

NOTICE

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION
Air Traffic Organization Policy

N JO 7110.601

Effective Date:
September 15, 2012

Cancellation Date:
September 14, 2013

SUBJ: Instructions for Completing the ICAO Flight Plan

- 1. Purpose of This Notice.** This notice transmits air traffic procedural guidance applicable to completing the ICAO Flight Plan. This guidance will be incorporated into Federal Aviation Administration Order JO 7110.10, Flight Services, Appendix A, Sections 2-4, Instructions for Completing the ICAO Flight Plan.
- 2. Audience.** This notice applies to the following Air Traffic Organization (ATO) service units: En Route and Oceanic, Terminal, Mission Support, System Operations and Flight Services.
- 3. Where Can I Find This Notice?** This notice is available on the MyFAA employee Web site at https://employees.faa.gov/tools_resources/orders_notices/ and on the air traffic publications Web site at http://www.faa.gov/air_traffic/publications/.
- 4. Action.** Facility managers must ensure the provisions of this notice are briefed to operations managers, front-line managers, controllers-in-charge, and air traffic controllers in areas of specialization/facilities prior to the use of these procedures. See attached pages.
- 5. Distribution.** This notice is distributed to the following ATO service units: Terminal, En Route and Oceanic, System Operations and Flight Services; the Office of ATO Safety and Technical Training; Mission Support; the Air Traffic Safety Oversight Service; the William J. Hughes Technical Center; and the Mike Monroney Aeronautical Center.
- 6. Background.** The International Civil Aviation Organization (ICAO) is amending flight planning procedures described in Air Traffic Management, Fifteenth Edition (ATM, Document 4444). Known as Amendment 1 to Doc 4444, this amendment goes into effect on September 15, 2012. Changes in Amendment 1 reflect the need to identify the advanced capabilities of aircraft, as well as the evolving requirements of automated air traffic management systems. Significant changes in this amendment include Item 10, which has been renamed Equipment and Capabilities, and Item 18, Other Information.
- 7. Safety Management System.** Appropriate safety management documentation, in accordance with FAA Order 1100.161, Air Traffic Safety Oversight, ATO Order JO 1000.37, Air Traffic Organization Safety Management System, and the ATO Safety Management System Manual, has been completed in support of this notice.



Elizabeth L. Ray
Vice President, Mission Support Services
Air Traffic Organization

9-10-2012

Date Signed

PAGE CONTROL CHART

JO 7110.10V

REMOVE PAGES	DATED	INSERT PAGES	DATED
A-3 through A-12	02/09/12	A-3 through A-17	09/15/12

Renumber pages A-13 through A-18 as A-18 through A-23.

2. Instructions for Completing the Flight Plan Form

2.1 General

Follow the prescribed formats and manner of specifying data.

Start entering data in the first space provided. Leave unused spaces blank.

ENTER all clock times in 4 figures UTC.

ENTER all estimated elapsed times in 4 figures (hours and minutes).

Shaded area preceding Item 3 - to be completed by ATS and COM services, unless the responsibility for originating flight plan messages has been delegated.

NOTE-

The term “aerodrome,” where used in the flight plan, also covers sites other than aerodromes which may be used by certain types of aircraft; for example, helicopters or balloons.

2.2 Instructions for entering ATS data

Complete Items 7 to 18 as indicated below.

Complete also Item 19 as indicated below, when required by the appropriate ATS authority or when otherwise deemed necessary.

NOTE-

1. Item numbers on the form are not consecutive, as they correspond to Field Type numbers in ATS messages.

2. ATS data systems may impose communications or processing constraints on information in filed flight plans. Possible constraints may, for example, be limits regarding item length, number of elements in the route item, or total flight plan length. Significant constraints are documented in the relevant Aeronautical Information Publication.

ITEM 7: AIRCRAFT IDENTIFICATION (MAXIMUM 7 CHARACTERS)

ENTER one of the following aircraft identifications, not exceeding 7 alphanumeric characters and without hyphens or symbols:

(a) The ICAO designator for the aircraft operating agency, followed by the flight identification (for example, KLM511, NGA213, JTR25). When in radiotelephony the call sign to be used by the aircraft will consist of the ICAO telephony designator for the operating agency followed by the flight identification (for example, KLM511, NIGERIA213, JESTER25);

(b) The nationality or common mark and registration marking of the aircraft (for example, EIAKO, 4XBCD, N2567GA), when:

(1) In radiotelephony, the call sign to be used by the aircraft will consist of this identification alone (for example, CGAJS) or preceded by the ICAO telephony designator for the aircraft operating agency (for example, BLIZZARD CGAJS); or

(2) The aircraft is not equipped with radio.

NOTE

1. Standards for nationality, common and registration marks to be used are contained in Annex 7, Chapter 2.

2. Provisions for using radiotelephony call signs are contained in Annex 10, Volume II, Chapter 5. ICAO designators and telephony designators for aircraft operating agencies are contained in Doc 8585 — Designators for Aircraft Operating Agencies, Aeronautical Authorities and Services.

ITEM 8: FLIGHT RULES AND TYPE OF FLIGHT (1 OR 2 CHARACTERS)**Flight Rules**

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

- I if it is intended that the entire flight will be operated under IFR.
- V if it is intended that the entire flight will be operated under VFR.
- Y if the flight initially will be operated under IFR, followed by one or more changes of flight rules.
- Z if the flight initially will be operated under VFR, followed by one or more changes of flight rules.

NOTE-

U.S. domestic automation systems cannot accept a flight plan that begins under VFR and subsequently changes to one or more flight rules (that is, "Z"). For this purpose, file separate flight plans for the portions of the route that the pilot intends to conduct under IFR.

Specify in Item 15 the point or points where change of flight rules is planned.

Type of flight

ENTER one of the following letters to denote the type of flight when required by the appropriate ATS authority:

- S if scheduled air service
- N if non-scheduled air transport operation
- G if general aviation
- M if military
- X if other than any of the defined categories above.

Specify flight status following the indicator "STS" in Item 18, or when necessary to denote other reasons for specific handling by ATS, indicate the reason following the indicator "RMK" in Item 18.

ITEM 9: NUMBER AND TYPE OF AIRCRAFT AND WAKE TURBULENCE CATEGORY**Number of aircraft (1 or 2 characters)**

ENTER the number of aircraft, if more than one.

Type of aircraft (2 to 4 characters)

ENTER the appropriate designator as specified in ICAO Doc 8643, Aircraft Type Designators,

OR if no such designator has been assigned, or in case of formation flights comprising more than one type,

ENTER ZZZZ, and *SPECIFY* in Item 18, the (numbers and) type(s) of aircraft preceded by TYP/.

Wake turbulence category (1 character)

ENTER an oblique stroke followed by one of the following letters to indicate the wake turbulence category of the aircraft:

H - HEAVY, to indicate an aircraft type with a maximum certificated take-off mass of 136,000 kg or more;

M - MEDIUM, to indicate an aircraft type with a maximum certificated take-off mass of less than 136,000 kg but more than 7,000 kg;

L - LIGHT, to indicate an aircraft type with a maximum certificated take-off mass of 7,000 kg or less.

ITEM 10: EQUIPMENT AND CAPABILITIES

Capabilities comprise the following elements:

- (a) Presence of relevant serviceable equipment on board the aircraft;
- (b) Equipment and capabilities commensurate with flight crew qualifications; and
- (c) Where applicable, authorization from the appropriate authority.

Radio communication, navigation and approach aid equipment and capabilities

ENTER one letter as follows:

N if no COM/NAV/approach aid equipment for the route to be flown is carried, or the equipment is unserviceable,

OR

S if standard COM/NAV/approach aid equipment for the route to be flown is carried and serviceable (see Note 1),

AND/OR

ENTER one or more of the following letters to indicate the serviceable COM/NAV/ approach aid equipment and capabilities available:

A	GBAS landing system	J7	CPDLC FANS 1/A SATCOM (Iridium)
B	LPV (APV with SBAS)	K	MLS
C	LORAN C	L	ILS
D	DME	M1	ATC RTF SATCOM (INMARSAT)
E1	FMC WPR ACARS	M2	ATC RTF (MTSAT)
E2	D-FIS ACARS	M3	ATC RTF (Iridium)
E3	PDC ACARS	O	VOR
F	ADF	P1–P9	Reserved for RCP
G	GNSS (See Note 2)	R	PBN approved (See Note 4)
H	HF RTF	T	TACAN
I	Inertial Navigation	U	UHF RTF
J1	CPDLC ATN VDL Mode 2 (See Note 3)	V	VHF RTF
J2	CPDLC FANS 1/A HF DL	W	RVSM approved
J3	CPDLC FANS 1/A VDL Mode A	X	MNPS approved
J4	CPDLC FANS 1/A VDL Mode 2	Y	VHF with 8.33 kHz channel spacing capability
J5	CPDLC FANS 1/A SATCOM (INMARSAT)	Z	Other equipment carried or other capabilities (See Note 5)
J6	CPDLC FANS 1/A SATCOM (MTSAT)		

Any alphanumeric characters not indicated above are reserved.

NOTE-

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

Surveillance equipment and capabilities

ENTER N if no surveillance equipment for the route to be flown is carried, or the equipment is unserviceable,

OR

ENTER one or more of the following descriptors, up to a maximum of 20 characters, to describe the serviceable surveillance equipment and/or capabilities on board. Enter no more than one transponder code (Modes A, C, or S)

SSR Modes A and C:

- A Transponder - Mode A (4 digits - 4096 codes)
- C Transponder - Mode A (4 digits - 4096 codes) and Mode C

SSR Mode S:

- E Transponder - Mode S, including aircraft identification, pressure-altitude and extended squitter (ADS-B) capability
- H Transponder - Mode S, including aircraft identification, pressure-altitude and enhanced surveillance capability
- I Transponder - Mode S, including aircraft identification, but no pressure-altitude capability
- L Transponder - Mode S, including aircraft identification, pressure-altitude, extended squitter (ADS-B) and enhanced surveillance capability
- P Transponder — Mode S, including pressure-altitude, but no aircraft identification capability
- S Transponder - Mode S, including both pressure-altitude and aircraft identification capability
- X Transponder - Mode S with neither aircraft identification nor pressure-altitude capability

NOTE-

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

ADS-B:

- B1 ADS-B with dedicated 1090 MHz ADS-B “out” capability
- B2 ADS-B with dedicated 1090 MHz ADS-B “out” and “in” capability
- U1 ADS-B “out” capability using UAT
- U2 ADS-B “out” and “in” capability using UAT

- V1 ADS-B “out” capability using VDL Mode 4
- V2 ADS-B “out” and “in” capability using VDL Mode 4

NOTE-

File no more than one code for each type of capability, e.g. file B1 or B2 and not both

ADS-C:

- D1 ADS-C with FANS 1/A capabilities
- G1 ADS-C with ATN capabilities

Alphanumeric characters not indicated above are reserved.

EXAMPLE-

ADE3RV/HB2U2V2G1

NOTE

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

ITEM 13: DEPARTURE AERODROME AND TIME (8 CHARACTERS)

ENTER the ICAO four-letter location indicator of the departure aerodrome as specified in Doc 7910, Location Indicators,

OR if no location indicator has been assigned,

ENTER ZZZZ and **SPECIFY**, in Item 18, the name and location of the aerodrome preceded by DEP/,

OR the first point of the route or the marker radio beacon preceded by DEP/..., if the aircraft has not taken off from the aerodrome,

OR if the flight plan is received from an aircraft in flight,

ENTER AFIL, and **SPECIFY**, in Item 18, the ICAO four-letter location indicator of the location of the ATS unit from which supplementary flight plan data can be obtained, preceded by DEP/.

THEN, WITHOUT A SPACE,

ENTER for a flight plan submitted before departure, the estimated off-block time (EOBT),

OR for a flight plan received from an aircraft in flight, the actual or estimated time over the first point of the route to which the flight plan applies.

ITEM 15: ROUTE

ENTER the first cruising speed as in (a) and the first cruising level as in (b), without a space between them.

THEN following the arrow, **ENTER** the route description as in (c).

(a) Cruising speed (maximum 5 characters)

ENTER the *True Air Speed* for the first or the whole cruising portion of the flight, in terms of:

Kilometers per hour, expressed as K followed by 4 figures (for example, K0830), *or*

Knots, expressed as N followed by 4 figures (for example, N0485), *or*

True Mach number, when so prescribed by the appropriate ATS authority, to the nearest hundredth of unit Mach, expressed as M followed by 3 figures (for example, M082).

(b) Cruising level (maximum 5 characters)

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

Flight level, expressed as F followed by 3 figures (for example, F085; F330), or

**Standard Metric Level in tens of meters*, expressed as S followed by 4 figures (for example, S1130), or

Altitude in hundreds of feet, expressed as A followed by 3 figures (for example, A045; A100), or

Altitude in tens of meters, expressed as M followed by 4 figures (for example, M0840), or for uncontrolled VFR flights, the letters VFR.

*When so prescribed by the appropriate ATS authorities.

(c) Route (including changes of speed, level and/or flight rules)

Flights along designated ATS routes

ENTER if the departure aerodrome is located on or connected to the ATS route, the designator of the first ATS route,

OR if the departure aerodrome is not located on or connected to the ATS route, the letters DCT followed by the point of joining the first ATS route, followed by the designator of the ATS route.

THEN

ENTER each point at which either a change of speed and/or level is planned to start, or a change of ATS route, and/or a change of flight rules is planned,

NOTE-

When a transition is planned between a lower and upper ATS route and the routes are oriented in the same direction, the point of transition does not need to be entered.

FOLLOWED IN EACH CASE

by the designator of the next ATS route segment, even if the same as the previous one,

OR by DCT, if the flight to the next point will be outside a designated route, unless both points are defined by geographical coordinates.

Flights outside designated ATS routes

ENTER points normally not more than 30 minutes flying time or 370 km (200 NM) apart, including each point at which a change of speed or level, a change of track, or a change of flight rules is planned,

OR when required by appropriate ATS authority(ies),

DEFINE the track of flights operating predominantly in an east-west direction between 70°N and 70°S by reference to significant points formed by the intersections of half or whole degrees of latitude with meridians spaced at intervals of 10 degrees of longitude. For flights operating in areas outside those latitudes the tracks must be defined by significant points formed by the intersection of parallels of latitude with meridians normally spaced at 20 degrees of longitude. The distance between significant points must, as far as possible, not exceed one hour's flight time. Additional significant points must be established as deemed necessary.

For flights operating predominantly in a north-south direction, define tracks by reference to significant points formed by the intersection of whole degrees of longitude with specified parallels of latitude which are spaced at 5 degrees.

ENTER DCT between successive points unless both points are defined by geographical coordinates or by bearing and distance.

USE ONLY the conventions in (1) to (5) below and SEPARATE each sub-item by a space.

(1) ATS route (2 to 7 characters)

The coded designator assigned to the route or route segment including, where appropriate, the coded designator assigned to the standard departure or arrival route (for example, V218, J3, Q108, T111, BCN1, ANC4, AR3, B1, R14, UB10, UJ5, UQ104, KODAP2A, RIIVR2).

NOTE-

Provisions for the application of route designators are contained in Annex 11, Appendix 1.

(2) Significant point (2 to 11 characters)

The coded designator (2 to 5 characters) assigned to the point (for example, LN, MAY, HADDY), or, if no coded designator has been assigned, one of the following ways:

Degrees only (7 characters):

2 figures describing latitude in degrees, followed by “N” (North) or “S” (South), followed by 3 figures describing longitude in degrees, followed by “E” (East) or “W” (West).

Make up the correct number of figures, where necessary, by insertion of zeros, for example, 46N078W.

Degrees and minutes (11 characters):

4 figures describing latitude in degrees and tens and units of minutes followed by “N” (North) or “S” (South), followed by 5 figures describing longitude in degrees and tens and units of minutes, followed by “E” (East) or “W” (West). Make up the correct number of figures, where necessary, by entering zeros; for example, 4620N07805W.

Bearing and distance from a significant point:

The identification of the significant point, followed by the bearing from the point in the form of 3 figures giving degrees magnetic, followed by the distance from the point in the form of 3 figures expressing nautical miles. In areas of high latitude where it is determined by the appropriate authority that reference to degrees magnetic is impractical, degrees true may be used. Make up the correct number of figures, where necessary, by insertion of zeros; for example, a point 180° magnetic at a distance of 40 nautical miles from VOR “DUB” should be expressed as DUB180040.

(3) Change of speed or level (maximum 21 characters)

*The point at which a change of speed (5% TAS or 0.01 Mach or more) or a change of level is planned to start, expressed exactly as in (2) above, followed by an *oblique stroke* and both the cruising speed and the cruising level, expressed exactly as in (a) and (b) above, without a space between them, even when only one of these quantities will be changed.*

EXAMPLES-

LN/N0284A045

MAY/N0305F180

HADDY/N0420F330

4602N07805W/N0500F350

46N078W/M082F330

DUB180040/N0350M0840

(4) Change of flight rules (maximum 3 characters)

The point at which the change of flight rules is planned, expressed exactly as in (2) or (3) above as appropriate, followed by a space and one of the following:

VFR if from IFR to VFR

IFR if from VFR to IFR

EXAMPLES-

LN VFR

LN/N0284A050 IFR

NOTE-

U.S. domestic automation systems cannot accept flight plans that begin VFR and change to IFR. For this purpose, file a separate flight plan for the IFR portion of the flight.

(5) Cruise climb (maximum 28 characters)**NOTE-**

Flight plans containing a cruise climb cannot be accepted by domestic U.S. automation systems.

The letter C followed by an oblique stroke; THEN the point at which cruise climb is planned to start, expressed exactly as in (2) above, followed by an oblique stroke; THEN the speed to be maintained during cruise climb, expressed exactly as in (a) above, followed by the two levels defining the layer to be occupied during cruise climb, each level expressed exactly as in (b) above, or the level above which cruise climb is planned followed by the letters PLUS, without a space between them.

EXAMPLES-

C/48N050W/M082F290F350

C/48N050W/M082F290PLUS

C/52N050W/M220F580F620

**ITEM 16: DESTINATION AERODROME AND TOTAL ESTIMATED ELAPSED TIME,
DESTINATION ALTERNATE AERODROME(S)**

Destination aerodrome and total estimated elapsed time (8 characters)

ENTER the ICAO four-letter location indicator of the destination aerodrome as specified in Doc 7910, Location Indicators,

OR if no location indicator has been assigned,

ENTER ZZZZ followed, without a space, by the total estimated elapsed time, and *SPECIFY* in Item 18 the name and location of the aerodrome, preceded by DEST/.

THEN, WITHOUT A SPACE,

ENTER the total estimated elapsed time.

NOTE-

For a flight plan received from an aircraft in flight, the total estimated elapsed time is the estimated time from the first point of the route to which the flight plan applies to the termination point of the flight plan.

Destination alternate aerodrome(s)

ENTER the ICAO four-letter location indicator(s) of not more than two destination alternate aerodromes, as specified in Doc 7910, Location Indicators, separated by a space,

OR if no location indicator has been assigned to the destination alternate aerodrome(s),
ENTER ZZZZ and *SPECIFY* in Item 18 the name and location of the destination alternate
 aerodrome(s), preceded by *ALTN/*.

ITEM 18: OTHER INFORMATION

NOTE-

Use of indicators not included under this item may result in data being rejected, processed incorrectly or lost.

Hyphens or oblique strokes should only be used as prescribed below.

ENTER 0 (zero) if no other information,

OR any other necessary information in the sequence shown hereunder, in the form of the
 appropriate indicator selected from those defined hereunder followed by an oblique stroke and
 the information to be recorded:

STS/ Reason for special handling by ATS (for example, a search and rescue mission), as
 follows:

NOTE-

Additional information, if needed to clarify a reason for special handling, must follow RMK/.

ALTRV: for a flight operated in accordance with an altitude reservation

EXAMPLE-

STS/ALTRV RMK/ALTRV AT CN718 FL250B270

ATFMX: for a flight approved for exemption from ATFM measures by the
 appropriate ATS authority;

FFR: fire-fighting;

FLTCK: flight check for calibration of NAVAIDs;

EXAMPLE-

STS/FLTCHK RMK/FLIGHT CHECK ILS RY23 AT YIP

HAZMAT: for a flight carrying hazardous material;

HEAD: a flight with Head of State status;

HOSP: for a medical flight declared by medical authorities;

HUM: for a flight operating on a humanitarian mission;

MARSA: for a flight for which a military entity assumes responsibility for separation
 of military aircraft;

EXAMPLE-

STS/MARSA RMK/IR101 E1802X1817 MARSA BAKER23 AND TOGA17

MEDEVAC: for a life critical medical emergency evacuation;

NONRVSM: for a non-RVSM capable flight intending to operate in RVSM airspace;

SAR: for a flight engaged in a search and rescue mission; and

STATE: for a flight engaged in military, customs or police services.

Other reasons for special handling by ATS must be denoted under the designator *RMK/*.

PBN/ Indication of RNAV and/or RNP capabilities. Include as many of the applicable descriptors, up to a maximum of 8 entries (not more than 16 characters).

RNAV SPECIFICATIONS

A1 RNAV 10 (RNP 10)
 B1 RNAV 5 all permitted sensors
 B2 RNAV 5 GNSS
 B3 RNAV 5 DME/DME
 B4 RNAV 5 VOR/DME
 B5 RNAV 5 INS or IRS
 B6 RNAV 5 LORAN C
 C1 RNAV 2 all permitted sensors
 C2 RNAV 2 GNSS
 C3 RNAV 2 DME/DME
 C4 RNAV 2 DME/DME/IRU
 D RNAV 1 all permitted sensors
 D2 RNAV 1 GNSS
 D3 RNAV 1 DME/DME
 D4 RNAV 1 DME/DME/IRU

RNP SPECIFICATIONS

L1 RNP 4
 O1 Basic RNP 1 all permitted sensors
 O2 Basic RNP 1 GNSS
 O3 Basic RNP 1 DME/DME
 O4 Basic RNP 1 DME/DME/IRU
 S1 RNP APCH
 S2 RNP APCH with BARO-VNAV
 T1 RNP AR APCH with RF
 (special authorization required)
 T2 RNP AR APCH without RF
 (special authorization required)

Combinations of alphanumeric characters not indicated above are reserved.

NAV/ Significant data related to navigation equipment, other than specified in PBN/, as required by the appropriate ATS authority. Indicate GNSS augmentation under this indicator, with a space between two or more methods of augmentation, for example, NAV/GBAS SBAS.

NOTE-

See paragraph 6-2-3 to file NAV/ for flight with Area Navigation (RNAV) Routes in Domestic U.S. airspace.

COM/ Indicate communications applications or capabilities not specified in Item 10(a).

DAT/ Indicate data applications or capabilities not specified in 10(a).

SUR/ Include surveillance applications or capabilities not specified in Item 10(b). If ADS-B capability filed in Item 10 is compliant with RTCA DO-260B, include the item “260B” in SUR/. If ADS-B capability filed in Item 10 is compliant with RTCA DO-282B, include the item “282B” in SUR/.

EXAMPLE -

1. SUR/260B

2. SUR/260B 282B

DEP/ Insert the non-ICAO identifier of departure aerodrome, if ZZZZ is inserted in Item 13, or the ATS unit from which supplementary flight plan data can be obtained, if AFIL is inserted in Item 13. For aerodromes not listed in the relevant Aeronautical Information Publication, indicate location as follows:

With 4 figures describing latitude in degrees and tens and units of minutes followed by “N” (North) or “S” (South), followed by 5 figures describing longitude in degrees and tens and units of minutes, followed by “E” (East) or “W” (West). Make up the correct number of figures, where necessary, by insertion of zeros, e.g. 4620N07805W (11 characters).

OR Bearing and distance from the nearest significant point, as follows:

The identification of the significant point followed by the bearing from the point in the form of 3 figures giving degrees magnetic, followed by the distance from the point in the form of 3 figures expressing nautical miles. In areas of high latitude where it is determined by the appropriate authority that reference to degrees magnetic is impractical, degrees true may be used. Make up the correct number of figures, where necessary, by insertion of zeros, e.g. a point of 180°magnetic at a distance of 40 nautical miles from VOR “DUB” should be expressed as DUB180040.

OR The first point of the route (name or LAT/LONG) or the marker radio beacon, if the aircraft has not taken off from an aerodrome.

- DEST/ Insert the non-ICAO identifier of destination aerodrome, if ZZZZ is inserted in Item 16. For aerodromes not listed in the relevant Aeronautical Information Publication, indicate location in LAT/LONG or bearing and distance from the nearest significant point, as described under DEP/ above.
- DOF/ The date of flight departure in a six figure format (YYMMDD, where YY equals the year, MM equals the month and DD equals the day). The FAA will not accept flight plans filed with Date of Flight resulting in more than 24 hours in advance.
- REG/ The nationality or common mark and registration mark of the aircraft, if different from the aircraft identification in Item 7.
- EET/ Significant points or FIR boundary designators and accumulated estimated elapsed times from take-off to such points or FIR boundaries, when so prescribed on the basis of regional air navigation agreements, or by the appropriate ATS authority.

EXAMPLES-

EET/CAP0745 XYZ0830

EET/EINN0204

- SEL/ SELCAL Code, for aircraft so equipped.
- TYP/ Type(s) of aircraft, preceded if necessary without a space by number(s) of aircraft and separated by one space, if ZZZZ is inserted in Item 9.

EXAMPLE-

TYP/2F15 5F5 3B2

- CODE/ Aircraft address (expressed in the form of an alphanumerical code of six hexadecimal characters) when required by the appropriate ATS authority. Example: “F00001” is the lowest aircraft address contained in the specific block administered by ICAO.
- DLE/ En route delay or holding, insert the significant point(s) on the route where a delay is planned to occur, followed by the length of delay using four figure time in hours and minutes (hhmm).

EXAMPLE-

DLE/MDG0030

- OPR/ ICAO designator or name of the aircraft operating agency, if different from the aircraft identification in item 7.

ORGN/ The originator's 8 letter AFTN address or other appropriate contact details, in cases where the originator of the flight plan may not be readily identified, as required by the appropriate ATS authority.

NOTE-

In some areas, flight plan reception centers may insert the ORGN/ identifier and originator's AFTN address automatically.

- PER/ Aircraft performance data, indicated by a single letter as specified in the Procedures for Air Navigation Services — Aircraft Operations (PANS-OPS, Doc 8168), Volume I — Flight Procedures, if so prescribed by the appropriate ATS authority.
- ALTN/ Name of destination alternate aerodrome(s), if ZZZZ is inserted in Item 16. For aerodromes not listed in the relevant Aeronautical Information Publication, indicate location in LAT/LONG or bearing and distance from the nearest significant point, as described in DEP/ above.
- RALT/ ICAO four letter indicator(s) for en-route alternate(s), as specified in Doc 7910, Location Indicators, or name(s) of en-route alternate aerodrome(s), if no indicator is allocated. For aerodromes not listed in the relevant Aeronautical Information Publication, indicate location in LAT/LONG or bearing and distance from the nearest significant point, as described in DEP/ above.
- TALT/ ICAO four letter indicator(s) for take-off alternate, as specified in Doc 7910, Location Indicators, or name of take-off alternate aerodrome, if no indicator is allocated. For aerodromes not listed in the relevant Aeronautical Information Publication, indicate location in LAT/LONG or bearing and distance from the nearest significant point, as described in DEP/ above.
- RIF/ The route details to the revised destination aerodrome, following by the ICAO four-letter location indicator of the aerodrome. The revised route is subject to reclearance in flight.

EXAMPLES-

RIF/DTA HEC KLAX

RIF/ESP G94 CLA YPPH

RMK/ Any other plain language remarks when required by the appropriate ATS authority or deemed necessary.

ITEM 19: SUPPLEMENTARY INFORMATION**Endurance**

After E/ *ENTER* a 4-figure group giving the fuel endurance in hours and minutes.

Persons on board

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

Emergency and survival equipment

R/ (RADIO) *CROSS OUT* U if UHF on frequency 243.0 MHz is not available. *CROSS OUT* V if VHF on frequency 121.5 MHz is not available. *CROSS OUT* E if emergency locator transmitter (ELT) is not available.

S/ (SURVIVAL EQUIPMENT) *CROSS OUT* all indicators if survival equipment is not carried. *CROSS OUT P* if polar survival equipment is not carried. *CROSS OUT D* if desert survival equipment is not carried. *CROSS OUT M* if maritime survival equipment is not carried. *CROSS OUT J* if jungle survival equipment is not carried.

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

D/ (DINGHIES)

(NUMBER) *CROSS OUT* indicators D and C if no dinghies are carried, or *ENTER* number of dinghies carried; and

(CAPACITY) *ENTER* total capacity, in persons, of all dinghies carried; and

(COVER) *CROSS OUT* indicator C if dinghies are not covered; and

(COLOR) *ENTER* color of dinghies if carried.

A/ (AIRCRAFT COLOR AND MARKINGS)

ENTER color of aircraft and significant markings.

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

C/ (PILOT) *ENTER* name of pilot-in-command.

2.3 Filed by

ENTER the name of the unit, agency or person filing the flight plan.

2.4 Acceptance of the flight plan

Indicate acceptance of the flight plan in the manner prescribed by the appropriate ATS authority.

2.5 Instructions for entering COM data

Items to be completed

COMPLETE the top two shaded lines of the form, and *COMPLETE* the third shaded line only when necessary, following the provisions in PANS-ATM, Chapter 11, 11.2.1.2, unless ATS prescribes otherwise.

3. Instructions for Transmitting a Filed Flight Plan (FPL) Message

Correction of obvious errors

Unless otherwise prescribed, *CORRECT* obvious format errors and/or omissions (i.e. oblique strokes) to ensure adherence as specified in Section 2.

Items to be transmitted

TRANSMIT items as indicated below, unless otherwise prescribed:

- (a) The items in the shaded lines, above Item 3;
- (b) Starting with <<≡ (FPL of Item 3:

All symbols and data in the unshaded boxes down to the)<<≡ at the end of Item 18, additional alignment functions as necessary to prevent the inclusion of more than 69 characters in any line of Items 15 or 18. The alignment function is to be inserted only in lieu of a space so as not to break up a group of data, letter shifts and figure shifts (not preprinted on the form) as necessary;

- (c) the AFTN Ending, as described below:

End-of-Text Signal

- (1) one LETTER SHIFT
- (2) two CARRIAGE RETURNS, one LINE FEED

Page-feed Sequence

Seven LINE FEEDS

End-of-Message Signal

Four of the letter N.

4. Instructions for Transmitting a Supplementary Flight Plan (SPL) Message

Items to be transmitted

TRANSMIT items as indicated below, unless otherwise prescribed:

(a) AFTN Priority Indicator, Addressee Indicators <<≡, Filing Time, Originator Indicator <<≡ and, if necessary, specific identification of addressees and/or originator;

(b) Starting with <<≡ (SPL: all symbols and data in the unshaded areas of boxes 7, 13, 16, and 18, except that the ‘)’ at the end of box 18 is not to be transmitted, and then the symbols in the unshaded area of box 19 down to and including the) <<≡ of box 19, additional alignment functions as necessary to prevent the inclusion of more than 69 characters in any line of Items 18 and 19. The alignment function is to be inserted only in lieu of a space, so as not to break up a group of data, letter shifts and figure shifts (not pre-printed on the form) as necessary;

(c) the AFTN Ending, as described below:

End-of-Text Signal

(1) one LETTER SHIFT

(2) two CARRIAGE RETURNS, one LINE FEED

Page-feed Sequence

Seven LINE FEEDS

End-of-Message Signal

Four of the letter N.