

AIP

AERONAUTICAL INFORMATION PUBLICATION

REPUBLIC OF KOSOVO

CONSULT NOTAM FOR LATEST INFORMATION

AERONAUTICAL INFORMATION SERVICE

KOSOVO

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AIP

AERONAUTICAL INFORMATION PUBLICATION

REPUBLIC OF KOSOVO

PART 1

GENERAL (GEN)

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PART 1 - GENERAL (GEN)

GEN 0.

GEN 0.1 PREFACE

1. Civil Aviation Authority of Kosovo

The AIP Kosovo is published by the Kosovo Civil Aviation Authority.

2. Applicable ICAO Documents

The AIP is prepared in accordance with the Standards and Recommended Practices (SARPs) of Annex 15 to the Convention on International Civil Aviation and the *Aeronautical Information Services Manual* (ICAO Doc 8126). Charts contained in the AIP are produced in accordance with Annex 4 to the Convention on International Civil Aviation and the *Aeronautical Chart Manual* (ICAO Doc 8697). Differences from ICAO Standards, Recommended Practices and Procedures are given in subsection **GEN 1.7**.

3. The AIP structure and established regular amendment interval

3.1 The AIP structure

The AIP forms part of the Integrated Information Package, details of which are given in subsection **GEN 3.1**. The principal AIP structure is shown in graphic form on page **GEN 0.1-3**.

The AIP is made up of three Parts, General (GEN), En-route (ENR) and Aerodrome (AD), each divided into sections and subsections as applicable, containing various types of information subjects.

3.1.1 Part 1 – General (GEN)

Part I consists of five sections containing information as briefly described hereunder.

GEN 0. Preface; Record of AIP Amendments; Record of AIP Supplements; Checklist of AIP pages; List of hand amendments to the AIP; and the Table of Contents to Part I.

GEN 1. National regulations and requirements – Designated authorities; Entry, transit and departure of aircraft; Entry, transit and departure of passengers and crew; Entry, transit and departure of cargo; Aircraft instruments, equipment and flight documents; Summary of national regulations and international agreements/conventions; and Differences from ICAO Standards, Recommended Practices and Procedures.

GEN 2. Tables and codes – Measuring system, aircraft markings, holidays; Abbreviations used in AIS publications; Chart symbols; Location indicators; List of radio navigation aids; Conversion tables; and Sunrise/Sunset tables.

GEN 3. Services – Aeronautical information services; Aeronautical charts; Air traffic services; Communication services; Meteorological services; and Search and rescue.

GEN 4. Charges for aerodrome/heliports and air navigation services – Aerodrome/heliports charges; and Air navigation services charges.

3.1.2 Part 2 – En-route (ENR)

Part 2 consists of seven sections containing information as briefly described hereunder:

ENR 0. Preface; Record of AIP Amendments; Record of AIP Supplements; Checklist of AIP pages; List of hand amendments to the AIP; and the Table of Contents to Part 2.

ENR 1. General rules and procedures – General rules; Visual rules; Instrument rules; ATS airspace classification; Holding, approach and departure procedures; Radar services and procedures; Altimeter setting procedures; Regional supplementary procedures; Air traffic flow managements; Flight planning; Addressing of flight plan messages; Interception of aircraft; Unlawful interface; and Air traffic incidents.

ENR 2. Air traffic services airspace – Detailed description of ATS Airspaces; ATS Routes; and Other regulated airspace.

ENR 3. ATS routes – Detailed description of Lower ATS routes; Upper ATS routes; Area navigation routes; Helicopter routes; Other routes; and En-route holding.

Note. – Other types of routes which are specified in connection with procedures for traffic to and from aerodromes/heliports are described in the relevant sections and subsections of Part 3 – Aerodromes.

ENR 4. Radio navigation aids/systems – Radio navigations aids – en-route; Special navigation systems; Name-code designators for significant points; and Aeronautical ground lights – en-route.

ENR 5. Navigation warnings – Prohibited, restricted and danger areas; Military exercise and training areas; Other activities of a dangerous nature; Air navigation obstacles – en-route; Aerial sporting and recreational activities; and Bird migration and areas with sensitive fauna.

ENR 6. En-route charts – En-route charts – ICAO and index charts.

3.1.3 Part 3 – Aerodromes (AD)

Part 3 consists of four sections containing information as briefly described hereafter:

AD 0. Preface; Record of AIP Amendments; Record of AIP Supplements; Checklist of AIP pages; List of hand amendments to the AIP; and the Table of contents to Part to Page 3.

AD 1. Aerodromes/Heliports – Introductions – Aerodrome/heliport availability; Rescue and fire fighting services and Snow plan; Index to aerodromes and heliports; and Grouping of aerodromes/heliports.

AD 2. International Aerodrome – Detailed information regarding International aerodrome, which is defined as arrival and departure aerodrome for International flights in accordance with paragraph 10 to the Convention of ICAO..

AD 3. Heliports – Nil

AD 4. Domestic Aerodromes - Nil

3.2 Regular amendment interval

Regular amendments to the AIP will be issued two to six times a year. AIRAC dates will be used as effective dates..

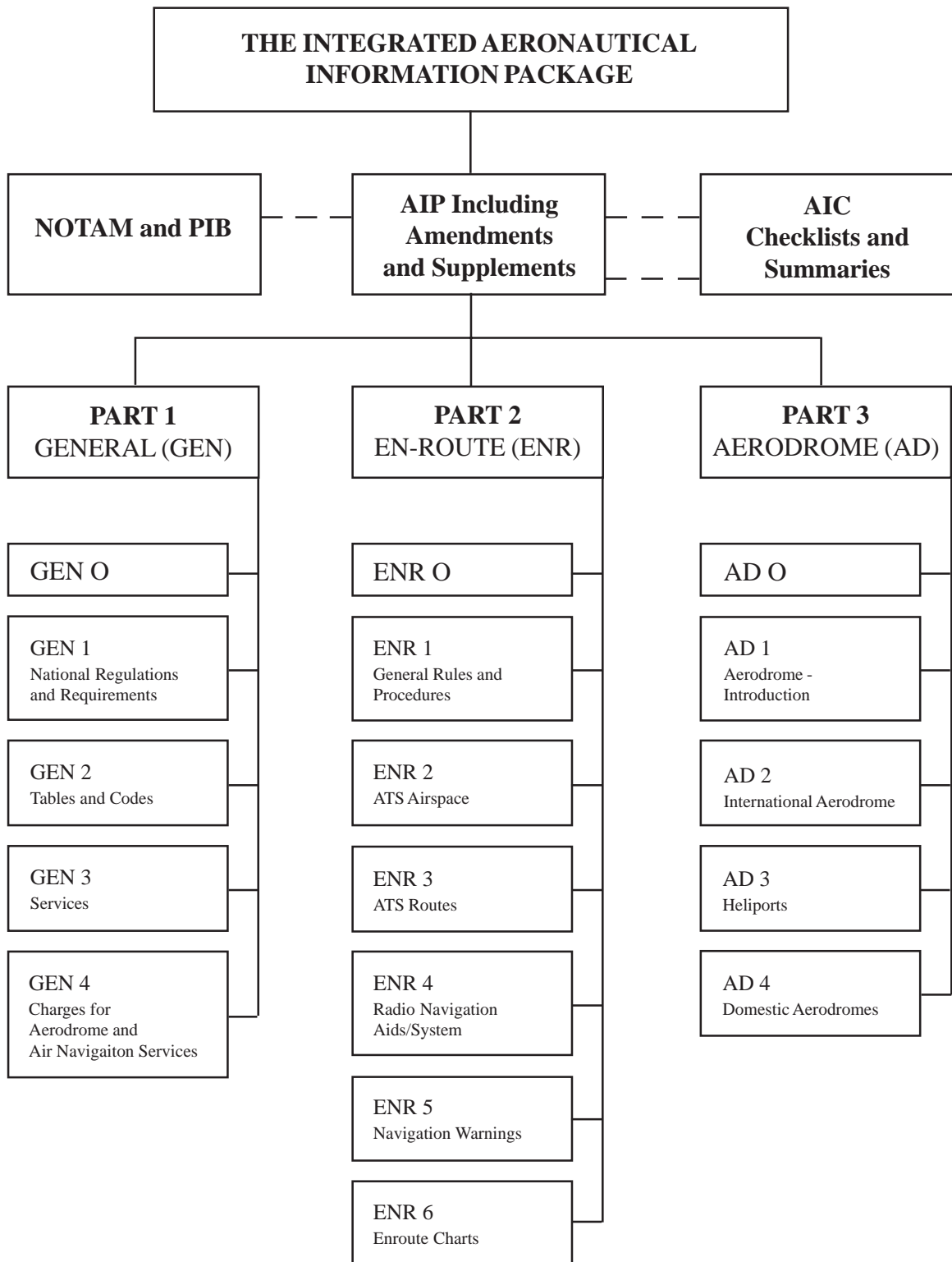
4. Service to contact in case of detected AIP errors or omissions

In the compilation of the AIP, care has been taken to ensure that the information contained therein is accurate and complete. Any errors and omissions which may nevertheless be detected, as well as any correspondence concerning the Integrated Aeronautical Information Package, should be referred to:

Aeronautical Information Service
Air Navigation Services Agency
Kosovo.

TEL: +383 38 59 58 303

E-mail: ais@rks-gov.net



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GEN 1. NATIONAL REGULATIONS AND REQUIREMENTS

GEN 1.1 DESIGNATED AUTHORITIES

The addresses of the designated authorities concerned with facilitation of international air navigation are as follows:

1.1 Civil Aviation Authority of Kosovo:

Kosovo Civil Aviation Authority
Ahmet Krasniqi Str. p.n.
Lagjja Arbëria
10 000 Prishtina,
Republic of Kosovo
Tel: +383 (0)38 248 629
Fax: +383 (0)38 211 009
Mobile Phone:
+383(0)44 613 567 (Duty Officer 24/7)
E-mail: info@caa-ks.org
Web: www.caa-ks.org

1.2 Meteorology:

Meteorological Department
Air Navigation Services Agency
Vrellë, Lipjan 10070
TEL: +383 38 59 58 411, 413
FAX: +383 38 59 58 414
E-mail: meteo.service@rks-gov.net

1.3 Customs:

Costums Station
Pristina International Airport
TEL and Fax: +383 38 548 450 ext. 167
+383 38 513 92 167
E-mail: fisnik.nuli@dogana-ks.org

1.4 Immigration:

Headquarter of Border Police Department
“Luan Haradinaj” Street NN 10000 Prishtina
Tel.+383 38 50 80 1177 & 1610
+383 38 50 80 1103

+383 38 542 127
Tel.Fax: +383 38 50 80 1609
E-mail: drejtoriapermigrim@KosovoPolice.com
qkmk@rks-gov.net.
qkmk.kordinatori@rks-gov.net.

1.5 Health:

Ministry of Health -
Sanitary Inspection
“Zagrebi” Str, No number
10000 Prishtina, Kosova
TEL: +383 38 200 38 356
+383 38 212 225
E-mail: inspektoriatisanitar@yahoo.com
ilirjana.zymberi@rks-gov.net

1.6 En-Route and Aerodrome/Heliport Charges:

See 1.1 above

1.7 Agricultural Quarantine:

Agjencia e Ushqimit dhe Veterinarise,
Zona Industriale,Fushë Kosovë
Tel: +383 (0)38 551 918
Fax: +383 (0)38 551 962
E-mail: infoauv@ks-gov.net
Web: www.auv-ks.net

1.8 Aircraft Accident Investigation:

Aeronautical Accident and Incident
Investigations Commission of Kosovo
Office of the Prime Minister
Government Building,Office 715
Nënë Tereza Str.
10000 Pristina
Republic of Kosovo
Tel: +383 (0)38 200 14 861
Mobile Phone:
+383 (0)45 356 666 (Duty Officer 24/7)
E-mail:arben.sh.gashi@rks-gov.net
Web: http://kryeministri-ks.net

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GEN 1.2 ENTRY, TRANSIT AND DEPARTURE OF AIRCRAFT

1.2.1 General

1.2.1.1 KOSOVO Airspace is under the control of the CAOCTJ. Kosovo Air Navigation Services Agency provides Air Navigation Services from GND up to 205 FL, using in/out corridors XAXAN and SARAX for all commercial air traffic. Air Navigation Services above 205 FL up to 660 FL are temporarily being provided by HungaroControl in accordance with the “Implementing Agreement between the Government of Hungary and International Security Force in Kosovo (KFOR)”. For further details refer to Hungarian AIP at <http://www.ais.hungarocontrol.hu/>

1.2.1.2 Aircraft flying into or departing from Kosovo shall make their first landing at, or final departure from, Pristina International Airport (see AIP Kosovo, AD 1.3 and AD 2).

1.2.2 Scheduled flights

1.2.2.1 General

Air carrier planning to operate to and from Kosovo shall submit to the Ministry of Infrastructure of the Republic of Kosovo (MI) the following documents:

- 1.2.2.1.1 An air operator certificate
- 1.2.2.1.2 A certificate of registration for each aircraft designated to operate to and from Kosovo,
- 1.2.2.1.3 A valid certificate of airworthiness for each aircraft designated to operate to and from Kosovo;
- 1.2.2.1.4 Specifications of the navigation equipment of each aircraft designated to operate to and from Kosovo;
- 1.2.2.1.5 Documentary evidence, acceptable to MI, that the air carrier has adequate liability insurance for damage that may arise out of its transport operations, including:
 - 1.2.2.1.5.1 Aircraft third party liability insurance;
 - 1.2.2.1.5.2 Third party liability insurance AVN 52 D; and
 - 1.2.2.1.5.3 Passenger, baggage, cargo, mail and airline general liability insurance;
- 1.2.2.1.6 Records showing the history of the air carrier’s operations in Pristina;
- 1.2.2.1.7 A list of the aircraft that the air carrier is entitled to operate;
- 1.2.2.1.8 Power of attorney authorising a person, acceptable to MI, who has an aeronautical education and professional background, to act as the air carrier’s representative in Kosovo together with an up -to-date copy of such person’s curriculum vitae;
- 1.2.2.1.9 A copy of the air carrier’s aviation security program;
- 1.2.2.1.10 General information about the air carrier, including (but not limited to) the type of operations it undertakes, the substantial ownership and effective control of its assets, its corporate structure, its network alliances, its partnerships and its most recent financial statements; and
- 1.2.2.1.11 A copy of the Operating Licence, pursuant to chapter II of the regulation (EC) No 1008/2008.

The application form is available upon request to :

Civil Aviation Division, MI

E-mail: nexhat.bala@rks-gov.net

ismail.berisha@rks-gov.net

avdi.kamerolli@rks-gov.net

trafficroights@rks-gov.net

Tel: +383 38 200 28 105

web: www.mi-ks.net

1.2.3 Non-scheduled flights

1.2.3.1 ECAA carriers

Air carriers planning to operate non scheduled services to and from Kosovo shall submit to MI the following documents:

Arrivals:

Documents Required by	General Declaration	Passenger Manifest	Cargo Manifest
Customs	1	1	2
Immigration	1	1	
Health	1	1	1

Departures:

Documents Required by	General Declaration	Passenger Manifest	Cargo Manifest
Customs		1	2
Immigration	1	1	
Health	1	1	1

1.2.3.1.1 The documents and information from(1) to and including (11) listed under 1.2.2 and additionally

1.2.3.1.2 A certified/notified copy of a contract or contracts with tour operators for intended flights to Kosovo

1.2.3.2 Non ECAA carriers

Air carriers planning to operate non scheduled services to and from Kosovo shall submit to MI the following documents:

1.2.3.2.1 The documents and information from(1.2.2.1.1) to and including (1.2.2.1.11) listed under 1.2.2 and additionally

1.2.3.2.2 A certified/notified copy of a contract or contracts with tour operators for intended flights to Kosovo

1.2.3.2.3 Certificate of the tour operator's business registration or of its branch in Kosovo

1.2.3.2.4. Passenger protection – Financial guarantees. Pursuant to Article 10 of the MI Regulation 2009/2, please provide one type of the financial guarantee as evidence of consumer protection. Different types of the financial guarantee, acceptable to MI are listed in Article 10.4 of the above mentioned regulation

Refer to MI Regulation 2009/2 for applicable procedures.

The Regulation can be available upon request to:

nexhat.bala@rks-gov.net
ismail.berisha@rks-gov.net
avdi.kamerolli@rks-gov.net
trafficrights@rks-gov.net

The application form is available upon request to:

Civil Aviation Division, MI
E-mail: nexhat.bala@rks-gov.net
ismail.berisha@rks-gov.net
avdi.kamerolli@rks-gov.net
trafficrights@rks-gov.net

Tel: +383 38 200 28 105

web: www.mi-ks.net

1.2.4 Taxi flights

Airlines planning to operate ad-hoc flights (business and private) to and from Kosovo shall submit to MI the following documents:

1.2.4.1 The documents and information from (1.2.2.1.1) to, and including, (1.2.2.1.5) listed under Scheduled flights (1.2.2) above and

1.2.4.2 A statement by the appropriate aeronautical authorities of the State in which the airline is incorporated and has its principal place of business confirming that the aircraft operators aviation security program conforms with the requirements of ICAO.

An application for an ad-hoc flight must be received by MI at least 3 business days before the date of the first proposed flight.

The request shall be sent to the following address:

nexhat.bala@rks-gov.net or
ismail.berisha@rks-gov.net
avdi.kamerolli@rks-gov.net
trafficrights@rks-gov.net

1.2.5 Public health measures applied to aircraft

1.2.5.1 The pilot-in-command must on arrival at Pristina International Airport, see to that a copy of the Health Section of the General Declaration is handed over to the Customs Authorities. This does not apply in the case of aircraft engaged in scheduled flights, with the following exceptions:

- Aircraft arriving from or having made intermediate stops in States which are not members of the World Health Organization.

- Aircraft arriving from or having made intermediate stops in areas which the Ministry of Health has declared infected.

Before landing the pilot-in-command of a scheduled flight shall notify the appropriate Air Traffic Control Services, of any such sickness on board the aircraft as could lead to the spreading of a disease. In such cases passengers and crews are not allowed to leave the aircraft without a permission from the National Health Authorities.

GEN 1.3 ENTRY, TRANSIT AND DEPARTURE OF PASSENGERS AND CREW

1.3.1 Customs required

Regulations, requirements and procedures applicable to passengers, crew, cargo and aircraft Customs service all of their procedures and actions are based on Customs and Excise Code Nr. 03/L-109 (referring also release of customs taxes including personal belongings of passenger entering Kosovo, see article 45-48), Regulation 2004/02 on Deterrence of Money Laundering and related Criminal.

1.3.1.1 Customs requirements on entry, transit and departure of passengers and crew members

Any person entering Kosovo (including crew members), shall declare anything contained in this luggage or carried with him which:

1.3.1.1.1 Has obtained outside Kosovo, or

1.3.1.1.2 Being goods on which duty or tax is chargeable in Kosovo, he/she has obtained in Kosovo without payment of all or part of that duty or tax, and in respect of which he/she is not entitled to exemption from duty and tax by Customs and Excise Code Nr. 03/L-109.

Any person entering or leaving Kosovo (including crew members) shall answer such questions as an officer may put him with respect to his luggage and anything contained therein or carried with him/her, if required by that customs officer, produce that luggage and any such things for examination. Any person failing to declare any thing or to produce any luggage or thing as required by customs officer based on a custom code, shall be liable to an administrative penalty of up to five times the tax paid of the thing not declared or of the luggage or thing not produced, as the case may be, and that luggage or thing shall be liable to detention and seizure. On arrival terminal Customs Service at Prishtina International Airport has arranged a red-green channel system for arriving passengers and crew members, those carrying goods exceeding customs exemption of non-commercial goods, including presents and souvenirs, contained in traveler's personal luggage and not exceeding a customs value of 175 • (one hundred and seventy-five) Euros, or money or any other monetary means exceeding 10,000 .00•, shall report to customs control at the customs desk in the red channel marked with the sign with red point and the word "Goods and Money to declare". Other travelers choosing the green channel marked with the sign with the green point and the word "Nothing to Declare" is considered to have declared for Customs Authorities that they have not brought goods or monetary means exceeding what customs legislation considers that should be declared. Anyway customs examination may take place on such cases of declaration.

The customs examination may take place upon departure of passengers and crew members.

means exceeding 10,000 .00•, shall report to customs control at the customs desk in the red channel marked with the sign with red point and the word "Goods and Money to declare". Other travelers choosing the green channel marked with the sign with the green point and the word "Nothing to Declare" is considered to have declared for Customs Authorities that they have not brought goods or monetary means exceeding what customs legislation considers that should be declared. Anyway customs examination may take place on such cases of declaration. The customs examination may take place upon departure of passengers and crew members. Anyway customs examination may take place on such cases of declaration. The customs examination may take place upon departure of passengers and crew members.

1.3.2 Immigration requirements

These points are based LAW No. 04/L-219 "LAW ON FOREIGNERS" Approved by the Assembly of the Republic of Kosovo on 31 July 2013 and is promulgated by the Decree No. DL-042-2013, dated 19.08.2019, by the President of Republic of Kosovo, and LAW No. 04/L-072 "ON STATE BORDER CONTROL AND SURVEILLANCE." Dated 21 December 2011, and is Promulgated by the Decree No. DL-001-2012, dated 06.01.2012, by the President of Republic of Kosovo, LAW NO. 04/L-214 "ON AMENDING AND SUPPLEMENTING THE LAW No. 04/L-072 ON STATE BORDER CONTROL AND SURVEILLANCE" approved by the Assembly of the Republic of Kosovo on 31 July 2013, and On the Government of the Republic of Kosovo Decision No.15/158 dated 29.11.2013, for changes of the conditions of entry and visa regime for foreigners entering in the Republic of Kosovo.

1.3.2.1. As per article 13 of the law No. 04/L-219

1. A foreigner, which during his time of residence in an airport of the Republic of Kosovo or in the course of international flights does not leave the international transit zone, needs no visa.
2. Exceptionally from paragraph 1. of this Article, the Government of the Republic of Kosovo, may set out for foreign citizens of given states as well as holders of the passports issued by competent authorities of the state to have an air transit visa.
3. An air-transit visa shall be issued for one (1), two (2) or more transit passages through the international air transit zone.

4. Validity of the air transit visa includes an additional grace period of fifteen (15) days.
5. Exceptionally from paragraph 4. of this Article, additional time is not applied in cases concerning reasons which relate to state security, public order or international relations.
6. Multiple air transit visa shall be issued for a period of up to six (6) months

1.3.2.2. As per article 31 of the Law No. 04/L-219

1. A foreigner may be allowed to enter the Republic of Kosovo for stays not exceeding three(3) months per six (6) month period provided that he or she meets the following conditions:

1.1 is in possession of valid travel document or other document authorizing him/her to cross the border;

1.2. is in possession of a valid visa or residence permit, when required;

1.3. he/she justifies the purpose, the conditions of entry and residence and proves to have sufficient means of subsistence, both for the duration of the intended residence in the Republic of Kosovo and for the return to their country of origin or transit to a third country into which they are certain to be admitted, or are in a position to acquire such means lawfully;

1.4. no entry or residence ban has been issued for in the Republic of Kosovo;

1.5. constitutes no threat to state security, public order, public health in the Republic of Kosovo.

2. A foreigner who does not fulfil the conditions referred to in paragraph 1. of the present Article, may be authorized to enter in the Republic of Kosovo at a given border crossing point, if required on humanitarian grounds, in particular persons in need of international protection, on grounds of national interest or because of international obligations of the Republic of Kosovo.

3. The amount of sufficient means of subsistence shall be set out with a decision of the Minister of MIA and height of this amount shall be assessed in accordance with the duration and the purpose of residence, by reference to average prices for subsistence.

4. The assessment of sufficient means of subsistence may be based on the cash, travellers' cheques and credit cards in the foreigner's possession. Declarations of sponsorship and letters of guarantee from hosts which shall be

approved by the DCAM prior to their entry in the Republic of Kosovo, may also constitute, in certain cases, evidence of sufficient means of subsistence.

5. The Government of the Republic of Kosovo with a decision may decide that the citizens of certain states may enter and exit the Republic of Kosovo with a valid identification document or other documents proving the identity and citizenship. Also the Government of Kosovo may with a decision may prescribe in cases when foreigners who come from countries which need a visa for entering the country may enter and residence for a given period of time in the Republic of Kosovo with a valid Schengen visa or residence permit of one of the countries of the Schengen zone, if they do fulfil the conditions referred to in paragraph 1. of this Article.

6. A non-exhaustive list of supporting documents which the border police may request from the foreigner in order to verify the fulfilment of the conditions set out in subparagraph 1.3 of this Article will be detailed in a sub-legal act related to the prohibition of entry of foreigners into the Republic of Kosovo.

1.3.2.3. As per article 32 of the law No. 04/L-219

1. A foreigner who does not fulfil the entry conditions laid down in Article 31 of the Law, shall be refused entry to the territory of the Republic of Kosovo and a decision with the justification for the refused entry shall be issued to him/her.

2. A foreigner has the right to appeal against the decision referred to in paragraph 1. of the present Article. Appeal shall be made at the diplomatic or consular missions having territorial competence or at the Appeals Commission. Appeal against such a decision shall not have suspensive effect of its execution.

1.3.2.4. As per article 35 of the law No. 04/L-219

1. A carrier may carry a foreigner to a border crossing point of the Republic of Kosovo if the foreigner is in possession of a valid travel document or other document required for border crossing, of a valid visa, if required or a residence permit.

2. The carrier may bring the foreigner to the border crossing point if he/she meets the requirements for entry in the Republic of Kosovo.

3. If a foreigner is refused entry into the Republic of Kosovo, the carrier that has brought him/her to the border crossing point, at the request of the authority for border control, shall return him/her to the 15 state from which he/she entered, in the state where the document of the foreigner is issued, or any other state which he/she is certain to be admitted.

4. If the carrier cannot bring the foreigner back from the Republic of Kosovo in accordance with paragraph 3. of this Article, it shall promptly and at its own expenses provide another carrier.

5. The carrier, which has brought the foreigner to the state border or in the territory of the Republic of Kosovo in infringement of paragraph 2. of the present Article, must pay for the accommodation and expenses for returning back the foreigner.

6. Obligations deriving from the present Article shall also apply to carriers that carry a foreigner to the state border or within the territory of the Republic of Kosovo, which is in transit or who has been refused further transportation

by the other carrier or to whom entry into the country of destination has been refused and returned back in the

7. An organizer of tourist trips or business ones in the Republic of Kosovo, shall be obliged that to foreigners to whom have been provided the relevant service, to cover the costs of leaving from the Republic of Kosovo, if to the foreigner has been applied an entry ban or the foreigner shall be removed by force from the Republic of Kosovo, if these costs the foreigner cannot cover themselves.

1.3.2.5. As per article 41 of the law No. 04/L-219

1. Temporary residence shall be granted to a foreigner who resides or his/her intention is to residence in the territory of the Republic of Kosovo, for the purpose of:

1.1. family reunification;

1.2. secondary and higher education;

1.3. scientific research;

1.4. humanitarian grounds, including refugees, persons under subsidiary protection and victims of human trafficking or victims of migration, smuggling and foreigners who have willingly expressed cooperation with competent authorities;

1.5. employment and

1.6. employment of a posted worker.

2. Foreigner with temporary residence and foreigner with permanent residence permit pursuant to Article 84 of this Law shall be issued a uniform residence permit.

3. Temporary residence for a posted worker shall be issued to a foreigner which fulfills the conditions laid down in Article 48 and Article 77 paragraph 1. of the law.

4. Irrespective from the paragraph 1. of the present Article, a foreigner may be issued a temporary residence for other purposes as well. Residence for other purposes shall not exceed more than six (6) months within one (1) year.

5. The form, content and procedure for issuance of residence permit pursuant to paragraph 2. of this Article shall be regulated by bylaws adopted by MIA.

1.3.2.6. As per article 42 of the law No. 04/L-219

1. A temporary residence permit application shall be submitted to a diplomatic or consular mission of the Republic of Kosovo.

2. Foreigner for whom to enter the Republic of Kosovo does not need a visa, may apply for temporary residence permit in the DCAM.

3. Not with standing paragraph 1. of the present Article, a foreigner who is in possession of a visa and if he/she comes for the purpose of full-time regular studies at undergraduate, university and post university levels, as well as a foreigner referred to in article 70 paragraph 1. subparagraph 1.12. 1.13. and 1.14. of the law, and the members of their close family, may apply for temporary residence permit in the DCAM.

4. A foreigner referred to in paragraph 2. and 3. of the present Article must submit an application for temporary residence permit before the expiration of the short-term residence and can residence in the Republic of Kosovo till his/her application has been decided upon.

1.3.2.7. As per article 43 of the law No. 04/L-219

1. Application for residence permit a foreigner shall submit in person or in case of unaccompanied children or vulnerable persons application can be submitted by a parent or legal custodian.

2. Exceptionally from paragraph 1. of the present Article, application for residence permit for the purpose of employment may submit the employer as well.

1.3.2.8. As per article 44 of the law No. 04/L-219

1. In relation with the application of a temporary residence permit, DCAM shall decide upon within thirty (30) days from the date of receipt of the application.

2. Against the decision from paragraph 1 of this Article within eight (8) days may be appealed for which the appeals commission shall decide within thirty (30) days from the receipt of the appeal. The appeal does not suspend the execution of the decision.

3. Against the decision to refuse a temporary residence permit for work due to the completion of the annual quota for employment, or if the annual quotas for the continuation of valid permits, new employment or seasonal employment, still has not been set out, the foreigner has no right to appeal, however may initiate an administrative dispute at a Basic Court.

1.3.2.9. As per article 48 of the law No. 04/L-219

1. A foreigner shall be issued a temporary residence permit, if:
- 1.1. proves the purpose of temporary residence;
 - 1.2. is in possession of a valid travel document;
 - 1.3. is in possession of sufficient means of subsistence;
 - 1.4. is in possession of medical insurance;
 - 1.5. has no entry and residence ban in the Republic of Kosovo;
 - 1.6. constitutes no threat to state security, public order or public health.

1.3.2.10. The foreigner who is entering and exiting the Republic of Kosovo must comply with the Article 10 of the law No. 04/L-072.

1.3.2.11. As per article 12 of the law No. 04/L-072

1. Border police officer in the performance of border control on persons, is authorized:

- 1.1. to require for valid travel document or other document designated for crossing state border, to determine the identity of the person who intends to cross the state border;
- 1.2. to check whether the conditions for entry and exit from the Republic of Kosovo are fulfilled, as defined by law, to give instructions and orders for the purpose of carrying out rapid and unimpeded border control;
- 1.3. if there exist indications, respectively suspicion for a criminal offense or minor offenses committed, to carry out border control in the second line, which means the control or raiding of the person, items and the vehicle he possesses;
- 1.4. to check the validity of the travel document, respectively any other document designated for crossing state border;
- 1.5. to conduct controls of fingerprint and palm trace and of other biometric data in the relevant evidences, to perform operational control records (required) and other records and electronic data bases of people, objects and means of transportation.

1.3.2.12. As per article 22 of the Law No.04/L-072

Border control according to regulation, are not done on transit zone, except if it is based on the risk assessed related to the national security and illegal immigration. 1.3.2.5. As per article 5, 6, and 7 of the law No. 04/L-072 documentation at border crossings are checked (controlled) by on duty police officer.

1.3.2.13. As per article 24 of the Law No.04/L-072

1. Air carriers, upon request of the police station responsible for border control, with the aim of facilitating the border control, by the end of the check-in of the passengers must submit information relating to travellers that they carry to the border crossing point through which they will enter into the territory of the Republic of Kosovo.

2. Information from paragraph 1 of this article contains the following data:

2.1.number and type of travel document or other valid document for crossing the state border;

2.2.nationality;

2.3.name and last name;

2.4.birthday;

2.5.border crossing point for entrance into the territory of the Republic of Kosovo;

2.6.flight number;

2.7.time of departure and arrival of transport;

2.8.total number of passengers;

2.9.accompanying document for goods; and

2.10.initial point of departure.

3. Data from paragraph 2 of this Article are sent via electronic means or in case of failures in other appropriate ways.

1.3.3 Public health requirements

1.3.3.1 The Border (Costums) Sanitary Inspector shall monitor:

- a) persons, items and means used for their transport that enter through the border, with the aim of protecting the population from contagious diseases;
- b) the compatibility with health standards of imported foods, articles of mass consumption and imported raw materials;
- c) imports and exports of poisons and radioactive substances;
- d) the transport of deceased persons coming from other places.

1.3.3.2 Sanitary border inspection of Kosova, in order to control borders and public facilities shall perform:

- a) Control of all persons and materials to state their possible infected disease,
- b) Stop's movement of all persons or suspected ones that have any infected disease,
- c) Take necessary actions against infected disease, according to the applicable sanitary laws and international conventions.

1.3.3.3 Sanitary Inspection of Kosova issue, sanitary permission (Sanitary certificate) to import and export food products and other organic products for general use based on the applicable law and tariff code.

1.3.3.4 Sanitary Inspection issue, permission for transport of deceased persons coming from other places to Kosova.

For further information visit www.mshgov-ks.org

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GEN 1.4 ENTRY, TRANSIT AND DEPARTURE OF CARGO

1.4.1 Customs requirements concerning cargo and other articles

1.4.1.1 All aircrafts flying into or departing from Kosovo carrying cargo or supplies are subject to customs control. On arrival of aircraft the crew member should give the cargo the cargo manifest together with any documents related to goods or supplies that have been brought in to an authorized customs officer. Documents required for the clearance of goods through customs procedures are: invoice, the airway bill, if needed an import/export license and/or declaration of origin may be required in certain cases.

Then a customs declaration for release on free circulation, temporary import/export or entrance in customs warehousing shall be declared by an authorized customs agent to the customs office in cargo terminal,

1.4.1.2 For cargo arriving from aboard and destined for shipment to another country which is being shipped to Kosovo the transit customs declaration should be granted to the entry customs service office which will be given back after a transit procedure is finished and validated by exit office of customs service.

1.4.1.3 Restricted and forbidden articles Among goods which are subject to import restriction and prohibition are the following types of products:

- a) Drugs and Medicaments-Import license needed from Ministry of Health
- b) Arms and ammunition (importation permit from MIA (Ministry of Internal Affairs)
- c) Lives animals-Import permit from Ministry of Agriculture-Veterinary and Food
- d) Flowers and other plants -a sanitary certificate issued by relevant authorities
- e) Narcotics and dangerous drugs are prohibited.
- f) Export of certain plans objects of historical and archeological interest are subject to export restriction according to law.

1.4.2 Customs requirements concerning aircrafts

1.4.2.1 Customs supervision and control shall not apply to any aircraft entering the airspace of Kosovo which dose not have the intention to and dose not land in Kosovo. With the exception of the following types of aircraft:

- a) Military aircraft
- b) Private aircraft not carrying goods subject to customs supervision and control and
- c) Aircraft arriving from another part of Kosovo without having stopped at any place outside Kosovo.

The commander (or crew member) of any aircraft landing at an airport designated, shall lodge with the Customs Service a manifest of all goods carried on that aircraft, and shall permit customs officers to carry out customs controls on the aircraft, goods carried on that aircraft, its crew and the luggage of the crew, and the passengers and their luggage

Based on a Customs and Excise Code Nr. 03/L-109, customs has powers to access, search, detain, and prevent departure of an aircraft in certain cases.

1.4.2.2 Any customs officer shall have access to every part of any aircraft at an airport which he has power under this regulation to board, and may:

- a) Cause any goods found thereon to be marked before they are unload from aircraft;
- b) Lock up, seal, mark or otherwise secure any goods chargeable with duty or tax which has not been paid, carried in the aircraft or any place or container in which they are so carried and
- c) Break, open any place or container which is locked and to which the keys are withheld

1.4.2.3 The commander of any aircraft shall permit any customs officer at any time to board the aircraft and inspect:

- a) The aircraft and any goods loaded therein and
- b) All documents related to the aircraft or to goods or persons carried therein, and the officer shall have the right to access at any time to any place to which access is required for the purpose of any such inspection.

1.4.2.4 Where in the case of an aircraft of which due report "has been made any goods are still on board that aircraft at the expiration of the relevant period" any customs officer may detain that aircraft until there has been paid to the Customs Service:

- a) Any expenses properly incurred in watching and guarding the goods beyond the relevant period, except, in the case of an aircraft, in respect of the day of clearance inwards, and
- b) Where the goods have been removed from an aircraft to a Customs warehouse, the expenses of that removal ("due report"-Loading of manifest) ("the relevant period"-7 (seven) clear days from the date of making due report of the aircraft or such longer as the Director General may in any case allow)

1.4.2.5 If it appears to any customs officer that an aircraft is likely to depart for a destination outside Kosovo before clearance outwards is given, he/she may give such instruction and take such steps by way of detention or otherwise as appear to him/her in order to prevent departure.

1.4.3 Agricultural quarantine requirements

1.4.3.1 Pursuant to AI No.18/2005 on Veterinary control of the import or transit of live animals or food or non food products of animal origin as well as animals' breeding material are applied rules of Veterinary inspection at the border crossing point of Pristina International Airport

1.4.3.2 Any consignment of live animals or products of animal origin are subject of obligatory Veterinary health inspection.

1.4.3.3 The importing party, or in this case Airport Authority officer must inform Border Veterinary Inspector by a manifest for any consignment which is subject of obligatory veterinary inspection. In case of live animals are advanced Quarantines, for which must be informed KVFA preliminarily.

1.4.3.4 At the same time the Cargo Consignments are a subject of Inspection preliminarily must be given a manifest for type of good, flight, time of arrival and lot of their details that you may find in AI - 18/2005, and in the manual border inspection.

1.4.3.5 By AI 18/2005 goods for personal usage are considered up to 1kg, but they may be subject of restriction as well if they originate from a country in which the disease is present .ex. Aviation Influenza (Birds Flue), and in which the import is restricted in to Kosovo.

1.4.3.6 Subject of Veterinary Inspection may be food in Airplane, as well as leftovers which may become a source of any potential infection

1.4.4 Dangerous Goods Requirements

1.4.4.1 Aircraft operators not registered in the Republic of Kosovo that intend to transport dangerous goods by air are required to obtain prior permission from the CAA. The same applies to non-commercial flying activities carried out by a person, a company or other enterprise domiciled in the Republic of Kosovo.

1.4.4.2. Application for permission to transport dangerous goods by aircraft operators not registered in the Republic of Kosovo must be submitted to the CAA minimum 5 days before the intended flight. The application must be accompanied by satisfactory information on classification and packing as well as on the way in which the transport is intended to be completed. Application form for permission to transport dangerous goods by air operators not registered in the Republic of Kosovo is appended as Annex 2 to the Regulation 6/2011.

1.4.4.3. Weapons and munitions, including explosives and toxic gases, nuclear fuel and radioactive materials shall only be carried on board aircraft:

- i. with the express written permission of the Director General of CAA,
- ii. under the supervision of the pilot-in-command, and
- iii. in strict conformity with the Regulation 6/2011 and Technical Instructions

GEN 1.5 AIRCRAFT INSTRUMENTS, EQUIPMENT AND FLIGHT DOCUMENTS

1.5.1 General

1.5.1.1 Commercial air transport aircraft operating in Kosovo must adhere to the provision of ICAO Annex 6 – *Operation of Aircraft*, Part I – *International Commercial Air Transport – Aeroplanes*, Chapter 6 (Aeroplane Instruments, Equipment and Flight Documents) and Chapter 7 (Aeroplane Communication and Navigation Equipment).

1.5.1.2 Special requirements for general Aviation in Kosovo territorial airspace:

1.5.1.2.1 All standards of ICAO Annex 6, Part II, are applicable.

1.5.1.2.2 Following communications of ICAO Annex 6, Part II have the status of standards in Kosovo and are applicable as such: 6.1.3.1.2, 6.1.3.1.3, 6.3.2.1 and 6.10.4.2.

1.5.1.2.3 In addition to ICAO Annex 6, Part II the following requirements are applicable as standards in Kosovo:

- a) **Armaments:** Armaments may not be carried on board aircraft in Kosovo territorial airspace unless a special permission has been granted by the Kosovo Civil Aviation Authority (KCAA).

Note. - The term armaments does not, in this context, include ordinary guns for hunting

or markmanship practice or items pertaining to the emergency and alerting equipment of the aircraft or such other items as are deemed necessary for the safety of the flight, the passengers or the crew. The same applies for signal flares etc..

- b) **Insurance:** The owner of an aircraft, which is operated in Kosovo airspace, shall have taken and shall maintain insurance or other guaranties, deemed to be sufficient, for settlement of claims which possibly could be levied upon the owner or the operator of the aircraft for damage to persons or property outside the aircraft as a result of its use.

1.5.2 Special equipment to be carried

1.5.2.1 In addition to the above-mentioned, all aircraft operating within Kosovo airspace must adhere to the provisions detailed below in accordance with the type of flight.

1.5.3 Types of flight

1.5.3.1 Transiting

Air Navigation Services above 205 FL up to 660 FL are temporarily being provided by Hungaro Control in accordance with the “Implementing Agreement between the Government of Hungary and International Security Force in Kosovo (KFOR)”.

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GEN 1.6 SUMMARY OF NATIONAL REGULATIONS AND INTERNATIONAL AGREEMENTS / CONVENTIONS

GEN 1.6.1 PRIMARY LEGISLATION

Law No. 03/L-051 On Civil Aviation In Kosovo.
Law on Civil Aviation has entered into force on 15
June 2008, and is available at [http://
www.gazetazyrtare.com/e-gov/ahtisari/051-Eng.swf](http://www.gazetazyrtare.com/e-gov/ahtisari/051-Eng.swf)

GEN 1.6.2 SECONDARY LEGISLATION

REGULATION 1/2008

on Aerodromes

REGULATION 2/2008

Organisation of Working Time of Mobile Workers in
Civil Aviation

REGULATION 3/2008

on Passenger Service Charges

REGULATION 4/2008

on Air Traffic Controllers Licence

ADMINISTRATIVE DIRECTON 2004/09

on Use of Prohibited Substance for Staff Working on
Safety-sensitive Functions

REGULATION 1/2009

on Occurrence Reporting in Civil Aviation

REGULATION 2/2009

on Aircraft Registration and Marking

REGULATION 3/2009

on Common rules in the field of civil aviation and
responsibilities of the European Aviation Safety
Agency

REGULATION 4/2009

Laying down implementing rules for the airworthiness
and environmental certification of aircraft and related
products, parts and appliances

REGULATION 5/2009

on Continuing airworthiness of aircraft and
aeronautical products, parts and appliances, and on
the approval of organisations and personnel involved
in these tasks

REGULATION 6/2009

on the Harmonisation of technical requirements and
administrative procedures in the field of civil aviation

REGULATION 7/2009

on Conditions and procedure for acquiring, issuance,
renewal and extension of licences and authorizations
for aviation staff

REGULATION 8/2009

on the Single European Sky

REGULATION 9/2009

on the Provision of air navigation services in the
Single European Sky

REGULATION 10/2009

on the Organisation and use of airspace in the Single
European Sky

REGULATION 11/2009

on the Interoperability of European Air Traffic
Management Network

REGULATION 12/2009

Laying down common requirements for the provision
of air navigation services

REGULATION 13/2009

on Safety oversight in air traffic management

REGULATION 14/2009

Establishing a software safety assurance system to be
implemented by air navigation service

REGULATION 1/2010 (JAR-FCL3)

on Flight Crew Licensing (Medical)

REGULATION 2/2010

on marking of obstacles

REGULATION 3/2010

on Joint Aviation Authorities Requirements and
Administrative Procedures Applicable to Commercial
Air Transportation - Helicopters

REGULATION 4/2010 (JAR-FCL2)

on Flight Crew Licensing (Helicopter)

REGULATION 5/2010

on Airport Protective Zones

REGULATION 6/2010

laying down requirements for automatic systems for
the exchange of flight data for the purpose of
notification, coordination and transfer of flights
between air traffic control units

REGULATION 7/2010

laying down requirements on air-ground voice channel spacing for the Single European Sky

REGULATION 8/2010

on Implementing rules for the Integration into a Central repository of information on Civil Aviation Occurrences exchanged in accordance with Directive 2003/42/EC of the European Parliament and of the Council

REGULATION 9/2010

on Implementing rules for the Dissemination to interested parties of information on Civil Aviation Occurrences referred to in Article 7 (2) of Directive 2003/42/EC of the European Parliament and of the Council

REGULATION 10/2010

on Rules for the Organisation and Composition of the Board of Appeal of the European Aviation Safety Agency

REGULATION 11/2010

on Working methods of the European Aviation Safety Agency for Conducting Standardisation Inspections

REGULATION 12/2010

on Certification of an Air Navigation Service Provider

REGULATION 13/2010

Amending regulation No. 4/2008 of December 2008 on Air Traffic Controller Licence

REGULATION 14/2010

on Common charging scheme for Air Navigation Services

REGULATION 15/2010

on Implementation of the Requirements on Procedures for Flight Plans in the Pre-Flight Phase for the Single European SKY

REGULATION 16/2010

on the Requirements for the Application of a Flight Message Transfer Protocol Used for the Purpose of Notification, Coordination and transfer of Flights Between Air Traffic Control Units

REGULATION 17/2010

on the establishment of a Joint Undertaking to develop the new generation European air traffic management system (SESAR)

REGULATION 18/2010

on Common Rules for the Flexible Use of Airspace

REGULATION 1/2011

on Airport Charges

REGULATION 2/2011

on Terminal Navigation Charge

ADMINISTRATIVE DIRECTION 1/2011

On procedures for designation of Aeromedical Centres (AMCs) and Authorized Medical Examiners (AMEs)

REGULATION 3/2011

on calibration of aeronautical installations from the air

ADMINISTRATIVE DIRECTION 02/2011

on procedures for issuance of inspector's credentials

ADMINISTRATIVE DIRECTION 01/2012

on procedures for Public Consultation of Interested Parties

REGULATION 4/2011

on Access to the groundhandling market

REGULATION 5/2011

Use of prohibited substances for personnel working on aviation safety sensitive functions

REGULATION 6/2011

on Transport of dangerous goods by air

REGULATION 7/2011

on Fees levied by the CAA

REGULATION 8/2011

on Inspectors authorization and credentials

REGULATION 9/2011

on SAFA, qualifications of SAFA inspectors and establishment of the list of banned air carriers

REGULATION 10/2011

on Approval of flight procedures

REGULATION 11/2011

Amending and supplementing Regulation no 02-2009 on aircraft registration and marking

REGULATION 01/2012

on Conditions and method of use of hang-gliders and paragliders

REGULATION 02/2012

on Operations with microlight aircraft

REGULATION 03/2012

on Approved aerodromes

REGULATION 04/2012

Amendment and supplement of Regulation 01-2008 on Aerodromes

REGULATION 5/2012

on Rules for air traffic controllers' licences and other certificates

REGULATION 6/2012

on Safety oversight in air traffic management and air navigation services

REGULATION 7/2012

on Conditions for provision of air navigation services

REGULATION 1/2013

on Implementation of Safety Management System (SMS)

REGULATION 2/2013

Amending and supplementing Regulation 2-2010 on Marking of the Obstacle

REGULATION 3/2013

Units Of Measurement To Be Used In Air And Ground Operations

REGULATION 4/2013

Implementation Of Annex 11 To The Convention On International Civil Aviation On Air Traffic Services

REGULATION 5/2013

Implementation Of Annex 15 To The Convention On International Civil Aviation On Aeronautical Information Services

REGULATION 6/2013

Rules Of The Air

REGULATION 1/2014

Professional Training Of Aerodrome Employees And Approval Of Professional Training Organizations

REGULATION 2/2014

Implementation Of Annex 3 To The Convention On International Civil Aviation On Meteorological Services

REGULATION 3/2014

Helicopter Take-Off And Landing Areas Outside An Aerodrome

REGULATION 4/2014

Implementation Of Annex 1 - Personnel Licensing

REGULATION 5/2014

Airworthiness Of Aircraft (ICAO Annex 8)

REGULATION 6/2014

RPAS Weighing Less Than 20 Kg

REGULATION 8/2014

Conditions And Methods Of Transporting Dangerous Goods By Air

REGULATION 9/2014

Aeronautical Charts

REGULATION 1/2015

Conditions And Methods Of Transporting Dangerous Goods By Air (Amending Regulation Nr. 08/2014)

REGULATION 2/2015

Fees Levied By CAAK

REGULATION 3/2015

Airport Charges

REGULATION 4/2015

Air Operations

REGULATION 5/2015

Laying Down Technical Requirements And Administrative Procedures Related To Civil Aviation Aircrew

REGULATION 6/2015

Laying Down Implementing Rules For The Airworthiness And Environmental Certification Of Aircraft And Related Products

REGULATION 7/2015

Continuing Airworthiness Of Aircraft And Aeronautical Products, Parts And Appliances, And On The Approval Of Organisations And Personnel Involved In These Tasks

REGULATION 8/2015

Laying Down Requirements On The Quality Of Aeronautical Data And Information For The Single European Sky

REGULATION 9/2015

Registered Aerodromes

REGULATION 10/2015

Establishment Of A Community List Of Air Carriers Subject To An Operating Ban Within The Community And On Informing Air Transport Passengers Of The Identity Of The Operating Air Carrier

REGULATION 11/2015

Implementing Rules For The Community List Of Air Carriers Which Are Subject To An Operating Ban Within The Community

REGULATION 12/2015 Establishing The Community List Of Air Carriers Which Are Subject To An Operating Ban Within The Community

REGULATION 13/2015
Collection And Exchange Of Information On The Safety Of Aircraft Using Community Airports And The Management Of The Information System

REGULATION 14/2015
Prioritisation Of Ramp Inspections On Aircraft Using Community Airports

REGULATION 01/2016
Amending Regulations No. 8/2009, 9/2009, 10/2009 And 11/2009

REGULATION 02/2016
Implementation Of Annex 10 To The Convention On International Civil Aviation On Aeronautical Telecommunications

REGULATION 03/2016
Laying Down A Common Charging Scheme For Air Navigation Services

REGULATION 04/2016 Amending And Supplementing Regulation 05-2010 On Airport Protective Zones

The above Regulations are available at <http://www.caa-ks.org>

GEN 1.6.3 AGREEMENT ON THE COMMON EUROPEAN AVIATION AREA (“ECAA AGREEMENT”)

UNMIK has signed on behalf of Kosovo the Agreement on the Common European Aviation Area (“ECAA Agreement”) on June 2006. ECAA Agreement has entered into force in Kosovo on 10 October 2006

GEN 1.7 DIFFERENCES FROM ICAO STANDARDS, RECOMMENDED PRACTICES AND PROCEDURES

1.7.1	ANNEX 1	PERSONNEL LICENSING: 11th edition, July 2011 NIL
1.7.2	ANNEX 2	RULES OF THE AIR: 10th edition, October 2005 NIL
1.7.3	ANNEX 3	METEOROLOGICAL SERVICES FOR INTERNATIONAL AIR NAVIGATION: 15th edition, November 2004 NIL
1.7.4	ANNEX 4	AERONAUTICAL CHARTS 11th Edition, July 2009 NIL
1.7.5	ANNEX 5	UNITS OF MEASUREMENT TO BE USED IN AIR AND GROUND OPERATIONS: 5th Edition, July 2010 NIL
1.7.6	ANNEX 6	OPERATION OF AIRCRAFT,PART I,International commercial Air Transport-Aeroplanes: 9th Edition, July 2010 PART II,International General Aviation-Aeroplanes: 8th Edition,july 2008 PART III,International Operations- Helicopters: 7th Edition,July 2007
1.7.7	ANNEX 7	AIRCRAFT NATIONALITY AND REGISTRATION MARKS: 6th Edition, July 2012 NIL
1.7.8	ANNEX 8	AIRWORTHINESS OF AIRCRAFT: 11th Edition, July 2010 NIL
1.7.9	ANNEX 9	FACILITATION: 13th Edition,July 2011 NIL
1.7.10	ANNEX 10	AERONAUTICAL TELECOMMUNICATIONS VOLUME I, Radio Navigation Aids: 6th Edition,July 2006 NIL

		VOLUME II, Communication Procedures including those with PANS status: 6th Edition,October 2001
		NIL
		VOLUME III,Part I,Digital Data Communication: Part II,Voice Communication Systems: 2nd Edition,July 2007
		NIL
		VOLUME IV, Surveillance Radar and Collision Avoidance Systems: 5th Edition,July 2014
		NIL
		VOLUME V, Aeronautical Radio Frequency Spectrum Utilization: 3rd Edition, July 2013
		NIL
1.7.11	ANNEX 11	AIR TRAFFIC CONTROL SERVICE,FLIGHT INFORMATION SERVICE, ALERTING SERVICE: 13th Edition,July 2001
		NIL
1.7.12	ANNEX 12	SEARCH AND RESCUE: 8th Edition,2004
		NIL
1.7.13	ANNEX 13	AIRCRAFT ACCIDENT AND INCIDENT INVESTIGATION: 10th Edition,July 2010
		NIL
1.7.14	ANNEX 14	AERODROMES, VOLUME I,Aerodrome design and Operations: 7th Edition,July 2016
		NIL
		VOLUME II,Heliports: 4th Edition,July 2013
1.7.15	ANNEX 15	AERONAUTICAL INFORMATION SERVICES, 13th Edition,July 2010
		NIL
1.7.16	ANNEX 16	ENVIRONMENTAL PROTECTION, VOLUME I,Aircraft Noise: 5th Edition,July 2008
		NIL
		VOLUME II,Aircraft Engine Emissions: 2nd Edition,July 1993
		NIL

1.7.17	ANNEX 17	SECURITY-SAFEGUARDING INTERNATIONAL CIVIL AVIATION AGAINST ACTS OF UNLAWFUL INTERFERENCE: 9th Edition, March 2011
		NIL
1.7.18	ANNEX 18	THE SAFE TRANSPORT OF DANGEROUS GOODS BY AIR: 4th Edition, July 2011
		NIL
1.7.19	ANNEX 19	SAFETY MANAGEMENT 2nd Edition, July 2016

NOTE: DATA NOT FULLY COMPLIANT WITH DATA QUALITY REQUIREMENTS OF COMMISSION REGULATION (EU) 73/2010 (ADQ)

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GEN 2. TABLES AND CODES**GEN 2.1 MEASURING SYSTEM, AIRCRAFT MARKINGS, HOLIDAYS****2.1.1 Units of measurement**

2.1.1.1 The table of units of measurement shown below will be used by aeronautical stations within Kosovo airspace for air and ground operations

2.1.2 Time system**2.1.2.1 General**

2.1.2.1.1 Co-ordinated Universal Time (UTC) is used by air navigation services and in publications issued by the Aeronautical Information Service. Reporting of time is expressed to the nearest minute, e.g. 12:40:35 is reported as 12:41.

2.1.2.1.2 In the AIP and associated publications, the expression “summer period” will indicate that part of the year in which “daylight saving time” is in force. The other part of the year will be named the “winter period”. Daylight saving time in Kosovo is UTC plus 2 hours

during summer time and plus 1 hour during winter time. The “summer period” will be introduced every year on the last Sunday in MAR at 0100 UTC and it will cease on the last Sunday in OCT at 0100 UTC. These applicable “summer period” are given in brackets. Local time in Kosovo is UTC +1 hour.

2.1.3 Geodetic reference datum**2.1.3.1 Name/designation of datum**

2.1.3.1.1 All published geographical coordinates indicating latitude and longitude are expressed in terms of the World Geodetic System – 1984 (WGS-84) geodetic reference datum.

2.1.3.2 Area of application

2.1.3.2.1 The area of application for the published geographical coordinates coincides with the area of responsibility of the Aeronautical Information Service, i.e. the entire territory of Kosovo.

<i>For measurement</i>	<i>Units used</i>
<i>Distance used in navigaiton, position reporting etc. – generally in excess of 2 nautical miles</i>	Nautical Miles and tenths
<i>Relaticely short distances such as those relating to aerodromes (e.g. runway lengths)</i>	Metres
<i>Altitudes, elevations and heights</i>	Feet
<i>Horizontil speed including wind speed</i>	Knots
<i>Vertical speed</i>	Feet per minute
<i>Wind direction for landing and taking off</i>	Degrees Magnetic
<i>Wind direction except for landing and taking off</i>	Degrees True
<i>Visibility including runway visual range</i>	Kilometres or metres
<i>Altimeter setting</i>	Hectopascals
<i>Temperature</i>	Degrees Celsius
<i>Weight</i>	Metric tonnes or Kilogrammes
<i>Time</i>	Hours and minutes, beginning at midnight UTC

2.1.3.3 Use of an asterisk to identify published geographical coordinates

2.1.3.3.1 An asterisk (*) will be used to identify those published geographical coordinates which have been transformed into WGS-84 coordinates but whose accuracy of original field work does not meet the requirements in ICAO Annex 11, Chapter 2, and ICAO Annex 14, Volumes I and II, Chapter 2. Specifications for determination and reporting of WGS-84 coordinates are given in ICAO Annex 11, Chapter 2 and in ICAO Annex 14, Volumes I and II, Chapter 2.

2.1.4 Aircraft nationality and registration marks

2.1.4.1 Nil

2.1.5 Public holidays

<i>Name</i>	<i>Date/Day</i>
New Years' Day	1 January
Second New Years' Day	2 January
Christmas Day (Orthodox)	7 January
Independent Day	17 February
Kosovo Constitution Day	9 April
Orthodox Easter Monday	
Catholic Easter Monday	
International Labor Day	1 May
Europe Day	9 May
Eid-Al-Addha	
Eid-Al-Fitr	
Christmas Day	25 December

Note. – Some administrative services may not be available and banks and other institutions may not be open on some of the above mentioned days.

GEN 2.2 ABBREVIATIONS USED IN AIS PUBLICATIONS

*	Abbreviations marked with an asterisk are either different from or not contained in ICAO Doc 8400		
†	When radiotelephony is used, the abbreviations and terms are transmitted as spoken words.		
‡	When radiotelephony is used, the abbreviations and terms are transmitted using the individual letters in non phonetic form.		
A			
A	Alfa		AR End of transmission
AA	All after		ARFOR Area forecast (in aeronautical meteorological code)
A/A	Air-to-air		ARMET Forecast upper wind and temperature at specified points (in aeronautical meteorological code)
AAL	Above aerodrome level		ARO Air traffic services reporting office
AB	All before		ARP Aerodrome reference point
ABM	Abeam		ARP Air-report (message type designator)
ABN	Aerodrome beacon		ARQ Automatic error correction
ABT	About		ARR Arrive or arrival
ABV	Repeat (or I repeat) the figures in abbreviated form		ARR Arrival (message type designator)
AC	Altocumulus		ARS Special air-report (message type designator)
ACC	‡ Area control centre <i>or</i> area control		ARST Arresting (specify (part of) aircraft arresting equipment)
ACCID	Notification of an aircraft accident		AS Altostratus
ACFT	Aircraft		ASC Ascent to or ascending to
ACL	Altimeter check location		ASDA Accelerate-stop distance available
ACN	Aircraft classification number		ASPH Asphalt
ACP	Acceptance (message type designator)		ASR Approach side row
ACPT	Accept or accepted		ATA
ACT	Active (activated, activity)		‡ Actual time of arrival
AD	Aerodrome		ATC
ADA	Advisory area		‡ Air traffic control (in general)
ADDN	Addition or additional		ATD
ADF	Automatic direction-finding equipment		‡ Actual time of departure
ADIZ	† Air defence identification zone		ATIS
ADJ	Adjacent		† Automatic terminal information service
ADR	Advisory rout		ATP
ADS	The address		At.....(time or place)
ADZ	Advise		ATS
AFC	Area forecast centre		AIr traffic services
AFIL	Flight plan filed in flight		ATTN Attention
AFIS	Aerodrome flight information service		ATZ Aerodrome traffic zone
AFS	Aeronautical fixed service		AUG August
AFT	After.....(time or place)		AUW All up weight
AFTN	‡ Aeronautical fixed telecommunication network		AUX Auxiliary
A/G	Air-to-ground		AVASIS
AGA	Aerodromes, air routes and ground aid		† Abbreviated visual approach slope indicator system
AGL	above ground level		AVBL Available or availability
AGN	Again		AVG Average
AIC	Aeronautical information circular		AVGAS
AIP	Aeronautical information publication		† Aviation gasoline
AIRAC	‡ Aeronautical information regulation and control		AWY Airway
AIREP	Air-report		AZM Azimuth
AIS	Aeronautical information service		
ALA	Alighting area		B
ALERFA	‡ Alert phase		B
ALR	Alerting (message type designator)		† Bravo
ALS	Approach lighting system		BA
ALT	Altitude		‡ Braking action
ALTN	Alternate aerodrome		BASE Cloude base
AMD	Amend or amended		BSFG Fog patches
AMS	aeronautical mobile service		BCN Beacon (aeronautical ground light)
AMSL	Above mean sea level		BCST Broadcast
AOC	Aerodrome obstruction chart		BDRY Boundary
AP	Airport		BKN Broken
APCH	Approach		BLDG Building
APP	Approach control office or approach control or approach control service		BLO Below clouds
APR	April		BLSN Blowing snow
APRX	Approximate or approximately		BLW Below. . .
			BOMB Bombing
			BR Mist
			BRG Bearing
			BRKG Braking
			BS Commercial broadcasting station
			BTL Between layers
			BTN Between

C		DIF	Diffuse
C	Degrees Celsius (<i>Centigrade</i>)	DIST	Distance
CAAK	Civil Aviation Authority of Kosovo	DLA	Delay (message type designator)
CAT	Clear air turbulence	DLA	Delay or delayed
CAVOK	Visibility, cloud and present weather better than prescribed values or conditions	DME ‡	Distance measuring equipment
CB	Cumulonimbus	DNG	Danger or dangerous
CC	Cirrocumulus	DOM	Domestic
CDN	Co-ordination (message type designator)	DP	Dew point temperature
CFM	Confirm or I confirm	DPT	Depth
CH	Channel	DR	Dead reckoning
CHG	Message modification (message type designator)	DRG	During
CI	Cirrus	DRSN	Low drift snow
CIT	Near or over large towns	DSB	Double sideband
CIV	Civil	DTAM	Descend to and maintain
CL	Centre line	DTG	Date-time group
CLA	Clear type of ice formation	DTRT	Deteriorate or deteriorating
CLBR	Calibration	DUR	Duration
CLD	Cloud	DVOR	Doppler VOR
CLR	Clear or cleared to... or clearance	SW	Dual wheels
CLS	Closed	DZ	Drizzle
CM	Cwntimetre	E	
CMPL	Completion or completed or complete	E	East or eastern longitude
CNL	Cancel <i>or</i> cancelled	EAT	Expected approach time
CNL	Flight plan cancellation (message type designator)	EEE	Error
CNS	Continuous	EET	Estimate elapsed time
COM	Communications	EHF †	Extremely high frequency (30 000 to 300 000 MHz)
CONC	Concrete	ELBA	Emergency locatiion beacon - aircraft
COND	Condition	ELEV	Elevation
CONST	Construction or constructed	ELR	Extra long range
CONT	Continue or continued	EM	Emission
COP	Change-over point	EMBD	EMbedded in a layer (to indicate cumulonimbus embedded in layers of other clouds)
COR	Correct or corrected or correction	EMERG	Emergency
COV	Cover or covered <i>oe</i> covering	ENE	East north east
CPL	Current flight plan (message type designator)	ENRT	EN route
CRZ	Cruise	EOBT	Estimated off-block time
CS	Call sign (used to request a call sign)	EQPT	Equipment
CS	Cirrostratus	ESE	East south east
CTA	Control area	EST	Estimate or estimated
CTAM	Climb to and maintain	EST ‡	Estimate (message type designator)
CTC	Contact	ETA ‡	Estimated time of arrival or estimating arrival
CTL	Control	ETD	Estimated time of departure or estimating departure
CTN	Caution	ETO	Estimated time over significant point
CTR	Control zone	EV	Every
CU	Cumulus	EXC	Except
CUF	Cumuliform	EXER	Exercises or exercising or exercise
CUST	Customs	EXP	Expect or expected or expecting
CW	Continuous wave	EXTD	Extend or extending
CWY	Clearway		
D		F	
D...	Danger area (followed by identification)	F	Fixed
DA	Decision altitude	F	Degreed Farenheit
DCD	Double channel duplex	FAC	Facilities
DCKG	Docking	FAF	Final approach fix
DCS	Double channel simplex	FAL	Facilitation of international air transport
DCT	Direct (in relation to flight plan clearances and type of approach)	FAP	Final approach point
DEC	December	FATO	Final approach and takeoff area
DEG	Degrees	FBL	Light (used to qualify icing, turbulence, interference or static reports)
DENEB	Fog dispersal operations	FC	Funnel clouds
DEP	Depart or departure	FCST	Forecast
DEP	Departure (message type designator)	FEB	February
DES	Descend to or descending to	FG	Fog
DEST ‡	Destination	FIC ‡	Flight information centre
DETRESFA	Distress phase	FIR	Flight information region
DEV	Deviation	FIS	Flight information service
DFTI	Distance from touchdown indicator	FISA	Automated flight information service
DH	Decision height	FL	Flight level

FLD	Field	HX	No specific working hours
FLG	Flashing	HZ	Haze
FLR	Flares	HZ	Hertz (cycle per second)
FLT	Flight		
FLTCK	Flight check		
FLUC	Fluctuating or fluctuation or fluctuated	I	
FLW	Follow(s) or following		
FLY	Fly or flying	IAF	Initial approach fix
FM	From	IAC	Instrument approach chart
FNA	Final approach	IAL	Instrument approach and landing chart
FPL	FLight plan (message type designator)	IAO	In and out of clouds
FPM	Feet per minute	IAR	Intersection of air routes
FPR †	Flight plan route	IAS	Indicated air speed
FREQ	Frequency	IBN	Identification beacon
FRI ‡	Friday	ICE	icing
FRONT	Front (relating to weather)	ID ‡	Identifier or identify
FRQ	Frequent	IDENT ‡	Identification
FSL	Full stop landing	IF	Intermediate approach fix
FSS	Flight service station	IFF ‡	Identification friend/foe
FST	First	IFR ‡	Instrument flight rules
FT	Feet (dimensional unit)	IGA	International general aviation
FU	Smoke	ILS	Instrument landing system
FZ	Freezing	IM	Inner marker
FZDZ	Freezing drizzle	IMC	Instrument meteorological conditions
FZFG	Freezing fog	IMG	Immigration
FZRA	Freezing rain	IMPR	Improve or improving
		IMT	Immediate or immediately
		INA	Initial approach
G		INCERFA †	Uncertainty phase
G	Golf	INFO	Information
GA	Go ahead, resume sending	INOP	Inoperative
G/A	Ground-to-air	INP	If not possible
G/A/G	ground-to-air and air-to-ground	INPR	In progress
GCA	Ground controlled approach system or ground controlled approach	INS	Inches (dimensional unit)
GEN	General	INS ‡	Inertial navigation system
GEO	Geographic or true	INSTL	Install or installed or installation
GES	Ground earth station	INT	Intersection
GLD	Glider	INTER	Intermittent
GMT	Greenwich mean time	INTL	International
GND	Ground	INTRG	Interrogator
GNDCK	Ground check	INTRP	Interrupt or interruption or interrupted
GNSS	Global navigation satellite system	INTSF	Intensify or intensifying
GP	Glide path	INTST	Intensity
GR	Hail or soft hail	IR	Ice on runway
GRADU	Gradual or gradually	ISA	International standard atmosphere
GRASS	Grass landing area	ISB	Independent sideband
GRVL	Gravel	ISOL	Isolate
GS	Ground speed		
		J	
H		JAN	January
H24	Continuous day and night service	JTST	Jet stream
HAPI	Helicopter approach path indicator	JUL	July
HBN	Hazard beacon	JUN	June
HDF	High frequency direction-finding station		
HDG ‡	Heading	K	
HEL	Helicopter	KG	Kilograms
HF	High frequency (3 000 to 30 000 KHz)	KHz	Kilohertz
HGT	Height or height above	KM	Kilometres
HJ	Sunrise to sunset	KMH	Kilometres per hour
HLDG	Holding	KPA	Kilopascal
HN	Sunset to sunrise	KT	Knots
HO	Service available to meet operational requirements	KW	Kilowatts
HOL	Holiday		
HOSP	Hospital		
Hpa	Hectopascal	L	
HR	Hours	L	Left (Runway identification)
HS	Service available during hours of scheduled operations	L	Locator (see LM, LO)
HVDF	High and very high frequency direction-finding station (at the same location)	LAM	Logical acknowledgement (message type designator)

LAN	Inland	MS	Minus
LAT	Latitude	MSA	Minimum sector altitude
LCN	Load classification number	MSA	Minimum safe altitude
LDA	Landing distance available	MSG	Message
LDAH	LANDING distance available helicopter	MSL	Mean sea level
LDG	Landing	MT	Mountain
LDI	Landing direction indicator	MTU	Metric units
LEN	Length	MTW	Mountain waves
LF	Low frequency (30 to 300 KHz)	MWO	Meteorological watch office
LGT	Light or lighting	MX	Mixed type of ice formation (white and clear)
LGTD	Lighted		
LIH	Light intensity high		
LIL	Light intensity low	N	
LIM	Light intensity medium		
LLZ	Localizer	N	North or northern latitude
LM	Locator, middle	NAT	North Atlantic
LMT	Local mean time	NAV	Navigation
LO	Locator, outer	NB	North bound
LONG	Longitude	NC	No change
LORAN †	Long range air navigation system	NDB ‡	Non-directional beacon
LR	The last message received by me was....	NE	North east
LRG	Long range	NGT	Night
LS	The last message sent by me was....	NIL	None or I have nothing to send to you
LSQ	Line squall	NM †	Nautical mile
LTD	Limited	NML	Normal
LTT	Landline teletypewriter	NNE	North north east
LV	Light and variable (relating to wind)	NNW	North north west
LVE	Leave or leaving	NO	No
LVL	Level	NOF	International NOTAM office
LYR	Layer or layered	NOSIG †	No significant change (used in trend-type landing forecasts)
		NOTAM †	A notice containing information concerning the establishment, condition or change in any aeronautical facility, service, procedure or hazard, the timely knowledge of which is essential to personnel concerned with flight operations
M			
M	Metres		
MAA	Minimum authorized altitude	NOV	November
MAG	Magnetic	NR	Number
MAINT	Maintenance	NS	Nimbostratus
MAP	Aeronautical maps and charts	NW	North west
MAPT	Missed approach point	NXT	Next
MAR	March		
MAX	Maximum	O	
MAY	May	OAC	Oceanic area control
MB	Millibar	OAS	Obstacle assessment surface
MCA	Minimum crossing altitude	OBS	Observe or observed or observation
MDA	Minimum descent altitude	OBSC	Obscure or obscured or obscuring
MDF	Medium frequency direction-finding station	OBST	Obstacle
MDH	Minimum descent height	OCA	Oceanic control area
MEA	Minimum en-route altitude	OCA	Obstacle clearance altitude
MET	Meteorological or meteorology	OCH	Obstacle clearance height
METAR †	Aviation routine weather report (in aeronautical meteorological code)	OCL	Obstacle clearance limit
MEHT	Minimum eye height over threshold	OCNL	Occasional or occasionally
MHz †	Megahertz	OCS	Obstacle clearance surface
MID	Mid point (related to RVR)	OCT	October
MIFG	Shallow fog	OK	We agree or it is correct
MIL	Military	OM	Outer marker
MIN	Minutes	OPN	Open or opening or opened
MKR	Marker radio beacon	OPR	Operator, operate, operative, operating or operational
MLS ‡	Microwave landing system	OPS †	Operations
MM	Middle marker	O/R	On request
MNM	Minimum	OTP	On top
MI	Ministry of Infrastructure	OVC	Overcast
MNTn	Maintain		
MOC	Minimum obstacle clearance (required)	P	
MON	Above mountain	P..	Prohibited area (followed by identification)
MON	Monday	PANS †	Procedure for air navigation services
MOTNE	Meteorological Operational Telecommunications Network Europe	PAPI	Precision approach path indicator
MOV	Move or moving or movement	PAR ‡	Precision approach radar
MPH	Statute miles per hour	PARL	Parallel
MPS	Metres per second		
MRG	Medium range		
MRP	ATS/MET reporting point		

PCN	Pavement classification number	RSR	En-route surveillance radar
PER	Performance	RTF	Radiotelephone
PERM	Permanent	RTG	Radiotelegraph
PJE	Parachute jumping exercise	RTT	Radioteletypewriter
PLA	Practice low approach	RUT	Standard regional route transmitting frequencies
PLN	Flight plan	RVR	‡ Runway visual range
PN	Prior notice required		
PNR	Point of no return		
POB	‡ People on board		
PPI	Plan position indicator	S	
PPR	Prior permission required	S	South or souther latitude
PRKG	Parking	SA	Duststorm, sandstorm, rising dust or rising sand
PROB	Probability	SALS	Simple approach lighting system
PROC	Procedure	SAR	Search and rescue
PROV	Provisional	SARPS	Standards and Recommended PRactices (ICAO)
PSGR	Passenger	SAT	Saturday
PSN	Position	SATCOM	Satellite communication
PTN	Procedure turn	SB	South bound
PWR	Power	SC	Stratocumulus
		SCT	Scattered
		SDBY	Standby
Q		SE	South east
		SEC	Seconds
QBI	‡ Compulsory IFR flight	SELCAL	† Selective calling system
QDM	‡ Magnetic heading	SEP	September
QDR	‡ Magnetic bearing	SEV	Severe (using e.g. to qualify icing and turbulence reports)
QFE	‡ Atmospheric pressure at aerodrome elevation (or at runway threshold)	SG	Snow grains
QNH	‡ Altimeter sub-scale setting to obtain elevation when on the ground	SH	Showers
QTE	‡ True bearing	SHF	Super high frequency (3 000 to 30 000 MHz)
QUAD	Quadrant	SID	† Standard instrument departure
		SIF	Selective identification feature
		SIGMET	† Information concernign en-route weather phenomena which may affect the safety of aircraft operations
		SIGWX	Significant weather
R		SIWL	Single isolated wheel load
R.....	Restricted area (followed by identification)	SKC	Sky clear
R	Right (runway identification)	SMC	Surface movement control
RA	Rain	SMR	Surface movement radar
RAC	Rules of the air and air traffic services	SN	Snow
RAI	Runway alignment indicator	SNOWTAM	† A special series NOTAM notifying the presence or removal of hazardous conditions due to snow, ice, slush or standing water associated with snow, slush and ice on the movement area, by means of a specific pro forma
RASH	Rain showers	SNSH	Snow showers
RASN	Rain and snow or showers of rain and snow	SPECI	† Aviation selected special weather report (in aeronautical meteorological code)
RB	Read back	SPL	Supplementary flight plan (message type designator)
RCA	Reach cruising altitude	SQ	Squall
RCC	Rescue co-ordination centre	SR	Sunrise
RCF	Radio communication failure (message type designator)	SRA	Surveillance radar
RCL	Runway centre line	SRE	Surveillance radar element of precision approach radar system
RDH	Reference datum height (for ILS)	SRG	Short range
RDL	Radial	SRR	Search and rescue region
RDO	Radio	SS	Sunset
REC	Receiver or receive	SSB	Single sideband
REF	Reference to..... or refer to.....	SSR	‡ Secondary surveillance radar
REG	Registration	SST	Supersonic transport
REP	Report, reporting or reporting point	ST	Stratus
REQ	Request or requested	STA	Straight in approach
RIF	Reclearance in flight	STAR	† Standard instrument arrival
RMK	Remark	STN	Station
RNAV	† Area navigation	STOL	Short take-off and landing
RNP	Required navigation performance	STS	Status
RNG	Radio range	SUN	Sunday
ROC	Rate of climb	SUPPS	Regional supplementary procedures
RON	Receiving only	SVCBL	Serviceable
RPL	Repetitive flight plan	SW	South west
RPLC	Replace or replaced	SWY	Stopway
RPS	Radar position symbol		
RPT	Repeat or I repeat		
RQP	Request flight plan (message type designator)		
RQS	Request supplementary flight plan (message type designator)		
RSC	Rescue sub-centre		
RSP	Responder beacon		

T

T	Temperature
TA	Transition altitude
TACAN †	UHF tactical air navigation aid
TAF	Aerodrome forecast
TAR	Terminal area surveillance radar
TAS	True air speed
TCU	Towering cumulus
TDO	Tornado
TDZ	Touchdown zone
TEL	Telephone
TEMPO	Temporary or temporarily
TFC	Traffic
TGS	Taxiing guidance system
THR	Threshold
THU	Thursday
TKOF	Take off
TMA	Terminal control area
TOC	Top of climb
TODA	Take-off distance available
TORA	Take-off run available
TP	Turning point
TR	Track
TRA	Temporarily reserved airspace
TS	Thunderstorm
TSGR	Thunderstorm with hail
TSSA	Thunderstorm with duststorm or sandstorm
TT	Teletypewriter
TUE	Tuesday
TURB	Turbulence
TVOR	Terminal VOR
TWR	Aerodrome control tower or aerodrome control
TWY	Taxiway
TXT	Text
TYP	Type of aircraft

U

UAB	Until advised by.....
UAC	Upper area control centre
UAR	Upper air route
UFN ‡	Until further notice
UHF ‡	Ultrahigh frequency (300 to 3000 MHz)
UIC	Upper information centre
UIR ‡	Upper flight information region
ULR	Ultra long range
UNL	Unlimited
U/S	Unserviceable
UTA ‡	Upper control area
UTC ‡	Co-ordinate universal time

V

VA ‡	Volcanic ash
VAC	Visual approach chart
VAL	Visual approach and landing chart
VAR	Magnetic variation
VASIS †	Visual approach slope indicator system
VFR ‡	Visual flight rules
VHF ‡	Very high frequency (30 to 300 MHz)
VIA ‡	BY way of.....
VIP ‡	Very important person
VIS	Visibility
VLF	Very low frequency (3 to 30 MHz)
VLR	Very long range
VMC ‡	Visual meteorological condition
VOLMET †	Meteorological information for aircraft in flight
VOR	VHF omnidirectional radio range
VORTAC †	VOR and TACAN combination
VOT	VOR airborne equipment test facility
VSP	Vertical speed
VTOL	Vertical take-off and landing

W

W	West or western longitude
W	White
WAC	World aeronautical Chart - ICAO 1:1 000 000
WBAR	Wing bar lights
WDI	Wind direction indicator
WED	Wednesday
WIF	With immediate effect or effective immediately
WPT	Way-point
WS	Wind shear
WX	Weather




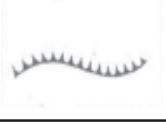





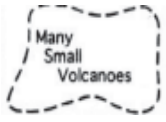
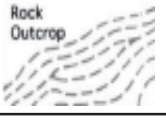

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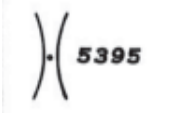


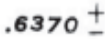









X	Cross
XBAR	Crossbar (of approach lighting system)
XX	Heavy (used to qualify weather phenomena such as rain, e.g. heavy rain = XXRA)





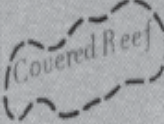
Y





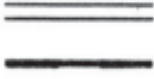

Y	Yellow
YCZ	Yellow caution zone (runway lighting)
YD	Yards
YES	Yes (affirmative)
YR	Your


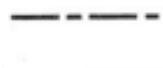
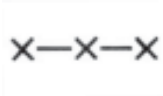


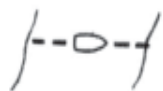







GEN 2.3 CHART SYMBOLS













2.3.1 Topography	Symbology
Contours	
Approximate contours	
Relief shown by hachures	
Bluff, cliff or escarpment	
Lava flow	
Sand dunes	
Sand area	
Gravel	
Levee or esker	
Unusual features labelled appropriately	 
Volcano	




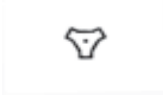





2.3.1 Topography	Symbology
Mountain Pass	
Highest elevation on chart	
Spot elevation	
Spot elevation (of doubtful accuracy)	
Coniferous trees	
Other trees	
2.3.2 Hydrography	Symbology
Shore line - reliable	
Shore line - unreliable	
Tidal flats	
Coral Reefs & ledges	
Large river	
Small river	
Lakes	



2.3.2 Hydrography	Symbology
Swamp or Marsh	
Reservoir	
Wash	
Glaciers & Ice Caps	
Unusual water features labelled appropriately	














2.3.3 Culture	Symbology
2.3.3.1 BUILT-UP AREAS	
City and large towns	
Town	
2.3.3.2 Roads and Railways	
Railroad (Single Track)	
Dual Highway	
Primary Road	
Road Bridge	

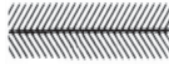









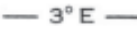




2.3.3.3 Miscellaneous	Symbology
Boundaries (international)	
Other Boundaries	
Fence	
Telegraph or Telephone Line (when a landmark)	
Dam	
Ferry	
Pipeline	
Oil or GAS Field	
Tank Farm	
Race Track or Stadium	
Church	
2.3.4 Aerodromes	Symbology
Civil AD	
Civil Water AD	




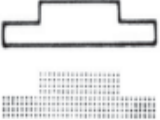




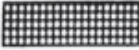







2.3.4 Aerodromes	Symbology
Military Land AD	
Military Water AD	
Joint Civil & Military Land AD	
Joint Civil & Military Water AD	
Emergency AD	
Enroute Chart AD Symbols	
Heliport	
AD affecting the traffic pattern on the AD on which the Procedure is based	
AD affecting the traffic pattern on the AD on which the Procedure is based	
AD on which the Procedure is based	
2.3.5 Radio Navigatioin Aids	Symbology
Basic radio navigation aid symbols	
Non-direcxtonal beacon - NDB, L	




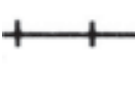

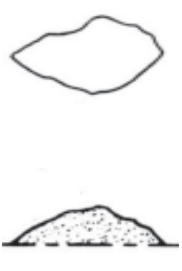

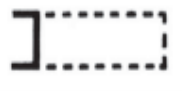

2.3.5 Radio Navigatioin Aids	Symbology
VHF Omnidirectional Radio - range VOR	
Distance Measuring Equipment - DME	
Collocated VOR and DME radio navigation Aids - VOR/DME	
UHF Tactical air navigation aid - TACAN	
Collocated VOR and TACAN radio navigation Aids - VORTAC	
Compass rose aligned to the magnetic north	
Radio Marker beacon - Elliptical	
ILS plan view	
ILS profile	

2.3.6 Air Traffic Services	Symbology
2.3.6.1 Airspace & Route Information	
Flight Information Region - FIR	
Aerodrome Traffic Zone	

2.3.6 Air Traffic Services	Symbology
Terminal Control Area - TMA Airway - AWY Controlled Route	
Uncontrolled Route	
Control Zone - CTR	
Advisory Route - ADR	
Scale - break (on ATS route)	
Reporting Point Compulsory REP Reporting Point On Request	 
Change-over Point COP	
ATS/MET Reporting Point Compulsory MRP ATS/MET Reporting Point On Request	 
Flyover WPT Fly-by WPT	 
2.3.6.2 Airspace Restrictions	
Restricted Airspace (Prohibited, Restricted or Danger Area)	

2.3.6 Air Traffic Services	Symbology
Common boundary of two PRD areas	
International boundary closed to passage of aircraft except through air corridor	
2.3.6.3 Obstacles	
Obstacle	
Lighted Obstacle	
Group obstacle	
Lighted group obstacles	
Exceptionally high obstacle lighted (above 100 m GND)	
Exceptionally high obstacle lighted (above 100 m GND)	
Elevation of top (<i>italics</i>) Heights above specified datum	
2.3.6.4 Miscellaneous	
Transmission line	
Isogonic Line or Isogonal	
Ocean Station Vessel (normal position)	
2.3.6.5 Visual Aids	
Marine light	
Aeronautical Ground Light	
Lightship	

2.3.7 Aerodrome Charts	Symbology
Hard surface runway RWY	
Unpaved runway	
Stopway	
Taxiways and parking area	
Helicopter alighting area on an aerodrome	
Aerodrome Reference Point - ARP	
VOR check-point	
Runway Visual Range observation site RVR	
Pierced steel plank or steel mesh runway	
Point light	
Obstacle light	
Landing direction indicator - Lighted	
Landing direction indicator - Unlighted	
Stopbar	
Taxi holding position: Precision approach category II and III RWY	
Category I and non-precision approach RWY	

2.3.8 Aerodrome Obstacle Chart Symbols - A, B and C	Symbology
Tree or shrub	
Pole, tower, spire, antenna, etc.	
Building or large structure	
Railroad	
Transmission line or overhead cable	
Terrain Penetrating obstacle Plane: Plan Profile	
Escarpment	
Stopway SWY	
Clearway CWY	

GEN 2.4 LOCATION INDICATORS

1. ENCODE		2. DECODE	
<i>Location</i>	<i>Indicator</i>	<i>Indicator</i>	<i>Location</i>
Pristina International Airport	BKPR	BKPR	Pristina International Airport

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GEN 2.5 LIST OF RADIO NAVIGATION AIDS

<i>ID</i>	<i>Station name</i>	<i>Facility</i>	<i>Purpose</i>	<i>Station name</i>	<i>Facility</i>	<i>ID</i>	<i>Purpose</i>
PRS	Pristina	LLZ 17 ILS	A	Pristina	LLZ 17 ILS	PRS	A
PRS	Pristina	DME	A	Pristina	DME	PRS	A
PRT	Pristina	DVOR/DME	A	Pristina	DVOR/DME	PRT	A

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GEN 2.6 CONVERSION TABLE

NM to KM 1 NM = 1.852 KM		KM to NM 1 KM = 0.54 NM		FT to M 1 FT = 0.3048 M		M to FT 1 M = 3.281	
NM	KM	KM	NM	FT	M	M	FT
0.1	0.185	0.1	0.05	1	0.305	1	3.28
0.2	0.370	0.2	0.11	2	0.610	2	6.56
0.3	0.556	0.3	0.16	3	0.914	3	9.84
0.4	0.741	0.4	0.22	4	1.219	4	13.12
0.5	0.926	0.5	0.27	5	1.524	5	16.40
0.6	1.111	0.6	0.32	6	1.829	6	19.69
0.7	1.296	0.7	0.38	7	2.134	7	22.97
0.8	1.482	0.8	0.43	8	2.438	8	26.25
0.9	1.667	0.9	0.49	9	2.743	9	29.63
1	1.852	1	0.54	10	3.048	10	32.81
2	3.704	2	1.08	20	6.096	20	65.62
3	5.556	3	1.62	30	9.144	30	98.43
4	7.408	4	2.16	40	12.192	40	131.23
5	9.260	5	2.70	50	15.240	50	164.04
6	11.112	6	3.24	60	18.288	60	196.85
7	12.064	7	3.78	70	21.336	70	229.66
8	13.816	8	4.32	80	24.384	80	262.47
9	16.668	9	4.86	90	27.432	90	295.28
10	18.520	10	5.40	100	30.480	100	328.08
20	37.040	20	10.80	200	60.960	200	656.17
30	55.560	30	16.20	300	91.440	300	984.25
40	74.080	40	21.60	400	121.920	400	1312.34
50	92.600	50	27.00	500	152.400	500	1640.42
60	111.120	60	32.40	600	182.860	600	1968.50
70	129.640	70	37.80	700	213.360	700	2296.59
80	148.160	80	43.20	800	243.840	800	2624.67
90	166.680	90	48.60	900	274.320	900	2952.76
100	185.200	100	54.00	1000	304.800	1000	3280.84
200	370.400	200	107.99	2000	609.600	2000	6561.68
300	555.600	300	161.99	3000	914.400	3000	9842.52
400	740.800	400	215.98	4000	1219.200	4000	13123.36
500	926.000	500	269.98	5000	1524.000	5000	16404.20
				6000	1828.800		
				7000	2133.600		
				8000	2438.400		
				9000	2743.200		
				10000	3048.000		

From decimal minutes of an arc to seconds of an arc

MIN	SEC	MIN	SEC	MIN	SEC	MIN	SEC
0.01	0.6	0.26	15.6	0.51	30.6	0.76	45.6
0.02	1.2	0.27	16.2	0.52	31.2	0.77	46.2
0.03	1.8	0.28	16.8	0.53	31.8	0.78	46.8
0.04	2.4	0.29	17.4	0.54	32.4	0.79	47.4
0.05	3.0	0.30	18.0	0.55	33.0	0.80	48.0
0.06	3.6	0.31	18.6	0.56	33.6	0.81	48.6
0.07	4.2	0.32	19.2	0.57	34.2	0.82	49.2
0.08	4.8	0.33	19.8	0.58	34.8	0.83	49.8
0.09	5.4	0.34	20.4	0.59	35.4	0.84	50.4
0.10	6.0	0.35	21.0	0.60	36.0	0.85	51.0
0.11	6.6	0.36	21.6	0.61	36.6	0.86	51.6
0.12	7.2	0.37	22.2	0.62	37.2	0.87	52.2
0.13	7.8	0.38	22.8	0.63	37.8	0.88	52.8
0.14	8.4	0.39	23.4	0.64	38.4	0.89	53.4
0.15	9.0	0.40	24.0	0.65	39.0	0.90	54.0
0.16	9.6	0.41	24.6	0.66	39.6	0.91	54.6
0.17	10.2	0.42	25.2	0.67	40.2	0.92	55.2
0.18	10.8	0.43	25.8	0.68	40.8	0.93	55.8
0.19	11.4	0.44	26.4	0.69	41.4	0.94	56.4
0.20	12.0	0.45	27.0	0.70	42.0	0.95	57.0
0.21	12.6	0.46	27.6	0.71	42.6	0.96	57.6
0.22	13.2	0.47	28.2	0.72	43.2	0.97	58.2
0.23	13.8	0.48	28.8	0.73	43.8	0.98	58.8
0.24	14.4	0.49	29.4	0.74	44.4	0.99	59.4
0.25	15.0	0.50	30.0	0.75	45.0		

Temperatures (Celsius/ Fahrenheit)

C°	F°	C°	F°	C°	F°	C°	F°
-40	-40	-12	10.4	16	60.8	44	111.2
-39	-38.2	-11	12.2	17	62.6	45	113.0
-38	-36.4	-10	14.0	18	64.4	46	114.8
-37	-34.6	-9	15.8	19	66.2	47	116.6
-36	-32.8	-8	17.6	20	68.0	48	118.4
-35	-31.0	-7	19.4	21	69.8	49	120.2
-34	-29.2	-6	21.2	22	71.6	50	122.0
-33	-27.4	-5	23.0	23	73.4	51	123.8
-32	-25.6	-4	24.8	24	75.2	52	125.6
-31	-23.8	-3	26.6	25	77.0	53	127.4
-30	-22.0	-2	28.4	26	78.8	54	129.2
-29	-20.2	-1	30.2	27	80.6	55	131.0
-28	-18.4	0	32.0	28	82.4	56	132.8
-27	-16.6	1	33.8	29	84.2	57	134.6
-26	-14.8	2	35.6	30	86.0	58	136.4
-25	-13.0	3	37.4	31	87.8	59	138.2
-24	-11.2	4	39.2	32	89.6	60	140.0
-23	-9.4	5	41.0	33	91.4	61	141.8
-22	-7.6	6	42.8	34	93.2	62	143.6
-21	-5.8	7	44.6	35	95.0	63	145.4
-20	-4.0	8	46.4	36	96.8	64	147.2
-19	-2.2	9	48.2	37	98.6	65	149.0
-18	-0.4	10	50.0	38	100.4	66	150.8
-17	1.4	11	51.8	39	102.2	67	152.6
-16	3.2	12	53.6	40	104.0	68	154.4
-15	5.0	13	55.4	41	105.8	69	156.2
-14	6.8	14	57.2	42	107.6	70	158.0
-13				43	109.4	71	159.8

CONVERSIONS

KILOMETRES		
to SM		to NM
0.62137	1	0.53996
0.6	2	7
0.9	3	10
1.2	4	13
1.5	5	16
1.8	6	20
2.1	7	23
2.4	8	24
2.7	9	30
3	10	33
6	20	66
9	30	98
12	40	131
15	50	164
18	60	197
21	70	230
24	80	262
27	90	295
30	100	328
61	200	656
91	300	984
122	400	1312
152	500	1640
183	600	1968
213	700	2297
244	800	2625
274	900	2953
305	1000	3281

STATUE MILES		
to KM		to NM
1.6093	1	0.86898
3.22	2	1.74
4.83	3	2.61
6.44	4	3.48
8.05	5	4.34
9.66	6	5.21
11.27	7	6.08
12.87	8	6.95
14.48	9	7.82
16.09	10	8.69
32.19	20	17.38
48.28	30	26.07
64.37	40	34.76
80.47	50	43.45
96.56	60	52.14
112.65	70	60.83
128.74	80	69.52
144.84	90	78.21
160.93	100	86.90
321.86	200	173.80
482.79	300	260.69
643.79	400	347.59
804.65	500	434.49
965.58	600	521.39
1126.51	700	608.29
1287.44	800	695.18
1448.37	900	782.08
1609.30	1000	868.98

NAUTICAL MILES		
to KM		to SM
1.852	1	1.1508
3.70	2	2.30
5.56	3	3.45
7.41	4	4.60
9.26	5	5.75
11.11	6	6.90
12.96	7	8.06
14.82	8	9.21
16.67	9	10.36
18.52	10	11.51
37.04	20	23.02
55.56	30	34.52
74.08	40	46.03
92.60	50	57.74
111.12	60	69.05
129.64	70	80.56
148.16	80	92.06
166.68	90	103.57
185.20	100	114.08
370.40	200	230.16
555.60	300	345.24
740.80	400	460.32
926.00	500	575.40
1111.20	600	690.48
1296.40	700	805.56
1481.80	800	920.64
1666.80	900	1035.72
1852.00	1000	1150.80

METERS to FEET		
to SM	Feet/ Meters	to NM
0.3048	1	3.2808
0.6	2	7
0.9	3	10
1.2	4	13
1.5	5	16
1.8	6	20
2.1	7	23
2.4	8	24
2.7	9	30
3	10	33
6	20	66
9	30	98
12	40	131
15	50	164
18	60	197
21	70	230
24	80	262
27	90	295
30	100	328
61	200	656
91	300	984
122	400	1312
152	500	1640
183	600	1968
213	700	2297
244	800	2625
274	900	2953
305	1000	3281

METERS to YARDS		
Meters	Yds/ Metres	Yds
0.9144	1	1.0936
2	2	2
3	3	3
4	4	4
5	5	5
5	6	7
6	7	8
7	8	9
8	9	10
9	10	11
18	20	22
27	30	33
37	40	44
46	50	55
55	60	66
64	70	77
73	80	87
82	90	98
91	100	109
183	200	219
274	300	328
366	400	437
457	500	547
549	600	656
640	700	766
732	800	975
823	900	984
914	1000	1094

INCHES to MILLIMETERS		
Inches	mm/ Inches	mm
0.03937	1	25.4
0.07874	2	50.8
0.22811	3	76.2
0.15748	4	101.6
0.19685	5	127.0
0.23622	6	152.4
0.27559	7	177.8
0.31496	8	203.2
0.35433	9	228.6
0.3937	10	254
0.7874	20	508
1.1811	30	762
1.5748	40	1016
1.9685	50	1270
2.3622	60	1524
2.7559	70	1778
3.1486	80	2032
3.5433	90	2286
3.9370	100	2540
7.8740	200	5080
11.8110	300	7620
15.7480	400	10160
19.6850	500	12700
23.6220	600	15240
27.5590	700	17780
31.4960	800	20320
35.4330	900	22860
39.3700	1000	25400

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GEN 2.7 SUNRISE/SUNSET TABLES

2.7.1. The times in the tables are in UTC for the beginning of civil morning twilight (TWIL FROM), sunrise (SR), sunset (SS), and the end of civil evening twilight (TWIL TO) for indefinite period.

2.7.2. The times given for the beginning of civil morning twilight and end of civil evening twilight are calculated for an altitude of the Sun 6° below the horizon, as commonly used.

2. Alphabetical index

<i>Location</i>	<i>Page</i>
SLATINA/Pristina	GEN 2.7-2

3. Sunrise - Sunset table

Pristina International Airport

BKPR

42 34 22N 021 02 09E

Month/ Day	TWIL FROM	SR	SS	TWIL TO	Month/ Day	TWIL FROM	SR	SS	TWIL TO
JAN 1	0534	0606	1513	1545	JUL 4	0229	0304	1817	1851
- 5	0534	0606	1516	1548	- 8	0232	0306	1815	1849
- 9	0534	0605	1520	1552	- 12	0235	0309	1813	1847
- 13	0533	0604	1525	1556	- 16	0239	0313	1811	1844
- 17	0531	0603	1529	1600	- 20	0243	0316	1808	1841
- 21	0529	0600	1534	1605	- 24	0247	0320	1804	1837
- 25	0527	0557	1539	1610	- 28	0252	0324	1800	1832
- 29	0524	0554	1545	1615	AUG 1	0256	0328	1756	1828
FEB 2	0520	0550	1550	1620	- 5	0301	0332	1751	1822
- 6	0516	0545	1555	1625	- 9	0305	0336	1746	1817
- 10	0511	0541	1600	1630	- 13	0310	0341	1740	1811
- 14	0506	0535	1605	1635	- 17	0315	0345	1734	1804
- 18	0501	0530	1611	1639	- 21	0319	0349	1728	1758
- 22	0455	0524	1616	1644	- 25	0324	0353	1722	1751
- 26	0449	0518	1621	1649	- 29	0328	0358	1715	1744
MAR 2	0441	0510	1627	1655	SEP 2	0333	0402	1708	1737
- 6	0435	0503	1632	1700	- 6	0338	0406	1701	1730
- 10	0428	0456	1637	1705	- 10	0342	0410	1654	1723
- 14	0421	0449	1641	1709	- 14	0346	0415	1647	1715
- 18	0414	0442	1646	1714	- 18	0351	0419	1640	1708
- 22	0407	0435	1651	1719	- 22	0355	0423	1633	1611
- 26	0400	0428	1655	1724	- 26	0400	0428	1626	1654
- 30	0355	0421	1700	1728	- 30	0404	0432	1619	1647
APR 3	0346	0415	1704	1733	OCT 4	0408	0437	1612	1640
- 7	0339	0408	1709	1738	- 8	0413	0441	1605	1633
- 11	0332	0401	1713	1743	- 12	0417	0446	1558	1627
- 15	0325	0354	1718	1747	- 16	0422	0450	1552	1620
- 19	0318	0348	1723	1752	- 20	0426	0455	1546	1614
- 23	0312	0342	1727	1757	- 24	0421	0500	1540	1608
- 27	0306	0336	1732	1802	- 28	0436	0505	1534	1603
MAY 1	0300	0330	1736	1807	NOV 1	0440	0510	1529	1558
- 5	0254	0325	1741	1812	- 5	0445	0515	1524	1553
- 9	0249	0320	1745	1817	- 9	0450	0520	1519	1549
- 13	0244	0316	1749	1821	- 13	0455	0525	1515	1545
- 17	0239	0312	1753	1826	- 17	0459	0530	1512	1542
- 21	0235	0308	1757	1830	- 21	0504	0535	1509	1539
- 25	0232	0305	1801	1835	- 25	0508	0540	1506	1537
- 29	0229	0302	1805	1839	- 29	0513	0544	1504	1536
JUN 2	0226	0300	1808	1842	DEC 3	0517	0548	1503	1535
- 6	0224	0259	1811	1845	- 7	0520	0552	1503	1534
- 10	0223	0258	1813	1848	- 11	0524	0556	1503	1524
- 14	0223	0258	1815	1850	- 15	0527	0559	1503	1535
- 18	0223	0258	1816	1851	- 19	0529	0601	1505	1537
- 22	0224	0259	1817	1852	- 23	0531	0604	1507	1539
- 26	0225	0300	1818	1853	- 27	0533	0605	1509	1541
- 30	0227	0302	1817	1852	- 31	0534	0606	1512	1544

GEN 3. SERVICES

GEN 3.1 AERONAUTICAL INFORMATION SERVICES

3.1.1 Responsible service

3.1.1.1 The Aeronautical Information Service in Kosovo ensures the flow of information necessary for the safety, regularity and efficiency of international air navigation within the area of its responsibility as indicated under **GEN 3.1.2** below. It consists of AIS Headquarters, International NOTAM Office (NOF) and AIS units established at Pristina aerodrome as listed under **GEN 3.1.5** below.

3.1.1.2 AIS Headquarters

Aeronautical Information Service
Air Navigation Services Agency
TEL: +383 38 59 58 300
FAX: +383 38 59 58 306
E-mail: jashar.mehmeti@rks-gov.net

3.1.1.3 International NOTAM office (NOF)

Aeronautical Information Service
Air Navigation Services Agency
TEL: +383 38 59 58 304
FAX: +383 38 59 58 306
E-mail: beni.bajrami@rks-gov.net

3.1.1.3.1 The service is provided in accordance with the provisions contained in ICAO Annex 15 —*Aeronautical Information Services*.

3.1.1.3.2 The service is provided during AD operational hours.

3.1.2 Area of responsibility

3.1.2.1 The Aeronautical Information Service is responsible for the collection and dissemination of information for the entire territory of Kosovo.

3.1.3 Aeronautical publications

3.1.3.1 The aeronautical information is provided in the form of the Integrated Aeronautical Information Package consisting of the following elements:

- Aeronautical Information Publication (AIP);
- Amendment service to the AIP (AIP AMDT);
- Supplement to the AIP (AIP SUP);
- NOTAM and Pre-flight Information Bulletins (PIB);
- Aeronautical Information Circulars (AIC); and

— Checklists and summaries.

NOTAM and the related monthly checklists are issued via the Aeronautical Fixed Service (AFS), while PIB are made available at Pristina AIS units. All other elements of the package are distributed by air mail.

3.1.3.2 Aeronautical Information Publication (AIP)

3.1.3.2.1 The AIP is the basic aviation document intended primarily to satisfy international requirements for the exchange of permanent aeronautical information and long duration temporary changes essential for air navigation,

3.1.3.2.2 AIP Kosovo is published in one volume. The AIP is published in a loose-leaf form in English only for use in international operations, whether the flight is a commercial or a private one.

3.1.3.3 Amendment service to the AIP (AIP AMDT)

3.1.3.3.1 Amendments to the AIP are made by means of replacement sheets. Two types of AIP AMDT are produced:

- regular AIP Amendment (AIP AMDT), issued when minor amendments and manuscript corrections necessitate and identified by a light blue cover sheet, incorporates permanent changes into the AIP on the indicated publication date; and
- AIRAC AIP Amendment (AIRAC AIP AMDT), are published on predetermined dates at 28 day intervals (AIRAC system dates) and identified by a pink cover sheet and acronym - AIRAC, incorporates operationally significant permanent changes into the AIP on the indicated AIRAC effective date.

A brief description of the subjects affected by the amendment is given on the AIP Amendment cover sheet. New information included on the reprinted AIP pages is annotated or identified by a vertical line in the left margin (or immediately to the left) of the change/addition.

3.1.3.3.2 Each AIP page and each AIP replacement page introduced by an amendment, including the amendment cover sheet, are dated. The date consists of the day, month (by name) and year of the publication date (regular AIP AMDT) or of the AIRAC effective date (AIRAC AIP AMDT) of the information. Each AIP amendment cover sheet includes references to the serial number of

those elements, if any, of the Integrated Aeronautical Information Package which have been incorporated in the AIP by the amendment and are consequently cancelled.

3.1.3.3.3 Each AIP AMDT and each AIRAC AIP AMDT are allocated separate serial numbers which are consecutive and based on the calendar year. The year, indicated by two digits, is a part of the serial number of the amendment, e.g. AIP AMDT 1/04; AIRAC AIP AMDT 1/04.

3.1.3.3.4 A checklist of AIP pages containing page number/chart title and the publication or effective date (day, month by name and year) of the information is re-issued with each amendment and is an integral part of the AIP.

3.1.3.4 *Supplement to the AIP (AIP SUP)*

3.1.3.4.1 Temporary changes of long duration (three months and longer) and information of short duration which consists of extensive text and/or graphics, supplementing the permanent information contained in the AIP, are published as AIP Supplements (AIP SUP). Operationally significant temporary changes to the AIP are published in accordance with the AIRAC system and its established effective dates and are identified clearly by the acronym AIRAC AIP SUP.

3.1.3.4.2 AIP Supplements are separated by information subject (General—GEN, En-route—ENR and Aerodromes—AD) and are placed accordingly at the beginning of each AIP Part. Supplements are published on yellow paper to be conspicuous and to stand out from the rest of the AIP. Each AIP Supplement (regular or AIRAC) is allocated a serial number which is consecutive and based on the calendar year, i.e. AIP SUP 1/04; AIRAC AIP SUP 1/04.

3.1.3.4.3 An AIP Supplement is kept in the AIP as long as all or some of its contents remain valid. The period of validity of the information contained in the AIP Supplement will normally be given in the supplement itself. Alternatively, NOTAM may be used to indicate changes to the period of validity or cancellation of the supplement.

3.1.3.4.3 The checklist of AIP Supplements currently in force is issued in the monthly printed plain-language summary of NOTAM in force.

3.1.3.5 *NOTAM and Pre-flight Information Bulletins (PIE)*

3.1.3.5.1 NOTAM contain information concerning the establishment, condition or change in any aeronautical facility, service, procedure or hazard, the timely knowledge of which is essential for personnel concerned with flight operations. The text of each NOTAM contains the information in the order shown in the ICAO NOTAM

Format and is composed of the significations/uniform abbreviated phraseology assigned to the ICAO NOTAM Code complemented by ICAO abbreviations, indicators, identifiers, designators, call signs, frequencies, figures and plain language. NOTAM are originated and issued for Pristina Airport and are distributed in three series identified by the letters A, B and S

Series A.

General rules, en-route navigation and communication facilities, airspace restrictions and activities taking place inside CTR(Aerodrome Control Zone—GND up to 5000ft AMSL) CTA1,CTA2,CTA3,CTA4,CTA5 (Control Area 5000ft up to FL205) below FL205, and information concerning major international aerodrome.

Series B.

Information concerning aerodromes, heliports, facilities and procedures, restricted operations zones outside Pristina Aerodrome CTR and CTA1,CTA2,CTA3,CTA4 CTA5 below FL205.

Series S (SNOWTAM).

Information concerning snow, slush, ice or standing water associated with snow and slush and ice in the movement areas. SNOWTAM are prepared in accordance with ICAO Annex 15, Appendix 2, and are issued by the individual aerodrome directly, with separate serial numbers. Details are given in the Snow plan in the Aerodrome (AD) Part.

3.1.3.5.2 Pre-flight Information Bulletins (PIB), which contain a recapitulation of current NOTAM and other information of urgent character for the operator/flight crews, are available at the aerodrome AIS units. The extent of the information contained in the PIB is indicated under 5. of this subsection.

3.1.3.6 *Aeronautical Information Circulars (AIC)*

3.1.3.6.1 The Aeronautical Information Circulars (AIC) contain information on the long-term forecast of any major change in legislation, regulations, procedures or facilities; information of a purely explanatory or advisory nature liable to affect flight safety; and information or notification of an explanatory or advisory nature concerning technical, legislative or purely administrative matters. AICs are divided by subject and are issued in two series (A and B). AIC Series A contains information affecting international civil aviation and is given international distribution.

3.1.3.6.2 Each AIC is numbered consecutively within each series on a calendar year basis. The year, indicated by two digits, is a part of the serial number of the AIC, e.g. AIC A 1/04; AIC B 1/04. A checklist of AIC currently in force is issued as an AIC twice a year.

3.1.3.7 Checklist and summary of NOTAM

3.1.3.7.1 A checklist of valid NOTAM is issued monthly via AFS. The checklist is followed by a printed summary of NOTAM distributed by mail to all recipients of the Integrated Aeronautical Information Package. It contains a plain language (in English) presentation of the valid NOTAM and information about the number of the latest issued AIP AMDT, AIRAC AIP AMDT, AIP SUP and AIC as well as the numbers of the elements issued under the AIRAC that will become effective or, if none, the NIL AIRAC notification.

3.1.3.8 Sale of publications

3.1.3.8.1 The said publications can be obtained from the Aeronautical Information Service. Purchase prices are published in AIC Series A.

3.1.4 AIRAC System

3.1.4.1 In order to control and regulate the operationally significant changes requiring amendments to charts, route-manuals etc., such changes, whenever possible, will be issued on predetermined dates according to the AIRAC SYSTEM. This type of information will be published as an AIRAC AMDT. If an AIRAC AMDT cannot be produced due to lack of time, NOTAM clearly marked AIRAC will be issued. Such NOTAM will immediately be followed by an AMDT or SUP.

3.1.4.2 The table below indicates AIRAC effective dates for the coming years. AIRAC information will be issued so that the information will be received by the user not later than 28 days, and for major changes not later than 56 days, before the effective date. At AIRAC effective date, a trigger NOTAM will be issued giving a brief description of the contents, effective date and reference number of the AIRAC AIP AMDT or AIRAC AIP SUP that will become effective on that date. Trigger NOTAM will remain in force as a reminder in the PIB until the new checklist/summary is issued. If no information was submitted for publication at the AIRAC date, a NIL notification will be issued by NOTAM not later than one AIRAC cycle before the AIRAC effective date concerned.

2017	2018	2019	2020	2021
05 JAN	04 JAN	03 JAN	02 JAN	28 JAN
02 FEB	01 FEB	31 JAN	30 JAN	25 FEB
02 MAR	01 MAR	28 FEB	27 FEB	25 MAR
30 MAR	29 MAR	28 MAR	26 MAR	22 APR
27 APR	26 APR	25 APR	23 APR	20 MAY
25 MAY	24 MAY	23 MAY	21 MAY	17 JUN
22 JUN	21 JUN	20 JUN	18 JUN	15 JUL
20 JUL	19 JUL	18 JUL	16 JUL	12 AUG
17 AUG	16 AUG	15 AUG	13 AUG	09 SEP
14 SEP	13 SEP	12 SEP	10 SEP	07 OCT
12 OCT	11 OCT	10 OCT	08 OCT	04 NOV
09 NOV	08 NOV	07 NOV	05 NOV	02 DEC
07 DEC	06 DEC	05 DEC	03 DEC	30 DEC

3.1.5 Pre-flight information service at aerodromes/heliports

3.1.5.1 Limited pre-flight information service is available during normal office hours at Pristina International Airport with coverage as follows:

Albania, Austria, Denmark, England, Finland, Germany, Greece, Hungary, Italy, Macedonia, Swiss, Slovenia, Turkey.

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GEN 3.2 AERONAUTICAL CHARTS

3.2.1 Responsible services

3.2.1.1 The designated Air Navigation Services Provider is responsible for the provision of aeronautical charts in accordance with ICAO standards. The charts are produced as far as possible in accordance with the provisions contained in ICAO Annex 4 - Aeronautical Charts. Differences to these provisions are detailed in subsection **GEN 1.7**.

3.2.2 Maintenance of charts

3.2.2.1 The aeronautical charts included in the AIP are kept up to date by amendments to the AIP. Corrections to aeronautical charts not contained in the AIP are promulgated by AIP Amendments and are listed under 3.2.8 of this subsection. Information concerning the planning for or issuance of new maps and charts is notified by Aeronautical Information Circular.

3.2.2.2 If incorrect information detected on published charts is of operational significance, it is corrected by NOTAM.

3.2.3 Purchase arrangements

3.2.3.1 The charts as listed under 5. of this subsection may be obtained either from the:

Aeronautical Information Service

Air Navigation Services Agency
 TEL: +383 38 59 58 303
 FAX: +383 38 59 58 306
 E-mail: ais@rks-gov.net

3.2.3.2 Aeronautical Information Service have copies of the ICAO *Aeronautical Chart Catalogue* (Doc 7101) where all aeronautical charts or chart series produced by this and other countries are listed, and known to be generally available to civil aviation.

3.2.4 Aeronautical chart series available

3.2.4. The following series of aeronautical charts are produced:

- a) World Aeronautical Chart - ICAO 1:1 000000;
- b) Plotting Chart — ICAO;
- c) Aerodrome/Heliport Chart — ICAO;
- d) Aerodrome Ground Movement Chart — ICAO;
- e) Aircraft Parking/Docking Chart — ICAO;
- f) Aerodrome Obstacle Chart — ICAO — Type A (for each runway);
- g) Aerodrome Obstacle Chart — ICAO — Type C;

- h) Precision Approach Terrain Chart — ICAO (precision approach Cat II and III runways);
- i) Enroute Chart — ICAO;
- j) Area Chart — ICAO (arrival and transit routes);
- k) Area Chart — ICAO (departure and transit routes);
- l) Standard Departure Chart — Instrument (SID) — ICAO;
- m) Standard Arrival Chart — Instrument (STAR) - ICAO;
- n) Instrument Approach Chart — ICAO (for each runway and procedure type);
- o) Visual Approach Chart — ICAO.

The charts currently available are listed under 3.2.5 of this subsection.

3.2.4.2 General description of each series

- a) *World Aeronautical Chart — ICAO 1:1 000 000*. This series is constructed on Lambert Conical Orthomorphic Projection up to 80°N and the Polar Stereographic Projection between 80°N and 90°N with the scales matching at 80°N. The aeronautical data shown have been kept to a minimum, consistent with the use of the chart for visual air navigation. It includes a selection of aerodromes, significant obstacles, elements of the ATS system, prohibited, restricted and danger areas, and radio navigation aids. The chart provides information to satisfy visual air navigation and is also used as a pre-flight planning chart.
- b) *Plotting Chart — ICAO*. This series, covering the North Atlantic, Western Europe and North Africa, is designed for in-flight long-range navigation and is constructed on Mercator's projection with simple outline of land areas at a scale of 1:5 000 000. Aeronautical data consist of major international aerodromes, selected radio navigation aids, lattices of long-range electronic aids to navigation, FIR, CTA, CTR, reporting points, etc. The chart is designed to provide a means of maintaining a continuous flight record of the aircraft position.
- c) *Aerodrome/Heliport Chart — ICAO*. This chart contains detailed aerodrome/heli-

port data to provide flight crews with information that will facilitate the ground movement of aircraft:

- from the aircraft stand to the runway; and
- from the runway to the aircraft stand; and helicopter movement:
- from the helicopter stand to the touch-down and
- along air transit routes.

It also provides essential operational information at the aerodrome/heliport.

- d) *Aerodrome Ground Movement Chart — ICAO*. This chart is produced for those aerodromes where, due to congestion of information, details necessary for the ground movement of aircraft along the taxiways to and from the aircraft stands and for the parking/docking of aircraft cannot be shown with sufficient clarity on the Aerodrome/Heliport Chart — ICAO.
- e) *Aircraft Parking/Docking Chart — ICAO*. This chart is produced for those aerodromes where, due to the complexity of the terminal facilities, the information to facilitate the ground movement of aircraft between the taxiways and the aircraft stands and the parking/docking of aircraft cannot be shown with sufficient clarity on the Aerodrome/Heliport Chart - ICAO or on the Aerodrome Ground Movement Chart — ICAO.
- f) *Aerodrome Obstacle Chart — ICAO — Type A (operating limitations)*. This chart contains detailed information on obstacles in the take-off flight path areas of aerodromes. It is shown in plan and profile view. This obstacle information, in combination with an Obstacle Chart — ICAO - Type C, provides the data necessary to enable an operator to comply with the operating limitations of ICAO Annex 6, Parts I and II, Chapter 5.
- g) *Aerodrome Obstacle Chart — ICAO — Type C*. This chart contains obstacle data necessary to enable an operator to develop procedures to comply with the operating limitations of ICAO Annex 6, Parts I and II, Chapter 5, with particular reference to information on obstacles that limit the maximum permissible take-off mass.

This chart must provide certain obstacle data and topographical information covering a distance of 45 km (24 NM) from the aerodrome reference point.

Appropriate topographical charts which are available for the area around the airports, if supplemented with “overprint” obstacle data and other significant aeronautical information, should be suitable for use as the topographic base for the AOC — ICAO — Type C.

This chart is not produced if:

- the required obstacle data is included in the AIP; or
 - no significant obstacles exist, and this fact is included in the AIP.
- h) *Precision Approach Terrain Chart — ICAO*. This chart provides detailed terrain profile information within a defined portion of the final approach so as to enable aircraft operating agencies to assess the effect of the terrain on decision height determination by the use of radio altimeters. This chart is produced for all precision approach Cat II and HI runways.
 - i) *En-route Chart — ICAO*. This chart is produced for the entire airspace. The aeronautical data include all aerodromes, prohibited, restricted and danger areas and the air traffic services system in detail. The chart provides the flight crew with information that will facilitate navigation along ATS routes in compliance with air traffic services procedures.
 - j) *Area Chart — ICAO*. This chart is produced when the air traffic services routes or position reporting requirements are complex and cannot be shown on an En-route Chart — ICAO.

It shows, in more detail, those aerodromes that affect terminal routings, prohibited, restricted and danger areas and the air traffic services system. This chart provides the flight crew with information that will facilitate the following phases of instrument flight:

- the transition between the en-route phase and the approach to an aerodrome;
 - the transition between the take-off/missed approach and the en-route phase of flight; and
 - flights through areas of complex ATS routes or airspace structure.
- k) *Standard Departure Chart — Instrument (SID) — ICAO*. This chart is produced whenever a standard departure route — instrument has been established and cannot be shown with sufficient clarity on the Area Chart — ICAO.

The aeronautical data shown include the aerodrome of departure, aerodrome(s) which affect the designated

standard departure route instrument, prohibited, restricted and danger areas and the air traffic services system. This chart provides the flight crew with information that will enable them to comply with the designated standard departure route —instrument from the takeoff phase to the en-route phase.

- 1) *Standard Arrival Chart — Instrument (STAR) -ICAO.* This chart is produced whenever a standard arrival route —instrument has been established and cannot be shown with sufficient clarity on the Area Chart — ICAO.

The aeronautical data shown include the aerodrome of landing, aerodrome(s) which affect the designated standard arrival route — instrument, prohibited, restricted and danger areas and the air traffic services system. This chart provides the flight crew with information that will enable them to comply with the designated standard arrival route — instrument from the en-route phase to the approach phase.

- m) *Instrument Approach Chart — ICAO.* This chart is produced for all aerodromes used by civil aviation where instrument approach procedures have been established. A separate Instrument Approach Chart - ICAO has been provided for each approach procedure.

The aeronautical data shown include information on aerodromes, prohibited, restricted and danger areas, radio communication facilities and navigation aids, minimum sector altitude, procedure track portrayed in plan and profile view, aerodrome operating minima, etc.

This chart provides the flight crew with information that will enable them to perform an approved instrument approach procedure to the runway of intended landing including the missed approach procedure and where applicable, associated holding patterns.

- n) *Visual Approach Chart — ICAO.* This chart is produced for aerodromes used by civil aviation where:
 - only limited navigation facilities are available; or
 - radio communication facilities are not available; or
 - no adequate aeronautical charts of the aerodrome and its surroundings at 1:500 000 or greater scale are available; or
 - visual approach procedures have been established.

The aeronautical data shown include information on aerodromes, obstacles, designated airspace, visual approach information, radio navigation aids and communication facilities, as appropriate.

3.2.5 List of aeronautical charts available

<i>Title of series</i>	<i>Name and/or number</i>	<i>Price (•)</i>	<i>Date</i>
Aerodrome, Heliport Chart -ICAO	Prishtina	4.30	12 DEC 2013
Aircraft Parking/Docking Chart - ICAO	Prishtina	4.30	12 DEC 2013
Aerodrome Obstacle Chart - ICAO Type A	Prishtina	4.30	12 DEC 2013
Aerodrome Obstacle Chart - ICAO Type B	Prishtina	4.30	12 DEC 2013
Precision Approach Terrain Chart - ICAO	Prishtina	4.30	13 JAN 2011
Area Chart - ICAO	Kosovo Airspace	4.30	03 APR 2014
Standard Departure Charts	BLACE 1A - (RWY 17)	4.30	09 APR 2009
	BLACE 2A - (RWY 17)	4.30	09 APR 2009
	BLACE 1B - (RWY 35)	4.30	09 APR 2009
	BLACE 2B - (RWY 35)	4.30	09 APR 2009
	SARAX 1A - XAXAN 1A ATC DISCR. (RWY 17)	4.30	09 APR 2009
	SARAX 2A - XAXAN 2A (RWY 17)	4.30	09 APR 2009
	SARAX 1B - XAXAN 1B ATC DISCR. (RWY 35)	4.30	09 APR 2009
	SARAX 2B - XAXAN 2B ATC DISCR. (RWY 35)	4.30	09 APR 2009
	Approach Charts	INSTRUMENT APPROACH. CHART ILS/DME RWY 17	4.30
VOR/DME RWY 17		4.30	18 NOV 2010
VOR/DME P RWY 35		4.30	09 APR 2009
VOR/DME S RWY 35		4.30	09 APR 2009
Standard Arrival Charts	XAXAN 17A	4.30	09 APR 2009
	XAXAN 17B	4.30	09 APR 2009
	BLACE 17A	4.30	09 APR 2009
	BLACE 17B	4.30	09 APR 2009
	XAXAN 35A	4.30	09 APR 2009
	XAXAN 35B	4.30	09 APR 2009
	BLACE 35A	4.30	09 APR 2009
	BLACE 35B	4.30	09 APR 2009
	EAST 17A	4.30	09 APR 2009
	EAST 17B	4.30	09 APR 2009
	EAST 35A	4.30	09 APR 2009
	EAST 35B	4.30	09 APR 2009
	BLACE EAST	4.30	09 APR 2009
XAXAN EAST	4.30	09 APR 2009	
Restricted Chart	Kosovo Restricted Areas	4.30	18 DEC 2008

**3.2.6 Index to the World Aeronautical Chart
(WAC) - ICAO 1 : 1 000 000**

NIL

3.2.7 Topographical Charts

NIL

**3.2.8 Corrections to Charts not contained in the
AIP**

NIL

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GEN 3.3 AIR TRAFFIC SERVICES

3.3.1 Responsible service

3.3.1.1 Department of Air Traffic Services is the responsible authority for the provision of air traffic services in the area indicated under 3.3.2 below.

Department of Air Traffic Services

Air Navigation Services Agency

Tel: +383 (0)38 59 58 210

Mobile Phone: +383 (0) 44 158 571

E-mail: izedin.ademi@rks-gov.net

3.3.1.2 The services are provided in accordance with the provisions contained in the following ICAO documents:

Annex 2 — *Rules of the Air*

Annex 11 — *Air Traffic Services*

Doc 4444 — *Procedures for Air Navigation Services — Rules of the Air and Air Traffic Services (PANS-ATM)*

Doc 8168 — *Procedures for Air Navigation Services — Aircraft Operations (PANS-OPS)*

Doc 7030 — *Regional Supplementary Procedures*

Differences to these provisions are detailed in subsection GEN 1.7.

3.3.2 Area of responsibility

3.3.2.1 Air traffic services are provided for the entire territory of Kosovo.

3.3.3 Types of services

3.3.3.1 The following types of services are provided:

— Flight Information Service (FIS) and Alerting Service (ALRS),

— Tower (TWR) and Approach (APP) Control; and

— Radar.

— Automatic Terminal Information Service (ATIS), at Pristina International Airport.

3.3.4 Co-ordination between the operator and ATS

3.3.4.1 Co-ordination between the operator and air traffic services is effected in accordance with 2.15 of ICAO Annex 11 and 2.1.1.4 and 2.1.1.5 of Part VIII of the *Procedures for Air Navigation Services — Rules of the Air and Air Traffic Management* (Doc 4444, PANS-ATM).

3.3.5 Minimum flight altitude

3.3.5.1 The minimum flight altitudes on the ATS routes, as presented in section ENR 3, have been determined so as to ensure a minimum vertical clearance above the controlling obstacle in the area concerned.

Note.— *The navigation performance accuracy necessary for operation on air routes within Kosovo airspace is expressed as an RNP type. RNP type is a containment value expressed as a distance in NM from the intended position within which flights would be for at least 95 per cent of the total flying time. For operation on the air routes in Kosovo airspace, the required navigation performance (RNP) is RNP 4. RNP 4 represents a navigation accuracy of plus or minus 7.4 km (4 NM) on a 95 per cent containment basis.*

3.3.6 ATS units address list

<i>Unit name</i>	<i>Postal address</i>	<i>Telephone NR</i>	<i>Telefax NR</i>	<i>Telex NR</i>	<i>AFS address</i>
1	2	3	4	5	6
Pristina TWR	Air Navigation Services Agency	+383 38 59 58 207	+383 38 59 58 601	NIL	BKPRZTZX
APP/ Radar	Air Navigation Services Agency	+383 38 59 58 206	+383 38 59 58 601	NIL	BKPRZQZX

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GEN 3.4 COMMUNICATION SERVICES

3.4.1 Responsible service

3.4.1.1 The responsible service for the provision of communication, navigation and surveillance facility services in Kosovo is Air Navigation Services Provider (PIA/ATCS).

3.4.1.2 The service is provided in accordance with the provisions contained in the following ICAO documents:

Annex 5 — *Units of Measurements to be used in AIR Ground Communications*

Annex 10 — *Aeronautical Telecommunications*

Doc 7030 — *Regional Supplementary Procedures*

Doc 7910 — *Location Indicators*

Doc 8400 — *Procedures for Air Navigation Services - ICAO Abbreviations and Codes (PANS-ABC)*

Doc 8585 — *Designators for Aircraft Operating Agencies, Aeronautical Authorities and Services*

3.4.2 Area of responsibility

3.4.2.1 Communication services are provided for the entire Kosovo airspace. Arrangements for such services on a continuing basis should be made with the designated Air Navigation Services Provider, who is also responsible for the application of the regulations concerning the design, type and installations of aircraft radio stations. Responsibility for the day-to-day operation of these services is vested in Station Communication Officers located at Pristina International Airport. Inquiries, suggestions or complaints regarding any telecommunication service should be referred to the Station Communication Officer or to the Director of Communication Services, as appropriate.

3.4.3 Types of service

3.4.3.1 Radio navigation services

3.4.3.1.1 The following types of radio aids to navigation are available:

Instrument landing system (ILS)

VHF omnidirectional radio range (VOR)

Distance-measuring equipment (DME)

3.4.3.2 Mobile/fixed service

Mobile service

3.4.3.2.1 The aeronautical stations maintain a continuous watch on their stated frequencies during the published hours of service unless otherwise notified.

3.4.3.2.2 An aircraft should normally communicate with the appropriate ATC that exercises control in the area in which the aircraft is flying. Aircraft should maintain a continuous watch on the appropriate frequency of the control station and should not abandon watch, except in an emergency, without informing the appropriate control.

Fixed service

3.4.3.2.3 The messages to be transmitted over the Aeronautical Fixed Service (AFS) are accepted only if:

- they satisfy the requirements of ICAO Annex 10, Vol. II, Chapter 3, 3.3;
- they are prepared in the form specified in ICAO Annex 10;
- the text of an individual message does not exceed 200 groups.

3.4.3.2.4 General aircraft operating agency messages are only accepted for transmission to countries that have agreed to accept Class "B" traffic.

3.4.3.3 *Language used: English.*

3.4.3.4 Where detailed information can be obtained

3.4.3.4.1 Details of the various facilities available for the en-route traffic can be found in Part 2, ENR 4.

3.4.3.4.2 Details of the facilities available at the individual aerodromes can be found in the relevant sections of Part 3 (AD). In cases where a facility is serving both the en-route traffic and the aerodromes, details are given in the relevant sections of Part 2 (ENR) and Part 3 (AD).

3.4.4 Requirements and conditions

3.4.4.1 The requirements for communication services and the general conditions under which the communication services are available for international use, as well as the requirements for the carriage of radio equipment, are briefly summarized below.

3.4.4.2 Auxiliary Power for Radio Navigation beacons and Communication Stations in accordance with ICAO Annex 10, the maximum change over times are as follows:

Type of runway Aids requiring power Maximum switch over times:

- | | |
|--------------------------------|------------|
| a) Instrument approach | |
| SRE | 10 seconds |
| VOR | 10 seconds |
| b) Precision approach (CAT II) | |
| ILS localizer | 10 seconds |
| ILS glide path | 10 seconds |

ILS/DME 10 seconds

c) Radio communications stations:

Pristina

TWR/APP/SRE 7 seconds

GEN 3.5 METEOROLOGICAL SERVICES

3.5.1 Responsible service

3.5.1.1 The meteorological services for civil aviation are provided by the Meteorological Department in:

Meteorological Department
Air Navigation Services Agency
TEL: +383 38 59 58 411
+383 38 59 58 413
FAX: +383 38 59 58 414
E-mail: meteo.service@rks-gov.net
AFTN: BKPRLSKS

3.5.1.2 The service is provided in accordance with the provisions contained in the following ICAO documents:

Annex 3 — *Meteorological Service for International Air Navigation*
Doc 7030 — *Regional Supplementary Procedures*

Differences to these provisions are detailed in subsection GEN 1.7.

3.5.2 Area of responsibility

3.5.2.1 The Meteorological Department is the official meteorological office in Air Navigation Services Agency.

3.5.3 Meteorological observations and reports

3.5.3.1 Reports and Observations

1. Surface weather report

Reports of surface weather observations for the Air Navigation Services Agency consist of:

a. Routine reports,

METAR, are issued one half hour during opening hours and hourly when Airport is closed as agreed with Airport authorities.

b. Special reports

SPECI are issued whenever a significant deterioration or improvement of weather is observed between routine observations.

If the weather is deteriorating significantly SPECI is issued immediately but if it is improving, it is issued 10 minutes after the significant change.

SPECI may also be issued on a specific occasion on request by ATS or operator.

2. Surface wind

Wind speed and direction are measured

at Air Navigation Services Agency with cup anemometer and digital read-out. The anemometer is installed about 10 metres above ground level. The anemometer is located so as to give readings representative of conditions on the airfield, Indicators are located in the appropriate Air Traffic Service Units. Wind values are provided in accordance with Annex 3 *paragraph 4.4 and 4.5.*

3. Visibility (Prevailing)

Prevailing visibility is the visibility value, observed in accordance with the definition of 'visibility', which is reached or exceeded within at least half the horizon circle or within at least half of the surface of the aerodrome. These areas could comprise contiguous or non-contiguous sectors.

i.e.

If the visibility in one direction, which is not the prevailing visibility, is less than 1500 metres or less than 50% of the prevailing visibility, the lowest visibility observed should also be reported and its general direction in relation to the aerodrome indicated by reference to one of the eight points of the compass.

If the lowest visibility is observed in more than one direction, then the most operationally significant direction should be reported.

When the visibility is fluctuating rapidly and the prevailing visibility cannot be determined, only the lowest visibility should be reported, with no indication of direction.

4. Runway Visual Range (RVR)

At Air Navigation Services Agency Instrumented Runway Visual Range System (RVR) is installed. RVR values are included in METAR when either the horizontal visibility or the runway visual range is observed to be less than 1500 metres.

RVR is reported in increments of 25m up to 400m, 50m between 400 and 800m and 100m to the upper limiting values which is 1500 metres.

5. Cloud height

Cloud height is measured and estimated at Air Navigation Services Agency.

6. Temperature/Dew point temperature
Distant thermometer is connected to Pristina Airport.
Dewpoint temperature is measured at Pristina Airport.
7. QNH
Altimeter setting are given in hPa which equals millibar.
8. Wind shear
Low level wind shear is not measured instrumentally at Pristina Airport. Reports of wind shear from aircraft landing or taking off, or evidence as deduced from other available information can be included in METARs if of long duration. Aural information regarding wind shear are given in the vicinity of Air Navigation Services Agency of short or long duration.

3.5.3.2 **Meteorological Stations**

To be developed

3.5.3.3 **Station Meteorological reports and observations**

To be developed

3.5.4 Types of services

3.5.4.1 Personal briefing and consultation for flight crew members are provided at Air Navigation Services Agency - Meteorological Department.

3.5.4.2 For international flights, the flight documentation comprises a significant weather chart, an upper wind and upper air temperature chart and the latest available aerodrome forecast for the destination and its alternate aerodromes.

3.5.5 Notification required from operators

3.5.5.1 Notification from operators in respect of briefing, consultation, flight documentation and other meteorological information needed by them (ref. ICAO Annex 3, 2.3) is normally required for intercontinental flights of more than 3 500 km. Such notification should be received at least 6 hours before the expected time of departure.

3.5.6 VOLMET service

NIL

3.5.7 Terminal Aerodrome Forecast

3.5.7.1 Long TAF's are issued by the Meteorological Department at Air Navigation Services Agency at a specified time.

3.5.8 SIGMET Service

NIL.

3.5.9 AIRMET Service

NIL.

3.5.10 Aerodrome Warnings

Aerodrome Warnings are issued in regular basis, if one of the following phenomena are expected to occur at the airport:

- Temperature below zero
- Heavy precipitation $\geq 10\text{mm/hr}$
- Freezing precipitation
- Freezing Fog
- Cross wind $\geq 20\text{kt}$
- Wind $\geq 40\text{kt}$
- Thunderstorms
- Volcanic Ash

The Aerodrome Warnings are issued in English and are distributed in accordance with a distribution list agreed upon locally.

GEN 3.6 SEARCH AND RESCUE

3.6.1 Responsible Service

All organs and authorities in Kosovo, corporations and physical persons are obliged to assist, under the supervision of the Ministry of Internal Affairs and according to Kosovo Civil Aviation Law, in search and rescue operations in relation to any aircraft in distress, missing aircraft and aircraft after its emergency landing or accident with a view to save human lives and property, to prevent further damage and to safeguard any evidence essential for the appropriate investigation.

3.6.2 Area of Responsibility

The aeronautical search and rescue in Kosovo shall comply with the standards of Annex 12 to the Convention on International Civil Aviation Organisation (ICAO) and be in conformity with the applicable regional air navigation plan.

3.6.3 Types of service

The provisions of this Section shall also apply in cases of natural disasters or other emergencies requiring aeronautical assistance.

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GEN 4. CHARGES FOR AERODROMES/HELIPORTS AND AIR NAVIGATION SERVICES

4.1 AERODROME/HELIPORT CHARGES

4.1.1. Landing of aircraft

The charges set out are valid at Pristina International Airport "Adem Jashari".

a) International flights:

Charge per ton or part thereof is EUR 5.27. Basis: MTOW

The payment of the landing charge shall entitle the aircraft to:

- a. the use of the airport for departure.
- b. the use of radio at the airport.
- c. access to all available information as to route and weather conditions.

Note. - The landing charges for international flights at Pristina International Airport "Adem Jashari" do not include service charges for technical handling performed by authorized agents.

4.1.1.1 Exemptions and Reductions

1. Exemptions from landing charges:
 - a. Aircraft involved in search and rescue operations activities connected with incidents involving civil aviation.
 - b. Aircraft used for humanitarian assistance in case of natural disaster or state of emergency; and
 - c. Aircraft in distress.

4.1.1.2 Payment of landing charges

| Landing charges are payable within 30 days after the date of the invoice.

4.1.2 Parking of aircraft

EUR 1.80 per ton for 24 hours; first four hours free. Basis: MTOW.

4.1.2.1 Payment of parking charges

Refer to 4.1.1.2.

4.1.3 Lighting charges

Airport lighting is included in the landing charge.

4.1.4 Long-term Storage

None.

4.1.5 Passenger Service Charge

Each passenger departing from Pristina International Airport "Adem Jashari" shall be charged, payable by the carrier, EUR 20.53 for departing passenger 2 years of age or older on international flights. This charge includes:

- a) A EUR 12.53 passenger service charge;
- b) A EUR 6.00 security charge;
- c) A EUR 2.00 safety charge levied for the CAA

4.1.5.1 Exemptions from Passenger service charges:

- a. Children less than 2 years of age;
- b. Members of the airline cabin crew on duty;
- c. Persons involuntarily rerouted by the airline to a destination in Kosovo; or
- d. A direct transit passenger (making a stop 'enroute' at the airport and departing with the same aircraft and same flight number)

4.1.5.2 Payment of passenger service charges

This charge is collected by airline companies that provide commercial flights at the point of sale of air tickets.

4.1.6 Security charges

Security charge is included in the passenger service charge, see 4.1.5. Security charge should be levied on every person departing on a commercial flight from Kosovo, except if such a person falls under any of the the categories mentioned under 4.1.5.1

4.1.7 Noise-related items

N/A

4.1.8 Cargo

To be developed.

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GEN 4.2 AIR NAVIGATION SERVICES CHARGES

4.2.1 Approach control

4.2.1.1 Definition of a flight which is liable to pay the charge

Terminal charges shall be levied for each flight departing from Pristina International Airport.

4.2.1.2 Air Navigation Facility Charges

4.2.1.2.1 Users of Pristina International Airport will be charged for the air navigation services provided by the Air Navigation Services Agency of Kosovo.

4.2.1.2.2 The charges will be collected by the airport operator

4.2.1.2.3 The charges will be assessed in accordance with CAA Regulation no. 3/2016 laying down a common charging scheme for Air Navigation Services.

4.2.1.3 Terminal navigation charge

4.2.1.3.1 Calculation formula

The terminal navigation charge (TNC) shall be calculated in accordance with the following formula:

$$TNC = TSU \times \text{Unit Rate}$$

where TSU is the number of service units corresponding with the provided terminal services.

For a given departing flight, the number of service units in respect of terminal charges, designated TSU, shall be the quotient, obtained by dividing by fifty the Maximum Take-off Weight (MTOW), to the power 0.7. The Maximum Take-off Weight shall be expressed in metric tons.

For the purpose of calculating the charge, the TSU shall be expressed as figure taken to two decimal places.

4.2.1.3.2 Unit rate

The unit rate for terminal charge for 2018 in the Republic of Kosovo is 378 EUR.

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