

# KURDISTAN REGIONAL GOVERNMENT



## **SULAYMANIYAH INTERNATIONAL AIRPORT**

**MATS**

### **CHAPTER 4**

**Flight Plan**

( First Edition )

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## CHAPTER 4 FLIGHT PLAN

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### 4.1 Submission Of A Flight Plan

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4.1.1 Information relative to an intended flight or portion of a flight, to be provided to air traffic services units, shall be in the form of a flight plan.( See Fig. 4 – 1)

4.1.2 A flight plan shall be submitted prior to operating any flight within Sulaymaniyah TMA.

4.1.3 A flight plan shall be submitted before departure to an air traffic services reporting office at Sulaymaniyah International Airport or, during flight, transmitted to the appropriate air traffic services unit.

4.1.4 A flight plan shall be submitted at least SIXTY minutes before departure; or, if submitted during flight, at a time which will ensure its receipt by the appropriate air traffic services unit at least TEN minutes before the aircraft is estimated to reach the TMA boundary.

4.1.5 In the event of delay of THIRTY minutes in excess of estimated block time for a controlled flight or a delay of one hour for an uncontrolled flight for which a flight plan has been submitted, the flight plan shall be amended or a new flight plan submitted and the old flight plan cancelled.

4.1.6 An operator shall, prior to departure :

- a. ensure that, where the flight is intended to operate on a route or in an area where a Required Navigation Performance ( RNP ) type is prescribed, the aircraft has an appropriate RNP approval, and that all conditions applying to that approval will be satisfied, and
- b. ensure that, where operation in Reduced Vertical Separation Minimum ( RVSM ) airspace is planned, the aircraft has the required RVSM approval.



FLIGHT PLAN			
PRIORITY	ADDRESSEE (S)		
<< ≡ FF →			
FILING TIME	ORIGINATOR		
SPECIFIC IDENTIFICATION OF ADDRESSEE(S) AND/ OR ORIGINATOR			
3 MESSAGE TYPE	7 AIRCRAFT IDENTIFICATION	8 FLIGHT RULES	TYPE OF FLIGHT
<< ≡ FPL		- <input type="checkbox"/>	<< ≡
9 NUMBER	TYPE OF AIRCRAFT	WAKE TURBULENCE CAT	10 EQUIPMENT
- <input type="checkbox"/>		/ <input type="checkbox"/>	- <input type="checkbox"/> / <input type="checkbox"/> << ≡
13 DEPARTURE AERODROME	TIME		
- <input type="checkbox"/>			<< ≡
15 CRUISING SPEED	LEVEL	ROUTE	
- <input type="checkbox"/>			
16 DESTINATION AERODROME	TOTAL EET HR MIN	ALTN AERODROME	2ND ALTN AERODROME
- <input type="checkbox"/>		→ <input type="checkbox"/>	→ <input type="checkbox"/> << ≡
18 OTHER INFORMATION			
) << ≡			
SUPPLEMENTARY INFORMATION (NOT TO BE TRANSMITTED IN FPL MESSAGES)			
19 ENDURANCE HR MIN	PERSONS ON BOARD		EMERGENCY RADIO
- E / <input type="checkbox"/>	→ P / <input type="checkbox"/>	→ R / <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
SURVIVAL EQUIPMENT			
→ <input type="checkbox"/> / <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
DINGHIES			
→ <input type="checkbox"/> / <input type="checkbox"/>	→ <input type="checkbox"/>	→ <input type="checkbox"/>	→ <input type="checkbox"/>
AIRCRAFT COLOUR AND MARKINGS			
A / <input type="checkbox"/>			
REMARKS			
→ N / <input type="checkbox"/>			
PILOT-IN-COMMAND			
C / <input type="checkbox"/> ) << ≡			
FILED BY	SPACE RESERVED FOR ADDITIONAL REQUIREMENTS		

**Fig. 4 – 1 Flight Plan Tower & Approach ( Radar & Non – Radar) Page 4 - 2**  
 Prepared By Fakhir Faraj Mohammed

## 4.2 Contents Of A Flight Plan

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A flight plan shall comprise information regarding such of the following items ( See Fig 4 – 1 ) :

*Note. Items 7 to 19 shall be completed.*

### ITEM 7 : Aircraft Identification (Maximum 7 characters)

One of the following aircraft identification shall be inserted :

- a. Aircraft registration mark ( e.g J2SHB, 9LLEG, YIABD.....)
- b. The ICAO designator for the aircraft operating agency followed by the flight identification ( FCN 8718, IAW125, RJ 822, KLM 515.....)

### ITEM 8 : Flight Rules and Type of Flight ( One or Two Characters)

- a. Flight Rules : One of the following letters shall be inserted to denote the category of flight rules with which the pilot intends to comply:

**I** : If IFR

**V** : If VFR

**Y** : If the first portion of the flight will be IFR and the last portion of the flight will be VFR.

**Z** : If the first portion of the flight will be VFR and the last portion of the flight will be IFR.

*Note: When letter " Y " or letter " Z " is inserted, the point or points where a change of flight rules is planned shall be specified in Item " 15 ".*

**b. Type of flight:** One of the following letters shall be inserted to denote the type of flight :

**S :** If scheduled air service

**N :** If non – scheduled air transport operation.

**G :** If general aviation

**M :** If military

**X :** If other than any of the defined categories above.

**ITEM 9 : Number and Type Of Aircraft And Wake Turbulence Category**

**a. Number of aircraft ( 1 or 2 characters) :** Insert the number of aircraft, if more than one.

**b. Type of aircraft :** Insert the appropriate designator as specified in ICAO Doc 8643 (Aircraft Type Designator ).

**OR**

If no such designator has been assigned, OR in case of formation flights comprising more than one type, INSERT **ZZZZ**, and SPECIFY in item 18, the (number and) types of aircraft preceded by TYP/

**c. Wake turbulence category ( 1 character ) : Insert one of the following letters to indicate the wake turbulence category of the aircraft :**

**H : HEAVY, for aircraft type with a maximum certificated take – off mass of 136 000 kg or more.**

**M : MEDIUM, for aircraft type with a maximum certificated take – off mass of less than 136 000 kg but more than 7 000 kg.**

**L : LIGHT, for aircraft type with a maximum certificated take – off mass of 7 000 kg or less.**

**ITEM 10 : Equipment :**

**a. Radio communication, navigation and approach equipment : Insert one of the following letters:**

- **N: If no COM / NAV / Approach Aid equipment for the route to be flown is carried, or the equipment is unserviceable.**

**OR**

- **S: If standard COM / NAV / Approach Aid equipment for the route to be flown is carried and serviceable.**

## AND / OR

<b>C : LORANC</b>	<b>L : ILS</b>
<b>D : DME</b>	<b>M : Omega</b>
<b>F : ADF</b>	<b>O : VOR</b>
<b>G : GNSS</b>	<b>R : RNP type certification</b>
<b>H : HF RTF</b>	<b>T : TACAN</b>
<b>I : Inertial Navigation</b>	<b>U : UHF RTF</b>
<b>J : Data Link</b>	<b>V : VHF RTF</b>
<b>K : MLS</b>	

*Note. Standard equipment is considered to be VHF, RTF, ADF, VOR and ILS.*

**b. Surveillance Equipment : Insert one or two of the following letters to describe the serviceable surveillance equipment carried :**

**SSR Equipment :**

**N : Nil**

**A : Transponder – Mode A ( 4 digits – 4096 codes)**

**C : Transponder – Mode A ( 4 digits – 4096 codes) and Mode C**

**X : Transponder – Mode S without both aircraft identification and pressure – altitude transmission**

**P : Transponder – Mode S, including pressure – altitude transmission, but no aircraft identification transmission**



**I : Transponder – Mode S, including aircraft identification transmission, but no pressure – altitude transmission.**

**S : Transponder – Mode S, including both pressure – altitude and aircraft identification transmission**

**ADS Equipment**

**D : ADS Capability**

**ITEM 13 : Departure Aerodrome And Time(8 characters)**

**The ICAO four – letter Location Indicator shall be inserted in this item.**

**ITEM 15 : Route**

**Insert the first cruising speed as in (a) and the first cruising level as in (b) without a space between them, THEN following the arrow insert the route description.**

**a. Cruising Speed ( Maximum 5 characters) : Insert the True Air Speed (TAS) for the first or the whole cruising portion of the flight, in terms of :**

- 1. Kilometers per hour, expressed as (K) followed by 4 figures ( e.g K 0850), or**
- 2. Knots, expressed as ( N ) followed by 4 figures ( e.g N0480 ), or**

3. **Mach Number, to the nearest hundredth of unit Mach, expressed as ( M ) followed by 3 figures (e.g M080 )**
  
- b. 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 :**
  1. **Flight Level : for levels at or above FL160, expressed as ( F ) followed by 3 figures ( e.g F220)**
  2. **Altitude in hundred of feet : for levels bellow FL160, expressed as ( A ) followed by 3 figures ( e.g A080, A110, A140)**
  3. **For uncontrolled VFR flights, insert letters VFR.**
  
- c. Route (including changes of speed, level and/or flight rules) : Insert the ATS route, then Insert each point at which either a change of speed or level, a change of ATS route, and / or a change of flight rules is planned, followed by the next ATS route .**
  
- d. ATS route (2 to 7 characters) : The coded designator assigned to the route or route segment including, where appropriate, the coded designator assigned to the standard departure or arrival route ( e.g Kirkuk 1, W03, R784).**
  
- e. Significant Point ( 2 to 11 characters ) : the coded designator ( 2 to 11 characters) assigned to the point ( e.g SUL, RASKI, PUTRI ).**

- f. **Change of Speed or Level ( maximum 21 characters) :** The point at which a change of speed ( 5% TAS or 0.01 Mach or more ) or a change of level is planned, followed by an oblique stroke and both the cruising speed and the cruising level, without a space between them, even when only one of these quantities will be changed.

**EXAMPLES:** LN/N0264A045  
MAY/N0305F180  
RASKI/N0420F330  
4602N07805W/N0500F350  
46N078W/M082F330  
DUB180040/N0350M0840

- g. **Change of Flight Rules ( maximum 3 characters):** The point at which the change of flight rules is planned, followed by a space and one of the following:

VFR if from IFR to VFR  
IFR if from VFR to IFR

**EXAMPLE:** LN VFR  
LN/N0284A050 IFR

- h. **Cruise Climb ( maximum 28 characters ):** The letter C FOLLOWED by an oblique stroke, THEN the point at which cruise climb is planned to start, followed by an oblique stroke, THEN the speed to be maintained during cruise climb, followed by the two levels defining the layer to be occupied during cruise climb, or the level above which cruise climb is planned FOLLOWED by the letters PLUS, without a space between them.

**EXAMPLES:** C/ 48N050W/M082F290F350  
C/ 48N050W/M082F290PLUS

**ITEM 16 : Destination Aerodrome And Total Estimated Time, Alternate Aerodrome(s)**

- a. **Destination Aerodrome And Total Estimated Elapsed Time ( 8 characters ) : Insert the ICAO four – letter location indicator of the destination aerodrome followed, without a space, by the total estimated elapsed time.**
- b. **Alternate Aerodrome(s) ( 4 characters): Insert the ICAO four – letter location indicator(s) of not more than TWO alternate aerodromes, separated by a space.**

**ITEM 18 : Other Information : Insert**

- a. **0 (zero) if no other information.**

**OR**

- b. **Insert any other necessary information in the preferred sequence shown hereunder, in the form of the appropriate indicator followed by an Oblique Stroke and the information to be recorded :**

1. **EET/ : Significant point or FIR boundary designators and accumulated estimated elapsed times to such points or FIR boundaries.**

**EXAMPLES: EET/CAP0745 XYZ0830  
EET/Kirkuk0035**

2. **REG/** : The registration markings of the aircraft, if different from the aircraft identification in ITEM 7.
3. **SEL/** : SELCAL Code
4. **OPR/** : Name of operator, if not obvious from the aircraft identification in ITEM 7.
5. **STS/** : Reason for special handling by ATS, e.g hospital aircraft, one engine inoperative, e.g STS/HOSP, STS/ONE ENG INOP.
6. **COM/** : Significant data related to communication equipment. e.g COM/UHF only.
7. **DAT/** : Significant data related to data link capability, using one or more of the letters ( S, H, V and M ). e.g  
  
**DAT/S** : for satellite data link  
**DAT/H** : for HF data link  
**DAT/V** : for VHF data link  
**DAT/M**: for SSR Mode S data link
8. **NAV/** : Significant data related to navigation equipment .
9. **RMK** : Any other plain language remarks.

**ITEM 19 : Supplementary Information**

- a. **E/ Endurance : After E/ Insert a 4-figure group giving the fuel endurance in hours and minutes.**
- b. **P/ Persons on board: After P/ Insert the total number of persons ( passengers and crew) on board.**
- c. **Emergency and survival equipment :**
  1. **R/ ( EMERGENCY RADIO ) :**  
**CROSS OUT " U " if UHF on frequency 243.0 MHz is not available.**  
**CROSS OUT "V" if VHF on frequency 121.5 MHz is not available.**  
**CROSS OUT " E " if emergency locator transmitter ( ELT ) is not available.**
  2. **S/ ( SURVIVAL EQUIPMENT ) : CROSS OUT all indicators if survival equipment is not available.**  
**CROSS OUT " P " if polar survival equipment is not carried. CROSS OUT " D " if desert survival equipment is not carried. CROSS OUT " M " if maritime Survival equipment is not carried. CROSS OUT " J " if jungle survival equipment is not carried.**

**3. J/ (JACKETS) : CROSS OUT** all indicators if life jackets are not available.  
**CROSS OUT "L"** if life Jackets are not equipped with lights. **CROSS OUT "F"** if life jackets are not equipped with fluorescein.  
**CROSS OUT "U "** or **"V "** or both as in **" R "** above to indicate radio capability of jackets, if any.

**4. D/ ( DINGHIES) : CROSS OUT** indicators (NUMBER ) **" D "** and **" C "** if no dinghies are carried, or Insert number of dinghies carried ; And

**\* ( CAPACITY):** Insert total capacity, in persons, of all dinghies carried;

And

**\* ( COVER ) : CROSS OUT** indicator **"C"** if dinghies are not carried.

**\* ( COLOUR ):** Insert colour of dinghies if carried.

**d. A/(AIRCRAFT COLOUR AND MARKINGS**

Insert colour of aircraft and significant markings.

**e. N/ (REMARKS): CROSS OUT** indicator **"N "** if no remarks, or indicate any other survival equipment carried and any other remarks regarding survival equipment.

**f. C/ (PILOT ) :** Insert name of pilot - in - Command.

**g. Field By :** Insert the name of the unit, agency or persons filing the flight plan.

### **4.3 Completion Of A Flight Plan**

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**4.3.1** Whichever the purpose for which it is submitted, a flight plan shall contain information, as applicable, on relevant items up to and including " alternate aerodromes " regarding the whole route or the portion thereof for which the flight plan is submitted.

**4.3.2** The flight plan shall, in addition, contain information, on all other items.

### **4.4 Acceptance Of Flight Plan**

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**4.4.1** The first ATS Unit receiving a flight plan or change thereof shall:

- a. check it for the compliance with the format and data conventions.
- b. check it for completeness and accuracy.
- c. take action, if necessary to make it acceptable to other ATS Units.
- d. indicate acceptance of the flight plan or changes thereto, to the originator.

### **4.5 Adherence To Flight Plan**

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**4.5.1** Except for inadvertent changes, and, in the case of Controlled VFR flights, when the weather deteriorates below VMC minima, an aircraft shall adhere to the CPL unless:-

- a. a request for a change has been made and a clearance obtained from the appropriate ATS unit;



- b. an emergency arises which necessitates immediate action by the pilot, who shall notify the action taken when circumstances permit.

#### **4.5.2 Controlled flights shall:-**

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- a. when on an established ATS route, operate along the defined centre line of that route;
- b. when on any other route, operate directly between the navigation aids or points defining the route.

#### **4.5.3 Any deviation from the route, e.g. weather avoidance, shall be notified to the appropriate ATS unit.**

#### **4.5.4 Inadvertent Changes**

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##### **4.5.4.1 In the event that a controlled flight inadvertently deviates from its Current Flight Plan, the following action shall be taken:-**

- a. If the aircraft deviates from track, action shall be taken to regain track as soon as possible.
- b. If the average TAS at cruising level varies by plus or minus 5% of the TAS given in the FPL, the appropriate ATS unit shall be informed.
- c. If the estimated time at the next reporting point is found to be in error of 3min, or more the revised estimated time shall be notified as soon as possible to the appropriate ATS unit.

##### **4.5.4.2 When it becomes evident that a flight in VMC in accordance with its CPL will not be practicable, an aircraft operated as a CVFR flight shall:-**

- a. Request an amended clearance enabling the flight to continue in VMC to destination or to an alternative aerodrome, or to leave controlled airspace.

- b. If no clearance in accordance with (a) can be obtained, continue to operate in VMC and notify the appropriate ATC unit of the action being taken either to leave controlled airspace or to land at the nearest suitable aerodrome.
- c. If operated in a control zone, request to operate as a SVFR flight.
- d. Request clearance to operate in accordance with IFR.

**4.6 Closing a Flight Plan**  
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- 4.6.1 A report of arrival shall be made at the earliest possible moment after landing, to the appropriate Air Traffic Services Unit at the aerodrome of arrival, by any flight for which a flight plan has been submitted .
- 4.6.2 Arrival report made by aircraft shall contain the following elements of information :
  - a. aircraft identification;
  - b. departure aerodrome
  - c. destination aerodrome (only in the case of a diversionary landing);
  - d. arrival aerodrome;
  - e. time of arrival

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