



MEMORANDUM

PAC/RESO/708

To: All Members, Passenger Agency Conference
Accredited Representatives

From: Director, FDS Operations, GDC

Date: **15 September 2020**

Subject: **MAIL VOTE (A347)**
PAC2 (Mail A347)
Temporary Changes to Local Financial Criteria - Latvia

Background Information

The Passenger Agency Conference Steering Group (PSG) had careful deliberation concerning the impact of COVID-19, there have been a series of proposals that will be the subject of upcoming PAConf Mail Votes, which aim to help Agents by alleviating some of the financial pressure in their participation of the Agency Programme.

The PSG and the PAPGJC (Passenger Agency Programme Global Joint Council of Agents and Airlines) have agreed that it would be important for each APJC to review their Local Financial Criteria to assess whether there are any elements of their respective LFC that are heavily impacted by COVID-19 in upcoming Financial Assessments that take into consideration the past few. The purpose of this exercise is to consider whether there is a need to temporarily modify certain elements in the criteria, so they fairly represent the market's situation without penalizing Agents during the assessment, but still accurately benchmark the financial health of Agents in the market.

During the 23rd APJC Latvia meeting, it was decided to change the following section of the Local Financial Criteria for Latvia, subject to mail-vote approval. The mail-vote in majority (one Airline representative voted against) approved the recommended changes on 6th August 2020.

Please refer to the Proposal for sentence under 4.1.1.2.in **bold** to be included on interim basis. Such relief measures will apply only till 1st November 2021. Beyond that, the original LFC/ SG will apply, if not changed by the APJC in between.

Effective Date

The proposed effective date of these changes is 1 November 2020

Proposed Action

Conference to adopt the temporary changes to Local Financial Criteria for Latvia as shown in Attachment 'A'
The timetable for this Mail Vote is as follows:

Voting Period: 15 September - 30 September 2020
Filing Period: 1 October - 15 October 2020
Effectiveness: 1 November 2020

To cast a vote, Members are asked to access the application from the following link:
<https://www.surveymonkey.com/r/A342-359>

Please note that no other form of voting will be accepted. Voting will conclude at close of business MAD time on **Wednesday, 30 September 2020**. Votes not cast by that deadline will be deemed to be affirmative.

In conformity with the Mail Vote procedure endorsed by PAConf in October 2009, this Mail Vote has been provided in advance to representatives of the agency associations ECTAA, UFTAA and WTAAA for review and/or comment. No comments were received.

Any Member seeking clarification on any aspect of the mail vote or the mail vote process is invited to contact the IATA Passenger Governance team by email to pac-gov@iata.org.

A handwritten signature in black ink, appearing to read 'J.A. Rodriguez', written in a cursive style.

Juan Antonio Rodriguez
Director – FDS Operations, GDC

LATVIA

(Effective ~~1 September 2019~~ 1 November 2020 – 1 November 2021 subject to review by APJC Latvia – ~~MV/290~~ MV/347)

1. GENERAL RULE

All IATA Accredited Agents must remit four (4) times per month.

2. CRITERIA FOR THE EVALUATION OF AGENTS' ACCOUNTS

Applicants

2.1 Financial statements must show a positive balance of current assets over current liabilities.

Existing Agents

2.1 Profitability

An Agent is required to show profit before tax at the end of the financial year.

However, a loss in a particular year will not result in negative financial standing for established IATA agents with at least three full years as accredited agent and if the outcome of the previous financial review was satisfactory.

2.2 Equity Capital

Rate of solidity = $\frac{\text{Equity capital}}{\text{Total capital}}$ = min 6%

2.3 Solvency

Rate of liquidity = $\frac{\text{Current assets}}{\text{Current liabilities}}$ = min 1.0

2.4 The financial review result will be considered as PASS/SATISFACTORY when the financial tests in sections 2.1-2.4 are met.

3. ANNUAL FINANCIAL REVIEWS

New Applicants

3.1 New Applicants must submit independently audited balance sheet and profit and loss accounts.

3.2 The financial statements must be produced by a nationally approved Public Auditor in accordance with International Accounting Standards.

3.3 The financial statements must not be older than 6 months at the time of submission to IATA.

3.4 IATA has the right to request the annual report including balance sheet and profit and loss accounts in original.

3.5 New Applicants which have been established as a company for less than one year must submit a copy of a certified opening balance sheet.

Existing Agents

3.6 Accredited Agents must provide IATA with a copy of their audited balance sheet and profit and loss Accounts in accordance with the time frame for filing reports required by the local authorities (currently 6 months after financial year end).

3.7 The financial statements must be produced by a nationally approved Public Auditor in accordance with International Accounting Standards.

3.8 Notwithstanding the above provisions, Agents who fail to present Audited financial statements will have the financial review result FAIL/UNSATISFACTORY and will need to provide Financial Security in accordance with Resolution 812, regardless of the result of the financial tests in section 2 of these criteria. Such Financial Security will be kept by IATA until an assessment is performed on the Agent's Audited financial statements and the outcome is satisfactory, and the Agent meets other provisions of Resolution 812.

4. FINANCIAL SECURITY

Financial Securities must be drafted in the English language, using a standard text provided by IATA.

4.1 Amount of Financial Security required

All Agents must provide Financial Security for the minimum amount of EUR 35,000 during the first two (2) years as IATA accredited Agent.

4.1.1 Other than Applicants

The amount of the Financial Security for Agents that have been IATA accredited for more than two (2) years will be calculated using the provisions in sections 4.1.1.1-4.1.1.3:

4.1.1.1 Agents with Risk Status A

For Agents with Risk Status A no Financial Security is required.

4.1.1.2 Agents with Risk Status B

For Agents with Risk Status B the amount of the Financial Security required must cover at a minimum ~~five point three~~ **three** per cent (~~5.3~~**3**%) of the calculated annual average cash sales or EUR 35,000 whichever is the higher.

4.1.1.3 Agents with Risk Status C

Agents with Risk Status C must provide a Financial Security in accordance with the provisions of Resolution 812, with a minimum amount of EUR 35,000.