REGULATIONS

- ## FOR THE ASSIGNMENT OF AIR CARRIERS

AND

- ## FOR THE ALLOCATION OF AIRPORT RESOURCES

IN TERMINAL 1

And

THE DIFFERENTIATED SERVICES TERMINAL

And

IN TERMINAL 2 OPERATING IN OVER-FLOW MODE

LYON AÉROPORT

CONTENTS

INTRODUCTION/PREAMBLE

These regulations governing Aéroports de Lyon, hereinafter 'Lyon Airport', the concession holder for Lyon-Saint Exupéry Airport, define:

- The principles governing the permanent allocation of air carriers between terminals in accordance with Article 13 of the airport concession specifications (appendix to Decree no. 2007-244 of 23 February 2007 relating to the aerodromes belonging to the State and approving the standard specifications applicable to the concession of these aerodromes);
- the regulations for allocating airport facilities and equipment to users in accordance with Article 14 of the airport concession specifications (appendix to Decree no. 2007-244 of 23 February 2007 relating to the aerodromes belonging to the State and approving the standard specifications applicable to the concession of these aerodromes.

The exceptionally serious situation experienced by air transport since the start of the COVID-19 crisis had a significant impact on all airports and in particular, Lyon-Saint Exupéry, just as it affected the airlines. The fall in passenger traffic in Lyon (3.6 million in 2020 compared to nearly 12 million in 2019) had a lasting impact on the economic performance of the airport concession. As a result, major cost savings programs were launched at the start of the crisis to preserve the airport concession in the form of changes to fees, whilst airport taxes were maintained in view of security costs. One of the main cost savings measures is the optimisation of the use of infrastructure. Against this backdrop, the transfer of all air carriers to Terminal 1 and to the Differentiated Services Terminal was decided. This came into effect on 14 June 2022.

Today, taking into account the upturn in air traffic and the traffic forecasts provided by airlines, it appears that Terminal 1 does not have sufficient capacity to accommodate expected passenger numbers, leading Lyon Airport to use Terminal 2 in "overflow mode". In fact:
- Due to the simultaneous nature of flights, Terminal 1 does not have sufficient capacity to handle 50% of the ski traffic expected on Saturdays, numbering 2,962 passengers.
- The estimated 5.9% increase in traffic for the 2024 summer season means that the number of passengers expected will be very close to that of 2019.

Terminal 2 will thus be used in "overflow mode" according to the following schedule:

- ✓ Handling of 50% of ski flights on Saturdays from 16 December 2023 to 13 April 2024,
- ✓ Transfer of 4-6 scheduled airlines from Terminal 1 to Terminal 2 (to be refined in line with January 2024 traffic forecasts) from 6 June 2024 (date to be confirmed).

These rules for the assignment and allocation of resources are subject to the following consultations and information:

- Assent of the DSAC Centre-Est (Centre-East French Civil Aviation Authority) Director on 11/09/2023
- Information on aircraft passengers provided by the following link as at 05/12/2023:
  - o https://airlines.lyonaeroports.com/sites/default/files/2023-12/affectation-alloca-tion-transporteurs.pdf
  - o https://airlines.lyonaeroports.com/sites/default/files/2023-12/alloca-tion_use_air_ressources.pdf

- The resource allocation regulations form for each company (updated prior to each scheduling season)

I /. ASSIGNMENT DATE AND CHANGE OF ASSIGNMENT DATE

As stated in the introduction, the allocation of some types of traffic and some air carriers will occur in 2 phases, where the first phase covers the handling of 50% of ski flights on Saturdays from 16 December 2023 to 13 April 2024.

The second phase will cover the transfer of 4-6 air carriers from Terminal 1 to Terminal 2 from 6 June 2024 onwards.
Lyon Airport informed all stakeholders at the 'partners' meeting on 28 September 2023, and will inform them one month prior to the effective assignment date (transfer) at a dedicated 'partners' meeting, i.e. by 6 May 2024 at the latest for the second phase.

Any air carrier subject to a change of terminal will receive a letter seeking its opinion at least 1 month prior to the effective date of assignment to Terminal 2. This paragraph concerns only the scheduled airlines that will be transferred to the Summer 2024 programme.

Air carriers that are not subject to the assignment decision but who are likely to be affected by this decision will also receive a letter at least 1 month prior to the assignment date, so that they can give an opinion on this assignment.

Pursuant to the resource assignment regulations detailed below, the operations management at Lyon Airport (operations department including service planning and the Operations Control Centre (OCC)):

- Are establishing a provisional schedule for the assignment of carriers between Terminal 1, the Differentiated Services Terminal, and Terminal 2 operating in "overflow" mode, and the allocation of airport resources;
- are undertaking the operational management, in real time, of these resources
- are informing all air carriers and the DSAC-CE of the assignment decisions taken.

Infrastructure development works:

Terminal 2 will continue to be used in "overflow mode" until final acceptance of the extension and redevelopment works, i.e. at least until Q1 2025.

Accordingly, air carriers will not be able to use all airport resources under normal conditions. The list of available resources is set out in paragraph V.1.

II /. PRINCIPLES FOR ALLOCATING AIR CARRIERS TO TERMINAL 1

Air carriers that are not assigned to the Differentiated Services Terminal and Terminal 2 in "overflow mode" pursuant to Section IV below are assigned to Terminal 1.

III /. REGULATIONS FOR THE ALLOCATION OF AIRPORT RESOURCES – TERMINAL 1

III.1. PRINCIPLES OF RESOURCE ALLOCATION – TERMINAL 1

This paragraph defines the rules for allocating airport resources dedicated to Terminal 1, following the redesignation of all air carriers to this same Terminal 1 on 14 June 2022.

- Parking stands
- Check-in desks
- Departures
- Arrivals

The allocation principles are as follows:

- The allocation of scheduled flight resources will be positioned as close as possible to the air carriers' sales desks. All passengers will go through the terminal's single screening checkpoint.

- The allocation of resources for charter flights will be positioned according to the resources available because they do not require the use of sales desks. All passengers will go through the terminal's single screening checkpoint.

The rules set out below will enable the operations management, via the operations department and the Operations Control Centre (OCC):

- to establish a provisional program for the allocation of resources
- to undertake the operational management, in real time, of these resources

In order to obtain their opinion 2 months prior to the transfer date, Lyon Airport informs all the users concerned 3 months prior to the effective date of the transfer as to the chosen date and the setting of the partner meeting and the bipartite meetings referred to above.

One month prior to the date of transfer to Terminal 1; Lyon Airport organises a specific partner meeting in order to present the methods for resource allocation to all stakeholders. Bipartite meetings between Lyon Airport and each air carrier (or its ground handling representative when the air carrier has no representative at the airport), will then be scheduled in order to define the resources allocated to each carrier (allocation rules form for each airline).

The airlines, handling agents and management, upon acceptance and validation of the rules set out in this document, undertake to respect them by adopting the following procedures:

    1. Airlines and handling agents shall provide the operations department with:

- the flight schedule

- the scheduling of aircraft turnarounds
- their needs regarding check-in desks as well as the duration of use
- their requirements for flight handling (redesignation of flights/airlines/handling agents, etc.)

These requirements should be communicated no later than two months prior to the start of the IATA season; otherwise, the operations department will not be able to guarantee a favourable response to these needs.

2. **Resource allocations plans shall be submitted twice a year** to the airlines and handling agents present on the site, during a meeting for each airline and/or handling agent 1 month prior to the start of each season. During this meeting, participants can present their comments.

During the course of the season, and depending on the availability of resources, the allocations may be reviewed at the request of the airlines or Lyon Airport.

Any request for modification with regard to the allocations will be handled directly between the airline station managers and/or handling agents and the Head of the operations department at Lyon Airport.

The daily sheet distributed by the operations department and/or by the Operations Control Centre (OCC) serves as the final schedule, excluding real-time operating contingencies.
The airport operations management, by means of service planning by the operations department, is responsible, among other things, for ensuring the balanced use and optimisation of airport resources, respecting the equal treatment of airlines and offering the same level of quality of service to all its passengers.

III.2. AIRCRAFT PARKING STANDS AND TOWING – TERMINAL 1

Two types of traffic
    A - Dockable aircraft
    B - Aircraft that cannot be docked

The minimum time between two planes using the same parking stand is 20 minutes.

A – All dockable aircraft will be positioned on 'contact' stands as a priority, and according to the availability of stands.
- In the event of a conflict, priority will be determined in application of the order of criteria below:
  - scheduled flights
  - aircraft with the largest number of seats
  - airlines with the shortest ½ rotation time

B – The 'remote' parking stands are not subject to any allocation priority; these positions being treated identically (transportation of passengers by bus); however, the operations department will ensure that aircraft of the same airline and the same handling agent are grouped together in the same area, and on adjoining stands, and will give priority to stands allowing independent departures, in order to avoid airlines having to set up additional people and equipment.

- In the event of a conflict, priority will be determined in application of the order of criteria below:
  - scheduled flights
  - aircraft with the largest number of seats
  - airlines with the shortest ½ rotation time

C – TOWINGS

Aircraft with a stopover time of more than 2 hours, and which are parked at 'contact' stands may be towed by the airline or the handling agent, at the request of Lyon Airport, after the passengers have disembarked, to a 'remote' stand in order to allow a scheduled or charter airline to benefit from a 'contact' stand. The aircraft may be towed back to the departure position in order to benefit from 'contact' boarding, if required by the Airline. If the airline does not require this, it will be scheduled directly from a 'remote' stand.

The operations department may make changes to the parking stand arrangements during special events.

Some airlines may make schedule changes during the season; the operations department will therefore attempt to retain the same allocations but cannot guarantee this.

III.3. CHECK-IN DESKS – TERMINAL 1

The operations department will ensure check-in desks are positioned as close as possible to the airlines' sales desks.

As far as is possible, flights operating with same handling agents will be grouped together in the same area.

The airlines undertake not to grant themselves other resources without the prior agreement of the OCC.

III.4. BOARDING GATES – TERMINAL 1

As the boarding gates will depend on the types of passengers transported, the operations department and the OCC will ensure that boarding gates are assigned according to the status of the flight and the positioning of the aircraft. Terminal 1 is equipped with the Go To Gate system; gate information will be communicated to passengers according to rules that have been defined and communicated to all air carriers and their subcontractors.

The minimum time between assigning the same gate for two different flights is 20 minutes.

III.5. ARRIVALS HALLS – TERMINAL 1

The arrivals halls are allocated according to the arrival terminal of the aircraft (Terminal 1 or Differentiated Services Terminal). The operations department will ensure that flights are distributed in a balanced way between the different carousels, in order to avoid reaching capacity.

IV /. RULES FOR ASSIGNMENT - ALLOCATION OF AIRPORT RESOURCES - DIFFERENTIATED SERVICES TERMINAL

IV.1. DIFFERENTIATED SERVICES TERMINAL

The Differentiated Services Terminal was opened in 2007 and, pursuant to Article R224-2-1, has always been subject to a passenger charge at a differentiated rate.

The terminal has significantly lower costs than other terminals and a reduced level of service quality due to:

- the simplified nature of the infrastructure;
- the remoteness of the airport access infrastructure presenting significant journey times by foot for passengers and staff;
- the rules of access guaranteeing the optimisation of its operation (aircraft capacity, time of use of the various functions of the terminal, etc.);
- the simplified service: the distance from restaurants and shops

As a result of the health crisis causing a drastic reduction in passenger traffic, the airport concessionaire has decided to group traffic together in certain areas in order to optimise the operation of airport infrastructure. To this end, the 2022 investment plan added to the approved airport fee tariffs for 2022 included the works and developments to increase the operating flexibility of this infrastructure by making it possible to accommodate different types of traffic.

In accordance with Articles 13 and 14-I of the airport concession specifications (appendix to Decree no. 2007-244 of 23 February 2007 relating to the aerodromes belonging to the State and approving the standard specifications applicable to the concession of these aerodromes), for reasons of general interest relating to the configuration of the infrastructure and the optimisation of its operation, the concession holder determines the conditions for the assignment and allocation of resources as detailed below.

IV.2. CONDITIONS RELATING TO THE CAPACITY OF THE TERMINAL

- The level of quality of service offered on this infrastructure corresponds to a classification between 'C' and 'E' of the IATA standard

- Depending on configuration: maximum 12-category C aircraft;
- 13-boarding gates;
- Depending on configuration: maximum 13 'flights not subject to border controls' departure lounges or 7 'flights subject to border controls' departure lounges
- 1 arrival hall
- 4 luggage carousels

IV.3. CONDITIONS RELATING TO AIRCRAFT THAT CAN BE HANDLED AT THE TERMINAL:

- Capacity of between 48 and 240 seats per aircraft
- A321 aircraft limitations: 10 aircraft simultaneously, due to the compatible wingspan available at 11 aircraft stands only, (type C aircraft wingspan version only), serving the differentiated service terminal;

IV.4. OTHER TERMS OF OPERATION

- Scheduled flights only;
- Flights included in a flight schedule, per airline, comprising a minimum of 4 weekly flights;
- Night stop flights exclusively for based aircraft making several daily turnarounds from/to the terminal;
- 90% of flights complying with the following maximum turnaround times according to their category (excluding flights by based aircraft performing several daily turnarounds from/to the terminal when operating a crew change and/or catering resupply):
- 48 – 100 seats: 45 minutes
- 101 – 240 seats: 55 minutes
- Punctuality tolerance of 15 minutes on a maximum of 30% of flights per IATA season (excluding cases of force majeure)
- Tolerance for failure to operate time slots/flight schedules operated at the terminal for a maximum of 20% of scheduled flights for the IATA season (excluding cases of force majeure)

Exclusion: in the event of non-compliance with the access conditions or in the event of non-compliance with the deadlines for payment of airport charges.

IV.5. PRINCIPLES FOR PRIORITISING ACCESS TO THE DIFFERENTIATED SERVICES TERMINAL - ASSIGNMENT

The available capacities of the terminal are allocated to airlines that meet the above conditions and that are in accordance with the priorities resulting from the application of the prioritisation rules below.

As Terminal 1 does not allow for 20-minute connections, short connecting flights for aircraft with dimensions compatible with the characteristics of the Differentiated Services Terminal are assigned to this Differentiated Services Terminal.

Priority in assignment of the available capacities of this terminal to the air carriers is given to:

1. the flight schedule of the user who requires the greatest number of capacities over the IATA season in the departure lounges.
2. in case of incompatibility (*) in flight schedules following the application of criterion no. 1, the following flight schedules are prioritised according to the following sub-criteria:
   o Larger schedule of flights 'not subject to cross-border controls' compared to 'subject to cross-border controls' depending on availability of the corresponding departure lounges;
   o Shortest aircraft turnaround time per available seat;
   o Best punctuality rate to 15 minutes over the equivalent scheduling season of the previous scheduling year

(*) This is to take into account the situation where the flight schedule comes in 2nd or 3rd, etc., (= 2nd, or 3rd, etc., largest departure lounge reservation program) may not be completely compatible with the time slots for use of the terminal necessary and reserved for the 1st and, if applicable, the 2nd, etc., and in this case the following criteria should be applied in order to decide between the remaining programs.

IV.6. ALLOCATION OF AIRPORT RESOURCES – DIFFERENTIATED SERVICES TERMINAL - CHECK-IN DESKS

The allocation of 'check-in' resources is made in accordance with the provisions of Section II-3 above.

IV.7. ALLOCATION OF AIRPORT RESOURCES – DIFFERENTIATED SERVICES TERMINAL – ARRIVALS HALLS

The allocation of 'arrivals hall' resources is made in accordance with the provisions of Section II-5 above.

V /. REGULATIONS FOR THE ALLOCATION OF AIRPORT RESOURCES – TERMINAL 2 – OVERFLOW MODE

V.1. PRINCIPLES OF RESOURCE ALLOCATION – TERMINAL 2

This paragraph defines:

- ✓ The airport resources available during the redevelopment of Terminal 2 (i.e. at least until Q1 2025) and its operation in "overflow mode",
- ✓ The rules for allocating airport resources following the operation of Terminal 2 in "overflow mode" regarding:

  - Parking stands
  - Check-in desks
  - Departures
  - Arrivals

The airport resources available during the redevelopment of Terminal 2 to enable its operation in "overflow mode" are as follows:

- ✓ 30 check-in desks,
- ✓ 1 "standard 3" luggage screening system for automated luggage sorting,
- ✓ 4 PIF lines with a forecast throughput of 180 passengers per hour per line,
- ✓ 2 departure police booths handling 4 controlled flights simultaneously,
- ✓ 6 "contact" aircraft stands (Cat: C-D-E)
- ✓ 8 "remote" aircraft stands (Cat: C and C-)
- ✓ 6 boarding gates for contact stands,
- ✓ 11 boarding gates for remote stands,
- ✓ 3 arrival police booths handling 6 controlled flights simultaneously,
- ✓ 3 luggage delivery carousels.

The jet bridge and the 21 associated aircraft stands will not be available while Terminal 2 is operating in "overflow mode".

The allocation principles are as follows:

- The allocation of check-in desk resources for scheduled flights will be positioned as close as possible to the air carriers' sales desks. All passengers will go through the terminal's single screening checkpoint.

- The allocation of resources for charter flights will be positioned according to the resources available because they do not require the use of sales desks. All passengers will go through the terminal's single screening checkpoint.

The rules set out below will enable the operations management, via the operations department and the Operations Control Centre (OCC):

- to establish a provisional program for the allocation of resources
- to undertake the operational management, in real time, of these resources

In order to obtain their opinion 2 months prior to the transfer date, Lyon Airport will inform all the users concerned three months prior to the effective date of the transfer as to the chosen date and the setting of the partner meeting and the bipartite meetings referred to above. This paragraph concerns only the scheduled airlines that will be transferred to the Summer 2024 programme.

One month prior to the date of transfer to Terminal 2; Lyon Airport will organise a specific partner meeting in order to present the methods for resource allocation to all stakeholders. Bipartite meetings between Lyon Airport and each air carrier (or its ground handling representative when the air carrier has no representative at the airport), will then be scheduled in order to define the resources allocated to each carrier (allocation rules form for each airline).

The airlines, handling agents and management, upon acceptance and validation of the rules set out in this document, undertake to respect them by adopting the following procedures:

3. Airlines and handling agents shall provide the operations department with:

- the flight schedule
- the scheduling of aircraft turnarounds
- their needs regarding check-in desks as well as the duration of use
- their requirements for flight handling (redesignation of flights/airlines/handling agents, etc.)

These requirements should be communicated no later than two months prior to the start of the IATA season; otherwise, the operations department will not be able to guarantee a favourable response to these needs.

4. Resource allocations plans shall be submitted twice a year to the airlines and handling agents present on the site, during a meeting for each airline and/or handling agent 1 month prior to the start of each season. During this meeting, participants can present their comments.

During the course of the season, and depending on the availability of resources, the allocations may be reviewed at the request of the airlines or Lyon Airport.

Any request for modification with regard to the allocations will be handled directly between the airline station managers and/or handling agents and the Head of the operations department at Lyon Airport.

The daily sheet distributed by the operations department and/or by the Operations Control Centre (OCC) serves as the final schedule, excluding real-time operating contingencies.
The airport operations management, by means of service planning by the operations department, is responsible, among other things, for ensuring the balanced use and optimisation of airport resources, respecting the equal treatment of airlines and offering the same level of quality of service to all its passengers.

V.2. AIRCRAFT PARKING STANDS AND TOWING – TERMINAL 2

Two types of traffic
   A - Dockable aircraft
   B - Aircraft that cannot be docked

The minimum time between two planes using the same parking stand is 20 minutes.

A – All dockable aircraft will be positioned on 'contact' stands as a priority, and according to the availability of stands.
- In the event of a conflict, priority will be determined in application of the order of criteria below:
    - Scheduled flights
    - Aircraft with the largest number of seats
    - Airlines with the shortest ½ rotation time

B – The 'remote' parking stands are not subject to any allocation priority; these positions being treated identically (transportation of passengers by bus); however, the operations department will ensure that aircraft of the same airline and the same handling agent are grouped together in the same area, and on adjoining stands, and will give priority to stands allowing independent departures, in order to avoid airlines having to set up additional people and equipment.

- In the event of a conflict, priority will be determined in application of the order of criteria below:
    - Scheduled flights
    - Aircraft with the largest number of seats
    - Airlines with the shortest ½ rotation time

C – TOWINGS

Aircraft with a stopover time of more than 2 hours, and which are parked at 'contact' stands may be towed by the airline or the handling agent, at the request of Lyon Airport, after the passengers have disembarked, to a 'remote' stand in order to allow a scheduled or charter airline to benefit from a 'contact' stand. The aircraft may be towed back to the departure position in order to benefit from 'contact' boarding, if required by the Airline. If the airline does not require this, it will be scheduled directly from a 'remote' stand.

The operations department may make changes to the parking stand arrangements during special events.

Some airlines may make schedule changes during the season; the operations department will therefore attempt to retain the same allocations but cannot guarantee this.

V.3. CHECK-IN DESKS _ TERMINAL 2

The operations department will ensure check-in desks are positioned as close as possible to the airlines' sales desks.
As far as is possible, flights operating with same handling agents will be grouped together in the same area.
The airlines and their representatives undertake not to grant themselves other resources without the prior agreement of the OCC.

V.4. BOARDING GATES – TERMINAL 2

As the boarding gates will depend on the types of passengers transported, the operations department and the OCC will ensure that boarding gates are assigned according to the status of the flight and the positioning of the aircraft. Since Terminal 2 is not yet equipped with the "Go To Gate" system, airlines and/or their representatives can provide the boarding gates when passengers check in.

The minimum time between assigning the same gate for two different flights is 20 minutes.

V.5. ARRIVALS HALLS – TERMINAL 2

Terminal 2 has a single arrivals hall. The operations department will ensure that flights are distributed in a balanced way between the different carousels, in order to avoid reaching capacity. As in Terminal 1, passengers will be able to find out when their luggage will be delivered on the information screens located above the luggage carousels.

VI /. METHODS OF IMPLEMENTATION

VI.1. THE OPERATIONS DEPARTMENT UNDERTAKES TO KEEP AN UP-TO-DATE LIST OF THE RESOURCES MADE AVAILABLE TO AIRLINES AND HANDLING AGENTS, NAMELY:

- Number of desks per departure with 'security classification' (tomograph, EDS, X-ray)
- Number of departure lounges, specifying the types of passengers that can be handled there + modularity of the lounges
- Number of departure gates per lounge, specifying the number of 'contact' and 'remote' gates
- Number of carousels per arrival hall, classified by passengers per hall
- List of aircraft/parking stand matches, showing the processing conditions for the aircraft (boarding bridge, bad contact, autonomous, push-back)

This list of resources will be sent to the airlines and handling agents one month before each season begins, and shall be updated during the season according to developments.

VI.2. THE OPERATIONS DEPARTMENT IS COMMITTED TO KEEPING AIRLINES AND HANDLING AGENTS INFORMED OF:

- any unavailability of airport resources
- any change of assignment due to these unavailabilities and/or due to flight processing operating constraints.

VI.3. THE AIRLINES AND HANDLING AGENTS PRESENT ON THE SITE UNDERTAKE TO PROVIDE THE OPERATIONS DEPARTMENT WITH:

- an up-to-date list of pusher tugs available on the hub, specifying the types of devices they fit on.
- any unavailability that may affect the processing of passengers and/or aircraft.

VII /. CONTACT DETAILS, LYON AIRPORT

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Lyon, 24 November 2023