

Flightplan form completion guide.

General instructions

- Adhere closely to the prescribed format
- Report hours in Universal Time Coordinated (UTC).
- Use the 24-hour clock (e.g. 1800, 0930, etc.).
- Complete item 19 as indicated. It will facilitate help by search and rescue (SAR) services.
- Coordinates shall be in degrees and minutes (e.g. 6725N01215E)

Item 7: Aircraft Identification (Maximum 7 characters)

Insert one of the following:

1. The registration marking of the aircraft (LNABC, N1234GA)
2. The ICAO designator for the aircraft operating agency, followed by a flight number.
3. The call sign determined by the military authorities

Item 8: Flight rules and type of flight

Flight rules (1 character)

Insert one of the following letters to denote the category of flight rules with which the pilot intends to comply:

- **I** if the entire flight will be operated under the IFR rules
- **V** if the entire flight will be operated under the VFR rules
- **Y** if the flight initially will be operated under the IFR, followed by one or more subsequent changes of flight rules or *
- **Z** if the flight initially will be operated under the VFR, followed by one or more subsequent changes of flight rules *

* - specify in item 15 the point at where a change of flight rules is planned.

Type of Flight (1 character)

Insert one of the following letters to denote the type of flight:

- **S** if scheduled air services
- **N** if non-scheduled air transport operations
- **G** if general aviation
- **M** if military
- **X** if other than any of the defined categories above *

* - specify in item 18 under RMK/ if reason for specific handling by ATS is needed.

Item 9: Number and Type of aircraft

Number (1 or 2 characters)

Insert number of aircraft, **but only if more than one**

Type of aircraft (2 to 4 characters)

Insert the appropriate designator as specified by ICAO Doc 8643, or, if no designator assigned insert ZZZZ and specify in item 18 the (numbers and) type(s) of aircraft preceded by **TYP/**

Wake Turbulence Category (1 character)

Insert one of the following letters to indicate the wake turbulence category of the aircraft:

- **L** - Light, to indicate a MTOW of 7.000 kg or less.
- **M** - Medium, to indicate a MTOW less than 136.000 kg but more than 7.000 kg (15.000 lb).
- **H** - Heavy, to indicate an aircraft type with a MTOW of 136.000 kg (300.000 lb) or more.
- **J** - Super

Item 10: Equipment.

Radio Communication, Navigation and Approach Aid equipment.

Use the following indicators to indicate the status of the radio communication, navigation and approach aid equipment:

- The letter **N** to indicate that no radio communication, navigation or approach aid equipment for the route to be flown is carried or the equipment is unserviceable.
- The letter **S** to indicate that the standard radio communication, navigation and approach aid equipment for the route to be flown is carried and serviceable. See note 1
- One or more of the following letters to indicate the serviceable radio communication, navigation and approach aid equipment:

- A** GBAS landing system
- B** LPV (APV with SBAS)
- C** LORAN C
- D** DME
- E1** FMC WPR ACARS
- E2** D-FIS ACARS
- E3** PDC ACARS
- F** ADF
- G** GNSS See note 2
- H** HF RTF
- I** Inertial Navigation
- J1** CPDLC ATN VDL Mode 2 (See Note 3)
- J2** CPDLC FANS 1/A HF DL
- J3** CPDLC FANS 1/A VDL Mode 4
- J4** CPDLC FANS 1/A VDL Mode 2
- J5** CPDLC FANS 1/A SATCOM (INMARSAT)
- J6** CPDLC FANS 1/A SATCOM (MTSAT)
- J7** CPDLC FANS 1/A SATCOM (Iridium)
- K** (MLS)
- L** ILS
- M1** ATC RTF SATCOM (INMARSAT)
- M2** ATC RTF (MTSAT)
- M3** ATC RTF (Iridium)
- O** VOR
- P1-P9** Reserved for RCP
- R** PBN approved (See Note 4)
- T** TACAN
- U** UHF RTF

- V** VHF RTF
- W** RVSM approved
- X** MNPS approved
- Y** VHF with 8.33 kHz channel spacing capability
- Z** Other equipment carried or other capabilities (see note 5)

A maximum of two of the following letters shall be used to indicate the serviceable surveillance equipment in the equipment indicator of that flight plan, where the second indicator, if used, must be 'D':

- **Note 1** If the letter S is used, standard equipment is considered to be VHF RTF, VOR and ILS
- **Note 2** If the letter G is used, the types of external GNSS augmentation, if any, are specified in Item 18 following the indicator NAV/ and separated by a space.
- **Note 3** See RTCA/EUROCAE Interoperability Requirements Standard for ATN Baseline 1 (ATN B1 INTEROP Standard ? DO-280B/ED-110B) for data link services air traffic control clearance and information/air traffic control communications management/air traffic control microphone check
- **Note 4** If the letter R is used, the performance-based navigation levels that can be met are specified in Item 18 following the indicator PBN/. Guidance material on the application of performance-based navigation to a specific route segment, route or area is contained in the Performance-based Navigation (PBN) Manual (Doc 9613)
- **Note 5** If the letter Z is used, specify in Item 18 the other equipment carried or other capabilities, preceded by COM/ , NAV/ and/or DAT, as appropriate
- **Note 6** Information on navigation capability is provided to ATC for clearance and routing purposes

Radio Communication, Navigation and Approach Aid equipment.

SSR Mode S

- INSERT **N** if no surveillance equipment for the route to be flown is carried, or the equipment is unserviceable, or
- INSERT one or more of the following descriptors, to a maximum of 20 characters, to describe the serviceable surveillance equipment and/or capabilities on board:

SSR Modes A and C

- A** Transponder-Mode A (4 digits - 4096 codes)
- C** Transponder-Mode A (4 digits - 4096 codes) and Mode C
- E** Transponder-Mode S, including aircraft identification, pressure-altitude and extended squitter (ADS-B) capability
- H** Transponder-Mode S, including aircraft identification, pressure-altitude and enhanced surveillance capability
- I** Transponder-Mode S, including aircraft identification transmission, but no pressure-altitude transmission
- L** Transponder-Mode S, including aircraft identification, pressure-altitude, extended squitter (ADS-B) and enhanced surveillance capability
- P** Transponder-Mode S, including pressure-altitude, but no aircraft identification capability
- S** Transponder-Mode S, including both pressure-altitude and aircraft identification transmission
- X** Transponder-Mode S with neither aircraft identification nor pressure-altitude capability

Note: Enhanced surveillance capability is the ability of the aircraft to down-link aircraft derived data via a Mode S transponder.

The following letter shall be used to indicate the ADS equipment:

ADS-B

- B1** ADS-B with dedicated 1 090 MHz ADS-B ?out? capability

- B2** ADS-B with dedicated 1 090 MHz ADS-B "out" and "in" capability
- U1** ADS-B "out" capability using UAT
- U2** ADS-B "out" and "in" capability using UAT
- V1** ADS-B "out" capability using VDL Mode 4
- V2** ADS-B "out" and "in" capability using VDL Mode 4

ADS-C

D1 ADS-C with FANS 1/A capabilities

G1 ADS-C with ATN capabilities

Alphanumeric characters not indicated above are reserved. Example: ADE3RV/HB2U2V2G1

Note: Additional surveillance application should be listed in Item 18 following the indicator SUR/

Item 13: Departure Aerodrome and Time (8 characters)

Insert the ICAO four letter Location Indicator of the departure aerodrome, or if no location indicator assigned, insert ZZZZ and specify in item 18, preceded by **DEP/** the name of the aerodrome and position in LAT/LONG (e.g. DEP/RISOER PSN 5843N00914E)

Item 15: Route

Cruising Speed (maximum 5 characters)

Insert the first cruising speed as the **True Airspeed** for the first or whole portion of the flight, in terms of:

- **N** - for **Knots**, followed by 4 numbers (e.g. N0220)
- **K** - for **Kilometres per hour**, followed by 4 numbers (e.g. K0350)
- **M** - for **Max number**, when so prescribed by the appropriate ATS authority to the nearest hundredths of unit mach, followed by 3 numbers (e.g. M082)

Cruising level (maximum 5 characters)

Insert the **planned cruising level** for the first or the whole portion of the route to be flown, in terms of:

- **F** - for **Flight level**, followed by 3 numbers (e.g. F085, F330)
- **A** - for **Altitude in hundreds of feet**, followed by 3 numbers, (e.g. A045, A100)
- **S** - for* **Standard Metric level in tens of metres**, S followed by 4 numbers (e.g. S1130)
- **M** - for* **Altitude in tens of metres**, followed by 4 numbers (e.g. M0840), or
- **VFR** - for flights where the flight is not planned to be flown at a specific cruising level, the letters **VFR**

* When so prescribed by the appropriate ATS authorities.

Route Including changes of speed, level and/or flight rules. (Note that this is an abbreviated instruction)

Flight along designated ATS routes

Insert the designator of the first route, or the letters **DCT** followed by the point of joining the route. Then insert each point at which a change of route, speed, level or flight rules is planned, followed by the designator of the next route segment.

Flight outside designated routes

Insert points not normally more than 30 minutes flying time, or 200 nm apart, including each point where a change of speed, level, track or flight rule is planned.

Item 16: Destination Aerodrome and EET

Destination Aerodrome and estimated elapsed time: (8 characters)

Insert the ICAO four letter location indicator of the destination aerodrome followed by the total estimated elapsed time, or if no designator has been assigned, insert **ZZZZ** followed by the EET and specify in item 18

the name and position of the aerodrome preceded by **DEST/** the name of the aerodrome and position in LAT/LONG (e.g. DEST/VERDAL PSN 6348N01127E).

Alternate aerodromes

Insert the ICAO four letter location indicator of not more than two aerodromes, or, if no designator has been assigned, insert **ZZZZ** and specify in item 18 the name and position of the aerodrome preceded by **ALTN/** the name of the aerodrome and position in LAT/LONG (e.g. ALTN/VERDAL PSN 6348N01127E).

Date of flight

Date of flight indicates the day the flight will take place in 6-figure format (YYMMDD).

Item 18: Other information

Note! No other indicator than the ones shown below may be used.

Insert 0 (zero) if no other information, or, any other necessary information in the preferred sequence shown below, in the form of an appropriate indicator followed by an oblique stroke and the information to be recorded.

- NAV/ (other than specified under PBN/)
- COM/ (equipment not listed in item 10a)
- DAT/ (equipment not listed in item 10a)
- SUR/ (equipment not listed in item 10b)
- DEP/
- DEST/
- DOF/
- reg/
- EET/(Significant points or FIR boundary designators and accumulated estimated elapsed times from take-off to such points or FIR boundaries)
- SEL/
- TYP/
- CODE/
- DLE/(En-route delay or holding. Point must be present in route. Insert point and duration of DLE in field 18: Example: ?DLE/TOR0030)
- OPR/
- ORGN/
- PER/
- ALTN/
- RALT/
- TALT/
- RIF/
- RMK/

- Special ATS-handling

STS/Reason for special handling by ATS, e.g. a search and rescue mission, as follows:

- ALTRV: for a flight operated in accordance with an altitude reservation;
- ATFMX: for a flight approved for exemption from ATFM measures by the appropriate ATS authority;
- FFR: fire-fighting;
- FLTCK: flight check for calibration of nav aids;
- HAZMAT: for a flight carrying hazardous material;
- HEAD: a flight with Head of State status;
- HOSP: for a medical flight declared by medical authorities;
- HUM: for a flight operating on a humanitarian mission;
- MARSA: for a flight for which a military entity assumes responsibility for separation of military

aircraft;

- MEDEVAC: for a life critical medical emergency evacuation;
- NONRVSM: for a non-RVSM capable flight intending to operate in RVSM airspace;
- SAR: for a flight engaged in a search and rescue mission; and
- STATE: for a flight engaged in military, customs or police services.

Other reasons for special handling by ATS shall be denoted under the designator RMK/. PBN/ Indication of RNAV and/or RNP capabilities. Include as many of the descriptors below, as apply to the flight, up to a maximum of 8 entries, i.e. a total of not more than 16 characters.

- A1 RNAV 10 (RNP 10)
- B1 RNAV 5 all permitted sensors
- B2 RNAV 5 GNSS
- B3 RNAV 5 DME/DME
- B4 RNAV 5 VOR/DME
- B5 RNAV 5 INS or IRS
- B6 RNAV 5 LORANC
- C1 RNAV 2 all permitted sensors
- C2 RNAV 2 GNSS
- C3 RNAV 2 DME/DME
- C4 RNAV 2 DME/DME/IRU
- D1 RNAV 1 all permitted sensors
- D2 RNAV 1 GNSS
- D3 RNAV 1 DME/DME
- D4 RNAV 1 DME/DME/IRU
- RNP SPECIFICATIONS
- L1 RNP 4
- O1 Basic RNP 1 all permitted sensors
- O2 Basic RNP 1 GNSS
- O3 Basic RNP 1 DME/DME
- O4 Basic RNP 1 DME/DME/IRU
- S1 RNP APCH
- S2 RNP APCH with BARO-VNAV
- T1 RNP AR APCH with RF (special authorization required)
- T2 RNP AR APCH without RF (special authorization required)

Item 19: Supplementary Information

This information is not filed with the plan, but is kept at the unit where the plan was filed. In case of emergency the supplementary information will be transmitted to the appropriate rescue agencies.

Endurance

After **E/** insert a 4 number group giving the fuel endurance in hours and minutes.

Persons on Board

After **P/** insert the total number of persons (passengers and crew) on board, when required by the appropriate ATS authority. Insert TBN (to be notified) if the total number of persons is not known when filing.

Emergency and Survival Equipment

Radio

- cross out **U** if UHF on frequency 243.0 MHz is carried
- cross out **V** if VHF on frequency 121.5 MHz is carried

- cross out **E** if emergency location beacon - aircraft (ELBA) is available

Survival Equipment

- cross out all indications of survival equipment is carried
- cross out **P** if polar survival equipment is carried
- cross out **D** if desert survival equipment is carried
- cross out **M** if maritime survival equipment is carried. Note: this refers to equipment in addition to the lifejackets in the following section
- cross out **J** if jungle survival equipment is carried.

Jackets

- cross out all indicators if lifejackets are carried
- cross out **L** if lifejackets are fitted with lights
- cross out **F** if jackets are equipped with fluoroscein
- cross out **U** of **V** or both as in R/ above to indicate radio capability of jackets, if any

Dinghies/Number cross out indicators Dinghies and Cover if dinghies are carried, and insert number of dinghies carried and;

- (CAPACITY) insert total capacity, in persons, of all dinghied carried, and
- (COVER) cross out indicator **Cover** if dinghies are not covered and
- (COLOUR) insert colour of dinghies if carried.

A/ (AIRCRAFT COLOUR AND MARKINGS) insert colour of aircraft and significant markings

N/ (REMARKS) Indicate any other survival equipment carried and any other remarks regarding survival equipment.

C/ (PILOT) insert name of pilot in command

You should annotate the form with the name of the person filing the plan. You must verify or change/delete the mobile number which shall be used for SMS communications. You may add an email-address for status updates on your flight plan in addition or instead of mobile phone number.