1. By virtue of Article 2(g) of the Slot Regulation, State flights, emergency landings and humanitarian flights may operate at a coordinated airport without a slot allocated by the Coordinator. With the exception of emergency landings, operators of such flights should apply to the Coordinator in advance and provide all necessary information to determine the flight's status. The Coordinator will allocate an available slot to these flights, where possible, to ensure that airport operations are not prejudiced. If no slot is available the flight can still operate. Emergency landings must be notified to the Coordinator as soon as possible after the event for monitoring purposes.

   Examples of Humanitarian flights include Medical Emergencies, Donor Flights, Search and Rescue, Air Ambulance flights where the condition of the patient is urgent or acute.

2. There are some types of operation that may be considered time critical. All such flights require a slot allocated in advance by the Coordinator. To accommodate these types of operation the coordinator **may** 'overbook' the normal coordination parameters having taken into account the congestion likely to occur and the overall capacity situation. The Coordinator will overbook a maximum of one flight per hour. These types of operation are:

   a) Technical Flights
   Radar and ILS calibration flights, Air Tests limited to daylight hours for technical reasons and where no feasible slots are available.

   b) Recovery Flights
   Departures to continue a planned commercial service with passengers aboard on the same day following a Diversion or Quick Return.

   Positioning flights to replace an unserviceable aircraft or other unforeseeable schedule disruption (eg severe weather) and resume a planned commercial passenger service, limited to the following circumstances:

   - Inbound positioning to recover a planned Dublin departure service
   - Outbound positioning to recover a Dublin-based air carrier's own service
   - The return of a Dublin-based recovery aircraft to resume planned operations
   - Outbound positioning flight of an away-based airline's aircraft following unplanned essential maintenance at Dublin, where the aircraft is urgently required to resume commercial operations.

3. Where flights are accommodated in accordance with paragraphs 1 or 2 of these procedures, the Coordinator may block a nearby vacant slot, if available, to ensure that airport operations are not prejudiced.

4. All slots will be cleared by the Coordinator during office hours, or the POD at Dublin Airport during out of hours. Stand and US Preclearance availability will be checked to ensure that airport operations are not prejudiced.

5. In the event of suspected abuse of these procedures, the Coordinator will contact the air carrier concerned for an explanation. If the explanation is inadequate, unacceptable, or not forthcoming then the Coordinator may suspend the operator from access to these overbooking arrangements for a set period of time. In the case of disagreement, the air carrier or Coordinator may request mediation by the Slot Performance Committee.

6. During periods of widespread disruption, the limit of one overage per hour may be overridden.

7. The Coordinator will report to the Coordination Committee and the Commission for Aviation Regulation on usage of this guideline at the end of each season.

Local Guideline 1: Appendix - Interpretation of Dublin Local Guideline 1 – Part 2b

This Appendix sets out guidelines on how the Coordinator and POD will interpret the definition of Dublin Based, as used in part 2b of Local Guideline 1.

A Dublin based carrier is defined as a carrier that declares at the start of each season the minimum number of relief aircraft to be based at Dublin Airport and have crew contractually based at Dublin Airport.

As of August 2018 carriers that meet this definition are:

Aer Lingus
Ryanair
Stobart Air
Cityjet