

AERONAUTICAL INFORMATION CIRCULAR

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Nepal
CIVIL AVIATION AUTHORITY OF NEPAL
AERONAUTICAL INFORMATION SERVICE
BABARMAHAL, KATHMANDU, NEPAL

AIC
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This AIC has been issued to all concerned for the information, guidance and compliance.

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Director General
Civil Aviation Authority of Nepal

AIS SOP, 2014 (CHAPTER 1, Page No. 2)

AIS SOP, 2014 has been amended and enforced with immediate effect. The amendments in AIS SOP are as follows.

1.5 Functions of AIS

- 1.5.1 AIM Department, CAAN Head Office and one of its units International NOTAM Office of Tribhuvan International Airport must receive, collate or assemble, edit, format, publish/store and distribute aeronautical data and aeronautical information concerning the entire territory of Nepal.
- 1.5.2 The effectiveness of the functions of AIS is dependent solely upon the co-operative effort of all the related services, such as Civil Engineering, Communication, Navigation, Surveillance, Air Traffic Services etc., since the raw information must be originated by these services.
- 1.5.3 In order to fulfill efficiently the dual role of collecting and promulgating information from and to all concerned, AIS establishes and maintains a direct and continuous liaison with the following related services –
 - a) Technical Services within Civil Aviation Authority of Nepal;
 - b) Nepal Army Services;
 - c) Nepal Armed Police Force Service;
 - d) Air traffic services of Civil Aviation Authority of Nepal;
 - e) Any other services, Private Organizations which may be a source of information.
- 1.5.4 To ensure promptness and accuracy in the distribution of aeronautical information, each of the services responsible for providing AIS with raw information should designate individuals who are responsible for maintaining direct and continuous liaison with AIS.
- 1.5.5 AIS functions including cartographic functions (Maps/Charts) are performed by AIS trained personnel who have successfully completed additional basic/advance training in AIS and cartography training respectively.
- 1.5.6 AIM Department will eliminate any deficiencies identified by concerned authority within an appropriate time frame.