

TERMS OF REFERENCE

SLOT PERFORMANCE COMMITTEE (SPC)

SEPTEMBER 2026

In The Netherlands, a Coordination Committee (referred to as CCN) was established for several Level 3 airports to advise the slot coordinator on matters relating to capacity, slot allocation, and monitoring the use of slots at these airports.

In accordance with the CCN Constitution, two sub-groups were formed in order to focus on specific functions: the Capacity Declaration Sub Committee (CDSC) and the Slot Performance Committee (SPC). Below are the Terms of Reference of the SPC.

1. Name and legal basis

- 1.1 The name of this CCN Sub Committee is Slot Performance Committee (SPC).
- 1.2 The Slot Performance Committee's objective is to advise the coordinator on any slot monitoring issues, with the objective of improving punctuality and reducing slot misuse.
- 1.3 The Slot Performance Committee shall also guarantee a fair judgment of potential slot misuse.

2. Purpose and principles

- 2.1 The principal tasks of the Slot Performance Committee are to:
 - a) Determine trends that could lead to potential slot misuse at the airport, and where appropriate recommend corrective actions;
 - b) Identify and set goals within the SPC to address these trends, in order to enhance the performance and effective utilization of available airport capacity;
 - c) Provide guidance and advice to the coordinator on any matters related to slot misuse;
 - d) Establish, if the chairperson deems this appropriate, a working group or other dispute resolution mechanism to mediate between the coordinator and an airline or aircraft operator where differences of interpretation on slot misuse exist; and
 - e) Subject to applicable law, to make available upon request any information disclosed within the SPC to all airlines and other aircraft operators using the airport, and to permit their representatives as observers to SPC meetings.
- 2.2 Only matters related to slot performance may be discussed during SPC meetings, and due consideration should be given to applicable competition laws (following consultation with legal counsel, if necessary). Attendees should not divulge any competitively sensitive information at such meetings. By way of non-exhaustive example, attendees should not share information regarding pricing, costs, route schedules, route changes, aircraft capacity, use of a particular aircraft type or a particular aircraft on a route, or any information regarding an airline's commercial strategy. To the extent that an airline or other aircraft operator facing a hearing needs to convey such information to the coordinator, the other attendees should be warned at the beginning of the hearing so that arrangements can be made for any other attendees present to leave the meeting while such matters are discussed.
- 2.3 The Slot Performance Committee does not replace the function of slot monitoring activities performed by the Slot Coordinator.

3. Membership

- 3.1 All Members and Observers of the CCN shall be entitled to be a Member of the SPC. Membership should include:
- a) The airport managing bodies
 - b) Representatives with scheduling expertise from airlines or other aircraft operators that best represent the traffic mix at the airport, to be selected by the airlines or other aircraft operators serving the airport via CCN;
 - c) The coordinator, as an advisor; and
 - d) Representatives of ATC.
- 3.2 Members of the SPC, after joining the Committee, are expected to be active for a period of at least three years.
- 3.3 The Secretary of the CCN shall register the names of all Members of the SPC and their Representatives.

4. Membership Representatives

- 4.1 Representatives shall have the necessary knowledge, expertise, and mandates to serve on the Slot Performance Committee and to actively contribute to its discussions.
- 4.2 For the purpose of effectiveness, the number of Members/Representatives should preferably not exceed 15 and they should fairly reflect the Committee's Members.

5. Meetings of the SPC

- 5.1 The SPC shall meet regularly during the year at a frequency determined by the SPC but sufficient to ensure the timely review of any slot performance issues, typically on a quarterly basis.
- 5.2 Meetings shall be conducted in English and shall, in principle, be held at Schiphol in a hybrid format, enabling online participation.
- 5.3 The CCN Secretary shall prepare a short Summary and an Action List of each Meeting.

6. Reporting to the CCN

- 6.1 The SPC may be requested by the Chairperson to report the topics discussed and clarify its conclusions to the CCN General Meeting.
- 6.2 Complaints regarding the functioning of or the advice issued by the Slot Performance Committee shall be directed in the first instance to the Chairperson of the CCN.

7. Chairperson and Secretary

- 7.1 The Chairperson of the CCN shall also chair the Meetings of the CDSC.
- 7.2 The Secretary of the CNN shall also serve as Secretary of the SPC.

8. Cost and Expenses

- 8.1 All reasonable and proper meeting, catering and administration expenses of the SCP shall be borne by Amsterdam Airport Schiphol.