



AIC

TEL: (675) 3121581
AFTN: AYPMYNYX
FAX: (675) 3121593
Email: aispublication@pngairservices.com.pg

AERONAUTICAL
INFORMATION SERVICES
P.O. BOX 273
BOROKO, NCD 111
PAPUA NEW GUINEA

**2/2009
07 MAY**

AERONAUTICAL INFORMATION PROMULGATION ADVICE FORM

1. In compliance with CAA Act 2000 Part II, Division 3, Chapter 13, b(ii) and CAR Part 175, Subpart B, 175.59, Collection of Information, the Aeronautical Information Promulgation Advice Form (refer pages 2,3 and 4) is hereby implemented and shall be used when requesting for the issuance/promulgation of NOTAM, AIP Supplements, and AIP Amendment in accordance with the annual AIS AIRAC publication programme.
2. Service providers (Originators of raw data) such as Air Transport Department, Air Safety Regulations (ASR), Foreign Affairs/Customs, Airport Authorities, Airport Maintenance Section, Air Navigation and Maintenance Services (ISS), Air Traffic Control, and Airspace and Traffic Management Divisions, etc., shall submit the said completed form to both the NOTAM and AIS Publication offices through the following communication modes taking into account the established procedures in the handling of such data:

a) Temporary Information:

International NOTAM Office (NOF)
Telephone: (675) 3121515
Facsimile: (675) 3239885
Email: pngnotamoffice@pngairservices.com.pg

Note: The validity of such information shall not exceed the 3 month period, otherwise a review is required and is the responsibility of the originator)

b) Permanent Information:

The Manager (AIS/SAR)
PNG Air Services Limited
AERONAUTICAL INFORMATION SERVICES
P.O. Box 273, BOROKO, NCD 111
Telephone: (675) 3121580, (675) 3121581
Tel/Fax: (675) 3121593
Email: aispublications@pngairservices.com.pg



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 P.O.BOX 273
 BOROKO, N.C.D.
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**AERONAUTICAL INFORMATION PROMULGATION ADVICE FORM
 NOTAM, AIP SUPPLEMENTS AND AIP AMENDMENTS.**

All portions of this form must be completed. One copy of this form should be submitted for each section of the AIP affected (e.g. GEN, AGA, COM, MET, RAC, FAL, SAR, MAP, and IAL).

To: MGR (AIS/SAR)
 PNG AIR SERVICES LTD
 P.O.BOX 273
 BOROKO, NCD

Originator:.....
 Section:.....
 Tel:.....
 Date:.....

Tel: 3121580

Copy to: NOTAM Office (*requesting immediate NOTAM action refer item c*).

Originator's File reference	AIP references (as applicable)				Text of NOTAM, AIP Supplement and/or Amendment	Effective date	For Promulgation by +
	Page (date)*	Para.	Col.	Line			

* All AIP pages affected by each amendment should be quoted.

- + Insert a, b, or c as applicable, where:
- A – AIP Supplement and subsequent inclusion in AIP reprint page.
 - B – AIP Page, when next due for reprinting (AIP amendment).
 - C – NOTAM only (temporary information i.e. within the three (3) month period).

AIRAC – If applicable but not applied, please state reasons: The following Directorates/Branches have been consulted in respect of:

..... (a) Policy..... (b) Accuracy of Information.....
 Signed..... Head of Originating Branch:.....
 Date:.....

The above particulars and/or the attached draft are authorized for publication as indicated.

Signed..... Head of..... Date.....
 (Directorate/Branch)

INFORMATION TO BE NOTIFIED BY AIRAC

(Ref: Annex 15, Chapter 6 and Appendix 4)

1. The establishment and withdrawal of, premeditated significant changes (including operational trials) to:

Limits (horizontal and vertical), regulations and procedures applicable to:

- a) flight information regions;
- b) control areas;
- c) control zones
- d) advisory areas
- e) ATS routes
- f) permanent danger, prohibited and restricted areas (including type and periods of activity when known) and ADIZ;
- g) permanent areas or routes or portions thereof where the possibility of interception exist.

Positions, frequencies, call signs, known irregularities and maintenance periods of radio navigation aids and communication facilities.

Holding and approach procedures, arrival and departure procedures, noise abatement procedures and any other pertinent ATS procedures.

Meteorological facilities (including broadcasts) and procedures.

Runways and stopways.

2. The establishment and withdrawal of, and premeditated significant changes to:

Position, height and lighting of navigational obstacles;

Taxiways and aprons

Hours of service of aerodromes, facilities and services;

Customs, immigration and health services;

Temporary danger, prohibited and restricted areas and navigational hazards, military exercises and mass movements of aircraft;

Temporary areas or routes or portions thereof where the possibility of interception exists.

AIRAC PREDETERMINED DATES

The sample below illustrates the latest dates by which material should reach AIS in order to be promulgated on one of the selected publication dates. When possible, material should always be forwarded well ahead of these dates. It is essential that an effective date should not be notified until a high degree of certainty that it will be met exists. A complete list of AIRAC effective dates is issued annually under the AIS Publication Programme.

Date to reach AIS	Publication Date	Effective Date
30 November 2008	31 December 2008	12 March 2009
26 February 2009	26 March 2009	04 June 2009
18 June 2009	16 July 2009	24 September 2009
09 September 2009	22 October 2009	17 December 2009

These dates are intended to take into account of the time required for processing and subsequent mail delivery to the user, so as to provide adequate advance notice; however they may need to be adjusted in light of practical experience.

PNG AIR SERVICES LIMITED – AERONAUTICAL INFORMATION SERVICES - 05/05/09.

3 - CANCELLATION

This AIC shall remain current until further notice.

DISTRIBUTION: Normal

CURRENT AIC:

1985:	5, 8.	2001:	2
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1993:	4, 5.	2003:	1
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1997:	6, 7, 9, 11	2006:	1
1998:	1.	2007:	1
2000:	3.	2008:	1, 2, 4.
2001:	2	2009:	1, 2.