



# ST HELENA AIRPORT

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## AIRPORT TARIFFS POLICY AND RATES

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## Contents

1. Introduction .....	3
2. Definitions.....	3
3. Charges .....	3
4. Special services .....	3
4.1. Services by third parties .....	3
5. Liability for payment of charges.....	3
6. Obligation of data delivery.....	3
7. Terms of payment of the charges .....	4
8. Currency.....	4
9. Obligation.....	4
10. Landing Fees .....	4
11. Aircraft Handling Rates .....	4
11.1. Technical Stops and Aircraft Returns.....	4
11.2. Aircraft Delays.....	5
11.3. En-route Alternate.....	5
12. Exemptions .....	5
13. Cancellation policy .....	5
14. Additional Handling Service Tariffs .....	5
14.1. Passenger Service Charges.....	6
14.2. Essential Infrastructure Charge .....	6
15. Airport Cargo Clearing Charges .....	6
16. Catering.....	6
16.1. Catering Cancellation Policy .....	6
17. Internet Access & Printing Services .....	7
18. Animal Handling Fees.....	7
19. Laundry .....	7
20. Aircraft Parking Charges.....	7
21. Airport Out-of-hours Opening Charges .....	7

## **1. Introduction**

- 1.1. St Helena Airport Limited (SHAL) tariffs are guided by the principles set out in the Aerodrome Charges Regulations, 2015 and ICAO Doc 7100, Tariffs for Airports and Air Navigation Services.

## **2. Definitions**

- 2.1. "aircraft" –any machine that can derive support in the atmosphere from the reactions of the air other than the reactions of the air against the earth's surface.
- 2.2. "airport" – means the aerodrome at St Helena known as St Helena Airport.
- 2.3. "airport authority" – means the airport operator, St Helena Airport Limited (SHAL).
- 2.4. "ATC" – means air traffic control services rendered by St Helena Airport.
- 2.5. "MTOM" – means maximum take-off mass in kilograms taken from the general information section of the airplane operations manual.
- 2.6. "owner" – means the registered owner of an aircraft and includes any person who has hired or operates such aircraft or acts as an agent for a foreign owned aircraft.
- 2.7. "passenger" – means any person on board an aircraft other than the crew who have been assigned to be on duty during a flight.
- 2.8. "HLE" – means St Helena Airport

## **3. Charges**

- 3.1. The airport charges include:
- a) noise surcharge on landing charge
  - b) emissions charge
  - c) passenger / ramp charges
  - d) parking charge (turnaround)
  - e) ground handling charge - basic handling
  - f) ATC fees
  - g) Meteorological provision fees

## **4. Special services**

The Airport Authority is entitled to debit extra charges requested by the operator for special services not specifically mentioned in these regulations.

### **4.1. Services by third parties**

The Airport Authority reserves the right to contract services and/or manpower firms and companies operating at the airport or offering services to those using the airport.

## **5. Liability for payment of charges**

- 5.1. Unless provided otherwise, the charges shall be paid as follows:
- a) in case of scheduled or non-scheduled commercial flights, by the company that actually carries out the flight (" actual carrier")
  - b) in case of non-commercial flights, by the operator of the aircraft
- 5.2. An aircraft owner is defined to be the party who has the actual and permanent power of control over the aircraft and who uses it or permits it to be used at its expenses.
- 5.3. Several operators of the same aircraft shall be jointly and severally liable for the charges; where the operator is not also the owner of the aircraft, both the operator and the owner shall be jointly and severally liable for the charges.

## **6. Obligation of data delivery**

- 6.1. When claiming a reason for exemption according to Section 7, all the necessary elements for decision have to be submitted to the St Helena Airport.

**7. Terms of payment of the charges**

- 7.1. The airport charges must be paid prior to take-off at the latest; the St Helena Airport is, however, entitled to demand payment at any time after the aircraft has landed.
- 7.2. The St Helena Airport may invoice the charges to regular airport users monthly, who have their domicile or head office in the UK and can furnish valid financial guarantees and for those who have the air service contract with St Helena Government.
- 7.3. The payment shall be settled within 30 calendar days of the date of the invoice unless previous written agreements have been made.

**8. Currency**

- 8.1. All charges are debited in British Pounds (GBP) which is at parity with the St Helenian Pound (SHP)

**9. Obligation**

- 9.1. The operator of a commercial or private traffic aircraft will be liable to pay a charge for the services rendered by St Helena Airport as per charges outlined in this document.

**10. Landing Fees**

- 10.1. The landing fees payable in respect of an aircraft that lands at St Helena shall be: **£4.00** per 1,000 Kgs (rounded up to the nearest 1,000Kgs), subject to a minimum of **£200.00**

**11. Aircraft Handling Rates**

A flat rate charge in GBP for one rotation: arrival and departure:

Class	Description	MTOM (Kgs)	Tariff (£)
1	Aircraft and helicopters	0 to 3,000	100.00
2	Aircraft and helicopters	3001 to 4,000	150.00
3	Aircraft and helicopters	4,001 to 6,000	250.00
4	Aircraft and helicopters	6,001 to 11,000	400.00
5	Aircraft and helicopters	11,001 to 20,000	500.00
6	Aircraft and helicopters	20,001 to 31,000	750.00
8	Aircraft	31,001 to 45,000	1,000.00
9	Aircraft	45,001 to 84,000	2,000.00
10	Aircraft	84,001 to 120,000	2,500.00
11	Aircraft	120,001 and above	3,000.00

*Table 1 Aircraft Handling Rates*

The compulsory Aircraft Handling Rates includes:

- a) Ramp Services (except those shown in Section 14 – *Additional Handling Service Tariffs*)
- b) Passenger Services
- c) Crew briefing, documentation service and assistance for flight planning (meteorological, NOTAM, ATC, FP)
- d) Limited administrative assistance
- e) Communication and relay of movements

**11.1. Technical Stops and Aircraft Returns**

- 11.1.1. Positioning/Technical stops shall be charged at 50% of the applicable standard handling rate.
- 11.1.2. An aircraft that returns to the airport 1 hour after departure stand and requires passenger and/or baggage off load due to technical, crew hours, weather or other reason shall be charged either a Full Turnaround or Technical Stop charges as applicable.

**11.2. Aircraft Delays**

11.2.1. Aircraft that are delayed through no fault of the Ground handling provider shall be charged as follows:

Airport Status	Description	Tariff £
Flight day before 08:00 and after 16:00	Delay charges commence after 30 minutes and charged per 30 minutes or part thereof	380.00
Closed day	Delay charges commence after 30 minutes and charged per 30 minutes or part thereof	380.00
St Helena Holidays	Delay charges commence after 30 minutes and charged per 30 minutes or part thereof	760.00

Table 2 Aircraft Delays Charges

**11.3. En-route Alternate**

11.3.1. The en-route alternate fee payable in respect of an aircraft that require such a service shall be:

- a) £1.00 per 1,000 Kgs, subject to a minimum of £50.00,
- b) Plus 25% of Aircraft Handling Rates.

**12. Exemptions**

12.1. The following shall be exempt from payment of charges:

- a) Diplomatic, government and military aircraft and their personnel on official duty;
- b) Aircraft that are involved in search and rescue or volcano monitoring;
- c) Aircraft requiring an emergency landing, including bomb threats;
- d) Aircraft returning within one hour after departure;
- e) Members of the aircraft crew, when required for the performance of their duties;
- f) Officials of airline companies travelling on the business of the airline company;
- g) Transit passengers.

**13. Cancellation policy**

13.1. For no shows or late cancellations, the following cancellation administration fee will apply (not applicable for proven weather cancellations):

- a) Notification up to 12 hours before the flight: no charge
- b) Notification less than 12 hours before or failure to notify:
- c) From 3,000 Kg to 10,000 Kg MTOM: 25% of handling fees
- d) From 10,001 Kg upwards: 50% of handling fees

**14. Additional Handling Service Tariffs**

Description	Unit	Tariff
Ground Power Unit	Per hour	£60.00
Air Start Unit	Per service	£100.00
Air Conditioning Unit	Per hour	£80.00
Aircraft reposition/push back	Per service	£100.00
Toilet Service	Per service (Discharge, flush and recharge)	£120.00
Potable Water	Per service	£60.00
Security Services (passenger, cabin baggage screening and hold baggage screening)	Per passenger	£3.00
Aircraft Guarding	Per hour per officer (minimum of 2 Officers in excess of 4 hours) – minimum of 4-hour charge	£80.00
Disbursement fees for incidentals and charges paid on behalf of an airline	Per GBP or part thereof	12%

Description	Unit	Tariff
Airport Lounge	Per passenger	£15.00
Handling of stretcher cases	Per stretcher	£100.00
Incineration of food and material from inbound flight	Per inbound flight	£100.00
Handling of outbound coffins	Per coffin	£125.00
Handling of inbound coffins	Per coffin	£125.00
Spillage clean-up	Per Occurrence	At cost
Spillage penalty for repeat offences (charged in addition to individual Spillage Clean-up costs)	(More than 3 in any 12-month period)	£1,750

**14.1. Passenger Service Charges**

14.1.1. The rate for Passenger Service Charge for International and Domestic Flights are as stated below in accordance with the Aerodrome Charges Regulations, 2015.

Description	Unit	Tariff £
Passengers over 12 years	Per passenger	17.00
Passengers between 2 and 12 years	Per passenger	8.50
Passengers under 2 years	Per passenger	-

14.1.2. The St Helena Government may from time-to-time waiver this charge for specific flights.

**14.2. Essential Infrastructure Charge**

14.2.1. The rate for Essential Infrastructure Charge for an incoming or outgoing flight is as stated below in accordance with the Aerodrome Charges Regulations, 2015.

Description	Unit	Tariff £
All age groups	Per passenger	50.00

14.2.2. The St Helena Government may from time-to-time waiver this charge for specific flights.

**15. Airport Cargo Clearing Charges**

- 15.1. Outbound cargo shall be subject to a handling charge by SHAL, to the shipper at £0.30 per Kg.
- 15.2. Inbound cargo shall be subject to a handling charge by SHAL, to the consignee at £0.30 per Kg.
- 15.3. Cargo screening shall be subject to a handling charge by SHAL, to the shipper at minimum charge of £2.81 up to 36kg and £0.08 per kg thereafter.

**16. Catering**

Catering services can be arranged providing the aircraft is staying for in excess of 48 hours (rates provided upon request).

Description	Unit	Tariff £
Rotation of catering galley canister and/or carts	Per flight	100.00
Ice	Per 2 Kg bag	5.00

**16.1. Catering Cancellation Policy**

16.1.1. For no shows or late cancellations, the following charges apply:

- a) Notification up to 24 hours prior to the delivery time: no charge
- b) Notification between 24 and 12 Hours prior to the delivery time: 50% charge
- c) Notification less than 12 hours prior to the delivery time: 100% charge

**17. Internet Access & Printing Services**

- 17.1. Please note that Wi-fi is available free of charge in our Offices and lounge. Wi-Fi download and upload speeds are limited due to the Island's satellite-based access to the internet.
- 17.2. Printing for crew briefing is free of charge up to 20 pages. For any printing over 20 pages a standard charge of £1.00 shall be applied for each page.

**18. Animal Handling Fees**

- 18.1. Animal handling fees shall be charged as follows:

Description	Animal Category	Tariff £
Handling Fees	Small (such as 1-day old chicken) per consignment	125.00
	Medium (such as Cats and Dogs) per consignment	150.00
	Large (such as Cows and Horses) per consignment	200.00
Daily Rate for animals kept overnight (after the first night on arrival)	Small (such as 1-day old chicken) per day	20.00
	Medium (such as Cats and Dogs) per day	25.00
	Large (such as Cows and Horses) per day	27.50

**19. Laundry**

- 19.1. Laundry service is available for a minimum aircraft stay of three working days at £20.00 per Kg.
- 19.2. Special 24/h service on request at £60.00 per Kg. To be agreed by prior notification.

**20. Aircraft Parking Charges**

- 20.1. Parking fees 0 to 4 hours free, thereafter 20% of the applicable landing charge per 24 hours or part thereof.

**21. Airport Out-of-hours Opening Charges**

- 21.1. Operational hours are defined in the St Helena Airport Aeronautical Information Publication.
- 21.2. All flights arriving or departing outside of normal airport operating hours shall be required to notify St Helena Airport in writing 24 hours in advance of their operations.
- 21.3. For such operators, an out-of-hours opening charge shall be paid for each arrival and each departure.
- 21.4. This charge will be due whether or not the arrival or departure for which the Airport was opened took place.
- 21.5. A surcharge of 100% of the applicable landing charge for flights landing on a day other than an open day as defined in the St Helena Airport Aeronautical Information Publication.

**Additional Fees may be charged for flight operations on Airport Closed Days that coincide with St Helena Published Holidays. Please make enquiries as these rates are subject to agreement with the St Helena Government.**