

## 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

*Note 1.— The appropriate ATS unit for the submission of flight plan for TIA, Kathmandu is ATS Reporting Office (ARO) and relevant Aerodrome Control Tower for other controlled aerodromes.*

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) using the ICAO new flight plan since 15 November, 2012.

1.3. In the event of delay of 30 minutes for international flights and 60 minutes for domestic fights 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.