

ANNEX ON AIR TRANSPORT ANCILLARY SERVICES

1. **Aircraft Repair and Maintenance Services** means such activities when undertaken on an aircraft or a part thereof while it is withdrawn from service and do not include so-called line maintenance.
2. **Selling and Marketing of Air Transport Services** means opportunities for the air carrier concerned to sell and market freely its air transport services including all aspects of marketing such as market research, advertising and distribution. These activities do not include the pricing of air transport services nor the applicable conditions.
3. **Computer Reservation System (CRS) Services** means services provided by computerised systems that contain information about air carriers' schedules, availability, fares and fare rules, through which reservations can be made or tickets may be issued.
4. **Aircraft Leasing without Crew** means the lease of an aircraft without crew is normally referred to as a "dry lease", Under most lease agreements the lessee who provides the crew is the responsible party who must exercise operational control over the aircraft with all the attendant responsibilities.
5. **Aircraft Leasing with Crew** means the lease of an aircraft with crew provided is normally referred to as a "wet lease". In wet lease the lessor normally exercises operational control of the aircraft. Usually the wet lease situation means the aircraft should be operated under an Air Operator Certificate (AOC) issued by the competent authority of the State of Registry of the aircraft.

6. **Airfreight Forwarding Services** means the activity and arrangement of air transport and related services provided to or performed on behalf of the shipper/consignee for the transportation of goods by air from port of origin to final destination.

Scope of services includes the following services:

- (i) securing cargo space with airline;
 - (ii) preparing necessary export/import document;
 - (iii) processing customs formalities;
 - (iv) pick-up and delivery;
 - (v) packing/warehousing;
 - (vi) freight consolidation & break-bulk;
 - (vii) door to door and logistics services; and
 - (viii) inland freight services.
7. **Cargo Handling** means services provided or arranged for warehouse, facilities, and services for storage and handling of any type of shipment that are transported by air. Cargo handling services cover physical handling of outbound/inbound, transit shipments, document handling of outbound inbound, transit shipments, irregularities handling, control of Unit Load Device (ULD), and services relate to customs control.
8. **Aircraft Catering Services** means the preparation/production of food and beverages for airlines, including loading/unloading of catering equipment and supplies, arrangement of bar cart, magazines, flowers, souvenirs and miscellaneous items

to/from aircraft, washing, cleaning, storing of catering equipment and laundering of cabin linen ware.

9. **Refuelling Services** means the management and operation of fuel tankers for aircraft and airport motor vehicles and distribution of fuelling products. (United Nations CPC 74220, 74610, 61300, 62113. 62271)
10. **Aircraft Line Maintenance** means routine and non-routine inspection and malfunction ratification performed *en route* and at base station with turnaround time up to 24 hours.
11. **Ramp Handling** means services provided by ground support equipment to an aircraft upon arrival, during parking until departure.

The services include the following facilities:

- (i) Ground Support Equipment (GSE) i.e. aircraft towing tractor, air condition unit, air start unit, ground power unit, loading equipment, ULDs;
- (ii) ramp bus services to transfer passengers and crews to and from the aircraft to the passenger terminal;
- (iii) security services to the aircraft as well as passengers in the ramp area;
- (iii) toilet and aircraft interior cleaning servicing;
- (iv) portable water servicing;
- (v) post and mail servicing; and
- (vi) GSE and ULDs maintenance.

12. **Baggage Handling** means a process on departure and arrival system at terminals. On departure, baggage handling consists of three activities: (1) in-town check-in passenger checks outside the airport boundary; (2) check-in at the airport terminal; and (3) check-in passenger carries baggage at the aircraft gate and check-in at that point. On arrival, baggage handling consists of three activities: (1) off-loading of baggage from the aircraft; (2) transport of baggage between aircraft and reclaim area; and (3) loading of baggage onto the reclaim unit.

13. **Passenger Handling** means responsibility in providing services to passengers from check-in point to aircraft side as per the carrier's procedures and instructions.