

Contact

Post: Air Traffic Control the Netherlands
Aeronautical Information Service
P.O. Box 75200
1117 ZT Schiphol
The Netherlands
Tel: +31 (0)20 406 3521
Fax: +31 (0)20 406 3532
Email: ais@lvnl.nl
AFS: EHAAYOYX

AIC-B_en
05/2016
Publication date 29 SEP 2016

ASSIGNMENT OF AIRCRAFT OPERATING AGENCY DESIGNATORS

1 PREAMBLE

This AIC identifies the criteria and procedures for requesting the assignment of an International Civil Aviation Organization (ICAO) three-letter identifier and or radiotelephony designator for aircraft operating agencies, aeronautical authorities, and air operational services.

2 EXPLANATORY NOTES

Responsibility for the administration of Aircraft Operating Agency Designators rests with the Civil Aviation Authority Netherlands. An air carrier designator is a three-letter code that, when used on approved routes in conjunction with the assigned flight number, serves as the aircraft identification in the air traffic control system. A radiotelephony call sign is normally the company name or an abbreviation thereof and, when used in combination with the assigned flight number, serves to identify the aircraft in air-ground communications.

3 BASIS FOR ASSIGNMENT

Three-letter designators and call signs are assigned to assist air traffic control in the safe and efficient movement of aircraft.

4 CRITERIA

A three-letter designator is registered only for those aircraft operating agencies that, in the opinion of the state of jurisdiction, have a need for an exclusive designator. Aircraft operating agencies that either operate 7 or more scheduled international air operations per week and generate the appropriate flight plans and other related flight operations over the Aeronautical Fixed Telecommunication Network (AFTN), or carry out 14 or more scheduled domestic round trip air operations per week, are eligible for a three-letter designator.

As stated in ICAO Document 8585, radiotelephony designators should be pronounceable and phonetically suitable in at least one of the following languages: English, French, Russian or Spanish. The radiotelephony designator should, preferably, resemble the name of the aircraft operating authority or service. The radiotelephony designator should not consist of more than two words and have a total of three syllables.

5 CHANGES IN COMPANY STATUS

Operators who have been assigned a three-letter code and a radiotelephony designator are required to notify the Civil Aviation Authority Netherlands when they;

- a. suspend or cancel their operations for any reason; and
- b. change the name, address, or physical location of their company.

6 REQUEST

Requests for a new three-letter ICAO designator, or modification of a three-letter ICAO designator shall be directed by means of a form to the state three-letter designator focal point. These requests shall be forwarded to the state three-letter designator focal point by means of the ICAO Three Letter & Telephony Designator web site (<http://www4.icao.int/3LD/Home/Index>).

In order to determine eligibility for an ICAO designator and radiotelephony designator, the following information is required:

- a. the State where your agency has acquired the AOC (air operating certificate);
- b. the name of the agency;
- c. the contact information of the agency;
- d. the type of aircraft operation or service provided. In case of a service, provide a list of the operators served;
- e. the number of the AOC issued by the Civil Aviation Authority Netherlands;
- f. at least one suggested designator and radiotelephony call sign. Two optional suggestions are recommended. These call signs should be phonetically different from known call signs in the area of flight operations and should not be similar to air traffic control terminology;
- g. a PIN purchased in the ICAO webstore.

Forms and instructions for submission of requests are provided on the ICAO Three Letter & Telephony Designator web site.

Additional confirmation letters for three-letter ICAO designator request shall be directed by means of a form to ICAO also available at the ICAO Three Letter & Telephony Designator web site. In order to receive the additional confirmation letter the following information is required:

- a. agency name;
- b. agency contact information;
- c. three letter designator;
- d. optional telephony designator;
- e. optional AOC number;
- f. a PIN purchased in the ICAO webstore.

7 LIMITATIONS

The designators are approved for use on commercial operations as established in the AOC only. When using the aircraft for personal flights, or outside the scheduled routes, the pilot should use the aircraft's Civil Registration. Operators are required to list their call sign under Remarks in their flight plan so that ATC can more readily recognise the relation between the designator and the call sign. Each three-letter code and radiotelephony call sign assigned should be coordinated with all parties involved at least 6 weeks in advance to avoid any possible duplication on the commencing date.

Designator assignment may be amended or cancelled by the Civil Aviation Authority Netherlands if such action is in the interest of facilitating the provisions of air traffic services or if the criteria mentioned above are not met.

8 DOCUMENT CONTROL

This AIC-B replaces AIC-B 05/04 d.d. 28 NOV 2013.

ISSN: 1386-6613