

PROCESSES BULLETIN

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BULLETIN NO. 135

CORE PRINCIPLES REVIEW 2020

17/03/2021

Background

Core Principles were first issued in July 2008 to provide guidance for airport aviation fuel storage and/or hydrant and/or into-plane operations (Joint Ventures and Throughput Locations) on the control of Sensitive Information to ensure all parties comply with competition (antitrust) law.

The Core Principles are reviewed annually on behalf of the industry by the JIG Common Process (CP) Committee to consider any new situations raised by Users to ensure the Core Principles remain clear and relevant.

For the 2020 Core Principles review the following queries were raised by users:

1. Clause 1 (b) Should the JV Representatives definition continue to include shareholder representatives?

The CP Committee considered this question carefully and concluded it was not necessary to change the definition at the current time. Parties to Core Principles are reminded of the requirements of Clause 2 (d) for segregation of duties for JV Representatives and the need for agreement of other Participants where this is not possible. Parties to Core Principles are responsible for ensuring this requirement is met.

2. APPENDIX 1 (B) some operations are required to provide aggregated volume information to relevant government or airport authorities under their operating/lease agreement.

APPENDIX 1 (B) has been amended to clarify that it is acceptable to provide aggregated volume information as required by relevant government or airport authorities provided, such information complies with section A(1) of Appendix 1.

3. Clarification of the use of the term 'Participant'

No change is required to the Core Principles documents. Core Principles Clause 1 (a) uses the long-used, standard legal definition of Participants. The term Participants should only be used for parties that are shareholders in incorporated JVs or participants in unincorporated JVs. Throughputters are not Participants but are included in the Core Principles within the definition of Users.

The CP Committee also reconfirmed:

1. To continue to provide training materials for JV Representatives including training materials for Core Principles training materials,
2. The annual Core Principles refresher training and completion of annual compliance audit (preferably on the JIG Dashboard) should continue and
3. Plan to complete a Core Principles survey in 2021 to help capture issues raised by parties to Core Principles agreements.

Reference to Previous JIG Bulletins

- JIG Bulletin 94 – Core Principles 2016 – Sep 2016 - continues
- JIG Bulletin 87 - Core Principles Annual Review 2015 - Feb 2016 - continues.
- JIG Bulletin 80 - Core Principles and Core Principles - Throughput Locations – Aug 2015 - continues.

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Actions to Implement this Bulletin (See Table 1 for Action Type Codes)

Action Description	Action Type	Target Completion Date
1. Locations that are in scope for Core Principles or Core Principles for Throughput Locations should have closed the action detailed in JIG Bulletin 87 which allows the Location to immediately use the latest issue of Core Principles documents without the need for further approval by their Board/Management Committee.	RP	30/04/21

Relevant Publications

The following Core Principles have been revised and replace previous versions:

[Click to view: CP 1.03 v1.4 231120 Aviation Core Principles+Appendix_1.docx](#)

[Click to view: CP 1.15 v1.3 231120 Core Principles for Throughput Locations.doc](#)

Table 1 Action Type Codes

Action Types	JIG Bulletin Action Type Definition
JS	Change to JIG Standard – to be adopted by JV and/or Operator to continue to meet the JIG Standard(s) (JIG 1, 2, 4 and JIG HSSE Management System) (**).
RP	JIG Recommended Practice which the JV should consider adopting as its own practice (**).
I	Issued for information purposes only.

Note (**) - If the JV agreements require any of the JIG Standards and/or any of the JIG Common Processes as the governing operational standard then adoption of changes to applicable JIG Standards and/or Common Processes should not be considered optional by the JV Board.

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