

ENR 1.10 FLIGHT PLANNING

(Restriction, limitation or advisory information)

1. PROCEDURES FOR THE SUBMISSION OF A FLIGHT PLAN

1.1 A flight plan shall be submitted in accordance with:-

- a) ICAO Annex 2, 3.3.1
- b) Any IFR flight;
- c) Any VFR flight;
 - departing from or destined for an aerodrome within a control zone.
 - crossing Brunei CTR
 - operated along the designated VFR routes in the Brunei TMA
 - across the FIR boundary, ie. of international flight.

1.2 Time of submission

Flight plan shall be filed 120hours, or five days, at the earliest but no later than 60 minutes prior to departure (estimated off-block time), taking into account the requirement of ATS units in the airspace along the route to be flown for timely information, including requirements for early submission for Air Traffic Flow Management (ATFM) purposes.

1.3 Place of submission

- a) Flight plans shall be submitted at the Air Traffic Services Reporting Office (ARO) at the departure aerodrome. (AIS Office)
- b) In the absence of such an office at the departure aerodrome, a flight plan shall be submitted by telephone or teletype to the AIS office at Brunei International Airport where telephone is listed below.

Tel: 673-2-331730 and 673-2-330142 Ext 1809

| Email : ais.brunei@dca.gov.bn

Teletype : WBSBZPZX

1.4 Provision & Alerting service.

An alerting services is, provided to all flights operating under Brunei Air Traffic Control.

1.5 Contents and form of a flight plan:

- a) ICAO flight plan forms are available at AIS. The instruction for completing those forms shall be followed.
- b) Flight plans concerning IFR flights along ATS routes need not include FIR-boundary estimates. Inclusion of FIR-boundary estimates is, however, required for off-route IFR flights and international VFR flights.
- c) When a flight plan is submitted by telephone, or telefax, the sequence of items in the flight plan form shall be strictly followed.

1.6 **Adherence to ATS route structure**

No flight plans shall be filed for routes deviating from the published ATS route structure unless prior permission has been obtained from the Brunei ATC authorities.

1.7 **Authorization for special flights**

Flights of a specific character, such as survey flights, scientific research flights, etc., may be exempted from the restriction specified above. A request for exemption shall be mailed so as to be received at least one week before the intended day of operation to:

Postal Address: Director of Civil Aviation
Department of Civil Aviation
Ministry of Transport and Infocommunications
Brunei International Airport B2513
Brunei Darussalam

AFS Address : WBSBYAYX

Commercial Telegraphic Address : CIVILAIR BRUNEI

Telephone : 673-2-330483 / 673-2-330142/3

Telefax : 673-2-331706

1.8 **Maximum cruising levels for short-range flights**

Not applicable

2. **CHANGES TO THE SUBMITTED FLIGHT PLAN**

2.1 All changes to a flight plan submitted for an IFR flight or a controlled VFR flight and significant changes to a flight plan submitted for an uncontrolled VFR flight shall be reported as soon as possible to the appropriate ATS unit. In the event of a delay in departure of 30 minutes or more for a flight for which a flight plan has been submitted, the flight plan shall be amended or a new flight plan shall be submitted after the old plan has been cancelled.

Note 1. - *If a delay in departure of a controlled flight is not properly reported, the relevant flight plan data may no longer be readily available to the appropriate ATS unit when a clearance is ultimately requested, which will consequently result in extra delay for the flight.*

Note 2. - *If a delay in departure (or cancellation) of an uncontrolled VFR flight is not properly reported alerting or search and rescue action may be unnecessarily initiated when the flight fails to arrive at the destination aerodrome within 30 minutes after its current ETA.*

2.2 Whenever a flight, for which a flight plan has been submitted, is cancelled, the appropriate ATS unit shall be informed immediately.

2.3 Changes to a current flight plan for a controlled flight during flight shall be reported or requested, subject to the provisions in ICAO Annex 2,3.6.2. (Adherence to flight plan). Significant changes to a flight plan for an uncontrolled VFR flight include changes in endurance or in the total number of persons on board and changes in time estimates of 30 minutes or more.

2.4 Arrival report (closing a flight plan)

A report of arrival shall be made at the earliest possible moment after landing to the airport office of the arrival aerodrome by any flight for which a flight plan has been submitted except when the arrival has been acknowledged by the local ATS unit. After landing at an aerodrome, which is not the destination aerodrome (diversionary landing), the local ATS unit shall be specifically informed accordingly. In the absence of a local ATS unit at the aerodrome of diversionary landing, the pilot is responsible for passing the arrival report to the destination aerodrome. Arrival reports shall contain the following elements of information:

- aircraft identification
- departure aerodrome
- destination aerodrome
- time of arrival.

2.5 In the case of diversion, insert the "arrival aerodrome" between "destination aerodrome" and "time of arrival".

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