

PART 175.D – Aeronautical Data Originators – Data Product Specification: Uncertified / Unregistered Aircraft Landing Areas / Helicopter Landing Sites

ATS-DPS-0002

Version 3

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Change summary

Version	Date	Change description
3	28 September 2017	Change bars not applied due to extent of changes

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1 Purpose

The purpose of this document is to ensure that the AIS provider (Airservices) and the Aeronautical Data Originator – AIP Responsible Person meet the regulatory requirements of CASR Part 175. To register as the Aeronautical Data Originator – AIP Responsible Person the [Aeronautical Data Originator \(ADO\) Form](#) must be completed and returned to ado@airservicesaustralia.com.

2 Scope

The scope of this document is to prescribe the information required to register as an Aeronautical Data Originator – AIP Responsible Person. It also explains the data exchange protocols for the submission, modification and withdrawal of aeronautical data or information which may be published in the Integrated Aeronautical Information Package (IAIP), or Aeronautical Datasets.

This document will enable the Aeronautical Data Originator – AIP Responsible Person to provide aeronautical data to the AIS provider (Airservices) in a controlled manner.

3 CASR Part 175: Aeronautical Data Originator – AIP Responsible Person

CASR Part 175.D.1 requires the Aeronautical Data Originator to appoint a single senior manager within the originators organisation as the Aeronautical Data Originator – AIP Responsible Person. The Aeronautical Data Originator has specific responsibilities under CASR Part 175, and an example of some items are provided below (for detailed instructions - refer CASR Part 175):

1. Appointment of an Aeronautical Data Originator – AIP Responsible Person with the knowledge and competence to carry out the responsibilities of the position.
2. Provide in writing to the AIS provider (Airservices) any changes to the person occupying the position of Aeronautical Data Originator – AIP Responsible Person.

Airservices is obligated to report any breaches of CASR Part 175 to CASA.

Further information on CASR Part 175 requirements can be found:

<http://www.airservicesaustralia.com/services/aeronautical-information-and-management-services/part-175/>

4 Data Specification Requirements

4.1 Notification Dates

Request for change of data can be submitted to Airservices at any time throughout the year. In order to be published in the next available amendment, the data must be submitted by specific cut-off dates as detailed in the document amendment calendar: <http://www.airservicesaustralia.com/publications/document-amendment-calendar/>

Note:

1. Airservices aeronautical database is updated in line with the AIRAC date; incorporating the new or amended data into our publications every three to six months.

2. The AIRAC effective date is the internationally agreed date at which time-critical aeronautical documentation, the IAIP, becomes effective. Consequently, CASR Part 175 has regulatory obligations for the AIS Provider and for the Data originator in respect of the AIRAC timing and change management processes.
3. Aeronautical data should be supplied to Airservices for publication in the IAIP and on Aeronautical Charts in alignment with the AIRAC list of effective dates.

4.2 Data Format and Accuracy

Data entry format for aeronautical information used in AIP Products is defined in the [Aerodrome Data Format Prototype](#). Incomplete information may be returned to the proponent for clarification purposes. An Aeronautical Data Originator – AIP Responsible Person is responsible for ensuring that all their information is accurate, meets all regulatory requirements and is readable by pilots. The Aeronautical Data Originator – AIP Responsible Person must also ensure that all information provided to Airservices is up-to-date and complete.

4.3 Electronic Format

The authenticated electronic means by which aeronautical information and data is supplied to Airservices is by email or through the E-Correction card. The common method to ensure that Airservices can readily identify any changes from existing published data or information is to use “**mark-up**” format to indicate where changes are required, or to provide complete new text.

4.4 Data Alterations and Error Tracking

Requests for alterations to aeronautical data are to be communicated to Airservices by either an email request, or by using the E-correction card. Please ensure that any changes are submitted in the format as specified in [Aerodrome Data Format Prototype](#).

Email: docs.amend@airservicesaustralia.com

E-correction card: <http://www.airservicesaustralia.com/aip/ccard/>

Airservices should also be notified when an error has occurred in the data or information. Please send errors detected to docs.amend@airservicesaustralia.com

Airservices should be advised of any new, amended, or deleted information.

4.5 Data Acceptance and Review

Aeronautical data can only be accepted from the registered Aeronautical Data Originator – AIP Responsible Person. The Aeronautical Data Originator – AIP Responsible Person has an enduring responsibility for the accuracy levels of the data or information, and must ensure that the data is **reviewed at least annually**. Airservices must be immediately informed of any changes to the data.

5 The Data Product Specification and Aeronautical Data Originator Form

The DPS is included as [Appendix A](#). The DPS contains [Attribute Definitions](#) and the [Aerodrome Data Format Prototype](#). The ADO form is included as [Appendix B](#).

6 Definitions

Within this document, the following definitions apply:

Term	Definition
ALA	Aircraft Landing Area
AD	Aerodrome
ADO	Aeronautical Data Originator
AIC	Aeronautical Information Circular
AIRAC	Aeronautical Information Regulation and Control
AIS	Aeronautical Information Service
AIP	Aeronautical Information Package
CASR	Civil Aviation Safety Regulation
CASA	Civil Aviation Safety Authority
DAH	Designated Airspace Handbook
DAP	Departure and Approach Procedures
DPS	Data Product Specification
ERSA	En Route Supplement Australia
HLS	Helicopter Landing Site
IAIP	Integrated Aeronautical Information Package
ICAO	International Civil Aviation Organisation
IFR	Instrument Flight Rules
NOTAM	Notice to Airmen
VFR	Visual Flight Rules

Appendix A Uncertified/Unregistered ALA / HLS DPS

A.1 Aeronautical Data and Aeronautical Information

The [Integrated Aeronautical Information Package](#) (IAIP) comprises the AIP book, AIP supplements and AICs, NOTAM, ERSA, DAH, DAP, IFR & VFR Charts.

The Aeronautical Data Originator – AIP Responsible Person is responsible for the information published in certain sections of the IAIP. More specific details of the aeronautical data and aeronautical information for which the Aeronautical Data Originator – AIP Responsible Person is accountable, is contained within [Attribute Definitions](#) and the [Aerodrome Data Format Prototype](#).

For more information on optional elements and those required for elevation to Certified / Registered aerodrome status, see [Part 175.D – Aeronautical Data Originators – Data Product Specification: Certified / Registered Aerodromes](#).

A.2 Attribute Definitions

Attribute	Description
Name of Owner/Operator	Name of Owner or Operator responsible for aerodrome
Owner/Operator Contact Details	Contact Details of Owner or Operator
Landing site ID / 'Y' location code	Aerodrome ICAO identifier 'Y' code
Landing site name	Name of Landing site
Landing site Type	ALA (Aircraft landing area and HLS (Helicopter landing site)
Aerodrome Reference Point (ARP)	The aerodrome reference point should be located at or near the centroid of the aerodrome. – Accuracy – 30M surveyed/calculated
Status	Uncertified
State	State in which the Aerodrome is located
ARP Latitude/Longitude	Geographic coordinates, to be provided in degrees, minutes, seconds and 100th of an arc second; based on the World Geodetic System-1984 (WGS-84). Accuracy – 30M surveyed/calculated
Aerodrome Highest Known Elevation	AD ELEV is shown in FT. When the ELEV is sea level, it will be indicated as 00. When the ELEV is BLW sea level, a minus sign will precede the figure. This figure is the ELEV of the highest point of the landing area highest known AMSL. – Accuracy – 0.5M surveyed
Aerodrome Diagram	An aerodrome diagram must be provided to illustrate layout of runways, taxiways, aprons etc.
Collected Data	Method the data was collected – i.e. Declared
Remarks	Generic remarks regarding; AD charges, Prior Approval, Security Controlled etc.

Attribute	Description
Ground Services / Handling Services and Facilities	Fuel suppliers and their contact details, including after hours Automatic weather information broadcast if provided by aerodrome operator Ground to air communication systems such as Unicom, aerodrome frequency response unit (AFRU) or approved air ground operator service provided by the aerodrome operator Any other services available to pilots

A.3 Aerodrome Data Format Prototype

REQUIRED INFORMATION	FORMAT	REQUIRED	ACCEPTED CODE LIST	CONTENT EXAMPLE	ERSA FAC STYLE GUIDE EXAMPLE
Name of Owner/Operator	[CHAR]	Required		Company Pty Ltd	<p>AERODROME OPERATOR</p> <p>This section contains information such as operator name, address, phone numbers, website and email address.</p>
Owner/Operator Contact Details	[CHAR]	Required		Address: 123 Aerodrome Lane, Suburb ACT 2601 PH 02 6200 0000 Email: company@email.com.au	
Aerodrome Name	[CHAR]	Required		Aerodrome Hills	
Aerodrome 'Y' code	[CHAR]	Required		YXXX	
Aerodrome Usage Classification			UNCR Uncertified or Unregistered		<p>LOCATION NAME ELEV</p> <p>AVFAX CODE #</p> <p>STATE UTC ICAO IDENTIFIER</p> <p>[S]DD MM SS.ss [E]DDD MM SS.ss</p> <p>MAG VAR AERODROME STATUS</p>
State	[CHAR]	Optional	ACT – Australian Capital Territory NSW – New South Wales NT – Northern Territory QLD – Queensland SA – South Australia TAS – Tasmania VIC – Victoria WA –Western Australia	ACT	
ARP Latitude	[LAT]	Required	[S]DD MM SS.ss	S34 17 41.20	
ARP Longitude	[LONG]	Required	[E]DDD MM SS.ss	E148 51 34.60	

REQUIRED INFORMATION	FORMAT	REQUIRED	ACCEPTED CODE LIST	CONTENT EXAMPLE	ERSA FAC STYLE GUIDE EXAMPLE
Aerodrome highest known Elevation	[Integer]	Required	AMSL <i>UOM = FT - Feet</i>	444 FT	
Aerodrome Type	[CHAR]	Required		ALA, HLS	
Collected Data <i>Greyed out elements show optional accepted data collection methods</i>	[CHAR]	Required	Surveyed – Completed by qualified surveyor with survey report. Declared – Using i.e. handheld or on-board GPS Calculated – mathematical calculations from the known survey points.	Declared	
Remarks and Landing Charges	[CHAR]	Optional		This AD is a Security Controlled Airport. All ACFT	REMARKS 1. AD Charges: No landing fees for recreational ACFT. 2. This AD is a Security Controlled Airport.
Ground Services	[CHAR]	Optional		AIRPORT FUEL FACILITY: PH 02 6200 0000, FAX 6200 0000, Managing Agent Caltex. Caltex – JET A1, Shell – JET A1, Aerorefuellers – AVGAS via bowser only. AVGAS self-serve (accepts Aero Refuel Card, V and MC – unsuitable for fixed wing aircraft with wing span greater than 12M).	HANDLING SERVICES AND FACILITIES SHELL: 2000-1130. Phone 08 8234 4766, Fax 08 8234 4741, Mobile 0418 121 221. Aero Jet, AVGAS, JET A1. Shell Global Carnet Card.

Appendix B Aeronautical Data Originator (ADO) Form

B.1 Aeronautical Data Originator - AIP Responsible Person

CASR Part 175.D.1 requires the Aeronautical Data Originator to appoint a single senior manager within the originators organisation as the Aeronautical Data Originator – AIP Responsible Person. The Aeronautical Data Originator – AIP Responsible Person has specific responsibilities under CASR Part 175, and an example of some items are provided below (for detailed instructions - refer [CASR Part 175](#)):

1. Appointment of an Aeronautical Data Originator – AIP Responsible Person with the knowledge and competence to carry out the responsibilities of the position.
2. Provide in writing to the AIS provider (Airservices) any changes to the person occupying the position of Aeronautical Data Originator – AIP Responsible Person.

Please return only Appendix B.1 of this DPS to:

ado@airservicesaustralia.com

Please acknowledge the following before completing this form (*tick to confirm*):

- | | |
|---|--------------------------|
| 1. I understand my responsibilities as an Aeronautical Data Originator – AIP Responsible Person in accordance with CASR Part 175 subpart 175.D. | <input type="checkbox"/> |
|---|--------------------------|

Aeronautical Data Originator

Registering as: **AIP Responsible Person**

Contact Details:	
Full name:	
Company:	
Position:	
Address:	
Phone number:	
Email address:	

AD Name and ICAO Identifier (y-code) of location(s) you are taking responsibility for (max 15):

I acknowledge the following (*tick to confirm*):

I understand my responsibilities as an Aeronautical Data Originator – AIP Responsible Person.	<input type="checkbox"/>
I will notify Airservices of any changes to the Aeronautical Data Originator – AIP Responsible Person.	<input type="checkbox"/>
Change requests provided to Airservices must be made by the AIP Responsible Person.	<input type="checkbox"/>

Signed _____ Date _____