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NAVIAIR

Air Navigation Services

Guidelines for flights with complicated routing in EKDK FIR (e.g. photoflights)

In order to ensure optimal service from Naviair for flights with complicated routing, Naviair has developed the following guidelines. The guidelines are valid for flights in Area of Responsibility (AoR) of ACC and APP Copenhagen.

When planning such a flight it is important that maps are forwarded to Naviair as early as possible (it is not necessary to have exact date/time of flight ready at this stage)

Maps should be sent via email to supa@naviair.dk with the subject "company name/type of flight". The individual map should have a unique name in the format "company name/year/route number (route number either the company's internal unique number or 001, 002, 003 etc. If a route necessitate more than one map the numbers should be 001a, 001b etc.). The map should be in A4 and the unique name in a large font so it is easy to see - preferably in a colour different from the map itself.

Supervisor ACC Copenhagen will print the map and put it in a special folder.

On the day of the flight – before departure - the company/the pilot should call Supervisor ACC Copenhagen (phone +45 3248 1933), and provide the following information: Company Name, Route Number, Time and Callsign.

Supervisor will then distribute maps to the relevant positions in ACC and APP Copenhagen.

Flights in Copenhagen Area:

If the flight is to take place in Copenhagen Area, there are some regulations described in AIP SUP 04/17. A special permission is needed, and the Supervisor will coordinate in advance with APP Copenhagen to make sure flight in Copenhagen Area is possible. Please state clearly in the phone call if this is the case.

Note: The supervisor will only be able to tell if there is capacity to handle the flight. For IFR-flights departed outside Copenhagen Area, the relevant ACC-controller will coordinate with APP Copenhagen to obtain permission to enter, for VFR-flights the pilot is responsible for obtaining permission.

Flights in other Local Areas:

For flights in Local Areas at Billund, Aalborg, Aarhus and Roskilde (for regulations regarding Roskilde/Copenhagen Area see AIP SUP 04/17), Supervisor ACC Copenhagen will forward the mail with the map. Whether flight in the area is possible will be decided by local ATC – if permission ahead of departure is necessary please inform Supervisor ACC Copenhagen.

For flights in Local Areas at Skrydstrup and Karup map should be forwarded directly to local ATC if necessary (these units are military and does not have a direct mail-address available at the towers)