



**European Union Airport
Coordinators Association**

PRINCIPLES

We thank you for coming to Paris for this **10th** Schedule Optimisation Meeting.

Our intention is to provide you with the opportunity to try to solve your slot problems on almost all of the busy European airports at one place.

This meeting will be held according to the principles outlined on page 4.

**CONFERENCE
Monday 11th at 16:00**

Rodrigo VILA DE BENAVENT and Nicolas PEL will debrief the SOM delegates of the hearing organised by DGTREN end of January concerning the evolution of the slot regulation. This conference will take place in "Cinema Room" 4th floor.

**EURO 2008 Guidelines
Monday 11th at 17:30**

Special information meeting will take place Monday 11th at 17:30 in « Cinema Room » concerning coordination procedures linked to Euro 2008 at airports dealt with by airport coordination of Austria, Switzerland and France.

WELCOME to the 10th
Schedule Optimisation Meeting
SOM 508

PARIS ORLY AIRPORT 12/13 february 2008

During two days 21 coordination and schedules facilitation agencies will be available fully equipped to check any schedule improvements in room "Salon de la Terrasse" for the following airports :

List of the airports concerned by the meeting

COORDINATION	AIRPORTS
Austria	GRZ INN KLU LNZ SZG VIE
Belgium	BRU
Bulgaria	SOF
Cyprus	LCA
Czech Republic	PRG
Denmark	BLL CPH
France	BSL CDG LYS NCE ORY
Germany	BRE CGN DRS DUS ERF FMO FRA HAJ HAM LEJ MUC NUE SCN STR SXF THF TXL
Greece	CFU CHQ HER KGS JTR JMK EFL RHO SKG ZTH
Hungary	BUD
Italy	BGY BLQ CAG CTA FCO FLR LMP MXP NAP PMO PNL PSA TRN VCE
Iceland	KEF
Ireland	DUB SNN
Norway	OSL BGO SVG
Netherlands	AMS EIN RTM
Portugal	FAO FNC LIS OPO PDL
Spain	ACE AGP ALC BCN BIO BJZ EAS FUE GRO GRX IBZ LCG LEI LPA MAD MAH MJV MLN ODB OVD PMI PNA REU SCQ SDR SLM SPC SVQ TFN TFS VDE VGO VIT VLC VLL XRY ZAZ
Sweden	ARN BMA GOT
Switzerland	GVA ZRH
Tunisia	DJE MIR TUN
UK	ABZ BFS BHD BHX BRS CWL EDI GLA JER LCY LHR LGW LPL LTN MAN NCL STN SOU



Sponsored by :



1 – Registration & activity



Airline representatives accredited at the IATA Schedule Conference in Dallas and attending this meeting are considered as fully authorised by their management to change their airlines slots at those airports dealt with during this meeting.

Other delegates or organisations attending the meeting will be authorised to action changes and swaps on individual airports on behalf of a carrier only if formal written permission mentioning the airports concerned has been received from the carrier at registration time, at the latest.

> Registration & appointments with coordinators

Monday 11th Feb 15:00/18:00

Tuesday 12th Feb 08:00/09:00

> EU representative speech

Monday 11th Feb 16:00 cinema room

> EURO 2008 Guidelines

Monday 11th Feb 17:30 cinema room

> Opening speech by EUACA Chairman

Tuesday 12th Feb 09:00/0930 cinema room

> SOM working hours

Tuesday 12th Feb 09:30/17:30

Wednesday 13th Feb 08:30/13:00

3 – Airlines' working area

A working area is available for all delegates at this level (rooms « Salle Club »

and « Salle Cocktail »)

A sign with your airline designator can be obtained from the registration desk.

You can place it on your working table. Please bring it back to the registration desk at the end of the meeting.

The internet café is located in airline's room 4017.



Complimentary wireless INTERNET access is available at no charge for all delegates on the floor of the meeting.

Ask for your 60 mn card (renewable all day long) at the registration desk

4 – Fax, Mail, Print & photocopy service

This **courtesy** service is provided by **Orly International** the new business center located at 4th floor.

Fax number for reception 00 33 1 74 22 43 01

Email address info@orly-international.com

Phone number for message 00 33 1 74 22 43 00



If you need a private business area during the SOM **Orly International** can provide you with an office of your own. Daily rates from 75 €.

10% off for SOM delegates. More details on www.orly-international.com

5 – How to contact another delegate

All participants should be able to contact any other delegate. For this purpose, a message board is available by the registration desk (located on the mezzanine beside **Orly International**). Please check it regularly, since it is there that you will be informed of any messages including any incoming fax waiting for you at the registration desk.

Should you need to contact another airline,

please fill out the message form available at the registration desk indicating the person or the airline you would like to meet, and your suggested time for a meeting. The notice placed on the message board will only indicate to the airline/person that a message is available for them to collect at the registration desk.

The updated carrier attendance list is available on the EUACA website.

You may be contacted by a non-attending airline by e-mail. All messages sent to som@euaca.org will be immediately printed at the registration desk and reported on the message board

The registration desk can be used as a meeting point but we suggest that discussions take place elsewhere.

Tea, coffee and cold drinks are sponsored

by **AVICO**

and will be available in



EuroAirport™
BASEL MULHOUSE FREIBURG

 **Aéroport de Lille**

 **AÉROPORT
TOULOUSE-BLAGNAC**
www.toulouse.aeroport.fr

 **AÉROPORTS DE PARIS**

7 – Recommendations

For everybody's comfort you are kindly requested to switch off your mobile phone while in any of the meeting rooms. The airport is a **smoke free area**.

Practical information on Orly airport and on the different ways to go either to downtown Paris or to CDG can be

found at the registration desk. For further information please contact the ADP information desk located on the ground floor by the arrival flight display board.

We shall collect all badges at the end of the meeting in a box at the registration desk.

Please remember to return them.

I wish you a very successful meeting.

Eric HERBANE
Managing Director
Airport Coordination
France
EUACA Vice Chairman

What to do ? Where to eat ?



Buffet cocktail
« Le Clos St Germain »

Tuesday 12th at 18 :00
sponsored by

Sabre / Airline
Solutions /™

 **AÉROPORTS DE PARIS**

A cocktail will be organised in “Le Clos St Germain” for all delegates by **Sabre Airline Solutions** and **Aéroports De Paris** on Tuesday 12th Feb at 18:00 .

More information on Sabre, and ADP is available at their booths.

Tea, coffee, refreshments

All day long 4th floor
sponsored by



Only Airport Restaurants



Special SOM Menus

Food court : 18€
Clos St Germain : 19,80€

Please show your SOM delegate badge. More info at the Som Welcome desk.

All the news with



EUACA Schedule Optimisation Meetings Guidelines

(updated January 2008)

Airport Coordinators have a duty to make the best use of available slots and to provide a service to their airline customers.

The EUACA holds regular Schedule Optimisation Meetings to achieve these objectives.

The Schedule Optimisation Meetings offer all airlines the opportunity to 'clean up' their Schedules, return unwanted slots and 'optimise' their schedule through swaps with other airlines.

OBJECTIVES

The purpose of this voluntary assembly of airlines is to provide a forum for the exchange, optimisation and allocation of slots and for the reaching of consensus on the schedule adjustments necessary to conform to airport capacity limitations.

The SOM is not a forum for discussions or agreements involving the allocation of aircraft capacity, pooling operations, division of markets, or any other commercial arrangements relating to pricing, market entry, or aircraft capacity.

GENERAL PRINCIPLES

The general principles which govern the EUACA Schedules Optimisation Meetings, and which have been endorsed by the European Commission, are as follows:

1. No carrier must be disadvantaged by not attending such meetings.
2. There will be no obligation on Coordinators to attend these meetings.
3. All Coordinators attending these meetings will maintain permanently updated outstanding requests.
4. Schedule improvements made with slots released during the meetings will be in accordance with the outstanding requests priorities.
5. New slots may be allocated at the Schedule Optimisation Meeting but only in accordance with the outstanding requests priorities.
6. The normal coordination process for the current season at each Coordinators Head Offices will continue during the meetings.
7. Local Slot Swap meetings can be held at any time throughout the year
8. The highest standards of transparency should be observed with slot swap lists available to all carriers, whether they attend the meeting or not.