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## ENR 1 GENERAL RULES AND PROCEDURES

### ENR 1.1 GENERAL RULES

#### 1. OVERALL

The air traffic rules and procedures applicable to air traffic in the territory of the Republic of Latvia conform with Annexes 2 and 11 to the Convention on International Civil Aviation and to those portions, applicable to aircraft, of the Procedures for Air Navigation Services - Rules of the Air and Air Traffic Services, and the Regional Supplementary Procedures applicable to the European Region, except the differences listed in [GEN 1.7](#).

#### 2. FLEXIBLE USE OF AIRSPACE

##### 2.1 Introduction

The basis for the Flexible Use of Airspace Concept is that airspace should no longer be designated as either military or civil airspace but should be considered as one continuum and used flexibly on a day-to-day basis. Consequently, any necessary airspace segregation should be only of a temporary nature.

##### 2.2 Airspace management

The overall responsibility for Airspace Management (ASM) in the Riga FIR lies with the Civil Aviation Agency of Latvia.

Day-to-day allocation of airspace is managed, when necessary, by the Airspace Management Cell (AMC).

##### 2.3 AMC location

The AMC of Latvia is located in the Riga Area Control Center.

Post: AMC Latvia, Latvijas Gaisa Satiksme

Riga International Airport, LV-1053, Riga, Latvia

Phone: +371 6 7300 995 - for airspace planning purposes

+371 6 7300 996 - for airspace activation/deactivation purposes

+371 6 7783 762 - Back-up phone

Fax: +371 6 7220 288

+371 6 7300 652

+371 6 7783 769 - Back-up fax

AFS: EVRRZAMC

Email: amc@lgs.lv

##### 2.4 AMC tasks

On day-to-day basis AMC performs the following airspace management tasks:

- collection and analysis of requests for published airspace structures that are subject to AMC management (AMC manageable areas) for the following day;
- allocation of published airspace structures for the following day;
- promulgation of an Airspace Use Plan (AUP) not later than 1400 UTC on the day before the day of planned activities (AUP can be obtained from the AMC and Riga briefing office and may be requested to be sent by fax);
- collection and analysis of cancellations of previously allocated AMC manageable areas, if their need is terminated by the appropriate users;
- applying necessary changes to the airspace allocation on the day of planned activities;
- promulgation of an Updated Airspace Use Plan (UUP) during the time period from 0630 UTC till 1500 UTC on the day of planned activities, if any changes to airspace allocation are necessary;<sup>1</sup>
- updating current AUP to reflect the latest planned airspace allocation;<sup>2</sup>
- activation and deactivation of the AMC manageable areas according to AUP.<sup>3</sup>

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1. UUP contains only amendments to current AUP and is used by AMC as an intermediate step to update current AUP to reflect the latest planned airspace allocation. UUP may only be requested from the AMC to be sent by fax.  
2. Current AUP contains only planned information which may differ from actual airspace structures utilization. The actual situation may be requested from the AMC by phone.  
3. Not all AMC manageable areas are activated/deactivated through AMC (see ENR 5.1, ENR 5.2 for details).

## 2.5 AMC manageable areas reservation and utilization procedures

2.5.1 AMC manageable areas are subject to booking and utilization only for users and purposes specified in their respective Letters of Agreement, individual cooperation instructions between the individual airspace user and Latvijas Gaisa Satiksme, in accordance with Civil Aviation Agency permission or in accordance with Cabinet of Ministers regulations of Republic of Latvia.

2.5.2 AMC manageable areas shall be booked at the AMC not later than 1000 UTC for the following day.

2.5.3 Requests for AMC manageable areas submitted earlier than 7 days before the day of planned activities will not be considered or reviewed by the AMC. These requests will be responded neither by confirmation nor by rejection, as well as they do not grant the airspace user submission time priority. In order to book the appropriate airspace structure these requests should be resubmitted in terms specified in para 2.5.2.

2.5.4 Every particular AMC manageable area should be planned only for the time period necessary to perform the intended task.

2.5.5 Users are obliged to specify precisely a period (periods) of the activity of the selected area and all timely suspensions of the activity between these periods.

2.5.6 Submission time priority rule applies to the conflicting airspace requests, unless otherwise prescribed in Letters of Agreement, individual cooperation instructions between the specific airspace user and Latvijas Gaisa Satiksme, or in accordance with the Civil Aviation Agency permission and Cabinet of Ministers regulations of the Republic of Latvia.

2.5.7 AUP containing data of allocated airspace elements is promulgated by the AMC at 1400 UTC at the latest on the day preceding the planned activities.

2.5.8 On the day of operation, before commencing planned activities (according to AUP) users are obliged to coordinate with Latvijas Gaisa Satiksme the exact start time or cancellation of the activities in the area. Users are to inform Latvijas Gaisa Satiksme immediately when the activity is completed.

2.5.9 Activation time and requested vertical limits of the airspace structure elements published in AUP/UUP and constituting the restriction in class "G" airspace may only be decreased within the originally requested time and vertical limit block or cancelled altogether.

2.5.10 Airspace users requesting the published airspace structure elements may cancel earlier submitted requests on the day of planned activities.

2.5.11 During time period from 0630 UTC till 1500 UTC on the day of planned activities, as soon as any airspace structure element reallocation is performed, the AMC will promulgate the UUP covering time period starting from at least 1 hour after UUP promulgation time till the end of the period of the appropriate AUP.

2.5.12 All changes specified in the UUP will be incorporated into the current AUP version.

2.5.13 UUP has the same format as AUP. All changes must be placed in the same chapter and under the same reference number. In case of a new position, a new reference number will be allocated for that change.

2.5.14 If a reservation for an airspace element published in AUP has been cancelled, the reference number for that element and its name will be repeated in the UUP message and word "DELETED" will be inserted into column "REMARKS".

## 2.6 Format and contents of Airspace Use Plan (AUP)

<b>MESSAGE TYPE</b>	AUP/AIRSPACE USE PLAN
<b>ORIGINATOR - REFERENCE</b>	AMC NAME/AFS ADDRESS
<b>VALIDITY PERIOD</b>	D/0000 D/2359
<b>DATE AND TIME OF TRANSMISSION</b>	D - 1/1400 the latest

## LIST OF AVAILABLE CDRs CATEGORY 2

## ALPHA

<b>NUMBER</b>	<b>DESIGNATOR</b>	<b>FLIGHT LEVEL BLOCK</b>	<b>VALIDITY PERIOD</b>	<b>REMARKS</b>
<i>Sequence number starting from 1</i>	<i>Route designator and AWY segments described by navigation points</i>	<i>Upper and lower limits inclusive of the IFR flight levels given</i>	<i>Start and the end of the period of use</i>	<i>Additional information (plain language)</i>

## LIST OF CLOSED PERMANENT ATS ROUTES AND CDRs CATEGORY 1

## BRAVO

<b>NUMBER</b>	<b>DESIGNATOR</b>	<b>FLIGHT LEVEL BLOCK</b>	<b>VALIDITY PERIOD</b>	<b>REMARKS</b>
<i>Sequence number starting from 1</i>	<i>Route designator and AWY segments described by navigation points</i>	<i>Upper and lower limits inclusive of the IFR flight levels given</i>	<i>Start and the end of the period of use</i>	<i>Additional information (plain language)</i>

## LIST OF TSAs AND AMC MANAGEABLE "D" AND "R" AREAS

## CHARLIE

<b>NUMBER</b>	<b>DESIGNATOR</b>	<b>VERTICAL LIMITS</b>	<b>VALIDITY PERIOD</b>	<b>RESPONSIBLE UNIT</b>	<b>REMARKS</b>
<i>Sequence number starting from 1</i>	<i>Airspace designator</i>	<i>Altitude block expressed in FL or feet</i>	<i>Start and the end of the period of use</i>	<i>Name of the responsible airspace user during the time indicated by the validity period</i>	<i>Additional data in plain language, e.g. number and type of aircraft</i>

**LIST OF CHANGED AIRSPACE RESTRICTIONS (CAR)**

**DELTA**

<b>NUMBER</b>	<b>DESIGNATOR</b>	<b>VERTICAL LIMITS</b>	<b>VALIDITY PERIOD</b>	<b>RESPONSIBLE UNIT</b>	<b>REMARKS</b>
<i>Sequence number starting from 1</i>	<i>Airspace designator</i>	<i>Altitude block expressed in FL or feet</i>	<i>Start and the end of the period of use</i>	<i>Name of the responsible airspace user during the time indicated by the validity period</i>	<i>Additional information (plain language)</i>

**LIST OF REDUCED CO-ORDINATION AIRSPACE**

**ECHO**

<b>NUMBER</b>	<b>DESIGNATOR</b>	<b>VERTICAL LIMITS</b>	<b>VALIDITY PERIOD</b>	<b>RESPONSIBLE UNIT</b>	<b>REMARKS</b>
<i>Sequence number starting from 1</i>	<i>Airspace element structure designator</i>	<i>Altitude block expressed in FL or feet</i>	<i>Start and the end of the period of use</i>	<i>Name of the responsible airspace user during the time indicated by the validity period</i>	<i>Additional information (plain language)</i>

**ADDITIONAL INFORMATION/LIST OF OTHER AREAS IMPOSING RESTRICTIONS TO NON-CONCERNED TRAFFIC**

**FOXTROT**

<b>NUMBER</b>	<b>DESIGNATOR</b>	<b>VERTICAL LIMITS</b>	<b>VALIDITY PERIOD</b>	<b>RESPONSIBLE UNIT</b>	<b>REMARKS</b>
<i>Sequence number starting from 1</i>	<i>Airspace element structure designator</i>	<i>Altitude block expressed in FL or feet</i>	<i>Start and the end of the period of use</i>	<i>Name of the responsible airspace user during the time indicated by the validity period</i>	<i>Additional information, e.g. number and type of aircraft</i>

**REMARKS**

Additional information (plain language).

**2.7 Airspace Use Plan example**

TYPE AUP  
 AMC EVRRZAMC LATVIA  
 VALIDITY 0908010000 0908012359  
 TIME OF TRANSMISSION 311330

**A. Available Category 2 CDRs:**

NIL

**B. Closed ATS Routes and Category 1 CDRs:**

01 L732	LISGO	VALGA	F095	F270	1030	1130	
02 M92	DOLUN	SOKVA	F095	F270	1030	1130	
03 M155	GILAX	VALGA	F095	F270	1030	1130	
04 M854	BETAL	VALGA	F095	F270	1030	1130	
05 M985	AMOLI	VALGA	F095	F270	1030	1130	
06 M990	ORVIX	VALGA	F095	F270	1030	1130	
07 M994	ATRAK	VALGA	F095	F270	1030	1130	
08 M850	DUBIN	TUSAS	F095	F330	1200	1300	
09 M850	DUBIN	TUSAS	F240	F310	1400	1500	
10 L747	DESON	LEP	F095	F270	0700	1400	NOT.A1234/09
11 M405	ORVIX	ADAXA	F095	F270	0700	1400	NOT.A1234/09

**C. TSA/TRA Manageable Areas:**

01 TSA2	F095	F270	1030	1130	GALAXY	
02 TSA3	A025	F320	1200	1300	GALAXY	
03 TSA3	F240	F300	1400	1500	GALAXY	AIR REFUELLING

**D. Changed Airspace Restriction:**

NIL

**E. Reduced Co-ordination Airspace:**

NIL

**F. Additional Information/list of other areas imposing restrictions to non-concerned traffic:**

01 EVR3	GND	F270	0700	1400	SKEDE	NOT.A1234/09
02 ATZ/Spilve	GND	A010	SR	SS	SPILVE/RMK02	AMC/RMK01
03 PJE/LIELV	GND	F100	SR	SS	GOC	PJE/R3NM/RMK01,03
04 PJE/JELG	GND	A015	0700	1900	RAK	NOT.A2345/09

**Remarks**

01 Contact AMC for actual information.

02 Tresais Elements LTD.

03 Area for parachutists dropping: circle centre 5646N 02451E, R=3NM.

**2.8 Format and contents of Updated Airspace Use Plan (UUP)**

<b>MESSAGE TYPE</b>	AUP/AIRSPACE USE PLAN
<b>ORIGINATOR - REFERENCE</b>	AMC NAME/AFS ADDRESS
<b>VALIDITY PERIOD</b>	D/xx D/2359
<b>DATE AND TIME OF TRANSMISSION</b>	DAY TIME

**LIST OF AVAILABLE CDRs CATEGORY 2**

**ALPHA**

<b>NUMBER</b>	<b>DESIGNATOR</b>	<b>FLIGHT LEVEL BLOCK</b>	<b>VALIDITY PERIOD</b>	<b>REMARKS</b>
<i>Same number element as the number in AUP. New element will be assigned with a new number.</i>	<i>Route designator and AWY segments described by navigation points</i>	<i>Upper and lower limits inclusive of the IFR flight levels given</i>	<i>Start and the end of the period of use</i>	<i>Additional information (plain language). If an AUP element has been deleted, this field shall contain the word "Deleted".</i>
		<i>If an AUP element has been deleted, these fields shall not be filled.</i>		

**LIST OF CLOSED PERMANENT ATS ROUTES AND CDRs CATEGORY 1**

**BRAVO**

<b>NUMBER</b>	<b>DESIGNATOR</b>	<b>FLIGHT LEVEL BLOCK</b>	<b>VALIDITY PERIOD</b>	<b>REMARKS</b>
<i>Same number element as the number in AUP</i>	<i>Route designator and AWY segments described by navigation points</i>	<i>Upper and lower limits inclusive of the IFR flight levels given</i>	<i>Start and the end of the period of use</i>	<i>Additional information (plain language). If an AUP element has been deleted, this field shall contain the word "Deleted".</i>
		<i>If an AUP element has been deleted, these fields shall not be filled.</i>		

## LIST OF TSAs AND AMC MANAGEABLE "D" AND "R" AREAS

## CHARLIE

NUMBER	DESIGNATOR	VERTICAL LIMITS	VALIDITY PERIOD	RESPONSIBLE UNIT	REMARKS
Same number element as the number in AUP	Airspace designator	Altitude block expressed in FL or feet	Start and the end of the period of use	Name of the responsible airspace user during the time indicated by the validity period	Additional information (plain language). If an AUP element has been deleted, this field shall contain the word "Deleted".
		If an AUP element has been deleted, these fields shall not be filled.			

## LIST OF CHANGED AIRSPACE RESTRICTIONS (CAR)

## DELTA

NUMBER	DESIGNATOR	VERTICAL LIMITS	VALIDITY PERIOD	RESPONSIBLE UNIT	REMARKS
Same number element as the number in AUP. New element will be assigned with a new number.	Airspace designator	Altitude block expressed in FL or feet	Start and the end of the period of use	Name of the responsible airspace user during the time indicated by the validity period	Additional information (plain language). If an AUP element has been deleted, this field shall contain the word "Deleted".
		If an AUP element has been deleted, these fields shall not be filled.			

## LIST OF REDUCED CO-ORDINATION AIRSPACE

## ECHO

NUMBER	DESIGNATOR	VERTICAL LIMITS	VALIDITY PERIOD	RESPONSIBLE UNIT	REMARKS
Same number element as the number in AUP. New element will be assigned with a new number.	Airspace designator	Altitude block expressed in FL or feet	Start and the end of the period of use	Name of the responsible airspace user during the time indicated by the validity period	Additional information (plain language). If an AUP element has been deleted, this field shall contain the word "Deleted".
		If an AUP element has been deleted, these fields shall not be filled.			

**ADDITIONAL INFORMATION/LIST OF OTHER AREAS IMPOSING RESTRICTIONS TO NON-CONCERNED TRAFFIC**

**FOXTROT**

NUMBER	DESIGNATOR	VERTICAL LIMITS	VALIDITY PERIOD	RESPONSIBLE UNIT	REMARKS
<i>Same number element as the number in AUP</i>	<i>Airspace designator or identifier</i>	<i>Altitude block expressed in FL or feet</i>	<i>Time of activity</i>	<i>User responsible for the airspace</i>	<i>Additional information (plain language). If an AUP element has been deleted, this field shall contain the word "Deleted".</i>
<i>If an AUP element has been deleted, these fields shall not be filled.</i>					

**2.9 Updated Airspace Use Plan Example**

TYPE UUP  
 AMC EVRRZAMC LATVIA  
 VALIDITY 0908011200 0908012359  
 TIME OF TRANSMISSION 011100

**A. Available Category 2 CDRs:**

NIL

**B. Closed ATS Routes and Category 1 CDRs:**

08 M850 DUBIN TUSAS F095 F300 1200 1245  
 09 M850 DELETED

**C. TSA/TRA Manageable Areas:**

02 TSA3 A045 F300 1200 1245 GALAXY  
 03 TSA3 DELETED

**D. Changed Airspace Restriction:**

NIL

**E. Reduced Co-ordination Airspace:**

NIL

**F. Additional Information:**

NIL