

GEN 1.2 ENTRY, TRANSIT AND DEPARTURE OF AIRCRAFT**1 National Regulations****1.1 General****1.1.1 Crossing UK Boundaries**

- 1.1.1.1 Aircraft flying from or to places abroad may cross the coastline or the land frontier at any point, subject, however, to the requirements of regulations in force including those contained in the UK AIP ENR 1.1.3, paragraph 7.

1.2 Restrictions on Use

- 1.2.1 All operators are reminded of the need to comply with local flying restrictions, and noise characteristics and noise abatement procedures in respect of jet aircraft at United Kingdom airports, details of which are shown on the relevant pages of the AD Section. Care must be taken to ensure that advance arrangements have been made for the ground handling of the aircraft and that, unless special arrangements have been made with the airport authorities concerned, arrivals are scheduled during the airports normal hours of watch.

1.3 Aerodrome Operating Minima

- 1.3.1 Articles 108 and 109 of the Air Navigation Order 2009 state that public transport aircraft registered in a country other than the United Kingdom, aerial work aircraft and private aircraft, when making a descent to an aerodrome must not descend from a height of 1000 ft or more above the aerodrome to a height of less than 1000 ft above the aerodrome if the relevant runway visual range at the aerodrome is at the time less than the specified minimum for landing.

In addition the aircraft referred to above when making a descent to an aerodrome must not:

- (a) Continue an approach to landing at any aerodrome by flying below the relevant specified decision height; or
- (b) descend below the relevant specified minimum descent height:

Unless, in either case, the specified visual reference for landing is established and maintained from such height.

1.4 Jet Aircraft

- 1.4.1 The Department for Transport's Aviation Environmental Division publishes a Notice giving effect to the night restrictions for jet aircraft to and from London Gatwick, London Heathrow and London Stansted. The Notice is published twice yearly as a supplement to the AIP in accordance with Civil Aviation (Notices) Regulations 1978 (SI 1978/1303). The night restrictions are set on a seasonal basis as the clocks change. They comprise a maximum number of movements which can be made each season with a quota which is related to an aircraft's noise classification on take-off or landing.

1.5 Arrival and Departure of Civil Aircraft on Flights between Great Britain, Republic of Ireland, Northern Ireland, Isle of Man or the Channel Islands

- 1.5.1 The Terrorism Act 2000 came into operation on 19 February 2001, replacing the Prevention of Terrorism Act 1989.
- 1.5.2 The owners or agents of aircraft employed to carry passengers for reward, coming to Great Britain from the Republic of Ireland, Northern Ireland or any of the Islands or going from Great Britain to any other of those places shall not, without the approval of an examining officer, arrange for the aircraft to call at an airport other than a designated airport for the purpose of disembarking or embarking passengers.
- 1.5.3 The captain of an aircraft not employed to carry passengers for reward and coming to Great Britain from the Republic of Ireland, Northern Ireland or any of the Islands or going from Great Britain to any other of those places shall not, without the approval of an examining officer, permit the aircraft to call or leave an airport in Great Britain other than a designated airport.
- 1.5.4 The purpose of these requirements is to enable the police to exercise their powers under the Act to carry out security checks and pilots must comply with the requirements of the examining officer in respect of any examination of the captain, crew or passengers where carried. Arrangements in respect of scheduled flights are well established.
- 1.5.5 If a pilot or an aircraft operator wishes to make a flight to or from a non-designated airport without an intermediate landing at a designated airport, he must seek prior permission from the Chief Officer of Police in whose area the non-designated airport is located. In practice this is usually via the force Special Branch and should be done as far in advance as possible of the flight being made. (Most Police forces require at least 24 hours notice either directly or via the airport operator).
- 1.5.6 The following Acts continue to remain in force: Prevention of Terrorism (Jersey) Law 1996. Terrorism and Crime (Bailiwick of Guernsey) Law, 2002. The Isle of Man Prevention of Terrorism 1990. →
- 1.5.7 Airports now available and designated under the 2000 Act are listed at GEN 1.2, Appendix A.
- 1.5.8 Addresses of Chief Constables are given at GEN 1.2, Appendix B.

1.6 Notification of Civil Helicopter Flights to Northern Ireland

- 1.6.1 Under the present arrangements contained in the Terrorism Act 2000, the Secretary of State for Northern Ireland, requires pilots in command of civil helicopters flying into Northern Ireland to notify the Police Service of Northern Ireland - Belfast 02890-650222 Ext 33607, of the point and time of arrival in Northern Ireland. In addition the usual security arrangements for the destination should be followed.
- 1.6.2 An amendment to the arrival point/time must be advised to Belfast/Aldergrove Radar Control on RTF 120.900 MHz who will advise the Police Service of Northern Ireland for the pilot.

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1.7 Flights between the Isle of Man and Great Britain or Northern Ireland

- 1.7.1 All aircraft carrying from the Isle of Man any goods on which United Kingdom or European Union duties have not been paid must land at one of the airports designated by the Secretary of State for the purposes of customs and excise (hereafter referred to as 'designated airports') designated airports are listed at Appendix C (paragraph 1.9.1 refers).

1.8 Forced Landings

- 1.8.1 If an aircraft while on a flight to which the restrictions as to place of landing set out at GEN 1.2. paragraph 1.11.1 apply, is required under or by virtue of any enactment relating to air navigation, or is compelled by accident, stress of weather or other unavoidable cause, to land at a place other than a designated airport, the commander of that aircraft must as soon as possible report the landing to an officer of the Border Force for customs and excise or immigration purposes or a police constable. The commander must comply with any directions given by a Border Force officer with respect to any passengers, crew or goods on board the aircraft. In all forced landing situations, any action taken by officers of the Border Force will take full account of the health and safety needs of passengers and crew.

1.9 Customs and Excise, Immigration and Health Airports

- 1.9.1 The aerodromes in the United Kingdom which have been designated for the purpose of customs and excise by the Secretary of State for the DfT and as designated ports of entry for the purposes of the Immigration Act 1971 are listed at Appendix C. The appendix also gives information on those aerodromes designated as Sanitary Airports under International Sanitary Regulations.
- 1.9.2 Only designated airports listed in Appendix C which are also ports of entry for immigration purposes may handle unlimited traffic to and from places outside the European Union (EU) (see GEN 1.2 paragraph 1.10.1 for details of EU countries) although certain non-designated aerodromes may handle a limited range of traffic to and from such places subject to the airports being covered by a Certificate of Agreement issued by the Border Force. For detailed arrangements at specific aerodromes contact the aerodrome manager.
- 1.9.3 There are no customs or immigration restrictions on the places of landing and take-off of aircraft on flights to and from other EU countries but see the notification procedures detailed at GEN 1.2, paragraph 1.10.2.
- 1.9.4 Charges are payable for the attendance of Border Force staff, for customs and excise purposes, outside certain authorised hours for any duties other than the acceptance of inward report of the aircraft, and the clearance of passengers and their baggage. Details of such charges are published in HM Revenue and Customs Notice No.112 or they may be obtained from the HMRC's VAT, Excise & Customs helpline. Tel: 0845-010 9000. A charge may also be levied if attendance by Border Force staff for immigration purposes is required; contact the local Border Force Office for further information.
- 1.9.5 For information about the International traffic authorised to be handled by individual aerodromes, and about the hours of attendance and arrangements for immigration clearance contact the aerodrome operator or the relevant Border Force office (see GEN 1.2 Appendix D).

1.10 Flights from/to Countries within the EU

- 1.10.1 As a result of the completion of the European Single Market on 1 January 1993, the customs and excise requirements referred to in GEN 1.2. paragraph 1.1.1, GEN 1.2. paragraphs 1.10.2 and 1.10.3; GEN 1.2. paragraphs 1.11.1; GEN 1.3. paragraph 1.1, 1.2 and 1.3; and GEN 1.4. paragraph 1.1, now vary according to whether or not the place of departure or the destination is within the European Union (EU). For the purposes of these requirements, the Countries of the EU (also known as Member States) are:

Austria	Belgium	Bulgaria	Cyprus	Czech Republic	Denmark	Estonia
Finland	France	Germany	Greece	Hungary	Republic of Ireland	Italy
Latvia	Lithuania	Luxembourg	Malta	Netherlands	Poland	
Portugal (including the Azores and Madeira)			Romania	Slovakia	Slovenia	
Spain (including the Balearic Islands)			Sweden	United Kingdom (including the Isle of Man)		

Note: The Channel Islands and the Canary Islands are regarded as places outside the EU for the purposes of the arrival and departure procedures set out in GEN 1.2. paragraph 1.11.1.

1.10.2 Arrival in the United Kingdom from another EU Country

- 1.10.2.1 Except in the circumstances referred to in GEN 1.2. paragraph 1.11.1, there is no Customs restriction on the places of landing for aircraft arriving in the United Kingdom from another EU Country.
- 1.10.2.2 All aircraft have to report their expected arrival to the Border Force at least 4 hours prior to arrival. Aircraft commanders and operators should report their expected arrival by completing and submitting a General Aviation Report (GAR) form. The GAR can be submitted over the internet using an approved GAR submission portal. Details of approved GAR submission internet portals are available at: <https://www.gov.uk/government/publications/general-aviation-operators-and-pilots-notification-of-flights>. Aircraft commanders and operators are strongly advised to use an approved internet portal to submit the GAR. Internet portals are the most efficient method of submitting a GAR and provide users with a message and unique reference number confirming successful submission of the GAR. Alternatively the GAR can be emailed to NCU@hmrc.gsi.gov.uk. In addition the GAR should also be submitted to a local Border Force Office if local reporting arrangements are in place. The airfield operator will be able to inform you if this is necessary. If a GAR is submitted to a local Border Force office it must also be emailed to NCU@hmrc.gsi.gov.uk or submitted via an approved GAR internet portal. The title of the email should be titled: 'GAR, airfield registration, name of airfield, postcode of airfield (if known)'. The GAR form and instructions are available at: <https://www.gov.uk/government/publications/general-aviation-operators-and-pilots-notification-of-flights>

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- 1.10.2.2.1 The GAR can either be supplied by the aircraft commander or the operator of the aerodrome at which the aircraft is due to land.
- 1.10.2.3 There is no need for the aircraft commander to bring the aircraft to the examination station unless requested to do so by a Border Force Officer. If the aircraft has stores on board, they must be declared to the Border Force in accordance with the procedure in operation at the airport concerned (generally using Form C209).
- 1.10.2.4 Liability of Aircraft to Customs Duty and VAT
- (a) Duty: There is no customs duty on EU registered civil aircraft entering the United Kingdom from another EU country. For other civil aircraft see GEN 1.2. paragraph 1.11.1.3.2.
 - (b) VAT: For aircraft liable to VAT, there are no formalities provided that VAT on the aircraft has been accounted for in one of the EU member states.
- 1.10.3 **Departure from the United Kingdom to another EU Country**
- 1.10.3.1 With the exception of the stopover flights referred to in GEN 1.2. paragraph 1.11.1.3.3, there is no Border Force restriction, for the purpose of customs and excise, on the places of take-off for flights to other EU Countries, nor is there any need for details of the flight to be notified to Border Force. However, if the aircraft is carrying stores, these together with a copy of the stores list on form C208 must be made available for Border Force examination if required for customs and excise purposes.
- 1.11 Flights from/to Countries Outside the EU**
- 1.11.1 Arrival in the United Kingdom from outside the EU**
- 1.11.1.1 Place of arrival. Unless special permission has been obtained from the Border Force for both customs and excise and immigration purposes, the commander of an aircraft entering the United Kingdom from a place outside the EU may not land at any place other than one of the airports listed at Appendix C which is approved for both customs and excise and immigration purposes unless the airport is covered by a Certificate of Agreement issued by the Border Force. Non-scheduled flights need to give advance notice by completing the General Aviation report (GAR) with the timeframes specified on the report.
- 1.11.1.1.1 All aircraft have to report their expected arrival to the Border Force at least 24 hours (12 hours if arriving from the Channel Islands) prior to arrival. Aircraft commanders and operators should report their expected arrival by completing and submitting a General Aviation Report (GAR) form. The GAR can be submitted over the internet using an approved GAR submission portal. Details of approved GAR submission internet portals are available at: <https://www.gov.uk/government/publications/general-aviation-operators-and-pilots-notification-of-flights>
Aircraft commanders and operators are strongly advised to use an approved internet portal to submit the GAR. Internet portals are the most efficient method of submitting a GAR and provide users with a message and unique reference number confirming successful submission of the GAR. Alternatively the GAR can be emailed to NCU@hmrc.gsi.gov.uk. In addition the GAR should also be submitted to a local Border Force Office if local reporting arrangements are in place. The airfield operator will be able to inform you if this is necessary. If a GAR is submitted to a local Border Force office it must also be emailed to NCU@hmrc.gsi.gov.uk or submitted via an approved GAR internet portal. The title of the email should be titled: 'GAR, *airfield registration, name of airfield, postcode of airfield (if known)*'.
The GAR form and instructions are available at: <https://www.gov.uk/government/publications/general-aviation-operators-and-pilots-notification-of-flights>
- 1.11.1.2 Timely requests for the special permission referred to should be made by or on behalf of the commander of an aircraft through the operator of the aerodrome to the appropriate local offices of the Border Force for customs and excise and immigration services. It should be noted that the grant of such permission in no way affects the need for compliance with the relevant Article of the Air Navigation Order which requires particular aircraft to use a licensed aerodrome when engaged in the public transport of passengers.
- 1.11.1.3 When an aircraft lands at a designated airport the aircraft commander must bring it to the examination station and report its arrival to the Border Force for customs and excise purposes. The Border Force office for the airport of arrival should be contacted for advice on the procedure for making report there concerning customs and excise matters (including any documentary requirements), as such procedures may vary depending on local circumstances.
- 1.11.1.3.1 If the aircraft has stores on board, they must be declared to the Border Force in accordance with the procedure in operation at the airport concerned (generally using Form C209).
- 1.11.1.3.2 Liability of Aircraft to Customs Duty and VAT
- (a) Duty: Civil aircraft are eligible for relief of customs duty on importation into the EU under the end-use arrangements if imported by persons established in the customs territory of the Community (see HM Revenue and Customs Notice 770);
 - (b) VAT: Aircraft are liable to VAT at the standard rate.
 - (c) Relief from customs duty and import VAT may be available on civil aircraft registered outside the EU (or if it is not registered, where it is owned by a person resident outside the EU) where it is temporarily imported into the EU for private or commercial transport use, (see HM Revenue and Customs Notice 308 Temporary Admission – temporarily importing non EU Means of Transport). Relief under Temporary Admission is subject to certain conditions, these include that the importer:
 - (i) is a non-EU resident; and
 - (ii) intends to re-export the aircraft after use (the maximum period of relief for private use is 6 months, relief for commercial use for transport which begins or ends outside the EC is available for the time it takes for the carriage, picking up and setting down of passengers, loading and unloading goods, subject to a maximum of 24 months).
 - (iii) Relief for EU residents is available in limited circumstances and subject to more restricted periods of use.

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- 1.11.1.3.3 The provisions of this paragraph apply both to aircraft which have entered the United Kingdom direct from a non-EU Country and to those which have made a stopover at an airport in another EU Country.
- 1.11.1.4 **Departure from the United Kingdom for a destination outside the EU**
- 1.11.1.4.1 Unless special permission has been obtained from the Border Force, the commander of an aircraft may not depart from the United Kingdom to any place or area outside the EU except from a designated airport. Timely requests for the special permission referred to should be made by or on behalf of the commander of an aircraft through the operator of the aerodrome to the appropriate Border Force local office. (Note: Special permission is not required for outward non-scheduled flights for non-EU destinations from Certificate of Agreement airports, just prior notification using the General Aviation Report (GAR)).
- 1.11.1.4.1.1 All aircraft have to report their expected departure to the Border Force at least 24 hours (12 hours if flying to the Channel Islands) prior to departure. Aircraft commanders and operators should report their expected arrival by completing and submitting a General Aviation Report (GAR) form. The GAR can be submitted over the internet using an approved GAR submission portal. Details of approved GAR submission internet portals are available at: <https://www.gov.uk/government/publications/general-aviation-operators-and-pilots-notification-of-flights>
Aircraft commanders and operators are strongly advised to use an approved internet portal to submit the GAR. Internet portals are the most efficient method of submitting a GAR and provide users with a message and unique reference number confirming successful submission of the GAR. Alternatively the GAR can be emailed to NCU@hmrc.gsi.gov.uk. In addition the GAR should also be submitted to a local Border Force Office if local reporting arrangements are in place. The airfield operator will be able to inform you if this is necessary. If a GAR is submitted to a local Border Force office it must also be emailed to NCU@hmrc.gsi.gov.uk or submitted via an approved GAR internet portal. The title of the email should be titled: '*GAR, airfield registration, name of airfield, postcode of airfield (if known)*'.
The GAR form and instructions are available at: <https://www.gov.uk/government/publications/general-aviation-operators-and-pilots-notification-of-flights>
- 1.11.1.4.2 It should be noted that the grant of such permission in no way affects the need for compliance with the relevant Article of the Air Navigation Order which requires particular aircraft to use a licensed aerodrome when engaged in the public transport of passengers.
- 1.11.1.4.3 Any stores on board or loaded onto an aircraft, together with the stores list on form C208 must be made available for Border Force examination if required for customs and excise purposes. The Border Force will advise details of any other documentary requirements, relating to customs and excise matters, which may vary from place to place depending on local circumstances.
- 1.11.1.4.4 The provisions of this paragraph apply both to direct flights to non-EU destinations and to those where the aircraft makes a stopover at an airport in another EU country.

GEN 1.2 ENTRY, TRANSIT AND DEPARTURE OF AIRCRAFT (continued)**2 Scheduled Flights****2.1 Flights to and from the United Kingdom - Scheduled Flights - Commercial****2.1.1** Flights to/from countries within the European Economic Area (EEA)

2.1.1.1 Under EC Regulation 2408/92 on Market Access carriers registered in a European Economic Area country may operate freely between those countries including cabotage. Permission is not required from the United Kingdom Department for Transport (DfT) for EEA airlines to operate on such routes which are available to them under EC Regulation 2408/92.

2.1.2 The European Economic Area consists of the following countries:

Austria	Belgium	Bulgaria†	Cyprus	Czech Republic	Denmark	Estonia
Finland	France	Germany	Greece	Hungary	Iceland	Republic of Ireland
Italy	Latvia	Lichtenstein	Lithuania	Luxembourg	Malta	Netherlands
Norway	Poland	Portugal	Romania	Slovakia	Slovenia	Spain
Sweden	Switzerland	United Kingdom				

† Bulgaria is currently partially excluded from the internal aviation market. Bulgarian operators may therefore be required to apply to DfT for specific permissions.

Note: The Market Access Regulations do not include the Channel Islands and the Isle of Man. Scheduled services to these destinations currently require DfT operating permits.

2.1.3 Airlines are, however, required to fulfil the following:

- (a) Confirmation to be made to the DfT whether dangerous goods, weapons or munitions of war are to be carried. If it is proposed to carry forbidden goods, as defined in ICAO Technical Instructions for the Safe Transport of Dangerous Goods by Air (Doc. 9284-AN/905), confirmation should be provided by the airline that an 'exemption' has been issued by the UK CAA. (The term 'Dangerous Goods' has the meaning assigned to it by the Air Navigation (Dangerous Goods) Regulation 2002). For more details contact: Dangerous Goods Office, CAA, Aviation House, Gatwick Airport, West Sussex RH6 0YR. Tel: 01293-573800, Fax: 01293-573991, Telex: 878753 CAA SRG, e-mail dgo@srg.caa.co.uk);
- (b) Air Travel Organisers Licence (ATOL), as set out at GEN 1.2. paragraph 3.7.

2.2 Flights to/from Countries Outside the European Economic Area (including services involving the Channel Islands, Isle of Man, Gibraltar and UK Overseas Territories)

2.2.1 DfT Operating permits for scheduled services are required under Article 138 of the Air Navigation Order 2005, Article 77 of the Air Navigation Order 1972 (for flights to Jersey), Article 77 of the Air Navigation Order 1976 (for flights to the Isle of Man), Article 80 of the Air Navigation Order 1980 (for flights to Guernsey) and Article 135 of the Air Navigation (Overseas Territories) Order 2007 and will be issued in accordance with the traffic rights available under the UK's bilateral air services agreements with the carrier's State. Permits are normally granted on a seasonal basis.

2.2.2 Designation

2.2.2.1 Formal designation of the carrier to operate agreed routes under the relevant bilateral Air Services Agreement will be required. If the airline is not already designated, DfT will require confirmation by the airline's aeronautical authority that it is prepared to designate the airline under the relevant air services agreement before permission will be granted.

2.2.3 Operators wishing to apply for the permission required must also provide the following information to DfT:

- (a) Schedule, including start date, of the proposed service;
- (b) Type of aircraft to be used;
- (c) In some case airlines may be required to file tariffs for passenger services with the Fares Section, Civil Aviation Authority, 45 - 59 Kingsway, London WC2B 5TE (Tel: 020-7453 6233, Fax: 020-7453 6236, e-mail: fares@caaerg.co.uk).

2.2.4 Documentary Requirements

- (a) Certificate of Competency and/or Air Operators Certificate and an Operating Licence issued by the aeronautical authority of the airline's country of registration;
- (b) Certificate of Airworthiness and Certificate of Registration issued by the aeronautical authority of the country of registration for all aircraft to be used on services to the UK;
- (c) Certificate of liability insurance for passengers and third party risks in respect of each aircraft to be used on services to the UK. For cargo flights, certificate of third party liability. The level of insurance must meet the minimum levels of insurance for passenger and third party liability set out in Articles 6 and 7 of EC Regulation 785/2004;
- (d) Dangerous Goods confirmation as set out in paragraph 2.1.3 (a);
- (e) Air Travel Organisers Licence (ATOL) as set out at GEN 1.2. paragraph 3.7 (not for cargo services);
- (f) A statement that flight crews' Non-Precision and Category 1 Aerodrome Operating Minima comply with Article 48(3) of the Air Navigation Order 2005;

Note: The notified method for calculating UK minima is set out in the UK AIP Aerodrome (AD Volume 1);

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- (g) Statement that the aircraft operator is aware of the UK Approach Ban requirements set out in Article 48(6) of the Air Navigation Order 2005, and that flight crews will be issued with written instructions with regard to Article 48(6) prior to operating the flights into the UK;

Note: Statements about Aerodrome Minima and Approach Ban are to be made to the DfT but any enquiries should be made to the Flight Operations Policy Dept, Civil Aviation Authority, Aviation House, London Gatwick Airport, West Sussex RH6 0YR. Tel: 01293-573414, Fax: 01293-573991, Telex: 878753;

- (h) Noise certificate of aircraft to be used (all aircraft must be Chapter 3 compliant);
- (i) Confirmation that Airborne Collision Avoidance System (ACAS II or TCAS Version 7) is fitted (if not, provide exemption statement by the airline's aeronautical authority).

2.2.5 Leased Aircraft

- 2.2.5.1 DfT will also require the above documents in regard to any foreign registered aircraft leased from another carrier which the applicant carrier proposes to use to the UK and additionally the following information:

- (a) Confirmation that the lease has been approved by the lessee's aeronautical authorities;
- (b) confirmation of which airline's operations and flight manuals will be used;
- (c) contact details of the lessor airline (name, address, telephone, fax, telex, e-mail);
- (d) copy of the lease agreement;

Note: Documents should be provided in the English language. If they are submitted in a foreign language, DfT may request an English translation to be provided.

2.3 Applications

- 2.3.1 Applications to be submitted at least two months prior the start of the operating season in question, or start date proposed for new services, to: DfT, International Aviation & Safety Division, First Floor, Great Minster House, 76 Marsham Street, London SW1P 4DR as follows:

Fax: 020-7944 2194, e-mail: airlineoperatingpermits@dft.gsi.gov.uk

For operators of aircraft registered in the CIS, Asia, Far East, Australasia, Central, North and South America, including the Caribbean

- IASD1: Tel: 020-7944-5804, 020-7944 5848; 020-7944-5849, 020-7944-5807;

For operators of aircraft registered in Africa, Middle East and Europe (including Baltic States, but excluding CIS)

- IASD2: Tel: 020-7944-5847, 020-7944-5806, 020-7944-5812;

Note: Applications for seasonal permits will be considered only during normal office hours. Operating permits will be refused to any airlines, type or specific aircraft or aircraft registered in States where evidence suggests do not comply with international safety standards, including those banned within the European Union. The list of which can be found at http://ec.europa.eu/transport/air-ban/list_en.htm

2.4 Overflight and Non Traffic Stops

- 2.4.1 Prior permission is not required for scheduled flights by aircraft registered in countries that are parties to the International Air Services Transit Agreement (IATA) or where the relevant UK bilateral Air Services Agreement allows overflying the UK or making stops for non-traffic purposes. Prior permission is, however, required for such flights by aircraft registered in countries that are not party to IATA or where the relevant bilateral Air Services Agreement does not provide for either first and second freedom rights and should be sought in accordance with the procedure set out in paragraph 2.2.

GEN 1.2 ENTRY, TRANSIT AND DEPARTURE OF AIRCRAFT (continued)**3 Non-Scheduled Commercial Flights****3.1 Procedures****3.1.1 Overflying and Technical Stops**

- 3.1.1.1 Prior permission is not required for non-scheduled flights by aircraft registered in countries which are parties to the Chicago Convention (Contracting States) overflying the United Kingdom or making stops for non-traffic purposes. Prior permission is, however, required for such flights by aircraft registered in countries which are not parties to the Chicago Convention and should be sought in accordance with the procedure set out in paragraph 3.8.

3.2 Traffic Stops

- 3.2.1 Civil aircraft registered in Chicago Contracting States operating flights for valuable consideration, may not take on board or discharge passengers or goods in the United Kingdom, except with the prior permission of the Secretary of State for Transport (DfT), granted under Article 138 of the Air Navigation Order 2005, to the operator or charterer of the aircraft or to the Government of the country in which the aircraft is registered. Applications for such permission should be made in accordance with the procedures set out in paragraphs 3.8 to 3.12 as appropriate.

- 3.2.2 Flights to/from countries within the European Economic Area (EEA)

- 3.2.2.1 Under EC Regulation 2408/92 on Market Access carriers registered in a European Economic Area (EEA) country may operate freely between those countries including cabotage. Permission is not required from the DfT for EEA airlines to operate on such routes which are available to them under EC Regulation 2408/92.

- 3.2.3 The European Economic Area consists of the following countries:

Austria	Belgium	Bulgaria†	Cyprus	Czech Republic	Denmark	Estonia
Finland	France	Germany	Greece	Hungary	Iceland	Republic of Ireland.
Italy	Latvia	Lichtenstein	Lithuania	Luxembourg	Malta	Netherlands
Norway	Poland	Portugal	Romania	Slovakia	Slovenia	Spain
Sweden	Switzerland	United Kingdom				

† Bulgaria is currently partially excluded from the internal aviation market. Bulgarian operators may therefore be required to apply to DfT for specific permissions.

Note: The Channel Islands, Isle of Man and Gibraltar are currently outside the scope of the market access regulation.

3.3 Charter Services Operated in Place of a Scheduled Service

- 3.3.1 A charter flight operated in place of a scheduled service and which does not comply with the terms of the operating permit originally issued becomes a non-scheduled flight. The United Kingdom does not recognise the concept of 'blocked-off' scheduled flight, which this sort of flight is sometimes termed, and the prior permission from the DfT must be obtained in accordance with the procedures set out in paragraphs 3.8 to 3.12 as appropriate, before such a flight is operated.

3.4 Cabotage

- 3.4.1 Other than flights under EC Regulation 2408/92 on Market Access, the DfT is prepared to consider applications only in accordance with its procedures for processing applications by foreign airlines wishing to operate fifth freedom charter flights to/from the UK (there are separate procedures for cargo and passenger flights). A copy of the procedures, which apply 'no-objections' and reciprocity of treatment by other governments towards similar flights by UK airlines, can be obtained from the DfT geographical desks given at paragraph 3.14 or at http://www.dft.gov.uk/stellent/groups/dft_control/documents/contentservertemplate/dft_index.hcst?n=14338&l=2. The procedures cover such applications for flights between one place in the United Kingdom and another place in either the United Kingdom or in a United Kingdom Overseas Territory or Associated State.

3.5 Fifth and Seventh Freedom Flights

- 3.5.1 The DfT is prepared to consider applications **only** in accordance with its procedures for processing applications by foreign airlines wishing to operate fifth freedom charter flights to/from the UK. A copy of the procedures, which apply 'no-objections' from UK airlines and reciprocity of treatment by other governments towards similar flights by UK airlines, can be obtained from the DfT geographical desks given at paragraph 3.14 or at http://www.dft.gov.uk/stellent/groups/dft_control/documents/contentservertemplate/dft_index.hcst?n=14338&l=2.

- 3.5.2 The DfT's 'no-objections' procedures do not apply to the following flights:

- (a) Flights by EEA carriers under EC Regulation 2408/92 on Market Access;
- (b) flights that are permitted under the 1956 Multilateral Agreement on Commercial Rights of Non-Scheduled Air Services in Europe; and
- (c) flights to which EC Council Directive 92/50 relating to the co-ordination of procedures for the award of public services contract applies.

3.6 1956 Multilateral Agreement on Commercial Rights of Non-Scheduled Air Services in Europe

- 3.6.1 The United Kingdom is a party to the Multilateral Agreement. To give effect to the provisions of this Agreement, permits covering the exercise of traffic rights in the United Kingdom for the categories of flight listed in paragraph 3.6.3 (a) to (e), have been issued to the Governments of the other States which have ratified, or adhered to, the Agreement. Prior permission for each flight

GEN 1.2 ENTRY, TRANSIT AND DEPARTURE OF AIRCRAFT (continued)

operated under such permits is not necessary but should be notified, in advance, to the DfT (Fax: 020-7944 2194, e-mail: airlineoperatingpermits@dft.gsi.gov.uk), giving details as shown in paragraph 3.8.4.

3.6.2 The countries signatory to the 1956 Multilateral Agreement are:

Austria	Belgium	Croatia	Denmark	Estonia	Finland	France
Germany	Hungary	Iceland	Republic of Ireland	Luxembourg	Macedonia	Moldova
Netherlands	Norway	Portugal	Spain	Sweden	Switzerland	Turkey
United Kingdom						

3.6.3 Categories of flight:

- (a) All-Cargo charters;
- (b) flights for the purpose of meeting humanitarian or emergency needs;
- (c) taxi class passenger flights of occasional character on request, provided that the aircraft does not have a seating capacity of more than ten passengers and provided that the destination is chosen by the hirer or hirers and no part of the capacity of the flight is resold to the public;
- (d) flights on which the entire space is hired by a single person (individual, firm, corporation or institution) for the carriage of his or its staff or merchandise, provided that no part of such space is resold;
- (e) single flights, no operator or group of operators being entitled under this sub-paragraph to more than one flight per month between the same two traffic centres for all aircraft available to him.

3.6.4 Operators should note that although non-scheduled flights can be operated under the terms of the Multilateral Agreement as indicated above, they will nevertheless need to comply not only with the UK regulations for that category of traffic but also with the regulations of the country at the other end of the route.

3.6.5 The following details in respect of each flight operated in accordance with paragraph 3.6.3, but excluding taxi class flights as in paragraph 3.6.3 (c), for which no notification is required must be furnished to the DfT not less than two full working days before the operation:

- (a) Name of airline;
- (b) type of aircraft, nationality and registration marks;
- (c) date(s) and programmes of flight(s);
- (d) nature of flight, eg cargo, sole-use charter, etc;
- (e) name, address and business of charterer, the number of passengers and/or the nature and amount of cargo to be taken on or put down;
- (f) when applicable, the Air Travel Organiser's Licence Number for passenger charters. See paragraph 3.7.

3.7 Air Travel Organisers' Licences (ATOL)

3.7.1 Any person who makes available in the United Kingdom, or holds themselves out in the United Kingdom as a person who may make available, accommodation for carriage of persons on an aircraft is required, under the provisions of the Civil Aviation (Air Travel Organisers' Licensing) Regulations 1995 (SI 1995/1054) to hold an appropriate Air Travel Organiser's Licence, issued by the United Kingdom Civil Aviation Authority (CAA) authorising him to do so, unless:

- (a) He will be the operator or reasonably believes that he will be the operator of the relevant aircraft when the flight is made;
- (b) he is acting as agent on behalf and with the authority of a disclosed identified ATOL holder;
- (c) he is a person who is exempted by the CAA from the need to hold an ATOL;
- (d) before accepting any payment he supplies a valid ticket for travel in respect of any flight accommodation which he makes available.

3.7.2 Details of the conditions of, and forms of application for Air Travel Organisers' Licences may be obtained from the ATOL Section, Civil Aviation Authority, Room K3, CAA House, 45-59 Kingsway, London, WC2B 6TE.

3.8 Other Charter Flights

3.8.1 General Procedures (types of charter).

3.8.2 Prior permission is required for all types of flights other than:

- (a) Private flights;
- (b) flights as listed in paragraph 3.1.1 (ie overflying/technical stops);
- (c) flights in Europe as listed in paragraph 3.2.2.1;
- (d) third and fourth freedom passenger and cargo charters by US 'charter designated' carriers who need to file in advance details of flights or flight programmes only, accompanied where necessary by passenger lists, etc.

GEN 1.2 ENTRY, TRANSIT AND DEPARTURE OF AIRCRAFT (continued)

3.8.3 Operators should make applications for permits, where required, or filings in the case of US designated carriers, to the DfT on the geographical desk basis detailed in paragraph 14. Operators should give as much notice of the proposed flights as possible and, except in cases of genuine urgency (see paragraph 3.8.4 Note 1) at least two full working days before the arrival in, or departure from, the United Kingdom. Applications for fifth or seventh freedom or cabotage flights must be made in accordance with the timescales in the DfT's procedures for processing applications by foreign airlines wishing to operate fifth freedom charter flights to/from the UK. It is recommended that requests for permission are made on the application forms available at http://www.dft.gov.uk/stellent/groups/dft_aviation/documents/page/dft_aviation_040026.hcsp.

3.8.4 All applications for permission must include the following details:

- (a) Name of airline and address to which permit should be sent;
- (b) type of aircraft, nationality or registration marks;
- (c) date and programme of flights;
- (d) place of embarkation or disembarkation abroad, as the case may be, of passengers and/or cargo;
- (e) nature of flight eg cargo, inclusive tour, sole-use charter etc (see conditions set out in paragraphs 3.8.5 to 3.8.9);
- (f) name, address and business of charterer, the number of passengers and/or the nature and amount of cargo to be taken on or put down;
- (g) when applicable, the Air Travel Organiser's Licence Number.

Note 1: The reason for the urgency **must** be stated in any application submitted at less than the specified period of notice. Outside normal office hours (0900 to 1730 local, Monday to Friday), applications should be made to the DfT Duty Office either by fax or e-mail (Fax: 020-7944-5369, e-mail: duty.officers@dft.gsi.gov.uk). Tel: 020-7944 5999. All messages must contain all of the information about the flight set out at (a) to (g) above.

Note 2: In considering applications for permission to operate non-scheduled flights to and/or from the United Kingdom, the DfT will take into account the conditions imposed by foreign States on similar flights by United Kingdom operators.

3.8.5 Special Event Charters

3.8.5.1 A special event charter flight is a flight for the carriage of persons all of whom have a bona fide intention of participating in a special event of a sporting, religious, cultural, or other nature who have, before their outward journey, been provided with a ticket for a round-trip entitling them to be carried on both their outward and return journeys by air.

Note: The DfT will only consider applications for permission to operate fifth or seventh freedom special event charters in accordance with its procedures for processing applications by foreign airlines wishing to operate fifth freedom charter flights to or from the UK. Applications should include the details set out in paragraph 3.8.4, together with full details of the special event in question and of arrangements for surface transport between the event and the airport. The operator will normally be required to certify that each passenger has a bona fide intention of attending the event - eg has a valid ticket to the event.

3.8.6 Sole-use (Single Entity) Charters

3.8.6.1 A sole-use charter flight is a flight solely for the carriage of cargo or passengers with or without their baggage, or both cargo and passengers, in consequence of a person's exclusive right to use the carrying capacity of the aircraft, being:

- (a) Cargo - all of which is consigned by that person and none of which is carried in pursuance of an agreement between that person and any other person made otherwise than as a term of the sale of the cargo (see also paragraph 3.9.5 for cargo only charter flights);
- (b) passengers - none of whom are carried for a separate fare: for the purposes of this provision:
 - (i) any reward wholly or partly in respect of or in connection with the carriage of a passenger (other than remuneration passing from the operator of the aircraft to a member of the crew thereof) shall be deemed to be a fare, irrespective of the person by or to whom it has been given: provided that reward for exclusive right to use the passenger capacity of the aircraft shall not be a fare; and
 - (ii) a fare shall be deemed to be separate although it is for several journeys, or for a journey by a group of passengers who are fewer in number than the number of seats occupied on the flight.

3.8.6.2 Applications for permission, or filings in the case of US charter designated carriers, to operate sole-use charter flights should be made as set out in paragraph 3.8.4 and must be submitted together with statements by both the operator and the charterer that the conditions set out above will be complied with.

3.8.7 Cargo Charters

3.8.7.1 Applications for permission to operate cargo charter flights should be made to the geographical desk at DfT detailed at paragraph 3.14, by country of registration of the aircraft involved. Filings by US charter designated carriers should be made to the address given at paragraph 3.14. The attention of operators is drawn to GEN 1.4, paragraph 1.2 and GEN 1.4 paragraphs 3.1 and 3.2.

3.8.7.2 Applications must contain confirmation whether dangerous goods, weapons or munitions of war are to be carried, if it is proposed to carry forbidden goods, as defined in ICAO Technical Instructions for the Safe Transport of Dangerous Goods by Air (Doc 9284-AN/905), confirmation should be provided by the airline that an 'exemption' has been issued by the UK CAA (The term 'Dangerous Goods' has the meaning assigned to it by the Air Navigation (Dangerous Goods) Regulations 2002). For more details contact: Dangerous Goods Office, CAA, Aviation House, Gatwick Airport, West Sussex RH6 0YR. (Tel: 01293-573800 Fax: 01293-573991, Telex: 878753 CAASRG, e-mail: dgo@srg.caa.co.uk).

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- 3.8.7.3 Airlines are reminded that applications for fifth or seventh freedom cargo charters must be made in accordance with DfT procedures for such flights. These are available from the DfT geographical desks and at http://www.dft.gov.uk/stellent/groups/dft_control/documents/contentservertemplate/dft_index.hcst?n=14338&l=2.

3.9 Inclusive Tour Charters

- 3.9.1 Inclusive Tour Charter Services - Other Routes.

- 3.9.1.1 Operators of aircraft registered in a Chicago Convention Contracting State, wishing to apply to the DfT for the permission required under Article 138 of the Air Navigation Order 2005, to operate inclusive tour charter services to/from the United Kingdom, are reminded that their applications must give the following information for each series of flights:

- (a) full name and address of operator;
- (b) nationality, registration marks of aircraft, and capacity to be provided during the whole period (on round trip basis) and showing, where there is more than one tour organiser, the number of seats allocated to each organiser;
- (c) programme of operations, including the itinerary of the aircraft;
- (d) name(s) and address(es) of the travel agency(ies) or tour organiser(s) and, where applicable, the number of the Air Travel Organiser's Licence (see paragraph 3.10.1.3 Note 1);
- (e) details of the conditions under which the inclusive tour is organised:
 - (i) minimum price payable by a passenger for the inclusive tour (see paragraph 3.10.1.3 Note 3);
 - (ii) complete routeing of the inclusive tour;
 - (iii) duration of inclusive tour (including stay at hotel).

- 3.9.1.2 Applications should be sent to the DfT geographical desk detailed in paragraph 3.14. Separate applications are required for flights to Jersey, Guernsey and the Isle of Man. In addition to operational requirements as set out in other parts of the United Kingdom AIP, operators must ensure that all documentary requirements specified in GEN 1.2.paragraph 3.15 are complied with.

Note: Applications will not be considered without all the above information.

- 3.10 In accordance with the recommendations of the European Civil Aviation Conference (ECAC), DfT requires application for seasonal inclusive tour charter flights to be made by the following dates:

- (a) For flights between 1 April and 31 October, by 15 January;
- (b) for flights between 1 November and 31 March, by 1 September.

- 3.10.1 These time limits shall not, however, apply to single flights or series of flights for which information is not available by the dates specified. In these cases DfT will require a minimum of two full working days notice for single flights and five full working days for series of flights. Any alterations in the condition of operational programmes already approved must be submitted for approval at the earliest possible date.

- 3.10.2 DfT will only consider applications from airlines of the country of origin or destination of the inclusive tour traffic by air, where the air portion of the holiday includes a single terminal point outside the United Kingdom. In the case of a 2-centre or circular tour holiday originating in or including a stop in the United Kingdom, the Department is prepared to consider applications from operators belonging to any of the Countries which appear in the proposed routeing of the tour, provided that the aircraft will be making a stopover (and not merely a fuelling or other technical stop) at the point or points in the territory of the country to which the operator belongs.

- 3.10.3 The attention of operators of foreign registered aircraft is drawn to the fact that permits issued to them by DfT for inclusive tour charter flights originating in the United Kingdom will contain the following conditions:

By means of the advertising, publicity or booking arrangements to an inclusive tour charter flight or flights to be performed under this permit, passengers shall be informed before entering into the contract of carriage:

- (a) That the holder of this permit is intended to be the operator of the aircraft performing the flight(s);
- (b) of the type of aircraft which the operator intends to use for the purpose of performing the flight(s); and
- (c) of the airport of destination at which it is intended to set down passengers.

Note 1: Permits will only authorise the carriage of passengers paying an inclusive charge for air transport, surface transport, hotel accommodation and/or facilities in connection with a special event, booked by the tour organisers named in the application for it. It is therefore important that any travel agent(s) associated with the charterer of the aircraft should be named in the application.

Note 2: The information given should include a summary of the facilities (other than air transport) between the places named in paragraph 3.9.1.1(c) which are to be provided for the passenger, eg transport from..... to..... by..... accommodation at..... for..... period, and indicate the nature of the tour, eg single or 2-centre holiday, coach tour, etc. The DfT may request a copy of the relevant tour brochures.

Note 3: Charges for inclusive tour charters must comply with regulations prescribed from time to time by the United Kingdom Government.

GEN 1.2 ENTRY, TRANSIT AND DEPARTURE OF AIRCRAFT (continued)**3.11 Substitute Charters (Sub-service or Sub-charter Flights)**

- 3.11.1 A substitute charter flight is a flight operated by one operator pursuant to an agreement between that operator and another operator on whose behalf the flight is to be operated, when that other operator holds a licence or permit for the flight.
- 3.11.2 When the operator of an aircraft registered in any foreign country wishes to exercise traffic rights in the United Kingdom with that aircraft on a substitute flight for another operator (whether that other operator is an operator of a United Kingdom registered aircraft or is the operator of a foreign registered aircraft) prior permission must be obtained from the DfT even though the original operator holds a licence or permit for that flight. Applications for such permission should be submitted by the operator who is to perform the flight, giving reasons for the substitution.
- 3.11.3 In the case of a substitute flight for other flights described in paragraphs 3.8.5 to 3.8.9 or 3.8.12, the application should be made as set out in paragraphs 3.8 or 3.12 as appropriate; it must include confirmation that the relevant conditions will be complied with, and state the serial number of the licence or permit granted to the operator on whose behalf the flight is to be operated.

Note 1: In these paragraphs 'licence' means an air service licence granted by the UK CAA to the operator of a United Kingdom registered aircraft.

Note 2: In these paragraphs 'permit' means a permit for a flight issued by the DfT to the operator of an aircraft registered in a foreign country.

3.12 Permits

- 3.12.1 When a flight has been approved as required by the DfT, a permit will be granted to the operator of the aircraft (see paragraphs 3.8 to 3.11). The airport concerned will be sent a copy of the permit by DfT. For passenger flights, Her Majesty's Customs and Revenue will be notified for the purposes of Passenger Duty. Operators are responsible for making their own arrangements with the airport concerned for the reception and handling of the aircraft and should, if necessary, quote the DfT permit number when making these arrangements. Any changes in:
- (a) The date of operation of the flight into or from the United Kingdom;
 - (b) the nationality or type of the aircraft to be used;
 - (c) the route of the flight; or
 - (d) the charterer or the nature and weight of goods to be taken on board or discharged from the aircraft in the United Kingdom, must be notified by the operator to the DfT and a variation of the permit obtained before the flight may be operated into or from the United Kingdom. Failure to so notify the DfT may result in the permit for the flight being invalid. Any changes to the times of arrival at or departure from United Kingdom airports for fifth or seventh freedom operations must be notified to the DfT and may require a new application to be made in accordance with DfT's fifth freedom procedures.

3.13 Aerial Photography, Aerial Survey and any form of Aerial Work and Application

- 3.13.1 Operators of aircraft registered in any foreign country wishing to engage in aerial photography or aerial survey flights in the United Kingdom, whether or not hire or reward is given or for the purpose of any other form of aerial work for hire or reward, are required under the provisions of Article 140 of the Air Navigation Order 2005 to obtain a permit from DfT. For this purpose they must submit their application to DfT at least **20 full working days** in advance of the proposed operation giving the following information:
- (a) Name and address of operator;
 - (b) type, nationality and registration mark(s) of aircraft to be used;
 - (c) details of the employer of the crew and photographer (for aerial survey and photography);
 - (d) complete details of proposed operations, including dates, location, height to be flown, etc;
 - (e) documentary requirements:
 - (i) copy of a valid certificate of airworthiness (copy of annual maintenance log book entries as well, if the certificate of airworthiness is not time limited);
 - (ii) copy of the certificate of registration;
 - (iii) copy of the Trust documents if the registered owner is a Trustee;
 - (iv) copy of valid certificate of insurance; and
 - (v) radio station licence.

Note 1: If the aircraft has been modified for the type of aerial work to be carried out, details of the modifications together with a copy of the approval of the modifications from the aeronautical authority of the state of registry will be required;

Note 2: all documents should be provided in the English language. If they are submitted in a foreign language DfT may request an English translation to be provided;

Note 3: DfT will consider all applications subject only to receiving advice from the UK CAA.

- 3.13.2 Additionally, operators wishing to engage in low flying (whether for agricultural, horticultural or forestry purposes) in the United Kingdom are required under Article 131 of the Air Navigation Order 2009 to obtain an exemption from the UK CAA. For this purpose they must submit their application with details (a) to (e) above, through the DfT, at least 20 full working days in advance.

GEN 1.2 ENTRY, TRANSIT AND DEPARTURE OF AIRCRAFT (continued)

Operators are advised to obtain a copy of the document entitled 'The Aerial Application Certificate (CAP 414)' published by and obtainable from Tangent Marketing Services Limited, 37 Windsor Street, Cheltenham, Glos. GL52 2DG.

3.14 Applications

3.14.1 Applications for any type of charter should be made to DfT, International Aviation & Safety Division, First Floor, Great Minster House, 76 Marsham Street, London SW1P 4DR as follows:

Fax: 020-7944 2194
Email: airlineoperatingpermits@dft.gsi.gov.uk

Note: Operators are advised to make applications electronically using the downloadable application forms from the DfT web site (www.dft.gov.uk/stellent/groups/dft_aviation/documents/page/dft_aviation_040026.hcsp).

For operators of aircraft registered in the CIS, Asia, Far East, Australasia, Central, North and South America, including the Caribbean:

- IASD1: Tel: 020-7944-5804, 020-7944 5848;

For operators of aircraft registered in Africa, Middle East and Europe (including the Baltic States, but excluding CIS)

- IASD2: Tel: 020-7944-5847, 020-7944-5806,

Note: Operating permits will be refused to any airline, type of or specific aircraft or aircraft registered in States with evidence suggests do not comply with international safety standards. These are listed on the DfT web site (<http://www.dft.gov.uk>).

3.14.2 Requests for permission made **out-of-hours, public holidays or at weekends** must be made to the DfT out-of-hours Duty Office:

Phone: 020-7944 5999
Fax: 020-7944 5847
Email: duty.officers@dft.gsi.gov.uk

3.14.3 Applications for seasonal permits will be dealt with only during normal office hours.

3.14.4 In addition to operational requirements as set out in other parts of the United Kingdom AIP, operators must ensure that all documentary requirements specified in GEN 1.2 paragraph 3.15 are complied with.

3.15 Documentary Requirements

3.15.1 Flights to and from the United Kingdom - Non-Scheduled Flights - Commercial

3.15.1.1 Documentary Requirements

3.15.1.2 In addition to operational requirements as set out in other parts of the UK AIP operators are required to provide copies of the following:

- (a) Certificate of Competency and/or Air Operator's Certificate and/or an Operating Licence issued by the aeronautical authority of the country of origin;
- (b) Certificate of Airworthiness and Certificate of Registration issued by the aeronautical authority of the country of origin for each aircraft to be used on services to the UK;
- (c) Certificate of liability insurance for passengers and third party risks in respect of each aircraft to be used on services to the UK. For cargo flights, certificate of third party liability. The level of insurance must meet the minimum requirements of insurance for passengers and third party liability set out in Articles 6 and 7 of EC Regulation No785/2004;
- (d) Dangerous Goods confirmation as set out in GEN 1.2. paragraph 3.8.7.2;
- (e) Air Travel Organisers Licence (ATOL) as set out in GEN 1.2. paragraph 3.7 (not for cargo services);
- (f) A statement that flight crews Non Precision and Category 1 Aerodrome Operating Minima comply with Article 48(3) of the Air Navigation Order 2005. (Note: The notified method for calculating UK minima is set out in the UK AIP Aerodrome (AD Volume 1);
- (g) Statement that the aircraft operator is aware of the UK Approach Ban requirements set out in Article 48(6) of the Air Navigation Order 2005 and that flight crews will be issued with written instructions with regard to Article 48(6) prior to operating the flights into the UK;

Note: Statements about Aerodrome Minima and Approach Ban are to be made to the DfT, but any enquiries should be made to the Flight Operations Policy Dept. CAA, Aviation House, London Gatwick Airport, West Sussex, RH6 0YR. Tel: 01293 - 573414, Fax: 01293-573991, Telex: 878753.

- (h) Noise certificate for each aircraft to be used (all aircraft must be Chapter 3 compliant);
- (i) Confirmation that an Airborne Collision Avoidance System (ACAS II or TCAS version 7) is fitted. If not, provide exemption statement by the airline's State aeronautical authority.

3.15.2 Leased Aircraft

3.15.2.1 The Department will also require the above documents in regard to any foreign registered aircraft leased from another carrier which the applicant carrier proposes to use to the UK together with the following information:

- (a) Confirmation that the lease has been approved by the lessee's aeronautical authorities;

GEN 1.2 ENTRY, TRANSIT AND DEPARTURE OF AIRCRAFT (continued)

(b) confirmation of which airline's operations and flight manuals will be used;

(c) contact details of the lessor airline (name, address, telephone, fax, telex).

Note 1: *Where possible, documents should be provided in the English language. If they are submitted in a foreign language, DfT may request an English translation to be provided.*

Note 2: *DfT may request a copy of the lease agreement (confidentiality will be maintained).*

4 Private Flights**4.1 Advanced Notification - Non-Scheduled Flights - Non-Commercial****4.1.1 Advance Notice of Permit Requirements**

4.1.1.1 Except for airport purposes (GEN 1.2. paragraph 1.1) prior permission is not required for private flights by aircraft registered in States which are parties to the Chicago Convention for overflying the United Kingdom or for making non-traffic stops in United Kingdom territory. Permission for such flights by aircraft registered in States not parties to the Chicago Convention should be sought in accordance with the procedure as set out in GEN 1.2. paragraph 3.8 for commercial flights.

4.1.1.2 Pilots of non-scheduled non-commercial flights, have the obligation in respect of passport-control requirements set out in GEN 1.3. paragraph 2.1 and are to present their passengers on arrival and departure to a UKBA Officer, in accordance with the arrangements approved by the Home Office and notified to the airport manager.

4.1.1.3 The exemption for aircrew detailed in GEN 1.3. paragraph 2.1.1 is not applicable to non-commercial crew and the provisions of GEN 1.3. paragraph 2.2.1 apply.

5 Public Health Measures

NOT APPLICABLE

GEN 1.2 ENTRY, TRANSIT AND DEPARTURE OF AIRCRAFT (continued)

6 Appendix A — Airports Designated Under Terrorism Act 2000 (GEN 1.2 paragraph 1.5 refers)

Designated Airports (Great Britain)		
Aberdeen	Leeds Bradford	
Biggin Hill	Liverpool	
Birmingham	London City	
Blackpool	London Gatwick	
Bournemouth	London Heathrow	
Bristol	London Luton	
Cambridge	London Stansted	
Cardiff	Lydd	
Carlisle	Manchester	
Coventry	Manston	
Durham Tees Valley	Newcastle	
East Midlands	Norwich	
Edinburgh	Prestwick	
Exeter	Southampton	
Glasgow	Southend	
Gloucestershire		
Humberside		
Designated Airports (Northern Ireland)		
Belfast Aldergrove	Belfast City	Londonderry Eglinton (City of Derry)
Designated Airports (Isle of Man and Channel Islands)		
Alderney	Isle of Man	
Guernsey	Jersey	

GEN 1.2 ENTRY, TRANSIT AND DEPARTURE OF AIRCRAFT (continued)**7 Appendix B— United Kingdom Police Forces (GEN 1.2 paragraph 1.5 refers)****England and Wales**

Constabulary (unless 'Police' in title)	Addresses	Telephone Number
Avon and Somerset	PO Box 37, Valley Road, Portishead, Bristol. BS20 8QJ	0845-456 7000
Bedfordshire Police	Woburn Road, Kempston, Bedfordshire. MK43 9AX	01234-841212
Cambridgeshire	Hinchingbrooke Park, Huntingdon. PE29 6NP	0845-456 4564
Cheshire Police	Clemonds Hey, Oaksmere Road, Winsford. CW7 2UA	0845-458 0000
Cleveland Police	Ladgate Lane, Middlesbrough, Cleveland. TS8 9EH	01642-326326
Cumbria	Carleton Hall, Penrith, Cumbria. CA10 2AU	0845-330 0247
Derbyshire	Butterley Hall, Ripley, Derbyshire. DE5 3RS	0845-123 3333
Devon and Cornwall	Middlemoor HQ, Exeter. EX2 7HQ	0845-277 7444
Dorset Police	Winfrith, Dorchester, Dorset. DT2 8DZ	01305-222222
Durham	Aykley Heads, Durham. DH1 5TT	0845-606 0365
Dyfed-Powys Police	PO Box 99, Carmarthen. SA31 2PF	0845-330 2000
Essex Police	PO Box 2, Springfield, Chelmsford, Essex. CM2 6DA	01245-491491
Gloucestershire	No.1 Waterwells Drive, Quedgeley, Gloucester GL2 2AN	0845-090 1234
Greater Manchester Police	PO Box 22, Manchester. M16 0RE	0161-872 5050
Gwent	Croesyceiliog, Cwmbran. NP44 2XJ	01633-838111
Hampshire	West Hill, Winchester, Hampshire. SO22 5DB	0845-045 4545
Hertfordshire	Stanborough Road, Welwyn Garden City, Herts. AL8 6XF	0845-330 0222
Humberside Police	Priory Police Station, Kingston-upon-Hull. HU5 5SF	0845-606 0222
Kent Police	Sutton Road, Maidstone, Kent. ME15 9BZ	01622-690690
Lancashire	PO Box 77, Hutton, Preston. PR4 5SB	0845-125 3545
Leicestershire	St John's, Enderby, Leicester. LE19 2BX	0116-222 2222
Lincolnshire Police	PO Box 999, Lincoln. LN5 7PH	01522-532222
London Metropolitan Police	New Scotland Yard, Broadway, London. SW1H 0BG	020-7230 1212
London, City of, Police	37 Wood Street, London. EC2P 2NQ	020-7601 2455
Merseyside Police	Canning Place, Liverpool, Merseyside. L69 1JD	0151-709 6010
Norfolk	Falconers Chase, Wymondham, Norfolk. NR18 0WW	0845-456 4567
Northamptonshire Police	Wootton Hall, Northampton. NN4 0JQ	0845-370 0700
Northumbria Police	North Road, Ponteland, Newcastle upon Tyne. NE20 0BL	01661-872555
North Wales Police	Glan-y-Don, Colwyn Bay, Conwy. LL29 8AW	0845-607 1002
North Yorkshire Police	Newby Wiske, Northallerton. DL7 9HA	0845-606 0247
Nottinghamshire Police	Sherwood Lodge, Arnold, Nottingham. NG5 8PP	0115-9670999
South Wales Police	Cowbridge Road, Bridgend. CF31 3SU	01656-655555
South Yorkshire Police	Snig Hill, Sheffield. S3 8LY	0114-220 2020
Staffordshire Police	Cannock Road, Stafford. ST17 0QG	0845-330 2010
Suffolk	Martlesham Heath, Ipswich, Suffolk. IP5 3QS	01473-613500
Surrey Police	Mount Browne, Sandy Lane, Guildford, Surrey, GU3 1HG	0845-125 2222
Sussex Police	Malling House, Lewes, East Sussex. BN7 2DZ	0845-607 0999
Thames Valley Police	Oxford Road, Kidlington, Oxfordshire. OX5 2NX	0845-850 5505
Warwickshire Police	PO Box 4, Leek Wootton, Warwick. CV35 7QB	01926-415000
West Mercia	Hindlip Hall, Hindlip, PO Box 55, Worcester. WR3 8SP	0845-744 4888
West Midlands Police	Lloyd House, Colmore Circus, Birmingham. B4 6NQ	0845-113 5000
West Yorkshire Police	PO Box 9, Wakefield. WF1 3QP	0845-606 0606

GEN 1.2 ENTRY, TRANSIT AND DEPARTURE OF AIRCRAFT (continued)

Constabulary (unless 'Police' in title)	Addresses	Telephone Number
Wiltshire	London Road, Devizes, Wiltshire. SN10 2DN	0845-408 7000

Scotland

Constabulary (unless 'Police' in title)	Addresses	Telephone Number
Central Scotland Police	Randolphfield, Stirling. FK8 2HD	01786-456000
Dumfries and Galloway	Cornwall Mount, Dumfries. DG1 1PZ	0845-600 5701
Fife	Detroit Road, Glenrothes. KY6 2RJ	01592-418888
Grampian Police	Queen Street, Aberdeen. AB10 1ZA	0845-600 5700
Lothian and Borders Police	Fettes Avenue, Edinburgh. EH4 1RB	0131-311 3131
Northern	Perth Road, Inverness. IV2 3SY	01463-715 555
Strathclyde Police	173 Pitt Street, Glasgow. G2 4JS	0141-532 2000
Tayside Police	PO Box 59, West Bell Street, Dundee. DD1 9JU	01382-223200

Northern Ireland

Constabulary (unless 'Police' in title)	Addresses	Telephone Number
Police Service of Northern Ireland	Brooklyn, 65 Knock Road, Belfast. BT5 6LE	02890-6502 22

Isle of Man and Channel Islands

Constabulary (unless 'Police' in title)	Addresses	Telephone Number
Isle of Man	Glencrutchery Road, Douglas. IM2 4RG	01624-631212
Jersey Police	PO Box 789, Jersey, Channel Islands. JE2 3ZA	01534-612612
Guernsey Police	Hospital Lane, St. Peter Port, Guernsey, Channel Islands. GY1 2QN	01481-725111

GEN 1.2 ENTRY, TRANSIT AND DEPARTURE OF AIRCRAFT (continued)

8 Appendix C — Designated International Airports - Customs, Immigration and Health (GEN 1.2 paragraph 1.9.1 refers)

8.1 The Aerodromes listed below have been designated for the purpose of customs and excise by the DfT.

8.2 All are also designated points of entry for the purposes of the Immigration Act 1971 except those indicated by Note 1.

8.3 For those aerodromes which are also designated as Sanitary Airports are also identified under International Sanitary Regulations (see Note 2).

Aberdeen
Belfast Aldergrove ⁽²⁾
Biggin Hill ⁽¹⁾
Birmingham
Blackpool ⁽¹⁾
Bournemouth
Bristol
Cambridge ⁽¹⁾
Cardiff
Coventry ⁽¹⁾
Durham Tees Valley
East Midlands
Edinburgh
Exeter ⁽¹⁾
Farnborough ⁽¹⁾
Glasgow ⁽²⁾
Humberside ⁽¹⁾
Isle of Man ⁽¹⁾ (Not designated by the DfT)
Leeds Bradford
Liverpool
London City ⁽¹⁾
London Gatwick ⁽²⁾
London Heathrow ⁽²⁾
London Luton
London Stansted
Lydd ⁽¹⁾
Manchester ⁽²⁾
Manston ⁽¹⁾
Newcastle
Newquay ⁽¹⁾
Norwich
Prestwick ⁽²⁾
Shoreham ⁽¹⁾
Southampton
Southend
Sumburgh ⁽¹⁾

Note 1: These aerodromes are NOT Ports of Entry under the Immigration Act 1971.

Note 2: These aerodromes are Sanitary Airports under International Sanitary Regulations.



GEN 1.2 ENTRY, TRANSIT AND DEPARTURE OF AIRCRAFT (continued)

9 Appendix D - Border Force Airport Offices for Immigration and Customs Related Enquiries

Port	Border Force Port Office Postal Address	Telephone Number	Fax Number
Aberdeen Airport	Border Force Scotland, Terminal Building, Aberdeen Airport, Dyce AB21 7DU	01224-722890/ 0777-5992743	01224-214340
Belfast Airport	Old Customs House, Belfast International Airport, Crumlin BT29 4AB	02894-422500	02894-459211
Birmingham Airport	Border Force, Birmingham International Airport, Birmingham, West Midlands. B37 7YB	0121-606 7364	0121-782 0006
Blackbushe Airport	Refer to Border Force contact for Farnborough Airport		
Blackpool Airport	Border Force Blackpool Airport, Blackpool, Lancashire FY4 2QS	01253-349259	01253-402587
Bristol Airport	Border Force, Bristol Airport, Lulsgate, Bristol BS48 3DY	01275-472843	01275-473147
Cambridge Airport	Border Force, Terminal Building, Cambridge Airport, Newmarket Road, Cambridge CB5 8RX	01223-294213	01223-292836
Cardiff Airport	Border Force, Cardiff International Airport, Vale of Glamorgan, Wales CP62 3BD	01446-712920	01446-712921
Denham Airfield	Refer to Border Force contact for Farnborough Airport		
Doncaster Sheffield Airport	Robin Hood Airport Doncaster Sheffield, First Lane, Doncaster DN9 3RH	01302-522300	01302-522314
Durham Tees Valley Airport	Durham Tees Valley Airport, Darlington, County Durham DL2 1LU	01325-331400	01325-335063
East Midlands Airport	Border Force, Building 16, East Midlands Airport, Castle Donnington, Derby DE74 2SA	01332-442050	01332-442090
Edinburgh Airport	Border Force Scotland, Terminal Building, Edinburgh Airport, Edinburgh EH12 9DN	07909-681 806/ 0131-348 4021/2/5/6	0131-348 4029
Elstree Airfield	Refer to Border Force contact for Farnborough Airport		
Exeter Airport	Border Force, Exeter Airport, Clyst Honiton, Devon EX5 2BD	01392-366492/ 01392-440310	01392-364156
Fairoaks Airport	Refer to Border Force contact for Farnborough Airport		
Farnborough Airport	Border Force, Control Authorities Office, Farnborough Airport, Hampshire GU14 6XA	01252-526128	01252-526138
Gatwick	Border Force, Ashdown House, Perimeter Road East, Gatwick Airport, West Sussex RH6 0LX	01293-502100	01293-501620
Gatwick Airport North Terminal	Border Force, North Terminal, Gatwick Airport, West Sussex RH6 0PJ	01293-507075	01293-507097
Gatwick Airport South Terminal	Border Force, South Terminal, Gatwick Airport, West Sussex RH6 0NP	01293-502019	01293-501022
Glasgow Airport	Border Force Scotland, Terminal Building, Glasgow Airport, Paisley PA3 2TD	0141-847 5300/ 07767-248785	0141-887 1566
Heathrow Airport TN 1	Border Force, Terminal 1, Heathrow Airport, Hounslow, Middx TW6 1AP	020-8745 6801	020-8745 6828
Heathrow Airport TN 3	Border Force, Terminal 3, Heathrow Airport, Hounslow, Middx TW6 1QG	020-8745 6900/01/03	020-8745 6943
Heathrow Airport TN 4	Border Force, Terminal 4, Heathrow Airport, Hounslow, Middx TW6 3XA	020-8745 4700	020-8745 4705/4733
Heathrow Airport TN 5	Border Force, Terminal 5, Heathrow Airport, Hounslow, Middx TW6 2GA	020-8196 2500	020-8196 2494
Humberside Airport	Humberside International Airport, Kirmington Ulceby DN39 6AB	01652-688584	01652-688551

GEN 1.2 ENTRY, TRANSIT AND DEPARTURE OF AIRCRAFT (continued)

Port	Border Force Port Office Postal Address	Telephone Number	Fax Number
Inverness Airport	Refer to Border Force contact for Aberdeen Airport		
Leeds Bradford Airport	Leeds Bradford Airport Whitehouse Lane, Yeadon, Leeds LS19 7TZ	0113-3911920	0113-3911921
Liverpool Airport	Border Force, Liverpool John Lennon Airport, Speke, Liverpool L24 2QS	0151-448 1448	0151-448 1594
London City Airport	Border Force, London City Airport. Royal Docks, Silvertown, London E16 2PX	0207-055 5900	0207-055 5923
Luton Airport	Border Force, London Luton Airport. Percival Way, Luton, Bedfordshire LU2 9LU	01582-878700/878705	01582-878718 01582-878731
Manchester Airport	Border Force, Manchester International Airport, Terminal 1, Manchester M90 1QX	0161-261 5907	0161-261 5801
Manston Airport	Border Force, Manston, Kent International Airport, PO Box 500 Manston, Kent CT12 5BL	01843-824800	01843-825386
Newcastle Airport	Newcastle Airport, Terminal Building, Woolsington, Newcastle NE13 8BZ	0191-214 4580	0191-214 0089
Norwich Airport	Border Force, Norwich Airport, Amsterdam Way, Norwich, Norfolk NR6 6EP	01603-268960	01603-268961
Oxford Kidlington Airport	Refer to Border Force contact for RAF Brize Norton		
Prestwick Airport	Border Force Scotland, 1st Floor Terminal Building, Prestwick Airport, Prestwick KA9 2PQ	01292-478675	01292-478604
RAF Brize Norton	Border Force, Terminal Building, RAF Brize Norton OX18 3LX SECONDARY CONTACT: Border Force, Control Authorities Office, Farnborough Airport, Hampshire GU14 6XA	01993-845992 01252-526128	01993-845992 01252-526138
RAF Northolt	Border Force, RAF Northolt Operations Building, RAF Northolt, West End Road, Ruislip HA4 6NG SECONDARY CONTACT: Border Force contact for Farnborough Airport, otherwise - Mike Hurst (HMI) 07919-218086, Mark Suter (HO) 07802-614709 and Fred Symons (CIO) 07775-668793	020-8833 8949	020-8845 3334
Southampton Airport	Border Force, Southampton Airport SO18 2NL	02380-627107 (Immigration) 02380-612542 (Customs)	02380-627262 (Immigration) 02380-650587 (Customs)
Southend Airport	Border Force, Southend Airport, Southend-on-Sea, Essex SS2 6YH	01702-538573	No fax at present
Stansted Airport	Border Force, Stansted Airport, Passenger Terminal, Stansted, Essex CM24 1RW	01279-680118 (Casework)	01279-680145
White Waltham Airfield	Refer to Border Force contact for Farnborough Airport		
Wycombe Air Park/ Booker Airfield	Refer to Border Force contact for Farnborough Airport		

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