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## New Route Support Scheme (“RSS”)

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### 1. Scheme Outline

This scheme merges two of Dublin Airport’s traffic incentive schemes, the Long-Haul RSS and Short-Haul RSS. The aim is to have one scheme to manage new route incentives.

An airline that initiates a new route from Dublin Airport (the “New Route”), in accordance with the Scheme criteria, may benefit from a discount on qualifying airport charges services on that route. Discounts will apply to; (i) passenger service charge, (ii) aircraft parking charge, (iii) airbridge use charge, and (iv) runway movement charge (together the “Qualifying Charges”). Details of this charge are set out in the document entitled “Dublin Airport Charges including Terms and Conditions<sup>1</sup>”.

For the avoidance of doubt, Qualifying Charges do not include charges; (i) introduced by daa plc (“daa”) in compliance with National or European legislation, (ii) introduced by the Irish Aviation Authority, (iii) relating to additional services provided by Dublin Airport, including but not limited to, the persons with reduced mobility charge (“PRM Charge”), (iv) charges set out in the (iv) charges set out in the Miscellaneous<sup>2</sup> or (v) any environmental-related charge.

### 2. Level of Short-Haul Route Support

#### a) Discounts on Annual Routes

Approved New Routes operating on a year-round basis, are afforded the following discounts: for Year 1 to Year 3 of the Scheme:

Year	Discount on Qualifying Charges for approved year-round routes
1	100% for the first 12 months
2	75% for the subsequent 12 months
3	50% for the subsequent 12 months

The Scheme shall operate for the duration of five years, commencing on the date of the airline’s first flight on the New Route (the “Commencement Date”) and ending on the expiry of five years from the Commencement Date (the “Termination Date”). Following the Termination Date, Qualifying Charges will be charged at the standard rates as published by daa.

#### b) Seasonal Routes

Approved routes operating on a seasonal basis are afforded the discounts for the relevant Summer or Winter season of operation. The start and end date of the respective Summer and Winter seasons are determined in accordance with the International Air Transport Association (“IATA”) scheduling systems.

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<sup>1</sup> <https://www.dublinairport.com/b2b/dub-plus/airline-information/airport-charges>

<sup>2</sup> <https://www.dublinairport.com/b2b/dub-plus/airline-information/airport-charges>

Year	Discount on Qualifying Charges for approved seasonal routes
1	60% for the first 12 months
2	40% for the subsequent 12 months
3	20% for the subsequent 12 months

The Scheme shall operate for the duration of three years, commencing on the date of the airline’s first flight on the New Route (the “Commencement Date”) and ending on the expiry of three years from the Commencement Date (the “Termination Date”). Following the Termination Date, Qualifying Charges will be charged at the standard rate as published by daa.

Where a New Route, operating on a year-round or seasonal basis, provides a significant and relatively greater commercial opportunity to Dublin Airport than would be provided by a typical standalone new short-haul route, daa reserves the right to consider the New Route to be a ‘High Commercial Value New Route’. In such circumstances, daa can, at its discretion, approve an extended period of support to the route in question. The evaluation factors for High Commercial Value New Routes are outlined in Appendix 1 of this document.

### 3. Level of Long-Haul Route Support

Approved New Routes operating on a year-round or seasonal basis, are afforded the following discounts for Year 1 to Year 5 of the Scheme:

Year	Discount on Qualifying Charges for approved long-haul year-round or seasonal routes
1	100% for the first 12 months
2	90% for the subsequent 12 months
3	75% for the subsequent 12 months
4	50% for the subsequent 12 months
5	25% for the subsequent 12 months

The Scheme shall operate for the duration of five years, commencing on the date of the airline’s first flight on the New Route (the “Commencement Date”) and ending on the expiry of five years from the Commencement Date (the “Termination Date”). Following the Termination Date, Qualifying Charges will be charged at the standard rates as published by daa. Approved routes operating on a seasonal basis are afforded the aforementioned discounts for the relevant Summer or Winter season of operation. The start and end date of the respective Summer and Winter seasons are determined in accordance with the International Air Transport Association (“IATA”) scheduling systems.

#### 4. Short-Haul and Long-Haul Route Approval

##### a) Qualifying Criteria

Subject to daa's approval, a New Route may qualify as a route under the Scheme if it meets the following criteria:

- i. The New Route: (1) is a new and sustainable long-haul route which is not currently operated by another airline from Dublin airport; (2) operates from Dublin airport; (3) for Short Haul, the new route must originate or terminate at an airport which is less than or equal to 2,500 nautical miles from Dublin Airport; and (4) for Long Haul, the new route must originate or terminate at an airport which is greater than 2,500 nautical miles from Dublin Airport and/or is a transatlantic route.
- ii. The minimum frequency requirement is two return services per week<sup>3</sup>. Where an operator submits an application for route support on a New Route which will operate at a frequency of less than two return services per week, daa reserves the right to award a reduced level of support in certain circumstances. Such support will be approved where a New Route:
  - Demonstrates the potential to increase frequency to meet the Scheme's minimum frequency requirement in subsequent years of operation;
  - Presents a significant commercial opportunity for Dublin Airport; and
  - Complies with all other relevant terms and conditions for qualification under the Scheme.
- iii. Where such support is approved, the New Route may receive up to a 100% discount on qualifying airport charges for a period of one year. If the operator increases frequency to a minimum of two return services per week by the start of Year Two, the New Route will continue to avail of route support at the applicable levels for the remainder of the Scheme. In the event the operator does not increase frequency to a minimum of two return services per week by the start of Year Two, daa reserves the right to withdraw route support at the end of Year One.
- iv. The New Route is one that increases the network coverage and traffic bases at Dublin Airport. This means that the New Route must give access to a market not adequately served directly, is expected to increase the overall number of passengers using the airport and is a route that has a commercial benefit to Dublin Airport.
- v. Subject to exception (as set out in section 4avi), the New Route has not been served by any airline within the 12 months prior to the Commencement date at a

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<sup>3</sup>Per year or per season, as the case may be.

greater frequency than 2 return services per week on a year-round or seasonal basis.

- vi. Where a route has been served within the 12 months prior to the Commencement Date at a frequency greater than 2 return services per week on a year-round or seasonal basis this route may be considered for approval under the Scheme if daa considers that the New Route provides a significant commercial benefit to Dublin Airport.
- vii. The New Route is promoted by the relevant airline as a new destination i.e. a route which is not currently served from Dublin Airport by any airline.
- viii. Where section 4avi applies daa reserves the right to decrease the discount levels afforded under the Scheme. The level of discount will be determined by daa and will be assessed on the incremental value of the New Route to the overall route network at Dublin Airport. The evaluation criteria are outlined in Appendix 2 of this document “Appendix 2: Abandoned Route Evaluation Matrix”. However, in cases where an operator re-enters a route previously abandoned by the same operator within the previous 12 months for reasons contrary to the objectives of the Scheme, the route will not be considered a new route for the purposes of the Scheme.
- ix. The New Route is a non-stop service from Dublin Airport. Services operating with a commercial transit stop at an airport already served from Dublin Airport may in certain circumstances be awarded a discount on Qualifying Charges under the Scheme.
- x. Where daa believes that in light of all relevant criteria, the New Route shall not provide any significant commercial benefit, daa reserves the right to reject a New Route under the Scheme. Dublin Airport’s decision is final.
- xi. The Scheme will not be applied for Routes which were in operation prior to COVID-19 which are being reintroduced.

**b) Other Conditions**

- i. Seasonal routes must operate for the full IATA season (details of which are available from the IATA website<sup>4</sup>). However, daa reserves the right to approve a route that operates for a substantial element of an IATA season. Such routes may be considered and approved where daa considers that the relevant route provides a significant commercial benefit to Dublin Airport which is not being provided by any other service.
- ii. Where traffic on a New Route is generated by reducing capacity on other routes with no obvious net economic benefit to the airport/airports, approval will not be granted under the Scheme. This means that any new services which involve switching capacity

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<sup>4</sup> <http://www.iata.org/Pages/default.aspx>

from one service to another, or from one airport controlled by daa to another, will not generally qualify for the Scheme.

- iii. The schedule timings of the New Route have been approved by daa's slot coordinator, and any slot change request issued by the slot coordinator has been fully complied with. Operators which are deemed to be operating off slot by the coordinator will not qualify for the Scheme. In such instances, the slot coordinator shall notify the operator of its non-compliance.
- iv. The operator is in possession of the requisite traffic rights to fly the proposed New Route.

## **5. Application and Operation of the Scheme**

### **a) Application Procedure**

- i. In order to apply for the Scheme, applicants must download the full Scheme terms and conditions document applicable at that time and fill in the Application Form contained in Appendix 3 for Short-Haul and Appendix 4 for Long-Haul. Once complete, the applicant must submit the full Scheme document.
- ii. All applications should be received by daa no less than one calendar month prior to the Commencement Date of the New Route. Where an application is submitted beyond this deadline and the route has commenced operation, daa reserves the right to approve and initiate this support only from the date on which the application has been received.
- iii. Applications will not be accepted before 6 calendar months prior to the Commencement Date of the New Route. Applications sent in advance of the 6 calendar months will be considered only as expressions of interest, and will not confer any qualifying rights on the operator.
- iv. Where two or more operators are due to commence operations on the same New Route, within the same season, daa reserves the right to award route support to more than one operator concurrently. In such an instance, daa will assess the relative commercial benefits of each operator's route support application and, based on this assessment, will determine the level of support to be awarded to each. Depending on the relative value of each application to Dublin Airport, awards may include full route support for all/some applicants, reduced route support for all/some applicants, or support for all/some applicants is rejected.
- v. The decision to award support to more than one operator will be entirely at daa's discretion, and will be approved only where (i) applications comply with all terms and conditions of the Scheme and (ii) daa deems there to be a significant commercial benefit to doing so.

## **b) Approval Letter**

- i. An operator whose proposal has been accepted under the terms of the Scheme will receive a Route Support Approval letter from Dublin Airport (business unit of daa) to this effect (the “Approval Letter”). This letter constitutes an acceptance by daa of the route proposal, subject to the operator operating in full accordance with its route proposal. No operator is considered approved for support under the Scheme until it has received such an Approval Letter. ii.
- ii. If an operator which has received an Approval Letter fails to commence operations on such route on the Commencement Date as set out in the Approval Letter, such approval shall automatically expire and be invalid unless daa otherwise consents in writing.

## **c) Payment of Discount**

- i. The discount on Qualifying Charges for an approved New Route is offset against the customer’s account. In this regard, the operator is levied at the discounted rate.
- ii. The approved New Route will be afforded discounted charges for the duration of its participation in the Scheme.

## **d) Application of Discount**

- i. Airbridge charges will be applied for all airbridge-compatible aircraft occupying an airbridge-served stand whether or not the airbridge is used. The billed period for airbridge charging purposes will be the same as that used for aircraft parking charges - see Terms and Conditions<sup>5</sup>.
- ii. For the purposes of the Scheme, discounted airport parking charges and discounted airbridge charges will mean a discount on parking and airbridge related to the departure movement on the qualifying route for a maximum period of 1.5 hours.
- iii. Where an aircraft parking period occurs fully or partly during the charge-free period defined as “night-time” in the Terms and Conditions, no further discounts on aircraft parking or airbridge will be given.
- iv. For qualifying services, operation to/from a contact stand will be at the discretion of daa, and therefore availability of a contact stand cannot be assumed.
- v. If an operator alters its ticketed and/or operated scheduled timings, daa must be notified. Approval may be withdrawn if the operator does not operate to the scheduled timings as approved by the slot coordinator and as notified by the operator in its original route support request.

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<sup>5</sup> <https://www.dublinairport.com/b2b/dub-plus/airline-information/airport-charges>

## 6. Amendment or Termination of the Scheme

- a) Where an approved New Route which was being operated on a seasonal basis is extended to operate on an annual basis the level of support shall be altered accordingly whereby discounts will be afforded annually.
- b) Where an annual New Route is reduced to operate on a seasonal basis, daa reserves the right to offer the discount on the basis of a seasonal route in accordance with the terms of the Scheme. It is the responsibility of the operator to inform daa of any such change.
- c) Where an operator fails to provide services on a seasonal route for a particular season its participation in the Scheme shall be deemed to have come to an end. Benefits under the Scheme will not apply to services provided on that route in future seasons.
- d) Qualifying seasonal operations will not receive support under the Scheme for the period during which services are not provided.
- e) daa reserves the right to terminate and/or amend the terms of the Scheme at any time including the criteria for eligibility to participate in the Scheme.

## 7. Deferral of Scheme Benefits

- a) If due to unforeseen and extraordinary circumstances an operator receiving support under the Scheme is unable to comply with the terms and conditions of the Scheme, daa may, if it considers that the approved New Route is of significant economic or strategic importance to Dublin Airport, allow the operator to continue to participate in the Scheme but defer the route support for such a time as it considers, at its sole discretion, necessary to ensure the continued viability of such route. During the period of deferral, the operator will be obliged to pay full airport charges. If the route support is reinstated an operator will receive the level of support that would have applied had it not been suspended.
- b) daa may approve transferring the remaining portion of the Scheme from one route to another during the duration of the five years only if daa has deemed it an appropriate commercial decision in the interests of the route network at Dublin Airport.
- c) If an operator reduces its operations on the route below the minimum requirement specified, approval under this scheme will be withdrawn.

The Scheme will apply or continue to apply only as long as:

- i. the qualifying criteria for the Scheme are met;
- ii. an operator is fully compliant with the Dublin Airport Charges, including the Terms and Conditions;

- iii. invoices for all airport charges and any other fees or costs incurred by daa in respect of any services provided by daa to the operator are duly paid (including adhering to credit terms in respect of all daa invoices, unless daa, in its absolute discretion, shall otherwise determine);
- iv. any amounts determined as due to daa as part of the outcome of any legal process are paid; and
- v. all other contractual agreements in existence between an operator and the daa are adhered to in full and all applicable licence agreements and other commercial arrangements are completed, signed off and are being adhered to in full.

Where an operator is found to be in breach of the above requirements, daa reserves the right to proportionately reduce the level of discount otherwise due under the Scheme.



## Appendix 1: High Commercial Value New Routes

Where a New Route, operating on a year -round or seasonal basis, provides a significant and relatively greater commercial opportunity to Dublin Airport than would be provided by a typical new short-haul route, daa reserves the right to consider the New Route to be a 'High Commercial Value New Route'. In such circumstances, daa can, at its discretion, approve an extended period of support to the route in question.

A New Route may qualify as a High Commercial Value New Route where it:

Presents a significant commercial opportunity to Dublin Airport e.g. non-EU routes with potential to provide a greater commercial return;

Supports the development of the route network from Dublin Airport by virtue of operating from a less developed market; and

Complies with all relevant terms and conditions for qualification under the Dublin Airport Short Haul Route Support Scheme.

daa reserves the right to apply the following level of discount to High Commercial Value New Routes, for a four -year period, under the Scheme:

Year	Discount on Qualifying Charges for Approved 'High Commercial Value' Short-haul Routes
1	100% for the first 12 months
2	75% for the subsequent 12 months
3	50% for the subsequent 12 months
4	25% for the subsequent 12 months

## Appendix 2: Application Form for Route for routes to/from qualifying destinations

### Abandoned Route Evaluation Matrix

Where a route has been served within the 12 months prior to the Commencement Date at a frequency greater than 2 return services per week on a year-round or seasonal basis this route may be considered for approval under the Scheme if daa considers that the New Route provides a significant commercial and profitable benefit to Dublin Airport. The level of discount will be determined by daa and will be assessed on the incremental value of the New Route to the overall route network at Dublin Airport. The evaluation criteria are outlined below:

Route Support Scheme - Abandoned Route Evaluation Criteria Matrix		
Weighting	Criteria	Detail
1	Key Business Route	Yes
		No
	Frequency of service proposed	>= 7 times a week
		>3 and <7 times a week
		<= 3 times per week
	When route was abandoned	>10 months previously
		7-9 months previously
		4-6 months previously
1-3 months previously		
2	Applicant Airline	Yes, airline is new to the proposed route
		No, airline was on the proposed route within last 12-month period*
	Route Detail	EU
		Non-EU
	Commercial Potential (eg. Duty-paid, duty free, DAA lounges used, Shop and Collect etc)**	High
		Medium
		Low
	Aircraft Seating Capacity	>170 seats
101-169		

		50-100
3	Tourism Potential (eg. Proportion of foreign originating passengers, strong tourism links to destination etc)**	High
		Medium
		Low
4	Capacity Origin	Redeployed from another daa route
		New capacity
		Traffic switching from another airline

\* In cases where an airline re-enters a route previously abandoned by the same airline within the previous 12 months (to the date of application), the route will not be considered a new route and will not receive approval for any discount award level.

\*\* This list is simply indicative and therefore is not exhaustive

Based on the outcome of such a review, four levels of support are possible as outlined in the table below:

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Band	Route Support for an Abandoned Route
1	80%, 60%, 40% over 3 successive years
2	60%, 40%, 20% over 3 successive years
3	40%, 20% over 2 successive years
4	20% for one year

**Appendix 3: Application Form for Route Support for routes to/from qualifying Short-Haul destinations**

Dublin Airport				
<i>Application Form for New Route Support for qualifying destinations</i>				
Operator Name				
Contact Name				
Contact Email				
Billing Address				
Route Name				
Origin & Destination IATA airport code				
Details of Operation (Departing)	<b>Weekly Frequency</b>			
January				
February				
March				
April				
May				
June				
July				
August				
September				
October				
November				
December				
Aircraft Capacity	Summer		Winter	

Start Date						
Scheduled Timings*	Scheduled Arrival	Time(s)	of	Scheduled Departure	Time(s)	of
Monday						
Tuesday						
Wednesday						
Thursday						
Friday						
Saturday						
Sunday						

\*Any changes of times to be notified to daa

All applications for route support can be submitted to [rssapps@daa.ie](mailto:rssapps@daa.ie)

**Appendix 4: Application Form for Route Support for routes to/from qualifying long-haul destinations**

Dublin Airport			
<i>Application Form for Long Haul New Route Support for qualifying destinations</i>			
Operator Name			
Contact Name			
Contact Email			
Billing Address			
Route Name			
Origin & Destination ICAO airport code		←DUB→	
Flight returns through/to DUB?			
Details of Operation (Departing)	Weekly Frequency		
January			
February			
March			
April			
May			
June			
July			
August			
September			
October			
November			
December			
Aircraft Capacity	Summer		Winter
Start Date			

Scheduled Timings*	Scheduled Arrival	Time(s) of	Scheduled Departure	Time(s) of
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				

\*Any changes of times to be notified to daa.

All applications for route support can be submitted to [rssapps@daa.ie](mailto:rssapps@daa.ie)