

<p><b>SOUTH AFRICAN</b></p>  <p><b>CIVIL AVIATION AUTHORITY</b></p>	<p align="center"><b>REPUBLIC OF SOUTH AFRICA</b></p> <p align="center"><b>CIVIL AVIATION AUTHORITY</b></p> <p align="center"><b>AERONAUTICAL INFORMATION CIRCULAR</b></p>	<p>CAA Private Bag x73 Halfway House 1685</p>
<p>Tel: (011) 545-1000 Fax: (011) 545-1465 E-Mail: mail@caa.co.za</p>		<p align="center"><b>AIC Series D</b> 003/2022 24 MAR 2022</p>

**AIR NAVIGATION SERVICES**

**FLIGHT PLANNING**

**FILING OF FLIGHT PLANS**

☞ Indicates changes.

☞ This AIC replaces AIC Series AIC Series D 010/2019 dated 07 NOV 2019

1. Details of the items applicable to the flight plan as well as description of changes to the ICAO FPL content and format are given in Appendix 'A' to this AIC: INSTRUCTIONS FOR THE COMPLETION OF THE FLIGHT PLAN FORM CA 172-04.

2. **AIR TRAFFIC SERVICE FLIGHT PLAN**

2.1 **Procedures for the submission of a flight plan**

A flight plan shall be filed with the Aeronautical Information Management Service Centre (AIM), who shall be responsible for transmitting the flight plan to all ATSU's concerned with the flight.

2.2 A flight plan shall be filed in respect of -

- (a) All flights to be conducted in controlled or advisory airspace: Provided that this requirements shall not apply in respect of a local flight, a flight crossing an airway or advisory route at right angles or a VFR flight entering or departing from an aerodrome traffic zone or control zone from or to an unmanned aerodrome, and where no other controlled or advisory airspace will be entered during the flight.
- (b) an international flight;
- (c) all flights in the public transport operation or public transport of cargo operation categories; and
- (d) a flight for which alerting action is required.
- (e) all flights operating between aerodromes where an ATSU is operating.

Note: Flight plans may be filed for any flight.

2.3 An ATSU may instruct a flight for which a flight plan is prescribed and for which a flight plan has not been filed, to clear or to remain clear of controlled airspace and not to cross the border of the Republic or to enter its airspace until such time as the required flight plan has been filed.

### **3. TIME OF SUBMISSION**

- 3.1 *Unless otherwise authorised, a flight plan for a flight to be conducted in controlled or advisory airspace shall be filed not less than 30 minutes before departure. It is however, encouraged that flight plans are filed as far in advance as possible, up to 120 Hours.*
- 3.2 *Unless otherwise authorised, a flight plan filed during flight whilst outside controlled or advisory airspace, shall be filed in flight with the responsible ATSU at least 10 minutes before the aircraft is estimated to reach the intended point of entry into the controlled or advisory airspace.*
- 3.3 *If a flight plan has been filed prior to departure and is not activated with an air traffic services unit within one hour of the original estimated time of departure or amended estimated time of departure, such a flight plan shall be deemed cancelled.*
- 3.4 *Where flight plans have been filed more than 24 hours in advance of EOBT, it is recommended that if an operator wishes to make changes to the filed flight plan that the changes be done within 24 hours of the Estimated Time of Departure (ETD).  
When it is necessary to delay a flight over the midnight period, thereby changing the DOF, it is recommended to cancel the original flight plan and re-file for the new date of flight.  
Air Traffic Services (ATS) data systems may impose constraints on information in flight plans. Significant constraints will be notified in the Aeronautical Information Publications (AIP).*

### **4. FORM OF AN AIR TRAFFIC SERVICE FLIGHT PLAN**

- 4.1 *An air traffic service flight plan filed prior to departure must contain the following items:*
- (a) Aircraft identification and transponder data;*
  - (b) flight rules and type of flight;*
  - (c) number and type(s) of aircraft and wake turbulence category;*
  - (d) radio communication, navigation and approach-aid equipment and capabilities;*
  - (e) aerodrome of departure and time;*
  - (f) flight information region boundaries and estimated times;*
  - (g) cruising speed and flight level;*
  - (h) route to be followed;*
  - (i) aerodrome of destination and estimated times of arrival;*
  - (j) alternate aerodrome(s);*
  - (k) alerting action required;*
  - (l) fuel endurance;*
  - (m) total number of persons on board;*
  - (n) emergency and survival equipment and colour of aircraft;*
  - (o) other pertinent information; and*
  - (p) name and telephone number of the owner or operator of the aircraft which must be completed in item 18 of the standard flight plan form.*
5. *An air traffic service flight plan filed in flight to comply with CAR 91.03.4(6) must contain the following items:*
- (a) Aircraft registration;*

- (b) *flight rules;*
  - (c) *type of aircraft;*
  - (d) *aerodrome of departure;*
  - (e) *cruising speed and flight level;*
  - (f) *route to be followed and estimates as applicable;*
  - (g) *aerodrome of destination and estimated time of arrival;*
  - (h) *alternate aerodrome for IFR flights;*
  - (i) *alerting action required;*
  - (j) *fuel endurance if alerting action required;*
  - (k) *total number of persons on board; and*
  - (l) *name, postal address, telephone and telefax number of the owner or operator of the aircraft.*
- ☞ 6. The pilot-in-command of an aircraft shall ensure that all changes which become applicable to an air traffic service flight plan before departure is reported as soon as practicable to the AIMU, so that the FPL can be amended appropriately or when in flight, is reported, as soon as practicable, to the responsible ATSU.
7. Where an ATSU is not in operation at the aerodrome of intended landing a report shall be submitted to an ATSU, by the quickest means of communication available, immediately before or after landing, in respect of a flight for which an air traffic service flight plan was submitted and not as yet closed.
8. Subject to the provisions of paragraph 11 below, the pilot-in-command shall ensure that the aircraft adheres to the current air traffic service flight plan filed for a controlled flight, unless a request for a change has been made and accepted by the ATSU responsible for the controlled airspace in which the aircraft is operating, or unless an emergency situation arises which necessitates immediate action, in which event the responsible ATSU shall, as soon as circumstances permit, be notified of the action taken and that such action was taken under emergency authority.
9. In the event of a controlled flight inadvertently deviating from its current air traffic service flight plan, the following action shall be taken:
- (a) *If the aircraft is off track, action shall be taken forthwith to adjust the heading of the aircraft to regain track as soon as practicable;*
  - (b) *if the average true airspeed at cruising level between reporting points varies, or is expected to vary from that given in an air traffic service flight plan by approximately five per cent or more of the true airspeed, the responsible ATSU shall be so informed;*
  - (c) *if the estimated time at the next applicable reporting point, flight information regional boundary, or aerodrome of intended landing, whichever comes first, is found to be in error in excess of three minutes from that notified to the responsible ATSU, a revised estimated time shall be notified to such ATSU as soon as possible; or*
  - (d) *if the aircraft deviates from its altitude, action shall be taken forthwith to correct the altitude of the aircraft.*
10. Flight plans may be filed for any other flight not mentioned in the regulation.
11. Acceptance of IFR flight plans
- The filing of an IFR flight plan indicates that the pilot is qualified and that the aircraft is equipped for IFR flight and further that the pilot-in-command will conform to all provisions of IFR.



12. Methods of filing flight plans.

☞ 12.1 A flight plan may be filed in person, by telephone, via the ATNS Internet "File2fly" system which is the preferred method or over the radio channels - in exceptional circumstances.

12.2 When it is desired to file a flight plan by telephone (CAR 91.03.4 (6)) or over the radio channels whilst in flight it must be prepared in advance in the prescribed manner. The flight plan must then be read off in the correct sequence. Before reading out the flight plan the ATSU/AIM Service Centre must be advised that a flight plan is to be filed.

12.3 Pilots must note that merely passing a few details of a flight does not constitute submitting a flight plan and does not ensure that search and rescue action will be provided for the flight or that other ATSU's concerned will be advised of the flight.

☞ 13. A reference number will be issued by the Briefing Office for all correctly filed flight plans.

☞ The AIM Service Centre contact details are:

Telephone number: 0860 359 669 (South African share call)  
Telephone number: +27 (0) 11 928 6517/8 (international only)

☞ 14. Operators should note that although reference numbers are given at time of filing this is only an indication of a flight plan having been submitted, not that it has been accepted. Acceptance of the flight plan is indicated verbally if flight plan has been filed by telephone and by the "accepted" or "processed" status indicated in the file2fly handbook.

15. OPERATOR

The name and telephone number of the operator must be included in field 18 of the FPL for ATNS and Airports Company billing purposes. All foreign OPR in terms of CLASS I and Class IV foreign operators permit or under a 'No Objection' clearance number are required to quote the clearance number in field 18 of the flight plan.



**DIRECTOR OF CIVIL AVIATION**



## APPENDIX A TO AIC 42-1

### 1. **FLIGHT PLAN FORM AND FLIGHT PLAN MESSAGES**

#### 1.1 Instructions for the completion of the Flight Plan Form

##### General

Adhere closely to the prescribed formats and manner of specifying data.

Commence inserting data at item number 7. Where excess space is available leave unused spaces blank.

Insert all clock times in 4 figures UTC.

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

☞ The numbered component parts of the flight plan are known as "items". It will be noted that the flight plan consists of items numbered 3, 7, 8, 9, 10, 13, 15, 16, 18 and 19.

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 is intended to cover also sites other than aerodromes which may be used by certain types of aircraft, e.g. helicopters or balloons.

On all occasions when a pilot files a flight plan, whether the filing of a flight plan for that flight is mandatory or optional, the entire flight plan form, i.e. Items 3 to 19 must be filled in, in accordance with these instructions.

☞ The un-shaded portion of the form should be filled in by the pilot or his agent when the flight plan is filed in person. AIMU should assist pilots to fill in their flight plans correctly in order to avoid confusion during, or after the flight.

##### Instructions for insertion of ATS data

Complete Items 7 to 19 as indicated hereunder.

Note - Item numbers on the form are not consecutive, as they correspond to item type numbers in ATS messages.

#### 1.2 Item 3

1. Nothing must be added to this group.

#### 1.3 Item 7-Aircraft Identification (Maximum 7 Characters)

##### Aircraft Identification

Insert a single identification, of not more than 7 alphanumeric characters which do not to include hyphens or symbols. This identification shall be one of the following:-

(i) The 5 letter radio-telephony callsign of the aircraft (e.g. ZSCAA) if this callsign alone will be used to identify the aircraft in radio-telephony during flight;

OR

(ii) the ICAO designator for the aircraft operating agency followed by the last 3 letters of the radio-telephony callsign of the aircraft, (e.g. CAWEJK indicates Comair's aircraft ZSEJK) if the airline's radio-telephony callsign followed by the aircraft's registration (eg. Comair Echo Juliet Kilo) will be used to identify the aircraft in radio-telephony during flight;

Note - When filing using the aircraft operating agency followed by the last 3 letters of the radio-telephony callsign of the aircraft (e.g. CAWEJK a radio-telephony callsign (e.g. CAW123), it is mandatory to insert the REG of the ACFT on the ICAO FPL.

OR

- (iii) The ICAO designator for the aircraft operating agency followed by the flight identification number (e.g. CAW805 indicates Comair's schedule flight number 805) if the airline's radio-telephony callsign followed by the flight number (eg. Comair 805) will be used to identify the aircraft in radio-telephony during flight;

*Note: When filing using a radio-telephony callsign (e.g. CAW123), it is mandatory to insert the REG of the ACFT on the ICAO FPL.*

OR

- (iv) the aircraft type designator (as given in ICAO Doc 8643) followed by the last 3 letters of the aircraft's registration; (e.g. BE55CAA indicates Beech Baron ZS-CAA) if the aircraft type followed by its registration letters (Charlie Alpha Alpha) will be used to identify the aircraft in radio-telephony during flight;

*Note -When filing using the aircraft type designator (as given in ICAO Doc 8643) followed by the last 3 letters of the aircraft's registration; (e.g. BE55CAA indicates Beech Baron ZS-CAA), it is mandatory to insert the REG of the ACFT on the ICAO FPL.*

OR

- (v) in respect of internal flights only, irregular callsigns such as "Blue Formation", "Cheetah 3" and company callsigns for which 3 letter abbreviations have not been allocated. e.g. Rodair CUC, will be entered as ZZZZ in item 7 and in item 18 as RMK/ Blue- Formation or Rodair-CUC.

*Note - Provisions for the use of radio-telephony call signs are contained in Annex 10, Volume 2. When filing using irregular callsigns (e.g. Swordfish), it is mandatory to insert the REG/Tail number of the ACFT on the ICAO FPL.*

*Note: ICAO designators and telephony designators for aircraft operating agencies are contained in DOC 8585 – Designators for Aircraft Operating Agencies, Aeronautical Authorities and Services.*

#### 1.4 Item 8-Flight Rules and Type of Flight ( two characters)

The explanation of the provision related to indicating flight rules has been clarified. It has also been clarified that it must be specified in Item 15 (Route) the point or points at which a change in flight rules is planned. Additional text has been added to highlight that the status of the flight is to be denoted in Item 18 following the Status (STS) indicator, using one of the defined descriptors, or that other reasons for specific handling by ATS are to be denoted in Item 18 following the Remark (RMK) indicator. No other changes have been made to the provision.

##### Flight Rules

Insert 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 the IFR

V if it is intended that the entire flight will be operated under the VFR

Y if the flight initially will be operated under IFR, followed by one or more subsequent changes of flight rules or

Z if the flight initially will be operated under the VFR, followed by one or more subsequent changes of flight rules

Specify in Item 15 the point or points at which a change of flight rules is planned.

##### Type of Flight

Immediately after the Flight Rules letter insert one of the following letters to denote the type of flight:-

S if Scheduled Air Transport;

N if Non-scheduled Air Transport;

G if General Aviation;  
M if Military;  
X if other than any of the defined Categories above.

VIP status flights are no longer stated in flight plans except for flights with head of state status indicated by an "X" in this item and STS/HEAD in item 18.

1.5 Item 9-Number and Type of Aircraft and Wake Turbulence Category

Number of Aircraft (1 or 2 characters)

Insert the number of aircraft, if more than one.

Type of Aircraft (2 to 4 characters)

Insert 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,

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

Wake Turbulence Category (1 character)

Insert 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.

1.6 Item 10-Equipment and Capabilities

Numerous changes have been made to this provision. It is important to note that Item 10 now also indicates capabilities, which consists of three elements: presence of relevant serviceable equipment on board the aircraft; equipment and capabilities commensurate with crew qualifications; and, where applicable, authorization from the appropriate authority.

The following provisions are applicable to –

Item 10a (Radio communication, navigation and approach aid equipment and capabilities):

Insert **N** if no Com/Nav/Approach aid equipment for the route to be flown is carried, or the equipment is U/S,

**S** if Standard Com/Nav/Approach equipment for the route to be flown is carried and serviceable. Standard equipment includes VHF RTF, VOR, ILS and NO longer includes ADF (See Note 1),

AND/OR

Insert one or more of the following letters to indicate the Com/Nav/Approach aid equipment available and serviceable:

A	GBAS landing system
B	LPV (APV with SBAS)
C	Loran C
D	DME
E1	FMC WPR ACARS
E2	D-FIS ACARS
E3	PDC ACARS
F	ADF
G	GNSS (See Note 2)
H	HF RTF



I	Inertial Navigation
J1	CPDLC ATN VDL Mode 2 (See Note 3)
J2	CPDLC FANS 1/A HFDL
J3	CPDLC FANS 1/A VDL Mode 4
J4	CPDLC FANS 1/A VDL Mode 2
J5	CPDLC FANS 1/A SATCOM (INMARSAT)
J6	CPDLC FANS 1/A SATCOM (MTSAT)
J7	CPDLC FANS 1/A SATCOM (Iridium)
K	MLS
L	ILS
M1	ATC RTF SATCOM (INMARSAT)
M2	ATC RTF (MTSAT)
M3	ATC RTF (Iridium)
O	VOR
P1–P9	Reserved for RCP
R	PBN approved (see Note 4)
T	TACAN
U	UHF RTF
V	VHF RTF
W	RVSM approved
X	MNPS approved
Y	VHF with 8.33 kHz channel spacing capability
Z	Other equipment carried or other capabilities (see Note 5)

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.

Note 2 - If the letter G is used, the types of external GNSS augmentation, if any, are specified in Item 18 following the indicator NAV/and separated by a space.

Note 3 - See RTCA/EUROCAE Interoperability Requirements Standard For ATN Baseline 1 (ATN B1 INTEROP Standard – DO-280B/ED-110B) for data link services air traffic control clearance and information/air traffic control communications management/air traffic control microphone check (refer to [www.eurocontrol.int](http://www.eurocontrol.int) for further information).

Note 4 - If the letter R is used, the performance-based navigation levels that can be met are specified in Item 18 following the indicator PBN/. Guidance material on the application of performance-based navigation to a specific route segment, route or area is contained in the Performance-Based Navigation Manual (Doc 9613).

Note:5- If the letter Z is used, specify in Item 18 the other equipment carried or other capabilities, preceded by COM/, NAV/and/or DAT, as appropriate.

Note 6- Information on navigation capability is provided to ATC for clearance and routing purposes.

The following provisions are applicable to:–

#### Item 10b - Surveillance Equipment and Capabilities

Insert one or two of the following letters to describe the serviceable surveillance equipment carried:

#### SSR Equipment

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

OR

INSERT one or more of the following descriptors, to a maximum of 20 characters, to describe the serviceable surveillance equipment and/or capabilities on board:

SSR Modes A and C

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

*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
- 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

*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/.

1.7 Item 13 -Departure Aerodrome and Time (8 characters)

Some clarifications have been made and additional provisions included regarding how to indicate departure aerodromes which have not been assigned an ICAO four-letter designator.

The following provisions are applicable to Item 13:

Insert 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,

Insert ZZZZ and SPECIFY, in item18, the name and co-ordinates of the aerodrome preceded by DEP/

Example: DEP/LAPALA 2353S02818E

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,

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

Insert AFIL, and SPECIFY, in-item18, the ICAO four-letter location indicator of the location of the ATSU from which supplementary flight plan data can be obtained; preceded by DEP/

THEN, WITHOUT A SPACE,

Insert 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.

1.8 Item 15 – Route

*Item 15c Route (including changes of speed, level and/or flight rules) – an editorial change has been made to clarify that it is possible to indicate, at a single point, where it is planned that a change of speed or level or both is planned to commence, or a change of ATS route and/or a change of flight rules.*

*The provision has been expanded to include the possibility of describing a significant point in the route as a bearing or distance from a “reference point”, rather than only from a navigational aid, as detailed on 1.8.2. below.*

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

Then, follow the arrow, INSERT the route description as in (c).

(a) Cruising Speed (maximum 5 characters)

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

Knots, expressed as N followed by 4 figures (e.g. N0485),

OR

Mach number, to the nearest hundredth of unit Mach, expressed as M followed by 3 figures (e.g. M082).

(b) Cruising Level (maximum 5 characters)

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

Flight level, expressed as F followed by 3 figures (e.g. F085; F330),

OR

Altitude in hundreds of feet, expressed as A followed by 3 figures (e.g. A045; A100),

OR

for uncontrolled VFR flights, the letters VFR.

(c) Route (including changes of speed, level and/or Flight Rules)

Flights along designated ATS routes

Insert 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 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.

Insert each point at which either a change of speed and/or level is planned to commence, or a change of ATS route, and/or a change of flight rules is planned, followed in each case by the designator of the next ATS route segment, even if the same as the previous one.

Note - When a transition is planned between a lower and upper ATS route and the routes are orientated in the same direction, the point of transition need not be inserted.



OR

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

Flights outside designated ATS routes

Insert points normally not more than 30 minutes flying time or 200nm 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

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 shall 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 shall, as far as possible, not exceed one hour's flight time. Additional significant points shall 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.

When over oceans and deserts where no references are available, use LAT/LONG as above. When over land uses a town within 10nm of the aircraft track.

Insert DCT between successive points unless both points are defined by geographical co-ordinates or by bearing and distance.

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

1.8.1 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 (e.g. W64, UW81, UW95).

Note: Provisions for the application of route designators are contained in Annex 11 appendix 1, whilst guidance material on the application of an RNP type to a specific route segment, route or area, is contained in the Manual on Required Navigation Performance (RNP) (Doc 9613).

1.8.2 SIGNIFICANT POINT (2 TO 11 CHARACTERS)

☞ The coded designator (2 to 5 characters) assigned to the point (e.g. JSV, ORNAD, FAWB)

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, e.g. 26S058E.

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 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. 2646S01836E.

Bearing and distance from a reference point:

The identification of the reference point, followed by a bearing from the point in the form of 3 figures giving degrees magnetic, THEN 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 1800 magnetic at a distance of 40 nautical miles from VOR "DUB" should be expressed as DUB180040.

1.8.3. 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 commence, expressed exactly as in (2) above, followed by an oblique stroke and both the cruising speed and the cruising level, expressed exactly as in 1.8(a) and 1.8(b) above, without a space between them, even when only one of these quantities will be changed.



Examples: PK/N0284A045  
JSV/N0305F180

1.8.4 CHANGE OF FLIGHT RULES (MAXIMUM 3 CHARACTERS)

The point at which the change of flight rules is planned, expressed exactly as in (2) and (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: PK VFR  
PK/N0180F110 IFR

1.8.5 CRUISE CLIMB (MAXIMUM 28 CHARACTERS)

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 1.8(a) above, followed by the two levels defining the layer to be occupied during cruise climb, each level expressed exactly as in 1.8(b) above, or the level above which cruise climb is planned followed by the letters PLUS, without a space between them.

Examples: C/30S024E/N0480F290F350  
C/30S024E/N0480F290PLUS

1.9 Item 16 - Destination Aerodrome and Total Estimated Elapsed Time, Alternate Aerodrome(s)

The "alternate aerodrome(s)" being referred to is (are) the destination alternate aerodrome(s).  
Destination Aerodrome and Total Estimated Elapsed Time (8 characters)

Insert the ICAO four-letter location indicator of the destination aerodrome as specified in Doc7910, Location Indicators, followed (without a space) by the total estimated elapsed time,

OR

if no location indicator has been assigned

Insert 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/VLAKETEPLAAS 3358S02456E

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 of the flight plan.

DESTINATION ALTERNATE AERODROME(S) (4 CHARACTERS)

Insert the ICAO four-letter 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),

Insert ZZZZ and SPECIFY in item 18 the name and location of the destination alternate aerodrome(s), preceded by ALTN/.

1.10 Item 18 - Other Information

Operators are warned that the use of indicators not included in the provisions may result in data being rejected, processed incorrectly or lost.

The provision has been clarified to indicate that hyphens "-" or oblique strokes "/" should only be used as described.

Operators are strongly encouraged to always include the Date of Flight (DOF) in Item 18 of the flight plan. It is mandatory to include DOF if the flight plan is filed more than 24 hours in advance of the EOBT.

The provision has been amended such that only indicators described in the provisions may be used, and they must be inserted in the order shown below.

The indicators defined are as follows, and are listed in the order in which they are to be inserted, if used:

Insert 0 (zero) if no other information,

OR

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

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

ALTRV: for a flight operated in accordance with an altitude reservation;  
ATFMX: for a flight approved for exemption from ATFM measures by the appropriate ATS authority;  
FFR: fire-fighting;  
FLTCK: flight check for calibration of nav aids;  
HAZMAT: for a flight carrying hazardous material;  
HEAD: a flight with Head of State status;  
HOSP: for a medical flight declared by medical authorities;  
HUM: for a flight operating on a humanitarian mission;  
MARSA: for a flight for which a military entity assumes responsibility for separation of military aircraft;  
MEDEVAC: for a life critical medical emergency evacuation;  
NONRVSM: for a non-RVSM capable flight intending to operate in RVSM airspace;  
SAR: for a flight engaged in a search and rescue mission; and  
STATE: for a flight engaged in military, customs or police services.  
Other reasons for special handling by ATS shall be denoted under the designator RMK/.

PBN/ Indication of RNAV and/or RNP capabilities. Include as many of the descriptors below, as apply to the flight, up to a maximum of 8 entries, i.e. a total of not more than 16 characters.

**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 LORANC



C1	RNAV 2 all permitted sensors
C2	RNAV 2 GNSS
C3	RNAV 2 DME/DME
C4	RNAV 2 DME/DME/IRU
D1	RNAV 1 all permitted sensors
D2	RNAV 1 GNSS

**RNAV SPECIFICATIONS (continued)**

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, e.g. NAV/GBAS SBAS.

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

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

SUR/ Include surveillance applications or capabilities not specified in Item 10b.

DEP/ Name and location of departure aerodrome, if ZZZZ is inserted in item 13, or the ICAO four-letter location indicator of the location of the ATSU 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. 4620N05805W (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/ Name and location 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).

REG/ The nationality or common mark and registration markings 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, proceeded 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 alphanumeric 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.

RVR/ The minimum RVR requirement of the flight.

Note - This provision is detailed in the European Regional Supplementary Procedures (EUR SUPPs, Doc 7030), Chapter 2.

DLE/ Enroute 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/ ATNS Account number and if no account number available the ICAO designator or name, and telephone number of the aircraft operating agency must be indicated, if different from 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 centres 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 and co-ordinates 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.

☞ NB/ It is not mandatory to nominate an ALTN aerodrome when flying to an aerodrome that contains parallel runways.

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, followed by the ICAO 4 letter designator of the aerodrome. The revised route is subject to reclearance in flight.

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

RFP/ Q followed by a digit to indicate the sequence of the replacement flight plan being submitted.

Note - This provision is detailed in the European Regional Supplementary Procedures (EUR SUPPs, Doc 7030), Chapter 2.

#### 1.11 Item 19 -Supplementary Information

##### ENDURANCE

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

##### PERSONS ON BOARD

After P/ Insert the total number of persons (passengers and crew) on board. Insert 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 location beacon - aircraft (ELBA) 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 INSERT number of dinghies carried; and

(CAPACITY) Insert total capacity, in persons, of all dinghies carried; and  
(COVER) CROSS OUT indicator C if dinghies are not covered; and

(COLOUR) Insert colour of dinghies if carried.

A/ (AIRCRAFT COLOUR AND MARKINGS) Insert colour 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) Insert name and initial of pilot-in-command.

Filed by



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

Signature

Signature of representative of one of the above.

Method Filed

The abbreviation 'Phone' or 'R/T' must be inserted when the flight plan is filed by telephone or R/T respectively.

## APPENDIX B TO AIC 42.1

### 1. **SEARCH AND RESCUE**

*" Search and rescue action*

(1.1) *Search and rescue action shall be instituted automatically in respect of: -*

- (a) *all flights between aerodromes where air traffic services are provided; and*
- (b) *all flights conducted in controlled airspace, excluding flights crossing an airway at right angles, for which flight plans are filed prior to departure.*

(1.2) *Search and rescue action shall be instituted in respect of all domestic and international flights to aerodromes where air traffic services are not provided, for which flight plans are filed prior to departure and the pilot-in-command has specifically requested such search and rescue action.*

(1.3) *Search and rescue action shall be instituted in respect of flights for which flight plans are filed in flight when such action is specifically requested by the pilot-in-command.*

(1.4) *Pilots-in-command of flights for which search and rescue action has been requested, who fail to comply with the search and rescue requirements, shall be responsible for any costs incurred by the air traffic service unit concerned for the provision of alerting or supporting services.*

2. *The Search and Rescue action referred to in regulation (1.2) above, will only be instituted after a specific time. Such time should not be less than one hour after the estimated time of arrival at the destination aerodrome and the air traffic services unit to which the arrival notification will be made.*

3. *For flights to be conducted in controlled airspace during a portion of the flight, and then landing at an unmanned aerodrome regulations (1.1) (b) and (1.2) will apply. This means that it is essential for the pilot-in-command to ensure that the ATSU is informed when the flight is leaving or entering controlled airspace, otherwise search and rescue action will be taken on the missed position report whilst in controlled airspace.*

*e.g A flight from Cape Town to Victoria West via SLV VOR at flight level 090 requested search and rescue action at destination. This flight will be operating in controlled airspace from Cape Town to SLV VOR (i.e Cape Town controlled airspace and airway UA405). Should the pilot fail to report at SLV VOR, air traffic control would commence preliminary search and rescue action 5 minutes after the time of the expected report at SLV VOR. Alternatively, if a position report is received at SLV VOR, search and rescue would only be commenced at the time stated in the flight plan at destination if an arrival report or closure of flight plan report has not been received by the ATSU.*

*If the pilot-in-command of this flight has stated RMK/SARNIL in Field 18 of the flight plan and failed to report at SLV VOR, the responsible ATSU would nevertheless commence preliminary search and rescue action 5 minutes after the time of the expected report at SLV VOR.*

4. *For flights landing at aerodromes where ATSU are in operation, pilots may assume that the ATSU will close the flight plan on arrival at the aerodrome.*

5. *Search and rescue action in respect of missed position reports from aircraft flying in uncontrolled airspace will only be instituted in respect of aircraft which are capable of reporting positions throughout the flight. In this case the action instituted will be similar to that instituted for aircraft flying in controlled airspace. It should be noted, however, that when a flight is bound for an aerodrome where an ATSU is not in operation and the pilot-in-command states SAR/NIL in Field 18 of the flight plan, search and rescue action will not be instituted in respect of missed position reports outside controlled airspace.*

6. *Pilots who request search and rescue are per regulations (1.2) and (1.3) above assume the responsibility to ensure that an ATSU is informed on completion of, or abandoning, their flight. Search and rescue may be cancelled on R/T by using one of the following R/T phraseologies:*

*e.g cancel my search and rescue.*

*If the pilot does not receive acknowledgement of his/her message on R/T, he/she must telephone notice of his/her arrival to the ATSU indicated in Field 18 of his/her flight plan before the expiry of the search and rescue time stated on the flight plan.*

7. *In order to avoid any misunderstanding between pilots and ATSU, Field 18 of the flight plan form must be endorsed as follows:-*

- (i) *RMK/SARNML must be indicated when the flight is bound for an aerodrome where an ATSU is in operation. RMK/SARNML must NOT be indicated when the flight is bound for an aerodrome where an ATSU IS NOT in operation. This type of SAR shall mean the following: -*
- (a) *Search and rescue action will be instituted automatically in the event of a missed position report while the aircraft is flying within controlled airspace and/or in the event of non-arrival at destination.*
- (b) *search and rescue action will not be provided while the aircraft is flying in uncontrolled airspace, except in an emergency.*
- (ii) *RMK/SARNML/ENROUTE may be indicated when the flight is bound for an aerodrome where an ATSU is in operation and the whole or portion of the flight is conducted outside controlled airspace. RMK/SARNML/ENROUTE MUST NOT be indicated when the flight is bound for an aerodrome where an ATSU is not in operation. This type of SAR shall mean the following:-*
- (a) *Search and rescue action will be instituted automatically in the event of a missed position report while the aircraft is flying within controlled airspace and/or in the event of a non-arrival at destination;*
- (b) *search and rescue action will be instituted in the event of a missed position report while the aircraft is flying in uncontrolled airspace;*
- (c) *when requesting this type of SAR the pilot-in-command of the aircraft must be reasonably certain that it will be possible to make position reports throughout the flight and that the required reports will be made.*
- (iii) *SAR after a specific time – this type of SAR may be indicated when the flight is bound for an aerodrome where an ATSU is not in operation and shall be shown as follows:-*

*SAR/.... (air traffic services unit to be notified of arrival).... (time by which notification of arrival will be made).*

*e.g RMK/SARFABL0930. – meaning that BRAM FISCHER International Airport will be notified of ARRIVAL by 0930 (UTC).*

*It shall mean the following:-*

- (a) *Search and rescue action will be instituted automatically in the event of a missed position report while the aircraft is flying within controlled airspace.*
- (b) *search and rescue action will be instituted automatically in the event of the ATSU which is to be notified of arrival not receiving the arrival notification by the time specified in the flight plan;*
- (c) *search and rescue action will NOT be provided while the aircraft is flying in uncontrolled airspace, except in an emergency.*
- (iv) *RMK/SARNIL – used when search and rescue action is not required.*

*RMK/SARNIL may only be used when the flight is bound for an aerodrome where an ATSU is NOT in operation. In this case search and rescue action will be instituted automatically in the*



event of a missed position report while the aircraft is flying within controlled airspace. When the aircraft has reported leaving controlled airspace no further search and rescue action will be provided, except in an emergency.

(v) SAR AFTER A SPECIFIC hour/s from ETA (EXPECTED TIME OF ARRIVAL) -

This type of SAR may be indicated when the flight is bound for an aerodrome where an ATSU is not in operation and shall be shown as follows:

SAR/.... (air traffic services unit to be notified of arrival) (number of hours by which notification of arrival will be from the ETA).

e.g. RMK/SARFAORETA1HR  
RMK/SARFALAETA2HR

It shall mean the following:

- (a) Search and rescue action will be instituted automatically in the event of a missed position report while the aircraft is flying within controlled airspace.
- (b) Search and rescue action will be instituted automatically in the event of the ATSU which is to be notified of the arrival, not receiving the arrival notification by the ETA of the aircraft plus the stipulated hour/s.
- (c) Search and rescue action will NOT be provided while the aircraft is flying in uncontrolled airspace, except in an emergency.

(vi) SAR AFTER SPECIFIED TIME EN-ROUTE -

This type of SAR may be indicated when the flight is bound for an aerodrome where an Air Traffic Service is not in operation, and will be shown as follows:

SAR/ (Air Traffic Services Unit to be notified of arrival time by which notification of arrival will be made en-route.

e.g. SARFABL0930ENROUTE.

It shall mean the following: -

- (a) Search and Rescue action will be instituted automatically in the event of a missed position report while flying in controlled airspace;
- (b) Search and Rescue action will be instituted automatically in the event of the Air Traffic Services Unit, which is to be notified of arrival not receiving the arrival notification by the time specified in the flight plan;
- (c) Search and Rescue action will be instituted in the event of a missed position report while the aircraft is flying in uncontrolled airspace;
- (d) When requesting this type of SAR, the pilot-in-command of the aircraft must be reasonably certain that it will be possible to make position reports throughout the flight and that the required reports will be made.

8. In this context an Air Traffic Services Unit shall mean a Unit manned by personnel authorised by the:

SACAA

OR

South African National Defence Force (South African Air Force).

9. The attention of pilots is drawn to CAR 91.03.4 of the Rules of the Air, and General Operating Rules, regarding the constitution of a flight plan. It should be noted that if the data, as laid down in the CAR's, is not submitted, search and rescue action may not be provided. Pilots-in-command should therefore ensure that all relevant data is submitted to the appropriate ATSU, particularly when filing an in-flight flight plan.



10. *Pilots are further reminded that a flight plan filed before departure will not be activated unless a time of departure has been received by an ATSU. When departing from an aerodrome where an ATSU is in operation it may be assumed that the flight plan will be activated by that unit. Conversely, when departing from an aerodrome where an ATSU is not in operation the pilot-in-command must ensure that an ATSU receives the time of departure.*
- ☞ 11. *All flights where the following types of SAR have been requested:*
  1. *SAR AFTER A SPECIFIED TIME: Example (RMK/SARFAOR0930)*
  2. *SAR AFTER SPECIFIED HOUR FROM ETA: Example (RMK/SARFAORETA1HR)*
  3. *SAR AFTER SPECIFIED TIME EN-ROUTE: Example (RMK/SARFAOR0930ENROUTE)*
- ☞ 12. *Pilots will include a cell phone number as an afterhours contact. This is to assist the aeronautical rescue coordination centre (ARCC) when SAR is overdue after office hours.*