

# CHARGES GUIDE

# Miscellaneous



Effective from January 1, 2024.



CHARGES GUIDE 2024

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# CHARGES GUIDE

# Miscellaneous

**Lisbon** Airport

Porto Airport

Faro Airport

Beja Civil Terminal

Azores Airports

Madeira Airports

## CHARGES GUIDE 2024

### Lisbon Airport

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#### OPERATIONAL AREAS

##### APRON EQUIPMENT

Temporary Airfield Lighting (p/ 1/4 hour)	63.54 €
Forklift 2 tons. on traffic movement areas (p/ 1/2 hour)	41.69 €
Forklift 5 ton (p/ 1/2 hour)	50.06 €
Loader. electric (p/hour)	28.61 €
Loaders. diesel. Genie Z80/60 (p/hour)	101.64 €
Articulated loader. diesel and electric. Genie Z45 (p / hour)	69.07 €

##### FOLLOW ME | AMBULANCE | OTHER EQUIPMENTS

Follow-me (p/ 1/2 hour)	24.02 €
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##### CLEANING | WASHING | FIRE FIGHTING PREVENTION

Cleaning and Spillage Management (p/25m2)	207.48 €
Fire Fight. Prev. Serv. - Supply w/ pax on board. prevention of illegal acts. fuel spills and others (p/ service)	174.61 €
Facility cleaning (p/ m2)	5.90 €
Waste discharge/abandonment inside airport perimeter (p/ occurrence)	200.00 €

##### TRANSPORT VEHICLES

Pax and/or Pax and Cargo Vehicle Services Transport between Aircraft/Terminal or v.v - p/ 1/2 hour or part thereof	52.08 €
Pax and/or Pax and Cargo Vehicle Services Transport between Aircraft/Terminal or v.v - p/ 1 hour or part thereof	97.67 €
Heavy Vehicle Pax Service - p/ 1 hour	198.09 €
Heavy Vehicle Cargo Service - p/ 1/2 hour	54.20 €

##### AIRSIDE DRIVING LICENSES | VEHICLE INSPECTIONS VEHICLES

#### Issuance of airside movement permits for vehicles (1st time / Renewal /2nd time/ one-off)

Electric self-propelled vehicles	72.45 €
Diesel or gasoline propulsion	144.90 €
Issuance of driving licenses in airside - 1st time / Renewal /2nd time	37.22 €

## CHARGES GUIDE 2024

## Lisbon Airport

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## Vehicle Inspection - Light Vehicles

Diesel or gasoline propulsion

51.96 €

Electric self-propelled

49.88 €

## Vehicle Inspection - Towable Light Vehicles

28.44 €

## Heavy Vehicles Inspection

Diesel or gasoline propulsion

64.12 €

Electric self-propelled

61.64 €

## Vehicle Inspection - Towable Heavy Vehicles

51.96 €

## Vehicle Inspection - Simple trailer and other accessories

11.93 €

## Vehicle Inspection - Reinspection

28.44 €

## Vehicle Inspection - additional for out of programmed dates

1 430.00 €

## CONSUMPTIONS

Water supply (p/ m<sup>3</sup>)

Structural cost

1.08 €

Acquisition cost

Market Price

Hot Water supply (p/ m<sup>3</sup>)

Structural cost

1.08 €

Acquisition cost

Market Price

Heating cost

4.96 €

## Electricity supply

Power (p/ KVA)

Acquisition cost

Market Price

Consumption (p/ KWh)

Structural cost

0.0450 €

## CHARGES GUIDE 2024

### Lisbon Airport

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Acquisition cost	Market Price
Network access	Market Price
Gas Supply	+10% Market Price
Fuel Supply <sup>1</sup>	Market Price
Communications	+10% Market Price

### TELECOMMUNICATIONS <sup>2</sup>

#### DATA SERVICES

Installation

Monthly Fee

#### Internet Access- ANA ISP

Basic Internet (1 Equipment)	85.13 €	43.12 €
Internet Access 20/20Mbps	185.52 €	125.50 €
Internet Access 50/50Mbps	185.52 €	174.61 €
Internet Access 100/100Mbps	185.52 €	218.27 €

#### Internet Access - External ISP

VLAN Connection to External ISP 10/10 Mbps	126.60 €	84.91 €
VLAN Connection to External ISP 100/100 Mbps	126.60 €	119.83 €
VLAN Connection to External ISP 1 Gbps	122.32 €	189.90 €
VLAN Connection to External ISP QinQ (VLAN Tagged)	122.32 €	215.00 €
VLAN Connection - Between Airport Rentals (stores or offices)	122.32 €	215.00 €

#### Local Area Network (LAN)

Data Access point (cable)	63.30 €	26.05 €
Data Access point (Wi-Fi)	63.30 €	26.05 €
Wi-Fi Office Access (Dedicated SSID)	100.00 €	115.00 €
Passive Data Access	65.48 €	30.20 €

<sup>1</sup> Volume discounts may be applied depending on the number of supplied liters.

<sup>2</sup> Services listed below depend on their availability at the Airport.



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## Lisbon Airport

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VOICE SERVICES	Installation	Monthly Fee
<b>Voice Access</b>		
PABX Voice Access (Internal Access)	61.91 €	10.68 €
PABX Voice Access (External Access)	61.91 €	21.50 €
DDI (Direct Dial In) Access from public network through a number	- €	3.27 €
<b>Voice Equipment</b>		
Telephone Type 1 (Analog)	- €	1.22 €
Telephone Type 2 (Analog with display)	- €	5.14 €
Telephone Type 3 (Digital with display)	- €	13.94 €
Telephone Type 4 (Mobile - Internal only)	- €	28.09 €
TELEVISION SERVICES	Installation	Monthly Fee
<b>TV</b>		
TV Base	96.04 €	33.70 €
Sport TV (additional to the TV Base)	- €	29.47 €
TV Eleven Sports (additional to the TV Base)	- €	17.73 €
OPERATIONAL SERVICES (CUPSS/CUSS/BRS/HBD/SBD)	Installation	Monthly Fee
CUPSS Workstation	64.56 €	103.81 €
CUSS - Baggage Tag/Unit	- €	0.03 €
CUSS - Boarding Pass/Unit	- €	0.01 €
HBD/SBD - Baggage Heavy Tag/Unit	- €	0.03 €
HBD/SBD - Baggage Receipt/Unit	- €	0.01 €
HBD/SBD - Baggage Pass/Unit	- €	0.01 €
DCP: Document Printer	- €	51.15 €
ATB/BTP: Airline Ticket and Boarding Pass Printer	- €	37.53 €
MSR: Magnetic Swipe Reader Keyboard	- €	21.26 €

## CHARGES GUIDE 2024

### Lisbon Airport

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INFRASTRUCTURE SERVICES	Installation	Monthly Fee
<b>Circuit- Copper (per pair)</b>		
Point to Point copper connection (inside terminal building)	60.02 €	16.37 €
Point to Point copper connection (between buildings)	118.87 €	21.28 €
<b>Circuit - Fiber Optic (per pair)</b>		
Point to Point fiber connection (inside terminal building) (per 100m)	161.52 €	60.37 €
Point to Point fiber connection (between buildings) (per 100m)	360.15 €	60.37 €
<b>Underground ICT Infrastructures</b>		
ANA Infrastructures (per cable and 100m) <sup>3</sup>	- €	22.84 €
Own Infrastructures (per cable and 100m) <sup>3</sup>	- €	27.34 €
<b>TRUNKING SERVICES</b>	Installation	Monthly Fee
Trunking - Equipment	873.07 €	30.55 €
Trunking Service - Network Access	- €	32.74 €
<b>HOUSING SERVICES</b>	Installation	Monthly Fee
<b>Data Center ANA</b>		
Housing - Data Center ANA - (42 U) - "Full Rack"	- €	873.07 €
Housing - Data Center ANA - (1 U) - Shared Rack	- €	54.57 €
<b>OPERATIONAL APPLICATIONS</b>	Installation	Monthly Fee
<b>Operational Information</b>		
Operational Information (Schedules and Infrastructures)	- €	68.02 €
Operational Information (Web service (broker))	- €	755.39 €
<b>Flight Information</b>		
Flight Information (FIDS) 40" Monitor	218.27 €	130.96 €
Flight Information (FIDS) 55" Monitor	218.27 €	163.71 €

<sup>3</sup> The Service Providers may claim exemption from these occupancy rates under Decree No 123/2009 being still required to make periodic technical inspections of maintenance and security for the installed infrastructure. These surveys will be made escorted by accredited technicians ANA: See "09 - Support Services and ICT technical support".



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### Lisbon Airport

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#### SUPPORT SERVICES AND ICT TECHNICAL SUPPORT

Installation

Monthly Fee

##### Work permit licensing

Work permits on ANA underground infrastructure licensing

- €

397.87 €

##### ICT Technician Support Service (Airport Campus located infrastructures)

Regular Schedule (Working days from 08:00 to 18:00) (per hour)

- €

33.70 €/h

Outside Regular Schedule (per hour)

- €

81.85 €/h

Radio spectrum monitoring service at the terminal

- €

327.40 €

#### OCCUPATION OF INFRASTRUCTURES IN THE UNDERGROUND OF ANA <sup>4</sup>

##### Use of ANA Underground infrastructures

Type 1 Cable <= 15 mm diameter - (100m fractions per cable)

11.78 €

Type 2 Cable > 15 mm diameter (100m fractions per cable)

23.64 €

##### Own Infrastructures Usage at ANA underground (Monthly fee, per occupancy, per network drive and per 100 mts or fraction)

Infrastructure Type I - external diameter <= 100 mm

12.76 €

Infrastructure Type II - external diameter > 100 mm and <= 200mm

21.24 €

Infrastructure Type III - external diameter > 200 mm

28.31 €

#### EQUIPMENT AND SUPPORT SERVICES

##### EQUIPMENT

Mobile Desk - Welcome Desk (p/ day)

621.00 €

Mobile Desk - Welcome Desk (p/ hour or part thereof)

62.10 €

Explosive Trace Detector - per flight

279.07 €

Explosive Trace Detector - per month

1116.26 €

<sup>4</sup> The application of the listed Underground Infrastructure Occupation items depends on the applicability at each Airport. Infrastructure whose section is not circular and for rate application is considered the measure of larger diameter shaft.

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### Lisbon Airport

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Dedicated   exclusive utilization of charging point for electric vehicles (PCVE. 3.7kW). per month. per place <sup>5</sup>	39.33 €
Dedicated   exclusive utilization of charging point for electric vehicles (PCVE. 7.4kW). per month. per place <sup>5</sup>	49.40 €
<b>TRAINING PER PERSON <sup>6</sup></b>	
Basic Safety Training	54.57 €
Certified Driving Training	54.57 €
Security Training	54.57 €
Safety Fire Prevention Training (minimum 6 people)	38.20 €
Certified Driving Training - (e-learning)	23.11 €
Airside Driving - Practicing Exam	27.28 €
Safety Training - (e-learning)	23.11 €
Security Training - (e-learning)	23.11 €
Safety Training - (e-learning) Test Repetition	11.56 €
Security Training - (e-learning) Test Repetition	11.56 €
Issue of safety and security certificates - 2nd time	11.39 €
Airside driving in maneuver areas and R/T TETRA communications certified training presential	105.44 €
Practicing exam - Airside driving in maneuver areas and R/T TETRA communications presential	52.72 €
Practicing exam - Airside driving in maneuver areas and R/T TETRA communications repetition/re-scheduling	31.64 €
<b>PHOTOGRAPH AND FILMING</b>	
<b>Public Areas</b>	
Photograph and Filming - Up to 2 Hours	413.31 €
Photograph and Filming - Additional hour	177.78 €
<b>Airport Restricted Areas and Terminal (Airside)</b>	
Photograph and Filming - Up to 2 Hours	591.12 €
Photograph and Filming - Additional hour	266.66 €
Administrative treatment/coordination	83.72 €

<sup>5</sup> When available and to which energy consumption costs are added.

<sup>6</sup> VAT exemption.

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### Lisbon Airport

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#### ROOMS | DIGNITARIES ROOMS

##### Rooms

Open Spaces - In Passenger Terminal (m2/Hour)	5.55 €
Rooms - per two hours or part thereof	300.00 €
Rooms - per day	1 500.00 €
Rooms - Meeting Room (Building 134) - p/ hour or part thereof	32.74 €
Rooms - Meeting Room (Building 134) - p/ day	261.93 €

##### Dignitaries Rooms

Dignitary (up to 4 passengers)	850.00 €
Additional per accompanying person	50.00 €

#### CIP SERVICES

CIP Service - Schengen (a) <sup>7</sup>	150.08 €
CIP Service - Non-Schengen (a) <sup>7</sup>	207.00 €
CIP Service Large Groups (between 40 to 80 people. charter flight departures / arrivals). per passenger	72.45 €
CIP Services - CIPSTAR Assistance - up to 2 persons	865.00 €
CIP Service - CIPSTAR Assistance - Accompanying persons	300.00 €
Lounge Service (VAT included) <sup>7</sup>	37.26 €
Lounge Service Children from 3 to 12 years old (VAT included) <sup>7</sup>	16.56 €
Lounge Service Shower (VAT included) <sup>7</sup>	16.56 €
Lounge Service (Shower + Cash Entry) (VAT included) <sup>7</sup>	42.44 €
Lounge Service (Shower + Cash Entry) Children <sup>7</sup>	21.74 €

#### OTHER SERVICES

Staff Service - From 07h to 19h59 (p / 1/4 hour or part thereof)	11.22 €
Staff Service - From 20h to 06h59 (p / 1/4 hour or part thereof)	17.05 €
Staff Service - Specialized monitoring - From 07h to 19h59 (p / 1/2 hour or part thereof)	33.67 €

<sup>7</sup> Volume discounts may be applied depending on the number of assisted passengers. CIP Service Dedicated accompaniment plus use of dedicated rooms or lounges plus transportation or dedicated accompaniment until the aircraft. CIP Schengen Service Service to passengers with Schengen destinations. CIP Non-Schengen Service Service including circulation in Non-Schengen airport areas. CIPSTAR Service Private Aviation exclusive service. Lounge Service Use of the lounge. with or without shower.

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### Lisbon Airport

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Staff Service - Specialized monitoring - From 20h to 06h59 (p / 1/2 hour or part thereof)	51.11 €
Staff Service Minimum invoice value (Consumption + labor)	28.25 €
Staff Service - Provision of maintenance services provided by third parties	+20% Cost Price
Staff Service - Supply of articles and materials	+20% Cost Price
<b>Daytime Baggage Service (From 07h to 19h59)</b>	
Baggage Service p/pax (1 to 3 bags)	32.74 €
Baggage transport Service (for 5 bags or part)	16.37 €
Baggage transport Service (for 5 bags with measures greater than 30x57x79 cm)	38.03 €
<b>Night-time Baggage Service (From 20h to 6h59)</b>	
Baggage Service p/pax (1 to 3 bags)	52.38 €
Baggage transport Service (for 5 bags or part)	26.20 €
Baggage transport Service (for 5 bags with measures greater than 30x57x79 cm)	59.08 €
<b>ACCESS CARDS</b>	
Issue of Individual Access Cards - Ad hoc - Airlines and Services licensed for Handling <sup>5</sup>	3.87 €
Issue of Individual Access Cards - Ad hoc - Other Entities <sup>5</sup>	10.24 €
Issue of Individual Access Cards - Permanent. until 1 year - 1st time / Renewal (w/access control) <sup>5</sup>	9.12 €
Issue of Individual Access Cards - Permanent. until 1 year - 2nd time <sup>5</sup>	18.21 €
Issue of Individual Access Cards - Permanent. until 3 years - 1st time / Renewal (w/access control) <sup>5</sup>	18.21 €
Issue of Individual Access Cards - Permanent. until 3 years - 2nd time <sup>5</sup>	36.41 €
<b>LOST AND FOUND</b>	
Administrative services and logistics for goods shipping	25.00 €
<b>BAGGAGE STORAGE (VAT INCLUDED)</b>	
<b>Lockers (Maximum usage limit per locker of 48 hours)</b>	
<b>Small</b>	
Until 1 h (payment to close)	2.50 €



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Until 2 h (payment to open)	1.50 €
Until 6 h (payment to open)	3.50 €
Until 12 h (payment to open)	4.50 €
Until 24 h or per day (payment to open)	5.50 €
<b>Medium</b>	
Until 1 h (payment to close)	3.00 €
Until 2 h (payment to open)	2.00 €
Until 6 h (payment to open)	4.50 €
Until 12 h (payment to open)	5.50 €
Until 24 h or per day (payment to open)	7.00 €
<b>Big</b>	
Until 1 h (payment to close)	3.50 €
Until 2 h (payment to open)	3.00 €
Until 6 h (payment to open)	6.00 €
Until 12 h (payment to open)	7.50 €
Until 24 h or per day (payment to open)	9.50 €
Receipt Loss	36.50 €
Additional for overextending maximum period of usage allowed (per day, per locker and per usage)	20.00 €
<b>FAST TRACK (VAT INCLUDED)</b>	
Fast Track - Priority boarding <sup>8</sup>	9.00 €

<sup>8</sup> Commercial agreements can be established with the Airlines.

# CHARGES GUIDE

# Miscellaneous

Lisbon Airport

**Porto** Airport

Faro Airport

Beja Civil Terminal

Azores Airports

Madeira Airports

## CHARGES GUIDE 2024

**Porto Airport**

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### OPERATIONAL AREAS

#### FOLLOW ME | AMBULANCE | OTHER EQUIPMENTS

Follow-me (p/ 1/2 hour)

21.36 €

#### CLEANING | WASHING | FIRE FIGHTING PREVENTION

Cleaning and Spillage Management (per 15 min or part thereof)

207.48 €

Fire Fight. Prev. Serv. - Supply w/ pax on board. prevention of illegal acts. fuel spills and others (p/ service)

174.61 €

Waste discharge/abandonment inside airport perimeter (p/ occurrence)

200.00 €

#### TRANSPORT VEHICLES

Pax and/or Pax and Cargo Vehicle Services  
Transport between Aircraft/Terminal or v.v - p/ 1/2 hour or part thereof

52.08 €

Pax and/or Pax and mixed VIP vehicle services  
Transport between Aircraft/Terminal or v.v (per service. maximum 1/2 hour)

57.21 €

#### AIRSIDE DRIVING LICENSES | VEHICLE INSPECTIONS

##### Issuance of airside movement permits for vehicles (1st time / Renewal /2nd time/ one-off)

Electric self-propelled vehicles

23.81 €

Diesel or gasoline propulsion

47.61 €

Issuance of driving licenses in airside - 1st time / Renewal /2nd time

37.22 €

##### Vehicle Inspection - Light Vehicles

Diesel or gasoline propulsion

51.96 €

Electric self-propelled

49.88 €

Vehicle Inspection - Towable Light Vehicles

28.44 €

##### Heavy Vehicles Inspection

Diesel or gasoline propulsion

64.12 €

Electric self-propelled

61.64 €

Vehicle Inspection - Towable Heavy Vehicles

51.96 €

Vehicle Inspection - simple trailers and accessories

11.93 €

Vehicle Inspection - Reinspection

28.44 €

## CHARGES GUIDE 2024

### Porto Airport

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Vehicle Inspection - additional for out of programmed dates - Light vehicles	103.91 €
Vehicle Inspection - additional for out of programmed dates - Towable Light Vehicles	56.88 €
Vehicle Inspection - additional for out of programmed dates - Heavy Vehicles	128.24 €
Vehicle Inspection - additional for out of programmed dates - Towable Heavy Vehicles	103.91 €
Vehicle Inspection - additional for out of programmed dates - Simple trailers and accessories	23.88 €
Vehicle Inspection - additional for out of programmed dates - Reinspection	56.88 €

### CONSUMPTIONS

#### Water supply (p/ m<sup>3</sup>)

Structural cost	1.08 €
Acquisition cost	Market Price

#### Hot Water supply (p/ m<sup>3</sup>)

Structural cost	1.08 €
Acquisition cost	Market Price
Heating cost	4.96 €

#### Electricity supply

##### Power (p/ KVA)

Acquisition cost	Market Price
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##### Consumption (p/ KWh)

Structural cost	0.0450 €
Acquisition cost	Market Price
Network access	Market Price

#### Gas Supply

+10% Market Price

#### Fuel Supply <sup>1</sup>

Market Price

#### Communications

+10% Market Price

<sup>1</sup> Volume discounts may be applied depending on the number of supplied liters.





## CHARGES GUIDE 2024

## Porto Airport

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TELECOMMUNICATIONS <sup>2</sup>

## DATA SERVICES

Installation

Monthly Fee

## Internet Access- ANA ISP

Basic Internet (1 Equipment)

85.13 €

43.12 €

Internet Access 20/20Mbps

185.52 €

125.50 €

Internet Access 50/50Mbps

185.52 €

174.61 €

Internet Access 100/100Mbps

185.52 €

218.27 €

## Internet Access - External ISP

VLAN Connection to External ISP 10/10 Mbps

126.60 €

84.91 €

VLAN Connection to External ISP 100/100 Mbps

126.60 €

119.83 €

VLAN Connection to External ISP 1 Gbps

122.32 €

189.90 €

VLAN Connection to External ISP QinQ (VLAN Tagged)

122.32 €

215.00 €

VLAN Connection - Between Airport Rentals (stores or offices)

122.32 €

215.00 €

## Local Area Network (LAN)

Data Access point (cable)

63.30 €

26.05 €

Data Access point (Wi-Fi)

63.30 €

26.05 €

Wi-Fi Office Access (Dedicated SSID)

100.00 €

115.00 €

Passive Data Access

65.48 €

30.20 €

## VOICE SERVICES

Installation

Monthly Fee

## Voice Access

PABX Voice Access (Internal Access)

61.91 €

10.68 €

PABX Voice Access (External Access)

61.91 €

21.50 €

DDI (Direct Dial In) Access from public network through a number

- €

3.27 €

## Voice Equipment

Telephone Type 1 (Analog)

- €

1.22 €

<sup>2</sup> Services listed below depend on their availability at the Airport.

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### Porto Airport

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Telephone Type 2 (Analog with display)	- €	5.14 €
Telephone Type 3 (Digital with display)	- €	13.94 €
Telephone Type 4 (Mobile - Internal only)	- €	28.09 €
<b>TELEVISION SERVICES</b>	<b>Installation</b>	<b>Monthly Fee</b>
<b>TV</b>		
TV Base	96.04 €	33.70 €
Sport TV (additional to the TV Base)	- €	29.47 €
TV Eleven Sports (additional to the TV Base)	- €	17.73 €
<b>OPERATIONAL SERVICES (CUPSS/CUSS/BRS/HBD/SBD)</b>	<b>Installation</b>	<b>Monthly Fee</b>
CUPSS Workstation	64.56 €	103.81 €
CUSS - Baggage Tag/Unit	- €	0.03 €
CUSS - Boarding Pass/Unit	- €	0.01 €
HBD/SBD - Baggage Heavy Tag/Unit	- €	0.03 €
HBD/SBD - Baggage Receipt/Unit	- €	0.01 €
HBD/SBD - Baggage Pass/Unit	- €	0.01 €
DCP: Document Printer	- €	51.15 €
ATB/BTP: Airline Ticket and Boarding Pass Printer	- €	37.53 €
MSR: Magnetic Swipe Reader Keyboard	- €	21.26 €
<b>INFRASTRUCTURE SERVICES</b>	<b>Installation</b>	<b>Monthly Fee</b>
<b>Circuit- Copper (per pair)</b>		
Point to Point copper connection (inside terminal building)	60.02 €	16.37 €
Point to Point copper connection (between buildings)	118.87 €	21.28 €
<b>Circuit - Fiber Optic (per pair)</b>		
Point to Point fiber connection (inside terminal building) (per 100m)	161.52 €	60.37 €
Point to Point fiber connection (between buildings) (per 100m)	360.15 €	60.37 €

## CHARGES GUIDE 2024

### Porto Airport

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<b>Underground ICT Infrastructures</b>		
ANA Infrastructures (per cable and 100m) <sup>3</sup>	- €	22.84 €
Own Infrastructures (per cable and 100m) <sup>3</sup>	- €	27.34 €
<b>TRUNKING SERVICES</b>		
	Installation	Monthly Fee
Trunking - Equipment	873.07 €	30.55 €
Trunking Service - Network Access	- €	32.74 €
<b>HOUSING SERVICES</b>		
	Installation	Monthly Fee
<b>Data Center ANA</b>		
Housing - Data Center ANA - (42 U) - "Full Rack"	- €	873.07 €
Housing - Data Center ANA - (1 U) - Shared Rack	- €	54.57 €
<b>OPERATIONAL APPLICATIONS</b>		
	Installation	Monthly Fee
<b>Operational Information</b>		
Operational Information (Schedules and Infrastructures)	- €	68.02 €
Operational Information (Web service (broker))	- €	755.39 €
<b>Flight Information</b>		
Flight Information (FIDS) 40" Monitor	218.27 €	130.96 €
Flight Information (FIDS) 55" Monitor	218.27 €	163.71 €
<b>SUPPORT SERVICES AND ICT TECHNICAL SUPPORT</b>		
	Installation	Monthly Fee
<b>Work permit licensing</b>		
Work permits on ANA underground infrastructure licensing	- €	397.87 €
<b>ICT Technician Support Service</b> (Airport Campus located infrastructures)		
Regular Schedule (Working days from 08:00 to 18:00) (per hour)	- €	33.70 €/h
Outside Regular Schedule (per hour)	- €	81.85 €/h
Radio spectrum monitoring service at the terminal	- €	327.40 €

<sup>3</sup> The Service Providers may claim exemption from these occupancy rates under Decree N° 123/2009 being still required to make periodic technical inspections of maintenance and security for the installed infrastructure. These surveys will be made escorted by accredited technicians ANA: See "09 - Support Services and ICT technical support".

## CHARGES GUIDE 2024

**Porto Airport**

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### OCCUPATION OF INFRASTRUCTURES IN THE UNDERGROUND OF ANA <sup>4</sup>

#### Use of ANA Underground infrastructures

Type 1 Cable <= 15 mm diameter - (100m fractions per cable)	11.78 €
Type 2 Cable > 15 mm diameter (100m fractions per cable)	23.64 €
<b>Own Infrastructures Usage ate ANA underground</b> (Monthly fee, per occupancy, per network drive and per 100 mts or fraction)	
Infrastructure Type I - external diameter <= 100 mm	12.76 €
Infrastructure Type II - external diameter > 100 mm and <= 200mm	21.24 €
Infrastructure Type III - external diameter > 200 mm	28.31 €

### EQUIPMENT AND SUPPORT SERVICES

#### EQUIPMENT

CCTV monthly rental p/screen <sup>5</sup>	45.01 €
CCTV Access Install <sup>5</sup>	135.03 €
Mobile Desk - Welcome Desk (p/ day)	621.00 €
Mobile Desk - Welcome Desk (p/ hour or part thereof)	62.10 €
Own Reception Desk - Welcome Desk (p/day)	443.50 €
Own Reception Desk - Welcome Desk (p / hour)	44.30 €
Explosive Trace Detector - per flight	279.07 €

#### TRAINING PER PERSON <sup>6</sup>

Basic Safety Training	54.57 €
Certified Driving Training	54.57 €
Security Training	54.57 €
Safety Fire Prevention Training (minimum 6 people)	38.20 €
Certified Driving Training - (e-learning)	23.11 €

<sup>4</sup> Infrastructure whose section is not circular and for rate application is considered the measure of larger diameter shaft.

<sup>5</sup> Subject to the framework of the video surveillance policy in force.

<sup>6</sup> VAT exemption.

## CHARGES GUIDE 2024

### Porto Airport

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Airside Driving - Practicing Exam	27.28 €
Airside Driving - Practicing Exam: rescheduling/repetition	16.37 €
Safety Training - (e-learning)	23.11 €
Security Training - (e-learning)	23.11 €
Safety Training - (e-learning) Test Repetition	11.56 €
Security Training - (e-learning) Test Repetition	11.56 €
Issue of safety and security certificates - 2nd time	11.39 €
Airside driving in maneuver areas and R/T TETRA communications certified training presential	105.44 €
Practicing exam - Airside driving in maneuver areas and R/T TETRA communications presential	52.72 €
Practicing exam - Airside driving in maneuver areas and R/T TETRA communications repetition/re-scheduling	31.64 €
<b>PHOTOGRAPH AND FILMING</b>	
<b>Public Areas</b>	
Photograph and Filming - Up to 2 Hours	405.00 €
Photograph and Filming - Additional hour	174.20 €
<b>Airport Restricted Areas and Terminal (Airside)</b>	
Photograph and Filming - Up to 2 Hours	579.24 €
Photograph and Filming - Additional hour	261.30 €
Administrative treatment/coordination	83.72 €
<b>ROOMS   DIGNITARIES ROOMS</b>	
<b>Rooms</b>	
Open Spaces - In Passenger Terminal (m2/Hour)	5.55 €
Rooms - VIP Area and Passenger Terminal (p / hour or part thereof)	168.97 €
Rooms - Outside Passenger Terminal - Morning/afternoon	61.45 €
Rooms - Outside Passenger Terminal - P/ day	122.92 €
Auditorium - On Passenger Terminal - (p / hour or part thereof)	227.70 €

## CHARGES GUIDE 2024

### Porto Airport

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#### Dignitaries Rooms

Dignitary - up to 10 accompanying persons	278.83 €
Additional per person over 10 accompanying persons	27.88 €

#### CIP SERVICES

CIP Service - Schengen and Non-Schengen <sup>7</sup>	150.08 €
Lounge Service (VAT included) <sup>7</sup>	37.26 €
Lounge Service - accompanying minor (3 - 12 years old) (VAT included) <sup>7</sup>	16.56 €

#### OTHER SERVICES

Staff Service - From 07h to 19h59 (p / 1/4 hour or part thereof)	11.22 €
Staff Service - From 20h to 06h59 (p / 1/4 hour or part thereof)	17.05 €
Staff Service - Specialized monitoring - From 07h to 19h59 (p / 1/2 hour or part thereof)	33.67 €
Staff Service - Specialized monitoring - From 20h to 06h59 (p / 1/2 hour or part thereof)	51.11 €
Staff Service - Provision of maintenance services provided by third parties	+20% Cost Price
Staff Service - Supply of articles and materials	+20% Cost Price

#### ACCESS CARDS

Issue of Individual Access Cards - Ad hoc - Airlines and Services licensed for Handling Services	3.87 €
Issue of Individual Access Cards - Ad hoc - Other Entities	10.24 €
Issue of Individual Access Cards - Permanent, until 3 years - 1st time / Renewal (w/access control)	30.73 €
Issue of Individual Access Cards - Permanent, until 3 years - 2nd time	45.52 €
Issue of Cards to Supply Automatic Vehicles - Replacement / New Orders	11.07€

<sup>7</sup> Volume discounts may be applied depending on the number of assisted passengers. CIP Service Dedicated accompaniment plus use of dedicated rooms or lounges plus transportation or dedicated accompaniment until the aircraft. Lounge Service Use of the lounge, with or without shower.



## CHARGES GUIDE 2024

Porto Airport

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**BAGGAGE STORAGE (VAT INCLUDED)****Lockers (maximum usage per locker of 7 days)**

Type 1 - (351X457X855mm) - (p/ period of 4 hours)	3.00 €
Type 2 - (351X945X855mm) - (p/ period of 4 hours)	4.00 €
Type 3 - (525X945X855mm/212X1925X555mm) - (p/ period of 4 hours)	5.00 €
Receipt Loss	41.50 €
Additional for overextending maximum period of usage allowed (per day, per locker and per usage)	20.00€
<b>FAST TRACK (VAT INCLUDED)</b>	
Fast Track - Priority boarding <sup>8</sup>	9.00€

<sup>8</sup> Commercial agreements can be established with the Airlines.

# CHARGES GUIDE

# Miscellaneous

Lisbon Airport

Porto Airport

**Faro** Airport

Beja Civil Terminal

Azores Airports

Madeira Airports



## CHARGES GUIDE 2024

Aeroporto de Faro

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### OPERATIONAL AREAS

#### APRON EQUIPMENT

Pneumatic Bags (per ½ hour)	192.55 €
Illumination Tower (p/ ½ hour)	70.17 €
Heavy Lorry (p/ ½ hour)	52.88 €

#### FOLLOW ME | AMBULANCE | OTHER EQUIPMENTS

Follow-me (p/ 1/4 hour)	10.38 €
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#### CLEANING | WASHING | FIRE FIGHTING PREVENTION

Cleaning and Spillage Management (per 15 min or part thereof)	207.48 €
Fire Fight. Prev. Serv. - Supply w/ pax on board, prevention of illegal acts, fuel spills and others (p/ service)	174.61 €
Waste discharge/abandonment inside airport perimeter (p/ occurrence)	200.00 €

#### AIRSIDE DRIVING LICENSES | INSPECTIONS

##### Issuance of airside movement permits for vehicles (1st time / Renewal /2nd time/ one-off)

Electric self-propelled vehicles	23.81 €
Diesel or gasoline propulsion	47.61 €
Issuance of driving licenses in airside - 1st time / Renewal /2nd time	37.22 €

##### Vehicle Inspection - Light Vehicles

Diesel or gasoline propulsion	51.96 €
Electric self-propelled	49.88 €
Vehicle Inspection - Towable Light Vehicles	28.44 €

##### Heavy Vehicles Inspection

Diesel or gasoline propulsion	64.12 €
Electric self-propelled	61.64 €
Vehicle Inspection - Towable Heavy Vehicles	51.96 €
Vehicle Inspection - simple trailers and accessories	11.93 €



## CHARGES GUIDE 2024

## Aeroporto de Faro

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Vehicle Inspection - Reinspection	28.44 €
Vehicle Inspection - additional for out of programmed dates	1 430.00 €

**CONSUMPTIONS****Water supply (p/ m<sup>3</sup>)**

Structural cost	1.08 €
Acquisition cost	Market Price

**Electricity supply****Power (p/ KVA)**

Acquisition cost	Market Price
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**Consumption (p/ KWh)**

Structural cost	0.0450 €
Acquisition cost	Market Price
Network access	Market Price

**Gas Supply**

+10% Market Price

**Fuel Supply <sup>1</sup>**

Market Price

**Communications**

+10% Market Price

**TELECOMMUNICATIONS <sup>2</sup>****DATA SERVICES**

Installation

Monthly Fee

**Internet Access- ANA ISP**

Basic Internet (1 Equipment)	85.13 €	43.12 €
Internet Access 20/20Mbps	185.52 €	125.50 €

<sup>1</sup> Volume discounts may be applied depending on the number of supplied liters.

<sup>2</sup> Services listed below depend on their availability at the Airport.



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## Aeroporto de Faro

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Internet Access 50/50Mbps	185.52 €	174.61 €
Internet Access 100/100Mbps	185.52 €	218.27 €
<b>Internet Access - External ISP</b>		
VLAN Connection to External ISP 10/10 Mbps	126.60 €	84.91 €
VLAN Connection to External ISP 100/100 Mbps	126.60 €	119.83 €
VLAN Connection to External ISP 1 Gbps	122.32 €	189.90 €
VLAN Connection to External ISP QinQ (VLAN Tagged)	122.32 €	215.00 €
VLAN Connection - Between Airport Rentals (stores or offices)	122.32 €	215.00 €
<b>Local Area Network (LAN)</b>		
Data Access point (cable)	63.30 €	26.05 €
Data Access point (Wi-Fi)	63.30 €	26.05 €
Wi-Fi Office Access (Dedicated SSID)	100.00 €	115.00 €
Passive Data Access	65.48 €	30.20 €
<b>VOICE SERVICES</b>	<b>Installation</b>	<b>Monthly Fee</b>
<b>Voice Access</b>		
PABX Voice Access (Internal Access)	61.91 €	10.68 €
PABX Voice Access (External Access)	61.91 €	21.50 €
DDI (Direct Dial In) Access from public network through a number	- €	3.27 €
<b>Voice Equipment</b>		
Telephone Type 1 (Analog)	- €	1.22 €
Telephone Type 2 (Analog with display)	- €	5.14 €
Telephone Type 3 (Digital with display)	- €	13.94 €
Telephone Type 4 (Mobile - Internal only)	- €	28.09 €
<b>TELEVISION SERVICES</b>	<b>Installation</b>	<b>Monthly Fee</b>
<b>TV</b>		
TV Base	96.04 €	33.70 €

## CHARGES GUIDE 2024

### Aeroporto de Faro

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Sport TV (additional to the TV Base)	- €	29.47 €
TV Eleven Sports (additional to the TV Base)	- €	17.73 €
<b>OPERATIONAL SERVICES (CUPSS/CUSS/BRS/HBD/SBD)</b>	<b>Installation</b>	<b>Monthly Fee</b>
CUPSS Workstation	64.56 €	103.81 €
CUSS - Baggage Tag/Unit	- €	0.03 €
CUSS - Boarding Pass/Unit	- €	0.01 €
HBD/SBD - Baggage Heavy Tag/Unit	- €	0.03 €
HBD/SBD - Baggage Receipt/Unit	- €	0.01 €
HBD/SBD - Baggage Pass/Unit	- €	0.01 €
DCP: Document Printer	- €	51.15 €
ATB/BTP: Airline Ticket and Boarding Pass Printer	- €	37.53 €
MSR: Magnetic Swipe Reader Keyboard	- €	21.26 €
<b>INFRASTRUCTURE SERVICES</b>	<b>Installation</b>	<b>Monthly Fee</b>
<b>Circuit- Copper (per pair)</b>		
Point to Point copper connection (inside terminal building)	60.02 €	16.37 €
Point to Point copper connection (between buildings)	118.87 €	21.28 €
<b>Circuit - Fiber Optic (per pair)</b>		
Point to Point fiber connection (inside terminal building) (per 100m)	161.52 €	60.37 €
Point to Point fiber connection (between buildings) (per 100m)	360.15 €	60.37 €
<b>Underground ICT Infrastructures</b>		
ANA Infrastructures (per cable and 100m) <sup>2</sup>	- €	22.84 €
Own Infrastructures (per cable and 100m) <sup>2</sup>	- €	27.34 €
<b>TRUNKING SERVICES</b>	<b>Installation</b>	<b>Monthly Fee</b>
Trunking - Equipment	873.07 €	30.55 €
Trunking Service - Network Access	- €	32.74 €

<sup>2</sup> The Service Providers may claim exemption from these occupancy rates under Decree N° 123/2009 being still required to make periodic technical inspections of maintenance and security for the installed infrastructure. These surveys will be made escorted by accredited technicians ANA: See "09 - Support Services and ICT technical support".

## CHARGES GUIDE 2024

### Aeroporto de Faro

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HOUSING SERVICES	Installation	Monthly Fee
<b>Data Center ANA</b>		
Housing - Data Center ANA - (42 U) - "Full Rack"	- €	873.07 €
Housing - Data Center ANA - (1 U) - Shared Rack	- €	54.57 €
OPERATIONAL APPLICATIONS	Installation	Monthly Fee
<b>Operational Information</b>		
Operational Information (Schedules and Infrastructures)	- €	68.02 €
Operational Information (Web service (broker))	- €	755.39 €
<b>Flight Information</b>		
Flight Information (FIDS) 40" Monitor	218.27 €	130.96 €
Flight Information (FIDS) 55" Monitor	218.27 €	163.71 €
SUPPORT SERVICES AND ICT TECHNICAL SUPPORT	Installation	Monthly Fee
<b>Work permit licensing</b>		
Work permits on ANA underground infrastructure licensing	- €	397.87 €
<b>ICT Technician Support Service</b> (Airport Campus located infrastructures)		
Regular Schedule (Working days from 08:00 to 18:00) (per hour)	- €	33.70 €/h
Outside Regular Schedule (per hour)	- €	81.85 €/h
Radio spectrum monitoring service at the terminal	- €	327.40 €
OCCUPATION OF INFRASTRUCTURES IN THE UNDERGROUND OF ANA <sup>3</sup>		
<b>Use of ANA Underground infrastructures</b>		
Type 1 Cable <= 15 mm diameter - (100m fractions per cable)		11.78 €
Type 2 Cable > 15 mm diameter (100m fractions per cable)		23.64 €

<sup>3</sup> The application of the listed Underground Infrastructure Occupation items depends on the applicability at each Airport. Infrastructure whose section is not circular and for rate application is considered the measure of larger diameter shaft

## CHARGES GUIDE 2024

### Aeroporto de Faro

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#### Own Infrastructures Usage ate ANA underground (Monthly fee, per occupancy, per network drive and per 100 mts or fraction)

Infrastructure Type I - external diameter <= 100 mm	12.76 €
Infrastructure Type II - external diameter > 100 mm and <= 200mm	21.24 €
Infrastructure Type III - external diameter > 200 mm	28.31 €

### EQUIPMENT AND SUPPORT SERVICES

#### EQUIPMENT

Mobile Desk - Welcome Desk (p/ day)	524.67 €
Mobile Desk - Welcome Desk (p/ hour or part thereof)	52.46 €
Own Reception Desk - Welcome Desk (p /day)	374.54 €
Own Reception Desk - Welcome Desk (p / hour)	37.42 €
Group Luggage Car - per unit/hour or part thereof	15.00 €

#### TRAINING PER PERSON <sup>4</sup>

Basic Safety Training	54.57 €
Certified Driving Training	54.57 €
Security Training	54.57 €
Safety Fire Prevention Training (minimum 6 people)	38.20 €
Certified Driving Training - (e-learning)	23.11 €
Airside Driving - Practicing Exam	27.28 €
Airside Driving - Practicing Exam: rescheduling/repetition	16.37 €
Safety Training - (e-learning)	23.11 €
Security Training - (e-learning)	23.11 €
Safety Training - (e-learning) Test Repetition	11.56 €
Security Training - (e-learning) Test Repetition	11.56 €

<sup>4</sup> VAT exemption.

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### Aeroporto de Faro

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Issue of safety and security certificates - 2 <sup>nd</sup> time	11.39 €
Airside driving in maneuver areas and R/T TETRA communications certified training presential	105.44 €
Practicing exam - Airside driving in maneuver areas and R/T TETRA communications presential	52.72 €
Practicing exam - Airside driving in maneuver areas and R/T TETRA communications repetition/re-scheduling	31.64 €
<b>PHOTOGRAPH AND FILMING</b>	
<b>Public Areas</b>	
Photograph and Filming - Up to 2 Hours	405.00 €
Photograph and Filming - Additional hour	174.20 €
<b>Airport Restricted Areas and Terminal (Airside)</b>	
Photograph and Filming - Up to 2 Hours	579.24 €
Photograph and Filming - Additional hour	261.30 €
Administrative treatment/coordination	83.72 €
<b>ROOMS   DIGNITARIES ROOMS</b>	
Open Spaces - In Passenger Terminal (m2/Hour)	5.55 €
Spaces - In commercial buildings (per m2/ month) <sup>5</sup>	36.90 €
Conference room rental - at Passenger Terminal (audiovisual equipment <sup>6</sup> included) - per hour or part thereof	77.69 €
Room without equipment <sup>6</sup> - per hour or part thereof	15.06 €
Room with equipment <sup>6</sup> - p / hour or part thereof	21.29 €
Room (VIP area) - Per hour or part thereof	170.66 €
Dignitary - up to 10 accompanying persons	278.83 €
Additional per person over 10 accompanying persons	27.88 €
<b>CIP SERVICES</b>	
CIP Services - Schengen and Non-Schengen <sup>7</sup>	150.08 €
Lounge Service (VAT included) <sup>7</sup>	37.26 €
Lounge Service Children from 3 to 12 years old (VAT included) <sup>7</sup>	16.56 €

<sup>5</sup> For space/room rentals for more than a month, an occupation license contract is required - please contact Extra Aviation Department.

<sup>6</sup> Support equipment, namely computers, overhead projector + projection screen.

<sup>7</sup> Volume discounts may be applied depending on the number of assisted passengers. CIP Service Dedicated accompaniment plus use of dedicated rooms or lounges plus transportation or dedicated accompaniment until the aircraft.

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**OTHER SERVICES**

Photocopies A4	0.12 €
Photocopies A3	0.23 €
Staff Service - From 07:00H to 19:59H (per hour or part thereof)	43.99 €
Staff Service - From 20:00H to 23:30H (per hour or part thereof)	66.86 €
Staff Service - Specialized monitoring - From 07:00H to 19:59H (per hour or part thereof)	65.98 €
Staff Service - Specialized monitoring - From 20:00H to 06:59H (per hour or part thereof)	100.19 €
Staff Service - Minimum invoice value (Consumption + labor)	28.25 €
Staff Service - Provision of maintenance services provided by third parties	+20% Cost Price
Staff Service - Supply of articles and materials	+20% Cost Price
<b>Daytime Baggage Service (From 07h to 19h59)</b>	
Baggage Service p/pax (1 to 3 bags)	32.74 €
Baggage Service (per additional volume)	10.87 €
<b>Night-time Baggage Service (From 20h to 23h30)</b>	
Baggage Service p/pax (1 to 3 bags)	52.38 €
Baggage Service (per additional volume)	17.18 €
Use of Nursing Personnel (UCS)	722.74 €
<b>ACCESS CARDS</b>	
Issue of Individual Access Cards - Ad hoc - Airlines and Services licensed for Handling Services	3.87 €
Issue of Individual Access Cards - Ad hoc - Other Entities	10.24 €
Issue of Individual Access Cards – valid for 1 and 3 years - 1st time / Renewal (with access control)	30.73 €
Issue of Individual Access Cards - valid for 1 and 3 years - 1st time / Renewal (without access control)	9.12 €
Issue of Individual Access Cards - valid for 1 and 3 years - 2nd time	45.52 €
Issue of Cards to Supply Automatic Vehicle - Replacement / New Orders	11.07 €





## CHARGES GUIDE 2024

Aeroporto de Faro

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### BAGGAGE STORAGE (VAT INCLUDED)

#### Lockers (maximum usage per locker of 15 days)

Type 1 - (351X457X855mm) - (p/ period of 4 hours)	3.00 €
Type 2 - (351X945X855mm) - (p/ period of 4 hours)	4.00 €
Type 3 - (525X945X855mm/212X1925X555mm) - (p/ period of 4 hours)	5.00 €
Receipt Loss	41.50 €
Additional for overextending maximum period of usage allowed (per day, per locker and per usage)	20.00 €

### FAST TRACK (VAT INCLUDED)

Fast Track - Priority boarding <sup>8</sup>	9.00 €
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<sup>8</sup> Commercial agreements can be established with the Airlines.

# CHARGES GUIDE

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**Beja** Civil Terminal

Azores Airports

Madeira Airports

## CHARGES GUIDE 2024

### Beja Civil Terminal

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#### OPERATIONAL AREAS

##### FOLLOW ME | AMBULANCE | OTHER EQUIPMENTS

Follow-me (p/ 1/4 hour)

10.38 €

##### CLEANING | WASHING | FIRE FIGHTING PREVENTION

Cleaning and Spillage Management (per 15 min or part thereof)

207.48 €

Fire Fight. Prev. Serv. - Supply w/ pax on board, prevention of illegal acts, fuel spills and others (p/ service)

174.61 €

Facility cleaning (p/ ½ hour, on working days)

7.44 €

Facility cleaning (p/ ½ hour, non-working days)

14.87 €

Waste discharge/abandonment inside airport perimeter (p/ occurrence)

200.00 €

##### AIRSIDE DRIVING LICENSES | VEHICLE INSPECTIONS

#### Issuance of airside movement permits for vehicles (1st time / Renewal /2nd time/ one-off)

Electric self-propelled vehicles

23.81 €

Diesel or gasoline propulsion

47.61 €

Issuance of driving licenses in airside - 1st time / Renewal /2nd time

37.22 €

#### Vehicle Inspection - Light Vehicles

Diesel or gasoline propulsion

51.96 €

Electric self-propelled

49.88 €

Vehicle Inspection - Towable Light Vehicles

28.44 €

#### Heavy Vehicles Inspection

Diesel or gasoline propulsion

64.12 €

Electric self-propelled

61.64 €

Vehicle Inspection - Towable Heavy Vehicles

51.96 €

Vehicle Inspection - Simple trailers and accessories

11.93 €

Vehicle Inspection - Reinspection

28.44 €

Vehicle Inspection - Additional for out of programmed dates

416.57 €

## CHARGES GUIDE 2024

### Beja Civil Terminal

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#### CONSUMPTIONS

##### Water supply (p/ m<sup>3</sup>)

Structural cost

1.08 €

Acquisition cost

Market Price

##### Electricity supply

Power (p/ KVA)

Acquisition cost

Market Price

Consumption (p/ KWh)

Structural cost

0.0450 €

Acquisition cost

Market Price

Network access

Market Price

Communications

+10% Market Price

#### TELECOMMUNICATIONS<sup>1</sup>

##### DATA SERVICES

Installation

Monthly Fee

##### Internet Access- ANA ISP

Basic Internet (1 Equipment)

85.13 €

43.12 €

Internet Access 20/20Mbps

185.52 €

125.50 €

Internet Access 50/50Mbps

185.52 €

174.61 €

Internet Access 100/100Mbps

185.52 €

218.27 €

##### Internet Access - External ISP

VLAN Connection to External ISP 10/10 Mbps

126.60 €

84.91 €

VLAN Connection to External ISP 100/100 Mbps

126.60 €

119.83 €

VLAN Connection to External ISP 1 Gbps

122.32 €

189.90 €

<sup>1</sup> Services listed below depend on their availability at the Airport.

## CHARGES GUIDE 2024

### Beja Civil Terminal

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VLAN Connection to External ISP QinQ (VLAN Tagged)	122.32 €	215.00 €
VLAN Connection - Between Airport Rentals (stores or offices)	122.32 €	215.00 €
<b>Local Area Network (LAN)</b>	<b>Installation</b>	<b>Monthly Fee</b>
Data Access point (cable)	63.30 €	26.05 €
Data Access point (Wi-Fi)	63.30 €	26.05 €
Wi-Fi Office Access (Dedicated SSID)	100.00 €	115.00 €
Passive Data Access	65.48 €	30.20 €
<b>VOICE SERVICES</b>	<b>Installation</b>	<b>Monthly Fee</b>
<b>Voice Access</b>		
PABX Voice Access (Internal Access)	61.91 €	10.68 €
PABX Voice Access (External Access)	61.91 €	21.50 €
DDI (Direct Dial In) Access from public network through a number	- €	3.27 €
<b>Voice Equipment</b>		
Telephone Type 1 (Analog)	- €	1.22 €
Telephone Type 2 (Analog with display)	- €	5.14 €
Telephone Type 3 (Digital with display)	- €	13.94 €
Telephone Type 4 (Mobile - Internal only)	- €	28.09 €
<b>TELEVISION SERVICES</b>	<b>Installation</b>	<b>Monthly Fee</b>
<b>TV</b>		
TV Base	96.04 €	33.70 €
Sport TV (additional to the TV Base)	- €	29.47 €
TV Eleven Sports (additional to the TV Base)	- €	17.73 €
<b>OPERATIONAL SERVICES (CUPSS/CUSS/BRS/HBD/SBD)</b>	<b>Installation</b>	<b>Monthly Fee</b>
CUPSS Workstation	64.56 €	103.81 €
CUSS - Baggage Tag/Unit	- €	0.03 €

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### Beja Civil Terminal

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CUSS - Boarding Pass/Unit	- €	0.01 €
HBD/SBD - Baggage Heavy Tag/Unit	- €	0.03 €
HBD/SBD - Baggage Receipt/Unit	- €	0.01 €
HBD/SBD - Baggage Pass/Unit	- €	0.01 €
DCP: Document Printer	- €	51.15 €
ATB/BTP: Airline Ticket and Boarding Pass Printer	- €	37.53 €
MSR: Magnetic Swipe Reader Keyboard	- €	21.26 €
<b>INFRASTRUCTURE SERVICES</b>	<b>Installation</b>	<b>Monthly Fee</b>
<b>Circuit- Copper (per pair)</b>		
Point to Point copper connection (inside terminal building)	60.02 €	16.37 €
Point to Point copper connection (between buildings)	118.87 €	21.28 €
<b>Circuit - Fiber Optic (per pair)</b>		
Point to Point fiber connection (inside terminal building) (per 100m)	161.52 €	60.37 €
Point to Point fiber connection (between buildings) (per 100m)	360.15 €	60.37 €
<b>Underground ICT Infrastructures</b>		
ANA Infrastructures (per cable and 100m) <sup>2</sup>	- €	22.84 €
Own Infrastructures (per cable and 100m) <sup>2</sup>	- €	27.34 €
<b>TRUNKING SERVICES</b>	<b>Installation</b>	<b>Monthly Fee</b>
Trunking - Equipment	873.07 €	30.55 €
Trunking Service - Network Access	- €	32.74 €
<b>HOUSING SERVICES</b>	<b>Installation</b>	<b>Monthly Fee</b>
<b>Data Center ANA</b>		
Housing - Data Center ANA - (42 U) - "Full Rack"	- €	873.07 €
Housing - Data Center ANA - (1 U) - Shared Rack	- €	54.57 €

<sup>2</sup> The Service Providers may claim exemption from these occupancy rates under Decree N° 123/2009 being still required to make periodic technical inspections of maintenance and security for the installed infrastructure. These surveys will be made escorted by accredited technicians ANA: See "09 - Support Services and ICT technical support".

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### Beja Civil Terminal

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OPERATIONAL APPLICATIONS	Installation	Monthly Fee
<b>Operational Information</b>		
Operational Information (Schedules and Infrastructures)	- €	68.02 €
Operational Information (Web service (broker))	- €	755.39 €
<b>Flight Information</b>		
Flight Information (FIDS) 40" Monitor	218.27 €	130.96 €
Flight Information (FIDS) 55" Monitor	218.27 €	163.71 €
SUPPORT SERVICES AND ICT TECHNICAL SUPPORT	Installation	Monthly Fee
<b>Work permit licensing</b>		
Work permits on ANA underground infrastructure licensing	- €	397.87 €
<b>ICT Technician Support Service (Airport Campus located infrastructures)</b>		
Regular Schedule (Working days from 08:00 to 18:00) (per hour)	- €	33.70 €/h
Outside Regular Schedule (per hour)	- €	81.85 €/h
Radio spectrum monitoring service at the terminal	- €	327.40 €
OCCUPATION OF INFRASTRUCTURES IN THE UNDERGROUND OF ANA <sup>3</sup>		
<b>Use of ANA Underground infrastructures</b>		
Type 1 Cable <= 15 mm diameter - (100m fractions per cable)		11.78 €
Type 2 Cable > 15 mm diameter (100m fractions per cable)		23.64 €
<b>Own Infrastructures Usage ate ANA underground</b>		
Infrastructure Type I - external diameter <= 100 mm		12.76 €
Infrastructure Type II - external diameter > 100 mm and <= 200mm		21.24 €
Infrastructure Type III - external diameter > 200 mm		28.31 €

<sup>3</sup> The application of the listed Underground Infrastructure Occupation items depends on the applicability at each Airport Infrastructure whose section is not circular and for rate application is considered the measure of larger diameter shaft.



## CHARGES GUIDE 2024

## Beja Civil Terminal

6/8

## EQUIPMENT AND SUPPORT SERVICES

## EQUIPMENT

Cargo X-Ray (per day)	58.31 €
Cargo X-Ray (per volume)	2.09 €
Use of terrace building equipment by radio p/ transmitter / antenna - excl. Use (p / month)	33.18 €
Cargo Terminal Weighbridges (p/ day)	14.19 €
Workshop Equipment (p / ½ hour)	17.19 €

TRAINING PER PERSON <sup>4</sup>

Basic Safety Training	54.57 €
Certified Driving Training	54.57 €
Security Training	54.57 €
Safety Training Level I	35.72 €
Safety Fire Prevention Training (minimum 6 people)	38.20 €
Certified Driving Training - (e-learning)	23.11 €
Airside Driving - Practicing Exam	27.28 €
Airside Driving - Practicing Exam: rescheduling/repetition	16.37 €
Safety Training - (e-learning)	23.11 €
Security Training - (e-learning)	23.11 €
Safety Training - (e-learning) Test Repetition	11.56 €
Security Training - (e-learning) Test Repetition	11.56 €
Issue of safety and security certificates - 2nd time	11.39 €

## VISITS

Visits to Apron area p/ person (Maximum 12 people)	270.23 €
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<sup>4</sup> VAT exemption.



## CHARGES GUIDE 2024

### Beja Civil Terminal

7/8

#### PHOTOGRAPH AND FILMING

##### Public Areas

Photograph and Filming - Up to 2 Hours	405.00 €
Photograph and Filming - Additional hour	174.20 €

##### Airport Restricted Areas and Terminal (Airside)

Photograph and Filming - Up to 2 Hours	579.24 €
Photograph and Filming - Additional hour	261.30 €
Administrative treatment/coordination	83.72 €

#### ROOMS | DIGNITARIES ROOMS

##### Rooms

Rooms - In Passenger Terminal (p/ day or part thereof)	42.19 €
Spaces - In commercial buildings (per m2/ month)	36.90 €
Room at the Building's Services without projector (p/ day or part thereof)	119.42 €
Room at the Building's Services with projector (p/ day or part thereof)	158.46 €
Spaces for restaurant (per hour)	27.01 €
Room (boarding area) (p/ day or part thereof)	83.60 €

##### Open Spaces

Passenger terminal / public areas (m2/hour)	5.55 €
Restricted areas - Terminal (m2/hour)	6.93 €
Restricted areas - Airside/Others (m2/hour)	5.94 €

#### OTHER SERVICES

Staff Service - Working days from 08h30 to 17h29 (p/ ¼ hour or part thereof)	11.22 €
Staff Service - Working days from 17h30 to 08h29 (p/ ¼ hour or part thereof)	17.05 €
Staff Service - Saturdays, Sundays, and holidays (p/ ¼ hour or part thereof)	21.30 €
Staff Service - Specialized monitoring (p/ ½ hour) - From 07h30h to 18:59h	33.67 €



## CHARGES GUIDE 2024

### Beja Civil Terminal

8/8

Staff Service – Specialized monitoring (p/ ½ hour) - From 19:00H to 07:29H	51.11 €
Staff Service – Minimum invoice value (Consumption + labor)	28.25 €
Photocopies A4	0.12 €
Photocopies A3	0.23 €

### ACCESS CARDS

Issue of Individual Access Cards - Ad hoc - Airlines and Services licensed for Handling Services	3.83 €
Issue of Individual Access Cards - Ad hoc - Other Entities	10.24 €
Issue of Individual Access Cards – Permanent, valid for 1 and 3 years - 1st time / Renewal (w/access control)	18.21 €
Issue of Individual Access Cards – Permanent, valid for 1 and 3 years - 2nd time (3) <sup>a</sup> Via	36.41 €

# CHARGES GUIDE

# Miscellaneous

Lisbon Airport

Porto Airport

Faro Airport

Beja Civil Terminal

**Azores** Airports

Madeira Airports

## CHARGES GUIDE 2024

Azores Airports	1/9	Every Airport
<b>OPERATIONAL AREAS</b>		
<b>APRON EQUIPMENT</b>		
Loader, electric (p/day)		138.95 €
<b>FOLLOW ME   AMBULANCE   OTHER EQUIPMENTS</b>		
Follow - me (p/ 1/2 hour)		23.89 €
Cooling Equipment (p/ 1/2 hour)		118.57 €
Tank Vehicle (p/ 1 hour)		49.62 €
Rescue Vehicle (p/ 1 hour)		68.24 €
Stacker (p/ 1 hour)		37.22 €
<b>CLEANING   WASHING   FIRE FIGHTING PREVENTION</b>		
Spill Cleaning and management (per 15 minutes or less)		207.48 €
Facilities cleaning (p/ m2)		6.19 €
Fire Fight. Prev. Serv. - Supply w/ pax on board, prevention of illegal acts, fuel spills and others (p/ ¼ h)		52.79 €
Waste discharge/abandonment inside airport perimeter (p/ occurrence)		200.00 €
<b>TRANSPORT VEHICLES</b>		
Heavy Vehicle Pax Service - p/ 1 hour		66.99 €
Heavy Vehicle Cargo Service - p/ 1/2 hour		52.09 €
<b>AIRSIDE DRIVING LICENSES   VEHICLE INSPECTIONS VEHICLES</b>		
Airside movement permits for Electric self-propelled vehicles/equipment		23.81 €
Airside movement permits for Diesel or gasoline propulsion vehicles/equipment		47.61 €
Issuance of driving licenses in airside – 1st time / Renewal /2nd time		37.22 €
Vehicle Inspection – per vehicle		37.22 €
Vehicles Access Card – Temporary - Magnetized - (Auto Parks - 1st time/2nd/renewal)		65.74 €

## CHARGES GUIDE 2024

Azores Airports	2/9	Ponta Delgada	Santa Maria	Horta	Flores
<b>CONSUMPTIONS</b>					
<b>Water supply (p/ m<sup>3</sup>)</b>					
Structural cost		1.08 €	1.08 €	1.08 €	- €
Acquisition cost		Market Price	Market Price	Market Price	- €
Water reinstallation		- €	39.69 €	- €	- €
<b>Electricity supply</b>					
<b>Power (p/ KVA)</b>					
Acquisition cost		Market Price	Market Price	Market Price	Market Price
<b>Consumption (p/ KWh)</b>					
Structural cost		0.0450 €	0.0450 €	0.0450 €	0.0450 €
Acquisition cost		Market Price	Market Price	Market Price	Market Price
Network access		Market Price	Market Price	Market Price	Market Price
Gas Supply		+10% Market Price	- €	- €	- €
Fuel Supply <sup>1</sup>		Market Price	- €	Market Price	- €
<b>TELECOMMUNICATIONS <sup>2</sup></b>					Every Airport
<b>DATA SERVICES</b>					
<b>Acesso Internet - Rede ANA Aeroportos</b>				<b>Installation</b>	<b>Monthly Fee</b>
Basic Internet (1 Equipment)				85.13 €	43.12 €
Internet Access 20/20Mbps				185.52 €	125.50 €
Internet Access 50/50Mbps				185.52 €	174.61 €
Internet Access 100/100Mbps				185.52 €	218.27 €
<b>Internet Access - External ISP</b>					
VLAN Connection to External ISP 10/10 Mbps				126.60 €	84.91 €

<sup>1</sup> Volume discounts may be applied depending on the number of supplied liters.

<sup>2</sup> Services listed below depend on their availability at the Airport.

## CHARGES GUIDE 2024

Azores Airports	3/9	Every Airport	
VLAN Connection to External ISP 100/100 Mbps		126.60 €	119.83 €
VLAN Connection to External ISP 1 Gbps		122.32 €	189.90 €
VLAN Connection to External ISP QinQ (VLAN Tagged)		122.32 €	215.00 €
VLAN Connection - Between Airport Rentals (stores or offices)		122.32 €	215.00 €
<b>Local Area Network (LAN)</b>			
Data Access point (cable)		63.30 €	26.05 €
Data Access point (Wi-Fi)		63.30 €	26.05 €
Wi-Fi Office Access (Dedicated SSID)		100.00 €	115.00 €
Passive Data Access		65.48 €	30.20 €
<b>VOICE SERVICES</b>		<b>Installation</b>	<b>Monthly Fee</b>
<b>Voice Access</b>			
PABX Voice Access (Internal Access)		61.91 €	10.68 €
PABX Voice Access (External Access)		61.91 €	21.50 €
DDI (Direct Dial In) Access from public network through a number		- €	3.27 €
<b>Voice Equipment</b>			
Telephone Type 1 (Analog)		- €	1.22 €
Telephone Type 2 (Analog with display)		- €	5.14 €
Telephone Type 3 (Digital with display)		- €	13.94 €
Telephone Type 4 (Mobile - Internal only)		- €	28.09 €
<b>TELEVISION SERVICES</b>		<b>Installation</b>	<b>Monthly Fee</b>
<b>TV</b>			
TV Base		96.04 €	33.70 €
Sport TV (additional to the TV Base)		- €	29.47 €
TV Eleven Sports (additional to the TV Base)		- €	17.73 €

## CHARGES GUIDE 2024

Azores Airports	4/9	Every Airport	
OPERATIONAL SERVICES (CUPSS/CUSS/BRS/HBD/SBD)		Installation	Monthly Fee
CUPSS Workstation		64.56 €	103.81 €
CUSS - Baggage Tag/Unit		- €	0.03 €
CUSS - Boarding Pass/Unit		- €	0.01 €
HBD/SBD - Baggage Heavy Tag/unit		- €	0.03 €
HBD/SBD - Baggage Receipt/unit		- €	0.01 €
HBD/SBD - Baggage Pass/unit		- €	0.01 €
DCP: Document Printer		- €	51.15 €
ATB/BTP: Airline Ticket and Boarding Pass Printer		- €	37.53 €
MSR: Magnetic Swipe Reader Keyboard		- €	21.26 €
INFRASTRUCTURE SERVICES		Installation	Monthly Fee
<b>Circuit- Copper (per pair)</b>			
Point to Point copper connection (inside terminal building)		60.02 €	16.37 €
Point to Point copper connection (between buildings)		118.87 €	21.28 €
<b>Circuit - Fiber Optic (per pair)</b>			
Point to Point fiber connection (inside terminal building) (per 100m)		161.52 €	60.37 €
Point to Point fiber connection (between buildings) (per 100m)		360.15 €	60.37 €
<b>Underground ICT Infrastructures</b>			
ANA Infrastructures (per cable and 100m) <sup>3</sup>		- €	22.84 €
Own Infrastructures (per cable and 100m) <sup>3</sup>		- €	27.34 €
TRUNKING SERVICES		Installation	Monthly Fee
Trunking - Equipment		873.07 €	30.55 €
Trunking Service - Network Access		- €	32.74 €

<sup>3</sup> The Service Providers may claim exemption from these occupancy rates under Decree N° 123/2009 being still required to make periodic technical inspections of maintenance and security for the installed infrastructure. These surveys will be made escorted by accredited technicians ANA: See "09 - Support Services and ICT technical support".



## CHARGES GUIDE 2024

Azores Airports	5/9	Every Airport	
HOUSING SERVICES		Installation	Monthly Fee
<b>Data Center ANA</b>			
Housing - Data Center ANA - (42 U) - "Full Rack"		- €	873.07 €
Housing - Data Center ANA - (1 U) - Shared Rack		- €	54.57 €
OPERATIONAL APPLICATIONS		Installation	Monthly Fee
<b>Operational Information</b>			
Operational Information (Schedules and Infrastructures)		- €	68.02 €
Operational Information (Web service (broker))		- €	755.39 €
<b>Flight Information</b>			
Flight Information (FIDS) 40" Monitor		218.27 €	130.96 €
Flight Information (FIDS) 55" Monitor		218.27 €	163.71 €
SUPPORT SERVICES AND ICT TECHNICAL SUPPORT		Installation	Monthly Fee
<b>Work permit licensing</b>			
Work permits on ANA underground infrastructure licensing		- €	397.87 €
<b>ICT Technician Support Service</b> (Airport Campus located infrastructures)			
Regular Schedule (Working days from 08:00 to 18:00) (per hour)		- €	33.70 €/h
Outside Regular Schedule (per hour)		- €	81.85 €/h
Radio spectrum monitoring service at the terminal		- €	327.40 €



## CHARGES GUIDE 2024

### Azores Airports

6/9

Every Airport

#### OCCUPATION OF INFRASTRUCTURES IN THE UNDERGROUND OF ANA <sup>4</sup>

##### Use of ANA Underground infrastructures

Type 1 Cable <= 15 mm diameter - (100m fractions per cable)	11.78 €
Type 2 Cable > 15 mm diameter (100m fractions per cable)	23.64 €

##### Own Infrastructures Usage ate ANA underground

Infrastructure Type I - external diameter <= 100 mm	12.76 €
Infrastructure Type II - external diameter > 100 mm and <= 200mm	21.24 €
Infrastructure Type III - external diameter > 200 mm	28.31 €

#### EQUIPMENT AND SUPPORT SERVICES

Ponta Delgada

Santa Maria

Horta

Flores

#### EQUIPMENT

Cargo X-Ray per hour	- €	66.97 €	66.97 €	66.97 €
Cargo X-Ray per volume	2.09 €	2.09 €	2.09 €	2.09 €
Lost-and-Found Balance (p/ month)	71.95 €	71.95 €	71.95 €	71.95 €
Cargo Terminal Weighbridges (p/ month)	354.79 €	- €	- €	- €
Cargo Terminal Freezing Chamber (p/ month)	688.17 €	- €	111.66 €	- €
Explosives trace Detector (p/flight)	279.07 €	279.07 €	279.07 €	279.07 €
Explosives trace Detector (p/month)	1 116.26 €	1 116.26 €	1 116.26 €	1 116.26 €
Audio-visual equipment (p/ day)	17.07 €	17.07 €	17.07 €	17.07 €
Hangar Miscellaneous Equipment (p/month)	947.44 €	- €	- €	- €
Workshop Equipment (p / ½ hour)	10.54 €	10.54 €	- €	- €
Emergency Generator - 90 kVA (p/ month)	527.22 €	527.22 €	527.22 €	527.22 €
PT10 - Energy Post Processing - Gas stations (p/month)	- €	140.18 €	- €	- €

<sup>4</sup> The application of the listed Underground Infrastructure Occupation items depends on the applicability at each Airport. Infrastructure whose section is not circular and for rate application is considered the measure of larger diameter shaft.

## CHARGES GUIDE 2024

### Azores Airports

7/9

Every Airport

#### TRAINING PER PERSON <sup>5</sup>

Basic Safety Training	54.57 €
Certified Driving Training	54.57 €
Security Training	54.57 €
Safety Fire Prevention Training (minimum 6 people)	38.20 €
Certified Driving Training - (e-learning)	23.11 €
Airside Driving – Practicing Exam	27.28 €
Airside Driving – Practicing Exam: repetition/reschedule	16.37 €
Safety Training - (e-learning)	23.11 €
Security Training - (e-learning)	23.11 €
Safety Training - (e-learning) Test Repetition	11.56 €
Security Training - (e-learning) Test Repetition	11.56 €
Issue of safety and security certificates – 2nd time	11.39 €
Initial activity – Awareness action (up to 5 persons)	55.83 €
Initial activity – Awareness action (from 5 to 10 persons)	74.43 €
Initial activity – Awareness action (above 10 persons)	90.56 €

#### PHOTOGRAPH AND FILMING

##### Public Areas

Photograph and Filming - Up to 2 Hours	405.00 €
Photograph and Filming - Additional hour	174.20 €

##### Airport Restricted Areas and Terminal (Airside)

Photograph and Filming - Up to 2 Hours	579.24 €
Photograph and Filming - Additional hour	261.30 €
Administrative treatment/coordination	83.72 €

<sup>5</sup> VAT exemption.



## CHARGES GUIDE 2024

## Azores Airports

8/9

Every Airport

## ROOMS | DIGNITARIES ROOMS

## Rooms

Room - Without equipment - (p / day or part thereof):

Small Room

59.70 €

Small Room - Airside

83.60 €

Big Room

119.42 €

## Dignitaries Rooms

Ponta Delgada

Dignitary - up to 10 accompanying persons

113.78 €

Additional per person over 10 accompanying persons

11.39 €

## CIP SERVICES

Every Airport

CIP Service - Schengen and Non-Schengen <sup>6</sup>

77.63 €

Lounge Service <sup>6</sup>

37.26 €

Lounge Service - accompanying minor (3 - 12 years old)

16.56 €

## OTHER SERVICES

Staff Service - From 07:00H to 19:59H (p / ¼ hour or part thereof)

11.22 €

Staff Service - From 20:00H to 06:59H (p / ¼ hour or part thereof)

17.05 €

Staff Service - Specialized monitoring - From 07:00H to 19:59H (p/ ½ hour or part thereof)

33.67 €

Staff Service - Specialized monitoring - From 20:00H to 06:59H (p/ ½ hour or part thereof)

51.11 €

Staff Service Minimum invoice value (Consumption + labor)

28.25 €

Staff Service - Provision of maintenance services provided by third parties

+20% Cost Price

Staff Service - Supply of articles and materials

+20% Cost Price

Crew assistance service (per turnaround) - Business Aviation

122.92 €

<sup>6</sup> Volume discounts may be applied depending on the number of assisted passengers.



## CHARGES GUIDE 2024

## Azores Airports

9/9

Every Airport

## ACCESS CARDS

Issue of Individual Access Cards - Ad hoc - Airlines and Services licensed for Handling Services

3.87 €

Issue of Individual Access Cards - Ad hoc - Other Entities

10.24 €

Issue of Individual Access Cards – Permanent, valid for 1 and 3 years - 1st time / Renewal (with access control)

39.83 €

Issue of Individual Access Cards – Permanent, valid for 1 and 3 years - 2nd time

45.51 €

Issue of Individual Access Card – Third party – Aerodromes

4.46 €

Issue of Card to Supply Automatic Vehicle - Replacement / New Orders

34.73 €

## BAGGAGE STORAGE (VAT INCLUDED)

Per volume, per day

4.55 €

Receipt Loss

20.70 €

## FAST TRACK (VAT INCLUDED)

Ponta Delgada

Fast Track - Priority boarding <sup>7</sup>

9.00 €

<sup>7</sup> Commercial agreements can be established with the Airlines.

# CHARGES GUIDE

# Miscellaneous

Lisbon Airport  
Porto Airport  
Faro Airport  
Beja Civil Terminal  
Azores Airports  
**Madeira Airports**

## CHARGES GUIDE 2024

Madeira Airports	1/9	Madeira	Porto Santo
<b>OPERATIONAL AREAS</b>			
<b>APRON EQUIPMENT</b>			
Forklift 2 tons, on traffic movement areas (p/ 1/2 hour)		41.69 €	n.a.
Pneumatic lifts (p/ day or part thereof)		15 439.90 €	18 856.22 €
Illumination Tower 6000 w (p/ 1/2 hour)		82.92 €	82.92 €
<b>FOLLOW ME   AMBULANCE   OTHER EQUIPMENTS</b>			
Follow - me (p/ 1/2 hour)		24.03 €	24.02 €
<b>CLEANING   WASHING   FIRE FIGHTING PREVENTION</b>			
Cleaning and Spillage Management (per 15 min or part thereof)		207.00 €	207.48 €
Fire Fight. Prev. Serv. - Supply w/ pax on board, prevention of illegal acts, fuel spills and others (p/ service)		174.61 €	174.61 €
Waste discharge/abandonment inside airport perimeter (p/ occurrence)		200.00 €	200.00 €
<b>AIRSIDE DRIVING LICENSES   VEHICLE INSPECTIONS</b>			Every Airport
<b>Issuance of airside movement permits for vehicles (1st time / Renewal /2nd time/ one-off)</b>			
Electric self-propelled vehicles			23.81 €
Diesel or gasoline propulsion			47.61 €
Issuance of driving licenses in airside – 1st time / Renewal /2nd time			37.22 €
<b>Vehicle Inspection - Light Vehicles</b>			
Diesel or gasoline propulsion			51.97 €
Electric self-propelled			49.89 €
Vehicle Inspection - Towable Light Vehicles			28.44 €
Vehicle Inspection - Reinspection			28.44 €
<b>Vehicle Inspection - Heavy Vehicles</b>			
Diesel or gasoline propulsion			64.12 €
Electric self-propelled			61.64 €
Vehicle Inspection - Towable Heavy Vehicles			51.96 €
Vehicle Inspection - simple trailers and accessories			11.93 €
Vehicle Inspection - additional for out of programmed dates			1 430.00 €

## CHARGES GUIDE 2024

### Madeira Airports

2/9

Every Airport

#### CONSUMPTIONS

##### Water supply (p/ m<sup>3</sup>)

Structural cost

1.08 €

Acquisition cost

Market Price

RSolid waste (city council tax \* occupied area/total area)

+10% Market Price

##### Electricity supply

Power (p/ KVA)

Acquisition cost

Market Price

Consumption (p/ KWh)

Structural cost

0.0450 €

Acquisition cost

Market Price

Network access

Market Price

Communications / Cable TV

+10% Market Price

#### TELECOMMUNICATIONS <sup>1</sup>

##### DATA SERVICES

Installation

Monthly Fee

##### Internet Access- ANA ISP

Basic Internet (1 Equipment)

85.13 €

43.12 €

Internet Access 20/20Mbps

185.52 €

125.50 €

Internet Access 50/50Mbps

185.52 €

174.61 €

Internet Access 100/100Mbps

185.52 €

218.27 €

##### Internet Access - External ISP

VLAN Connection to External ISP 10/10 Mbps

126.60 €

84.91 €

VLAN Connection to External ISP 100/100 Mbps

126.60 €

119.83 €

<sup>1</sup> Services listed below depend on their availability at the Airport.



## CHARGES GUIDE 2024

Madeira Airports	3/9	Every Airport	
VLAN Connection to External ISP 1 Gbps		122.32 €	189.90 €
VLAN Connection to External ISP QinQ (VLAN Tagged)		122.32 €	215.00 €
VLAN Connection - Between Airport Rentals (stores or offices)		122.32 €	215.00 €
<b>Local Area Network (LAN)</b>			
Data Access point (cable)		63.30 €	26.05 €
Data Access point (Wi-Fi)		63.30 €	26.05 €
Wi-Fi Office Access (Dedicated SSID)		100.00 €	115.00 €
Passive Data Access		65.48 €	30.20 €
<b>VOICE SERVICES</b>		<b>Installation</b>	<b>Monthly Fee</b>
<b>Voice Access</b>			
PABX Voice Access (Internal Access)		61.91 €	10.68 €
PABX Voice Access (External Access)		61.91 €	21.50 €
DDI (Direct Dial In) Access from public network through a N°		- €	3.27 €
<b>Voice Equipment</b>			
Telephone Type 1 (Analog)		- €	1.22 €
Telephone Type 2 (Analog with display)		- €	5.14 €
Telephone Type 3 (Digital with display)		- €	13.94 €
Telephone Type 4 (Mobile - Internal only)		- €	28.09 €
<b>TELEVISION SERVICES</b>		<b>Installation</b>	<b>Monthly Fee</b>
<b>TV</b>			
TV Base		96.04 €	33.70 €
Sport TV (additional to the TV Base)		- €	29.47 €
TV Eleven Sports (additional to the TV Base)		- €	17.73 €



## CHARGES GUIDE 2024

Madeira Airports	4/9	Every Airport	
		Installation	Monthly Fee
<b>OPERATIONAL SERVICES (CUPSS/CUSS/BRS/HBD/SBD)</b>			
CUPSS Workstation		64.56 €	103.81 €
CUSS - Baggage Tag/Unit		- €	0.03 €
CUSS - Boarding Pass/Unit		- €	0.01 €
HBD/SBD - Baggage Heavy Tag/unit		- €	0.03 €
HBD/SBD - Baggage Receipt/unit		- €	0.01 €
HBD/SBD - Baggage Pass/unit		- €	0.01 €
DCP: Document Printer		- €	51.15 €
ATB/BTP: Airline Ticket and Boarding Pass Printer		- €	37.53 €
MSR: Magnetic Swipe Reader Keyboard		- €	21.26 €
<b>INFRASTRUCTURE SERVICES</b>			
<b>Circuit- Copper (per pair)</b>			
Point to Point copper connection (inside terminal building)		60.02 €	16.37 €
Point to Point copper connection (between buildings)		118.87 €	21.28 €
<b>Circuit - Fiber Optic (per pair)</b>			
Point to Point fiber connection (inside terminal building) (per 100m)		161.52 €	60.37 €
Point to Point fiber connection (between buildings) (per 100m)		360.15 €	60.37 €
<b>Underground ICT Infrastructures</b>			
ANA Infrastructures (per cable and 100m) <sup>2</sup>		- €	22.84 €
Own Infrastructures (per cable and 100m) <sup>2</sup>		- €	27.34 €
<b>TRUNKING SERVICES</b>			
Trunking - Equipment		873.07 €	30.55 €
Trunking Service - Network Access		€	32.74 €

<sup>2</sup> The Service Providers may claim exemption from these occupancy rates under Decree N° 123/2009 being still required to make periodic technical inspections of maintenance and security for the installed infrastructure. These surveys will be made escorted by accredited technicians ANA: See "09 - Support Services and ICT technical support"

## CHARGES GUIDE 2024

Madeira Airports	5/9	Every Airport	
		Installation	Monthly Fee
<b>HOUSING SERVICES</b>			
<b>Data Center ANA</b>			
Housing - Data Center ANA - (42 U) - "Full Rack"		- €	873.07 €
Housing - Data Center ANA - (1 U) - Shared Rack		- €	54.57 €
<b>OPERATIONAL APPLICATIONS</b>			
<b>Operational Information</b>			
Operational Information (Schedules and Infrastructures)		- €	68.02 €
Operational Information - Web service (broker)		- €	755.39 €
<b>Flight Information</b>			
Flight Information (FIDS) 40" Monitor		218.27 €	130.96 €
Flight Information (FIDS) 55" Monitor		218.27 €	163.71 €
<b>ICT TECHNICAL SUPPORT SERVICES</b>			
<b>Work permit licensing</b>			
Work permits on ANA underground infrastructure licensing		- €	397.87 €
<b>ICT Technician Support Service</b> (Airport Campus located infrastructures)			
Regular Schedule (Working days from 08:00 to 18:00) (per hour)		- €	33.70 €/h
Outside Regular Schedule (per hour)		- €	81.85 €/h
Radio spectrum monitoring service at the terminal		- €	327.40 €
<b>OCCUPATION OF INFRASTRUCTURES IN THE UNDERGROUND OF ANA <sup>3</sup></b>			
<b>Use of ANA Underground infrastructures</b>			
Type 1 Cable <= 15 mm diameter (100m fractions per cable)			11.78 €
Type 2 Cable > 15 mm diameter (100m fractions per cable)			23.64 €

<sup>3</sup> The application of the listed Underground Infrastructure Occupation items depends on the applicability at each Airport. Infrastructure whose section is not circular and for rate application is considered the measure of larger diameter shaft.

## CHARGES GUIDE 2024

### Madeira Airports

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Every Airport

#### Own Infrastructures Usage ate ANA underground (Monthly fee, per occupancy, per network drive and per 100 mts or fraction)

Infrastructure Type I - external diameter <= 100 mm	12.76 €
Infrastructure Type II - external diameter > 100 mm and <= 200mm	21.24 €
Infrastructure Type III - external diameter > 200 mm	28.31 €

#### EQUIPMENT AND SUPPORT SERVICES

Madeira

Porto Santo

#### EQUIPMENT

Workshop equipment (p/ 1/2 hour)	10.78 €	10.78 €
Fridge - monthly rent	637.17 €	n.a.
Mobile Desk - Welcome Desk (p / day or part thereof)	52.46 €	52.46 €
Own Reception Desk - Welcome Desk (p /day or part thereof)	32.81 €	32.82 €
Projector or Computer Rental (p/day and p/unit)	56.88 €	n.a.
X-Ray Cargo - 07h00/20h00 (Monday to Sunday) - per 15m or part thereof	5.23 €	5.23 €
X-Ray Cargo - 20h00/07h00 (Monday to Sunday) - per 15 m or part thereof	6.60 €	6.60 €
X-Ray Cargo - 07h00/20h00 (holiday) - per 15 m or part thereof	10.43 €	10.43 €
X-Ray Cargo - 20h00/07h00 (holiday) - per 15 m or part thereof	13.05 €	13.05 €
Explosive trace detector (p/ fight)	279.07 €	279.07 €
Explosive trace detector (p/ mount)	1 093.80 €	1 093.80 €

#### TRAINING PER PERSON <sup>4</sup>

Every Airport

Basic Safety Training	54.57 €
Certified Driving Training	54.57 €
Security Training	54.57 €
Safety Fire Prevention Training (minimum 6 people)	38.20 €
Certified Driving Training - (e-learning)	23.11 €
Airside Driving - Practicing Exam	27.28 €

<sup>4</sup> VAT exemption.

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Airside Driving - Practicing Exam: repetition/reschedule		16.37 €
Safety Training - (e-learning)		23.11 €
Security Training - (e-learning)		23.11 €
Safety Training (e-learning) - Test Repetition		11.56 €
Security Training - (e-learning) Test Repetition		11.56 €
Issue of safety and security certificates - 2 <sup>nd</sup> time		11.39 €
<b>VISITS</b>		
Airport guided tour (minimum 6 persons)		270.23 €
<b>PHOTOGRAPH AND FILMING</b>		
<b>Public Areas</b>		
Photograph and Filming - Up to 2 Hours		405.00 €
Photograph and Filming - Additional hour		174.20 €
<b>Airport Restricted Areas and Terminal (Airside)</b>		
Photograph and Filming - Up to 2 Hours		579.24 €
Photograph and Filming - Additional hour		261.30 €
Administrative treatment/coordination		83.72 €
<b>DIGNITARIES ROOMS</b>		
<b>Rooms</b>		
Room (p/ day or part thereof)		101.41 €
Room (p/ ½ day)		55.93 €
Video projector computer rental (p/ day and per unit)		56.89 €
<b>Dignitaries</b>		
Dignitary - up to 10 accompanying persons		284.55 €
Additional per person over 10 accompanying persons		28.45 €

## CHARGES GUIDE 2024

### Madeira Airports

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Every Airport

#### CIP SERVICES

CIP Services - Schengen and Non-Schengen <sup>5</sup>	77.63 €
Lounge Service (VAT included) <sup>5</sup>	37.26 €
Lounge Service - additional passenger – Children (3-12 years) (VAT included)	16.56 €

#### OTHER SERVICES

Staff Service - From 07h to 19h59 (p / 1/4 hour or part thereof)	11.22 €
Staff Service - From 20h to 06h59 (p / 1/4 hour or part thereof)	17.05 €
Staff Service - Specialized monitoring - From 07h to 19h59 (p / 1/2 hour or part thereof)	33.67 €
Staff Service - Specialized monitoring - From 20h to 06h59 (p / 1/2 hour or part thereof)	51.11 €
Staff Service Minimum invoice value (Consumption + labor)	28.25 €
Staff Service - Supply of maintenance services provided by others	+20% Cost Price
Staff Service - Supply of articles and materials	+20% Cost Price
Master Keys (per unit)	65.99 €
Other Keys (per unit)	12.51 €

#### BAGGAGE STORAGE (VAT INCLUDED)

Per volume, per day	4.14 €
Receipt Loss	25.88 €

#### ACCESS CARDS

Issue of Individual Access Cards - Ad hoc - Airlines and Services licensed for Handling Services	3.87 €
Issue of Individual Access Cards - Ad hoc - Other Entities	10.24 €
Issue of Individual Access Cards – Permanent, valid for 1 and 3 years - 1st time / Renewal (without access control)	9.12 €
Issue of Individual Access Cards – Permanent, valid for 1 and 3 years - 1st time / Renewal (with access control)	29.25 €
Issue of Individual Access Cards – Permanent, valid for 1 and 3 years - 2nd time	36.41 €
Surface Parking Access Badge	22.76 €

<sup>5</sup> Volume discounts may be applied depending on the number of assisted passengers.



## CHARGES GUIDE 2024

**Madeira** Airports

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Funchal

**FAST TRACK (VAT INCLUDED)**

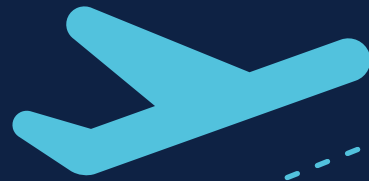
Fast Track - Priority boarding <sup>6</sup>

9.00 €

<sup>6</sup> Commercial agreements can be established with the Airlines.

## CHARGES GUIDE

# Billing and Charges Payment



## Rules of invoice processing, dispatch and payment

Charges Category	Billing schedule <sup>1</sup>	Payment Terms
Traffic Security PMR	<p>3 invoices are issued per month for the following periods:</p> <p>1<sup>st</sup> invoice period 1<sup>st</sup> to 10<sup>th</sup> calendar days;</p> <p>2<sup>nd</sup> invoice period 11<sup>th</sup> to 20<sup>th</sup> calendar days;</p> <p>3<sup>rd</sup> invoice period 21<sup>st</sup> to last day of each month.</p>	<ul style="list-style-type: none"> <li>• Cash basis (prompt payment) regime;</li> <li>• Pre-payment regime;</li> <li>• Granting of credit: payment within 15 days from date of the issuance of invoices;</li> <li>• Through payment representative (handler).</li> </ul>
Handling	One monthly invoice is issued, dated the last day of each month.	
Others	One monthly invoice is issued, dated the last day of each month.	

### Details of payment terms

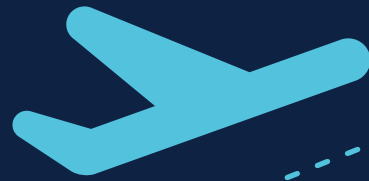
- Invoices and payments are made in euros.
- In the cash basis regime, the payment of all services must be made immediately after the invoice issuance, including terminal control duties from NAV, E.P.E. . The payment shall be made by the company or by the handler at airport services, prior to take-off.
- In the pre-payment regime, the payment of services estimated by ANA based on the flight schedule shall be made prior to any operation.
- To apply for the credit payment regime, the client shall submit a written request to ANA, which will be subject to a case-by-case evaluation. In the case that this regime is accepted, ANA reserves the right to make its decision to grant credit subject to the provision of a guarantee. The payment of invoices must be made within the established period, and the amount owed cannot, in any situation, exceed the amount of the guarantee presented. In case of non-compliance with the due date agreed for the invoice's payment, daily late interest shall be payable by the debtor until the effective date of payment.
- The credit conditions assigned may be modified or cancelled by ANA with a five working days' notice.
- In the event of non-compliance situations ANA may determine, without prior notice, the cancellation of the assigned credit and the consequent change to the cash / prepayment regime. The suspension of the provision of services will also be possible. In the event of non-compliance with the terms established for the current account, the cancellation of credit and alteration to the prompt/ prepayment scheme, or suspension of services provision may be determined.
- Charges exclude VAT (Value Added Tax) except when indicated.

<sup>1</sup> Not applicable to the cash basis payment regime, since in this scheme all services and accesses provided are invoiced immediately by aerodrome services (SOA).



# CHARGES GUIDE

# Contacts





## CHARGES GUIDE 2024

### Billing Services

#### Coordination

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Tel.: (+351) 21 841 35 00 - ext. 24281

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**Faro Airport** — faturacao.afr@ana.pt

**Porto Airport** — nucleoclientes@ana.pt

**Azores Airport** — faturadaa@ana.pt

Ponta Delgada Airport | Horta Airport | Santa Maria Airport

Flores Airport

**Madeira Airport** — faturacao.dam@ana.pt

Madeira Airport | Porto Santo Airport

### Official Entities

#### Portuguese Civil Aviation Authority

##### Economic Regulation

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Tel.: (+351) 21 842 35 00 / (+351) 21 284 22 26

dre.dee@anac.pt

#### Força Aérea Portuguesa (FAP)

Tel.: (+351) 214 723 500

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### Air Traffic Navigation

#### NAV Portugal, E.P.E.

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##### General

Tel.: (+351) 21 855 31 00

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##### Slot Coordination

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