COVER SHEET TO AMENDMENT 39-B

INTERNATIONAL STANDARDS
AND RECOMMENDED PRACTICES

AERONAUTICAL INFORMATION SERVICES

ANNEX 15
TO THE CONVENTION ON INTERNATIONAL CIVIL AVIATION

FIFTEENTH EDITION — JULY 2016

INTERNATIONAL CIVIL AVIATION ORGANIZATION

Checklist of Amendments to Annex 15

	Effective date	*Date of applicability*
Fifteenth Edition (incorporates Amendments 1 to 39-A)	11 July 2016	10 November 2016
Amendment 39-B (adopted by the Council on 22 February 2016) Replacement pages *(vi)*, *(xvi)*, 1-8, 5-3, 5-4, 5-5, 7-2, 7-3 and APP 2-1 to APP 2-6.	11 July 2016	5 November 2020

Transmittal note

Amendment 39-B

to the

International Standards and
Recommended Practices

AERONAUTICAL INFORMATION SERVICES

(Annex 15 to the Convention on International Civil Aviation)

1. The following replacement pages in Annex 15 (Fifteenth Edition) incorporate Amendment 39-B which becomes applicable on 5 November 2020:

   a) Page (vi) — Table of Contents

   b) Page (xiv) — Foreword

   b) Page 1-8 — Chapter 1

   c) Pages 5-3, 5-4 and 5-5 — Chapter 5

   d) Pages 7-2 and 7-3 — Chapter 7

   e) Pages APP 2-1 to APP 2-6 — Appendix 2

2. These pages should be retained separately from the Annex proper until the applicability date is reached, at which time they should be incorporated into the Annex.

3. Record the entry of this amendment on page (iii).

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Amendment	*Source(s)*	*Subject(s)*	*Adopted* *Effective* *Applicable*
32 (Eleventh Edition)	Various sources, including Conclusion 40/51 b) of the European Air Navigation Planning Group (EANPG); Conclusion 13/51 of the AFI Planning and Implementation Regional Group (APIRG); Air Navigation Commission; and the Secretariat	Introduction in Chapter 2 of a revised definition for Integrated Aeronautical Information Package; upgrading to a Standard of a provision in Chapter 3 concerning the use of English text; amendments to Chapter 4 concerning specifications for AIP Amendments and Supplements; restructuring and amending of provisions in Chapter 5 and Appendix 6; promulgation by NOTAM of contingency measures; new provisions in Chapter 8 concerning collection of information on the presence of bird hazards to aircraft operations at aerodromes/heliports; and alignment of Appendix 1 with the provisions of Annex 3.	28 February 2003 14 July 2003 27 November 2003
33 (Twelfth Edition)	Recommendation 4/6 of OCP/12; Recommendation 5.3/2 of OCP/13; Recommendation 3/1 of GNSSP/4; Air Navigation Commission; and the Secretariat	New provisions concerning definitions; the vertical reference system and the temporal reference system for international civil aviation; electronic terrain and obstacle data; aeronautical data quality requirements; inclusion of GNSS-related elements in aeronautical information; and the Radar Minimum Altitude Chart — ICAO; and updating of existing provisions related to the World Geodetic System — 1984 (WGS-84) and the Aeronautical Information Publication (AIP).	23 February 2004 12 July 2004 25 November 2004; 20 November 2008; 18 November 2010
34	Various sources, including EANPG Conclusion 44/19, Recommendation 2.3/2 of the AIS/MAP Divisional Meeting (1998), and recommendations of the IAWVOPSG/1, OCP/14 and OPLINKP/1 meetings	Definitions and introduction of a new Aerodrome Terrain and Obstacle Chart — ICAO (Electronic). Updating of existing provisions related to the distribution of NOTAM on volcanic activity; use of the AIRAC system; information included in pre-flight briefings; and information to be included in the AIP.	2 March 2007 16 July 2007 22 November 2007
35	Proposals by the Navigation Systems Panel third working group of the whole (NSP/WG/WHL/3); the Secretariat with the assistance of the Required Navigation Performance and Special Operational Requirements Study Group (RNPSORSG); proposals by the Aerodromes Panel (AP/1); and Recommendation 9/3 of the Instrument Flight Procedures Panel first working group of the whole (IFPP/WG/WHL/1)	Definitions and new provisions relating to the provision of information on the status of navigation aids; performance-based navigation terminology; promulgation in the AIP of the status of aerodrome certification; and instrument flight procedures terminology.	4 March 2009 20 July 2009 19 November 2009
36 (Thirteenth Edition)	The Secretariat with the assistance of the Aviation Use of the Public Internet Study Group (AUPISG) and the Aeronautical Information Services–Aeronautical Information Management Study Group (AIS-AIMSG); recommendations of the fourth meeting of the International Airways Volcano Watch Operations Group (IAVWOPSG/4)	New provisions relating to the operational use of the public Internet; the reporting of volcanic ash deposition; quality management systems; the use of automation enabling digital data exchange; electronic aeronautical information publications; the NOTAM Format; and electronic terrain and obstacle data.	22 February 2010 12 July 2010 18 November 2010; 12 November 2015
37 (Fourteenth Edition)	Secretariat with assistance from the Aeronautical Information Services–Aeronautical Information Management Study Group (AIS-AIMSG) and the Aerodromes Panel (AP).	Chapters 1 to 3 restructured; definitions relating to aerodrome mapping data, aeronautical information management, integrity classification; use of the terms “information” and “data”; State and AIS provider responsibilities and functions; information management requirements; data quality; use of automation; aerodrome mapping data; AIP specifications; SNOWTAM; terrain and obstacle data; integrity classifications.	1 March 2013 15 July 2013 14 November 2013

Amendment	*Source(s)*	*Subject(s)*	*Adopted* *Effective* *Applicable*
38	Instrument Flight Procedures Panel (IFPP)	Procedure design criteria and charting requirements to support performance-based navigation (PBN) as well as helicopter point-in-space (PinS) approach and departure operations.	3 March 2014 14 July 2014 13 November 2014
39-A (Fifteenth Edition)	Third meeting of the Aerodrome Panel (AP/3); twelfth meeting of the Instrument Flight Procedures Panel (IFPP/12); second meeting of the Operational Data Link Panel (OPLINKP/2)	Amendment concerning publication of information on runway end safety area (RESA) and arresting system in the AIP; en-route airway directional use restrictions; and performance-based communication and surveillance (PBCS) and satellite voice communications (SATVOICE).	22 February 2016 11 July 2016 10 November 2016
39-B	Friction Task Force (FTF) of the Aerodrome Design and Operations Panel (ADOP)	Amendment concerning the use of a global reporting format for assessing and reporting runway surface conditions	22 February 2016 11 July 2016 5 November 2020

Obstacle/terrain data collection surface. A defined surface intended for the purpose of collecting obstacle/terrain data.

Orthometric height. Height of a point related to the geoid, generally presented as an MSL elevation.

Performance-based communication (PBC). Communication based on performance specifications applied to the provision of air traffic services.

Note.— An RCP specification includes communication performance requirements that are allocated to system components in terms of the communication to be provided and associated transaction time, continuity, availability, integrity, safety and functionality needed for the proposed operation in the context of a particular airspace concept.

Performance-based navigation (PBN). Area navigation based on performance requirements for aircraft operating along an ATS route, on an instrument approach procedure or in a designated airspace.

Note.— Performance requirements are expressed in navigation specifications (RNAV specification, RNP specification) in terms of accuracy, integrity, continuity, availability and functionality needed for the proposed operation in the context of a particular airspace concept.

Performance-based surveillance (PBS). Surveillance based on performance specifications applied to the provision of air traffic services.

Note.— An RSP specification includes surveillance performance requirements that are allocated to system components in terms of the surveillance to be provided and associated data delivery time, continuity, availability, integrity, accuracy of the surveillance data, safety and functionality needed for the proposed operation in the context of a particular airspace concept.

Portrayal. Presentation of information to humans (ISO 19117*).

Position (geographical). Set of coordinates (latitude and longitude) referenced to the mathematical reference ellipsoid which define the position of a point on the surface of the Earth.

Post spacing. Angular or linear distance between two adjacent elevation points.

Precision. The smallest difference that can be reliably distinguished by a measurement process.

Note.— In reference to geodetic surveys, precision is a degree of refinement in performance of an operation or a degree of perfection in the instruments and methods used when taking measurements.

Pre-flight information bulletin (PIB). A presentation of current NOTAM information of operational significance, prepared prior to flight.

Prohibited area. An airspace of defined dimensions, above the land areas or territorial waters of a State, within which the flight of aircraft is prohibited.

Quality. Degree to which a set of inherent characteristics fulfils requirements (ISO 9000*).

Note 1.— The term "quality" can be used with adjectives such as poor, good or excellent.

Note 2.— "Inherent", as opposed to "assigned", means existing in something, especially as a permanent characteristic.

Quality assurance. Part of quality management focused on providing confidence that quality requirements will be fulfilled (ISO 9000*).

Quality control. Part of quality management focused on fulfilling quality requirements (ISO 9000*).

Quality management. Coordinated activities to direct and control an organization with regard to quality (ISO 9000*).

Radio navigation service. A service providing guidance information or position data for the efficient and safe operation of aircraft supported by one or more radio navigation aids.

Required communication performance (RCP) specification. A set of requirements for air traffic service provision and associated ground equipment, aircraft capability, and operations needed to support performance-based communication.

Required surveillance performance (RSP) specification. A set of requirements for air traffic service provision and associated ground equipment, aircraft capability, and operations needed to support performance-based surveillance.

Requirement. Need or expectation that is stated, generally implied or obligatory (ISO 9000*).

Note 1.— "Generally implied" means that it is custom or common practice for the organization, its customers and other interested parties, that the need or expectation under consideration is implied.

Note 2.— A qualifier can be used to denote a specific type of requirement, e.g. product requirement, quality management requirement, customer requirement.

Note 3.— A specified requirement is one which is stated, for example, in a document.

Note 4.— Requirements can be generated by different interested parties.

Resolution. A number of units or digits to which a measured or calculated value is expressed and used.

Restricted area. An airspace of defined dimensions, above the land areas or territorial waters of a State, within which the flight of aircraft is restricted in accordance with certain specified conditions.

Route stage. A route or portion of a route flown without an intermediate landing.

SNOWTAM. A special series NOTAM given in a standard format providing a surface condition report notifying the 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.

Station declination. An alignment variation between the zero degree radial of a VOR and true north, determined at the time the VOR station is calibrated.

Terrain. The surface of the Earth containing naturally occurring features such as mountains, hills, ridges, valleys, bodies of water, permanent ice and snow, and excluding obstacles.

Note.— In practical terms, depending on the method of data collection used, terrain represents the continuous surface that exists at the bare Earth, the top of the canopy or something in-between, also known as "first reflective surface".

Traceability. Ability to trace the history, application or location of that which is under consideration (ISO 9000*).

Note.— When considering product, traceability can relate to:

— the origin of materials and parts;

— the processing history; and

— the distribution and location of the product after delivery.

g) the unserviceability of location, destination or other instruction signs on the aerodrome movement area;

h) parachuting when in uncontrolled airspace under VFR (see 5.1.1.1 l)), when controlled, at promulgated sites or within danger or prohibited areas;

i) other information of a similar temporary nature.

5.1.1.4 At least seven days' advance notice shall be given of the activation of established danger, restricted or prohibited areas and of activities requiring temporary airspace restrictions other than for emergency operations.

5.1.1.4.1 **Recommendation.—** *Notice of any subsequent cancellation of the activities or any reduction of the hours of activity or the dimensions of the airspace should be given as soon as possible.*

Note.— Whenever possible, at least 24 hours' advance notice is desirable, to permit timely completion of the notification process and to facilitate airspace utilization planning.

5.1.1.5 NOTAM notifying unserviceability of aids to air navigation, facilities or communication services shall give an estimate of the period of unserviceability or the time at which restoration of service is expected.

5.1.1.6 When an AIP Amendment or an AIP Supplement is published in accordance with AIRAC procedures, a NOTAM shall be originated giving a brief description of the contents, the effective date and time, and the reference number of the amendment or supplement. This NOTAM shall come into force on the same effective date and time as the amendment or supplement and shall remain valid in the pre-flight information bulletin for a period of fourteen days.

Note.— Guidance material for the origination of NOTAM announcing the existence of AIRAC AIP Amendments or AIP Supplements ("Trigger NOTAM") is contained in the Aeronautical Information Services Manual *(Doc 8126).*

5.2 General specifications

5.2.1 Except as otherwise provided in 5.2.3 and 5.2.4, each NOTAM shall contain the information in the order shown in the NOTAM Format in Appendix 6.

5.2.2 Text of NOTAM shall be 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.

Note 1.— Detailed guidance material covering NOTAM, SNOWTAM, ASHTAM and pre-flight information bulletin (PIB) production is contained in Doc 8126.

Note 2.— Additional procedures covering the reporting of runway surface conditions is contained in the Procedures for Air Navigation Services — Aerodromes *(PANS-Aerodromes, Doc 9981).*

5.2.2.1 When NOTAM are selected for international distribution, English text shall be included for those parts expressed in plain language.

Note.— The ICAO NOTAM Code together with significations/uniform abbreviated phraseology, and ICAO Abbreviations are those contained in the Procedures for Air Navigation Services — ICAO Abbreviations and Codes *(PANS-ABC, Doc 8400).*

5.2.3 Information concerning snow, slush, ice, frost, standing water or water associated with snow, slush, ice or frost on the movement area shall be disseminated by means of SNOWTAM, and contain the information in the order shown in the SNOWTAM Format in Appendix 2.

Note.— The origin and order of the information is a result of assessment processes and procedures prescribed in the PANS-Aerodromes (Doc 9981).

5.2.4 Information concerning an operationally significant change in volcanic activity, a volcanic eruption and/or volcanic ash cloud shall, when reported by means of an ASHTAM, contain the information in the order shown in the ASHTAM Format in Appendix 3.

5.2.5 The NOTAM originator shall allocate to each NOTAM a series identified by a letter and a four-digit number followed by a stroke and a two-digit number for the year. The four-digit number shall be consecutive and based on the calendar year.

Note.— Letters A to Z, with the exception of S and T, may be used to identify a NOTAM series.

5.2.6 When errors occur in a NOTAM, a NOTAM with a new number to replace the erroneous NOTAM shall be issued or the erroneous NOTAM shall be cancelled and a new NOTAM issued.

5.2.7 When a NOTAM is issued which cancels or replaces a previous NOTAM, the series and number of the previous NOTAM shall be indicated. The series, location indicator and subject of both NOTAM shall be the same. Only one NOTAM shall be cancelled or replaced by a NOTAM.

5.2.8 Each NOTAM shall deal with only one subject and one condition of the subject.

Note.— Guidance material concerning the combination of a subject and a condition of the subject in accordance with the NOTAM Selection Criteria is contained in Doc 8126.

5.2.9 Each NOTAM shall be as brief as possible and so compiled that its meaning is clear without the need to refer to another document.

5.2.10 Each NOTAM shall be transmitted as a single telecommunication message.

5.2.11 A NOTAM containing permanent or temporary information of long duration shall carry appropriate AIP or AIP Supplement references.

5.2.12 Location indicators included in the text of a NOTAM shall be those contained in *Location Indicators* (Doc 7910).

5.2.12.1 In no case shall a curtailed form of such indicators be used.

5.2.12.2 Where no ICAO location indicator is assigned to the location, its place name spelt in accordance with 1.3.2 shall be entered in plain language.

5.2.13 A checklist of valid NOTAM shall be issued as a NOTAM over the aeronautical fixed service (AFS) at intervals of not more than one month using the NOTAM Format specified in Appendix 6. One NOTAM shall be issued for each series.

Note.— Omitting a NOTAM from the checklist does not serve to cancel a NOTAM.

5.2.13.1 A checklist of NOTAM shall refer to the latest AIP Amendments, AIP Supplements and at least the internationally distributed AIC.

5.2.13.2 A checklist of NOTAM shall have the same distribution as the actual message series to which they refer and shall be clearly identified as a checklist.

5.2.13.3 A monthly plain-language list of valid NOTAM, including indications of the latest AIP Amendments, AIC issued and a checklist of AIP Supplements, shall be prepared with a minimum of delay and forwarded by the most expeditious means to recipients of the Integrated Aeronautical Information Package.

5.3 Distribution

5.3.1 NOTAM shall be distributed on the basis of a request.

5.3.2 NOTAM shall be prepared in conformity with the relevant provisions of the ICAO communication procedures.

5.3.2.1 The AFS shall, whenever practicable, be employed for NOTAM distribution.

5.3.2.2 When a NOTAM exchanged as specified in 5.3.4 is sent by means other than the AFS, a six-digit date-time group indicating the date and time of NOTAM origination, and the identification of the originator shall be used, preceding the text.

5.3.3 The originating State shall select the NOTAM that are to be given international distribution.

5.3.3.1 **Recommendation.—** *Selective distribution lists should be used when practicable.*

Note.— These lists are intended to obviate superfluous distribution of information. Guidance material relating to this is contained in Doc 8126.

5.3.4 International exchange of NOTAM shall take place only as mutually agreed between the international NOTAM offices concerned. The international exchange of ASHTAM (see 5.2.4), and NOTAM where States continue to use NOTAM for distribution of information on volcanic activity, shall include volcanic ash advisory centres and the centres designated by regional air navigation agreement for the operation of AFS satellite distribution systems (satellite distribution system for information relating to air navigation (SADIS) and international satellite communications system (ISCS)), and shall take account of the requirements of long-range operations.

Note.— Arrangements may be made for direct exchange of SNOWTAM (see Appendix 2) between aerodromes/heliports.

5.3.4.1 These exchanges of NOTAM between international NOTAM offices shall, as far as practicable, be limited to the requirements of the receiving States concerned by means of separate series providing for at least international and domestic flights.

5.3.4.2 A predetermined distribution system for NOTAM transmitted on the AFS in accordance with Appendix 5 shall be used whenever possible, subject to the requirements of 5.3.4.

CHAPTER 7. AERONAUTICAL INFORMATION CIRCULARS (AIC)

7.1 Origination

7.1.1 An AIC shall be originated whenever it is necessary to promulgate aeronautical information which does not qualify:

a) under the specifications in 4.1 for inclusion in an Aeronautical Information Publication (AIP); or

b) under the specifications in 5.1 for the origination of a NOTAM.

7.1.1.1 An AIC shall be originated whenever it is desirable to promulgate:

a) a long-term forecast of any major change in legislation, regulations, procedures or facilities;

b) information of a purely explanatory or advisory nature liable to affect flight safety; or

c) information or notification of an explanatory or advisory nature concerning technical, legislative or purely administrative matters.

This shall include:

1) forecasts of important changes in the air navigation procedures, services and facilities provided;

2) forecasts of implementation of new navigation systems;

3) significant information arising from aircraft accident/incident investigation which has a bearing on flight safety;

4) information on regulations relating to the safeguarding of international civil aviation against acts of unlawful interference;

5) advice on medical matters of special interest to pilots;

6) warnings to pilots concerning the avoidance of physical hazards;

7) effect of certain weather phenomena on aircraft operations;

8) information on new hazards affecting aircraft handling techniques;

9) regulations relating to the carriage of restricted articles by air;

10) reference to the requirements of, and publication of changes in, national legislation;

11) aircrew licensing arrangements;

12) training of aviation personnel;

13) application of, or exemption from, requirements in national legislation;

14) advice on the use and maintenance of specific types of equipment;

15) actual or planned availability of new or revised editions of aeronautical charts;

16) carriage of communication equipment;

17) explanatory information relating to noise abatement;

18) selected airworthiness directives;

19) changes in NOTAM series or distribution, new editions of AIP or major changes in their contents, coverage or format;

20) advance information on the snow plan (see 7.1.1.2);

21) other information of a similar nature.

Note.— The publication of an AIC does not remove the obligations set forth in Chapters 4 and 5.

7.1.1.2 The snow plan published under AD 1.2.2 of Appendix 1 shall be supplemented by seasonal information, to be issued well in advance of the beginning of each winter — not less than one month before the normal onset of winter conditions — and shall contain information such as that listed below:

a) a list of aerodromes/heliports where snow, slush, ice or frost clearance is expected to be performed during the coming winter:

   *1) in accordance with the runway and taxiway systems; or

   *2) planned snow clearing, deviating from the runway system (length, width and number of runways, affected taxiways and aprons or portions thereof);

*b) information concerning any centre designated to coordinate information on the current state of progress of clearance and on the current state of runways, taxiways and aprons;

c) a division of the aerodromes/heliports into SNOWTAM distribution lists in order to avoid excessive NOTAM distribution;

*d) an indication, as necessary, of minor changes to the standing snow plan;

*e) a descriptive list of clearance equipment;

*f) a listing of what will be considered as the minimum critical snow bank to be reported at each aerodrome/heliport at which reporting will commence.

* This information, or any part of it, may be included in the AIP, if so desired.

7.2 General specifications

7.2.1 The originating aeronautical information service shall select the AIC that are to be given international distribution.

7.2.2 Each AIC shall be allocated a serial number which shall be consecutive and based on the calendar year.

7.2.3 When AIC are distributed in more than one series, each series shall be separately identified by a letter.

Note.— Both text and diagrams may be included in an AIC.

7.2.4 **Recommendation.—** *Differentiation and identification of AIC topics according to subjects using colour coding should be practised where the numbers of AIC in force are sufficient to make identification in this form necessary.*

Note.— Guidance material on colour coding of AIC by subject can be found in the Aeronautical Information Services Manual *(Doc 8126).*

7.2.5 A checklist of AIC currently in force shall be issued at least once a year, with distribution as for the AIC.

7.3 Distribution

States shall give AIC selected for international distribution the same distribution as for the AIP.

APPENDIX 2. SNOWTAM FORMAT

(See Chapter 5, 5.2.3.)

(COM heading)	(PRIORITY INDICATOR)	(ADDRESSES)	≪≡
	(DATE AND TIME OF FILING)	(ORIGINATOR'S INDICATOR)	≪≡
(Abbreviated heading)	(SWAA* SERIAL NUMBER) S W * *	(LOCATION INDICATOR)	DATE/TIME OF ASSESSMENT (OPTIONAL GROUP) ≪≡(
SNOWTAM	(Serial number) ⟶ ≪≡		

Aeroplane performance section		
(AERODROME LOCATION INDICATOR)	M	A) ≪≡
(DATE/TIME OF ASSESSMENT *(Time of completion of assessment in UTC)*)	M	B)
(LOWER RUNWAY DESIGNATORS)	M	C)
RUNWAY CONDITION CODE (RWYCC) ON EACH THIRD OF RUNWAY *(From Runway Condition Assessment Matrix (RCAM) 0, 1, 2, 3, 4, 5 or 6*	M	D) / /
PER CENT COVERAGE CONTAMINANT FOR EACH THIRD OF RUNWAY	C	E) / /
(DEPTH *(mm)* OF LOOSE CONTAMINANT FOR EACH THIRD OF RUNWAY)	C	F) / /
(CONDITION DESCRIPTION OVER TOTAL RUNWAY LENGTH *(Observed on each third of runway, starting from threshold having the lower runway designator number)* COMPACTED SNOW DRY DRY SNOW DRY SNOW ON TOP OF COMPACTED SNOW DRY SNOW ON TOP OF ICE FROST ICE SLUSH STANDING WATER WATER ON TOP OF COMPACTED SNOW WET WET ICE WET SNOW WET SNOW ON TOP OF COMPACTED SNOW WET SNOW ON TOP OF ICE	M	G) / /
(WIDTH OF RUNWAY TO WHICH THE RWYCCs APPLY, IF LESS THAN PUBLISHED WIDTH)	O	H) ≪≡
Situational awareness section		
(REDUCED RUNWAY LENGTH, IF LESS THAN PUBLISHED LENGTH *(m)*)	O	I)
DRIFTING SNOW ON THE RUNWAY	O	J)
LOOSE SAND ON THE RUNWAY	O	K)
CHEMICAL TREATMENT ON THE RUNWAY	O	L)
(SNOWBANKS ON THE RUNWAY *(If present, distance from runway centreline* (m) *followed by "L", "R" or "LR" as applicable)*)	O	M)
SNOWBANKS ADJACENT TO THE RUNWAY	O	N)
(SNOWBANKS ON THE TAXIWAY *(If present, distance from the edge of runway* (m) *followed by "L", "R" or "LR" as applicable)*)		O)
(TAXIWAY CONDITIONS)	O	P)
(APRON CONDITIONS)	O	R)
(MEASURED FRICTION COEFFICIENT*)*	O	S)
(PLAIN-LANGUAGE REMARKS)	O	T)) ≪≡

NOTES:
1. *Enter ICAO nationality letters as given in ICAO Doc 7910, Part 2 or otherwise applicable aerodrome identifier.
2. Information on other runways, repeat from B to H.
3. Information in the situational awareness section repeated for each runway, taxiway and apron. Repeat as applicable when reported.
4. Words in brackets ( ) not to be transmitted.

SIGNATURE OF ORIGINATOR *(not for transmission)*

INSTRUCTIONS FOR THE COMPLETION OF THE SNOWTAM FORMAT

Note.— Origin of data, assessment process and procedures linked to the surface conditions reporting system are prescribed in the Procedures for Air Navigation Services — Aerodromes *(PANS-Aerodromes, Doc 9981).*

1. *General*

a) When reporting on more than one runway, repeat Items B to H (aeroplane performance section).

b) The letters used to indicate items are only used for reference purposes and should not be included in the messages. The letters M (mandatory), C (conditional) and O (optional) mark the usage and information and shall be included as explained below.

c) Metric units shall be used and the unit of measurement not reported.

d) The maximum validity of a SNOWTAM is 8 hours. New SNOWTAM shall be issued whenever a new runway condition report is received.

e) A SNOWTAM cancels the previous SNOWTAM.

f) The abbreviated heading "TTAAiiii CCCC MMYYGGgg (BBB)" is included to facilitate the automatic processing of SNOWTAM messages in computer data banks. The explanation of these symbols is:

TT = data designator for SNOWTAM = SW;
AA = geographical designator for States, e.g. LF = FRANCE, EG = United Kingdom (see *Location Indicators* (Doc 7910), Part 2, Index to Nationality Letters for Location Indicators);
iiii = SNOWTAM serial number in a four-digit group;
CCCC = four-letter location indicator of the aerodrome to which the SNOWTAM refers (see *Location Indicators* (Doc 7910));
MMYYGGgg = date/time of observation/measurement, whereby:
MM = month, e.g. January = 01, December = 12
YY = day of the month
GGgg = time in hours (GG) and minutes (gg) UTC;
(BBB) = optional group for:
Correction, in the case of an error, to a SNOWTAM message previously disseminated with the same serial number = COR.

Note 1.— Brackets in (BBB) are used to indicate that this group is optional.

Note 2.— When reporting on more than one runway and individual dates/times of observation/measurement are indicated by repeated Item B, the latest date/time of observation/measuring is inserted in the abbreviated heading (MMYYGGgg).

Example: Abbreviated heading of SNOWTAM No. 149 from Zurich, measurement/observation of 7 November at 0620 UTC:

SWLS0149 LSZH 11070620

Note.— The information groups are separated by a space, as illustrated above.

g) For readability purposes for the SNOWTAM message, include a line feed after the SNOWTAM serial number and after the aeroplane performance section.

h) When reporting on more than one runway, repeat the information in the aeroplane performance section from the date and time of assessment for each runway before the information in the situational awareness section.

i) Mandatory information is:

1) AERODROME LOCATION INDICATOR;

2) DATE AND TIME OF ASSESSMENT;

3) LOWER RUNWAY DESIGNATOR NUMBER;

4) RUNWAY CONDITION CODE FOR EACH THIRD OF RUNWAY; and

5) CONDITION DESCRIPTION FOR EACH THIRD OF RUNWAY (when runway condition code (RWYCC) is reported 1–5).

2. *Aeroplane performance section*

Item A — Aerodrome location indicator (four-letter location indicator).

Item B — Date and time of assessment (eight-figure date/time group giving time of observation as month, day, hour and minute in UTC).

Item C — Lower runway designator number (nn[L] or nn[C] or nn[R]).

Note.— Only one runway designator is inserted for each runway and always the lowest number.

Item D — Runway condition code for each third of runway. Only one digit (0, 1, 2, 3, 4, 5 or 6) is inserted for each third of runway, separated by an oblique stroke (n/n/n).

Item E — Per cent coverage for each third of runway. When provided, insert 25, 50, 75 or 100 for each third of runway separated by an oblique stroke ([n]nn/[n]nn/[n]nn).

Note 1.— This information is provided only when the runway condition for each third of runway (Item D) has been reported as other than 6 and there is a condition description for each third of runway (Item G) that has been reported other than DRY.

Note 2.— When the conditions are not reported, this will be signified by the insertion of "NR" for the appropriate third of runway.

Item F — Depth of loose contaminant for each third of runway. When provided, insert in millimetres for each third of runway separated by an oblique stroke (nn/nn/nn or nnn/nnn/nnn).

Note 1.— This information is only provided for the following contamination types:

— *standing water, values to be reported 04, then assessed value. Significant changes 3 mm up to and including 15 mm;*

— *slush, values to be reported 03, then assessed value. Significant changes 3 mm up to and including 15 mm;*

— *wet snow, values to be reported 03, then assessed value. Significant changes 5 mm; and*

— *dry snow, values to be reported 03, then assessed value. Significant changes 20 mm.*

Note 2.— When the conditions are not reported, this will be signified by the insertion of "NR" for the appropriate third of runway.

Item G — Condition description for each third of runway. Insert any of the following condition descriptions for each third of runway separated by an oblique stroke.

COMPACTED SNOW
DRY SNOW
DRY SNOW ON TOP OF COMPACTED SNOW
DRY SNOW ON TOP OF ICE
FROST
ICE
SLUSH
STANDING WATER
WATER ON TOP OF COMPACTED SNOW
WET ICE
WET SNOW
WET SNOW ON TOP OF COMPACTED SNOW
WET SNOW ON TOP OF ICE

DRY (only reported when there is no contaminant)

Note.— When the conditions are not reported, this will be signified by the insertion of "NR" for the appropriate third of runway.

Item H — Width of runway to which the runway condition codes apply. Insert the width in metres if less than the published runway width.

3. *Situational awareness section*

Note 1.— Elements in the situational awareness section end with a full stop.

Note 2.— Elements in the situational awareness section for which no information exists, or where the conditional circumstances for publication are not fulfilled, are left out completely.

Item I — Reduced runway length. Insert the applicable runway designator and available length in metres (RWY nn [L] *or* nn [C] *or* nn [R] REDUCED TO [n]nnn).

Note.— This information is conditional when a NOTAM has been published with a new set of declared distances.

Item J — Drifting snow on the runway. When reported, insert "DRIFTING SNOW".

Item K — Loose sand on the runway. When loose sand is reported on the runway, insert the lowest runway designator and with a space "LOOSE SAND" (RWY nn *or* RWY nn[L] *or* nn[C] *or* nn[R] LOOSE SAND).

Item L — Chemical treatment on the runway. When chemical treatment has been reported applied, insert the lowest runway designator and with a space "CHEMICALLY TREATED" (RWY nn *or* RWY nn[L] *or* nn[C] *or* nn[R] CHEMICALLY TREATED).

Item M — Snow banks on the runway. When critical snow banks are reported present on the runway, insert the runway designator and with a space "SNOWBANK" and with a space left "L" or right "R" or both sides "LR", followed by the distance in metres from centreline separated by a space FM CL (RWY nn *or* RWY nn[L] *or* nn[C] *or* nn[R] SNOWBANK Lnn *or* Rnn *or* LRnn FM CL).

Item N — Snow banks adjacent to the runway. When snow banks are reported present penetrating the height profile in the aerodrome snow plan, insert lowest runway designator and "ADJ SNOWBANKS" (RWY nn *or* RWY nn[L] *or* nn[C] *or* nn[R] ADJ SNOWBANKS).

Item O — Snow banks on the taxiway. When critical snow banks are present on a taxiway, insert the taxiway designator and with a space "SNOWBANK" and with a space left "L" or right "R" or both sides "LR", followed by the distance in metres from centreline separated by a space FM CL (TWY [nn]n SNOWBANK Lnn *or* Rnn *or* LRnn FM CL).

Item P — Taxiway conditions. When taxiway conditions are reported slippery or poor, insert taxiway designator followed by a space "POOR" (TWY [n *or* nn] POOR *or* ALL TWY POOR).

Item R — Apron conditions. When apron conditions are reported slippery or poor, insert apron designator followed by a space "POOR" (APRON [nnnn] POOR *or* ALL APRONS POOR).

Item S — Measured friction coefficient. Where reported, insert the measured friction coefficient and friction measuring device.

Note.— This will only be reported for States that have an established programme of runway friction measurement using State-approved friction measuring equipment.

Item T — Plain language remarks.

EXAMPLE OF COMPLETED SNOWTAM FORMAT

Example SNOWTAM 1

GG EADBZQZX EADNZQZX EADSZQZX
070645 EADDYNYX
SWEA0149 EADD 02170055
(SNOWTAM 0149
EADD 02170055 09L 5/5/5 100/100/100 NR/NR/NR WET/WET/WET
)

Example SNOWTAM 2

GG EADBZQZX EADNZQZX EADSZQZX
070645 EADDYNYX
SWEA0149 EADD 02170135
(SNOWTAM 0150
EADD 02170055 09L 5/5/5 100/100/100 NR/NR/NR WET/WET/WET
EADD 02170135 09R 5/4/3 100/50/75 NR/06/06 WET/SLUSH/SLUSH
)

Example SNOWTAM 3

GG EADBZQZX EADNZQZX EADSZQZX
070645 EADDYNYX
SWEA0149 EADD 02170225
(SNOWTAM 0151
EADD 02170055 09L 5/5/5 100/100/100 NR/NR/NR WET/WET/WET
EADD 02170135 09R 5/4/3 100/50/75 NR/06/06 WET/SLUSH/SLUSH
EADD 02170225 09C 3/2/1 75/100/100 06/12/12 SLUSH/WET SNOW/WET SNOW
RWY 09L SNOWBANK R20 FM CL. RWY 09R ADJ SNOWBANKS. TWY B POOR. APRON NORTH POOR)

Example SNOWTAM 4

GG EADBZQZX EADNZQZX EADSZQZX
070645 EADDYNYX
SWEA0149 EADD 02170345
(SNOWTAM 0152
EADD 02170345 09L 5/5/5 100/100/100 NR/NR/NR WET/WET/WET
EADD 02170134 09R 5/4/3 100/50/75 NR/06/06 WET/SLUSH/SLUSH
EADD 02170225 09C 3/2/1 75/100/100 06/12/12 SLUSH/WET SNOW/WET SNOW 35
DRIFTING SNOW. RWY 09L LOOSE SAND. RWY 09R CHEMICALLY TREATED. RWY 09C CHEMICALLY TREATED.)

Note.— See the Aeronautical Information Services Manual *(Doc 8126) for additional SNOWTAM examples incorporating different runway conditions.*