

GEN 3 SERVICES

GEN 3.1 AERONAUTICAL INFORMATION SERVICES

1 Responsible Service

1.1 The Aeronautical Information Service Headquarters which is the Civil Aviation Department of the Maldives. International Notam Office is operated by Air Traffic Services Section of Maldives Airports Company Ltd. Ensures the flow of information necessary for the safety, regularity and efficiency of international and national air navigation within the area of its responsibility as indicated under GEN 3.1.2 below. It consists of AIS Headquarters, International NOTAM Office (NOF) and an aerodrome AIS unit established at Male International airport.

1.2 **AIS Headquarters**

Aeronautical Information Service
Civil Aviation Department
Ministry of Transport and Communications
Velaanaage Office Building. 11th Floor
Ameer Ahmed Magu
Male, Republic of Maldives
Tel: (960) 332 4992
Telefax: (960) 332 3039
E-mail: ais@aviainfo.gov.mv
AFS: VRMMYAYX
Website; www.aviainfo.gov.mv

1.3 **International NOTAM Office (NOF)**

International NOTAM Office
Maldives Airports Company Ltd
Male' International Airport
Republic of Maldives
Tel: (960) 3337250, Extn 7568
AFS: VRMMYNYX

The service is provided in accordance with the provisions contained in ICAO Annex 15 - *Aeronautical Information Services*.

2 Area of responsibility

The Aeronautical Information Service is responsible for the collection and dissemination of information for the entire territory of the Republic of Maldives and for the airspace over the high seas encompassed by Male' Flight Information Region.

3 **Aeronautical publications**

3.1 The aeronautical information is provided in the form of the Integrated Aeronautical Information Package consisting of the following elements:-

- Aeronautical Information Publication (AIP)
- Amendment service to the AIP (AIP AMDT)
- Supplement to the AIP (AIP SUP)
- NOTAM and Pre-flight Information Bulletins (PIB)
- Aeronautical Information Circulars (AIC)
- Checklists and Summaries
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- NOTAM and the related monthly checklists are issued via the Aeronautical Fixed Service (AFS), while PIB are made available at the aerodrome AIS unit at Male International Airport. All other elements of the package are distributed by air mail.

3.2 **Aeronautical Information Publication (AIP)**

The AIP is the basic aviation document intended primarily to satisfy international requirements for the exchange of permanent aeronautical information and long duration temporary changes essential for air navigation.

AIP Maldives is published in one volume.

The AIP is published in a loose-leaf form in English only for use in international and domestic operations, whether the flight is a commercial or a private one.

3.3 **Amendment service to the AIP (AIP AMDT)**

Amendments to the AIP are made by means of replacement sheets. Two types of AIP AMDT are produced:

- regular AIP Amendment (AIP AMDT), issued in accordance with the established regular interval (ref. GEN 0.1.4.) and identified by a light blue cover sheet, incorporates permanent changes into the AIP on their indicated publication date; and
- AIRAC AIP Amendment (AIRAC AIP AMDT), issued in accordance with the AIRAC system and identified by a pink cover sheet and the acronym AIRAC, incorporates operationally significant permanent changes into the AIP on the indicated AIRAC effective date.

A brief description of the subjects affected by the amendment is given on the AIP Amendment cover sheet. New information included on the reprinted AIP pages is annotated or identified by a vertical line in the left margin (or immediately to the left) of the change/addition.

Each AIP page and each AIP replacement page introduced by an amendment, including the amendment cover sheet, are dated. The date consists of the day, month (by name) and year of the publication date (regular AIP AMDT) or of the AIRAC effective date (AIRAC AIP AMDT) of the information. Each AIP amendment cover sheet includes references to the serial number of those elements, if any, of the Integrated Aeronautical Information Package which have been incorporated in the AIP by the amendment and are consequently cancelled.

Each AIP AMDT and each AIRAC AIP AMDT are allocated separate serial numbers which are consecutive and based on the calendar year. The year, indicated by two digits, is a part of the serial number of the amendment, e.g. AIP AMDT 1/96; AIRAC AIP AMDT 1/96.

A checklist of AIP pages containing page number/chart title and the publication or effective date (day, month by name and year) of the information is reissued with each amendment and is an integral part of the AIP.

3.4 Supplement to the AIP (AIP SUP)

Temporary changes of long duration (three months and longer) and information of short duration which consists of extensive text and/or graphics, supplementing the permanent information contained in the AIP, are published as AIP Supplements (AIP SUP). Operationally significant temporary changes to the AIP are published in accordance with the AIRAC system and its established effective dates and are identified clearly by the acronym AIRAC AIP SUP.

AIP Supplements are separated by information subject (General-GEN, En-route-ENR and Aerodromes-AD) and are placed accordingly at the beginning of each AIP Part. Supplements are published on yellow paper to be conspicuous and to stand out from the rest of the AIP. Each AIP Supplement (regular or AIRAC) is allocated a serial number which is consecutive and based on the calendar year, i.e. AIP SUP 1/96; AIRAC AIP SUP 1/96.

AIP Supplement is kept in the AIP as long as all or some of its contents remain valid. The period of validity of the information contained in the AIP Supplement will normally be given in the supplement itself. Alternatively, NOTAM may be used to indicate changes to the period of validity or cancellation of the supplement.

The checklist of AIP Supplements currently in force is issued in the monthly printed plain-language summary of NOTAM in force.

3.5 NOTAM and Pre-flight Information Bulletins (PIB)

NOTAM contain information concerning the establishment, condition or change in any aeronautical facility, service, procedure or hazard, the timely knowledge of which is essential for personnel concerned with flight operations. The text of each NOTAM contains the information in the order shown in ICAO NOTAM Format and is composed of the signification / uniform abbreviated phraseology assigned to the ICAO NOTAM code complemented by ICAO abbreviations, indicators, identifiers, designators, call signs, frequencies, figures and plain language. NOTAM are originated and issued for Male' FIR and are distributed in two series identified by the letters A and C.

Series A. for International Distribution
Series C. for National Distribution

NOTAM are published as and when necessary to disseminate information of direct operational significance which:

- a) is of an ephemeral nature;
- b) require advance distribution; or
- c) is appropriate to the AIP but immediate dissemination is required.

NOTAM is assigned a four digit serial number preceded by an appropriate letter indicating the series and followed by a stroke and two digits indicating the year of issuance. The serial number start with 0001 at 0000 UTC on 1 January every year. A checklist of NOTAM currently in force is issued every month over the AFS. Additionally, a printed plain-language summary of NOTAM in force is sent by airmail to those who had originally received the NOTAM over AFS, as well as to others on request.

Pre-flight Information Bulletins (PIB), which contain a recapitulation of current NOTAM and other information of urgent character for the operator/flight crews, are available at the aerodrome AIS unit

3.6 Aeronautical Information Circulars (AIC)

The Aeronautical Information Circulars (AIC) contain information on the long-term forecast of any major change in legislation, regulations, procedures or facilities; information of a purely explanatory or advisory nature liable to affect flight safety; and information or notification of an explanatory or advisory nature concerning technical, legislative or purely administrative matters.

Each AIC is numbered consecutively on a calendar year basis. The year, indicated by two digits, is a part of the serial number of the AIC, e.g. AIC 1/96. A checklist of AIC currently in force is issued as an AIC once a year.

3.7 **Checklist and List of Valid NOTAM**

A checklist of valid NOTAM is issued monthly via AFS. The checklist is followed by a printed summary of NOTAM distributed by mail to all recipients of the Integrated Aeronautical Information Package. It contains a plain language (in English) presentation of the valid NOTAM and information about the number of the latest issued AIP AMDT, AIRAC AIP AMDT, AIP SUP and AIC as well as the numbers of the elements issued under the AIRAC that will become effective or, if none, the NIL AIRAC notification.

3.8 **Sale of Publications**

The AIP may be purchased from the Aeronautical Information Service, Civil Aviation Department, at US\$75.00 per copy (excluding postage).

The fee for the AIP AMDT Service is US\$75.00 per year per copy (including postage)

AIP supplements and Aeronautical Information Circulars are available free of charge to all subscribers to the AIP AMDT Service. A limited number of these are also available to other users by application in writing to AIS.

4 **AIRAC system**

4.1 In order to control and regulate operationally significant changes requiring amendments to charts, route manuals etc., such changes, whenever possible, will be issued on predetermined dates according to the AIRAC SYSTEM. This type of information will be published as an AIRAC AIP AMDT or an AIRAC AIP SUP. If an AIRAC AMDT or SUP cannot be produced due to lack of time, NOTAM clearly marked AIRAC will be issued. Such NOTAM will immediately be followed by an AMDT or SUP.

4.2 The table below indicates AIRAC effective dates for the coming years. AIRAC information will be issued so that the information will be received by the user not later than 28 days, and for major changes not later than 56 days, before the effective date. At AIRAC effective date, a trigger NOTAM will be issued giving a brief description of the contents, effective date and reference number of the AIRAC AIP AMDT or AIRAC AIP SUP that will become effective on that date. Trigger NOTAM will remain in force as a reminder in the PIB until the new checklist/ summary is issued. If no information was submitted for publication at the AIRAC date, a NIL notification will be issued by NOTAM not later than one AIRAC cycle before the AIRAC effective date concerned.

Schedule of AIRAC effective dates

2009	2010	2011	2012
15 JAN	14 JAN	13 JAN	12 JAN
12 FEB	11 FEB	10 FEB	09 FEB
12 MAR	11 MAR	10 MAR	08 MAR
09 APR	08 APR	07 APR	05 APR
07 MAY	06 MAY	05MAY	03 MAY
04 JUN	03 JUN	02 JUN	31 MAY
02 JUL	01 JUL	30 JUN	28 JUN
30 JUL	29 JUL	28 JUL	26 JUL
27 AUG	26 AUG	25 AUG	23 AUG
24 SEP	23 SEP	22 SEP	20SEP
22 OCT	21 OCT	20 OCT	18 OCT
19 NOV	18 NOV	17 NOV	15 NOV
17 DEC	16 DEC	15 DEC	13 DEC

5 Pre-flight Information Services at aerodromes/heliports

Preflight information is available at the aerodrome AIS unit located at Male' International Airport covering the adjacent FIRs only. Daily Pre-flight Information Bulletins (PIB) - Route Bulletins and Summaries are available for distribution at the aerodrome AIS unit. The aerodrome AIS unit is connected to the AFS system at Male' International Airport.

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