


<p><b>SOUTH AFRICAN</b></p>  <p><b>CIVIL AVIATION AUTHORITY</b></p>	<p><b>REPUBLIC OF SOUTH AFRICA</b></p> <p><b>CIVIL AVIATION AUTHORITY</b></p> <p><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><b>AIC</b> <b>Series D</b> 008/2019 12 SEP 2019</p>	

**AIR NAVIGATION SERVICES**

**DISSEMINATION OF INFORMATION WITH REGARD TO THE NOTAM SYSTEM**

- ☛ Indicates changes
  - ☛ This AIC replaces AIC Series D006/2019 dated 25 APR 2019.
1. In compliance with the International Civil Aviation Organization, (ICAO), Doc 8126, the Republic of South Africa classifies and issues NOTAM as follows:
    - A - "NOTAM containing information of concern to long- or medium-range flights, and given selected international distribution;"
    - B - "NOTAM containing full information on all aerodromes, facilities and procedures available for use in international civil aviation and given international distribution to adjacent States only;"
    - C - "NOTAM containing information of concern to aircraft other than those engaged in International civil aviation and given national distribution only;"
    - D - "NOTAM containing information of concern for military airports only and given selected international distribution;"
    - ☛ E - "NOTAM containing information of concern for heliports, helipads or helistops only and given international distribution to adjacent States only;"
    - F - "NOTAM containing information of administrative nature (e.g: Hand Amendments, Publications, Trigger NOTAM); and given selected international distribution."

Current NOTAM are available in Pre-flight Information Bulletin (PIB) format from the Aeronautical Information Management Service Centre, 24 hours a day, 7 days a week. Telephone 0860 359 669 (FLYNOW) or +27 11 928 6518. They can also be obtained from the internet service File2fly on [www.file2fly.atns.co.za](http://www.file2fly.atns.co.za).

Weekly RSA NOTAM summaries and Pre-Flight Information bulletin are posted on the CAA website: [www.caa.co.za](http://www.caa.co.za) on a daily basis from (MON-FRI), except on Public Holidays and during the closure of the SACAA offices during festive seasons.

A monthly NOTAM summary and checklist of NOTAM in force is published on the 1<sup>st</sup> of every month and can be obtained from the International NOTAM Office. Telephone +27 11 928 6592.

2. **Guidelines and Procedures for the submission of a NOTAM:**  
*A NOTAM shall be filed with the International NOTAM Office (NOF) who shall be responsible for disseminating the NOTAM information.*
3. **Methods of requesting a NOTAM:**  
*A NOTAM may be requested via Email, in person, by telephone (Emergency only), by fax, and internally via the ATNS ANAIS NOTAM Proposal functionality.*
4. **Faxed NOTAM request:**  
*Requesters shall telephonically confirm the successful FAX transmission. Should the follow up telephone call be omitted, and the FAX transmission be faulty or unsuccessfully transmitted, processing of the NOTAM request will not be possible.*
5. **The NOF contact details are:**  
*EMAIL: JSNotam@atns.co.za*  
*Fax Number: +27 11 928 6576 / +27 11 9286514*  
*Telephone: +27 11 928 6592*  
*ANAIS NOTAM Proposal: FAJNYNYX*
6. **Confirmation of disseminated NOTAM:**  
*Emailed NOTAM requests will be emailed back to the client by the NOF.*  
*Faxed NOTAM to be Faxed or Emailed back to the client by the NOF.*  
*Telephonic NOTAM requests to be emailed back to client by the NOF.*  
*Processed NOTAM will be distributed via AMHS (ATS Message Handling System) to the appropriate Air Traffic Service Unit (ATSU) utilising the ANAIS NOTAM Proposal functionality.*

  
DIRECTOR OF CIVIL AVIATION