Part 91 application for RTF and three-letter designator (callsign)

Civil Aviation Authority
Republic of Vanuatu

Note: The CAA Standard Rate hourly charge applies.

See Notes overleaf regarding the allocation of an operator designator

1. Operator Details

Legal name of operator:						
Trading name: (if any)						
Client No: (if known)						
Address for Service *Civil Aviation Act 1999 , section 8, requires applicants to provide an address for service (ie, a physical address) and to promptly notify the Director of any changes.*						
Tel:				Email:		
Postal Address *(If different from Address for Service.)*						
Tel:				Email:		
Your reference						
(Order number/contact person or other reference)						

2. RTF Designator Details (refer Notes overleaf)

Preferred RTF Designator		Alternative RTF Designator	
Preferred 3 Letter Designator		Alternative 3 Letter Designator	
Do you wish to have the Designators registered with ICAO?	Yes ☐	No ☐	

3. Operational Details

Number of aircraft involved		
Do you provide a Scheduled air service with a minimum of six flight sectors per day?	Yes ☐	No ☐
If answering No - please state why you require a Callsign and designator		

Full name of applicant:..... …..

Signature of applicant:…… Date of application:……/……/…….

The completed application together with any supporting documentation, should be submitted to:

Civil Aviation Authority of Vanuatu, PMB 9068, Bauerfiled International Airport, Port Vila

NOTES REGARDING THE ASSIGNMENT AND REGISTRATION OF DESIGNATORS:

1. International Designators

The assignment and registration of designators for aircraft operating agencies, and for authorities and services associated with international aviation, is administered by the International Civil Aviation Organisation. Designators registered for international use are published in ICAO Doc 8585. Requests for registration of, or change to, a designator will only be recognized by ICAO when received from the Civil Aviation Authority of Vanuatu.

2. Domestic Designators

In addition to these international assignments, designators are also assigned for domestic use only. These designators are not registered with ICAO and are not published in Doc 8585. Operators should be aware that a designator registered with ICAO takes precedence over one assigned for domestic use only.

4. Types of Designator

The designator currently consists of:

- Three-letter designators for use on the aeronautical telecommunications service; and
- telephony designators for aircraft operating agencies and for authorities and services operating aircraft.

5. General Rules

Designators are only assigned to those aircraft operating agencies providing a scheduled air service with a minimum of six flight sectors per day, or, in the opinion of the Civil Aviation Authority, have a need for an exclusive designator such as emergency service providers or other Government Agencies, eg. Search and Rescue or Police.

In the past , some operators have been assigned designators who do not comply with the above. These designators may remain until relinquished by the operator concerned. No further designators are to be issued unless the above criteria is complied with.

It is usual practice when assigning designators for aircraft operating agencies to assign both a three-letter designator and a telephony designator.

The same designator will not be registered for more than one aircraft operating agency or aeronautical service.

No more than one three-letter or telephony designator will be registered for each aircraft operating authority or aeronautical service.

When a designator is no longer required, the Civil Aviation Authority should be notified in writing as soon as practicable within the next 30 days. Any such designator will not be reassigned until a period of 60 days has elapsed.

6. Three-letter Designators.

Three-letter designators are intended for use on the aeronautical telecommunications service and may be used:

- Following the Location Indicator as the fifth, sixth and seventh letters of Address indicators followed by a filler 'X', or by a letter representing a department or division within the organisation addressed in the shortened Address, Origin and/or text parts of AFTN messages; or
- in the aircraft identification as used in flight plan and associated messages.

A three-letter designator is registered only for:

- Aircraft operating agencies engaged in air transport operations which, in the opinion of the Director, have a need for an exclusive designator; or
- Governmental authorities and services which use and/or provide air navigation, communication and other facilities and services for international civil aviation; or
- non-Governmental organisations which provide services for international civil aviation.

A three-letter designator is composed to reflect to the maximum extent practicable:

- The name of the aircraft operating agency, or
- The aircraft operating agencies telephony designator, or

In the registration of three-letter designators, the following restrictions will apply;

To avoid conflict with the AFTN Start-of-Message signal, combinations with CZ or ZC will not be used.

- to avoid conflict with AFTN End-of-Message signal, combinations with NN will not be used.
- PAN, SOS and UNO will not be assigned.
- To avoid confusion with communications service codes, the three-letter combinations QTA and SVC will not be assigned.
- To avoid potential AFTN routing problems:
    - No further allocations for aircraft operating agency designators will be included in the Y and Z series; and
    - no further allocations of any designators will be included in the Y series and ZAA to ZIZ, ZOA to ZUZ and ZYA to ZZY groups.

7. Telephony designators

Radiotelephony designators of aircraft operating agencies may be used as part of the aircraft radiotelephony callsign followed by the flight identification in radiotelephony communications, in accordance with the VUAIP Radiotelephony Procedures.

Telephony designators should:

- Resemble the name of the aircraft operating agency or its function;
- be distinct and dissimilar from other telephony designators;
- reflect correlation between the three-letter designator, the telephony designator and the name of the aircraft operating agency or its function;
- be brief, comprising if possible one word of two or three syllables, in order to reduce the length of transmission. It should not exceed two words;
- three-letter designators may not be used in phonetic form as telephony designators; and
- be easily and phonetically pronounceable in English.