Common Use Passenger Processing Systems (CUPPS)

RFP/RFI/RFQ Guidance Document

Common use technology is defined as the flexible and shared use of airport facilities. It provides a platform for airlines, airports, and ground handling agents to support the optimization of passenger processes at a given location, typically at an airport terminal, but may also be used off-site, such as seaports, hotels, and train stations.

CUPPS describes the range of services, specifications, and standards enacted to enable multiple airlines, service providers, or other users to share check-in, boarding gate, and any other airport shared positions on or off airport property utilized by ground handlers or airline representatives, whether simultaneously or consecutively. The CUPPS Recommended Practice (RP) 1797 was jointly published by IATA and ACI (IATA RP1797 and ACI RP500A07).

Intended Audience for this Document

Stakeholders preparing a Request for Proposal (RFP), Request for Information (RFI), Request for Qualifications (RFQ) or inquiries for the supply of CUPPS .

Purpose of this Document

Ensuring that an implementation is CUPPS compliant will allow applications certified to the appropriate CUPPS level to be deployed without requiring changes to hardware, software or platform.

A site is CUPPS compliant when the following criteria are fulfilled

- The platform has completed rigorous compliance testing against a valid version of the CUPPS Technical Specification (see website);
- The implementation includes appropriate hardware, software, firmware and peripheral support as defined in the CUPPS Technical Specification;
- Appropriate maintenance and platform administration is available;

Items to consider

- Simply specify compliance with the RP 1797. Do not attempt to replicate requirements already covered in the CUPPS Technical Specification. This will ensure your RFP/RFI/RFQ incorporates the valid version by reference and does not inadvertently contradict complex items in the Technical Specification;
- Ask bidder to provide their CUPPS compliance (short published version) and certification documents;

- CUPPS applications should be certified against a current release of the Technical Specification;
- Ensure that your contract includes the ability to upgrade the platform in conformity with the Release Cycle policy within CUPPS Technical Specification. The implementation includes appropriate hardware, software, firmware and peripheral support as defined in the CUPPS Technical Specification;

Actions Recommended

- Review current CUPPS RP 1797, Implementation Guide, and Technical Specification, as published by IATA. (see website);

Request CUPPS Bidders to

- Include supplier costs to maintain CUPPS compliance and certification;
- Consider hardware and software requirements for the platform operator to maintain and support CUPPS;

Website for complete details: https://www.iata.org/en/programs/passenger/common-use