Split Airport

CJENIK ZEMALJSKIH USLUGA ZA OPĆE I POSLOVNO ZRAKOPLOVSTVO

HANDLING SERVICES AND CHARGES FOR GENERAL AND BUSINESS AVIATION

Vrijedi od 01. travnja 2024.
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I. UVJETI OBAVLJANJA USLUGA

1. Dokumenti koji su podloga na kojima se temelje uvjeti obavljanja zemaljskih usluga i cjenik Zračne luke Split d.o.o.:

1.1. Propisi Republike Hrvatske:

- Zakon o zračnom prometu RH (NN 69/09, 84/1, 54/13, 127/13, 92/14),
- Zakon o zračnim lukama (NN 19/98, 14/11, 78/15)
- Zakona o obveznim i stvarnopravnim odnosima u zračnom prometu (NN 132/98, 63/08 i 134/09, 94/13)
- Pravilnik o pružanju zemaljskih usluga (NN 39/10, 61/15)

1.2. Međunarodni propisi i preporučena praksa:

- Council Directive 96/67/EC of 15 th October 1996 on access to the groundhandling market at Community airports. (Official journal L 272, 25/10/1996 p. 0036-0045);
- Directive 2009/12/EC of the European Parliament and of the Council on Airport Charges of 11 th March 2009;
- Regulation (EC) No 1107/2006 of the European Parliament and of the Council of the 5 th July 2006 concerning the rights of disabled persons and persons with reduced mobility when traveling by air;
- S.I. No 505/1998 – Regulations Entitled European Communities (Access To The Groundhandling Market At Community Airports) Regulations, 1998;
- Airport Economics Manual, ICAO Doc 9562/3rd edition – 2013;
- ICAO s Policies on Charges for Airports and Air Navigation Services, ICAO Doc 9082/ 8th edition – 2009;

2. Opći uvjeti obavljanja zemaljskih usluga za poslovno i opće zrakoplovstvo

2.1. Temeljni opći uvjeti poslovanja odnose se na zemaljske usluge koje su definirane Pravilnikom o pružanju zemaljskih usluga (NN 61/15) i Zračna luka Split d.o.o ih pruža svojim korisnicima usluga u skladu sa Odobrenjem za pružanje zemaljskih usluga na Zračnoj luci Split.

2.2. Cijene pružanja zemaljskih usluga za poslovno i opće zrakoplovstvo se oblikuju na temelju ekonomske cijene, izlazeći iz pune troškovne cijene izračunate s djelidbenom kalkulacijom za prosječni zrakoplov, koje se zatim preračunavaju za pojedine određene vrste zrakoplova, poštivajući tržišne uvjete koji prevladavaju u poslovanju sa operatorima zrakoplova, tj. cijene koje vrijede u europskim zračnim lukama za istu vrstu i kakvoću usluge.

2.3. Zahtjevom za korištenjem usluga u zračnom prometu smatra se da je svaki korisnik zračne luke po principu pristupanja prihvatio sve odredbe ovog Cjenika.

2.4. Nakon objavljivanja Općih uvjeta i Cjenika zemaljskih usluga za poslovno i opće zrakoplovstvo u zračnom prometu smatra se da je iste prihvatio svaki korisnik koji koristi usluge Zračne luke Split d.o.o.

2.5. Cijene usluga navedene u Cjeniku su jedinstvene za usluge pružene u domaćem i međunarodnom prometu.

2.6. Cijene zemaljskih usluga u Cjeniku izražene su u eurima (EUR).

2.7. Cjenik za svaku zemaljsku uslugu određuje slučajeve povećanja i umanjenja temeljne cijene. Umanjenje cijene po jednom temelju isključuje umanjenje iste po drugom temelju.

2.8. Izmjene i dopune Cjenika usluga moraju se provoditi u skladu s poslovnom politikom Zračne luke Split d.o.o.

2.9. Vrijeme noćnog obavljanja zračnog prometa se smatra u razdoblju od 22,00LT do 06,00LT.

2.10. Pružanje zemaljskih usluga izvan službene otvorenosti zračne luke smatra se pružanjem usluga izvan vremena otvorenosti, koje je određeno službenim državnim propisima u Republici Hrvatskoj.

2.11. Za sve sporove između korisnika usluga i Zračne luke Split oko cijena i primjena odredbi Cjenika i Općih uvjeta poslovanja, nadležan je sud u Splitu.

3. Plaćanje

3.1. Naplatu pruženih usluga obavlja operator zrakoplova gotovinom, debitnom ili kreditnom karticom koja je službeno prihvaćene od strane Zračne luke Split d.o.o.

3.2. Porez na dodanu vrijednost (PDV) nije uračunat u cijene navedene u Cjeniku.

3.3. Operatori zrakoplova koji, sukladno Zakonu o porezu na dodanu vrijednost (NN 73/13, 99/13, 148/13, 153/13, 143/14, 115/16, 106/18) i Pravilniku o porezu na dodanu vrijednost (NN 79/13, 85/13, 160/13, 35/14, 157/14, 130/15, 1/17, 41/17, 128/17) nisu oslobođeni plaćanja poreza na dodanu vrijednost (PDV), isti će se obračunati u visini utvrđenoj zakonom.

3.4. Zračna luka Split d.o.o. ima pravo uvida u Svjedodžbu zračnog prijevoznika (AOC) da bi ustanovila za koju vrstu prometa je operator zrakoplova registriran.

3.5. Obračun i naplata pruženih usluga mogu se obaviti u svakoj čvrstoj valuti na način da se cijene izražene u EUR preračunavaju u željenu valutu po srednjem tečaju Hrvatske narodne banke na dan ispostavljanja računa.

4. Definicije izraza

- **Ambulantni let** znači let u svrhu prijevoza bolesnih ili ranjenih osoba, kojima je već pružena liječnička pomoć ili kojima se neki pacijent prevozi iz jedne medicinske lokacije na drugu;

- **Broj leta** označava svaki pojedini let i sastoji se od dvoslovne (prema IATA) ili troslovne kratice (prema ICAO) i zatim sljedećih brojeva ili kombinacije brojeva i slova;

- **Članovi letačkog osoblja** su osobe u zrakoplovu čija je dužnost obavljanje leta;

- **Domaći zračni promet** predstavlja obavljanje letova kod kojih je mjesto odlaska i krajnjeg odredišta putnika i robe na području Republike Hrvatske;

- **IATA** označava Međunarodno udruženje zračnih prijevoznika.

- **ICAO** označava Međunarodnu organizaciju za civilno zrakoplovstvo.

- **Infant** je putnik, dijete, do navršene dvije godine života.

- **Izrazi "putnik"**, **"prtljaga", "teret" i "pošta**", koji se upotrebljavaju u Cjeniku, uključuju sve osobe i stvari koje se prevoze zrakoplovom uz suglasnost prijevoznika.

- **Koordinirati** znači sakupljati i prenositi operativne informacije odgovarajućim strankama po nalogu prijevoznika ili predstavnika prijevoznika, vezano za pružanje usluga kako su ugovorene od strane prijevoznika, s trećim strankama, u odgovarajućem Dodatku (Dodatcima) B1.0 (IATA SGHA ANNEX A).

- **Korisnik zračne luke** znači svaka fizička ili pravna osoba odgovorna za zračni prijevoz putnika, pošte i/ili tereta iz ili prema dotičnoj zračnoj luci.

- **Maksimalna dopuštena težina** prilikom uzlijetanja **(M.T.O.W.)** znači maksimalna dopuštena težina zrakoplova prilikom uzlijetanja, navedena u službenoj dokumentaciji (Letačkom priručniku - AFM) odnosno u svjedodžbi o plovidbenosti zrakoplova. Ako ti dokumenti nisu predočeni, kod obračuna treba uzeti i obzir najviši M.T.O.W. za određeni tip zrakoplova. Svaki započeti dio tone zaračunava se kao cijela tona.

- **Međunarodni zračni promet** je međunarodni prijevoz putika i robe kako je definirano u 1. članku Konvencije za izjednačavanje određenih pravila u međunarodnom zračnom prijevozu (Varšava 1929.) te u 1.članku Protokola o promjeni te Konvencije (Haag 1955.) Međunarodni let

  (let u međunarodnom prometu) je svaki let zrakoplova kome je mjesto odlaska ili krajnje odredište.

- **Nenajavljeni let** je svaki let zrakoplova koji nije pismeno najavljen u roku od 24 sata prije slijetanja ili uzlijetanja.

- **Opće zrakoplovstvo** predstavlja svaki zrakoplov koji nije namijenjen ni registriran za komercijalni zračni prijevoz.

- **Organizirati** podrazumijeva da će pružatelj zemaljskih usluga tražiti od vanjske agencije da pruži tražene usluge. Cijenu usluga vanjske agencije plaća prijevoznik. Pružatelj zemaljskih usluga ne preuzima odgovornost prema prijevozniku u ovakvim aranžmanima.

- **Poslovno zrakoplovstvo** predstavlja sve komercijalne letove (zrakoplova i helikoptera) za čije letove prijevoznici ili operatori zrakoplova ne prodaju putničke karte

- **Povezivanje** označava komuniciranje i održavanje kontakata.

- **Prijevoz tereta** znači komercijalni i nekomercijalni prijevoz tereta poput uslužnog prijevoza tereta i kompanijskih materijala.

- **Prinudno slijetanje** je slijetanje u slučaju nekog izvanrednog događaja (bolest ili smrt putnika, tehnički kvar na zrakoplovu, itd.) ili zbog prijetnje nasiljem.

- **Probni let** znači let nekog zrakoplova koji se obavlja radi ispitivanja motora, instrumenata i uređaja zrakoplova.

- **Pružatelj zemaljskih usluga** je svaka fizička ili pravna osoba koja drugima pruža jednu ili više kategorija zemaljskih usluga u skladu sa Pravilnikom o pružanju zemaljskih usluga (NN 61/15).

- **Pružiti** podrazumijeva da pružatelj zemaljskih usluga preuzima odgovornost za pružanje tražene usluge.

- **Putnički terminal** podrazumijeva sve zgrade i prostore koje se koriste za putnike u dolasku i odlasku.

- **Razmjena elektronskih podataka** znači prijenos podataka u standardnom formatu (aplikacija – obrada programa aplikacije).

- **Školski let** znači let nekog zrakoplova koji se obavlja radi školovanja letačkog osoblja.

- **Tehničko slijetanje** je svako slijetanje zrakoplova izvršeno radi tehničkih, meteoroloških i navigacijskih razloga pod pretpostavkom da nije nastupila nikakva promjena glede komercijalnog tereta (payload) osim goriva.

- **Temeljna zaštitna provjera** znači zaštitna provjera osoba ili stvari koja se obavlja prije svakog leta u skladu sa zakonskim uvjetima.

- **Teret** znači svaki predmet koji se prevozi zrakoplovom koji ne spada u osnovnu operativnu težinu zrakoplova.

- **Tereti** znače prtljagu, robu, poštu, bilo kakvu opskrbu zrakoplova, uključujući balast.

- **Terminal općeg i poslovnog zrakoplovstva** podrazumijeva sve zgrade i prostore koje se koriste za putnike u dolasku i odlasku.

- **Tranzitni let** je zrakoplov koji vrši među-slijetanja iz komercijalnih razloga pri kojem dolazi do promjene tereta, putnika i/ili posade.

- **Tranzitni putnik** je putnik koji sleti i poleti iz Zračne luke istim zrakoplovom (osim u slučaju tehničkog razloga) i istim brojem leta, te pri tome ne napusti tranzitni prostor u Zračnoj luci.

- **ULD oprema (Unit Load Device)** znači ili kontejner ili zrakoplovna paleta (sa ili bez mreža), koji se koriste za utovar i/ili prijevoz tereta, prtljage ili pošte.

- **Zemaljske usluge** znače usluge koje se u zračnim lukama pružaju korisnicima zračnih luka u skladu s Pravilnikom o pružanje zemaljskih usluga (NN 61/15) i s Dodatkom A (IATA SGHA).

- **Zračni prijevoznik** je društvo s valjanom operativnom licencom za obavljanje zračnog prijevoza.

- **Zrakoplov operatora** označava sve zrakoplove u vlasništvu, zakupu, najmu, angažmanu, ili pod upravom, ili na drugi način korištene od stranke ili u ime Operatora zrakoplova, a vezano za koje je Operator izričito ili implicitno ugovorio, dao upute ili na neki drugi način tražio da se izvrši ili provede bilo koja aerodromska usluga(e).

II. PRIHVAT I OTPREMA ZRAKOPLOVA OPĆEG I POSLOVNOG ZRAKOPLOVSTVA

1. Sadržaj osnovnih usluga prihvata i otpreme zrakoplova poslovnog i općeg zrakoplovstva

Osnovne usluge prihvata i otpreme zrakoplova poslovnog i općeg zrakoplovstva, putnika i prtljage u dolasku i odlasku prema standardnoj proceduri Zračne luke Split d.o.o.

Popis zemaljskih usluga za zrakoplove poslovnog i općeg zrakoplovstva, putnika, prtljage (opsluživanje zrakoplova) uključenih u jednu naknadu za opsluživanje koje obavlja Zračna luka Split d.o.o. sadrže:

- Nadzor i koordinacija:
- Prihvat i otprema zrakoplova, putnika i prtljage u dolasku:
- Prihvat i otprema zrakoplova, putnika i prtljage u odlasku:

2. Naknada za prihvat i otpremu

2.1 Jedinica mjere

Najveća ukupna dozvoljena težina zrakoplova pri uzlijetanju (MTOW) a prema svjedodžbi o navigacijskim sposobnostima zrakoplova izražena u metričkim tonama (dio tone se obračunava kao cijela tona), a prema odgovarajućim razredima.

2.2 Vrijeme trajanja prihvata i otpreme

Vrijeme trajanja prihvata i otpreme zrakoplova određeno je sukladno propisanim standardima za određenu vrstu zrakoplova, vrstu prometa te odobrenom redu letenja.

2.3 Cijena usluge

2.3.1.Cijena usluge za zrakoplove težine do 4000kg

Prihvat i otprema zrakoplova do maksimalne težine zrakoplova (MTOW) 4000kg
naplaćivati će se po cijeni od 15 EUR po toni MTOW-a.

Cijena obuhvaća ukupnu operaciju prihvata i otpreme zrakoplova, tj. sve usluge navedene u Sadržaju, 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.

2.3.2. Cijena usluge za zrakoplove težine veće od 4001 kg

Kategorija	Od (kg)	Do (kg)	PAX han	RAMP han	Cijena
1	4.001	10.000	36,00	53,00	89,00
2	10.001	16.000	125,00	188,00	313,00
3	16.001	21.000	181,00	272,00	453,00
4	21.001	30.000	232,00	347,00	579,00
5	30.001	40.000	278,00	417,00	695,00
6	40.001	60.000	316,00	473,00	789,00
7	60.001	79.000	376,00	563,00	939,00
8	79.001	100.000	453,00	679,00	1.132,00
9	100.001	130.000	540,00	810,00	1.350,00
10	130.001	155.000	710,00	1.064,00	1.774,00
11	155.001	200.000	892,00	1.339,00	2.231,00
12	200.001	270.000	1.146,00	1.720,00	2.866,00
13	> 270.001		1.441,00	2.161,00	3.602,00

2.4 Uvećanja cijena

Cijene iz točke **2.3**. se uvećavaju za :

a) **25%** za prihvat i otpremu noću (od 22.00LT – 06,00LT)
b) **25%** za prihvat i otpremu u dane državnih blagdana

2.5 Umanjenja cijena

Cijene iz točke **2.3.** se umanjuju i iznose (pogledati Poglavlje I, točka 2.7):

a) **50%** cijene u slučaju tehničkog slijetanja
b) **50%** cijene za probne
c) **50% cijene za** ambulantni let
d) **50%** cijene za školski let

2.6 Cjenik usluga općeg i poslovnog zrakoplovstva na poseban zahtjev

2.6.1 Usluge uposlenih radnika

Radnik	Po osobi/1h	EUR	30,00
Stručni radnik	Po osobi/1h	EUR	40,00

2.6.2. Ostale usluge

Zemaljski elektro agregat			
	1h	EUR	120,00
Zračni starter	Po startanju	EUR	110,00
Traktor za vuču zrakoplova (rukovatelj uključen)	1 operacija	EUR	100,00
Dostava dokumentacije posadi (briefing-a)	1 operacija	EUR	20,00
Čuvanje zrakoplova	Po osobi/1h	EUR	40,00
Prijevoz posade na stajanci	Po usluzi	EUR	25,00
Dodatne usluge sigurnosti	Po osobi/1h	EUR	40,00
Uporaba VIP salona – GAT (do 7 putnika)*	1 sat	EUR	150,00
Uporaba salona za posadu	Po posadi/1h	EUR	50,00
Korištenje GAT – a**	po odlaznom putniku	EUR	40,00
	Po dolaznom putniku	EUR	40,00
	po posadi**	EUR	40,00
Organizacija smještaja	po osobi	EUR	10,00
Manipulativni troškovi	po računima	EUR	10%

**Moguća je uporaba VIP salona bez naknade uz odobrenje uprave Zračne luke Split d.o.o.*
***Primjenjuje se na sve zrakoplove*

2.6.3 Zemaljski prijevoz putnika i posade izvan zračne luke

Autobus	1km / oba smjera	EUR	2,50
Minibus	1km / oba smjera	EUR	1,80
Kombi	1km / oba smjera	EUR	1,50
Kombi (0-15 km)	Po vožnji	EUR	45,00
Kombi (16-25 km)	Po vožnji	EUR	90,00

2.6.4 Dostava izgubljene prtljage putniku (unutar državnih granica)

Dostava izgubljene prtljage putniku do 30 km, po kom.	Zona 1	EUR	40,00
Dostava izgubljene prtljage putniku 31-100 km, po kom.	Zona 2	EUR	70,00

III. OSLOBAĐANJE OD PLAĆANJA

Sljedeće kategorije su izuzete od plaćanja naknada:

a) zrakoplovi uključeni u operacije potrage i spašavanja,
b) zrakoplovi koji se koriste za humanitarnu pomoć u slučaju prirodnih nepogoda ili stanja nužde,
c) državni zrakoplovi koji pružaju hitnu medicinsku pomoć,
d) državni zrakoplovi koji obavljaju letove za protupožarnu zaštitu,
e) državni zrakoplovi koji obavljaju letove za posebna djelovanja,
f) zrakoplovi Hrvatske vojske kada lete u vojne svrhe, Ministarstva unutarnjih poslova i Crvenog križa Republike Hrvatske.

IV. INFORMACIJE

Gorivo / Fueler: INA AVIOSERVIS
ph: +385 21 203 232
fax: +385 21 895 380.
e-mail: avioservis.split@ina.hr

Uredna otvorenost Zračne luke Split/ Split Airport operating time:
04:00-20:00UTC SUMMER, 24H on Request

Ground Operations Center, 0-24 H:
ph: +385 21 203 353,
e-mail:ground.ops@split-airport.hr
SITA: SPUAPXH

Duty Station Manager,
ph: +385 21 203 231
mob.+385 98 416 330
e-mail: station.manager@split-airport.hr
SITA: SPUAPXH

Catering Dept,
ph: +385 21 203 257,
ph: +385 21 203 427,
e-mail: catering.ugo@split-airport.hr
SITA: SPUHHXH

Cargo Dept,
ph: +385 21 203 331, 203 180, 203 414
fax: +385 21 203 118
e-mail: ana.pavic@split-airport.hr, cargo@split-airport.hr
SITA: SPUFFXH

Commercial Dept.
ph: +385 21 203 339
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I. GENERAL CONDITIONS FOR SERVICES RENDERING

1. Documents that are the basis on which the airport services are based and the price list of Split Airport Ltd

1.1. Croatian Legislature**:**

- Air Traffic Act (Official Gazette: 69/09, 84/11, 54/13, 127/13, 92/14)
- Airport Act (Official Gazette: 19/98, 14/11, 78/15)
- Act on Mandatory and Proprietary Relations in Air Traffic (Official Gazette:132/98, 63/08, 134/09, 94/13)
- Ordinance on provision of Groundhandling services (Official Gazette: NN 39/10, NN 61/15)

1.2. International Legislature and recommendations:

- Council Directive 96/67/EC of 15th October 1996 on access to the Groundhandling market at Community airports. (Official Journal L 272, 25/10/1996 p. 0036-0045);
- Directive 2009/12/EC of the European Parliament and of the Council on Airport Charges of 11th March 2009,
- Regulation (EC) No 1107/006 of the European Parliament and of the Council of 5 July 2006 concerning the rights of disabled persons and persons with reduced mobility when traveling by air.
- S.I. No 505/1998 – Regulations Entitled European Communities (Access To The Groundhandling Market At Community Airports) Regulations, 1998;
- Airport Economics Manual, ICAO Doc 9562/3rd edition – 2013;
- ICAO' s Policies on Charges for Airports and Air Navigation Services, ICAO Doc 9082/ 8th Edition – 2009;

2. General Business Conditions for provision of Ground handling services to General and Business Aviation

2.1 The basic General Business Conditions will apply to the ground handling services defined by Ordinance on provision of Groundhandling services (Official Gazette: NN 61/15) and Split Airport Ltd. is providing them according to Approval for supplier of ground handling services to its customers.

2.2 The charges for all ground handling services are formed in accordance with economic charges, generated from the full actual cost based on division calculation for an average aircraft, recalculated later for each special type of aircraft, taking into consideration the market conditions governing the operations with Aircraft operators, i.e. current charges in the European airports for services of the same type and quality.

2.3 Every airport user requiring and using ground handling services is considered to accept all conditions of the Price list, on the principle of acceptance.

2.4 It is to be considered, that after being published, the General Conditions and Handling Services and Charges are accepted by every user having operated and used Split Airport Ltd. Services.

2.5 The prices in the Price List are unique for services rendered in domestic and international air traffic.

2.6 The charges for Ground handling services in the List of Charges are in Euros (EUR).

2.7 The list of ground handling charges specifies in which cases the handling services provided are increased or reduced. Using a reduction on one provision excludes using any other at the same time.

2.8 Changes and supplements of the Handling Services and Charges list are to carried out in accordance with the Split Airport Ltd. business policies

2.9 Night handling is considered in the period from 22,00lt to 06,00lt.

2.10 Performing ground handling services out of official working hours is to be considered as service out of working hours declared by official state regulations in the Republic of Croatia.

2.11 All disputes between the users of services and the Split Airport Ltd. regarding charges and changes of the Handling Services and Charges and General Business Conditions will be submitted to the court in Split.

3. Payment

3.1. Charge of services provided to Aircraft operators shall be performed by cash, debit or credit card officially accepted by Split Airport Ltd.

3.2. Value Added Tax (VAT) is not included in prices quoted in the Price List.

3.3. Aircraft Operators 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.

3.4. Split Airport Ltd. has right to inspect Air Operate Certificate (AOC) in order to determine for which type of transport is the Aircraft operator registered.

3.5. Calculation and charge of rendered services can be performed in any hard currency in the following way: The prices quoted in EUR are to be calculated into preferred currency in accordance with the official exchange rate of Croatian National Bank (Hrvatska narodna banka) on the date of the invoice issuance.

4. Definitions

- **Air Carrier** is a company with valid operating license (AOC) for air transportation.
- **Airport passenger terminal** means all buildings used for arrival and departure of passenger.

- **Airport user** means any natural or legal person responsible for the carriage of passengers, mail and/or freight by air from, or to the airport in question

- **Ambulance flight** means the flight transporting sick or wounded persons, that have already been given medical attention or transporting a patient from one medical location to another.

- **Basic security check** is security check of persons or things done before each flight, following the legal requirements.

- **Business aviation** means all aircrafts for which flights the Aircraft Operators don't sell tickets.

- **Aircraft** means any aircraft owned, leased, chartered, hired or operated or otherwise utilized by or on behalf of the Aircraft Operator and in respect of, which the has either expressly or implicitly contracted, instructed or otherwise requested the Handling Company to perform or carry out any ground handling service(s).

- **Crew members** are persons being onboard the aircraft for their duty to perform the flight.

- **Domestic Air Traffic** represents a flight operation with its origin and destination of passengers and goods within the territory of the Republic of Croatia.

- The **Flight Number** defines each single flight and consists of a two (according to IATA) or three letter carrier's code (according to ICAO) and followed by the following numbers or a combination of numbers and letters.

- **General aviation** means all aircrafts which are not intended or registered for commercial air transport.

- **General aviation terminal** means all buildings used for arrival and departure of General and Business aviation passengers.

- **Ground Handling** means the services provided to airport users at airports according to Ordinance on providing ground handling services (Official Gazette: 61/15) and as described in the IATA Annex A.

- **IATA** means International Air Transport Association.

- **ICAO** means International Civil Aviation Organization.

- **Infant** is each passenger under two years of age.

- **International Air Traffic** is the international transport of passengers and goods as defined in Article 1 of the Convention on Adjusting Certain Rules in International Air Transportation (Warsaw, 1929) and in Article 1 of the Memorandum of Amendments to Convention (The Hague, 1955). As an **International Flight** (a flight in international traffic) is also each flight of an aircraft with its origin and destination in a foreign airport, regardless potential earlier or later landings in the Republic of Croatia, before or after crossing of state borders for completion of a total commercial enterprise.

- **Liaise** means to communicate and maintain contact.

- **Load** means any item carried in an aircraft other than is included in the basic operating weight.

- **Loads** means baggage, cargo, mail and any aircraft supplies including ballast.

- **Maximum take-off weight of an aircraft (M.T.O.W),** as stated in the aircraft flight desk documents (Airplane Flight Manual – AFM). If these documents are not presented the highest M.T.O.W. for particular aircraft type shall be taken. No refunds will be possible. Each started ton is to be considered as the whole one.

- **Provide i**mplies that the Handling Company itself assumes responsibility for the provision of the service required.

- **Public Transport** in air traffic means any air transport that is following the legal regulations and general conditions, available to anyone, and for which the air carrier has obtained certificate from competent civil aviation authority.

- **Supplier of ground handling services** means any natural or legal person supplying third parties with one or more categories of ground handling services according to Ordinance on providing ground handling services (Official Gazette: 61/15)**.**

- **Technical landing** is a landing for other than commercial reasons where no physical change of loads, Passenger and/or crew occurs.

- The **Terms** as **„passenger ", „baggage", „cargo"** and **„mail"** used in the Charge List, shall include all those persons and goods that are to be transported in a carrier's aircraft.

- Test **flight** means the flight of an aircraft, performed to test engine, instrument or fuselage. It is to be considered as **technical** flight.

- **Training flight** means the flight of an aircraft, performed in order to train the flying crew members.

- **Transit flight** is an aircraft making and intermediate landing for commercial reasons where a change of Loads, Passenger and/or crew occurs.

- **Transit passenger** is a passenger arriving at the airport on a through-flight and subsequently leaving the airport with the same aircraft, or replacing aircraft put on due to breakdown of the former, without leaving airport transit lounge.

- A **unannounced Flight,** not being announced in writing within 24 hours prior

- **ULD (Unit Load Device)** is either container or aircraft pallet (with or without nets) to be used for loading and/or transporting cargo, baggage or mail.

II. GENERAL AND BUSINESS AVIATION AIRCRAFTS GROUND HANDLING

1. General and business aviation aircrafts ground handling services

General Handling services of general and business aviation aircrafts, passengers and baggage, in arrival and departure in accordance with Split Airport Ltd. Standard procedure.

List of ground handling services for aircraft, passengers and baggage (handling) included in a single operation charge performed by Split Airport Ltd. contains:

- Supervision and coordination:
- Ground handling of the aircraft, passengers and baggage in arrival:
- Ground handling of the aircraft, passengers and baggage in departure:

2. Ground handling charges

2.1. Calculation unit

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

2.2. Duration of the ground handling

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

2.3. Service charge

2.3.1 Service charge for aircraft less then 4000kg

Charge for ground handling service for aircraft less than 4000kg is 15 EUR per ton of MTOW.

The price includes a total aircraft handling operation during turnaround, i.e. all services quoted in the list 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).

2.3.2 Service charge for aircraft more then 4001kg

Category	From (kg)	to (kg)	PAX han	RAMP han	Price
1	4.001	10.000	36,00	53,00	89,00
2	10.001	16.000	125,00	188,00	313,00
3	16.001	21.000	181,00	272,00	453,00
4	21.001	30.000	232,00	347,00	579,00
5	30.001	40.000	278,00	417,00	695,00
6	40.001	60.000	316,00	473,00	789,00
7	60.001	79.000	376,00	563,00	939,00
8	79.001	100.000	453,00	679,00	1.132,00
9	100.001	130.000	540,00	810,00	1.350,00

10	130.001	155.000	710,00	1.064,00	1.774,00
11	155.001	200.000	892,00	1.339,00	2.231,00
12	200.001	270.000	1.146,00	1.720,00	2.866,00
13	> 270.001		1.441,00	2.161,00	3.602,00

The price includes a total aircraft handling operation during turnaround, i.e. all services quoted in the list 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).

2.4. Surcharges

The charge under item **2.3**. to be increased for:

a) **25%** for night handling (from 22.00lt – 06.00lt)
b) **25%** for handling during the State Holidays.

2.5. Reductions

The charges under item **2.3.** to be reduced and amount as follows (See and veriify Chapter I. article 2.7):

a) **50%** of the charge in case of technical landing
b) **50%** of the charge for test flight
c) **50%** of the charge for ambulance flight
d) **50%** of the charge for training flight

2.6 Price list of General and Business aviation special facilities charge (on request)

2.6.1 Personal services

2)	Workman, qualified	Per person/1h	EUR	30,00
3)	Highly qualified workman	Per person/1h	EUR	40,00

2.6.2 Additional services

GPU(Ground power unit) and fixed GPU	1h	EUR	120,00
ASU (Air starter unit)	Per start up	EUR	110,00
Aircraft Towing Tractor (operator included)	1 operation	EUR	100,00
Delivery of flight document	1 operation	EUR	20,00

Guarding of aircraft	Per person/1h	EUR	40,00
Crew apron transport	Per ride	EUR	25,00
Additional security services	Per person/1h	EUR	40,00
Use of VIP Lounge – GAT (max 7 peoples)	1 h	EUR	150,00
Use of Crew Lounge	Per crew/1 h	EUR	50,00
GAT access**	Per DEP passenger	EUR	40,00
	Per ARR passenger	EUR	40,00
	Per crew**	EUR	40,00
Arrange hotel accommodation	Per person	EUR	10,00
Manipulative costs	Per invoices	EUR	10%

**VIP lounge can be used free of charge with Split Airport authority approval.*
***Applicable for the aircrafts*

2.6.3. Landside transport

BUS	Per km in both directions	EUR	2,50
Mini BUS	Per km in both directions	EUR	1,80
Van	Per km in both directions	EUR	1,50
Van (0-15 km)	Per ride	EUR	45,00
Van (16-25 km)	Per ride	EUR	90,00

2.6.4. Delivery of delayed baggage to passengers (within the state border)

Delivery of delayed baggage to passengers up to 30 km, per piece	Zone 1	EUR	40,00
Delivery of delayed baggage to passengers 31-100 km, per piece	Zone 2	EUR	70,00

III. PAYMENT EXEMPTION

The following categories shall be exempt from ground handling charges:

a) aircrafts involved in search and rescue operations,
b) aircrafts used for humanitarian assistance in case of natural disaster or state of emergency,
c) aircrafts in distress, state aircrafts which provide emergency medical aid,
d) state aircrafts which provide fire protection,
e) state aircrafts which perform special activity flights,
f) Croatian military aircrafts when flying for military purposes, Croatian Ministry of Interior aircrafts and Red Cross aircrafts.

IV. INFORMATION

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e-mail: avioservis.split@ina.hr

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