



Instructions for completing the Flight Plan form

Version 6.0	Pages 33	Security level Public
Date of publication 5.11.2020	Valid from 5.11.2020	Reason for confidentiality
Category Air Navigation Services (operational)		Status Valid
Prepared by Remes Marianne		Type Directive
Approved by Hannula Karri		Further information fpc@ops-ansfinland.fi
Airports/units, which the document relates to Fintraffic ANS all		
Description		



	Instructions for completing the Flight Plan form	
	Type	Directive
	Version / Status	6.0 / Valid
	Published / Valid from	5.11.2020 / 5.11.2020
	Security level	Public

Table of contents

1	General.....	3
2	Exceptions to the international filling-in instructions applicable in the Finnish territory .	4
2.1	General	4
2.1.1	Applicable abbreviations and rules for application.....	4
	Aircraft identification (Item 7)	5
	Flight rules and type of flight (Item 8)	6
	Number and type of aircraft and wake turbulence category (Item 9).....	7
	Equipment and capabilities (Item 10)	8
	Departure aerodrome and time (Item 13)	11
	Route (Item 15).....	11
	Destination aerodrome and teet, alternate aerodromes (Item 16)	16
	Other information (Item 18)	17
	Supplementary information (Item 19)	24
3	Definitions and concepts	27

Note! this printout is only a working copy. Please check Fintraffic ANS electronic instructions file for the current and valid version.

	Instructions for completing the Flight Plan form	
	Type	Directive
	Version / Status	6.0 / Valid
	Published / Valid from	5.11.2020 / 5.11.2020
	Security level	Public

1 General

REF: ICAO PANS-ATM (Doc 4444), IFPS User's manual and AIP ENR 1.10

These instructions provide guidance for completing the flight plan forms in compliance with ICAO PANS-ATM (Doc 4444), Appendices 2 and 3, supplemented with exceptions applicable in the Finnish territory and taking into account the national requirements and those of Eurocontrols' Integrated Initial Flight Plan Processing System (IFPS).

Foreign authorities may require such information or coding conventions that are not required in Finland or in international filling-in instructions; whether these entries are required or not is left to the discretion of the respective ATS authorities. Such additional regulations are shown in the aeronautical information publications of each respective country.

The regulations regarding the obligation to file a flight plan in the Finnish territory are shown in Air Traffic Rules and in Section ENR 1.10 of the AIP.

Addition to the previous text: A flight plan shall be submitted for parachute jumping activity within controlled airspace and in the flight information zone (excluding D area which is established for parachute jumping activity). One filed flight plan per day covers the need and ATS will keep the flight plan valid within operational hours. Outside ATS operational hours the pilot in command is responsible to keep the flight plan valid.

Estimated elapsed time in the flight plan covers the planned activity time in the parachute jumping area. Cruising level is the highest level which is planned to use in the parachute jumping activity.


In case approaches are to be performed during an IFR-flight (e.g. EFRO - EFKT - EFRO) in locations other than the departure or destination aerodromes, a separate flight plan must be filled concerning every route segment (e.g. EFRO - EFKT and EFKT - EFRO).

The flight plan validity times calculated from the scheduled departure time (EOBT) are:

- -15 / +15 MIN to the flight plan submitted for a controlled IFR flight (including Z and Y), whether the flight is subject to air traffic flow management (ATFM) or not.
- -30 / +60 MIN to the flight plan submitted for a VFR flight.

If the above times are exceeded, the flight plan departure time (EOBT) must be updated.

Note! this printout is only a working copy. Please check [Fintraffic ANS electronic instructions file](#) for the current and valid version.

	Instructions for completing the Flight Plan form	
	Type	Directive
	Version / Status	6.0 / Valid
	Published / Valid from	5.11.2020 / 5.11.2020
	Security level	Public

2 Exceptions to the international filling-in instructions applicable in the Finnish territory

2.1 General

Adhere closely to the prescribed formats and manner of specifying data.

Insert all clock times in 4 figures UTC.

Insert all estimated elapsed times in 4 figures (hours and minutes).

The shaded area preceding Item 3 is to be completed by unit concerned, unless the responsibility for originating flight plan messages has been delegated.

Note: The term "aerodrome" where used in the flight plan is intended to cover also sites other than aerodromes which may be used by certain types of aircraft, e.g. helicopters or (hot air) balloons.

Special requirements applicable to information to be presented in the FPL (Item 15 ROUTE, Item 18 OTHER INFORMATION and Item 19 SUPPLEMENTARY INFORMATION):

1. The entries shall be made without Scandinavian characters (the letters ä, å and ö must not be used)
2. Special characters must not appear: semicolon (;), colon (:), period (.), comma (,), hyphen (-), brackets/parenthesis [()] or plus (+), etc.

Note: the plus (+) character is only permissible for MIL FOR/ flights.

3. The slash can be used in an ICAO-compliant format:

Example 1: in Item 15 (ROUTE) e.g. ROMOP/N0100A020 VFR

Example 2: in Item 18 (OTHER INFORMATION) e.g. RMK/, DEP/, STS/ etc.

2.1.1 Applicable abbreviations and rules for application

Most common abbreviations

FS	Full Stop
LA	Low Approach
TA	Training Area
AP	Approaches
TGL	Touch and Go Landing
TC	Traffic Circuit

Note! this printout is only a working copy. Please check Fintraffic ANS electronic instructions file for the current and valid version.

Instructions for completing the Flight Plan form

Type	Directive
Version / Status	6.0 / Valid
Published / Valid from	5.11.2020 / 5.11.2020
Security level	Public

SL	Spot Landing
PFL	Practiced Forced Landing
PFLR	Practiced Forced Landing back to Runway
ILS	ILS approach
NDB	NDB approach
VOR	VOR approach
PAR	PAR approach
SRA	SRA approach
RNP	RNP approach
TILS	TILS approach

The plan of a VFR flight towards a traffic circuit (TC in the ROUTE field) can be further specified as follows:

- A flight in a traffic circuit that is to include one spot landing, Item 18: RMK/1SL
- A flight that is to include a practiced forced landing after which the flight continues to two training areas, Item 18: RMK/PFL 2TA
- A flight that is to include two spot landings after which the flight continues to a training area, Item 18: RMK/2SL TA

Aircraft identification (Item 7)

[Max. 7 characters, or see Note. 3]

Insert here one of the following aircraft identifications, written as one string and not exceeding 7 characters:

- the three-letter ICAO designator for the aircraft operating agency followed by the flight identification (e.g. BLF345) when in radiotelephony the call sign to be used by the aircraft will consist of the ICAO telephony designator for the operating agency followed by the flight identification (for example BLF345 is BLUEFIN 345 in radiotelephony).

OR

- the nationality and registration marking of the aircraft (for example OHLXC, SEISE), if:
 - in radiotelephony the call sign to be used by the aircraft will consist of this identification alone (e.g. OHLXC), or preceded by the ICAO telephony

Note! this printout is only a working copy. Please check [Fintraffic ANS electronic instructions file](#) for the current and valid version.

Instructions for completing the Flight Plan form

Type	Directive
Version / Status	6.0 / Valid
Published / Valid from	5.11.2020 / 5.11.2020
Security level	Public

designator for the aircraft operating agency (e.g. FINNAIR OHLVE, GOLDEN SEISE, FINNCOMM OHATC);

2) the aircraft is not equipped with radio.

Note 1. In case of an FPL filed for a formation flight, the call sign of the lead plane in the formation shall be inserted here.

Note 2: The instructions regarding radiotelephony signs are include in Annex 10, Part II, Chapter 5. The message and radiotelephone signs issued by ICAO for flight operators are included in document 8585, 'Designators for Aircraft Operating Agencies, Aeronautical Authorities and Services'.

Note 3: Id the identification of a manned hot air balloon consists of more than 7 characters, 'ZZZZ' should be inserted here, with the complete identification of that aircraft inserted in Item 18: For example REG/DINERS CLUB.

Flight rules and type of flight (Item 8)

FLIGHT RULES

Insert one of the following letters to denote the category of flight rules with which the pilot intends to comply:

I - IFR flight

V - VFR flight

Y - The first part of the flight is IFR, followed by a VFR section, after which several IFR/VFR sections may follow (see examples 1 and 2)

Example 1. NISVI VFR

Example 2. NISVI/N0120A020 VFR

Z - The first part of the flight is VFR, followed by a IFR section, after which several VFR/IFR sections may follow (see examples 3 and 4)

Example 3. NISVI/N0120F110 IFR DCT GUBTU

Example 4. SIRMA MINNE DIVEG/N0200F110 IFR T255 ATPEL/N0180A050 VFR

TYPE OF FLIGHT

Insert one of the following letters to denote the type of flight:

S - scheduled flight

N - non-scheduled air transport operation (e.g. charter, freight or taxi flight)

G - general aviation (other than a commercial flight or flight related to aerial work; for example not a commercial training flight)

Note! this printout is only a working copy. Please check Fintraffic ANS electronic instructions file for the current and valid version.



Instructions for completing the Flight Plan form

Type	Directive
Version / Status	6.0 / Valid
Published / Valid from	5.11.2020 / 5.11.2020
Security level	Public

M - military aviation, customs, police

X - a flight not belonging to any of the defined categories above. (A clarification of flight type shall be entered in Item 18 RMK/; see the examples).

Example 1: OPR/FNG RMK/MARITIME PATROL (that denotes a flight by the Guard Squadron near the maritime borders of Finland.)

Example 2: OPR/GEOFLIGHT RMK/GEOPHYSICAL SURVEY FLT 100 FT AGL

Example 3: OPR/FLIGHT SCHOOL RMK/TRG FLT

Note: ANS Finland should be asked for an interpretation regarding the use of different category entries when required.

Number and type of aircraft and wake turbulence category (Item 9)

NUMBER

[1 or 2 digits]

Insert the number of aircraft if more than one.

TYPE OF AIRCRAFT

[4 characters]

Insert the appropriate designator as specified in ICAO Document 8643 or, if no such designator has been assigned (see the notes below), or in case of formation flights comprising more than one type, insert ZZZZ, and SPECIFY in Item 18, the numbers and types of aircraft preceded by TYP/.

Note 1. For aircraft not included in the above ICAO list, the complete type designation entered in the registration certificate of that aircraft shall be used.

Note 2. ICAO has given the following general type designators for certain types of aircraft:

- Airship	SHIP
- Hot air balloon	BALL
- Glider	GLID
- Ultra light aircraft	ULAC
- Ultra light helicopter	UHEL
- Ultra light gyrocopter	GYRO

WAKE TURBULENCE CATEGORY

[1 letter]

Insert an oblique stroke followed by one of the following letters to indicate the wake turbulence category of the aircraft:

J - SUPER, to indicate an aircraft type with a maximum certificated take-off mass of 560 000 kg or more.

Note! this printout is only a working copy. Please check Fintraffic ANS electronic instructions file for the current and valid version.

Instructions for completing the Flight Plan form

Type	Directive
Version / Status	6.0 / Valid
Published / Valid from	5.11.2020 / 5.11.2020
Security level	Public

H - HEAVY, to indicate an aircraft type with a maximum certificated take-off mass of less than 560 000 kg but more than 136 000 kg.

M - MEDIUM, to indicate an aircraft type with a maximum certificated take-off mass of less than 136 000 kg but more than 7 000 kg.

L - LIGHT, to indicate an aircraft type with a maximum certificated take-off mass of 7 000 kg or less.

Equipment and capabilities (Item 10)

Capabilities consists of three elements:

- presence of relevant serviceable equipment on board the aircraft,
- equipment and capabilities commensurate with crew qualifications; and,
- where applicable, authorization from the appropriate authority.

Radio communication, navigation and approach aid equipment

Insert one letter as follows:

N - if no COM/NAV/approach aid equipment for the route to be flown is carried, or the equipment is unserviceable, or

S - if standard COM/NAV/approach aid equipment for the route to be flown is carried and serviceable. In Item 10, S shall be inserted first, followed by the rest of the equipment in alphabetical order (see Note 1).

And/or insert one or more of the following letters to indicate the COM/NAV/approach aid equipment and capabilities available:

A	GBAS landing system	J5	CPDLC FANS 1/A SATCOM (INMARSAT)
B	LPV (APV with SBAS)	J6	CPDLC FANS 1/A SATCOM (MTSAT)
C	LORAN C	J7	CPDLC FANS 1/A SATCOM (Iridium)
D	DME	K	MLS
E1	FMC WPR ACARS	L	ILS
E2	D-FIS ACARS	M1	ATC SATVOICE (INMARSAT)
E3	PDC ACARS	M2	ATC SATVOICE (MTSAT)
F	ADF	M3	ATC SATVOICE (Iridium)
G	GNSS · If any portion of the flight is planned to be conducted under IFR, it refers to GNSS receivers that comply with the requirements of Annex 10, Volume I (Note 2)	O	VOR
		P1	CPDLC RCP 400 ^{Note 7}
		P2	CPDLC RCP 240 ^{Note 7}
		P3	SATVOICE RCP 400 ^{Note 7}
		P4-P9	Reserved for RCP

Note! this printout is only a working copy. Please check Fintraffic ANS electronic instructions file for the current and valid version.

Instructions for completing the Flight Plan form

Type	Directive
Version / Status	6.0 / Valid
Published / Valid from	5.11.2020 / 5.11.2020
Security level	Public

		R	PBN approved ^{Note 4}
		T	TACAN
		U	UHF RTF
H	HF RTF	V	VHF RTF
I	Inertial Navigation	W	RVSM approved
J1	CPDLC ATN VDL MODE 2 ^{Note 3}	X	MNPS approved
J2	CPDLC FANS 1/A HFDL	Y	VHF with 8.33 kHz channel spacing capability
J3	CPDLC FANS 1/A VDL Mode A	Z	Other equipment carried or other capabilities ^{Note 5}
J4	CPDLC FANS 1/A VDL Mode 2		

Note 1. If the letter S is used, standard equipment is considered to be VHF RTF, VOR and ILS, unless another combination is prescribed by the appropriate ATS authority.

Note 2. If the letter G is used, the types of external GNSS augmentation, if any, are specified in Item 18 following the indicator NAV/ and separated by a space.

Note 3. See RTCA/EUROCAE Interoperability Requirements Standard For ATN Baseline 1 (ATN B1 INTEROP Standard – DO-280B/ED-110B) for data link services air traffic control clearance and information/air traffic control communications management/air traffic control microphone check.

Note 4. If the letter R is used, the performance based navigation levels that can be met shall be specified in Item 18 following the indicator PBN/. Guidance material on the application of performance based navigation to a specific route segment, route or area is contained in the Performance-Based Navigation Manual (Doc 9613).

Note 5. If the letter Z is used, specify in Item 18 the other equipment carried or other capabilities, preceded by COM/, NAV/ and/or DAT, as appropriate. Exemptions for RNAV, CPDLC and 8.33 kHz are to be indicated by inserting the letter Z in Item 10a and then inserting the appropriate descriptors in the following indicators in Item 18:

- a) insert EXM833 following COM/;*
- b) insert RNAVX or RNAVINOP as appropriate following NAV/; and/or*
- c) insert CPDLCX following DAT/.*

Note 6. Information on navigation capability is provided to ATC for clearance and routing purposes.

Note! this printout is only a working copy. Please check Fintraffic ANS electronic instructions file for the current and valid version.

Instructions for completing the Flight Plan form

Type	Directive
Version / Status	6.0 / Valid
Published / Valid from	5.11.2020 / 5.11.2020
Security level	Public

Note 7. Guidance material on the application of performance based communication, which prescribes RCP to an air traffic service in a specific area, is contained in the Performance based Communication and Surveillance (PBCS) Manual (Doc 9869).

Surveillance equipment and capabilities

INSERT N if no surveillance equipment for the route to be flown is carried, or the equipment is unserviceable,

OR

INSERT one or more of the following descriptors, to a maximum of 20 characters, to describe the serviceable surveillance equipment and/or capabilities on board:

SSR Modes A and C

A - Transponder - mode A (4 digits - 4,096 codes)

C - Transponder - mode A (4 digits - 4,096 codes) and mode C

SSR Mode S

E - Transponder — Mode S, including aircraft identification, pressure-altitude and extended squitter (ADS-B) capability

H - Transponder — Mode S, including aircraft identification, pressure-altitude and enhanced surveillance capability

I - Transponder — Mode S, including aircraft identification, but no pressure-altitude capability

L - Transponder — Mode S, including aircraft identification, pressure-altitude, extended squitter (ADS-B) and enhanced surveillance capability

P - Transponder — mode S, including pressure-altitude transmission but no aircraft identification capability

S - Transponder — mode S, including both pressure-altitude and aircraft identification capability

X - Transponder — Mode S with neither aircraft identification nor pressure-altitude capability

Note. — Enhanced surveillance capability is the ability of the aircraft to down-link aircraft derived data via a Mode S transponder.

ADS-B

B1 ADS-B with dedicated 1090 MHz ADS-B “out” capability

Note! this printout is only a working copy. Please check [Fintraffic ANS electronic instructions file](#) for the current and valid version.

Instructions for completing the Flight Plan form

Type	Directive
Version / Status	6.0 / Valid
Published / Valid from	5.11.2020 / 5.11.2020
Security level	Public

B2 ADB-B with dedicated 1090 MHz ADS-B "out" and "in" capability

U1 ADS-B "out" capability using UAT

U2 ADS-B "out" and "in" capability using UAT

V1 ADS-B "out" capability using VDL Mode 4

V2 ADS-B "out" and "in" capability using VDL Mode 4

ADS-C

D1 ADS-C with FANS 1/A capabilities

G1 ADS-C with ATN capabilities

Alphanumeric characters not indicated above are reserved.

Example: ADE3RV/HB2U2V2G1

Note. Additional surveillance application should be listed in Item 18 following the indicator SUR/ .

Departure aerodrome and time (Item 13)

[8 characters]

Insert the ICAO four-letter location indicator of the departure aerodrome as specified in Doc 7910, Location Indicators,

- or, if no location indicator has been assigned, insert ZZZZ and specify, in Item 18, the name and location of the aerodrome preceded by DEP/
- or, if the flight plan is received from an aircraft in flight, insert AFIL, and specify, in Item 18, the ICAO four-letter location indicator of the location of the ATS unit from which supplementary flight plan data can be obtained, preceded by DEP/

then, without a space, insert for a flight plan submitted before departure, the estimated off-block time (EOBT),

- or, for a flight plan received from an aircraft in flight, the actual or estimated time over the first point of the route to which the flight plan applies.

Route (Item 15)

Insert the first cruising speed as in (a) and the first cruising level as in (b), without a space between them. Then, following the arrow, insert the route description as in (c).

(a) Cruising speed

[Max. 5 characters]

Note! this printout is only a working copy. Please check Fintraffic ANS electronic instructions file for the current and valid version.

Instructions for completing the Flight Plan form

Type	Directive
Version / Status	6.0 / Valid
Published / Valid from	5.11.2020 / 5.11.2020
Security level	Public

Insert the True Air Speed for the first or the whole cruising portion of the flight, in terms of:

- Kilometres per hour, expressed as K followed by 4 figures (e.g. K0830), or
- Knots per hour, expressed as N followed by 4 figures (e.g. N0485), or
- Mach number, when so prescribed by the appropriate ATS authority, to the nearest hundredth of unit Mach, expressed as M followed by 3 figures (e.g. M082).

(b) Cruising level

[Max. 5 characters]

Insert the planned cruising level for the first or the whole portion of the route to be flown, in terms of:

- Flight level, expressed as F followed by 3 figures (e.g. F085; F330), or
- If the ATS unit concerned so requires or approves, as a Standard Metric Level in tens of metres, expressed as S followed by 4 figures (e.g. S1130 = flight level 11300 M), or
- Altitude from average sea level in hundreds of feet, expressed as A followed by 3 figures (e.g. A045; A100), or
- Altitude in tens of metres from average sea level, expressed as M followed by 4 figures (e.g. M0840), or
- for uncontrolled VFR flights, the letters VFR.

(c) Route

[including changes of speed, level and/or flight rules]

Flights according to FRA procedures

See AIP ENR 1.3

Flights along designated ATS routes


Insert

- if the departure aerodrome is located on or connected to the ATS route, the point of joining the first ATS route, followed by the designator of the ATS route or
- if the departure aerodrome is not on or connected to the ATS route, point of joining the first ATS route, followed by the designator of the ATS route

Then, insert 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.

Note: When a transition is planned between a lower and upper ATS route and the routes are oriented in the same direction, the point of transition need not be inserted.

Note! this printout is only a working copy. Please check Fintraffic ANS electronic instructions file for the current and valid version.

	Instructions for completing the Flight Plan form	
	Type	Directive
	Version / Status	6.0 / Valid
	Published / Valid from	5.11.2020 / 5.11.2020
	Security level	Public

This is followed in each case by

- the designator of the next ATS route segment, even if the same as the previous one, or
- DCT, if the flight to the next point will be outside a designated route, unless both points are defined by geographical coordinates.

Flights outside designated ATS routes

Insert

- each point at which a change of speed or level, a change of track, or a change of flight rules is planned, or
- when required by the appropriate ATS authority, define the track of flights operating predominantly in an east-west direction between 70°N and 70°S by reference to significant points formed by the intersections of half or whole degrees of latitude with meridians spaced at intervals of 10 degrees of longitude. For flights operating in areas outside those latitudes the tracks shall be defined by significant points formed by the intersection of parallels of latitude with meridians normally spaced at 20 degrees of longitude. The distance between significant points shall, as far as possible, not exceed one hour's flight time.
- additional significant points shall be established as deemed necessary.
- for flights operating predominantly in a north-south direction, define tracks by reference to significant points formed by the intersection of whole degrees of longitude with specified parallels of latitude which are spaced at 5 degrees.
- insert DCT between successive points unless both points are defined by geographical coordinates or by bearing and distance..
- Use only the conventions in (1) to (5) below and separate each sub-item by a space.

(1) ATS route

[2 to 7 characters] (see also the national exceptions)

The coded designator assigned to the route or route segment (e.g. T255, Y81, T95) including, where appropriate, the coded designator assigned to the standard departure or arrival route (STAR/SID).

Note. Provisions for the application of route designators are contained in Annex 11, Appendix 1, whilst guidance material on the application of an RNP type to a specific route segment(s), route(s) or area is contained in the Manual on Required Navigation Performance (RNP) (Doc 9613).

(2) Inserting significant points

[2 to 11 characters]

Note! this printout is only a working copy. Please check [Fintraffic ANS electronic instructions file](#) for the current and valid version.

Instructions for completing the Flight Plan form

Type	Directive
Version / Status	6.0 / Valid
Published / Valid from	5.11.2020 / 5.11.2020
Security level	Public

The coded designator (2 to 5 characters) assigned to the point, e.g. PO, VEPIN, NAPRU. If no coded designator has been assigned, one of the following ways:

a) Degrees only [7 characters]

2 figures describing latitude in degrees, followed by "N" (North) or "S" (South), followed by 3 figures describing longitude in degrees, followed by "E" (East) or "W" (West). Make up the correct number of figures, where necessary, by insertion of zeros, e.g. 46N078W.

a) Degrees and minutes [11 characters]

4 figures describing latitude in degrees and tens and units of minutes followed by "N" (North) or "S" (South), followed by 5 figures describing longitude in degrees and tens and units of minutes, followed by "E" (East) or "W" (West). Make up the correct number of figures, where necessary, by insertion of zeros, e.g. 4620N07805W.

b) Bearing and distance from a navigation aid

The identification of the navigation aid (normally a VOR), in the form of 2 or 3 characters, then the bearing from the aid in the form of 3 figures giving degrees magnetic, then the distance from the aid in the form of 3 figures expressing nautical miles.

Make up the correct number of figures, where necessary, by insertion of zeros - e.g. a point 180° magnetic at a distance of 40 nautical miles from VOR "DUB" should be expressed as DUB180040.

(3) Change of speed or level

[Max. 21 characters]

The point at which a change of speed (5% TAS or 0.01 Mach or more) or a change of level is planned, expressed exactly as in (2) above, followed by an oblique stroke and both the cruising speed and the cruising level, expressed exactly as in (a) and (b) above, without a space between them, even when only one of these quantities has changed.

For example

LN/N0284A030
MAY/N0305F180
WOODY/N0420F330
4602N07805W/N0500F350
46N078W/M082F330
DUB180040/N0350M0840

(4) Change of flight rules

[Max. 3 characters]

The point at which the change of flight rules is planned, expressed exactly as in (2) or (3) above as appropriate, followed by a space and one of the following:

VFR if from IFR to VFR,

Note! this printout is only a working copy. Please check Fintraffic ANS electronic instructions file for the current and valid version.



Instructions for completing the Flight Plan form

Type	Directive
Version / Status	6.0 / Valid
Published / Valid from	5.11.2020 / 5.11.2020
Security level	Public

IFR if from VFR to IFR.

For example *IBVAR VFR*
IBVAR/N0284F100 IFR

(5) Cruise climb

[Max. 28 characters]

The letter C followed by an oblique stroke; THEN the point at which cruise climb is planned to start, expressed exactly as in (2) above, followed by an oblique stroke; THEN the speed to be maintained during cruise climb, expressed exactly as in (a) above, followed by the two levels defining the layer to be occupied during cruise climb, each level expressed exactly as in (b) above, or the level above which cruise climb is planned followed by the letters PLUS.

All entries are made without a space between them.

For example *C/48N050W/M082F290F350*
C/48N050W/M082F290PLUS
C/52N050W/M220F580F620

National supplementary information regarding Route (IFR flights)

- a) Standard instrument departures and arrivals (SID/STAR) are not marked
- b) The flight route can be filed starting from the IFR reporting point located at TMA/FIZ border of departure aerodrome, followed by ATS routes, ending up to the IFR reporting point located at TMA/FIZ border of destination aerodrome
or
- c) The flight route can be filed DCT from the IFR reporting point at the TMA / FIZ border ending at the IFR reporting point at the TMA / FIZ border at the destination. It is also possible to file a DCT route via several waypoints,

Example 1. EFVA-EFOU: RERBU DCT IXONO

Example 2. EFTP-EFKU: ARBEV DCT EROKU DCT ATLUL

Local IFR flights:

- a) IFR training area flight under ROUTE, the general IFR training area code XXTA is inserted; for example JYTA (the code for Jyväskylä training area)
Note. If you request a certain training area, you may insert your request to the part 18 in the FPL, behind RMK. See part: Use of RMK-field, item m)
- b) IFR training approach: under ROUTE, the general IFR training approach area code XXAP is inserted; for example OUAP (the code for the Oulu training approach area).

National supplementary information regarding Route (VFR flights)

Note! this printout is only a working copy. Please check Fintraffic ANS electronic instructions file for the current and valid version.

Instructions for completing the Flight Plan form

Type	Directive
Version / Status	6.0 / Valid
Published / Valid from	5.11.2020 / 5.11.2020
Security level	Public

- a) For VFR flights, the altitude is entered as height from the average sea level in hundreds of feet, starting with the letter A (for example A030, A045), or if is planned to fly above transition level, the highest flight level that the flight intends to use in the controlled airspace (e.g F055).

In addition to what is said in the international instructions for filling in the flight plan form about reporting the altitude of VFR flights, the altitude of VFR flights can be inserted using the letters VFR for those flights where the intention is to use the reporting points (and flight altitudes conforming to them) published on the VAC maps of AIP AD part when leaving the control zone (CTR).

Note 1: For the controlled airspace, the flights always require an ATC clarification by an ATS unit. Just entering the altitude information in the flight plan does not entitle the flight to use that altitude.

Note 2: If the intention is to use different altitudes in different airspaces during a VFR flight (for example for aerial photography or VFR en-route flight), they must be inserted separately.

- b) Unless otherwise specified in a flight plan filed for the VFR flight, the ATS units will assume that the plan is to fly the flight straight from the departure aerodrome to the destination aerodrome as filed. If this is to be significantly deviated from, the planned flight route must be shown in the FPL. In such a case the route can, when required, also be inserted using the plain-language place names identifiable on the aviation maps published by ANS Finland in deviation from the standard entries for Item 15.
- c) The names of compulsory reporting points on the VFR arrival routes and VFR departure routes should be used when possible. The four-letter code of the departure/destination aerodrome must not be used in the beginning or at the end of the flight route.
- d) Local VFR flight: under ROUTE shall be inserted, in plain language, the name of the aerodrome location or the destination of the flight or the intended actions during the flight,

Example 1. TURKU CTR

Example 2. HYVINKAA

Example 3. TC (traffic circuit)

Example 4. TA (unspecified training area)

Note. If you request a certain training area, you may insert your request to the part 18 in the FPL, behind RMK. See part: Use of RMK-field, item I).

Destination aerodrome and teet, alternate aerodromes (Item 16)

Destination aerodrome and total estimated elapsed time

Note! this printout is only a working copy. Please check Fintraffic ANS electronic instructions file for the current and valid version.



Instructions for completing the Flight Plan form

Type	Directive
Version / Status	6.0 / Valid
Published / Valid from	5.11.2020 / 5.11.2020
Security level	Public

[8 characters]

Insert the four-letter location indicator of the destination aerodrome followed, without a space, by the total estimated elapsed time

- IFR flights: the estimated time required from take-off to arrive over that designated point, defined by reference to navigation aids, from which it is intended that an instrument approach procedure will be commenced, or, if no navigation aid is associated with the destination aerodrome, to arrive over the destination aerodrome.
- VFR flights: the estimated time required from take-off to arrive over the destination aerodrome.

or, if no location indicator has been assigned

- insert ZZZZ followed, without a space, by the total estimated elapsed time, expressed as above. In this case, specify in Item 18 the name of the aerodrome in plain language, preceded by DEST/.

Note: For a flight plan received from an aircraft in flight, the total estimated elapsed time is the estimated time from the first point of the route to which the flight plan applies.

Alternate aerodromes

[4 characters]

Insert the four-letter location indicator(s) of not more than two alternate aerodromes, separated by a space,

or

if no location indicator has been assigned to the alternate aerodrome, ZZZZ and SPECIFY in Item 18 the name of the aerodrome, preceded by ALTN/

Note: Alternate aerodrome does not have to be inserted in a FPL for a VFR flight. However, entering the alternate aerodrome in certain situations is recommended as it makes the search and rescue operations easier.

Other information (Item 18)

Insert 0 (zero) if no other information,

or

any other necessary information in the preferred sequence instructed by ICAO shown hereunder, in the form of the appropriate indicator followed by an oblique stroke and the information to be recorded:

STS/ Reason for special handling by ATS

- a) ALTRV: for a flight operated in accordance with an altitude reservation;
- b) ATFMX: for a flight approved for exemption from ATFM measures by the appropriate ATS authority;

Note! this printout is only a working copy. Please check [Fintraffic ANS electronic instructions file](#) for the current and valid version.

Instructions for completing the Flight Plan form

Type	Directive
Version / Status	6.0 / Valid
Published / Valid from	5.11.2020 / 5.11.2020
Security level	Public

Note. Flights with indicators ATFMX, FFR, HEAD, MEDEVAC or SAR are automatically exempted from ATFM measures. In order to obtain exemption from ATFM measures for HOSP, HUM and STATE flights, indicator ATFMX is to be marked. For example STS/HOSP ATFMX.

- c) FFR: fire-fighting;
- d) FLTCK: flight check for calibration of nav aids;
- e) HAZMAT: for a flight carrying hazardous material;
- f) HEAD: a flight with Head of State status;
- g) HOSP: for a medical flight declared by medical authorities;
- h) HUM: for a flight operating on a humanitarian mission;
- i) MARSA: for a flight for which a military entity assumes responsibility for separation of military aircraft;
- j) MEDEVAC: for a life critical medical emergency evacuation;
- k) NONRVSM: for a non-RVSM capable flight intending to operate in RVSM airspace;
- l) SAR: for a flight engaged in a search and rescue mission; and
- m) STATE: for a flight engaged in military, customs or police services.

PBN/ Indication of RNAV and/or RNP capabilities. Include as many of the descriptors below, as apply to the flight, up to a maximum of 8 entries, i.e. a total of not more than 16 characters.

For example. PBN/B1D1S2 (max. 8 indicators)

RNAV specifications

- A1 RNAV 10 (RNP 10)
- B1 RNAV 5 all permitted sensors
- B2 RNAV 5 GNSS
- B3 RNAV 5 DME/DME
- B4 RNAV 5 VOR/DME
- B5 RNAV 5 INS or IRS
- B6 RNAV 5 LORANC
- C1 RNAV 2 all permitted sensors
- C2 RNAV 2 GNSS
- C3 RNAV 2 DME/DME
- C4 RNAV 2 DME/DME/IRU

Note! this printout is only a working copy. Please check Fintraffic ANS electronic instructions file for the current and valid version.

Instructions for completing the Flight Plan form

Type	Directive
Version / Status	6.0 / Valid
Published / Valid from	5.11.2020 / 5.11.2020
Security level	Public

D1 RNAV 1 all permitted sensors

D2 RNAV 1 GNSS

D3 RNAV 1 DME/DME

D4 RNAV 1 DME/DME/IRU

RNP specifications

L1 RNP 4

O1 Basic RNP 1 all permitted sensors

O2 Basic RNP 1 GNSS

O3 Basic RNP 1 DME/DME

O4 Basic RNP 1 DME/DME/IRU

S1 RNP APCH

S2 RNP APCH with BARO-VNAV

T1 RNP AR APCH with RF (special authorization required)

T2 RNP AR APCH without RF (special authorization required)

NAV/ Significant data related to navigation equipment, other than specified in PBN/, as required by the appropriate ATS authority. Indicate GNSS augmentation under this indicator, with a space between two or more methods of augmentation, e.g. NAV/GBAS SBAS.

COM/ Indicate communications applications or capabilities not specified in Item 10 a).

DAT/ Indicate data applications or capabilities not specified in 10 a).

SUR/ Include surveillance applications or capabilities not specified in Item 10 b).

DEP/ if ZZZZ is inserted in Item 13, the place of departure shall be indicated as

- a) Name and location by coordinates; or
- b) Bearing and distance from the nearest significant point or VOR; or
- c) The first point of the route (name or coordinates), or the marker radio beacon

Note. Insert the name of the ATS unit from which supplementary flight plan data can be obtained, when word AFIL is used in Item 13.

DEST/ if ZZZZ is inserted in Item 16, the place of destination shall be indicated as described under DEP/ a) – c) above

Note! this printout is only a working copy. Please check [Fintraffic ANS electronic instructions file](#) for the current and valid version.

Instructions for completing the Flight Plan form

Type	Directive
Version / Status	6.0 / Valid
Published / Valid from	5.11.2020 / 5.11.2020
Security level	Public

DOF/ When the FPL message for the flight is sent earlier than 24 hours before the EOB, the date of the flight shall be indicated in the format DOF/yymmdd (yy=year, mm=month, dd=day).

For example DOF/100501

REG/ The nationality or common mark and registration mark of the aircraft, if different from the aircraft identification in Item 7.

Note. The registration marks of the winged aircraft participating in the civil aircraft formation flight are marked at item 18: E.g. REG/OHBBB OHCCC. In addition, the registration mark of the conductor is marked if different from the aircraft identification given in item 7: E.g. REG/OHAAA OHBBB OHCCC.

EET/ Significant points or FIR boundary designators and accumulated estimated elapsed times from take-off to such points or FIR boundaries, when so prescribed on the basis of regional air navigation agreements, or by the appropriate ATS authority.

*For example EET/RUNGA0145 TRS0230
EET/EETT0025*

SEL/ SELCAL Code, for aircraft so equipped.

TYP/ Type(s) of aircraft, preceded if necessary without a space by number(s) of aircraft and separated by one space, if ZZZZ is inserted in Item 9.

CODE/ Aircraft address (expressed in the form of an alphanumerical code of six hexadecimal characters) when required by the appropriate ATS authority.

RVR/ The element RVR/ can be used to indicate the minimum RVR requirement of the flight in metres.

For example RVR/300

DLE/ Enroute delay or holding, insert the significant point(s) on the route where a delay is planned to occur, followed by the length of delay using four-figure time in hours and minutes (hhmm).

OPR/ ICAO designator or name of the aircraft operating agency, if different from the aircraft identification in item 7.

ORGN/ The originator's 8 letter AFTN address or other appropriate contact details, in cases where the originator of the flight plan may not be readily identified, as required by the appropriate ATS authority.

Note. In some areas, flight plan reception centres may insert the ORGN/ identifier and originator's AFTN address automatically.

PER/ Aircraft performance data, indicated by a single letter as specified in the Procedures for Air Navigation Services - Aircraft Operations (PANS-OPS, Doc 8168), Volume I - Flight Procedures, if so prescribed by the appropriate ATS authority.

Note! this printout is only a working copy. Please check Fintraffic ANS electronic instructions file for the current and valid version.

Instructions for completing the Flight Plan form

Type	Directive
Version / Status	6.0 / Valid
Published / Valid from	5.11.2020 / 5.11.2020
Security level	Public

ALTN/ Name of destination alternate aerodrome(s), if ZZZZ is inserted in Item 16. For aerodromes not listed in the relevant Aeronautical Information Publication, indicate location in LAT/LONG or bearing and distance from the nearest significant point, as described in DEP/ above.

RALT/ ICAO four letter indicator(s) for en-route alternate(s), as specified in Doc 7910, Location Indicators, or name(s) of en-route alternate aerodrome(s), if no indicator is allocated. For aerodromes not listed in the relevant Aeronautical Information Publication, indicate location in LAT/LONG or bearing and distance from the nearest significant point, as described in DEP/ above.

TALT/ ICAO four letter indicator(s) for take-off alternate, as specified in Doc 7910, Location Indicators, or name of take-off alternate aerodrome, if no indicator is allocated. For aerodromes not listed in the relevant Aeronautical Information Publication, indicate location in LAT/LONG or bearing and distance from the nearest significant point, as described in DEP/ above.

RIF/ The route details to the revised destination aerodrome, followed by the ICAO four-letter location indicator of the aerodrome. The revised route is subject to reclearance in flight.

*For example RIF/DTA HEC KLAX
RIF/ESP G94 CLA APPH
RIF/LEMD*

RMK/ Any other plain language remarks when required by the appropriate ATS authority or deemed necessary. *Use of RMK-field, see page 23.*

RFP/Qn Here, 'n' indicates the number of the replacement flight plan in question. (See *Definitions and concepts*)

For example RFP/Q1

STAYINFO n/ Operations in a STAY area are expressed using free-form text (n = number). See section 3.2, Use of the STAY indicator in IFR FPLs sent to the IFPS.

The STAY indicator may be used to indicate the time in an area (defined as the 'STAY area') and associated with certain special en-route activities such as training flights, air-to-air refuelling, aerial photography or calibration flight.

Instructions for using the STAY indicator

- In Finland, the STAY indicator shall only be used in civil IFR FPL to be forwarded to the IFPS (flight rules I, Z or Y)
- The STAY indicator shall only be used for those flights that are flown totally within the IFPS area
- The STAY indicator is inserted under Item 15, ROUTE, between the point of entry of the STAY area and the point of exit of the STAY area
- The sequence number after the word STAY is compulsory

Note! this printout is only a working copy. Please check Fintraffic ANS electronic instructions file for the current and valid version.

Instructions for completing the Flight Plan form

Type	Directive
Version / Status	6.0 / Valid
Published / Valid from	5.11.2020 / 5.11.2020
Security level	Public

- The STAY indicator may be used for a maximum of nine (9) times in one FPL
- The STAY indicator shall contain the time in hours and minutes (e.g. 0100) for which that flight shall be operating under the STAY condition. This time shall be taken into account when calculating the total estimated elapsed time (TEET)

Examples of filling in the FPL form

Example 1. The entry to and departure from the STAY area takes place via the same point:

Item 15: N0260F110 ARBEV DCT ROMOP STAY1/0100 ROMOP
DCT ERTOP...

Item 18: RMK/MAPPING FLT STAYINFO1/PHOTOGRAPH ABOVE
EFHA 5000FT MSL

Example 2. The entry to and departure from the STAY area takes place via different points:

Item 15: N0260F110 ARBEV DCT ROMOP STAY1/0100 ERTOP
DCT ERLUS ...

Item 18: RMK/TRG FLT PILOT TEL ... STAYINFO1/TRG ROMOP
ERTOP

EUR/PROTECTED Only those flights for which the details should only be available to a restricted audience (e.g. a security sensitive flight) shall use the EUR/PROTECTED indicator.

Use of RMK-field

- a) When during VFR flight the pilot will be in the radio contact with other ATS units than those responsible for its departure and/or destination aerodromes, the four-letter ICAO code of these aerodromes shall be inserted at the end of the RMK/ item.

For example: An EFTP-EFKI flight which is planned to fly into the airspaces of Halli and Jyvaskyla:

RMK/PIC TEL 1234567890 EFHA EFJY

- b) When VFR en-route touch-and-go landings (TGL) are to be performed in locations other than the departure or destination aerodromes entered in the FPL, RMK/TGL shall be inserted followed by the location indicators of the aerodromes of TGL and estimated elapsed time (EET) to each aerodrome where TGL is to be performed:

For example RMK/TGL EFSA0040 EFJO0020

Note! this printout is only a working copy. Please check Fintraffic ANS electronic instructions file for the current and valid version.

Instructions for completing the Flight Plan form

Type	Directive
Version / Status	6.0 / Valid
Published / Valid from	5.11.2020 / 5.11.2020
Security level	Public

- c) For VFR flights departing from Finnish territory and entering the ADIZ the estimated elapsed time for entering and/or leaving the ADIZ shall be inserted:

For example RMK/ADIZ1915 or RMK/ADIZ0050/1915

For a flight operated within the ADIZ, RMK/ADIZ without a time definition shall be inserted:

For example RMK/ADIZ

- d) For a VFR flight to be operated on top of clouds, the following is to be inserted:

For example RMK/VFR ON TOP

- e) When departure or arrival takes place from/to the airport without ATS in operation:

pilot shall activate and/or close the VFR flight plan immediately before departure/after landing by telephone to the ACC VFR Control (tel. +358 3 386 5172).

Note: If the departure and/or arrival of the flight takes place in the controlled airspace outside the aerodrome movement area: activating and/or closing VFR flight plan shall be done by telephone or radio to the ATS unit whose area of responsibility the aerodrome is located at:

For example: RMK/ARR EFTP

If the VFR flight plan activation and/or closure is not possible by telephone to the ACC VFR Control due to poor coverage or failure in the cellular network of the area, flight plan activation and/or closure can be given by radio to the appropriate ATS unit who is responsible for controlled airspace above departure or landing site.

For example: if the flight plan activation or closure is intended to be given to the EFIN ACC by radio, to the item 18 of the flight plan should be inserted DEP or ARR EFIN:

RMK/DEP EFIN

For example: if the flight plan activation and closure is intended to give e.g. to the Rovaniemi ATS by radio, to the item 18 of the flight plan should be inserted DEP and ARR EFRO:

RMK/DEP ARR EFRO

- f) When the flight plan is closed for example on the boundary of controlled airspace, the destination in Item 16 shall be ZZZZ, and the EET shall be estimated accordingly. Item 19, SUPPLEMENTARY INFORMATION, is to be filled in in the normal manner. A clarification about flight plan closure shall be inserted to the item 18:

For example: RMK/FPL CLOSING KUKSA EFRO

Note! this printout is only a working copy. Please check Fintraffic ANS electronic instructions file for the current and valid version.

Instructions for completing the Flight Plan form

Type	Directive
Version / Status	6.0 / Valid
Published / Valid from	5.11.2020 / 5.11.2020
Security level	Public

- g) In case of a flight for which a permission of the Finnish Transport Safety Agency or another designated authority is required, the number of the permission or other equivalent identification of the permission shall be inserted:

For example 1: RMK/ADIZ0015/1130 R100 PERMISSION NO 10 11

For example 2: RMK/AERIAL PHOTOGRAPHY PERMISSION NO 1234 11

- h) The VFR pilot shall give the (mobile) telephone number in the flight plan to ensure the arrival report and the possible demand for search and rescue services:

For example RMK/PIC TEL 010 345 6789

- i) In case practice approaches are to be performed during a school flight the type and number of these practice approaches shall be inserted:

For example RMK/EFRO 2ILS

- j) A similar entry is made when practice activities on the destination aerodrome are to be expressed:

For example RMK/TRG FLT TA 35MIN BTN F090 F060 OVER XETNI ILS APCH TGL SIMULATED ENGINE FAILURE HLD VOR APCH LDG ABORTED TKOF

- k) For local IFR training flights and domestic IFR flights operated by FNG the following shall be inserted:

RMK/OAT

- l) Requests for certain training areas:

For example RMK/TRAJY04

See Local TRA areas for each Aerodrome:

<https://ais.fi/ais/localtra/localtra.htm>

Supplementary information (Item 19)

Item 19, SUPPLEMENTARY INFORMATION, of a flight plan filed complete is not transmitted without a separate request except when the opening hours of the unit concerned to which the FPL was submitted do not cover the TEET (Total estimated elapsed time) shown on the FPL plus one hour (for TEET on the FPL 2HR + 1HR).

The unit concerned to which the flight plan was submitted shall send a Supplementary Flight Plan (SPL) to the units requesting it. The SPL message usually has to be sent when the aircraft is in a dangerous situation due to a lost radio contact or similar reason.

Endurance

After

Note! this printout is only a working copy. Please check Fintraffic ANS electronic instructions file for the current and valid version.

Instructions for completing the Flight Plan form

Type	Directive
Version / Status	6.0 / Valid
Published / Valid from	5.11.2020 / 5.11.2020
Security level	Public

E/ Insert a 4-figure group giving the fuel endurance in hours and minutes.

Persons on board

After

P/ Insert the total number of persons (passengers and crew) on board, when required by the appropriate ATS authority. Insert TBN (To Be Notified) if the total number of persons is not known at the time of filing.

Emergency and survival equipment

R/ Insert:

U if UHF on frequency 243.000 MHz is available

V if VHF on frequency 121.500 MHz is available (this does not refer to the frequency included in fixed radio equipment in accordance with Item 10)

E if emergency locator transmitter (ELBA/ELT/PLB) is available

S/ Leave all items empty if there are no survival equipment on the aircraft.

If there are survival equipment on the aircraft, insert:

P if polar survival equipment is carried

D if desert survival equipment is carried

M if maritime survival equipment is carried

J if jungle survival equipment is carried

J/ Leave all items empty if there are no life jackets on the aircraft. If there are life jackets on the aircraft, insert:

L if life jackets are equipped with lights

F if life jackets are fluorescent

U or V or both as in R/ above to indicate radio capability of the jackets

D/ Leave items D and C empty if there are no dinghies on the aircraft. If there are dinghies on the aircraft, insert item D and:

NUMBER: insert number of dinghies carried

CAPACITY: insert total capacity, in persons, of all dinghies carried

C/ insert indicator C if dinghies are covered

COLOUR: insert colour of dinghies carried

Aircraft colour and markings

A/ Insert colour of aircraft and significant markings

Note! this printout is only a working copy. Please check Fintraffic ANS electronic instructions file for the current and valid version.



Instructions for completing the Flight Plan form

Type	Directive
Version / Status	6.0 / Valid
Published / Valid from	5.11.2020 / 5.11.2020
Security level	Public

Remarks

N/ Indicate any other survival equipment carried and any other remarks regarding survival equipment.
Note. Indicate also any pyrotechnic devices and equipment (e.g. airbags, rocket parachutes).


Pilot-in-command

C/ Insert name of pilot-in-command.

Filed by and acceptance markings

- Insert the name of the unit, agency or person filing the flight plan.
- Indicate acceptance of the flight plan in the manner prescribed by the appropriate unit.

Note! this printout is only a working copy. Please check Fintraffic ANS electronic instructions file for the current and valid version.

	Instructions for completing the Flight Plan form	
	Type	Directive
	Version / Status	6.0 / Valid
	Published / Valid from	5.11.2020 / 5.11.2020
	Security level	Public

3 Definitions and concepts

ACAS - Airborne Collision Avoidance System. An aircraft system based on secondary surveillance radar (SSR) transponder signals which operates independently of ground-based equipment to provide advice to the pilot on potential conflicting aircraft that are equipped with SSR transponders (the term TCAS is also used as equipment name).

ADS-C - Automatic Dependent Surveillance - Contract Agreement. A reporting scheme specifying the conditions for ADS-C reports (the information required by the ATS unit and recurrence of ADS-C reports which have to be agreed upon before using ADS-C in air traffic services).

Note: The arrangement between the ground station and aircraft is implemented using the ADS Contract.

ADS-C - Automatic Dependent Surveillance - Contract The means by which the arrangement between the ground station and aircraft is implemented. The ADS Contract specifies the situations where ADS-C reports must be given and what information they must contain.

Note: The term "ADS contract agreement" means a reporting plan which establishes the conditions of ADS-C data reporting (i.e. data required by the air traffic services unit and frequency of ADS-C reports which have to be agreed to, prior to using ADS-C in the provision of air traffic services).

ADS-B - Automatic Dependent Surveillance - Broadcast. The means by which an aircraft, ground vehicles and other objects may use data transfer connections to automatically transmit and/or receive information, such as their ID, location or other necessary information.

AGCS - Air Ground Communication System. A system that facilitates the transmission of information between aircraft and ground station. VHF, HF and Data Link connections can be used for the connection.

AIM - ATFM Information Message. An information message regarding Air Traffic Flow Management, sent by EUROCONTROL.

AMC - Airspace Management Cell. An unit that operates under the Area Control Centre and coordinates daily airspace reservations.

ALTN - Alternate aerodrome. An aerodrome to which an aircraft may proceed when it becomes either impossible or inadvisable to proceed to or land at the aerodrome of intended landing, where the necessary services and facilities are available, where aircraft performance requirements can be met and which is operational at the expected time of use.

Alternate aerodromes include the following:

Note! this printout is only a working copy. Please check [Fintraffic ANS electronic instructions file](#) for the current and valid version.

Type	Directive
Version / Status	6.0 / Valid
Published / Valid from	5.11.2020 / 5.11.2020
Security level	Public

- a) Take-off alternate: An alternate aerodrome at which an aircraft would be able to land should this become necessary shortly after take-off and it is not possible to use the aerodrome of departure.
- b) En-route alternate: An alternate aerodrome at which an aircraft would be able to land in the event that a diversion becomes necessary while en route.
- c) Destination alternate: An alternate aerodrome at which an aircraft would be able to land should it become either impossible or inadvisable to land at the aerodrome of intended landing.

ARO - Air Traffic Services Reporting Office. A unit established for the purpose of receiving reports concerning air traffic services and flight plans submitted before departure.

Appropriate ATS authority. Aviation authority appointed by the state responsible for the air transport service provided in the airspace in question.

Note: In Finland, the ATS authority referred to here is Traficom.

ATFM - Air Traffic Flow Management. A centralised air traffic flow management system is in operation in ICAO's EUR area. This service is provided by the Network Manager Directorate (**NMD**) operating in Brussels under Eurocontrol.

ATS route. A specified route intended for controlling the flow of traffic in order to facilitate the provision of required air traffic services.

Note 1: The term 'ATS route' is used to refer to an airway, advisory route, controlled or uncontrolled route, arrival or departure route, etc.

Note 2: The ATS route is specified with details including the route ID, flight bearing towards or away from significant route points, the distance between significant points as well as the reporting requirements and the lowest safe flight altitude from sea level as determined by ANS Finland.

ATS surveillance service. This term refers to the service provided directly by means of an ATS surveillance system.

ATS surveillance system. A generic name referring to ADS-B, primary surveillance radar, secondary surveillance radar or an equivalent ground system that allows the aircraft to be identified.

Note: In this context, the term 'ground system' refers to a system that has been shown, by a comparative analysis or other method, to have the same or better performance and safety level than the PSR.

AUP - Airspace Use Plan. AUP contains information regarding ATS-routes that have been closed (CDR1, PERM). AUP contains also TSA, TRA and CBA areas approved by AMC. AUP validity period begins at the day of operations (D) at 0600 UTC and it ends at 0600 UTC the following day (D+1).

Note! this printout is only a working copy. Please check Fintraffic ANS electronic instructions file for the current and valid version.



Instructions for completing the Flight Plan form

Type	Directive
Version / Status	6.0 / Valid
Published / Valid from	5.11.2020 / 5.11.2020
Security level	Public

CPDLC - Controller-Pilot Data Link Communications. A method of communication between the air traffic controller and the pilot, using data transfer for communications.

COP - Change-Over-Point. A point where the aircraft flying on a section of an ATS route specified using VHF Omnidirectional Radio Ranges (VOR) is expected to switch its primary source of bearing information from the device behind the aircraft to the next device ahead.

CDR1 - Conditional Route Category 1. A conditional route, permanently available for flight planning, the temporary closure of which is appropriately done by an AUP or UUP message.

EET - Estimated elapsed time. The estimated time required for travelling from a certain point to another.

EOBT - Estimated off-block time. The estimated time at which the aircraft starts its departure-related movements.

ETA - Estimated Time of Arrival. For IFR flights, the time at which it is estimated that the aircraft will arrive over that designated point, defined by reference to navigation aids, from which it is intended that an instrument approach procedure will be commenced, or, if no navigation aid is associated with the aerodrome, the time at which the aircraft will arrive over the aerodrome.

For visual flight rules (VFR), the time at which it is estimated that the aircraft will arrive over the aerodrome.

FMS - Flight Monitoring System. An air traffic control system that allows navigation in both the lateral and vertical directions. This system optimises, among other things, the flight profile and fuel consumption of the aircraft.

Aircraft identification. A group of letters, numbers or their combination that is identical with the call code used for the air/ground connections of the aircraft, or its coded equivalent, used for identifying the aircraft in the ground/ground communications of air traffic services.


IFPS - Integrated Initial Flight Plan Processing System. The flight plan processing system of Eurocontrol's Network Manager Directorate (NMOC).

FL - Flight level. A plane of constant pressure in the atmosphere, defined in relation to the atmospheric pressure value of 1013.2 hectopascals (hPa) and separated from other such planes by certain pressure differentials.

Note: 1: A barometric altimeter calibrated for standard atmosphere will indicate:

- 1. the altitude from sea level when set according to the QNH value*
- 2. the altitude from reference plane when set according to the QFE value*

Note! this printout is only a working copy. Please check Fintraffic ANS electronic instructions file for the current and valid version.

	Instructions for completing the Flight Plan form	
	Type	Directive
	Version / Status	6.0 / Valid
	Published / Valid from	5.11.2020 / 5.11.2020
	Security level	Public

3. flight levels when set according to the pressure of 1013.2 hPa.

Note: 2: The above terms 'altitude from sea level' and 'altitude' refer to altimeter readings, not geometrical altitudes.

UUP - Updated Airspace Use Plan. AMC may update published AUP and/or UUP by publishing an Updated Airspace Use Plan after receiving notification of airspace reservation cancellation. UUP contains information regarding ATS-routes that have been closed (CDR1, PERM) and approved TSA, TRA and CBA areas.

FLIGHT PLANS

AFP - ATC Flight Plan proposal message. An AFP message produced by air traffic control for updating certain flight plan information when the aircraft is already airborne and a CHG message can no longer be sent. The Area Control Centre (or air traffic control) produces an AFP message for example when an estimate message is received and there is no flight plan at all or the flight destination changes. The AFP messages are used to update the NMD's database.

CPL - Current Flight Plan. Flight plan including any alterations resulting from air traffic control clearance.

FPL - Filed flight plan. Flight plan without any subsequent alterations, as filed by the pilot or the designated representative to the ATS unit.


RFP - Replacement Flight Plan. When such a flight under the Air Traffic Flow Management (ATFM) is cancelled where the intention is to use an alternative route in its flight plan (between the same departure and destination aerodromes), the entry 'RFP/Qn' is first made in Item 18 of the replacement flight plan. Here, 'n' indicates the number of the replacement flight plan in question.

RPL - Repetitive flight plan. Repetitive flight plans are recurring, regularly used flight plans filed for flights with flights having the same main characteristics. The air traffic operator files these plans regarding its flight series for repetitive use. Repetitive flight plans are not processed for countries under the responsibility of the Eurocontrol Network Manager (NM).

SPL - Supplementary Flight Plan. A type of message where the details entered in Item 19 of the flight plan form are communicated by request of the ATS units when an aircraft is facing a dangerous situation, for example.

RIF - Potential reclearance in flight. If it is known before departure that the flight may have to be continued, due to fuel consumption, to a destination aerodrome other than that entered in Item 16 of the flight plan, this is communicated to the respective ATS unit by entering the possible altered route and landing place in the flight plan for the flight in question. Such a procedure is usually used for long-haul flights such as those flying over an ocean, when aiming for a destination aerodrome that may not be reachable with the fuel on

Note! this printout is only a working copy. Please check Fintraffic ANS electronic instructions file for the current and valid version.

	Instructions for completing the Flight Plan form	
	Type	Directive
	Version / Status	6.0 / Valid
	Published / Valid from	5.11.2020 / 5.11.2020
	Security level	Public

board if the wind conditions or other factors prevent it. In such a case, the flight plan is produced up to a destination aerodrome which can with certainty be reached with the fuel on board while the destination aerodrome actually aimed at, and the corresponding route, are entered in Item 18.

Cruising level. The flight level at which a significant part of the flight takes place.

Cruise climb. A cruising technique applied by the aeroplane where the flying altitude increases as the mass of the aeroplane decreases.

Significant point. A certain geographical point used for specifying the ATS route or the flight path of the aircraft, as well as for other navigation and ATS-related purposes.

PIC - Pilot-in-command. The pilot designated by the air traffic operator, or in case of private aircraft by its owner, who has the highest power of command in the aircraft and responsibility for the safety of the flight.

RAD - Route Availability Document. A document produced by Eurocontrol regarding the availability of the route.

REP - Reporting point. A specific geographic point in relation to which the position of the aircraft can be reported.

RNAV - Area Navigation. A navigation system that allows the aircraft to be operated along the desired flight path with the help of ground equipment or satellites, either independently of each other or by combining their data.

B-RNAV. The Basic Area Navigation (B-RNAV) system of an aircraft shall be accurate enough to maintain a navigation accuracy of +/- 5 NM or better for 95% of the flight time operated using B-RNAV equipment.

P-RNAV. The Precision Area Navigation (P-RNAV) system of an aircraft shall be accurate enough to maintain a navigation accuracy of +/- 1 NM or better for 95% of the flight time operated using P-RNAV equipment.


RNP – Required navigation performance. Navigation specification based on area navigation that includes the requirement for on-board performance monitoring and alerting.

RVSM - Reduced Vertical Separation Minimum. A reduced vertical separation minimum of 300 M (1000 FT) between flight levels 290 and 410, both these levels included.

SID - Standard Instrument Departure. A designated departure route compliant with Instrument Flight Rules (IFR) that links the aerodrome or its certain runway to a point (on a normally designated ATS route) from where the scheduled flight phase begins.

STAR - Standard Instrument Arrival. A designated arrival route compliant with Instrument Flight Rules (IFR) that links a point (on a normally designated ATS route) to the point from where the published instrument approach procedure can be carried out.

Note! this printout is only a working copy. Please check [Fintraffic ANS electronic instructions file](#) for the current and valid version.

	Instructions for completing the Flight Plan form	
	Type	Directive
	Version / Status	6.0 / Valid
	Published / Valid from	5.11.2020 / 5.11.2020
	Security level	Public

SSR code. Number designated to a certain monopulse response sent by the secondary surveillance radar (SSR) transponder utilising mode A or mode C.

SSR mode. A conventional identifier related to the specific functions of the interrogation signal transmitted by SSR interrogator. Annex 10, part IV, chapter 2 defines four SSR transponder modes: the A, C, S and inter modes.

TEET - Total estimated elapsed time. For IFR flights, the estimated time required from take-off to arrive over that designated point, defined by reference to navigation aids, from which it is intended that an instrument approach procedure will be commenced, or, if no navigation aid is associated with the destination aerodrome, to arrive over the destination aerodrome. For VFR flights, the estimated time required from take-off to arrive over the destination aerodrome.

8.33 kHz radio equipment. The aircraft must have specific 8.33 kHz radio equipment in order to operate in the 8.33 kHz airspace. The 25 kHz frequency is divided into three new channels, producing two additional channels (frequencies) instead of the earlier one. The introduction of this new channel has allowed establishing much needed additional air traffic control sectors in the crowded airspace of Central Europe, for example, when new free 8.33 kHz VHF channels have become available.

Note! this printout is only a working copy. Please check Fintraffic ANS electronic instructions file for the current and valid version.