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**ENR 1.10 FLIGHT PLANNING**  
(Restriction, limitation or advisory information)

**1. Procedures for the submission of a flight plan**

1.1 A flight plan shall be submitted in accordance with ICAO Annex 2, 3.3.1, prior to operating:

a) any IFR flight;

b) any VFR flight:

- departing from or destined for an aerodrome within a control zone;
- crossing the Charles Kirkconnell and Owen Roberts CTR's;
- operating along the designated VFR routes in the Cayman TMA;
- across the FIR boundary, i.e. international flights.

1.2 ***Time of submission***

1.2.1 Except for repetitive flight plans, a flight plan shall be submitted up to 120 hours in advance but no less than 1 hour prior to departure, taking into account the requirements of ATS units in the airspace along the route to be flown for timely information, including requirements for an early submission for Air Traffic Flow Management (ATFM) purposes.

1.3 ***Place of submission***

- a) Flight plans shall be submitted at the Air Traffic Services Reporting Office (ARO) at the departure aerodrome.
- b) In the absence of such an office at the departure aerodrome, a flight plan shall be submitted by telephone or teletype to the nearest ARO as listed below (except as indicated under c.)

Charles Kirkconnell ARO TEL: 345 948 1222/244-5852  
Owen Roberts ARO TEL: 345 949 4528/244-5827

- c) For domestic flights from an uncontrolled to a controlled aerodrome, a flight plan shall be submitted by telephone to the ARO at destination.

1.4 ***VFR flight plan for alerting service only***

1.4.1 An alerting service is, in principle, provided to flights for which a flight plan has been submitted.

1.5 ***Contents and form of a flight plan***

- a) ICAO flight plan forms are available at AROs and airport offices at uncontrolled aerodromes. The instructions for completing those forms shall be followed.
- b) Flight plans concerning IFR flights along ATS routes need not include FIR-boundary estimates. Inclusion of FIR-boundary estimates is, however, required for off-route IFR flights and international VFR flights.

- c) When a flight plan is submitted by telephone, teletype or telefax, the sequence of items in the flight plan form shall be strictly followed.

**1.6      *Adherence to ATS route structure***

1.6.1 No flight plans shall be filed for routes deviating from the published ATS route structure unless prior permission has been obtained from the Cayman Islands ATC authorities.

**1.7      *Authorization for special flights***

1.7.1 Flights of a specific character, such as survey flights, scientific research flights, etc., may be exempted from the restriction specified above. A request for exemption shall be mailed so as to be received at least one week before the intended day of operation to the Director of Civil Aviation.

**1.8      *Maximum cruising levels for short-range flights***

1.8.1 Traffic from the Cayman Islands TMA with destination in the Cayman Islands TMA should file MAX FL 240.

## **2. Repetitive Flight Plan System**

**2.1      *General***

2.1.1 The procedures concerning the use of Repetitive Flight Plans (RPL) conform to ICAO Doc 7030 and the PANS-RAC, (Doc 4444) 13<sup>th</sup> edition.

2.1.2 RPL lists relating to flights in and to over flying the Cayman Islands TMA shall be submitted at least two weeks in advance, in duplicate, to the following address:

a) by airmail:      Owen Roberts Intl.  
Aeronautical Information Service  
P.O. Box 10277  
Grand Cayman KY1-1001  
CAYMAN ISLANDS  
TEL: (345) 949 4528 / 943 7070/244-5827  
FAX: (345) 943 7071

Charles Kirkconnell Intl.  
Aeronautical Information Service  
P.O. Box 58  
Cayman Brac KY2-2001  
CAYMAN ISLANDS  
TEL: (345) 948 1222/244-5852  
FAX: (345) 948 1583

b) via AFS:      MWCRZTZX (Owen Roberts Intl.)  
MWCBZTZX (Charles Kirkconnell Intl)

2.1.3 RPL lists shall be replaced in their entirety by new lists prior to seasonal schedule changes.