

GEN 3 SERVICES

GEN 3.1 AERONAUTICAL INFORMATION SERVICES

1. RESPONSIBLE SERVICES

- 1.1 The authority responsible for Civil Aviation in Brunei Darussalam is the Department of Civil Aviation under the Ministry of Transport and Infocommunications, Brunei International Airport, Brunei Darussalam. The Aeronautical Information Service forms part of the Technical Service Branch of the Department of Civil Aviation, Brunei Darussalam. 24 hour service is provided.
- 1.2 The international NOTAM office is an integral part of AIS Headquarters and is located at the same address.

Aeronautical Information Service
Department of Civil Aviation
Ministry of Transport and Infocommunications
Brunei International Airport, BB2513
Brunei Darussalam

AFTN address: WBSBYNYX
Telegraphic Address: CIVILAIR BRUNEI
Tel: 673-2-31730 and 673-2-330142/3 Ext.1809
Telefax : 673-2-331730
E-mail : ais.brunei@dca.gov.bn

2. AREA OF RESPONSIBILITY

- 2.1 The Aeronautical Information service is responsible for the collection and dissemination of aeronautical information for the entire territory of Brunei Darussalam and within the airspace under the jurisdiction of Brunei Darussalam.

3. AERONAUTICAL PUBLICATIONS

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

- Aeronautical Information Publication (AIP)
- Amendments service to the AIP (AIP AMDT)
- Supplement to the AIP (AIP SUP)
- NOTAM and Pre-flight information Bulletins (PIB)
- Aeronautical Information Circulars (AIC) and
- Checklists and summaries

NOTAM and monthly checklists are issued via the Aeronautical Fixed Service (AFS), while the PIB are made available at the aerodrome AIS Unit. All other elements of the package are distributed by mail. AIP SUP, AIC and monthly NOTAM Lists are also posted on the DCA website at : www.civil-aviation.gov.bn

3.2 ***Aeronautical Information Publication (AIP)***

The AIP, issued in one volume, is the basic aeronautical information document published for Brunei Darussalam and contains information of a lasting character essential to air navigation. It is available in English only and is maintained up to date by an amendment service of reprinted pages and in the case of minor amendments, manuscript corrections.

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

Amendments to the AIP together with checklist are made by means of replacement sheet. One type of AIP AMDT is produced and identified by a cover sheet. Incorporate permanent changes into the AIP on the indicated publication date.

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

3.4 ***Supplement to the AIP (AIP SUPP)***

Temporary changes of long duration (3 months or longer) and information of operational significance containing comprehensive text and/or graphics are published as AIP Supplement.

Each AIP Supplement is assigned a serial number, a new series being established for each calendar year. A checklist of AIP Supplement in force is issued every month through the printed plain-language summary of NOTAM.

3.5 ***Aeronautical Information Circulars (AIC)***

Aeronautical Information Circulars contain information of general technical interest and information relating to administrative matters, which is inappropriate to AIP or NOTAM, and are published in English only. A checklist will be issued at least once a year.

3.6 ***Notam Service***

NOTAMS are used mainly for the notification of temporary information of timely significance, unforeseen changes in unserviceabilities etc., or any other emergency; they are distributed by the International NOTAM Office in three series as follows: -

- Series A NOTAM - for NOFs other than those adjacent NOFs.
- Series B NOTAM - for adjacent NOFs.
- Series C NOTAM - for national distributions only.

Each NOTAM is assigned a serial number preceded by an appropriate letter indicating the series and followed by the year of issuance. The serial numbers start with NR0001 at 0000 UTC on 1 January every year. A checklist of NOTAM currently in force is issued every month over the AFTN and in addition, a printed plain language summary NOTAM in force is sent by airmail to those who had originally received the NOTAM over the AFTN and subscribers to the AIP as well as others on request.