suppliers.
THC	6.6.	Surface transport
<b>R</b>	6.6.1.	a) Provide or b) arrange for 1. passengers 2. baggage a) airport and town terminal b) airport and other agreed points c) separate terminals at same airport
THC	6.7.	Catering Services – Liaison and Administration
<b>R</b>	6.7.1.	Liaise with the Carrier's Catering suppliers
<b>ODJELJAK 7.</b>	<b>ZAŠTITA</b>	
<b>SECTION 7.</b>	<b>SECURITY</b>	
THC	7.1.	Passenger and Baggage Screening and Reconciliation
THC <b>R</b>	7.1.1.	(b) arrange for (1) security questioning
THC	7.1.2.	(a) Provide or (b) Arrange for (1) screening of checked baggage (2) screening of transfer baggage. (3) screening of mishandled baggage

- (4) physical examination of checked, transfer and mishandle baggage
- (5) identification of security cleared baggage

**7.1.3. (a) Provide**

- (1) screening of passengers
- (2) screening of cabin/unchecked baggage
- (3) physical examination of passengers and cabin/unchecked baggage

**7.1.4. (b) arrange for**

- (1) identification of passengers prior to boarding
- (2) positive baggage identification by passengers
- (3) positive baggage identification by passengers.
- (4) offloading of baggage for passengers who fail to board the aircraft

**7.2. Cargo and post Office Mail**

**7.2.1. (a) provide or**

**(b) arrange for**

- (1) control of access to the cargo facilities.
- (2) screening of cargo and/or mail.
- (3) physical examination of cargo.
- (4) holding of cargo and/or mail for variable periods.
- (5) secure storage of cargo and/or mail.

**R 7.3. Catering**

**7.3.1. (a) provide or**

**(b) arrange for**

- (1) control of access to the catering unit.  
(special agreement)

**THC R 7.4. Aircraft**

- THC 7.4.1. (a) Provide**  
**(b) arrange**  
**control of access to**  
**(1) aircraft**  
**(2) designated areas**

- R 7.4.2. (a) provide or**  
**(2) guarding of aircraft**  
**(3) guarding of designated areas.**  
**(4) security of baggage in the baggage make-up area.**

- R 7.4.3. (a) provide or**  
**(b) arrange for**  
**Security**  
**personnel**  
**(1) to safeguard all Loads during the transport between aircraft and**  
**designated locations.**  
**(2) during offloading and loading of aircraft.**

**R 7.5. Additional security services**

- R 7.5.1. (a) provide or**  
**(b) arrange for**

**Additional security services****ODJELJAK 8. ODRŽAVANJE ZRAKOPLOVA****SECTION 8. AIRCRAFT MAINTENANCE****8.4. Parking and Hangar Space**

- 8.4.1. (a) Provide**  
**(b) arrange for**  
**R (1) parking space**