

International airport Aktau JSC	Airport Charges for 2017	JSC IAA SMQ Version 001 – 12.2016 page 1 from 17 copy № 1
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## APPLICATION PROCEDURES OF THE CHARGES

**JSC «International airport Aktau»**

**for 2017**

	<b>Position</b>	<b>Surname</b>	<b>Signature</b>	<b>Date</b>
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## PART 1 GENERAL PROVISIONS

### 1. BASIC INFORMATION OF AKTAU AIRPORT

International airport Aktau is located in the West region of Kazakhstan. The main activity is providing airport and ground handling services for the airlines related companies according to International and internal regulations

Telephone/fax: (7292) 60-97-45

Web: [www.aktau-airport.kz](http://www.aktau-airport.kz)

E-mail: [info@aktau-airport.kz](mailto:info@aktau-airport.kz)

### 2. AERODROME DATA

Identifier	ICAO: <b>UATE</b> IATA: <b>SCO</b>
City Served:	<b>Aktau</b>
Distance and Bearing from City:	<b>21 KM NW OF TOWN</b>
Pavement strength of above runway:	<b>56 /F/C/W/T</b>
Length:	<b>3056 m</b>
Width :	<b>45 m</b>
Lighting:	<b>ICAO CAT I</b>
Parking lot:	18 + 5 (helicopter)
Approaches (max 3):	<b>ILS VOR/DME CAT I</b>
Airport fire category:	<b>7</b>
Time Zone:	<b>+5</b> Daylight Savings: <b>No</b>
Airport Hrs:	<b>H24</b>
Fuel Available:	<b>TS-1, RT (equivalent to Jet A-1)</b>
AFTN: SITA:	<b>UATEAPDD SCOBFXH</b>

### 3. PAYMENT PROCEDURE

- 1) All the charges mentioned in this document are without VAT. In Republic of Kazakhstan the VAT is %12 in all services
- 2) According to the state regulations, payment of services for scheduled flights is the subject of an agreement between airport and customer.
- 3) Non-scheduled, charter or special flights are subject to prepayment or cash payment upon arrival unless there is no agreement between the airport and the customer
- 4) The charges that is mentioned in this document has an approval from the Agency of regulation of Natural Monopolies and airport authority

**PART 2  
AIRPORT SERVICES**

**1) LANDING**

Name of service	Unit	Charge exclusive VAT
Landing	1 ton of MTOW	2639 KZT

**1. PURPOSE**

- a) The service is mandatory for all aircraft of local and foreign air carriers, committing scheduled and non-scheduled international and domestic flights to the Aktau airport

**2. APPLICATION**

- a) Charge applies per each landing  
b) The unit of service is 1 ton MTOW of the aircraft which specified in the Certificate of Airworthiness. Kilograms converted into tons without rounding

**2) AVIATION SECURITY**

Name of service	Unit	Charge exclusive VAT
Security	1 ton of MTOW	428 KZT

**1. PURPOSE**

- b) The service is mandatory for all aircraft of local and foreign air carriers, committing scheduled and non-scheduled international and domestic flights to the Aktau airport

**2. APPLICATION**

- a) Charge applicable for per landing  
b) The unit of service is 1 ton of MTOW of the aircraft specified in the Certificate of Airworthiness. Kilograms converted into tons without rounding

**3) PARKING**

Name of service	Unit	Charge exclusive VAT
Parking	1 ton of MTOW/ per each 24 hours after first 3 (6) hours	10% of landing charge, KZT

**1. APPLICATION**

- a) First 3 hours (6 hours for cargo aircraft) free, thereafter 10% of the landing charge per 1 tonne of MTOW and per each 24 hours (Kilograms converted into tons without rounding)
- b) Parking more than 1 hour will be rounded up to the next period
- c) The type of flight is based on flight status information specified in the application of the Civil Aviation Committee of the Republic of Kazakhstan and the airline's application
- d) The timing starts from the lead-in to the parking lot and ends at the moment of towing aircraft from the parking lot
- e) If the delay caused by the airport, as well as a delayed departure due to an emergency involving an act of unlawful interference the parking fee will not be charged

**4) BASING OF AN AC**

Name of service	Unit	Charge exclusive VAT
Basing	1 tonne of MTOW/ per 24 hours	5% of landing charge, KZT

**1. APPLICATION**

- a) The basing charge applies per 1 tonne of MTOW (Kilograms converted into tons without rounding) and per each 24 hours. Basing more than 1 hour will round up to 24-hours-period
- b) The service is provided in the following cases:
  - If there is basing agreement concluded with the airline, or
  - If the airline has a station at the Aktau airport and flights from/to Aktau at least 3 times a month, or
  - If there is a written request from the airline to use the Aktau airport as a base, which approved by management of JSC
- c) The timing starts from the lead-in to the parking lot and ends at the moment of towing aircraft from the parking lot

**5) SPECIAL FIRE PROTECTION SERVICE**

Name of service	Unit	For local carriers Charge exclusive VAT		For foreign carriers Charge exclusive VAT	
		domestic flights	international flights	domestic flights	international flights
Fire engine stand-by	1 service per 1 vehicle	20 000 KZT	26 000 KZT	140 USD	

**1. PURPOSE**

- a) The service provides for air carriers and other organizations at the airport upon request as an additional service

**2. APPLICATION**

- a) The charge applies per 1 service and per each vehicle
- b) The fire protection service is mandatory in case of fueling with passengers on board

**6) FOLLOW-ME**

Name of service	Unit	For local carriers Charge exclusive VAT		For foreign carriers Charge exclusive VAT	
		domestic flights	international flights	domestic flights	international flights
Follow-me	1 service	2 000 KZT	2 600 KZT	14 USD	

**1. PURPOSE**

- a) The service provides for air carriers and other organizations operating in the aerial part of the airport upon request as an additional service

**2. APPLICATION**

- a) This service provides only upon request
- b) For the aircraft which type is not specified in the AIP (plan of parking lots) the follow-me service is mandatory without charging

**7) APPROVAL OF SLOTS**

<b>Name of service</b>	<b>Unit</b>	<b>Charge, KZT</b>
Approval of slots	1 service/ flight	1 000 000

**1. PURPOSE**

- a) The rate used for approval of slots on a fee basis

**2. APPLICATION**

- a) The rate charged for the approval of the slot if the flight is 4th in a row along with other already agreed flights
- b) Approval of slots on military flights, flights for the purpose of medical treatment, for performing search and rescue work is free of charge
- c) Approval of slots, priority setting and prioritization is done based on the "Procedures for the establishment of slots" version 003-12.2016.

**PART 3****MANDANDATORY GROUND HANDLING SERVICES**

No	Name of service	Unit	For local carriers Charge exclusive VAT		For foreign carriers Charge exclusive VAT	
			domestic flights	international flights	domestic flights	international flights
1	Marshalling	1 tonne MTOW	308,2 KZT		308,2 KZT	
2	Towing	1 service	10 400 KZT	13 520 KZT	73 USD	
3	Bus service	15 min	3 000 KZT	3 900 KZT	21 USD	
4	Steps	15 min	3 000 KZT	3 900 KZT	21 USD	
5	Cargo handling	1 tonne	11 095,2 KZT	16 796,9 KZT	11 095,2 KZT	16 796,9 KZT

**1. APPLICATION**

- 1-5 The services are mandatory for all aircraft of local and foreign air carriers, committing scheduled and non-scheduled international and domestic flights to/from the Aktau airport
1. - The unit of service is 1 ton MTOW of the aircraft which specified in the Certificate of Airworthiness. Incomplete tonne mathematically rounds up to a tonne
- 3,4 - The unit is 15 minutes of service. Subsequent partial 15 minutes are rounds up to 15.
- 3 - The timing starts from the departure of the bus from\to terminal and ends back to/from the aircraft
4. - Timing starts from approach of the steps to the AC and ends with pullback from the AC
5. - In the case of aircraft arriving by international flight, unloading cargo is made at the charge of international flights, if the airline should fly further by domestic flight and has the cargo to be loaded, than charge for domestic flights will apply, and vice versa.



**PART 4**  
**SERVICES PROVIDED AT THE REQUEST OF THE AC CREW**

No	Name of service	Unit	For local carriers Charge exclusive VAT		For foreign carriers Charge exclusive VAT	
			domestic flights	international flights	domestic flights	international flights
1	Fuelling	1 tonne	4507 KZT		4507 KZT	
2	GPU	15 min	5 000 KZT	6 500 KZT	35 USD	
3	ASU	1 service	50 000 KZT	65 000 KZT	350 USD	
4	Heating AC	15 min	6 000 KZT	7 800 KZT	42 USD	
5	Toilet service	1 toilet	5 000 KZT	6 500 KZT	35 USD	
6	De-icing	1 service	13 000 KZT		13 000 KZT	
7	Anti-icing	1 service	41 300 KZT		125 USD	
8	Potable water service	1 service	3 000 KZT	3 900 KZT	21 USD	
9	Medical service	1 person	400 KZT		2 USD	
10	Lease of vehicle	15 min	2 000 KZT	2 600 KZT	14 USD	
11	Conveyor	1 service	3 900 KZT	5 070 KZT	27 USD	
12	Representative services	1 service	20 000 KZT	26 000 KZT	140 USD	
13	Accommodation	1 bed / seats / 24 h.	4 500 KZT		24 USD	
14	Cleaning AC with MTOW:	1 service				
	Over 115 tonne	30 min	15 000 KZT	19 500 KZT	105 USD	
	From 60 to 115 tonne		10 000 KZT	13 000 KZT	70 USD	
	From 30 to 60 tonne		7 500 KZT	9 750 KZT	53 USD	
	From 20 to 30 tonne		5 000 KZT	6 500 KZT	35 USD	
	Up to 20 tonne		3 000 KZT	3 900 KZT	21 USD	
15	Stepladder:	person / hour				
	Hydraulic		2 600 KZT	3 380 KZT	18 USD	
	Big		2 000 KZT	2 600 KZT	14 USD	
	Average		1 000 KZT	1 300 KZT	7 USD	
	Small		800 KZT	1 040 KZT	6 USD	
16	Ramp personnel security from/to aircraft from/to appointed place	1 service	765 KZT		4 USD	
17	Collection 1 stack empty pallets up to 10 pcs	1 tonne	9 740 KZT		53 USD	
18	Load control	1 service	10 300 KZT		56 USD	
19	Flight operation	1 service	1 600 KZT		9 USD	
20	Garbage removal from the aircraft	1 service	3700 KZT		20 USD	
21	Providing TUG luggage tractor	1 service/1 unit	2070 KZT		11 USD	
22	Providing forklift	1 tonne	3 000 KZT		16 USD	
23	Communication	1 service	700 KZT		2 USD	
24	Transfer baggage handling	1 service	15 390 KZT		45 USD	

**1. APPLICATION**

- 1 - The unit of the service is 1 ton actually refilled fuel
- 2,4,9 - The unit is 15 minutes of service. Subsequent partial 15 minutes are rounds up to 15. Timing starts from approach of the equipment to the AC and ends with pullback from the AC
- 6 - The tariff includes the removal of ice from the top of the aircraft by hand or with the use of anti-icing fluid. Deicing fluid and anti-icing service will be charged separately.
- 7 - The tariff comprises treating the entire surface to prevent frozen precipitation with one-step treatment, and perform a final check after the operations. Deicing fluid and de-icing service will be charged separately.
- 8 - Water value is charges separately
- 9 - The rate is not charges in the following cases: plane crashes, fires, urgent or emergency situations, situations related with human life
- 10- Timing starts from approach of the vehicle to the customer location and ends with the return to the base
- 12 - The charge include such services as: performing the procedures of exemption from VAT tax, crew accommodation, route permission procedures etc.
- 15 - The unit is 30 minutes of service. Subsequent partial 30 minutes are rounds up to 30. Timing starts from approach of the steps to the AC and ends with pullback from the AC
- 16 - Timing starts from approach for cargo custody and ends prior to delivery to a destination
- 17 - The rate charged for the collection of empty pallets stack 1 to 10 pieces with 3 wooden bars and complete strapping. Wooden bars are provided by airport
- 18 – The tariff charged per one flight, and is available upon request in the presence of crew training and the admission by the airlines.
- 19 – The tariff charged per one flight.
- 20 – The charge includes a garbage removal from AC (solid waste), by special vehicles. This operation is included in the service for the internal cleaning of the AC, but may be provided separately. In the case of the internal cleaning of the AC service requested - the tariff for garbage removal is not separately charged.
- 21 – The service is provided on the crew’s request or the representatives of the airline for transporting additional non-commercial cargo and unchecked baggage by baggage tractor using carts.
- 22 – The service is provided on the crew’s request or the representatives of the airline for loading/unloading additional non-commercial cargo and unchecked baggage.
- 23 – Rates charged for services for sending messages through SITATEX. The tariff will not be charged in the case of billing tariff for load control (p.18)
- 24 – The tariff will be charged for the provision of technical equipment and personnel, transportation and accompaniment from the aircraft to the passenger terminal, and back, drive away of technical equipment in the handling of transfer baggage to be checked by controlling bodies (customs).

## PART 5

## SERVICES FOR THIRD-PARTIES

## 1) DOMESTIC CARGO WAREHOUSE

№	Name of service	Unit	Charge, KZT
1		1 tonne	3 210
2		1 call	300
3	Storage	1 kg/24 hours	8
4	Storage of perishable goods in the refrigerator	1 kg/24 hours	321
5	Storage of valuable cargo in a safe	1 kg/24 hours	3 210
6	Entry to the warehouse: Motor car	Once-only Yearly	1 605 160 500
7	Minibus, pick-up	Once-only Yearly	2 675 214 000
8	Truck	Once-only Yearly	3 745 267 500
9		Once-only	2 675
10	Cargo processing fee:		
	up to 10 kg	1 kg	107
	over 10 kg	1 kg	11

## 1. APPLICATION

3. - Fee for storage will be charged from the first day of storage and for each subsequent 24 hour. Keeping more than one hour shall be rounded up to the day

**2)INTERNATIONAL CARGO WAREHOUSE**

<b>№</b>	<b>Name of service</b>	<b>Unit</b>	<b>Charge, KZT</b>
1	Documentation (execution of short declaration, statement of bills, invoices, receipts, etc.)	1 service	5 564
2		1 tonne	3 210
3	Notification of arrival	1 call	300
	<b>Storage:</b>		
4	Close warehouse	1 kg/24 hours	11
5	Open air warehouse		5,3
6	Storage of perishable goods in the refrigerator	1 kg/24 hours	321
7	Storage of valuable cargo in a safe	1 kg/24 hours	3 210
	<b>Entry to the warehouses:</b>		
8	Motor car	Once-only	1 605
		Yearly	160 500
9	Minibus pick up	Once-only	2 675
		Yearly	214 000
		Once-only	3 745
10	Truck	Yearly	267 500
11		Once-only	2 675
12	Cargo processing fee:		
	up to 1000 kg	1 kg	16
	over 1000 kg	1 air waybill	16 050

**1. APPLICATION**

4. - Fee for storage will be charged for each subsequent 24 hour. Keeping more than one hour shall be rounded up to the day.

**3) SECURITY CARD**

<b>Name of service</b>	<b>Unit</b>	<b>Charge, KZT</b>
Security card		
Simple entry	max. 12 hrs	535,71
Timely	6 months	2678,57
Constant	1 year	4464,29

**1. PURPOSE**

- a) The service is mandatory for all persons and organizations operating in the regime the airport Aktau

**2. APPLICATION**

- a) Price is set for one card and one person
- b) The card is issues on the basis of a written application from the organization with provision of copy of the ID-card
- c) In case of loss of card, the company must immediately notify in writing the management of the loss and apply for re-issue of card
- d) Extension and re-issue charge as specified in the table

**4) TRAINING ON AVIATION SECURITY**

Name of service	Unit	Charge, KZT
Introductory course on aviation security	1 course/person	8 928,57

**1. PURPOSE**

a) The service is mandatory for all persons and entities operating on the restricted territory of Aktau airport.

**2. APPLICATION**

a) Newly hired employees of the organization are required to be trained within 3 months from the date of employment, and then every three years. The price set for the training of one person, according to the results of training issued a document on the completion of courses. Duration - 8 hours.

**5) FIRE PROTECTION FOR THIRD-PARTIES**

Name of service	Unit	Charge, KZT
Fire protection	1 month	210 000

**3. PURPOSE**

a) The service is provided to organizations which operate in the Aktau airport

**4. APPLICATION**

a) The charge applies per one month

**6) CONCESSION CHARGES****The license fee for the right to provide services in Aktau airport****1. The cost of acquisition of the license to provide services for the first year and following years****a) For licensees type A**

<b>№</b>	<b>Types of services</b>	<b>Cost, KZT, without VAT</b>
1	Passenger services	340 000 000
2	Load control and flight operations	100 000
3	Ramp services	680 000 000
4	Aircraft maintenance	2 500 000
5	Catering services	2% of the amount of the catering services
6	Additional security services	80 000
7	Representation	340 000

**b) For licensees type B**

<b>№</b>	<b>Types of services</b>	<b>Cost, USD, without VAT</b>
1	Passenger services	170 000 000
2	Aircraft maintenance	1 700 000
3	Catering services	2% of the amount of the catering services

**3. The cost of acquisition of the license to provide services for refueling aircraft aviation fuel and lubricants**

	<b>Charge, domestic flights</b>	<b>Charge, international flights</b>
Concession fee for fuelling operations (per ton)	0.5% of the cost of aviation fuel (per 1 ton)	

**1. PURPOSE**

- a) Licenses are issued for the provision of airport services:  
 Type A - licenses for the provision of airport services by third parties;  
 Type B - licenses for the provision of airport services by the airlines for their own AC

**2. APPLICATION**

- a) The license can not be transferred (re-arranged) to other organizations  
 b) Mandatory 100% prepayment  
 c) The airport may require an additional fee for the standard costs from users (providers) in respect of facilities and services (if the service company rents premises, etc.)

**7) AERODROME DRIVING LICENSE**

<b>Name of service</b>	<b>Unit</b>	<b>Charge, KZT</b>
Training to aerodrome driving	1 service	35 000

**1. PURPOSE**

- a) The service is obligatory persons and organizations operating their equipment or vehicles on the air side of the airport Aktau with his driver

**2. APPLICATION**

- a) Documents on graduation for the right driving aerodrome is issued to one person.  
b) The right to drive on the airfield is issued subject to passing the exam  
c) When unsatisfactory exam the student is sent to reset  
d) In the case of the three observations are taken right to drive on the airfield, the driver sent to retake the exam



**1) APRON REGISTRATION PLAQUE**

No	Type of transport	Once-only entry/ KZT	First year, KZT	Next year extension, KZT
1	Automobile	2 000	150 000	100 000
2	Minibus (to 12 person)	3 500	250 000	170 000
3	Truck			
	till 2 tons	3 500	350 000	240 000
	from 2 to 6 tons	4 000	400 000	270 000
	above 6 tons	5 000	500 000	350 000
	for each additional 1 ton	1 000	-	-
4	Tractor	1 000	500 000	350 000
5	High-loader		200 000	140 000
6	GPU		500 000	350 000
7	ASU		500 000	350 000
8	Forklift	50 000	250 000	170 000
9	Baggage truck		80 000	55 000
10	Baggage cart		25 000	17 000
11	Ladder		500 000	350 000
12	Sewage truck	10 000	250 000	170 000
13	Fuel tanker	25 000	5 000 000	3 350 000
14	Belt conveyor		150 000	100 000
15	De-icing		800 000	
16	Machine catering	1 500	150 000	100 000

**1. PURPOSE**

- a) This charge is a royalty (concession) charge paid to the airport as well as organizing the vehicle traffic inside the airport territory

**2. APPLICATION**

- a) Work of equipment or vehicles on the apron without apron numbers is forbidden  
b) Apron numbers are issued only after receipt of the instrument of training completion for the right to drive on the airfield  
c) Apron plaque is issued for decided equipment or vehicle and cannot be transferred to another equipment or vehicle  
d) The plaque rate charges up to the end of the paid year regardless of when it was issued