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**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 to the appropriate ATS units in respect of the following flights,

- a) Flight in airways and other airspace whether IFR or VFR,
- b) Any flight or portion thereof, to be provided with air traffic control service,
- c) Any flight within or into designated areas, or along designated route to facilitate coordination with appropriate military units or air traffic services unit in adjacent state in order to avoid possible need for interception for the purpose of identification,
- d) Any flight across international boarder

1.2. The flight plan submitted to the appropriate ATS unit should be signed and filed by the pilot-in-command or authorized representative at least sixty minutes prior to departure (the estimated off block time)

1.3. In the event of delay of 30 minutes for international flights and 60 minutes for domestic flights in excess of EOBT, the flight plan should be amended or a new flight plan be submitted and old flight plan canceled, whichever is applicable.

*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 any delay in departure or cancellation of an uncontrolled 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.*

1.4. Flights during which IFR flight procedure is planned on any route segment and flights capable of instrument flight rule shall insert IFR in the flight plan and those flights which are not capable of compliance with IFR flights shall insert VFR in the flight plan.

1.5. The total number of persons on board (passengers plus crew) should be stated in the flight plan.

1.6. In addition, pilots are required to pass the total number of persons (POB) to the concerned ATC unit when requesting engine start-up during departure and when making first contact during arrival.

1.7. No flight plans shall be filed for routes deviating from the published ATS route structure unless prior permission has been obtained from the appropriate ATS unit.

1.8. When a flight is planned to operate in aerodrome traffic circuit or local/ training flight, detail of the flight shall be submitted to ATS units.

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

1.10. Changes to a current flight plan for a controlled flight during flight shall be reported or requested, subject to the provisions in CAR 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.

1.11. 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 ATS unit. After landing at an aerodrome which is not the destination aerodrome (diversionary 1), the ATS unit shall be specifically informed accordingly. In the absence of an ATS unit at the aerodrome of diversion, 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

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

## 2. Repetitive Flight Plan System

To be developed