

GEN 1.2 ENTRY, TRANSIT AND DEPARTURE OF AIRCRAFT**1. General**

1.1. International flights into, from or over Tel-Aviv FIR shall be subject to the current Israeli regulations relating to civil aviation (see GEN 1.6).

1.2. Aircraft flying to or departing from Tel-Aviv FIR shall make their first landing at, or last departure from, an international aerodrome (see, AD 2.1, AD 2.2, AD 2.4, AD 2.5, AD 2.6 & AD 2.7).

1.3 Aircraft flying to or departing from Tel-Aviv FIR shall depart from, or fly to, an aerodrome published in an AIC.

2. Commercial Scheduled flights**2.1. General**

For international commercial scheduled flights operated by foreign operators into the State of Israel, the following requirements must be met:

The operator must be eligible to carry out the flights under the provisions of a bilateral or multilateral agreement to which the State of the Operator and the State of Israel are contracting parties and must have an operating permit to operate Commercial Scheduled flights into the State of Israel.

An application for an operating permit shall be submitted to:
International Relations & Air Transport Division
Civil Aviation Authority,
GOLAN Building, Golan St., P.O.BOX 1101,
Airport-City, 70100
ISRAEL
Tel: + 972 3 9774551/521
Fax: + 972 3 9774594

The application may be submitted to the International Relations & Air Transport Division by an authorized organization or an authorized person.

An application for an operating permit shall be submitted in accordance with the provisions of Directive AT.1.1.400 "Granting an Operating Permit for Scheduled Flights to and from the State of Israel" and shall contain the following forms:

- a) Form ATF 1.1.400A - "Commercial specifications of a foreign Air Operator applying for an operating permit to and from Israel".
- b) Form ATF 1.1.400B - "Operational specifications of a foreign Air Operator applying for an operating permit to and from Israel".
- c) In case the application is to operate passenger or combination flights - Form ATF 1.1.400C - "Commitment to appoint a representative of an Air Operator at airports".
- d) A confirmation from the Aviation Authority of its State of Operator, according to which it is authorized to op-

erate on its behalf scheduled flights on the applied route;

- e) Documents indicating of adequate insurance coverage to insure payment of compensation for damage, including third party liability, which could be caused consequent to the operation of the airplanes;
- f) In case the Air Operator plans to carry cargo in the airplane - a confirmation from the Aviation Authority of its State of Operator that it is authorized to transport general cargo and/or dangerous goods, according to the nature of the cargo.
- g) List of aircraft to be used on the services to and from the State of Israel signed by the competent authority of the State of the Operator, or the following aircraft certificates: registration, noise, airworthiness, radio station authorization.
- h) If relevant, application to operate wet leased aircraft.
- i) Schedule: flight numbers, aircraft type, number of weekly frequencies, destinations to be flown with indication of times, code-share (if any) for the current IATA season. The operator shall submit its schedule in accordance with the time periods specified in Directive AT.1.1.400.

The International Relations & Air Transport Division will also forward the application to the Aviation Security Operation Center (ASOC) of the Israeli MOT Security Department for the approval of the Air Operator in the security aspect. During this process, additional documents may be required.

All applications must be made according to Directive AT.1.1.400 and submitted in the above prescribed forms obtainable at the CAAI website at:

http://caa.gov.il/index.php?option=com_docman&view=download&category_slug=directives&alias=4878-at-1-1-400-english-rev-3&Itemid=669&lang=he

Any change in the above data provided by the operator, must be notified in advance by the operator to the CAA- International Relations & Air Transport Division.

Any schedule or operational change, such as modifications of departure and arrival times, cancellations of scheduled flights or operation of extra section flights, must be notified by the operator to the CAA- International Relations Division & Air Transport Division at least five days before the planned operation date.

2.2. *Documentary requirements for clearance of aircraft*

2.2.1 It is necessary that the undermentioned aircraft documents be submitted by the operator for clearance to enter and depart their aircraft to and from Israel. All documents listed below must follow the ICAO standard format as set forth in the relevant appendices to Annex 9 and are acceptable when furnished in Hebrew and English, and completed in legible handwriting. No visas are required in connection with such documents.

2.2.2 *Aircraft documents required (arrival/departure)*

| Required by | General Declaration | Passenger Manifest | Cargo Manifest |
|---------------------|---------------------|--------------------|----------------|
| Coordination Center | 1 | | - |
| Customs | 1 | | 3 |
| Immigration | 1 | | - |

2.3. *Overflights and Non Traffic Stops*

Prior permission is not required for commercial scheduled flights by aircraft registered in countries that are parties to the International Air Services Transit Agreement (IASTA) or where the relevant Israeli bilateral Air Services Agreement allows overflying the State of Israel or making stops for non-traffic purposes.

Prior permission is required for such flights by aircraft registered in countries that are not party to the IASTA or where the relevant bilateral Air Services Agreement does not provide for either first or second freedom rights, and should be sought in accordance with the procedure set out in paragraph 2.1.

Nevertheless, prior notification for all commercial flights shall be submitted to the Aviation Security Operation Center (ASOC) of the Israeli MOT Security Department by Fax (+972 3 9599808) or by E-mail (asoc@int.gov.il) at least five working days prior to the beginning of each IATA season.

3. Commercial Non-scheduled flights

3.1. *Procedures*

3.1.1 If an operator intends to carry out a (series of) charter flight(s) into the State of Israel for the purpose of taking on or discharging passengers, cargo or mail, must have an operating permit to operate Commercial Non-Scheduled charter flights into the State of Israel.

An application for an operating permit shall be submitted to:

International Relations & Air Transport Division
Civil Aviation Authority,
GOLAN House, Golan St. P.O.BOX 1101,
Airport-City, 70151
ISRAEL
Tel: + 972 3 9774523/551/521
Fax: + 972 3 9774594

An application for an operating permit shall be submitted at least four days prior to the intended landing to the CAA- In-

ternational Relations Division if the operator intends to carry out up to a maximum of 4 charter flights to Israel in eight consecutive weeks. For an operator intending to operate more than 4 charter flights within eight consecutive weeks to Israel (traffic program), the application shall be submitted at least 30 days prior to the intended landing/effective date of the traffic program.

The applications may be transferred to the International Relations & Air Transport Division by an authorized organization or an authorized person.

An application for an operating permit shall be submitted in accordance with the provisions of Directive AT.1.1.402 "Granting an Operating Permit for Charter Flights to and from the State of Israel" and shall contain the following forms:

- a) Form ATF 1.1.402A – "Application for operation of Charter Flights".
- b) Form ATF 1.1.400A - "Commercial specifications of a foreign Air Operator applying for an operating permit to and from Israel".
- c) Form ATF 1.1.400B - "Operational specifications of a foreign Air Operator applying for an operating permit to and from Israel".
- d) In case the application is to operate passenger charter flights - Form ATF 1.1.400C – "Commitment to appoint a representative of an Air Operator at airports".
- e) Copy of the signed charter agreement between the Tour Operator or Charterer and the Air Operator;
- f) Documents indicating of adequate insurance coverage to insure payment of compensation for damage, including third party liability, which could be caused consequent to the operation of the airplanes;
- g) In case the Air Operator plans to carry cargo in the airplane - a confirmation from the Aviation Authority of its State of Operator that it is authorized to transport general cargo and/or dangerous goods, according to the nature of the cargo.
- h) List of aircraft to be used on the services to and from the State of Israel signed by the competent authority of the State of the Operator, or the following aircraft certificates: registration, noise, airworthiness, radio station authorization.
- i) If relevant, application to operate wet leased aircraft.

The International Relations & Air Transport Division will also forward the application to the Aviation Security Operation Center (ASOC) of the Israeli MOT Security Department for the approval of the Air Operator in the security aspect. During this process, additional documents may be required.

All applications must be made according to Directive AT.1.1.402 and submitted in the above prescribed forms obtainable at the CAAI website at:

http://caa.gov.il/index.php?option=com_docman&view=download&category_slug=directives&alias=4875-at-1-1-402-english-rev-3&Itemid=669&lang=he

Any change in the above data provided by the operator, must be notified in advance by the operator to the CAA- International Relations & Air Transport Division.

Any schedule or operational change, such as modifications of departure and arrival times or cancellations of flights, must be notified by the operator to the CAA- International Relations & Air Transport Division at least five days before the change takes place.

3.2. *Documentary requirements for clearance of aircraft*

Same requirements as for commercial scheduled flights.

3.3. *Overflights and Technical Stops*

Prior permission is not required for commercial non-scheduled flights by aircraft registered in countries which are parties to the Chicago Convention (Contracting States), and which have diplomatic relations with the State of Israel, overflying the State of Israel or making stops for non-traffic purposes.

Prior permission is required for such flights by aircraft registered in countries which are not parties to the Chicago Convention or that do not have diplomatic relations with the State of Israel, and should be sought in accordance with the procedure set out in paragraph 3.1.

Nevertheless, prior notification for all commercial flights shall be submitted to the Aviation Security Operation Center (ASOC) of the Israeli MOT Security Department by Fax (No. +972 3 9599808) or by E-mail (asoc@int.gov.il) at least five working days prior to the effective date of the flight.

4. General Aviation flights

4.1. *Advance notification of arrival for Israeli licensed pilots*

An Israeli licensed pilot, operating a general aviation (non-commercial) flight to Israel, may apply to the Aviation Security Operation Center (ASOC) of the Israeli MOT Security Department for a Security Registered Pilot (SRP) status.

An Israeli licensed pilot who wishes to apply for a 'SRP' status should contact the ASOC at 972-3-9599800.

An Israeli licensed pilot, who was granted a 'SRP' status, will receive a personal identification code. The personal identification code will enable the pilot to submit an 'Advance Notification of Arrival' to the ASOC. An Israeli licensed pilot, who did not apply for a 'SRP' status or was not granted a 'SRP' status, must obtain a Security Arrival Permit as detailed –in Para 4.2.

Operators are herein notified that sending flight plans without accepting prior landing permission is strictly prohibited. Such flight plans will be rejected and aircraft will be denied entry into Tel-Aviv FIR.

When approaching Tel-Aviv FIR, the pilot must establish initial radio contact with the relevant ACC unit and provide the Security Entry Code allocated to him in advance, while

awaiting clearance to enter the FIR. The detailed identification procedures are stipulated in ENR 1.5.

For further details contact the ASOC at 972-3-9599800.

4.2. *Advance notification of arrival for foreign licensed pilots*

4.2.1. Each incoming general aviation (non-commercial) flight, flown by a non-Israeli licensed pilot, shall apply for an advance landing permit (Security Arrival Permit). Landing application shall be submitted to the ASOC through the aviation security interactive website: <http://asoc.mot.gov.il/> by the handling agency in Israel. The system will automatically verify that all the required information was submitted and generate an instantaneous confirmation of successful receipt. In case the pilot does not require the use of a handling agency (as stated in section 4.5) he/she may submit his/her notification of arrival in writing to Fax No. +972 3 9599808 or E-mail (asoc@int.gov.il) and wait for a written confirmation that his/her request has been successfully received. For submission of a landing application by Fax or Email the applicant must use the attached form (see above mentioned Website), and fill in at least the mandatory information designated in the form by (*). The application must be submitted in English.

Each application undergoes a thorough security clearance process for which the mandatory items of the application form are absolutely necessary. Therefore, failure to include any of the mandatory items of the application form may cause delay in the processing of the application, and may cause denial of approval if insufficient information is provided. The non-mandatory information items of the application form can assist the ASOC to expedite the processing of the application and therefore it is recommended to include it in the application.

It is the responsibility of the pilot-in-command to verify that all the information contained in the form is complete and accurate and certify it by clicking the 'submit' button at the bottom of the last page of the website form. Operators of large fleets of business and private aircraft may apply to the MOT Security Department for certifying specific managers for the submission and confirmation of arrival permit applications instead of the pilot-in-command. In any case it is the pilot-in-command's responsibility to verify that the flight to Israel is operated in compliance with the information submitted in this form.

Landing applications must be received by the ASOC as follows:

1. For flights scheduled to land in Israel between Saturday to Monday (inclusive) as well as on holidays and holiday eves - Submission has to be made at least 96 hours prior to the planned departure of the flight.
2. For Flights scheduled to land in Israel between Tuesday to Friday (inclusive) - Submission has to be made at least 72 hours prior to the planned departure of the flight.

The ASOC will process the application within the timeframes stated above and will issue a pending approval or a denial notification to the applicant. The Pending Permission Notification or the Denial Permission Notification will be sent by Fax to the applicant's Fax number filled in the application. The

ASOC will assign an application number for each application; the application number is clearly designated on the approval or denial notification which must be quoted in any correspondence related to that specific application. The pending approval will become a Final Security Arrival Permit only after the pilot has submitted an 'Entry Code' as described in Para. 4.2.2.

4.2.2. A non-Israeli licensed pilot having applied for an arrival permit into Tel-Aviv FIR, and obtained from the ASOC a Pending Permission Notification Form, shall submit a personal positive identification code ('Entry Code') for the Arrival Identification Procedure. The personal Entry Code shall be submitted to the aviation security interactive website of the Ministry of Transport: <http://asoc.mot.gov.il/>, not later than 6 hours before the intended departure to Tel-Aviv FIR. The system will automatically process the code submitted and generate an instantaneous confirmation. Upon successful receipt of the 'Entry Code', the Pending Permission will be processed to a Final Security Arrival Permit.

For any questions regarding this procedure pilots may call ASOC directly (No. +972 3 9599800).

Operators are herein notified that sending flight plans without obtaining prior overflight or landing permission is strictly prohibited. Such flight plans will be rejected and aircraft will be denied entry into Tel Aviv FIR.

When approaching Tel Aviv FIR, the pilot must establish initial radio communication with the relevant ACC unit, for identification and provide the Security Code allocated to him in advance, while awaiting clearance to enter the FIR. The detailed identification procedures are stipulated in ENR 1.5.

4.3. *Documentary requirements for clearance of aircraft.*

Same requirements as for commercial scheduled flights.

4.4. *Maintenance Purposes Landing*

Prior permission is required for landing in the State of Israel subject to a prior contract with an Israeli approved maintenance organization. The Operator shall submit an application for an approval to:

Flight Standards Division
Civil Aviation Authority,
GOLAN House, Golan St. P.O.BOX 1101,
Airport-City, 70100. ISRAEL
Tel: + 972 3 9774635
Fax: + 972 3 9774595

An application for such an approval shall be submitted at least three working days prior to the intended operation.

4.5. *Requirements for handling agency*

Non-commercial and own-use charter flights landing at the airports of Eilat and Tel-Aviv/Ben-Gurion are required to be represented at the airport by a handling agency. Operators which have no agency will be required to accept one of the authorized agencies.

Nevertheless, non-commercial flights are exempted from this requirement provided they carry less than four persons on board (crew excluded).

4.6. *Transfer of passengers and crew to or from the terminal at Tel-Aviv/Ben-Gurion airport*

Operators of general aviation flights at Tel-Aviv/Ben-Gurion airport are required to transfer their passengers and crew from the aircraft to the terminal and vice versa by buses provided by the airport administration, if not already represented by a handling agency. This is a mandatory safety requirement as a measure to avoid people crossing the aprons and taxiways by foot.

A fee is collected for this service.

5. *State Aircraft flights*

5.1. *General*

An operator of a State Aircraft must contact the relevant Israeli Governmental Ministry, and the Aviation Security Operation Center (ASOC) of the Israeli MOT Security Department, and obtain permission through diplomatic channels prior to operating a flight to or from an Israeli airport or entering Israeli airspace.

Such a notice should be given at least five days prior to the effective day of the flight.

5.2. *Documentary requirements for clearance of aircraft*

The State of the Operator must provide complete information about the flight in a diplomatic note to the Aviation Security Operation Center (ASOC) of the Israeli MOT Security Department, and include the following details:

- The name of the operator and the call sign of the flight or flights;
- The type of aircraft to be flown and the aircraft registration or identification;
- The proposed flight routing, including the last point of departure outside Israel; the first point of entry into Israel; the date and time of arrival at and departure from any Israeli airport or airports; and the place or places abroad where passengers and freight will be embarking and disembarking.
- A declaration regarding the Aircraft Noise Level, according to Volume I of Annex 16 of the ICAO Convention; and
- A declaration regarding the carriage of hazardous materials, as described in Annex 18 of the ICAO Convention.

Furthermore the State of the Operator must apply for an advance landing security permit (Security Arrival Permit) by submitting the application to the aviation security interactive website: <http://asoc.mot.gov.il/> (procedure mention in section 4.2) and get an approval to land in Israel or to operate an over flight

**6. Public health measures
applied to aircraft**

No public health measures are required to be carried out in respect of aircraft entering the State of Israel, with the following exceptions:

The pilot-in-command or his designated representative must apply any information required by the health authorities as to the health conditions on board during the flight, especially when suspicion exists on the part of the crew of any health irregularities.

The health authorities may, on the basis of above information, decide what actions, if any, are necessary concerning the aircraft and its passenger