European Organisation for the Safety of Air Navigation

Central Route Charges Office

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Exchange of data

between the

National Administrations

and the

Central Route Charges Office

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	05/12.2014	70	Reporting Responsibilities of National Route Charges Offices (LD and LY)	J.P. Foglia
	05/12/2014	68	Data update : CRCO Multilateral and Bilateral Agreement table.	J.P. Foglia
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	08/12/2014	110	Data update : Contingency Plan (LD & LY)	J.P. Foglia

INTRODUCTION

Purpose of this document

This document is intended to assist the officials of National Administrations in the exchange of data with the EUROCONTROL Central Route Charges Office, within the context of the Multilateral Agreement relating to Route Charges.

It is a reference document devised in close collaboration between staff of the National Data Transmission Centres and that of the Central Route Charges Office.

Structure of the document

The document contains:

- Requirements and procedures for exchange of data
- Reference material required, and
- Guidelines for extraction and validation of data in national Route Charges Offices.

The document is structured by Chapters, which deal with the requirements and procedures for exchange of data. Reference material which may need more frequent updating is provided in the Annexes.

CONTENTS

1. DIVISION OF RESPONSIBILITIES WITHIN THE CRCO

1.1. Organisation of the CRCO

1.1.1. The tasks of the CRCO

The tasks of the CRCO are carried out by five units as follows:

Unit R1: System and Business Development
Unit R2: IT Support and General Services
Unit R3: Billing and Customer Relations
Unit CAT: Collection of Charges / Accounting and Treasury

1.1.2. The tasks of Unit R3

The tasks of Unit R3 are the following:

Management of Permanent Data
Processing of Flight Messages
Managing RSO system for distances
Liaison with national Route Charges Offices (RCOs)
Liaison with Users
Management of User Claims (flights, VAT & RSO)
Liaison with National Administrations
Dispatch of Billing & Information Documents

1.1.3. Data Exchange

As far as data exchange is concerned, therefore, the responsibility for flight data, for corrections when necessary, for the establishment of accurate billing and for processing of any subsequent claims, lies with Unit R3.

To fulfil these tasks, Unit R3 is divided into two Sections:

- **R3/B** - Billing
- **R3/CR** – Customer Relations

The responsibilities of each of these Sections are listed below.

In addition, a table of contact staff of Unit R3 is to be found in Annex A-2.

1.2. Billing (R3/B)

1.2.1. Section responsibilities

- Management of Permanent Data;
- Processing of Flight Messages;
- Managing RSO system for distances;
- Liaison with National Route Charges Offices (RCOs);
- Liaison with Users.

1.3. Customer Relations (R3/CR)

1.3.1. Section responsibilities

- Management of User Claims;
- Liaison with Users;
- Liaison with national Route Charges Offices (RCOs);
- Liaison with National Administrations;
- Dispatch of Billing & Information documents;
- Statistical studies (including service units simulations);
- CRCO Extranet for Airlines (CEFA), Extranet for National Administrations (ETNA).

2. TRANSMISSION OF MESSAGES

2.1. The Transmission Calendar

2.1.1. Why a Transmission Calendar?

A Transmission Calendar, in the form of deadlines for reception of packets, is established each year in order to regulate the arrival of messages in the CRCO. Packets may be transmitted at any time prior to the deadline, including during weekends and holidays, but the packets must arrive before 16h00 (CEST) on the day indicated.

2.1.2. Regulation

This regulation of arriving messages is necessary because:

- The expeditious billing of users depends on a prompt and uniform reporting of flights by RCOs;
- Rejected messages can be corrected in the CRCO by cross-reference only if the corresponding messages from other RCOs are available according to the transmission calendar;
- The correlation of messages from RCOs with the corresponding flight plans from the NM requires a regular and orderly provision of data from RCOs.

2.1.3. Objective

The Transmission Calendar is established with the objective of achieving the earliest possible billing, while ensuring that National Administrations have sufficient time to provide all the flight data to the CRCO. In practice this means allowing at least seven working days for data preparation in RCOs, and two additional working days for message processing in the CRCO before billing.

2.1.4. Importance of the Transmission Calendar

It is extremely important that the Calendar be respected by the RCOs. Should unforeseen circumstances necessitate a major deviation from the planned schedule, the CRCO must be informed as quickly as possible so that remedial action can be agreed and coordinated if necessary with other RCOs.

Minor issues should not affect the global compliance with the transmission calendar. In case of remaining work to be achieved on a limited proportion of flights, the bulk should be sent on time and the delayed part in an additional packet later.

2.2. Reporting Responsibilities

2.2.1. IFR Flights

All IFR flights, including mixed IFR/VFR flights and IFR flights by aircraft of less than two tonnes, have to be reported to the CRCO by the national RCOs.

2.2.2. VFR Flights

VFR flights are *not* to be transmitted, unless these flights are chargeable in the airspace for which the transmitting RCO is responsible. Procedures for reporting VFR flights, when required, as well as those for reporting mixed IFR/VFR flights, are described separately in Chapter 4.

2.2.3. Reporting responsibilities

The division of responsibility for reporting traffic is based on the principle that a flight is reported only once, and reported by the State from which it departs, or through which it enters the EUROCONTROL charging area for the first time. In order to avoid multiple reporting of the same flight, with the attendant risk of double billing, reporting responsibilities are specified by the CRCO and approved by the contracting States. These reporting responsibilities are specified in Annex A-3.

2.2.4. What if any doubt about reporting responsibilities?

When in doubt as to whether a flight lies within its reporting responsibilities or not*, the RCO should always transmit it*. Duplication checks at the CRCO will suppress the second message if it turns out to be duplicated data.

2.2.5. Overlap of reporting responsibilities

With such a system it is inevitable that an overlap of reporting responsibilities is necessary to ensure that all flights are transmitted. However, the CRCO keeps this duplicate reporting under constant review, and any possible reduction in responsibilities is investigated.

2.2.6. Allocation of reporting responsibilities

If the data extraction system of a National Administration permits its RCO to determine the route of flight prior to the FIR boundary, this can be taken into account in the allocation of reporting responsibilities, and can lead to a reduction in the number of messages required to be transmitted. In these cases the CRCO should be informed accordingly, so that an adjustment of reporting responsibilities can be studied.

2.3. Data Sources

2.3.1. Primary source of flight data

The primary source of flight data to be transmitted in messages should be the activated (Current) Flight Plan as recorded in the ATS unit which has handled the flight. The use of other sources of information can give rise to erroneous or duplicate billing, a high number of COR and CLA requests, recovery difficulties, loss of revenue, and bad relations with aircraft operators.

2.3.2. Sources of data other than activated flight plans

When it is unavoidable for an RCO to rely on sources of data other than activated flight plans, it is essential that great care be taken to:

- Ensure that the correct aircraft type is reported;
- Correctly identify the flight rules (IFR or VFR);
- Filter out inaccuracies such as IATA codes, incorrect operator designators, and so on.

2.3.3. Flight plans received from the NM

For all flight plans which have been received from the Central Flow Management Unit (DNM), the “IFPLID” and “EOBD” should be extracted, where possible, and entered in the appropriate fields of the flight message. This will ensure accurate matching in the CRCO of the RCO message with the corresponding NM flight plan, in order to extract the route and calculate the distance.

2.3.4. Other information to be extracted by the national RCOs

Other information to be extracted by the national RCO from the flight plan includes any pertinent remarks from Item 18 ("Other Information"), such as "OPR/ABC Aviation", etcetera. When such information is included in the “Comment” field of the flight message to the CRCO, it may avoid the need for a COR or CLA request later.

2.3.5. How long to preserve the flight plans?

All flight plans used for the collection of data for transmission, as well as reference data used to justify decisions made in validating any flight or series of flights, must be preserved by the National Administrations for at least four years from the date of flight. In case it is not yet possible for a particular RCO to meet this requirement, flight data must be kept for a minimum of **18 months** after the date of flight, in case of subsequent dispute (see Section 11.6).

2.4. Use of Repetitive Flight Plans (RPLs)

2.4.1. RPLs – basis of transmitted flights

When RPLs form the basis of the transmitted flight, the risk of error in the aircraft type is very high. When the company has in reality operated the flight with a lighter aircraft type, claims usually result. Conversely, when the flight has been carried out with a heavier type, no claim can be expected but revenue is lost. Errors in the aircraft type have for many years been the biggest single generator of claims, and, implicitly, revenue loss.

2.4.2. Checks to be made by the RCOs

Consequently, when an RCO is aware that RPL data forms the basis of certain extracted flight plans, checks should be made to ensure that the aircraft type being operated corresponds to that on the RPL.

2.4.3. RPLs used as flight data source

RPLs are used as the flight data source, RCOs are highly recommended to use airport logs in addition to obtain registrations for use in the flight messages. The CRCO is able to detect many aircraft type errors if the aircraft registration is present in the flight message.

2.4.4. CNL messages

Many claims stem from the use of RPLs when flights do not actually take place. National Administrations should ensure that Flight Plan Cancellation (CNL) messages are made available to the national RCO(s) and are taken into account when basing flight messages to the CRCO on RPLs.

2.5. Initial Verification of Flights by the RCOs

2.5.1. Initial verification of data

It is evident that an initial verification of data before transmission reduces message rejections in the CRCO, as well as erroneous billing that will generate CLA requests later. RCOs are therefore urged to take every precaution to ensure that the transmitted messages are free of obvious errors, and in particular that local knowledge is used where possible to correct appropriate items prior to transmission.

2.5.2. Main items to be checked

In particular, verification should focus on the following items:

- Date of flight
- Departure (or entry) time
- Flight rules
- Aircraft type
- Aerodromes of departure and arrival
- Operator designator.

2.6. Message Elements

The technical composition and format of the flight message are described in CRCO Doc.716023, as well as the means of transmission by DEBI (‘Data Exchange by Internet’).

Consequently, only operational considerations are dealt with here.

2.6.1. Sequence number

The four-digit sequence number represents the identification of a flight for a given date from a particular message-originator.

The rules applying to the use of sequence numbers are fully detailed in CRCO Doc.716023.

2.6.2. Introduction/Correction Code

This code, which indicates whether the message is a new flight or a correction to a previously transmitted one, is explained in further detail in Doc.716023.

2.6.3. Departure time

The Departure Time should be in UTC and give the Actual Time of Departure (ATD), or the time of entry into the reporting Administration's FIR when the departure aerodrome is outside the CRCO area.

ATDs or ETDs at departure aerodromes outside the CRCO area must not be used, since this can cause erroneous or duplicate billing.

When the time of departure or entry is exactly midnight UTC, it should never be reported as "0000", but as "0001" or "2359" of the previous day, for technical reasons.

2.6.4. Aerodrome of departure

The aerodrome of departure to be transmitted should be the ICAO 4-letter Location Indicator as published in Doc.7910. Location Indicators not published by ICAO in this document but which are notified by National Administrations to the CRCO for the purposes of Route Charges are listed in Annex A-5.

Where “ZZZZ” is found as a departure aerodrome code in the extracted flight data, reference must be made to the original flight plan, where field 18 should contain the name of the aerodrome in plain text after the indicators “DEP/” or “RMK/”. If the aerodrome has, in fact, a valid ICAO location indicator, or has

a provisional indicator that is published in Doc. 716028, this indicator must replace “ZZZZ” in the flight message.

If aerodromes within a State do not appear in Doc.7910 the local RCO should take the necessary steps to obtain a provisional code for use in flight messages. This code should be sent to the CRCO/R3 for publication in this document (see also Chapter 8).

2.6.5. Aerodrome of destination

The aerodrome of destination should likewise be transmitted as a 4-letter ICAO code, either derived from Doc.7910 or from the list in Annex A-5.

Where “ZZZZ” is found as a destination aerodrome code in the extracted flight data, reference must be made to the original flight plan, where field 18 should contain the name of the aerodrome in plain text after the indicators “DEST/” or “RMK/”. If the aerodrome has, in fact, a valid ICAO location indicator, or has a provisional indicator that is published in Doc. 716028, this indicator must replace “ZZZZ” in the flight message.

2.6.6. Flight identification

The flight identification should be the “aircraft identification” exactly as specified in field 7 of the flight plan. Changes to this aircraft identification by RCOs will result in difficulties in matching the flight message with the corresponding filed flight plan, and may even lead to a wrong match and the allocation of an incorrect distance. Moreover, where the flight has been reported by more than one RCO, it will lead to double billing.

Consequently, RCOs must not change the flight identification found in the flight plan unless there are compelling reasons to do so, for example, where there is a risk of billing the wrong operator.

This subject is covered in more detail in Chapter 3.

2.6.7. Main exemption code

The code to be used in this field must be that of the main exemption category. If this is not a mandatory exemption (S or R), the code(s) of any other applicable exemption should be entered in the “Supplementary Exemption” field (see Section. 2.6.18 below).

Code	Meaning
Z	non-exempted flight
S	flight by Monarch/Head of State/Minister
R	search-and-rescue flight
M	military flight of a EUROCONTROL Member State
X	military flight of a non-member State of EUROCONTROL
T	training flight
N	navigation aid calibration flight
H	Humanitarian flights
P	Customs or police flights
V	VFR flight (only in airspace where VFR flights are chargeable)
Y	mixed IFR/VFR flight

Identification of flights eligible for exemption is covered in Chapter 3.

2.6.8. Aircraft type

RCOs should transmit the aircraft type designator as found in the flight plan or which was notified to Air Traffic Services in the course of the flight. If an RCO encounters an aircraft type designator that does not appear in the latest edition of ICAO Doc.8643, or “ZZZZ”, it should enter the type of aircraft in plain text in the “Comment” field of the message.

The aircraft type found in the flight plan should not be modified unless there are strong reasons for doing so. In particular, it is recommended that great care be exercised before changing an aircraft type on the sole basis of a registration found in field 18 of the flight plan, since these have often proved to be unreliable.

2.6.9. Operator

This field permits the identification of the operator in cases where this is not evident from the flight identification field, as, for example with a military callsign, or where the operator has an ICAO code not used in the flight identification.

In practical terms, this field will normally contain only a "Z" or the CRCO-assigned 3-digit code assigned to a military user. These numerical codes are listed in Annex A-7.

Supplementary information derived from the flight plan concerning the operator of a flight should be entered in the “Comment” field of the message.

2.6.10. Aircraft registration

When the aircraft registration is known, it should be entered in this field, unless it has been used as the flight identification.

This information can be of great use in checking the aircraft type, when the aircraft type in the message is not in the fleet of the aircraft operator, or when the reported aircraft type is the subject of a claim.

2.6.11. Comment

This field can be used for any pertinent comments considered necessary or useful for the correct billing of the flight. Comments which could be useful are:

- Name of the operator in plain text
- Type of aircraft if unsure of the correct ICAO code
- Point at which a flight changed from IFR to VFR or vice-versa (see Section 4.3)
- Furthest point from departure for a circular flight (see Section 4.4)
- Remark from field 18 of the flight plan which justifies an exemption
- “No info available” where no additional information can be obtained (see Section 6.1 and 2.8.)
- Any "other information" found in field 18 of the Flight Plan.

It should be remembered that these comments are not computer-legible; they will only be viewed in the CRCO if the message is rejected and further information is needed.

However, it must also be stressed that the inclusion of supplementary information when freshly available can often avoid the need to process COR or CLA messages later.

Should the information to be transmitted exceed the 21 character spaces allowed in this field, the “Additional Comment” field may also be used (see Section 2.6.21 below).

2.6.12. Estimated Off-Block Date (EOBD)

This date should be the date exactly as received in the IFPL. If the EOBD is not available, this field should be left blank, as also the IFPLID field (see below).

2.6.13. IFPLID

This is the unique identification of the flight plan in the IFPS system, and should be entered in this field exactly as found in the IFPL. If the IFPLID is not available, this field should be left blank, as also the EOBD field (see above).

2.6.14. Initially planned aerodrome of destination

In the case of a flight known to have diverted to a different aerodrome from that planned, this field should contain the original planned destination aerodrome.

Note: This field should be left blank unless a diversion has taken place.

2.6.15. Charge area overflown

This field contains the two letter code of the charge area concerned, in the case of flights for which no flight plan has been routed through the IFPS.

Note: This field must be left blank unless the CRCO has specifically requested this information from a particular RCO.

2.6.16. Entry point coordinates

This field contains the coordinates of the entry point of the flight into the charge area specified in the message, in the case of flights for which no flight plan has been routed through the IFPS. The coordinates should be expressed in degrees, minutes and seconds.

Note: This field must be left blank unless the CRCO has specifically requested this information from a particular RCO.

2.6.17. Exit point coordinates

This field contains the coordinates of the exit point of the flight from the charge area specified in the message, in the case of flights for which no flight plan has been routed through the IFPS. The coordinates should be expressed in degrees, minutes and seconds.

Note: This field must be left blank unless the CRCO has specifically requested this information from a particular RCO.

2.6.18. Supplementary exemption codes

When more than one exemption category applies to a flight, and the main exemption code is not S or R, the other exemption code(s) must be entered in this field, in any order. This will assist RCOs with downstream processing of the exempted flights.

2.6.19. Source of ICAO 24-bit aircraft address

When an ICAO 24-bit aircraft address is included in the flight message, the source of the data should be entered in this field, according to the following decode:

"1" = ATC; "2" = Airport; "3" = Flight plan; "4" = Other

If no 24-bit address is available, this field must be left blank.

2.6.20. ICAO 24-bit aircraft address

This field should be completed with the six hexadecimal characters of the ICAO 24-bit aircraft address, when available.

2.6.21. Additional comments

This field of 76 characters is available for any comment that cannot be included in the "Comment" field earlier in the message.

2.7. Duplicate Reporting

2.7.1. Responsibility

A National Administration is responsible for avoiding more than one transmission of the same flight.

2.7.2. Duplicate Reporting

It may happen that the same flight may be reported by two or more RCOs, because it is often necessary to specify reporting responsibilities which overlap each other, in order to ensure that all flights passing through the system are reported (section 2.2.5 refers). However, strict adherence by States to the allocation of reporting responsibilities limits duplicate reporting of flights to the minimum, and reduces the incidence of double billing.

2.7.3. Reduction of Double billing

Double billing may also be reduced by paying strict attention to the flight identification (see also Section 2.6.6. above). Duplicate flights cannot be detected by the CRCO system if there are differences in the composition of the flight identification in each of two messages concerning the same flight.

2.7.4. Long distance flights

Transmission of a flight from a far-away aerodrome giving the departure time at that aerodrome may likewise result in double billing, because the time frame within which flights are deemed to be duplicates is set at 4 hours (or 90 minutes for a flight carried out under a registration). For this reason, RCOs must transmit ***entry times*** when the flight comes from outside the Route Charges area.

2.7.5. Reporting and remedy

Duplicate flights detected and suppressed by the CRCO are provided on a listing to RCOs on a monthly basis (see Chapter 9). As well as verifying the duplication, the National RCOs should investigate any patterns in the incidence of duplicate reporting which could lead to remedial action by the RCO concerned, by other RCOs or by the CRCO.

2.8. Flights transmitted without additional RCO information

2.8.1. Known lack of information

From time to time, an RCO finds itself in a situation where it has to transmit a flight message for which there is not, and will not be, additional information available and which is likely to be rejected by the CRCO because it contains some item that is not sufficiently clear (for example, unknown flight identification, unknown operator, strange military callsign and so on). If this message is sent back to this RCO as a COR request, it is a waste of valuable time and effort.

2.8.2. Action by RCO

In these cases it is important that the CRCO be made aware of the lack of information available at the transmitting RCO so that, if it needs to obtain further information, it may immediately start to look elsewhere for it. The transmitting RCO therefore should enter the phrase "**no info available**" in the "Remark" field of the message for such cases.

2.9. Correction of messages already transmitted to the CRCO

2.9.1. Before billing

When an RCO discovers that a flight message already sent to the CRCO contains an error, the procedure to be followed is:

Send a cancellation message

Send an 'ADD' message

Note: Only use this procedure when billing for the month of the flight concerned has not taken place.

2.9.2. After billing

If the billing has already taken place, and a COR request on the message has not been received, the information concerning the error should still be sent to the CRCO by fax or E-mail, in case the flight could not be billed and is awaiting correction.

3. IDENTIFICATION OF FLIGHTS

3.1. Aircraft Nationality and Registration Markings

3.1.1. Complete documentation

Complete documentation concerning nationality and registration markings can be found in ICAO Annex 7. Supplement No. 1 to this Annex provides a list of nationality markings assigned to the aircraft of ICAO Contracting States.

3.1.2. Registration markings

Registration markings consist of the nationality marking followed by three, four or five letters or numbers. Although a separator (usually a hyphen) is often used between the nationality marking and the registration marking, it must never be included in registrations sent in messages to the CRCO.

3.1.3. Nationality marking

Before inclusion of any registration markings in data to be transmitted to the CRCO, the nationality marking should be validated against those found in Annex A-7.

3.1.4. Full registration marking

When the nationality marking is that of the State for which the route charges office is responsible, the full registration marking should be checked against the national aircraft register wherever this is possible.

3.2. Use of ICAO Operator Designators

3.2.1. ICAO Operator Designators

When ICAO Operator Designators are used in messages, they must be validated against the latest edition of ICAO Doc. 8585.

3.2.2. Three-letter Designators

When a civil flight uses a three-letter designator which is not published in Doc. 8585, coordination must be made with the CRCO prior to its use in messages. The CRCO has many sources of information at its disposal that may be helpful to determine the correct designator or the identity of the operator.

3.2.3. Invalid Designators

When an invalid designator has been used, and in all cases of doubt as to the operator of the flight, it is important that the registration of the aircraft should be established and transmitted in the "registration" field of the message.

Note: The deliberate use of an invalid designator could be intended to avoid payment of route charges, so any supplementary information which may be available at the time should be preserved in order to trace the operator when necessary.

3.3. Identification of Military Flights

3.3.1. Identification of the Operator

The identification of the operator of a military flight by the CRCO system is by recognition of:

- An ICAO designator (when allocated) in the flight identification field, for example, GAF106
- An ICAO designator (when allocated) in the “operator” field of the flight message
- The use of a 3-digit numeric code, assigned by the CRCO, in the "operator" field of the flight message, for example, 201 (= U.S. Air Force).

The CRCO numeric codes for each military authority are given in Annex A-7.

3.3.2. Exemption Code “Z”

If a military operator uses an officially-assigned ICAO designator as flight identification, the CRCO numeric code of the operator is not required and “Z” should be entered in the operator field, unless the real operator of the flight is other than that to which the ICAO code has been assigned.

3.3.3. Exemption Code “M” or “X”

Whether an ICAO code or CRCO numeric code is used to identify the military operator, the exemption code must always be "M" or "X". Military flights must never be reported with a "Z" exemption code, as they would be rejected by the CRCO automated validation checks. (See Section 11.5.2).

Note: Military call signs do not always respect ICAO designators, and therefore care must be taken at all times to avoid confusion between military flights and civil flights using ICAO designators

3.3.4. Open Sky Treaty (OSY)

Flights performed in the framework of the Open Sky Treaty are operated under the call sign OSY. The RCOs are expected to transmit these flights with exemption code “M” or “X” and the CRCO numeric code to identify the military operator. For flight messages with exemption code “M” or “X” in combination with a “OSY” call sign, the CRCO system will apply the exemptions specifically granted to flights performed in the framework of the Open Sky Treaty and the exemptions granted to military flights.

Note: An OSY flight, possibly not exempted in a given billing zone through the Open Sky framework, might still be exempted in that billing zone because it is after all a military flight and categorizes for the exemption code “M” or “X” as described in paragraph 3.3.3

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3.3.5. Civil Operator with Military Aircraft Identification

When a *civil operator* carries out a flight using a military aircraft identification or claiming to be a military flight, it is not eligible for exemption from route charges. In these cases it is very important to have consistency in the charging, and so the flight message must contain:

- “Z” in the “operator” field
- “X” in the “exemption” field (to avoid a possible incorrect billing to another user)
- The registration of the aircraft in the “registration” field, and
- Any supplementary information in the “remarks” field (for example, the identity of the operator).

3.4. Identification of Exempted Flights

3.4.1. Introduction

In addition to military flights, the following categories of flights that may be eligible for exemption can be specified in the flight message:

Code	Meaning
H	Humanitarian flights
N	Nav Aids flights
P	Police and Custom flights
R	Search-and-Rescue (SAR) flights
S	Flight by Monarch / Head of State / Minister
T	Training Flights
V	VFR flight (only in airspace where VFR flights are chargeable)
Y	Mixed IFR/VFR flight *(see Chapter 4)*

Exemption code "V" is only to be used when a VFR flight is transmitted by an RCO responsible for airspace within which VFR flights are chargeable. This subject is covered in Section 4.2.

3.4.2. Type of Flight determined in Flight Plan

In most cases the type of flight can be determined from information in the flight plan. When IX is entered in field 8 ("FLIGHT RULES" and "TYPE OF FLIGHT"), the "I" indicating that it is an IFR flight plan and the "X" that the type of flight is special, a remark concerning the type of flight may be found in field 18 ("OTHER INFORMATION").

3.4.3. What in case of doubt?

As a general rule, in any of the exemption categories below, should any doubt exist as to the grounds for an exemption, the flight should be transmitted with exemption code "Z". In the worst case, there will be a claim, but revenue that is due will not be lost.

3.4.4. Exemption Code “S”

Flights for the transport of high dignitaries (exemption code "S").

i. Flights performed exclusively for the transport, on official mission, of the reigning Monarch and his/her immediate family, Heads of State, Heads of Government, and Government Ministers shall be marked with exemption code “S”.

ii. In all cases this status must be substantiated by the appropriate status indicator or remark on the flight plan.

The status indicator or remark in item 18 of the flight plan could be:

- STS/HEAD
- RMK/MINISTER OF TRANSPORT
- RMK/GOV or GOVT
- RMK/STATE VISIT

iii. ‘STS/HEAD’ means that the flight has been operated for the transport of a Head of State, so identification of the exemption status is straightforward.

iv. For other indicators marked as RMK/, confirmation of the official character of *the mission shall be sought. It is an „Official Mission“ when it concerns a:*

- *State visit*
- *Official visit*
- *Working visit*
- Transit visit

of high ranked dignitaries such as Heads of States, Reigning Monarchs and their immediate family, Heads of Government, Government Ministers. These visits are perfomed only upon Official Invitations of inviting states and agreed by both states.

Note 1: Which means that the state of the ADES ought to be aware of it as well.

On the term **state visit** there is an international agreed definition: It is a formal visit by a foreign head of state to another nation, at the invitation of that nation's head of state. State visits are the highest form of diplomatic contact between two nations, and are marked by ceremonial pomp and diplomatic protocol. A state visit is at least partially conducted in the nation’s capital.

An **official visit** is only different from the state visit by the fact that the invitation can also be issued by the prime minister, the chairman of parliament or the minister of foreign affairs to any official guest and it is not necessarily conducted in the capital of the nation. Except for some protocol differences both seem very alike.

When a state or official visit flight needs to perform a stopover in a third country then it becomes a **visit on transit** which entitles it to the same exemption code

A **working visit** has a working element in it and can be initiated by the visitor. Else definitions differ a lot from country to country. The category of visitors is also different in various countries.

Note 2: Working visits could possibly only be considered for exemption if it concerns the high dignitaries listed under i.

Note 3: By no means, a private visit of any of the above mentioned persons should lead to exempting the flight.

v. 'STS/STATE' does *not* mean that the flight is carrying a State dignitary, although this might be the case. It is supposed to indicate only that the flight is "engaged" in military, police or customs services.

Note 1: If no further indication of the nature of the flight under RMK/, and no other supporting information is available to the transmitting NRCO, the flight should not be coded "S".

Note 2: Because the State exemption is a mandatory exemption for all contracting States, justification of the status of the flight must be included in the message. This will allow for downstream processing by other national administrations. Consequently, in a message transmitted with exemption code "S", the relevant information from field 18 of the flight plan or a comment based on information from any other local source, must always be included in the "comment" field of the message.

Note 3: When flights by Heads of State are operated by the military, they must *always* be transmitted with the exemption code "S", to ensure exemption in all States over flown. The exemption code "M" or "X" can be added as secondary code.

Note 4: Additional guidance material on the scope and application of this exemption is given in Section 11.5.3

3.4.5. Exemption code "R"

"Search and Rescue flights authorised by a competent SAR body."

The status indicator or remark in item 18 of the flight plan could be:

- STS / SAR
- RMK / SEARCH AND RESCUE
- and so on

Note: Although most Search-and-Rescue flights are performed with military aircraft, they must *always* be transmitted with exemption code "R", as this is another of the mandatory exemptions. (See Section 11.5.4)

3.4.6. Exemption code "T"

"Training flights performed exclusively for the purpose of obtaining a licence, or a rating in the case of cockpit flight crew, and where this is substantiated by an appropriate remark on the flight plan. Flights must be performed solely within the airspace of the State concerned; flights must not serve for the transport of passengers and/or cargo, nor for positioning or ferrying of the aircraft."

The remark in item 18 of the flight plan will usually be RMK / TRAINING (or TRG)

It should be noted that certain types of "training" flight are implicitly disqualified from this exemption, namely:

- Flights operated to renew or maintain a licence or rating;
- Flights claimed as "training" when this has not been declared on the flight plan;
- Flights declared as "training flights" but with passengers or cargo on board;
- International training flights;
- Flights with the primary aim of positioning or ferrying the aircraft.

It is admittedly difficult if not actually impossible for an RCO to verify all these criteria prior to transmission of the message. It is clear, however, that when a flight is international (that is, passing outside national airspace, even if returning again) it cannot be transmitted with exemption code "T". Likewise a flight plan in which the flight is not declared as training does not qualify for this exemption.

If any doubt exists as to whether the flight is entitled to exemption, it should be transmitted as "Z", and the right to exemption can be investigated if necessary through the claims procedure. In the end, it is only the National RCO which is in a position to determine, on a case-by-case (user-by-user) basis, whether a particular flight or category of flight qualifies for this exemption, albeit with the assistance of the CRCO where possible, and making full use of the COR and CLA procedures. (See Section 11.5.5)

Note: Training flights performed by military operators must *always* be transmitted as military flights (exemption code "M" or "X").

3.4.7. Exemption Code “N”

Flights for Checking Navigation Aids.

"Flights performed for the purposes of checking or testing equipment used or intended to be used as ground aids to air navigation, excluding positioning flights by the aircraft concerned."

The remark in item 18 of the flight plan could be:

- RMK / CALIBRATION OF VOR
- RMK / FLIGHT CHECKING OF GROUND RADAR

Since positioning flights by calibration aircraft are not eligible for exemption, attention has to be paid to the circumstances of the flight in order to determine the exemption coding (for example, overflights by these aircraft are very unlikely to be anything other than positioning flights). (See Section 11.5.6)

3.4.8. Exemption code "H"

"Humanitarian flights authorised by the appropriate competent body."

The status indicator in item 18 of the flight plan should be STS / HUM

However, STS/HUM on its own does not qualify for an exemption. The flight and its STS indicator have to be authorised by the appropriate State organisation responsible for granting the exemption. Unless reference is made in item 18 of the flight plan (for example, after RMK/) or in other data sources to such an authorisation, the flight has to be considered as *chargeable*. (See Section 11.5.7)

3.4.9. Exemption code "P"

"Customs and Police flights."

If any status indicator is used in item 18 of the flight plan it will most probably be:

- OPR / STATE POLICE (or official title of the force concerned)
- STS / STATE

As the vast majority of police and customs flights take place within national borders the identity of the operator should be fairly evident to the reporting RCO. For those flights that originate from outside national borders, however, a certain vigilance by the reporting RCO is called for in order to correctly identify flights eligible for this exemption. (See Section 11.5.8)

3.4.10. Exemption code "V"

All VFR flights performed in States where VFR flights are chargeable must be reported to the CRCO, irrespective of their departure point.

VFR flights are *not to be reported* by States in whose airspace these flights are exempted.

The provisions for reporting VFR flights, and of mixed IFR/VFR flights, are detailed in Chapter 4. See also Section 11.5.9.

4. TRANSMISSION OF NON-STANDARD FLIGHTS

4.1. Procedure for Diverted Flights

4.1.1. Reporting

In the interest of accurate billing, National Administrations should ensure that diversions are systematically reported to the national RCOs so that correct data can be transmitted to the CRCO.

In practical terms, this means that each National Administration should issue instructions to its ATS units to the effect that when an IFR flight diverts from the route specified in its original flight plan within their area of responsibility, the unit responsible will immediately relay this information to the national Route Charges Office.

This also applies to flights "cancelled" at an ACC because of prior diversion outside its area of responsibility and where that ACC is normally responsible for reporting the flight.

4.1.2. RCO action

The national RCO, when receiving such information, should act as follows:

- If the reporting of the flight is the responsibility of the State concerned :

  In the message to be sent to the CRCO, amend the arrival aerodrome and enter the original aerodrome in the required field;

- If the reporting of the flight is not the responsibility of the State concerned, and the flight departed from the territory of another State within the Route Charges system, or is known to have entered the system through the airspace of that State:

  Report the change *immediately* to the RCO of that State, so that the flight data can be modified before transmission to the CRCO*.

- If the reporting of the flight is not the responsibility of the State concerned, and the flight departed from outside the Route Charges area, but it is not known through which State the flight entered the area:

  Report the change directly to the CRCO, who will correct the corresponding flight message while matching the flight with the original filed flight plan.

Note: If the diversion message is sent by e-mail, as a back-up measure, it shall be sent to diversions.r3b.crco@eurocontrol.int to be sure that it is handled all times.

4.1.3. Significant diversions

If the diversion consists of a *significant deviation from the filed flight plan route*, rather than a diversion within the same FIR (original and new destinations within the same FIR), the CRCO needs to know the point of change in order to ensure that the routes flown are correctly charged.

In such cases, therefore, the point of change should also be requested from the ACC by the national RCO, passed if necessary to the RCO responsible for transmission, and transmitted to the CRCO in the “comment” field of the relevant flight message.

4.1.4. Message format to be used

RCOs can use the following message format, or similar, for notifying diversions:

National RCO transmitting the diversion message	National RCO responsible for transmission	Nature of info.	Date	Diversion time	Flight identifi-cation	Initial pair of aerodromes	Flight diverted to
LF	ES	DIV	10.02.06	18.15	JKK048	ESSA-LEBL	LFBD
ED	TX	DIV	13.02.06	07.20	ACA836	CYUL-EDDF	EDDL
LR	LK	DIV	16.02.06	21.55	CSA434	LKPR-LTBA	LROP

4.1.5. Receipt of Diversion Message by the RCOs

On receipt of the diversion message, the RCO which is responsible for notification of the flight to the CRCO (that is, the RCO of the State in which the flight departed or through whose airspace the flight entered the Route Charges system) will proceed as described in Section 4.1.2. above.

4.1.6. Receipt of Diversion Message from ATS or other RCO

If a RCO which has already transmitted a flight message to the CRCO receives a diversion message concerning that flight from ATS or from another RCO, it will immediately send a CNL message to cancel the initial message followed by a new message for the diverted flight. However, this *cannot* be done if the cancellation is made after the billing date of the original flight.

4.2. Reporting of VFR Flights

Note: VFR flights are to be reported *only* when they are subject to route charges in the airspace of the reporting State. When they are exempted, they are *not* to be reported.

4.2.1. Transmission of VFR Flights

VFR flights should not be transmitted unless these flights are liable for charges in a particular State. In consequence, the National Administration within whose airspace VFR flights are chargeable is responsible for transmitting all the VFR flights in its airspace, *including overflying and inbound VFR flights*.

4.2.2. Aircraft below two tonnes MTOW

Since flights by aircraft of below two tonnes MTOW remain exempt, and considering that many VFR flights by such aircraft would be rejected (aircraft type anomalies, unknown registrations, unknown aerodromes and so on.) VFR flights by aircraft known to be below two tonnes MTOW are *not* to be transmitted.

To assist an RCO in selecting VFR flights to be transmitted, a list of aircraft types of which the MTOW is always below two tonnes may be provided on request by the CRCO.

4.2.3. Data Collection Procedures

It is important that data collection procedures in a State wishing to charge VFR flights take account of the fact that in many States the majority of VFR flights take place without a flight plan.

In order to ensure that all flights are duly charged, and also, to avoid penalising those VFR users who submit a flight plan, data on *all* VFR flights (by aircraft above two tonnes) must be collected and transmitted, using not only flight plan information, but all other relevant data sources, such as aerodrome logs and Air Traffic Information Service records.

4.2.4. VFR Flights' Exemption Code

VFR flights are identified in the flight message by exemption code "V". It is essential that this code is entered instead of "Z", otherwise international flights will be charged for that part of their flight carried out in a different airspace.

4.2.5. Four-letter Code

Many airfields used by VFR flights do not have ICAO location indicators. Unless a four-letter code is used, it is impossible for the CRCO to establish a charge.

Consequently, when a State wishes to charge VFR flights, it is necessary for a list of ICAO-type indicators to be established for landing sites in regular use by aircraft above two tonnes (see also Section 8.2.2).

4.2.6. What if no Location Indicator allocated?

When a VFR flight departs from or arrives at a landing site that is not in regular use, and for which no location indicator has been allocated, the nearest aerodrome that does have a location indicator should be transmitted. In this case, the "nearest aerodrome" should also be the nearest in relation to the route of flight, so that the distance billed should never be greater than the actual distance flown.

4.3. Reporting of Mixed IFR/VFR Flights

4.3.1. Exemption of Mixed VFR/IFR Flights

According to the Conditions of Application of the Route Charges System:

"Mixed VFR/IFR flights shall be exempted only in the airspace of the Flight Information Regions which fall within the competence of the Contracting State or States where they are performed exclusively under VFR conditions, and where a charge is not made for VFR flights".

4.3.2. Rules applicable

Consequently, the reporting of mixed IFR/VFR flights must follow clear and precise rules in order to ensure that these flights are reported and to identify exactly where the change of flight rules took place.

4.3.3. Exemption Code “Y”

When transmitting a mixed IFR/VFR flight, RCOs should enter the exemption code “Y” in the message. This will block the message from being automatically matched by the RSO system, and ensure that the distances are entered manually. The “Y” is then converted automatically into “Z” for printing on the bill.

Mixed IFR/VFR flights must *never* be transmitted with exemption code "V".

4.3.4. Procedures applicable for Exemption Code “Y”

In addition to entering the exemption code “Y”, the procedures in the sub-sections below should be strictly applied. Clearly, in order to comply with these procedures, RCOs must receive data on all mixed IFR/VFR flights in the airspace for which they have the reporting responsibility. National Administrations are therefore urged to ensure that data on these flights is passed from ATS units to the national RCO(s), paying close attention to the point of change.

4.3.5. Change from VFR to IFR Flight Status when mixed VFR/IFR Flight Plan

Change from VFR to IFR flight status - when a mixed VFR/IFR flight plan has been filed. The flight should be reported by the first participating State in the same way as if it were an IFR flight, with, as a remark, Z/... followed by place of change, for example, Z/GTQ.

Since there is some risk that this type of flight may go unreported by the State of departure, the flight should also be reported by the RCO covering the airspace in which the change took place, with, as a remark, Z/... followed by place of change, for example, Z/ATTUS.

4.3.6. Change from IFR to VFR Flight Status when mixed IFR/VFR Flight Plan

Change from IFR to VFR flight status - when a mixed IFR/VFR flight plan has been filed

The flight should be reported by the first participating State as if it were an IFR flight, with, as a remark, Y/... followed by place of change, for example, Y/SITET.

4.3.7. Change from VFR to IFR Flight Status when flying on VFR Flight Plan

Change from VFR to IFR flight status - when flying on a VFR flight plan, or when no flight plan is available

The flight should be reported by the RCO covering the airspace in which the change took place, with, as a remark, Z/... followed by place of change, for example, Z/VLC.

4.3.8. Change from IFR to VFR Flight Status when flying on IFR Flight Plan

Change from IFR to VFR flight status when flying on an IFR flight plan:

The RCO covering the airspace in which the change took place should send a message to the RCO which was responsible for reporting the flight (in the same way as with a diverted flight). The latter should then enter Y/... as a remark into the relevant message, as in Section 4.2. above, before transmission to the CRCO. As with diverted flights, if the State of initial entry into the system cannot be identified, the message should be sent directly to the CRCO.

4.4. Reporting of data required for billing of circular flights

Note: The exemption of circular flights from route charges is optional for the contracting States.

The provisions below apply only to those RCOs whose State levies a charge for circular flights.

4.4.1. General Terms

In general terms, the crossing points of the flight plan with the charge area boundaries and the one most distant point from the aerodrome are taken into account when calculating the distances. The result is a distance for domestic circular flights, and an additional distance for international circular flights in that charge area where the most distant point is located.

4.4.2. Calculation

The calculation of the distances for circular flights is based on the assumption that a flight plan is available at the DNM for matching, since by nature each circular flight has its unique flight profile.

4.4.3. Processing

The processing of unmatched circular flights (because no flight plan was found at the DNM) always requires, in principle, a **COR request** to obtain the route of the last filed flight plan.

4.4.4. What if no Flight Plan available at DNM?

However, in cases where it is obvious to the RCO concerned that a flight plan is not available at the DNM (and therefore not at CRCO), the **furthest point** in the flight plan should be included in the "Remarks" field of the flight message (similar to the information required for a mixed IFR/VFR flight).

4.4.5. Diversions, Domestic Flights, TMA

This is the case, for example, for:

- Diversions returning back to the aerodrome of departure
- Domestic military flights or mixed GAT/OAT target towing flights
- Flights performed within a TMA.

4.4.6. Clear Identification

In order to clearly identify this furthest point, it should be preceded by a capital "C" (for "circular") and a slash "/" followed by this point (for example, C/WSR).

4.4.7. COR Requests

If no entry in the "Remarks" field is found by the CRCO, a COR request must be sent.

4.5. Touch and Go flights

Reporting of data required for touch and go's that needs to be billed accordingly to the TNC agreement.

For each "Go" of a series of "Touch and Go" an additional circular flight message shall be send to CRCO.

To avoid that multiple circular flight messages would be eliminated by the duplication validation, they should be sent with an IFPLID AAnnnnnnnn where AA is the RCO ICAO Country ID (e.g. LB for Bulgaria) and nnnnnnnn are numerics.

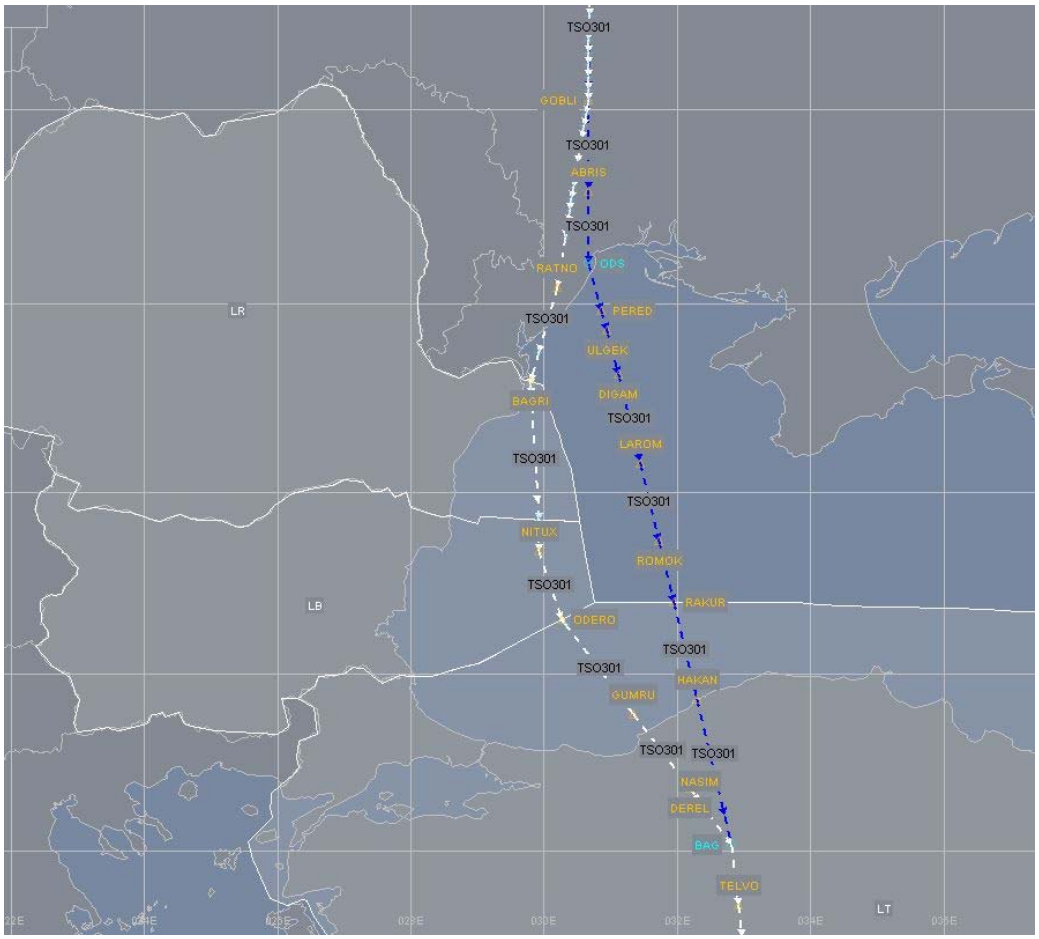
Each message shall have a different numeric of course.

4.6. Reporting of Possible Missing Flights

4.6.1. Generalities

RCOs may submit lists of possibly missing flights to the CRCO. RCOs that elect to do so should exclude from their lists the flights that actually entered their airspace but for which the route of the last agreed FPL was not planned to cross their airspace. For this purpose RCOs should verify all possible missing flights using the CHMI.

Example:



The above flight is reported by LR but route charges are calculated for LT and LC only. The flight is not recorded in the FLBZ file for Romania. However, based on the data consulted via CHMI, the Romanian RCO should not include the flight in the list of possibly missing flights. If the Cypriot RCO would not identify the flight in the FLBZ file for Cyprus, based on the data consulted via CHMI, the flight should be included in the list of possibly missing flights to be sent to the CRCO.

Note : The real time route trajectory is only used where it concerns a diversion.

4.6.2. Reporting

When states identify possible missing flight messages after verification of their FLBZ they are asked to report them via email to: missing.r3b.crco@eurocontrol.int .

The flights can be reported via the body of the mail or by attaching a spreadsheet.

The subject of the email shall read: “Missing flights NN Mmm”

- where NN is the ICAO code of the country of the RCO detecting the potentially missing flight
- Mmm is the billing month where the flight was missing.

4.6.3. Analysis

CRCO/R3B will forward the list of possible missing Flights to the RCO responsible for reporting the flight(s) According to the real time trajectory.

The transmission responsibility lies with the RCO from whose airspace the flight took off or whose airspace was the first to be entered by real time trajectory into the multilateral charging area. (Even though that RCO might not be remunerated because the trajectory of the last filed and acknowledged FPL did not cross their airspace.)

Not being remunerated (flight missing in the FLBZ) for a flight that crossed one's airspace is a good trigger though to verify if the flight could possibly be missing.

It is the RCO responsible for the transmission who will ADD the flight(s). The RCO responsible for the transmission should also analyse the reasons of the missed transmission and take remedial actions to avoid that other missed transmissions occur for the same reasons in the future.

5. EMERGENCY PROCEDURES

5.1. Fall-Back Procedure (Communications Breakdown)

5.1.1. Breakdown or Rupture of Communications

When a RCO experiences a breakdown in data transfer communications which is likely to persist, or has prior warning of a rupture of these communications, it should immediately contact the CRCO (Section R3/B) to coordinate the provision of data by alternate means.

5.1.2. Emergency Measure

As an emergency measure, this data may be exceptionally sent by e-mail, by diskette, CD or USB device.

5.1.3. Fallback Procedure

The data must be encrypted and a password used. Consequently, the use of the Fallback Procedure must be coordinated with the CRCO prior to transmission. If e-mail is used, the address to which the data is to be sent is r3.crco@eurocontrol.int.

5.1.4. Data Format

The data should be sent as a text file, with the exact format of a standard transmission session, namely a:

- Batch header, identifying the originating RCO and flight date
- Series of flight messages (format 31)
- Batch trailer.

5.1.5. Data Reception difficulties

In the event of data reception difficulties at the CRCO itself, the RCOs will be contacted immediately by the CRCO in order to make emergency arrangements appropriate to the circumstances.

5.2. Contingency Plan

5.2.1. Procedure

The Contingency Plan is a procedure designed to protect the billing system from an irrecoverable loss of flight data in a national computer system, such as that caused, for example, by computer failure, corruption of archived data, or industrial action.

5.2.2. Reporting Responsibilities

The CRCO will establish alternate reporting responsibilities for the traffic each State should transmit under normal circumstances, and send a relevant copy to each National Administration.

5.2.3. Role of the National Administration

Each National Administration should take the necessary steps to ensure that its Route Charges Office is able to respond promptly to a request from the CRCO to transmit flights originating in specific areas outside its current set of reporting responsibilities.

5.2.4. Loss or Corruption of Flight Data

A State which suffers an irrecoverable loss or corruption of its archived flight data, even if this loss is only partial, must *immediately* notify the CRCO (Section R3/B), and request activation of the Contingency Plan. This notification should be made in writing (by fax or E-mail) to avoid any misunderstanding.

5.2.5. Request for activation of Contingency Plan

On receipt of this request, the CRCO will immediately activate the Contingency Plan by requesting from the RCOs of the adjacent States the provision of as much of the missing data as possible, based on the alternate reporting responsibilities already established.

5.2.6. “NOR” or “ADD” Batch

The adjacent RCOs should promptly supply the requested data as if they were part of their normal reporting responsibilities, that is, incorporating them into their normal traffic in a “NOR” or “ADD” batch as

appropriate, respecting the sequence numbers, and preserving the source data in case of further enquiries.

5.2.7. Domestic Flights

Through the use of this procedure, domestic flights within the airspace covered by the affected RCO, as well as international flights which do not pass through the airspace of other States in the Route Charges system, will not be available to the CRCO for billing. Accordingly, as agreed at the 21st. meeting of the Transmission Centres Workshop, the CRCO will extract the flight plans of the missing flights from its RSO system and load them as packets of messages into its billing system, using the code of the affected RCO in the header. According to studies carried out by the CRCO, the number of claims would be minimal. Nevertheless, resolution of these claims would be done by coordination between the CRCO and the RCO concerned.

5.2.8. Contingency Plans

The CRCO has prepared contingency plans consisting of sets of additional reporting responsibilities established for each State to cover for the loss of data in an "upstream State". Plans are detailed at Annex 15.

5.3. Major incident at the CRCO

5.3.1. WAF – Remote Work Area Facility

Should there be a major incident affecting the CRCO itself, involving the shutdown of the IT system, CRCO operations can be resumed from a remote Work Area Facility (WAF), with the IT operations hosted in a Disaster Recovery Site (DRS) actually located in Hasselt in Belgium. The CRCO would inform the RCOs immediately if such an incident were to occur and request that transmissions be redirected to the DRS.

5.3.2. DEBI URL

However, RCOs should note that for transmissions to the DRS, the DEBI URL *is not the same as that used for normal transmissions*. It is:

https://debidrs.crco.eurocontrol.int (browser option) or

https://debidrs.crco.eurocontrol.int/RCO code (automated option).

5.3.3. Document 716023

Further information on all technical aspects of transmissions can be found in CRCO Document 716023.

5.4. Overview of emergency procedures

EVENT (in decreasing order of severity	ACTION
Communications breakdown at CRCO.	Messages to be sent to Disaster Recovery Site DRS).
Shutdown of Air Traffic Services provision in a State.	Minor temporary adjustments to reporting responsibilities, mainly around periphery of State concerned.
Loss or corruption of archived flight data in a State.	Regional adjustments to reporting responsibilities according to **Contingency Plan** on request of the State affected.
Loss or corruption of archived flight data in a National RCO.	No action if down time is not critical to billing and data is recoverable; otherwise revert to **Contingency Plan**.
Communications breakdown RCO – CRCO (long-term).	**Fall-back procedure**, or **Contingency Plan**, as appropriate to the circumstances.
Communications breakdown RCO – CRCO (short-term).	No action if down-time is not critical to the billing date, otherwise **Fall-back procedure**.

6. CORRECTION REQUESTS

6.1. Correction Request messages

6.1.1. COR Requests

Requests for message correction (or confirmation), known as “COR requests” are despatched by the CRCO on hardcopy every day to each RCO, and transmitted to those RCOs via X25 or DEBI (see message format no. 41 in Doc.716023). Some RCOs receive them by E-mail, after coordination with the CRCO.

6.1.2. Numerical Code

COR requests are specified in a numerical code in the interests of precision. If not self-explanatory, this code may be supplemented by a plain text remark of up to 30 characters.

6.1.3. Deadline for submitting COR Requests

It should be borne in mind that one correction request may cover several flights, as for instance when a series of flights has been carried out with an unknown aircraft registration as identification. COR requests, therefore, should be answered promptly and *at least within two weeks from the date of the request*.

6.1.4. What if no information available?

If the required information is not available to the RCO within two weeks and it is unlikely ever to be available, an immediate COR reply should be made specifying **“no info available”**. This will enable the CRCO to continue its enquiries with other RCOs and external sources of information (see also Section 2.8).

6.1.5. What if more time needed for information research?

If, on the other hand, more time is needed to research the information, the CRCO should be informed of the situation within the same 15-day deadline in order to limit further enquiries and consequent duplication of effort by other RCOs.

6.2. COR request codes and action required

See table next page.

CODE	MEANING	ACTION REQUIRED
01	Syntax error. The syntax as described in Doc.716023 has not been respected.	Correct the syntax error
22	The Location Indicator transmitted as a departure aerodrome in the message is not an ICAO code for an aerodrome.	Check ICAO Doc.7910 for the correct code of the departure aerodrome.
23	The Location Indicator of the departure aerodrome is not published in ICAO Doc.7910.	Check whether the code of the departure aerodrome is correct. If it is the code of a new aerodrome, provide its name and coordinates.
25	The aerodrome of departure is unlikely.	Verify the aerodrome of departure and either correct or confirm it.
28	Route unknown.	Send a copy of the complete flight plan to the CRCO.
32	The Location Indicator transmitted as an arrival aerodrome in the message is not an ICAO code for an aerodrome.	As for request code 22, the code transmitted is that of a facility other than that of an aerodrome. Check Doc.7910 for the correct code of the arrival aerodrome.
33	The Location Indicator of the aerodrome of arrival is not published in ICAO Doc.7910.	Check whether the code of the arrival aerodrome is correct. If it is the code of a new aerodrome, provide its name and coordinates.
35	The aerodrome of arrival is unlikely.	Verify the aerodrome of arrival and either correct or confirm it.
40	The flight identification is either incorrect or incomplete. (The flight identification is not recognised as either a registration or a flight number.)	Correct any error found in the flight identification. If it is correct (as could be the case with a military identification), provide full details of the name and address of the operator. If no information is available, and further enquiries prove equally fruitless, the flight should be cancelled.
41	Registration not known to the CRCO.	Verify the registration. If it is correct, provide full details of the owner or operator, address, MTOW and construction number.
42	The CRCO has been informed of a change of owner or operator of the aircraft. (Quite often the CRCO is aware of a change of owner or operator, but has insufficient information to bill the new user.)	Send full details of the new owner or operator of the aircraft.
43	Registration incomplete.	Correct the registration.
44	The aircraft registration and type are not in accordance with the national register. (The flight message has been rejected because there is an error in the aircraft type, in the registration, or possibly both.)	Check both the aircraft type and the registration, and make the necessary corrections.
45	The Operator Designator of the flight identification is not published in ICAO Doc. 8585 and is unknown to the CRCO. (Either the designator transmitted in the flight message is not correct or it is a new code.)	Verify the code and correct it if necessary. If it is a new code, give the name and address of the operator, the aircraft registration and the MTOW.
46	The Operator Designator of the flight identification is the ICAO code of an operator who is unlikely to have performed this flight. (This request is usually made when the CRCO believes that an error has been made in the ICAO operator designator.)	Verify the code and correct it if necessary. If it is correct, include full details of the operator and the aircraft registration in the reply.
47	The ICAO code in the flight identification is not complete.	Send the complete ICAO code and details of the operator if appropriate.
48	The CRCO is unable to identify the operator or owner from the information given in the flight identification field of the message. (This request is usually made when the flight identification is garbled.)	Verify the flight identification and correct it if necessary. If it is found to be correct (as could be the case with a military flight), send full details of the operator.
49	The nationality of this military identification is unknown to the CRCO.	Give full details of the operator in the reply.
52	The aircraft type is not published in ICAO Doc.8643 and is unknown to the CRCO.	Either correct the aircraft type or supply full details of the aircraft manufacturer, the MTOW and the operator or owner.
53	According to the CRCO, this operator does not have this aircraft type in his fleet.	Either correct the aircraft type or give details of the aircraft registration.
61	Address unknown for this operator.	Give the full postal address of the operator.
62	The information given in the "comment" field of the message is insufficient to identify the operator.	Give all available information concerning the operator in the reply.

6.3. COR Replies

Action taken by an RCO in response to a COR request can be correction, confirmation or agreement to cancellation of the flight message.

6.3.1. Message Correction

If the original message contained errors, a corrected message should be sent in conformity with the normal CRCO transmission procedures, that is, the corrected message is returned in an "ADD" batch with "M" as introduction code, the sequence number being the same as that of the original message.

Full technical details are described in CRCO Doc.716023 (Formats 10 and 31).

6.3.2. Message Confirmation

If the original message was correct, it means that the permanent data in the CRCO files needs to be updated in order to process the message successfully. In this case the additional information shown to be necessary by the COR request code should be sent to the CRCO.

This is best done online as a Supplementary Information Message, in a "ADD" batch with "I" as introduction code, the sequence number being the same as that of the original message. Full technical details are described in CRCO Doc.716023 (Formats 10 and 36).

If for some reason, online transmission of such information is not possible, it may be sent by fax or E-mail (see Chapter 8).

Example of a hardcopy reply:

(ED031200205COR.)

0423 : CFM LTU B738 REG / DAHFL LEASED FROM HLF

6.3.3. Message Cancellation

If the RCO finds that the original message is not substantiated by actual flight data, or that investigation as requested proves impossible (as mentioned in connection with COR request code 40 above), it should propose that the CRCO cancel the message.

The message will then be suppressed by the CRCO unless further research by it or other RCOs leads to information that may, after all, permit the billing of the flight.

Direct cancellation by the national RCO using a cancellation message is not recommended for this reason, as well as the fact that other messages, pending at the CRCO, may be involved.

6.4. Flight plan data requests

6.4.1. Distance Calculation based on Flight Plan

The calculation of the distances is based on the flight plan obtained from the DNM for matching with the flight message sent by the RCOs.

6.4.2. What if no Flight Plan identified?

When the corresponding flight plan cannot be identified among the NM flight plans, the matching cannot take place. In some such cases it is necessary to request from the RCO concerned a copy of the last filed flight plan or the route of flight. In practice, a fax exchange with the RCOs concerned has proved to be the most efficient means of obtaining this information.

6.4.3. What if no Flight Plan available?

In cases where it is obvious to an RCO that a particular flight is not in the NM data, a copy of the flight plan or the route of flight should be sent by fax to the CRCO (R3/B) without waiting for the COR request to arrive, in order to save time and effort.

7. CLAIMS PROCEDURES AND PROCESSING

7.1. CRCO initial handling of claims from users

7.1.1. Receipt of user claims

After billing, if a user does not accept any element of a charged flight(s), they must submit a claim to the Customer Relations Section of the CRCO. On receipt of a claim, it is registered in the CRCO system and automatically allocated a unique 6-digit claim number. This claim number is the unique and permanent identity of a claim.

7.1.2. Claim Reason Codes

Each claimed flight is allocated a Claim Reason Code corresponding to the reason for submitting the claim:

CODE	REASON	MEANING
10	Cancelled flight	A planned flight was cancelled prior to take-off - it could be that the flight details were taken from an RPL and the corresponding CNL message was not received or processed by the RCO.
11	Flight not known to user	The user does not recognise the flight - it could be that the date of flight, departure/entry time, operator designator or registration is incorrect.
12	Wrong aircraft type	The wrong aircraft type was billed - it could be that the data was from an RPL where no CHG message was received or processed by the RCO.
13	Wrong aerodrome of departure (implied RSO claim)	The wrong airport of departure was billed - it could be that the flight entered the EUROCONTROL charging area from a non-member State and no CHG message to the original flight plan was received or processed by the RCO responsible for reporting the flight message. Where this type of claim is accepted by the RCO, the CRCO must then construct a new RSO route for rebilling purposes
14	Wrong aerodrome of arrival (implied RSO claim)	The wrong airport of arrival was billed - it could be that the flight was diverted to an airport other than that on the filed flight plan and no CHG/DIV message was received or processed by the RCO responsible for reporting the flight message. Where this type of claim is accepted, the CRCO must then construct a new RSO route for rebilling purposes.
15	VFR flight	Either part or all of the flight was VFR - it could be that no CNL message on an IFR flight plan was received or processed by the RCO responsible for reporting the flight message. If the flight was operated over more than one State, the claim could be submitted to each of the States in which VFR is claimed and not necessarily to the RCO responsible for reporting the flight.
16	Training flight	The flight was eligible for a training exemption - it could be that the flight plan did not contain all the details necessary to justify the exemption.
18	All other exemptions	The flight was eligible for one of the other exemptions that is, State, SAR, Humanitarian, Customs or Police, or Calibration - it could be that the flight plan did not contain all the details necessary to justify the exemption.
40	Duplicate flight	The same flight was billed more than once. Although the CRCO carries out a systematic duplicate check on all flights reported for billing, duplicates are not always eliminated, due, for example, to time differences, or wrong flight i/d on one of the flights.
99	Miscellaneous or multiple claim	This claim was submitted for a reason not covered by any of the other codes or for more than one of the above reasons, for example, wrong aircraft type and VFR.

7.2. CLA Requests to RCOs

7.2.1. Message Format 42

The CLA request message Format 42 consists of formatted data fields and a free form remark field of up to 60 characters. CLA requests in message Format 42 are currently generated by the CRCO each working day and can be retrieved by the RCOs after the subsequent “/MES” data exchange session they initiate.

Once received, the CLA request message Format 42 data can be distributed, stored, displayed, printed, suppressed or sorted in whatever format, order or layout is best suited to the individual RCO. Each line of claim contains the flight details as billed, a Claim Reason Code suggested by the CRCO and where appropriate, the alternative flight element(s) associated with the claim reason code and/or a remark. Technical details relating to CLA request Format 42 can be found in Document 716023.

Header

CHARGE AREA: **XX** SOURCE OF INFORMATION: **ZZ** CLAIM NUMBER: **YYYYYY** USER NUMBER: **123456/78** LABEL: **ABC AIRLINES**

Where:

XX is the destination of the CLA (Data Transmission Centre code)

ZZ is the Message Originator Code. Exceptionally, this code may be different from the destination

YYYYYY is the unique 6-letter claim number allocated by the CRCO system (see section 7.1.1)

123456/78 is the unique CRCO system account number of the user submitting the claim

ABC AIRLINES is the recognised name of the company submitting the claim.

Column Headings

Column Heading	Meaning
DATE	Date of flight.
SEQ.	Sequence number of original message.
HEURE/TIME	Time of departure or entry into EUROCONTROL area.
LIAISON/ROUTING	Aerodromes of Departure and Destination.
IDENTIF.	Flight Identification.
TYPE	Aircraft Type.
EX	Exemption Code.
R.	Claim Reason Code.

The following information is also given but without the headers shown in brackets:

(REFERENCE)	User number/system code/line number in proforma/CLA sequence number.
(REMARK)	Pertinent information, in plain language, added by the CRCO or particulars required by the RCO to assist in the processing of the claim, for example, alternative aircraft type. These remarks, however, should be used only as a guideline and not as a definite solution.
(CLAIM NUMBER)	Claim Number as allocated by the CRCO.

Footer

NUMBER OF CLAS FOR THE CLAIM: **XX**

Where **XX** represents the number of claimed flights.

The total number of claimed flights in a listing is given after the last claim:

NUMBER OF CLAS FOR THE SOURCE OF INFORMATION: **XX**

Where **XX** represents the number of claimed flights.

Receipt and Interpretation of the YNT LISTING (Daily)

CLA requests in message Format 42 are also made available on ETNA each working day, principally for those RCOs who are unable to transmit Format 50 CLA replies, but also to:

- act as a back-up for the automatic system should there be any problems with transmissions
- act as a control for the RCOs to confirm that all CLAs have been received.

The listing is split into separate claim numbers and within each claim number, the flights are ordered by flight date and time. See Annex A-9 for an example of this listing.

7.3. CLA Replies from RCOs

7.3.1. Storage of Flight Data

Although Users are given a limit of 60 days from the date shown on the bill to submit a claim, occasionally this is not respected. For this reason and that of late re-billing to users, as well as for access for legal reasons, the following standard, *inter alia*, for archiving of flight data was drawn up by the Working Group on Flight data Extraction and Validation, and agreed by RCOs at the 17th. meeting of the Transmission Centres Workshop: "All the data must be accessible for a minimum of four years from the date of flight. In case it is not yet possible for a particular RCO to meet this requirement, flight data must be kept for a minimum of 18 months after the date of flight." (See Section 11.7)

The above requirements apply in particular to flights claimed where the RCO has not accepted the claim, since further contention with the user might occur.

7.3.2. Investigation and Decision Making on a Claim

By referring to the CLA request claim reason code, any additional/alternative elements and any remark given by the CRCO, the RCO should investigate each claimed flight using whatever data sources are available to them or by contacting other RCOs who may be of assistance.

However, the information provided by the CRCO in the CLA request is only a guide to the possible reason for the claim. If the RCO investigations into the claim reveal an alternative reason for the message being wrong, the RCO must change the CLA reply claim reason code to that which corresponds to the actual reason. The remainder of the reply is then dependant on this new claim reason code and NOT the claim reason code given in the CLA request.

RCOs should not hesitate in contacting any other RCO which may be able to provide additional information on a claimed flight.

Example

A flight is claimed as a code 14 and the airport of arrival is in a different contracting State from that which reported the flight. The RCO of origin may contact the RCO in the State of arrival to confirm the ATA and flight details before reaching a final decision on the claim.

RCOs are requested to co-operate as much as possible regarding these requests. If no assistance can be given, the RCO of origin should be informed as quickly as possible to allow it to take alternative action without delaying the return of the claim.

As the decision reached on a claim may not only have a financial implication for the National Administration of the transmitting RCO but also for any other National Administration for which a distance segment was charged, States are expected to investigate each claim as fully as possible.

7.3.3. Message Format 50

For those RCOs who can transmit Format 50 CLA replies, the lines of claim should be completed in accordance with the instructions contained in the following Section 7.4 and the requirements shown in Annexes G and H of Document 716023. Claim replies should not be transmitted to the CRCO until all lines of claim for a specific claim number are resolved and can be transmitted as one single batch.

7.4. Claim Decision Codes and corrective/confirmation elements

7.4.1. Possible decisions and their codes

The possible decision codes allowed for each claim reason code are shown below (the same information is shown in Annex I of Document 716023).

CLAIM REASONS		POSSIBLE DECISIONS			
CODES	**MEANING**	**A (ACP)**	**C (QTA)**	**M (CHG)**	**R (CFM)**
10	Cancelled flight	YES	YES	NO	YES
11	Flight unknown to user	NO	YES	YES	YES
12	Wrong aircraft type	YES	NO	YES	YES
13	Wrong aerodrome of departure	YES	NO	YES	YES
14	Wrong aerodrome of arrival	YES	NO	YES	YES
15	VFR flight	YES	YES	NO	YES
16	Training flight	YES	NO	YES	YES
18	Various exemptions	YES	NO	YES	YES
40	Duplicate flight	YES	YES	NO	YES
99	Miscellaneous or multiple claim	NO	YES	YES	YES

The single letter decision code must be used if replies are sent by Format 50 but either the single or the three-letter code may be used if the reply is sent on the listing.

A (ACP): Acceptance of claim as proposed by CRCO.
C (QTA): Cancellation of flight message.
M (CHG): Change of flight message elements different to that suggested by CRCO.
R (CFM): Confirmation of all flight message elements as originally billed.

7.4.2. CLA(im) replies and supporting information

Once the claim reason and claim decision codes have been decided for a line of claim, the RCO should refer to the table below in order to verify what additional data elements should be provided in the CLA reply. This information is also shown as Annex H of Document 716023, and Annexes G1-G10 of the same document show what data is 'forbidden', 'optional' or 'obligatory'.

As the semantic checks carried out on Format 50 CLA replies are based on the information contained in these annexes, any reply that does not meet these criteria will be rejected by the CRCO system and must be processed manually.

CLAIM REASON CODES as per CRCO CLA request and/or CLA REPLY of RCO		**CLA(im) REPLIES - ACTION REQUIRED BY RCOs**		
CODE	**MEANING OF CODES**	**DECISION CODES**		**ADDITIONAL PARTICULARS TO BE PROVIDED BY RCOs**
		Message format	Listing format	***(Confirmation/correcting message elements and remarks)***
		(1 char.)	*(3 char.)*	
10	Cancelled flight	A	ACP	No further information required.
		C	QTA	This decision code should only be used if the claim reason code given in the CLA reply (that is, 10) is different from that provided by the CRCO in the CLA request. In such cases a REMARK is *obligatory*.
		M	CHG	NOT POSSIBLE FOR THIS CLAIM REASON CODE.
		R	CFM	The aircraft reg. or flight ID. PLUS one of the ATD/ATO, ATD/ATA, ATO/ATO; the ATO/ATA is obligatory. If an ATO is given, the corresponding geographical/reporting point must also be given. Any relevant information from field 18 of the FPL (see ICAO Doc. 4444) should be given as a REMARK.
11	Flight unknown to User	A	ACP	NOT POSSIBLE FOR THIS CLAIM REASON CODE as further analysis by the CRCO is required.
		C	QTA	In such cases a REMARK is *obligatory*.
		M	CHG	Either the corrected date, time or flight identification is obligatory.
		R	CFM	The aircraft reg. or flight ID. PLUS one of the ATD/ATO, ATD/ATA, ATO/ATO; the ATO/ATA is *obligatory*. If an ATO is given, the corresponding geographical/reporting point must also be given. Any relevant information from field 18 of the FPL (see ICAO Doc. 4444) should be given as a REMARK.
12	Wrong aircraft Type	A	ACP	No further information required.
		C	QTA	NOT POSSIBLE FOR THIS CLAIM REASON CODE
		M	CHG	Correct aircraft type if it is different from that claimed by the user or if the claim reason code in the CLA reply (that is, 12) is different from that provided by the CRCO in the CLA request. If available, the aircraft registration should be given as a REMARK.
		R	CFM	In such cases, the aircraft registration is *obligatory*.
13	Wrong aerodrome of departure *(Conversion to circular flight: see notes for 7.5.1. and 7.5.4. below)*	A	ACP	No further information required.
		C	QTA	NOT POSSIBLE FOR THIS CLAIM REASON CODE.
		M	CHG	Correct aerodrome of departure, if different from that claimed by the user or if the claim reason code in the CLA reply (that is, 13) is different from that provided by the CRCO in the CLA request. The ATD/ATO, ATD/ATA, ATO/ATO or ATO/ATA should be given as a remark if available. If an ATO is given, the corresponding geographical/reporting point must also be given.
		R	CFM	The ATD and aerodrome of destination (outbound for ...) are *obligatory*.

CLAIM REASON CODES as per CRCO CLA request and/or CLA REPLY of RCO		CLA(im) REPLIES - ACTION REQUIRED BY RCOs		
CODE	MEANING OF CODES	DECISION CODES		ADDITIONAL PARTICULARS TO BE PROVIDED BY RCOs
		Message format *(1 char.)*	Listing format *(3 char.)*	***(Confirmation/correcting message elements and remarks)***
14	Wrong aerodrome of arrival *(Conversion to circular flight: see notes for 7.5.1. and 7.5.4. below)*	A	ACP	No further information required.
		C	QTA	NOT POSSIBLE FOR THIS CLAIM REASON CODE.
		M	CHG	Correct aerodrome of arrival if different from that claimed by the user or if the claim reason code in the CLA reply (that is, 14) is different from that provided by the CRCO in the CLA request. One of the ATD/ATO, ATD/ATA, ATO/ATO or ATO/ATA should be given as a remark if available. If an ATO is given, the corresponding geographical/reporting point must also be given.
		R	CFM	The ATA and aerodrome of departure (inbound from ...) are *obligatory*.
15	VFR flight	A	ACP	No further information required.
		C	QTA	This decision code should only be used if the claim reason code given in the CLA reply (that is, 15) is different from that provided by the CRCO in the CLA request. In such cases, a REMARK is *obligatory*.
		M	CHG	NOT POSSIBLE FOR THIS CLAIM REASON CODE.
		R	CFM	IFR confirmation elements which must be nature of proof PLUS source of proof, or IFR daylight criterion PLUS sunset/sunrise times (for TX only). Additional info should be provided as a REMARK.
16	Training flight	A	ACP	No further information required.
		C	QTA	NOT POSSIBLE FOR THIS CLAIM REASON CODE.
		M	CHG	This decision code should only be used if the claim reason code given in the CLA reply (that is, 16) is different from that provided by the CRCO in the CLA request. In such a case, the correct exemption code T and a REMARK are obligatory
		R	CFM	Provide primary source of information used for decision-making (exemption rejection code). Any additional elements or relevant information should be shown as a REMARK.
18	Other exemptions	A	ACP	No further information required.
		C	QTA	NOT POSSIBLE FOR THIS CLAIM REASON CODE.
		M	CHG	This decision code should only be used if the claim reason code given in the CLA reply (that is, 18) is different from that provided by the CRCO in the CLA request. In such a case, the correct exemption code “S”, “R”, “H”, “N”, “P”, “M” or “X”, and a REMARK is *obligatory*.
		R	CFM	Provide primary source of information used for decision-making (exemption rejection code). Any additional elements or relevant information should be shown as a REMARK.

CLAIM REASON CODES as per CRCO CLA request and/or CLA REPLY of RCO		CLA(im) REPLIES - ACTION REQUIRED BY RCOs		
CODE	MEANING OF CODES	DECISION CODES		ADDITIONAL PARTICULARS TO BE PROVIDED BY RCOs
		Message format *(1 char.)*	Listing format *(3 char.)*	***(Confirmation/correcting message elements and remarks)***
40	Duplicate billing	A	ACP	No further information required.
		C	QTA	This decision code should only be used if the claim reason code given in the CLA reply (that is, 40) is different from that provided by the CRCO in the CLA request. In such cases, a REMARK, showing the sequence number of the correct flight, is *obligatory*.
		M	CHG	NOT POSSIBLE FOR THIS CLAIM REASON CODE.
		R	CFM	The aircraft registration or flight id. and at least one of the following confirmation pairings is *obligatory* FOR BOTH FLIGHTS SHOWN (the first to be entered in relevant fields and the second to be entered as a REMARK): ATD/ATO, ATD/ATA, ATO/ATO or ATO/ATA. If an ATO is given, the corresponding geographical/reporting point must also be given. Any additional elements or relevant information should be entered as a REMARK.
99	Miscellaneous or multiple claim Reasons	A	ACP	NOT POSSIBLE FOR THIS CLAIM REASON CODE.
		C	QTA	In this case a REMARK is *obligatory*.
		M	CHG	At least one relevant corrective element is *obligatory*.
		R	CFM	At least one relevant confirmation element is *obligatory*.

7.5. Claim decision processes in RCOs

7.5.1. A/ACP - Acceptance of claim

This decision code must be used when the RCO accepts the claim according to the reason code and alternative flight details (if any) as given by the CRCO in the CLA request message - even if the end result will mean modification of the flight message.

Example

The CRCO sent a CLA request with claim reason code 12 and alternative aircraft type as B738.

If the RCO investigations show that the aircraft type was wrongly billed and that the actual aircraft type operated was a B738 as suggested by the CRCO in the CLA request message, the CLA reply would be claim reason code **12** and claim decision code **A** if replying by Format 50 or, **ACP** if using the listing. No other information - not even a remark – needs to be included in the reply. By referring to the claim reason code, the CRCO system will automatically initiate the corrective action associated with this code, and in this example, the flight will be credited and re-billed with the new aircraft type.

This decision code cannot be used for claim reason code 11 as further input is required by the CRCO.

Special note for conversion to circular flight

RCOs in whose State circular flights are charged should note that in the case of a CLA acceptance which changes an aerodrome of either departure or destination and thereby converts a flight into a circular flight, the CLA reply must contain details of the furthest point from the departure aerodrome. Without this information the CRCO is unable to process the claim.

7.5.2. R/CFM - Rejection of claim

Confirmation of original flight message as correct. This decision code must be used when the RCO rejects the claim outright and confirms the original flight message as billed.

Example

The CRCO sent a CLA request with claim reason code 12 and alternative aircraft type as B738.

If the RCO investigations show that the aircraft type was correct as originally billed, the CLA reply would be claim reason code **12**, claim decision code **R** and the aircraft registration entered in message field 18 if replying by Format 50 or, CFM with the aircraft registration as a remark if using the listing. The CRCO will then send a Confirmation Note to the user rejecting the claim and giving the additional information supplied by the RCO.

Special note for duplicate flights

If the claim reason code is 40 (duplicate flight) and the RCO investigations show that both flights given in the CLA request were correct as billed, the claim decision code would be **R** (or CFM) and it is essential that the RCO provides the compulsory confirmation details for both flights.

For replies by message Format 50:

- The confirmation elements for the claimed flight should be given in the formatted fields available in the reply message
- The confirmation details of the second flight should be entered as a RMK.

7.5.3. C/QTA - Cancellation of flight message

This decision code must be used if the flight should not have been billed **or** where the RCO does not have sufficient proof to support the charge.

Example

The CRCO sent a CLA request with claim reason code 11.

If the RCO investigations show that the flight was planned but cancelled prior to take-off, the claim reason code in the CLA reply would be changed to **10,** and the flight would be cancelled by using decision code **C** and an obligatory remark if replying by Format 50, or **QTA** with a remark if using the listing. The flight will then be cancelled and a Credit Note issued to the user.

OR

If the claim has been rejected in the first instance but the user insists that they have no knowledge of the flight, they may resubmit the claim. If the RCO does not have sufficient confirmation details to support the charge, they have no option other than to cancel the flight message as above.

This decision code cannot be used for claim reason codes 12, 13, 14, 16 or 18 as the existence of the flight is not being queried.

7.5.4. M/CHG - Modification to original flight message

This decision code must only be used if none of the other decision codes apply and when the RCO does not agree with either the claim reason code, the alternative flight details given by the CRCO in the CLA request **or** the flight as originally billed.

Example

The CRCO sent a CLA request with claim reason code 12 and alternative aircraft type as B738.

If the RCO investigations show that the wrong aircraft type was billed, however, the aircraft type actually operated was an EA31 and not a B738 as suggested by the CRCO, the CLA reply would be claim reason code **12**, claim decision code **M** and the correct aircraft type entered in message field 16 if replying by Format 50 or, **CHG** with the correct aircraft type entered as a remark if using the listing. The flight will then be credited and re-billed by the CRCO with the new aircraft type.

OR

If the RCO investigations show that the aircraft type originally billed was correct, however, the airport of departure billed was wrong, the CLA reply would be claim reason code **13**, claim decision **M** and the correct airport of departure entered in message field 12 if replying by Format 50, or **CHG** with the correct airport of departure as a remark if using the listing. The confirmation details of the original claim reason code should be entered as a remark in both cases. The flight will then be credited by the CRCO and re-billed with the new routing.

This decision code cannot be used for claim reason codes 10, 15 or 40 where the whole flight is being queried and not just specific flight elements.

Special note conversion to circular flight

RCOs in whose State circular flights are charged should note that in the case of a CLA reply which changes an aerodrome of either departure or destination and thereby converts a flight into a circular flight, the CLA reply must contain details of the furthest point from the departure aerodrome. Without this information the CRCO is unable to process the claim.

7.5.5. Decisions regarding mixed VFR/IFR flights

Where a claim is submitted as a mixed IFR/VFR flight and the flight is operated in more than one State, the CLA request will be sent with a claim reason code 15 to each of the States which are claimed as VFR and not necessarily to the State responsible for reporting the flight message. The reply, therefore, must be based only on the flight rules operated in the specific airspace of the State receiving the claim. The CRCO will then take into consideration each reply and re-calculate the charge if necessary.

Example

A flight is billed as routing through ED/LS/LF/LE and a claim is submitted as IFR in ED and LS but changing to VFR at the Swiss/French boundary (crossing point PAS). The CRCO, therefore, sends a CLA request with claim reason code 15 to the French and Spanish RCOs.

The RCOs receiving the claim should check which flight rules under which the aircraft operated in their airspace only, and if they accept that it was exclusively VFR, they would reply with the decision code **A** if replying by Format 50, or **ACP** if using the listing. If they find that the flight operated IFR in **any** part of their airspace, the reply must be **R** or **CFM**.

For the example given, if LF find that the change over from IFR to VFR did not take place until after the Swiss/French boundary (for example reporting point TDP), they would reply **R** with the “Confirmed nature of IFR proof” and “Confirmed source of IFR proof” entered in message fields 29 & 30 if replying by Format 50 or, **CFM** with "VFR from TDP" as a remark if using the listing. If LE, however, finds that the whole flight within their airspace was conducted under VFR, they would reply with claim decision code **A (**or **ACP)**. The CRCO will then credit the whole flight and then re-bill for only the ED/LS/LF part of the routing.

Experience has shown that unless a claim is being rejected, the RCOs usually agree with the claim reason code and alternative flight elements (if any) as suggested in the CLA request. The A/ACP decision code should, therefore, be the first consideration when completing the CLA reply.

Note: The RCOs are entirely responsible for reaching a decision on the outcome of a claim and the CRCO will only act on their instructions.

7.6. Return of Completed Claims

7.6.1. Back-Up Particulars Required for CLA replies

The automated CLA reply message Format 50 enables the RCOs to enter most of the required claim information directly into the relevant formatted fields of the reply. Under normal circumstances the additional particulars requested in Section 7.4.2. above (also in Annexes G & H of Document 716023) are sufficient to present to the users as back-up for the claim decisions.

RCOs replying by Format 50 are requested, therefore, not to send hard copies of back-up information (such as flight plans or flight strips) to the CRCO unless specifically requested to do so in the CLA request. However, the back-up information must be retained by the RCO for a minimum of 18 months as mentioned in Section 7.3.1, and should be faxed to the CRCO if a claim is resubmitted and subsequently rejected for a second time. RCOs replying on the YNT listing should attach to the listing any hard copies of the proof available.

7.6.2. How to return the completed Claims

Once all of the claimed flights within a claim number are completed:

- If replying by Format 50: if the CLA request data has been sorted in an order other than in claim number order, it should be resorted and the replies transmitted to the CRCO as described in Chapter 5 and Annex G of Document 716023 or as agreed by the CRCO.
- If using the listing: the relevant page(s) should be signed and dated and the copy returned to the Customer Relations Section at the CRCO.
- It should be noted that a specific flight month of a claim can only be closed (liquidated) when *all* the CLA replies from *every RCO concerned* have been received. Therefore:

All replies should be returned as soon as possible, and, at the very latest, within 21 days from the date that the CLA requests were made available by the CRCO for download by the RCOs.

8. INFORMATION REQUIRED BY CRCO FOR BILLING

8.1. Means of Communication

When there is a need to pass information relating to flight messages or CRCO files in plain language to the CRCO, it should be addressed to Unit R3 by the following means:

Fax: +32.2.729.90.93

E-mail r3.crco@eurocontrol.int

Post EUROCONTROL Central Route Charges Office
Unit R3
96, Rue de la Fusée
B-1130 BRUSSELS

Note: Although all staff of Unit R3 may be contacted by e-mail (see Annex A-2), operational information should always be copied to the above e-mail address to ensure that it is dealt with promptly in the event of staff absence.

8.2. Information required by the CRCO

8.2.1. Aerodrome Information

All information relating to the geographical coordinates of an aerodrome should be provided to the CRCO when required. This situation can occur, for example, when a small airfield is upgraded and starts to receive IFR traffic.

This information will of course be published in due course in the national AIP, but in the meantime it is vital that the CRCO receives the data necessary for billing, that is, the geographical coordinates and the provisional ICAO code if available (see Section 8.2.2. below).

8.2.2. Location Indicators

When a new aerodrome becomes operational, the relevant RCO is required to notify the CRCO of the provisional Location Indicator for this Aerodrome, pending publication of an official Indicator by ICAO in Doc. 7910.

The same requirement applies when there is a change of Location Indicator applicable to an existing aerodrome within the responsibility of a National RCO.

Location Indicators that are in provisional use or for some reason are not published in ICAO Doc.7910 are in this way entered in the CRCO database to facilitate billing, and for convenience are listed in Annex E to this document.

8.2.3. Aircraft Registrations - Billing Data

In order to be able to identify users from flight messages for billing, the CRCO needs comprehensive and up-to-date information on all aircraft registrations and in particular those of aircraft registered in participating States.

Most of the National Administrations of the Contracting States and the CRCO have reached an agreement whereby the national Aircraft Registration Offices supply CRCO with copies of the national registers and all amendments thereto on an ongoing basis. Other National Administrations have likewise been urged to provide the CRCO with regular updates to their national registers of aircraft.

Notwithstanding the above agreements, and in view of the fact that publication of amendments to national registers can be quite infrequent, any supplementary information considered by an RCO to be significant concerning a particular registration, ownership or the operator of aircraft should be provided promptly to the CRCO by whatever means is most convenient.

Information of particular interest to the CRCO includes:

- Registration
- Aircraft type / version
- Construction number
- ICAO 24-bit aircraft address (mode S code)
- M.T.O.W. (Maximum Take-Off Weight)
- Identity and address of the owner or operator + VAT / Tax-payer Number
- Date of acquisition.

8.2.4. Aircraft Registrations - Debt Assignment

In cases where it is necessary to apportion a user's debt to the various aircraft in the user's fleet, an RCO may be requested to specify the aircraft registration for each flight on a list provided by the CRCO. This list would consist of all flights notified by that RCO for dates after the last full payment by the user. For reasons of accuracy, flight messages in which registrations have already been notified to the CRCO are included in the list for final authentication by the RCO concerned.

Due to the fact that this information is used for pursuit of the debt associated with a particular aircraft, it is vital that the information be provided by RCOs as rapidly as possible.

8.2.5. Numerical Codes for Identification of Military Users

When the flight identification in a message involves a military authority for which no three-digit numerical code has been allocated (see Section 3.3.), the CRCO should be contacted with a view to introducing such a code.

Section R3B will allocate the code, advise the other RCOs, and include the addition in future issues of this document.

9. EXTRANET FOR NATIONAL ADMINISTRATIONS (ETNA)

9.1. Definition and purpose of ETNA

9.1.1. Private Network

ETNA is private network implemented by the CRCO that uses the Internet to share part of business information or operations securely between the CRCO and the Contracting States. In particular, it provides these States with access to operational listings, billing reports and data files issued following monthly billings.

9.1.2. Service

ETNA is a service enabling the CRCO to

- Meet the States' requirements to access selected permanent data
- Increase efficiency in routine/standard communications between the CRCO and National Administrations (Civil Aviation Authorities, Air Navigation Service Providers and Route Charges Offices)
- Maintain its strategic capability to cope with increased demand for information caused by an increasing number of billing systems and National Administrations.

9.2. Service Level Agreement

9.2.1. ETNA Service provided under SLA

The ETNA service is provided under a Service Level Agreement (SLA), which defines the rights of ETNA users as well as the obligations of the CRCO for the provision of this service.

9.2.2. Signature of SLA

The signature of the SLA is required for obtaining access to ETNA, notably to the standard queries allowing the interrogation of the CRCO database containing information on user addresses, fleet and Value Added Tax (VAT) details.

9.3. Functionalities

9.3.1. Access to documents

ETNA provides member States with access to operational listings, reports and data files issued at regular intervals and covering all CRCO activity, that is:

- Billing of charges, such as operational listings for RCOs, billing reports and data files generated following monthly billings
- Recovery documents, such as listing showing unpaid amounts by flight period or by age of debt
- Accounting documents, such as details of route charges reimbursed.

9.3.2. Online queries

Access is provided to a set of online queries interrogating a database of selective permanent data items as shown in Annex A-10.

Interrogations are possible in the following areas:

- Aircraft registration
- User addresses
- User fleet
- User VAT liability criteria

Contact person responsible for ETNA within the CRCO can be found at Annex A-10 Section A-10.2).

9.4. Technical requirements for external users to access ETNA

9.4.1. Basic Requirements

The basic requirements are:

- PC with Internet access, and
- Internet browser above Netscape 4.0 or above MS Internet Explorer 4.0.

9.4.2. Additional Security requirements

ETNA end-users may be obliged to obtain additional security (firewall or equivalent) if the dedicated PC is linked to a network, and such a provision does not yet exist.

9.4.3. Archiving Solutions

It is also highly recommended that ETNA end-users prepare, within their Administration, for appropriate archiving solutions (physical and logical) and adequate printing facilities for the information that can be downloaded from ETNA.

9.4.4. Connection Requirements

The connection to ETNA requires User Identification and a password provided by the CRCO. A data encryption process totally transparent to end-users secures the exchange of data.

9.5. Accounts

9.5.1. Accounts available

The CRCO makes available, per State, the following accounts:

- 1 account at RCO level and
- 1 account at enlarged Committee level.

9.5.2. Additional Account available in exceptional cases

In some exceptional cases, for States where the service provider is separated from the regulatory body, the CRCO may provide 3 accounts:

- 1 account at RCO level
- 1 account at enlarged Committee level for the Air Navigation Service Provider representative
- 1 account at enlarged Committee level for the Civil Aviation Authority representative

10. VALIDATION OF DATA AND MESSAGE PROCESSING

10.1. Traffic completeness checks

10.1.1. Methodology

In an attempt to discover traffic flows that are not covered by the transmission system, the CRCO has developed a methodology, based on the RSO system, that systematically sifts through flight plans that have not been used for matching with an RCO message for evidence of a pattern of such unmatched flights.

Note: Although the CRCO tries to foresee all current and future traffic flows in its proposals for re-allocation of responsibilities, it is ultimately dependent on the reporting States to advise it of flights entering through areas unaccounted for in the allocation. At the same time, whilst multiple allocations of responsibilities is very often required to ensure capture of every flight, it is always desirable to limit this because of the double reporting that it generates.

The frequency of these checks is once after every re-allocation of responsibilities and once again after the start of each flight season.

10.1.2. RCO Responsibility

If a pattern of anomalies is discovered, and further checks establish that the flights really took place and were really not reported in any way, reference is made to the flight message reporting responsibilities, as published as Annex A-3 to this document, to find out whether the traffic flow in question is the reporting responsibility of any particular RCO.

If a particular RCO was responsible for transmitting the flights in question, but extraction errors or misunderstanding had resulted in the data not being transmitted, the RCO is requested to correct its extraction and validation processes and to recover as much as possible of the past missing traffic;

10.1.3. Gap in reporting responsibilities

If the unreported traffic flow is discovered to be a gap in the reporting responsibilities, the problem is discussed immediately with the RCO best placed to cover this traffic, the responsibility is assigned, and the RCO is requested to start transmitting the data and to recover as much as possible of the past missing traffic.

10.2. Suppression of duplicates

10.2.1. Detection and Suppression of Duplicates

When two or more messages report the same flight, the CRCO computer detects the duplication and automatically suppresses the billing of the later of the two. In this context, a flight is deemed to be a duplicate when the flight identification, the aircraft basic type, and the departure and arrival aerodromes are all identical, and where the difference between the reported times falls within the following parameters:

- Identification is an ICAO designator + number: **4 hours, 2 hours for all flight messages for which the area number of the departure aerodrome is equal to the transmission area number.**
- Identification is the aircraft registration: **4 hours, 90 minutes when both flights are reported by the same State.**
- Identification is non-ICAO (military): **90 minutes**.

10.2.2. Additional Checks

However, a further check is carried out to ensure that when “duplicate” flights have been transmitted by the same RCO and a registration marking has been included in the message of each of the two, the flights will not be considered as duplicate if those registrations are different from each other. This allows a RCO, knowing that each of the two flights really took place, to force them past the automatic duplication check and to avoid having to re-confirm the situation later.

10.2.3. Monthly lists

Once each month the CRCO sends lists of the flights that have been suppressed as duplicates to the RCOs which have transmitted them, for the following reasons:

- It can occur that a "duplicate" is in fact a "repeat" flight, that is, a similar second flight which really took place, and which needs to be re-activated for billing.

- Similarly, there is always the possibility that an error in the composition of the message may lead to its misidentification as a duplicate (for example, incorrect date of flight).

10.2.4. Feedback

While it is evident that feedback on duplicates suppression is important, there is an underlying risk of misunderstanding that could lead in some cases to new problems:

- The occurrence of many duplications in a given set of traffic flows may give the impression that all such traffic is duplicated, and that these transmissions from one RCO are no longer necessary. In fact, the CRCO keeps these occurrences under constant review in order to reduce wherever possible the need to transmit.
- Flights suppressed as duplicates are not cancelled: the billing has simply been suppressed, and can be easily re-activated in the CRCO on request of the RCO responsible for its transmission, which is done by returning the listing with the appropriate comments per flight. These flights must *not* be transmitted again as additional flights unless this is specifically requested by the CRCO.

10.2.5. Re-activation of Flights

Should a flight need to be re-activated for billing, consideration must be given to the need to avoid late billing as much as possible. If RCOs wish to request the CRCO to bill flights that have been suppressed, the duplicate suppression listing must be checked and returned to the CRCO *within six weeks of receipt*, so that the billing can be achieved at the next-but-one billing date.

10.2.6. Action to be taken by RCOs

It is important to bear in mind that the only action open to the RCO with these duplication listings is to indicate which "suppressed" flights need to be re-activated because they have been incorrectly suppressed. The flight marked "kept" has already been billed, and cannot be corrected unless through the Claims procedure.

10.3. Back-up System (Integration of New States)

10.3.1. Back-up Procedure

When a new State integrates into the Route Charges system, it is required that a "back-up" procedure be carried out to reassure existing Contracting States that the billing of flights through their airspace is not jeopardised by possible defects in the reporting system.

10.3.2. Action prior to accession of a new State

Prior to the accession of a new State, the CRCO and the other States will have agreed the revised responsibilities in respect of flights to be transmitted.

10.3.3. Action of the CRCO

In the interval between the start of operational trials of data transmissions by the new State and the integration date at which the new responsibilities should apply, the CRCO will compare the incoming data from the new State against the data notified by the other States to ensure that there are no deficiencies in data capture by the new State. If any anomalies are discovered, the CRCO will take the necessary measures to remedy the situation in collaboration with the State or States concerned.

10.4. Control Board and Internal Auditor

The CRCO is subject to inspection by an external Control Board and an Internal Auditor.

11. FLIGHT DATA EXTRACTION & VALIDATION IN RCOs

11.1. Introduction

11.1.1. Background

Since the start of the Route Charges system in 1971, the flight data required by the CRCO in daily transmissions had been specified as well as the transmission formats. The procedures adopted by RCOs for extracting and validating this flight data, and the facilities provided for doing so, had been left completely to the discretion of each National Administration. However, with the major expansion in the number of RCOs, increased use of automation and the advent of improved flight plan quality and standardisation fostered by the IFPS, it had become apparent that there could be some value in specifying such requirements, with a view to providing assistance to new States joining the system or offering guidelines to RCOs wishing to upgrade their software or procedures.

At the 14th meeting of the Transmission Centres Workshop in October 1998, it was agreed to create a small Working Group of Heads of RCOs entrusted with the establishment of recommendations based on the "best practices" identified in the different States.

The terms of reference of this Working Group were to study the extraction and validation of flight data in national administrations in order to establish a code of best practice which would embody minimum standards in terms of facilities and procedures. Because of the wide diversity of current procedures in some areas of this subject, it was agreed from the start that broad principles would be established rather than finer details which differ greatly between RCOs.

11.1.2. Purpose of this chapter

This chapter has been produced from the conclusions of the Working Group, and updated thereafter in accordance with comments received since from other RCOs. Its purpose is to specify the requirements of the EUROCONTROL route charges system in respect of extraction and validation of flight data, duplication checks and archiving, as well as recommendations based on the "best practice" identified in different RCOs. It should be considered in this context rather than as a system specification.

It is intended to supplement the previous chapters of the CRCO Document 716028 by taking requirements and associated recommendations upstream to the work carried out by RCOs.

11.1.3. Structure of the chapter

The chapter has been divided into sections corresponding to the main areas of activity involved, and these sections follow the normal sequence of these tasks.

At the end of each section, the conclusions reached have been categorised as a "Minimum Standard", a "Recommendation", or a "Refinement". In the section on "Validation", because of its size, these categorisations are entered after each sub-section.

A "Minimum Standard" is a basic requirement of the Route Charges system, taking into account the facilities and data widely available, and the increasing volumes of traffic to be processed.

A "Recommendation" is a process, procedure or facility which has been identified as a "best practice" and therefore a standard that RCOs should consider as an objective, if they do not actually achieve it today.

A "Refinement" is a suggestion for improving efficiency or quality, reflecting favourable experience in one or more RCOs, but which may not be applicable to all RCOs or in all geographical areas.

11.2. Sources of flight data

11.2.1. Primary sources of flight data

The activated ("Current") flight plans, as found in the Flight Data Processing System (FDPS) or the Surveillance Data Processing System (SDPS)* of the State or the relevant ATM unit are considered to be the most comprehensive and reliable, and therefore must be regarded as the primary source of flight data.*

Access to this source should be automated in the interests of data quality and efficiency, unless the quantity of flights to be transmitted is too small to justify automating the process.

(Hereafter referred to for convenience simply as "DPS")*

11.2.2. Secondary sources of flight data

Secondary sources which are generally recommended are

- Airport logs
- Flight progress strips.
- Arrival messages

Airport logs are highly recommended as a secondary source of flight data, but only when these are available in due time for message preparation, and ideally with an automated access. They are useful for the following purposes:

- Acquisition of data not included in the Current Flight Plan, such as the operator of the flight, the Actual Time of Departure (ATD), or the aircraft registration (for use in the "registration" field of the flight message);
- Acquisition of data on flights without a flight plan, including VFR flights;
- Cross-checking of flight plan data, including aircraft type and/or registration;
- Checking the date of flight;
- Substitution in the event of loss of data in the DPS.

Great care should be exercised when using airport logs for aircraft type and/or registration data, since individual letters may be incorrect in a registration, and the aircraft type designator may also be unreliable, depending on the systems and procedures in place in the airports concerned.

In specific circumstances (for example, when a particular RCO is required to report only departing traffic), airport logs may be used as a primary source of data, provided that all the flight data so obtained proves to be at least as complete and as accurate as that in the DPS of the ATM unit.

Flight progress strips can be recommended as a secondary source of flight data in the following circumstances:

- When flight data from the DPS needs backup;
- Substitution in the event of loss or corruption of data in the DPS.

When systematic use is to be made of flight progress strips, it is recommended that arrangements for preliminary sorting of these strips should, wherever practicable, be made in the ATM Unit.

In the event that flight progress strips are still in use as a primary source of data, every effort should be made by the administration concerned to automate access to the DPS as a matter of priority.

Arrival messages can also be useful to identify diversions. Where possible, RCOs should make arrangements to receive ARR messages from their ATC unit(s) and compare them with the destination aerodrome in the flight plan.

11.2.3. Minimum Standards – Recommendations - Refinements

Sources of flight data

Minimum Standards:

1. The primary source of flight data must be the current flight plans, as found in the Flight Data Processing System or the Radar Data Processing System of the State or the relevant ATM Unit. In specific circumstances, the flight data from airport logs may be used as a *primary* source of data if this data proves to be at least as complete and as accurate as that in the DPS of the ATM unit.
2. Access to the primary source must be automated, unless the quantity of flights to be transmitted is too small to justify automating the process.

Recommendations:

1. Airport logs are highly recommended as a *secondary* source of data provided these are available in due time for message preparation.
2. Access to airport logs should be automated.
3. Flight progress strips can be recommended as a secondary source of flight data in the following circumstances:
    - When flight data from the DPS needs backup;
    - Substitution in the event of loss or corruption of data in the DPS.

Refinements:

Flight data should be obtained from more than one source and merged automatically, combining original flight plan data, current flight plan data, radar data and supplementary information, for

example, from airport logs.

11.3. Extraction procedures

11.3.1. Extraction from a DPS

In principle, all items from the flight plan which are required for billing purposes, as well as appropriate supplementary data from ATM units, must be made available, on a daily basis, to the RCO covering the airspace concerned.

Extraction of flight data from a DPS must be carried out as follows:

- All IFR flights, including mixed IFR/VFR flights, which enter the relevant airspace between 0000 and 2359 UTC, either as a departure or from adjoining airspace, must be copied directly to the RCO system.
- VFR flights must also be copied if they are chargeable in the airspace of the State concerned.
- The extraction process must be automated to the greatest degree compatible with flexibility (see below).
- The daily extraction must take place promptly and comprehensively, ensuring that all flight data has been fully updated according to the current flight plan before extraction.

The requirements in this Section are a minimum standard for the route charges system. It is recommended, however, that all flights, including VFR and OAT flights, should be copied directly to the RCO system.

In addition, arrangements must be made for obtaining the following information:

- Diversions occurring within the airspace serviced by the ATM unit concerned.
- Diversion messages received by this unit in respect of flights entering the airspace from outside the CRCO area (where applicable).
- Any change of flight rules or status concerning a particular flight; (for example, IFR/VFR or OAT/GAT).
- Any other changes to the current flight plan.

In all cases where the extraction procedure involves merging of data, the matching criteria must be designed and applied so as to reduce the possibility of double entries to the minimum, taking into account that all relevant data for billing purposes must be extracted.

11.3.2. Extraction from airport logs

When extraction of flight data from airport logs is carried out, all items which may be required for billing purposes should be extracted, and it should conform to the following:

- *All* flights which depart between 0000 and 2359 UTC, including VFR and OAT flights, must be copied directly to the RCO system.
- The extraction process should be automated as far as practicable.
- The extraction must take place in sufficient time for the data to be used in message preparation (see Section 11.2.2 above), but only *after* validation of the data by the airport authority.

11.3.3. Automation

Extraction processes must be automated to the greatest degree possible. Where automated extraction does not yet exist in the relevant ATM unit, such an extraction facility should be implemented by the administration concerned as a priority.

Nevertheless, a RCO receiving data from a DPS must have overall control of the process. This should mean, in particular, that the RCO can at any time

- Manually re-submit an extraction job;
- Modify the extraction criteria, or have them modified, at short notice;
- Trace the steps of the extraction process in the event of problems.

In other words, totally automated processes with no possibility of RCO intervention should be avoided. The operational parameters for an automated extraction system should not be hard-coded, but have menu options available to the RCO.

11.3.4. Minimum Standards – Recommendations – Refinements

Extraction procedures

Minimum Standards:

1. All IFR flights, including mixed IFR/VFR flights, which enter the relevant airspace between 0000

and 2359 UTC, either as a departure or from adjoining airspace, must be copied directly to the RCO system.

2. VFR flights must also be copied if they are chargeable in the airspace of the State concerned.
3. The extraction process must be automated to the greatest degree although system parameters must allow a high degree of flexibility.
4. The daily extraction must take place promptly and comprehensively, ensuring that all flight data has been fully updated according to the current flight plan before extraction.
5. A RCO which extracts its flight data from a DPS must have overall control of the process of extraction.
6. In all cases where the extraction procedure involves merging of data, the matching criteria must be designed and applied so as to reduce the possibility of double entries to the minimum.
7. Arrangements must be made for obtaining all possible information on diversions.

Recommendations:

1. The extraction of flights from either a DPS or airport logs should include all flights, including VFR and OAT traffic.
2. When data is extracted from airport logs, the extraction process should be automated as far as practicable.
3. Operational parameters for an automated extraction system should not be hard-coded, but have menu options available to the RCO.

Refinements:

None proposed.

11.4. Validation procedures

11.4.1. Introduction

1. Validation procedures described in this chapter are validations of elements in the complete flight record, which is a composite of all extracted flight data, such as the original flight plan, current flight plan, radar data etc.
2. These validation procedures are treated in chronological order, following a logical sequence. This sequence is not mandatory, but is seen as a logical path for any comprehensive validation of the flight data
3. In this section, minimum standards, recommendations and refinements are specified at the end of each sub-section in the interests of clarity.
4. Reference is made throughout this section to customised reference tables used for validation. The most common such reference tables in use in RCOs are summarised in Annex A-14. However, it is generally recommended to keep the number of such tables to the minimum, since they usually need frequent updates and can pose problems of reliability. Where possible, logical tables should be used, as these are more versatile and reliable, and require occasional adaptation rather than frequent editing.

11.4.2. Aerodrome of departure

11.4.2.1. Validation procedure

To ensure that the flights to be transmitted to CRCO are extracted correctly it is necessary to validate the aerodrome of departure to avoid loss of any flights caused by incorrect coding.

The minimum checks to be carried out must be as follows:

Syntax check	The aerodrome of departure must consist of four alphabetic
Semantic check	The first two alphabetics must correspond to a country code as published in the latest edition of ICAO Doc. 7910. When the country code is that of the RCO's own country, all four alphabetics must correspond to a valid aerodrome as published in Doc. 7910, or in the CRCO Document 716028.

Where "ZZZZ" is found as an aerodrome code in the extracted flight data, reference must be made to the original flight plan, field 18, where the indicator "DEP/" should be followed by the

name of the aerodrome in plain text. Alternatively, the indicator "RMK/" may have been used to supply this information and should be checked if no "DEP" indicator is found. If the aerodrome has, in fact, a valid ICAO location indicator, or has a provisional indicator that is published in Document 716028, this indicator must replace "ZZZZ" in the flight message.

Where "ZZZZ" is found as an aerodrome code in the extracted flight data and no indicator exists for the aerodrome, the nearest aerodrome that has an indicator should be used in the flight message, provided that its geographical position does not result in increasing the distance to be billed.

If the origin of the flight data is an airborne filed flight plan ("AFIL") and no departure aerodrome is included in the data, every effort should be made to discover this information and include it in the flight data. For these cases it can be very helpful to refer to schedules information, records of previous flights, or other information on the operations of the user concerned, if available. When none of this information can be obtained, "ZZZZ" should be inserted in the message to the CRCO, with an appropriate remark in the "Comment" field.

11.4.2.2. Minimum Standards – Recommendations – Refinements

Validation - Aerodrome of departure

Minimum Standards:

1. The aerodrome of departure must be checked against the following criteria:
   - It must consist of four alphabetic
   - The first two alphabetics must be a valid country code.
2. Where "ZZZZ" is found as an aerodrome code in the extracted flight data, field 18 of the flight plan of the flight plan must be checked to identify the aerodrome.
3. If the country code is that of the RCO's own country, all four alphabetics must correspond to a valid aerodrome in that country.

Recommendations:

None

Refinements:

None proposed

11.4.3. Selection of flights for the CRCO daily file

11.4.3.1. Validation procedure

When the extraction procedures applied by an RCO are such that all flights, including VFR and OAT flights, have been copied to the RCO system (see Sections 11.3.1 and 11.3.2.), the selection of flights for the CRCO daily file must filter out:

- All VFR flights unless they have a IFR component and/or are chargeable in the airspace of the State concerned and
- OAT flights with no GAT component.

This filter should be applied *before* validating the aerodrome of departure in order to avoid a high volume of rejected data.

The extracted flight data must then be filtered using the current reporting responsibilities as published in the latest edition of Annex A-3 to Document 716028.

The filters applied to the data must be, as a minimum, based on:

- Departure region, country or aerodrome;
- FIR entry point.

In addition to the above criteria, the selection of flights should also be based on critical parts of the previous route of flight.

The program parameters of the reporting responsibilities must be defined in such a way that they are easy to modify, since the contingency procedure requires a rapid and flexible response to a loss of data in other States.

When flight data from secondary or other data sources is available in electronic format, matching of the selected flights can be carried out in order to check the completeness of the data to be reported.

On a periodic basis, flights not selected for transmission in accordance with the reporting responsibilities should be checked, with a view to ensuring that other RCOs have the relevant responsibility. In practical terms, the flight plans of flights entering from departure areas outside the system that are not assigned to that RCO as a reporting responsibility should be checked to ensure that the planned route passed through the airspace of an upstream Contracting State. If not, or if in any doubt, the CRCO(R3/B) should be contacted without delay.

As an addition control, each RCO could check the flights billed in its charge area against the flights that actually transited it. The flight plans of all those flights found to be missing from the billing report should then be checked to see whether the original flight plan route passed through the RCO's charge area. If so, and there is a distinct pattern to this anomaly, the CRCO should be contacted without delay.

11.4.3.2. Minimum Standards – Recommendations – Refinements

Validation – Selection of flights for the daily file

Minimum Standards:

1. When the extraction procedures applied by an RCO are such that all flights, including VFR and OAT flights, have been copied to the RCO system (see Sections 11.3.1 and 11.3.2.), the selection of flights for the CRCO daily file must filter out:
   - All VFR flights unless they have an IFR component and/or are chargeable in the airspace of the State concerned, and
   - OAT flights with no GAT component.
2. The selection of flights for the CRCO daily file must use the following selection criteria, derived from the latest edition of Doc. 716028:
   - Departure region, country or aerodrome;
   - FIR entry point.
3. The program parameters of the reporting responsibilities must be easy to modify.

Recommendations:

1. In addition to the above criteria, the selection of flights should also be based on critical parts of the previous route of flight.
2. On a periodic basis, the flight plans of flights entering from departure areas outside the system that are not assigned to that RCO as a reporting responsibility should be checked to ensure that the planned route passed through the airspace of an upstream Contracting State.

Refinements:

1. When flight data from secondary or other data sources is available in electronic format, matching of the selected flights can be carried out in order to check the completeness of the data to be reported.
2. The flight plans of all those flights found to be missing from the billing report should then be checked to see whether the original flight plan route passed through the RCO's charge area.

11.4.4. Departure or entry time

11.4.4.1. Validation procedure

Determining the correct departure time (or entry time if the flight enters the route charges area from outside) is extremely important, because the departure time (or entry time):

- Determines the date of flight for billing purposes
- Permits accurate duplication control
- Permits matching flight data and ensuring correct merging of these data
- Assists the users with easy reconciliation of flight data.

The departure time for billing purposes is the Actual Time of Departure (ATD) recorded by the ATS Unit at the aerodrome of departure, otherwise known as the ATM departure time, which is in UTC (GMT).

When the flight enters from outside the Route Charges area, the "departure time" is the ***actual time of first crossing the FIR boundary*** *(or transfer of control point).*

When the "Departure time" is extracted as described above, validation is required only in terms of a syntax check, with the following constraints:

- Only valid times allowed;
- "0000" not allowed in data transmitted to the CRCO.

When the time of departure or entry into the airspace takes place in the hours just *before orjust after midnight, confusion of flight date is likely to occur (errors in the flight date can give rise to double billing, billing on the wrong date, or data loss).*

Therefore it is essential that extra validation of the date of flight should be made, for flights of which the recorded departure or entry time is around midnight, for example, between **22:00** and **02:00** UTC. Such validation could be done against any other primary or secondary source (when available), that is, by matching FDPS data with SDPS data or Airport logs.

This procedure is designed to check only the accuracy of the recorded data: however, it may well have been recorded twice, which is why a duplication check is also recommended for these flights (See also Section 2.7.2).

11.4.4.2. Minimum Standards – Recommendations – Refinements

Validation - Departure or entry time

Minimum Standards:

1. The departure time used for billing purposes must be the Actual Time of Departure (ATD), or the actual time of first crossing the FIR boundary when the flight enters from outside the Route Charges area, in UTC (GMT).
2. The extracted departure (or entry) time must be a valid time ("0000" is not accepted by the CRCO as a valid time).
3. Validation of the date of flight must be made when the flight has departed (or entered the airspace) around midnight, for example, between 22:00 and 02:00 UTC.

Recommendations:

None

Refinements:

None proposed

11.4.5. Date of flight

11.4.5.1. Validation procedure

The date of flight for billing purposes is the date on which the ATM departure time is recorded in UTC (GMT), if the flight departed from the territory of a Member State, or otherwise the date on which the aircraft first entered the FIR of the first reporting State.

*To reduce the risk that the same flight has been recorded on each of two successive days, it is recommended that a special duplication check be made on flights operated over the midnight period each night between **22:00** and **02:00** UTC (see Section 11.6 Duplication checks).*

A supplementary check on the flight date may be made by using a distance table based on elapsed times from the departure area to the entry point.

The same distance table can be used to identify the date of flight on which flight data from the FDPS should be merged to SDPS data, that is, current flight plan or radar data.

11.4.5.2. Minimum Standards – Recommendations – Refinements

Validation - Date of flight

Minimum Standards:

In principle, the validation of the departure time ensures the accuracy of the flight date, so no separate minimum standards are required.

Recommendations:

A special duplication check should be made on flights operated over the midnight period each night between **22:00** and **02:00** UTC, so as to ensure that the same flight has not been recorded on each of two successive days.

Refinements:

A supplementary check on the flight date could be made by using a distance table based on elapsed times from the departure area to the entry point.

The same distance table can be used to identify the date of flight on which flight data from the FDPS should be merged to SDPS data, that is, current flight plan or radar data.

11.4.6. Flight identification

11.4.6.1. Validation procedure

Validation of the flight identification is the crucial step in preparing the complete flight records for billing. Its function is to

- Check that the operator of the flight can be identified and billed
- In the case of military flights, identify the operator
- Detect possible grounds for exemption.

Therefore validation of the flight identification can have the following outputs:

- Coding of the "exemption" field of the flight message;
- Coding of the operator of a military flight in the "operator" field.

There are many equally valid sequences in the validation of the flight identification, but the following processes should be carried out in whatever method is employed:

- The flights must be validated against the latest version of ICAO Document 8585, or a dedicated reference table including data from Doc. 8585, in order to check the validity of the operator designator, when used in the flight identification. When this check identifies the operator as military, the exemption code has to be entered in the "Exemption" field of the flight message to the CRCO, and the CRCO numeric code for this operator must be entered in the "Operator" field.
- To recognise a registration in the flight identification, the latter must be validated against the nationality markings published in the most recent edition of ICAO Annex 7. (It is recommended, in addition, that those registrations bearing the nationality markings identified as being those of the State of the RCO concerned should be validated against the national aircraft register.)
- When a flight identification is not recognised as an ICAO operator designator nor as a registration, it must be rejected for further processing and/or manual treatment. At this stage, if not before, reference to a dedicated reference table of callsigns is recommended in order to validate the item, and, if a military flight, identify the operator.
- If the flight identification is still not recognised, a visual check is required, as the data may have been garbled. Indications as to the identity of the operator may be found in field 18 of the flight plan, the aircraft type, the aerodrome of departure and/or destination, or in field 8. It is more likely, however, that it is the callsign of a military flight. Consequently, it is recommended that at this stage the checks for military flights described under Section 11.5.2 be carried out.
- If no further information is available from the flight plan or other sources, the message must be transmitted to the CRCO with an appropriate comment in the "comment" field of the message.

Note:

Identification of military or other special operators by validation of the flight identification against specific reference tables of callsigns, compiled by the RCO for this purpose, can greatly simplify and speed up the validation process. In view of the significant number of flights whose operators may be identified by this means, it is highly recommended that each RCO maintains callsign reference tables which should be as comprehensive as possible and against which an automated validation can be carried out. For an efficient

double check on the military operator identity, it is recommended that the tables shall be extended to incorporate, for each military operator, the aircraft types and/or the aerodromes used by that operator.

A flow chart of a typical example of the validation process for flight identification, including identification and coding of military flights, is shown in Annex A-13. This example is of a particular process which relies primarily on a dedicated reference table.

11.4.6.2. Minimum Standards – Recommendations – Refinements

Validation - Flight identification

Minimum Standards:

1. All flight identifications must be checked against:
   - the latest version of ICAO Doc. 8585, or an appropriate extract of it, for those flights carried out using an operator designator;
   - nationality markings in ICAO Annex 7, or an appropriate extract of it, for those flights using the registration as flight i/d.
2. When this check identifies the operator as military, the CRCO numeric code for this operator must be entered in the "Operator" field of the flight message to the CRCO.
3. When a flight identification is neither recognised as an ICAO operator designator nor as a registration, it must be rejected for further processing and/or manual treatment.
4. When the flight identification has not been successfully validated, the message transmitted to the CRCO must have an appropriate comment in the "comment" field of the message.

Recommendations:

1. A reference table of special callsigns should be maintained against which automated validation can be made. This table should include the aircraft type as a cross-check.
2. All flight identifications should be checked against this reference table.
3. In validating against ICAO Annex 7, when the nationality marking is that of the RCO's own country, the registration should be validated against the national aircraft register.

Refinements:

None proposed

11.4.7. Aerodrome of destination

11.4.7.1. Validation procedure

Checks on the aerodrome of destination must, as a minimum, consist of:

Syntax check	The aerodrome of departure must consist of four alphabetic
Semantic check	The first two alphabetics must correspond to a country code as published in the latest edition of ICAO Doc. 7910. When the country code is that of the RCO's own country, all four alphabetics must correspond to a valid aerodrome as published in Doc. 7910, or in the CRCO Document 716028.

Diversion information which has been extracted or otherwise obtained from the ACC (see Section 11.3.1.) must be used to correct the relevant destination aerodromes. Any diversion messages received from other RCOs must be used similarly. Where access to AFTN-derived Arrival messages (ARR) is automated, these messages should be matched against the destination aerodrome in the extracted flight data to detect any discrepancies, indicating a diversion (see also Section 11.2.2).

When a diversion is detected by any of the means described above, the diversion aerodrome must be entered as the "Aerodrome of destination", and the aerodrome found in the flight data must be entered as "initially planned aerodrome of destination".

Where "ZZZZ" is found as an aerodrome code in the extracted flight data, reference must be made to the original flight plan, field 18, where the indicator "DEST/" should be followed by the name of the aerodrome in plain text. Alternatively, the indicator "RMK/" may have been used to supply this information and should be checked if no "DEST" indicator is found. If the aerodrome

has, in fact, a valid ICAO location indicator, or has a provisional indicator that is published in Doc. 716028, this indicator must replace "ZZZZ" in the flight message.

Where "ZZZZ" is found as an aerodrome code in the extracted flight data and no indicator exists for the aerodrome, the nearest aerodrome that has an indicator should be used in the flight message, provided that its geographical position does not result in increasing the distance to be billed.

11.4.7.2. Minimum Standards – Recommendations – Refinements

Validation - Aerodrome of destination

Minimum Standards:

1. The aerodrome of destination must be checked against the following criteria:
   - It must consist of four alphabetics;
   - The first two alphabetics must be a valid country code.
2. Diversion information must be used to correct the aerodrome of destination, and enter the original destination aerodrome in the message field designed for that purpose.
3. Where "ZZZZ" is found as an aerodrome code in the extracted flight data, field 18 of the flight plan of the flight plan must be checked to identify the aerodrome.
4. If the country code is that of the RCO's own country, all four alphabetics must correspond to a valid aerodrome in that country.

Recommendations:

None.

Refinements:

Access to AFTN-derived Arrival messages (ARR) could be automated, and these messages could then be matched against the destination aerodrome in the extracted flight data to detect any discrepancies, indicating a diversion.

11.4.8. Aircraft type

11.4.8.1. Validation procedure

The aircraft type must correspond to an ICAO Aircraft Type Designator as published in the latest version of Document 8643, or a specific aircraft type exemption table.

If the aircraft type designator found in the extracted data is not a valid designator, the following data sources should be used to correct it:

- The aircraft type designator in the original flight plan or in any changes to it;
- The aircraft registration, but only when used as *flight identification*;
- Secondary data sources such as airport logs (only available for flights having landed in or departed from the reporting State).
- An airline fleet database.

The aircraft type listed in the primary data should not be changed unless it is an invalid aircraft type according to ICAO Doc. 8643, or unless matching with secondary data sources shows discrepancies. It is recommended that great care be exercised before changing an aircraft type found in the primary data.

Even when the aircraft type designator is a correct designator, it may not be the aircraft type actually used. Therefore, it can also be validated against the registration (only when used as flight identification) or the operator, or both. The latter cross-checks require a dedicated reference table, which it is essential to update on a regular basis.

The registration found in field 18 of the flight plan is not highly reliable information. If there is a discrepancy between the aircraft type as extracted from ATM sources and the registration found in field 18, the former is far more likely to be correct than the latter. Consequently, the registration found in field 18 should not be used to correct the aircraft type unless there are other supporting reasons for doing so. In all cases of incorrect aircraft type designator, the field 18 registration must be included in the Registration field in the flight message.

Additionally, it may be possible for a RCO to obtain flight listings from local aircraft operators, which would enable it not only to verify the flights but also the exact aircraft types.

Where "ZZZZ" is found as an aircraft type designator in the extracted flight data, the "TYP/" and "RMK/" indicators of field 18 of all flight plans must be checked.

"TYP/" will normally provide the name of the model in plain text;

Alternatively, "RMK/" may have been used to provide this information.

If the aircraft type has a valid ICAO designator attributed to it, the correct aircraft type must replace the "ZZZZ". Otherwise the model name of the aircraft in plain text should go in the Comment field.

11.4.8.2. Minimum Standards – Recommendations – Refinements

Validation - Aircraft type

Minimum Standards:

1. The aircraft type designator must be validated against ICAO Doc. 8643, or a specific aircraft type reference table.
2. The aircraft type listed in the primary data should not be changed unless it is an invalid aircraft type according to ICAO Doc. 8643, or unless matching with secondary data sources shows discrepancies.
3. Where "ZZZZ" is found as an aircraft type designator in the extracted flight data, the "TYP/" and "RMK/" indicators of field 18 of all flight plans must be checked, and information found there must be used to modify the designator or be entered as a comment in the flight message.
4. In all cases where an incorrect aircraft type designator is transmitted to the CRCO, the field 18 registration must be included in the Registration field of the flight message

Recommendations:

1. If the aircraft type designator found in the extracted data is not a valid designator, the following data sources should be used to correct it:
   - The aircraft type designator in the original flight plan or in any changes to it
   - The aircraft registration, but only when used as *flight identification*
   - Secondary data sources such as airport logs
   - An airline fleets database.
2. The registration found in field 18 should not be used to correct the aircraft type unless there are other supporting reasons for doing so.

Refinements:

1. It may be possible for a RCO to obtain flight listings from local aircraft operators, which would enable it not only to verify the flights but also the exact aircraft types.
2. Even when the aircraft type designator is a correct designator, the aircraft type can be validated against the registration (only when used as flight identification) or the operator, or both. However, regular updating of the relevant reference table is *essential*.

11.4.9. Aircraft Registration

11.4.9.1. Validation procedure

An aircraft registration used as flight identification is validated as described in Section 11.4.6. However, the CRCO requires that a registration found in field 18 of the flight plan must be entered in the flight message, and therefore, whenever this registration is included in the flight data, it must also be validated against the nationality markings published in the most recent edition of ICAO Annex 7.

Those registrations bearing the nationality markings identified as being those of the State of the RCO concerned should be validated against the national aircraft register.

When no registration is found in field 18 of the flight plan, and the flight identification is other than a registration, a search should be made in secondary sources of data, as available. In particular, airport logs generally contain this information, and are almost always accurate in this respect.

Another useful source, depending on circumstances, can be the inbound aircraft registration, when the flight data being validated is that of a departure from the RCO's country, on condition that there is no possible confusion with another aircraft.

Other possible sources of the aircraft registration are:

- ACARS data
- Daily report from local aircraft operator (see also Section 11.4.8)
- ARR messages
- Data from ground handling agencies

If there is any doubt as to the accuracy of the registration, it is not to be included in the flight message.

11.4.9.2. Minimum Standards – Recommendations – Refinements

Validation - Aircraft Registration

Minimum Standards:

1. All registrations found in field 18 of the flight plan must be validated against the nationality markings of ICAO Annex 7, or an appropriate extract of it.
2. If there is any doubt as to the accuracy of the registration, it is not to be included in the flight message.

Recommendations:

1. In validating against ICAO Annex 7, when the nationality marking is that of the RCO's own country, the registration should be validated against the national aircraft register.
2. When no registration is found in field 18 of the flight plan, and the flight identification is other than a registration, a search should be made in secondary sources of data, particularly in airport logs.

Refinements:

1. When no registration is found in field 18 of the flight plan, and the flight identification is other than a registration, it can be useful, when the flight data being validated is that of a departure from the RCO's country, to copy the inbound aircraft registration, on condition that there is no possible confusion with another aircraft.
2. Other possible sources of registration information are:
   - ACARS data
   - Daily report from local aircraft operator
   - ARR messages
   - Data from ground handling agencies

11.4.10. EOBD and IFPLID

11.4.10.1. Validation procedure

If the Estimated Off-Block Date (EOBD – the planned departure date of flight) and the IFPLID (the unique Flight PLan IDentifier from the NM) are available in the DPS, they have to be extracted and entered in the appropriate fields in the flight message to the CRCO.

These data are used as the most reliable matching criterion in the RSO system. In conjunction with the initially planned aerodrome of destination, entered in the appropriate field of the message, they also help to identify the correct flight plan in the event of diversions. Therefore, in the interests of improving the quality of the matching process and of billing, it is recommended that RCOs do as much as they can to persuade their operational services to acquire these data elements in their DPS.

The EOBD may in some cases be a day earlier than the date on which the flight entered the CRCO charging area. It is therefore NOT the date of flight as far as billing is concerned. It is required to complement the IFPLID and allow verification of the flight date in matching the message to its corresponding flight plan.

In consequence either both these data items should be extracted and transmitted, or neither.

The EOBD format is DDMMYY. That of the IFPLID is 2 alphabetics followed by 8 numerics. The requirement for validation by RCOs of this data is limited to establishing that the format is correct.

11.4.10.2. Minimum Standards – Recommendations – Refinements

Validation – EOBD and IFPLID

Minimum Standards:

1. The EOBD format must be DDMMYY*(if field available)*
2. The IFPLID format must be 2 alphabetics followed by 8 numerics *(if field available)*.

Recommendations:

If these data elements are not available in their DPS, RCOs should do as much as they can to persuade their operational services to acquire them.

Refinements:

None proposed.

11.5. Exemption coding

Note: In this section, it is necessary to deal with the particularities of each exemption in turn, but certain key elements (search of indicators in field 18 of the flight plan, for example) should be combined in one program.

11.5.1. Terminal Charges Exemption (To be completed)

11.5.2. Military flights

In messages to the CRCO, military flights have to be coded in two ways, namely with an exemption code and a CRCO military operator code. This means that the flight records have to be checked in such a way that the military operator is identified.

Where a military operator has been identified from the flight identification, exemption and operator coding is an outcome of the validation of the flight identification as described in Section 11.4.6.

Likewise, this identification may have been achieved by the use of a dedicated reference table of callsigns, which is recommended for this particular purpose.

In any case, all flight records must be checked for the entry "M" in field 8b of the flight plan ("type of flight"). When this entry is found, and the military operator has not already been identified from the flight identification, a check of field 18 of the flight plan (OPR/---) must be carried out.

When a "military" GAT flight has been operated by a civil operator, it is considered as a civil flight for billing purposes.

11.5.3. Flights by Head of State (code "S")

The Flights by high level dignitaries on official mission (code S).

i. Coding of flights considered to be eligible for this exemption may have been made during the validation of the flight identification against an internal reference table of call signs, cross-referenced by aircraft types and/or registrations known to be used for the transport of Head of State or senior ministers.

ii. To cross-check any coding already carried out, and to determine whether any other flights maybe eligible for the State exemption, the "STS/" and "RMK/" indicators of field 18 of all flight plans must also be checked.

iii. With "STS/HEAD" in field 18 of the FPL the flight qualifies for a State exemption.

iv. With "STS/STATE" in field 18 of the FPL the flight could possibly qualify for a State exemption if there is also a relevant "RMK/" indicator present such as "Minister of transport on board" etc.

Note 1: 'STS/STATE' on its own means that the aircraft is a state aircraft, nothing more. Very often it is a military aircraft on a military, not diplomatic, mission. Therefore, under no

circumstances should a flight message be coded “S” on the basis of this flight plan field 18 entry alone. It should be used only as an indicator of the flight’s importance, prompting further research as to the possibility of eligibility for exemption.

Note 2: “STS/ATFMEXEMPTAPPROVED” does not mean a flight operated to transport a dignitary either, but it is a good indication that more information may be found after RMK/.

Note 3: After “RMK/---“ there may be some entry such as “Minister on board” or an abbreviation such as “GOV” or “GOVT”. (“VIP” may not necessarily be a State VIP within the meaning of the exemption, so it should be treated with caution). However, the RMK indicator is a free-text field, and often carries a lot of diverse information, so an automatic search is more or less impossible.

v. *To assist in deciding whether a flight may be eligible for the State exemption, it is recommended that the following information should be obtained by:*
- “Service Protocolaire” of the government
- “Diplomatic Clearance Office” of the government
- Ministry of Foreign Affairs
- Ministry of Defence
- Ministry of Transport
- Airport Operations (ADEP)
- Dedicated set of call signs from formal agreements
- National Aviation Authority

The NRCO colleague of the ADES might be able to confirm
- *See paragraph 3.4.4 item iv. Note 1*

Less formal sources could bring additional information:
- TV
- Internet
- Newspapers

vi. In short, if there is no “STS/HEAD” and nothing relevant under RMK/ - - -, and no other reliable local information is available to the transmitting NRCO, the flight should not be coded “S”.

Note 1: A diplomatic clearance is not, on its own, a justification for the exemption. Such a clearance can be issued for many reasons other than a visit by a State dignitary.

Note 2: Reference tables of call signs, aircraft types and/or registrations known to be used for the transport of Heads of State or senior ministers should be used only as secondary justification for exemption. Experience has shown that, in the past, training, positioning and maintenance flights by these aircraft have been incorrectly exempted because of the sole use of such references.

Note 3: It should be noted that the title “Government ministers” is specified in the text of the exemption. By inference, other dignitaries, such as Chairmen of Parliament or of a Chamber of Parliament, Cabinet ministers and so on, do not benefit from this exemption. Also excluded are civil servants and public officials, no matter how high-ranking, including European Union Commissioners, Chairman of the Council of Ministers, and other public servants, as well as members of the European Parliament.

Note 4: It should also be noted that the text does not specify that the dignitary be actually on board the aircraft. If this aircraft is performing a flight exclusively for the transport on official mission of the dignitary. Standby aircraft are considered as part of the mission and thereby eligible for the exemption.

11.5.4. Search-and-Rescue flights (code “R”)

As in Section 11.5.2 above, coding of flights considered to be eligible for this exemption may already have been made against an internal reference table. To cross-check the coding already carried out, and to determine whether any other flights may be eligible for the SAR exemption, the indicators “STS/” and “RMK/” of field 18 of all flight plans must be checked.

"STS/SAR" (or variants of this entry) qualifies the flight, in principle, for a "Search-and-Rescue" exemption. However, when possible, it is recommended that further checks establish that the flight was not carried out for training purposes.

"RMK/" should also be checked for further information.

It is recommended that a further cross-check be made against a table of aircraft types known to
be used for Search-and-Rescue operations.

11.5.5. Training flights (code "T")

To determine whether any flights may be eligible for the training exemption, the indicator "RMK/" of field 18 of all domestic flight plans must be checked.*

"RMK/TRG" (or variants of this entry) may qualify the flight for the training exemption as defined above, but other information is required before the exemption code can be entered.

* **Note**:
1. "Domestic" in this context does not include flights operated in more than one national airspace.)
2. According to certain individual national regulations, training flights may be identified in the flight plan with a "T" in field 8b.

If nothing else to support the exemption is found, the exemption is not applicable, since there is no evidence that the flight was conducted in order to obtain a licence.

It is recommended to check for supporting information in the following sources:

- Airport logs
- Information directly obtained from flying schools.

11.5.6. Calibration flights (code "N")

As in 11.5.2. above, coding of flights considered to be eligible for this exemption may already have been made against an internal reference table. To cross-check any coding already carried out, and to determine whether other flights may be eligible for the calibration exemption, the following items in all flight plans must be checked:.

"-/Z" in field 10 ("equipment") associated with an appropriate comment after indicators "NAV/" and "COM/" in field 18.

"RMK/" followed by an appropriate comment in field 18.

Positioning flights by calibration aircraft are not eligible for exemption. It is not always easy to distinguish between a positioning flight by these aircraft and a calibration flight, but it can be quite safely assumed that overflights by calibration aircraft are positioning flights.

It is recommended that a cross-check be made against a table of callsigns and/or aircraft types known to be used for calibration purposes.

11.5.7. Humanitarian flights (code "H")

As this is a recently introduced exemption, insufficient operational experience has been accumulated to provide guidance material on interpretation of flight plan information that may justify this exemption.

11.5.8. Customs and Police flights (code "P")

As this is a recently introduced exemption, insufficient operational experience has been accumulated to provide guidance material on interpretation of flight plan information that may justify this exemption.

11.5.9. VFR flights (Code V, Y)

Where VFR flights are not chargeable in a State, VFR flights without a IFR component will not have been included in the selected data (see Section 11.4.3), but all selected flights still need to be validated against field 8a of the flight plan to identify any mixed IFR/VFR flights, which should be coded "Y" in the message to the CRCO.

Where a State has opted to charge VFR flights, these flights will have been selected along with the IFR flights, and therefore all selected flights must be validated against field 8a of the flight plan ("flight rules"), to determine whether each flight was IFR (coded "Z" in the message to the CRCO), VFR (coded "V"), or mixed IFR/VFR (coded "Y").

In the event of any doubt, it is highly recommended to verify the flight rules of a flight or a series of flights in airport logs, or any other secondary source of flight data.

It is recommended to validate all flights which have a "V" or "Y" exemption code against a table of aircraft types, flagged as "likely VFR" and "unlikely VFR". The likelihood of a particular aircraft having been flown under VFR can be determined according to the aircraft type or the aircraft's weight.

All VFR flights performed in States where VFR flights are chargeable must be reported to the CRCO, irrespective of their departure point.

As an exception to the general rule on transmitting flights, VFR flights are not to be reported by States in whose airspace these flights are exempted.

Since the provisions for reporting VFR flights, and of mixed IFR/VFR flights, are covered comprehensively in this Section, no supplementary guidance material for this category of exempted flights has so far been considered necessary.

11.5.10. Exemption: Minimum Standards – Recommendations – Refinements

Exemption coding

Minimum Standards:

1. Field 8a of the flight plan ("flight rules") must be analysed to determine whether each flight was IFR (coded "Z"), mixed IFR/VFR (coded "Y"), or VFR (in airspace where VFR flights are chargeable).
2. The "STS/" and "RMK/" indicators of field 18 of all flight plans must be checked for entries that may qualify the flight for exemption.
3. A flight message must never be coded "S" on the basis of the flight plan entry STS/STATE alone.
4. Field 8b of the flight plan ("type of flight") must be checked to assist in determining the exemption status of the flight.
5. Field 10 of the flight plan ("equipment") must be checked in association with the indicators "COM/" and "NAV/" in order to identify calibration flights.
6. When a flight has been carried out by a civil operator, it must be coded as a civil flight and not as military

Recommendations:

1. The applicability of exemptions should be validated against a reference table of aircraft types liable to have performed the flights in question;
2. Airport logs should be examined for information that can support the granting of exempted status (VFR, State, and training exemptions);
3. A list of arriving or departing diplomatic VIPs should be requested from the Foreign Ministry (or Diplomatic Clearance department);
4. In the event of international conferences, a list of arriving dignitaries should be requested from the organisers (State exemption);
5. Information from flying schools should be requested to supplement flight plan information on training flights.
6. *Overflights* by calibration aircraft should not be considered eligible for exemption.

Refinements:

1. Information from military or specialised operators could be requested to supplement flight plan information on State flights;
2. The aerodrome(s) used by the flight could be useful in determining the status of the flight for exemption purposes.

11.6. Duplication checks

11.6.1. Basic duplication check by RCOs

RCOs are required to carry out checks on possible duplications in the daily traffic due to be transmitted to the CRCO.

Within the same airspace, a flight is considered to be a duplicate of another when all of the elements below are identical:

- Flight identification
- Aircraft type
- Aerodrome of departure
- Aerodrome of destination
  …and the departure or entry times are within two hours of each other (90 minutes in the case of flights carried out under aircraft registration).

*In addition to duplication checks carried out on one day of traffic, it is recommended that a special duplication check be made out on flights operated over the midnight period each night between **22:00** and **02:00** UTC, so as to ensure that the same flight has not been recorded on each of two successive days.*

(See Section 11.4.5)

When any doubt exists as to whether a flight is a duplicate of another, it must be transmitted to the CRCO.

11.6.2. Searching for likely duplications

*As an additional precaution against double billing, a supplementary duplication check could be made in order to detect duplicates where flights are almost identical. This situation is particularly liable to occur when different sources of data have been merged and when one of the flight data items is different (for example, leading zeros, call sign suffixes, technical landings, etcetera). This duplication check would use the same departure or entry time parameters as the standard duplication check, but only **three** of the following elements would have to be identical:*

- Flight identification, aircraft type, and aerodrome of departure
- Flight identification, aircraft type, and aerodrome of destination
- Flight identification, aerodrome of departure and aerodrome of destination
- Aircraft type, aerodrome of departure and aerodrome of destination.
  Note: The latter parameters are liable to generate a large volume of “likely duplicates” and should be combined with other filters as appropriate.

When a likely duplicate flight has been detected, the possibility of two actual flights can be checked against the following:

- Original flight plans
- Airport logs
- CNL messages
- DIV messages
- Schedules information (for example, OAG Flight Guide).

As above, when any doubt exists as to whether a flight is a duplicate of another, it must be transmitted to the CRCO.

11.6.3. Automated facilities

It is recommended that duplication checks be automated as far as possible. However, parameters should be easily adjustable to accommodate special ad-hoc requirements. For this reason it is recommended that parameters should be under the control of the RCO, ideally through menu-driven applications.

11.6.4. Duplication: Minimum Standards – Recommendations – Refinements

Duplication checks

Minimum Standards:

1. A duplication check must be carried out by RCOs on each daily traffic file to be transmitted to the CRCO.
2. A flight is considered to be a duplicate of another when all of the elements below are identical:
   - Flight identification
   - Aircraft type
   - Aerodrome of departure
   - Aerodrome of destination

- and the departure or entry times are within two hours of each other (90 minutes in the case of flights carried out under aircraft registration).

3. When any doubt exists as to whether a flight is a duplicate of another, it must be transmitted to the CRCO

Recommendations:

1. A special duplication check should be carried out on the flights departing or entering the airspace between 22:00 and 02:00 UTC.
2. Duplication checks should be automated as far as possible, but with parameters that are under the control of the RCO, ideally through menu-driven applications.

Refinements:

A supplementary duplication check based on *any three* of the above four standard criteria and with the same departure or entry time parameters could be made in order to detect duplicates where flights are almost identical.

11.7. Archiving of flight data and reference data

11.7.1. Data to be archived

All flight messages sent to the CRCO, as well as all flight data on which they were based, whether derived from primary or secondary sources, must be archived and preserved in secure storage to ensure follow-up in the event of a COR or a CLA request, or to provide additional information required for aircraft debt assignment or legal purposes.

In addition, to the flight messages and flight data, the following data must be archived:

- Flight data from secondary sources not actually used for the compilation of flight messages, but which would be useful for any of the above purposes
- Reference data which has been used to justify decisions made in validating any flight or series of flights
- All COR and CLA messages and related data.

11.7.2. Access requirements

All the data must be accessible for a minimum of four years from the date of flight. In case it is not yet possible for a particular RCO to meet this requirement, flight data must be kept for a minimum of 18 months after the date of flight.

When it is known that a flight or series of flights is in litigation, or that an aircraft operator is in total default of payment, all data on these flights should be preserved as long as circumstances may require, but at least for the four years specified above.

Reference data which has been used to justify decisions made in validating any flight or series of flights should be accessible for the same period of time as the flight data itself.

11.7.3. Technical facilities

Whatever procedures are applied to archive the flight data used, provision should be made to allow tracing of all modifications made to flight data after extraction from the primary source. This may be achieved, inter alia, by one of the following methods, depending on the facilities or automation available to the RCO:

- Full preservation of the original source data, and all changes to it
- Maintenance of a history on each record, when the data is held on a database or data warehouse
- Annotation of changed data, if held on a text file or similar.

The choice of medium for storing the archived data should take into account the requirement to be able to access the data over the period specified in Sections. 11.7.2 above.

The above requirements for access to archived data must be taken into account whenever changes to hardware or software take place, so that all these data remain accessible on any new platforms or through any new applications or versions of these applications. Should this not prove possible, a continued, albeit limited, access to the previous hardware or software must be preserved in order to guarantee access to the stored data.

In all the above provisions for archiving and access to flight data, automation is highly necessary:

Archiving should be automated to the greatest extent possible.

Retrieval should be semi-automatic: parameters for access and retrieval of data must be under the control of the RCO, ideally through menu-driven applications.

11.7.4. Archiving: Minimum Standards – Recommendations – Refinements

Archiving of flight data and reference data

Minimum Standards:

1. Access must be available to
   - All flight messages as transmitted to the CRCO
   - The flight data from all primary sources, as well as that from any secondary sources that have been used for the messages sent to the CRCO, or which could be useful for follow-up actions
   - All changes made to the source data
   - Any reference data used to justify validation decisions
   - All COR and CLA messages and related data.
2. Flight data, as well as reference data used to justify validation decisions, must be accessible for a minimum of four years from the date of flight.
3. Retrieval of archived data must be under the control of the RCO, ideally through menu-driven applications.

Recommendations:

1. Archiving should be automated to the greatest extent possible.
2. Flight data from secondary sources not actually used for the compilation of flight messages, but which would be useful for any of the above purposes, should also be archived.
3. All data on flights known to be in litigation or for which there is a default of payment should be preserved as long as circumstances may require.
4. Provision should be made to allow tracing of all modifications made to flight data after extraction from the primary source.
5. The choice of medium for archiving the data, as well as any changes to hardware or software, should take access requirements into account.

Refinements:

None proposed.

ANNEXES

A-1 DIRECTORY OF NATIONAL ROUTE CHARGES OFFICES AND CONTACT NAMES

EB – Belgium		
BELGOCONTROL Redstar – RCO Tervuursesteenweg 303 1820 STEENOKKERZEEL BELGIUM Mr. L. DE BAKKER	Telephone: Telefax: E-mail: AFTN:	32 - 2. 206.2380 32 - 2. 206.2389 redstar@belgocontrol.be lucas_de_bakker@belgocontrol.be EBBRZXRC
ED – Germany		
DFS – Deutsche Flugsicherung GmbH KC/G Am DFS-Campus 10 Postfach 1243 63225 LANGEN GERMANY Mr. C. SEIB	Telephone: Telefax: E-mail:	49 – 6103. 707.4950 49 – 6103. 707.4985 rco@dfs.de carsten.seib@dfs.de
EF – Finland		
Finavia Oyj PL 50 FI- 01531 VANTAA FINLAND Ms. M. MÄKINEN	Telephone: Telefax: E-mail:	358 20 708 2140 358 - 20.708.2095 minna.makinen@finavia.fi rco@finavia.fi
EG – United Kingdom		
NATIONAL AIR TRAFFIC SERVICES Route Charges Office, Mailbox 10 Desk C1-117 Corporate and Technical Centre, 4000 Parkway Whiteley Fareham, Hampshire PO15 7FL UNITED KINGDOM Miss C. Saunders	Telephone: Telefax: E-mail: AFTN:	44 - 1489. 444.974 44 - 1489. 615.215 Christine.saunders@nats.co.uk EGTTYTYR
EH – Netherlands		
LUCHTVERKEERSLEIDING NEDERLAND AFD. MS/OPS/HR/FSC Kantoor B2.99 Postbus 75200 1117 ZT LUCHTHAVEN SCHIPHOL NETHERLANDS Mr. D. NIESING	Telephone: Telefax: E-mail: AFTN:	31 - 20. 406.3492 31 - 20. 648.5039 rco@lvnl.nl EHAMYRCO
EI – Ireland		
SHANNON AERADIO Route Charges Office Ballygirreen NEWMARKET-ON-FERGUS Co. CLARE IRELAND Mr. J. RYAN	Telephone: Telefax: E-mail: AFTN:	353 - 61. 471.647 353 - 61. 472.528 bgnaccounts@iaa.ie EIAAYFYX
EK – Denmark		
NAVIAIR Finance / RCO Naviair Allé 1 2770 KASTRUP DENMARK Ms. S. Juul Nielsen	Telephone: Telefax: E-mail:	45 – 3247.8994 45 – 3247.8853 RCO@naviair.dk

EN – Norway

AVINOR AS
Shared Service Senter
Postboks150
2061 GARDERMOEN
NORWAY
Ms. W. RØSTE

Telephone: 47 – 64.81.28.06
Telefax: 47 – 64.81.28.21
E-mail: wenche.roste@avinor.no

EP – Poland

Polish Air Navigation Services Agency
RCO/TNC Sales Service Manager
Ul. Wieżowa 8
02-147 WARSZAWA
POLSKA / POLAND
Ms. E. SUCHORA - NATKANIEC

Telephone: 48 – 22. 574.62.20
Telefax: 48 – 22. 574.62.09
E-mail: rco.tnc@pansa.pl
e.suchora@pansa.pl
aerosales@pansa.pl

ES – Sweden

LUFTFARTSVERKET
RCO
SE - 601 79 NORRKÖPING
SWEDEN
Mr. N. MOLL

Telephone: 46 – 10. 212.0723
Telefax: 46 – 10. 212.0727
E-mail: rco@lfv.se

EV – Latvia

Air Navigation Charges Department
Latvijas Gaisa Satiksme
RIGA, LV-1053
LATVIA
Mr. V. MIROSHNIKOV

Telephone: 371 – 67. 300.681
Telefax: 371 – 67. 300.683
E-mail: ancg@lgs.lv

EY – Lithuania

ORO NAVIGACIJA
Rodūnios kelias 2
LT – 02188 VILNIUS
LITHUANIA
Ms. A. VIRSILIENE

Telephone: 370 – 706.94.607
Telefax: 370 – 706.94.610
E-mail: virsiliene.a@ans.lt

LA – Albania

AGJENCIA NACIONALE TRAFIKUT AJROR
Route Charges Office
Aeroporti “Nene Tereza”
RINAS – TIRANA
ALBANIA
Ms. E. Kalanxhi

Telephone: 355 – 68 207.6918
Telefax: 355 - 42 375.805
E-mail: ekalanxhi@albcontrol.al

LB – Bulgaria

BULGARIAN AIR TRAFFIC SERVICES AUTHORITY
Route Charges Office
1 Brussels Blvd.
1540 SOFIA
BULGARIA (REP.)
Ms. M. ANDONOVA

Telephone: 359 - 2. 937.1277
Telefax: 359 - 2. 937.1279
E-mail: milena.andonova@bulatsa.com
AFTN: LBSFZGZX

LC – Cyprus

DEPARTMENT OF CIVIL AVIATION
Route Charges Office
27, Pindarou Street
1060 NICOSIA
CYPRUS
Ms. E. KYPRIDEMOU

Telephone: 357 - 22. 316.922
Telefax: 357 - 22. 499.430
E-mail: ekypridimou@dca.mcw.gov.cy
AFTN: LCCCZQZX

LD – Croatia

CROATIA CONTROL Ltd.
Route Charges Office
Airport Pleso b.b.
P.P. 45
HR-10150 ZAGREB
CROATIA
Ms. V. PETEK

Telephone: 385 - 1. 6259. 411
Telefax: 385 - 1. 6259. 426
E-mail: rco@crocontrol.hr
AFTN: LDZOYGFD

LE – Spain

ENAIRE
Head of the Spanish Route Charges Office
Head of Billing and Collection Department
Economic control & Management Directorate
Avda. Aragon, 402
280022 Madrid
SPAIN
Mr. J. L. GARCIA GUTIERREZ

Telephone: 34 - 91.321.3417
Telefax:
E-mail: jlggutierrez@enaire.es
rco_lista@enaire.es
AFTN: LEANZXTE

LF – France

CESNAC
Svce. Loc. des Redevances de Route
Rue de Beaudésert
33692 MERIGNAC Cedex
FRANCE
Mr. F. OLANO

Telephone: 33 - 556.55.79.76 (-75)
Telefax: 33 - 556.55.79.52
E-mail: cesnac-rco-france@aviation-civile.gouv.fr
frederic.olano@aviation-civile.gouv.fr
AFTN: LFFBYKYX

LG – Greece

Hellenic Civil Aviation Authority (HCAA)
Area Air Navigation Dept.
Athinai ACC Division, Section D
P.O. Box 73751
166 04 HELLINIKO
GREECE
Ms. A. PERDIKOMATI

Telephone: 30 - 21. 0997.2728
Telefax: 30 - 21. 0997.2657
E-mail: rco@hcaa.gr
AFTN: LGGGZGZC

LH – Hungary

Hungarocontrol Magyar Légiforgalmi Szolgálat
Route Charges Office
BUDAPEST/FERIHEGY
PF 80
1675
HUNGARY
Mr. P. REITER

Telephone: 361 - 293.4358
Telefax: 361 - 293.4359
E-mail: rco@hungarocontrol.hu
AFTN: LHBPYDYR

LI – Italy

ENAV SpA
Users Management Unit
Route Charges Office
Via Appia Nuova, 1491
00178 ROMA
ITALY
Mr. D. PINCI

Telephone: 39 - 06. 7908.6526
Telefax: 39 - 06. 7908.6519
E-mail: rcoitalia@enav.it
AFTN: LIIRZBZX

LJ – Slovenia

Slovenia Control Ltd.
Zg. Brnik 130n
SI - 4210 BRNIK-AERODROM
SLOVENIA
Mr. P. BOHINC

Telephone: 386 - 4.20.40.370
Telefax: 386 - 4.20.40.095
E-mail: primoz.bohinc@sloveniacontrol.si
AFTN: LJLAYAYX

LK - Czech Republic

AIR NAVIGATION SERVICES
Route Charges Office
Navigacni 787
252 61 JENEC
CZECH REP.
Mr. M. VANECEK

Telephone: 420 - 2. 2037. 3266
Telefax: 420 - 2. 2037. 2007
E-mail: rco@ans.cz

LM – Malta

MALTA AIR TRAFFIC SERVICES Ltd.
Route Charges Office
P.O. Box 1
Malta International Airport
MALTA
Ms. D. ABDILLA

Telephone: 356 - 2369.5540
Telefax: 356 - 2369.5445
E-mail: doratianne.abdilla@maltats.com
AFTN: LMMLYRCO

LO – Austria

AUSTRO CONTROL GmbH
FVKZ/RCO
Schnirchgasse 11b
1030 WIEN
AUSTRIA
Mr. T. PETERMANN

Telephone: 43 – 5. 1703.9421/3
Telefax: 43 – 5. 1703.9416
E-mail: rco.office@austrocontrol.at
AFTN: LOWWYRYX

LP – Portugal

1) Navegação aérea de Portugal
Servicio Local Taxas de Rota
Edificio 118 RUA C
Aeroporto Lisboa
1700 LISBOA
PORTUGAL
Mr. Gaudêncio DE CARVALHO

Telephone: 351 – 21. 855. 3333
Telefax: 351 – 21. 855. 3391
E-mail: gaudencio.carvalho@nav.pt
AFTN: LPPTYJYQ

2) Direccao de Exploração da Navegação
Aérea para a Regiao Atlantica
Divisao de Avaliação e Desenvolvimento
Apartado 47
9580 VILA DO PORTO (Azores)
PORTUGAL
Mr. Mr. Victor M.A. Ricardo

Telephone: 351 – 296.820.529
Telefax: 351 – 296. 820.527
E-mail: Victor.Ricardo@nav.pt
AFTN: LPAZYJYQ

LQ – Bosnia-Herzegovina
(Representative of the Enlarged Committee

BHDCA Directorate of Civil Aviation
Vojvode Pere Krece bb
78000 BANJA LUKA
BOSNIA AND HERZEGOVINA
Mr. M. SIMUNOVIC

Telephone: 38751 - 921.222
Telefax: 38751 - 921.520
E-mail: marinko.simunovic@bhdca.gov.ba

LR – Romania

ROMATSA
Route Charges Office
B-dul Ion Ionescu de la Brad Nr.10,
C.P. 18-89
013813, BUCHAREST
ROMANIA
Ms. V. ZODIE

Telephone: 40 - 21. 2083.190
Telefax: 40 - 21. 2083.590
E-mail: rcolr2@romatsa.ro
AFTN: LROPRTYI

LS – Switzerland

SKYGUIDE
Svce. Redevances de Route / GAR
Route de Pré-bois 15-17
CP 796
1215 GENEVE 15 Aéroport
SWITZERLAND
Ms. A. AUGSBURGER

Telephone: 41 - 22. 417.40.91
Telefax: 41 - 22. 417.45.05
E-mail: rco@skyguide.ch
AFTN: LSAGYRCO

LT – Turkey

DHMI Genel. Müdürlüğü
Air Navigation Department
(EUROCONTROL Section)
Mevlana Bulvari 66
06330 ETILER – ANKARA
TURKEY
Mr. M. KILIÇ

Telephone: 90 - 312. 212.3499 or 2042635
Telefax: 90 - 312. 223.9329
E-mail: eurocontrol-1@dhmi.gov.tr
AFTN: LTAAYGRC

LU – Moldova

Moldavian Air Traffic Services Authority
Air Navigation Charges Group
Avenue Dacia 80/4, (Airport)
MD – 2026 CHISINAU
REPUBLIC OF MOLDOVA
Mr. E. TSVETKOV

Telephone: 373 - 22. 502.969
Telefax: 373 - 22. 502.970
E-mail: rco@moldatsa.md
AFTN: LUKKZDZQ

LW – F.Y.R.O.M.

M-NAV, Air Navigation Services
Route Charges Office
Skopje Airport
P.O. Box 9
1043 PETROVEC
THE FORMER YUGOSLAV REPUBLIC OF MACEDONIA
Mr. D. TRENEVSKI

Telephone: 389 - 2. 31.48.157
Telefax: 389 - 2. 31.48.263
E-mail: rco.rco@mnavigation.mk

LY – Serbia

Agencija za kontrolu letenja Srbije i Crne Gore
Route Charges Office
Trg Nikole Pasica 10
11000 BEOGRAD
SERBIA
Mr. Z. MAKSIC

Telephone: 381 - 11. 321.8080
Telefax: 381 - 11. 324.0456
E-mail: routechargesoffice@smatsa.rs

LZ – Slovak Republic

Head of Sales and ANS Charges Department
LPS SR, s.p.
Ivanska cesta 93
823 07 BRATISLAVA 216
SLOVAKIA
Mr. J. JANACEK

Telephone: 421 - 2 4857 2796
Telefax: 421 - 2 4857 2795
E-mail: jaroslav.janacek@lps.sk
rco@lps.sk
AFTN:

UD – Armenia

General Department of Civil Aviation
CJSC “ARMATS”
Route Charges Office
I. Gasparyan 33
0042 YEREVAN
ARMENIA
Mr. H. POGHOSYAN

Telephone: 374 - 10. 59 32 40
Telefax: 374 - 10. 28 87 06
E-mail: hayk.poghosyan@armats.am
AFTN:

UG – Georgia

Sakaeronavigatsia
Economics and Financial Analysis Division
Route Charges Office
Airport
TBLISI 0198
GEORGIA
Ms Teona Erkomaishvili

Telephone: 995 - 32. 274 44 77 (ext. 143)
Mob. 995 – 577 34 55 67
Telefax: 995 – 32 274 42 275
E-mail: t.erkomaishvili@airnav.ge
i.zakareishvili@airnav.ge
AFTN:

A-2 CRCO CONTACT STAFF OF UNIT R3

Please note that:

- All CRCO telephone / telefax numbers commence +32.2.729 . . . .
- The general Billing and Claim Sections phone number is +32.2.729.38.38
- Although all staff of Unit R3 may be contacted by E-mail (see below), operational information should always be copied to the Unit E-mail address r3.crco@eurocontrol.int) to ensure that it is handled promptly in the event of staff absence.

Unit R3: Billing, Customer Relation and Economics

			Tel.	Email
Mr. Eric Letreguilly	**Head of Unit**	Billing, Customer Relations and Economics	3890	eric.letreguilly@eurocontrol.int
Vacant	Secretary		3813	
Mr. Yves Meriadec	Expert	Projects, studies, Quality assurance	3897	yves.meriadec@eurocontrol.int

Unit Fax: +32 2 7299093

Section R1: System and Business Developments

		Responsibilities	Tel.	Email
Mr. Maurizio Romanin	**Head of Section**	System and Business Development	3680	maurizio.romanin@eurocontrol.int
Ms. Nadia Kobiak	Expert	Integration, Compliance	3809	nadia.kobiak@eurocontrol.int
Ms. Nicole Hogger	Assistant	Project management support, Budget & Economic Affairs	3880	Nicole.Hogger@eurocontrol.int
Ms. Rana Hokkaci	Expert	Compliance, Regulations & Principles, Reporting tables	3822	rana.hokkaci@eurocontrol.int
Ms. Elke Heppner	Assistant	Project management support, Budget & Economic Affairs	3464	elke.heppner@eurocontrol.int

Section Fax: +32 2 7299091

Section R3B: Billing

		Responsibilities	Tel.	Email
Mr. Guido Van Laethem	**Team Leader**	LK, LZ	9863	guido.van-laethem@eurocontrol.int
Mr. Kenneth DECK	Interim	ES, LS aircraft types, EN, NF	3368	Kenneth.deck@eurocontrol.int
Mr. Vadim Doutchouk	Assistant	EI/SCC, GM, HE, UT	3900	vadim.doutchouk@eurocontrol.int
Mr. Ruslan Dudnichenko	Assistant	EI/SCC , EV, EY, LG, LI, LM, UM	3919	ruslan.dudnichenko@eurocontrol.int
Mr. Attila Fodor	Assistant	LC, LH, LT, LU, LW, LY,UD, UG	3940	attila.fodor@eurocontrol.int
Mr. Jean-Pierre Foglia	Assistant	KPI's, US Registrations	3458	jean-pierre.foglia@eurocontrol.int
MR. Martin Kodera	Assistant	EF,EN,ES,LS	3368	martin.kodera@eurocontrol.int
Ms. Yvonick Kuehn	Assistant	EB, EL, LF, LN	3862	yvonick.kuehn@eurocontrol.int
Ms. Catherine Lemonis	Assistant	U.S.-registered aircraft	4625	catherine.lemonis@eurocontrol.int
Mr. Peter Milkov	Assistant	LA, LB, LD, LQ, LR, LY, LJ, LW	3802	peter.milkov@eurocontrol.int
Mr. Paul O'Mahony	Assistant	EG, EI	3898	johnpaul.omahony@eurocontrol.int
Ms. Elien SAEYS	Assistant	GC, LE, LPPO, LPPC,	3869	Elien.saeys@eurocontrol.int
Mr. Henri Vermeesch	Assistant	ED, EH, EK, EP, LO	3823	henri.vermeesch@eurocontrol.int

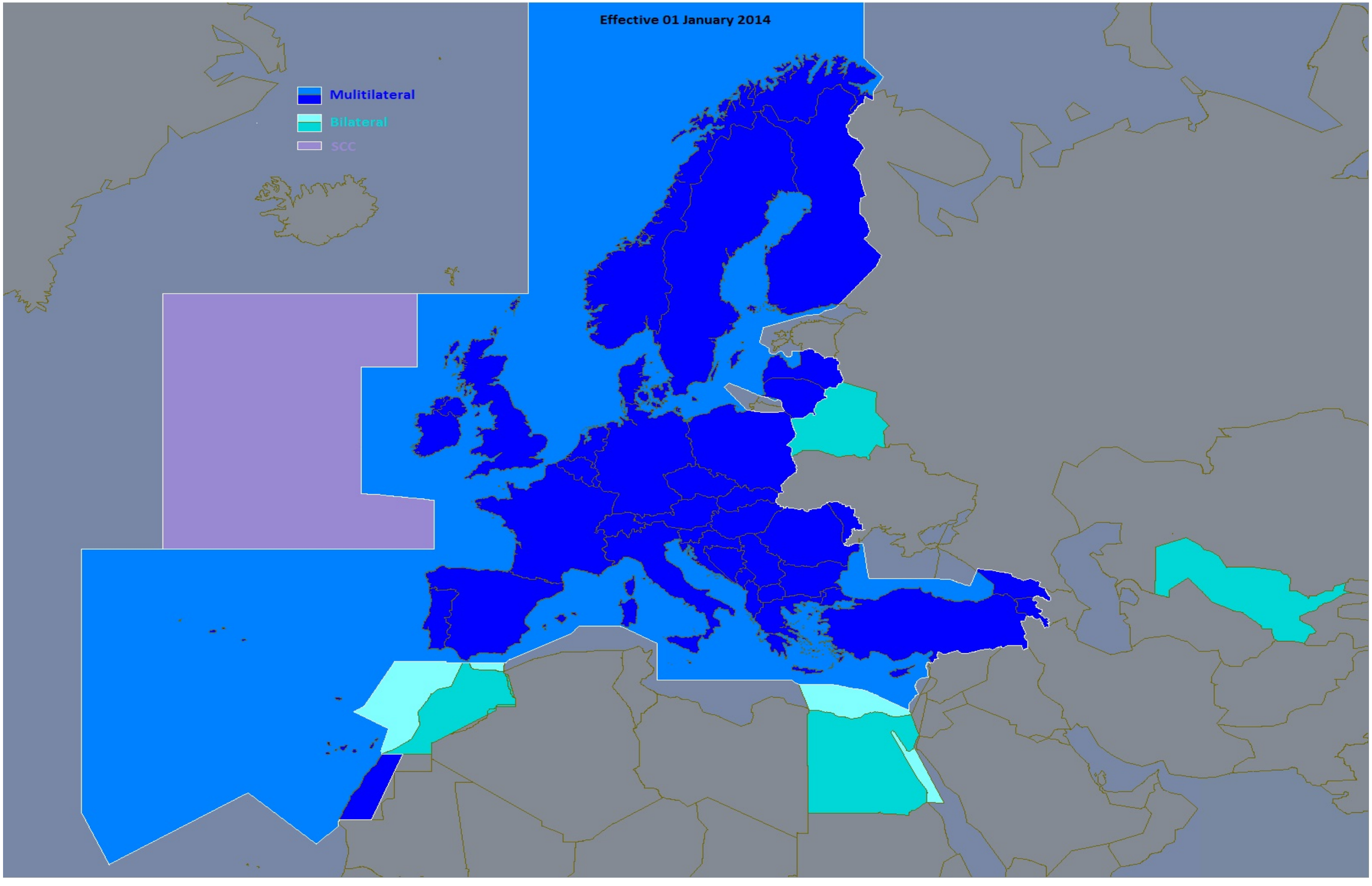
Section Fax: +32 2 7299093

Section R3C: Customer Relations and Claims

		Responsibilities	Tel.	Email
Mr. Luc Storms	**Team Leader a.i**		3871	luc.storms@eurocontrol.int
Mr. Olivier De Bleser	Assistant	CLA Reply	3821	olivier.de-bleser@eurocontrol.int
Ms. Elitza Dentcheva	Assistant	User services, statistics, ETNA Contact	3888	elitza.dentcheva@eurocontrol.int
Mr. Gino Monticelli	Assistant	User services, dispatch, ETNA contact	9162	giacinto.monticelli@eurocontrol.int
MS. Alba MUNICIO LLANES	Assistant	Claims, user services, VAT	5184	alba.municio-llanes@eurocontrol.int
Mr. Hayk Poghosyan	Secondee from UD	Claims, user services, VAT	3805	Hayk.Poghosyan@eurocontrol.int
Ms. Virginie Puisais	Assistant	Claims, user services, VAT	3892	virginie.puisais@eurocontrol.int
Ms Kristel Pyliser	Assistant	Claims, CLA requests, user services	8273	kristel.pyliser@eurocontrol.int
Ms Ioanna Trevlopoulos	Assistant	Claims, user services, dispatch	3808	ioanna.trevlopoulos@eurocontrol.int
Mr. Bob Verhaeghe	Assistant	Claims, user services, VAT	9148	Bob.verhaeghe@eurocontrol.int

Section Fax: +32 2 7299093

CRCO Multilateral and Bilateral Area



STATE	Flags	ICAO Code	ENR					TNC	Comments
			Charging Zones	* TYPE	CRCO Num	CRCO Code	Date of integration	Date of integration	
Albania		LA	Albania	M	31	LA	1/07/2003		TNC in progress.
Armenia		UD	Armenia	M	34	UD	1/03/2009		
Austria		LO	Austria	M	09	LO	1/01/1971		
Belgium		EB	Belgium & Luxembourg	M	01	EB	1/01/1971		
Luxembourg		EL							
Bosnia Herzegovina		LQ	Bosnia Herz.	M	33	LQ	1/01/2005		Messages sent by RCO Croatia.
Bulgaria		LB	Bulgaria	M	27	LB	1/01/1998	1/01/2013	
Croatia		LD	Croatia	M	26	LD	1/01/1998	1/09/2006	
Cyprus		LC	Cyprus	M	17	LC	1/01/1991		
Czech Rep.		LK	Czech Republic	M	23	LK	1/01/1996		
Denmark		EK	Denmark	M	20	EK	1/01/1995	1/01/1996	Renewed in 2012. Bornholm: see Sweden, Faroe not included.
Finland		EF	Finland	M	30	EF	1/01/2002		
France		LF	France	M	03	LF	1/01/1971	1/01/1987	Includes UK's Channel Islands. Includes BOTA. Approach billed. by CRCO but France makes the collection and recovery itself.
Monaco		LN					1/05/1972		
FYROM		LW	FYROM	M	28	LW	1/01/1999	*	*Planned.
Georgia		UG	Georgia	M	39	UG	1/01/2014		
Germany		ED/ET	Germany	M	02	ED	1/01/1971		
Greece		LG	Greece	M	13	LG	1/01/1989	1/01/2010	
Hungary		LH	Hungary	M	18	LH	1/01/1993	1/01/2006	
Ireland		EI	Ireland	M	06	EI	1/01/1971	1/01/1996	Includes SOTA and NOTA.
Italy		LI	Italy	M	16	LI	1/01/1997	1/01/1999	
Latvia		EV	Latvia	M	38	EV	1/01/2011		
Lithuania		EY	Lithuania	M	37	EY	1/01/2008	1/01/2008	
Malta		LM	Malta	M	15	LM	1/01/1990	1/01/2015	
Moldova		LU	Moldova	M	29	LU	1/01/2001	1/01/2001	
Netherlands		EH	Netherlands	M	05	EH	15/12/1971	1/01/2008	
Norway		EN	Norway	M	19	EN	1/01/1995		Includes Bødø. Jan Mayen Island not included.
Poland		EP	Poland	M	36	EP	1/01/2008		

STATE	Flags	ICAO Code	ENR					TNC	Comments
			Charging Zones	* TYPE	CRCO Num	CRCO Code	Date of integration	Date of integration	
Portugal		LPPC	Portugal (cont)	M	08	LP	1/01/1971		
		LPPO	Santa Maria		12	AZ			
Romania		LR	Romania	M	22	LR	1/01/1998		
Serbia		LY	Serbia-Montenegro-KFOR	M	35	LY	1/07/2007		Montenegro, included in the Serbia-Montenegro Charging Zone, signed a separate accession to Eurocontrol on 01/07/2007. KFOR cherging zone responsible in the upper airspace above Kosovo from 1/04/2014.
Montenegro									
Slovakia		LZ	Slovakia	M	25	LZ	1/01/1997		
Slovenia		LJ	Slovenia	M	21	LJ	1/01/1996	1/10/2006	
Spain		LE	Spain Continental	M	10	LE	1/01/1971	1/01/2014	
		GC	Spain Canarias		11	GC			
Sweden		ES	Sweden	M	24	ES	1/01/1997	1/01/2010	Includes the Danish Island of Bornholm.
Switzerland		LS	Switzerland	M	07	SG	1/11/1971		
Liechtenstein									
Turkey		LT	Turkey	M	14	LT	1/04/1989		
United Kingdom		EG	United Kingdom	M	04	TX	1/01/1971		Isle of Man, Channel Islands and Gibraltar not in EU.
Belarus		UM	Belarus	B			1/01/1996	1/01/2008	
Egypt		HE	Egypt	B			1/06/2004		
Morocco		GM	Morocco	B			1/01/2001		
Shanwick		EI		B			1/11/2004		Communication Charges on behalf of Ireland.
Ukraine		UK	Ukraine		32				Bilateral agreement (Nav + TNC) 01/01/1996 - 31/12/2013.
Uzbekistan		UT	Uzbekistan	B			1/04/1998		
Azerbaijan		UB	Azerbaïjan						Planned. No date available.
Estonia		EE	Estonia				*		*Planned on 01/01/2017.
Iceland		BI	Iceland						Planned. No date available.

*** M = Multilateral - B = Bilateral**

A-3 REPORTING RESPONSIBILITIES OF NATIONAL ROUTE CHARGES OFFICES

Note: The basic principle is that a flight is reported only once by the State from which it departs, or through which it enters the EUROCONTROL charging area for the first time. Each State, therefore, is required to transmit all IFR flights, including mixed IFR/VFR flights, which depart from aerodromes situated within its national FIR or which enter its airspace from specified adjacent FIRs. VFR flights are not to be transmitted, unless these flights are chargeable in the airspace for which the transmitting RCO is responsible (see Section. 2.5)

Agreement has been reached on transmission of Eastbound flights from the North Atlantic with France, Ireland, Norway, Portugal, Spain and the United Kingdom. These procedures are detailed in Annex A-3.1.

When in doubt as to whether a flight lies within its reporting responsibilities or not*, the RCO should always transmit it*. Duplication checks at the CRCO will suppress it if it has been sent twice.

Reporting RCO	Departure	Entering from	Conditions
EB – Belgium	EB		
	EL		
ED - Germany	ED		
	EKRN	ES	
	EKRR	ES	
	EKPB		
	EKSB		
	ET		
EF - Finland	EE		
	EF		
	O	U, EE	Except departures from OJ, OL, OS, OY, OR
	R	U, EE	
	U (except UD, UG)	U, EE	
	V	U, EE	
	W	U, EE	
	Z	U, EE	
EG–United Kingdom	B	B or Shanwick	Except 'BKPR'
	C	B or Shanwick	
	EG		Including Channel Islands departures
	EKVG	B	
	K	Shanwick	
	M	Shanwick	Except when having transited Azores
	P	B or Shanwick	
	S	Shanwick	Except when having transited Azores
	T	Shanwick	Except when having transited Azores
EH– Netherlands	EH		
EI – Ireland	EI		

Reporting RCO	Departure	Entering from	Conditions
EK - Denmark	EK		Except EKRN, EKRR and EKVG
EN – Norway	B	61° N or above	Except 'BKPR'
	C		Except when having transited EG
	EKVG	B	
	EN		
	K	B	
	M	B	
	O	U	69° N or above
	P		
	R	U	69° N or above
	U (except UD, UG)	U	69° N or above
	V	U	69° N or above
	Z	U	69° N or above
EP – Poland	EP		
	O	Belarus	Except depts. from OE, OJ, OL, OS, OY
	R	Belarus	Except when having transited EY
	UMKK		
	U (except UD, UG)	Belarus	Except when having transited EY
	V	Belarus	Except when having transited EY
	Z	Belarus	Except when having transited EY
	W	Belarus	Except when having transited EY
ES – Sweden	EKRR		
	EKRN		
	ES		
	EE	ED,EK,EN,EP	
	O	EE	Except depts. from OJ, OL, OS, OY, OR
	R	EE	Except when having transited EY, EF
	U (except UD, UG)	EE	Except when having transited EY, EF
	UMKK	UMKK	
	V	EE	Except when having transited EY, EF
	W	EE	Except when having transited EY, EF
	Z	EE	Except when having transited EY, EF
EY- Lithuania	EY		
	O	UM	Except depts. from OJ, OL, OS, OY,OR
	EE	UM	
	R	UM	
	U (except UD, UG)	UM	Except depts. from UL
	V	UM	
	W	UM	
	Z	UM	

Reporting RCO	Departure	Entering from	Conditions
EV - Latvia	EE	EE	
	EV	U	
	O (Except OJ, OL, OR, OS, OY)	U	
	R	U	
	U (Except UD, UG)	U	
	V	U	
	W	U	
	Z	U	
LA – Albania	'BKPR'	LY	
	LA		
	LYPR	LY	
LB – Bulgaria	LB		
	O (Except OJ, OL, OR, OS, OY	UK	
	R	UK	Except when having transited LR, LT, UD, UG
	U (except UD, UG)	UK	Except when having transited LR, LT, UD, UG
	V	UK	Except when having transited LR, LT, UD, UG
	W	UK	Except when having transited LR, LT, UD, UG
	Z	UK	Except when having transited LR, LT, UD, UG
LC – Cyprus	D	HE	
	F	HE	
	G	HE	
	H	HE	
	LC		
	LL		
	LV		
	O		
	U (except UD, UG)	OL or OS	
	V		
	W		
	Z		
LD – Croatia	LD		
	LQ	LQ	

Reporting RCO	Departure	Entering from	Conditions
LE – Spain	D	DA or GM	
	F		
	G	DA or GM	Except dept. from or transit of GC
	GC		
	H (except HE)	DA	
	GE		
	LE		
	LX		
	O	DA	
	S	DA or GM	Except when having transited GC or AZ
LF – France	D	DA or DT directly	Including traffic entering LF at TABOT
	F	DA or DT directly	Including traffic entering LF at TABOT
	G	DA	Except depts. from GC
	H	DA or DT directly	Except depts. from HE or HL
	LF		
	LN		
	S	DA	
LG – Greece	F	HE	
	G (except GC)	HL directly	
	H	HE	
	LG		
	LV	HE	
	O	HE	
	V	HE	
	W	HE	
LH - Hungary	LH		
	U (except UD, UG)	UK	Except when having transited LR, LT, LU, UD, UG
	V	UK	Except when having transited LR, LT, LU, UD, UG
	W	UK	Except when having transited LR, LT, LU, UD, UG
	O	UK	Except when having transited LR, LT, LU, UD, UG
	Z	UK	Except when having transited LR, LT, LU, UD, UG
	R	UK	Except when having transited LR, LT, LU, UD, UG
	EE	UK	

Reporting RCO	Departure	Entering from	Conditions
LI – Italy	D	DT	
	F	DT	
	G (except GC)	DT	
	H	DT	
	LI (except LICD)		
	LSZA		
	O	DT	
	S	DT	
LJ – Slovenia	LJ		
LK-Czech Republic	LK		
LM - Malta	D		
	F		
	G (except GC)		
	H	HL	
	LICD		
	LM		
	LV	HL	
	O	HL	
	S		
LO – Austria	LO		
LPPC–Portugal (excluding Azores)	D	GM	Except when having transited GC
	F	GM	Except when having transited GC
	G (except GC)	GM	Except when having transited GC
	LP		
LPPO - AZ (Azores)	B	Gander	
	C	Gander	
	D	Sal	
	F	Sal	
	G	Sal	
	K	Gander or New York	
	LPAZ		Westbound only
	LPLA		Westbound only
	LPPD		Westbound only
	M		
	S		
	T		

Reporting RCO	Departure	Entering from	Conditions
LQ – Bosnia & Herzegovina			No traffic to be reported
LR - Romania	EE	UK	Except when having transited EY
	LR		
	R	UK	Except when having transited LT, LU, UD, UG
	O	UK	Except when having transited LT, LU, UD, UG
	U (except UD, UG)	UK	Except when having transited LT, LU, UD, UG
	V	UK	Except when having transited LT, LU, UD, UG
	W	UK	Except when having transited LT, LU, UD, UG
	Z	UK	Except when having transited LT, LU, UD, UG
LS – Switzerland	LFLB	LF	When not re-entering LF airspace
	LFLI	LF	When not re-entering LF airspace
	LFLJ	LF	When not re-entering LF airspace
	LFLP	LF	When not re-entering LF airspace
	LFSB	LF	
	LS		
LT – Turkey	EE		Except when having transited EV
	F	OR or OS	
	H	OR or OS	
	LT		
	O	OI, OR, OS,	
	R	UR	Except when having transited UD, UG
	U (except UD, UG)	OI or UR	Except when having transited UD, UG
	V	OI, OR, OS,	
	W	OI, OR, OS,	
	Z	UR	Except when having transited UD, UG
LU - Moldova	EE	UK	Except when having transited EV
	LU		
	R	UK	Except when having transited LT, UD, UG
	O	UK	Except when having transited LT, UD, UG
	U (except UD, UG)	UK	Except when having transited LT, UD, UG
	V	UK	Except when having transited LT, UD, UG
	W	UK	Except when having transited LT, UD, UG
	Z	UK	Except when having transited LT, UD, UG
LW – F.Y.R.O.M.	BKPR	LY	
	LW		
	LYPR	LY	

Reporting RCO	Departure	Entering from	Conditions
LY – SERBIA – Montenegro - KFOR	LY		
	LQ	LQ	Entering LY airspace
LZ-Slovak Republic	LZ		
	R	UK	Except when having transited LT, UD, UG
	O (except OE, OJ, OL, OS, OY)	UK	Except when having transited LT, UD, UG
	U (except UD, UG)	UK	Except when having transited LT, UD, UG
	V	UK	Except when having transited LT, UD, UG
	W	UK	Except when having transited LT, UD, UG
	Z	UK	Except when having transited LT, UD, UG
UD - Armenia	F	OI	
	UD		
	H	OI	
	O	OI, UB, U	
	R	U, OI,UB	Except when having transited UG,LT
	U (except UG)	U, OI,UB	Except when having transited UG
	V	U, OI,UB	Except when having transited UG,LT
	W	U, OI,UB	Except when having transited UG,LT
	Z	U, OI,UB	Except when having transited UG,LT
UG - Georgia	EE		Except when having transited EV
	F	UB	
	UG		
	H	UB	
	O	U or UB	Except when having transited UD
	R	U or UB	Except when having transited UD
	U	U or UB	Except when having transited UD,EF,EY,EV,LR,LU,EP
	V	U or UB	Except when having transited UD
	W	U or UB	Except when having transited UD
	Z	U or UB	Except when having transited UD

A-3.1 North Atlantic - Eastbound Traffic

- By agreement, Eastbound traffic from the North Atlantic is transmitted only by Portugal (Azores), the United Kingdom and Norway. France, Ireland, and Spain should *not* transmit these flights.
- The United Kingdom transmits all flights which enter Shanwick FIR OCA from Reykjavik or Gander FIR OCAs (which have not already passed through the Santa Maria FIR OCA *),

and which leave Shanwick through any other FIR/UIR than the Santa Maria FIR OCA or Reykjavik FIR OCA.

- Azores RCO transmits all other flights Eastbound and Northbound across the North Atlantic, and also any Southbound flights from ICAO areas B or C coming through Shanwick FIR OCA (without passing through Shannon or Scottish FIR/UIRs) entering the Santa Maria area.
- Norway transmits all Eastbound transatlantic flights entering Norwegian airspace at 61°N or above.
- Each working day, for verification purposes, Santa Maria sends a copy of the daily CRCO traffic file to the United Kingdom RCO, so that duplicate reporting from the Azores and United Kingdom can be avoided.

A-4 TRANSMISSION CALENDAR

2015 : The deadline for reception of packets is 16h00 on the day indicated. Packets may be transmitted at any time prior to the deadline, including during weekends and holidays.

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
1				24		22-23	23		23-24	23		22-23
2		23-24	20-21	25		24-25	24		25	24	23-24	24
3		25-26	22-23	26		26	25	24-25	26		25-26	25
4		27	24		23-24	27		26-27	27		27	26
5	22-27	28	25		25-26	28		28		25-26	28	
6	28-29	29	26		27-28		26-27	29		27-28	29	
7	30			27-28	29		28-29	30	28-29	29		27-28
8	31			29-30	30	29-30	30		30-31	30		29-30
9	1	30-31	27-28	31-1		31-1	1		1	1	30-31	1
10		1-2	1-2	2		2	2 B	31-1	2		1-2	2
11		3	3		1-2 B	3		2-3	3 B		3	3 B
12	2-3 B	4	4		3-4	4 B		4		2-3 B	4	
13	4-5	5 B	5 B	3-4 B	5		3-4	5		4-5	5 B	
14	6			5-6			5-6	6 B	4-5	6		4-5
15	7			7		5-6	7		6-7	7		6-7
16	8	6-7	6-7	8		7-8	8		8	8	6-7	8
17		8-9	8-9	9		9	9	7-8	9		8-9	9
18		10	10		6-7	10		9-10	10		10	10
19	9-10	11	11		8-9	11		11		9-10	11	
20	11-12	12	12	10-11	10-11		10-11	12		11-12	12	
21	13			12-13	12-13			13	11-12	13		11-12
22	14			14	14	12-13	12-13		13-14	14		13-14
23	15	13-14	13-14	15		14-15	14-15		15	15	13-14	15
24		15-16	15-16	16		16	16	14-15	16		15-16	
25		17	17			17		16-17	17		17	
26	16-17	18	18		15-16	18		18		16-17	18	
27	18-19	19	19	17-18	17-18		17-18	19		18-19	19	
28	20			19-20	19-20		19-20	20	18-19	20		
29	21			21	21	19-20	21		20-21	21		
30	22		20-21	22		21-22	22		22	22	20-21	
31			22-23				23	21-22				

	=	weekend		=	week-end
B	=	last day before billing	B	=	dernier jour avant la facturation
	=	EUROCONTROL or RCO holiday		=	jour férié d'EUROCONTROL or RCO

JAN 2016	
	1
	2
	3
16-26	4

A-5 AERODROME LOCATION INDICATORS NOT PUBLISHED IN ICAO DOCUMENT 7910

Note:

The Location Indicators given in this Annex have been compiled from aerodrome lists communicated to the CRCO by National Administrations to supplement ICAO Doc.7910 as far as their territory is concerned.

In most cases such lists are provisional only and have been issued exclusively for the purposes of flight message processing at the CRCO. In consequence, this information should under no circumstances be used in the compilation of flight plans on the sole basis of publication in this document.

EG - United Kingdom

1. Encode

Andreas	EGZB	North Connel (Oban)	EGZI
Benwick	EGZW	Rosyth	EGZQ
Gigha Island	EGEJ	St. Kilda	EGZT
Isle of Skye	EGEV	Weston-on-the-Green	EGZG
Isle of Flotta	EGZR	Wigtown	EGZN
Lundy Island	EGZV	Winfield	EGZO
Nesscliffe	EGEZ		

2. Decode

EGEJ	Gigha Island	EGZO	Winfield
EGEV	Isle of Skye	EGZQ	Rosyth
EGEZ	Nesscliffe	EGZR	Isle of Flotta
EGZB	Andreas	EGZT	St. Kilda
EGZG	Weston-on-the-Green	EGZV	Lundy Island
EGZI	North Connel (Oban)	EGZW	Benwick
EGZN	Wigtown		

EK - Denmark

1. Encode

Arnborg	EKXG	Løkken	EKXC
Fredericia	EKXV	Nymindegab	EKXF
Filskov	EKXI	Ølgod	EKXE
Frederikshavn/Knivholt	EKXB	Røde Kro	EKXK
Frederikssund	EKXN	Sdr. Felding	EKXS
Frederiksværk	EKXM	Slagelse	EKXL
Hesselø	EKXW	Sønderho	EKXT
Hobro	EKXA	Trundholm	EKXP
Holstebro/Lindtorp	EKXX	Windmill Park Dantysk	EKXJ
Hov/Gyllingnæs	EKXH		
Julianelyst	EKXU		

2. Decode

EKXA	Hobro		
EKXB	Frederikshavn/Knivholt	EKXM	Frederiksværk
EKXC	Løkken	EKXN	Frederikssund
EKXE	Ølgod	EKXP	Trundholm
EKXF	Nymindegab	EKXS	Sdr. Felding
EKXG	Arnborg	EKXT	Sønderho
EKXH	Hov/Gyllingnæs	EKXU	Julianelyst
EKXI	Filskov	EKXW	Hesselø
EKXJ	Windmill Park Dantysk	EKXX	Holstebro/Lindtorp
EKXK	Røde Kro	EKXV	Fredericia
EKXL	Slagelse		

EN - Norway

1. Encode

Akershus SS	ENYA	ENYK	
Åsegarden	ENPA	Kinsarvik, Vetlemoen	ENYN
Atna	ENPN	Kongsvinger	ENUI
Aukra, Gossen	ENAG	Laerdal, Grandane	ENYL
Byglandsfjord, Ose	ENPG	Maarud	ENUM
Sumadal	ENWF	Mandal	ENYM
Fuglenes	ENPF	Maursæth, Eidfjord	ENYE
Grong, Bjørgan	ENWB	Møre og Romsdal SS, Ålesund	ENPC
Haga	ENUG	Orre, Skeie	ENYR
Haslemoen	ENUP	Regionsykehuset, Tromsø	ENPT
Haukland sykehus,		Regionsykehuset, Trondheim	ENWT
Bergen	ENYB	Storefjell H.fjells hotell	ENUJ
Hengsvatn	ENUX	Tana Bru	ENPB
Herdla	ENYH	Tau	ENYT
Holten	ENWH	Torsnes	ENUT
		Wadahl	ENUW
		ENVV	

2. Decode

ENPA	Åsegarden	Grong,	Bjørgan
ENPB	Tana Bru	Fiske,	Sumadal
ENPC	Møre og Romsdal SS, Ålesund	ENAG	Aukra, Gossen
		ENWH	Holten
ENPF	Fuglenes	ENWT	Regionsykehuset, Trondheim
ENPG	Byglandsfjord, Ose		
ENPN	Atna	ENYA	Akerhus SS, Lorenskog
ENPT	Regionsykehuset, Tromsø	ENYB	Haukland sykehus, Bergen
ENUG	Haga		
ENUI	Kongsvinger	ENYE	Maursæth, Eidfjord
ENUJ	Storefjell H.fjells hotell	ENYH	Herdla
ENUM	Maarud	ENYK	Kårstø
ENUP	Haslemoen	ENYL	Lærdal, Grandane
ENUT	Torsnes	ENYM	Mandal
ENUW	Wadahl	ENYN	Kinsarvik, Vetlemoen
ENUX	Hengsvatn	ENYR	Orre, Skeie
ENVV	Zzzz	ENYT	Tau

ES - Sweden

1. Encode

Älvdalen	ESYP	Malå	ESYE
Årjäng	ESWA	Mobergsholm	ESWH
Backa	ESWB	Motala	ESWT
Bänkås	ESYM	Nacka Sjukhus	ESHN
Bollnäs	ESYO	Norberg	ESWN
Bräcke	ESYK	Porjus	ESYB
Frölunda	ESVF	Rörbäcksnäs	ESYQ
Hällnäs	ESYF	Sala	ESWS
Hörnefors	ESYG	Stöde	ESYL
Järpen	ESYI	Svenstavik	ESYJ
Långtora	ESWL	Voullerim	ESYR
Maj	ESYN		
Falsterbo Syd (VESSEL VIDAR)	ESLF		

2. Decode

ESHN	Nacka Sjukhus	ESYG	Hörnefors
ESVF	Frölunda	ESYI	Järpen
ESWA	Årjäng	ESYJ	Svenstavik
ESWB	Backa	ESYK	Bräcke
ESWH	Mobergsholm	ESYL	Stöde
ESWL	Långtora	ESYM	Bänkås
ESWN	Norberg	ESYN	Maj
ESWS	Sala	ESYO	Bollnäs
ESWT	Motala	ESYP	Älvdalen
ESYB	Porjus	ESYQ	Rörbäcksnäs
ESYE	Malå	ESYR	Voullerim
ESYF	Hällnäs	ESLF	Falsterbo Syd (VESSEL VIDAR)

LC - Cyprus

For CRCO purposes only, when the airport of arrival or departure is situated in the Nicosia FIR and the Aerodrome Location Indicator is not published in ICAO Document 7910, the aerodrome should be coded YYYY. This code is not to be used for any other purpose.

LH – Hungary

1. Encode

Balassagyarmat	LHBA	Kunmadaras	LHKM
Ersekcsanad	LHEC	Maklar	LHMR
Kenderes	LHKS	Nagykanizsa	LHNK
Kisköre	LHKR	Szekesfehervar	LHSF

2. Decode

LHBA	Balassagyarmat	LHKS	Kenderes
LHEC	Ersekcsanad	LHMR	Maklar
LHKM	Kunmadaras	LHNK	Nagykanizsa
LHKR	Kisköre	LHSF	Szekesfehervar

LI - Italy

1. Encode

Barbialla	LIAB	Il Ciocco	LIAO
Capena	LIAC	Ischia	LIAI
Capo S. Vito	LINV	Monteprandone	LIDO
Casalecchio	LIDY	Ortona	LINT
Celano	LIAH	Piattadorma N.E. Ancona	LIDZ
Cervinia	LILL	Rapallo	LIXR
Corato	LINC	Spoleto	LIAS
Fara S. Martino	LINS	Tolentino	LINW
Fermo	LINF	Tolmezzo	LIDQ
Gaeta	LIAE	Trento Gardolo	LIDN
Gubbio	LIAG	Venaria Reale	LILW

2. Decode

LIAB	Barbialla	LIDZ	Piattadorma N.E. Ancona
LIAC	Capena	LILL	Cervinia
LIAE	Gaeta	LILW	Venaria R.
LIAG	Gubbio	LINC	Corato
LIAH	Celano	LINF	Fermo
LIAI	Ischia	LINS	Fara S. Martino
LIAO	Il Ciocco	LINT	Ortona
LIAS	Spoleto	LINV	Capo S. Vito
LIDN	Trento Gardolo	LINW	Tolentino
LIDO	Montepandrone	LIXR	Rapallo
LIDQ	Tolmezzo		
LIDY	Casalecchio		

LK- Czech Republic

1. Encode

Hradcany Airport	LKHR

2. Decode

LKHR	Hradcany Airport

LM - Malta

1. Encode

Noble	LMMN

2. Decode

LMMN	Noble

LO - Austria

1. Encode

Grub	LOLB
Ried/Fischer	LOLI

2. Decode

LOLB	Grub
LOLI	Ried/Fischer

LU - Moldova

1. Encode

Ungheni	LUKU

2. Decode

LUKU	Ungheni

A-6 FLIGHTS OPERATING UNDER IATA CALLSIGNS

IATA CODE	ICAO CODE	FLIGHTS
AF	AFR	Domestic France
XK	CCM	Domestic France
A5*	HOP	Domestic France

* A5 is substituted by HO

A-7 CRCO NUMERIC CODES FOR MILITARY USERS

A-7.1 Decode

Technically integrated Member States (exemption code "M")

001	Germany
002	Belgium
003	France
004	Netherlands (Air Force)
005	United Kingdom (Air Force)
006	Ireland
007	Luxembourg
008	Portugal
009	Greece
010	Austria
011	Spain (Air Force)
012	Turkey
013	Spain (Navy)
014	Malta
015	United Kingdom (Navy)
016	Cyprus
017	Italy
018	Switzerland
019	Hungary
020	Norway
021	Denmark
022	Slovenia
023	Romania
024	Czech Republic
025	Sweden
026	Slovak Republic
027	Croatia
028	Bulgaria
029	F.Y.R.O.M.
030	Netherlands (Navy)
031	Moldova
032	Finland
033	Albania
034	Bosnia-Herzegovina
035	Serbia
036	Poland
037	Lithuania
038	Armenia
039	Latvia
044	Netherlands Air Force (Transport)
117	Italy (Guardia di Finanza)
218	Georgia
819	BRK (NATO Airlift Mgt Agency)

Other Countries (exemption code "X")

See next page

Other Countries (exemption code "X")

201 U.S.A. (Air Force)
202 Canada
206 Morocco
208 Israel
209 Lebanon
211 Estonia
215 Belarus
221 Brazil
222 Argentina
228 Ecuador (Airforce)
301 Australia
302 Azerbaijan
303 Iran
304 Congo (Democratic Republic)
306 Jordan
307 New Zealand
309 India
310 Japan
311 Philippines
312 Kazakhstan
313 Niger
314 Turkmenistan
315 Colombia
316 Libya
317 Iraq
318 Yemen
319 Saudi Arabia
320 Gabon
321 Côte d'Ivoire
322 Uzbekistan
323 Kenya
324 Chile (Airforce)
325 Oman
326 Central African Republic
327 Bolivia
328 Ecuador (Navy)
329 Peru
330 Senegal
331 Uruguay (Navy)
332 Congo (Brazzaville)
333 Chad
334 Algeria
335 Venezuela (Air Force)
336 Pakistan (Air Force)
337 Thailand
338 Rwanda
339 Benin
340 Mexico (Airforce)
341 Nigeria
342 Pakistan (Navy)
343 Singapore
344 China
345 Kuwait
346 Bahrain
347 Pakistan (Bravo Flight)
348 Korea (South)
349 Dubai
351 Egypt
352 Burkina Faso
353 Ghana
356 Malaysia
357 United Arab Emirates
358 Tunisia
359 Guatemala
360 Mauritania
361 Mali
363 Togo
364 Syria
365 Myanmar
366 Panama
368 Nicaragua
369 Cameroon
371 Sudan
372 Botswana
373 Tajikistan
374 Uruguay (Air Force)
375 Indonesia
376 Angola
377 Qatar
378 Pakistan (Army)
379 Malawi
380 Zimbabwe
381 NATO (NAPMO)
382 Chile (Navy)
383 Venezuela (Navy)
384 Mexico (Navy)
385 U.S.A. (Navy)
389 Bangladesh
390 Ethiopia
391 Russian Federation
394 Zambia
395 South Africa
396 Kyrgyzstan
398 Ukraine
399 Eritrea

A-7.2 Encode (Exemptions M & X)

Albania	033
Algeria	334
Angola	376
Argentina	222
Armenia	038
Australia	301
Austria	010
Azerbaijan	302
Bahrain	346
Bangladesh	389
Belarus	215
Belgium	002
Benin	339
Bolivia	327
Bosnia-Herzegovina	034
Botswana	372
Brazil	221
Bulgaria	028
Burkina Faso	352
Cameroon	369
Canada	202
Central African Republic	326
Chad	333
Chile (Air Force)	324
Chile (Navy)	382
China	344
Colombia	315
Congo (Democratic Republic)	304
Congo (Brazzaville)	332
Côte d'Ivoire	321
Croatia	027
Cyprus	016
Czech Republic	024
Denmark	021
Dubai	349
Ecuador	228, 328
Egypt	351
Eritrea	399
Estonia	211
Ethiopia	390
Finland	032
France	003
F.Y.R.O.M.	029
Gabon	320
Georgia	218
Germany	001
Ghana	353
Greece	009
Guatemala	359
Hungary	019
India	309
Indonesia	375
Iran	303
Iraq	317
Ireland	006
Israel	208
Italy	017
Italy (Guardia di Finanza)	117
Japan	310
Jordan	306
Kazakhstan	312
Kenya	323
Korea (South)	348
Kuwait	345
Kyrgyzstan	396
Latvia	039
Lebanon	209
Libya	316
Lithuania	037
Luxembourg	007
Malawi	379
Malaysia	356
Mali	361
Malta	014
Mauritania	360
Mexico (Air Force)	340
Mexico (Navy)	384
Moldova	031
Morocco	206
Myanmar	365
NATO (AWACS)	381
NATO (Airlift Mgt Agency)	819
Netherlands (Air Force)	004
Netherlands (Navy)	030
Netherlands Air Force (Transport)	044
New Zealand	307
Nicaragua	368
Niger	313
Nigeria	341
Norway	020
Oman	325
Pakistan (Air Force)	336
Pakistan (Navy)	342
Pakistan (Bravo Flight)	347
Pakistan (Army)	378
Panama	366

Encode - *continued*

Peru	329
Philippines	311
Poland	036
Portugal	008
Qatar	377
Romania	023
Russian Federation	391
Rwanda	338
Saudi Arabia	319
Senegal	330
Serbia	035
Singapore	343
Slovak Republic	026
Slovenia	022
South Africa	395
Spain (Air Force)	011
Spain (Navy)	013
Sudan	371
Sweden	025
Switzerland	018
Syria	364
Tajikistan	373
Thailand	337
Togo	363
Tunisia	358
Turkey	012
Turkmenistan	314
U.S.A. (Air Force)	201
U.S.A. (Navy)	385
Ukraine	398
United Arab Emirates	357
United Kingdom (Air Force)	005
United Kingdom (Navy)	015
Uruguay (Air Force)	374
Uruguay (Navy)	331
Uzbekistan	322
Venezuela (Air Force)	335
Venezuela (Navy)	383
Yemen	318
Zambia	394
Zimbabwe	380

A-7.3 Table Of Commonly Used Military Callsigns (in alphabetical order)

Note 1: Callsigns are in alphabetical order
Note 2: Slanted indicators are official ICAO indicators, should not be coded (see Section 3.3)
Note 3: … (dots at end of callsign) are replacing any number or letter

Callsigns	Code	User	Name	Cy	Remarks
-	328	1094	MIL Ecuador Navy	SE	
3GE.	10	1083		LO	PC6T
3HF.	10	1083	MIL AUSTRIA	LO	PC7
5DH.	10	1083	MIL AUSTRIA	LO	B212
6M…	10	1083	MIL AUSTRIA	LO	H60
7TVP.	334	1082	MIL ALGERIA	DA	Registration, GLF4/5
7TWG.	334	1082	MIL ALGERIA	DA	Registration, C295
7TWH.	334	1082	MIL ALGERIA	DA	Registration, C130
7TWI.	334	1082	MIL ALGERIA	DA	Registration, IL76
A till Z..	32	1097	MIL FINLAND	EF	(Letter of alphabet followed by 2 digits) HAWK, LJ35, F18, MI8, PA31, L90, L70, F27
AAC…		26285	MIL UK ARMY	EG	H64, BN2T
AAC…	5	2294	MIL UK RAF	EG	Type mainly TOR, (AAC ICAO allocated to Army Air Corps)
AFP…	8	1114	MIL PORTUGAL	LP	EH10, P3, C212, FA50, TB30, C130, C337
AME…	11	1095	MIL SPAIN	LE	F27, C212, MRF1, F18, C560, C130, C295, CN35F900, A310, FA20, B703, C550, C101
AME84..	13	7729	MIL SPAIN NAVY	LE	C550
AMIGO…	11	1095	MIL SPAIN	LE	C101
ANSAR…	13	7729	MIL SPAIN NAVY	LE	H60
ARGUS…	201	2799	MIL USA	KX	BE20
ASTRA…	309	1488	MIL INDIA	VI	IL76, SU30, SU27
ASY…	301	438	MIL AUSTRALIA	AM	B737, C17
AZOR….	11	1095	MIL SPAIN	LE	C295, CN35
BAF…	2	1084	MIL BELGIUM	EB	BAF1.. = AJET, BAF2../BAF4.. = F16, BAF6.. = A310, C130, E135, E145, FA20, F900, BAF7..= S61
BAH…		22433	Bahrain Amiry Flight	OB	Bahrain Amiry Flight, BAH1 and 2 = B74., 3 = B722, BAH4 = GLF4
BAH008/9	BFW	28348	MIL BAHRAIN	OB	RJ85, code BFW, to be checked by CRCO
BELL..	10	1083	MIL AUSTRIA	LO	B212
BLUE…	201	2799	MIL USA	KX	Refuelling ac
BLUEB…	4	1102	MIL NETHERLANDS	EH	ALO3
BRK	N/A	35863	MIL HUNGARY NAMA	LH	Internal nationality code = M2
BRS…	221	617	MIL BRAZIL	SB	BRS001/01 = A319, BRS21..=B732, A319, BRS24.=B703, C130, BRS25. = C295, E135
BUAF…	28	15686	MIL BULGARIA	LB	AN26, AN30, L410, C27J
BULL..	10	1083	MIL AUSTRIA	LO	C130
BURSA…	201	2799	MIL USA	KX	LJ35
BWY…	15	3279	MIL UK ROYAL NAVY	EG	HAWK, FA20 (BWY ICAO allocated to Fleet Requirements Air Direction Unit)
C252/3	6	1104	MIL IRELAND	EI	CN235
CAF..	27	23939	MIL CROATIA	LD	CAF0.. = PC9
CEF…	24	3597	MIL CZECH REPUBLIC	LK	CEF1… = L410, CEF5… = A319, CEF6… = AN26, other types CL60, L39, MI8, L159, YK40, SB39
CEV…	3	1098	MIL FRANCE	LF	Mainly executed by FZ-registration, CEV used by CENTEV France, to be checked by CRCO
CFC…	202	702	MIL CANADA	CY	CFC41.. - 44.. = A310, CFC2… = C130, CFC04 = P3, CFC3… = CL60, CFC40.. = C17
COBRA…	13	7729	MIL SPAIN NAVY	LE	HAR
CONDOR…	22	22617	MIL SLOVENIA	LJ	AS32
COUGAR…	22	22617	MIL SLOVENIA	LJ	AS32
CTM…	3	1098	MIL FRANCE	LF	TBM7, F900, PUMA, C130, CN35, C160, A310, A319, FA50, MIR, N262, C212

CWL	5	2294	MIL UK RAF	EG	BE20
DAF…	21	1090	MIL DENMARK	EK	C130, F16, CL60, EH10, S61, MF17, C30J
DIAM…	4	1102	MIL NETHERLANDS	EH	PC7
DNY…	21	1090	MIL DENMARK	EK	Navy, type LYNX
DUKE…	201	2799	MIL USA	KX	BE20, C560
DUMBO….	11	1095	MIL SPAIN	LE	C130
EAGLE..	10	1083	MIL AUSTRIA	LO	F5
EGY…	351	7907	MIL EGYPT (3)	HE	EGY11../15..= C130, EGY3…= B190, EGY2…= DHC5
FAC H…	324	769	MIL CHILE	SC	FAC used by MIL Colombia, FAC ICAO allocated Altantic Helicopters, to be checked by CRCO
FAC…	315	805	MIL COLOMBIA	SK	To be checked by CRCO
FAE	228	36031	MIL Ecuador Airforce	SE	
FAF…	3	1098	MIL FRANCE	LF	EC2F, MRF1, MIR2, E121, TB30, TUCA, K35R,
FAG	14	102	Mil ARGENTINA		
FIAM…	17	1106	MIL ITALY	LI	Mainly helicopters, B212, B412, UH1
FMY…	3	1098	MIL FRANCE	LF	Mainly executed by FM-registration, helicopters
FNF…	32	1097	MIL FINLAND	EF	LJ35, C295, F27
FNY…	3	1098	MIL FRANCE	LF	AS65, ATLA, E121, FA10, FA50, FREL, N262
FOCA…	11	1095	MIL SPAIN	LE	CL2T
GAB…	320	9055	MIL GABON (2)	FO	B772
GAF…	1	1778	MIL GERMANY	ED	A310, C160, F4, CL60, UH1, TOR, H53, P3, S61, D228, AS32
GAM…	1	1778	MIL GERMANY	ED	Mainly executed by helicopters, H53, UH1
GATO…	13	7729	MIL SPAIN NAVY	LE	B212
GNY…	1	1778	MIL GERMANY	ED	P3, S61
HAF…	9	1099	MIL GREECE	LG	C130, BE20, GLF5, F16, E145, A7, C27J, CL2T
HERKY…	8	1114	MIL PORTUGAL	LP	C130
HKY…	201	2799	MIL USA	KX	C130
HOOTER…	15	3279	MIL UK ROYAL NAVY	EG	FA20
HRZ…	27	23939	MIL CROATIA	LD	HRZ... = PC9 , MI8, CL2T
HUAF…	19	1103	MIL HUNGARY	LH	Mainly AN26 other types L39, SB39,
I1… - I9…	17	1106	MIL ITALY	LI	plus last digits of registration, various types UH1, S61, B212, B412, A129, A109, C130, P180, AT45
IAF…	208	1105	MIL ISRAEL	LL	C130, BE20, GLF5, B703
IFC…	309	1488	MIL INDIA	VI	Mainly IL76; MI26, E135
IRL…	6	1104	MIL IRELAND	EI	CN35, GLF4, BE20, PC9, LJ45, A139
IRL251	6	1104	MIL IRELAND	EI	GLF4
IRL258	6	1104	MIL IRELAND	EI	LJ45
ISF…	2	1084	MIL BELGIUM	EB	A310, C130, E135, E145, FA20,
ISF…	23	11555	MIL ROMANIA	LR	C130
JAF…	310	22574	MIL JAPAN	RJ	B744, GLF4
JALOP…	201	2799	MIL USA	KX	LJ35
JGA…	2	1084	MIL BELGIUM	EB	A310, C130, E135, E145, FA20, F900
JGC…	25	1116	MIL SWEDEN	ES	C130
JGD…	3	1098	MIL FRANCE	LF	Mainly A310
JGF…	9	1099	MIL GREECE	LG	C130
JGM…	12	1120	MIL TURKEY	LT	C160, CN35
JGP11	10	1083	MIL AUSTRIA	LO	C130
JGS…	24	3597	MIL CZECH REPUBLIC	LK	AN26, YK40,
JGW…	22	22617	MIL SLOVENIA	LJ	L410

JM…	385	823	MIL US NAVY	KX	SW4, DC93, C130, GLF4, B737
KAF32.	345	1672	MIL KUWAIT	OK	C130
LAAF…	316	1726	MIL LIBYA	HL	IL76, YK40, C130, AN72
LAF…	39	19962	MIL LATVIA	EV	LAF1.. = MI8, LAF145 = L410 To be checked by CRCO
LAF…	316	1726	MIL LIBYA	HL	IL76, To be checked by CRCO (LAF allocated to Mil Latvia)
LINCE…	8	1114	MIL PORTUGAL	LP	FA50
LINCE…	11	1095	MIL SPAIN	LE	F900
LMG…	395	22231	MIL SOUTH AFRICA	FA	B737, FA20, F900
LOP	5	2294	MIL UK RAF	EG	TUCA
LYF…	37	22249	MIL LITHUANIA	EY	MI8, AN26, C27J, L410, L39
MA…	20	1111	MIL NORWAY	EN	F16
MJN…	325	1943	MIL MUSCAT & OMAN	OO	MJN2..= C130, MJN5..= BA11
MORSA	13	7729	MIL SPAIN NAVY	LE	S61
MRJ…	303	1529	MIL IRAN	OI	FA50, B703, A321
NAF…	4	1102	MIL NETHERLANDS	EH	F16
NAF…	44	34026	MIL NETHERLANDS	EH	Transport ac DC10, F50, C130, GLF4
NATO…	381	6310	MIL NATO NAPMA	KX	EC3F, E3TF, B703 - Internal nationality code = M1
NAVY…	15	3279	MIL UK ROYAL NAVY	EG	EH10, LYNX, S61
NOW…	20	1111	MIL NORWAY	EN	C130, FA20, F16, P3, B412
NVY…	15	3279	MIL UK ROYAL NAVY	EG	EH10, LYNX, S61, JS20, JS31 (NVY ICAO allovated to Royal Navy)
OMEGA…	4	1102	MIL NETHERLANDS	EH	H47
ORCA…	13	7729	MIL SPAIN NAVY	LE	C650
OSY...	398	19955	MIL UKRAINE	UK	AN30
OSY…	391	10937	MIL RUSSIA	UU	AN30, T154
OSY…	25	1116	MIL SWEDEN	ES	SF34
PAAF..	336	2087	MIL PAKISTAN	OP	C130 (PAF allocated to Palio Air Service SPA Italy)
PAF…	336	2087	MIL PAKISTAN	OP	C130, P3 (PAF allocated to Palio Air Service SPA Italy)
PANT..	10	1083	MIL AUSTRIA	LO	F5
PC…	1	1778	MIL GERMANY	ED	D228
PLF…	36	1113	MIL POLAND	EP	AN26, MG29, T154, YK40, SU17, AN28, C295
PNY…	36	1113	MIL POLAND	EP	AN28
POKER…	11	1095	MIL SPAIN	LE	F18
PRO…	17	1106	MIL ITALY	LI	plus last digits of registration, various types UH1, S61, B212, B412, A129, A109, C130, P180, AT45
PUMA…	22	22617	MIL SLOVENIA	LJ	Z42, Z43, AS32. Other types PC9, B412, PC6P
QUID…/QUI	… 201	2799	MIL USA	KX	K35R
RCH….	201	2799	MIL USA	KX	C130, C5, C17, K35R, K35E
RELAX…	8	1114	MIL PORTUGAL	LP	C212
RFF…	391	10937	MIL RUSSIA	UU	AN22, A124, IL18, AN12, IL76, T134, AN26, T154
RFR…	5	2294	MIL UK RAF	EG	TOR, PUMA, HAR, (RFR ICAO allocated to Royal Air Force)
RJZ…	306	1107	MIL JORDAN	OJ	RJZ34...= C130, other types MRC, F16
RMAF…	206	7597	MIL MOROCCO (3)	GM	BE9T, C130, CN35, FA50, MRF1, GLF3, GLF2, B350, C560, F5, BE20
RMF…	356	1800	MIL MALAYSIA	WM	B737
ROF…	23	11555	MIL ROMANIA	LR	MIG21, C130, AN26, MG21, MI8
RRR…	5	2294	MIL UK RAF	EG	H25B, B461, VC10, L101, C130, C30J, C17, JS31 (RRR ICAO allocated to RAF HQSTC (Air Tpt)
RSAF…	319	5556	MIL SAUDI ARABIA	OE	C130
RSF…	319	5556	MIL SAUDI ARABIA	OE	C130
S…	201	2799	MIL USA	KX	GLF3, GLF4, GLF5, B737

SNOUT…	8	1114	MIL PORTUGAL	LP	C212
SPER…	17	1106	MIL ITALY	LI	plus last digits of registration, various types UH1, S61, B212, B412, A129, A109, C130, P180, AT45
SQF….	26	20528	MIL SLOVAKIA	LZ	SQF followed by tailnumber, indicates type. Types: MG29, L410, L39, AN26
SUA…	351	7907	MIL EGYPT (3)	HE	SUAXN = FA20
SUB…	351	7907	MIL EGYPT (3)	HE	SUBGM/GV/NC/NO/PF = GLF3, GLF4
SUI…	18	1117	MIL SWITZERLAND	LS	C56X, FA50, AS32, F18, B350, PC7, PC9
SVF…	25	1116	MIL SWEDEN	ES	SF34, GLF4, SB39, C130, SB05, AS32,
T…	18	1117	MIL SWITZERLAND	LS	AS32
TAF…	358	1119	MIL TUNISIA	DT	C130, L410, (ICAO allocated to Aerea Transportes Aereos del Pacifico Colombia)
TIGER..	10	1083	MIL AUSTRIA	LO	SB05
TITAN…	309	1488	MIL INDIA	VI	IL76, SU30, SU27
TJXCD-E-F	369	4106	MIL CAMEROUN	FK	C130
TR…	320	9055	MIL GABON (2)	FO	AS32, C130, F900
TUAF…	12	1120	MIL TURKEY	LT	C130, C160, CN235, CN35, GLF4,
TUAF0…	12	1120	MIL TURKEY	LT	F4, F5, F16
TUCAN…	11	1095	MIL SPAIN	LE	C295, CN35
TUNIS…	358	1119	MIL TUNISIA	DT	B737
TYPH…	10	1083	MIL AUSTRIA	LO	EUFI
UAE…	357	124	MIL UNITED ARAB EMIRATES	OM	UAF12.. = C130, other types H47, A139, MIR2, CN235, CN35
UAF…	357	124	MIL UNITED ARAB EMIRATES	OM	UAF12.. = C130, other types H47, A139, MIR2, CN235, CN35
UR…..	398	19955	MIL UKRAINE	UK	AN26, AN30, T134, T154
VIPER	10	1083	MIL AUSTRIA	LO	PC6T
VV….	385	823	MIL US NAVY	KX	VV + letter(s) of alphabet followed by numbers, C130, DC93, B737, P3
VVJ…	201	2799	MIL USA	KX	
WILDC…	4	1102	MIL NETHERLANDS	EH	Type AS32
WOLF…	4	1102	MIL NETHERLANDS	EH	Type AS32
YAF….	305	1121	MIL YUGOSLAVIA	LY	AN26, YK40
	317	34879	Mil Iraq		
	348	32907	Mil Korea South		

A-7.4 Table Of Commonly Used Military Callsigns (sorted by Code)

Note 1: Callsigns are sorted by Code (Numeric)
Note 2: Slanted indicators are official ICAO indicators, should not be coded (see Section 3.3)
Note 3: … (dots at end of callsign) are replacing any number or letter

Callsigns	Code	User	Name	Cy	Remarks
GAF…	1	1778	MIL GERMANY	ED	A310, C160, F4, CL60, UH1, TOR, H53, P3, S61, D228, AS32
GAM…	1	1778	MIL GERMANY	ED	Mainly executed by helicopters, H53, UH1
GNY…	1	1778	MIL GERMANY	ED	P3, S61
PC…	1	1778	MIL GERMANY	ED	D228
BAF…	2	1084	MIL BELGIUM	EB	BAF1.. = AJET, BAF2../BAF4.. = F16, BAF6.. = A310, C130, E135, E145, FA20, F900, BAF7..= S61
ISF…	2	1084	MIL BELGIUM	EB	A310, C130, E135, E145, FA20,
JGA…	2	1084	MIL BELGIUM	EB	A310, C130, E135, E145, FA20, F900
CEV…	3	1098	MIL FRANCE	LF	Mainly executed by FZ-registration, CEV used by CENTEV France, to be checked by CRCO
CTM…	3	1098	MIL FRANCE	LF	TBM7, F900, PUMA, C130, CN35, C160, A310, A319, FA50, MIR, N262, C212
FAF…	3	1098	MIL FRANCE	LF	EC2F, MRF1, MIR2, E121, TB30, TUCA, K35R,
FMY…	3	1098	MIL FRANCE	LF	Mainly executed by FM-registration, helicopters
FNY…	3	1098	MIL FRANCE	LF	AS65, ATLA, E121, FA10, FA50, FREL, N262
JGD…	3	1098	MIL FRANCE	LF	Mainly A310
BLUEB…	4	1102	MIL NETHERLANDS	EH	ALO3
DIAM…	4	1102	MIL NETHERLANDS	EH	PC7
NAF…	4	1102	MIL NETHERLANDS	EH	F16
OMEGA…	4	1102	MIL NETHERLANDS	EH	H47
WILDC…	4	1102	MIL NETHERLANDS	EH	Type AS32
WOLF…	4	1102	MIL NETHERLANDS	EH	Type AS32
AAC…	5	2294	MIL UK RAF	EG	Type mainly TOR, (AAC ICAO allocated to Army Air Corps)
CWL	5	2294	MIL UK RAF	EG	BE20
LOP	5	2294	MIL UK RAF	EG	TUCA
RFR…	5	2294	MIL UK RAF	EG	TOR, PUMA, HAR, (RFR ICAO allocated to Royal Air Force)
RRR…	5	2294	MIL UK RAF	EG	H25B, B461, VC10, L101, C130, C30J, C17, JS31 (RRR ICAO allocated to RAF HQSTC (Air Tpt)
C252/3	6	1104	MIL IRELAND	EI	CN235
IRL…	6	1104	MIL IRELAND	EI	CN35, GLF4, BE20, PC9, LJ45, A139
IRL251	6	1104	MIL IRELAND	EI	GLF4
IRL258	6	1104	MIL IRELAND	EI	LJ45
AFP…	8	1114	MIL PORTUGAL	LP	EH10, P3, C212, FA50, TB30, C130, C337
HERKY…	8	1114	MIL PORTUGAL	LP	C130
LINCE…	8	1114	MIL PORTUGAL	LP	FA50
RELAX…	8	1114	MIL PORTUGAL	LP	C212
SNOUT…	8	1114	MIL PORTUGAL	LP	C212
HAF…	9	1099	MIL GREECE	LG	C130, BE20, GLF5, F16, E145, A7, C27J, CL2T
JGF…	9	1099	MIL GREECE	LG	C130
3GE.	10	1083		LO	PC6T
3HF.	10	1083	MIL AUSTRIA	LO	PC7
5DH.	10	1083	MIL AUSTRIA	LO	B212
6M…	10	1083	MIL AUSTRIA	LO	H60
BELL..	10	1083	MIL AUSTRIA	LO	B212
BULL..	10	1083	MIL AUSTRIA	LO	C130

EAGLE..	10	1083	MIL AUSTRIA	LO	F5
JGP11	10	1083	MIL AUSTRIA	LO	C130
PANT..	10	1083	MIL AUSTRIA	LO	F5
TIGER..	10	1083	MIL AUSTRIA	LO	SB05
TYPH…	10	1083	MIL AUSTRIA	LO	EUFI
VIPER	10	1083	MIL AUSTRIA	LO	PC6T
AME…	11	1095	MIL SPAIN	LE	F27, C212, MRF1, F18, C560, C130, C295, CN35F900, A310, FA20, B703, C550, C101
AMIGO…	11	1095	MIL SPAIN	LE	C101
AZOR….	11	1095	MIL SPAIN	LE	C295, CN35
DUMBO….	11	1095	MIL SPAIN	LE	C130
FOCA…	11	1095	MIL SPAIN	LE	CL2T
LINCE…	11	1095	MIL SPAIN	LE	F900
POKER…	11	1095	MIL SPAIN	LE	F18
TUCAN…	11	1095	MIL SPAIN	LE	C295, CN35
JGM…	12	1120	MIL TURKEY	LT	C160, CN35
TUAF…	12	1120	MIL TURKEY	LT	C130, C160, CN235, CN35, GLF4,
TUAF0…	12	1120	MIL TURKEY	LT	F4, F5, F16
AME84..	13	7729	MIL SPAIN NAVY	LE	C550
ANSAR…	13	7729	MIL SPAIN NAVY	LE	H60
COBRA…	13	7729	MIL SPAIN NAVY	LE	HAR
GATO…	13	7729	MIL SPAIN NAVY	LE	B212
MORSA	13	7729	MIL SPAIN NAVY	LE	S61
ORCA…	13	7729	MIL SPAIN NAVY	LE	C650
FAG	14	102	Mil ARGENTINA		
BWY…	15	3279	MIL UK ROYAL NAVY	EG	HAWK, FA20 (BWY ICAO allocated to Fleet Requirements Air Direction Unit)
HOOTER…	15	3279	MIL UK ROYAL NAVY	EG	FA20
NAVY…	15	3279	MIL UK ROYAL NAVY	EG	EH10, LYNX, S61
NVY…	15	3279	MIL UK ROYAL NAVY	EG	EH10, LYNX, S61, JS20, JS31 (NVY ICAO allovated to Royal Navy)
FIAM…	17	1106	MIL ITALY	LI	Mainly helicopters, B212, B412, UH1
I1… - I9…	17	1106	MIL ITALY	LI	plus last digits of registration, various types UH1, S61, B212, B412, A129, A109, C130, P180, AT45
PRO…	17	1106	MIL ITALY	LI	plus last digits of registration, various types UH1, S61, B212, B412, A129, A109, C130, P180, AT45
SPER…	17	1106	MIL ITALY	LI	plus last digits of registration, various types UH1, S61, B212, B412, A129, A109, C130, P180, AT45
SUI…	18	1117	MIL SWITZERLAND	LS	C56X, FA50, AS32, F18, B350, PC7, PC9
T…	18	1117	MIL SWITZERLAND	LS	AS32
HUAF…	19	1103	MIL HUNGARY	LH	Mainly AN26 other types L39, SB39,
MA…	20	1111	MIL NORWAY	EN	F16
NOW…	20	1111	MIL NORWAY	EN	C130, FA20, F16, P3, B412
DAF…	21	1090	MIL DENMARK	EK	C130, F16, CL60, EH10, S61, MF17, C30J
DNY…	21	1090	MIL DENMARK	EK	Navy, type LYNX
CONDOR…	22	22617	MIL SLOVENIA	LJ	AS32
COUGAR…	22	22617	MIL SLOVENIA	LJ	AS32
JGW…	22	22617	MIL SLOVENIA	LJ	L410
PUMA…	22	22617	MIL SLOVENIA	LJ	Z42, Z43, AS32. Other types PC9, B412, PC6P
ISF…	23	11555	MIL ROMANIA	LR	C130
ROF…	23	11555	MIL ROMANIA	LR	MIG21, C130, AN26, MG21, MI8

CEF…	24	3597	MIL CZECH REPUBLIC	LK	CEF1… = L410, CEF5… = A319, CEF6… = AN26, other types CL60, L39, MI8, L159, YK40, SB39
JGS…	24	3597	MIL CZECH REPUBLIC	LK	AN26, YK40,
JGC…	25	1116	MIL SWEDEN	ES	C130
OSY…	25	1116	MIL SWEDEN	ES	SF34
SVF…	25	1116	MIL SWEDEN	ES	SF34, GLF4, SB39, C130, SB05, AS32,
SQF….	26	20528	MIL SLOVAKIA	LZ	SQF followed by tailnumber, indicates type. Types: MG29, L410, L39, AN26
CAF..	27	23939	MIL CROATIA	LD	CAF0.. = PC9
HRZ…	27	23939	MIL CROATIA	LD	HRZ... = PC9 , MI8, CL2T
BUAF…	28	15686	MIL BULGARIA	LB	AN26, AN30, L410, C27J
A till Z..	32	1097	MIL FINLAND	EF	(Letter of alphabet followed by 2 digits) HAWK, LJ35, F18, MI8, PA31, L90, L70, F27
FNF…	32	1097	MIL FINLAND	EF	LJ35, C295, F27
PLF…	36	1113	MIL POLAND	EP	AN26, MG29, T154, YK40, SU17, AN28, C295
PNY…	36	1113	MIL POLAND	EP	AN28
LYF…	37	22249	MIL LITHUANIA	EY	MI8, AN26, C27J, L410, L39
LAF…	39	19962	MIL LATVIA	EV	LAF1.. = MI8, LAF145 = L410 To be checked by CRCO
NAF…	44	34026	MIL NETHERLANDS	EH	Transport ac DC10, F50, C130, GLF4
ARGUS…	201	2799	MIL USA	KX	BE20
BLUE…	201	2799	MIL USA	KX	Refuelling ac
BURSA…	201	2799	MIL USA	KX	LJ35
DUKE…	201	2799	MIL USA	KX	BE20, C560
HKY…	201	2799	MIL USA	KX	C130
JALOP…	201	2799	MIL USA	KX	LJ35
RCH….	201	2799	MIL USA	KX	C130, C5, C17, K35R, K35E
S…	201	2799	MIL USA	KX	GLF3, GLF4, GLF5, B737
VVJ…	201	2799	MIL USA	KX	
CFC…	202	702	MIL CANADA	CY	CFC41.. - 44.. = A310, CFC2… = C130, CFC04 = P3, CFC3… = CL60, CFC40.. = C17
RMAF…	206	7597	MIL MOROCCO (3)	GM	BE9T, C130, CN35, FA50, MRF1, GLF3, GLF2, B350, C560, F5, BE20
IAF…	208	1105	MIL ISRAEL	LL	C130, BE20, GLF5, B703
BRS…	221	617	MIL BRAZIL	SB	BRS001/01 = A319, BRS21..=B732, A319, BRS24.=B703, C130, BRS25. = C295, E135
FAE	228	36031	MIL Ecuador Airforce	SE	
ASY…	301	438	MIL AUSTRALIA	AM	B737, C17
MRJ…	303	1529	MIL IRAN	OI	FA50, B703, A321
YAF….	305	1121	MIL YUGOSLAVIA	LY	AN26, YK40
RJZ…	306	1107	MIL JORDAN	OJ	RJZ34...= C130, other types MRC, F16
ASTRA…	309	1488	MIL INDIA	VI	IL76, SU30, SU27
IFC…	309	1488	MIL INDIA	VI	Mainly IL76; MI26, E135
TITAN…	309	1488	MIL INDIA	VI	IL76, SU30, SU27
JAF…	310	22574	MIL JAPAN	RJ	B744, GLF4
FAC…	315	805	MIL COLOMBIA	SK	To be checked by CRCO
LAAF…	316	1726	MIL LIBYA	HL	IL76, YK40, C130, AN72
LAF…	316	1726	MIL LIBYA	HL	IL76, To be checked by CRCO (LAF allocated to Mil Latvia)
	317	34879	Mil Iraq		
RSAF…	319	5556	MIL SAUDI ARABIA	OE	C130
RSF…	319	5556	MIL SAUDI ARABIA	OE	C130
GAB…	320	9055	MIL GABON (2)	FO	B772
TR…	320	9055	MIL GABON (2)	FO	AS32, C130, F900

FAC H…	324	769	MIL CHILE	SC	FAC used by MIL Colombia, FAC ICAO allocated Altantic Helicopters, to be checked by CRCO
MJN…	325	1943	MIL MUSCAT & OMAN	OO	MJN2..= C130, MJN5..= BA11
-	328	1094	MIL Ecuador Navy	SE	
7TVP.	334	1082	MIL ALGERIA	DA	Registration, GLF4/5
7TWG.	334	1082	MIL ALGERIA	DA	Registration, C295
7TWH.	334	1082	MIL ALGERIA	DA	Registration, C130
7TWI.	334	1082	MIL ALGERIA	DA	Registration, IL76
PAAF..	336	2087	MIL PAKISTAN	OP	C130 (PAF allocated to Palio Air Service SPA Italy)
PAF…	336	2087	MIL PAKISTAN	OP	C130, P3 (PAF allocated to Palio Air Service SPA Italy)
KAF32.	345	1672	MIL KUWAIT	OK	C130
	348	32907	Mil Korea South		
EGY…	351	7907	MIL EGYPT (3)	HE	EGY11../15..= C130, EGY3…= B190, EGY2…= DHC5
SUA…	351	7907	MIL EGYPT (3)	HE	SUAXN = FA20
SUB…	351	7907	MIL EGYPT (3)	HE	SUBGM/GV/NC/NO/PF = GLF3, GLF4
RMF…	356	1800	MIL MALAYSIA	WM	B737
UAE…	357	124	MIL UNITED ARAB EMIRATES	OM	UAF12.. = C130, other types H47, A139, MIR2, CN235, CN35
UAF…	357	124	MIL UNITED ARAB EMIRATES	OM	UAF12.. = C130, other types H47, A139, MIR2, CN235, CN35
TAF…	358	1119	MIL TUNISIA	DT	C130, L410, (ICAO allocated to Aerea Transportes Aereos del Pacifico Colombia)
TUNIS…	358	1119	MIL TUNISIA	DT	B737
TJXCD-E-F	369	4106	MIL CAMEROUN	FK	C130
NATO…	381	6310	MIL NATO NAPMA	KX	EC3F, E3TF, B703 - Internal nationality code = M1
JM…	385	823	MIL US NAVY	KX	SW4, DC93, C130, GLF4, B737
VV….	385	823	MIL US NAVY	KX	VV + letter(s) of alphabet followed by numbers, C130, DC93, B737, P3
OSY…	391	10937	MIL RUSSIA	UU	AN30, T154
RFF…	391	10937	MIL RUSSIA	UU	AN22, A124, IL18, AN12, IL76, T134, AN26, T154
LMG…	395	22231	MIL SOUTH AFRICA	FA	B737, FA20, F900
OSY...	398	19955	MIL UKRAINE	UK	AN30
UR…..	398	19955	MIL UKRAINE	UK	AN26, AN30, T134, T154
QUID…/QUI	… 201	2799	MIL USA	KX	K35R
BAH008/9	*BFW*	28348	MIL BAHRAIN	OB	RJ85, code BFW, to be checked by CRCO
BRK	N/A	35863	MIL HUNGARY NAMA	LH	Internal nationality code = M2
AAC…		26285	MIL UK ARMY	EG	H64, BN2T
BAH…		22433	Bahrain Amiry Flight	OB	Bahrain Amiry Flight, BAH1 and 2 = B74., 3 = B722, BAH4 = GLF4

A-8 EXEMPTIONS

A-8.1 EN-Route Exemptions

E = Exempt	Specific dignitary flights	Flights by Aircraft less than 2 tons	Search and Rescue flights	Military Flights	Trainings flights	Calibration flights (Navigation aids)	Circular flights	Flights under Visual Flights Rules (VFR)	Humanitarian flights**	Customs and Police flights	Tests Flights
Albania	E	E	E	See table 8.1.1 & 8.1.2		E		E			
Armenia	E	E	E		E	E					
Austria	E	E	E			E		E			
Belgium/Luxembourg	E	E	E		E	E	E	E	E	E	
Bosnia-Herzegovina	E	E	E		E	E	E	E			
Bulgaria	E	E	E			E		E	E	E	
Croatia	E	E	E		E	E	E	E	E	E	
Cyprus	E	E	E		E	E	E				
Czech Republic	E	E	E			E		E		E	
Denmark	E	E	E				E	E			
Finland	E	E	E		E	E	E	E			
France	E	E	E		E	E	E	E		E	
FYROM	E	E	E				E	E			
Georgia	E	E	E					E			
Germany	E	E	E					E			
Greece	E	E	E		E	E	E	E			
Hungary	E	E	E			E	E	E			
Ireland	E	E	E		E	E	E	E			
Italy	E	E	E		E	E	E		E	E	
Latvia	E	E	E					E			
Lithuania	E	E	E							E	
Malta	E	E	E		E			E		E	
Moldova	E	E	E		E	E	E		E		
Netherlands	E	E	E		E	E	E	E			
Norway	E	E	E			E	E	E			
Poland	E	E	E			E		E			
Portugal	E	E	E		E	E	E	E	E	E	
Romania	E	E	E		E	E	E	E			
Serbia / Montenegro / KFOR	E	E	E		E	E	E	E	E	E	
Slovak Republic	E	E	E					E			
Slovenia	E	E	E			E	E	E			
Spain	E	E	E		E	E	E	E			
Sweden	E	E	E		E	E	E				
Switzerland	E	E	E			E		E			
Turkey	E	E	E		E	E	E	E			
United Kingdom	E	E	E		E	E	E	*			

* Not exempt if flight is VFR and the aircraft MTOW in excess of 5.7 metric tons

** For flights authorized by the appropriate competent body

A-8.1.1 En-Route Exemptions Granted to Military Users from Contracting States and International Military Organisations.

			MILITARY USERS FROM …[E = EXEMPTED N = NOT EXEMPTED]																																							
Date Notification	**Participating States - 01/2013**		EB	ED	EF	EG	EH	EI	EK	EL	EN	EP	ES	EV	EY	LA	LB	LC	LD	LE	LF	LG	LH	LI	LJ	LK	LM	LO	LP	LQ	LR	LS	LT	LU	LW	LY	LZ	UD	UG	006310 NAEWF E-3A COMPONENT (exemption code M1)	035863 NATO AIRLIFT MNGT AGENCY (exemption code M2)	OSY flights
13/02/2012	EB/EL	Belgium/Luxembourg	E	E	E	E	E	E	E	E	E	E	E	E	N	E	E	E	E	E	E	E	E	E	E	E	E	E	E	N	N	E	E	N	N	N	N	N	E	E	E	E
9/12/2011	ED	Germany	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	N	E	E	E	N	N	N	E	N	N	E	E	E
30/11/2011	EF	Finland	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	N	N	E	E
13/12/2011	EG	United Kingdom	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E
12/12/2011	EH	Netherlands	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E
20/08/2013	EI	Ireland	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	N	N	N	N
19/12/2011	EK	Denmark	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E
-	EN	Norway	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E
23/12/2011	EP	Poland	E	E	E	E	E	E	E	E	E	E	N	N	E	E	E	N	E	N	N	N	E	N	E	E	E	N	N	N	N	N	N	N	N	N	N	N	N	N	N	E
22/12/2011	ES	Sweden	E	E	E	E	E	E	E	E	E	N	E	N	N	E	E	E	E	N	E	N	E	E	E	N	E	E	E	N	N	E	E	N	N	N	N	N	N	E	E	E
17/01/2012	EV	Latvia	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E
5/03/2013	EY	Lithuania	E	E	N	E	E	N	E	E	E	E	N	E	E	N	N	N	N	E	E	N	E	E	N	N	N	N	E	N	N	N	N	N	N	N	N	N	N	E	N	E
12/12/2011	LA	Albania	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	N
-	LB	Bulgaria	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E
23/12/2011	LC	Cyprus	E	E	N	E	E	E	E	E	E	N	E	N	N	N	N	E	E	N	E	E	E	N	E	E	E	E	E	N	N	E	E	N	N	N	N	N	N	E	E	N
19/12/2011	LD	Croatia	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E
28/12/2011	LE	Spain	E	E	N	N	E	N	N	E	N	N	N	N	N	N	N	N	N	E	N	E	E	E	N	N	N	N	E	N	N	N	E	N	N	N	N	N	N	E	E	E
29/12/2011	LF	France	E	E	E	E	E	E	E	E	E	N	E	E	N	E	E	E	E	N	E	E	E	E	E	E	E	E	E	N	N	E	E	N	N	N	N	N	N	E	E	E
-	LG	Greece	E	E	N	E	E	E	N	E	N	N	N	N	N	N	N	E	N	E	E	E	E	N	N	N	E	E	E	N	N	E	E	N	N	N	N	N	N	E	E	E
22/12/2011	LH	Hungary	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E
-	LI	Italy	E	E	E	E	E	E	E	E	E	N	E	N	N	E	E	N	E	E	E	N	E	E	E	E	E	N	E	N	N	N	E	N	N	N	N	N	N	E	E	E
22/12/2011	LJ	Slovenia	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E
13/12/2011	LK	Czech Republic	E	E	N	E	E	N	E	E	E	E	N	E	E	E	E	N	E	E	E	E	E	E	E	N	N	E	E	N	E	N	E	N	N	N	E	N	N	E	E	E
-	LM	Malta	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	N
3/04/2012	LO	Austria	E	E	E	E	E	E	E	E	E	**E**	E	**E**	**E**	E	E	E	E	**E**	E	E	E	**E**	E	E	E	**E**	E	**E**	**E**	E	E	**E**	**E**	**E**	**E**	**E**	**E**	**E**	**E**	**E**
22/12/2011	LP	Portugal	E	E	E	E	E	E	E	E	E	N	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	N	N	E	E	N	N	N	N	N	N	E	E	E
19/12/2011	LQ	Bosnia and Herzegovina	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	E
-	LR	Romania	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	E	N	N	N	N	N	E	N	N	N	N	N	N	N	N	E	N	E
-	LS	Switzerland	E	E	E	E	E	E	E	E	E	N	E	N	N	N	E	E	E	N	E	E	E	N	E	E	E	E	E	N	N	E	E	N	N	N	N	N	N	N	E	N
31/01/2012	LT	Turkey	E	E	E	E	E	E	E	E	E	N	E	N	N	E	E	E	E	E	E	E	E	E	E	E	E	E	E	N	N	E	E	N	N	N	N	N	N	E	E	E
30/12/2011	LU	Moldova	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	E	N	N	N	N	N	N	N	N
7/03/2012	LW	FYROM	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	E	N	N	N	N	N	N	N
1/12/2011	LY	Serbia/Montenegro / KFOR	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	E	N	N	N	N	N	N
22/12/2011	LZ	Slovak Republic	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	E	N	E
15/12/2011	UD	Armenia	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
1/01/2014	UG	Georgia	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	E	N	N	N

Situation as of 01/05/2014.

A-8.1.2 En-Route Exemptions Granted To Military Users from Non-Contracting States

CONTRACTING STATE		MILITARY USERS FROM…
EB/EL	Belgium/Luxembourg	All States
ED	Germany	All States, except those to the adjoining list *
EF	Finland	Ukraine
EG	United Kingdom	All States
EH	Netherlands	All States
EI	Ireland	Canada, Ukraine, U.S.A
EK	Denmark	All States
EN	Norway	All States
EP	Poland	
ES	Sweden	Brazil, Canada, Iceland, U.S.A
EV	Latvia	All States
EY	Lithuania	U.S.A, Estonia
LA	Albania	All States
LB	Bulgaria	All States
LC	Cyprus	U.S.A
LD	Croatia	All States
LE	Spain	Morocco, U.S.A
LF	France	Canada, U.S.A
LG	Greece	Canada, U.S.A
LH	Hungary	Ukraine, U.S.A
LI	Italy	Canada, Iceland, U.S.A
LJ	Slovenia	Canada, Estonia, Iceland, Ukraine, U.S.A
LK	Czech Republic	Canada, Estonia, Iceland, U.S.A
LM	Malta	All States
LO	Austria	All States
LP	Portugal	Brazil, Canada, Iceland, Morocco, U.S.A.
LQ	Bosnia-Herzegovina	
LR	Romania	U.S.A
LS	Switzerland	
LT	Turkey	Canada, U.S.A
LU	Moldova	
LW	FYROM	
LY	Serbia / Montenegro / KFOR	
LZ	Slovak Republic	Canada, U.S.A
UD	Armenia	
UG	Georgia	U.S.A

***** List of Non Exempted Countries for Germany

Algeria	Angola	Argentina	Azerbaijan	Bahrain	Bangladesh
Belarus	Burundi	Cabo Verde	China (Dem. Rep.)	Costa Rica	Djibouti
Egypt	El Salvador	Eritrea	Ethiopia	Fiji	Ghana
Guatemala	Guinea	Honduras	India	Indonesia	Iran
Kazakhstan	Kenya	Korea (Dem. Rep.)	Kyrgyzstan	Libya	Madagascar
Morocco	Mozambique	Myanmar	New Zealand	Nigeria	Oman
Pakistan	Russian Fed.	Seychelles	Sierra Leone	Somalia	South Africa
Sri Lanka	Syria	Sudan	Turkmenistan	Ukraine	United Arab Emirates
Uzbekistan	Vietnam	Yemen	Zambia	Zimbabwe	

A-9 CLA REQUESTS TO ROUTE CHARGES OFFICES – LISTING YNT

CRCO - 19H37 - 15/09/08 CLAS REQUESTS OF 12/09/08 YNT-States LF PAGE: 1

Charge area: LF Source of information: LF Claim number: 421813 User number: 00227 / 33 Label: AIR FRANCE

Date	Seq.	Heure	Liaison	Identif.	Type	Ex	r.			
		Time	Routing							
01-07-08	0607	16h46	LFPG-EGBB	AFR1168	A318	Z	14	000227/1/000712	EGCC	421813
11-07-08	0821	18h22	LFBD-LFPO	AFR392V	A320	Z	14	000227/1/001327	LFPG	421813
15-07-08	0739	06h57	LFBD-LEBL	AFR3202	A318	Z	12	000227/1/008186	E135	421813
17-07-08	2752	09h31	LFML-DTTJ	AFR334Q	A320	Z	11	000227/1/014481	pls check flight elements	421813
22-07-08	0121	10h50	LFBO-LFPO	AFR9121	A320	Z	12	000227/1/015868	A319	421813
25-07-08	0852	06h55	LFPG-LPFR	AFR6596	A306	Z	14	000227/1/016071	GOOY	421813
27-07-08	0780	17h39	LFKC-LFPG	AFR7993	A310	Z	12	000227/1/018808	A319	421813
30-07-08	0748	16h03	LFLL-EKCH	AFR3484	A318	Z	14	000227/1/021475	EHAM	421813

Number of CLAS for the claim: 8

A-10 ETNA - QUERIES AND CONTACTS

A-10.1 List of Selective Permanent Data Items used by the CRCO for the Creation of Standard Queries

Category	Data Item Name
User Address	Address type
	Attention of
	Bureau
	Care of
	Country name
	Name 1
	P.O. box
	Postal city name
	Postal sector name
	Service
	Street
	Zip code / postal code
	Town
Users' Fleet	Basic type
	User number
	Aircraft version name
	Fleet start validity date
	Fleet end validity date
Aircraft Registration	Actual user number
	Aircraft registration
	Aircraft version name
	Basic type
	Construction number
	Registration start validity date
	Registration end validity date
Value Added Tax Information	Charge area code
	VAT exemption flag
	VAT / Tax-payer Number
	VAT start validity date
	VAT end validity date

A-10.2 ETNA Contact for RCOs in CRCO

Contact point: Ms. Elitza Dentcheva

Tel: +32 2 729 3888

Fax: +32 2 729 9093

Elitza.Dentcheva@eurocontrol.int

See also Chapter 9.

A-11 BIBLIOGRAPHY AND USEFUL INTERNET SITES

A-11.1 Bibliography:

ICAO: Doc.4444 Rules of the Air and Air Traffic Services

Doc.7910 Location Indicators

Doc.8585 Designators for Aircraft Operating Agencies, Aeronautical Authorities and Services

Doc.8643 Aircraft Type Designators

Doc.7030 EUR Regional Supplementary Procedures

Annex 2 Rules of the Air

Annex 7 Aircraft Nationality and Registration Marks

Annex 11 Air Traffic Services

Annex 15 Aeronautical Information Services

IATA: Airline Coding Directory *(in case of suspected use of IATA codes)*

OTHERS: OAG Flight Guide *(schedules, IATA codes)*

Interavia ABC Aerospace Directory *(companies)*

JP Airline Fleets International *(operators, fleets)*

Veritas International Register of Civil Aircraft *(operators, fleets)*

World Aviation Directory *(companies)*

Flight International Directory *(operators, fleets)*

A-11.2 Useful Internet Sites:

www.landings.com *(fleets, registers, etc.)*

http://registry.faa.gov/aircraftinquiry/NNum_Inquiry.aspx *(US register)*

www.aerotransport.org *(fleets, registers, etc.)*

www.dgac.fr *(French register, etc.)*

www.aerolinkintl.com *(aerodromes, airlines)*

www.aviation.admin.ch *(Swiss register, etc.)*

www.avitop.com *(aircraft, airlines, etc.)*

www.avdex.co.za/saregister *(S.African register)*

www.aircargoworld.com *(air cargo operators)*

www.matfmc.ru/DocsANI.html *(C.I.S. airlines)*

www.caa.co.uk *(UK register, etc.)*

www.vliegen.starttips.com *(general aviation) info)*

www.airliners.net *(aircraft types, registrations)*

www.en.wikipedia.org/wiki/airlines *(airlines aviation)*

http://www.ead.eurocontrol.int/eadcms/eadsite/index.php.html *(European AIS database)*

www.aaco.org *(arab airlines)*

http://www.eurocontrol.int/services/ais-agora *(links to European national AIS sites)*

http://www.eurocontrol.int/network-operations/library *(CFMU / IFPS documentation)*

http://wwwapps2.tc.gc.ca/saf-sec-sur/2/CCARCS/aspscripts/en/menu.asp *(Canadian register)*

A-12 GLOSSARY OF COMMON ABBREVIATIONS

ACARS	Aircraft Communications, Addressing and Reporting System
ACC	Area Control Centre
ACP	Accept decision (claims)
ADEXP	ATS Data Exchange Protocol
AFIL	Air-Filed Flight Plan
AFTN	Aeronautical Fixed Telecommunications Network
AIC	Aeronautical Information Circular
AIP	Aeronautical Information Publication
AIRAC	Aeronautical Information Regulation and Control
AIS	Aeronautical Information Services
ANSP	Air Navigation Service Provider
AO	Aircraft Operator
AOBT	Actual Off-Block Time
AOC	Aircraft Operator's Certificate
ARR	Arrival message
ARTAS	ATM Surveillance Tracker And Server
ATC	Air Traffic Control
ATD	Actual Time of Departure
ATFM	Air Traffic Flow Management
ATM	Air Traffic Management
ATOT	Actual Take-Off Time
ATS	Air Traffic Services
CDM	Collaborative Decision-Making
CEFA	CRCO Extranet For Airlines
CEST	Central European Standard Time
CFM	Confirm message (claims)
CHG	Change message
CLA	Claim message
CNL	Cancellation message
CNS	Communications, Navigation and Surveillance
COM	Communication (equipment) (*flight plan item 18 indicator)*
COR	Correction request message
CRCO	Central Route Charges Office (Eurocontrol)
CTA	Control Area
CTR	Control Zone
DEBI	Data Exchange by Internet
DEP	Departure message
DEST	Destination aerodrome *(Flight plan item 18 indicator)*
DIV	Diversion message
DLA	Delay message

DNM	Directorate Network Management
DPS	Data Processing System
DOF	Date Of Flight
EAD	European AIS Database
EATMS	European Air Traffic Management System
EMER	Flight in state of emergency *(Flight plan status indicator)*
EOBD	Estimated Off-Block Date
EOBT	Estimated Off-Block Time
ETA	Estimated Time of Arrival
ETD	Estimated Time of Departure
ETFMS	Enhanced Tactical Flow Management System
ETNA	Extranet To National Administrations (from CRCO)
ETOT	Estimated Take-Off Time
FDPS	Flight Data Processing System
FIC	Flight Information Centre
FIR	Flight Information Region
FL	Flight Level
FPL	Filed Flight Plan
GAT	General Air Traffic
GMT	Greenwich Mean Time *(=UTC)*
HEAD	Flight by Head of State *(Flight plan status indicator)*
HUM	Humanitarian flight *(Flight plan status indicator)*
HOSP	Medical flight *(Flight plan status indicator)*
ICAO	International Civil Aviation Organisation
IFPLID	IFPL identification (from DNM)
IFPS	Integrated Initial Flight Plan Processing System
IFR	Instrument Flight Rules
MTOW	Maximum Take Off Weight *(also maximum take-off mass)*
NAV	Navigation equipment *(Flight plan item 18 indicator)*
NM	Network Management
NMOC	Network Management Operations Centre
OAC	Oceanic Area Control Centre
OAT	Operational Air Traffic
OPR	Operator
QTA	Cancel decision (claims)
RCO	Route Charges Office (national)
RDPS	Radar Data Processing System *(now SDPS)*
REG	Aircraft registration marking *(Flight plan item 18 indicator)*
RMK	Remark *(Flight plan item 18 indicator)*
RNAV	Area Navigation
RPL	Repetitive Flight Plan
RSO	Route by State Overflown system for distance processing
RVSM	Reduced Vertical Separation Minima

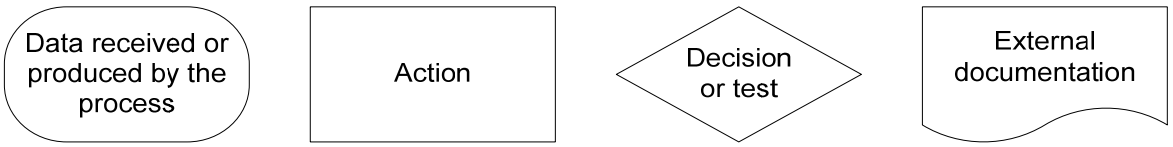
SAR	Search and Rescue
SDPS	Surveillance Data Processing System
SID	Standard Instrument Departure
SSR	Secondary Surveillance Radar
STATE	Military Customs or Police flight *(Flight plan status indicator)*
STAR	Standard Terminal Arrival Route
STS	Status *(Flight plan item 18 indicator)*
TMA	Terminal Control Area
TOT	Take-Off Time
TRG	Training
TWR	Aerodrome Control Tower
TYP	Aircraft type *(Flight plan item 18 indicator)*
UAC	Upper Area Control Centre
UIR	Upper Flight Information Region
UTA	Upper Traffic Control Area
UTC	Coordinated Universal Time
VAT	Value Added Tax
VFR	Visual Flight Rules

A-13 EXAMPLE OF A VALIDATION PROCESS

For flight identification including identification and coding of military flights

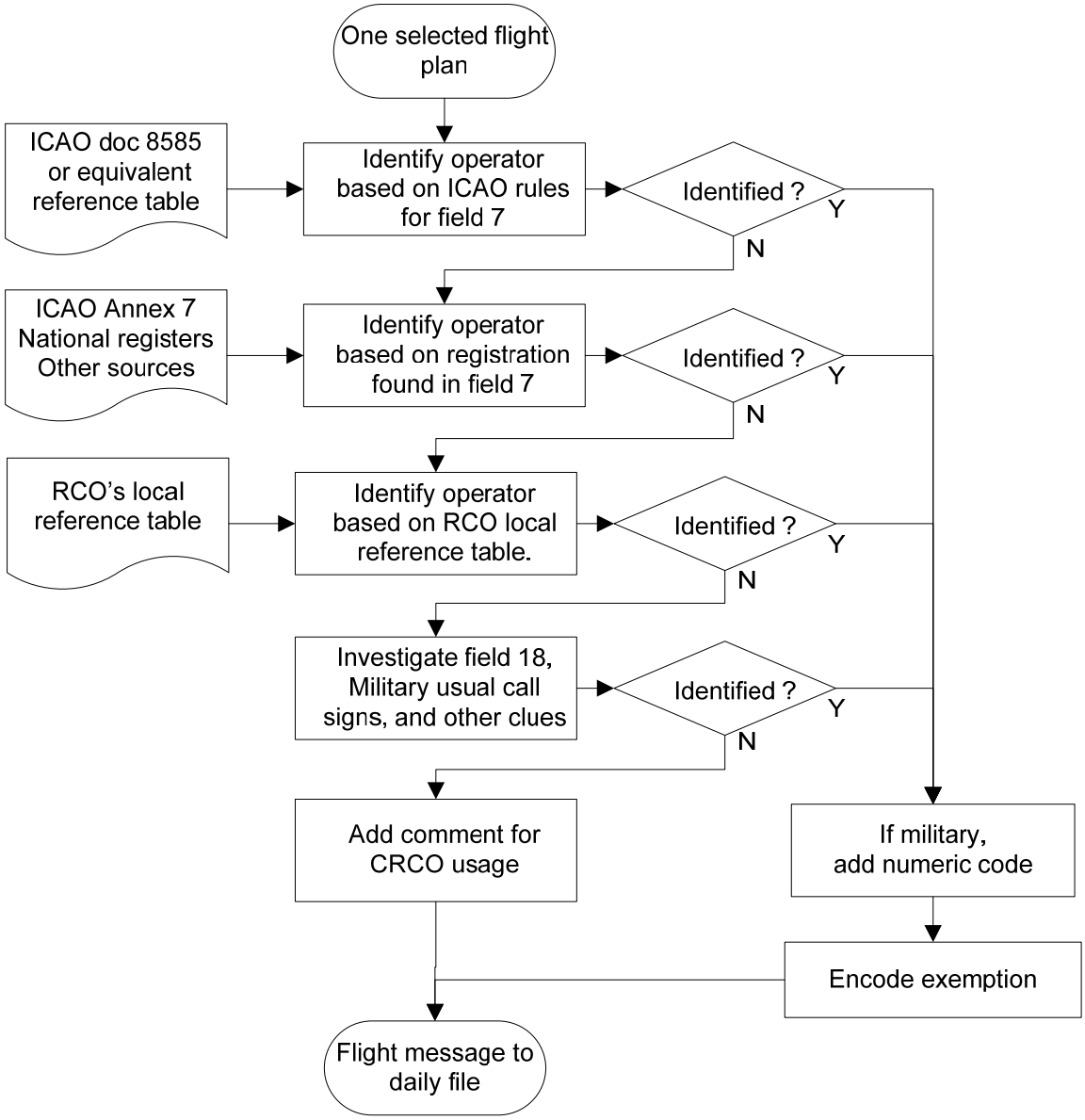
Example of a validation process

Meaning of the graphics



Process description

Validation of the flight identification, including identification and coding of military flights



A-14 REFERENCE TABLES IN COMMON USE IN ROUTE CHARGES OFFICES

Reference table	Purpose	Reference data	Source of reference data	Flight plan cross-check	Outcome	Remarks
Reporting responsibilities	Eliminate flights not required	Departure areas from which flights are required	Doc. 716028, AIP (entry points)	Entry point	OK/discard	
Aerodrome location indicators	Check valid dep. and dest. aerodrome codes	ICAO location indicators	ICAO Doc. 7910		OK/reject	
		CRCO aerodrome codes	Doc. 716028		OK/reject	
		Unofficial codes & ZZZZ	Local knowledge		Correct code	
Flight identification	Identify operator and apply exemption if appropriate	Specific military callsigns	Various sources	Aircraft type	Exemption code	Enter military code
		Known State callsigns	National sources	Aircraft type	Exemption code	
		Known SAR callsigns	Various sources	Aircraft type	Exemption code	
		Known calibration callsigns	Various sources	Aircraft type	Exemption code	
		Special civil callsigns	National sources	Aircraft type	Remark	
Operator designators	Identify operator	ICAO designators	ICAO Doc. 8585	Aircraft type	OK/reject	If military, enter code
		National designators	National sources	Aircraft type	Remark	
		Temporary designators	National sources	Aircraft type	Remark	
Nationality markings	Check for valid registration mark	ICAO nationality marks	ICAO Annex 7		OK/reject	
Registration database	Check that registration exists	Aircraft types with registrations	International and/or national registers	Aircraft type, operator	OK/reject	Only for own country
	Check correct aircraft type used	Aircraft types with registrations	International and/or national registers	Aircraft type, operator	OK/reject	**Used with caution** (See Sections. 11.2.1.&.11.4.8)
		Aircraft types with operator fleets	International and/or national registers	Flight i/d	OK/reject	**Used with caution** (See Sections. 11.2.1.&.11.4.8)
Aircraft type designators	Check for valid aircraft type designator	ICAO designators	ICAO Doc. 8643		OK/reject	
		Aircraft type synonyms	Various sources		OK/reject	
		Military aircraft types	Various sources	Operator	OK/reject	
Aircraft types	Check exemptions	Military aircraft types	Various sources	Aerodrome	Exemption code	
		Aircraft used for SAR	Various sources	Flight i/d	OK/reject	
		Aircraft used for calibration	Various sources	Flight i/d	Exemption code	
	Check flight rules	Aircraft types likely to fly VFR	Various sources	Aerodrome	OK/reject	
Aircraft weights	Identify aircraft below 2 tonnes	Aircraft types that are always below 2 tonnes	Aircraft registers	Flight rules	OK/reject	Only for VFR flights when chargeable
Distances/times	Check date of flight	Table of elapsed times from departure to entry point	Statistics	Aircraft type	Date of flight	May also be a logical table

Transmission of flight data
from the National Administrations
to the Central Route Charge Office

Contingency Plans

INTRODUCTION

What is the Contingency Plan?

The Contingency Plan consists of a set of additional reporting responsibilities established for each State to cover for the loss of data in an "upstream" State. It has been designed to protect the billing system from any irretrievable loss of flight data in a national computer system, such as that caused, for example, by computer failure, corruption of archived data, or industrial action.

Each Route Charges Office is required to ensure that it is able to respond promptly to a request from the CRCO to transmit flights originating from any of the specific areas or aerodromes specified in the Contingency Plan, which are outside its current set of reporting responsibilities. This subject is fully covered in CRCO Document 716028, Chapter 5, Section 5.2.

How relevant is it?

It is evident that such a total and permanent loss of data is almost unimaginable, although a plan to mitigate it must exist. Nevertheless, the system has to be prepared also for any partial loss of data that may not be ultimately irretrievable. If, for example, a day of traffic may have been lost or corrupted in a national RCO, the CRCO may request one or more "downstream" RCOs to transmit additional flights so as to ensure that most of the affected traffic is received before the billing deadline. These flights will naturally correspond to the additional reporting responsibilities listed for this or these State(s) in the Contingency Plan.

It will be noted that this procedure protects the revenue stream of the other States in the system, but cannot provide the domestic flights of the State concerned, nor any international flights which do not pass through the airspace of other States in the Route Charges system. For this limited volume of flights and revenue, billing can be effected on the basis of CFMU flight plans, but of course, this would only be carried out by the CRCO if the data proved to be really lost beyond any hope of recovery or reconstitution, because of the negative impact on billing quality.

Notes on the document

The document itself is in three parts:

1. The summary of reporting responsibilities of RCOs in the event of contingencies in other States.
2. The Contingency plan per State. This gives a list per State, of the other States whose responsibilities may need to be covered by it, with detailed guidelines.
3. The plan per "affected State", listing for each main normal reporting responsibilities of each State, a list of the State or States expected to assume that responsibility, or a part of it, and transmit the missing traffic.

SUMMARY OF REPORTING RESPONSIBILITIES OF RCOS

IN THE EVENT OF CONTINGENCIES IN OTHER STATES

REPORTING STATE	OTHER STATES WHOSE TRAFFIC MAY NEED TO BE REPORTED
EB - Belgium	ED, EG, EH, LF
ED - Germany	EB, EH, EK, EP, ES, LF, LI (Tyrol), LK, LO, LS
EF - Finland	EN, ES, EV, LH, LR, LT, LU, UD, UG
EG - United Kingdom	EB, EH, EI, EK, EN, LE, LF, LPPO(Az)
EH - Netherlands	EB, ED, EG, EK
EI - Ireland	EG
EK - Denmark	ED, EG, EH, EN, ES
EN - Norway	EF, EG, EK, ES
EP - Poland	ED, ES, EY, LK, LR, LT, LU, LZ, UD, UG
ES - Sweden	ED, EF, EK, EN, EP, EV, EY, LT, UD, UG
EV - Latvia	EF, EP, ES, EY, LH, LR, LT, LZ, LU, UD, UG
EY - Lithuania	EP, ES, EV, LR, LT, LU, LZ, UD, UG
LA - Albania	LG, LI, LW, LY
LB - Bulgaria	EF, LG, LR, LT, LW, LY, UG
LC - Cyprus	LG, LT
LD - Croatia	LH, LI, LJ, LO (Mura Sector), LY
LE - Spain	EG, LF, LI, LM, LPPC, LPPO(Az)
LF - France	EB, ED, EG, LE, LI, LM, LS
LG - Greece	LA, LB, LC, LI, LM, LT, LW
LH - Hungary	EF, EV, EY, LD, LO, LR, LU, LY, LZ
LI - Italy	ED(Tyrol), LA, LD, LE, LF, LG, LJ, LM, LO, LS, LY
LJ - Slovenia	LD, LI, LO
LK - Czech Republic	ED, EP, LO, LZ
LM - Malta	LE, LF, LG, LI
LO - Austria	ED, LD (Mura Sector), LH, LI, LJ, LK, LS, LZ
LPPC – Portugal (excl. Azores)	LE, LPPO(Az)
LPPO - Portugal (Azores)	EG, LE, LPPC
LR - Romania	EF, EP, EV, EY, LB, LH, LT, LU, LY, LZ, UD, UG
LS - Switzerland	ED, LF, LI, LO
LT - Turkey	EF, EP, ES, EV, EY, LB, LC, LG, LR, LU, UD, UG
LU - Moldova	EF, EP, EV, EY, LH, LR, LT, LZ, UD, UG
LW - FYROM	LA, LB, LG, LY
LY - Serbia	LA, LB, LD, LH, LI, LR, LW
LZ - Slovak Republic	EP, EV, EY, LH, LK, LO, LR, LU
UD - Armenia	EF, EP, ES, EV, EY, LR, LT, LU, UG
UG - Georgia	EF, EP, ES, EV, EY, LB, LH, LR, LT, LU, LZ, UD

CONTINGENCY PLAN - BELGIUM

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Belgium or Luxembourg airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of Belgium, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
ED - Germany	ED		
	ET	ED	
EG - United Kingdom	B	EG	
	C	EG	
	EG		
	EKVG	EG	
	K	EG	
	P	EG	
EH - Netherlands	EH		
LF - France	D	LF	
	F	LF	
	H	LF	Except when having transited LI or LS
	LF		

Note: **Overflights above flight level 245**

Data on traffic overflying Belgium and Luxembourg in the upper airspace is not available to the Belgian RCO as this traffic is under the control of Maastricht UAC.

Therefore, in the event of a contingency affecting France, Germany, Netherlands, or the United Kingdom, data on these flights would be obtained by the CRCO directly from Maastricht UAC.

CONTINGENCY PLAN - GERMANY

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering German airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of Germany, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
EB – Belgium	EB	EB or EL	
	EL	EB or EL	
EH - Netherlands	EH		
EK - Denmark	EK	EK	Except EKPB, EKRN, EKSB, EKVG
EP - Poland	EP	EP	
	O	EP	
	R	EP	Except when having transited EY
	U (except UD UG)	EP	Except when having transited EY
	V	EP	
	W	EP	
	Z	EP	Except when having transited EY
ES – Sweden	EE	ES	
	ES and EKRN	ES	
	R	ES	Except when having transited EF
	U (except UD UG)	ES	Except when having transited EF
	Z	ES	Except when having transited EF
LF - France	LF		
LI - Italy	D	Direct from LI	
	F	Direct from LI	Except when having transited Corsica
	G (except GC)	Direct from LI	Except when having transited Corsica
	LI	Direct from LI	Except LICD
LK – Czech Republic	LK		
LO - Austria	LO		
LS - Switzerland	LS		

CONTINGENCY PLAN - FINLAND

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Finnish airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of Finland, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
EN - Norway	B	EN	
	C	EN	
	EN	EN	
	P	EN	
ES - Sweden	ES and EKRN		Except EKRN
EV - Latvia	EV		
LH - Hungary	LH	EE, U	Except when having transited EP or EV
LR - Romania	LR		Except when having transited EP or EV
LT - Turkey	LT		Except when having transited EV
	OJ		Except when having transited EV
	OL		Except when having transited EV
	OS		Except when having transited EV
	OY		Except when having transited EV
LU - Moldova	LU		Except when having transited EV
UD - Armenia	UD		
UG - Georgia	UG		Except when having transited EY, EV

CONTINGENCY PLAN - UNITED KINGDOM

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering United Kingdom airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of the United Kingdom, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
EB – Belgium	EB		
	EL	EB	
EH – Netherlands	EH		
EI – Ireland	EI		Entering EG, or Shanwick Wesbound
EK – Denmark	EK		Except EKRN and EKVG
EN - Norway	EN		
	R		Except when having transited Sweden
	EKVG		Except when having transited Norway
	U (except UD UG)		Except when having transited Sweden
	Z		Except when having transited Sweden
LE – Spain	LE		Entering Shanwick N. or W. -bound
	LX	LE	Entering Shanwick N. or W. -bound
LF – France	D	LF	Entering EG, or Shanwick Wesbound
	F	LF	Except when having transited Spain
	H	LF	
	LF		Entering EG, or Shanwick Wesbound
LP - AZ - Azores (see footnote below)	LPAZ	Azores	Entering Shanwick
	LPPD	Azores	Entering Shanwick
	LPLA	Azores	Entering Shanwick
	M	Azores	Entering Shanwick
	S	Azores	Entering Shanwick
	T	Azores	Entering Shanwick

Note: **NORTH ATLANTIC - EASTBOUND TRAFFIC**

- By agreement, Eastbound traffic from the North Atlantic is normally transmitted only by Portugal (Azores), the United Kingdom and Norway. Under normal circumstances, therefore, France, Ireland, and Spain should not transmit these flights.
- In the event of loss of flight data in the RCO Azores, the United Kingdom should transmit **all** eastbound flights which enter Shanwick Oceanic FIR from Santa Maria FIR. Eastbound traffic which does not necessarily pass through the Shanwick Oceanic FIR should be reported by the State where the flight first enters the Route Charges area, namely Portugal or Spain.

CONTINGENCY PLAN - NETHERLANDS

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Netherlands airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of the Netherlands, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
EB – Belgium	EB		
	EL		
ED – Germany	ED		
	ET		
EG – United Kingdom	B	EG	
	C	EG	
	EG		
	EKVG	EG	
	K	EG	
	P	EG	
EK - Denmark	EK		Except EKRN and EKVG

NOTE: **OVERFLIGHTS ABOVE FLIGHT LEVEL 245**

Data on traffic overflying the Netherlands in the upper airspace is not available to the Netherlands RCO as this traffic is under the control of Maastricht UAC.

Therefore, in the event of a contingency affecting Belgium, Germany, Denmark, or the United Kingdom, data on these flights would be obtained by the CRCO directly from Maastricht UAC.

CONTINGENCY PLAN - IRELAND

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Irish airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of Ireland, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
EG – United Kingdom	B		
	C		
	EG		Including Channel islands departure
	K		
	M		
	P		
	S		
	T		

CONTINGENCY PLAN - DENMARK

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Danish airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of Denmark, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
ED – Germany	ED		
	ET		
	EKRN		
	EKPB		
	EKSB		
EG – United Kingdom	B	EG	
	C	EG	
	EG		
	EKVG	EG	
	K	EG	
	M	EG	
	P	EG	
	T	EG	
EH – Netherlands	EH		
EN – Norway	B	EN	
	C	EN	
	EKVG	EN	
	EN		
	K	EN	
	P	EN	
ES - Sweden	EE		
	EKRN		
	ES		
	EV		
	O	ES	Except when having transited EP EV EY
	R	ES	Except when having transited EF
	U (except UD UG)	ES	Except when having transited EF EP EV EY
	V	ES	Except when having transited EF EP EV EY
	W	ES	Except when having transited EF EP EV EY
	Z	ES	Except when having transited EF EP EV EY

CONTINGENCY PLAN - NORWAY

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Norwegian airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of Norway, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
EF - Finland	EE	EF	
	EF		
	O	EF	
	U (except UD UG)	EF or U	
	V	EF	
EG – United Kingdom	B	EG	
	C	EG	
	EG		
	EKVG	EG	
	K	EG	
	M	EG	
	P	EG	
	T	EG	
EK – Denmark	EK		Except EKRN and EKVG
ES - Sweden	EE	ES	
	ES and EKRN	ES	
	O	ES	Except when having transited EF EV EY UD UG
	U (except UD UG)	ES or U	Except when having transited EF EV EY
	V	ES	Except when having transited EF EV EY
	W	ES	Except when having transited EF EV EY

CONTINGENCY PLAN - POLAND

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Polish airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of Poland, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
ED – Germany	ED		
	ET	ED	
ES – Sweden	EE	ES	
	ES and EKRN		
	R	ES	Except when having transited EF
	U (except UD UG)	ES	Except when having transited EF
	Z	ES	Except when having transited EF
EV – Latvia	EE	UK or UM	
	O (except OJ, OL, OR,OS,OY)	UK or UM	
	R	UK or UM	
	U (except UD UG)	UK or UM	
	V	UK or UM	
	W	UK or UM	
	Z	UK or UM	
EY – Lithuania	EY	EY or UMKK	
	R	EY or UMKK	Except when having transited EF
	U (except UD UG)	EY or UMKK	Except when having transited EF
	V	EY or UMKK	
	W	EY or UMKK	
	Z	EY or UMKK	Except when having transited EF
LK – Czech Republic	LK		
LR – Romania	LR	UK	
LT – Turkey	LT	UK	Except when having transited LR or LU
	O	UK or Belarus	Deps. From OE, OJ, OL, OS and OY
LU – Moldova	LU		
LZ – Slovak Republic	LZ		
UD - Armenia	UD	UK or Belarus	
UG - Georgia	UG	UK or Belarus	

CONTINGENCY PLAN - SWEDEN

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Swedish airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of Sweden, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
ED – Germany	ED	ED	
	ET	ED	
EF – Finland	EE	EF	
	EF		
	O	EF	Except departure from OJ, OL, OS, OY
	R	EF	
	U (except UD UG)	EF	
	V	EF	
	W	EF	
	Z	EF	
EK – Denmark	EK	EK	Except EKRN an EKVG
EN – Norway	B	EN	
	C	EN	
	EKVG	EN	
	EN		
	K	EN	
	M	EN	
	P		
EP – Poland	EP		
	O	EP	Except departure from OJ, OL, OS, OY
	U (except UD UG)	EP	
	V	EP	
	W	EP	
EV – Latvia	EV		
	O	EV	Except departure from OJ, OL, OS, OY
	U (except UD UG)	EV	
	V	EV	
	W	EV	
LT – Turkey	LT	UK	Except when having transited LR or LU
	O	UK or Belarus	Deps. From OE, OJ, OL, OS and OY

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EY - Lithuania	EY		
UD- Armenia	UD	EE	Except having transited EP, EV, EY, EF
UG - Georgia	UG	EE	Except having transited EP, EV, EY, EF

CONTINGENCY PLAN - LATVIA

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Latvian airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of Latvia, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
EF – Finland	EF	EE, U	Except when having transited EV
EP – Poland	EP		
ES – Sweden	ES and EKRN		Except when having transited EF, EY
EY – Lithuania	EY		
LH – Hungary	LH	U	
LR – Romania	LR	U	Except when having transited EP
LT – Turkey	LT	U	Except when having transited LR or LU
	O	U	Only deps. from OJ, OL, OS and OY
LU – Moldova	LU	U	
LZ – Slovak Republic	LZ	U	Except when having transited EP
UD – Armenia	UD	U	
UG - Georgia	UG	U	

CONTINGENCY PLAN - LITHUANIA

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Lithuanian airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of Lithuania, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
EP – Poland	EP		
ES – Sweden	ES and EKRN		Except when having transited EF, EV
EV – Latvia	EV		
LH – Hungary	LZ	UM	
LR – Romania	LR	UM	Except when having transited EP
LT – Turkey	LT	UM	Except when having transited LR or LU
	O	UM	Only deps. from OJ, OL, OS and OY
LU – Moldova	LU		
LZ – Slovak Republic	LZ	UM	Except when having transited EP
UD – Armenia	UD	UM	
UG – Georgia	UG	UM	

CONTINGENCY PLAN - ALBANIA

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Albanian airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of Albania, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
LG – Greece	F	LG	Except when having transited LM
	H	LG	Except when having transited LM
	LG		
	LV	LG	
	O	LG	
	V	LG	
	W	LG	
LI – Italy	D	LI	
	F	LI	Except when having transited LM
	G (except GC)	LI	
	LI		Except departures from LICD
	S	LI	
LW – F.Y.R.O.M.	'BKPR'	LW	
	LW		
	LYPR	LW	
LY – Serbia	LY		

CONTINGENCY PLAN - BULGARIA

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Bulgarian airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of Bulgaria, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
EF – Finland	EF	UK	Except when having transited EV
LG – Greece	F	LG	Except when having transited LM
	H	LG	
	LG		
	O	LG	Except when having transited LC
	V	LG	Except when having transited LC
	W	LG	Except when having transited LC
LR – Romania	EE	LR	
	LR		
	R	LR	Except when having transited LU
	U (except UD UG)	LR	Except when having transited LU
	Z	LR	Except when having transited LU
LT – Turkey	LT		
	O	LT	
	U (except UD UG)	LT	
	V	LT	
	W	LT	
LW – F.Y.R.O.M.	'BKPR'	LW	
	LW		
	LYPR	LW	
LY – Serbia	LY		
UG – Georgia	UG	UK	

CONTINGENCY PLAN - CYPRUS

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Cyprus airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of Cyprus, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
LG – Greece	G (except GC)		Except when having transited LM
	LG		
LT – Turkey	EE	LT	
	LT		
	R	LT	
	U (except UD UG)	LT	
	Z	LT	

CONTINGENCY PLAN - CROATIA

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Croatian airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of Croatia, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
LH – Hungary	LH		
	O	LH	Except when having transited LR or LU
	R	LH[2]	Except when having transited LR or LZ
	U (except UD UG)	LH	Except when having transited LR, LU or LZ
	Z	LH	Except when having transited LR or LZ
LI – Italy	D	LI	Except when having transited LF
	F	LI	Except when having transited LF or LM
	G (except GC)	LI	Except when having transited LF
	LI		Except departures from LICD
	S	LI	Except when having transited LF
	LQ	LD	
LJ - Slovenia	LJ		
	LQ	LD	
LO - Austria	LO	LJ (Mura sector)	
LY - Serbia	LY		
	LQ	LD	

CONTINGENCY PLAN - SPAIN

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Spanish airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of Spain, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
EG – United Kingdom	C	Shanwick	
	EG	Shanwick	
	K	Shanwick	
	M	Shanwick	
	T	Shanwick	
LF – France	H	LF	Except when having transited LI or LM
	LF		
LI - Italy	LI	DA	
LM – Malta	LICD	DA	
	LM	DA	
	LV	DA	
LPPC – Portugal (excluding Azores)	LP		Except LPAZ and LPLA
LPPO – AZ (Azores)	B	AZ directly	Entering GC airspace only
	C	AZ directly	Entering GC airspace only
	K	AZ directly	
	LPAZ	AZ directly	
	LPLA	AZ directly	
	LPPD	AZ directly	
	M	AZ directly	
	S	AZ directly	
	T	AZ directly	

CONTINGENCY PLAN - FRANCE

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering French airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of France, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
EB – Belgium	EB		
	EL		
ED – Germany	ED		
	ET	ED	
EG – United Kingdom	B	EG	
	C	EG or Shanwick	
	EG		
	EKVG		
	K	EG or Shanwick	
	M	EG or Shanwick	
	P	EG	
	T	Shanwick	
LE – Spain	D	LE	
	F	LE	
	G (including GC)	LE	Except when having transited LP
	LE		
	LX		
	S	LE	Except when having transited GC
LI – Italy	D	LI	
	F	LI	
	G	LI	
	H	LI	Except when having transited LM
	LI		Except LICD
	O	LI	Except when having transited LM
LM - Malta	LICD	D	
	LM	D	
	LV	D	
	O	D	
LS - Switzerland	LF		Only LFSB and Savoie Eastbound deps.
	LS		

CONTINGENCY PLAN - GREECE

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Greek airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of Greece, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
LA – Albania	'BKPR'	LA	
	LA		
	LYPR	LA	
LB - Bulgaria	LB		
	R	LB	Except when having transited LR
	Z	LB	Except when having transited LR
LC – Cyprus	H	LC	
	LC		
	LL	LC	
	LV	LC	
	O	LC	
	V	LC	
	W	LC	
LI – Italy	D	LI	Except when having transited LM
	F	LI	Except when having transited LM
	G (except GC)	LI	Except when having transited LM
	LI		Except LICD
	S	LI	Except when having transited LM
LM – Malta	D	LM	
	F	LM	
	G	LM	Except departures from GC
	LICD		
	LM	LM	
	S	LM	

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LT – Turkey	LT		
	O	LT	
	R	LT	
	U (except UD UG)	LT	
	V	LT	
	W	LT	
	Z	LT	
LW – F.Y.R.O.M.	‘BKPR’		
	LW		
	LYPR		

CONTINGENCY PLAN - HUNGARY

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Hungarian airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of Hungary, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
EF – Finland	EF	UK	Except when having transited EV
EV – Latvia	EV	UK	
EY – Lithuania	EY	UK	
LD - Croatia	LD		
	LQ	LD	
LO – Austria	LO	LOUK	
LR – Romania	LR		
	O	LR	Except when having transited LT, UD, UG
	U (except UD UG)	LR	Except when having transited LT, UD, UG
	V	LR	Except when having transited LT, UD, UG
	W	LR	Except when having transited LT, UD, UG
LU – Moldova	LU	UK	Except when having transited LR, LT, UD, UG
LY – Serbia	LY		
LZ – Slovak Republic	LZ		
	R	LZ	Except when having transited EP, LH, LR, LT, UD, UG
	U (except UD UG)	LZ	Except when having transited EP, LH, LR, LT, UD, UG
	V	LZ	Except when having transited EP, LH, LR, LT, UD, UG
	W	LZ	Except when having transited EP, LH, LR, LT, UD, UG
	Z	LZ	Except when having transited EP, LH, LR, LT, UD, UG

CONTINGENCY PLAN - ITALY

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Italian airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of Italy, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
ED – Germany	ED	Direct from ED	Except when having transited LK
	ET	Direct from ED	Except when having transited LK
LA – Albania	'BKPR'	LA	
	LA		
	LYPR	LA	
LD – Croatia	LD		
	LQ		
LE – Spain	LE	DT	
LF – France	D	LF	
	F	LF	
	G (except GC)	LF	Except when having transited LE
	LF		
	LN		
	S	LF	Except when having transited LE
LG – Greece	F	LG	
	H	LG	
	LG		
	LV	LG	
	O	LG	
	V	LG	
	W	LG	
LJ – Slovenia	LJ		
LM – Malta	D	LM	
	F	LM	
	G	LM	Except departure from GC
	H	LM	
	LICD		
	LM		
	LV	LM	
	O	LM	Except when having transited LG
	S	LM	

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LO – Austria	LO		
LS – Switzerland	LS		Except LSZA
LY – Serbia	LY		

CONTINGENCY PLAN - SLOVENIA

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Slovenian airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of Slovenia, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
LD – Croatia	LD		
	LQ		
LI - Italy	LI		
LO – Austria	LO		

CONTINGENCY PLAN - CZECH REPUBLIC

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Czech airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of the Czech Republic, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
ED – Germany	ED		
	ET		
EP – Poland	EP		
	O (except OE, OJ, OL, OS, OY)	EP	
	R	EP	
	U (except UD UG)	EP	
	V	EP	
	W	EP	
	Z	EP	
LO – Austria	LO		
LZ- Slovak Republic	LZ		
	U (except UD UG)	LZ	Except when having transited EP, LH, LR, LT, UD, UG
	R	LZ	Except when having transited EP, LH, LR, LT, UD, UG
	V	LZ	Except when having transited EP, LH, LR, LT, UD, UG
	W	LZ	Except when having transited EP, LH, LR, LT, UD, UG
	Z	LZ	Except when having transited EP, LH, LR, LT, UD, UG

CONTINGENCY PLAN - MALTA

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Maltese airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of Malta, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
LE – Spain	LE	DT	
	LX	DT	
LF – France	LF	DT	
LG – Greece	H	LG	
	LG		
	LV	LG	
	O	LG	Except when having transited LC
	V	LG	Except when having transited LC
	W	LG	Except when having transited LC
LI - Italy	LI		

CONTINGENCY PLAN - AUSTRIA

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Austrian airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of Austria, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
ED – Germany	ED		Except when having transited LK
	ET	ED	Except when having transited LK
LD – Croatia	LD		Mura Sector only
	LQ	LD	Mura Sector only
LH – Hungary	LH		
	U (except UD UG)	LH	Except when having transited LR or LZ
	V	LH	Except when having transited LR or LZ
	W	LH	Except when having transited LR or LZ
LI – Italy	D	LI	Except when having transited LF or LM
	F	LI	Except when having transited LF or LM
	G (except GC)	LI	Except when having transited LE or LF
	LI	LI	Except LICD
LJ – Slovenia	LO		
LK – Czech Republic	LK		
LS – Switzerland	LS		
LZ – Slovak Republic	LZ		
	U (except UD UG)	LZ	Except when having transited EP, LH, LR, LT, UD, UG
	R	LZ	Except when having transited EP, LH, LR, LT, UD, UG
	V	LZ	Except when having transited EP, LH, LR, LT, UD, UG
	W	LZ	Except when having transited EP, LH, LR, LT, UD, UG
	Z	LZ	Except when having transited EP, LH, LR, LT, UD, UG

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Portuguese airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of Portugal, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
LE – Spain	D	LE or GC	
	F	LE or GC	
	G (including GC)	LE or GC	
	H	LE	Except when having transited LM
	LE		
	LX		
	O	LE	
LPPO – Portugal (Azores)	B	AZ	
	C	AZ	
	K		
	M		
	S		Except when having transited GC
	T		

CONTINGENCY PLAN – PORTUGAL (Azores)

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Santa Maria Oceanic airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of the Azores, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
EG – United Kingdom	B	Shanwick	
	C	Shanwick	
	K	Shanwick	
LE – Spain	LE	LE	
	GC	GC	
LPPC – Portugal (Mainland)	D	LP	
	F	LP	
	G	LP	
	LP		

CONTINGENCY PLAN – ROMANIA

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Romanian airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of Romania, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
EF – Finland	EF	UK	Except when having transited EP or EV
EP – Poland	EP		Except when having transited LZ
	UMKK	UK	
EV – Latvia	EV	UK	
EY – Lithuania	EY	UK	Except when having transited EP
LB – Bulgaria	LB		
LH – Hungary	LH		
LT – Turkey	LT		
	O	UK	Except when having transited LC
	U (except UD UG)	UK	Except when having transited UD, UG
	V	UK	Except when having transited UD, UG
	W	UK	Except when having transited UD, UG
LU – Moldova	LU		
	O	LU	Except when having transited LT
	R	LU	
	U (except UD UG)	LU	Except when having transited UD, UG
	V	LU	Except when having transited LT
	W	LU	Except when having transited LT
	Z	LU	
LY - Serbia	LY		
LZ – Slovak Republic	LZ		
	U (except UD UG)	UK	Except when having transited LT, UD, UG
	R	UK	Except when having transited LT, UD, UG
	V	UK	Except when having transited LT, UD, UG
	W	UK	Except when having transited LT, UD, UG
	Z	UK	Except when having transited LT, UD, UG
UD – Armenia	UD	U	Except when having transited LT, UG
UG – Georgia	UG	U	Except when having transited LT, UD

CONTINGENCY PLAN – SWITZERLAND

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Swiss airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of Switzerland, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
ED – Germany	ED		
	ET	ED	
LF – France	D	LF	Except when having transited LE, LI
	F	LF	Except when having transited LE, LI
	G (except GC)	LF	Except when having transited LE
	LF		Except LFSB and Savoie Eastbound deps.
LI – Italy	D	LI	Except when having transited Corsica
	F	LI	Except when having transited Corsica
	LI	LI	Except when having transited Corsica
LO - Austria	LO		

CONTINGENCY PLAN – TURKEY

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Turkish airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of Turkey, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
EF – Finland	EF	UK	Except when having transited EV, LR or LU
EP – Poland	EP	UK	Except when having transited LR or LU
	UMKK	UK	Except when having transited LR or LU
ES – Sweden	ES and EKRN	UK	Except when having transited EP, EV
EV – Latvia	EE	UK	Except when having transited LR or LU
	EV	UK	Except when having transited LR or LU
EY – Lithuania	EY		Except when having transited LR or LU
LB – Bulgaria	LB		
LC – Cyprus	D	LC	
	F	LC	
	H	LC	
	LC		
	LL	LC	
	LV	LC	
	O	LC	
	V	LC	
	W	LC	
	(YY)		
	Z	LC	
LG – Greece	F	LG	Except when having transited LM
	H	LG	
	LG		
	O	LG	Except when having transited LC
	V	LG	Except when having transited LC
	W	LG	Except when having transited LC
LR – Romania	LR		
	UK	LR	Except when having transited LU
LU – Moldova	LU		
	U (except UD UG)	U	
UD – Armenia	UD		
	U	U	Except when having transited UG
UG – Georgia	UG		
	U	U	Except when having transited UD

CONTINGENCY PLAN – MOLDOVA

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Moldovan airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of Moldova, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
EF – Finland	EF		Except when having transited EV
EP – Poland	EP	UK	
	UMKK	UK	
EV – Latvia	EE	UK	
	EV	UK	
EY – Lithuania	EY	UK	
LH - Hungary	LH	UK	
LR – Romania	LR		
LT – Turkey	LT		
	O		Only when having transited LT
	V		Only when having transited LT
	W		Only when having transited LT
LZ – Slovak Republic	LZ	UK	
UD – Armenia	UD		Except when having transited LT
UG – Georgia	UG		Except when having transited LT

CONTINGENCY PLAN – F.Y.R.O.M.

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering the airspace of F.Y.R.O.M. from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of F.Y.R.O.M., they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
LA – Albania	LA		
LB – Bulgaria	LB		
	O	LB	Except when having transited LT
	U (except UD UG)	LB	Except when having transited LT
	V	LB	Except when having transited LT
	W	LB	Except when having transited LT
LG – Greece	F	LG	
	H	LG	
	LG		
	LV	LG	
	O	LG	Except when having transited LC or LT
	V	LG	Except when having transited LC or LT
	W	LG	Except when having transited LC or LT
LY – Serbia	LY		

CONTINGENCY PLAN – SERBIA

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Serbian airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of Serbia, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
LA – Albania	LA		
	LQ	LY	
LB - Bulgaria	LB		
	O	LB	Except when having transited LT
	U (except UD UG)	LB	Except when having transited LT, UD, UG
	V	LB	Except when having transited LT, UD, UG
	W	LB	Except when having transited LT, UD, UG
	LQ	LY	
LD - Croatia	LD	LQ	
	LQ	LD	
LH - Hungary	LH		
	U (except UD UG)	LH	Except when having transited EP or LZ
	R	LH	Except when having transited EP or LZ
	Z	LH	Except when having transited EP or LZ
	LQ	LY	
LI – Italy	D	LI	
	G	LI	Except departure from GC
	LI		Except LICD
	S	LI	
LR - Romania	LR		
	O	LR	Except when having transited LT or LU
	R	LR	Except when having transited LU
	U (except UD UG)	LR	Except when having transited LU
	V	LR	Except when having transited LT or LU
	W	LR	Except when having transited LT or LU
	Z	LR	Except when having transited LU
	LQ	LY	
LW – F.Y.R.O.M.	LW		
	LQ	LY	

CONTINGENCY PLAN – SLOVAK REPUBLIC

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Slovak airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of the Slovak Republic, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
EP – Poland	EP		
	UMKK	EP	
EV – Latvia	EV	UK	
EY – Lithuania	EY	UK	
LH – Hungary	LH		
LK – Czech Republic	LK		
LO – Austria	LO		
LR – Romania	LR	UK	
	O	UK	Except when having transited LT or LU
	V	UK	Except when having transited LT or LU
	W	UK	Except when having transited LT or LU
LU – Moldova	LU	UK	Except when having transited LR

CONTINGENCY PLAN – ARMENIA

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Armenian airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of Turkey, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
EF – Finland	EF		
EP - Poland	EP	UG	Except when having transited LR or LU
	UMKK	UG	Except when having transited LR or LU
ES - Sweden	ES and EKRN	UG	Except when having transited EP or EY
EV – Latvia	EV	UG	
EY – Lithuania	EY	UG	
LR - Romania	LR	UG	
LT - Turkey	F	LT	Except when having transited LC or LG
	H	LT	
	LT		
	O	LT	
	U (except UD UG)	LT	
LU – Moldova	LU		
UG – Georgia	UG		

CONTINGENCY PLAN – GEORGIA

ASSUMPTION OF REPORTING RESPONSIBILITIES IN THE EVENT OF LOSS OF FLIGHT DATA BY OTHER STATES

Note: The following additional reporting responsibilities concern the traffic entering Georgian airspace from adjacent contracting States, and which would need to be transmitted to the CRCO in the event of a contingency affecting one of these States, subject to any conditions specified.

Where these responsibilities have been found to overlap with the normal responsibilities of Georgia, they have been modified to limit their scope to the additional traffic required.

DATA LOSS IN	DEPARTURE AERODROME	IF ENTERING FROM	CONDITIONS
EF – Finland	EF		Except when having transited EY, EV
EP - Poland	EP		
	UMKK		
ES- Sweden	ES and EKRN		Except when having transited EP, EY, EV
EV – Latvia	EV		
EY – Lithuania	EY		
LB - Bulgaria	LB	UG	
LH – Hungary	LH	UG	
LR – Romania	LR		Except when having transited LU, LB
LT – Turkey	F	LT	Except when having transited LC, LG
	H	LT	Except when having transited LC, LG
	LT	UG	
	O	LT	
	U (except UD UG	UK	
LZ – Slovak Republic	LZ	UG	
LU – Moldova	LU	UG	
UD – Armenia	UD		