

**IATA STANDARD GROUND HANDLING AGREEMENT  
(SIMPLIFIED PROCEDURE)**

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**Annex B – Locations, Agreed Services and Charges**

**IATA Standard Ground Handling Agreement of January 2013**

**between:** \_\_\_\_\_

having its principal office at:

and hereinafter referred to as 'the Carrier'

**and: "GHC" Branch of "Silk Way Airlines" LTD.**

having its principal office at:

AZ1044, Azerbaijan, Baku, Heydar Aliyev International Airport

and hereinafter referred to as 'the Handling Company'

**is valid from: " \_\_ " \_\_\_\_\_ 20 \_\_**

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**This Annex: B \_\_**

**for GYD (Heydar Aliyev International Airport)**

**and replaces B \_\_**

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**PREAMBLE:** This Annex B is prepared in accordance with the simplified procedure whereby the Parties agree that the terms of the Main Agreement and Annex A of the SGHA of January 2013 as published by the International Air Transport Association shall apply to this Annex B as if such terms were repeated here in full. By signing this Annex B, the Parties confirm that they are familiar with the aforementioned Main Agreement and Annex A.

**PARAGRAPH 1. HANDLING SERVICES AND CHARGES**

1.1 For a single ground handling consisting of the arrival and the subsequent departure at agreed timings of the same aircraft, the Handling Company shall provide the following services of Annex A at the following rates.

1.1.1 Sections:

**SECTION 1. MANAGEMENT FUNCTIONS**

- 1.1 Representation 1.1.2; 1.1.3; 1.1.4
- 1.2 Administrative Functions 1.2.1; 1.2.2; 1.2.3; 1.2.4
- 1.3 Supervision and/or Co-ordination 1.3.1; 1.3.2; 1.3.3; 1.3.4; 1.3.5; 1.3.6; 1.3.7; 1.3.8; 1.3.9

**SECTION 2. PASSENGER SERVICES**

- 2.1 General 2.1.1; 2.1.2; 2.1.3(a,4,5); 2.1.6(a); 2.1.7; 2.1.8(a,1,2,3,4)
- 2.2 Departure 2.2.1; 2.2.2(a,1,3); 2.2.3(a,b,1,3); 2.2.4(a,b,1,2,a,c); 2.2.5 (a,d,1,3)  
2.2.6(a,b,1,2,a,c); 2.2.7(a,c); 2.2.8(a,c);  
2.2.10(a,b,c,1,2,a,c); 2.2.11(a,1,3,4); 2.2.12(a);  
2.2.15(a,b,c); 2.2.16; 2.2.17
- 2.3 Arrival 2.3.1(b); 2.3.2(a); 2.3.3; 2.3.4(a,1,2,3,6)

**SECTION 3. RAMP SERVICES**

- 3.1 Baggage Handling 3.1.1(1); 3.1.2(a,b); 3.1.3; 3.1.4; 3.1.5; 3.1.6; 3.1.7(a,1,2,3); 3.1.8
- 3.2 Marshalling 3.2.1; 3.2.2
- 3.3 Parking 3.3.1; 3.3.2(a,b,6)
- 3.4 Ancillary Items 3.4.1(a,c,1,2)\*;
- 3.5 Ramp to Flight Deck Communication 3.5.1; 3.5.2
- 3.6 Loading and Unloading 3.6.1 (a,c,1,2,3)\*; 3.6.2(a,1,2); 3.6.3(a,c); 3.6.4(a,1,2);  
3.6.5(a,1,2,3,4,5,6); 3.6.6; 3.6.7; 3.6.9
- 3.7 Safety Measures 3.7.1(a,1,2); 3.7.2; 3.7.3
- 3.8 Moving of Aircraft 3.8.1(a,1,4); 3.8.2(a,c)
- 3.10 Interior cleaning 3.10.1(a,1,2); 3.10.1(b,1,2,3,4,5,6,7,8,9); 3.10.2; 3.10.3(a,d,f,1)

**SECTION 4. LOAD CONTROL AND FLIGHT OPERATIONS**

- 4.1 Load control 4.1.1; 4.1.2
- 4.2 Communications 4.2.1; 4.2.2; 4.2.3
- 4.3 Flight Operations 4.3.1; 4.3.2(b,1); 4.3.3(a,b,1); 4.3.8(a,b,c,1); 4.3.9; 4.3.10
- 4.4 Crew Administration 4.4.1

**SECTION 6. SUPPORT SERVICES**

- 6.5 Ramp Fuelling/Defuelling Operations 6.5.1; 6.5.3; 6.5.8; 6.5.9

**SECTION 7. SECURITY**

- 7.1 Passenger and baggage screening and reconciliation 7.1.1 (a,2); 7.1.4 (a,4)

\*time limit – 90 min

Ground handling service cost for regular flights:

- 1.1.3 Handling in case of emergency landing for other than commercial purposes will be charged at 50% (fifty percent) of the above rates, provided that a physical change of load is not involved.
- 1.1.4 In case that aircraft is back from start to the apron:
  - provided that physical load change is not involved - handling service will not be charged for extra;
  - provided that physical load change is involved - handling service will be charged for at 50% of available rates.
- 1.1.5 Cost of ground handling service provided from 10 pm to 06 am and on public holidays will be up 20% of the rates specified in item 1.1.1 and Paragraph 2.

**PARAGRAPH 2. ADDITIONAL SERVICES AND CHARGES**

2.1 All services not included in Paragraph 1 of this Annex will be charged for as follows:

1.4	Station Management
2.3.4(a,5)	Delivery of delayed baggage
2.1.3(a,1)	Unaccompanied minor
2.1.3(a,2)	PRM Passenger handling
3.4.1(a,c,1,2)	GPU (over 90 min)
3.6.1(a,c,1,2)	Passenger steps (over 90 min)
3.6.1(a,c,1,2)	Additional passenger steps
3.8.2(b)	Towbar
3.4.1(a,c,5)	Air Start Unit
3.8.1(a,2)	Towing
3.11.1	Toilet Service for narrow fuselage AC
3.12.1	Water Service (narrow fuselage)
3.4.1 (a,c,3)	Cooling unit for narrow fuselage AC
3.4.1 (a,c,4)	Heating unit for narrow fuselage AC
6.2.1	CUTE
3.16	Deicing A/C MTOW 5 001-35 000
3.16	Deicing A/C MTOW 35 001-75 000
3.16	Deicing A/C MTOW 75 001-100 000
3.16	Deicing A/C MTOW 100 001-150 000
3.16	Deicing A/C MTOW 150 001-200 000
	Deicing A/C MTOW 200 001-300 000
	Deicing A/C MTOW over 300 000
	Deicing – Fluid Type 1, 100%
	Deicing – Fluid Type 4, 100%
	Container storage

**PARAGRAPH 3. DISBURSEMENT**

3.1 Any disbursements made by the Handling Company on behalf of the Carrier will be reimbursed by the Carrier at cost price plus an accounting surcharge of 5 per cent.

**PARAGRAPH 4. LIMIT OF LIABILITY**

4.1 Notwithstanding Sub-Article 8.1(d), the Handling Company shall indemnify the Carrier against any physical loss of or damage to the Carrier's Aircraft caused by the Handling Company's negligent act or omission PROVIDED ALWAYS THAT the Handling Company's liability shall be limited to any such loss of or damage to the Carrier's Aircraft in an amount not exceeding the level of deductible under the Carrier's Hull All Risk Policy which shall not, in any event, exceed the amount indicated in bellow *schedule 1* except that loss or damage in respect of any incident below USD 15,000 shall not be indemnified.

**Schedule 1**

Aircraft Type	Limit (per incident)

**PARAGRAPH 5. SUBCONTRACTING**

5.1 In accordance with Sub-Article 3.1 of the Main Agreement, the Handling Company subcontracts the services of Annex A mentioned in the following sections:

**SKY CATERING**

3.10 Interior cleaning 3.10.1(a,1,2); 3.10.1(b,1,2,3,4,5,6,7,8,9); 3.10.2; 3.10.3(a,d,f,1)

**PARAGRAPH 6. PAYMENT**

- 6.1 Notwithstanding Article 7 of the Main Agreement the Carrier will be liable to effect prepayment 100% per scheduled flight, or made the payment for providing services by cash as of the date of providing services.
- 6.2 Payment may be effected both in EUR and USD as well as in AZN at the currency rate of the Azerbaijan Central Bank for the date of services.
- 6.3 All charges and fees are quoted in EUR without including VAT.

**PARAGRAPH 7. DURATION, MODIFICATION AND TERMINATION**

- 7.1 Duration
  - 7.1.1 Notwithstanding Sub-Articles 11.4 and 11.6 of the Main Agreement this Annex B shall be valid from 1st of November, 2014 till 31st of December, 2015. Prolongation of this Annex B will be mutually by the Parties.
- 7.2 Modification
  - 7.2.1 Any modification to this Annex B shall be made by written amendment signed by both Parties.
- 7.3 Termination
  - 7.3.1 According to the sub-paragraphs 11.4 and 11.6 of the Main Agreement, present Annex B1.4 can be terminated after the prior written notice that requires sixty days prior notice to the other Party.

**PARAGRAPH 8. NOTIFICATION**

8.1 In accordance with sub-Article 11.3 of the Main Agreement any notice or communication to be given hereunder will be addressed to the respective parties as follows:

8.1.1 Carrier  
City, Country  
Telephone  
Fax  
E-mail

8.1.2 Handling Company **"GHC" Branch of "Silk Way Airlines" LTD.**  
City, Country  
Telephone  
Fax  
Sitatex  
E-mail

**PARAGRAPH 9. GOVERNING LAW**

9.1 Notwithstanding Article 9 of the Main Agreement, in case the Parties are not able to reach agreement through the talks all disputes between the Parties will be settled by the Court at the location of the defendant, and its award will be final and conclusively binding upon both parties.

**PARAGRAPH 10. SPECIAL TERMS**

10.1 Rates will be adjusted at least once a year through a quotient to be no less than percent fluctuation of the consumer price index for Azerbaijan as compared with the compared with the previous price adjustment.

**"HANDLING COMPANY"**

**"GHC" BRANCH of "SILK WAY AIRLINES" LTD.**

**"CARRIER"**

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