



Airport Rules and Regulations for Munich Airport

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Part I

Description of the airport

Changes in the description are announced in the Notices to Airmen (NOTAMS) and in the Aeronautical Information Publication (AIP) for Germany.)

1. General information

Name: Munich Airport
(15.4 NM north-east of the city center)
ICAO: EDDM
IATA: MUC

Airport operating company: Flughafen München GmbH
P.O. 23 17 55
85326 Munich

2. Location

Airport reference point (ARP): 48° 21' 17" NORTH
11° 47' 15" EAST

Airport altitude: 448m (1470 ft) above sea level

Position: ca. 85m north of the control tower

Runway reference points (RRPs):

Runway 08L/26R 445m (1460 ft) above sea level
N48° 21' 57"
E11° 47' 45"

Runway 08R/26L 452 m (1483 ft) above sea level
N48° 20' 37"
E11° 46' 45"

Magnetic variation: 1.4° E (July 1, 2003)

3. Accessibility

Telephone: Switchboard, +49-(0)89-975-0
Traffic management +49-(0)89-975-11
General: +49 (0)89-975- plus extension

Fax: General: +49 (0)89-975 plus extension

SITA: MUCKDXH AFTN: EDDMMYDYX

Internet: www.munich-airport.de
E-mail address: airport.authority@munich-airport.de

Road access: The airport can be reached via the A92 autobahn, taking the No. 6 exit ("Flughafen München") when coming from the direction of Munich and via the No. 9 exit ("Erding") when coming from Deggendorf, and via the No. 7 exit ("Freising-Mitte").

S-Bahn rail link from Munich: Line 1 via München-Laim – Neufahrn; Linie 8 via Unterföhring and Ismaning

Bus lines: Connections to the Airport from Munich, Garching, Neufahrn/Eching, Hallbergmoos, Freising, Erding, Landshut, Ingolstadt

Taxi / car rentals: Available

4. Infrastructure

Airport fire services category: Category 10 under ICAO Annex 14

Health and sanitation airport: The airport is officially certified as a health and sanitation airport, and a medical service is held in readiness.

Customs: The airport is certified as a customs airport.

5. Meteorological information

Prevailing winds: WSW (250° – 270°)
Airport reference temperature: 22.8°C

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6. Flight operation facilities

Classification: ICAO Annex 14 Airport reference code 4 F

Runways

Designation	Compass alignment	Dimensions [m]	PCN value	Surface
08L/26R	083/263	4000x60	90	Concrete (grooved)
08L/26R	083/263	4000x60	90	Concrete (grooved)

Taxiways

Width [m]	PCN value	Surface
30	90	Concrete
30	90	Concrete

Helicopter landing area

Dimensions [m]	PCN value	Surface
30x30	90	Concrete

Further descriptions: see Aeronautical Information Publication (AIP) for Germany

Part II

User regulations

1. Scope of the Airport Rules and Regulations

- 1.1 All users of the airport, whether in aircraft, ground vehicles or on foot, are subject to the rules set out in these user regulations and must comply with the instructions issued by the airport operating company to ensure compliance with these rules.
- 1.2 Insofar as the regulations and instructions apply to the operators of aircraft, they apply mutatis mutandis both to owners of aircraft and persons using them, regardless of whether the latter are the operators or owners of these aircraft.

2. Using the airport with aircraft, ground handling services

2.1 Permission to take off and land

- 2.1.1. The use of the airport is permitted in exchange for payment of the fees specified in the Tariff Regulations. The airport operating company accepts no liability whatsoever for defects prevailing through no fault of its own at the time the contract comes into effect.
- 2.1.2. Aircraft with a maximum take-off weight of up to 2000 kg and aircraft flying according to visual flight rules (VFR) may use the airport only with prior permission (PPR). Exceptions are made in the following cases:
- Assistance, emergency and disaster relief flights
 - search and rescue flights, and police missions
 - landings due to weather conditions, technical reasons or other safety-related reasons.
- 2.1.3. Touch-and-go flights for training, instruction or practice purposes are not permitted between Saturday, 12:00 noon local time and Monday 6:00 a.m. local time or on statutory holidays.
- 2.1.4. Operating hours and night traffic
The airport is in operation 24 hours a day. Flight operations are subject to restrictions during the period from 2200 hours to 600 hours due to noise abatement reasons as set out in the currently applicable version of the Aeronautical Information Publication (AIP) for Germany (Part AD-2 EDDM). Exceptions to these restrictions apply to:
- emergency and disaster relief flights as well as police missions
 - landings due to weather, technical reasons or other safety-related reasons
 - flights permitted by the Bavarian Ministry for Economic Affairs, Infrastructure, Transport and Technology or, acting on its specific instructions, the Aviation Authority at Munich Airport, in exceptional cases on reasonable grounds in order to avoid serious disruptions in air traffic or as required for other important causes related to the public interest.
- 2.1.5. Documentation obligations
The operator of an aircraft must present the airport operating company on request with the necessary papers to confirm authorization to use the airport and to invoice fees.
- 2.1.6. Target Off-Block Time (TOBT)
For all IFR departures, a Target Off-Block Time (TOBT) must be filed. This is the responsibility of the airline, its handling agent, or in the case of general aviation, the pilot. Details are regulated in the Aeronautical Information Publication (AIP) for Germany (AD Volume II).

2.2 Noise abatement

- 2.2.1 Operators of aircraft must limit the noise caused by aircraft engines at the airport and in its vicinity to the unavoidable minimum. This applies in particular to the times of restricted flight operations. Aircraft operators must use noise abatement devices as necessary for protecting the population against hazards, serious disadvantages and major annoyances through noise. In this regard, the following regulations must be complied with:
- 2.2.2 During landings, thrust reversers can be used only to the extent required for safety reasons. The positioning of the thrust levers to "idle reverse thrust" is not covered by this regulation.
- 2.2.3 Engine test runs for maintenance purposes are permitted only in the engine testing facility (noise control hangar) intended for this purpose.
- 2.2.4 Use of the noise control hangar is permitted only in accordance with the currently applicable version of the appendix "Regulations for the engine testing facility" on payment of the applicable fees. In some cases, aircraft operators conducting test runs will be subject to additional instructions from the airport operating company (Flight Operations Office).

2.3 Taxiing and towing

- 2.3.1 Aircraft are permitted to be taxied under their own power only by persons with the necessary authorization. They may not be taxied under their own power into or out of maintenance and storage hangars or workshops.
- 2.3.2 In the ramp area, aircraft engines may run only at the minimum necessary operating speed.
- 2.3.3 Aircraft are towed when necessary. They may be towed only by authorized personnel. The aircraft operator must provide the necessary personnel to secure the towing operation. The aircraft operator must provide the necessary towing instructions to the towing personnel. In some cases, aircraft operators towing aircraft will be subject to additional instructions from the airport operating company (Flight Operations Office).
- 2.3.4 For additional regulations see the Aeronautical Information Publication (AIP) for Germany (AD 2 EDDM).

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2.4 Ramps

- 2.4.1 The handling aprons are intended for the handling of arriving and departing aircraft. Any other use is possible only with the consent of the airport operating company.
- 2.4.2 Handling stands are assigned by the airport operating company in accordance with operational needs.
- 2.4.3 The hangar areas are for parking aircraft. The park positions on the hangar aprons are assigned by arrangement with the airport operating company.
- 2.4.4 The area immediately outside the hangar doors must be kept clear.

2.5 Ground handling services

- 2.5.1 The airport operating company, the aviation companies authorized to perform their own handling operations and the service providers are authorized to carry out ground handling services in accordance with Appendix 1 (Catalog of Ground Handling Services) of the Regulation for Ground Handling Services at Airports (BADV). The parties authorized to perform handling operations must position their handling equipment exclusively in the assigned areas and pay the related charges.
- 2.5.2 The liability insurance policy required pursuant to the Regulation for Ground Handling Services at Airports (BADV) (Appendix 3 to Section 8 of BADV) must be taken out with an insurance company authorized to engage in business operations, and the airport operating company must be provided with documentation of the policy indicating the insured amount and indicating the legal provision (BADV) stipulating the insurance obligation (Section 113 of the Insurance Policy Act).
- 2.5.3 The airport operating company may charge fees to aviation companies performing their own handling operations and service providers for access to its facilities and for their maintenance and use (Section 9 Par. 1 and 3 BADV).
- 2.5.4 The airport operating company is entitled to take appropriate measures at the expense of a service provider or other party authorized to perform its own handling operations in cases in which smooth airport operations are jeopardized through conduct attributable to such a service provider or other party. The service provider or party performing its own handling operations will first be given the opportunity to make a statement (See Section 10 Par. 2 BADV).
- 2.5.5 The following facilities are deemed central infrastructure facilities as defined in Section 6 BADV:

- the baggage system
- the passenger boarding bridges
- the stationary ground power supply
- the aircraft handling positions including equipment for aircraft marshalling on arrival and departure
- the sewage disposal facility
- the fresh water disinfection facility
- the equipment and facilities for aircraft de-icing
- the stationary facilities for aircraft fuel and operating fluids
- the noise control hangar for engine test runs
- the flight information system

The central infrastructure facilities are provided, administered and operated exclusively by the airport operating company or a party acting on its behalf in accordance with the appendix "Central Infrastructure Facilities" in the currently applicable version. The use of these facilities is mandatory and is subject to fees.

- 2.5.6 Parties carrying out their own handling operations and service providers must comply with the relevant legal and regulatory standards including the official regulations for Munich Airport.

2.6 Parking and storage

- 2.6.1 Parking and storage spaces for aircraft are allocated by the airport operating company. For safety or operational reasons, it may require an aircraft to be placed at another parking or storage space or – if the aircraft operator cannot be contacted or fails to comply with the request in a timely manner – arrange for the aircraft to be taken there by authorized personnel. This also applies to handling vehicles and equipment.
- 2.6.2 It is the responsibility of the aircraft operator to secure their parked or stored aircraft. Traffic cones must be placed at the wingtips and at the engines positioned on the wings.
- 2.6.3 The parking and storage of aircraft is subject to the legal regulations on rental charges.

The airport operating company accepts no liability whatsoever for defects prevailing through no fault of its own at the time the contract comes into effect. The airport operating company is not required to keep custody of parked or stored aircraft or handling vehicles unless there is a specific written agreement in this regard.

- 2.6.4 Parties using the aircraft hangars and other airport facilities must treat them with due care and comply with the safety regulations.

2.7 Fuel, operating fluids and supplies

Companies supplying aircraft with fuel and other supplies must be accredited by the airport operating company.

2.8 Maintenance, washing and de-icing

Maintenance work on aircraft and aircraft washing must be carried out exclusively at the locations assigned by the airport operating company. De-icing is permitted only in the designated areas. Companies performing de-icing activities must be accredited by the airport operating company.

2.9 Immobilized aircraft or ground handling equipment

- 2.9.1 If an aircraft or a vehicle or piece of equipment used for handling operations is immobilized, the airport operating company may remove it at the operator's expense from the flight operation areas, even if not requested to do so by the operator of the aircraft, vehicle or equipment, if this is necessary for smooth flight operations. In such cases, the airport operating company is liable for damages resulting from deliberate actions or gross negligence. This does not apply to damages resulting from loss or impairment of life, bodily harm or damage to health.

The same applies if the operator requests the airport operating company to remove or assist with the removal of a broken down aircraft or vehicle/equipment used in handling operations.

- 2.9.2 If an aircraft, handling vehicle or piece of handling equipment immobilized, the operator must compensate the airport operating company for any financial losses resulting from the disruption of operations unless the disruption is not the fault of the operator. This provision is without prejudice to any additional legal liabilities of the operator or third parties.

3. Other uses of the airport (pedestrians and vehicles)

3.1 Roads, spaces, entrances

- 3.1.1 The airport grounds are private property. In those parts of the publicly accessible area of the airport open to public use, persons operating vehicles must comply with the German Traffic Code. On the non-public areas of the airport, the current version of the "Traffic Rules for the Non-Public Area of the Airport" applies. In addition, these areas are subject to the German Traffic Code.
- 3.1.2 The non-public area of the airport property can be accessed by pedestrians or vehicles only through the entrances designated for this purpose by the airport operating company and only by authorized persons. The airport operating company may limit or suspend traffic in the non-public area as required by airport operations or air safety considerations.
- 3.1.3 Parties conducting surface transport of cargo to or from other airports must notify the airport operating company in accordance with its detailed instructions in the load data and flight data for the cargo in question.

3.2 Vehicle traffic in the non-public area

Operators and drivers of vehicles are responsible for ensuring the roadworthiness of the vehicles used by them at the airport.

3.3 Restricted-access facilities

- 3.3.1 Facilities within the fenced-in area of the airport that are not open to general traffic can be entered by pedestrians or vehicles only with the consent of the airport operating company – and, where applicable, other authorized parties. These facilities include in particular:

- a) the movement areas (including the runways, taxiways and other maneuvering areas)
- b) the handling aprons and other aprons,
- c) the gates,
- d) the hangars,
- e) the waiting areas,
- f) the transit areas and other rooms and traffic areas used for handling purposes,
- g) the baggage and freight halls,
- h) the garages and workshops,
- i) the operational and construction yards,
- j) the construction sites,
- k) the operational roads.

Sentence 1 applies accordingly to fenced-in plots of land and facilities (e.g. for air traffic control and for noise and pollutant measurements) outside the fenced-in airport property.

- 3.3.2 Consent as specified in 3.3.1 above may be granted generally or on a case-by-case basis by the airport operating company and may be revoked for important causes.
- 3.3.3 It is mandatory to carry identification in the non-public areas. Visitors may enter these areas only when accompanied by persons with access authorization. In such cases it is prohibited to touch aircraft. It is prohibited to leave the apron in the direction of the taxiway without authorization.
- 3.3.4 Persons acting on behalf of the aviation, security, customs, passport control and public health authorities as well as German Air Traffic Control (DFS) are authorized to enter the non-public areas in the performance of their duties on foot and with official vehicles.
- 3.3.5 Aircraft may be boarded only with the consent of the party operating the aircraft.
- 3.3.6 Vehicles being operated in non-public areas and facilities must show special markings as required by the airport operating company and fitted with security devices.

3.4 Taxiway

- 3.4.1 The permission required for pedestrians or the operators of vehicles to enter movement areas pursuant to 3.3.1 above is granted by the airport operating company (traffic management office) after coordination with the DFS control tower. Pedestrians or vehicle operators entering the movement areas may move only in accordance with the instructions of the DFS control tower, and must in particular comply with the tower's radio transmissions, light signals and signs, and must fami-

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liarize themselves with the meaning of these communications.

3.4.2 A prerequisite for entering movement areas with vehicles is participation in a special driver training course conducted by the airport operating company.

3.4.3 The movement areas can be entered only by vehicles which
– are in constant radio contact with the DFS control tower and are equipped with a rotating beacon, or
– guided by an escort vehicle.

The airport operating company may allow exceptions by arrangement with the DFS control tower.

3.5 Aprons

3.5.1 The maximum speed for vehicles on the aprons is 30 km/h. This speed limit does not apply to command vehicles, fire-fighting vehicles, security service vehicles, ambulances, winter service vehicles and rescue vehicles in operation.

3.5.2 The handling apron may be entered only by vehicles authorized by the airport to perform aircraft handling operations, fire-fighting, security and rescue vehicles as well as vehicles operated by the responsible authorities. Other vehicles require the special consent of the airport operating company.

3.6 Hangars

The parking, storage and maintenance of vehicles, in particular ground vehicles and other items in the hangars require the consent of the airport operating company.

3.7 In all other respects, the Appendix "Regulations on Air Safety and Traffic in the Security Zone" shall apply.

4. Other activities

4.1 Commercial activity at the airport other than ground handling services
Commercial activity on the airport property is subject to the payment of fees and is permitted only on the basis of an agreement with the airport operating company. Commercial activity is deemed to take place on the airport property even if it is only partially performed there.

4.2 General rules of conduct
Photo and film shoots and sound recordings – unless made exclusively for personal use – require the consent of the airport operating company. General rules of conduct on the airport property are regulated in the House Rules (see the appendix "House Rules").

4.3 IT and communication infrastructure
The use of the information and communication infrastructure at the airport is subject to the regulations set out in the annex "Regulations on the IT and Communication Infrastructure".

5. Safety regulations

5.1 General information

It is mandatory to comply with safety regulations defined by law or in other statutory regulations and contained in the annex "Safety Regulations".

5.2 Safety Management System (SMS)

The airport operating company must keep the airport in an operationally safe condition and run it in an orderly manner. Consequently, the airport operating company operates a safety management system (SMS) in accordance with the provisions of ICAO Annex 14 and Section 45b of the Air Transportation Certification Regulation (LuftVZO). An essential element of this system is the responsible and mandatory involvement of all companies operating at the airport. The airport operating company specifies the details and scope of the integration of the companies in each individual case. The provisions of the SMS are binding. Participation in the established safety committees is mandatory for all commercial users and companies operating in the security zone of the airport. The scope of the SMS is documented in the currently valid version of the safety management manual. The manual can be obtained on request from the airport operating company. Through the ongoing development and optimization of the SMS, the resulting obligations can change at any time.

6. Lost property

Items found in the airport facilities must be submitted to the lost property office of the airport management company without delay.

7. Environmental protection

7.1 Contamination

Contamination of the airport facilities must be avoided. Any party causing contamination must remove it. In case of a failure to remove it, the airport operating company may carry out removal at the expense of the party that caused the contamination.

7.2 Water management

7.2.1 Waste water disposal Under the drainage regulations of the special-purpose waste water management association for the Erdinger Moos area, discharges of waste water are permitted only if the water is contaminated or otherwise altered in its properties through domestic, commercial or other uses (dirty water) or is drained from precipitation falling on or in the vicinity

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of developed or built-up sites (precipitation water).

Discharges and operational changes with a material effect on the type or quantity of waste water are without exception subject to the approval of the airport operating company. To ensure proper removal of waste water, the airport operating company may impose additional regulations (water discharge directives) and in particular regulate the type and quantity of waste water from individual users through individual directives.

Only CFC-free detergents, cleaning solvents and lubricants may be used.

7.2.2 Drinking and extinguishing water

Drinking water system:

The withdrawal of water from the drinking water system for cleaning, rinsing and irrigation purposes requires the consent of the airport operating company, and is permitted only through metered standpipes provided for a fee by the airport operating company.

Firefighting water:

In general, it is prohibited to take water from the firefighting water system through underground, above-ground or wall-mounted hydrants for purposes other than firefighting. Necessary exceptions in individual cases are permitted only with the consent of the airport operating company (TEWW department) and the airport fire department. Costs for fire department deployments and other costs for unauthorized withdrawals of water from the firefighting water system must be borne by the party responsible for causing such costs.

7.2.3 Monitoring

The responsible employees of the airport operating company and the special-purpose waste water management association must be granted unobstructed access to the facilities and operational rooms at all times for monitoring purposes and to eliminate any improper discharges. For monitoring purposes they can in particular take samples of waste water and drinking water and conduct measurements.

The necessary information must be provided. The airport operating company must be informed in accordance with its specifications on the storage of materials hazardous to water.

7.3 Waste

The amount of waste created must be limited as much as possible. Hazardous substances in waste must be minimized as far as possible or entirely avoided. Reusable materials such as glass, paper, metal, plastic and construction debris and compostable materials must be collected separately. Details are regulated in the current version of the Appendix "Waste regulations".

7.4 Air contamination

Operators of vehicles may allow engines to idle only as absolutely necessary. For environmental protection reasons, the use of aircraft APUs must be kept to a minimum.

7.5 De-icing fluids

De-icing fluids can be used only with the consent of the airport operating company and only in the areas set aside for this purpose. The chemical composition of the de-icing fluid and its suitability and ecological characteristics must be demonstrated to the airport operating company with suitable documentation. Only the necessary quantity of these fluids may be used.

8. Violations of the Airport Rules and Regulations or against permits/clearances

8.1 Parties who violate the provisions of these user regulations or orders issued by the airport operating company on the basis of these user regulations can be banned from the airport by the airport operating company.

8.2 The necessary consents, approvals and permits must be obtained in advance.

9. Place of performance / Place of jurisdiction

The place of performance and legal venue for obligations and legal disputes stemming from these user regulations is Munich.

10. Authorized recipient

Aircraft operators who are not domiciled in Germany or do not maintain a business office there must designate a domestic authorized recipient if requested to do so by the airport operating company.

The airport operating company reserves the right to amend these airport user regulations, in particular through amendments resulting from the legal basis for airport operations, including the airport operating permits.

This version of the regulations shall come into effect on the date on which it is approved. At the same time, the airport user regulations of 13 June 2002 shall cease to apply.

11. Amendments

The airport operating company reserves the right to amend these airport user regulations, in particular through amendments resulting from the legal basis for airport operations, including the airport operating permits.

This version of the regulations shall come into effect on the date on which it is approved. At the same time, the airport user regulations of 13 June 2002 shall cease to apply.

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Munich, August 12, 2010
The Airport Operating Company
FLUGHAFEN MÜNCHEN GMBH

Dr. Michael Kerkloh

Walter Vill

Thomas Weyer

Approved in accordance with Section 43 Par. 1 of the Air Transportation Certification Regulation (LuftVZO)
Munich, November 15, 2010
Bavarian State Ministry for
Economic Affairs, Infrastructure, Transport and Technology
Ref.: VII/7-8426/45/2
Böhner

Appendix: Rules and Regulations for the Engine Testing Facility
(to Part II No. 2.2.4 of the Airport User Regulations)

User Regulations for the Engine Testing Facility

1. General information (mandatory use, scope of the user regulations)

The operational purpose of the engine testing facility (known as the noise protection hangar) is to conduct engine tests at reduced noise levels.

The noise protection hangar must be used for all maintenance related test runs of aircraft engines, even if the engines are removed from the aircraft.

Idle runs are not deemed to be test runs for purposes of these regulations.

The noise protection hangar can be entered only by aircraft whose dimensions leave at least a 2-meter clearance from the building superstructure and the built-in equipment in the facility. If required, a map can be obtained from the Traffic Management department.

All users of the noise protection hangar are subject to the rules set out in these user regulations and must comply with the instructions issued by the airport operating company (Traffic Management department) to ensure compliance with these rules. Any further instructions issued by the airport operating company in individual cases must also be followed.

2. Engine testing

2.1. Reservations

The utilization times must be scheduled in a timely manner with the Central Traffic Management Office at tel.: 21 131, specifying the aircraft call sign in addition to the planned utilization time. Reservations must be made well in advance.

The Central Traffic Management Office approves any reservation request provided there is no impediment to the planned testing activity. In case of overlapping reservation requests, the testing times are generally assigned on a first come, first served basis. Changes to the approved utilization time or the aircraft call sign are treated as a new reservation request. If a taxi request is not received by Ramp Control by the time of the approved start of testing, the utilization permit is null and void. Overruns of the scheduled testing time must be reported in a timely manner to the Central Traffic Management Office.

2.2. Preparatory measures

The ramp lighting at the noise protection hangar is switched on as required by the Central Traffic Management Office for aircraft taxiing to that facility. From this time, the interior lighting of the hangar, the protected rooms and the equipment rooms can be operated by the users. Switches for interior lighting are located in the northern protection room (Schutzraum Nord).

2.3. Roll-in

Aircraft can be rolled into the noise protection hangar from the east, either nose-in or tail-in. The Ramp Control Tower must be informed of the direction.

Aircraft can be rolled into the hangar only with the assistance of a tug.

Aircraft must be rolled and positioned strictly in accordance with the center line and block markings provided.

Aircraft with a wingspan wider than 46 meters or a taxiing height of more than 14 meters can be rolled into the hangar only with the support of a marshaller (trained employee of the user or the airport operating company).

For aircraft with a tail plane that extends into the roof opening, the rudder must be kept in the 0° position while the plane is rolling and for the entire time the aircraft spends in the hangar.

The Ramp Control Tower must be notified of the on-block and off-block times of the aircraft.

2.4. Braking precautions

The landing gear brakes must be set. In addition, the braking devices provided by the airport operating company (brake shoes) must be used. Brake shoes can be found in the equipment rooms next to the protective rooms. The use of these braking devices does not exempt the aircraft operator from its responsibility for additional measures to secure the aircraft.

2.5. Movable wind fence

When aircraft are parked facing west (nose in), the movable wind fence must be placed on the eastern side of the noise protection hangar.

2.6. Ground power unit, air starter, stairs, lighting:

This equipment can be rented from Ground Services as needed. Tel.: 212 85.

2.7. Video monitoring

A video monitoring system consisting of four cameras in the hangar, each with one monitor in the protective rooms, is available for monitoring the aircraft.

2.8. Fire protection

The available mobile dry powder fire extinguishers must be kept at the ready during engine tests (equipment rooms must be unlocked). The aircraft-to-ground communication channel must be kept at the Ramp Control West frequency at all times to be prepared to give a fire alarm.

The marked fire department access routes, escape routes and fire alarm boxes must be kept unobstructed. Telephones are located in the protective rooms; fire emergency number: 112. In addition, users are referred to Item 7 of the Appendix "Safety Regulations" in the Airport User Regulations.

2.9. Water protection

Test-related work performed on engines must be limited to what is technically necessary. During this work, oil pans must be used and any leaking oils and fuels must be disposed of without delay. It is prohibited to pour materials hazardous to water (e.g. oils, kerosene, de-icing fluids, detergents, water contaminated with these substances) into the drains in the facility (drainage channels, toilet). In case the floor is soiled with materials hazardous to water, steps must be taken to initiate non-harmful disposal. At the same time, the fire department must be contacted (Tel.: 112).

2.10. Noise protection

When conducting engine test runs, avoidable noise must be prevented and the propagation of unavoidable noise must be kept to a minimum. The time, duration and purpose of test runs, aircraft type, engine type and the positioning of the aircraft are recorded by the airport operating company. Engine test runs must be limited to the minimum, unavoidable amount, particularly between 2200 and 0600 hours (local time). If necessary, the airport operating company can announce use restrictions.

Users must also comply with the following:

In general, aircraft can be rolled into the hangar only with the assistance of a tug (see Item 2.3). Jet-powered aircraft are not permitted to taxi into the noise protection hangar under their own power between 2200 and 0600 hours.

2.11. Leaving the noise protection hangar

The regulations under 2.3 apply accordingly when aircraft are rolled out of the noise protection hangar.

Before leaving the noise protection hangar, clearance to taxi must be obtained from Ramp Control West.

The ground services dispatch office must be informed of the equipment in use. Brake shoes and mobile dry powder fire extinguishers must be returned to the equipment rooms.

The camera system and the lights in the protective rooms / equipment rooms in the hangar must be switched off. The protective rooms and the equipment rooms must be locked.

2.12. Movable wind fence

The movable wind fence must be left open (final position) after the aircraft is rolled out of the facility.

3. Other provisions

3.1. Equipment permitted in the hangar

During engine tests, any equipment and vehicles not required for the test must be parked in the spaces reserved for this purpose on the north side of the hangar.

3.2. Duty of care and damage

The hangar must be kept clean. The user must treat the equipment with care.

Damage to the noise protection hangar or the associated facilities must be reported to the Central Traffic Management Office without delay (Tel.: 211 32).

If the noise protection hangar, equipment or facilities are damaged during a test run, the test run must be stopped immediately. No further testing can be done until the damage is eliminated.

Unauthorized persons are not permitted to remain in or around the noise protection hangar.

Aircraft operators or the company performing work on their behalf use the noise protection hangar for engine testing at their own risk. The hangar can be used only with trained personnel.

The user is liable for all damage resulting from non-compliance with the user regulations or other generally recognized rules. The onus of proof that it did not cause the damage will rest with the user.

If third-party claims are asserted against the airport operating company in connection with improper use of the noise protection hangar, the user must bear the costs incurred by the airport operating company.

3.3. Payment of fees

Fees are charged for the use of the noise protection hangar.

Translation; the German text shall prevail

Appendix: Central Infrastructure Facilities
to Part II No. 2.5.5 of the Airport User Regulations

Description of the Central Infrastructure facilities managed and operated by the airport operating company

1. Baggage system

1.1. Baggage transport system

The baggage transport system is comprised of the baggage transport facility, including the related merge, feeder and queuing conveyors, but not the supply and operation of towing vehicles, baggage trailers and containers. Consequently, for departing flights, it begins with transport from the check-in desks and ends with the transport to the destination conveyors, and for arriving flights it begins with the transport from the entry conveyors and ends with transport to the baggage-claim carousels.

Also part of the Central Infrastructure is the equipment for moving baggage in and out of the no-read and recon work stations, bulky luggage desks including the baggage handling there, and the transport of baggage incompatible with the equipment between Terminal 1 and Terminal 2.

Vehicles are not permitted to exceed walking speed in the baggage transport facility.

1.2. Baggage Reconciliation System (BRS/EAGLE)

The integration of the WLAN-based Baggage Reconciliation System (RBS / Eagle) into the system ensures that baggage items are cleared for loading and serves to document the location of baggage items in each unit load device (ULD) in the hold of an aircraft. A prerequisite for the system to function is the implementation of baggage source messages (BSM) in accordance with IATA Passenger Service Conference Resolution Manual RP 1745, which must be made available free of charge and in a timely manner by the airline using the system.

The system includes the following hardware components:

- Stationary operator terminals with hand scanners to capture the baggage items on the destination conveyors in the Terminal 1 and Terminal 2 baggage halls,
- Mobile WLAN scanners for use on the aprons,
- Printers to print BRS tags. The tags are not provided by the Central Infrastructure department.

The system includes the following software components:

- central system components for data processing and storage
- information dialogs for the gate application as well as changing the loading clearance of individual baggage items
- dialogs at the stationary operator terminals in the baggage halls for capturing baggage items and entering sorting criteria for the ULDs. They can be activated on CUTE-PCs in Terminal 1 and Terminal 2.

2. Passenger boarding bridges

The passenger boarding bridges consist of the bridge cab, the bellows, the bridge tunnel, the wheel unit, the service stairs, the rotunda, the terminal connector or a boarding station, the proximity sensor, automatic height adjustment, the limit switch for the bridge, the limit switch for the edge of the platform, the safety shoe and the safety chain.

3. Ground power unit

Most aircraft handling positions on the aprons and in the maintenance hangars are equipped with stationary ground power units to supply aircraft with electrical power, providing 200/115 volt 400 Hz AC current. This current is used by almost all jet-power aircraft flying today as well as some turboprop aircraft to run the on-board equipment and (if required) to start the engines.

Depending on the aircraft's placement in the handling position, the available stationary ground power unit must be used.

4. Aircraft stands, including facilities for marshalling aircraft on arrival and departure

Aircraft stands are the areas for positioning aircraft for purposes of handling operations, refueling, parking or maintenance. As a rule, aircraft are not guided to the stand by a marshaller, but rather by means of taxiway guidance lighting and a docking guidance system. These facilities are operated and monitored by the personnel of Flughafen München GmbH (FMG) in the tower (Ramp Control) with the support of IT systems. The personnel also maintain voice contact with the flight crew of the aircraft. Marshallers are used to guide aircraft only for a small number of aircraft stands not yet connected to the systems.

5. Sewage repository

The sewage repository contains a filling station for water and disinfectant to fill the supply tanks of the toilet service vehicles, a sewage repository and an emergency repository, an emergency shower, break rooms for the service personnel of the sewage repository and an office for the maintenance personnel.

6. Fresh water sterilization facility

The fresh water sterilization facility contains two filling stations with dosage indicators for chlorine, a lockable sterilization room (sterilization station) and, in a utility room in the ground floor, the technical facility with the chlorination equipment.

7. Facilities and equipment for aircraft de-icing

With few exceptions, in Munich all aircraft are de-iced remotely at the runway threshold with the aid of de-icing vehicles shortly before take-off. (Remote de-icing).

Remote de-icing pads are situated at each runway threshold of both runways. They fall under the jurisdiction of German Air Traffic Control (DFS) as defined in Section 27c Par. 2 No. 1a of the Aviation Act (LuftVG) in conjunction with Section 21a Par. 2 of the Aviation Regulation (LuftVO): Also set up at the runway thresholds are the threshold stations, which accommo-

Translation; the German text shall prevail

date staff rooms and toilets as well as the electrical equipment and machinery for filling and draining the storage tanks and drainage basins. A filling station with filling hoses is located next to the building to supply the de-icing vehicles with de-icing fluids. For the storage of de-icing fluid ready for use, cylindrical tanks are positioned at each runway threshold station.

8. Stationary facilities for aircraft fuel and supplies

The stationary facilities for supplying fuel and operating fluids for flight operations begin with the transfer interfaces (pipeline, tank car trains, tank trucks) and continue with the storage facility, the pipe system in the storage facility, the hydrant pumping station and the underground parallel pipe system, and finally ends at the fuel pits at the aircraft stands.

9. Noise control hangar for engine test runs

The noise protection hangar for engine testing (engine testing facility) is a hangar open at its eastern and western ends, tapering to the east. The floor plan of the building is designed to accommodate aircraft at least as large as a Boeing 747. The side walls and ceiling are designed to muffle sound. The engine testing facility includes the outside apron area and the surrounding traffic areas. The engine testing facility is at the western end of the maintenance ramp in the southern operational area. Detailed regulations on the use of the facility are contained in the appendix "User Regulations for the Engine Testing Facility" in the Airport User Regulations.

10. Flight information system (internal FMG designation: Universal Display System (UDS))

The flight information system is a multi-layered information distribution system for all important flight-related data covering almost all areas of the airport. Its task is to provide users, i.e. passengers, airport personnel, airlines, the various handling services, the authorities such as police, border protection and Luftamt Süd (the Southern Air Transportation Authority), and other parties with the required up-to-date flight data quickly and in a clear and easily readable form.

The flight information includes:

- the UDS Office (UDZR),
- divisional computer systems (UDS-BR),
- check-in dispatching system (CID),
- upstream system for weather data link,
- monitors,
- LCD display boards,
- dynamic large-screen displays on the landside approach road

Appendix: "Regulations on air safety and traffic in the security zone"
(to Part II No. 3.7 of the Airport User Regulations)



Regulations on air safety and traffic in the security zone at Munich Airport

Flughafen München GmbH (FMG)
Access Management
P.O. 23 17 55
85326 Munich

ID Office
Tel.: +49 89-975-6 30 00
Fax.: +49 89-975-6 31 96
Ausweiswesen@munich-airport.de

Opening hours
Mo, Tue, Wed: 8.00 am – 3.00 pm
Thu: 1.00 pm – 5.30 pm
Fri: 8.00 am – 12.00 am

1. General provisions

1.1 The regulations and the information contained here are based on German and European statutory regulations for the protection of airport operations against attacks on the safety of air traffic and of operational security. We refer the reader in particular to the following statutory regulations and the related links:

Aviation Safety Act (LuftSiG)
<http://bundesrecht.juris.de/luftsig/>

Aviation Security Background Check Regulation (Luft-SiZÜV)
http://bundesrecht.juris.de/luftsiz_v/

Aviation Security Training Regulation (LuftSiSchulV)
<http://bundesrecht.juris.de/luftsischulv/>

Aviation Security Fees Regulation (LuftSiGebV)
<http://bundesrecht.juris.de/luftsigebv/>

1.2 As the airport operating company, FMG must protect airport operations against attacks on aviation security and to safeguard operational safety, ensure that the handling and operational facilities and rooms in the airport under its jurisdiction are designed safely and in particular to protect them against unauthorized access. These areas are defined as non-public areas (referred to below as "the security zone") pursuant to Section 8 of the Aviation Security Act (LuftSiG) and an officially approved aviation safety plan.

1.3 Special access requirements and rules of conduct apply to the security zone in accordance with the regulations and information contained in this appendix. Additional statutory and official requirements are not quoted exhaustively and are subject to change; the onus is on airport users to obtain information on the various applicable requirements.

1.4 If operational areas are placed at the disposal of an airline, it is required pursuant to Section 9 of LuftSiG to take identical security measures. Areas in the security zone "handed over" in this way are subject to the regulations of the responsible airline, and not those of FMG as set out in this Appendix.

2. Access authorization in the security zone – requirements

For any person who is to be granted more than occasional access to the security zone of Munich Airport, a request for independent (unaccompanied) access with a personal airport ID badge may be submitted to the FMG ID office.

2.1 Background check

The processing of such a request begins with a background check by the aviation safety authority to ensure the reliability of the person concerned. For Munich Airport this is the District Government of Upper Bavaria – Southern Bavaria Aviation Office. The official background check is regulated in detail through Section 7 of LuftSiG and Luft-SiZÜV, which was issued to regulate the implementation of LuftSiG. The check involves an enquiry with the police enforcement and constitutional protection authorities at the state level and possibly with other authorities. The aviation security authority decides on the basis of the background check whether FMG may grant access authorization to the applicant.

Individuals with access authorization undergo repeated background checks at regular intervals specified by law.

2.2 Aviation security training

Before an employee can be granted access privileges with an airport ID badge, he/she must first – i.e. before starting work in the security zone – attend aviation security training in accordance with the provisions of the Aviation Security Training Regulation (LuftSiSchulV). This training generally – i.e. for employees not performing aviation security tasks – includes theoretical instruction (three hours) followed by a test on the course contents and a hands-on introduction (one hour). FMG conducts the training through its In-Service Training department. Enrolment for training and the assignment of a training date is not automatic with the application for access privileges. Instead, the applicant must contact the In-Service Training department without delay to enroll (for more information see <http://www.munich-airport.de/de/micro/bildung/index.jsp>, security-training@munich-airport.de, or call: +49 89 975 43455).

2.3 Processing time

The processing of a request for an ID badge, including the background check and aviation security training may take several weeks. Consequently, it is advisable to request the ID badge if possible well in advance of the planned date for starting employment.

2.4 PIN number

FMG grants access privileges by issuing the applicant an airport photo ID badge. For each ID badge, FMG stores a PIN number selected by the badge holder. The badge holder must keep the PIN number secret and enter it in the badge reader at the access control point when entering the security zone.

2.5 Rules of conduct with ID badges and in the security

zone

Each badge holder must wear the ID badge in the security zone so that it is visible at all times. The badge must be returned to the FMG ID Office without delay on expiry, cancellation of access privileges or when requested. The badge holder is not permitted to hand over the badge to any third party. In case of the loss of any ID badge, FMG and, if applicable, the employer, must be notified without delay. Access to the security zone without authorization is prohibited.

Deliberate or negligent violations of the obligations pursuant to Section 10 of the Aviation Security Act (LuftSiG) are classified as offences, and may result in prosecution by the aviation security authority, and are punishable by fines of up to EUR 10,000 (Section 18 of LuftSiG).

When sighting any individuals in the security zone not visibly displaying an airport ID badge or any clearly unauthorized vehicles operating there, persons with access privileges must stop the individual(s) or vehicle(s) in question or report them to an office authorized to carry out controls.

2.6 Entering the security zone without access privileges
Persons without their own access privileges are permitted to enter the security zone only when accompanied and supervised by authorized persons. The FMG ID Office issues visitor ID badges in such cases and other types of ID for other special cases.

3. Entry with vehicles

The FMG ID Office permits motor vehicles and trailers to enter the airport security zone for operational purposes after documentation is provided of the vehicle's roadworthiness and appropriate liability insurance cover.

3.1 Mandatory insurance

If the operator of a motor vehicle or trailer is required under the Mandatory Insurance Act to take out and maintain a liability insurance policy to use the vehicle on public roads and spaces, the liability from operating the vehicle in the security zone must have the same level of liability coverage as stipulated under the Mandatory Insurance Act and the regulation issued in conjunction with it. Liability related to the operation of vehicles for which the operator is exempt under the privileges of the Mandatory Insurance Act from mandatory insurance coverage when using the vehicle on public roads and spaces must be covered by liability insurance maintained by the operator or, if not identical, the user, at least to the extent of the insured amounts and terms customary in the market. For damages to persons and property, the insured sum, in addition to the minimum sums under the Mandatory Insurance Act, must amount to at least EUR 50 million. If the Ground Handling Services Regulation is applicable and stipulates higher insurance sums, these sums are also applicable to the liability insurance cover for the vehicles used for the operations of the service provider or party carrying out its own handling operations. If the liabilities of the vehicle operator are not covered by an existing motor vehicle liability policy, they must be included in a liability insurance policy covering the liabilities of the operator or user, if different.

3.2 Roadworthiness

Even if the vehicle is not approved for use on public roads, its roadworthiness must be documented by submission of certification in accordance with the regulations on roadworthiness checks for vehicles requiring approval stating that there are no concerns regarding the vehicle's compliance with regulations (Section 29 of the Road Vehicle Approval Regulation, "TÜV sticker").

3.3 Stickers

For each vehicle authorized to enter the security zone, FMG issues a sticker valid for a limited period ("access sticker"). The sticker must be affixed to the outside of the

vehicle so that it is clearly visible. FMG may restrict the areas in which the vehicle may operate and issue appropriate stickers for this purpose, which must also be affixed to the vehicle. The vehicle operator must return the stickers to the ID Office without delay on expiry or when the authorization conditions for the vehicle no longer apply.

3.4 Driver's license in non-public areas

Persons operating vehicles in the security zone are must be in possession of a driver's license as required for driving on public roads under the Driver's License Regulation, and must also successfully complete a training course on driving in the non-public area ("Ramp driver's license"). The traffic regulations of FMG for the non-public area apply. The ramp driver training is carried out by the FMG In-Service Training department.

4. Searches when entering non-public areas

Pursuant to Section 8, Par. 1 No. 5 of the Aviation Security Act, FMG must search its own employees, employees of other companies operating on the airfield and other persons along with items they are carrying and their vehicles each time they access the security zone or in another appropriate manner. This also applies to persons with their own access privileges for these areas. For access to the security zone and the mandatory searches, employee control points are set up.

5. Prohibited items

5.1 Under Section 11 of the Aviation Security Act and European regulations, it is prohibited to carry or bear weapons and certain other items in the security zone that may be dangerous or have a potentially dangerous appearance ("prohibited items"). Persons are permitted to carry such items into the security zone only to the extent that these items must be used or transported necessarily and exclusively for performing their work-related tasks in this area. A check is made at the access control point to determine who requires which prohibited item in this area and why it is required. The person with access privileges must answer truthfully. He/she must store the prohibited items with care and ensure that they are not lost. Employees may be required to surrender prohibited items not allowed into the security area at the control point, and cannot be kept there. Consequently, no claims to replacement may be made.

5.2 Deliberate or negligent violations of Section 11 of the Aviation Security Act may be subject to prosecution under Section 19 of the Aviation Security Act. In addition, the Aviation Security Authority may deem the party committing the violation as unreliable and cancel access privileges.

6. Fees

6.1 FMG charges fees based on the published price lists for its services or expenses in connection with the aviation security measures described in these regulations. In particular, to cover its expenses for processing applications and the administration of access privileges, the FMG ID Office charges a fee for processing ID badge requests – regardless of the type, even if no background check is required – vehicle ramp stickers, and for each repeated background check. The FMG In-Service Training department charges fees for the aviation safety and driver training courses.

6.2 The aviation security authority charges a fee for each initial and follow-up background check pursuant to the Aviation Security Fees Regulation (LuftSiGebV). FMG pays these fees to the authority in advance and later invoices them along with its own fees, where applicable.

6.3 Parties who request an ID badge or ramp sticker, or enrol for training, thereby make a commitment to pay FMG the resulting fees, including fees paid in advance to the aviation security authority. For ID badges or training for employees, the employee in question is liable for payment

alongside his or her employer; FMG initially invoices the fees to the employer. If the request for access privileges is rejected, in particular because the aviation security authority rejects the applicant as unreliable on the basis of the background check, or if a sticker is not issued or a participant does not attend a training course, these circumstances do not exempt the liable party from payment of the fees. Invoices issued by FMG are payable within 10 days of the invoice date. FMG can invoice its services before delivery. As long as a party is in arrears with the payment of fees, including fees paid in advance to the aviation security authority on the party's behalf, access privileges may be revoked. The place of performance for payable fees is exclusively the site of Munich Airport. The place of jurisdiction for the parties is determined exclusively by this place of performance.

6.4 If rooms, space or other property in the security zone of the airport are rented or otherwise made available, or if other services are offered that are to be received in the security zone, FMG or another party making such an offer will in no way be liable if the access privileges required for utilizing the services cannot be granted. The fees of FMG as well as fees paid in advance by FMG to the aviation security authority are not covered by rental charges and other fees, and must always be paid separately.

6.5 It is not the responsibility of FMG or its affiliated companies to grant contractors or suppliers the access

privileges needed to deliver or accept goods or services of any kind in the security zone or make other access arrangements for them – e.g. accompaniment by security personnel. It is the responsibility of each contractor or supplier to arrange the necessary access privileges or other means of access in a timely manner and at its own expense for itself or the persons acting on its behalf and to take these costs into account when agreeing on terms of service; it cannot claim the costs retroactively in the contractual relationship concerned.

7. Data protection

FMG collects, stores and processes personal data of ID badge holders and vehicle operators in order to meet its aviation security obligations and to invoice services, and as required by the provisions of data protection laws. When background checks are requested, the data collected are transferred to the aviation security authority, where they are stored, processed and transferred to other parties in order to perform the background check. Any person may contact the State Ombudsman for Data Protection to claim a violation of his/her rights in connection with the collection, processing or utilization of his/her personal data through public authorities (Article 9 of the Bavarian Data Protection Act).

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Appendix: House Rules
(to Part II No. 4.2 of the Airport User Regulations)



House Rules

Flughafen München GmbH (FMG)
Postfach 21 17 55
85326 Munich

Dear guests

Welcome to Munich Airport. We want you to feel at home at our airport. Here we would like to inform you of some important rules of conduct for the Munich Airport premises:

- Please do not leave your luggage or other property unattended at any time. Notify the police or the airport personnel if you notice unattended luggage. You can leave luggage at our Service Center in the Central Area of the airport. Please take any found items to the Service Center or turn them over to airport staff.
- Smoking is prohibited in the indoor areas of the terminals except in specially designated rooms or cabins with appropriate signage. Please use the ash receptacles there and in the outdoor areas.
- Please leave entrances, emergency exits and marked escape routes unobstructed. Do not sit or stand near automatic doors or breezeways.
- Wheelchairs and other mobility aids for persons with restricted mobility and baggage carts can be used only for their intended purpose and may not be removed from the airport premises.
- You may not use roller skates or skateboards in indoor areas, and may use other vehicles or means of transport only with our consent. Use escalators and other transportation equipment only as intended.
- Please avoid soiling or dirtying the premises in any way. Any soiling or dirt must be cleaned without delay by the person causing it or must reimburse FMG for the costs of having it cleaned. Dispose of waste or recyclable materials – in particular liquids that you are not permitted to take on board – in the receptacles provided for that purpose. You may not take items disposed of at the airport – including returnable bottles.
- It is prohibited to beg, canvas or sleep overnight at the airport.
- You may take dogs or other animals onto airport premises only if they are led by a leash, carried in a cage or otherwise appropriately secured.
- Commercial activity or any other special use of the airport is permitted only with our consent. This applies in particular to advertising, the posting of bills or posters, collections, events and performances of any kind, games of chance, distribution of printed matter or filming, photography or sound recordings except for personal use.
- Instructions of the airport personnel must be followed.
- Violations of the house rules or non-compliance with reasonable instructions may result in removal from the airport premises, a ban on entering the premises or criminal prosecution and liability under civil law.

We wish you a pleasant stay and a safe journey.

Flughafen München GmbH

Appendix: Regulations on the IT and Communication Infrastructure
(to Part II No. 4.3 of the Airport User Regulations)

1. Central IT and communication infrastructure

On the airport premises, the following IT and communication infrastructure is provided and operated exclusively by the airport operating company:

- 1.1 Passive cable network for communication technology
- 1.2 Active data network (LAN / WLAN / WAN)
- 1.3 Switching systems (landline telephones, including voice over IP)
- 1.4 Operational and trunked radio systems
- 1.5 Emergency alarm systems
- 1.6 Flight information display systems (FIDS)
- 1.7 Terminal public address systems (also in rented areas)
- 1.8 Access control systems
- 1.9 Video surveillance systems
- 1.10 Data centers and utility rooms
- 1.11 Television reception equipment including cable network infrastructure

2. Availability

The airport operating company offers the use of the specified IT and communication infrastructure subject to the published General Terms, Conditions and Fees.

3. Proprietary systems

Airport users must obtain the prior consent of the airport operating company before utilizing their own systems, equipment or technologies for a purpose met by the IT infrastructure listed above or making any changes to the existing IT and communication infrastructure. Consent can be granted in exceptional cases for valid reasons. The airport operating company may grant consent subject to revocation or for a limited period, and subject to special terms and additional requirements.

4. Other providers

The development and marketing of the infrastructure and systems listed above by companies besides the airport operating company also requires the consent of the airport operating company. The airport operating company may grant consent subject to contractually regulated fees.

5. End devices

In all communication networks and systems, end devices can be connected and operated if they meet the applicable system requirements and applicable technical standards. If end devices cause malfunctions in communication networks or systems, the airport operating company can require the removal of these devices. It can also disconnect from the network any end devices that fail to comply with standards or cause malfunctions.

6. Interference with radio networks

If the operation of radio equipment of any kind in publicly accessible or non-public frequency ranges interferes with other radio networks, in particular those used in airport operations, the airport operating company can impose restrictions or a ban on the use of such equipment.

Appendix: Safety Regulations
(to Part II No. 5 of the Airport User Regulations)

1. Handling fuel and operating fluids

- 1.1. Aircraft can be refueled or defueled only in the areas designated for that purpose by the airport operating company. Aircraft may not be refueled or defueled with their engines running.
- 1.2. If passengers are on board an aircraft during refueling, fire protection service will be provided by the airport fire department only at the airline's request, and is subject to a fee. If refueling is carried out with passengers on board or in the act of boarding or disembarking, a stairway or passenger boarding bridge must be positioned at each of at least two open cabin doors. In addition, the relevant procedures in the flight operations manual of the airline in question must be applied.
- 1.3. Fuelling and defueling is not permitted during thunderstorms.
- 1.4. During fuelling and defueling, a safety radius of 4 meters around tank openings must be observed. The fuelling vehicles must be able to depart from the vicinity of the aircraft at any time with no obstructions.
- 1.5. Overflows and spillage of fuels must be avoided. If fuel overflows or spills, in addition to the required immediate action (stopping the fuel flow, placing fire extinguishers in readiness, issuing a warning for the surrounding area, if applicable covering the leakage, protecting sewer openings), the provisions of 1.4 above must be observed, with a safety radius of 15 meters; the airport fire department must be notified without delay.
- 1.6. When using underground fuelling facilities, the following rules apply in addition to the generally applicable safety regulations:
 - The marked "Tankpit" areas must be kept clear at all times.
 - Vehicles may not drive over the fuelling hoses and grounding cables provided.
 - In emergencies the entire underground fuelling system must be shut down using the emergency shutdown system (Tankstopp).
- 1.7. The International Guidelines for Aviation Fuel Quality Control & Operating Procedures for JOINT INTOPLANE FUELLING SERVICES (JIG 1) in the currently applicable version should generally be observed.

2. Operation of aircraft engines

- 2.1. Aircraft engines may not be started or allowed to run in hangars and workshops.
- 2.2. Before engines are started, aircraft must be properly secured.
- 2.3. As a warning of the hazard of running engines, the aircraft's anti-collision beacons must be switched on immediately before the engines are started and must not be switched off until they come to a standstill. This procedure must be observed both in the daytime and nighttime hours.
- 2.4. Aircraft engines may be started and left running only if the cockpit of the aircraft is manned by a pilot or authorized mechanic.
- 2.5. Persons starting aircraft engines must ensure that the propellers or the air flows caused by the engine(s) cannot cause injuries or damage to persons or property. While the engines are running, the applicable safety radius must be observed.

3. Smoking ban; use of open flames

In the non-public area and the vicinity of fuel supply facilities, smoking and the use of open flames are prohibited. The use of open flames is permitted only in rooms equipped according to fire safety and workplace safety regulations and specifically approved by the airport operating company. Work involving fire hazards to be performed outside the designated working areas, e.g. welding, cutting, soldering, must be coordinated in a timely manner with the airport fire department.

4. Vehicles and equipment

- 4.1. Vehicles and equipment with internal combustion engines operating in the aircraft hangars and workshops must be equipped with standard safety features such as exhaust systems and mufflers that prevent burning exhaust gases from escaping.
- 4.2. Vehicles and equipment must comply with the regulations of the Occupational Safety Board with jurisdiction. Proof of regular inspections through a qualified specialist or expert must be visibly displayed on the vehicle or piece of equipment (inspection sticker).

5. Working in hangars and workshops

- 5.1. Aircraft cannot be cleaned with extremely or highly flammable fluids as defined in the Hazardous Materials Regulation.

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Dismantled aircraft parts may be cleaned with flammable fluids only in separate, well-ventilated rooms.

- 5.2. Work may be performed with combustible materials in hangars and workshops only if the rooms are properly equipped for this purpose in accordance with fire and workplace safety regulations.
- 5.3. Lubricants and fuel residues must be stored in the containers and facilities provided.
- 5.4. When work of any kind is performed on an aircraft in the hangar or within a 50-meter radius of it, the aircraft operator must ensure that a sufficient number of portable fire extinguishers are available within easy reach.

6. Storage of materials, equipment and waste

- 6.1. Materials, equipment and waste must be stored in a manner that prevents fire and explosion hazards. Empty fuel and lubricant barrels and empty high-pressure storage containers for hazardous materials may not be stored in hangars and workshops.
- 6.2. Waste posing a fire hazard (lubricant residues, used cleaning materials, etc.) must be collected in the specially marked metal containers with tightly fitting lids. The containers must be emptied often enough to prevent spontaneous ignition of the waste. Oil pans and similar containers must be emptied and cleaned after use.

7. Firefighting and rescue services

- 7.1. Airport users must comply with the Fire Protection Regulation.
- 7.2. Access to fire-fighting equipment, emergency exits and escape routes and rescue access routes must be kept clear at all times.
- 7.3. In case of fire, the fire alarms must be activated immediately and the airport fire department must be notified (Tel: 112). Until the arrival of the fire department, rescue operations must be carried out and the available resources must be used to fight the fire.
- 7.4. In case of injuries, illness, incapacitation and death, the emergency center (Tel.: 112) or the police station (Tel.: 110) must be notified immediately.
- 7.5. Recovery and rescue operations are subject to the airport's emergency plan and fire protection regulations.
- 7.6. All individuals, companies and offices at Munich Airport must support the airport fire department in any possible way in averting danger and restoring safety.
- 7.7. During firefighting operations, the airport fire department is authorized to enter any necessary areas and rooms on the entire airport campus.

8. Foreign objects

Any person who notices objects on the airport's flight operations areas (e.g. screws, grommets, suitcase handles, lashing belts, etc.) must pick them up and dispose of them in the waste containers provided for this purpose.

9. High visibility clothing

Persons in flight operation areas must wear high-visibility clothing as defined in the European Standard EN 471 Class 2.

10. Construction work

Construction work must be coordinated well in advance with the airport operating company. This applies in particular to the airport's restricted construction area and the obstacle-free boundaries of the runways and the helicopter landing area as well as all excavation work.

11. Storage

Hazardous goods as defined in Section 27 of the Aviation Act, in particular nuclear fuels and other radioactive materials, may not be stored outside officially authorized storage sites; proof of authorization must be provided to the airport operating company. Outside the spaces or rooms rented for this purpose, cargo, crates, containers, building materials, equipment, etc. can be stored only with the consent of the airport operating company.

Appendix: Waste Regulations
(to Part II No. 7.3 of the Airport User Regulations)

1. General provisions

- 1.1. The Munich Airport campus is regarded as an integrated area in which the airport operating company collects, separates, transports, sorts, stores and, in some cases, recycles waste to the extent that this is not the task of third parties such as public-sector bodies. These measures serve to coordinate waste disposal in the interests of the prime objective of avoiding and reducing waste.
- 1.2. The airport operating company performs the waste management operations itself or outsources it to contractors.
- 1.3. All users of the airport are subject to the rules set out in these waste management regulations and must comply with the instructions issued by the airport operating company to ensure compliance with these rules.
- 1.4. The utilization of the waste disposal services of the airport operating company is subject to the defined fees and conditions.

2. Waste avoidance

- 2.1. The amount of waste created must be limited as much as possible.
- 2.2. Usable waste (in particular recyclable materials) must be kept separate at source from the residual waste and undergo separate handling according to type.
- 2.3. To avoid waste, food and beverages should be sold in reusable packages and containers for which buyers must pay deposits.

3. Disposal / utilization of waste

- 3.1. The following waste categories on the Munich Airport premises are disposed of / utilized by the airport operating company:
 - Residual waste
 - Food waste
 - Recyclable waste (glass, pasteboard, cardboard packaging, metals, plastics, waste wood, Styrofoam)
 - garden and landscaping waste
- 3.2. Waste not listed under 3.1 above is not handled by the waste disposal services of the airport operating company. This applies in particular to construction and demolition waste (Waste Category Regulation, Appendix to Section 2, Par. 1 No. 17) and waste from human or veterinary medical care and research (Waste Category Regulation, Appendix to Section 2, Par. 1, No. 18) or for catering waste from means of transport used internationally as defined in Article 8 f) of EU Regulation No. 1069/2009 (EC).
- 3.3. The airport operating company may, for reasons pertaining to waste management or other reasons, designate other types of waste or types mentioned above for exclusion from or inclusion in waste disposal operations.
- 3.4. The waste not disposed of by the airport operating company must be disposed of in accordance with the applicable laws and regulations. Documentation of proper disposal and suitable companies and/or facilities must be submitted to the airport operating company.

4. Sorting/routing of usable waste / recyclable materials

- 4.1. Usable waste must be separated from the residual waste at source. The following requirements apply:
 - Unsoiled paper (e.g. newspapers), pasteboard and cardboard boxes and foil materials must be placed in the designated containers at the waste collection point.
 - Bottles and other glass containers must be sorted by colors and placed in the designated containers located at the waste collection point,
 - Catering waste must be dumped in the designated containers after removal of any inorganic material.
 - Other usable waste such as wood, metals (e.g. cans) and cleanly sorted plastics must be channeled to the various collection systems.
- 4.2. The airport operating company can set up separate handling for other kinds of usable waste.

5. Waste pick-up

All waste listed under 3.1 above is picked up at regular intervals. If the quantity of accumulated waste is larger on occasion or for seasonal reasons, additional pick-ups can be arranged on request.

Translation; the German text shall prevail

6. Waste containers and their locations

- 6.1. The airport operating company determines the type, size and number of waste containers as well as their locations and the transport and access routes, taking into account the interests of the parties covered by the waste management regulations. The users must report the number of containers required and any changes in the quantity of waste in a timely manner. They are responsible for the availability of an adequate number of containers at all times.
- 6.2. Waste can be made available for pick-up in the collection containers or in the bags provided for this purpose by the airport operating company. Two or more users may share containers.
- 6.3. The collection containers and the locations and transport routes must be kept clean and tidy by the parties covered by the waste management regulations. In case of damage, excessive soiling or dirt or the loss of containers, the parties covered by the regulations are liable for the damages.
- 6.4. Compression equipment and waste compacting containers can be used only with the consent of the airport operating company.

7. Treatment of hazardous waste

- 7.1. Hazardous waste as defined in the Waste Category Ordinance must be separated from other waste. This applies, for example, to batteries of all kinds, fluorescent lamps, pharmaceuticals and pesticides, paints and solvents as well as brake fluids, mineral oils, antifreeze, oily liquids and other environmentally damaging chemicals.
- 7.2. The airport operating company will provide specific advice on the disposal of these types of waste on request.

8. Parties covered by the waste management regulations

To the extent that the airport operating company performs waste disposal pursuant to 3.1 above, all individuals, companies and facilities working or operating at the airport must utilize these services.

9. Disruptions

If waste disposal is temporarily restricted, interrupted or delayed due to force majeure, official orders, operational disruptions, work required for operational reasons or other reasons, there will be no claim to a reduction in fees or compensation for damages. The work not performed will be carried out as soon as possible.

10. Cooperation / access rights

Parties acting on behalf of the airport operating company must be granted access at all times to the waste and collection locations (e.g. waste collection rooms).

11. Miscellaneous

- 11.1. With the approval of the airport operating company, arrangements contrary to the waste management regulations can be agreed.
- 11.2. Users are responsible for damages and expenses caused by violations of the duties specified above, including the delivery of inadmissible waste materials.

For further advice and information, please do not hesitate to contact the waste management staff (Tel. 089/975-52465).