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Aviation

United States Army Flight Services Procedures, Europe

*This regulation supersedes AE Regulation 95-40, 8 August 2005.

For the Commander:

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Document Management

Summary. This regulation prescribes responsibilities and procedures for aeronautical flight services and flight monitoring in the Army in Europe.

Summary of Change. This revision—

- Includes updated telephone numbers and e-mail changes for the Army Flight Operations Detachment (AFOD) flight data and notice to airmen (NOTAM) section and the Air Force Weather Services' 21st Operational Weather Squadron throughout.
- Deletes all references to Identification Zones as they no longer exist.
- Replaces International Civil Aviation Organization preferred instrument flight rules (IFR) routing (which no longer exists) by recommended IFR routes that comply with EUROCONTROL and host-nation parameters throughout. This change eliminates the need for changes to flight plans previously filed. The definition and mission of EUROCONTROL has been added to the terms listing.
- Eliminates special NOTAM requirements for night vision device (NVD) training flights throughout.

Applicability. This regulation applies to aviation units in the Army in Europe.

Supplementation. Organizations will not supplement this regulation without USAREUR G3 (AEAGC-OMC-A) approval.

Forms. This regulation prescribes AE Form 95-40A, AE Form 95-40B, and AE Form 95-40C. AE and higher level forms are available through the Army in Europe Library & Publishing System (AEPUBS) at <https://aepubs.army.mil/>.

Records Management. Records created as a result of processes prescribed by this regulation must be identified, maintained, and disposed of according to AR 25-400-2. Record titles and descriptions are available on the Army Records Information Management System website at <https://www.arims.army.mil/>.

Suggested Improvements. The proponent of this regulation is the USAREUR G3 (AEAGC-OMC-A, DSN 370-6587/8104). Users may send suggested improvements to this regulation to the USAREUR G3 (AEAGC-OMC-A) at e-mail: ug3.004@eur.army.mil or fltops@eur.army.mil or by DSN fax (314) 373-6542.

Distribution. B (AEPUBS).

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Glossary

1. PURPOSE

This regulation establishes responsibilities and procedures for U.S. Army flight services and flight monitoring in the Army in Europe.

a. The provisions of this regulation do not relieve aviators, airfield commanders, airfield operations officers, or aviation unit commanders of their responsibilities for ensuring adequate flight-following of aircraft on local flight plans and on flights that do not require the use of the Army Flight Operations Detachment (AFOD) flight service.

b. No part of this regulation authorizes deviation from the U.S. Army or national directives regulating flight in any country.

2. REFERENCES

Appendix A lists references.

3. EXPLANATION OF ABBREVIATIONS AND TERMS

The glossary defines abbreviations and terms.

4. ARMY FLIGHT OPERATIONS DETACHMENT

a. Missions. The Commander, AFOD, provides U.S. Army flight-service support in the Army in Europe. The AFOD—

(1) Operates 24 hours a day, 365 days a year.

(2) Serves as a coordination center for U.S. Army air traffic with NATO, USAFE, and European civil aeronautical authorities.

(3) Receives, reviews for accuracy, and distributes U.S. Army flight plans to appropriate agencies.

(4) Provides instrument flight rules (IFR) routes within EUROCONTROL's area of responsibility (AOR) that comply with both EUROCONTROL and host-nation requirements to ensure proposed flight plans are accepted without changes.

(5) Tracks aircraft progress and initiates search and rescue (SAR) operations for overdue aircraft. Appendix B provides procedures and responsibilities for SAR activities in the Army in Europe.

(6) Coordinates special-use-airspace requirements for the Army in Europe.

(7) Processes landing requests for U.S. military bases and NATO military and police forces.

(8) Coordinates aeromedical evacuations.

(9) Assists in the investigation of alleged flight violations and near-miss reports, providing information to requesting agencies.

(10) Operates the U.S. Army central notice to airmen (NOTAM) facility in Europe and provides NOTAM service in the USEUCOM AOR as directed by the CG, USAREUR. Appendix C provides the objectives, functions, and guidelines for using NOTAM systems in the Army in Europe.

(11) Interprets and explains aviation regulations and procedures for U.S. Army aviators in Europe.

b. Functions. The Commander, AFOD, will—

(1) Provide U.S. Army flight-plan support in the Army in Europe. The following aircraft will use this support:

(a) U.S. Army aircraft operating in Germany under DD Form 1801, an AFOD continuation flight plan (at <http://afod.hqusareur.army.mil>), or an International Civil Aviation Organization (ICAO) equivalent flight plan.

(b) U.S. Army aircraft crossing international borders. Appendix D provides information on AFOD communications facilities and procedures.

(2) Provide flight-service support to U.S. Army airfields and heliports in Germany. On request, the commander may provide service to unattended U.S. Army airfields, heliports, installations, and field sites with military or civilian communications capabilities.

(3) Provide flight-service support for U.S. Army flights into civil, USAFE, and NATO airfields according to regulations and memorandums of agreement that establish responsibilities for this support.

(4) Provide flight-service support to aircraft that use U.S. Army airfields, field sites, heliports, and other installations in Germany. Flight-service support includes—

(a) Flight-plan screening.

(b) Safety-hazard watches.

(c) Flight-progress monitoring until the flight arrives at its destination (for example, when downtime has been received).

(5) Relay air-movement messages received from U.S. military and host-nation sources that are unable to distribute required messages to all interested agencies.

(6) Provide input to the DOD Internet NOTAM Distribution System (DINS) and host-nation NOTAM systems, and execute duties as the NOTAM authority for the Army in Europe.

(7) Give NOTAM briefings when requested if current NOTAM files are not available at the departure airfield.

(8) Assist the Joint SAR Center at Ramstein Airbase, Germany, according to Joint Publication 3-50.

(9) Coordinate flight-plan information with host-nation and NATO military air-traffic-control agencies and air-defense agencies when required.

(10) Visit U.S. military aviation activities and give briefings on U.S. Army and host-nation flight-service procedures.

(11) Maintain a library of military and civil aeronautical publications.

(12) Maintain liaison for USAREUR with the *Deutsche Flugsicherung* (German air-traffic control) and the *Amt für Flugsicherung der Bundeswehr* (military air-traffic control of the German Armed Forces).

5. U.S. ARMY AIRFIELD AND HELIPORT OPERATIONS

Certain services must be provided at airfields and heliports listed in AE Regulation 95-1. Commanders of Army airfields, heliports, and helipads will—

a. Establish and operate a central operations office to receive and process flight plans for each airfield and heliport. Processed flight plans will be recorded on AE Form 95-40A. Only one copy of AE Form 95-40A will be kept at each airfield and heliport.

b. Include flight-following procedures for local flights following local flying rules for each airfield and heliport. Flight-following procedures will be according to the En Route Supplement, Europe, North Africa, and the Middle East (ENAME); and AE Regulation 95-1.

c. Provide flight-following of aircraft operating on DD Form 1801 or an AFOD continuation flight plan when used as a local flight plan.

d. Send DD Form 1801 or equivalent flight plans and related messages on aircraft movements to the AFOD as follows:

(1) Departure and arrival messages will be submitted within 5 minutes after the actual time of departure (ATD) or actual time of arrival (ATA). Messages will use Coordinated Universal Time (UTC).

(2) Flight-plan proposals received by the operations dispatcher will be relayed within 10 minutes after receipt.

(3) Flight plans and proposals relayed to the AFOD will include the information on DD Form 1801, blocks 1 through 19; or the information on the AFOD continuation flight plan or the ICAO flight plan. Remarks will include the name of the pilot and the aircraft home station.

(4) A revised estimated time of departure (ETD) will be given to the AFOD for proposals when the aircraft has not departed within 30 minutes for IFR flights or 1 hour for visual flight rules (VFR) flights.

(5) Arrival times of aircraft landing without flight plans will be reported to the AFOD as a “no flight-plan arrival” or “diversionary arrival,” as appropriate. The report will include the flight route and departure point.

e. Send local flight plans to the AFOD if the ETD is before base-operation hours or the estimated time of arrival is after base operations offices close.

6. COMMUNICATIONS SUPPORT

5th Signal Command is responsible for providing electronic communications and equipment support for the AFOD mission.

7. AIR WEATHER SERVICE

The 21st Operational Weather Squadron (21st OWS) in Sembach provides 24-hour weather-forecast service. The 21st OWS may be reached at DSN 496-6116, civilian 06302-676116, or online at <http://ows.public.sembach.af.mil/index.cfm>. The AFOD webpage at <http://afod.hqusareur.army.mil> provides a link to the 21st OWS webpage. The 7th Weather Squadron provides weather-forecast service for U.S. Army airfields as outlined in DOD flight information publications (FLIPs).

8. FLIGHT PLANS

a. At aerodromes with military (U.S. or NATO) base operations, flight plans must be prepared using DD Form 1801 or an equivalent form as prescribed by DOD FLIPs.

b. When filing flight plans from a U.S. Army base operations office, the AFOD continuation flight plan at <http://afod.hqusareur.army.mil> may be used for successive legs of the mission. This flight plan may be used to file consecutive flight plans for the same aircraft and crew for a particular mission.

c. At aerodromes with only civil-flight operations offices, flight plans will be prepared using DD Form 1801, an equivalent flight plan, or an ICAO form available from and submitted to the Aeronautical Information Service office at the aerodrome.

d. Airfield base operations offices and outlying unit flight operations offices are responsible for sending all of the previous day's local flight plan information to the AFOD by 1000, Monday through Friday. Monday's report will include the previous Friday's local flight plan information. If Monday is a holiday, Tuesday's report will include the previous Friday's local flight plan information.

(1) Units conducting field exercises away from an Army airfield with base operations are responsible for providing all local flight plan information to the AFOD by telephone each day.

(2) The route of flight for local flight plans will have either latitude and longitude coordinates or established navigation aids as waypoints. The AFOD will not accept city and town names or Universal Transverse Mercator (UTM) coordinates.

e. If the aerodrome does not have a flight operations office or if the flight operations office is closed, the pilot in command will—

(1) Submit the flight plan by telephone (DSN 373-6201), e-mail (afodfdp@eur.army.mil), fax (DSN 373-6542, civ 0049-06221-17-6542), or through the AFOD webpage (<http://afod.hqusareur.army.mil>) to the AFOD. The AFOD will process flight plans and activate the flight plan at the ATD as reported to the AFOD. Flight plans will be held open only 1 hour after the ETD. After 1 hour, the pilot must amend or close filed flight plans and refile. If multiple flight plans are filed, canceling one part of the flight plan (for example, B leg or C leg) automatically cancels the following flight-plan legs unless arrangements have been made with the AFOD.

(a) The AFOD will accept flight plans by e-mail, fax, or through the AFOD webpage if the airfield does not have a base operations office or if the office is not open or is otherwise not available for filing the flight plan.

(b) Pilots who send flight plans by e-mail, fax, or online will ensure that a followup telephone call is made to the AFOD to verify receipt of the flight plan. If telephone communication cannot be established, the AFOD will still process the flight plan as a matter of exception.

(c) In block 18 of DD Form 1801, the pilot will enter *RMK* (for *remarks*) and indicate the location, POC, and telephone number where the signed original of the flight plan will remain during the flight.

(2) File a flight plan by radio or telephone if other procedures fail, and request that the flight plan be relayed to the AFOD Aeronautical Fixed Telecommunications Network (AFTN) identifier ETEEYWYX.

f. Diversions will be reported as soon as possible as follows:

(1) When in radio contact, the change will be reported to one of the following facilities for relay to the AFOD in the following priority:

(a) The nearest U.S. Army airfield.

(b) The nearest flight information center.

(c) The nearest air-traffic-control unit (for example, NATO military or civil tower or approach control).

(2) When not in radio contact, the pilot will report the change or diversion to the AFOD by the quickest means available as soon as possible after landing.

9. VIOLATIONS AND INCIDENTS

The AFOD will—

a. Report alleged violations of flying regulations to the Chief, Aviation Division, Office of the Deputy Chief of Staff, G3, HQ USAREUR. The AFOD will screen the alleged violation for validity before reporting the allegation.

b. Make preliminary investigations of Army aircraft involved in near-miss incidents according to civil regulations. Information will be recorded on AE Form 95-40B for distribution to the ICAO Near-Miss Committee and other agencies involved.

10. CIVIL AIRCRAFT AND U.S. AERONAUTICAL CLUB AIRCRAFT

Civil aircraft and U.S. aeronautical club aircraft must comply with host-nation aeronautical procedures. The AFOD will provide flight-following only for flights inbound to U.S. Army airfields or heliports for which the AFOD received a flight plan. Exceptions will be granted only when the USAREUR G3 (AEAGC-OMC-A) specifically authorizes flight-following for other flights. These flight plans must be closed with the AFOD. The AFOD will be notified when a civilian aircraft makes an unscheduled landing at an Army airfield.

11. FOREIGN CLEARANCE REQUESTS

DOD 4500.54-M lists procedures for obtaining diplomatic clearances in applicable countries. The headquarters directing the mission should request diplomatic clearance. The Flight Operations Section, AFOD, will help U.S. Army aviators plan international flights.

12. GERMAN DECONFLICTION LINE

ENAME prescribes aviator procedures for filing flight plans and operations for flights crossing the Deconfliction Line (DL).

13. AGREEMENTS

The Commander, AFOD, with the approval of the USAREUR G3 (AEAGC-OMC-A), may make operational agreements with other U.S. Government, U.S. military, or host-nation agencies when the agreements will further the AFOD mission. No agreement affecting the operation of U.S. Army aircraft, airfields, or heliports will be made without written approval from the USAREUR G3 (AEAGC-OMC-A).

APPENDIX A REFERENCES

SECTION I PUBLICATIONS

DOD 4500.54-M, Department of Defense Foreign Clearance Manual
(<http://www.fcg.pentagon.mil/fcg.cfm>)

Joint Publication 3-50, Personnel Recovery

AR 25-400-2, The Army Records Information Management System (ARIMS)

AR 95-1, Flight Regulations

AR 95-2, Airspace, Airfields/Heliports, Flight Activities, Air Traffic Control, and Navigational Aids

AR 95-10, Department of Defense Notice to Airmen (NOTAM) System

AR 360-1, The Army Public Affairs Program

FM 3-04.300, Airfield and Flight Operations Procedures

AE Regulation 95-1, General Provisions and Flight Regulations for Army Aviation

SECTION II FORMS

DD Form 1801, DOD International Flight Plan

AE Form 95-40A, Army Aircraft Traffic Log

AE Form 95-40B, Pilots Report

AE Form 95-40C, Initial Notification of Downed Aircraft

APPENDIX B

SEARCH-AND-RESCUE PROCEDURES AND RESPONSIBILITIES

B-1. PURPOSE

This appendix provides procedures and responsibilities for search and rescue (SAR) activities in the Army in Europe.

B-2. COMMUNICATION SEARCH

a. Initiation. The Army Flight Operations Detachment (AFOD) (or, for local flight plans, the facility holding the flight plan) will begin a communication search when—

- (1) An aircraft is overdue.
- (2) Requested by the Joint Search and Rescue Center (JSRC) at Ramstein Airbase; Rescue Coordination Center Münster, Germany; or by civil authorities.
- (3) Requested by the AFOD.

b. Action. If a communication search is begun or requested by a unit or agency other than the AFOD, the AFOD will be notified immediately.

- (1) The AFOD will—
 - (a) Keep a communication-search log showing a chronological list of occurrences.
 - (b) Check the destination, departure, and alternate airfields along the flight route to determine if the aircraft has landed.
 - (c) Request a ramp search that includes aircraft shelters.
 - (d) Check air-traffic-control facilities along the flight route of the aircraft.
- (2) Unit or base operations offices will—
 - (a) Conduct a ramp search that includes aircraft shelters.
 - (b) Check with local air-traffic-control agencies.
 - (c) Provide assistance as requested by the AFOD.
 - (d) Give control of the search to the AFOD. The AFOD will determine the alert phase (ALERFA) and distress phase (DETRESFA) (para B-4).

B-3. REQUESTING SAR ASSISTANCE

When requesting SAR assistance from the AFOD, the requestor will provide the following information:

- a. Type of aircraft.

- b. Departure point and time of departure.
- c. Destination.
- d. Flight route.
- e. Estimated arrival time.
- f. Fuel-exhaust time.
- g. Aircraft home station and unit.
- h. Number of persons on board.
- i. A statement that very important persons are on board, if applicable.
- j. Last name and grade of the pilot in command.
- k. Action taken.
- l. Aircraft registration, tactical-call sign, or both.

B-4. AIRCRAFT IN ALERFA OR DETRESFA

Only the AFOD may declare that an aircraft is in an ALERFA or DETRESFA. The AFOD will—

- a. Comply with paragraph B-2b(1).
- b. Gather the information in paragraph B-3 and obtain the following when appropriate:
 - (1) The location and time of the aircraft's last known position.
 - (2) The aircraft's airspeed, altitude, and course.
 - (3) Description of the emergency.
 - (4) Intention of the pilot.
- c. Notify—
 - (1) Appropriate air-traffic-control agencies as required.
 - (2) The appropriate air-defense-radar facility if the flight is in or next to the Deconfliction Line (DL).
 - (3) The senior controller of the appropriate area-control center.
 - (4) The nearest Army aeromedical-evacuation unit.
 - (5) The USAREUR Operations Center.

B-5. AIRCRAFT SEARCHES

When conducting aircraft searches, the AFOD will—

a. Take responsibility for searches using Army aircraft, unless the JSRC assumes responsibility for the search.

b. Notify the—

(1) Appropriate SAR coordinator, who will direct the search under AFOD control.

(2) JSRC.

(3) Rescue Coordination Center Münster.

(4) The USAREUR Operations Center.

c. Keep a chronological log of actions taken.

B-6. AIRCRAFT MISHAPS

When notified of an aircraft mishap, the AFOD will notify agencies—

a. Capable of providing assistance.

b. Listed on AE Form 95-40C.

B-7. DISTRESS MESSAGES

Only the AFOD may initiate an uncertainty phase (INCERFA), ALERFA, or DETRESFA message, and only after coordination with the JSRC and the senior controller of the appropriate air-traffic-control sector.

B-8. RELEASING INFORMATION

No information on SAR activities will be released to personnel who do not have a need to know. AR 360-1 prescribes policy on releasing information.

APPENDIX C NOTICE TO AIRMEN

C-1. PURPOSE

This appendix provides information on—

- a. Notice to airmen (NOTAM) briefings.
- b. NOTAM material.
- c. NOTAM systems and their coverage.
- d. The responsibilities of agencies in charge of aeronautical-information services.

C-2. GENERAL

a. Aeronautical Information Service. The Aeronautical Information Service is responsible for collecting and distributing aeronautical information necessary for the safety, regularity, and efficiency of air navigation.

b. Aeronautical Information System. The United States Army Aeronautical Services Detachment, Europe (USAASD-E); the NOTAM Section, Army Flight Operations Detachment (AFOD); and each commander responsible for a U.S. Army airfield (AAF), Army heliport (AHP), or limited-use helicopter landing site (LUHLS) form the Army in Europe part of the worldwide NOTAM system.

c. Aeronautical Publications. Aeronautical publications called aeronautical information publications (AIPs) or flight information publications (FLIPs) provide information that is more permanent in nature. AIPs and FLIPs may include information on—

- (1) Airspace structure.
- (2) Air-traffic rules and procedures.
- (3) Communications, customs, and meteorological services.
- (4) Physical characteristics of an aerodrome and its associated facilities.
- (5) Types and locations of navigation aids.

d. NOTAMs. NOTAMs provide short- and long-term information that requires immediate distribution. The main objective of a NOTAM is to supplement the information in aeronautical publications.

- (1) Information to be distributed by NOTAM includes—

(a) Establishment or withdrawal of electronic and other aids to air navigation (en route or terminal).

(b) Interruption or return to operation, change of frequencies, change in hours of service, change of identification, change of orientation, or change of location of electronic aids to air-navigation or air-to-ground communications services.

(c) Restrictions on the use of airfield and heliport environments (for example, closures of parts of the movement area, interruption of major components of aerodrome-lighting systems, change in hours of operation).

(d) Establishment of, withdrawal of, or changes to approach and departure procedures (instrument and visual).

(e) Presence or removal of obstructions in the maneuvering area that could affect the safe operation of aircraft.

(f) Nonavailability of aircraft-servicing facilities (for example, facilities providing fuel or oxygen).

(g) Air exercises, air displays, mass movements of aircraft, parachute-jumping exercises, balloon ascents, changes in the status of restricted and danger areas.

(2) The value of a NOTAM depends on its timely availability for preflight planning. The information should be released before the related event when possible. The text should be brief and compiled using simple phrases to ensure that the meaning is clear. Only authorized abbreviations will be used.

C-3. NOTAM SYSTEMS IN THE ARMY IN EUROPE

a. Civil NOTAM Systems. Each country operates an independent NOTAM system and is responsible for providing to civil aviation any information pertinent to or required for international air navigation in its territory. To give preflight information for flights crossing international borders, various aeronautical information services (AISs) exchange information affecting these flights.

(1) NOTAM information originated by a military NOTAM office will not be published unless civil-aviation safety is affected.

(2) Information published by civil NOTAM offices about flight rules and procedures is binding on military pilots. Civil aeronautical authorities are the rule-making agencies for their individual countries.

b. European Military NOTAM Systems. Most military aeronautical authorities of European countries operate a dedicated NOTAM system. The system supplements the civil NOTAM system and provides information mainly about military aerodromes and associated facilities. Information pertinent to international flight operations will be exchanged between NOTAM offices of each country.

c. The U.S. Military NOTAM System.

(1) The U.S. Air Force provides overall management of the U.S. NOTAM System and represents the military services to the Federal Aviation Administration (FAA). This representation is provided by the DOD NOTAM Division, Air Force Flight Standards Agency, in Herndon, Virginia.

(2) The DOD NOTAM Division—

(a) Manages the DOD portion of the U.S. NOTAM System and ensures that operations comply with all DOD and FAA regulations and requirements.

(b) Exercises operational control of the U.S. NOTAM System by managing military coordinators at the United States NOTAM Office, Headquarters, FAA; and the DOD European NOTAM Liaison Office of the United States Air Force Flight Standards Agency at Ramstein Airbase, Germany.

(c) Works directly with all domestic, international, and military NOTAM offices, and AIS offices to meet DOD NOTAM requirements.

(3) The DOD European NOTAM Liaison Office (DSN (314) 480-8092, civ 011-49-6371-478092)—

(a) Is the single POC for DOD NOTAM matters in the USEUCOM area of responsibility (AOR).

(b) Works closely with the National Imagery and Mapping Agency Liaison Office, Europe; host-nation civil and military NOTAM offices; and NOTAM user units in solving European-area NOTAM problems.

(c) Is available to conduct unit briefings to answer questions about the U.S. NOTAM System.

d. The USAREUR NOTAM System. The AFOD will—

(1) Operate a central NOTAM facility for the USAREUR NOTAM System.

(2) Compile and distribute NOTAM information on U.S. AAFs and AHPs and on activities conducted by aviation units. The AFOD will also receive and file NOTAM information from national and international NOTAM systems (a through c above). This information will be partially reissued in USAREUR NOTAM summaries (NOSUMs) and made available for NOTAM briefings. NOSUMs come in several parts as follows:

(a) USAREUR NOSUM 1. This part provides an alphabetical information list of U.S. AHPs in the European theater without an International Civil Aviation Organization (ICAO) location indicator.

(b) USAREUR NOSUM 2. This part provides warnings to air navigation affecting visual flight rules (VFR) flights in German airspace (only weekday activities). For NOSUM 2 management, Germany is divided into 16 areas (fig C-1) using a Universal Transverse Mercator (UTM) grid-coordinate matrix (fig C-2). Smaller areas are established for V Corps helicopter training areas. NOTAMs pertaining to NVD operations (V Corps HFCAs only) and large-scale exercises affecting numerous areas will be published in a separate section at the end of the NOSUM.

NOTE: NOTAMs pertaining to glider competition cannot be published in NOSUMs because their format is nontransformable. Extreme care should be exercised while operating near or in the vicinity of civil airfields and glider strips.

(c) **USAREUR NOSUM 3.** This part provides information pertaining to navigation aids in Germany, regional communications facilities (for example, area control center, flight-information service), and Rules of the Air and Air Traffic Services (RAC) matters. RAC NOTAMs announce changes in the airspace structure (including the establishment, withdrawal, or alteration of airways, control areas, and restricted areas).

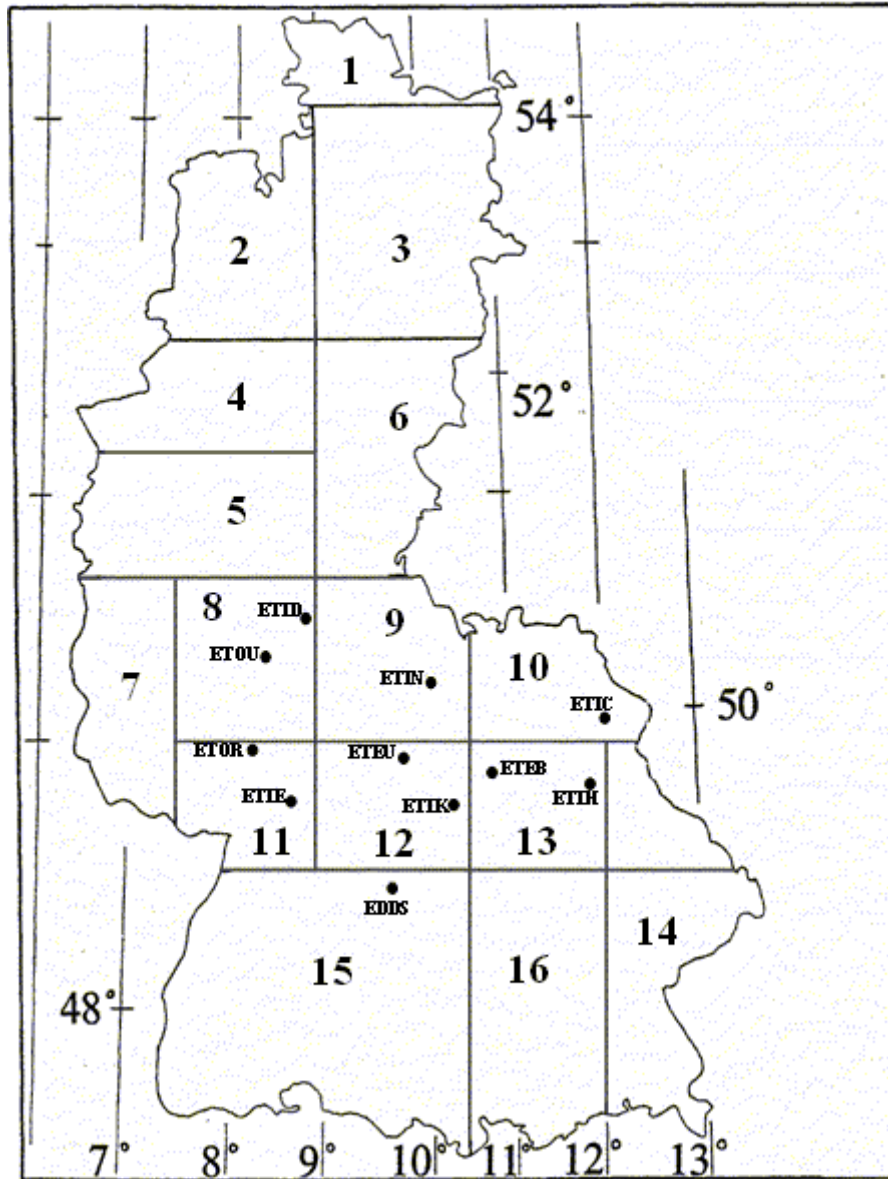


Figure C-1. Subdivision of Western Germany Into Navigational Warning Areas

Area	Grids	Area	Grids
1	MF, NF, PF	9	NA
2	LD, LE, MD, ME	10	PA, QA, TR, UR
3	ND, NE, PD, PE	11	MV
4	KC, LC, MC	12	NV
5	KB, LB, MB	13	PV, QV
6	NB, NC, PC	14	TN, TP, TQ, UN, UP, UQ, VP, VQ
7	LA, LV	15	LT, LU, MT, MU, NT, NU
8	MA	16	PT, PU, QT, QU

Figure C-2. Navigation Warning UTM Grid Coordinates

(d) USAREUR NOSUM 4. This part provides hourly updates to NOSUMs 1, 2, and 3. New updates will replace previous updates and be numbered 1 through 12. NOTAM information that becomes effective on the same or following day will be incorporated in the next feasible hourly update. Other information will be included in the next daily NOSUM.

(e) USAREUR Special Notice Summary. This part provides information correcting items in the En Route Supplement, Europe, North Africa, and the Middle East (ENAME). Airfields and facilities will be listed in alphabetical order. This summary will include the following sections:

1. ENAME.
2. En route charts.
3. VFR arrival and departure routes.
4. Standard terminal-arrival procedures, instrument-approach procedures, and standard instrument-departure procedures.
5. Planning.
6. Flight-information handbook.
7. Miscellaneous.

(3) Review information from U.S. Army aviation elements in the European theater and send appropriate information to German military and civil NOTAM offices for further distribution.

(4) Be the Army in Europe link to the U.S. NOTAM System. As the designated NOTAM authority for AAFs, AHPs, and LUHLSs in the Army in Europe, send selected NOTAM information to the United States NOTAM Office (USNOF) for inclusion in the NOTAM database.

(5) Originate USAREUR NOSUMs that are specifically tailored to the needs of Army aviation. These summaries will be designed to be used for self-briefings at airfields with e-mail accounts or online (NOTAMs are posted at <https://www.notams.jcs.mil/dinsQueryWeb/>; select *AFOD Europe Notices* under *Custom DINS Services* in the middle of the page).

(6) Publish NOSUMs once a day (Monday through Friday, excluding U.S. holidays) at 1900 local (L) time and update them hourly between 0700L and 1800L, Monday through Friday (excluding U.S. holidays).

(a) Information on airports and facilities not covered by NOSUMs can be obtained by contacting the AFOD (DSN 373-6201) or by calling the NOTAM office directly (civ 06221-17-8595) for briefings. Callers in countries other than Germany using a civilian line should call 0049-6221-17-8595.

(b) Briefings for areas outside Germany require an advance notice of at least 2 hours before the desired briefing time and should be requested the evening before when possible.

C-4. RESPONSIBILITIES

a. The AFOD will—

(1) Operate a central NOTAM facility to provide service to U.S. Army aviators.

(2) Receive, process, edit, and publish NOTAM information from U.S. Army activities in the USEUCOM AOR.

(3) Provide, on request, information and advice to aviation units in the AFOD area of competency.

(4) Cooperate with German military and civil aeronautical authorities to obtain required NOTAM information and to distribute NOTAM information from U.S. Army activities according to ICAO procedures.

(5) Provide U.S. Army NOTAMs needed by other U.S. military services to the USNOF for inclusion in the military database according to AR 95-10.

b. The USAASD-E will—

(1) Provide publications according to unit requirements.

(2) Correct FLIP material about facilities under its responsibility.

(3) Originate NOTAM information affecting FLIP material when immediate distribution is necessary for the safety, regularity, or efficiency of air navigation. This information will be published by the AFOD as a special notice or NOTAM.

c. U.S. AAF and AHP commanders will—

(1) Issue and rescind NOTAMs on facilities under their responsibility. Each NOTAM must have a specific expiration date that cannot exceed 90 days after the date that the NOTAM is filed. A new NOTAM must be submitted for requirements beyond 90 days.

(2) Regularly review NOSUMs for completeness and accuracy and inform the AFOD of discrepancies.

(3) Request that navigation-warning NOTAMs be issued about any activity that requires these NOTAMs (for example, parachute-jumping exercises, balloon releases, exercises, NVD flights).

d. In addition to the requirements in c(1) through (3) above, U.S. AAF and AHP commanders with access to USAREUR NOSUMs (either by e-mail or online) will—

(1) Control the receipt and retention of USAREUR NOSUMs until new ones are received.

(2) Display USAREUR NOSUMs and hourly updates on the NOTAM board in the operations or flight-planning area within 5 minutes after receipt.

NOTE: Airfield base operations offices and individual unit operations offices with Internet capability that can access the NOTAMs posted at <https://www.notams.jcs.mil/dinsQueryWeb/> are not required to establish or maintain a NOTAM board.

(3) Post local NOTAMs on a NOTAM board.

(4) Display a *Not Current* notice on the NOTAM board if NOSUMs are not received.

(5) Display all hazards published in NOSUM 2 and hourly updates on air-navigation warnings or local flying-area maps using a visual-cuing system (for example, numbers or symbols) to provide a visual aid to aviators of en route hazards.

(6) Maintain a local NOTAM control log for monitoring their active NOTAMs.

(7) Review new FLIPs and report omissions or errors on their AAF or AHP to the USAASD-E for FLIP corrections.

(8) Train aviation personnel on the contents of this regulation.

(9) Distribute sole-use NOTAMs (for example, low-level routes, local training areas) to their tenant units.

C-5. NOTAM BRIEFINGS

a. Information in DOD FLIPs will not be included in NOTAM briefings, because aviators already know what FLIPs say. On request, AFOD personnel will research other aeronautical publications for information required by aviators.

b. At U.S. AAFs and AHPs with access to USAREUR NOSUMs, Army aviators are considered to be briefed on NOTAM matters. Aviators who have questions may contact the NOTAM Section, AFOD, for assistance.

(1) The following NOTAM information will be available at U.S. AAFs and AHPs in the European theater:

(a) Airfield information on U.S. military airfields in Germany.

(b) En route information (for example, hazards, available navigation aids) for both instrument flight rules (IFR) and VFR operations.

(c) Corrections to DOD FLIP items generated by the USAASD-E.

(2) Aviators may use the DOD Internet NOTAM Distribution System (DINS) at <https://www.notams.jcs.mil/dinsQueryWeb/> for preflight planning of international flights.

c. At U.S. AAFs and AHPs without access to USAREUR NOSUMs, aviators will contact the AFOD for a NOTAM briefing. The briefing must include all information necessary for the safe and orderly conduct of a flight.

d. The AFOD cannot provide information pertinent to VFR operations (for example, parachute-jumping exercises) outside Germany. Aviators must contact the competent flight-information, military-radar, or advisory service for en route information from the German border to their first-destination airfield. Briefings must be obtained from the local AIS or operations facility for subsequent legs.

e. In areas where the AFOD cannot be reached, civil AISs and military base operations offices may be able to accommodate U.S. Army aviation needs. Assistance may be limited to the amount and scope of information maintained at the facility.

f. Aviators should contact the NOTAM Section, AFOD, at least 2 hours before an international flight. Aviators should be prepared that NOTAMs may not be available for all countries and locations due to limited coverage or lack of accessibility.

g. When contacting the AFOD for a NOTAM briefing, pilots should provide the following information:

(1) Aerodrome of departure and estimated time of departure.

(2) Aerodrome of destination and alternates (if required) and estimated time of arrival.

(3) Flight rules.

(4) Route of flight (navigation aids, airways, or grid designator).

(5) Type of aircraft and call sign.

APPENDIX D COMMUNICATIONS FACILITIES AND PROCEDURES

D-1. COMMUNICATION SYSTEMS

a. The Army Flight Operations Detachment (AFOD) operates flight-service-communication nets only for transmitting information directly related to aircraft movement, aviation information, and notices to airmen (NOTAMs). The En Route Supplement, Europe, North Africa, and the Middle East (ENAME), identifies facilities with which the AFOD communicates by sole-user lines. The AFOD uses two primary systems for voice communication:

(1) Common-User Telephone System. This system uses the Defense Switched Network (DSN) and the *Deutsche Telekom* telephone system to contact the AFOD switchboard. Toll-free telephone numbers are available for aviators to contact the AFOD for flight-planning services. The En Route Supplement, ENAME, lists these toll-free numbers under *Army Flight Operations Detachment* (00800-12442244 if calling from Austria, Belgium, France, Germany, Great Britain, Greece, Hungary, Italy, the Netherlands, Poland, Spain, or Switzerland).

(2) Direct-Dial System. The direct-dial system provides direct-dial contact with AFOD sections from civil and U.S. military telephones without AFOD operator assistance. Numbers may be found in DOD Flight Information Publication (FLIP): Area Planning/2 and the procedures section of the ENAME.

b. The AFOD operates in the civil and military aeronautical fixed telecommunications network. Teletype aviation messages are exchanged through these systems between the AFOD and facilities operating in the nets. The International Civil Aviation Organization (ICAO) location identifier for the AFOD is ETEEYWYX. AFOD teletype circuits include—

(1) The civil communications center in Frankfurt, Germany. Messages may be transmitted through this center and received by facilities forming part of the Aeronautical Fixed Telecommunication Network (Civil). This network is part of the worldwide ICAO network.

(2) The German military communications center at Frankfurt-Hausen, Germany. This center provides access to German military agencies, USAFE airbases, other NATO airfields, and air-defense agencies in Germany, with an alternate routing capability into the civil communications center.

D-2. FACILITIES

The following AFOD sections may be contacted on the matters indicated:

a. The Flight Operations Section (DSN 373-8910 or civ 06221-17-8910) may be contacted for the following:

- (1) Aeromedical-evacuation requests.
- (2) Aircraft mishaps and forced or precautionary landings.
- (3) Near-miss or jet reports.
- (4) To process prior-permission-required requests.
- (5) To report alleged violations or incidents.

b. The Flight Data Coordination/Processing section (FDC/FDP) may be contacted at DSN 373-8061/6100/8094 or civ 06221-17-xxxx) for the following:

- (1) Arrival messages and no flight-plan arrivals.
- (2) Diversion arrival messages.
- (3) Information on active flight plans.
- (4) To modify active flight plans.
- (5) Position reports. (Reports must be relayed through ground-to-air radio facilities.)
- (6) Preliminary communication-search information.
- (7) Process prior-permission-required requests.
- (8) Flight planning assistance.
- (9) Preferred IFR routing.
- (10) Proposed flight plans.
- (11) To modify proposed flight plans.
- (12) Departure time on flights that are being held at AFOD as proposals.
- (13) Flight-plan delays.
- (14) Flight-plan cancellations.

c. The NOTAM Section (DSN 373-8595 or civ 06221-17-8595) may be contacted for the following:

- (1) Information on civil and military aeronautical information publications.
- (2) NOTAM briefings.
- (3) To submit NOTAM information.
- (4) To coordinate military and sport parachute jumping.
- (5) To coordinate special-use airspace requests.

D-3. PROCEDURES

When the AFOD switchboard operator answers, personnel should ask for the section or service desired. Because the oral transmission of information is highly susceptible to misunderstanding and error, telephone conversations pertaining to aviation matters are recorded. The procedures shown below are mandatory for transmitting flight plans or air-traffic-services information to the AFOD. Personnel will—

- a. Use only authorized abbreviations outlined in DOD FLIP.

- b. Pay particular attention to accuracy, clarity of speech, courtesy, and circuit discipline.
- c. Transmit messages at a dictation speed comparable to handwritten copy capabilities to prevent repetition.
- d. Use the phonetic alphabet if needed for clarity.
- e. State location identifiers followed by the location name to ensure positive identification.
- f. Close calls with the initials of the called and calling parties.
- g. Handle air search-and-rescue and other emergency messages as having “air immediate” precedence.
- h. Transmit messages to the AFOD in the following sequence:
 - (1) For flight plans:
 - (a) State the location, facility, and type of flight plan (for example, “This is Illesheim operations with an IFR or VFR proposal”).
 - (b) Transmit blocks 1 through 19 of DD Form 1801 and close with initials of the sender. For departure flight plans, transmit the actual departure time at the end of block 13.
 - (2) For off-time on flights that have been submitted to the AFOD as proposals, contact the AFOD Flight Data Processing Section and transmit the following:
 - (a) The location, facility, and type of message (for example, “This is Hohenfels operations with an off-time on a proposal”).
 - (b) Radio call sign of the aircraft (five digits).
 - (c) Aircraft type.
 - (d) Departure point.
 - (e) Departure time in Coordinated Universal Time (UTC).
 - (f) The initials of the sender to close the communications link.
 - (3) For arrival reports, contact the AFOD Flight Data Coordination section and transmit the following:
 - (a) Location, facility, and type of message (for example, “This is Ansbach operations with an arrival”).
 - (b) Radio call sign of aircraft (five digits).
 - (c) Aircraft type (with diversion or no-flight-plan arrival).

- (d) Departure point.
- (e) Arrival point.
- (f) Arrival time in UTC.
- (g) The initials of the sender to close the communications link.

(4) If an aircraft makes a diversion arrival, expedite the call to the Flight Data Coordination Section and state that the message is a diversion arrival. In addition to the sequence in (1) through (3) above, note the original destination as filed in the flight plans.

(5) For remain-overnight messages, transmit the following:

- (a) Airfield operations addressee.
- (b) Aircraft number (five digits).
- (c) Aircraft type.
- (d) Place of remain overnight.
- (e) Estimated departure time and destination after remaining overnight.
- (f) The aviator's name.
- (g) Number of persons on board.
- (h) Remarks.

GLOSSARY

SECTION I ABBREVIATIONS

21st OWS	21st Operational Weather Squadron
AAF	Army airfield
AFOD	Army Flight Operations Detachment
AFTN	Aeronautical Fixed Telecommunications Network
AHP	Army heliport
AIP	aeronautical information publication
AIS	aeronautical information service
ALERFA	alert phase
AOR	area of responsibility
ATA	actual time of arrival
ATD	actual time of departure
CG, USAREUR	Commanding General, United States Army Europe
DETRESFA	distress phase
DINS	DOD Internet NOTAM Distribution System
DL	deconfliction line
DOD	Department of Defense
DSN	Defense Switched Network
ENAME	En Route Supplement, Europe, North Africa, and the Middle East
ETD	estimated time of departure
FAA	Federal Aviation Administration
FLIP	flight information publication
G3	Office of the Deputy Chief of Staff, G3, Headquarters, United States Army Europe
HQ USAREUR	Headquarters, United States Army Europe
ICAO	International Civil Aviation Organization
IFR	instrument flight rules
INCERFA	uncertainty phase
JSRC	Joint Search and Rescue Center, Ramstein Airbase
L	local (time)
LUHLS	limited-use helicopter landing site
NA	not applicable
NATO	North Atlantic Treaty Organization
NOSUM	NOTAM summary
NOTAM	notice to airmen
NVD	night vision device
POC	point of contact
R	receiver
RAC	Rules of the Air and Air Traffic Services
S	submitter
SAR	search and rescue
U.S.	United States
USAASD-E	United States Army Aeronautical Services Detachment, Europe
USAFE	United States Air Forces in Europe
USAREUR	United States Army Europe
USEUCOM	United States European Command

USNOF	United States NOTAM Office
UTC	Coordinated Universal Time
UTM	Universal Transverse Mercator
VFR	visual flight rules

SECTION II

TERMS

active flight plan

A flight plan filed with proper authorities for an aircraft that has left and has not yet arrived at its final destination.

aerodrome

An airfield (in Europe).

aircraft in distress

An aircraft encountering inflight difficulties (for example, engine failure, fire, fuel exhaustion).

air movement message

Information relayed by radio, telephone, or teletype concerning aircraft movement.

air traffic services

An International Civil Aviation Organization term that includes flight-information service, air-traffic-control service, and alerting service.

alert phase (ALERFA)

An International Civil Aviation Organization term indicating a situation where there is concern for the safety of an aircraft and its occupants. The following situations are alert phases:

- The aircraft is in the uncertainty phase (INCERFA) and has not been located through a communication search.
- The aircraft has been cleared to land and fails to land within 5 minutes after the estimated time of landing and communication has not been reestablished with the aircraft.
- Information has been received indicating that the operating efficiency of the aircraft has been impaired, but not to the extent that a forced landing is likely.

arrival message

A report submitted by the aviator by any means available indicating that the aviator's plane has landed. Airfield personnel may transmit this report.

communication search

A search using every available communications means to determine the location or status of an overdue aircraft.

control message

A message that reports a position, an area arrival, an area departure, or an aircraft that has not filed for landing at a certain location (for example, only on aircraft making approaches).

departure message

A message that includes the actual departure time, tail number, aircraft type, and departure point as stated in a previously submitted flight plan.

distress phase (DETRESFA)

An International Civil Aviation Organization code word used to designate an emergency phase when there is reasonable certainty that an aircraft and its occupants are threatened by grave and imminent danger or require immediate assistance. A distress phase is designated when any of the following apply:

- An aircraft in an alert phase and has not been located.
- An aircraft has reached “fuel exhaustion” (has run out of fuel).
- An aircraft may be forced to land.
- An aircraft is forced to land.

diversion arrival message

A message indicating that an aircraft has landed at a destination other than the destination listed on the current flight plan.

EUROCONTROL

The European organization responsible for “harmonizing and integrating air navigation services in Europe; aiming at the creation of a uniform air traffic management system for civil and military users, in order to achieve the safe, secure, orderly, expeditious and economic flow of traffic throughout Europe, while minimizing adverse environmental impact.”

flight-following or flight-monitoring

The part of flight service pertaining to monitoring the progress of an aircraft to promote safe, orderly, and expeditious flight operations. The service may be provided by radio or radar or by checking the activation and closure of filed flight plans.

flight plan

Specified information about the intended flight of an aircraft given to air-traffic-service units.

flight-plan screening

Review of a flight plan for completeness and correctness according to flight information publications.

notice to airmen

A notice that provides information on the establishment of, condition of, or change in any aeronautical facility, service, procedure, or hazard, the timely knowledge of which is essential to personnel concerned with the safety of flight operations.

overdue aircraft

An aircraft that has—

- Not arrived at its destination within 30 minutes after its estimated arrival time.
- Reached fuel exhaustion.

- An overdue position report.

proposal

A proposed flight plan.

proposed flight plan

A flight plan submitted before takeoff. (B, C, and D legs of multiple flight plans are called proposals.)

ramp check

A physical check by tail number of aircraft parked on an airfield, heliport, field site, or installation. The Army Flight Operations Detachment normally requests this check during the preliminary communication search.

special notices (U.S.-Army specific)

Notices that primarily include corrections to DOD flight information publications. Special notices also include other information essential to U.S. Army aviators, but that will not be incorporated in the U.S. Army daily notice to airmen summary (for example, major changes of airspace and air-traffic-service route structure, hazards or flight restrictions caused by exercises or cross-country competitions, general instructions).

uncertainty phase (INCERFA)

An International Civil Aviation Organization term indicating a situation in which the safety of an aircraft and its occupants is uncertain because of either of the following:

- No communication has been received from an aircraft 30 minutes after the time a communication should have been received or after the time an unsuccessful attempt to establish communication with the aircraft was first made, whichever occurs first.
- An aircraft fails to arrive within 30 minutes after the estimated arrival time last reported to or estimated by air-traffic-service units, whichever is later.

violation

An infraction of flying rules or regulations.