

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 operating 24 hour.
- 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: 673-2-331730 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 related 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.dca.gov.bn

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

The AIP Brunei is the basic aeronautical information document issued in one volume 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 AMDT)***

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 SUP)***

Temporary changes of long duration (3 months or longer) and information of short duration which contains extensive text and/or graphics, supplementing the permanent information contained in the AIP, are published as AIP SUP. Operationally significant changes to the AIP are published accordance with the AIRAC system and its established effective dates, and are identified clearly by the acronym AIRAC.

Each AIP Supplement is allocated a serial number which is consecutive and based on the calendar year.

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

The checklist of current AIP SUP is published in the monthly plain-language NOTAM List.

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.

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.

NOTAM are exchanged with other International NOTAM offices as follows; -

Notam Office	Notam series		Notam Office	Notam Series	
	In	Out		In	Out
Abu Dhabi	A	A	Kuwait	A	A
Afghanistan*	A,D,P	-	Katmandu *	A,C,B	-
Amman*	(EAD) A	-	Kota Kinabalu	D	B
Amsterdam	(EAD) A,M	A	Kuala Lumpur	A,C,F	B
Athinai	A	A	Ljubljana*	A	-
Bahrain	A	A	London	(EAD) A,B,F,H,J,D,M,P,V	A
Bangkok	AGHJ	B	Macau	A	A
Beijing	A,E,F,G,L,U,N,Y,W	A	Madras	A,G,B	A
Beograd	A	A	Male*	A	-
Bombay	A,G	A	Manila	(EAD) B	B
Brisbane	D,E,F,G,H,J,,K,L,M,N,I	A	Muscat	A	A
Brussels*	A	-	Nicosia	(EAD) A	A
Cairo*	(EAD) A,B,W	-	Romania*	(EAD) A,M,C,D,F	-
Calcutta	A,G,D	A	Singapore	A,B	B
Christchurch*	B,P	-	Switzerland	A	A
Colombo	A,C	A	Sofia*	A	-
Delhi*	A,G	-	Seoul	A,G,C,D,E,Z	A
Dhaka	A	A	Taipei	A	A
Frankfurt	(EAD) A,F	-	Tehran*	A,B	-
Ho Chi Minh	A,C,J	B	Tokyo	A,B,C,E,F,G,H,K,L	A
Hong Kong	A	A	Vietnam	A,C	B
Italia	A,W	A	Wien	(EAD) A	A
Jakarta	A,B,C,G	B	Yangon*	A	-
Karachi*	A,C	A	Tokyo	D,J,M,N,O,P,Q,R,U,Y	-

Note : * Received only.

EAD : Received from European AIS Database

3.7 Sale of Publications

The AIP may be purchase from the Aeronautical Information Services Department of Civil Aviation, Brunei International Airport, Brunei Darussalam at B\$60.00 per copy (excluding postage). The document is maintained up to date by means of an amendment service. The fee for amendment service is B\$15.00 per year per copy (excluding postage), payable in advance. AIP Supplement and Aeronautical Information Circulars are available free of charge to all subscribers to the AIP Amendment service.

4. AIRAC SYSTEM

- 4.1 In order to control and regulate the 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 of the Supplement effective date and the 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.

4.3 **Schedule of AIRAC effective dates**

Year 2023	Year 2024	Year 2025	Year 2026	Year 2027
26 January	25 January	23 January	22 January	21 Jan
23 February	22 February	20 February	19 February	18 Feb
23 March	21 March	20 March	19 March	18 Mar
20 April	18 April	17 April	16 April	15 Apr
18 May	16 May	15 May	14 May	13 May
15 June	13 June	12 June	11 June	10 Jun
13 July	11 July	10 July	09 July	08 Jul
10 August	08 August	07 August	06 August	05 Aug
07 September	05 September	04 September	03 September	02 Sep
05 October	03 October	02 October	01 October	30 Sept
02 November	31 October	30 October	29 October	28 Oct
30 November	28 November	27 November	26 November	25 Nov
28 December	26 December	25 December	24 December	23 Dec

5. **PRE-FLIGHT INFORMATION SERVICE AT AERODROMES**

- 5.1 Pre-flight information service unit is available at the following listed aerodrome with the coverage indicated.

<u>AERODROME</u>	<u>COVERAGE</u>
BRUNEI / Brunei Darussalam	i. Route segments ii. Others on request

Pre-Flight Information (PIB) is available for distribution at the Aeronautical Information Service Unit serving the Brunei International Airport.

Post –flight information forms for annotation by aircrew of information concerning the state and operation of air navigation facilities etc are available from ATS unit.