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RASAS

Regulation Aircraft Stand
Allocation Schiphol

Welcome to Amsterdam Airport

Schiphol

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1 Introduction

The Regulation Aircraft Stand Allocation Schiphol [8] is intended to provide insight in the aircraft stand allocation policy at Schiphol as well as rights and obligations of stakeholders in this process. The target audience consists of airlines, handlers and Schiphol (internal use).

This first chapter introduces Schiphol (1.1) and the allocation process (1.2). References to different sources are marked in brackets [x] and can be found in chapter 6.3.

1.1 Amsterdam Airport Schiphol - priorities

Amsterdam Airport Schiphol (AAS, Schiphol) is a dynamic and efficient transport hub offering air, rail and road connections. It offers all passengers, visitors, employees and employers at Schiphol all the services and facilities they require. AAS aims to achieve this in a responsible manner: efficient, reliable, sustainable, and with inspiration and hospitality.

AAS also manages the aprons. This involves allocating aircraft stands, assigning passenger gates and directing the apron buses. The growth in air traffic volume, diversity of customer needs and the increasing number of criteria that planners and managers must deal with, make this a complex and challenging task. Schiphol is devoting a great deal of attention to two concrete priorities: overall punctuality and the reliability of transfer connections and makes every effort to improve both. Studies have shown that passengers and airlines alike attach great importance to these two aspects. The quality of service at Schiphol is a defining characteristic of the airport and is a shared interest of all stakeholders at Schiphol. These aspects form the foundation of RASAS.

1.2 The aircraft stand allocation process

AAS performs different steps in the process towards an optimal operational gate planning. These steps are performed at different moments in time and with different goals but always with the same principles (chapter 3.1), restrictions (chapter 3.2) and optimizations (chapter 3.3).

Planning	RASAS	Actor	Time to operations	For	Goal(s)
Capacity planning	Ch. 3 & ch. 4	OPS PDC	3 years	Next year, third year	Capacity planning
The season plan and zoning	Ch. 3	OPS WAP	3 months	Next season	Short term capacity planning Determination of zone size
Allocation of aircraft to stands	Ch. 4	Gate planning	1 day	Tomorrow	Operational Capacity Planning for stakeholders
Operational assignment	Ch. 5	Gate planning	Operational	Now	Gate assignment

Table 1: the different planning cycles

2 Rights and obligations

In order to have an optimal aircraft handling process, it is necessary some basic rights and obligations in place. These are outlined in this chapter.

Although many of the activities mentioned are outsourced to handlers, it is always the airline's responsibility to meet the requirements.

2.1 Arrival and departure

In principle, a flight shall arrive and depart at their scheduled arrival and departure times.

- If a flight does not operate according to schedule, the airline is obliged to communicate the new estimated arrival and departure times to the airport via CISS without any delay, 24/7.
- In addition, if a flight does not operate according to schedule *for a longer period*, the schedule shall be adjusted accordingly.
- In addition, if a flight schedule is not adjusted according to the actual flight execution, AAS reserves the right to plan a flight according to their historical estimated arrival and departure times.

Off-schedule is defined as 15 or more minutes early or late, compared to the schedule communicated to Schiphol. This will be calculated per flight number, on average over at least 10 flights per season.

Non-compliance with the rules set on arrival and departure times as introduced above, can result in a warning and the requirement to deliver an improvement plan to Schiphol with an agreement with both parties on how and when the performance will improve. If this process leads to unsatisfactory results, meaning that either there is no cooperation or does not lead to the agreed improvement, AAS has the right to allocate the flight in such a way it does not negatively impact flight operations of other airlines and airport capacity. This measure will only be used if other parties are disadvantaged by the off-schedule performance and is not used as punishment.

In these non-compliance measures, priority is given to the flights that are most disruptive to other airlines.

2.2 Reallocation (towing)

If an aircraft is subject to Schiphol's reallocation rules (see section 4.3.1), the airline is obliged to move the aircraft within the applicable norms:

- Independently of other previous or subsequent flights scheduled on the same gate.
- Independently of the reason for reallocation.
- At all times, also during night hours.

Aircraft are only subject to the reallocation rules if capacity requires so.

Performance in non-compliance with the norms is defined as 15 minutes or more late compared to the norms on towing after arrival (75 min. / 55min.) as set in section 4.3.1. This is calculated by the average delay per flight number over at least 3 flights per season.

Non-compliance with the rules set on arrival and departure times as introduced above, can result in a warning and the requirement to deliver an improvement plan to Schiphol with an agreement with both parties on how and when the performance will improve. If this process leads to unsatisfactory results, meaning that either there is no cooperation or does not lead to the agreed improvement, AAS has the right to allocate the flight in such a way it does not negatively impact flight operations of other airlines and airport capacity. This measure will only be used if other parties are disadvantaged by the off-schedule performance and is not used as punishment.

In these non-compliance measures, priority is given to the flights that are most disruptive to other airlines.

2.3 Preferred stands and stand acceptance

AAS will offer a stand and gate to every flight, based on RASAS. All requirements based on rules and regulations are incorporated in the planning as described in section 4.2. Besides these requirements, airlines may have preferences that lead to a preferred stand or non-acceptance of a stand. A reason for this can be, but is not limited to, a pilot, a special flight or preferences set by the airline on top of rules and regulations.

It is *not possible* to either have *dedicated* or *excluded* gate for specific airlines or flights. Any *historical* or *future* agreement will be treated as *preference*. AAS will comply with preferences if this meets the requirements below. The preference:

- Is in compliance with RASAS.
- Has no negative impact on flight operations of other airlines.
- Has no negative effect on total airport capacity. This includes effects on any aspect of the airport flow (e.g. gate capacity, security, customs, etc.).

If an airline chooses to not accept a certain ramp or gate for any reason, AAS will comply with this. However, the flight involved will lose all its rights in order to be able to meet the requirements introduced above (compliance with RASAS, no negative impact on flight operations and airport capacity).

A change in (fixed) preferences can be introduced via the AAS Business Partner. The request will be assessed based on the requirements set above.

Operational (ad-hoc) preferences can be addressed to AAS Gate Planning by the handler before 17:00 on the day before operations.

2.4 Provide flight data

AAS' one-day-ahead planning and changes to the aircraft stand allocation plan on the day of operations are based on the flight data in the Schiphol Central Information System (CISS). This data shall be supplied by the airline and/or handling agents compliant with Schiphol Charges & Conditions [1], for each flight. In addition, AAS requires additional information for each flight.

Combined, this leads to the following information requirement, correct and up-to-date:

- Arrival and departure times
- Date of the flight
- Type of aircraft
- Registration and/or flight links
- Route (essential for determining S/NS/NS Unscreened status)
- Flight status (passenger flight, freight flight, etc.)
- Total number of inbound and outbound passengers
- Total number of transfer passengers
- Handling agent

All this information must be entered correctly in CISS by 17:00 on the day before the day of the flight. Schiphol is a certified Collaborative Decision Making (CDM) Airport and requires all partners to follow the CDM procedures.

Flights for which data is missing or not provided will receive low priority in allocation of aircraft stands and gates. Failure to provide number of passengers on board will default to 1 (one) passenger, resulting in allocation at low-throughput gates and/or allocation of only one passenger transport bus where applicable.

Besides the data requirements per flight as shown above, Schiphol requires for each airline/aircraft type (not limited to):

- MTT (Minimum Turn-around Time)

2.5 Deviation from RASAS principles

AAS reserves the right to deviate from any of the policy principles if circumstances so require. If an airline and/or handling agent wishes to deviate from the AAS Policy Principles and AAS reaches a non-discriminatory, transparent and objectively determined decision on the matter, a modified scheme may be agreed on.

3 The season plan and zoning

The season plan is a week schedule for the busiest week of the season and other exceptional weeks (for example due to a holiday or planned work) based on the expected flight schedule provided by the airlines.

3.1 The season plan

Twice a year, a season plan is produced by AAS, approximately three months before the start of winter time and summer time. The plan contains a gate planning based on RASAS principles (chapter 4) and the flight schedules provided by airlines. The purpose of this planning is to determine the zoning structure (section 3.2) and is the basis for the one-day-ahead planning made by AAS gate planning during the specific season. In addition, the season plan will reveal capacity issues during the oncoming season and is the basis for seasonal preferences. This also means that there is information on the number of remote handling operations necessary to provide enough aircraft stands.

3.2 Zoning

All stands where passenger and/or cargo handling is allowed are divided into zones:

- Central transfer zone and common use zone (3.2.1)
- H/M-pier (3.2.2)
- General aviation (3.2.3)
- Cargo (no specific rules in RASAS)

The size of the zones and the allocation of airlines and flights to them, is determined in the season plan.

The zoning introduced in this chapter refers to customer preferences. Within these zones, security, customs and border zones exist, these are discussed separately in chapter 4.2 since they do not change each season.

3.2.1 Central transfer zone and common use zone

AAS policy aims to consolidate and strengthen Schiphol's Mainport function. In this connection, it is important to ensure that the hub carriers, that are the most important suppliers of transfer passengers to the airport, are given the opportunity to safeguard the reliability of the transfer connections by reducing travelling times for passengers and staff. The 'central transfer zone' provides this opportunity by allocating these flights close together in a central zone. Airlines that transport few transfer passengers or none at all are allocated to the 'Common Use Zone'.

The size of each zone is not fixed, but may be adjusted each season by AAS depending on changes to the restrictions, policy principles or flight data. Prior to the commencement of each new schedule, the zoning structure will be published on the Schiphol website [5]. If changing circumstances call for adaptations before the end of a season, AAS will consult the parties involved first.

As zones are set every season without the availability of operational data, the zoning is based on airline and not on the actual number of transfer passengers on a flight. The number of remote stands in a zone is balanced in such a way that the effort connected to remote handling is shared between zones.

3.2.2 Allocation to H/M pier

Prior to each new season, airlines that qualify (or wish to qualify) for allocation to Pier H/M can submit their proposed flight schedules to Schiphol for the relevant season. Based on this information, Schiphol will check the

proposed flight schedules against the preconditions and criteria stated below. Based on this information, AAS will draw up a planning schedule for Pier H/M for the relevant season.

Whether an airline qualifies for the H/M pier or not, is determined based on the criteria below.

The H/M pier is:

- 1) Available exclusively for airlines that offer point-to-point connections to and from Schiphol.
- 2) Available exclusively for flights that do not offer their passengers transfer possibilities at Schiphol.
- 3) Available exclusively for flights with an origin whose security status satisfies EU guidelines (NS Screened).

Ad hoc (charter) flights, which are not announced to Schiphol at the moment the season plan for the season concerned is drawn up, may be eligible for allocation to Pier H/M, if there is capacity. Schiphol reserves the right to refuse the allocation of an ad hoc (charter) flight to Pier H/M if one of the following criteria apply:

- 1) The request for handling the ad hoc (charter) flight(s) is not announced to Schiphol on or before Wednesday in the week preceding the week in which the flight is to take place,
- 2) No other flights are being operated on Pier H/M at the moment the requested flight is to take place (for efficiency or cost considerations).

If demand for gates on Pier H/M exceeds capacity, priorities will be applied in order to allocate capacity to Pier H/M and draw up a schedule. Below is the list of the relevant allocation criteria, ordered by priority.

- 1) The scheduled turnaround time of the flight is equal to or less than 30 minutes.
If at least 95% of the flights have a scheduled turnaround of equal or less than 30 minutes then flights exceeding a turnaround time of 30 minutes will be granted the same priority if one of the following is true:
 - a. The scheduled turnaround time of the flight handled at H/M is equal to or less than 40 minutes.
 - b. The scheduled turnaround time of the flight handled at H/M is between 23:00 and 07:00.
- 2) Best-fit of aircraft (see section 5.1.3).
- 3) Flights of an airline that has the highest total number of flights in a season.
- 4) Flights of an airline from which 100% of flights can be assigned to H/M pier in a season.
- 5) Flights of an airline that has a continuous flight schedule throughout the season (flights on fixed days and times).
- 6) Flights of an airline that has the largest continuous flight schedule on fixed times per week.
- 7) The flight with the lowest turnaround time.

Frequent deviations by airlines from the published schedules, either as a result of scheduling changes or of regular delays compared to the scheduled times, will result in adjustments to the plan and/or a lower priority for allocation to Pier H/M.

3.2.3 General Aviation at Schiphol-East

Specific allocation criteria and specific security control requirements apply to flights from the General Aviation area at Schiphol-East due to the special security status of Apron K (non-SRA-CP).

Qualification	Seats	Permission	# per year
Business Aviation	all	Always allowed	Not restricted
Passenger flight	<20	Always allowed	Not restricted
	20-50	Permission required by AAS	Max. 50 flights per year
	>= 50	Not allowed	

Table 2: allocation criteria apron K

Business Aviation flights are always allowed on K-apron, regardless the number of seats. Passenger flights with less than 20 passengers are also allowed at the K-apron. Passenger flights with 20 to 50 passengers can be

allocated to the K-apron when permission is granted. A maximum of 50 flights per year with equal to or more than 20 passengers. This number is calculated on a first-come first-served basis.

Passenger flights with equal to or more than 50 passengers are not allowed at the K-apron. In exceptional cases, AAS can permit such a flight. In order to be eligible for this procedure, AAS must be contacted at least 96 hours prior to the flight including motivation. To receive permission for a flight requiring permission, contact AAS: events@schiphol.nl.

All flights handled at Schiphol-East are subject to specific regulations concerning security checks:

- 1) If the MTOW of the aircraft is more than 45,5 tonnes, there is an obligation to report this flight to BTBB@mindef.nl. It is not needed to wait for approval, multiple flights can be reported at the same time.
- 2) If the MTOW of the aircraft is equal to or less than 45,5 tonnes, an SRA-CP security check is not required, but is possible on request.
- 3) Flights requiring a security check must be reported to TCM@schiphol.nl and OCM@schiphol.nl (tel. +31 (0)20 - 601 3134). An additional application must also be submitted for voluntary security checks, stating the MTOW, aircraft registration and the reason for the security check.
- 4) The ground handler of the flight must submit the security-check applications itself, and ensure that they are carried out. If in doubt, the ground handler must immediately contact SAM@schiphol.nl (tel. +31 (0)20 – 601 3000)

4 Allocation of aircraft to stands

The allocation of aircraft to stands follows certain principles (4.1). These principles support Schiphol's goal to be an efficient hub airport. However, the extent to which these principles can be met is limited by physical and regulatory restrictions (4.2). Unfortunately, sometimes, the principles cannot be met and the outcome of the planning is infeasible. In these cases, AAS gate planning will make sure a feasible planning is made by using control measures (4.3). Schiphol uses some criteria to optimize the gate planning for a stable planning (4.4).

This chapter is written similar to the systematic approach a gate planning follows and rules are introduced in order of hierarchy as much as possible.

4.1 Principles

These first two rules are the basis of the gate planning and are the only relevant rules, in case no other restrictions apply (this sometimes happens on the allocation of remote stands).

4.1.1 Allocate the flight to the right zone

Every season, the airport is divided into different zones in accordance with the process described in chapter 4.

AAS Gate Planning allocates all flights to the appropriate zones. If this is not possible, AAS will assign the flight to the other zone before allocating the flight to a remote aircraft stand. A flight that belongs to a certain zone receives priority over a flight from another zone.

4.1.2 Best fit

Flights are planned according to the 'best-fit' system. This means that aircraft will be allocated to the smallest possible stand available. This allows AAS to make efficient use of the scarce space and therefore be able to allocate as much as possible at a gate connected stand.

4.2 Restrictions

In the previous paragraph, the most basic principles have been introduced. There are however, some restrictions for the use of the infrastructure that always have to be met. This is either based on physical restrictions (4.2.1) or based on regulations from the Dutch government (4.2.2 and 4.2.3). Exceptions to these regulations are only permissible in consultation with the competent governmental bodies.

4.2.1 Physical restrictions

AAS has aircraft stands of different dimensions, in categories from 1 to 10. This categorisation specifies each aircraft stand and aircraft separately. In addition to the physical restrictions, certain aircraft cannot be handled using aircraft stands for technical or safety reasons, for example because the hydrant system cannot be connected or because of passenger bridge restrictions.

AAS draws up an aircraft stand table that indicates the highest possible category for each stand, and any restrictions applicable to certain stands [3]. Restrictions include refuelling restrictions, passenger bridge restrictions, critical handling restrictions and restrictions in the terminal concerning handling and safety of passengers.

4.2.2 Borders and security

In accordance with the agreements between the Dutch State and foreign governmental authorities concerning the free movement of goods and persons, the terminal of Amsterdam Airport Schiphol has been divided into zones. These zones distinguish between Schengen passengers (who are exempt from border control when travelling between Schengen countries) and non-Schengen passengers. In addition, within the non-Schengen area, there is a distinction between passengers from screened or unscreened airports/countries.

The arrivals and departures hall are freely accessible. Access to lounges and piers is restricted to passengers with a boarding pass and based on their origin or destination. Table 1 indicates which piers and lounges are restricted to passengers based on their origin (for arriving passengers) and destination (for departing passengers).

Border status	Pier							Lounge			
	B	C	D	E	F	G	H/M	1	2	3	4
Schengen	yes	yes	yes	no	no	no	yes	yes	no	no	yes
Non-Schengen - screened	no	no	yes	yes	yes	yes	yes	no	yes	yes	no
Non-Schengen - unscreened	no	no	no	yes	yes	yes	no	no	no	no	no

Table 3: Segments of the terminal

A pier that may provide access to more than one border status will be preferred for dual status flights. Not all gates in Pier D are dual status gates. For details, see the map of the border zone per gate, published by Schiphol [2]. Passengers can only depart from Schiphol with a Schengen or screened status. Note that in addition, Customs can make a distinction between non-Schengen arrivals for countries within and outside the EU.

4.2.3 Customs

Dutch customs has different types of checks that can be performed upon arriving at a gate at Schiphol. The applicable kind of check is based on either the origin of a flight or instructions from the Dutch government. These flights can only arrive at E17, E19, E22, E24, G05 and G08. Remote handling for these flights is not allowed.

4.3 If demand exceeds capacity

After section 4.1 and 4.2, all aircraft are assigned a ramp and gate that meets the most basic principles and restrictions. However, although AAS aims to allocate as much traffic as possible to a gate for connected handling (if preferred), at peak hours this might not be possible due to demand exceeding capacity. AAS Gate Planning uses three methods to solve this:

- Reallocation of aircraft with large ground time (4.3.1)
- Remote handling of flights (4.3.2)
- Inbound holding (not covered by RASAS)

There is no distinct hierarchy in these measures, although gate planning will always focus on maximizing gate connected handling.

4.3.1 Reallocation of aircraft with large ground time

In order to create gate connected capacity, instructions will be issued to the airline handler to tow the aircraft to a parking stand after the arriving flight is handled. This is time based (see table 4). The aircraft will be temporarily parked on a remote aircraft stand. When the departing aircraft stand is available, the aircraft will be towed to be on time for the departing procedure. Table 4 shows the norms used for turnaround time and handling time in the decision to tow an aircraft to a remote stand. The target for a towing procedure is 10 minutes, target minimum time at a remote stand is 30 minutes.

CONDITIONS	RULES			
	Cat. >=5	Cat. >=5	Cat. <=4	Cat. <=4
Aircraft category				
Turnaround time	<210 minutes	>=210 minutes	<170 minutes	>=170 minutes
OUTCOMES				
Tow aircraft to a remote stand	-	yes	-	yes
Maximum aircraft stand occupation time for inbound flight	-	75 min.	-	55 min.
Target aircraft stand occupation time for outbound flight	-	85 min.	-	65 min.

Table 4: norm for reallocation (Dutch: afsleepnorm)

Note that a towed aircraft on a turnaround flight may be assigned to different outbound and inbound stands.

4.3.2 Allocation of passenger flights and empty flights

If it is not possible to offer a gate connected stand, Schiphol will allocate a flight on a remote stand and will assign buses, bus gates and bus arrival points to the flight.

Flights without passengers are automatically assigned to remote stands, unless the flight is linked to another flight that does have passengers and there is sufficient capacity available to assign a pier gate to the turnaround flight.

For other flights, the following rules are used:

- 1) Separate incoming flights with the smallest (transfer) passenger number.
- 2) Separate departing flight with the smallest (transfer) passenger number.
- 3) Turnaround flights, with priority to flights with the smallest (transfer) passenger number.

The rules as set above are meant to make it possible to trade off the number of transfer passengers and total number of passengers. This way Schiphol is able to give a better fulfillment to its hub operation. The rules on remote handling are independent of the zoning.

Buses

The airport buses are specially designed for apron transportation and operate only at Amsterdam Airport Schiphol's traffic apron. The airport bus can carry 55 passengers with hand luggage.

The figure given in the flight record will be used by AAS bus management to calculate the number of buses required. If neither the ground handler nor the airline registers any passenger numbers, a single bus will be allocated. This leads to serious handling delay and inconvenience for passengers and is viewed as non-compliance according to paragraph 2.4.

Bus gates and bus arrival points

If an aircraft has to be handled on a remote stand, a shuttle bus gate (for departing flights) or bus drop-off point (for arriving flights) will be allocated in the zone with the relevant border status [6], with due regard for the designated passenger check-in area and the allocation of the remote aircraft stand for the aircraft. Bus handling may also take place at pier gates if the border/security status of the flight requires so, or if passengers are not allowed to enter the pier.

The Bus process

Buses will be ready before the aircraft is parked to prevent any delay for the passengers. Once the passengers have boarded, the buses drive to the bus drop-off point (the location depends on the origin of the passengers and their border/security status) where the passengers enter the Terminal.

The placement of the bus drop-off points allows transfer passengers quick access into the central area where the transfer desks are located. Passengers terminating at Amsterdam Airport Schiphol then have a short route through baggage reclaim and on to the exit.

Passengers departing from a bus gate are collected from the bus gate in time. Sufficient buses will be sent in accordance with passenger numbers to ensure that all passengers can board on time. Standard times are used for bus pick-up and drop-off at the aircraft. Additional arrangements can be made in consultation between the airline/ground handling company and the AAS Bus Control department. These standard times are available on request from the airport's APC department, and are published on the website [7].

Depending on the applicable standard times, buses will leave for the aircraft around 6-10 minutes after the first passengers board the bus. A subsequent bus will transport any remaining passengers to the aircraft. Although a single bus can sometimes be enough to transport all passengers, a second bus is used to allow boarding to take place in orderly phases if capacity allows it.

Bus services are carried out daily between 06:00 and 23:59. Flights that would normally qualify for bus handling (i.e. flights that cannot be allocated to a pier gate or that must be handled remotely according to preferences) with an expected in-blocks time up until 23:59 are still eligible for handling by bus. After this time, such flights will be sent by AAS Gate Planning to a pier gate.

If an airline and/or handling agent wishes to deviate from the 'Bus Transport' regulations and reach an agreement to that effect with AAS, there is a possibility to conclude special preferences per season.

4.4 Integral planning optimizations

From section 4.1, 4.2 and 4.3, AAS has made a feasible gate planning. In order to optimize the airport processes in the most integral way possible, gate planning takes into account the effects on all airport stakeholders. This is done in the day-ahead planning in different ways. The principles are sorted in priority as much as possible.

4.4.1 Clustering

The aim is to cluster flights contracted with the same handling agent. In addition, flights operated by the same airline will be clustered where possible so as to streamline airline-related processes. This leads to less cutting losses in the aircraft turnaround.

4.4.2 Plan stability

When two aircraft are scheduled at the same aircraft stand, a separation time is maintained in order to make the planning robust for small deviations. The intended separation time is 20 minutes (10 minutes before and after a flight), based on the scheduled arrival and departure time. The separation time may be lower if the situation asks for it. Note: for H/M-pier, the separation is 10 minutes.

4.4.3 Dual status flights

There are three different statuses for *arriving* flights: Schengen (S), Non-Schengen (NS) and Non-Schengen unscreened (NS unscreened). All *departing* flights are either Schengen (S) or Non-Schengen (NS). For this reason, six different arrival-departure combinations can be made, from which four are so-called dual status flights. Dual status flights are preferable assigned to dual status gates. If no dual status gate is available, the flight will be assigned according to its departing status. In order to match the arriving flight status with the right status of the infrastructure, passengers of the arriving flight will be transported to the terminal by bus (bus@gate) in this case. NS unscreened/S gates do not exist at AAS. If the ground time of these flights allows so, these flights will be interrupted and towed from a NS unscreened gate to an S gate.

Dual status combination	Preferred assignment	Second choice
S/NS	S/NS Dual status gate	NS gate
NS/S	S/NS Dual status gate	S gate
NS unscreened/NS	NS unscreened/NS dual status gate	NS gate
NS unscreened/S	Interruption/towing	S gate

Table 5: Dual status assignments

In section 4.2.3, the location of the different dual status infrastructure is explained.

If there is no suitable pier gate available for a dual status flight, the flight will be handled remote (third choice). When a choice has to be made between multiple dual status flights, a decision will be made based on the conditions in section 4.3.2.

4.4.4 Planning adjacent aircraft stands

In order to avoid conflicts on the infrastructure during pushback of aircraft, flights with the same scheduled departure time will not be allocated on adjacent aircraft stand if possible. A comparable rule is set for flights within the north and south extensions of pier D.

4.4.5 Nightly stopovers

Passenger flights on a nightly stopover at Schiphol will be scheduled to depart from the same pier gate, if possible. If this is not possible, instructions will be issued to tow the aircraft to a remote aircraft stand in the interim.

5 Assignment of gates

On the day of operation, Schiphol will anticipate on (expected) changes in the schedule and disruptions by changing the day ahead plan while minimizing the consequences for airlines, handlers and passengers. This chapter describes the criteria to make a change to the day ahead plan and the criteria to update the aircraft stand of a flight.

5.1 Decision to change the plan

AAS assign new aircraft stand for the flight if there are conflicts in the planning. This can occur in the following cases:

5.1.1 Changed flight data

Flights whose flight data have changed since closure of the one-day-ahead planning and which can no longer be allocated to the scheduled ramp based on the allocation conditions can not to claim the scheduled ramp. Typically these changes involve a change in the type of aircraft or border status zone of the flight.

5.1.2 Changed security conditions

Changes to the security regulations laid down by the Dutch government may require a change to the aircraft stand allocation plan. AAS aims to accommodate extra security checks by allocating an aircraft stand that meet the special security requirements by the governmental bodies.

5.1.3 Early arrival

The scheduled aircraft stand of a flight arriving before the scheduled arrival time may not (yet) be available. AAS will find an alternative to accommodate the early arrival that is the least disruptive for the gate planning. Depending on the type of aircraft, season and time of the day, a 5-minute early arrival may already be disruptive for the aircraft stand allocation plan.

5.1.4 Delayed arrival or departure

Delayed arrival or departure jeopardises the punctuality of both the airline companies and AAS. All parties in the process are expected to take measures to increase punctuality.

5.1.5 Capacity optimization

Schiphol's capacity is fully used at some times of the day. As a consequence a required change to the aircraft stand allocation plan may result in multiple updates to other flights to accommodate the change.

5.2 Response to change

In the case of a required change to the aircraft stand allocation plan, as a result of one of the conditions described in section 5.1, AAS gate planning will choose the least disturbing measure to accommodate the change. The measures that can be chosen and their conditions, if any, are listed in this chapter in order of priority. The measure with the highest priority will be applied if appropriate. Note all criteria from chapter 4 also apply to the aircraft stand allocation plan on the day of operation.

5.2.1 Gate change

A gate change is the most common way to response to a disrupting event. AAS Gate Planning will always make sure to perform the least amount of changes possible, especially last minute gate changes. If a gate change will

result in a disruption for another airline than the causer, AAS Gate Planning can also choose to assign the disrupting flight to a remote stand.

5.2.2 **Clearing an occupied gate**

When the scheduled or required aircraft stand for a flight is occupied and a gate change is no option, AAS Gate Planning will try to make the aircraft stand available. This can be achieved by:

- Applying the pit stop procedure to the flight that occupies the aircraft stand. After passengers and baggage have been offloaded (40 minutes after arrival), the aircraft will be towed to a remote stand.
- Allocate a departing flight to a remote aircraft stand to wait for departure. This can either happen if a flight is delayed more than 20 minutes or if the flight is assigned an outbound holding.
- Tow a departing flight without boarded passengers to a remote aircraft stand and assign a bus gate.

6 Communication

6.1 Operational communication

Between 17:00 and 18:00 hours on the day before the day of the flight, the one-day-ahead planning becomes operational and is published via CISS.

Any changes to the flight data (see section 2.4) after the planning schedule has been communicated through CISS may lead to adjustments to that schedule. To ensure the best possible coordination of the allocation process, it is important to ensure that AAS Gate Planning has access to the correct information in good time.

Communication with AAS Gate Planning is arranged through the handling agent, who acts as the representative of the airline. AAS Gate Planning is open 24 hours a day for information, queries and adjustments to aircraft stand and gate planning.

For questions and/or comments about RASAS, please contact the AAS contact person or your AAS business partner.

6.2 Evaluation and announcement of season plan

Several weeks before the start of each new summer or winter schedule, AAS will present the season plan. Prior to the presentation, the handling agents and/or airlines will be contacted to discuss any issues and agree on the season plan. Before the ratification of the season plan, the airlines and the handling agents themselves can submit requests for incorporation into the plan.

Structural changes or new circumstances may call for adjustments to the season preferences before the end of the summer or winter schedule. The parties directly involved in such interim changes will be consulted by the relevant AAS Business partners.

RASAS will be evaluated at least twice a year.

6.3 Contact information & further reading

If you have any questions, the contact details for the RASAS are given below. Of course you may also always ask your business partner.

Service Owner Aircraft: Gaby Allaart +31 (0)653508679 allaart_g@schiphol.nl
A/OPS/PDC/AP

Service Owner Aircraft: Simon Prent +31 (0)623131325 prent_s@schiphol.nl
A/OPS/PDC/AP

The document below can be found on: <https://www.schiphol.nl/nl/route-development/pagina/ams-airport-charges-levies-slots-and-conditions/>

[1] Schiphol Airport Charges and Conditions (Flight Information – Data specifications)

The documents below can be found on: <https://www.schiphol.nl/en/operations>

- [2] Border zone
- [3] Applicable stand table
- [4] Aircraft Category Table
- [5] Zoning structure
- [6] Amsterdam Airport Schiphol Bus Station
- [7] Standard bus handling times
- [8] RASAS

7 Appendix: Glossary and acronyms

AAS	Amsterdam Airport Schiphol / Schiphol
Aircraft stand	A location where passengers may board/disembark the aircraft
Allocation	Designation
Applicable	Currently in effect
Bus gate	Gate-side waiting area where passengers are picked up by bus and taken to the aircraft.
Bus drop-off point	Entrance where passengers of inbound flights who are transported by bus enter the terminal.
Business Aviation	Passenger flights for which no individual tickets are sold to passengers and whose purpose is to transport internal staff or passengers/goods in order to support business activities (i.e. 'business aviation')
CISS	Central Information System Schiphol
CDM	Collaborative Decision Making
Dual-status gate	A pier gate that allows Schengen and Non-Schengen (screened and/or unscreened) passengers to be separated through the configuration of doors.
Dual status flight	A flight that has a different border zone status for the arriving and departing flight leg. For example: arriving from Schengen and departing to Non-Schengen or the other way around.
EU	European Union
Gate-side waiting area	Area in the terminal or piers where passengers wait until they are allowed to board the plane.
MTT	Minimum Turnaround Time
MTOW	Maximum take-off weight
Pier gate	Aircraft stand on a pier. The gate-side waiting area can be connected directly to the aircraft by means of a passenger bridge, or the passengers cover the short distance between the gate-side waiting area and the aircraft on foot.
Screened/unscreened	A 'screened' flight is a flight from a destination with a security level equal to the level demanded by the EU. 'Unscreened' being the opposite.
SRA-CP	Security Restricted Area – Critical Part
Summer	Last Sunday of March until last Sunday of October
RASAS	Regulation Aircraft Stand Allocation Schiphol (in Dutch: Regeling Vliegtuig Opstelplaatsen Toewijzing Schiphol)
Remote aircraft stand	Aircraft stand on a buffer site that passengers can only reach by bus.
Turnaround	A flight that both arrives and departs from the same aircraft stand without being towed away in the interim.
QTC	Quick Turnaround Carrier
Winter	Last Sunday of October until last Sunday of March

Colofon

FINAL
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