GEN 3 Services

GEN 3.1 Aeronautical information services

1 Responsible service

1.1 The Aeronautical Information Service, which forms part of Sakaeronavigatsia Ltd, ensures the flow of information necessary for the safety, regularity and efficiency of international and national air navigation within the area of its responsibility as indicated under subsection GEN 3.1.2 below. It consists of AIS Headquarters, International NOTAM office and Briefing offices integrated with ARO, which are established at certain aerodromes as listed under subsection GEN 3.1.5 below.

Since 2013 AIS has established and maintains a quality management system based on standard ISO 9001 in accordance with the requirements of ICAO Annex 15.

1.2 AIS Headquarters:

Post: **Aeronautical Information Service**
Sakaeronavigatsia Ltd
TBILISI/Tbilisi Airport
0198 Tbilisi, Georgia
Tel: +995322744237
Tel: +995322744295
Fax: +995322744223
E-mail: ais@airnav.ge
AFS: UGTBYOYX
URL: https://ais.airnav.ge
Operational Hours: MON-FRI 05:00 - 14:00 (UTC) (except HOL)

1.3 International NOTAM office and Briefing offices:

Post: **Central Briefing-NOTAM office**
Sakaeronavigatsia Ltd
TBILISI/Tbilisi Airport
0198 Tbilisi, Georgia
Tel: +995322744264 (ARO)
Tel: +995322744358 (NOF)
Fax: +995322744392
E-mail: briefing@airnav.ge
AFS: UGTBZPZX (ARO)
E-mail: notam@airnav.ge
AFS: UGTBYNYX (NOF)
URL: https://ais.airnav.ge
Operational Hours: H24

Post: **Batumi Briefing office**
Sakaeronavigatsia Ltd
Batumi Airport
6013 Batumi, Georgia
Tel: +995322744279
Fax: +995322744371
E-mail: batbrief@airnav.ge
AFS: UGSBZPZX
URL: https://ais.airnav.ge
Operational Hours: H24

Post: **Kutaisi Briefing office**
Sakaeronavigatsia Ltd
KUTAISI/Kopitnari Airport
5400 Tskaltubo, Georgia
Tel: +995322744355
Fax: +995322744341

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E-mail: kopbrief@airnav.ge
AFS: UGKOZPZX
URL: https://ais.airnav.ge
Operational Hours: H24

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

- Annex 15 - Aeronautical Information Services;
- Doc 10066 - Procedures for Air Navigation Services - Aeronautical Information Management (PANS-AIM);
- Doc 8126 - Aeronautical Information Services Manual.

Differences from ICAO Annex 15 standards and recommended practices, if any, are listed in GEN 1.7.

2 Area of responsibility

The Aeronautical Information Service is responsible for the collection and dissemination of information for the entire territory of Georgia and for the airspace over the high seas encompassed by the Tbilisi Flight Information Region (FIR).

3 Aeronautical publications

3.1 The aeronautical data and aeronautical information is provided in the form of Aeronautical Information Products including:

- Aeronautical Information Publications (AIP), including Amendments and Supplements;
- Aeronautical Information Circulars (AIC);
- aeronautical charts;
- NOTAM; and
- digital data sets.

AIP, AIP AMDT, AIP SUP and AIC are distributed by air mail (CD) and available on the website https://ais.airnav.ge and in European AIS Database Published AIP Management System (EAD PAMS). Aeronautical Chart - ICAO 1:500 000 can be downloaded as PDF file via https://ais.airnav.ge. NOTAM and related monthly checklists are issued through European AIS Database (EAD) and transmitted via Aeronautical Fixed Service (AFS) according to predetermined distribution list. PIBs are available at Briefing offices.

3.2 Aeronautical Information Publication (AIP)

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

The AIP Georgia is available in electronic form for use in international and domestic operations, whether the flight is a commercial or a private one. The text is in English only.

The electronic AIP (eAIP) is presented in HTML and PDF format.

3.3 Amendment service to the AIP (AIP AMDT)

Amendments to the AIP are published by reissuing eAIP. The type of AIP AMDT produced is AIRAC AIP Amendment (AIRAC AIP AMDT), issued in accordance with the AIRAC system and identified by the acronym – AIRAC. It incorporates operationally significant permanent changes into the AIP on the indicated AIRAC effective date.

A brief description of the subjects affected by the amendment is given on the AIP Amendment cover sheet.

In HTML format added text is highlighted with a light pink background; deleted text is displayed as struck through and highlighted with a dark pink background. A tick box in the top right corner shall be checked in order to see amendments.

In PDF format new information included on the republished AIP pages is marked by a vertical and/or horizontal line in the left margin of the change/addition/deletion.

Each AIP page and each AIP replacement page introduced by an amendment, including the amendment cover sheet, are dated. The date consists of the day, month and year of the AIRAC effective date (AIRAC AIP AMDT) of the information. Each AIP amendment cover sheet includes references to the serial number of the Aeronautical Information Products, if any, which have been incorporated in the AIP by the amendment and are consequently cancelled.

Each AIRAC AIP AMDT is allocated separate serial number, which is consecutive and based on the calendar year. The year, indicated by two digits, is a part of the serial number of the amendment, e.g. AIRAC AIP AMDT 01/25.

A checklist of AIP pages containing page number and the effective date (day, month and year) of the information is reissued with each amendment and is an integral part of the AIP.

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3.4 Supplement to the AIP (AIP SUP)

Temporary changes of long duration (three months and longer) and information of short duration which consists of extensive text and/or graphics, supplementing the permanent information contained in the AIP, are published as AIP Supplements (AIP SUP). The type of AIP SUP produced is AIRAC AIP Supplement (AIRAC AIP SUP), issued in accordance with the AIRAC system and is identified clearly by the acronym AIRAC AIP SUP.

Each AIP Supplement is allocated a serial number which is consecutive and based on the calendar year, i.e. AIRAC AIP SUP 01/25.

The period of validity of the information contained in the AIP Supplement will normally be given in the supplement itself. Alternatively, NOTAM may be used to indicate changes to the period of validity or cancellation of the supplement.

The checklist of AIP Supplements currently in force is issued in the monthly checklist of valid NOTAM.

3.5 NOTAM and Pre-flight Information Bulletins (PIB)

NOTAM contain the information concerning the establishment, condition or change in any aeronautical facility, service, procedure or hazard, the timely knowledge of which is essential for personnel concerned with flight operations. The text of each NOTAM contains the information in the order shown in the ICAO NOTAM Format and is composed of the significations/uniform abbreviated phraseology assigned to the ICAO NOTAM Code complemented by ICAO abbreviations, indicators, identifiers, designators, call signs, frequencies, figures and plain language. NOTAM are originated and issued for Tbilisi FIR and are distributed in three series identified by the letters G, N, and S. Requests concerning the distribution of NOTAM shall be addressed to UGTBYNYX.

Series G. General rules, en-route navigation and communication facilities, airspace restrictions and activities taking place within Tbilisi FIR and information concerning international aerodromes.

Series N. Information on National Aerodromes.

Series S (SNOWTAM). Information concerning presence or cessation of hazardous conditions due to snow, ice, slush, frost, standing water or water associated with snow, slush, ice or frost on the movement area. SNOWTAM is prepared in accordance with *ICAO Doc 10066 - PANS AIM*, Appendix 4. Details are given in the Snow plan in the Aerodrome (AD) Part.

Pre-flight Information Bulletins (PIB), which contain a recapitulation of current NOTAM and other information of urgent character for the operator/flight crews, are available at all Briefing offices.

3.6 Aeronautical Information Circulars (AIC)

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

Each AIC is numbered consecutively within each series on a calendar year basis. The year, indicated by two digits, is a part of the serial number of the AIC, e.g. AIC A 01/25; AIC B 01/25. A checklist of AIC currently in force is issued as an AIC once a year.

3.7 Checklist and List of valid NOTAM

A checklist of valid NOTAM is issued monthly and refers to the latest AIP AMDT, AIP SUP and AIC, as well as the data sets. Plain language List of valid NOTAM is available on request.

3.8 Aeronautical Charts

Information on available aeronautical charts is given in GEN 3.2.

3.9 Sale of publications

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

4 AIRAC System

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

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4.2 The table below indicates AIRAC effective dates for the coming years. AIRAC information will be issued so that the information will be received by the user not later than 28 days, and for major changes not later than 56 days, before the effective date. At AIRAC effective date, a trigger NOTAM will be issued giving a brief description of the contents, effective date and reference number of the AIRAC AIP AMDT or AIRAC AIP SUP that will become effective on that date. Trigger NOTAM will remain in force in the PIB during 14 days after the related publication becomes effective.

If no information was submitted for publication at the AIRAC date, a NIL notification will be issued by NOTAM checklist not later than one AIRAC cycle before the AIRAC effective date concerned.

Schedule of AIRAC effective dates

2027	2028*	2029	2030	2031	2032*
21 JAN	20 JAN	18 JAN	17 JAN	16 JAN	15 JAN
18 FEB	17 FEB	15 FEB	14 FEB	13 FEB	12 FEB
18 MAR	16 MAR	15 MAR	14 MAR	13 MAR	11 MAR
15 APR	13 APR	12 APR	11 APR	10 APR	08 APR
13 MAY	11 MAY	10 MAY	09 MAY	08 MAY	06 MAY
10 JUN	08 JUN	07 JUN	06 JUN	05 JUN	03 JUN
08 JUL	06 JUL	05 JUL	04 JUL	03 JUL	01 JUL
05 AUG	03 AUG	02 AUG	01 AUG	31 JUL	29 JUL
02 SEP	31 AUG	30 AUG	29 AUG	28 AUG	26 AUG
30 SEP	28 SEP	27 SEP	26 SEP	25 SEP	23 SEP
28 OCT	26 OCT	25 OCT	24 OCT	23 OCT	21 OCT
25 NOV	23 NOV	22 NOV	21 NOV	20 NOV	18 NOV
23 DEC	21 DEC	20 DEC	19 DEC	18 DEC	16 DEC

5 Pre-flight information service at aerodromes/heliports

Pre-flight information service is provided by Briefing offices at each of the international aerodromes as detailed below.

Aerodrome / Heliport	Briefing coverage
TBILISI/Tbilisi	All States within the ICAO EUR region and selected states within AFI and MID regions.
BATUMI	All States within the ICAO EUR region and selected states within AFI and MID regions.
KUTAISI/Kopitnari	All States within the ICAO EUR region and selected states within AFI and MID regions.

Pre-flight Information Bulletins (PIB) — Route, Narrow Route, Area and Aerodrome Bulletins are available at TBILISI/Tbilisi , Kutaisi/Kopitnari, and Batumi Briefing Offices.

Note.- At the national aerodromes Pre-flight information is available on request from Briefing Offices by telephone or email.

6 Digital data sets

Data Set Title	Short Description	Data Subjects Included	Geographical Scope	Usage Limitations/ Remarks
AIP Data set	AIP Data set file in xml (AIXM 5.1.1) format	In accordance with ICAO Doc 10066 (PANS-AIM)	State territory	Refer to AIP Data set for applicable usage limitations.
Obstacle Data Set for Area 1 - Georgia	Area 1 Obstacle Data set file in xml (AIXM 5.1.1) format	Reported obstacles in Area 1 with height 100 M AGL or higher	State territory	File does not include obstacles published by NOTAM. Ref. to ENR 5.4

Data sets are available on the website https://ais.airnav.ge.

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Data sets can be obtained from:

Post: **Aeronautical Information Service**
Sakaeronavigatsia Ltd
TBILISI/Tbilisi Airport
0198 Tbilisi, Georgia
Tel: +995322744237
Tel: +995322744295
Fax: +995322744223
E-mail: ais@airnav.ge
AFS: UGTBYOYX
URL: https://ais.airnav.ge
Operational Hours: MON-FRI 05:00 - 14:00 (UTC) (except HOL)

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