

Republic of Latvia

Cabinet

Regulation No. 507

Adopted 28 June 2011

Regulations Regarding Airspace Management, its Structure and the Procedures for Change Thereof

*Issued pursuant to
Section 39, Paragraph two of the Law On Aviation*

1. General Provisions

1. This Regulation prescribes the procedures for management of the airspace, the structure of the airspace, and procedures for change thereof in the Republic of Latvia.
2. The terms, requirements and principles are consistent with those of the following legal acts of the European Union:
 - 2.1. Regulation (EC) No 549/2004 of 10 March 2004 of the European Parliament and the Council laying down the framework for the creation of the Single European Sky (Framework Regulation);
 - 2.2. Regulation (EC) No 2150/2005 of 23 December 2005 laying down common rules for flexible use of airspace (hereinafter — Regulation No 2150/2005);
 - 2.3. Commission Regulation (EC) No 1315/2007 of 8 November 2007 on safety oversight in air traffic management and amending Regulation (EC) No 2096/2005 (hereinafter — Regulation No 1315/2007).
3. The aim of airspace management is an effective usage of the available airspace, by ensuring maximum its deployment by the users.
4. Airspace management includes:
 - 4.1. establishment of the structure of the airspace;
 - 4.2. changes to the structure of the airspace;
 - 4.3. flexible use of the airspace.
5. The aim of change of the structure of the airspace is to provide equal usage opportunities for all airspace users and to improve flight safety and efficiency.
6. The structure of the airspace is comprised of the following elements:
 - 6.1. air traffic control areas and zones:
 - 6.1.1. air traffic control zone (CTR) – controllable airspace that is established above an aerodrome with a defined borderline on the vertical plane from the ground surface to a defined upper border;
 - 6.1.2. air traffic control area (CTA) – a controlled airspace that is established above an aerodrome with a defined borderline on the vertical plane;
 - 6.1.3. aerodrome air traffic terminal control area (TMA) – defined volume of airspace, established around contact points of air traffic routes or around one or several aerodromes;

6.1.4. aerodrome air traffic zone (ATZ) – defined volume of airspace above an aerodrome and its adjacent territory dedicated for providing air traffic safety in the aerodrome;

6.1.5. flight information region (FIR) – defined volume of airspace that provides broadcasting services for flight information and emergency situations;

6.2. airway – controlled airspace or a part thereof in the form of a corridor in which the use of aids to navigation is ensured;

6.3. conditional route (CDR) – airway in which the use of aids to navigation is ensured and which can be planned and used in accordance with specific conditions;

6.4. danger zone (D) – defined volume of airspace within which for a limited time period operations are performed that are dangerous for an aircraft flight;

6.5. restricted area (R) – defined volume of airspace above terrestrial area or territorial waters within which aircraft flights are limited by special conditions;

6.6. prohibited area (P) – defined volume of airspace above terrestrial area or territorial waters, within which aircraft flights are prohibited;

6.7. temporary reserved area (TRA) – defined volume of airspace that is located within the control of one aviation institution and in accordance with joint agreement is temporary reserved for performing special operations of another aviation institution. By acquiring a permit from air traffic control service controller, other aircrafts may take transit flights across this area;

6.8. temporary segregated area (TSA) – defined volume of airspace that is located within the control of one aviation institution and in accordance with joint agreement is temporary segregated for performing special operations of another aviation institution. Other aircrafts are prohibited from taking transit flights through this area;

6.9. cross-border area (CBA) – defined volume of airspace that is created above the territory of two or more countries, and within which a temporary segregated area (TSA) or temporary reserved area (TRA) is located.

2. Flexible use of airspace

7. Flexible use of airspace is implemented in conformity with the requirements of the Regulation No 2150/2005 and it is divided in the following levels:

7.1. strategic airspace management;

7.2. pre-tactical airspace management;

7.3. tactical airspace management.

8. The elements comprising the flexible use of airspace structure include:

8.1. temporary segregated area (TSA);

8.2. temporary reserved area (TRA);

8.3. danger zone (D) and restricted area (R) which are approved on the strategic airspace management level and are used in accordance with specific conditions;

8.4. conditional routes (CDR).

2.1. Strategic airspace management

9. Airspace management at the strategic level shall be implemented by the State agency “*Civilās aviācijas aģentūra*” (hereinafter – Civil Aviation Agency) in conformity with the requirements laid down in Article (4) of Regulation No 2150/2005, and in Air Traffic Management handbooks, issued by the European Organisation for the Safety of Air Navigation (hereinafter – EUROCONTROL).

10. Issues that concern users of military airspace shall be enforced by the Civil Aviation Agency at the strategic level, by consulting with the group of civil-military airspace planning and coordination experts.

11. The group of civil-military airspace planning and coordination experts shall include delegated representatives of the Ministry of Transport, Ministry of Defence, Civil Aviation Agency and Latvian National Armed Forces.

12. The group of civil-military airspace planning and coordination experts shall be lead by a person authorised by the Ministry of Transport.

13. Other specialists may be invited for performing the operations of the group of civil-military airspace planning and coordination experts, and the necessary information may be requested from other State institutions and private individuals, the interests of which will be affected by the use of airspace.

14. The meetings of the group of civil-military airspace planning and coordination experts are:

14.1. scheduled – not less than once in six months;

14.2. extraordinary:

14.2.1. if the authorised person abovementioned in Paragraph 12 of this Regulation receives a written application from a member of the group of civil-military airspace planning and coordination experts, where the need for a meeting is based on any of the tasks referred to in Article (4)(1) of Regulation No 2150/2005;

14.2.2. by the initiative of the Civil Aviation Agency;

14.2.3. by the initiative of the Latvian National Armed Forces regarding issues which concern military aviation.

15. The authorised person abovementioned in Paragraph 12 of this Regulation shall, not later than 30 days prior to the meeting of the group of civil-military airspace planning and coordination experts, electronically inform other members thereof, by indicating the place, time, and agenda of the meeting.

16. The authorised person abovementioned in Paragraph 12 of this Regulation shall, not later than three working days prior to the extraordinary meeting, electronically inform other members of the group of civil-military airspace planning and coordination experts, by indicating the place, time and agenda of the extraordinary meeting.

17. The procedures for decision-making of the group of civil-military airspace planning and coordination experts shall be laid down by the Cabinet instruction.

18. In accordance with the requirements laid down by the Eurocontrol, the decisions taken by the group of civil-military airspace planning and coordination experts shall be binding on the implementation of pre-tactical and tactical airspace management.

2.2. Pre-tactical airspace management

19. Pre-tactical airspace management in conformity with the requirements laid down in article (5) of Regulation No. 2150/2005 and by EUROCONTROL shall be implemented by the State Joint Stock Company “*Latvijas gaisa satiksme*” (hereinafter – LGS). LGS shall implement issues concerning military aviation at the pre-tactical level, together with the Latvian National Armed Forces.

20. Pre-tactical level includes planning of everyday usage of airspace structure elements abovementioned in Paragraph 8 of this Regulation and allocating them to airspace users.

21. At the pre-tactical level LGS shall:

21.1. compile and analyse applications for allocating airspace structure elements abovementioned in Paragraph 8 of this Regulation for the next planning period from 06:00 o'clock Universal Time Coordinated (UTC) of the next day until 06:00 o'clock UTC of the day after next, and shall take the decision to allocate the airspace structure element to an airspace user;

21.2. draw up an airspace daily usage plan for the next planning period in conformity with the airspace usage plan approved at the strategic level;

21.3. every day by 14:00 o'clock Universal Time Coordinated (UTC) distribute the airspace daily usage plan for the next planning period to all airspace users who have requested it;

21.4. compile and analyse information provided by airspace users regarding changes in the usage of allocated airspace structure element and take the decision on changing the airspace structure elements allocated to the airspace user;

21.5. draw up an updated airspace usage plan in accordance with the airspace usage plan approved at the strategic level, and by 16:00 o'clock Universal Time Coordinated (UTC) distribute it to all airspace users who have requested it.

22. An airspace user shall submit to *Latvijas gaisa satiksme* an application for the usage of an airspace structure element abovementioned in Paragraph 8 of this Regulation. The following shall be included in the application:

22.1. the name of the requested airspace area;

22.2. information describing the specific type of activity;

22.3. the planned operation starting and ending times;

22.4. the altitudinal boundaries of the planned operations.

23. If the application abovementioned in Paragraph 22 of this Regulation is submitted by a military aviation airspace user, the application shall additionally state the following:

23.1. the aircraft type, registration number, and the number of aircrafts in the group;

23.3. the aircraft identifying symbol (Callsign) and transponder code;

23.3. the name and contact information of the military air traffic control unit.

24. The airspace user may submit the application abovementioned in Paragraph 22 of this Regulation:

24.1. not sooner than seven days prior to the planned usage of the relevant airspace structure element;

24.2. not later than by 10:00 o'clock Universal Time Coordinated (UTC) of the day prior to the planned usage of the airspace structure element.

25. If two or more civil airspace users wish to use the same airspace structure element, the issue of allocating the airspace structure element shall be determined by *Latvijas gaisa satiksme*. If a civil and a military airspace user wishes to use the same airspace structure element, the issue of allocating the airspace structure element shall be decided by *Latvijas gaisa satiksme* together with the Latvian National Armed Forces.

26. If two or more military airspace users wish to use the same airspace structure element, the issue of allocating the airspace structure element shall be decided by the Latvian National

Armed Forces and the adopted decision shall immediately be notified to *Latvijas gaisa satiksme*.

27. *Latvijas gaisa satiksme* together with the Latvian National Armed Forces shall cooperate at the pre-tactical level in conformity with the requirements laid down in Article (5) of Regulation No. 2150/2005 and Air Traffic Management Handbooks of Eurocontrol.

28. *Latvijas gaisa satiksme* shall take the decision to allocate an airspace structure element abovementioned in Paragraph 8 of this Regulation to an airspace users, by taking into account priorities laid down at the strategic level.

29. If the stated airspace structure element is allocated to another airspace user in accordance with the priorities of airspace usage, *Latvijas gaisa satiksme* may make an agreement with an airspace user on the time of using other airspace structure elements.

30. *Latvijas gaisa satiksme* shall refuse to allocate an airspace structure element to an airspace user, if:

30.1. the time period laid down in Paragraph 24 of this Regulation is not complied with;

30.2. the requested element of flexible usage is allocated to another airspace user, and the agreement abovementioned in Paragraph 29 of this Regulation is not reached;

30.3. the planned activities do not correspond to the objectives of the of the usage of the airspace structure element.

2.3. Tactical airspace management

31. Airspace management at the tactical level shall be implemented by the responsible unit of the Latvian National Armed Forces in conformity with the requirements laid down in Article (6) of Regulation No 2150/2005 and Eurocontrol.

32. The responsible units of *Latvijas gaisa satiksme* shall enable and disable airspace structure elements that have been allocated for temporary use at the pre-tactical level, except for the airspace structure elements referred to in Paragraph 33 of this Regulation.

33. The responsible units of the Latvian National Armed Forces shall enable and disable airspace structure elements managed by the Latvian National Armed Forces that at the pre-tactical level have been allocated for temporary daily use.

34. The responsible units of *Latvijas gaisa satiksme* and the Latvian National Armed Forces shall cooperate at the tactical level in accordance with the requirements laid down in Article (6) of Regulation No 2150/2005 and Air Traffic Management Handbooks of Eurocontrol.

3. Airspace Structure and the Procedures for Change thereof

35. Borderlines shall be established on the vertical and horizontal plane for each airspace structure element abovementioned in Paragraph 6 of this Regulation. On the vertical plane borderlines shall be determined in meters and feet, using sea level as the reference point. On the horizontal plane borderlines shall be determined in geographical coordinates, as per World Geodetic System WGS-84.

36. An airspace class shall be allocated to air traffic control areas and zones, airways, and conditional routes in conformity with the airspace classification of the International Civil Aviation Organisation.

37. Changes to airspace structure shall be made by the Civil Aviation Agency on its own initiative, or at the request of *Latvijas gaisa satiksme*, the Latvian National Armed Forces, or other civil or military airspace users.

38. The Civil Aviation Agency on its own initiative, or at the request of an airspace user, in addition to the airspace structure elements abovementioned in Paragraph 6 of this Regulation, may establish other airspace structure elements in the airspace of the Republic of Latvia, as laid down in the documents of the International Civil Aviation Organisation "Air Traffic Management" (Doc 4444) and "Aircraft Operations" (Doc 8168).

39. In order to change the airspace structure, the initiator shall submit to the Civil Aviation Agency an application for changes in airspace structure (Annex):

39.1. not later than 120 days prior to the planned effective date of the requested airspace changes, if the changes to the airspace structure are to be introduced within a period exceeding 90 days;

39.2. not later than 30 days prior to the planned effective date of the requested airspace changes, if the changes to the airspace structure are to be introduced within a period not exceeding 90 days.

40. The following shall be appended to the application abovementioned in Paragraph 39 of this Regulation:

40.1. description of the current situation, the justification of the airspace structure changes, and the objective of such changes;

40.2. safety report on how the airspace structure changes will affect air traffic;

40.3. documents which certify that activities referred to in Paragraphs 6, 7, 9, 10, 11, 12, and 13 of the application have been done, if the application states that they are required.

41. Within five days after receipt of the application abovementioned in Paragraph 39 of this Regulation (except an application where objective indicated is for military needs), the Civil Aviation Agency shall send information about the airspace structure changes to the State and local government authorities which will be affected by the planned changes.

42. Within 10 working days after receipt of the information abovementioned in Paragraph 41 of this Regulation, the State and local government authorities shall submit to the Civil Aviation Agency a co-ordination or a refusal to co-ordinate the relevant changes of the airspace structure, by justifying it.

43. The Civil Aviation Agency shall take its decision on airspace structure changes in accordance with the requirements laid down in Articles (8) and (9) of Regulation No 1315/2007.

44. The decision to refuse to change the airspace structure shall be taken, if:

44.1. the time periods abovementioned in Paragraph 39 of this Regulation are not complied with;

44.2. the documents abovementioned in Sub-paragraphs 40.1. and 40.2. of this Regulation have not been submitted;

44.3. a justified refusal to co-ordinate the relevant changes of airspace structure is received from a State or local government authority;

44.4. the proposal of initiator does not comply with national laws, international laws, or laws of the European Union, and it cannot be transformed to eliminate these contradictions.

45. By taking a decision on airspace structure changes, the Civil Aviation Agency shall:

45.1. approve the procedures for using the relevant airspace structure element, if such are needed in the process of changing the airspace structure;

45.2. designate *Latvijas gaisa satiksme* to post the information on airspace structure changes in accordance with the laws and regulations regarding publishing air navigation information in the informative document “Aeronautical Information Publication” (AIP).

4. Final Provisions

46. Cabinet Regulation No. 213 of 21 March 2006, Regulations Regarding the Structure of the Airspace of the Republic of Latvia and the Procedures for Change Thereof (*Latvijas Vēstnesis*, 2006, No. 48), is repealed.

47. The instruction abovementioned in Paragraph 17 of this Regulation shall be issued by 30 December 2011.

48. Until issuing of the instruction abovementioned in Paragraph 17 of this Regulation, the work of civil-military airspace planning and coordination expert group shall be organised by the Civil Aviation Agency.

Prime Minister

V. Dombrovskis

Minister for Transport

U. Augulis

Application for Changes in Airspace Structure¹

1. Given name, surname (name)	
2. Personal identity number (registration number)	
3. Contact details	<input type="checkbox"/> Address (the declared place of residence or registered office) <hr style="border: 0; border-top: 1px solid black; margin: 2px 0;"/> <input type="checkbox"/> Telephone number <hr style="border: 0; border-top: 1px solid black; margin: 2px 0;"/> <input type="checkbox"/> Fax number <hr style="border: 0; border-top: 1px solid black; margin: 2px 0;"/> <input type="checkbox"/> E-mail address <hr style="border: 0; border-top: 1px solid black; margin: 2px 0;"/>
4. Description of the existing situation, basis for introduction of changes, and its objective ²	<input type="checkbox"/> For civil purposes: <input type="checkbox"/> establishment <input type="checkbox"/> changing <input type="checkbox"/> closing <hr style="border: 0; border-top: 1px solid black; margin: 2px 0;"/> <input type="checkbox"/> For military purposes ³ : <input type="checkbox"/> establishment <input type="checkbox"/> changing <input type="checkbox"/> closing <hr style="border: 0; border-top: 1px solid black; margin: 2px 0;"/>
5. The airspace structure element in which the changes are made	<input type="checkbox"/> Airway <input type="checkbox"/> Conditional route (CDR) <input type="checkbox"/> Danger zone (D) <input type="checkbox"/> Restricted area (R) <input type="checkbox"/> Prohibited area (P) <input type="checkbox"/> Temporary reserved area (TRA) <input type="checkbox"/> Temporary segregated area (TSA) <input type="checkbox"/> Cross-border area (CBA) <input type="checkbox"/> Air traffic control area (CTA) <input type="checkbox"/> Air traffic control zone (CTR) <input type="checkbox"/> Aerodrome air traffic zone (ATZ) <input type="checkbox"/> Aerodrome air traffic terminal control area (TMA) <input type="checkbox"/> Flight information region (FIR)

	<input type="checkbox"/> Other (in accordance with Paragraph 6 of Cabinet Regulation No. ... of ... May 2011, Regulations Regarding Airspace Management, its Structure, and the Procedures for Change Thereof)
6. The usage of airspace structure element	<input type="checkbox"/> Yes ⁴ <input type="checkbox"/> No
7. Physical parameters describing the changes	<input type="checkbox"/> Radius _____ (nautical miles) <input type="checkbox"/> Geographical coordinates on the horizontal plane, or coordinates of the centre of the airspace structure element (in WGS-84 system) _____ <input type="checkbox"/> The height on the vertical plane (as number of feet or as flight levels above the transition altitude) _____ <input type="checkbox"/> Operation time (Universal Time Coordinated (UTC)) and schedule _____ (day/month/year) Detailed image of the proposed change <input type="checkbox"/> Yes ⁴ <input type="checkbox"/> No
8. The time the airspace structure changes are implemented	<input type="checkbox"/> Temporary from _____ until _____ <input type="checkbox"/> Permanent (the planned date of coming into effect in accordance with AIRAC cycle) _____ <input type="checkbox"/> Application submitted for publishing air navigation information (NOTAM proposal or proposal for changes in an Aeronautical Information Publication (AIP))
9. Consultations with the parties involved	<input type="checkbox"/> Have been performed ⁴ <input type="checkbox"/> Have not been performed
10. Safety assessment has been performed	<input type="checkbox"/> Has been performed ⁴ <input type="checkbox"/> Has not been performed
11. Introduction of changes is provided by air navigation, communication, and meteorological means	<input type="checkbox"/> Yes ⁴ <input type="checkbox"/> No
12. Impact of changes on air traffic	<input type="checkbox"/> Yes ⁴ <input type="checkbox"/> No
13. Other information regarding the airspace structure element	<input type="checkbox"/> Yes ⁴ <input type="checkbox"/> No

Notes.

¹ If the introduction of airspace structure changes and procedures for use thereof are functionally related, one application regarding all the changes shall be submitted.

² One or several objectives shall be marked, and the justification of the changes shall be described (e.g., air traffic flow optimization, acrobatic flights, or parachutist demonstrations, exceptionally high flights by gliders, shooting and bombing operations, flights for military training, low flights, air battle flights, lowering the adverse impact on the environment or the public, improving airspace capacity).

³ The Latvian National Armed Forces shall confirm that they undertake responsibility for the operations performed in the relevant airspace structure element in accordance with the national and international laws and regulations.

⁴ Documentary proof shall be appended to the application.

Minister for Transport

U. Augulis