



# PDC CMC

**Contract Management**

**Ground Services, Line Maintenance, Base & Heavy Maintenance  
Airlines**

**PDC-Aviation**

# PDC CMC

Compliant with IATA SGHA AHM810 and IATP Standards & EASA, FAA Regulations



**Both airlines and service providers handle many contracts, often with specified annexes for each airport. This means that hundreds of contract pages need to be administered and updated frequently - often for every new season depending on frequency and/or aircraft changes. It may be difficult to ensure that staff in each airport has access to the correct version of the current contract specifications.**

PDC CMC is a system that supports the establishment and administration process of the IATA Standard Ground Handling Agreement for airlines, MRO's and ground service providers.

It is important to have an effective tool to make and to maintain contracts, as well as to provide an overview of contract status, time for renewal, etc. At the same time, management requires an overview of the financial aspects for each customer and site, to ensure sufficient resources and to make assessments for the budgeting of income and costs.

All this is accomplished with PDC CMC, which is now available in line with the 2013 standards as well as for 2008 version.

## **What can PDC CMC do for me?**

Provides cost savings: PDC CMC saves administration costs by providing a simplified contract making process for multiple contract standards, simplifies contract administration, and an effective budgeting and profitability analysis process.

## ***Improves quality and accessibility:***

PDC CMC enables you to make and finalize contracts during negotiations. PDC CMC contracts are in compliance with approved regulatory authorities requirements. PDC CMC contracts are easily accessible for production, legal and risk management as well as for audits.

## **Be Up-to-Date with 2013 Changes**

The 2013 IATA Standard Ground Handling Agreement is now available. All contracts must be renewed according to these new standards. Why not use this opportunity to make it easier?

The built-in wizard for contract establishment makes it possible to draft a contract and follow up the status of the contract in a comprehensive way.

## **Easy Contract Making**

PDC CMC means efficient and simple contract making; just a few mouse clicks and the contract is ready for approval. Contracts are constructed using a set of standard phrases and always in compliance with standards. This means that contracts can be created during customer negotiations and the approval process can be made very simple without support of legal expertise.

## **Uniform Contracts that Complies to Regulations**

Contract standardization ensures uniform contracts for each customer, with an individual specification per airport. The contract can contain sales or purchase of services, and specify check types and services as the case may be.

PDC CMC can handle multiple contract categories. PDC CMC has built-in support for but is not limited to:

- IATA SGHA Annex B Contracts, both Technical, Station, Ramp and Cargo handling.
- IATA AHM 810 standard
- IATP FORM-55 standard

In addition, users can define their own contract categories.

### Overview of Contracts Increases Turn-over

When the contracts are approved, all stations can access the valid contract for their station. This supports quality management and makes it easy to decide if a provided service is included in the agreement, or if this shall be invoiced separately as an extra service.

Management can easily overview the contracts and status for each customer, supplier, and airport. Renewal notices are issued before the expiry date of each contract, so renewal negotiations can be carried out in advance. This means total quality and effective management control.

PDC CMC is also a tool for budgeting and profitability analysis. The analysis can be for each customer by airports or for each airport by customers. The budget data can also be exported to Excel for further analysis and graphical presentations.

### Fast and Precise Response during Audit

Easy access to ongoing contracts makes inquiries from Quality Assurance or other departments fast and precise.

### Fast Implementation and Easy to Use

The PDC CMC system is easy to implement and requires no IT support in the daily use. It runs as a client-server solution using standard PC's and with a standard Microsoft SQL database on the central server.

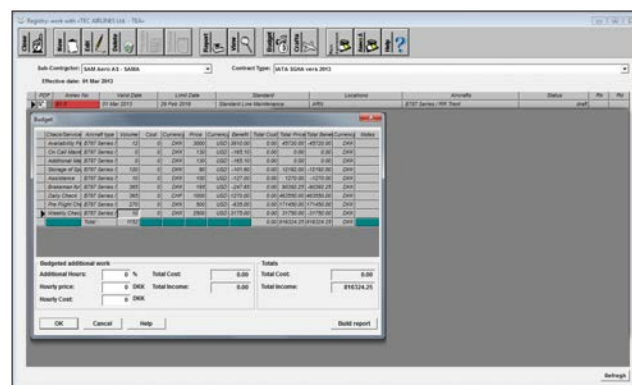
The clients can have all functions and access to all contracts, or they can be limited to read-only clients with access to only one airport.

A server or hosted solution is recommended if a large-scale system is implemented. System set-up usually takes just a day, training a couple of days, and then you are ready to "go live".

## Why Choose PDC CMC?

You should consider PDC CMC because the system is:

- A cost effective tool with high performance values
- Up-to-date with latest industry standards
- Providing legal department full overview to all contracts
- Minimizing the risk of errors that may have severe consequences (eg.double contracts, etc.)
- Giving full overview of the cost and revenue of established contracts and/or proposed contracts
- Providing full control to accounting of received invoices
- Simplifying the invoice process
- Fullfilling the highest regulatory requirements for contracts
- Providing complete availability to authorities
- Supporting the complexity of sub-contracting
- Supporting risk management availability of scanned countersigned contracts (eg. in case of accidents)
- Increase your chance of winning tender processes



## Challenges

- Renew a large number of contracts and annexes to 2008/2013 standards
- Difficult to overview and access correct contract versions
- Difficult to maintain correct management information
- Cumbersome access to documentation during audit
- Contract contents availability for production, legal and risk management
- Difficult to overview required price changes in due time

## Benefits

- Simplified contract making based on latest industry standards
- Flexible registry and report driver enable instant documentation for contracts and financial information
- Business profitability analysis based on actual valid contracts
- All (countersigned) contracts are centrally stored and accessible in .pdf format
- Notices for expiration, easy price regulation, and easy creation of renewed contract

## **Who we are**

Since PDC's founding in 1984 we have worked closely with airlines, airports, ground handlers and slot coordinators on utilizing their scarce resources as effectively and economically as possible.

We have developed a unique technology that allows us to deploy rules and AI methods for resource optimizing and efficient decision support. This gives companies a competitive advantage when applying our planning and scheduling solutions. PDC has a highly trained team of developers and consultants with substantial experience within resource optimization, planning and scheduling.

Last but not least, we have a dedicated and capable team of supporters with a broad domain experience from working many years in the aviation business.

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