

REPUBLIC OF ALBANIA

Post: ALBCONTROL
Air Navigation Services of Albania
Aeronautical Information Service
P.O. Box 8172
Rinas, Tirana
Albania

Phone: +355 4 2343487
Fax: NIL
Email: ais@albcontrol.al
AFS: LAAAYNYX
URL: www.albcontrol.al



AIRAC AMDT 003/2026

Effective Date: 16 Apr 2026
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1. Amendment content:**LAAA**

- New SERA provisions related to communication failure procedures, flight planning, and the integration of new technologies implemented (GEN 1.2, GEN 3.3, GEN 3.5, GEN 3.6, ENR 1.1, ENR 1.2, ENR 1.3, ENR 1.5, ENR 1.6, ENR 1.7, ENR 1.8, ENR 1.10, ENR 1.12, and ENR 1.13);
- List of differences from ICAO Standards and Procedures updated (GEN 1.7).

LATI

- RESA RWY 17 graded area information updated (LATI AD 2.12);
- Aircraft parking, start-up and taxiing procedures in the maneuvering area updated (LATI AD 2.9, LATI AD 2.20.2 and LATI AD 2.24 - 5);
- TWY edge lighting information updated (LATI AD 2.9);
- New SERA provisions related to visual departures, aeronautical ground lights, and procedures for VFR flights within Tirana TMA/CTR implemented (LATI AD 2.22.2 and LATI 2.22.3).

2. Hand corrections to the following pages:

Nil.

3. Record entry of amendment in GEN 0.2.**4. This AIP amendment incorporates information contained in the following publications:****NOTAM:**

Nil.

SUP:

Nil.

AIC:

Nil.

5. Insert / remove the pages as shown in list on the next page:

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GEN 0.2 RECORD OF AIP AMENDMENTS

AIRAC AIP AMENDMENT			
<i>NR/Year</i>	<i>Publication date</i>	<i>Effective date</i>	<i>Inserted by</i>
004/2024	30-May-2024	11-Jul-2024	
005/2024	25-Jul-2024	05-Sep-2024	
006/2024	22-Aug-2024	03-Oct-2024	
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001/2025	06-Feb-2025	20-Mar-2025	
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004/2025	18-Sep-2025	30-Oct-2025	
001/2026	08-Jan-2026	19-Feb-2026	
002/2026	05-Feb-2026	19-Mar-2026	
003/2026	05-Mar-2026	16-Apr-2026	

AIP AMENDMENT			
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001/2025	23-Jan-2025	23-Jan-2025	
002/2025	27-Nov-2025	27-Nov-2025	
003/2025	18-Dec-2025	18-Dec-2025	

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- d. Complete details of proposed operations, including dates, location, height to be flown, etc.;
- e. Graphic presentation of the flying area concerned.

Note: 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.

- 3.6.2 Additionally, operators wishing to engage in low flying (whether for agricultural, horticultural or forestry purposes) in Albania are required to obtain an exemption from the CAA. For this purpose they must submit their application with details (a) to (e) above, through the CAA, at least 20 full working days in advance.

3.7 Documentary Requirements

- 3.7.1 In addition to operational requirements as set out in other parts of AIP Albania, operators are required to provide copies of the following:

- a. Operating License, pursuant to Chapter 2 of (EC) Regulation No 1008/2008, issued by the aeronautical authority of the country of registration;
- b. Air Operator's Certificate;
- c. 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 Albania;
- d. Certificate of liability insurance for passengers and third party risks in respect of each aircraft to be used on services to Albania. 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 No 785/2004;
- e. Certificate of approval of aircraft radio installation;
- f. Statements about Aerodrome Operating Minima;
- g. Noise certificate for each aircraft to be used.

- 3.7.2 Two copies of cargo manifest are required upon landing at Albanian airports. General declaration and passenger manifest are not required. A copy of AWB and Letter from Consignee is required for cargo flights.

- 3.7.3 The CAA of Albania reserves the right to demand additional documentation.

- 3.7.4 Documents mentioned above must follow the ICAO standard format and are acceptable when furnished in English and completed in legible handwriting.

3.8 Leased aircraft

- 3.8.1 The CAA 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 Albania together with 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, e-mail).

Note 1: Where possible, documents should be provided in the English language.

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

3.9 Applications

- 3.9.1 Requests for permission for any type of charter should be made on the application form available at: <http://trafficroights.aaaa.gov.al/>

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.

3.9.2 Application for a slot shall be made not less than 24 hours before the proposed flight to:

Post: Ministry of Infrastructure and Energy
Directorate of Transport Policies
Air Transport Policies Sector
Tirana, Albania

Phone: +355 4 2380753

Fax: +355 4 2258323

Email: slot-allocation@mppt.gov.al

4. PRIVATE FLIGHTS

4.1 Permission for private flights overflying Albania or making non-traffic stops

4.1.1 Prior permission is not required for private flights of foreign civil aircraft registered in States which are parties to the Chicago Convention for overflying Albania or for making non-traffic stops in Albanian territory. However, the flight plan for such a flight shall be submitted to the ATS Authority of Albania at least one hour before departure or at least two hours prior to entering Albanian airspace.

4.1.2 Prior permission is required for such private flights intending to fly along the country for sightseeing purposes. The significant entry/exit and intermediate points or graphic presentation of the flying area shall be detailed in the flight plan.

4.1.3 Permissions for private flights by aircraft registered in States not parties to the Chicago Convention should be sought in accordance with the procedure as set out in subsection 3 for commercial flights.

4.2 Permission for private flights to/from Albania

4.2.1 Prior permission is required for private flights of foreign civil aircraft to operate into or from Albanian territory.

4.2.2 Permissions for such flights should be sought in accordance with the procedure as set out in subsection 3 for charter flights.

4.2.3 Pilots of private flights have the obligation in respect of passport-control requirements and are to present their passengers on arrival and departure to the Immigration Officer or to the Customs Office.

4.2.4 Sports and tourist aircraft may fly along routes and use airports which are not authorised for international use, on condition that the first landing and last take-off before leaving Albanian territory is carried out from an international airport. The list of persons on board shall be attached to the flight plan.

4.2.5 In addition to the documents mentioned under subsection 3 above, a copy of certificate of ownership is required in the case of an aircraft remaining within Albania for less than 2 days. For a stay beyond 2 days after the date of arrival, a "carnet de passages en douane" will be accepted in lieu of a bond or of any other financial guarantee.

5. PUBLIC HEALTH MEASURES APPLIED TO AIRCRAFT

5.1 No public health measures are required to be carried out in respect of aircraft entering Albania.

5.2 Aircraft arriving from the region of yellow fever, plague, dengue, malaria may land at any international aerodrome in Albania provided that the aircraft has been disinfected approximately thirty minutes before arrival at the aerodrome. This action must be properly recorded in the Health Section of the General Declaration.

5.3 The insecticide to be used has to correspond to the WHO assessment criteria. If, in special circumstances, a second spraying of the aircraft to be carried out on the ground is deemed necessary by the public health authorities, passengers and crew are permitted to disembark beforehand.

Annex 4: Aeronautical Charts (11th Edition, AMDT 62)		
Reference	Description of difference	Remarks
Chapter 5	Albania does not produce an Aerodrome Terrain and Obstacle Chart – ICAO (Electronic).	Work is currently underway to identify the measures required to achieve compliance with this standard.
Chapter 8	The Area Chart is not produced by Albania.	Requirement fulfilled by other charts – SID and STAR charts.
Chapter 11 11.10.4.3	The Final Approach Fix or Point (FAF/ FAP) geographical coordinates are not shown.	Publication of these coordinates are of no benefit to the chart user.
Chapter 13 13.6.1	Geographical coordinates for appropriate taxiway centre line points are not shown.	Work is currently underway to achieve compliance with this standard.
Chapter 13 13.6.1	Certified VOR ground checkpoints on the airport surface are not available.	Work is currently underway to achieve compliance with this standard.
Chapter 16	The World Aeronautical Chart ICAO 1:1 000 000 is not produced by Albania.	Aeronautical Chart – ICAO 1:500 000 is produced instead.
Chapter 17 17.4.3	Chart is sold flat.	Chart user folds at own discretion.
Chapter 17 17.7.12.2	Limits of tree growth not shown.	Not applicable.

Annex 5: Units of Measurement to be Used in Air and Ground Operations (5th Edition, AMDT 17)		
Reference	Description of difference	Remarks
NIL		

Annex 6, Part I: International Commercial Air Transport - Aeroplanes (12th Edition, AMDT 50)		
Reference	Description of difference	Remarks
NIL		

Annex 6, Part II: International General Aviation - Aeroplanes (11th Edition, AMDT 42)		
Reference	Description of difference	Remarks
NIL		

Annex 6, Part III: International Operations - Helicopters (11th Edition, AMDT 26)		
Reference	Description of difference	Remarks
NIL		

Annex 6, Part IV: Remotely Piloted Aircraft Systems (1st Edition)		
Reference	Description of difference	Remarks
NIL		

Annex 7: Aircraft Nationality and Registration Marks (6th Edition, AMDT 7)		
Reference	Description of difference	Remarks
NIL		

Annex 8: Airworthiness of Aircraft (13 th Edition, AMDT 110)		
Reference	Description of difference	Remarks
NIL		

Annex 9: Facilitation (17 th Edition, AMDT 30)		
Reference	Description of difference	Remarks
NIL		

Annex 10, Volume I: Radio Navigation Aids (8 th Edition, AMDT 94)		
Reference	Description of difference	Remarks
Annex 10, Volume I	The dynamic reference to ICAO Annex 10, Volume I will not be updated by the applicability date.	

Annex 10, Volume II: Communication Procedures including those with PANS status (7 th Edition, AMDT 94)		
Reference	Description of difference	Remarks
Chapter 4 4.4.1.1.3	The dynamic reference to ICAO Annex 10, Volume II will not be updated by the applicability date.	
Chapter 4 4.7	The dynamic reference to ICAO Annex 10, Volume II will not be updated by the applicability date.	
Chapter 5 5.2.1.7.3.2.3	ICAO Annex 10, Volume II, 5.2.1.7.3.2.3 is transposed in SERA.14055 with a difference as follows: SERA.14055 (b) (2) Radiotelephony procedures The reply to the above calls shall use the call sign of the station calling, followed by the call sign of the station answering, which shall be considered an invitation to proceed with transmission by the station calling. For transfers of communication within one ATS unit, the call sign of the ATS unit may be omitted.	New provision.

Annex 10, Volume III: Communication Systems (2 nd Edition, AMDT 93)		
Reference	Description of difference	Remarks
Annex 10, Volume III	The dynamic reference to ICAO Annex 10, Volume III will not be updated by the applicability date.	

Annex 10, Volume IV: Surveillance and Collision Avoidance Systems (5 th Edition, AMDT 91)		
Reference	Description of difference	Remarks
Chapter 4 4.3.3.3.1.2	For ACAS X-compliant systems, the TA warning time shall be sufficient to allow the flight crew to take actions described in PANS-OPS, Volume III and prepare for a potential resolution advisory.	
Chapter 4 4.3.5.1.1.2	For ACAS X-compliant systems: Once an RA has been generated against a threat or threats it shall be maintained until the intruders of the RA cease to be threat.	
Chapter 4 4.3.8.4.2.3.4.2.9	CAC (Mode C altitude code). This 13-bit (76-88) subfield shall denote the Mode C altitude code of the reporting aircraft.	

Annex 10, Volume V: Aeronautical Radio Frequency Spectrum Utilization (3 rd Edition, AMDT 91)		
Reference	Description of difference	Remarks
Annex 10, Volume V	The dynamic reference to ICAO Annex 10, Volume V will not be updated by the applicability date.	

Annex 11: Air Traffic Services (15 th Edition, AMDT 54)		
Reference	Description of difference	Remarks
Chapter 2 2.6.1	SERA.6001 allows aircraft to exceed the 250 kts speed limit where approved by the competent authority for aircraft types, which for technical or safety reasons, cannot maintain this speed.	Exemption possibility
Chapter 2 2.11.3.2	A lower limit of a control area is not established at a height above the ground or water of not less than 200 m (700 ft) in the mountainous areas.	If this rule is implemented in the TMA, the minimum altitude for the RVA sectors would be increased, making it almost impossible for IFR flights to descend normally from the Intermediate Fix (IF). Aircraft flying under VFR conditions can freely operate within the TMA down to 500 ft below the minimum altitude of the RVA sectors, as long as air traffic control and safety requirements are met.
Chapter 2 2.13.5	Minister's Order Nr. 193 date 06.10.2022 ATM/ANS.AR. A. 015 Annex XI (Part-FPD) indicates a list of items to be used without indicating that (1) shall consist of (2)(3)(4)(5). However, in Minister's Order Nr. 193 date 06.10.2022 Annex XI, AMC1 SECTION III — (a)(2), the ICAO text of Annex 11 Appendix 3, 2.1.1 is reproduced identically, but not consistent with Section III. Annex 11 Appendix 3, 2.1.1. (e) requires that the word "visual" is used in the plain language designator when the route has been established for VFR, whereas the EU rule extends it to IFR in VMC as well. (same difference is replicated in Annex 11, Appendix 3, 5.3). Annex 11 Appendix 3, Section 6 (MLS/RNAV) is not transposed. Annex 11, Appendix 3, 7.2 is not transposed. Annex 11, Appendix 3, Section 8 is not transposed.	
Chapter 2 2.15.3	Minister's Order Nr. 193 date 06.10.2022 ATM/ANS.AR. A. 015 In Annex 11, Appendix 2, 1.1 the terms "preferably VHF or higher frequency aids" are not transposed. Paragraphs 4.2, 5.7 and 5.8 are not transposed.	
Chapter 2 2.18.2	Minister's Order Nr. 193 date 06.10.2022 GM2 Article 3c Details are provided in ICAO Annex 11, section 2.19.	

Annex 11: Air Traffic Services (15 th Edition, AMDT 54)		
Reference	Description of difference	Remarks
Chapter 2 2.19.1	Minister's Order Nr. 193 date 06.10.2022 GM2 Article 3 c (1) The national regulation refers to "air operations" instead of "activities", therefore restricting the scope of the requirement. It does not specify with whom the co-ordination should be effectuated by omitting to specify the "appropriate air traffic services authorities".	
Chapter 2 2.19.4	Minister's Order Nr. 193 date 06.10.2022 GM2 Article 3 c Art. 3c (2) refers to Art. 3c (1), which is the transposition of Annex 11, 2.19.1, therefore the same difference applies.	
Chapter 2 2.26.5	SERA.3401(d)(1) Time checks are given at least to the nearest minute.	
Chapter 3 3.1	SERA.8001 Supplement to the Annex to Regulation. SERA.5010(c) introduces an accurate description of and requirements for special VFR.	
Chapter 3 3.3.4	SERA.8005(b) In addition to the ICAO provisions requires the agreement of the pilot of the other aircraft, the maintenance of own separation and allow this exemption below 3050 m (10000 ft) during climb or descent, during day.	
Chapter 3 3.7.3.1	SERA.8015(e)(1) Supplement to the Annex Rules of the Air to SERA Regulation. In addition to the ICAO standard: 1) in point b), point SERA.5015(e)(ii) also includes 'taxi'; 2) in point c), point SERA.5015(e)(iii) also includes 'the newly assigned communication channels'; 3) point SERA.5015(e)(iv) requires the readback of transitions levels.	
Chapter 3 3.7.3.1.1	SERA.8015(e)(2) Supplement to the Annex Rules of the Air to SERA Regulation. The SERA provision includes 'taxi instructions' in addition to the ICAO requirements to be read back.	
Chapter 4 4.3.7	SERA.9010(b) The regulatory provision is the same. However, from 12 August 2021 the breaking action will not be provided through ATIS as it is against the GRF concept, replaced by RCR.	
Chapter 4 4.3.8	SERA.9010(c) The regulatory provision is the same. However, from 12 August 2021 the breaking action will not be provided through ATIS as it is against the GRF concept, replaced by RCR.	

Annex 11: Air Traffic Services (15th Edition, AMDT 54)		
Reference	Description of difference	Remarks
Chapter 4 4.3.9	SERA.9010(d) The regulatory provision is the same. However, from 12 August 2021 the breaking action will not be provided through ATIS as it is against the GRF concept, replaced by RCR.	
Chapter 6 6.1.2.1	Minister's Order Nr. 193 date 06.10.2022 ATS.OR.410(a) of Annex IV (Part-ATS) The Minister's Order Nr. 193 date 06.10.2022 allows flexibility in the available radio coverage subject to approval by the competent authority.	

Annex 12: Search and Rescue (9th Edition, AMDT 19)		
Reference	Description of difference	Remarks
NIL		

Annex 13: Aircraft Accident and Incident Investigation (13th Edition, AMDT 19)		
Reference	Description of difference	Remarks
NIL		

Annex 14, Volume I: Aerodrome Design and Operations (9th Edition, AMDT 18) (For aerodromes not in the scope of DCM 1095/2020)		
Reference	Description of difference	Remarks
Chapter 2 2.6.2	ACR-PCR methodology is transposed, but not yet implemented.	

Annex 14 Volume I: Aerodrome Design and Operations (9th Edition, AMDT 18) (For aerodromes within the scope of DCM 1095/2020)		
Reference	Description of difference	Remarks
Chapter 1 1.1.89	The definition includes an additional runway surface condition 'specially prepared winter runway'.	
Chapter 2 2.9.5	Two additional terms are used for the description of the runway surface condition, namely 'SPECIALLY PREPARED WINTER RUNWAY' and 'SLIPPERY WET'.	
Chapter 2 2.12	Requirements on visual approach slope indicator system have been partially transposed as Guidance Materials.	
Chapter 3 3.3.1	The provision of the runway turn pad is conditional due to the inclusion of the words 'if required' in the relevant Certification Specification.	
Chapter 5 5.2.1.3	Runway side stripe markings may also continue across the intersection.	
Chapter 5 5.3.5.44	The relevant Certification Specification foresees one more case where and object or an extension to an existing object may penetrate the obstacle protection surface that is when after the safety assessment, it is determined that the object would not adversely affect the safety of operations of aeroplanes.	

Annex 14 Volume I: Aerodrome Design and Operations (9th Edition, AMDT 18) (For aerodromes within the scope of DCM 1095/2020)		
Reference	Description of difference	Remarks
Chapter 5 5.3.5.45	The relevant Certification Specification does not foresee the removal of existing objects.	
Chapter 9 9.2.2	The provision of specialist firefighting equipment appropriate to the hazard risk is not foreseen.	
Chapter 9 9.9.4	The presence of equipment/installations is allowed after a safety assessment regarding safety and regularity.	

Annex 14, Volume II: Helicopters (5th Edition, AMDT 10) (For VFR heliports or parts thereof located at aerodromes falling in the scope of DCM 1095/2020)		
Reference	Description of difference	Remarks
NIL		

Annex 15: Aeronautical Information Services (16th Edition, AMDT 44)		
Reference	Description of difference	Remarks
Chapter 5 5.3.4.2	Aerodrome mapping data sets are not made available for aerodromes regularly used by international civil aviation.	Albania is working towards developing a policy that will enable compliance with the aerodrome mapping data sets requirements.
Chapter 5 5.3.5.2	Instrument flight procedure data sets are not made available for aerodromes regularly used by international civil aviation.	Albania is working towards developing a policy that will enable compliance with the instrument flight procedure data sets requirements.
Chapter 6 6.3.2.3	Minister's Order Nr. 193 date 06.10.2022 AIS.TR.330 (a) The provisions do not cover explicitly all cases of NOTAM origination. Also, they do not define cases of NOTAM origination for radio-navigation, air-ground communication services and air-navigation hazards. Moreover, a NOTAM is required to be issued to provide information regarding forecasts of solar cosmic radiation.	
Chapter 6 6.3.2.4	Minister's Order Nr. 193 date 06.10.2022 AIS.TR.330 (b) A NOTAM is also required to be originated and issued in case of unavailability of a runway due to runway marking works or, if the equipment used for those works can be removed, a time lag required for making the runway available.	

Annex 16, Volume I: Aircraft Noise (8th Edition, AMDT 14)		
Reference	Description of difference	Remarks
NIL		

Annex 16, Volume II: Aircraft Engine Emissions (5th Edition, AMDT 11)		
Reference	Description of difference	Remarks
NIL		

Annex 16, Volume III: Aeroplane CO2 Emissions (1 st Edition, AMDT 2)		
Reference	Description of difference	Remarks
NIL		

Annex 16, Volume IV: Carbon Offsetting and Reduction Scheme for International Aviation (CORSIA) (2 nd Edition, AMDT 1)		
Reference	Description of difference	Remarks
NIL		

Annex 17: Security (12 th Edition, AMDT 18)		
Reference	Description of difference	Remarks
NIL		

Annex 18: The Safe Transport of Dangerous Goods by Air (4 th Edition, AMDT 12)		
Reference	Description of difference	Remarks
NIL		

Annex 19: Safety Management (2 nd Edition, AMDT 2)		
Reference	Description of difference	Remarks
NIL		

2. DIFFERENCES FROM ICAO PROCEDURES

Significant differences from ICAO Procedures are identified in the tables below.

Doc 4444: Air Traffic Management (16 th Edition, AMDT 13)		
Reference	Description of difference	Remarks
Chapter 6 6.5.3.3	An IFR flight may be cleared to execute a visual approach by day only.	
Chapter 7 7.15.1.3	Special VFR flights shall be authorized to enter a control zone for the purpose of landing, take off and depart from a control zone, cross a control zone, but not to operate locally within a control zone.	New provision.

Doc 8168, Volume I: Flight Procedures (6 th Edition, AMDT 11)		
Reference	Description of difference	Remarks
NIL		

Doc 8168, Volume II: Construction of Visual and Instrument Flight Procedures (7 th Edition, AMDT 10)		
Reference	Description of difference	Remarks
Part I – Section 4, Chapter 5, 5.2.3	The alignment of the final approach track does not meet the alignment criteria specified in PANS-OPS Vol II, Part I - Section 4, Chapter 5, 5.2.3: <i>the track alignment should ideally be made to the centre of the landing area. When necessary, the final approach track may be aligned to pass over some portion of the usable landing surface. In exceptional cases, it may be aligned beyond the aerodrome boundary, but in no case beyond 1.9 km (1.0 NM) from the usable landing surface.</i> The visual part for the completion of the approach is not based on PANS-OPS and therefore does not (need to) comply with PANS-OPS. The OCA for the RNP approach is based on the instrument part of the approach and associated missed approach starting from the MAPt (KU504), and does not take into account the visual approach and/or any areas to accommodate go-around trajectories. In this sense, both the final visual approach and (visual) go-around have not been based on PANS-OPS criteria. In accordance with PANS-OPS (Vol II, I-4-7-App-1), the visual part of the instrument flight procedure has been defined as a “visual approach procedure” instead of “VISUAL manoeuvring.”, due to the inability to construct suitable circling areas.	These deviations are inherent to the specific terrain situation at Kukes airport and the (non-standard) design of the prescribed track for visual manoeuvring. The downwind segment (as applicable) or go-around trajectory toward the instrument missed approach track are therefore to be carried out with visual reference to terrain. Despite not based on PANS-OPS, the visual descent following the prescribed track from KU504 to the RWY 19 is protected by a VSS in accordance with PANS-OPS criteria. The application of PANS-OPS criteria in the surrounding terrain around Kukes Airport would lead to very high and operationally impractical OCA values. All manoeuvring in case of a go-around needs to be carried out with visual reference to the ground. The publication of a “visual approach procedure” allows more acceptable operational minima (OCA, visibility and ceiling) to be published as well as providing safe escape options for go-around.
Part II – Section 4, Chapter 1, Table II-4-1-2	The speed limit of 230 kts IAS for the holding does not allow for the recommended speed of 280 kts in turbulence conditions as indicated in PANS-OPS Vol II, Part II - Section 4, Chapter 1, Table II-4-1-2.	This non optimum item is considered acceptable and is unavoidable given the high terrain surrounding Kukes Airport.
Part III - Section 3, Chapter 2, 2.3.1.2	The initial approach length of 23.6 NM is more than the optimum length as per PANS-OPS Vol II, Part III — Section 3, Chapter 2, 2.3.1.2 which states: <i>For GNSS the optimum length of the initial approach segment is 9 km (5 NM).</i>	This non optimum item is considered acceptable and is unavoidable given the high terrain surrounding Kukes Airport.
Part III - Section 3, Chapter 3, 3.2.2	The final approach length of 8.4 NM is more than the optimum length as per PANS-OPS Vol II, Part III - Section 3, Chapter 3, 3.2.2 which states: <i>The optimum length is 9.3 km (5.0 NM).</i>	This non optimum item is considered acceptable and is unavoidable given the high terrain surrounding Kukes Airport.

altitude/height. It is a convenient and flexible method of ensuring obstacle clearance.

An omnidirectional departure area specifies sectors with altitude or PDG limitations or sectors to be avoided.

- m. **Standard Arrival Chart - Instrument (STAR) - ICAO**
This chart provides the flight crew with information to enable it to comply with the designated standard arrival route-instrument from the en-route phase to the approach phase.
The aeronautical data shown include the aerodrome of landing, aerodrome(s) which affect the designated standard arrival route-instrument, prohibited, restricted and danger areas, minimum sector altitude and the air traffic services system.
- n. **ATC Surveillance Minimum Altitude Chart - ICAO**
This chart provides information that enable flight crews to monitor and cross-check altitudes assigned by a controller using an ATS surveillance system.
- o. **Instrument Approach Chart - ICAO**
This chart provides flight crews with information to 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.
A separate Instrument Approach Chart - ICAO has been provided for each non-precision approach procedure.
The aeronautical data shown include information on aerodromes, obstacles, prohibited, restricted and danger areas, radio communication facilities and navigation aids, minimum sector altitude or terminal arrival altitude, portrayal of procedure track, aerodrome operating minima, etc.
- p. **Visual Approach Chart - ICAO**
This chart provides flight crews with information which enable them to transit from the en-route/descent to approach phases of flight to the runway of intended landing by means of visual reference. The aeronautical data shown include information on aerodromes, obstacles, prohibited, restricted and danger areas, designated airspace, visual approach information, radio navigation aids and communication facilities, as appropriate.
- q. **Aeronautical Chart - ICAO 1:500 000**
This chart provides information to satisfy the requirements of visual air navigation for low speed, short or medium range operations at low and intermediate altitudes. It is also used in pre-flight planning and for basic pilot and navigation training. Airspace information up to FL115 and obstacles higher than 100 m AGL are depicted.
In addition to aeronautical information, the charts provide hydrographic, topographic, cultural and other visual features compatible with legibility at the scale of the chart.

5. LIST OF AERONAUTICAL CHARTS AVAILABLE

5.1 Those chart series marked by an asterisk form part of the eAIP.

Title of Series	Scale	Name and/or Number	Price	Date
En-route Chart - ICAO*	1:1 700 000	Tirana FIR	-	19 MAR 2026
SECSI FRA - Index Chart*	1:4 500 000	SECSI FRA	-	19 MAR 2026
ATS Airspace and Other Regulated Airspace - Index Chart*	1:1 500 000	Tirana FIR	-	26 DEC 2024
Prohibited, Restricted and Danger Areas – Index Chart*	1:1 500 000	Tirana FIR	-	19 FEB 2026
Military Exercise and Training Areas – Index Chart*	1:1 500 000	Tirana FIR	-	26 DEC 2024
Aerial Sporting and Recreational Activities – Index Chart*	1:1 500 000	Tirana FIR	-	26 DEC 2024
Aerodrome Chart (ADC) - ICAO*	1:12 500	LAKU	-	26 DEC 2024
	1:18 000	LATI	-	19 MAR 2026
Aircraft Parking/Docking Chart (APDC) - ICAO*	1:5 000	LATI	-	19 MAR 2026
Aerodrome Ground Movement Chart (AGMC) - ICAO*	1:18 000	LATI	-	16 APR 2026
Aerodrome Obstacle Chart (AOC) - ICAO* - Type A	1:20 000	LAKU RWY 01	-	26 DEC 2024
	1:20 000	LATI RWY 17	-	11 JUL 2024
	1:20 000	LATI RWY 35	-	11 JUL 2024
Standard Departure Chart - Instrument (SID) - ICAO*	1:250 000	LAKU RWY 01	-	19 MAR 2026
	1:1 000 000	LATI RNAV RWY 17	-	19 MAR 2026
	1:1 000 000	LATI RNAV RWY 35	-	19 MAR 2026
Omni-Directional Departure Area*	1:500 000	LATI RWY 17	-	19 MAR 2026
	1:500 000	LATI RWY 35	-	19 MAR 2026
Standard Arrival Chart - Instrument (STAR) - ICAO*	1:350 000	LAKU RWY 19	-	19 MAR 2026
	1:500 000	LATI RNAV RWY 17	-	19 MAR 2026
	1:500 000	LATI RNAV RWY 35	-	19 MAR 2026
ATC Surveillance Minimum Chart - ICAO*	1:900 000	LATI	-	19 MAR 2026
Instrument Approach Chart (IAC) - ICAO*	1:350 000	LAKU RNP RWY 19	-	11 JUL 2024
	1:500 000	LATI ILS or LOC RWY 17	-	19 MAR 2026
	1:500 000	LATI VOR RWY 17	-	19 MAR 2026
	1:500 000	LATI VOR RWY 35	-	19 MAR 2026
	1:500 000	LATI RNP RWY 17	-	19 MAR 2026
	1:500 000	LATI RNP RWY 35	-	19 MAR 2026
Visual Approach Chart (VAC) - ICAO*	1:350 000	LAKU	-	19 MAR 2026
	1:300 000	LATI	-	19 MAR 2026
Visual Approach Procedure Chart*	1:100 000	LAKU	-	11 JUL 2024
Aeronautical Chart - ICAO	1:500 000	Albania	-	19 MAR 2026

6. INDEX TO THE WORLD AERONAUTICAL CHART (WAC) - ICAO 1:1 000 000

6.1 The Aeronautical Chart – ICAO 1:500 000 is published instead of the World Aeronautical Chart – ICAO 1:1 000 000.

6.2 The Aeronautical Chart – ICAO 1:500 000 is provided as aeronautical information product via the AIS website at <https://ais.albcontrol.al>

separation in respect of a specific portion of the flight below 3 050 m (10 000 ft) during climb or descent, during day in visual meteorological conditions.

3.2.2.3 Except for cases of operations on parallel or near-parallel runways as in point ATS.TR.255 of Annex IV to Commission Implementing Regulation (EU) 2017/373, or when a reduction in separation minima in the vicinity of aerodromes can be applied, separation by an ATC unit shall be obtained by at least one of the following:

- a. vertical separation, obtained by assigning different levels selected from the table of cruising levels in Appendix 3 of SERA, except that the correlation of levels to track as prescribed therein shall not apply whenever otherwise indicated in appropriate aeronautical information publications or ATC clearances. The vertical separation minimum shall be a nominal 300 m (1 000 ft) up to and including FL 410 and a nominal 600 m (2 000 ft) above that level. Geometric height information shall not be used to establish vertical separation;
- b. horizontal separation, obtained by providing:
 - longitudinal separation, by maintaining an interval between aircraft operating along the same, converging or reciprocal tracks, expressed in time or distance; or
 - lateral separation, by maintaining aircraft on different routes or in different geographical areas.

3.2.3 Application of wake turbulence separation minima

3.2.3.1 Air traffic control units shall apply wake turbulence separation minima to aircraft in the approach and departure phases of flight, as specified in Regulation (EU) 2017/373/ ATS.TR.220 Application of wake turbulence separation and respective AMC, under the following circumstances:

- a. an aircraft is operating directly behind another aircraft at the same altitude or less than 300 m (1 000 ft) below it; or
- b. both aircraft are using the same runway or parallel runways separated by less than 760 m (2 500 ft); or
- c. an aircraft is crossing behind another aircraft at the same altitude or less than 300 m (1 000 ft) below it.

3.2.3.2 Paragraph 3.2.3.1 a) shall not apply to arriving VFR flights and to arriving IFR flights executing visual approach when the aircraft has reported the preceding aircraft in sight and has been instructed to follow and maintain own separation from that aircraft. In those cases, the air traffic control unit shall issue caution for wake turbulence.

3.2.4 Air traffic control clearances

3.2.4.1 Air traffic control clearances shall be based solely on the following requirements for providing air traffic control service:

- a. Clearances shall be issued solely for expediting and separating air traffic and be based on known traffic conditions which affect safety in aircraft operation. Such traffic conditions include not only aircraft in the air and on the manoeuvring area over which control is being exercised, but also any vehicular traffic or other obstructions not permanently installed on the manoeuvring area in use.
- b. ATC units shall issue such ATC clearances as necessary to prevent collisions and to expedite and maintain an orderly flow of air traffic.
- c. ATC clearances shall be issued early enough to ensure that they are transmitted to the aircraft in sufficient time for it to comply with them.

3.2.4.2 Operation subject to clearance

3.2.4.2.1 An air traffic control clearance shall be obtained prior to operating a controlled flight, or a portion of a flight as a controlled flight. Such clearance shall be requested through the submission of a flight plan to an air traffic control unit.

3.2.4.2.2 When a flight plan specifies that the initial portion of a flight will be uncontrolled, and that the subsequent portion of the flight will be subject to air traffic control service, the flight crew shall obtain the clearance from the appropriate air traffic control unit prior to entering the area where controlled flight will be commenced.

- 3.2.4.2.3 When a flight plan specifies that the initial portion of a flight will be subject to air traffic control service, and that the subsequent portion will be uncontrolled, the aircraft shall normally be cleared to the point at which the controlled flight terminates.
- 3.2.4.2.4 The pilot-in-command of an aircraft shall inform the air traffic control unit if an air traffic control clearance is not satisfactory. In such cases, the air traffic control unit will issue an amended clearance, if practicable.
- 3.2.4.2.5 Whenever an aircraft has requested a clearance involving priority, a report explaining the necessity for such priority shall be submitted, if requested by the appropriate air traffic control unit.
- 3.2.4.2.6 *Potential reclearance in flight.* If, prior to departure, it is anticipated that, depending on fuel/ energy endurance and subject to reclearance in flight, a decision may be taken to proceed to a revised destination aerodrome, the appropriate air traffic control units shall be so notified by the insertion in the flight plan of information concerning the revised route (where known) and the revised destination.
- 3.2.4.2.7 An aircraft operated on a controlled aerodrome shall not taxi on the manoeuvring area without clearance from the aerodrome control tower and shall comply with any instructions given by that unit.
- 3.2.4.2.8 When vectoring or assigning a direct routing not included in the flight plan, which takes an IFR flight off published ATS route or instrument procedure, an air traffic controller providing ATS surveillance service shall issue clearances such that the prescribed obstacle clearance exists at all times until the aircraft reaches the point where the pilot re-joins the flight plan route or joins a published ATS route or instrument procedure.
- 3.2.4.3 Clearances for transonic flight
- 3.2.4.3.1 The air traffic control clearance relating to the transonic acceleration phase of a supersonic flight shall extend at least to the end of that phase.
- 3.2.4.3.2 The air traffic control clearance relating to the deceleration and descent of an aircraft from supersonic cruise to subsonic flight shall seek to provide for uninterrupted descent at least during the transonic phase.
- 3.2.4.4 Contents of clearances
- 3.2.4.4.1 An air traffic control clearance shall indicate:
- aircraft identification as shown in the flight plan;
 - clearance limit;
 - route of flight, ...
 - the route of flight shall be detailed in each clearance when deemed necessary; and
 - the phrase 'cleared flight planned route' shall not be used when granting a re-clearance;
 - level or levels of flight for the entire route or part thereof and changes of levels if required;
 - any necessary instructions or information on other matters such as ATFM departure slot if applicable, approach or departure manoeuvres, communications and the time of expiry of the clearance.
- 3.2.4.5 Read-back of clearances, instructions and safety-related information
- 3.2.4.5.1 The flight crew shall read back to the air traffic controller safety-related parts of ATC clearances and instructions which are transmitted by voice. The following items shall always be read back:
- ATC route clearances;
 - clearances and instructions to enter, land on, take off from, hold short of, cross, taxi and backtrack on any runway; and
 - runway-in-use, altimeter settings, SSR codes, newly assigned communication channels, level instructions, heading and speed instructions; and
 - transition levels, whether issued by the controller or contained in ATIS broadcasts.

- 3.2.4.5.2 Other clearances or instructions, including conditional clearances and taxi instructions, shall be read back or acknowledged in a manner to clearly indicate that they have been understood and will be complied with.
- 3.2.4.5.3 The controller shall listen to the read-back to ascertain that the clearance or instruction has been correctly acknowledged by the flight crew and shall take immediate action to correct any discrepancies revealed by the read-back.
- 3.2.4.5.4 Vehicle drivers operating or intending to operate on the manoeuvring area shall read back to the air traffic controller safety related parts of instructions which are transmitted by voice, e.g. instructions to enter, hold short of, cross and operate on any operational runway or taxiway.
- 3.2.4.5.5 The controller shall listen to the read-back to ascertain that the instruction has been correctly acknowledged by the vehicle driver and shall take immediate action to correct any discrepancies revealed by the read-back.
- 3.2.4.6 Changes in clearance regarding route or level
- 3.2.4.6.1 When issuing a clearance covering a requested change in route or level, the exact nature of the change shall be included in the clearance.
- 3.2.4.6.2 When traffic conditions will not permit clearance of a requested change, the word 'UNABLE' shall be used. When warranted by circumstances, an alternative route or level shall be offered.
- 3.2.4.7 Clearance related to altimetry
- 3.2.4.7.1 The flight crew shall be provided with the transition level in due time prior to reaching it during descent.
- 3.2.4.7.2 Except when it is known that the aircraft has already received the information in a directed transmission, an QNH altimeter setting shall be included in:
- the descent clearance, when first cleared to an altitude below the transition level;
 - the approach clearance or the clearance to enter the traffic circuit;
 - the taxi clearance for departing aircraft.
- 3.2.4.8 Conditional clearances
- 3.2.4.8.1 Conditional phrases, such as 'behind landing aircraft' or 'after departing aircraft', shall not be used for movements affecting the active runway(s), except when the aircraft or vehicles concerned are seen by the appropriate controller and pilot. The aircraft or vehicle causing the condition in the clearance issued shall be the first aircraft/vehicle to pass in front of the other aircraft concerned. In all cases, a conditional clearance shall be given in the following order and consist of:
- the call sign;
 - the condition;
 - the clearance; and
 - a brief reiteration of the condition.
- 3.2.4.9 Coordination of clearances
- 3.2.4.9.1 An air traffic control clearance shall be coordinated between air traffic control units to cover the entire route of an aircraft or a specified portion thereof as described in provisions 3.2.4.9.2 to 3.2.4.9.6.
- 3.2.4.9.2 An aircraft shall be cleared for the entire route to the aerodrome of first intended landing:
- when it has been possible, prior to departure, to coordinate the clearance between all the units under whose control the aircraft will come; or
 - when there is reasonable assurance that prior coordination will be effected between those units under whose control the aircraft will subsequently come.

- 3.2.4.9.3 When coordination as in paragraph 3.2.4.9.2 has not been achieved or is not anticipated, the aircraft shall be cleared only to that point where coordination is reasonably assured; prior to reaching such point, or at such point, the aircraft shall receive further clearance, holding instructions being issued as appropriate.
- 3.2.4.9.4 When prescribed by the ATS unit, aircraft shall contact a downstream air traffic control unit, for the purpose of receiving a downstream clearance prior to the transfer of control point.
- Aircraft shall maintain the necessary two-way communication with the current air traffic control unit whilst obtaining a downstream clearance.
 - A clearance issued as a downstream clearance shall be clearly identifiable as such to the pilot.
 - Unless coordinated, downstream clearances shall not affect the aircraft's original flight profile in any airspace, other than that of the air traffic control unit responsible for the delivery of the downstream clearance.
- 3.2.4.9.5 When an aircraft intends to depart from an aerodrome within a control area to enter another control area within a period of thirty minutes, or such other specific period of time as has been agreed between the area control centres concerned, coordination with the subsequent area control centre shall be effected prior to issuance of the departure clearance.
- 3.2.4.9.6 When an aircraft intends to leave a control area for flight outside controlled airspace, and will subsequently re-enter the same or another control area, a clearance from the point of departure to the aerodrome of first intended landing may be issued. Such clearance or revisions thereto shall apply only to those portions of the flight conducted within controlled airspace.
- 3.2.4.10 Horizontal speed control instructions
- 3.2.4.10.1 Speed control instructions should remain in effect unless explicitly cancelled or amended by the air traffic controller.
- 3.2.4.10.2 The flight crew should comply with published SID and STAR speed restrictions unless the restrictions are explicitly cancelled or amended by the air traffic controller.
- 3.2.5 Adherence to flight plan**
- 3.2.5.1 Except as provided for in paragraphs 3.2.5.2 and 3.2.5.4 an aircraft shall adhere to the current flight plan or the applicable portion of a current flight plan submitted for a controlled flight unless a request for a change has been made and clearance obtained from the appropriate air traffic control unit, or unless an emergency situation arises which necessitates immediate action by the aircraft, in which event as soon as circumstances permit, after such emergency authority is exercised, the appropriate air traffic services unit shall be notified of the action taken and that this action has been taken under emergency authority.
- 3.2.5.1.1 Unless otherwise authorised by the competent authority, or directed by the appropriate air traffic control unit, controlled flights shall, in so far as practicable:
- when on an established ATS route, operate along the defined centre line of that route; or
 - when on any other route, operate directly between the navigation facilities and/or points defining that route;
 - when in FRALB airspace, operate directly between the FRA entry point via the intermediate points to the FRA exit point.
- 3.2.5.1.2 Unless otherwise authorised by the competent authority, or directed by the appropriate air traffic control unit, an aircraft operating along an ATS route segment defined by reference to very high frequency omnidirectional radio ranges shall change over for its primary navigation guidance from the facility behind the aircraft to that ahead of it at, or as close as operationally feasible to, the changeover point, where established.
- 3.2.5.1.3 Deviation from the requirements in paragraph 3.2.5.1.1 shall be notified to the appropriate ATS unit.
- 3.2.5.2 *Deviations from the current flight plan.* In the event that a controlled flight inadvertently deviates from its current flight plan, the following action shall be taken:

- a. Deviation from track: if the aircraft is off track, action shall be taken forthwith to adjust the heading of the aircraft to regain track as soon as practicable.
- b. Deviation from the air traffic control assigned Mach number/indicated airspeed: the appropriate air traffic services unit shall be informed immediately.
- c. Deviation from Mach number/true airspeed: if the sustained Mach number/true airspeed at cruising level varies by plus or minus Mach 0.02 or more, or plus or minus 19km/h (10kt) true airspeed or more from the current flight plan, the appropriate air traffic services unit shall be so informed.

3.2.5.2.1 Adherence to the true Mach number

- a. Aircraft subject to the Mach number technique should adhere to the true Mach number approved by ATC and should request ATC approval before making any changes thereto. If it is essential to make an immediate temporary change in the Mach number (e.g. due to turbulence), ATC should be notified as soon as possible that such a change has been made.
- b. If it is not feasible, due to aircraft performance, to maintain the last assigned Mach number during en-route climbs and descents, pilots of the aircraft concerned should advise ATC at the time of the climb/descent request.

3.2.5.3 *Intended changes.* Requests for flight plan changes shall include information as indicated hereunder:

3.2.5.3.1 Change of cruising level: aircraft identification; requested new cruising level and cruising speed at this level, revised time estimates (when applicable) at subsequent flight information region boundaries.

3.2.5.3.2 Change of route:

- a. Destination unchanged: aircraft identification; flight rules; description of new route of flight including related flight plan data beginning with the position from which requested change of route is to commence; revised time estimates; any other pertinent information.
- b. Destination changed: aircraft identification; flight rules; description of revised route of flight to revised destination aerodrome including related flight plan data, beginning with the position from which requested change of route is to commence; revised time estimates; alternate aerodrome(s); any other pertinent information.
- c. Change of Mach number/true airspeed: aircraft identification; requested Mach number/true airspeed.

3.2.5.4 *Weather deterioration below the VMC.* When it becomes evident that flight in VMC in accordance with its current flight plan will not be practicable, a VFR flight operated as a controlled flight shall:

- a. request an amended clearance enabling the aircraft to continue in VMC to destination or to an alternative aerodrome or operating site, or to leave the airspace within which an ATC clearance is required; or
- b. if no clearance in accordance with a) can be obtained, continue to operate in VMC and notify the appropriate ATC unit of the action being taken either to leave the airspace concerned or to land at the nearest suitable aerodrome or operating site; or
- c. if operated within a control zone, request authorisation to operate as a special VFR flight; or
- d. request clearance to operate in accordance with the instrument flight rules.

3.2.6 Position reports

3.2.6.1 Unless exempted by the competent authority or by the appropriate air traffic services unit under conditions specified by that authority, a controlled flight shall report to the appropriate air traffic services unit, as soon as possible, the time and level of passing each designated compulsory reporting point, together with any other required information. Position reports shall similarly be made in relation to additional points when requested by the appropriate air traffic services unit. In the absence of designated reporting points, position reports shall be made at intervals prescribed by the competent authority or specified by the appropriate air traffic services unit.

3.2.6.1.1 When a controlled flight has been exempted from the requirement to report at compulsory reporting points,

pilots shall, unless automated position reporting is in effect, resume voice position reporting:

- a. when so instructed;
- b. when advised that the ATS surveillance service has been terminated; or
- c. when advised that the ATS surveillance identification is lost.

3.2.6.1.2 With due regard to requirements in SERA.14065 for communications change over, the position report shall contain the following elements:

1. aircraft identification;
2. position;
3. time;
4. speed, if assigned by ATC; and
5. other elements as instructed by ATC.

3.2.6.1.3 The elements described in paragraph 3.2.6.1.2 shall be reported as described in point 2 of Point A of Appendix 5 of SERA.

3.2.7 Termination of control

3.2.7.1 A controlled flight shall, except when landing at a controlled aerodrome, advise the appropriate ATC unit as soon as it ceases to be subject to air traffic control service.

3.2.8 Communications

3.2.8.1 An aircraft operated as a controlled flight shall maintain continuous air-ground voice communication watch on the appropriate communication channel of, and establish two-way communication as necessary with, the appropriate air traffic control unit, except as may be prescribed by the ATS Authority in respect of aircraft forming part of aerodrome traffic at a controlled aerodrome.

Note: Direct controller-pilot communications should be established prior to the provision of ATS surveillance services, unless special circumstances, such as emergencies, dictate otherwise.

3.2.8.2 **Radio communication failure procedures.** When an aircraft is unable to comply with paragraph 3.2.8.1, the flight crew shall attempt to establish contact on the previous channel used and, if not successful, on another channel appropriate to the route. If these attempts fail, the flight crew shall attempt to establish communication with:

- a. the appropriate air traffic services unit;
- b. other air traffic services units; or
- c. other aircraft,

using all available means. In addition, the aircraft, when forming part of the aerodrome traffic at a controlled aerodrome, shall keep a watch for such instructions as may be issued by visual signals.

3.2.8.2.1 When an expected communication from an aircraft has not been received within a time period such that the occurrence of a communication failure is suspected, or when requested by other air traffic services units, the air traffic controller shall call the aircraft on the frequencies on which the aircraft is believed to be listening, and:

- a. when providing surveillance service, the air traffic controller shall normally determine whether or not the aircraft's receiver is functioning, and if successful, continue providing air traffic control service using SSR code/ ADS-B transmission changes or IDENT transmissions to obtain acknowledgement of clearances issued to the aircraft;
- b. if not successful, the air traffic control unit shall:

- i. request other air traffic services units to render assistance by calling the aircraft and relaying messages, if necessary;
- ii. request aircraft on the route to attempt to establish communication with the aircraft and relay messages, if necessary;
- iii. initiate the notification to the aircraft operator, as soon as possible, of any failure in air-ground communication.
- c. if the attempts described in points b. (i) and b. (ii) fail, blind transmission of air traffic control clearances shall not be made to aircraft, except at the specific request of the originator. Other messages should be transmitted by blind transmission on the frequencies on which the aircraft is believed to be listening.

3.2.8.2.2

When an aircraft is unable to comply with paragraph 3.2.8.1 and the attempts described in paragraph 3.2.8.2 to establish communications are not successful, the radio communication failure procedures described below shall be applied:

- a. The aircraft, when forming part of the aerodrome traffic at a controlled aerodrome, shall keep a watch for instructions as may be issued by visual signals.
- b. The aircraft shall set the transponder on Mode A Code 7600 and/or set the ADS-B transmitter to indicate the loss of air-ground communications and comply with the procedures described in points c), d), e) and f), as appropriate.
- c. A VFR flight shall continue to fly in visual meteorological conditions, land at the nearest suitable aerodrome, and report its arrival by the most expeditious means to the #appropriate air traffic services unit.
- d. Except as provided for in point e), an IFR flight shall:
 - i. maintain the last assigned speed and level, or minimum flight altitude if higher, for a period of 20 minutes following:
 - A. the aircraft's failure to make a required report; or
 - B. the time the transponder is set to 7600 and/or the appropriate ADS-B emergency and/or urgency mode is transmitted if surveillance service is provided, and thereafter adjust level and speed in accordance with the filed flight plan as amended by delay and modification messages to the filed flight plan.
 - ii. when being vectored or having been directed by ATC to proceed offset using area navigation (RNAV):
 - A. with a specified limit, continue to that limit, then rejoin the last received and acknowledged route, taking into consideration the applicable minimum flight altitude; or
 - B. without a specified limit, rejoin the last received and acknowledged route no later than the next significant point, taking into consideration the applicable minimum flight altitude.
 - iii. proceed according to the last received and acknowledged route clearance to the appropriate designated navigation aid or fix serving the destination aerodrome and, when required to ensure compliance with point (iv) below, hold over this aid or fix until commencement of descent;
 - iv. commence descent from the navigation aid or fix specified in point (iii) at, or as close as possible to, the expected approach time last received and acknowledged; or, if no expected approach time has been received and acknowledged, at, or as close as possible to, the estimated time of arrival;
 - v. complete an instrument approach procedure as specified for the designated navigation aid or fix; and
 - vi. land, if possible, within 30 minutes after the estimated time of arrival specified in point (iv) or the last acknowledged expected approach time, whichever is later.

- e. An IFR flight following a standard instrument departure route or a standard instrument arrival route shall comply with the procedures for radio communication failure specified on the Standard Departure Chart - Instrument (SID) or Standard Arrival Chart - Instrument (STAR), when provided.
- f. If an IFR flight encounters visual meteorological conditions and the pilot-in-command decides to continue to fly in visual meteorological conditions, the pilot shall set Mode A Code 7601, land at the nearest suitable aerodrome, and report arrival by the most expeditious means to the appropriate air traffic services unit.

3.2.8.2.3 The provision of air traffic control service to flights operating in the airspace concerned shall be based on the premise that an aircraft experiencing communication failure complies with paragraph 3.2.8.2.2.

3.2.8.2.4 As soon as it is known that an aircraft operating in its area of responsibility is experiencing an apparent radio communication failure, an air traffic control unit shall forward information concerning the radio communication failure to all air traffic services units concerned along the route of flight. The area control centre in whose area the destination aerodrome is located shall take steps to obtain information on the alternate aerodrome(s) and other relevant information specified in the filed flight plan, if such information is not available.

3.2.8.2.5 When an air traffic control unit receives information that an aircraft, after experiencing a communication failure, has re-established communication or has landed, that unit shall inform the air traffic control unit in whose area the aircraft was operating at the time the failure occurred, and other air traffic services units concerned along the route of flight, giving necessary information for the continuation of control if the aircraft continues its flight.

3.2.8.2.6 The signals used in case of communication failure shall be in accordance with SERA Appendix 1 'Signals'.

3.3 Flight information service

3.3.1 Flight information service shall be provided by the appropriate air traffic services units to all aircraft which are likely to be affected by the information and which are:

- a. provided with air traffic control service; or
- b. otherwise known to the relevant air traffic services units.

3.3.2 The reception of flight information service does not relieve the pilot-in-command of an aircraft of any responsibilities and the pilot-in-command shall make the final decision regarding any suggested alteration of flight plan.

3.3.3 Where air traffic services units provide both flight information service and air traffic control service, the provision of air traffic control service shall have precedence over the provision of flight information service whenever the provision of air traffic control service so requires.

3.3.4 Flight information service shall include the provision of pertinent:

- a. SIGMET and AIRMET information;
- b. information concerning pre-eruption volcanic activity, volcanic eruptions and volcanic ash clouds;
- c. information concerning the release into the atmosphere of radioactive materials or toxic chemicals;
- d. information on changes in the availability of radio navigation services;
- e. information on changes in condition of aerodromes and associated facilities, including information on the state of the aerodrome movement areas when they are affected by snow, ice or significant depth of water;
- f. information on unmanned free balloons;
- g. information on abnormal aircraft configuration and condition;
- h. information on unmanned aircraft;
- i. any other information likely to affect safety.

- 3.3.5 Flight information service provided to flights shall include, in addition to that outlined in paragraph 3.3.4, the provision of information concerning:
- weather conditions reported or forecast at departure, destination and alternate aerodromes;
 - collision hazards, to aircraft operating in airspace Classes C, D, and G;
 - for flight over water areas, in so far as practicable and when requested by a pilot, any available information such as radio call sign, position, true track, speed, etc., of surface vessels in the area;
 - messages, including clearances, received from other air traffic services units to relay to aircraft.
- 3.3.6 Flight information service provided to VFR flights shall include, in addition to that outlined in paragraph 3.3.4, the provision of available information concerning traffic and weather conditions along the route of flight that are likely to make operation under the visual flight rules impracticable.
- 3.3.7 AFIS provided to flights shall include, in addition to relevant items outlined in paragraphs 3.3.4 and 3.3.5, the provision of the information concerning:
- information and warnings to pilots;
 - instructions to vehicles and personnel operating on the maneuvering area;
 - transmission of ATC departure clearance as provided by APP Unit for IFR/VFR traffic which plan to cross controlled airspace;
 - information to departing and arriving aircraft that the runway is free;
 - information to aircraft under its jurisdiction and APP of any depletion of aerodrome emergency services;
 - information to other ATC Units including Aerodrome Authority when it becomes apparent that there is a deterioration in the state of the Aerodrome or associated facilities;
 - provision to arriving and departing aircraft with information on weather and essential aerodrome information as well as changes in runway surface conditions, as reported;
 - coordination of flight movements with other ATC units affected by the flight operations;
 - operation of runway and taxiway lighting during operations;
 - coordination of flight operations with aerodrome Marshaller/ Follow Me vehicle to handle in flight emergencies and unusual situations.
- 3.3.8 Transmission of information
- 3.3.8.1 Information should be disseminated to aircraft by one or more of the following means:
- the preferred method of directed transmission on the initiative of the appropriate air traffic services unit to an aircraft, ensuring that receipt is acknowledged; or
 - general call, unacknowledged transmission to all aircraft concerned; or
 - broadcast; or
 - data link, if applicable.
- 3.3.9 The use of general calls should be limited to cases where it is necessary to disseminate essential information to several aircraft without delay, e.g. the sudden occurrence of hazards, a change of the runway-in-use, or the failure of a key approach and landing aid.
- 3.3.10 Air traffic services units shall transmit, as soon as practicable, special and non-routine air reports to:
- other aircraft concerned;

- b. the associated meteorological watch office in accordance with Appendix 5 to Implementing Regulation (EU) No 923/2012; and
- c. other air traffic services units concerned.

3.3.11 When receiving special air-reports by voice communications concerning braking action which does not correspond to the runway condition report, air traffic services units shall forward them without delay to the appropriate aerodrome operator.

3.3.12 Transmissions to aircraft shall be repeated at a frequency and continued for a period of 30 minutes after their issuance.

3.4 Alerting service

3.4.1 Alerting service shall be provided by the air traffic services units:

- a. for all aircraft provided with air traffic control service;
- b. in so far as practicable, to all other aircraft having filed a flight plan or otherwise known to the air traffic services; and
- c. to any aircraft known or believed to be the subject of unlawful interference.

3.4.2 Aircraft equipped with suitable two-way radio-communications shall report every 20 minutes following the time of the last contact, whatever the purpose of such contact, merely to indicate that the flight is progressing according to plan, such report to comprise identification of the aircraft and the words 'Operations normal'.

3.4.3 The 'Operations normal' message shall be transmitted air-ground to an appropriate ATS unit.

3.4.4 The absence of an 'operations normal' message does not constitute a situation of urgency. In the absence of such a report, ATS should endeavour to contact the aircraft on available frequencies. A failure to contact the aircraft could lead to any type of measure including the declaration of 'uncertainty phase'.

3.4.5 When it has been established by an air traffic services unit that an aircraft is in a state of emergency, other aircraft known to be in the vicinity of the aircraft involved shall, except as provided in paragraph 3.4.6 be informed of the nature of the emergency as soon as practicable.

3.4.6 When an air traffic services unit knows or believes that an aircraft is being subjected to unlawful interference, no reference shall be made in ATS air-ground communications to the nature of the emergency unless it has first been referred to in communications from the aircraft involved and it is certain that such reference will not aggravate the situation.

3.4.7 Area control centre shall serve as the central point for collecting all information relevant to a state of emergency of an aircraft operating within the flight information region or control area concerned and for forwarding such information to the appropriate rescue coordination centre.

3.4.8 In the event of a state of emergency arising to an aircraft while it is under the control of an aerodrome control tower or approach control unit or in contact with an AFIS unit, such unit shall notify immediately the flight information centre or area control centre responsible which shall in turn notify the rescue coordination centre, except that notification of the area control centre, flight information centre, or rescue coordination centre shall not be required if the nature of the emergency is such that the notification would be superfluous.

3.4.8.1 It may be advisable, in case of a search and rescue operation of a substantial duration, to promulgate by NOTAM the lateral and vertical limits of the area of a search and rescue action, and to warn aircraft not engaged in actual search and rescue operations and not controlled by air traffic control service to avoid such areas unless otherwise authorised by the appropriate air traffic services unit.

3.4.9 Nevertheless, the aerodrome control tower or approach control unit responsible or the relevant AFIS unit shall first alert and take other necessary steps to set in motion all appropriate local rescue and emergency organisations which can give the immediate assistance required, in accordance with local instructions, whenever either of the following situations occurs:

- a. an aircraft accident has occurred on or in the vicinity of the aerodrome;

- b. information is received that the safety of an aircraft which is or will come under the jurisdiction of the aerodrome control tower or of the AFIS unit may have or has been impaired;
- c. requested by the flight crew;
- d. when otherwise deemed necessary or desirable or the urgency of the situation so requires.

4. COORDINATION BETWEEN THE AIRCRAFT OPERATOR AND ATS

- 4.1 Coordination between the aircraft operator and air traffic services is effected in accordance with ICAO Annex 11, Chapter 2, paragraph 2.17, ICAO Doc 4444, Chapter 11, paragraphs 11.2.1.1.4 and 11.2.1.1.5 and SERA.7005.
- 4.2 Air traffic services units, in carrying out their objectives, shall have due regard for the requirements of the aircraft operators consequent on their obligations as specified in the relevant national legislation on Air Operations, and, if so required by the aircraft operators, shall make available to them or their designated representatives such information as may be available to enable them or their designated representatives to carry out their responsibilities.
- 4.3 When so requested by an aircraft operator, messages (including position reports) received by air traffic services units and relating to the operation of the aircraft for which operational control service is provided by that aircraft operator shall, so far as practicable, be made available immediately to the aircraft operator or a designated representative in accordance with locally agreed procedures.

5. MINIMUM FLIGHT ALTITUDES

- 5.1 The minimum flight altitudes on the ATS routes, as presented in ENR 3.2, ensure a minimum vertical clearance above the controlling obstacle in the area concerned in conformity with ICAO Doc 8168 requirements. Corrections to the published minimum flight altitudes for low temperature effect are not applied.
- 5.2 The minimum vectoring altitudes within the ATC Surveillance Minimum Altitude Area ensure terrain and obstacle clearance in conformity with ICAO Doc 8168 requirements. Corrections to the published minimum vectoring altitudes for low temperature effect are applied, when necessary, by ATC.

6. ATS UNITS ADDRESS LIST

Unit name	Postal address	Telephone	Fax	AFS
Tirana ACC	Rinas, Tirana, Albania	+355 4 2371230	NIL	LAAAZQZX
Tirana APP	As ACC	As ACC	NIL	As ACC
Tirana FIC	As ACC	As ACC	NIL	As ACC
Tirana TWR	As ACC	+355 4 4542-396 +355 4 4542-397	NIL	LATIZTZX

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GEN 3.5 METEOROLOGICAL SERVICES**1. RESPONSIBLE SERVICE**

1.1 The meteorological service for civil aviation in Albania is provided by ALBCONTROL, Air Navigation Services of Albania.

Post: ALBCONTROL
Air Navigation Services of Albania
Meteo Directorate
P.O. Box 8172
Rinas, Tirana
Albania

Phone: + 355 4 4542278

Fax: NIL

Email: sinoptika@albcontrol.al

AFS: LATIYMYX

URL: www.albcontrol.al

1.2 Meteorological observations and reports at international aerodromes in Albania are provided by the MWO (for more detailed information, see AD 2.11 of aerodrome concerned).

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

- ICAO Annex 3 - Meteorological Service for International Air Navigation
- ICAO Annex 11 - Air Traffic Services
- ICAO Annex 14 - Aerodromes
- ICAO Doc 7030 - Regional Supplementary Procedures
- ICAO Doc 10157 - PANS-MET
- ICAO Doc 8896 - Manual of Aeronautical Meteorological Practices
- ICAO Doc 9328 - Manual of RVR Observing and Reporting Practices
- EUR Doc 014 - SIGMET and AIRMET Guide
- Implementing Regulation (EU) No 923/2012 - SERA
- Regulation (EU) No 2017/373

1.4 Differences to these provisions are detailed in GEN 1.7.

2. AREA OF RESPONSIBILITY

2.1 Meteorological service is provided for the entire Tirana FIR.

3. METEOROLOGICAL OBSERVATIONS AND REPORTS**3.1 Meteorological office**

3.1.1 The following meteorological observations and reports are provided by meteorological offices established at public aerodromes in Albania:

Name of station/ Location indicator	Type & frequency of observations	Types of MET reports and availability of trend forecasts	Observation system and site(s)	Hours of operation	Climatological information
1	2	3	4	5	6
Tirana LATI	Routine observations half hourly Special observations	METAR, MET Report SPECIAL TREND	RWY 17/35 2 SFC wind sensors: See AD Chart 2 RVR EQPT: See AD chart 2 Ceilometers: RWY 17, RWY 35 2 Temperature and humidity sensors: See TDZ 17, TDZ 35 2 Pressure sensors: TDZ 17, TDZ 35 2 MOR EQPT: TDZ 17, TDZ 35 1 Present Weather sensor: RWY 17 1 Thunderstorm Detector: RWY 17	H24	Aerodrome climatological tables and summaries AVBL on request.
Kukes LAKU	Routine observations half hourly Special observations	METAR, MET Report, SPECIAL AUTO METAR *	RWY 01/19 2 SFC wind sensors: TDZ 01, TDZ 19 2 RVR EQPT: TDZ 01, TDZ 19 2 Ceilometers: See AD chart 2 Temperature and humidity sensors: TDZ 01, TDZ 19 2 Pressure sensors: See TDZ 01, TDZ 19 2 MOR EQPT: TDZ 01, TDZ 19 Present Weather sensor: NIL Thunderstorm Detector: NIL	H24	Aerodrome climatological tables and summaries AVBL on request.
* AUTO METAR: AUTO METAR reports are generated and disseminated outside aerodrome service hours according to the following terms: The content of these reports will include all meteorological parameters which are part of METAR corresponding to ICAO Annex 3, except: Visibility cannot be estimated within 360 DEG and this is why the reported visibility may not represent prevailing values. Minimum visibility in a certain direction cannot be reported. Present Weather, not reported due to PW sensor absence No cloud type will be reported (TCU, CB) No Supplementary information on WS and recent weather will be reported In the AUTO METAR report if the system has not detected any clouds, instead of using: NSC (no significant cloud) the following abbreviation will be used: NCD (no cloud detected) The generation of AUTO METAR is based on instrumental measurements at specific locations and algorithms only and not on human observations or measurements.					

3.1.2 CAVOK criteria for clouds (highest minimum sector altitude)

LATI	9 500 ft
LAKU	11 100 ft

3.1.3 Local routine, special reports and METAR contain the following elements:

- identification of the type of report;
- location indicator;
- time of the observation;
- identification of an automated or missing report, when applicable;
- surface wind direction and speed;
- visibility;
- runway visual range, when applicable;
- present weather (for LAKU not available during AUTO METAR);

- e. freezing precipitation
- f. hoar frost or rime
- g. sandstorm
- h. duststorm
- i. rising sand or dust
- j. strong surface wind and gusts (Cross Wind $\geq$ 20 kt and Wind $\geq$ 40 kt)
- k. squall
- l. frost
- m. volcanic ash
- n. tsunami
- o. volcanic ash deposition
- p. toxic chemicals
- q. fog and/or freezing fog (prevailing visibility below 1000 meters)
- r. heavy precipitations $\geq$ 10 mm/hr
- s. temperature below 0 degree Celsius or temperature above 35 degree Celsius

4.4.5 The normal method of notifying aerodrome warnings is by E-mail to the aerodrome, with local dissemination of the warning being the responsibility of the aerodrome operator.

4.4.6 Warnings of observed or expected existence of wind shear are issued for Tirana and Kukes aerodrome, and disseminated to the appropriate ATS units. The wind shear warnings are issued in English.

5. NOTIFICATION REQUIRED FROM OPERATORS

5.1 Requests to add flight folders should include all necessary details of the route, the period of the flight, the expected height of the flight operation and the time at which the forecast should be available or briefing is required. If the forecast is collected not immediately before takeoff, the enquirer should ensure to get informed about any amendments to the forecast issued prior to departure. Limits for notification are as follows:

1. scheduled flights:
 - within Europe - 24 hours prior to departure
 - outside Europe - 2 weeks in advance
2. non-scheduled flights:
 - within Europe - 1 hour and 30 minutes prior to departure
 - outside Europe - 24 hours prior to departure

Note: Details on meteorological briefing at LATI aerodrome are given in the aerodrome sections, AD 2.

6. AIRCRAFT REPORTS

6.1 Aircraft observations

6.1.1 Routine observations made by aircraft are not required in the Tirana FIR.

6.1.2 The following aircraft observations shall be made during any phase of the flight:

1. special aircraft observations; and
2. other non-routine aircraft observations.

6.1.3 Special aircraft observations are required to be issued by aircraft as special air-reports in Tirana FIR whenever the following conditions are encountered or observed:

- a. moderate or severe turbulence; or
- b. moderate or severe icing; or
- c. severe mountain wave; or
- d. thunderstorms, without hail, that are obscured, embedded, widespread or in squall lines; or
- e. thunderstorms, with hail, that are obscured, embedded, widespread or in squall lines; or
- f. heavy dust storm or heavy sandstorm; or
- g. volcanic ash cloud; or
- h. pre-eruption volcanic activity or a volcanic eruption;
- i. the runway braking action encountered is not as good as reported.

6.1.4 Competent authority shall prescribe as necessary other conditions which shall be reported by all aircraft when encountered or observed.

6.1.5 When other meteorological conditions not listed under paragraph 6.1.3, e.g. wind shear, are encountered and which, in the opinion of the pilot in-command, may affect the safety or markedly affect the efficiency of other aircraft operations, the pilot-in command shall advise the appropriate air traffic services unit as soon as practicable.

6.1.6 Flight crews shall compile the reports using forms based on the model AIREP SPECIAL form as set out in point A, Appendix 5 of SERA. Those reports shall comply with the detailed instructions for reporting, as provided in point 2 of Appendix 5.

6.1.6.1 The detailed instructions, including the formats of messages and the phraseologies provided in Appendix 5 of SERA, shall be used by flight crews when transmitting air-reports and by ATS units when retransmitting such reports.

6.1.6.2 Special air-reports containing observations of volcanic activity shall be recorded on the special air-report of volcanic activity form. Forms based on the model form for special air-reports of volcanic activity set out in point B, Appendix 5 of SERA shall be provided for flight crews operating on routes which could be affected by volcanic ash clouds.

6.1.7 Aircraft observations shall be reported during flight at the time the observation is made or as soon thereafter as is practicable.

6.1.8 Aircraft observations shall be reported as air-reports and shall comply with the technical specifications in Appendix 5 of SERA.

6.2 Specific provisions related to reporting wind shear and volcanic ash

6.2.1 Reporting of wind shear

6.2.1.1 When reporting aircraft observations of wind shear encountered during the climb-out and approach phases of flight, the aircraft type shall be included.

6.2.1.2 Where wind shear conditions in the climb-out or approach phases of flight were reported or forecast but not encountered, the pilot-in-command shall advise the appropriate air traffic services unit as soon as practicable unless the pilot-in-command is aware that the appropriate air traffic services unit has already been so advised by a preceding aircraft.

6.2.2 Post-flight reporting of volcanic activity

6.2.2.1 On arrival of a flight at an aerodrome, the completed report of volcanic activity shall be delivered by the aircraft operator or a flight crew member, without delay, to the aerodrome meteorological office, or if such office is not easily accessible to arriving flight crew members, the completed form shall be dealt with in accordance with local arrangements agreed upon between MET and ATS providers and the aircraft operator.

6.2.2.2 The completed report of volcanic activity received by an aerodrome meteorological office shall be transmitted without delay to the meteorological watch office responsible for the provision of meteorological watch for the flight information region in which the volcanic activity was observed.

6.3 In-flight Procedures

6.3.1 Aircraft can obtain aerodrome weather information from any of the following methods:

- a. Automatic Terminal Information Service (ATIS); and
- b. by request to an ATS Unit but whenever possible only if the information required is not available from a broadcast.

Note: ATIS service is not available for LAKU.

6.3.2 When an aircraft diverts, or proposes to divert, to an aerodrome along a route for which no forecast has been provided, the commander may request the relevant information from the ATS unit serving the aircraft at the time, and the necessary forecasts will be provided by the Forecast Office.

7. VOLMET SERVICE

Nil.

8. SIGMET AND AIRMET SERVICE

Name of MWO Location Indicators	Hours of Service	FIR or CTA served	Validity periods	Specific procedures applied to SIGMET	Procedures applied to AIRMET	ATS Unit provided with information	Additional information
1	2	3	4	5	6	7	8
Tirana LATI	H24	Tirana FIR	SIGMET 4 hours Volcanic Ash SIGMET 6 hours	Tropical cyclone SIGMET is not issued	AIRMET 4 hours	Tirana TWR/ APP/ ACC/ AFISO	Nil

8.1 SIGMET service

8.1.1 Meteorological Watch Office is responsible for the preparation and dissemination of SIGMETs to appropriate ACC/FIC within Tirana FIR. Aircraft in flight should be warned by the ACC/FIC of the occurrence or expected occurrence of one or more of the following SIGMET phenomena:

- a. OBSC, EMBD, FRQ, SQL thunderstorms with or without hail;
- b. severe turbulence;
- c. severe icing (SEV ICE, SEV ICE FZRA);
- d. severe mountain waves;
- e. volcanic ash cloud;
- f. heavy duststorm;

- g. heavy sandstorm; and
- h. radioactive cloud.

8.2 **AIRMET service**

8.2.1 AIRMET information gives a concise description in abbreviated plain language, concerning the occurrence or expected occurrence of specified en-route weather phenomena. AIRMET information is provided for Tirana FIR flight levels from the ground up to FL150.

8.2.2 AIRMET information refers to the following phenomena:

- a. widespread mean surface wind speed above 30 kt;
- b. widespread area of visibility less than 5000 m;
- c. widespread area of BKN or OVC CLD with cloud base below 1000 ft AGL;
- d. ISOL, OCNL thunderstorms with or without hail;
- e. mountain obscuration;
- f. ISOL TCU, OCNL TCU, FRQ TCU, ISOL CB, OCNL CB, FRQ CB;
- g. moderate icing;
- h. moderate turbulence; and
- i. moderate mountain waves.

8.2.3 AIRMET covers Tirana FIR. Information is provided in text form via the AFS and Internet.

8.3 **Transmission of special air-reports, SIGMET and AIRMET information**

8.3.1 Appropriate SIGMET and AIRMET information, as well as special air-reports which have not been used for the preparation of a SIGMET, should be disseminated to aircraft by one or more of the means specified in GEN 3.3, paragraph 3.3.8.1, as established by the competent authority. Special air-reports should be transmitted with the least possible delay and disseminated to aircraft for a period of 60 minutes after their issuance.

8.3.2 The special air-report, SIGMET and AIRMET information to be passed on to aircraft on ground initiative should cover a portion of the route up to 1 hour's flying time ahead of the aircraft.

9. **OTHER AUTOMATED METEOROLOGICAL SERVICES**

Nil.

5.3.3 The frequency 121.500 MHZ is guarded continuously during the hours of service at Tirana ACC/APP/TWR. All coast stations guard the international distress frequencies.

5.3.4 Rescue aircraft belonging to permanent Search and Rescue Unit use both the call sign RESCUE and additional identification marks (ALFA, BRAVO, CHARLIE, etc.) during rescue operations.

5.4 Search and rescue signals

5.4.1 The search and rescue signals to be used are those prescribed in the Appendix of ICAO Annex 12.

5.4.2 Ground/air visual signal codes for use by survivors are as follows:

<i>Message</i>	<i>Code symbol</i>
Require assistance	V
Require medical assistance	X
No or Negative	N
Yes or Affirmative	Y
Proceeding in this direction	↑

5.4.3 Ground-air visual signal code for use by rescue units are as follows:

<i>Message</i>	<i>Code symbol</i>
Operation completed	LLL
We have found all personnel	<u>LL</u>
We have found only some personnel	++
We are not able to continue. Returning to base	XX
Have divided into two groups. Each proceeding in direction indicated	↗↘
Information received that aircraft is in this direction	→ →
Nothing found. Will continue to search	NN

5.4.4 Symbols shall be at least 2.5 metres (8 feet) long and shall be made as conspicuous as possible.

Note 1: Symbols may be formed by any means such as: strips of fabric, parachute material, pieces of wood, stones or such like material; marking the surface by tramping, or staining with oil.

Note 2: Attention to the above signals may be attracted by other means such as radio, flares, smoke and reflected light.

5.4.5 Air-to-ground signals

5.4.5.1 The following signals by aircraft mean that the ground signals have been understood:

- a. during the hours of daylight: by rocking the aircraft's wings;
- b. during the hours of darkness: flashing on and off twice the aircraft's landing lights or, if not so equipped, by switching on and off twice its navigation lights.

5.4.5.2 Lack of the above signal indicates that the ground signal is not understood.

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ENR 1 GENERAL RULES AND PROCEDURES

ENR 1.1 GENERAL RULES

1. APPLICABILITY AND COMPLIANCE WITH THE RULES OF THE AIR

1.1 Applicability with the rules of the air

- 1.1.1 Standardised European Rules of the Air (SERA) shall apply to general air traffic operating in Tirana FIR regardless of type or State of registration.
- 1.1.2 The Implementing Regulation (EU) No 923/2012 - SERA is the transposition into law of ICAO Annex 2 - Rules of the Air and parts of ICAO Annex 3 - Meteorology, Annex 10 - Communication Procedures, Annex 11 - Air Traffic Services and Doc 4444 - Air Traffic Management. The differences from ICAO Standards and Recommended Practices are published in GEN 1.7.
- 1.1.3 For flight over the high seas, the rules specified in Annex 2 to the Chicago Convention shall apply without exception.
- 1.1.4 Implementing Regulation (EU) 923/2012 - SERA, supporting Acceptable Means of Compliance and Guidance Material can be found at <http://easa.europa.eu/regulations>

1.2 Exemptions for special operations

- 1.2.1 The competent authorities may, either on their own initiative or based on applications by the entities concerned, grant exemptions to individual entities or to categories of entities from any of the requirements of SERA for the following activities of public interest and for the training necessary to carry out those activities safely:
- a. police and customs missions;
 - b. traffic surveillance and pursuit missions;
 - c. environmental control missions conducted by, or on behalf of public authorities;
 - d. search and rescue;
 - e. medical flights;
 - f. evacuations;
 - g. fire fighting;
 - h. flights by heads of State.
- 1.2.2 These exemptions may be applied in the cases where the activities listed above cannot be carried out as operational air traffic.

1.3 Compliance with the rules of the air (SERA.2005)

- 1.3.1 The operation of an aircraft either in flight, on the movement area of an aerodrome or at an operating site shall be in compliance with the general rules, the applicable local provisions and, in addition, when in flight, either with:
- a. the visual flight rules; or
 - b. the instrument flight rules.

1.4 Responsibilities (SERA.2010)

- 1.4.1 Responsibility of the pilot-in-command
- 1.4.1.1 The pilot-in-command of an aircraft shall, whether manipulating the controls or not, be responsible for the operation of the aircraft in accordance with SERA, except that the pilot-in-command may depart from these rules in circumstances that render such departure absolutely necessary in the interests of safety.

1.4.2 Pre-flight action

1.4.2.1 Before beginning a flight, the pilot-in-command of an aircraft shall become familiar with all available information appropriate to the intended operation. Pre-flight action for flights away from the vicinity of an aerodrome, and for all IFR flights, shall include a careful study of available current weather reports and forecasts, taking into consideration fuel/ energy requirements and an alternative course of action if the flight cannot be completed as planned.

1.5 Authority of pilot-in-command of an aircraft (SERA.2015)

1.5.1 The pilot-in-command of an aircraft shall have final authority as to the disposition of the aircraft while in command.

1.6 Problematic use of psychoactive substances (SERA.2020)

1.6.1 No person whose function is critical to the safety of aviation (safety-sensitive personnel) shall undertake that function while under the influence of any psychoactive substance, by reason of which human performance is impaired. No such person shall engage in any kind of problematic use of substances.

2. PROTECTION OF PERSONS AND PROPERTY

2.1 Negligent or reckless operation of aircraft (SERA.3101)

2.1.1 An aircraft shall not be operated in a negligent or reckless manner so as to endanger life or property of others.

2.2 Minimum heights (SERA.3105)

2.2.1 Except when necessary for take-off or landing, or except by permission from the competent authority, aircraft shall not be flown over the congested areas of cities, towns or settlements or over an open-air assembly of persons, unless at such a height as will permit, in the event of an emergency arising, a landing to be made without undue hazard to persons or property on the surface. The minimum heights for VFR flights shall be those specified in ENR 1.2 and minimum levels for IFR flights shall be those specified in ENR 1.3.

2.3 Cruising levels (SERA.3110)

2.3.1 The cruising levels at which a flight or a portion of a flight is to be conducted shall be in terms of:

- a. flight levels, for flights at or above the lowest usable flight level or, where applicable, above the transition altitude;
- b. altitudes, for flights below the lowest usable flight level or, where applicable, at or below the transition altitude.

2.4 Dropping or spraying (SERA.3115)

2.4.1 Dropping or spraying from an aircraft in flight shall only be conducted in accordance with:

- a. national legislation for aircraft operations; and
- b. as indicated by any relevant information, advice and/or clearance from the appropriate air traffic services unit.

2.5 Towing (SERA.3120)

2.5.1 An aircraft or other object shall only be towed by an aircraft in accordance with:

- a. national legislation for aircraft operations; and
- b. as indicated by any relevant information, advice and/or clearance from the appropriate air traffic services unit.

2.6 Parachute descents (SERA.3125)

2.6.1 Parachute descents, other than emergency descents, shall only be made in accordance with:

- 3.3.3.4 *Landing.* An aircraft in flight, or operating on the ground or water, shall give way to aircraft landing or in the final stages of an approach to land.
- 3.3.3.4.1 When two or more heavier-than-air aircraft are approaching an aerodrome or an operating site for the purpose of landing, aircraft at the higher level shall give way to aircraft at the lower level, but the latter shall not take advantage of this rule to cut in front of another which is in the final stages of an approach to land, or to overtake that aircraft. Nevertheless, power-driven heavier-than-air aircraft shall give way to sailplanes.
- 3.3.3.4.2 *Emergency landing.* An aircraft that is aware that another is compelled to land shall give way to that aircraft.
- 3.3.3.5 *Taking off.* An aircraft taxiing on the manoeuvring area of an aerodrome shall give way to aircraft taking off or about to take off.
- 3.3.4 Surface movement of aircraft, persons and vehicles
- 3.3.4.1 In case of danger of collision between two aircraft taxiing on the movement area of an aerodrome or equivalent part of an operating site, the following shall apply:
- a. when two aircraft are approaching head on, or approximately so, each shall stop or where practicable alter its course to the right so as to keep well clear;
 - b. when two aircraft are on a converging course, the one which has the other on its right shall give way;
 - c. an aircraft which is being overtaken by another aircraft shall have the right-of-way and the overtaking aircraft shall keep well clear of the other aircraft.
- 3.3.4.2 At a controlled aerodrome an aircraft taxiing on the manoeuvring area shall stop and hold at all runway-holding positions unless an explicit clearance to enter or cross the runway has been issued by the aerodrome control tower.
- 3.3.4.3 An aircraft taxiing on the manoeuvring area shall stop and hold at all lighted stop bars and may proceed further in accordance with paragraph 3.3.4.2 when the lights are switched off.
- 3.3.4.4 Movement of persons and vehicles at aerodromes:
- 3.3.4.4.1 The movement of persons or vehicles, including towed aircraft, on the manoeuvring area of an aerodrome shall be controlled by the aerodrome control tower as necessary to avoid hazard to them or to aircraft landing, taxiing or taking off;
- 3.3.4.4.2 In conditions where low visibility procedures are in operation:
- a. persons and vehicles operating on the manoeuvring area of an aerodrome shall be restricted to the essential minimum, and particular regard shall be given to the requirements to protect the critical and sensitive area(s) of radio navigation aids;
 - b. subject to the provisions in paragraph 3.3.4.4.3, the method or methods to separate vehicles and taxiing aircraft shall be as specified by the Air Navigation Service Provider (ANSP) and approved by the competent authority taking into account the aids available;
- 3.3.4.4.3 Emergency vehicles proceeding to the assistance of an aircraft in distress shall be afforded priority over all other surface movement traffic.
- 3.3.4.4.4 Subject to the provisions in paragraph 3.3.4.4.3, vehicles on the manoeuvring area shall be required to comply with the following rules:
- a. vehicles and vehicles towing aircraft shall give way to aircraft which are landing, taking-off, or taxiing;
 - b. vehicles shall give way to other vehicles towing aircraft;
 - c. vehicles shall give way to other vehicles in accordance with air traffic services unit instructions;
 - d. notwithstanding the provisions of a), b) and c), vehicles and vehicles towing aircraft shall comply with instructions issued by the aerodrome control tower.

3.4 Lights to be displayed by aircraft (SERA.3215)

3.4.1 Except as provided in paragraph 3.4.5, at night all aircraft in flight shall display:

- a. anti-collision lights intended to attract attention to the aircraft; and
- b. navigation lights intended to indicate the relative path of the aircraft to an observer and other lights shall not be displayed if they are likely to be mistaken for these lights; or
- c. in the case of balloons, position lights.

3.4.2 Except as provided in paragraph 3.4.5, at night:

- a. all aircraft moving on the movement area of an aerodrome shall display navigation lights intended to indicate the relative path of the aircraft to an observer and other lights shall not be displayed if they are likely to be mistaken for these lights;
- b. unless stationary and otherwise adequately illuminated, all aircraft on the movement area of an aerodrome shall display lights intended to indicate the extremities of their structure, as far as practicable;
- c. all aircraft taxiing or being towed on the movement area of an aerodrome shall display lights intended to attract attention to the aircraft; and
- d. all aircraft on the movement area of an aerodrome whose engines are running shall display lights which indicate that fact.

3.4.3 Except as provided in paragraph 3.4.5, all aircraft in flight and fitted with anti-collision lights to meet the requirement of paragraph 3.4.1, a) shall display such lights also during day.

3.4.4 Except as provided in paragraph 3.4.5, all aircraft:

- a. taxiing or being towed on the movement area of an aerodrome and fitted with anti-collision lights, to meet the requirement of paragraph 3.4.2, c); or
- b. on the movement area of an aerodrome and fitted with lights to meet the requirement of paragraph 3.4.2, d);

shall display such lights also during day.

3.4.5 A pilot shall be permitted to switch off or reduce the intensity of any flashing lights fitted to meet the requirements of paragraphs 3.4.1, 3.4.2, 3.4.3 and 3.4.4 if they do or are likely to:

- a. adversely affect the satisfactory performance of duties; or
- b. subject an outside observer to harmful dazzle.

3.5 Simulated instrument flights (SERA.3220)

3.5.1 An aircraft shall not be flown under simulated instrument flight conditions unless:

- a. fully functioning dual controls are installed in the aircraft; and
- b. an additional qualified pilot (in this rule called a safety pilot) occupies a control seat to act as safety pilot for the person who is flying under simulated instrument conditions. The safety pilot shall have adequate vision forward and to each side of the aircraft, or a competent observer in communication with the safety pilot shall occupy a position in the aircraft from which the observer's field of vision adequately supplements that of the safety pilot.

3.6 Operation on and in the vicinity of an aerodrome (SERA.3225)

3.6.1 An aircraft operated on or in the vicinity of an aerodrome shall:

- a. observe other aerodrome traffic for the purpose of avoiding collision;

ENR 1.2 VISUAL FLIGHT RULES**1. VMC VISIBILITY AND DISTANCE FROM CLOUD MINIMA (SERA.5001)**

1.1 VMC visibility and distance from cloud minima are contained in Table 1.2-1.

Table 1.2-1

Altitude band	Airspace class	Flight visibility	Distance from cloud
At and above 3050 m (10 000 ft) AMSL	C D G	8 km	1500 m horizontally 300 m (1000 ft) vertically
Below 3050 m (10 000 ft) AMSL and above 900 m (3000 ft) AMSL, or above 300 m (1000 ft) above terrain, whichever is the higher	C D G	5 km	1500 m horizontally 300 m (1000 ft) vertically
At or below 900 m (3000 ft) AMSL, or 300 m (1000 ft) above terrain, whichever is the higher	C D	5 km	1500 m horizontally 300 m (1000 ft) vertically
	G	5 km(*)	Clear of cloud and with the surface in sight
(*) a. Flight visibilities reduced to not less than 1 500 m are permitted for flights operating at speeds of 140 kts IAS or less to give adequate opportunity to observe other traffic or any obstacles in time to avoid collision; or in circumstances in which the probability of encounters with other traffic would normally be low, e.g. in areas of low volume traffic and for aerial work at low levels. b. Helicopters are permitted to operate <i>in less than 1 500 m but not less than 800 m</i> flight visibility, if manoeuvred at a speed that will give adequate opportunity to observe other traffic or any obstacles in time to avoid collision.			

2. VISUAL FLIGHT RULES (SERA.5005)

2.1 Except when operating as a special VFR flight, VFR flights shall be conducted so that the aircraft is flown in conditions of visibility and distance from clouds equal to or greater than those specified in Table 1.2-1.

2.2 Except when a clearance is obtained from an air traffic control unit, VFR flights shall not take-off or land at an aerodrome within a control zone, or enter the aerodrome traffic zone or aerodrome traffic circuit when the reported meteorological conditions at the aerodrome are below the following minima:

- a. the ceiling is less than 450 m (1 500 ft); or
- b. the ground visibility is less than 5 km.

2.3 VFR flights at night are permitted under the following conditions:

- a. if leaving the vicinity of an aerodrome, a flight plan shall be submitted in accordance with SERA.4001(b)(6);
- b. flights shall establish and maintain two-way radio communication on the appropriate ATS communication channel, when available;
- c. the VMC visibility and distance from cloud minima equal to or greater than those specified in the Table 1.2-1 except that:
 - i. the ceiling shall not be less than 450 m (1500 ft);
 - ii. the reduced flight visibility provisions specified in the Table 1.2-1 a) and b) shall not apply;
 - iii. in airspace classes C, D and G, at and below 900 m (3000 ft) AMSL or 300 m (1000 ft) above terrain, whichever is the higher, the pilot shall maintain continuous sight of the surface;
- d. except when necessary for take-off or landing, or except when specifically authorized by the competent authority, a VFR flight at night shall be flown at a level which is not below the minimum flight altitude established by the State whose territory is overflown, or, where no such minimum flight altitude has been established:

- i. over high terrain or in mountainous areas, at a level which is at least 600 m (2000 ft) above the highest obstacle located within 8 km of the estimated position of the aircraft;
- ii. elsewhere than as specified in i), at a level which is at least 300 m (1000 ft) above the highest obstacle located within 8 km of the estimated position of the aircraft.

2.4 VFR flights shall not be operated:

- a. at transonic and supersonic speeds.
- b. above FL 195. Exceptions to this requirement are the following:
 - i. an airspace reservation has been established, where practical, by the competent authority, in which VFR flights may be allowed after prior permission; or
 - ii. airspace up to and including FL 285, when VFR traffic in that airspace has been authorized by the responsible ATS unit in accordance with the authorization procedures established by the competent authority and published in the relevant aeronautical information publication.

2.5 Authorization for VFR flight to operate above FL 285 shall not be granted in areas within the Tirana FIR where a vertical separation minimum of 300 m (1000 ft) is applied above FL 290, as described in ENR 2.1.

2.6 Except when necessary for take-off or landing, or except by permission from the competent authority, a VFR flight shall not be flown:

- a. over the congested areas of cities, towns or settlements or over an open-air assembly of persons at a height less than 300 m (1 000 ft) above the highest obstacle within a radius of 600 m from the aircraft;
- b. elsewhere than as specified in paragraph 2.6, a), at a height less than 150 m (500 ft) above the ground or water, or 150 m (500 ft) above the highest obstacle within a radius of 150 m (500 ft) from the aircraft.

2.6.1 The competent authority may authorise specific flights to fly below the minimum altitudes specified in a) and b), as prescribed in SERA.3105 Minimum heights.

2.7 Except where otherwise indicated in air traffic control clearances, VFR flights in level cruising flight when operated above 900 m (3000 ft) from the ground or water shall be conducted at a cruising level appropriate to the track as specified in the table of cruising levels in ENR 1.7, paragraph 5.1.

2.8 VFR flights shall comply with the provisions of SERA Section 8:

- a. when operated within Classes C and D airspace; or
- b. when forming part of aerodrome traffic at controlled aerodromes; or
- c. when operated as special VFR flights.

2.9 A VFR flight operating within or into areas, or along routes, designated by the competent authority in accordance with SERA.4001(b)(3) or (4) shall maintain continuous air-ground voice communication watch on the appropriate communication channel of, and report its position as necessary to, the air traffic services unit providing flight information service.

2.10 An aircraft operated in accordance with the visual flight rules which wishes to change to compliance with the instrument flight rules shall:

- a. if a flight plan was submitted, communicate the necessary changes to be effected to its current flight plan, or
- b. submit a flight plan to the appropriate air traffic services unit and obtain a clearance prior to proceeding IFR when in controlled airspace.

2.11 Suspension of visual flight rules operations on and in the vicinity of an aerodrome

2.11.1 Any or all VFR operations on and in the vicinity of an aerodrome may be suspended whenever safety requires such action by any of the following units, persons or authorities:

- a. the approach control unit or the appropriate area control centre;
- b. the aerodrome control tower; and
- c. the competent authority.

2.11.2 When any or all VFR operations on and in the vicinity of an aerodrome are suspended, the aerodrome control tower shall observe the following procedures:

- a. hold all VFR departures;
- b. recall all local flights operating under VFR or obtain approval for special VFR operations;
- c. notify the approach control unit or area control centre as appropriate of the action taken; and
- d. notify all operators, or their designated representatives, of the reason for taking such action, if necessary or requested.

3. SPECIAL VFR IN CONTROL ZONES (SERA.5010)

3.1 Special VFR flights may be authorized to operate within a control zone, subject to an ATC clearance. Except when otherwise permitted by the competent authority for helicopters in special cases such as, but not limited to, police, medical, search and rescue operations and fire-fighting flights, the following additional conditions shall apply:

- a. such special VFR flights may be conducted during day only;
- b. by the pilot:
 - i. clear of cloud and with the surface in sight;
 - ii. the flight visibility is not less than 1 500 m or, for helicopters, not less than 800 m;
 - iii. fly at a speed of 140 kts IAS or less to give adequate opportunity to observe other traffic and any obstacles in time to avoid a collision; and
- c. an air traffic control unit shall not issue a special VFR clearance to aircraft to take off or land at an aerodrome within a control zone, or enter the aerodrome traffic circuit within a control zone, when the reported meteorological conditions at that aerodrome are below the following minima:
 - i. the ground visibility is less than 1 500 m or, for helicopters, less than 800 m;
 - ii. the ceiling is less than 180 m (600 ft).

3.2 The 140 kt-speed should not be used by helicopters operating at a visibility below 1 500 m. In such case, a lower speed appropriate to the actual conditions should be applied by the pilot.

3.3 When the reported ground visibility at the aerodrome is less than 1 500 m, ATC may issue a special VFR clearance for a flight crossing the control zone and not intending to land at an aerodrome within the control zone, or enter the aerodrome traffic circuit when the flight visibility reported by the pilot is not less than 1 500 m, or, for helicopters, not less than 800 m.

3.4 Requests for such authorization shall be handled individually.

3.5 Aerodrome control towers shall obtain approval from the unit providing approach control service prior to authorizing operation of special VFR flights.

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ENR 1.3 INSTRUMENT FLIGHT RULES**1. RULES APPLICABLE TO ALL IFR FLIGHTS (SERA.5015)****1.1 Aircraft equipment**

1.1.1 Aircraft shall be equipped with suitable instruments and with navigation equipment appropriate to the route to be flown and in accordance with the applicable air operations legislation.

1.2 Minimum levels

1.2.1 Except when necessary for take-off or landing, or except when specifically authorized by the competent authority, an IFR flight shall be flown at a level which is not below the minimum flight altitude established by the State whose territory is overflown, or, where no such minimum flight altitude has been established:

- a. over high terrain or in mountainous areas, at a level which is at least 600 m (2 000 ft) above the highest obstacle located within 8 km of the estimated position of the aircraft; and
- b. elsewhere than as specified in paragraph 1.2.1, a), at a level which is at least 300 m (1 000 ft) above the highest obstacle located within 8 km of the estimated position of the aircraft.

1.2.1.1 The competent authority may authorise specific flights to fly below the minimum altitudes specified in a) and b), as prescribed in SERA.3105 Minimum heights.

1.3 Change from IFR flight to VFR flight

1.3.1 An aircraft electing to change the conduct of its flight from compliance with the instrument flight rules to compliance with the visual flight rules shall, if a flight plan was submitted, notify the appropriate ATS unit specifically that the IFR flight is cancelled and communicate thereto the changes to be made to its current flight plan.

1.3.2 When an aircraft operating under the instrument flight rules is flown in or encounters visual meteorological conditions it shall not cancel its IFR flight unless it is anticipated, and intended, that the flight will be continued for a reasonable period of time in uninterrupted visual meteorological conditions.

1.3.3 Change from IFR flight to VFR flight shall only be acceptable when a message initiated by the pilot-in-command containing the specific expression 'CANCELLING MY IFR FLIGHT', together with the changes, if any, to be made to the current flight plan, is received by an ATS unit. No invitation to change from IFR flight to VFR flight shall be made by ATS either directly or by inference.

2. RULES APPLICABLE TO IFR FLIGHTS WITHIN CONTROLLED AIRSPACE (SERA.5020)**2.1 General**

2.1.1 IFR flights shall comply with the provisions of SERA Section 8 when operated in controlled airspace.

2.1.2 As specified in the ICAO Regional Supplementary Procedures (DOC 7030/5-EUR), flights shall be conducted in accordance with Instrument Flight Rules when operated within or above the EUR RVSM airspace. Therefore, flights operating as General Air Traffic (GAT) within the Tirana FIR at or above FL 290, as described in ENR 2.1, shall be conducted in accordance with the Instrument Flight Rules.

2.2 Cruising levels

2.2.1 An IFR flight operating in cruising flight in controlled airspace shall be flown at a cruising level, or, if authorised by ATS unit to employ cruise climb techniques, between two levels or above a level, selected from the table of cruising levels in ENR 1.7, paragraph 5.1, except that the correlation of levels to track prescribed therein shall not apply whenever otherwise indicated in air traffic control clearances or specified by the competent authority in aeronautical information publications.

3. RULES APPLICABLE TO IFR FLIGHTS OUTSIDE CONTROLLED AIRSPACE (SERA.5025)**3.1 Cruising levels**

3.1.1 An IFR flight operating in level cruising flight outside of controlled airspace shall be flown at a cruising level appropriate to its track as specified in the table of cruising levels at ENR 1.7, paragraph 5.1, except when

otherwise specified by the appropriate ATS authority for flight at or below 900 m (3 000 ft) above mean sea level.

3.2 Communications

- 3.2.1 An IFR flight operating outside controlled airspace but within or into areas, or along routes, designated by the competent authority in accordance with SERA.4001 (b)(3) or (4) shall maintain an air-ground voice communication watch on the appropriate communication channel and establish two-way communication, as necessary, with the air traffic services unit providing flight information service.

3.3 Position reports

- 3.3.1 An IFR flight operating outside controlled airspace and required by the competent authority to maintain an air-ground voice communication watch on the appropriate communication channel and establish two-way communication, as necessary, with the air traffic services unit providing flight information service, shall report position, as specified in SERA.8025 for controlled flights.

4. FREE ROUTE AIRSPACE - GENERAL PROCEDURES

4.1 Applicability

- 4.1.1 Area of applicability

For lateral and vertical limits of SECSI FRA see ENR 2.2 and ENR 6 of AIP Albania, AIP Austria, AIP Bosnia and Herzegovina, AIP Croatia, AIP North Macedonia, AIP Serbia and Montenegro and AIP Slovenia.

- 4.1.2 Time of applicability

H24

4.2 Definitions

Free Route Airspace (FRA). A specified airspace within which users may freely plan a route between a defined entry point and a defined exit point, with the possibility to route via intermediate (published or unpublished) waypoints, without reference to the ATS route network, subject to airspace availability. Within this airspace, flights remain subject to air traffic control.

South East Common Sky Initiative (SECSI). Initiative of several States/ANSPs on European Southeast Axis traffic flow to implement cross-border FRA.

South East Common Sky Initiative Free Route Airspace (SECSI FRA). The airspace volume consisting of airspace volumes defined in ENR 2.1 and/or ENR 2.2 of the corresponding AIP-s where cross-border application of FRA is implemented.

Cross-border application of FRA (in SECSI FRA). Application of FRA operations in a manner to allow crossing of inter and intra ATC units boundaries regardless of State or FIR boundaries, at any position, if not otherwise regulated via the RAD.

FRA Arrival Connecting Point (A). A published significant point to which FRA operations are allowed for arriving traffic to specific aerodromes. The FRA relevance of such points shall be included in ENR 4.1/ ENR 4.4, columns as (A). Indications on their use for arrivals to specific aerodromes shall be notified via the RAD.

FRA Departure Connecting Point (D). A published significant point from which FRA operations are allowed for departing traffic from specific aerodromes. The FRA relevance of such points shall be included in ENR 4.1/ ENR 4.4, columns as (D). Indications on their use for departures from specific aerodromes shall be notified via the RAD.

FRA Horizontal Entry Point (E). A published significant point on the horizontal boundary of the Free Route Airspace from which FRA operations are allowed. The FRA relevance of such points shall be included in ENR 4.1/ ENR 4.4, columns as (E). If this point has specific conditions of utilization, this shall be described in the RAD.

FRA Horizontal Exit Point (X). A published significant point on the horizontal boundary of the Free Route Airspace to which FRA operations are allowed. The FRA relevance of such points shall be included in ENR 4.1/ ENR 4.4, columns as (X). If this point has specific conditions of utilization, this shall be described in the RAD.

FRA Intermediate Point (I). A published significant point or unpublished point, defined by geographical coordinates or by bearing and distance via which FRA operations are allowed. If published, the FRA relevance of such points shall be included in ENR 4.1/ ENR 4.4, columns as (I). If this point has specific conditions of utilization, this shall be described in the RAD.

DCT or Direct. DCT or Direct should be used only for flight planning purposes when submitting FPL, and when executing specified type of approach.

4.3 SECSI FRA flight procedures and flight planning procedures

4.3.1 SECSI FRA flight procedures and planning procedures are published in ENR 1.10 of the corresponding AIPs.

4.3.2 SECSI FRA constraints, exceptions and restrictions, if any, will be published via RAD and promulgated in accordance with ENR 1.10.

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ENR 1.5 HOLDING, APPROACH AND DEPARTURE PROCEDURES**1. GENERAL****1.1 Reference documents**

1.1.1 The holding, approach and departure procedures are established using the criteria contained in ICAO Doc 8168 - OPS/611, Volume II.

1.1.2 The holding, approach and departure procedures are published at AD 2.24.

1.2 Holding criteria

1.2.1 The holding patterns shall be entered and flown at indicated airspeeds (IAS) not exceeding the limit values given hereafter:

Levels ¹	Normal conditions	Turbulence conditions
Helicopters up to 1 830 m (6 000 ft) inclusive	185 km/h (100 kt)	
Up to 4 250 m (14 000 ft) inclusive	425 km/h (230 kt) ² 315 km/h (170 kt) ⁴	520 km/h (280 kt) ³ 315 km/h (170 kt) ⁴
Above 4 250 m (14 000 ft) to 6 100 m (20 000 ft) inclusive Above 6 100 m (20 000 ft) to 10 350 m (34 000 ft) inclusive	445 km/h (240 kt) ⁵ 490 km/h (265 kt) ⁵	520 km/h (280 kt) or 0.8 Mach, whichever is less ³
Above 10 350 m (34 000 ft)	0.83 Mach	0.83 Mach
1. The levels tabulated represent <i>altitudes</i> or corresponding <i>flight levels</i> depending upon the altimeter setting in use. 2. When the holding procedure is followed by the initial segment of an instrument approach procedure promulgated at a speed higher than 425 km/h (230 kt), the holding should also be promulgated at this higher speed wherever possible. 3. See Doc 8168, Volume II, Part II - Section 4, Chapter 1, 1.3.1.4, "Aircraft holding at 520 km/h (280 kt)/0.8 Mach". 4. For holdings limited to Cat A and B aircraft only and Cat H above 1 830 m (6 000 ft). 5. Wherever possible, 520 km/h (280 kt) should be used for holding procedures associated with airway route structures.		

2. ARRIVING FLIGHTS**2.1 General**

2.1.1 An IFR flight shall not be cleared for an initial approach below the appropriate minimum altitude as specified by the competent authority nor to descend below that altitude unless:

- the pilot has reported passing an appropriate point defined by a navigation aid or as a waypoint; or
- the pilot reports that the aerodrome is and can be maintained in sight; or
- the aircraft is conducting a visual approach; or
- the controller has determined the aircraft's position by the use of an ATS surveillance system, and a lower minimum altitude has been specified for use when providing ATS surveillance services.

2.1.2 Arriving aircraft should normally be cleared to follow the appropriate standard instrument arrivals (STAR). The aircraft shall be informed of the type of approach to expect and runway-in-use as early as possible.

2.1.3 When an arriving aircraft is cleared to proceed direct to a published waypoint on the STAR, the speed and level restrictions associated with the bypassed waypoints are cancelled. All remaining published speed and level

restrictions should remain applicable.

2.1.4 When an arriving aircraft is vectored or cleared to proceed to a point that is not on the STAR, all the published speed and level restrictions of the STAR are cancelled and the air traffic controller should:

- a. reiterate the cleared level;
- b. provide speed and level restrictions as necessary; and
- c. notify the pilot if it is expected that the aircraft will be instructed to subsequently rejoin the STAR.

2.1.4.1 ATC instructions to an aircraft to rejoin a STAR should include:

1. the designator of the STAR to be rejoined, unless advance notification of rejoining has been provided in accordance with paragraph 2.1.4;
2. the cleared level on rejoining the STAR in accordance with point (a) of AMC2 SERA.14090(e) Specific communication procedures; and
3. the position at which it is expected to rejoin the STAR.

2.2 Visual approach

2.2.1 Subject to the conditions described in paragraph 2.2.3, clearance for an IFR flight to execute a visual approach may be requested by a flight crew or initiated by the controller. In the latter case, the concurrence of the flight crew shall be required.

2.2.2 Controllers shall exercise caution in initiating a visual approach when there is reason to believe that the flight crew concerned is not familiar with the aerodrome and its surrounding terrain. Controllers should also take into consideration the prevailing traffic and meteorological conditions when initiating visual approaches.

2.2.3 An IFR flight should only be cleared to execute a visual approach provided the pilot can maintain visual reference to the terrain and:

- a. the reported ceiling is at or above the level of the beginning of the initial approach segment for the aircraft so cleared; or
- b. the pilot reports at the level of the beginning of the initial approach segment or at any time during the instrument approach procedure that the meteorological conditions are such that with reasonable assurance a visual approach and landing can be completed.

2.2.4 The controller may initiate vectoring of an aircraft for visual approach provided the reported ceiling is above the minimum altitude applicable to vectoring and meteorological conditions are such that, with reasonable assurance, a visual approach and landing can be completed.

2.2.5 Clearance for visual approach shall be issued only after the pilot has reported the aerodrome or the preceding aircraft in sight, at which time vectoring would normally be terminated.

2.2.6 Except between aircraft performing successive visual approaches as described in paragraph 2.2.7, separation shall be provided between an aircraft cleared to execute a visual approach and other arriving and departing aircraft.

2.2.7 For successive visual approaches, separation shall be maintained by the air traffic controller until the pilot of a succeeding aircraft reports having the preceding aircraft in sight. The aircraft shall then be instructed to follow and maintain own separation from the preceding aircraft. When both aircraft are of a heavy wake turbulence category, or the preceding aircraft is of a heavier wake turbulence category than the following, and the distance between the aircraft is less than the appropriate wake turbulence minimum, the controller shall issue a caution of possible wake turbulence. The pilot-in-command of the aircraft concerned shall be responsible for ensuring that the spacing from a preceding aircraft of a heavier wake turbulence category is acceptable. If it is determined that additional spacing is required, the flight crew shall inform the ATC unit accordingly, stating their requirements.

2.2.8 Transfer of communications to the aerodrome controller should be effected at such a point or time that information on essential local traffic, if applicable, and clearance to land or alternative instructions can be

issued to the aircraft in a timely manner.

Note: The appropriate ATS units should apply restrictions on such procedure considering RWY occupancy time and TWY availability.

2.2.9 Clearance for visual approach at night shall not be authorized.

2.3 Instrument approach

2.3.1 The approach control unit shall specify the instrument approach procedure to be used by arriving aircraft. A flight crew may request an alternative procedure and, if circumstances permit, should be cleared accordingly.

2.3.2 If a pilot reports or it is clearly apparent to the ATC unit that the pilot is not familiar with an instrument approach procedure, the initial approach level, the point (in minutes from the appropriate reporting point) at which base turn or procedure turn will be started, the level at which the procedure turn shall be carried out and the final approach track shall be specified, except that only the last-mentioned need be specified if the aircraft is to be cleared for a straight-in approach. The frequency(ies) of the navigation aid(s) to be used as well as the missed approach procedure shall also be specified when deemed necessary.

2.3.3 If visual reference to terrain is established before completion of the approach procedure, the entire procedure must nevertheless be executed unless the aircraft requests and is cleared for a visual approach.

2.4 Holding

2.4.1 In the event of extended delays, aircraft should be advised of the anticipated delay as early as possible and, when practicable, be instructed or given the option to reduce speed en route in order to absorb delay.

2.4.2 When delay is expected, the APP shall normally be responsible for clearing aircraft to the holding fix, and for including holding instructions, and expected approach time or onward clearance time, as applicable, in such clearances.

2.4.3 Holding and holding pattern entry shall be accomplished in accordance with procedures established by the competent authority and published in AD 2.24. If entry and holding procedures have not been published or if the procedures are not known to a flight crew, the appropriate air traffic control unit shall specify the designator of the location or aid to be used, the inbound track, radial or bearing, direction of turn in the holding pattern as well as the time of the outbound leg or the distances between which to hold.

2.4.4 Aircraft should normally be held at a designated holding fix. The required minimum vertical, lateral or longitudinal separation from other aircraft shall be provided.

2.4.5 Levels at a holding fix shall as far as practicable be assigned in a manner that will facilitate clearing each aircraft to approach in its proper priority. Normally, the first aircraft to arrive over a holding fix should be at the lowest level, with following aircraft at successively higher levels.

2.4.6 When extended holding is anticipated, turbojet aircraft should, when practicable, be permitted to hold at higher levels in order to conserve fuel, while retaining their order in the approach sequence.

2.4.7 If an aircraft is unable to comply with the published or cleared holding procedure, alternative instructions shall be issued.

2.4.8 For the purpose of maintaining a safe and orderly flow of traffic, an aircraft may be instructed to orbit at its present or at any other position, provided the required obstacle clearance is ensured.

2.5 Holding for weather improvement

2.5.1 If the pilot of an aircraft in an approach sequence has indicated an intention to hold for weather improvement, or for other reasons, such action shall be approved. However, when other holding aircraft indicate intention to continue their approach to land, the pilot desiring to hold will be cleared to an adjacent fix for holding awaiting weather change or re-routing. Alternatively, the aircraft should be given a clearance to place it at the top of the approach sequence so that other holding aircraft may be permitted to land. Coordination shall be effected with any adjacent ATC unit or control sector, when required, to avoid conflict with the traffic under the jurisdiction of that unit or sector.

2.6 Expected approach time

2.6.1 The appropriate air traffic services unit should determine an expected approach time for an arriving aircraft that will be subjected to a delay of 10 minutes or more. An expected approach time shall be determined and issued for each arriving aircraft. The expected approach time shall be transmitted to the aircraft as soon as practicable and preferably not later than at the commencement of its initial descent from cruising level. A revised expected approach time shall be transmitted to the aircraft without delay whenever it differs from that previously transmitted by 5 minutes or more.

2.6.2 An expected approach time shall be transmitted to the aircraft by the most expeditious means whenever it is anticipated that the aircraft will be required to hold for 30 minutes or more.

2.6.3 The holding fix to which an expected approach time relates shall be identified together with the expected approach time whenever circumstances are such that this would not otherwise be evident to the pilot.

2.7 Onward clearance time

2.7.1 In the event an aircraft is held en route or at a location or aid other than the initial approach fix, the aircraft concerned shall, as soon as practicable, be given an expected onward clearance time from the holding fix. The aircraft shall also be advised if further holding at a subsequent holding fix is expected.

Note: "Onward clearance time" is the time at which an aircraft can expect to leave the fix at which it is being held.

2.8 Information for arriving aircraft

2.8.1 Aircraft shall acknowledge receipt of the information via ATIS upon establishing communication with the air traffic services unit providing approach control service or the aerodrome control tower or AFIS unit, as appropriate.

2.8.2 The appropriate air traffic services unit shall, when replying to the message in paragraph 2.8.1, provide the aircraft with the current altimeter setting.

2.8.3 The meteorological information shall be extracted from the local routine report or local special report.

2.8.4 When rapidly changing meteorological conditions make it inadvisable to include the meteorological information as in paragraph 2.8.3 in the ATIS, the ATIS messages shall indicate that the relevant meteorological information will be given on initial contact with the appropriate ATS unit.

2.8.5 Information contained in a current ATIS, the receipt of which has been acknowledged by the aircraft concerned, need not be included in a directed transmission to the aircraft, with the exception of the altimeter setting.

2.8.6 If an aircraft acknowledges receipt of an ATIS that is no longer current, the ATS unit shall without delay take either of the following actions:

1. communicate to the aircraft any element of information which has to be updated;
2. instruct the aircraft to obtain the current ATIS information.

2.8.7 In case of ATIS failure or pilots are unable to receive ATIS transmission, the ATS unit providing approach control service, the aerodrome control tower or AFIS shall provide arriving traffic with information as specified in Regulation (EU) 2017/373, AMC10 and AMC12 (c) of ATS.TR.210(a)(3) Operation of air traffic control service and GM2 ATS.TR.305(a);(b);(c) Scope of flight information service.

2.8.8 When requested by the pilot, the applicable ATIS message(s) shall be transmitted by the appropriate air traffic services unit.

2.9 Distance-based wake turbulence separation minima

2.9.1 The following distance-based wake turbulence separation minima shall be applied to aircraft being provided with an ATS surveillance service in the approach and departure phases of flight in the circumstances given in paragraph 2.9.2. Time based wake turbulence separation minima shall be applied to aircraft being provided with aerodrome control service.

Aircraft Category		
Preceding Aircraft	Succeeding Aircraft	Distance-based wake turbulence separation minima
SUPER	HEAVY	9.3 km (5.0 NM)
	MEDIUM	13.0 km (7.0 NM)
	LIGHT	14.9 km (8.0 NM)
HEAVY	HEAVY	7.4 km (4.0 NM)
	MEDIUM	9.3 km (5.0 NM)
	LIGHT	11.1 km (6.0 NM)
MEDIUM	LIGHT	9.3 km (5.0 NM)

2.9.2 The minima set out in paragraph 2.9.1 shall be applied when:

- an aircraft is operating directly behind another aircraft at the same altitude or less than 300 m (1000 ft) below it; or
- both aircraft are using the same runway; or
- an aircraft is crossing behind another aircraft, at the same altitude or less than 300 m (1000 ft) below it.

2.10 Approach sequence

2.10.1 The approach sequence should be established in a manner which will facilitate the arrival of the maximum number of aircraft with the least average delay.

2.10.2 Priority in the approach sequence should be given to:

- an aircraft which anticipates being compelled to land because of factors affecting the safe operation of the aircraft (engine failure, below minimum fuel state, etc.);
- hospital aircraft or aircraft carrying any sick or seriously injured person requiring urgent medical attention;
- aircraft engaged in search and rescue operations; and
- other aircraft as may be determined by the competent authority.

3. DEPARTING FLIGHTS

3.1 General

3.1.1 Departing aircraft shall normally be cleared to follow the appropriate standard instrument departures (SID).

3.1.2 When a departing aircraft is cleared to proceed direct to a published waypoint on the SID, the speed and level restrictions associated with the bypassed waypoints are cancelled. All remaining published speed and level restrictions shall remain applicable.

3.1.3 When a departing aircraft is vectored or cleared to proceed to a point that is not on the SID, all the published speed and level restrictions of the SID are cancelled and the controller shall:

- reiterate the cleared level;
- provide speed and level restrictions as necessary; and

- c. notify the pilot if it is expected that the aircraft will be instructed to subsequently rejoin the SID.

3.1.4 ATC instructions to an aircraft to rejoin a SID should include:

1. the designator of the SID to be rejoined, unless advance notification of rejoining has been provided in accordance with paragraph 3.1.3;
2. the cleared level in accordance with point a of AMC1 SERA.14090(e) Specific communication procedures; and
3. the position at which it is expected to rejoin the SID.

3.1.5 Departing aircraft may be expedited by suggesting a take-off direction which is not into the wind. It is the responsibility of the pilot-in-command of an aircraft to decide between making such a take-off or waiting for take-off in a preferred direction.

3.1.6 If departures are delayed, the delayed flights shall normally be cleared in an order based on their estimated time of departure, except that deviation from this order may be made to:

- a. facilitate the maximum number of departures with the least average delay;
- b. accommodate requests by an operator in respect of that operator's flights to the extent practicable.

3.1.7 Air traffic control units should, when practicable, advise aircraft operators or their designated representatives when anticipated delays are expected to exceed 30 minutes.

3.2 Information for departing aircraft

3.2.1 Information regarding significant changes in the meteorological conditions in the take-off or climb-out area, obtained by the unit providing approach control service after a departing aircraft has established communication with such unit, shall be transmitted to the aircraft without delay, except when it is known that the aircraft already has received the information.

Note: Significant changes in this context include those relating to surface wind direction or speed, visibility, runway visual range or air temperature (for turbine-engined aircraft), and the occurrence of thunderstorm or cumulonimbus, moderate or severe turbulence, wind shear, hail, moderate or severe icing, severe squall line, freezing precipitation, severe mountain waves, sandstorm, duststorm, blowing snow, tornado or waterspout.

3.2.2 Information regarding changes in the operational status of visual or non-visual aids essential for take-off and climb-out shall be transmitted without delay to a departing aircraft, except when it is known that the aircraft already has received the information.

3.2.3 The ATS unit providing approach control service, the aerodrome control tower or AFIS shall provide departing traffic with information as specified in Regulation (EU) 2017/373, AMC12 of ATS.TR.210(a)(3) Operation of air traffic control service and GM1 ATS.TR.305(a);(b);(c) Scope of flight information service.

3.3 OTHER RELEVANT INFORMATION AND PROCEDURES

NIL.

ENR 1.6 ATS SURVEILLANCE SERVICES AND PROCEDURES**1. PRIMARY RADAR**

NIL

2. SECONDARY SURVEILLANCE RADAR (SSR)**2.1 Provision of ATS surveillance services****2.1.1 ATS surveillance systems used in the provision of air traffic services**

2.1.1.1 Secondary Surveillance Radar (SSR) systems shall be used in the provision of air traffic services, including in the provision of separation between aircraft, provided:

- a. the carriage of SSR transponders is mandatory to all aircraft operating within the area notified at GEN 1.5, subsection 3.4.1; and
- b. identification is established and maintained.

2.1.1.2 The provision of ATS surveillance services shall be limited to specified areas of coverage and shall be subject to such other limitations as have been specified by the competent authority.

2.1.1.3 The ATS surveillance services are based on the data received from the following SSR systems:

SSR Name	Latitude	Longitude	Range
Porto Romano MSSR	41 21 54N	019 25 22E	227 NM
Rinas MSSR	41 25 06N	019 42 45E	200 NM
Kerkira MSSR	39 32 59N	019 52 51E	200 NM
Banjski Rid Hill MSSR	41 57 34N	021 38 31E	200 NM
Podgorica MSSR	42 22 46N	019 13 26E	256 NM
Masseria Orimini MSSR	40 41 37N	017 12 52E	180 NM

2.1.2 Types of ATS surveillance service

2.1.2.1 Tirana ACC shall normally provide air traffic control services with the use of ATS surveillance system to all aircraft operating in controlled airspace within the Tirana FIR at and above FL 115, except Tirana TMA and portions of ATS routes feeding Tirana TMA.

2.1.2.2 Tirana ACC shall provide flight information and alerting service with the use of ATS surveillance system to all aircraft operating in controlled airspace within the Tirana FIR at and above FL 115, except Tirana TMA and portions of ATS routes feeding Tirana TMA and, as far as practicable, outside controlled airspace within the Tirana FIR at and above FL 115, if requested (see GEN 3.3.).

2.1.2.3 Tirana APP shall normally provide air traffic control services with the use of ATS surveillance system to all aircraft operating in the Tirana TMA and portions of ATS routes feeding Tirana TMA.

2.1.2.4 Tirana APP shall provide flight information and alerting service with the use of ATS surveillance system to all aircraft operating in the Tirana TMA and portions of ATS routes feeding Tirana TMA and, as far as practicable, outside controlled airspace within the Tirana FIR below FL 115, if requested (see GEN 3.3.).

2.1.3 Identification of aircraft

2.1.3.1 Before providing an ATS surveillance service to an aircraft, identification shall be established and the pilot informed. Thereafter, identification shall be maintained until termination of the ATS surveillance service.

2.1.3.2 If identification is subsequently lost, the pilot shall be informed accordingly and, when applicable, appropriate instructions issued.

2.1.3.2.1 Where SSR and/or MLAT is used for identification, aircraft may be identified by one or more of the following procedure:

- a. recognition of the aircraft identification in an SSR and/or MLAT label, in accordance with Article 4 of Regulation (EU) No 1206/2011;

Note: The use of this procedure requires that the code/call sign correlation is achieved successfully, taking into account the Note following b) below.

- b. recognition of an assigned discrete code, the setting of which has been verified, in an SSR and/or MLAT label, in accordance with Article 4 of Regulation (EU) No 1206/2011;

Note: The use of this procedure requires a system of code assignment which ensures that each aircraft in a given portion of airspace is assigned a discrete code.

- c. direct recognition of the aircraft identification of a Mode S-equipped aircraft in an SSR and/or MLAT label, in accordance with Article 4 of Regulation (EU) No 1206/2011;
- d. by transfer of identification;
- e. observation of compliance with an instruction to set a specific code; and
- f. observation of compliance with an instruction to squawk IDENT.

2.1.3.3 When a discrete code has been assigned to an aircraft, a check shall be made at the earliest opportunity to ensure that the code set by the pilot is identical to that assigned for the flight. Only after this check has been made shall the discrete code be used as a basis for identification.

2.1.4 Minimum levels

2.1.4.1 The controller shall at all times be in possession of full and up-to-date information regarding:

- a. established minimum flight altitudes within the area of responsibility;
- b. the lowest usable flight level or levels determined in accordance with ENR 1.7, subsection 2.3 and GEN 3.3, subsection 3.2.4; and
- c. established minimum altitudes applicable to procedures based on tactical vectoring and direct routing, including the necessary temperature correction or method to correct the effect of low temperatures on minimum altitudes.

2.1.4.2 Unless otherwise specified by the competent authority, minimum altitudes for procedures based on tactical vectoring with any ATS surveillance system shall be determined using the criteria applicable to tactical radar vectoring.

Note: Criteria for the determination of minimum altitudes applicable to procedures based on tactical radar vectoring are contained in Procedures for Air Navigation Services — Aircraft Operations (PANS-OPS, Doc 8168), Volume II.

2.1.4.3 ATC shall not at any time clear or vector aircraft below the published minimum en-route levels for aircraft outside the Tirana TMA, or below the levels specified on the ATC Surveillance Minimum Altitude Chart for aircraft within the Tirana TMA.

2.1.5 Use of ATS surveillance systems in the air traffic control

2.1.5.1 Functions

2.1.5.1.1 The information provided by ATS surveillance systems and presented on a situation display may be used to perform the functions in the provision of air traffic control service as specified in AMC1 ATS.TR.155(a) ATS surveillance services of Regulation (EU) 2017/373.

2.1.5.2 Separation application

2.1.5.2.1 Except as provided for in paragraphs 2.1.5.2.5 and 2.1.5.2.6, the separation minima specified in paragraph 2.1.5.3.1 shall only be applied between identified aircraft when there is reasonable assurance that identification will be maintained.

- 2.1.5.2.2 When control of an identified aircraft is to be transferred to a control sector that will provide the aircraft with procedural separation, such separation shall be established by the transferring controller before the aircraft reaches the limits of the transferring controller's area of responsibility, or before the aircraft leaves the relevant area of surveillance coverage.
- 2.1.5.2.3 Separation based on the use of SSR responses shall be applied so that the distance between the closest edges of the SSR responses (of the centres, when authorised by the competent authority) is never less than a prescribed minimum.
- 2.1.5.2.4 In no circumstances shall the edges of the position indications touch or overlap unless vertical separation is applied between the aircraft concerned, irrespective of the type of position indication displayed and separation minimum applied.
- 2.1.5.2.5 In the event that the controller has been notified of a controlled flight entering or about to enter the airspace within which the separation minima specified in paragraph 2.1.5.3.1 is applied, but has not identified the aircraft, the controller may, if so prescribed by the competent authority, continue to provide an ATS surveillance service to identified aircraft provided that:
- reasonable assurance exists that the unidentified controlled flight will be identified using SSR or the flight is being operated by an aircraft of a type which may be expected to give an adequate return on primary radar in the airspace within which the separation is applied; and
 - the separation is maintained between identified flights and any other observed ATS surveillance system position indications until either the unidentified controlled flight has been identified or procedural separation has been established.
- 2.1.5.2.6 The separation minima specified in paragraph 2.1.5.3.1 may be applied between an aircraft taking off and a preceding departing aircraft or other identified traffic, provided there is reasonable assurance that the departing aircraft will be identified within 1 NM from the end of the runway, and that, at the time, the required separation will exist.
- 2.1.5.2.7 The separation minima specified in paragraph 2.1.5.3.1 shall not be applied between aircraft holding over the same holding fix. Application of ATS surveillance system separation minima based on ATS surveillance systems between holding aircraft and other flights shall be subject to requirements and procedures prescribed by the competent authority.
- 2.1.5.3 Separation minima based on ATS surveillance systems**
- 2.1.5.3.1 The horizontal separation minima based on ATS surveillance systems within the Tirana CTA shall be 7.0 NM. This may be reduced to 5.0 NM within the Tirana TMA. Distance-based wake turbulence separation minima to be applied as specified in ENR 1.5, subsection 2.9.
- 2.1.5.4 Speed control**
- 2.1.5.4.1 Subject to conditions specified by the competent authority, including consideration of aircraft performance limitations, a controller may, in order to facilitate sequencing or to reduce the need for vectoring, request aircraft to adjust their speed in a specified manner.
- 2.1.6 Use of ATS surveillance systems in the flight information service**
- Note: The use of an ATS surveillance system in the provision of flight information service does not relieve the pilot-in-command of an aircraft of any responsibilities, including the final decision regarding any suggested alteration of the flight plan.*
- 2.1.6.1 Functions**
- 2.1.6.1.1 The information presented on a situation display may be used to provide identified aircraft with information:
- regarding any aircraft observed to be on a conflicting path with the identified aircraft and suggestions or advice regarding avoiding action;
 - on the position of significant weather and, as practicable, advice to the aircraft on how best to circumnavigate any such areas of adverse weather. When doing so, attention is to be paid to the fact that under certain circumstances the most active area of adverse weather may not be displayed; and

- c. to assist the aircraft in its navigation.

2.2 SSR transponders

2.2.1 General procedures

- 2.2.1.1 To ensure the safe and efficient use of ATS surveillance services, pilots and controllers shall strictly adhere to published operating procedures and standard radiotelephony phraseology. The correct setting of transponder codes and/or aircraft identification shall be ensured at all times.
- 2.2.1.2 SSR codes shall be assigned in accordance with Centralised SSR Code Assignment and Management System (CCAMS).
- 2.2.1.3 Where there is a need for individual aircraft identification, each aircraft shall be assigned a discrete code which should, whenever possible, be retained throughout the flight.

2.2.2 Operation of SSR transponders

Note: SSR transponder operating procedures are contained in Procedures for Air Navigation Services — Aircraft Operations (PANS-OPS, Doc 8168), Volume III, Chapter 1, Section 4.

- 2.2.2.1 When an aircraft carries a serviceable transponder, the pilot shall operate the transponder at all times during flight, regardless of whether the aircraft is within or outside airspace where SSR is used for ATS purposes.
- 2.2.2.2 Pilots shall not operate the IDENT feature unless requested by ATS.
- 2.2.2.3 Except for flight in airspace designated by the competent authority for mandatory operation of transponder, aircraft without sufficient electrical power supply are exempted from the requirement to operate the transponder at all times.

2.2.3 SSR transport Mode A code setting

- 2.2.3.1 To indicate that it is in a specific contingency situation, the pilot of an aircraft equipped with SSR shall:
 - a. select Code 7700 to indicate a state of emergency unless ATC has previously directed the pilot to operate the transponder on a specified code. In the latter case, a pilot may nevertheless select Code 7700 whenever there is a specific reason to believe that this would be the best course of action;
 - b. select Code 7600 to indicate a state of radio-communication failure;
 - c. attempt to select Code 7500 to indicate a state of unlawful interference. If circumstances so warrant, Code 7700 should be used instead.
- 2.2.3.2 If a pilot has selected Mode A Code 7500 and has been requested to confirm this code by ATC, the pilot should, according to circumstances, either confirm this or not reply at all. If the pilot does not reply, ATC should take this as confirmation that the use of Code 7500 is not an inadvertent false code selection.
- 2.2.3.3 Except in the cases described in paragraph 2.2.3.1 above, the pilot shall:
 - a. select codes as instructed by the ATS unit; or
 - b. in the absence of ATS instructions related to code setting, select Code 2000; or
 - c. when not receiving air traffic services, select Code 7000 in order to improve the detection of suitably equipped aircraft.
- 2.2.3.4 When it is observed that the code shown on the situation display is different from what has been assigned to the aircraft:
 - a. the pilot shall be requested to confirm the code selected and, if the situation warrants, to reselect the correct code; and

- b. if the discrepancy between assigned and displayed codes still persists, the pilot may be requested to stop the operation of the aircraft's transponder. The next control position and any other affected unit using SSR and/or multilateration (MLAT) in the provision of ATS shall be informed accordingly.

2.2.3.4.1 When requested by ATC to confirm the code selected, the pilot should:

- a. verify the Mode A code setting on the transponder;
- b. reselect the assigned code if necessary; and
- c. confirm to ATC the setting displayed on the controls of the transponder.

2.2.4 Pressure-altitude-derived information

2.2.4.1 When the aircraft carries serviceable Mode C equipment, the pilot shall continuously operate this mode, unless otherwise directed by ATC.

2.2.4.2 Unless otherwise prescribed by the competent authority, verification of the pressure-altitude-derived level information displayed shall be effected at least once by each suitably equipped ATS unit on initial contact with the aircraft concerned or, if this is not feasible, as soon as possible thereafter.

2.2.4.3 When the aircraft is transferred from one sector to another within Tirana FIR, verification of the pressure-altitude-derived level information shall be effected only by the first controlling ATC sector of Tirana ACC/APP.

2.2.4.4 If the displayed level information is not within the approved tolerance value or when a discrepancy in excess of the approved tolerance value is detected subsequent to verification, the pilot should be advised accordingly and requested to check the pressure setting and confirm the aircraft's level.

2.2.4.5 If, following confirmation of the correct pressure setting, the discrepancy continues to exist, the following action should be taken by ATC according to circumstances:

- a. request the pilot to select and operate an alternative transponder, if available, and re-verify that the displayed level information is within the approved tolerance; or
- b. request the pilot to stop Mode C or ADS-B altitude data transmission, provided this does not cause the loss of position and identity information, and notify the next control positions or ATC unit concerned with the aircraft of the action taken; or
- c. inform the pilot of the discrepancy and request that the relevant operation continue in order to prevent loss of position and identity information of the aircraft.

2.2.5 On-board aircraft identification setting

2.2.5.1 Aircraft equipped with Mode S or ADS-B transmitter that has an aircraft identification feature shall transmit the aircraft identification as specified in the flight plan or, when no flight plan has been filed, the aircraft registration, unless the aircraft operator holds an approval from the competent authority to use other than the aircraft registration as aircraft identification for flights without a flight plan.

2.2.5.2 Whenever it is observed on the situation display that the aircraft identification transmitted by an aircraft equipped with a Mode S or ADS-B transmitter is different from that expected from the aircraft, the pilot shall be requested to confirm and, if necessary, re-enter the correct aircraft identification.

2.2.5.3 If, following confirmation by the pilot that the correct aircraft identification has been set on the Mode S or ADS-B transmitter identification feature, the discrepancy continues to exist, the air traffic services unit shall take the following actions:

1. inform the pilot of the persistent discrepancy;
2. where possible, correct the label showing the aircraft identification on the situation display; and
3. notify the next control position and any other unit concerned using Mode S or ADS-B for identification purposes that the aircraft identification transmitted by the aircraft is erroneous.

2.3 Emergency, equipment failure and unlawful interference procedures

2.3.1 General

2.3.1.1 In case of an aircraft known or believed to be in a state of emergency, including being subjected to unlawful interference, ATS units shall give the aircraft maximum consideration, assistance and priority over other aircraft, as may be necessitated by the circumstances.

2.3.1.2 Subsequent ATC actions shall be based on the intentions of the pilot, the overall air traffic situation and the real-time dynamics of the contingency.

2.3.2 Emergency procedures

2.3.2.1 In the event of an aircraft in, or appearing to be in, any form of emergency, every assistance shall be provided by the controller, and the procedures prescribed herein may be varied according to the situation.

2.3.2.2 The progress of an aircraft in emergency shall be monitored and (whenever possible) plotted on the situation display until the aircraft passes out of coverage of the ATS surveillance system, and position information shall be provided to all air traffic services units which may be able to give assistance to the aircraft. Transfer to adjacent sectors shall also be effected when appropriate.

Note: If the pilot of an aircraft encountering a state of emergency has previously been directed by ATC to select a specific transponder code, that code will normally be maintained unless, in special circumstances, the pilot has decided or has been advised otherwise. Where ATC has not requested a code or emergency mode to be set, the pilot will set the transponder to Mode A Code 7700.

2.3.2.3 When an emergency is declared by an aircraft, the ATS unit should take appropriate and relevant action as follows:

- a. unless clearly stated by the flight crew or otherwise known, take all necessary steps to ascertain aircraft identification and type, the type of emergency, the intentions of the flight crew as well as the position and level of the aircraft;
- b. decide upon the most appropriate type of assistance which can be rendered;
- c. enlist the aid of any other ATS unit or other services which may be able to provide assistance to the aircraft;
- d. provide the flight crew with any information requested as well as any additional relevant information, such as details on suitable aerodromes, minimum safe altitudes, weather information;
- e. obtain from the operator or the flight crew such of the following information as may be relevant: number of persons on board, amount of fuel remaining, possible presence of hazardous materials and the nature thereof; and
- f. notify the appropriate ATS units and authorities as specified in local instructions.

2.3.2.4 Changes of radio frequency and SSR code should be avoided if possible and should normally be made only when or if an improved service can be provided to the aircraft concerned. Manoeuvring instructions to an aircraft experiencing engine failure should be limited to a minimum. When appropriate, other aircraft operating in the vicinity of the aircraft in emergency should be advised of the circumstances.

Note: Requests to the flight crew for the information contained in paragraph 2.3.2.3, e) will be made only if the information is not available from the operator or from other sources and will be limited to essential information.

2.3.3 Failure of equipment

2.3.3.1 Aircraft radio transmitter failure

2.3.3.1.1 If two-way communication is lost with an aircraft, the controller should determine whether or not the aircraft's receiver is functioning by instructing the aircraft on the channel so far used to acknowledge by making a specified manoeuvre and by observing the aircraft's track, or by instructing the aircraft to operate IDENT or to make SSR code transmission changes.

Note: Transponder-equipped aircraft experiencing radiocommunication failure will operate the transponder on Mode A Code 7600.

2.3.3.1.2 If the action prescribed in paragraph 2.3.3.1.1 is unsuccessful, it shall be repeated on any other available channel on which it is believed that the aircraft might be listening.

2.3.3.1.3 In both the cases covered by paragraphs 2.3.3.1.1 and 2.3.3.1.2, any manoeuvring instructions shall be such that the aircraft would regain its current cleared track after having complied with the instructions received.

2.3.3.1.4 Where it has been established by the action in paragraph 2.3.3.1.1 that the aircraft's radio receiver is functioning, continued control can be effected using SSR code transmission changes or IDENT transmissions to obtain acknowledgement of clearances issued to the aircraft.

2.3.3.2 Complete aircraft communication failure

2.3.3.2.1 When a controlled aircraft experiencing complete communication failure is operating or expected to operate in an area and at flight levels where an ATS surveillance service is applied, separation minima may continue to be used.

2.3.3.2.2 However, if the aircraft experiencing the communication failure is not identified, separation shall be applied between identified aircraft and all unidentified aircraft observed along the expected route of the aircraft with the communication failure, until such time as it is known, or can safely be assumed, that the aircraft with radiocommunication failure has passed through the airspace concerned, has landed, or has proceeded elsewhere.

2.3.3.3 SSR transponder failure when the carriage of a functioning transponder is mandatory

2.3.3.3.1 In case of a transponder failure after departure, ATC units shall attempt to provide for continuation of the flight to the destination aerodrome in accordance with the flight plan. Pilots may, however, be expected to comply with specific restrictions.

2.3.3.3.2 In the case of a transponder which has failed and cannot be restored before departure, pilots shall:

- a. inform ATS as soon as possible, preferably before submission of a flight plan;
- b. insert in item 10 of the ICAO flight plan form under SSR the character 'N' for complete unserviceability of the transponder or, in case of partial transponder failure, insert the character corresponding to the remaining transponder capability; and
- c. comply with any published procedures for requesting an exemption from the requirements to carry a functioning SSR transponder.

2.3.4 ATS surveillance system failure

2.3.4.1 In the event of complete failure of the ATS surveillance system where air-ground communications remain, the controller shall plot the positions of all aircraft already identified, take the necessary action to establish separation between the aircraft and, if necessary, limit the number of aircraft permitted to enter the area.

2.3.4.2 If, during an emergency situation, it is not possible to ensure that the applicable horizontal separation can be maintained, emergency separation of half the applicable vertical separation minimum may be used, i.e. a nominal 150 m (500 ft) between aircraft in airspace where a vertical separation minimum of 300 m (1 000 ft) is applied, and a nominal 300 m (1 000 ft) between aircraft in airspace where a 600 m (2 000 ft) vertical separation minimum is applied.

2.3.4.3 When emergency separation is applied, the flight crews concerned should be advised that emergency separation is being applied, and informed of the actual minimum used. Additionally, all flight crews concerned should be provided with essential traffic information.

2.3.5 Ground radio failure

2.3.5.1 In the event of complete failure of the ground radio equipment used for control, the controller shall, unless able to continue to provide the ATS surveillance service by means of other available communication channels, proceed as follows:

- a. attempt to establish radio communications on the emergency frequency 121.500 MHz;
- b. without delay inform all adjacent control positions or ATC units, as applicable, of the failure;
- c. apprise such positions or units of the current traffic situation;
- d. request their assistance, in respect of aircraft which may establish communications with those positions or units, in establishing and maintaining separation between such aircraft; and
- e. instruct adjacent control positions or ATC units to hold or re-route all controlled flights outside the area of responsibility of the position or ATC unit that has experienced the failure until such time that the provision of normal services can be resumed.

2.3.5.2 In order to reduce the impact of complete ground radio equipment failure on the safety of air traffic, the air traffic services provider should establish contingency procedures to be followed by control positions and air traffic control units in the event of such failures. Where agreed between affected air traffic services providers, such contingency procedures should provide for the delegation of control to an adjacent control position or air traffic control unit in order to permit a minimum level of services to be provided as soon as possible, following the ground radio failure and until normal operations can be resumed.

2.3.6 Unlawful interferences with aircraft in flight

2.3.6.1 If there is unlawful interference with an aircraft in flight, the pilot-in-command shall attempt to set the transponder to Mode A Code 7500 in order to indicate the situation. If circumstances so warrant, Code 7700 should be used instead.

2.3.6.2 If a pilot has selected Mode A Code 7500 and has been requested to confirm this code by ATC (in accordance with paragraph 2.2.3.2), the pilot shall, according to circumstances, either confirm this or not reply at all.

Note: If the pilot does not reply, ATC will take this as confirmation that the use of Code 7500 is not an inadvertent false code selection.

2.3.7 Collision hazard information

2.3.7.1 When an identified controlled flight is observed to be on a conflicting path with an unknown aircraft deemed to constitute a collision hazard, the pilot of the controlled flight shall, whenever practicable:

- a. be informed of the unknown aircraft, and if the pilot so requests, or if the situation so warrants in the opinion of the controller, avoiding action shall be suggested; and
- b. be notified when the conflict no longer exists.

2.3.7.2 Information regarding traffic on a conflicting path should be given, whenever practicable, in the following form:

- a. relative bearing of the conflicting traffic in terms of the 12-hour clock;
- b. distance from the conflicting traffic in nautical miles;
- c. direction in which the conflicting traffic appears to be proceeding; and
- d. level and type of aircraft or, if unknown, relative speed of the conflicting traffic, e.g. slow or fast.

2.3.7.3 In cases where using the terms of the 12-hour clock is not practicable, like when the aircraft is turning, the direction of the unknown aircraft may be given by compass points, e.g. northwest, south, etc.

2.3.7.4 The level may be described either as a flight level, altitude or height, or as a relative vertical distance from the aircraft provided with traffic information (e.g. 1 000 ft above or 1 000 ft below).

2.3.7.5 Pressure-altitude-derived level information, even when unverified, should be used in the provision of collision hazard information because such information, particularly if available from an otherwise unknown aircraft (e.g. a VFR flight) and given to the pilot of a known aircraft, could facilitate the location of a collision hazard.

2.3.7.6 When the pressure-altitude-derived level information has been verified, the information shall be passed to pilots in a clear and unambiguous manner. If the level information has not been verified, the accuracy of the

information should be considered uncertain and the pilot shall be informed accordingly.

2.3.7.7 When an identified IFR flight operating outside controlled airspace is observed to be on a conflicting path with another aircraft, the pilot should, as far as practicable:

- a. be informed as to the need for collision avoidance action to be initiated, and if so requested by the pilot or if, in the opinion of the air traffic controller, the FIS officer or the AFIS officer, the situation warrants, a course of avoiding action shall be suggested; and
- b. be notified when the conflict no longer exists.

2.3.7.8 The information presented on a situation display may be used to provide identified aircraft with information regarding any aircraft observed to be on a conflicting path with the identified aircraft, and suggestions or advice regarding avoiding action.

2.3.7.9 The provision of collision hazard information does not absolve pilots of VFR flights from their responsibilities for avoiding terrain/obstacles and for maintaining visual meteorological conditions.

2.4 Graphic portrayal of area of SSR coverage

2.4.1 MSSR coverage at FL 300

2.4.1.1 At FL 300 the MSSR coverage is triplicated everywhere as shown on Figure 1 below.

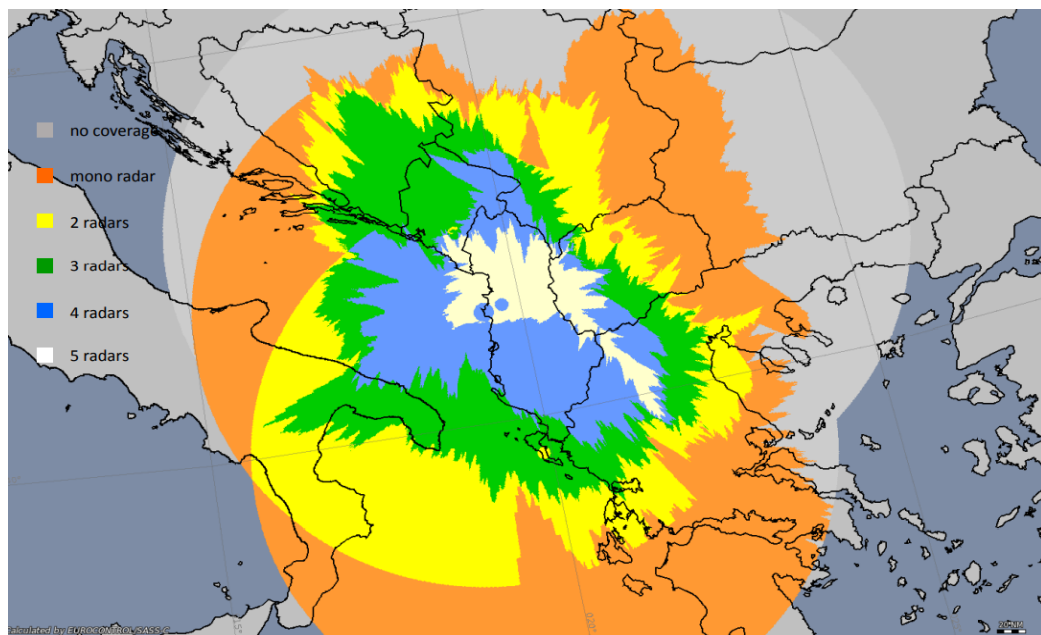


Figure 1 - MSSR coverage at FL 300

2.4.2 MSSR coverage at FL 200

2.4.2.1 At FL 200 duplicated surveillance coverage is assured with almost a third layer available everywhere as shown on Figure 2 below.

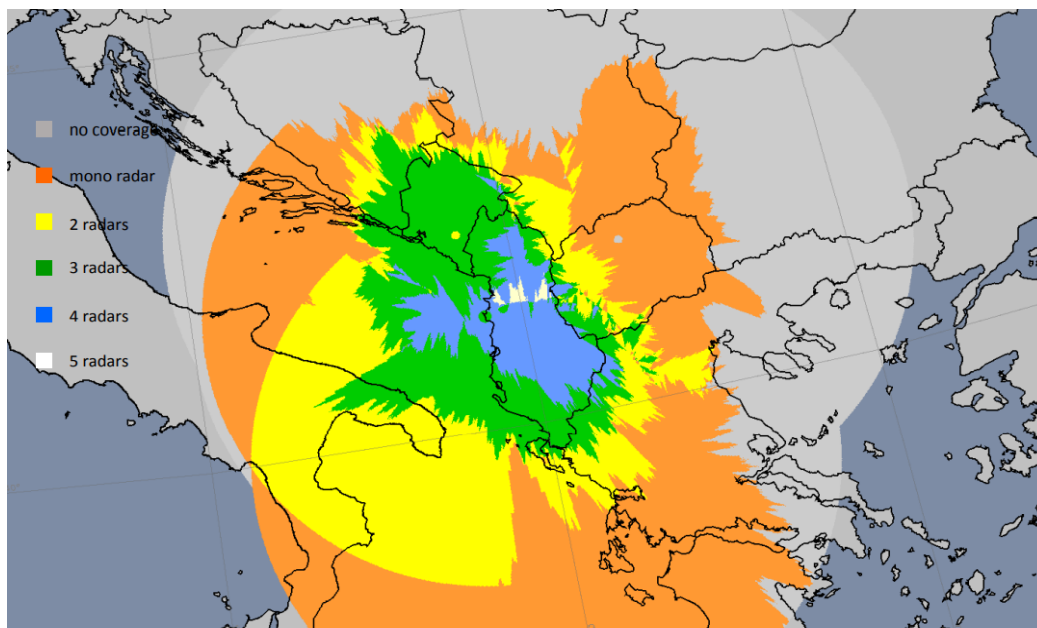


Figure 2 - MSSR coverage at FL 200

2.4.3 MSSR coverage at FL 100

2.4.3.1 At FL 100 the MSSR coverage is not available everywhere, as shown on Figure 3 below. There are gaps in achieved surveillance coverage in the eastern part of the Tirana FIR due to terrain obstruction.

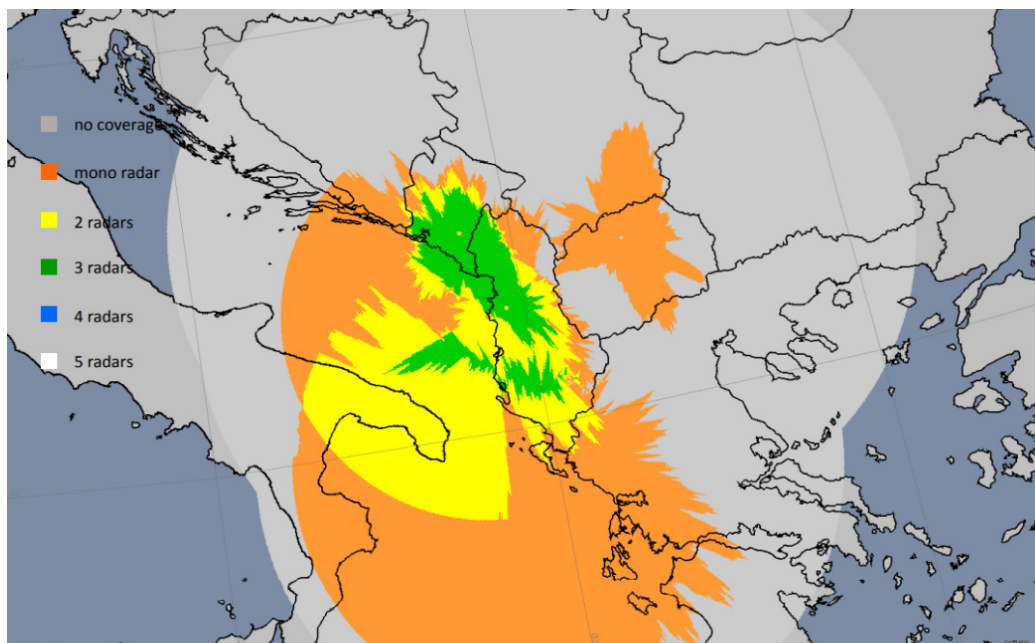


Figure 3 - MSSR coverage at FL 100

3. DESCRIPTION OF ALTIMETER SETTING REGION(S)

3.1 Regional pressure setting

- 3.1.1 Aircraft flying at or below the transition altitude in Class G airspace within the Tirana FIR shall use the current reported QNH of Tirana Airport as the regional pressure setting except when flying within LAKU FIZ/RMZ in which local Kukes QNH shall be set.
- 3.1.2 Regional QNH are provided in MET broadcasts and are available on request from the appropriate ATS units.
- 3.1.3 QNH values provided to aircraft shall be rounded down to the nearest lower whole hectopascal.

4. PROCEDURES FOR OPERATORS AND PILOTS

4.1 Flight planning

- 4.1.1 The levels at which a flight is to be conducted shall be specified in a flight plan:
- a. as flight levels if the flight is to be conducted at or above the transition level (or the lowest usable flight level, if applicable); and
 - b. as altitudes if the flight is to be conducted at or below the transition altitude.
- 4.1.2 The altitudes or flight levels selected for flight:
- a. should ensure adequate terrain clearance at all points along the route;
 - b. should satisfy air traffic control requirements; and
 - c. should be compatible with the table of cruising levels in subsection 5, if relevant.

4.2 Terrain clearance

- 4.2.1 The determination of lowest usable flight levels by air traffic control units within controlled airspace does not relieve the pilot-in-command of the responsibility for ensuring that adequate terrain clearance exists, except when an IFR flight is being vectored by radar.
- 4.2.2 When vectoring or assigning a direct routing not included in the flight plan, which takes the aircraft off published ATS route or instrument procedure, an air traffic controller providing ATS surveillance service shall issue clearances such that the prescribed obstacle clearance will exist at all times until the aircraft reaches the point where the pilot re-joins the flight plan route or joins a published ATS route or instrument procedure. When applicable, the relevant minimum vectoring altitude shall include a correction for low temperature effect.
- Note: Minimum vectoring altitudes are published on the ATC Surveillance Minimum Altitude Chart.*
- 4.2.3 If an aircraft is cleared by ATC to an altitude which the pilot-in-command finds unacceptable due to low temperature, then the pilot-in-command should request a higher altitude. If such a request is not received, ATC will consider that the clearance has been accepted and will be complied with.
- 4.2.4 The pilot is responsible for altimeter corrections for pressure, temperature and, where appropriate, wind and terrain effects, except when under radar vectoring. In that case, the radar controller issues clearances such that the prescribed obstacle clearance will exist at all times, taking the cold temperature correction into account.

4.3 Provision of altimeter setting information

- 4.3.1 The appropriate ATS units shall at all times have available for transmission to aircraft in flight, on request, the information required to determine the lowest flight level which will ensure adequate terrain clearance on routes or segments of routes for which this information is required.
- 4.3.2 Flight information centres and area control centres shall have available for transmission to aircraft, on request, an appropriate number of QNH reports or forecast pressures for the flight information regions and control areas for which they are responsible, and for those adjacent.
- 4.3.3 The flight crew shall be provided with the aerodrome QNH, temperature and transition level in due time prior to

reaching it during descent. This may be accomplished by voice communications or ATIS broadcast.

4.3.4 The transition level shall be included in approach clearances or requested by the pilot.

4.3.5 A QNH altimeter setting shall be included in the descent clearance when first cleared at an altitude below the transition level, in approach clearances or clearances to enter the traffic circuit, and in taxi clearances for departing aircraft except when it is known that the aircraft has already received the information in a directed transmission.

4.3.6 QNH values are given in hectopascals (hPa). QNH in millimeters (Hg) are available on request.

4.3.7 Altimeter settings provided to aircraft shall be rounded down to the nearest lower whole hectopascal.

4.3.8 A QFE altimeter setting shall be provided to aircraft on request or on a regular basis in accordance with local arrangements.

4.3.9 When an aircraft which has been given clearance to land, or when at AFIS aerodromes an aircraft which has been informed that the runway is available for landing, is completing its approach using atmospheric pressure at aerodrome elevation (QFE), the vertical position of the aircraft shall be expressed in terms of height above aerodrome elevation during that portion of its flight for which QFE may be used, except that it shall be expressed in terms of height above runway threshold elevation:

- a. for instrument runways if the threshold is 2 m (7 ft) or more below the aerodrome elevation; and
- b. for precision approach runways.

5. TABLE OF CRUISING LEVELS

5.1 The cruising levels to be observed are as follows:

MAGNETIC TRACK											
From 000 degrees to 179 degrees						From 180 degrees to 359 degrees					
IFR Flights			VFR Flights			IFR Flights			VFR Flights		
Level			Level			Level			Level		
FL	Feet	Metres	FL	Feet	Metres	FL	Feet	Metres	FL	Feet	Metres
010	1000	300	-	-	-	020	2000	600	-	-	-
030	3000	900	035	3500	1050	040	4000	1200	045	4500	1350
050	5000	1500	055	5500	1700	060	6000	1850	065	6500	2000
070	7000	2150	075	7500	2300	080	8000	2450	085	8500	2600
090	9000	2750	095	9500	2900	100	10000	3050	105	10500	3200
110	11000	3350	115	11500	3500	120	12000	3650	125	12500	3800
130	13000	3950	135	13500	4100	140	14000	4250	145	14500	4400
150	15000	4550	155	15500	4700	160	16000	4900	165	16500	5050
170	17000	5200	175	17500	5350	180	18000	5500	185	18500	5650
190	19000	5800	195	19500	5950	200	20000	6100	205	20500	6250
210	21000	6400	215	21500	6550	220	22000	6700	225	22500	6850
230	23000	7000	235	23500	7150	240	24000	7300	245	24500	7450
250	25000	7600	255	25500	7750	260	26000	7900	265	26500	8100
270	27000	8250	275	27500	8400	280	28000	8550	285	28500	8700
290	29000	8850				300	30000	9150			
310	31000	9450				320	32000	9750			
330	33000	10050				340	34000	10350			
350	35000	10650				360	36000	10950			
370	37000	11300				380	38000	11600			
390	39000	11900				400	40000	12200			
410	41000	12500				430	43000	13100			
450	45000	13700				470	47000	14350			
490	49000	14950				510	51000	15550			
etc.	etc.	etc.				etc.	etc.	etc.			

ENR 1.8 REGIONAL SUPPLEMENTARY PROCEDURES (DOC 7030)**1. GENERAL****1.1 Reference documents**

- 1.1.1 Regional Supplementary Procedures are applied in accordance with ICAO Doc 7030/5 - Regional Supplementary Procedures, Part EUR.

2. RVSM PROCEDURES**2.1 General**

- 2.1.1 The airspace within the Tirana FIR between FL 290 and FL 410 inclusive, as described in ENR 2.1, is EUR RVSM airspace.
- 2.1.2 Only RVSM-approved aircraft and non-RVSM-approved State aircraft shall be issued an ATC clearance into RVSM airspace.
- 2.1.3 ATC clearance into RVSM airspace shall not be issued to formation flights of civil aircraft.

2.2 RVSM operations

- 2.2.1 If the receiving unit has not received a flight plan, the sending ATC unit shall verbally inform the receiving unit whether or not the aircraft is RVSM-approved.
- 2.2.2 When an automated message does not contain the information filed in Item 18 of the flight plan relevant to RVSM operations, the sending ATC unit shall inform the receiving unit of that information by supplementing the ACT message verbally, using the term "NEGATIVE RVSM" or "NEGATIVE RVSM STATE AIRCRAFT", as applicable.
- 2.2.3 When a verbal coordination process is being used, the sending ATC unit shall include the information filed in Item 18 of the flight plan relevant to RVSM operations at the end of the verbal estimate message, using the term "NEGATIVE RVSM" or "NEGATIVE RVSM STATE AIRCRAFT", as applicable.
- 2.2.4 When a single aircraft is experiencing an in-flight contingency that impacts on RVSM operations, the associated coordination message(s) shall be supplemented verbally by a description of the cause of the contingency.

2.3 Vertical separation

- 2.3.1 Within the RVSM airspace, the vertical separation minimum shall be:
- a. 300 m (1000 ft) between RVSM-approved aircraft;
 - b. 600 m (2000 ft) between:
 - non-RVSM-approved State aircraft and any other aircraft operating within EUR RVSM airspace;
 - all formation flights of State aircraft and any other aircraft operating within EUR RVSM airspace.
 - an aircraft experiencing a communications failure in flight and any other aircraft, when both aircraft are operating within the EUR RVSM airspace;
 - an aircraft with equipment which no longer meet the RVSM requirements (which shall be considered as non RVSM approved) and any other aircraft operating within the EUR RVSM airspace; and
 - an aircraft when severe turbulence (not-forecasted) has an impact in the aircraft capability to maintain its clear level and any other aircraft operating within the EUR RVSM airspace.
- 2.3.2 At least 600 m (2000 ft) between an aircraft experiencing unlawful interference and any other aircraft operating within the EUR RVSM airspace.

3. RNAV PROCEDURES

3.1 RNAV system operation

3.1.1 RNAV 5 systems permit aircraft navigation along any desired flight path within the coverage of ground or space-based navigation aids or within the limits of the capability of self-contained aids or a combination of both methods.

3.1.2 Correct operation of the aircraft RNAV system shall be established before joining and during operation on an RNAV route. This shall include confirmation that:

- a. the routing is in accordance with the clearance; and
- b. the RNAV navigation accuracy of the aircraft meets the navigation accuracy requirements of the RNAV route, as applicable.

3.2 RNAV 5 route operations

3.2.1 All RNAV 5 route operations of aircraft, other than State aircraft, conducted under IFR within the airspace of Tirana FIR above FL115 shall be based on the use of RNAV equipment which automatically determines the aircraft position in the horizontal plane using input from one sensor or a combination of the following types of position sensors, together with the means to establish and follow a desired path:

- a. VOR/DME; and
- b. GNSS.

3.3 Terminal area

3.3.1 For operation on RNAV 1 segments of arrival and departure routes, where clearance is given by ATC for an RNAV procedure for which the aircraft is not approved, the pilot is to advise ATC who will then seek to provide an alternative routing.

3.4 State aircraft

3.4.1 For State aircraft not equipped with RNAV but having a navigation accuracy meeting RNAV 5 operating en-route, the following procedures apply:

- a. State aircraft should be routed via VOR/DME-defined ATS routes; or
- b. if no such routes are available, State aircraft should be routed via conventional navigation aids, i.e. VOR/DME.

Note: State aircraft routed in accordance with a) or b) may require continuous radar monitoring by the ATC unit concerned.

3.4.2 When the above procedures cannot be applied, the ATC unit shall provide State aircraft with radar vectors until the aircraft is capable of resuming its own navigation.

3.4.3 Within the Tirana TMA, State aircraft not equipped with the appropriate RNAV equipment should be routed via conventional arrival and departure routes.

3.5 Obstacle clearance

3.5.1 Unless an IFR aircraft is receiving navigation guidance from ATC in the form of radar vectors, the pilot is responsible for obstacle clearance. Therefore, the use of RNAV does not relieve pilots of their responsibility to ensure that any ATC clearance or instruction is safe in respect to obstacle clearance. ATC shall assign levels that are at or above established minimum flight altitudes.

4. COMMUNICATION PROCEDURES

4.1 Abbreviated position reports

4.1.1 Abbreviated position reports should only contain the aircraft identification, position, time and flight level or

altitude, unless otherwise specified.

4.1.2 In controlled airspace, designated by the competent authority, where:

- a. through secondary surveillance radar (SSR), individual identity and verified Mode C information are permanently available in the form of labels associated with the radar position of the aircraft concerned; and
- b. reliable air-ground communications coverage and direct pilot-to-controller communications exist, the initial call after changing a radio channel may contain only the aircraft identification and level; subsequently, position reports may contain only aircraft identification, position and time.

4.2 Read-back of VHF channels

4.2.1 When instructed to contact an ATS unit on a different VHF communication channel, the pilot shall read back the newly assigned channel.

5. PROCEDURES FOR VFR FLIGHTS ABOVE FL 195

5.1 General

5.1.1 All airspace within the Tirana FIR above FL 195 is classified as Class C airspace.

5.1.2 VFR flights above FL 195 may only be allowed in airspace reservation, where practical.

5.1.3 In airspace above flight level 195, up to and including flight level 285, VFR flights may also be authorised by the competent authority in accordance with the authorization procedures described below.

5.2 Procedures

5.2.1 An airspace reservation will be established by the AMC in close cooperation with the user of airspace reservation and the competent authority after the user's application.

5.2.2 Provision for activation of an airspace reservation, and instructions for operation within that area, will be issued with the reply to such an application.

5.2.3 Authorization to conduct VFR operations above FL 195 within the airspace reservation will be included in the decision to establish the airspace reservation.

5.2.4 In exceptional circumstances, it may be possible to permit access for VFR flights above FL 195, up to and including FL 285, not requiring airspace reservation. Such access will be accommodated within the context of safety, capacity and effect on the ATS network as a whole.

5.2.5 Application for permission to operate VFR flight above FL 195, up to and including FL 285, outside of an airspace reservation shall be coordinated with the competent authority.

6. PROCEDURES FOR ATS UNITS WHEN A VOLCANIC ASH CLOUD IS REPORTED OR FORECAST

6.1 Transmission of information concerning volcanic activity

6.1.1 Information concerning pre-eruption volcanic activity, volcanic eruptions and volcanic ash clouds (position of clouds and flight levels affected) shall be disseminated to aircraft by one or more of the following means specified in GEN 3.3, paragraph 3.3.8, as established by the competent authority.

6.1.2 The use of general calls shall be limited to cases where it is necessary to disseminate essential information to several aircraft without delay, e.g. the sudden occurrence of hazards, a change of the runway-in-use, or the failure of a key approach and landing aid.

6.2 Procedures

6.2.1 If a volcanic ash cloud is reported or forecast in the airspace for which the ATS unit is responsible, the following actions should be taken:

- a. relay pertinent information immediately to flight crews whose aircraft could be affected to ensure that they are aware of the ash cloud's current and forecast position and the flight levels affected;
- b. accommodate requests for re-routing or level changes to the extent practicable;
- c. suggest re-routing to avoid or exit areas of reported or forecast ash clouds when requested by the pilot or deemed necessary by the controller; and
- d. when practicable, request a special air-report when the route of flight takes the aircraft into or near the forecast ash cloud and provide such special air-reports to the appropriate agencies.

Note 1: Experience has shown that the recommended escape manoeuvre for an aircraft which has encountered an ash cloud is to reverse its course and begin a descent if terrain permits. The final responsibility for this decision, however, rests with the pilot-in-command as specified in the Manual on Volcanic Ash, Radioactive Material and Toxic Chemical Clouds (Doc 9691), 5.2.4.1.

Note 2: The final authority as to the disposition of the aircraft, whether to avoid or proceed through a reported or forecast ash cloud, rests with the pilot-in-command, as prescribed in Annex 2, 2.4.

6.2.2 When the flight crew advises the ATS unit that the aircraft has inadvertently entered a volcanic ash cloud, the ATS unit should:

- a. take such action applicable to an aircraft in an emergency situation; and
- b. initiate modifications of route or level assigned only when requested by the pilot or necessitated by airspace requirements or traffic conditions.

Note: Guidance material concerning the effect of volcanic ash and the impact of volcanic ash on aviation operational and support services is provided in Chapters 4 and 5 of Doc 9691.

7. SPECIAL PROCEDURES

7.1 Emergency descent procedures

7.1.1 When an aircraft operated as a controlled flight experiences sudden decompression or a malfunction requiring an emergency descent, the pilot should take the following steps as soon as practicable in the order appropriate for the circumstance:

- a. navigate as deemed appropriate by the pilot;
- b. advise the appropriate ATC unit as soon as possible of the emergency descent and, if able, intentions;
- c. set transponder to Code 7700 and select the emergency mode on the automatic dependent surveillance system;
- d. turn on aircraft exterior lights (commensurate with appropriate operating limitations);
- e. watch for conflicting traffic both visually and by reference to airborne collision avoidance system (ACAS) (if equipped); and
- f. when emergency descent is complete, coordinate further intentions with the appropriate ATS unit.

7.1.2 The aircraft should not descend below the lowest published minimum altitude that will provide a minimum vertical clearance of 300 m (1 000 ft) or, in designated mountainous terrain, of 600 m (2 000 ft) above all obstacles located in the area specified.

7.1.3 Immediately upon recognizing that an emergency descent is in progress, ATC units are to acknowledge the emergency on radiotelephony.

7.1.4 Upon recognition that an aircraft is making an emergency descent, all appropriate actions should be taken immediately by the air traffic services unit to safeguard all aircraft concerned. Appropriate actions may include the following, in the order appropriate for the circumstance:

- a. broadcasting an emergency message;

- b. issuing traffic information and/or instructions to aircraft affected by the descent;
- c. advising the minimum flight altitude and altimeter setting for the area of operation; and
- d. informing any other air traffic services units that may be affected by the emergency descent.

7.1.5 Unless specifically instructed by the air traffic services unit to clear the area or threatened by immediate danger, the pilot of an aircraft receiving emergency descent broadcast should take the following actions:

- 1. continue according to current clearance and maintain listening watch on the frequency in use for any further instructions from the air traffic services unit; and
- 2. watch for conflicting traffic both visually and by reference to ACAS (if equipped).

7.2 Strayed or unidentified aircraft

7.2.1 As soon as an air traffic services unit becomes aware of a strayed aircraft it shall take all necessary steps as outlined in paragraphs 7.2.2 and 7.2.4 to assist the aircraft and to safeguard its flight.

7.2.2 If the aircraft's position is not known, the air traffic services unit shall:

- a. attempt to establish two-way communication with the aircraft, unless such communication already exists;
- b. use all available means to determine its position;
- c. inform other air traffic services units into whose area the aircraft may have strayed or may stray, taking into account all the factors which may have affected the navigation of the aircraft in the circumstances;
- d. inform, in accordance with locally agreed procedures, appropriate military units and provide them with pertinent flight plan and other data concerning strayed aircraft;
- e. request from the units referred to in c) and d) and from other aircraft in flight every assistance in establishing communication with the aircraft and determining its position.

7.2.3 The requirements in paragraph 7.2.2, d) and e) shall apply also to air traffic services units informed in accordance with paragraph 7.2.2, c).

7.2.4 When the aircraft's position is established, the air traffic services unit shall:

- a. advise the aircraft of its position and the corrective action to be taken. This advice shall be immediately provided when the ATS unit is aware that there is a possibility of interception or other hazard to the safety of the aircraft; and
- b. provide, as necessary, other air traffic services units and appropriate military units with relevant information concerning the strayed aircraft and any advice given to that aircraft.

7.2.5 As soon as an air traffic services unit becomes aware of an unidentified aircraft in its area, it shall endeavour to establish the identity of the aircraft whenever this is necessary for the provision of air traffic services or required by the appropriate military authorities in accordance with locally agreed procedures. To this end, the air traffic services unit shall take such of the following steps as are appropriate in the circumstances:

- a. attempt to establish two-way communication with the aircraft;
- b. inquire of other air traffic services units within the flight information regions about the flight and request their assistance in establishing two-way communication with the aircraft;
- c. inquire of air traffic services units serving the adjacent flight information regions about the flight and request their assistance in establishing two-way communication with the aircraft;
- d. attempt to obtain information from other aircraft in the area;
- e. the air traffic services unit shall, as necessary, inform the appropriate military unit as soon as the identity of the aircraft has been established.

7.2.6 In the case of a strayed or unidentified aircraft, the possibility of the aircraft being subject of unlawful interference shall be taken into account.

7.3 Strayed VFR flights and VFR flights encountering adverse meteorological conditions

Note: A strayed aircraft is an aircraft which has deviated significantly from its intended track or which reports that it is lost.

7.3.1 A VFR flight reporting that it is uncertain of its position or lost, or encountering adverse meteorological conditions, should be considered to be in a state of emergency and handled as such. The controller shall, under such circumstances, communicate in a clear, concise and calm manner and care shall be taken, at this stage, not to question any fault or negligence that the pilot may have committed in the preparation or conduct of the flight. Depending on the circumstances, the pilot should be requested to provide any of the following information considered pertinent so as to better provide assistance:

- a. aircraft flight conditions;
- b. position (if known) and level;
- c. airspeed and heading since last known position, if pertinent;
- d. pilot experience;
- e. navigation equipment carried and if any navigation aid signals are being received;
- f. SSR mode and code selected if relevant;
- g. departure and destination aerodromes;
- h. number of persons on board;
- i. endurance.

7.3.2 If communications with the aircraft are weak or distorted, it should be suggested that the aircraft climb to a higher level, provided meteorological conditions and other circumstances permit.

7.3.3 Navigation assistance to help the pilot determine the aircraft position may be provided by use of an ATS surveillance system, direction-finder, navigation aids or sighting by another aircraft. Care must be taken when providing navigation assistance to ensure that the aircraft does not enter cloud.

Note: The possibility of a VFR flight becoming strayed as a result of encountering adverse meteorological conditions must be recognized.

7.3.4 The pilot should be provided with reports and information on suitable aerodromes in the vicinity where visual meteorological conditions exist.

7.3.5 If reporting difficulty in maintaining or unable to maintain VMC, the pilot should be informed of the minimum flight altitude of the area where the aircraft is, or is believed to be. If the aircraft is below that level, and the position of the aircraft has been established with a sufficient degree of probability, a track or heading, or a climb, may be suggested to bring the aircraft to a safe level.

7.3.6 Assistance to a VFR flight should only be provided using an ATS surveillance system upon the request or concurrence of the pilot. The type of service to be provided should be agreed with the pilot.

7.3.7 When providing such assistance in adverse meteorological conditions, the primary objective should be to bring the aircraft into VMC as soon as possible. Caution must be exercised to prevent the aircraft from entering cloud.

7.3.8 Should circumstances be such that IMC cannot be avoided by the pilot, the following guidelines may be followed:

- a. other traffic on the ATC frequency not able to provide any assistance may be instructed to change to another frequency to ensure uninterrupted communications with the aircraft; alternatively the aircraft being assisted may be instructed to change to another frequency;

- b. ensure, if possible, that any turns by the aircraft are carried out clear of cloud;
- c. instructions involving abrupt manoeuvres should be avoided; and
- d. instructions or suggestions to reduce speed of the aircraft or to lower the landing gear, should, if possible, be carried out clear of cloud.

7.4 Minimum fuel/ energy and fuel/ energy emergency

- 7.4.1 When a pilot reports a state of minimum fuel/ energy, the controller shall inform the pilot as soon as practicable of any anticipated delays or that no delays are expected.
- 7.4.2 When the level of fuel/ energy renders declaring a situation of distress necessary, the pilot, in accordance with the distress and urgency radiotelephony communication procedures, shall indicate that by using the radiotelephony distress signal (MAYDAY), preferably spoken three times, followed by the nature of the distress condition (FUEL).
- 7.4.3 The declaration of MINIMUM FUEL informs ATC that all planned aerodrome options have been reduced to a specific aerodrome of intended landing, and any change to the existing clearance may result in landing with less than planned final reserve fuel. This is not an emergency situation but an indication that an emergency situation is possible should any additional delay occur.

7.5 Degraded aircraft performance

7.5.1 General

- 7.5.1.1 Whenever, as a result of failure or degradation of navigation, communications, altimetry, flight control or other systems, aircraft performance is degraded below the level required for the airspace in which it is operating, the flight crew shall advise the ATC unit concerned without delay. Where the failure or degradation affects the separation minimum currently being employed, the controller shall take action to establish another appropriate type of separation or separation minimum.

7.5.2 Degradation or failure of the RNAV system

- 7.5.2.1 When an aircraft cannot meet the requirements as required by the RNAV route or procedure, as a result of a failure or degradation of the RNAV system, a revised clearance shall be requested by the pilot.
- 7.5.2.2 If an aircraft cannot meet the requirements due to a failure or degradation of the RNAV system that is detected before departure from an aerodrome where it is not practicable to effect a repair, the aircraft concerned should be permitted to proceed to the nearest suitable aerodrome where the repair can be made. When granting clearance to such aircraft, ATC should take into consideration the existing or anticipated traffic situation and may have to modify the time of departure, flight level or route of the intended flight. Subsequent adjustments may become necessary during the course of the flight.
- 7.5.2.3 With respect to the degradation/failure in flight of an RNAV system, while the aircraft is operating on an ATS route requiring the use of RNAV 5:
 - a. aircraft should be routed via VOR/DME-defined ATS routes; or
 - b. if no such routes are available, aircraft should be routed via conventional navigation aids, i.e. VOR/DME.
- 7.5.2.4 When the above procedures are not feasible, the ATC unit should, where practicable, provide the aircraft with radar vectors until the aircraft is capable of resuming its own navigation.
- 7.5.2.5 With respect to the degradation/failure in flight of an RNAV system, while the aircraft is operating on an arrival or departure procedure requiring the use of RNAV:
 - a. the aircraft should be provided with radar vectors until the aircraft is capable of resuming its own navigation; or
 - b. the aircraft should be routed by conventional navigation aids, i.e. VOR/DME.
- 7.5.2.6 Subsequent ATC action in respect of an aircraft that cannot meet the specified requirements due to a failure or degradation of the RNAV system, will be dependent upon the nature of the reported failure and the overall

traffic situation. Continued operation in accordance with the current ATC clearance may be possible in many situations. When this cannot be achieved, a revised clearance may be required to revert to VOR/DME navigation.

7.5.3 Loss of vertical navigation performance required for RVSM airspace

7.5.3.1 The pilot shall inform ATC as soon as possible of any circumstances where the vertical navigation performance requirements for RVSM airspace cannot be maintained. In such cases, the pilot shall obtain a revised ATC clearance prior to initiating any deviation from the cleared route and/or flight level, whenever possible. When a revised ATC clearance cannot be obtained prior to such a deviation, the pilot shall obtain a revised clearance as soon as possible thereafter.

7.5.3.2 During operations in, or vertical transit through, RVSM airspace with aircraft not approved for RVSM operations, pilots shall report non-approved status as follows:

- a. at initial call on any channel within RVSM airspace;
- b. in all requests for level changes; and
- c. in all read-backs of level clearances.

7.5.3.3 Air traffic controllers shall explicitly acknowledge receipt of messages from aircraft reporting RVSM non-approved status.

Degradation of aircraft equipment – pilot reported

7.5.3.4 When informed by the pilot of an RVSM-approved aircraft operating in RVSM airspace that the aircraft's equipment no longer meets the RVSM requirements, ATC shall consider the aircraft as non-RVSM-approved.

7.5.3.5 ATC shall take action immediately to provide a minimum vertical separation of 600 m (2000 ft) or an appropriate horizontal separation from all other aircraft concerned that are operating in RVSM airspace. An aircraft rendered non-RVSM-approved shall normally be cleared out of RVSM airspace by ATC when it is possible to do so.

7.5.3.6 Pilots shall inform ATC, as soon as practicable, of any restoration of the proper functioning of equipment required to meet the RVSM requirements.

7.5.3.7 The first ACC to become aware of a change in an aircraft's RVSM status shall coordinate with adjacent ACCs, as appropriate.

Severe turbulence – not forecast

7.5.3.8 When an aircraft operating in RVSM airspace encounters severe turbulence due to weather or wake vortex that the pilot believes will impact the aircraft's capability to maintain its cleared flight level, the pilot shall inform ATC. ATC shall establish either an appropriate horizontal separation or an increased minimum vertical separation.

7.5.3.9 ATC shall, to the extent possible, accommodate pilot requests for flight level and/or route changes and shall pass on traffic information, as required.

7.5.3.10 ATC shall solicit reports from other aircraft to determine whether RVSM should be suspended entirely or within a specific flight level band and/or area.

7.5.3.11 The ACC suspending RVSM shall coordinate with adjacent ACCs such suspension(s) and any required adjustments to sector capacities, as appropriate, to ensure an orderly progression of the transfer of traffic.

Severe turbulence – forecast

7.5.3.12 When a meteorological forecast is predicting severe turbulence within RVSM airspace, ATC shall determine whether RVSM should be suspended and, if so, for how long and for which specific flight level(s) and/or area.

7.5.3.13 In cases where RVSM will be suspended, the ACC suspending RVSM shall coordinate with adjacent ACCs with regard to the flight levels appropriate for the transfer of traffic, unless a contingency flight level allocation scheme has been determined by letter of agreement. The ACC suspending RVSM shall also coordinate applicable sector capacities with adjacent ACCs, as appropriate.

7.6 ACAS resolution advisory (RA)

7.6.1 ACAS II shall be used during flight, except as provided in the minimum equipment list specified in Commission Regulation (EU) No 965/2012 in a mode that enables RA indications to be produced for the flight crew when undue proximity to another aircraft is detected. This shall not apply if inhibition of RA indication mode (using traffic advisory (TA) indication only or equivalent) is called for by an abnormal procedure or due to performance-limiting conditions.

7.6.2 In the event of an ACAS RA, pilots shall:

- a. respond immediately by following the RA, as indicated, unless doing so would jeopardise the safety of the aircraft;
- b. follow the RA even if there is a conflict between the RA and an ATC instruction to manoeuvre;
- c. not manoeuvre in the opposite sense to an RA;
- d. as soon as possible, as permitted by flight crew workload, notify the appropriate ATC unit of any RA which requires a deviation from the current ATC instruction or clearance;
- e. promptly comply with any modified RAs;
- f. limit the alterations of the flight path to the minimum extent necessary to comply with the RAs;
- g. promptly return to the terms of the ATC instruction or clearance when the conflict is resolved; and
- h. notify ATC when returning to the current clearance.

7.6.3 When a pilot reports an ACAS RA, the controller shall not attempt to modify the aircraft flight path until the pilot reports 'CLEAR OF CONFLICT'.

7.6.4 Once an aircraft departs from its ATC clearance or instruction in compliance with an RA, or a pilot reports an RA, the controller ceases to be responsible for providing separation between that aircraft and any other aircraft affected as a direct consequence of the manoeuvre induced by the RA. The controller shall resume responsibility for providing separation to all the affected aircraft when:

- a. the controller acknowledges a report from the flight crew that the aircraft has resumed the current clearance; or
- b. the controller acknowledges a report from the flight crew that the aircraft is resuming the current clearance and issues an alternative clearance which is acknowledged by the flight crew.

7.7 Distress and urgency radiotelephony communication procedures**7.7.1 General**

7.7.1.1 Distress and urgency traffic shall comprise all radiotelephony messages relative to the distress and urgency conditions respectively. Distress and urgency conditions are defined as:

- a. Distress a condition of being threatened by serious and/or imminent danger and of requiring immediate assistance.
- b. Urgency a condition concerning the safety of an aircraft or other vehicle, or of some person on board or within sight, but which does not require immediate assistance.

7.7.1.2 The radiotelephony distress signal 'MAYDAY' and the radiotelephony urgency signal 'PAN PAN' shall be used at the commencement of the first distress and urgency communication respectively. At the commencement of any subsequent communication in distress and urgency traffic, it shall be permissible to use the radiotelephony distress and urgency signals.

7.7.1.3 The originator of messages addressed to an aircraft in distress or urgency condition shall restrict to the minimum the number and volume and content of such messages as required by the condition.

7.7.1.4 If no acknowledgement of the distress or urgency message is made by the ATS unit addressed by the aircraft,

other ATS units shall render assistance as prescribed in paragraphs 7.7.2.2.1, 7.7.2.3.1 and 7.7.2.3.2 respectively.

7.7.1.5 Distress and urgency traffic shall normally be maintained on the frequency on which such traffic was initiated until it is considered that better assistance can be provided by transferring that traffic to another frequency.

7.7.1.6 In cases of distress and urgency communications, in general, the transmissions by radiotelephony shall be made slowly and distinctly, each word being clearly pronounced to facilitate transcription.

7.7.2 Radiotelephony distress communications

7.7.2.1 Action by the aircraft in distress

7.7.2.1.1 In addition to being preceded by the radiotelephony distress signal 'MAYDAY' in accordance with paragraph 7.7.1.2, preferably spoken three times, the distress message to be sent by an aircraft in distress shall:

- a. be on the air-ground frequency in use at the time;
- b. consist of as many as possible of the following elements spoken distinctly and, if possible, in the following order:
 - A. the name of the ATS unit addressed (time and circumstances permitting);
 - B. the identification of the aircraft;
 - C. the nature of the distress condition;
 - D. the intention of the pilot-in-command;
 - E. present position, level and heading.

7.7.2.2 Action by the ATS unit addressed or by the first ATS unit acknowledging the distress message

7.7.2.2.1 The ATS unit addressed by an aircraft in distress, or the first ATS unit acknowledging the distress message, shall:

- a. immediately acknowledge the distress message;
- b. take control of the communications or specifically and clearly transfer that responsibility, advising the aircraft if a transfer is made; and
- c. take immediate action to ensure that all necessary information is made available, as soon as possible, to:
 - A. the ATS unit concerned;
 - B. the aircraft operator concerned, or its representative, in accordance with pre-established arrangements;
- d. warn other ATS units, as appropriate, in order to prevent the transfer of traffic to the frequency of the distress communication.

7.7.2.3 Imposition of silence

7.7.2.3.1 The aircraft in distress, or the ATS unit in control of distress traffic, shall be permitted to impose silence, either on all stations of the mobile service in the area or on any station which interferes with the distress traffic. It shall address these instructions 'to all stations' or to one station only, according to the circumstances. In either case, it shall use:

- A. 'STOP TRANSMITTING';
- B. the radiotelephony distress signal 'MAYDAY'.

7.7.2.3.2 The use of the signals specified in paragraph 7.7.2.3.1 shall be reserved for the aircraft in distress and for the

ATS unit controlling the distress traffic.

7.7.2.4 Action by all other ATS units/aircraft

7.7.2.4.1 The distress communications have absolute priority over all other communications and ATS units/aircraft aware of them shall not transmit on the frequency concerned unless:

- A. the distress is cancelled or the distress traffic is terminated;
- B. all distress traffic has been transferred to other frequencies;
- C. the ATS unit controlling communications gives permission;
- D. it has itself to render assistance.

7.7.2.4.2 Any ATS unit/aircraft which has knowledge of distress traffic, and which cannot itself assist the aircraft in distress, shall nevertheless continue listening to such traffic until it is evident that assistance is being provided.

7.7.2.5 Termination of distress communications and of silence

7.7.2.5.1 When an aircraft is no longer in distress, it shall transmit a message cancelling the distress condition.

7.7.2.5.2 When the ATS unit which has controlled the distress communication traffic becomes aware that the distress condition is ended, it shall take immediate action to ensure that this information is made available, as soon as possible, to:

- A. the ATS units concerned;
- B. the aircraft operator concerned, or its representative, in accordance with pre-established arrangements.

7.7.2.5.3 The distress communication and silence conditions shall be terminated by transmitting a message, including the words 'DISTRESS TRAFFIC ENDED', on the frequency or frequencies being used for the distress traffic. This message shall be originated only by the ATS unit controlling the communications when, after the reception of the message prescribed in paragraph 7.7.2.5.1, it is authorised to do so by the competent authority.

7.7.3 Radiotelephony urgency communications

7.7.3.1 Action by the aircraft reporting an urgency condition except as indicated in paragraph 7.7.3.4.

7.7.3.1.1 In addition to being preceded by the radiotelephony urgency signal 'PAN PAN' in accordance with paragraph 7.7.1.2, preferably spoken three times and each word of the group pronounced as the French word 'panne', the urgency message to be sent by an aircraft reporting an urgency condition shall:

- a. be on the air-ground frequency in use at the time;
- b. consist of as many as required of the following elements spoken distinctly and, if possible, in the following order:
 - A. the name of the ATS unit addressed;
 - B. the identification of the aircraft;
 - C. the nature of the urgency condition;
 - D. the intention of the pilot-in-command;
 - E. present position, level and heading; and
 - F. any other useful information.

7.7.3.2 Action by the ATS unit addressed or first ATS unit acknowledging the urgency message

7.7.3.2.1 The ATS unit addressed by an aircraft reporting an urgency condition or the first ATS unit acknowledging the urgency message shall:

- a. acknowledge the urgency message;
- b. take immediate action to ensure that all necessary information is made available, as soon as possible, to:
 - A. the ATS unit concerned;
 - B. the aircraft operator concerned, or its representative, in accordance with pre-established arrangements;
- c. if necessary, exercise control of communications.

7.7.3.3 Action by all other ATS units/aircraft

7.7.3.3.1 The urgency communications have priority over all other communications except distress communications and all ATS units/aircraft shall take care not to interfere with the transmission of urgency traffic.

7.7.3.4 Action by an aircraft used for medical transports

7.7.3.4.1 The use of the signal described in paragraph 7.7.3.4.2 shall indicate that the message which follows concerns a protected medical transport pursuant to the 1949 Geneva Conventions and Additional Protocols.

7.7.3.4.2 For the purpose of announcing and identifying aircraft used for medical transports, a transmission of the radiotelephony urgency signal 'PAN PAN', preferably spoken three times, and each word of the group pronounced as the French word 'panne', shall be followed by the radiotelephony signal for medical transports 'MAY-DEE-CAL', pronounced as in the French 'medical'. The use of the signals described above indicates that the message which follows concerns a protected medical transport.

7.7.3.4.3 The message shall convey the following data:

- A. the call sign or other recognised means of identification of the medical transports;
- B. position of the medical transports;
- C. number and type of the medical transports;
- D. intended route;
- E. estimated time en-route and of departure and arrival, as appropriate; and
- F. any other information such as flight altitude, radio frequencies guarded, languages used and secondary surveillance radar modes and codes.

7.7.3.5 Action by the ATS units addressed, or by other stations receiving a medical transports message

7.7.3.5.1 The provisions of 7.7.3.2.1 and 7.7.3.3.1 shall apply as appropriate to ATS units receiving a medical transports message.

7.7.4 VHF emergency frequency

7.7.4.1 The VHF emergency frequency (121.500 MHz) shall be used for genuine emergency purposes including any of the following:

1. to provide a clear channel between aircraft in distress or emergency and a ground station when the normal channels are being utilised for other aircraft;
2. to provide a VHF communication channel between aircraft and aerodromes, not normally used by international air services, in case of an emergency condition arising;
3. to provide a common VHF communication channel between aircraft, either civil or military, and between such aircraft and surface services, involved in common search and rescue operations, prior to changing when necessary to the appropriate frequency;

4. to provide air–ground communication with aircraft when airborne equipment failure prevents the use of the regular channels;
5. to provide a channel for the operation of emergency locator transmitters, and for communication between survival craft and aircraft engaged in search and rescue operations;
6. to provide a common VHF channel for communication between civil aircraft and intercepting aircraft or intercept control units and between civil or intercepting aircraft and air traffic services units in the event of interception of the civil aircraft.

7.7.4.2 Aeronautical stations shall maintain a continuous listening watch on VHF emergency channel 121.500 MHz during the hours of service of the units at which it is installed.

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of responsibility, time and flight level at that point, route and destination aerodrome of the flight.

- 1.2.7 A flight plan may cover only part of a flight, as necessary, to describe that portion of the flight or those manoeuvres which are subject to air traffic control.
- 1.2.8 The term 'submit a flight plan' refers to the action by the pilot or the operator to provide ATS with flight plan information. The term 'filed flight plan' refers to the flight plan as received and accepted by ATS whereas 'transmit a flight plan' refers to the action by a pilot to submit the flight plan, or submit abbreviated flight plan by radiotelephony to the ATS unit concerned.
- 1.2.9 An Abbreviated Flight Plan is the limited information required to obtain a clearance for a portion of flight, filed either by telephone prior to take-off or by radiotelephony (RTF) when airborne. This might apply in the case of a required clearance to fly in a Control Zone (CTR) or crossing an airway. No flight plan form is submitted and the destination aerodrome will not be informed.
- 1.2.10 In the case of a departure from an aerodrome within a CTR, an Abbreviated FPL may be sufficient to obtain clearance to depart the aerodrome and route to the appropriate CTR/CTA boundary.
- 1.2.11 A Full Flight Plan must be filed if the pilot requires the destination aerodrome to be notified of the flight.
- 1.2.12 FPL messages should be transmitted immediately after the filing of the flight plan. If a FPL is filed more than 24 hours in advance of the estimated off-block time of the flight to which it refers, the date of the flight departure shall be inserted in Item 18 of the flight plan.
- 1.2.13 In the event of a delay of 30 minutes in excess of the estimated off-block time for a controlled flight or a delay of one hour for an uncontrolled flight for which a flight plan has been submitted, the flight plan should be amended or a new flight plan submitted and the old flight plan cancelled, whichever is applicable.
- 1.2.14 In addition, an integrated web briefing system allows pilots or aircraft operators to file their own flight plans and other related messages anywhere within Albania. Applications for flight planning online should be made via the AIS website at: www.ais.albcontrol.al
- 1.2.15 A flight plan to be submitted during flight should normally be transmitted to the ATS unit in charge of the FIR or control area in or on which the aircraft is flying, or in or through which the aircraft wishes to fly. When this is not practicable, it should be transmitted to another ATS unit for retransmission as required to the appropriate air traffic services unit. However, the filing of flight plans on the RTF is to be discouraged due to the delay likely to be caused by controller workload and congestion on the frequency.

1.3 Acceptance of a flight plan

- 1.3.1 The Network Manager, for the portion of the route operated in accordance with IFR, and the air traffic services reporting office shall take the necessary measures to ensure that when a flight plan is received, or when changes are made to it, it is:
- in compliance with the applicable format and data conventions;
 - complete and, to the extent possible, accurate;
 - if necessary, made acceptable to the air traffic services; and
 - accepted, or the changes made to it are also accepted, and this is indicated to the originator of the flight plan.
- 1.3.2 ATC units shall provide the Network Manager with any necessary changes of a flight plan affecting items related to the route or flight level that could affect the safe conduct of a flight, for flight plans and associated update messages previously received by them from the Network Manager. No other changes to, or cancellation of, a flight plan shall be made by an ATC unit in the pre-flight phase without coordination with the aircraft operator.
- 1.3.3 The Network Manager shall communicate to all affected ATS units the accepted flight plan and any accepted pre-flight-phase changes made to the items of the flight plan and associated update messages.
- 1.3.4 The Network Manager shall communicate to the aircraft operator any necessary pre-flight-phase changes made to the flight plan affecting items related to the route or flight level that could affect the safe conduct of a

flight, for flight plans and associated update messages previously received.

- 1.3.5 The originator of a flight plan, when not being the aircraft operator or the pilot, shall ensure that the conditions of acceptance of a flight plan and any necessary changes to these conditions as notified by the Network Manager for the portion of the flight operated in accordance with IFR, or by the air traffic services reporting offices, are made available to the aircraft operator or the pilot that has submitted the flight plan.
- 1.3.6 The aircraft operator shall ensure that the conditions of acceptance of a flight plan and any necessary changes to it as notified by the Network Manager or by the air traffic services reporting office to the originator of the flight plan are incorporated into the planned flight operation and communicated to the pilot.
- 1.3.7 The aircraft operator shall ensure prior to the operation of the flight that the content of the flight plan correctly reflects the operational intentions.
- 1.3.8 The Network Manager shall process and distribute the information on the 8,33 kHz channel spacing capability received in the flight plans.

1.4 VFR Flight Plans

1.4.1 International operations

- 1.4.1.1 Pilots undertaking international flights are reminded that a flight plan must be filed for all VFR flights which will cross the Tirana FIR Boundary.
- 1.4.1.2 VFR flight plans shall be submitted to the ARO at the departure aerodrome at least 60 minutes before departure. The ARO may assist with the compiling of flight plans and checking them. However, the ultimate responsibility for the filing of an accurate flight plan rests with the pilot or aircraft operator. A written FPL, which is filed through the ARO at the departure aerodrome, must be submitted on the ICAO FPL form.
- 1.4.1.3 A filed flight plan message shall be originated and addressed as follows by the ARO serving the departure aerodrome:
- a. Tirana ACC;
 - b. Aerodrome Control Tower at the departure aerodrome;
 - c. Aerodrome Control Tower and ARO at the destination aerodrome;
 - d. All ACC in charge of each FIR along the route that the aircraft will fly through or land.
- 1.4.1.4 When filing the flight plan, pilots are to ensure that well defined, significant points are included in the FPL to indicate where the aircraft will cross the Tirana FIR Boundary. A position may also be shown as LAT/LONG, or as a bearing and distance from a navigation aid. This information shall be shown in Item 15 (Route) and Item 18 (Other Information) of the flight plan form.
- 1.4.1.5 Pilots should plan their flights, where possible, at such altitudes, which would enable radio contact to be maintained with the appropriate ATS Unit whilst the aircraft is crossing the FIR Boundary. Position reports are required when crossing the FIR Boundary.
- 1.4.1.6 In the case of a flight through intermediate stops, the ARO at the first departure aerodrome shall:
- a. transmit an FPL message for the first stage of flight;
 - b. transmit a separate FPL message for each subsequent stage of flight, addressed to the ARO for each subsequent departure aerodrome.
- 1.4.1.7 The ARO for each subsequent departure aerodrome shall take action on receipt of the FPL message as if the flight plan has been filed locally.
- 1.4.1.8 The pilot is responsible for ensuring that the airborne time of the flight is passed to the ARO with whom the flight plan has been filed. The ARO will ensure that the departure (DEP) message is sent to the appropriate addresses.

- fuel/ energy endurance;
 - total number of persons on board;
 - emergency and survival equipment including ballistic parachute recovery system;
 - other information.
- 2.1.2 For flight plans submitted during flight, the departure aerodrome or operating site provided shall be the location from which supplementary information concerning the flight may be obtained, if required. Additionally, the information to be provided in lieu of the estimated off-block time shall be the time over the first point of the route to which the flight plan relates.
- 2.1.3 An abbreviated flight plan transmitted in the air by radiotelephony for the crossing of controlled airspace, or any other areas or routes designated by the competent authority, normally contains, as a minimum: call sign, type of aircraft, point of entry, point of exit and level. Additional elements may be required by the competent authority.
- 2.2 Information about the operator in the flight plan in case of providing alerting service**
- The ATS unit shall, when practicable, inform the aircraft operator when an alerting service is provided to an aircraft. In order to facilitate quick and effective coordination, it is advisable to provide in the flight plan (item 18 'Other information') information sufficient to enable the ATS unit to contact the on-duty staff of the aircraft operator if such information has not been provided to the ATS unit by other means.
- 3. COMPLETION OF A FLIGHT PLAN**
- 3.1 General**
- 3.1.1 A flight plan shall contain information, as applicable, on relevant items listed in paragraph 2.1.1 up to and including 'alternate aerodrome(s) or operating site(s)' regarding the whole route or the portion thereof for which the flight plan is submitted.
- 3.1.2 It shall, in addition, contain information, as applicable, on all other items when so prescribed by the competent authority or when otherwise deemed necessary by the person submitting the flight plan.
- 3.1.3 An operator shall, prior to departure:
- a. ensure that, where the flight is intended to operate on a route or in an area where an RNP type is prescribed, the aircraft has an appropriate RNP approval, and that all conditions applying to that approval will be satisfied;
 - b. ensure that, where operation in reduced vertical separation minimum (RVSM) airspace is planned, the aircraft has the required RVSM approval; and
 - c. ensure that, where the flight is intended to operate where an RCP type is prescribed, the aircraft has an appropriate RCP approval, and that all conditions applying to that approval will be satisfied.
- 3.2 Completion of the flight plan form**
- 3.2.1 A flight plan form based on the model in ICAO Doc 4444, Appendix 2 should be provided and should be used by operators and air traffic services units for the purpose of completing flight plans.
- 3.2.2 Operators and air traffic services units should comply with the following:
- a. the instructions for completion of the flight plan form contained in SERA, Appendix 6; and
 - b. any constraints identified in relevant Aeronautical Information Publications (AIPs).
- Note: Failure to adhere to the provisions of Appendix 6 or any constraint identified in relevant AIPs may result in data being rejected, processed incorrectly or lost.*
- 3.2.3 Aircraft operators, or the agents that act on their behalf, which intend to operate within the single European sky airspace for a portion of or the entire route in accordance with IFR shall insert the appropriate indicator for the

aircraft equipment available on board and its capabilities in accordance with Commission Implementing Regulation (EU) 2023/1770 in the relevant item in the flight plan.

3.2.4 Operators of aircraft not equipped in accordance with Implementing Regulation (EU) 2023/1770 which intend to operate within the single European sky airspace shall insert the appropriate indicator for the aircraft equipment available on board and its capabilities, and any potential exemptions in the relevant items in the flight plan. The flight plan shall, in addition, contain information, as applicable, on all other items when so prescribed by the competent authority or when otherwise deemed necessary by the person submitting the flight plan.

3.2.5 With extensive use of automatic data processing in flight planning it is most important that the FPL Form is correct in every detail before submission. Even minor mistakes, such as leaving a space where it is not called for, will result in a delay in processing the information, which can cause a delay to the flight.

Note 1: Item numbers on the form are not consecutive, as they correspond to Field Type numbers in ATS messages.

Note 2: Air traffic services data systems may impose communications or processing constraints on information in filed flight plans.

3.3 EUR flight planning requirements

The following flight planning requirements will apply to operators of aircraft intending to conduct flights within the EUR Region:

3.3.1 Date of flight

3.3.1.1 If a flight plan for a flight conducted wholly in the EUR Region is filed more than 24 hours in advance of the EOBT, it is mandatory to provide the date of flight.

3.3.1.2 If the flight plan is filed less than 24 hours in advance of the EOBT, the date of flight may be optionally indicated.

3.3.1.3 This information will be inserted in Item 18 of the flight plan in the form of a 3-letter indicator (DOF) followed by an oblique stroke and date of flight in a 6-figure group format:

DOF/ YYMMDD (YY=Year; MM=Month; DD=Day)

3.3.2 Route (including changes of speed, level and/or flight rules)

Flights along designated ATS routes

3.3.2.1 The route shall describe the intended route of the flight and shall be completed in accordance with ICAO Doc 4444 requirements.

3.3.2.2 If the departure or destination aerodrome is located on or connected to the ATS route, the last point of the SID or the first point of the STAR (or the IAF, where no STAR is available) shall be inserted in Item 15 of the FPL as the first or the last point of the route description followed or preceded by the designator of the ATS route, followed or preceded by each point at which either a change of speed or level, a change of ATS route, and/or a change of flight rules is planned.

3.3.2.3 If the departure or destination aerodrome is not located on or connected to the ATS route, the letters DCT shall be inserted in Item 15 of the FPL followed or preceded by the point of joining the first ATS route, followed or preceded by the designator of the ATS route.

3.3.2.4 The route of a FPL shall not contain SID or STAR designators.

Flights outside designated ATS routes

3.3.2.5 For flights operating outside designated ATS routes within the Tirana FIR below FL115, the route shall be completed as required by the competent authority. For flights crossing Tirana FIR boundary, the significant points shown in ENR 4.4 shall be inserted in the FPL to indicate where the aircraft will cross the Tirana FIR boundary. A position may also be shown as LAT/LONG, or as a bearing and distance from a route reporting point or navigation aid. This information shall be inserted in Item 15 (Route) and Item 18 (Other information).

- c. giving any additional information which may be contained in Field 18.

3.3.7.4 A request supplementary flight plan (RQS) message shall be transmitted when an ATS unit wishes to obtain supplementary flight plan data. The message shall be transmitted to the air traffic services reporting office at the departure aerodrome or in the case of a flight plan submitted during flight, to the ATS unit specified in the flight plan message.

4. CHANGES TO A FLIGHT PLAN

4.1 Submission of changes to a flight plan

4.1.1 All changes to a flight plan submitted for an IFR flight, or a VFR flight operated as a controlled flight, shall be reported:

- a. during the pre-flight phase, to the Network Manager for flights intended to operate in accordance with IFR for a portion of or the entire route, and to air traffic services reporting offices as soon as practicable;
- b. during the flight, subject to the provisions of point SERA.8020(b), to the appropriate air traffic services unit.

For other VFR flights, significant changes to a flight plan shall be reported as soon as practicable to the appropriate air traffic services unit.

4.1.2 In the event of a delay of 30 minutes in excess of the estimated off-block time for a controlled flight or a delay of 1 hour for an uncontrolled flight for which a flight plan has been submitted, the flight plan shall be amended, or a new flight plan submitted, and the old flight plan cancelled, whichever is applicable. For any flight operated in accordance with IFR, delays of more than 15 minutes shall be communicated to the Network Manager.

4.1.3 In the case of a change in the aircraft equipment and its capability status for a flight, aircraft operators, or the agents that act on their behalf, shall send a modification message to the Network Manager or the air traffic services reporting offices with the appropriate indicator inserted in the relevant item of the flight plan form.

4.1.4 Information submitted prior to departure regarding fuel or energy endurance or total number of persons carried on board, if incorrect at time of departure, constitutes a significant change to the flight plan and, as such, shall be reported.

4.1.5 Flight plan data may be updated with any time, level or route changes, and any other changes except key fields, as necessary.

4.1.6 Any changes to a previously submitted flight plan for an IFR/GAT flight or part thereof operating within the IFPS shall be submitted to the IFPS for processing.

4.1.7 It shall not be possible to modify certain key fields within a flight plan, as these fields are used for message association purposes.

4.1.8 These non-modifiable key fields are:

- Aircraft Identification
- Aerodrome of Departure
- Aerodrome of Destination
- Estimated Off-Block Date (as a direct modification to the DOF sub-field).

4.1.9 To change any of these items, it shall be necessary to cancel the original flight plan and refile a new flight plan containing the corrected data. The RFP procedure shall not be used for such changes.

4.1.10 Apart from the above key fields, flight plans may be modified by sending a modification message (CHG) or a delay message (DLA). In the FPL related cases, the IFPS also accepts the modification of a flight plan by submitting another flight plan (with a different route for example) providing that the message originator is the same and that the key fields are identical. The second flight plan shall overwrite the original filed flight plan except for the estimated off-block time (EOBT). Modification of the EOBT shall only be possible by sending a DLA or CHG message.

4.2 Associated messages

4.2.1 Delay (DLA)

4.2.1.1 A DLA message shall be transmitted when the departure of an aircraft, for which basic flight plan data (FPL) has been sent, is delayed by more than 30 minutes after the estimated off-block time contained in the basic flight plan data. In the event of such delays it is important that the pilot advises the departure aerodrome ARO that a DLA message can be sent.

4.2.1.2 The DLA message shall be transmitted by the ARO serving the departure aerodrome to all recipients of basic flight plan data.

4.2.1.3 However, in order to meet the requirements of ATFCM, all IFR aircraft operating within the IFPS must have any changes to their EOBT of more than 15 minutes notified to the IFPS.

4.2.1.4 The IFPS shall not accept a delay of more than 20 hours in advance of the current EOBT held for the flight.

4.2.2 Departure (DEP)

4.2.2.1 Unless otherwise prescribed on the basis of regional air navigation agreements, a DEP message shall be transmitted immediately after the departure of an aircraft for which basic flight plan data have been previously distributed.

4.2.2.2 The DEP message shall be transmitted by the ARO serving the departure aerodrome to all recipients of basic flight plan data.

4.2.2.3 A DEP message is not required if an IFR FPL has been filed with IFPS and the flight will operate solely within the IFPS Zone.

4.2.2.4 DEP messages must always be sent for VFR FPLs operating outside controlled airspace and for IFR FPLs operating outside the IFPS Zone.

4.2.2.5 It is also important that the DEP message is sent, as this activates the FPL. Failure to activate the FPL could result in the destination aerodrome not being aware that alerting action should be taken.

4.2.2.6 The IFPS shall accept a departure message for any existing flight plan provided the departure time indicated in the message is not in the future when compared to the system time at the time of processing. Where the departure time is indicated to be in the future, such messages shall be automatically rejected by the IFPS.

4.2.3 Modification (CHG)

4.2.3.1 A CHG message shall be transmitted when any change is to be made to basic flight plan data contained in previously transmitted FPL data. The CHG message shall be sent to those recipients of basic flight plan data which are affected by the change. Relevant revised basic flight plan data shall be provided to such affected entities not previously having received this.

4.2.3.2 In the case of FPLs filed with IFPS, and as long as the CHG message is sent to them, IFPS will do this automatically for the IFR portions of the FPL.

4.2.3.3 Other modifications to a filed FPL, such as a change in aircraft type, speed, level, route, etc., can be notified using a change (CHG) message.

4.2.3.4 It is also important that when any changes or modifications are made to the original FPL, that a change (CHG) message is transmitted to all the addressees that will be affected by the change or modification.

4.2.4 Cancellation (CNL)

4.2.4.1 A flight plan cancellation (CNL) message shall be transmitted when a flight, for which basic flight plan data has been previously distributed, has been cancelled. The ARO serving the departure aerodrome shall transmit the CNL message to ATS units which have received basic flight plan data.

4.2.4.2 Any changes to aircraft call sign, point of departure and/or destination will require the original FPL to be cancelled and a new FPL submitted.

ENR 1.12 INTERCEPTION OF CIVIL AIRCRAFT**1. GENERAL**

1.1 In accordance with the provisions on interception of civil aircraft in Annex 2 to the Convention on the International Civil Aviation, the national provisions put in place under SERA ensure that:

- a. interception of civil aircraft is undertaken only as a last resort;
- b. an interception is limited to determining the identity of the aircraft, unless it is necessary to return the aircraft to its planned track, direct it beyond the boundaries of national airspace, guide it away from a prohibited, restricted or danger area or congested areas, or instruct it to effect a landing at a designated aerodrome;
- c. practice interception of civil aircraft is not undertaken, unless it has been previously agreed with the pilot-in-command of the aircraft to be intercepted and ATC has been informed accordingly that the interception is to take place;
- d. navigational guidance and related information is given to an intercepted aircraft by radiotelephony, whenever radio contact can be established; and
- e. in the case where an intercepted civil aircraft is required to land in the territory overflown, the aerodrome designated for the landing is suitable for the safe landing of the aircraft type concerned.

2. PROCEDURES FOR INTERCEPTED AIRCRAFT**2.1 Aircraft procedures**

2.1.1 The pilot-in-command of a civil aircraft, when intercepted, shall:

- a. immediately follow the instructions given by the intercepting aircraft, interpreting and responding to visual signals in accordance with the specifications in Tables 1.12-1 and 1.12-2;
- b. notify, if possible, the appropriate air traffic services unit;
- c. attempt to establish radio-communication with the intercepting aircraft or with the appropriate intercept control unit, by making a general call on the emergency frequency 121.500 MHz, giving the identity of the intercepted aircraft and the nature of the flight; and if no contact has been established and if practicable, repeating this call on the emergency frequency 243.000 MHz;
- d. if equipped with SSR transponder, select Mode A, Code 7700, unless otherwise instructed by the appropriate air traffic services unit.

Table 1.12-1

Signals initiated by intercepting aircraft and responses by intercepted aircraft				
Series	INTERCEPTING aircraft signals	Meaning	INTERCEPTED Aircraft Responds	Meaning
1.	DAY or NIGHT — Rocking aircraft and flashing navigational lights at irregular intervals (and landing lights in the case of a helicopter) from a position slightly above and ahead of, and normally to the left of, the intercepted aircraft (or to the right if the intercepted aircraft is a helicopter) and, after acknowledgement, a slow level turn, normally to the left (or to the right in the case of a helicopter) on the desired heading. Note 1 Meteorological conditions or terrain may require the intercepting aircraft to reverse the positions and direction of turn given above in Series 1. Note 2 If the intercepted aircraft is not able to keep pace with the intercepting aircraft, the latter is expected to fly a series of race-track patterns and to rock the aircraft each time it passes the intercepted aircraft.	You have been intercepted. Follow me.	DAY or NIGHT - Rocking aircraft and flashing navigational lights at irregular intervals and following.	Understood will comply
2.	DAY or NIGHT - An abrupt breakaway manoeuvre from the intercepted aircraft consisting of a climbing turn of 90 degrees or more without crossing the line of flight of the intercepted aircraft	You may proceed.	DAY or NIGHT - Rocking the aircraft	Understood will comply
3.	DAY or NIGHT - Lowering landing gear (if fitted), showing steady landing lights and overflying the runway in use of, if the intercepted aircraft is a helicopter/ VTOL-capable aircraft, overflying the helicopter/ VTOL-capable aircraft landing area. In the case of helicopters/ VTOL-capable aircraft, the intercepting helicopter/ VTOL-capable aircraft makes a landing approach, coming to hover near to the landing area.	Land at this aerodrome.	DAY or NIGHT - Lowering landing gear (if fitted), showing steady landing lights and following the intercepting aircraft and, if, after overflying the runway in use or helicopter/ VTOL-capable aircraft landing area, landing is considered safe, proceeding to land.	Understood will comply

Table 1.12-2

Signals initiated by intercepted aircraft and responses by intercepting aircraft				
Series	INTERCEPTED aircraft signals	Meaning	INTERCEPTING aircraft responds	Meaning
1.	DAY or NIGHT — Raising landing gear (if fitted) and flashing landing lights while passing over runway in use or helicopter/ VTOL-capable aircraft landing area at a height exceeding 300 m (1 000 ft) but not exceeding 600 m (2 000 ft) (in the case of a helicopter, at a height exceeding 50 m (170 ft) but not exceeding 100 m (330 ft) above the aerodrome level, and continuing to circle runway in use or helicopter/ VTOL-capable aircraft landing area. If unable to flash landing lights, flash any other lights available.	Aerodrome you have designated is inadequate.	DAY or NIGHT — If it is desired that the intercepted aircraft follow the intercepting aircraft to an alternate aerodrome, the intercepting aircraft raises its landing gear (if fitted) and uses the Series 1 signals prescribed for intercepting aircraft. If it is decided to release the intercepted aircraft, the intercepting aircraft uses the Series 2 signals prescribed for intercepting aircraft.	Understood follow me. Understood, you may proceed.

ENR 1.13 UNLAWFUL INTERFERENCE**1. GENERAL**

- 1.1 An aircraft which is being subjected to unlawful interference shall endeavour to set the transponder to Code 7500 and notify the appropriate ATS unit of any significant circumstances associated therewith and any deviation from the current flight plan necessitated by the circumstances, in order to enable the ATS unit to give priority to the aircraft and to minimise conflict with other aircraft.
- 1.2 If an aircraft is subjected to unlawful interference, the pilot-in-command shall attempt to land as soon as practicable at the nearest suitable aerodrome or at a dedicated aerodrome assigned by the competent authority, unless considerations aboard the aircraft dictate otherwise.
- 1.3 When an occurrence of unlawful interference with an aircraft takes place or is suspected, air traffic services units shall attend promptly to requests by the aircraft. Information pertinent to the safe conduct of the flight shall continue to be transmitted and necessary action shall be taken to expedite the conduct of all phases of the flight, especially the safe landing of the aircraft.
- 1.4 When an occurrence of unlawful interference with an aircraft takes place or is suspected, ATS units shall, in accordance with locally agreed procedures, immediately inform the appropriate authority designated by the State and exchange necessary information with the aircraft operator or its designated representative.

2. PROCEDURES**2.1 ATS unit procedures**

- 2.1.1 Whenever unlawful interference with an aircraft is known or suspected or a bomb threat warning has been received, ATS units should promptly attend to requests by, or to anticipated needs of, the aircraft, including requests for relevant information relating to air navigation facilities, procedures and services along the route of flight and at any aerodrome of intended landing, and should take such action as is necessary to expedite the conduct of all phases of the flight.
- 2.1.2 ATS units should also:
- a. transmit, and continue to transmit, information pertinent to the safe conduct of the flight, without expecting a reply from the aircraft;
 - b. monitor and plot the progress of the flight with the means available, and coordinate transfer of control with adjacent ATS units without requiring transmissions or other responses from the aircraft, unless communication with the aircraft remains normal;
 - c. inform, and continue to keep informed, appropriate ATS units, including those in adjacent flight information regions (FIRs), which may be concerned with the progress of the flight;
 - d. notify:
 - the operator or its designated representative;
 - the appropriate rescue coordination centre in accordance with appropriate alerting procedures; and
 - the appropriate authority designated by the State; and
 - e. relay appropriate messages, relating to the circumstances associated with the unlawful interference, between the aircraft and designated authorities.
- 2.1.3 The following additional procedures should apply if a threat is received indicating that a bomb or other explosive device has been placed on board a known aircraft. The ATS unit receiving the threat information should:
- a. if in direct communication with the aircraft, advise the flight crew without delay of the threat and the circumstances surrounding the threat; or
 - b. if not in direct communication with the aircraft, advise the flight crew by the most expeditious means through other ATS units or other channels.

- 2.1.4 The ATS unit in communication with the aircraft should ascertain the intentions of the flight crew and report those intentions to other ATS units which may be concerned with the flight.
- 2.1.5 The aircraft should be handled in the most expeditious manner while ensuring, to the extent possible, the safety of other aircraft and that personnel and ground installations are not put at risk.
- 2.1.6 Aircraft in flight should be given re-clearance to a requested new destination without delay. Any request by the flight crew to climb or descend for the purpose of equalising or reducing the differential between the outside air pressure and the cabin air pressure should be approved as soon as possible.
- 2.1.7 An aircraft on the ground should be advised to remain as far away from other aircraft and installations as possible and, if appropriate, to vacate the runway. The aircraft should be instructed to taxi to a designated or isolated parking area in accordance with local instructions. Should the flight crew disembark passengers and crew immediately, other aircraft, vehicles and personnel should be kept at a safe distance from the threatened aircraft.
- 2.1.8 ATS units should not provide any advice or suggestions concerning action to be taken by the flight crew in relation to an explosive device.
- 2.1.9 An aircraft known or believed to be the subject of unlawful interference or which for other reasons needs isolation from normal aerodrome activities should be cleared to the designated isolated parking position. Where such an isolated parking position has not been designated, or if the designated position is not available, the aircraft should be cleared to a position within the area or areas selected by prior agreement with the aerodrome authority. The taxi clearance should specify the taxi route to be followed to the parking position. This route should be selected with a view to minimising any security risks to the public, other aircraft and installations at the aerodrome.
- 2.1.10 Verbal reference to unlawful interference should not be made by the controller unless it is first made by the pilot in a radio communication transmission, since it might attract the attention of the hijacker (or of other aircraft) and have detrimental consequences.

2.2 Aircraft procedures

- 2.2.1 When unlawful interference occurs and the aircraft is unable to notify an ATS unit of this fact, the pilot-in-command who cannot proceed to an aerodrome should attempt to continue flying on the assigned track and at the assigned cruising level at least until able to notify an ATS unit or until within radar coverage.
- 2.2.2 When an aircraft subjected to an act of unlawful interference must depart from its assigned track or its assigned cruising level without being able to make radiotelephony contact with ATS, the pilot-in-command should, whenever possible:
- a. attempt to broadcast warnings on the VHF channel in use or the VHF emergency frequency, and other appropriate channels, unless considerations aboard the aircraft dictate otherwise. Other equipment such as on-board transponders and data links should also be used when it is advantageous to do so and circumstances permit; and
 - b. proceed at a level which differs from the cruising levels normally used for an IFR flight by:
 - i. 150 m (500 ft) in an area where a vertical separation minimum of 300 m (1 000 ft) is applied; or
 - ii. 300 m (1 000 ft) in an area where a vertical separation minimum of 600 m (2 000 ft) is applied.

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LATI AD 2.24	Charts related to the aerodrome	LATI AD 2 - 24
LATI AD 2.25	Visual Segment Surface (VSS) penetration	LATI AD 2 - 25

LATI AD 2.7 SEASONAL AVAILABILITY - CLEARING

1	Seasonal availability	Aerodrome is serviceable during all seasons of the year.
2	Type(s) of clearing equipment	• 2 Snow Removal Equipment; • 1 Excavator with snow plough 2.7 meter long; • 1 Runway De-icing Sprayer Equipment.
3	Clearance priorities	• Runway in use, associated exits and entry points for the runway in use; • Designated taxiway(s); • Main aprons; • ILS and PAPI areas if needed; and • All other aircraft operating areas not yet cleared.
4	Use of material for movement area surface treatment	NAAC
5	Specially prepared winter runways	Not applicable
6	Remarks	See AD 1.2, subsection 2. for the runway surface condition assessment and reporting.

LATI AD 2.8 APRONS, TAXIWAYS AND CHECK LOCATIONS/POSITIONS DATA

1	Designation, surface and strength of aprons	Designation: APRON 100 Surface: CONC Strength: PCR 1565/R/B/W/T Designation: APRON 200 Surface: CONC Strength: PCR 1226/R/A/W/T Designation: APRON 300 Surface: CONC Strength: PCR 1226/R/A/W/T Designation: APRON 400 Surface: CONC Strength: PCR 463/R/D/W/T
2	Designation, width, surface and strength of taxiways	Designation: B Width: 23 M Surface: ASPH Strength: PCR 971/F/B/W/T
		Designation: C Width: 23 M Surface: ASPH Strength: PCR 886/F/A/W/T
		Designation: D Width: 23 M Surface: CONC Strength: PCR 906/R/B/W/T
		Designation: E Width: 23 M Surface: CONC Strength: PCR 932/R/C/W/T
		Designation: F Width: 30 M Surface: CONC Strength: PCR 1226/R/A/W/T

		Designation: W Width: 23 M Surface: ASPH Strength: PCR 971/F/B/W/T
		Designation: Y Width: 23 M Surface: CONC Strength: PCR 1226/R/A/W/T
3	Location and elevation of altimeter checkpoints	NIL
4	Location of VOR checkpoints	NIL
5	Position of INS checkpoints	NIL
6	Remarks	Taxiways C, D and E without shoulders and mandatory instruction signs on both sides.

LATI AD 2.9 SURFACE MOVEMENT GUIDANCE AND CONTROL SYSTEM AND MARKINGS

1	Use of aircraft stand identification signs, taxiway guide lines and visual docking/parking guidance system at aircraft stands	Arriving aircraft will be instructed to their assigned parking stands by Tirana GMC or Tirana TWR. Pilots are required to follow lead-in lines and taxiway signage as provided in the taxi clearance. The "FOLLOW ME" guidance service is provided only upon the specific request of the Tirana Aerodrome Controller. When deployed, the "FOLLOW ME" vehicle will guide the aircraft using standard marshalling hand signals or specialized onboard signage. Guidance will be conducted exclusively by Airside Safety Inspectors.
2	Runway and taxiway markings and lights	RWY-17/35 Markings: Designation numbers and touchdown zone. LGT: Threshold, runway end and runway edges. TWY Markings: Taxi-holding positions, intermediate holding positions, TWY centreline and TWY edges. LGT: TWY edges.
3	Stop bars and runway guard lights (if any)	Red stop bars are located at holding points B, C, D, E and F and are in operation H24. No aircraft/vehicle is to cross a red stop bar unless given a specific instruction to do so under aerodrome Tower Controller. During contingency procedures, escort from an airside operations vehicle may be required to guide an aircraft through the lit stop bar, if requested by pilots.
4	Other runway protection measures	NIL
5	Remarks	NIL

LATI AD 2.10 AERODROME OBSTACLES

1. OBSTACLES IN AREA 2

The list of obstacles in Area 2 is available as a digital data set. See GEN 3.1, subsection 6.2.

2. OBSTACLES IN AREA 3

The list of obstacles in Area 3 is available as a digital data set. See GEN 3.1, subsection 6.2.

LATI AD 2.11 METEOROLOGICAL INFORMATION PROVIDED

1	Name of the associated meteorological office	Tirana MET Office
2	Hours of service and, where applicable, the designation of the responsible meteorological office outside these hours	H24
3	Office responsible for preparation of TAFs and periods of validity and interval of issuance of the forecasts	Tirana MET Office 24 HR (issued every 6 hours)
4	Availability of the trend forecasts for the aerodrome, and interval of issuance	TREND continuous issuance H24
5	Information on how briefing and/or consultation is provided	Pre-flight meteorological briefing consultation provided by qualified meteorological forecasters
6	Types of flight documentation supplied and language(s) used in flight documentation	Aerodrome METAR and TAF, Charts EN/AL
7	Charts and other information displayed or available for briefing or consultation	EUR: Flight Documentation: Model A/OPMET information Model IS/Upper wind and temperature chart for standard isobaric surface Model SWM/Significant weather chart, High Levels Model SWM/Significant weather chart, Medium Levels Model SWL/Significant Weather chart, Low Levels Model VAG/Volcanic Ash Advisory information in graphical representation Model SN/sheet of notations used in flight documentation Upper Wind/Humidity/Air Temp Geopotential Altitude of FLs FL and Temp of tropopause Direction, speed and FL of maximum wind SIGWS phenomena TC advisories Space Weather
8	Supplementary equipment available for providing information on meteorological conditions, e.g. weather radar and receiver for satellite images	Receiver for satellite images
9	The air traffic services unit(s) provided with meteorological information	TWR, APP, ACC and ARO
10	Additional information (e.g. concerning any limitation of service, etc.)	NIL

LATI AD 2.12 RUNWAY PHYSICAL CHARACTERISTICS

Designation	True bearing	RWY dimensions	RWY/SWY strength (PCR) and surface	THR coordinates RWY end coordinates THR geoid undulation	THR elevation TDZ highest elevation
1	2	3	4	5	6
17	174.28	2746 X 45 M	PCR 971/F/B/W/T ASPH	412537.31N 0194308.15E 412408.74N 0194319.92E 119.4 ft	THR 108.9 ft TDZ 115.5 ft
35	354.29	2746 X 45 M	PCR 971/F/B/W/T ASPH	412408.74N 0194319.92E 412537.31N 0194308.15E 119.3 ft	THR 125.2 ft TDZ 125.2 ft

Designation	RWY/SWY slope	SWY dimensions	CLR dimensions	Strip dimensions	RESA dimensions
	7	8	9	10	11
17	+ 0.19%	NIL	237 X 150 M	2866 X 280 M	240 X 90 M
35	- 0.19%	NIL	130 X 150 M	2866 X 280 M	150 X 90 M

Designation	Location of arresting system	OFZ	Remarks
	12	13	14
17	NIL	NIL	RESA is paved.
35	NIL	NIL	NIL

LATI AD 2.13 DECLARED DISTANCES

Runway designator	TORA	TODA	ASDA	LDA	Remarks
1	2	3	4	5	6
17	2746 M	2983 M	2746 M	2746 M	NIL
17	2259 M	2496 M	2259 M	-	Take-off from intersection at Taxiway Echo.
17	1784 M	2021 M	1784 M	-	Take-off from intersection at Taxiway Delta.
35	2746 M	2876 M	2746 M	2746 M	NIL
35	2209 M	2339 M	2209 M	-	Take-off from intersection at Taxiway Charlie.

LATI AD 2.19 RADIO NAVIGATION AND LANDING AIDS

Type of aids MAG Variation VOR/ILS Declination	ID	Frequency/ Channel	Hours of operation	Geographical coordinates of transmitting antenna	Elevation of DME transmitting antenna	Remarks
1	2	3	4	5	6	7
DVOR/DME 5°E (2022)	TRN	117.700 MHZ CH 124X	H24	VOR 412458.0N 0194305.5E DME 412458.2N 0194306.0E	100 ft	RWY-17/35. On AD. MRA at 40 NM: Sector 105°/144° 14000 ft, Sector 145°/010° 11000 ft. Sector 011°/104° not usable.
LOC 17 ILS CAT I 5°E (2022)	ITR	109.100 MHZ	H24	412358.5N 0194321.3E		RWY 17. On AD. Due to terrain, LOC usable coverage sector is -35°/+22°.
GP 17		331.400 MHZ	H24	412527.2N 0194314.7E		3° RDH 17.4 M
DME	ITR	28X	H24	412527.1N 0194314.8E	100 ft	- ILS/DME co-located with GP - ITR DME zero ranged to THR RWY17
GPS	NIL	1575.42 MHz	H24	Tirana FIR	NIL	Operated by US Department of Defense.

LATI AD 2.20 LOCAL AERODROME REGULATIONS**1. LOCAL REGULATIONS**

- 1.1 Local regulations applicable to the traffic at Tirana International Airport are collected in a manual which is available at the Airport Operations Office. This manual includes, among other subjects, the following:
- the meaning of markings and signs;
 - information about aircraft parking positions including visual docking guidance systems;
 - information about taxiing from aircraft parking positions including taxi clearance;
 - limitations in the operation of large aircraft;
 - limitations in the operation when RVR is less than 550 m;
 - helicopter operations;
 - marshalling assistance;

- h. use of engine power exceeding idle power;
- i. engine start-up and use of APU;
- j. fuel spillage; and
- k. precautions during extreme weather conditions.

1.2 Marshalling and "FOLLOW ME" assistance can be requested and further information about the regulations can be obtained from the Tirana Ground Movement Control (GMC) or Tirana TWR, depending on the hours of operation of Tirana GMC.

1.3 Air Operators intending to operate with an aircraft higher than Code C should request prior approval from the Airport Authority, which has established a special procedure to accommodate such operations.

1.4 When a local regulation is of importance for the safe operation of aircraft on the apron, the information will be given to each aircraft by the Tirana GMC or Tirana TWR.

2. GROUND MOVEMENT

2.1 Parking procedures

2.1.1 Arriving aircraft will be instructed to the parking stands by Tirana GMC or Tirana TWR. "FOLLOW ME" service is provided by Airside Safety Inspectors only on request of Tirana Aerodrome Controller in order to:

- give assistance to PiC when crossing a lighted stop bar if contingency procedure is initiated;
- deviate aircraft from the taxiway centerline to facilitate Work in Progress (W.I.P.), on occasions when it is necessary or to deviate it from a temporary obstruction. The latter may be the case in the event of reduced wingtip clearance;
- facilitate the movement of Ground Support Equipment (GSE) unable to use service roads;
- assist the aircraft or vehicle which are uncertain of the position in manoeuvring area during Reduced Visibility Conditions Procedure, on pilot's request; and
- assist the aircraft when stand number is not yet available.

2.1.2 Aircraft will be guided by a "FOLLOW ME" vehicle to the apron 400 and apron 200. Assistance from the "FOLLOW ME" vehicle can be requested via the Tirana GMC or Tirana TWR.

2.1.3 Aircraft, landing on RWY 17, are expected to vacate the RWY via TWY C or when instructed by ATC or on pilot's request via TWY B.

2.1.4 Aircraft, landing on RWY 35, are expected to vacate the RWY via TWY D/TWY E or when instructed by ATC or on pilot's request via TWY F.

2.1.5 Aircraft, landing on RWY 17/35, are normally advised, in conjunction with the landing clearance, the taxiway they shall vacate the RWY. Pilots will advise ATC if unable to comply.

2.1.6 Since there is no special parking area for helicopters on the aerodrome, helicopters will be instructed by Tirana GMC or Tirana TWR to the parking area. "FOLLOW ME" vehicle will guide the helicopter to the parking stand.

2.1.7 When leaving the position with self-manoeuving at the aprons, Ground service provider or "FOLLOW ME" presence and guidance is mandatory. Self-manoeuving at all aprons without guidance is strictly prohibited. Self-manoeuving in front of the terminal building is strictly prohibited.

2.1.8 Execution of parking remains the responsibility of the PiC (Pilot in Command).

2.1.9 The isolated aircraft parking position is on Taxiway C.

2.2 Start-up procedures

2.2.1 Pilots shall check the ATIS to confirm if Tirana GMC is active. If it is, pilots shall contact Tirana GMC for their

start-up clearance. Otherwise, pilots shall contact Tirana TWR in accordance with their slot (if any) and when ready to push and/or taxi immediately. On first contact with Tirana GMC or TWR, the Pilot in Command must state the stand number and the code letter of the ATIS received.

2.2.2 The Ground Controller or Tower Controller, depending on the hours of operation of Tirana GMC, will determine the order that start-up approvals are issued and will issue expected start times accordingly.

2.2.3 Tirana GMC or Tirana TWR shall issue start up clearance to all IFR/VFR flights stating the call sign of aircraft, confirmation of ATIS information including the QNH (subject of read back), runway in use and time check.

2.2.4 A start-up clearance shall only be withheld under circumstances or conditions specified by the competent authority. If a start-up clearance is withheld, the flight crew shall be advised of the reason.

2.2.5 When a start-up clearance is delayed due to traffic reasons, the pilot shall be informed about expected start up time. Clearance to start up at the pilot's discretion to meet a stated CTOT may be issued as appropriate.

2.2.6 When the aircraft is fully ready for departure, the Pilot in Command shall contact Tirana GMC or Tirana TWR for start-up clearance, push-back, and taxi. These requests shall be made only after receiving approval from the ground handling personnel or "FOLLOW ME" vehicle that:

- The walk-around inspection is completed;
- Doors are closed;
- The aircraft is ready for start-up; and
- The area is clear of any surrounding aircraft, vehicle, or equipment.

2.2.7 Marshalling is under responsibility of the ground service provider on aprons 100 and 300. Marshalling on aprons 200 and 400 is the responsibility of the Airside Safety Inspectors upon request. Aircraft parked on Apron 200 and Apron 400 shall request "FOLLOW ME" vehicle assistance from ATC prior to requesting start-up clearance.

2.2.8 The ground handling personnel or "FOLLOW ME" vehicle shall monitor and ensure the safe path of the aircraft until it passes the red line.

2.3 Push-back procedures

2.3.1 Aircraft parked nose-in to the terminal building will need to be pushed back off the stand towards the taxiway centerline, taking into account the standard taxiway routing.

2.3.2 Subject to the requirements in paragraph 2.2.6, the Pilot in Command shall contact Tirana GMC or Tirana TWR for start-up clearance, stating the parking position and after that for push-back permission.

2.3.3 When the anti-collision beacons of the aircraft have been switched on, no vehicular movement is permitted behind the aircraft.

2.3.4 Tirana GMC or Tirana TWR may deviate from the standard push-back procedure as stated below for reasons such as traffic or work in progress. The deviation will be given in the push-back permission and the Pilot in Command has to make sure that the ground handling personnel fully understands the deviation.

2.3.5 The Pilot in Command shall use minimum break away power and minimum taxi power when operating on the aprons and taxi lanes.

2.3.6 The "FOLLOW ME" shall notify the Ground Movement Controller or Tower Controller of the parking position. All push-back maneuvers shall be directed by the ground handling personnel. In such cases, the Ground Movement Controller or Tower Controller assumes responsibility once the push-back maneuver is accomplished.

2.4 Tug Release Point (TRP) on Apron 100

2.4.1 The TRP is the designated location where:

- The aircraft nosewheel is positioned at the completion of push-back;

- The towbar is disconnected; and
- The aircraft is handed back to the flight crew.

2.4.2 The TRP ensures a safe distance from other parked aircraft, GSE, service vehicles, and blast-sensitive areas, and provides the correct alignment for subsequent taxi instructions.

2.5 Push-back procedure (TRP based) on Apron 100

2.5.1 The following steps detail the specific push-back procedure utilized when operating with a TRP on Apron 100:

1. Push-back is initiated in accordance with ATC clearance;
2. The Tug driver pushes the aircraft from the stand and aligns towards the designated TRP in the direction instructed by the Aerodrome Controller;
3. The tug positions the aircraft nosewheel directly on the TRP marking;
4. The towbar is disconnected, and the tug moves clear of the aircraft;
5. Ground crew visually confirms that the area is clear and signals the flight crew; and
6. Taxi instructions will follow from ATC.

2.5.2 If the TRP cannot be reached due to congestion or physical obstruction, the flight crew shall inform ATC immediately before towbar disconnection.

2.6 Taxiing

2.6.1 During taxiing, the pilot shall comply with traffic regulation on apron taking into account instructions and information provided by the Tirana GMC or Tirana TWR in order to avoid collision with other aircraft, vehicles, persons or objects. Neither deviations nor shortcuts are allowed except under the guidance of "FOLLOW ME" vehicle or after special instructions given by the Tirana GMC or Tirana TWR.

2.6.2 In case of guidance by "FOLLOW ME" vehicle is requested by flight crew, the taxi clearance to the appropriate TWY will be issued by the Tirana GMC or Tirana TWR where the guidance will be taken over by the "FOLLOW ME" vehicle.

2.6.2.1 Aerodrome Control Tower (TWR) is responsible for clearing the aircraft to the designated Handover Points (HOP) depicted on the Ground Movement Chart as intermediate holding positions until the handoff to the "FOLLOW ME" vehicle.

2.6.2.2 The "FOLLOW ME" vehicle, when requested by ATC or the pilot, awaits the aircraft at the HOP. The "FOLLOW ME" vehicle is then responsible for guiding the aircraft from the HOP to the assigned parking stand.

2.6.3 The apron 100 is used for the operation of aircraft category C with a maximum wingspan 36 m. Aircraft category E shall use parking stand 102. Stands 101 and 103 will not be used while operating with category E aircraft.

2.6.4 The apron 200 is used for the operation of aircraft category B and C with a maximum wingspan 36 m and accessed with guide by "FOLLOW ME" vehicle.

2.6.5 The apron 300 is used for the operation of aircraft category A, B, C with a maximum wingspan 36 m and accessed with guide by "FOLLOW ME" vehicle. Taxi-out (no push-back) is required, aircraft taxi directly from apron 300 to TWY Y.

2.6.6 Flight crew requesting taxi clearance from Apron 300 to Holding Point F or E for RWY 17 shall be full ready for departure at the time of request. Due to the short taxi time, all pre-departure checks and procedures shall be completed prior to requesting taxi clearance.

2.6.7 When it is requested or necessary for a helicopter to proceed at a slow speed above the surface, normally below 20 knots and in ground effect, air-taxiing may be authorized by Tirana TWR in coordination with ground handling personnel.

2.7 Taxiing on a runway-in-use

2.7.1 In the interests of safety, use of the active runway for taxiing purposes is to be kept to a minimum.

2.7.2 For the purpose of expediting air traffic, aircraft may be permitted to taxi on the runway-in use, provided no delay or risk to other aircraft will result. Where control of taxiing aircraft is provided by a ground air traffic controller and the control of runway operations by an aerodrome air traffic controller, a clearance to taxi on the runway-in-use should be issued by the aerodrome air traffic controller once direct two-way communications between the pilot and the aerodrome air traffic controller have been established. Any subsequent instruction to change frequency should be issued by the aerodrome air traffic controller to the taxiing aircraft after it has vacated the runway.

2.7.3 If the control tower is unable to determine visually, that a vacating aircraft has cleared the runway, the aircraft shall be requested to report when it has vacated the runway. The report shall be made when the entire aircraft is beyond the relevant runway.

2.8 Aircraft engine ground running

2.8.1 Aircraft engine ground running shall be conducted either on designated parking positions on the apron or on the movement area, subject to prior permission granted by the Aerodrome Duty Manager (ADM) and Air Traffic Control (ATC).

2.8.2 Exceptions: Engine tests at idle or full power are not permitted at parking positions 105 to 109.

2.8.3 Designated Areas for Full/Idle Engine Ground Run:

- Taxiway B (TWY B) – facing North
- Taxiway D (TWY D) – facing West

2.8.4 All full power engine tests require prior approval from the Aerodrome Duty Manager (ADM), in coordination with ATC. ATC clearance for full power engine tests is dependent on current traffic and operational conditions.

Note: During full engine power tests, certain parts of airport infrastructure may become temporarily unavailable. A NOTAM will be issued accordingly.

2.8.5 The following regulations must be adhered to both prior to and during the course of an aircraft engine test run:

- The Airline/Aircraft Maintenance Companies must contact the Aerodrome Duty Manager (ADM) to obtain permission for an engine test to be carried out.
- The aircraft must be chocked during the test run.
- Engine runs above ground idle power will not be permitted on the apron.
- Engine runs above ground idle power shall be done at the area decided by ADM in coordination with ATC.
- All personnel and equipment shall be clear of the inlet suction areas and exhaust wake danger areas, as specified in the aircraft manual, during the engine test run.
- After completion of the engine test run, the Airline must complete the Aircraft Engine Test Run Form, meanwhile the Aircraft Maintenance Company should submit to ADM the Aircraft Logbook Form for record purposes.
- Aircraft must remain in two-way contact with ATC throughout the duration of the engine ground run to ensure the prompt initiation of any emergency procedures.

2.8.6 The Aerodrome Duty Manager (ADM) shall coordinate with ATC for permission in case of request from Airline/ Aircraft Maintenance Companies to perform engine ground run on the movement area and to provide for the follow me vehicle when needed.

3. CAT II/III OPERATIONS

Not applicable.

4. SCHOOL AND TRAINING FLIGHTS - TECHNICAL TEST FLIGHTS

4.1 Training and technical flights must only be made after permission has been obtained from the CAA of Albania (see GEN 1.2).

4.2 Application for a training flight shall be submitted at least 10 days in advance of the proposed operation.

4.3 Application for a technical test flight shall be submitted at least 2 hours before such a flight is operated.

5. RUNWAY OCCUPANCY TIME

5.1 Arriving flights

5.1.1 Pilots are reminded that by leaving the runway at the fastest speed commensurate with safety and standard operating procedures, ATC will be able to instruct aircraft on final approach using minimum radar separation or separation minimum according to wake vortex category. Extended runway occupancy may result in a missed approach. In order to reduce runway occupancy times, pilots shall apply the following procedure:

1. Pilots should pre-plan their landing and roll out to target the assigned exit taxiway, weather permitting, that provides for a safe and expeditious exit from the runway to reduce delays and maximise utilisation at all times;
2. Pilots are to ensure runway fully vacated before stopping i.e. aircraft are not to stop on any runway exit awaiting instructions from ATC but should continue on to the assigned taxiway, unless instructed to do so by ATC; and
3. If the pilot of a landing aircraft cannot contact ATC due to RTF congestion, the pilot should fully vacate the runway and taxi into the assigned taxiway. The pilot should then hold position until contact with ATC can be established.

5.2 Departing flights

5.2.1 Pilots should be ready for departure when reaching the runway-holding position. On receipt of line-up clearance, pilots should ensure, commensurate with safety and standard operating procedure, that they are able to taxi into the correct position if not already at the hold, and line-up on the runway as soon as the preceding aircraft has commenced either its take-off roll or completed its landing run and has passed the holding point.

5.2.2 Whenever possible, cockpit checks should be completed prior to line-up and any checks requiring completion when lined-up on the runway should be kept to the minimum required.

5.2.3 Pilots who require additional time for departure shall notify ATC before entering the runway and wait for instructions.

5.2.4 Pilots should ensure that they are able to commence the take-off roll once the take-off clearance is issued.

5.2.5 ATC may cancel the departure clearance and instruct the aircraft to vacate the runway in case the conditional departure clearance is not complied with.

6. REDUCED DISTANCES AND PROCEDURES FOR INTERSECTION TAKE-OFF

6.1 Reduced distances and intersection take-off positions

6.1.1 Reduced declared distances applicable for intersection take-off are described in LATI AD-2.13.

6.1.2 Intersection take-off positions shall be TWY E and D for RWY 17 and TWY C for RWY 35.

6.2 Procedures for intersection take-off

6.2.1 Subject to the conditions in paragraph 6.2.2, an aircraft may be cleared to depart from a published intersection

take-off position upon request of the pilot or if initiated by aerodrome controller and accepted by the pilot.

- 6.2.2 Intersection take-off clearance shall be issued for aircraft category A and B from intersection take-off positions described in paragraph 6.1.2 and for aircraft category C only from intersection take-off position at TWY E.
- 6.2.3 Information on the TORA from the intersection shall be issued when requested by an aircraft or whenever deemed necessary by the aerodrome controller.
- 6.2.4 The following radiotelephony (RTF) phraseology shall be used for intersection take-off:

Circumstances	Phraseologies
Request for departure from an intersection take-off position	*REQUEST DEPARTURE FROM INTERSECTION E, D or C RUNWAY 17 or 35. * Denotes pilot transmission.
Approval of requested departure from an intersection take-off position	TAKE-OFF FROM INTERSECTION E, D or C RUNWAY 17 or 35 APPROVED.
Denial of requested departure from an intersection take-off position	NEGATIVE TAKE-OFF FROM INTERSECTION E, D or C RUNWAY 17 or 35. YOU HAVE TO USE FULL LENGTH OF RUNWAY.
ATC – initiated intersection take-off	ADVISE, ARE YOU ABLE TO DEPART FROM INTERSECTION E, D or C RUNWAY 17 or 35?
Advising take-off run available (TORA) from an intersection take-off position	TAKE-OFF RUN FROM INTERSECTION E, D or C RUNWAY 17 or 35 is (distances in metres).

7. REMOVAL OF DISABLED AIRCRAFT FROM RUNWAY

- 7.1 When an aircraft is wrecked on a runway, it is the duty of the owner or user of such aircraft to have it removed as soon as possible.
- 7.2 If a wrecked aircraft is not removed from the runway as quickly as possible by the owner or user, the aircraft will be removed by the aerodrome authority at the owner's or user's expense.
- 7.3 The Aerodrome Coordinator for the removal of disabled aircraft at Tirana International Airport (TIA) is the Aerodrome Duty Manager (ADM), Tel: +355 4 238 1753; Mob: +355 69 20 22 005.
- 7.4 Procedures relating to disabled aircraft removal are contained in TIA Disabled Aircraft Recovery Manual.

LATI AD 2.21 NOISE ABATEMENT PROCEDURES

In course of preparation.

LATI AD 2.22 FLIGHT PROCEDURES

1. GENERAL

1.1 Types of ATS surveillance service

- 1.1.1 Tirana APP shall normally provide air traffic control services with the use of ATS surveillance system to all aircraft operating in the Tirana TMA and portions of ATS routes feeding Tirana TMA.
- 1.1.2 Tirana APP shall provide flight information and alerting service with the use of ATS surveillance system to all aircraft operating in the Tirana TMA and portions of ATS routes feeding Tirana TMA and, as far as practicable, outside controlled airspace within the Tirana FIR below FL 115, if requested (see GEN 3.3).

2. PROCEDURES FOR IFR FLIGHTS WITHIN TIRANA TMA/CTR

2.1 Procedures for inbound aircraft

- 2.1.1 Aircraft inbound to Tirana Airport via the airways system will be routed via the RNAV 1 Standard Terminal Arrival Routes (STARs) detailed at LATI AD 2.24-19 to LATI AD 2.24-21.

- 2.1.2 RNAV 1 STARs are available to aircraft which are equipped and operated in accordance with the requirements of EASA CS-ACNS and approved by their State of Registry for RNAV 1 operations.
- 2.1.3 Aircraft will follow the appropriate RNAV 1 STAR to the Initial Approach Fix (IAF) for either ILS/RNP/VOR RWY 17 or RNP/VOR RWY 35 approach procedures.
- 2.1.4 RNP approach procedures with LNAV and LNAV/VNAV minima are in use for both runways.
- 2.1.5 Pilots unable to comply with RNAV 1 must notify ATC as soon as possible.
- 2.1.6 Standard arrival routes for aircraft inbound to Tirana Airport from the airways system for non-RNAV 1 aircraft will be via the existing airways structure.

Inbound from	Via	Route
North	M127	ALELU - RINAV - TRN
	L607	PETAK - TRN
West	P92	PAPIZ - DIRES - TRN
	M26	GOKEL - DITAN - TRN
South	L604	DIMIS - ADDER - ELBAK - TRN
East	P92	MAVAR - ODRAS - TRN

- 2.1.7 Non-RNAV 1 aircraft will be cleared direct from the VOR TRN holding pattern to carry out an approach procedure. When cleared, descend in the holding pattern to 7000 ft, then carry out the required procedure in accordance with the instrument approach charts.
- 2.1.8 During arrival phase, aircraft speed is limited to a maximum of 250 KT IAS below FL 120.
- 2.1.9 During approach phase, aircraft shall maintain an indicated airspeed (IAS) of 180 knots from IF until 10 NM to the threshold, and 160 knots IAS from 10 NM until 4 NM to the threshold.
- 2.1.10 Alternatively, the air traffic control unit concerned may give other instructions for speed in order to keep a smooth traffic flow.
- 2.1.11 Pilots unable to conform to the assigned speeds, shall promptly inform ATC, and state what speeds may be used.

2.2 Holding

- 2.2.1 RNAV Holding Procedures are established at INDAL and TINKI as detailed on the appropriate RNAV STAR charts.
- 2.2.2 Holding patterns for use following a missed approach are established at INDAL and TALLU as detailed on the appropriate instrument approach charts.
- 2.2.3 From the holding patterns, aircraft will normally be directed by the Radar Controller inbound respective IAF to carry out an instrument approach procedure. When traffic conditions permit, suitably equipped and approved aircraft will be permitted to carry out an RNP Approach Procedure appropriate to the landing direction.

2.3 Approach procedures with ATS surveillance system control

- 2.3.1 When inbound traffic is being sequenced by ATS surveillance system, the approach procedure will be flown under directions from the approach controller.
- 2.3.2 Aircraft will be given a track to take up according to the runway-in-use and will be allocated a level. Changes of heading or level will be made only on instructions from the approach controller except in the case of radio communication failure.
- 2.3.3 In the event of ATS surveillance system failure, procedures as defined for ATS surveillance approach will apply.
- 2.3.4 The ATC shall advise an aircraft being vectored for an instrument approach of its position at least once prior to the commencement of final approach.

- 2.3.5 When giving distance information, the approach controller shall specify the point or navigation aid to which the information refers.
- 2.3.6 Aircraft vectored for final approach should be given a heading or a series of headings calculated to close with the final approach track. The final vector shall enable the aircraft to be established on the final approach track prior to intercepting the specified or nominal glide path of the approach procedure from below, and should provide an intercept angle with the final approach track of 45 degrees or less.
- 2.3.7 Depending on the traffic situation, ATC may vector the aircraft to be established on the final approach track inbound the respective IF for instrument approaches.
- 2.3.8 Whenever an aircraft is assigned a vector which will take it through the final approach track, it should be advised accordingly, stating the reason for the vector.
- 2.3.9 The pilot should be advised of the number in the sequence for landing at least once prior to commencement of the final approach.
- 2.3.10 In the event of a complete radio communication failure in an aircraft, the pilot is to adopt procedures detailed at LATI AD 2.24-23 for aircraft being vectored.
- 2.3.11 In the event of radar failure, new instructions will be issued to each aircraft under radar control and the procedures detailed in ENR 1.6 will be brought into use.
- 2.3.12 If radio communications fails at the ATC Unit when under radar control, pilots are to contact Tirana Tower on 122.510 MHZ for new instructions.

2.4 Precision approaches

- 2.4.1 A precision approach ILS CAT I Procedure is in use for Runway 17 only. ILS/DME (ITR) is collocated with GP. ITR DME is zero ranged to threshold RWY 17.
- 2.4.2 Aircraft shall follow the appropriate RNAV 1 STAR or be vectored either onto the ILS localiser course or onto an appropriate closing heading (roughly 30 degrees from the final approach track) to enable the pilot to complete the turn onto the final approach track. Approach controller shall instruct the pilot to report established on the ILS localiser and, if necessary, shall continue to give heading instructions until this report is received. When established on the ILS localiser the pilot shall be either cleared to descend on the glide path or given appropriate alternative level instructions.
- 2.4.3 When clearance for the approach is issued, aircraft shall maintain the last assigned level until intercepting the specified or nominal glide path of the approach procedure. If ATC requires an aircraft to intercept the glide path at a level other than a level flight segment depicted on the instrument approach chart, ATC shall instruct the pilot to maintain the particular level until established on the glide path.

2.5 Visual approaches for arriving IFR flights

- 2.5.1 Controllers shall exercise caution in initiating a visual approach when there is a reason to believe that the flight crew concerned is not familiar with the aerodrome and its surrounding terrain. Controllers should also take into consideration the prevailing traffic and meteorological conditions when initiating visual approaches.
- 2.5.2 Clearance for visual approach shall be issued only after the pilot has reported the aerodrome or the preceding aircraft in sight, at which time vectoring would normally be terminated.
- 2.5.3 An aircraft shall not be cleared to execute a visual approach procedure at night.
- 2.5.4 Visual approach procedures are detailed at ENR 1.5, subsection 2.2.

2.6 Missed approaches

- 2.6.1 Missed approach procedures are detailed at LATI AD 2.24-25 to 2.24-33.
- 2.6.2 ATC shall always be aware of the possibility of a missed approach and, unless in VMC and conducting a visual circuit, the need for aircraft carrying out a missed approach to maintain specified climb gradients due to terrain. Succeeding arrivals and/or other flights shall not be cleared to the same level, or cleared to operate within the missed approach area if there is any possibility of the aircraft flight paths conflicting.

2.6.3 When issuing instructions for a missed approach to a flight conducting an instrument approach procedure, the ATC should adhere to the published missed approach procedure. The ATC should issue modifications to the published missed approach procedure only in presence of safety reasons.

2.7 Loss of communication procedures

2.7.1 In the event of a complete radio communications failure in an aircraft, the pilot is to adopt the appropriate procedures detailed at GEN 3.3.

2.8 Procedures for outbound aircraft

2.8.1 RNAV 1 SIDs for aircraft joining the airways system are detailed at LATI AD 2.24-15 to 2.24-17.

2.8.2 RNAV 1 SIDs are available to aircraft which are equipped and operated in accordance with the requirements of EASA CS-ACNS and approved by their State of Registry for RNAV 1 operations.

2.8.3 ATC will normally deliver clearance for RNAV 1 SIDs. Aircraft not capable of flying the RNAV 1 SIDs or are non-GNSS equipped will be issued Omni-Directional Departures together with appropriate ATC instructions to access the airways system.

2.8.4 The Omni-Directional Departures (ODDs) are defined in the table below:

Runway	Description	Restrictions
17	Proceed RWY heading climbing to 6500 ft. Passing 800 ft, turn at own discretion, remaining in the sector between 142° (M) and 009° (M). Reaching 6500 ft expect radar vectoring from Tirana ACC according to the planning. Minimum PDG 7% (425 ft/NM) until 6500 ft.	No turns before DER. See Aerodrome Obstacle Chart and LATI AD-2.10 Aerodrome Obstacles.
35	Proceed RWY heading climbing to 6500 ft. Passing 800 ft, turn at own discretion, remaining in the sector between 147° (M) and 008° (M). Reaching 4000 ft expect radar vectoring from Tirana ACC according to the planning. Minimum PDG 7% (425 ft/NM) until 6500 ft.	No turns before DER. See Aerodrome Obstacle Chart and LATI AD-2.10 Aerodrome Obstacles.

2.8.5 Departing flights should normally be cleared via the appropriate RNAV 1 SID until such time as the aircraft level and rate of climb enable either tactical vectoring to take place if required, or a direct route offered.

2.8.6 Departing aircraft shall be identified and their Mode C verified in accordance with the procedures specified in ENR 1.6, subsection 2.

2.8.7 Departing aircraft shall not exceed 250 knots IAS in the climb-out area until reaching 10000 feet. If unable to comply with this speed restriction, pilots will advise ATC as follows:

- Prior to take-off: Pilots will inform ATC of the minimum or maximum acceptable speed before requesting start-up clearance. ATC will either accommodate the request or issue an alternative clearance;
- After take-off: Pilots will inform ATC of the minimum or maximum speed they will be maintaining.

2.9 Visual departures

2.9.1 A visual departure is a departure by an IFR flight when either part or all of an instrument departure procedure is not completed and the departure is executed in visual reference to terrain.

2.9.2 An IFR flight may be cleared to execute a visual departure:

- when requested by the pilot; or
- prior to take-off, when initiated by APP/TWR controller and accepted by the pilot by a read-back of the ATC clearance.

- 2.9.3 To execute a visual departure, the aircraft take-off performance characteristics shall allow them to make an early turn after take-off. When implemented, visual departure shall be applied under the following conditions:
- the meteorological conditions in the direction of take-off and the following climb-out shall not impair the procedure up to minimum sector altitude (MSA);
 - the procedure shall be applied during the daytime;
 - the pilot shall be responsible for maintaining obstacle clearance until the specified altitude (MSA). Further clearance (route, heading, point) shall be specified by APP controller; and
 - separation shall be provided between an aircraft cleared to execute a visual departure and other departing and arriving aircraft.

- 2.9.4 Flight crew acceptance of the clearance for visual departure will indicate that the aircraft take-off performance characteristics allow an early turn after take-off.

- 2.9.5 Any additional local restrictions shall be agreed on in consultation between the competent authority and operators.

Note 1: The conditions specified in these procedures are applied even when departing aircraft is cleared via specific radial/tracks after departures.

Note 2: During the application of the visual departure, attention is drawn to the requirement to provide timely VFR traffic information deemed relevant for the aircraft executing the visual departure. Flight crews should be made aware when the application of the visual departure may lead the departing aircraft to enter airspace class G.

2.10 Uncertainty of position on the manoeuvring area

- 2.10.1 Except as provided for in paragraph 2.10.2, a pilot in doubt as to the position of the aircraft with respect to the manoeuvring area shall immediately:

- stop the aircraft; and
- simultaneously notify the appropriate ATS unit of the circumstances (including the last known position).

- 2.10.2 In those situations where a pilot is in doubt as to the position of the aircraft with respect to the manoeuvring area, but recognizes that the aircraft is on a runway, the pilot shall immediately:

- notify the appropriate ATS unit of the circumstances (including the last known position);
- if able to locate a nearby suitable taxiway, vacate the runway as expeditiously as possible, unless otherwise instructed by the ATS unit; and then,
- stop the aircraft.

- 2.10.3 A vehicle driver in doubt as to the position of the vehicle with respect to the manoeuvring area shall immediately:

- notify the appropriate ATS unit of the circumstances (including the last known position);
- simultaneously, unless otherwise instructed by the ATS unit, vacate the landing area, taxiway, or other part of the manoeuvring area, to a safe distance as expeditiously as possible; and then,
- stop the vehicle.

- 2.10.4 In the event the aerodrome controller becomes aware of an aircraft or vehicle that is lost or uncertain of its position on the manoeuvring area, appropriate action shall be taken immediately to safeguard operations and assist the aircraft or vehicle concerned to determine its position.

2.11 Aeronautical ground lights

- 2.11.1 All aeronautical ground lights shall be operated:

- a. continuously during the hours from sunset to sunrise, unless otherwise provided hereafter or otherwise required for the control of air traffic; and
- b. at any other time when their use, based on weather conditions, is considered desirable for the safety of air traffic.

2.11.2 In addition to paragraph 2.11.1, approach lighting shall also be operated:

1. by day when requested by an approaching aircraft;
2. when the associated runway lighting is operated;
3. as deemed necessary by ATC with pilot's concurrence.

2.12 Operations in reduced visibility conditions

2.12.1 Tirana Airport is not equipped for Cat II/III operations, however to protect Cat I operations a procedure for operations in reduced visibility conditions (ORVC) is in place.

2.12.2 The ORVC procedure will commence when:

1. reported meteorological visibility is less than 1000 m; or
2. RVR at TDZ is less than 650 m; or
3. reported cloud ceiling is 400 ft or less; or
4. part of the maneuvering area is not visible from Aerodrome Control Tower.

2.12.3 In such a situation, if one of the above conditions is met, only one aircraft movement at a time is permitted on the manoeuvring area. A "FOLLOW ME" vehicle is available on standby to assist pilots during taxi upon request and pilots are advised that these procedures can cause delays for inbound and outbound traffic.

2.12.4 All operations are suspended when RVR at TDZ for landings and any RVR for departures is reported less than 550 m. In such a situation, pilots will be informed by RTF and/or ATIS.

2.12.5 The ORVC procedure will be terminated when RVR at TDZ is greater than 650 m and a continuous improvement is expected.

3. PROCEDURES FOR VFR FLIGHTS WITHIN TIRANA TMA/CTR

3.1 Procedures for VFR flights within or into the Tirana TMA

3.1.1 VFR flights shall comply with the provisions of SERA Section 4 when operated within or into the Tirana TMA. Procedures relating to VFR flight plan are detailed at ENR 1.10.

3.1.2 A VFR flight shall establish two-way communication with Tirana APP prior to entering the Tirana TMA, and report, as soon as possible, the time and level of passing each designated compulsory point, together with any other required information.

3.1.3 VFR flights shall be positioned in the approach sequence as instructed by the appropriate ATC unit.

3.1.4 In the event of communications failure in a VFR flight operating in accordance with these procedures, the pilot is to adopt the procedures detailed at GEN 3.3.

3.2 Procedures for VFR flights within or into the Tirana CTR

3.2.1 VFR flights intending to enter Tirana CTR from uncontrolled airspace shall establish, as soon as practicable, two-way RTF communication with Tirana Tower on the appropriate frequency prior to entering Tirana CTR.

3.2.2 An aircraft conducting VFR flight shall enter, transit or exit Tirana CTR via the VFR reporting points depicted on the Visual Approach Chart - ICAO at LATI AD 2.24-35 unless otherwise authorised by ATC.

3.2.3 VFR flights operating within or transiting the Tirana CTR are restricted to fly at or below 2000 ft AMSL

(aerodrome QNH).

3.2.4 When flying in controlled airspace unless otherwise authorised by the ATC Unit, the pilot of the aircraft must file a flight plan (see ENR 1.2 and ENR 1.10), obtain an ATC clearance, maintain a listening watch on the appropriate frequency and comply with any instructions given by the ATC Unit.

3.2.5 In the event of communications failure in a VFR flight operating in accordance with these procedures, the pilot is to adopt the procedures detailed at GEN 3.3.

3.2.6 VFR reporting points are as follows:

Name	Location	Coordinates
ERZED*	Kryqëzimi i Lumenjve Stermas (Rivers' Crossing Stermas)	411543N 0195027E
BRARI	Ura Ferraj (Bridge of Ferraj)	412220N 0195118E
LORJA	Ura e Fanit (Bridge of Fan)	414215N 0194626E
MIMCO	Kepi i Rodonit (Cape of Rodon)	413415N 0193100E
ROBZO	Mali i Robit (Robi Mountain)	411354N 0193133E
ZAZMA	Fshati Roshet (Roshet Village)	410944N 0194404E
MATIA	Rezervuari Marikaj (Reservoir of Marikaj)	412237N 0193823E
TUFIZ	Rezervuari i Qinamit (Reservoir of Qinam)	412433N 0194752E

**ERZED point will be used by State aircraft.*

3.2.7 All VFR reporting points are compulsory reporting points.

3.2.8 Arrival and departure routes for VFR flights are not established at Tirana Airport.

3.2.9 VFR reporting points should be used by ATC or when so requested by the pilot of VFR aircraft to join the aerodrome traffic circuit or crossing the runway. The clearance to enter the traffic circuit should be issued to an aircraft whenever it is desired that the aircraft approach the landing area in accordance with current traffic circuits but traffic conditions do not yet allow a landing clearance to be issued. Depending on the circumstances and traffic conditions, an aircraft may be cleared to join at any position in the traffic circuit.

3.2.10 Circuits to the east of the runway are not permitted due to terrain on that side, except for light aircraft and helicopters. Circuits shall be to the west of the runway, with right-hand circuit for RWY 17 and left-hand circuit for RWY 35.

3.2.11 Light aircraft and helicopters may alternatively be cleared for left-hand circuit RWY 17 and right-hand circuit RWY 35.

3.3 Special VFR flights

3.3.1 Special VFR clearances for flights within the Tirana CTR may be requested and will be given whenever traffic conditions permit. These flights are subject to the general conditions laid down for Special VFR flights in ENR 1.2, subsection 3.

3.3.2 Special VFR flights may be authorized to enter Tirana CTR, subject to an ATC clearance, for the purpose of landing, take off and depart from the control zone, cross the Tirana CTR, but not to operate locally within the control zone.

3.3.3 When traffic conditions permit, Special VFR flights shall be authorized by APP Unit in coordination with Tirana TWR, subject to an ATC clearance, only at pilot's request, to operate within the control zone for the purpose of entering or leaving Tirana CTR.

- 3.3.4 Requests for Special VFR clearance to enter or transit Tirana CTR may be made to Tirana APP whilst airborne.
- 3.3.5 Aircraft departing from aerodromes adjacent to Tirana CTR boundary and wishing to enter or cross the control zone may obtain Special VFR clearance either prior to take-off by telephone or by RTF when airborne. In any case, all such requests must specify the ETA for the selected entry VFR points and must be made 10 minutes beforehand.
- 3.3.6 Requests for Special VFR clearance to leave Tirana CTR, depart from Tirana Airport or any airfield/heliport within Tirana CTR shall be made to Tirana TWR prior to take-off either by telephone or by RTF.
- 3.3.7 For departing aircraft asking to operate as special VFR, Tirana TWR shall issue special VFR clearance after coordinating with Tirana APP control unit.
- 3.3.8 Special VFR clearance for arriving and departing flights is only granted without affecting normal IFR flights. IFR traffic will always have priority over Special VFR traffic. The priority afforded to IFR aircraft over Special VFR aircraft, however, is not intended to be so rigidly applied that inefficient use of airspace results.
- 3.3.9 The list of type of operations subject to permit by the competent authority to deviate from the requirements for special VFR flights is not exhaustive. The competent authority may grant a permit for other kinds of helicopter operations such as power line inspections, helicopter hoist operations.
- 3.3.10 When the reported ground visibility at the aerodrome is less than 1 500 m, air traffic control units may issue a special VFR clearance for a flight crossing the control zone and not intending to land at an aerodrome within the control zone, or enter the aerodrome traffic circuit when the flight visibility reported by the pilot is not less than 1 500 m, or for helicopters, not less than 800 m.

LATI AD 2.23 ADDITIONAL INFORMATION**1. DEVIATION ACCEPTANCE AND ACTION DOCUMENTS (DAAD), SPECIAL CONDITIONS (SC) AND EQUIVALENT LEVEL OF SAFETY (ELOS)**

Reference number	Description
DAAD.001	Grading of runway strips ADR-DSN.B. 175 (c) non-compliant: The transition from the paved surfaces to the graded area is constructed inadequately and with significant steps. ADR-DSN.B.175 (g) non-compliant: Blast pad is provided for Runway-17 only.
DAAD.002	Strength of runway strips CS ADR-DSN.B.190/ C.235: Some areas of the runway strip and RESA measure below 15 CBR.
DAAD.004	Siting of equipment and installations on operational areas CS ADR-DSN.T.915 (g) non-compliant: In the non-graded area southeast of Runway 35, there are non-frangible equipment and installations, specifically the ILS glide path antenna, building and generator.
Special Condition 001	Precision approach CAT I lighting system Due to presence of the river, a barrette is missing in the precision approach CAT 1 lighting system on RWY 17, therefore PALS<900m.
Special Condition 002	Siting of equipment and installations on operational areas In the direction of runway 35, within 240m from runway strip end and within 60m from the extension of the runway centreline there are objects/ installations that do not serve for air navigation and that are not frangible (road and perimeter fence of the airport).

2. BIRD CONTROL AND ANIMAL HAZARD

- 2.1 The warning regarding the presence of bird and animal hazards can be passed to aircraft via Tirana Aerodrome Control Tower.
- 2.2 Tirana Airport Operations will carry out bird patrols on a continuous basis throughout the day with additional specific inspection on the runways and strips as follows:
- a. at the request of the Tower Controller or Aircrew via the Tower Controller;
 - b. during period of agricultural activity and/or bird migration in the vicinity of the airport.
- 2.3 In the event of a prolonged problem with birds on or in the vicinity of the airport, details will be promulgated by NOTAM. This will only cover periods of short or medium duration and will be cancelled when the hazard ceases to exist.

LATI AD 2.24 CHARTS RELATED TO THE AERODROME

Name	Page
Aerodrome Chart (ADC) - ICAO	LATI AD 2.24 - 1
Aircraft Parking/Docking Chart (APDC) - ICAO	LATI AD 2.24 - 3
Aerodrome Ground Movement Chart (AGMC) - ICAO	LATI AD 2.24 - 5
Aerodrome Obstacle Chart (AOC) - ICAO Type A RWY 17	LATI AD 2.24 - 7
Aerodrome Obstacle Chart (AOC) - ICAO Type A RWY 35	LATI AD 2.24 - 9
Omni-Directional Departure Area - RWY 17	LATI AD 2.24 - 11
Omni-Directional Departure Area - RWY 35	LATI AD 2.24 - 13
Standard Departure Chart - Instrument (SID) - ICAO RNAV RWY 17	LATI AD 2.24 - 15
Standard Departure Chart - Instrument (SID) - ICAO RNAV RWY 35	LATI AD 2.24 - 17
Standard Arrival Chart - Instrument (STAR) - ICAO RNAV RWY 17	LATI AD 2.24 - 19
Standard Arrival Chart - Instrument (STAR) - ICAO RNAV RWY 35	LATI AD 2.24 - 21
ATC Surveillance Minimum Altitude Chart - ICAO	LATI AD 2.24 - 23
Instrument Approach Chart (IAC) - ICAO ILS or LOC RWY 17	LATI AD 2.24 - 25
Instrument Approach Chart (IAC) - ICAO VOR RWY 17	LATI AD 2.24 - 27
Instrument Approach Chart (IAC) - ICAO VOR RWY 35	LATI AD 2.24 - 29
Instrument Approach Chart (IAC) - ICAO RNP RWY 17	LATI AD 2.24 - 31
Instrument Approach Chart (IAC) - ICAO RNP RWY 35	LATI AD 2.24 - 33
Visual Approach Chart (VAC) - ICAO	LATI AD 2.24 - 35

LATI AD 2.25 VISUAL SEGMENT SURFACE (VSS) PENETRATION**VOR RWY 17 and RNP RWY 17 Approach Procedures**

ID	Type	Latitude	Longitude	Elevation (ft)	Penetration (ft)
LATI_E106	Tree	41° 25' 47.51"N	019° 42' 59.37"E	163.7	25.9
LATI_22_189	Tree	41° 25' 47.88"N	019° 43' 00.89"E	163.2	24.5
LATI_22_185	Tree	41° 25' 46.62"N	019° 42' 59.51"E	159.1	24.3
LATI_22_186	Tree	41° 25' 47.12"N	019° 42' 59.70"E	159.9	23.4
LATI_458	Tree	41° 25' 55.63"N	019° 43' 14.47"E	180.0	19.1
LATI_22_249	Tree	41° 25' 49.99"N	019° 42' 59.88"E	164.2	18.3
LATI_C1006	Tree	41° 25' 48.93"N	019° 43' 00.48"E	158.7	16.5
LATI_C9010	Tree	41° 25' 49.23"N	019° 43' 00.75"E	158.8	15.6
LATI_22_250	Tree	41° 25' 53.11"N	019° 43' 03.10"E	164.5	9.1
LATI_22_251	Tree	41° 25' 53.25"N	019° 43' 03.24"E	163.6	7.8
LATI_22_294	Tree	41° 25' 52.45"N	019° 43' 01.14"E	160.3	6.5
LATI_22_295	Tree	41° 25' 52.30"N	019° 43' 01.07"E	159.6	6.4
LATI_22_366	Tree	41° 25' 56.05"N	019° 43' 09.28"E	165.6	2.1

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AERODROME GROUND
MOVEMENT CHART - ICAO

APRON 100 ELEV 113 FT
APRON 200/300 ELEV 103 FT
APRON 400 ELEV 119 FT

TOWER	122.510	GROUND	136.255	APP	133.155	ATIS	132.275	TIRANA LATI
	123.510				134.275			

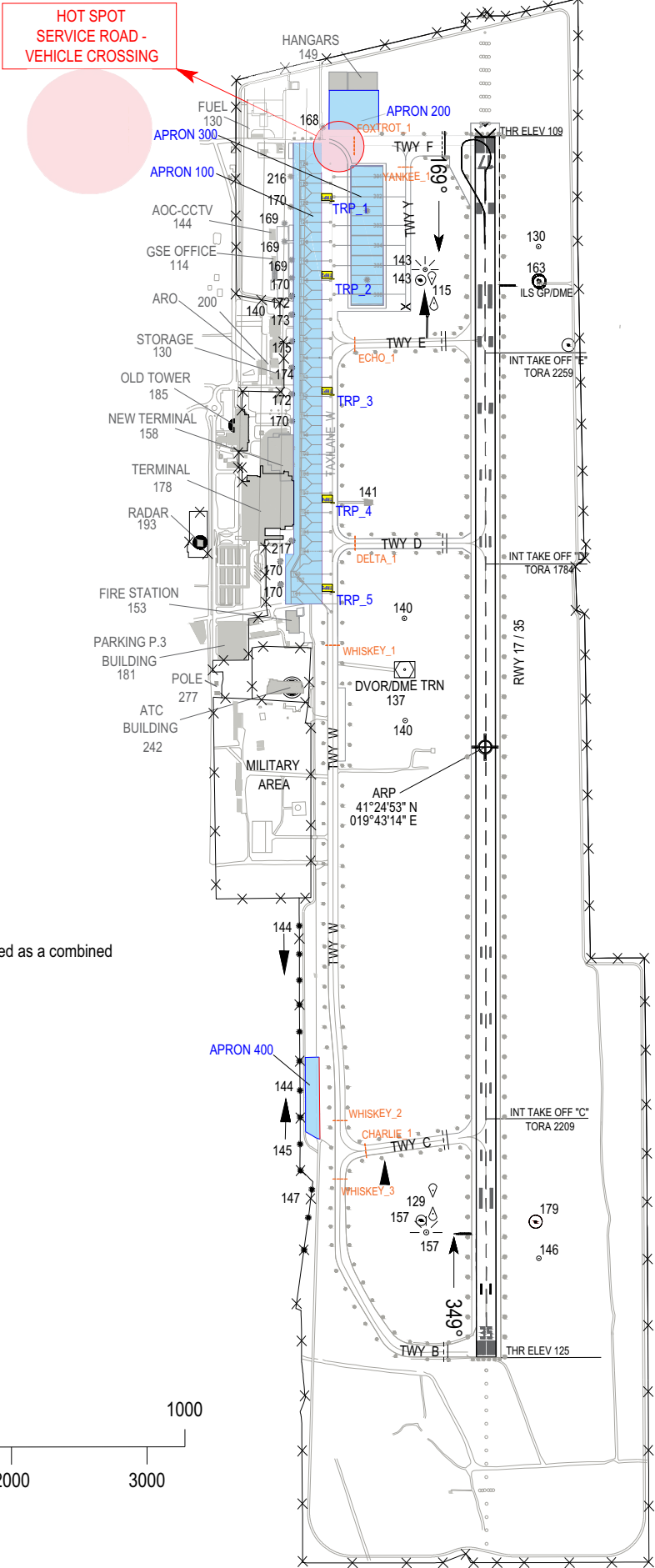
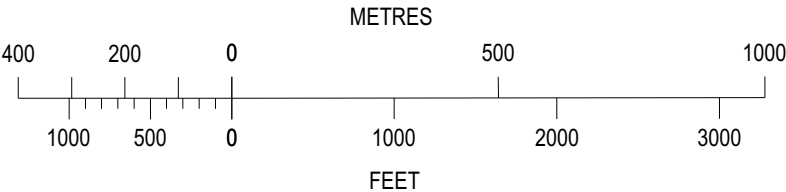
ELEVATIONS ARE IN FEET
DIMENSIONS ARE IN METRES
BEARINGS ARE MAGNETIC
LATITUDE AND LONGITUDE ARE IN WGS 84

VAR 5° E (2024)
ANNUAL RATE
OF CHANGE 0.1° E

LEGEND	
APRON BOUNDARY	
APRON LIMIT LINE	
HOTSPOT	
TUG RELEASE POINT (TRP)	
INTERMEDIATE HOLDING POSITION (TAXIWAYS)	
TAXIWAY LIGHT	
RWY HOLDING POSITION NON-PRECISION APPROACH RWY	
ANEMOMETER	
WIND DIRECTION INDICATOR	
LIGHT	
ANTENNA, POLE, MAST	

Remark: When notified by ATIS, GMC and TWR control will be provided as a combined function on Freq. 122.510, call sign Tirana Tower.

SCALE 1:18,000



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