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**AERONAUTICAL INFORMATION SERVICES**  
4 Winchester Road,  
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**AIC**

B01/16

29 February,  
2016

WHITE  
(AIC Colour Code)

### **SUBMISSION OF INFORMATION FOR DISTRIBUTION UNDER THE AIRAC SYSTEM FOR 2016**

The table below shows applicable dates relevant to the pre-determined dates of the AIRAC system (Aeronautical Information Regulation And Control) for publication of aeronautical information for year 2016. These publications are issued in the form of AIP Amendments or AIP Supplements and will be identified by the acronym "AIRAC".

<b>EFFECTIVE AIRAC DATE</b>	<b>LATEST DISTRIBUTION DATE</b>	<b>LATEST DATE FOR AIS HQ TO RECEIVE INFORMATION/DATA</b>
07 January 2016*	16 November 2015	24 September 2015
04 February 2016	11 December 2015	22 October 2015
03 March 2016	12 January 2016	19 November 2015
31 March 2016	05 February 2016	15 December 2015
28 April 2016	08 March 2016	18 January 2016
26 May 2016	06 April 2016	15 February 2016
23 June 2016	04 May 2016	14 March 2016
21 July 2016	02 June 2016	13 April 2016
18 August 2016	28 June 2016	09 May 2016
15 September 2016	26 July 2016	07 June 2016
13 October 2016	25 August 2016	06 July 2016
10 November 2016	21 September 2016	03 August 2016
08 December 2016	20 October 2016	31 August 2016
05 January 2017*	14 November 2016	23 September 2016
02 February 2017	12 December 2016	24 October 2016
02 March 2017	11 January 2017	18 November 2016
30 March 2017	08 February 2017	16 December 2016

\* The use of the date in the AIRAC cycle which occurs between 21 December and 17 January inclusive should be avoided as an effective date for the introduction of significant changes under the AIRAC system (ICAO Annex 15, 14<sup>th</sup> Ed<sup>1</sup> section 6.1.5).

Currently, the AIS Jamaica does not produce electronic copies of AIRAC information, paper copies only are available.

For usual changes, as stipulated in section 6.2.1 of ICAO's Annex 15 (Aeronautical Information Services), information provided under the AIRAC system in paper copy form shall be distributed by the AIS unit at least 42 days in advance of the effective date, with the objective of reaching recipients at least 28 days in advance of the effective date.

For major changes, the requirement is that the information must be distributed at least 58 days in advance of the effective date with the objective of reaching recipients at least 44 days in advance, as stated in section 2.6.2a of ICAO's Document 8126 (AIS Manual).

**THE CALCULATIONS FOR SUBMISSION DATES IN THIS AIC ARE SPECIFIC TO "USUAL CHANGES" ONLY.** For major changes, please contact the AIS Department so that a mutually agreed timeline can be derived by the AIS and relevant stakeholders.

In order for the AIRAC system to operate satisfactorily and according to ICAO Standards and Recommended Practices (SARPs), it is imperative that the AIS Department receives information to be promulgated under the AIRAC system well in advance of the effective date (**no less than 82 working days for usual changes**). Failure to do so will/may result in the effective date and implementation being delayed to the next AIRAC date thereafter.

The objective of submitting before or on these dates is to facilitate processing, verification, preparation, publication and dissemination of information in an efficient, effective and timely manner. It is also to ensure adherence to ICAO's SARPs, rules and regulations according to ICAO Doc. 8126 (AIS Manual) and Annex 15 (AIS). Thus, all technical branches should endeavour to forward raw data to the AIS as early as possible and not wait until the latest date. This applies particularly where lengthy or complicated drafts are concerned. Early receipt will allow the AIS to process the data at a normal speed, whereas late receipt will normally mean that processing will be rushed, increasing the possibility of error.

The AIRAC effective date will not be issued unless there is a high degree of certainty that these ICAO dates will be met.

Any AIRAC cycle date(s) occurring in the 28-day period from 21 December to 17 January inclusive, will not be used for the introduction of significant operational changes, as a result of the holiday period (ICAO Doc. 8126 section 2.6.13 and ICAO Annex 15 section 6.1.5).

Details on information to be notified by AIRAC have been included in this AIC. For further information see ICAO Annex 15, Chapter 6 and Appendix 4.

Also see AIP Amendments and AIP Supplements Request Form attached.

## **INFORMATION TO BE NOTIFIED BY AIRAC**

### **PART 1**

1. The establishment and withdrawal of, and premeditated significant changes (including operational trials) to:
  - 1.1 Limits (horizontal and vertical), regulations and procedures applicable to
    - a) flight information regions;
    - b) control areas;
    - c) control zones;
    - d) advisory areas;
    - e) ATS routes;
    - f) permanent danger, prohibited and restricted areas (including type and periods of activity when known) and ADIZ;
    - g) permanent areas or routes or portions thereof where the possibility of interception exists.
  - 1.2 Positions, frequencies, call signs, identifiers, known irregularities and maintenance periods of radio navigation aids, and communication and surveillance facilities.
  - 1.3 Holding and approach procedures, arrival and departure procedures, noise abatement procedures and any other pertinent ATS procedures.
  - 1.4 Transition levels, transition altitudes and minimum sector altitudes.
  - 1.5 Meteorological facilities (including broadcasts) and procedures.
  - 1.6 Runways and stopways.
  - 1.7 Taxiways and aprons.
  - 1.8 Aerodrome ground operating procedures (including low visibility procedures).
  - 1.9 Approach and runway lighting.
  - 1.10 Aerodrome operating minima if published by a State.

### **PART 2**

2. The establishment and withdrawal of, and premeditated significant changes to:
  - 2.1 Position, height and lighting of navigational obstacles.
  - 2.2 Hours of service of aerodromes, facilities and services.
  - 2.3 Customs, immigration and health services.
  - 2.4 Temporary danger, prohibited and restricted areas and navigational hazards, military exercises and mass movements of aircraft.
  - 2.5 Temporary areas or routes or portions thereof where the possibility of interception exists.

**PART 3**

3. The establishment of, and premeditated major changes to:
  - 3.1 New aerodromes for international IFR operations.
  - 3.2 New runways for IFR operations at international aerodromes.
  - 3.3 Design and structure of the air traffic services route network.
  - 3.4 Design and structure of a set of terminal procedures (including change of procedure bearings due to magnetic variation change).
  - 3.5 Circumstances listed in Part 1 if the entire State or any significant portion thereof is affected or if cross-border coordination is required.

JAMAICA CIVIL AVIATION AUTHORITY  
**AIP AMENDMENT AND AIP SUPPLEMENT REQUEST FORM**



All portions of this form must be completed. One copy of this form should be electronically submitted for each section of the AIP affected (e.g. GEN, ENR, AD).

To: AIS \_\_\_\_\_ Originator \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Tel: \_\_\_\_\_ Section: \_\_\_\_\_  
 \_\_\_\_\_  
 Copy to: \_\_\_\_\_ Tel: \_\_\_\_\_  
 \_\_\_\_\_ Date: \_\_\_\_\_

Originator's File Reference	AIP References (as applicable)				Text of AIP Amendment and/or Supplement Requested	Effective Date Requested	For Promulgation by **
	Page (Date) *	Para.	Line	Col.			

\* All AIP pages affected by each amendment should be quoted.  
 \*\* Insert a, b, or c as applicable, where: a – AIP Supplement and subsequent inclusion in AIP reprint page.  
 b – AIP page, when next due for reprinting (AIP Supplement not required).  
 c – AIP Supplement only (i.e. temporary information).  
 \*\*\* All authorisation received must be submitted with relevant signatures and stamps.  
 \*\*\* Attach all other **relevant** information, diagram, charts, tables regarding the request, and Email to [aisjamaica@jcaa.gov.jm](mailto:aisjamaica@jcaa.gov.jm)

AIRAC – if applicable but not applied, please state reasons:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

The following Directorates/Branches\*\*\* have been consulted in respect of:  
 (a) Policy \_\_\_\_\_  
 (b) Accuracy of information \_\_\_\_\_  
 \_\_\_\_\_  
 Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
 Head of: \_\_\_\_\_  
 (Originating Branch)

The above particulars and/or the attached draft are authorised for publication as indicated.

Signed: \_\_\_\_\_ Head of: \_\_\_\_\_ Directorate/Branch: \_\_\_\_\_ Date: \_\_\_\_\_