New Baggage Policy



NOR 2020-01 - V00 - 22JAN2020

We're making some changes to our hand baggage policy

We want to reduce the overall amount of hand baggage brought on board our flights

Doing this will help our flights leave on time and give our customers a better experience. Win-win!



What's the background?

- We don't have enough cabin space for everyone to bring a cabin bag to be stored in the overhead lockers, and it causes delays and congestion when we need to transfer bags from the cabin to the hold.
- We can only fit 70-90 cabin bags in overhead lockers on a Boeing 737-800 with 186 passengers on board.
- Approximately 20% of Ground Operations delays are caused by excessive hand baggage.
- Both crew and customers complain about too much baggage being brought into the cabin causing a stressful experience.
- Complaints about excessive hand baggage on board have a very negative effect on our reputation and on our global customer satisfaction scores.



Our old policy | pre January 2020



Flex & Premium



Total combined weight 10 kg + 2 x 20 kg checked

baggage

Premium flex



Total combined weight 15 kg

+

2 x 20 kg checked baggage



We've renamed the types of hand baggage you can bring





Our new hand baggage policy | 23 January 2020 onwards



Existing bookings will not be affected - the new policy will only apply to bookings made from 23 January 2020 onwards





Size and weight

Underseat bag

Maximum dimensions 30 x 20 x 38 cm

Overhead cabin bag

Maximum dimensions 55 x 40 x 23cm

LowFare | 10kg (underseat bag)

LowFare+ 10kg (combined underseat bag + overhead cabin bag)

All passengers can also bring one airport shopping bag and one **jacket** in addition to their ticket type allowance

Maximum combined weight

Flex, Premium and PremiumFlex | 15kg (combined underseat bag + overhead cabin bag)



Summary | Key policy points

- LowFare tickets include one underseat bag if passengers wish to bring more, they need to purchase an overhead cabin bag, upgrade to LowFare+ or add checked baggage
- Passengers with LowFare+, Flex, Premium or PremiumFlex have one overhead cabin bag included in their ticket type (in addition to one underseat bag), which can be stored in the overhead lockers
- We've increased the size of the underseat bag to 30 x 20 x 38 cm.
- Checked baggage weight has been increased from 20 to 23kg per piece.
- Introduction of small checked baggage 10kg available at airport only.

LowFare in booking process

LowFare tickets **do not** include an overhead cabin bag



Max 10kg

Can be added later

Need more? No worries, you can add extra baggage later in your booking, or upgrade to **LowFare+.**

Upgrade to Lowfare+



New products and charges

Product	Additional info	Channel
Overhead cabin baggage included in: LowFare+ Flex Premium Premium Flex	55x40x23 cm	Included
Add Overhead cabin bag LowFare	55x40x23 cm	IP, CSP
Add Overhead cabin bag LowFare	55x40x23 cm	SP
Small checked baggage*	10 KG – 55x40x23 cm	Airport only

*Refer to product info.

Fee

Included

Refer to price given in sales channel

Refer to price given in sales channel

Refer to fee table



Good to know!

- On very full flights we will occasionally have to put overhead cabin bags in the hold even if the passenger is entitled to have it in the cabin. We apologise for this, and there's of course no charge.
- We recommend that passengers pack travel documents, ID papers, medication and fragile or valuable items in their underseat bag, not in their overhead cabin bag
- Customers sitting in bulkhead and emergency rows will need to stow all hand baggage in the overhead lockers, including their underseat bag.
- The underseat bag measurements have been designed to fit the room under the aisle seats, which is slightly narrower than the footspace for other seats.



Pet in Cabin

If a customer books a pet in cabin, they will be allowed to place their underseat bag in the overhead lockers so there is room to stow the pet in its appropriate transport bag underneath the seat in front.

This applies to all ticket types

Infants and children

Infant (under 2 years)

There is no hand baggage allowance for infant tickets, but you can bring a reasonable amount of baby food and milk/formula necessary for the flight

Children (2 to 11 years)

If you purchase a child ticket, your child can bring the amount of hand baggage and checked baggage that their ticket type allows.



Medical conditions and equipment

Customers can bring essential medical items in the cabin at no extra cost.

https://www.norwegian.com/uk/travel-info/special-needs-assistance/medical-conditions/

Musical instruments

Customers can bring a small musical instrument on board provided they do not exceed the hand baggage allowance for their fare type.

https://www.norwegian.com/uk/travel-info/baggage/musical-instruments/



Which policy applies?





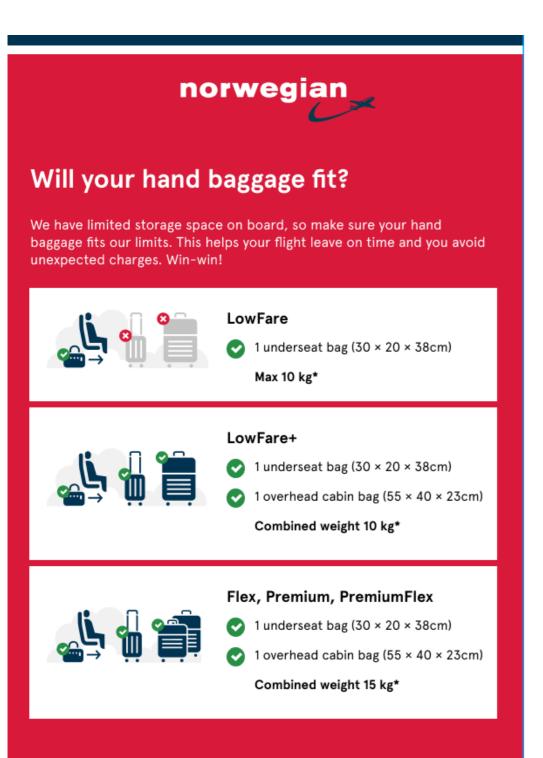
For bookings made on 23 January 2020, either the new or old policy may apply, depending on the specific time we launch.

- If customers are uncertain which policy applies to them, they can check their travel document to see what baggage products are included. Agents can check the boarding group (should be group B if customer is on old policy and does not have priority boarding) or if SK element CBAG is present on the booking.
- The dates apply to when the **original** booking was made any changes to the booking will follow the policy that was applicable when the original booking was made.

Booking made from January 23rd 2020 onwards New policy applies



Signage at airport







Hand baggage enforcement

Check-in focus

- Hand baggage can be checked for weight, size and number of items at check in to make sure ۲ it is in accordance with our policy and the customers fare.
- Whenever a customer is checking in baggage and holds a group B ticket you may offer to ۲ check in their cabin bag free of charge provided it meets our requirements.

Gate focus

- Focus on number of pieces of hand baggage at gate and size. •
- Focus visually on number of pieces for especially boarding group C and obvious oversized ۲ cabin bags.
 - This means trolley bags and large duffle bag are to be checked and charged for at the Ο appropriate fee.
- Hand baggage is to be weighed only when appropriate and when time allows. If the bag is overweight the appropriate gate bag fee is to be taken and the bag checked into the hold.
- Existing leniency guidelines apply: ٠
 - Up to 0.99kg in excess of the hand baggage allowance is permitted 0
 - Customers can remove jacket from the bags in case of weighing or sizing Ο
 - One airport shopping bag is permitted in addition to the allowance. These bags can Ο be up to 50 cm x 38 cm and should only contain airport purchases.



Enforcement of boarding groups

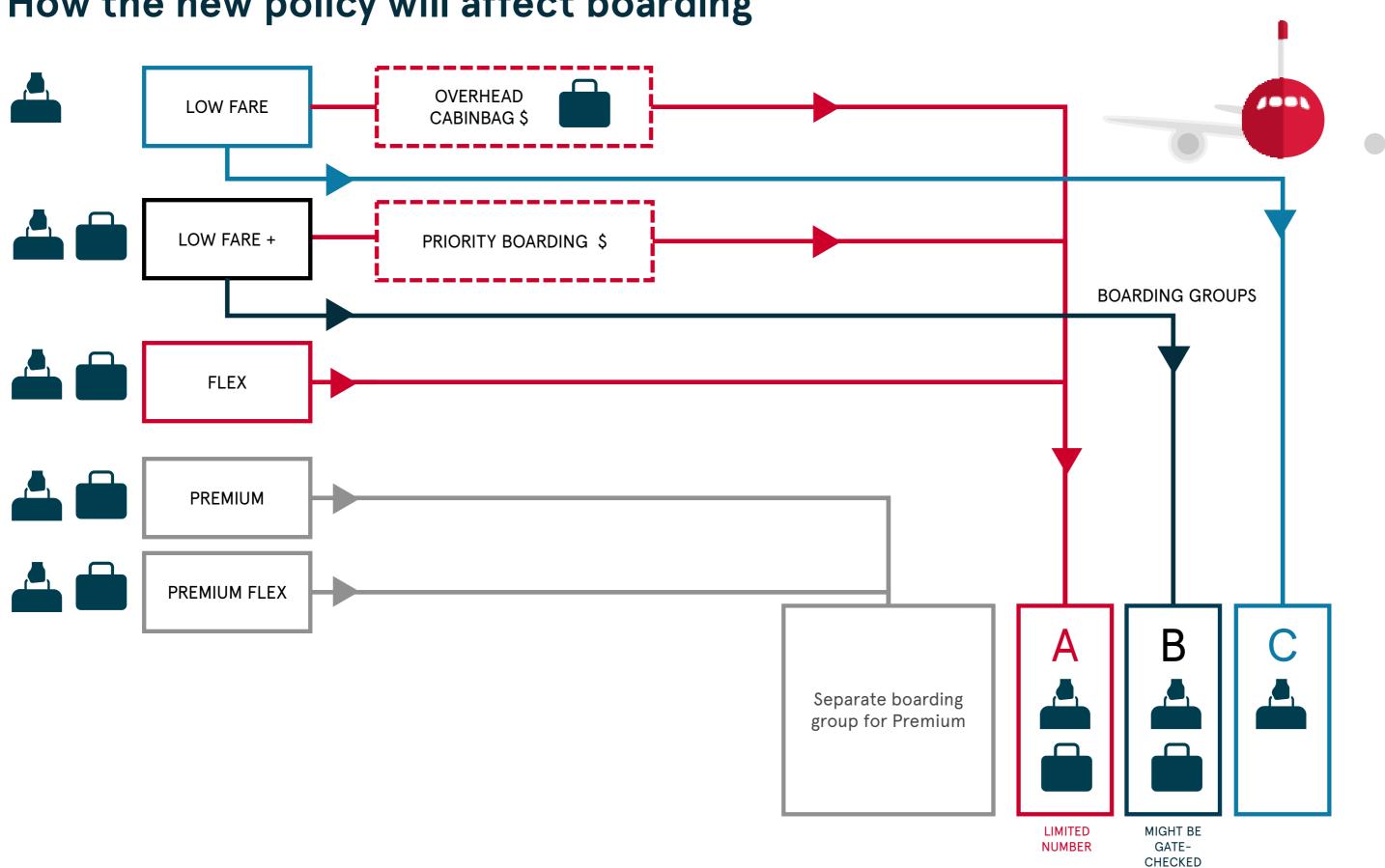
- Boarding groups are to be strictly enforced. This means that boarding groups are not to be all opened at once. The next boarding group is only to be opened once all customers in the gate area in the open boarding group/groups have had an opportunity to board. Pre-boarding is allowed as per current policy for special assistance pax.
- Groups open for boarding are to be clearly announced.

Hand baggage customer service guidelines at Gate

- Prior to boarding, baggage requirements are checked at the boarding gate using standard • announcements as per manual on extranet.
- Ground agents are to focus on checking hand baggage requirements prior to boarding • commencing and prior to customers scanning their boarding pass for boarding.
- Prior to checking the customers hand baggage you should inform the customer that you • would like to check their hand baggage to ensure it meets our requirements. The boarding pass should be checked to ensure you enforce the correct hand baggage rules relevant to the boarding group/product the customer has purchased.
- If the customer has exceeded their hand baggage allowance and the given guidelines for leniency the customer must be informed that their cabin bag will need to be gate checked at the appropriate airport checked bag fee. Applies to all customers except Premium.



How the new policy will affect boarding



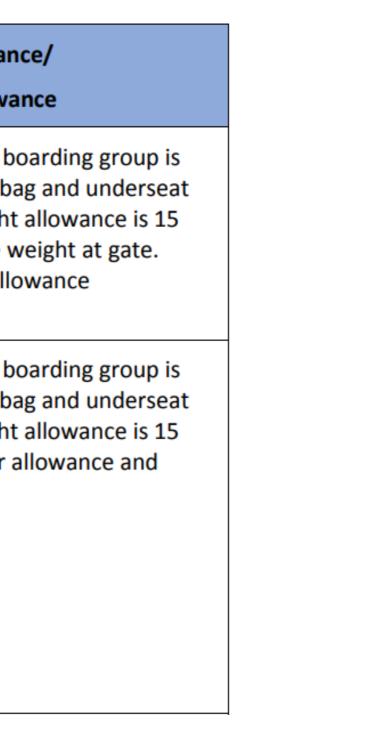


Boarding enforcement

Group	Fare	Hand baggage allowand Enforcement of alloward
PREM Group (Long Haul only)	 Premium Premium Flex 	All passengers in this bo entitled to overhead ba bag. Combined weight kilos. Do not enforce w Least important for allo enforcement.
A Group	 Premium passengers connecting on short haul* Flex LowFare with overhead cabinbag LowFare+ with priority boarding Special assistance passengers except infants**. Pax with SSR PRIO/PRIB/WCHR/WCHC/WCHS J class deadheading crew 	All passengers in this bo entitled to overhead ba bag. Combined weight kilos. Low priority for a weight enforcement.

*Please check FAQ's, p29: What happens if a passenger is Premium in first segment and lowfare in second segment or vice versa? What boarding group will apply in lowfare segment?

** All SSR included in group A: BLND, PETC, WCHR, MEDA, DEPU, MAAS, WCHS, PRIO, PRIB, WCHC, DEAF, ESAN, DEPA, UMNR, WCBD, SVAN. Infants are not included.





C Group	 GDS Pax with SK element CBAG Lowfare N class standby fares 	enforcement. Underseat bag only. kilos. High priority f
B Group	 LowFare+ Groups Allotments Charter GDS 	All passengers in this entitled to overhead bag. Combined weig priority for allowanc enforcement.

is boarding group is d bag and underseat ight 10 kilos. Medium ice and weight

Weight allowance 10
 for allowance and
 nt.



Small Checked Baggage Product (max 10KG and 55x40x23CM)

Fees network wide (gross fares)	NOK	SEK	DKK	EUR	GBP	USD
Small Checked Bag at check-in	350	350	300	50	40	60
Small Checked Bag at gate	450	450	400	60	50	70

- Available at the airport only.
- Bag must weigh less than 11kg and not exceed dimensions of 55x40x23CM in order for this product to be sold. Any item in excess of either weight or dimensions must be sold at full airport checked baggage rates in accordance with our existing policy or excess baggage per kg if 2 checked bags have already been purchased by the customer.
- If weight is unable to be checked at gate then it can be assumed the weight is within 10kg limit for a Small Checked Bag fee at gate.
- This product is available to all fare types and may be purchased in addition to 2 standard checked bags of 23kg provided it meets the above specified requirements.
- SSR SBAG to be used for product.



Migration phase from 23JAN to 22FEB

Migration to new policy

- All bookings prior to the new policy being announced will have the old policy honoured, this will be configured so they are in a boarding group eligible for an overhead cabin bag.
- All new bookings from date of new policy being announced will be on the new policy.

Enforcement in migration phase

- Step 1 very soft launch: Implement new boarding groups however no requirement to gate check bags for handling agents for customers who no longer have overhead cabin bag included. Customers in group C can board with overhead cabin bag if there is room, but should be informed that they are in violation of our new hand baggage rules. Duration effective 23.01.2020 to 06.02.2020 inclusive.
- Step 2 soft launch: Handling agents to start enforcing gate checking of cabin bags for ٠ boarding group C with no overhead cabin bag, however free of charge provided it meets current dimensions and weight. Reminding the customer that in the future this will be at a fee. Duration effective 07.02.2020 to 21.02.2020 inclusive.
- Step 3 enforcement: Handling agents to start enforcing the new hand baggage rules without exceptions. Effective from 22.02.2020.







What are the ticket fares?

LONG-HAUL			
CURRENT			
Cabin Designator	Cabin/Product	RBD	
	Premium Flex	D	
с		С	
	Premium Restricted	I	
		E	
	Economy Flex	S	
		А	
		K	
		Y	
		R	
		BU	
		w	
Y		Z	
	Economy Restricted	М	
		L	
		V	
		Т	
		Н	
		P	
		X	
		Q	

SHORT-HAUL		
	CURRENT	
Cabin Designator	Cabin/Product	RBD
		D
		С
	Economy Flex	E
		S
		А
		К
		Y
		R
Y		В
		U
		W
	Economy	Z
	Restricted	M
		L
		V T
		H
		P
		X
		Q

Do I need to know all these booking classes? No, in order to recognize the allowance of the ticket type will be enough to know the following:

Premium Flex (D,C) Premium (I) Flex (E, S, A) Duty travel (J) Standby (N)

pass.



These can be found both in Altea and lower part of boarding



• Will the number of cabins bags available for sale be limited?

Yes, up to 70 to 80 depending on the flight, but what is limited to 70 to 80 is the amount of overhead cabin bag's to be sold. Flex tickets and lowfare+ tickets which include an overhead cabin bag are not limited. We shouldn't find major issues as lowfare+ are not guaranteed to have their bags on board and flex passengers ratio are not that high. Also passengers entitled to have a cabin bag arriving late or not boarding with it's group, we can't guarantee cabin bag on board.

• Will it be printed on the boardingcard/APP to make it visible to the handler in order for them to enforce our policy?

The idea here is that we should only check boarding groups so: boarding group Prem and A (Prio) all passengers are entitled to have a cabin bag. Group B are entitled to have a cabinbag but not guaranteed to take it onboard so starting from Group B, we could start tagging bags if needed. Group C: only personal item otherwise will need to be charged and load it.

• Will PAX have to pay if the bag weighs over 10.9kg?

Up to 10.9 would be ok. Passenger would pay when weight shows 11k (1 kilo extra). This won't apply to SBAG so passenger can't pay for SBAG+ excess kilos in SBAG.

• Will SBD be changed to accept the new weight of 23kg? All systems are being updated accordingly.

• Will 23kg also be the accepted weight for golf bags?

No, up to today, this policy hasn't affected any special equip. If this happens, we'll make sure we inform about it.



Regarding the new handbag policy, how will we tell the difference between passengers regarding their tickets. It is surely possible at the check-in, but it's more difficult at the gate.

At check-in you'll be able to recognize it by ticket fares. Fares for lowfare and lowfare+ can't be differentiate so there will be 2 ways to recognize these passengers:

Printing boarding pass and checking boarding group. If passenger in boarding group B will be lowfare+ passenger, if in group C, lowfare.

Display booking and checking if SK element CBAG is shown.

• We can recognize ticket fare on the online boarding passes, but how could we spot if the passenger has paid for the extra handbag in advance.

By boarding group or SK element CBAG on booking. If a lowfare passenger purchases cabinbag+, passenger will be in Group A. Boarding groups will be automatically updated in different boarding passes but if passenger has downloaded online boarding pass or printed boarding pass, then will need to update manually or reprint. If passenger at gate claims to have purchased it, would be worth checking if boarding group is updated.

• Could you please advise if online boarding passes will show the purchased handbag types? (E.g.: passenger has purchased lowfare ticket but shows up at the gate with IATA sized handbag, because he purchased the extra handbag later.) Boarding group will be updated in the app boarding pass, however if printed or downloaded to apple wallet customer will need a new boarding pass so always best to check if the customer claims to have purchased the product.

• Checking the electronic ticket for each passenger at the gate to make sure they have truly purchased the bigger handbags could slow down the boarding process and also not realistic to do on a full flight. No need for that, you'll only need to check boarding groups. Boarding groups A and B are allowed to carry cabinbag. Group C: only underseat bag.

• What is the procedure if we cannot make a payment but the customer has to fly? norwegian If you don't have currently payments at gate: Passenger will be accepted and bag loaded. Please remember we have 1 month

• Are tickets including large cabin baggage restricted in the boarding gate, so that no more than 70 pcs of cabin baggage is sold on one flight. Or do we need to still monitor the amount of cabin bags as well for those with the service already paid and confirmed?

Overhead cabin bag as a standalone product will be limited to 70 to 80 however ticket fares will not be limited. We don't have such a big volume of flex passengers and regarding Lowfare+ passengers they are entitled to bring cabin bag but it's not guaranteed they'll be able to take it onboard. So starting from boarding group B we'll need to monitor amount in case we need to tag bags. Group C are entitled only to underset bag so anybody carrying cabinbag will need to be charged and bag loaded to hold. Please check our migration phase as first 2 weeks will be soft launch.

• Will branding at sizers change?

Yes, new branding will be sent to stations. You'll only need to stick new vinyl. If you don't receive it before 23JAN, sizers will only be used to measure cabin bag (not underseat bag) until new branding is received.

• According to NBP, Lowfare pax can carry underseat bag of 10k and Lowfare+ can carry underseat bag+ cabin bag with weight combined 10k. Is that correct?

Yes.

• If a lowfare passenger buys a cabinbag in which boarding group will he be in and how many kilos will he be entitled to? Passenger will then be updated to Group A and cabin bag allowance will still be 10k.

• Do we need to check booking dates to apply old/new policy?

No, only new policy will be applied. Passenger that bought tickets with old policy will be updated accordingly to new policy. So if a lowfare passenger can't carry a cabinbag with NBP, but he was entitled to in old policy, will appear with SK element CBAG in booking and in boarding group B.

• There is no PRIO group? No, PRIO is now within Group A.



• So connecting passengers and passengers with infants will no longer be in a specific group? Exactly, now boarding groups depend on tkt Fares. Infants can be offered to preboard together with Passenger needing special assistance as a courtesy, but their allowance will be the one of their pruchased commercial producto or fare.

• Will we need to add heavy tag to all bags more tan 20k?

No, new procedure will apply and GOM will be changed to 23k limit.

• Can a Passenger upgrade from lowfare to lowfare+?

No, once ticket is bought passenger will only be able to add ancillaries or upgrade to Flex.

• SBAG has the same price as domestic bag?

Only in EUR zone, SBAG has the same Price as domestic bag. This only affects domestic routes in Spain and Finland.

• Will passengers that bought ticket before new policy be entitled only to 20k? No, 23k as per new policy.

• If group A is allowed to carry 15k, why are passengers with SSR WCH, and lowfare with CBAG, allowed 15kgs especially if they are low fare – I understand only Premium Flex, Premium and Flex receive 15kgs? As these passengers are included in Group A and by the time being, there will be no way to differentiate passengers at gate (except by fares) and in order not to delay boarding process, will assume their luggage is within it's limitation. But at check-in, allowance for cabin bag should be checked according to ticket fare.

• If a passenger purchases priority boarding do they receive an extra 5kgs hand baggage allowance? No

• Is there an opportunity for a passenger to purchase a cabin bag as well as a SBAG if they are low fare? Yes. SBAG will be checked and only can be purchased at airport, cabin bag is another product that can be purchased up to 4h prior to departure. norwegian

• Under what circumstances would we charge the SBAG fee?

To any passenger willing to check in a bag within cabin bag dimensions and weight. But this is limited to only 1 per passenger.

• If you buy a priority boarding during ticket purchase Will this include an sbag for low fare tickets ? No. The SBAG can be only purchased at airport and passenger can only purchase 1 SBAG. This is meant to be for passengers willing to check a small bag (as long as it's less than 10k and within cabin bag dimensions). Lowfare tkt won't be able to purchase only priority. They will need to purchase cabinbag+ which will also include priority and passenger will be in group A.

• How will be SBAG charged to connecting passengers?

SBAG product will be charged per segment as any other type of baggage. Currently we have a bug causing this to charge per direction however this should be fixed at some point in the future. In the mean time you can charge the customer per direction as per the fee given by the system.

• How can I differentiate a lowfare passenger (with no CBAG purchased) from a lowfare+ passenger at ckin or gate? At gate is easily identified as lowfare passengers with no CBAG purchased will be in group C and lowfare+ Passenger Will be in group Β.

At check-in, as Lowfare and Lowfare+ use the same booking class, the way to identify the cabin baggage entitlement is by SK element CBAG for overhead cabin bag or print/checking boarding pass.

• Lowfare passengers will be able to purchase cabin bag in advance and online? What if Passenger hasn't purchased a cabin bag and is trying to take it onboard?

Yes, up to 4h prior to departure lowfare passengers will be able to purchase an overhead cabin bag. If it's less tan 4hrs to departure, then only option if they still want to carry it as cabin bag will be to upgrade to Flex. Otherwise, they will need to check it in. Bear in mind that for a while this won't be available at Customer portal. So we won't be able to charge it at Airport for now.

• Can SBAG be purchased by a flex/premium Passenger carrying already 2 checked bags? Yes, only once and as long as it's within weight and dimensions of a cabin bag.



• What about those who have booked pet in cabin? Do they have to book low fare+? If they buy low fare they will not be able to bring both pet in cabin and an underseat bag?

Customers may continue to buy Lowfare tickets with pet in cabin however in this case we will permit them to stow the underseat bag in the overhead lockers so there is room to stow the pet in its appropriate transport bag underneath the seat in front.

• What happens if a passenger is Premium in first segment and lowfare in second segment or vice versa? What boarding group will apply in lowfare segment?

- customer connecting from shorthaul DY flight to longhaul DY-flight (same carrier): Customer will get group A on the inbound SH as requested.

- customer connecting from shorthaul D8 flght to longhaul DI-flight (different carrier): Customer will get group A, B or C depending on which elements are available in the PNR and the other criteria (booking class, SK CBAG etc). - customer connecting from longhaul DY/DI-flight to shorthaul DY/D8-flight: group A will be given on the onward short haul flight.

The technical limitation which is causing this is that the criteria to assign boarding group based on the "highest cabin in the PNR" only works when the flights are with the same airline, and this is not always the case. So the criteria works when connecting DY-DY but not when connecting DY-DI or D8-DI etc.

• What about boarding announcements?

General boarding anouncements for NBP will be published in several languages. Check extranet. These won't apply to charter flights nor airports without Altea.

For charter flights:

Other boarding announcements should be used. Check extranet.

For airports not using Altea:

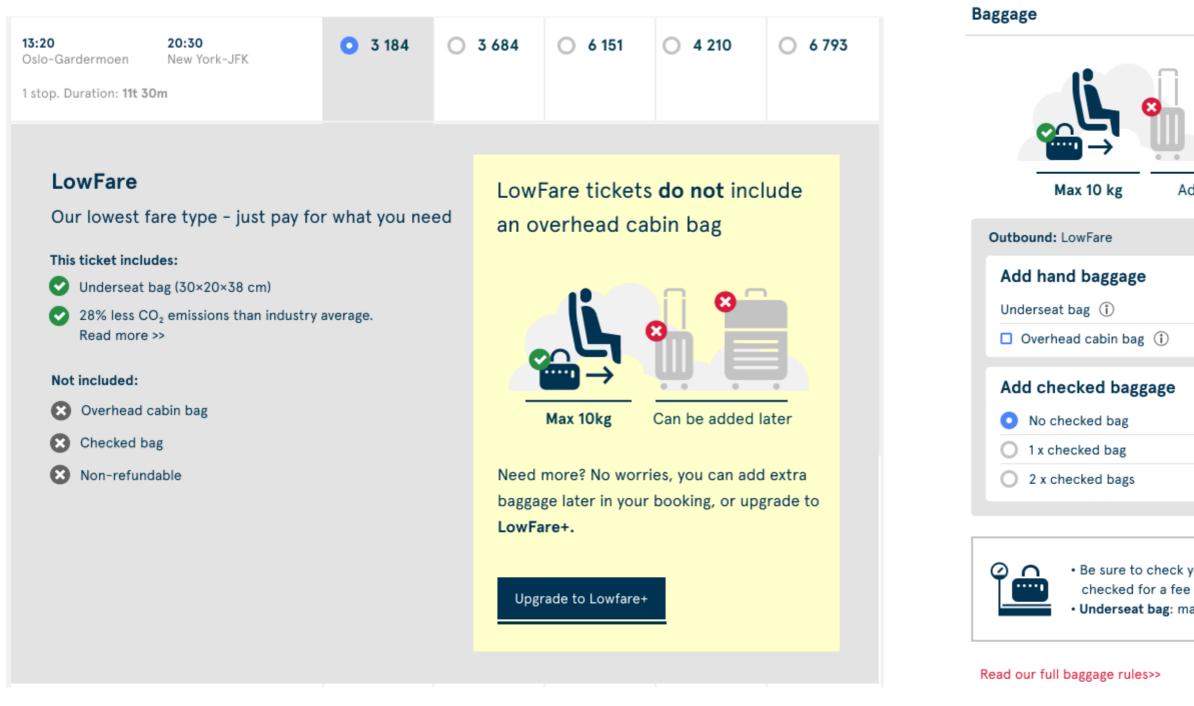
Other boarding announcements should be used. Check extranet.



Additional info screen shots from new booking flow



Booking a LowFare ticket with new policy



Add be	elow	Max 10 kg	23 kg
		Return: LowFare+	
		Add hand baggage	
	Included	Underseat bag (i)	Included
()	\$5.99	Overhead cabin bag (i)	Included
age		Add checked baggage	
		 1 x checked bag 	Included
	\$20.99	2 x checked bags	\$20.99
	\$50.99		

• Be sure to check your hand baggage fits before you fly! Bags that exceed our limits will be gate

Underseat bag: max 30×20×38 cm | Overhead cabin bag: max 55×40×23 cm





Pre-flight emails and booking confirmation – new policy

LowFare



One underseat bag is included in your ticket

Think you'll need more? No worries, it's simple and up to 50% cheaper to add baggage up to 4 hours before you fly.

Add more baggage

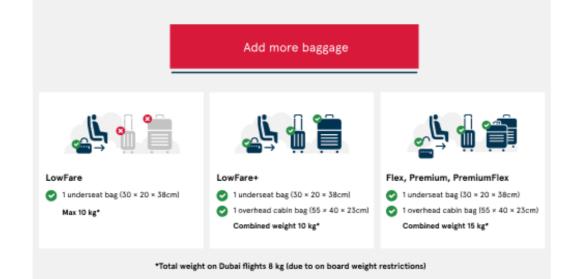
Be sure to check your hand baggage fits before you fly! Bags that exceed our limits will be checked into the hold for a charge.

LowFare+

Will your hand baggage fit?

We have limited storage space on board, so make sure your hand baggage fits our limits before you fly. This helps your flight leave on time and you avoid a gatecheck charge at the airport. Win-win!

Need to bring more? No worries, it's simple and up to 50% cheaper to add extra baggage up to 4 hours before you fly.



lookingbekreft	else	'	orwegian
lakk for at du har booke	I hos Norweglan.		
	OTO-ID for å sjøkke inn. For n defaler også at du printer ut o		
DIN BOOKING	REFERANSE ER:	LJZD7A	
Flyinfo	Franti	Katagort/sete	Linker
D62812 - 25 No 2019	11:20 London-Gatwick 14:25 Oslo-Gardermoen	ID reise Setar ikks reservert	Endre flyvning Reserver sete
Passagerar			
Tilleggsprodukter som	er bestilt		Linker
Falg lenken til høyre for	å se dine kjøpte produkter		Serteau til produkter
Annen informasjon			Linker
Se vedlagte reisedskum	ent for fiere detaijer om reisen.		1000 CONTRACTOR
Du kan også se detaljer			Se reservation
Totabelep er NOK 575. For & se prisinformasjon	ee .se vedlagte kvittering eller last i	den hed online.	Hent. reisedskument
roid hand baggage o	harges at the airport		
AN INC	An Des Des	6	La lite and
LowFare	LowFare+	Fle	x, Premium, PremiumFlex
O Date and ind Distances	nd O Snowward bag (30m O therefored calls bag		Indented Reg (28+29-58 on) Overhead Lealer Sag (36+10+22 on)
tal unight on Dubal Fights 8 by)itae ha on lacand weight restrictional		
	and bagginge on board, and we as pis at the airport. It's up to 50% i		

