

Stand Allocation Rules (Amended September 2006)

The DAA controls and manages stand allocation, and produces a seasonal plan based on scheduled traffic information submitted by operators to Airport Co-ordination Ltd. Stands will be allocated to ensure efficient usage. In particular the usage of airbridge-served and contact stands will be maximised.

1. Priorities and Weightings

Priorities and weightings are assigned in the following order:

- 1.1. Aircraft Size (Priority for all aircraft in excess of 170 seats)
- 1.2. Priority Services
 - Transatlantic services using CBP facilities at Dublin
 - Quick turn services – defined as aircraft turns of less than (but not equal to) 30 minutes, as defined within the ACL schedule and applicable only to Pier A, Old CTB and temporary facility.
 - Services with disabled passengers – defined as carrying 5 or more wheelchair passengers.
- 1.3. Passenger capacity of aircraft (capacity defined within ACL schedule)
- 1.4. Frequency of service
- 1.5. Year round operation of service.
- 1.6. Duration of turnaround – preference will be given to flights with the shorter turnaround time.

Important Note -: It should be noted that actual stand allocation on the day is dependant on operational circumstances and will be at the discretion of DAA

2. Season Stand Guide

A seasonal stand guide will be generated bi-annually for the summer and winter seasons. This will act as a guide to illustrate how stands may be allocated for that particular season. It will be based on the scheduled information submitted to ACL, turn information provided to either ACL or the DAA and on the premise that all flights will operate to schedule. A sample week will be generated as a typical stand plan for that season. Airlines will have an opportunity to comment on the guide at draft stage.

The aircraft integration needs to be accurate and forwarded to the DAA in a timely manner by the airlines.

Where airlines do not supply the information in this fashion they may be excluded from receiving the season guide.

3. Stand Planning General Rules

- 3.1 Stands will be allocated with due regard to the aircraft dimensions published in the aircraft parking/docking chart in AIP Ireland
- 3.2 A minimum of 10 minutes is allowed between flights using the same stand. If less than 10 minutes is available, the flight is allocated a remote stand. If an operator is prepared to wait for a contact stand when the gap is less than 10 minutes, and space is available, this can be accommodated within the final version of this guide on request.
- 3.3 Push and hold procedures will be implemented when required.
- 3.4 Aircraft arriving in advance of STA, if their allocated stand is still occupied, shall be given the option of a remote stand or to hold for their allocated stand, the latter being subject to ATC approval. Aircraft arriving after their STA shall not be allocated to their planned stand if that allocation causes consequential disruption to stand allocation for other aircraft.
- 3.5 Aircraft operators who consistently deviate from STA or STD may not be allocated contact stands in the future.
- 3.6 Aircraft shall from time to time, be required to tow off from contact stands, to accommodate other operations during the night and in particularly at weekends. Aircraft, which are towed off stand, will be allocated a return stand sufficiently early enough to meet its next STD, subject to availability.
- 3.7 Contact Stand occupancy of greater than 2 hours will render an aircraft liable to being towed to a remote stand.
- 3.8 Standby aircraft will not be accommodated on commercial operational stands. The stand allocation unit may request that arrangements be made with airline maintenance providers to park these aircraft either in the forecourt of hangars (subject to the appropriate safety considerations) within hangars, or on maintenance company owned stands. The stand allocation unit may also request that an aircraft coming off maintenance and going on standby remains in the hangar.
- 3.9 A handler shall be advised of a towing movement only once. Where the stand for the tow up is available for in excess of 1 hour and the handler does not advise that the tow will not take place, that handler may be offered 1 less tow up on the next operational day.
- 3.10 Where operational information is consistently *not* supplied by an airline or handler, on the same basis as an aircraft refusing to push and hold,

that airline may be issued a ticket and may be allocated to a remote stand on it's next operation.

- 3.11 Pier preference – the airline may provide a list of pier preferences for contact stand allocation for each season, this information must be supplied in writing to the Stand Allocation Manager at least one month before the start of each season.
- 3.12 Route preference – the airline may provide a list of route preferences for contact stand allocation for each season, this information must be supplied in writing to the Stand Allocation Manager at least one month before the start of each season.
- 3.13 Stand allocation will take into account known Immigration, CBP etc., requirements.
- 3.14 Services with disabled passengers (defined as flights carrying 5 or more wheelchair passengers) shall be advised to the Pod in writing on fax number 01 814 4777 by 1700 the previous day.

4.First Departures of the day from Dublin Airport

It is the policy of DAA to accommodate as many of the first departures of the day from Dublin Airport as possible on contact stands. These stands will be allocated in accordance with the priorities and weightings detailed at 1 above. In the case where two airlines match exactly in relation to these priorities then the flight with the earliest Scheduled time of departure will be allocated the contact stand or, if the STDs are the same, the contact stands will be allocated equitably over the entire season.

5.Monitoring and Reporting

The Stand Allocation Manager will produce statistical reports on stand allocation on a weekly basis and will convene regular meetings with operators/handling agents to discuss compliance with the seasonal stand plan.

Important Note

Please be advised that this document is intended as a guide only and does not represent the definitive position on stand allocation, which will always be subject to operational requirements on any given day and will be at the discretion of DAA