

**ANNEX VIIb.**

**Operational Planning and Resource Allocation**

*[referred to in point 2) paragraph II) of Article 3.5.3]*

Develop an operational plan for the allocation of personnel/staff (MNS) and equipment (MNE) by following specific instructions presented in Annex VIIb – Gantt chart (Excel). The operational plan presented in Annex VIIb – Gantt chart should outline how staff and equipment are distributed and utilized under four different scenarios:

- 1) Peak in 70%-scenario, Wednesday, 12.07. 04:40-07:25 for Staff
- 2) Peak in 70%-scenario, Wednesday, 12.07. 04:40-07:25 for Equipment
- 3) Peak in 30%-scenario, Friday, 14.07. 04:40-07:25 for Staff
- 4) Peak in 30%-scenario, Friday, 14.07. 04:40-07:25 for Equipment

**General instructions:**

- Load factor: use a factor of 0.7 pieces of luggage per passenger
- Cargo volume: apply an average freighter utilization rate of 70%
- Cargo volumes on passenger flights can be neglected
- Additional rows may be added to the ‘Excel table (Gantt chart) – Annex VIIb’, if more personnel or equipment are required to ensure timely handling
- Additional columns may not be added to the ‘Excel table (Gantt chart) – Annex VII’, even if certain allocations start before the times presented (e.g. baggage sorting area). Allocations should start at times presented in pre-determined cells.
- Specific instructions for each scenario are provided in the document ‘Excel table (Gantt chart) – Annex VIIb’

The data in this Annex must also be consistent with the proposal model T1 found in Annex XIII, the figures in Annex XIIIa, and the qualitative concepts presented in Annex XVII.

*Template available in Excel file – Annex VIIb – Gantt Chart  
 (only a small portion of the chart is shown below)*

