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mailto: aiso@ais.gov.mmURL: www.ais.gov.mm**AIC for Myanmar****AIC****A 05/2024****Effective from 05 MAR 2024****UFN****Published on 22 FEB 2024****REQUIREMENTS FOR GRANTING PERMISSION TO A FOREIGN AIRLINE FOR COMMENCEMENT OF SCHEDULED INTERNATIONAL AIR SERVICES****1. INTRODUCTION**

- 1.1 The requirements for granting permission to a foreign airline for operations of scheduled international air services under bilateral or multilateral air services agreements are given for the information, guidance and compliance by the aforesaid airline, and are supplementary to AIP Myanmar, Section Gen. 1.2.

2. DESIGNATION OF AIRLINE

- 2.1 The airline shall have been formally designated in accordance with the provisions of the relevant air services agreement between the Government of the Republic of the Union of Myanmar and the Government of the State of the airline.

3. APPLICATION

- 3.1 The airline shall submit an application letter to the Director General of the Department of Civil Aviation, in the form and manner set out in the attachment, for the grant of a permit to operate. The application letter shall be signed by the legal representative of the headquarters of the airline, and shall be addressed to:

Director General
Department of Civil Aviation
DCA Headquarters Building
Yangon International Airport
Yangon 11021, Myanmar
Fax: +95-1-533016
E-mail: dgdca@dca.gov.mm

4. DOCUMENTS TO BE SUBMITTED

- 4.1 The following information and documents shall be submitted together with the application letter:
- a) the postal address, telephone and fax numbers as well as email address of the airline's headquarters;

- b) the postal address, telephone and fax numbers as well as email address of the airline's local representative;
 - c) a copy of the letter designating the airline in accordance with the provision of the relevant air services agreement;
 - d) a certified copy of the instrument relating to incorporation of the airline and detailed certified information regarding the principle places of business of the enterprise, nature of the enterprise, equity structure, nationalities of the investors and names and nationalities of the board of directors;
 - e) the company profile of the airline including the route network;
 - f) a copy of a valid air operator certificate or equivalent document issued by the State of the airline;
 - g) a copy of the air transport license or equivalent document (if applicable) authorizing the airline to operate scheduled international air services issued by the State of the airline;
 - h) certified copies of valid insurance policies and/or certificates substantiating the passenger, baggage, cargo and general third party liability insurance coverage of the airline;
 - i) a copy of the airline's security programme;
 - j) details of fleet of aircraft to be utilized in the operation of the agreed services together with their registration certificates indicating whether owned or leased by the airline;
 - k) In case of use of leased aircraft, a copy of the relevant lease arrangement(s);
 - l) In case of use of aircraft leased from an airline of a State which is not the State of the airline, certified documents indicating that leasing arrangements are not equivalent to giving a lessor airline access to traffic rights not otherwise available to that airline and that financial benefits to be obtained by the lessor airline will not be related to the financial success of the operations of the lessee airline.
 - m) the title, the postal address, telephone numbers, fax numbers and email addresses of the airworthiness, licensing and accident investigation authorities in respect of the airline; and
 - n) a delegation of authority by legal representative of the airline to the airline's local representative(s) who will be authorized to act on behalf of the airline in matters (which shall be stated in the terms of authorization) concerning the Department of Civil Aviation of the Republic of the Union of Myanmar.
5. The application letter, together with the information and documents specified above, shall be submitted at least 60 days prior to the proposed date of commencement of the air services unless otherwise provided for in the relevant air services agreement or agreed between the aeronautical authorities of the Republic of the Union of Myanmar and the State of the airline.

6. On fulfillment of the conditions prescribed under the relevant air services agreement and submission of all aforesaid information and documents, the airline may be issued with a permit to operate. The operations by the airline, however, will be subject to completion of other requirements specified in paragraphs 7 to 10 of this AIC.
7. The Department of Civil Aviation reserves the right to seek at any time any other relevant information so as to satisfy itself that the airlines continues to meet all the requirements on the fulfillment of which the permit to operate was granted.
8. **SLOT COORDINATION**
 - 8.1 The airline shall coordinate allocation of slots with the Slot Coordination Committee or Slot Facilitation Committee or Airport Operation Control Center, as applicable, organized for the airport to which it plans to operate the scheduled international air services.
9. **TARIFFS**
 - 9.1 The airline shall, in accordance with the provisions of the relevant air services agreement, obtain the approval of the competent authorities for the tariffs to be charged on its scheduled international air services.
10. **APPROVAL OF ARRANGEMENT DONE AT AIRLINES LEVEL**
 - 10.1 Subject to and in accordance with the relevant air services agreement, approval of the competent authorities in respect of arrangements done at airline's level shall be submitted by the airline to the Department of Civil Aviation.
11. **FILING OF SCHEDULE**
 - 11.1 The airline shall file its proposed flight schedule with the Department of Civil Aviation for approval, at least 30 days prior to the commencement of scheduled international air services. The flight schedule should at least contain information relating to the type of service and its frequency, the type of aircraft to be used and the flight timings. The flights shall be operated only after the schedule has been approved by the Department of Civil Aviation.
12. **AIC 01/09 dated 1 January 2009 is hereby superseded.**

Director General
Department of Civil Aviation

[Letter Head of Airlines]

Ref.: [if applicable]

Date:

Director General

Department of Civil Aviation (DCA)

DCA Headquarters Building

Yangon International Airport

Yangon 11021, Myanmar

Fax: +95-1-533016

E-mail: dgdca@dca.gov.mm

Dear Director General,

APPLICATION FOR NEW/RENEWED PERMIT TO OPERATE

We, -- [name of airlines] --, would like to apply to you for a new/renewed permit to operate for our scheduled international air services to and from the Republic of the Union of Myanmar. Accordingly, we would also like to submit relevant information and documents to you, as enclosed, for your kind consideration and approval. We are at *your disposal for any further information* you may need.

Yours sincerely,

[signature, name and designation of a legal representative of the headquarters of the airlines]

Encl.: *information form for Application of Permit to Operate*

C.C.: *Director (Air Transport), DCA*

INFORMATION FORM FOR THE APPLICATION OF PERMIT TO OPERATE

New Application

Renewal

Section 1: Airline

Name of Airline -----

ICAO Designator (----/----/----)

IATA Designator (----/----)

Postal Address of Headquarter -----

Telephone ----- Fax ----- Email -----

Postal Address of Local Branch (if applicable) -----

Telephone ----- Fax ----- Email -----

Section 2: Local Representative

Name of Local Representative -----

Postal Address of Local Representative -----

Telephone ----- Fax ----- Email -----

Section 3: Aircraft to be Operated

Type(s) of Aircraft					
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- A list of aircraft indicating whether owned or leased by the airline is provided in Section 5; and
- Relevant documents regarding all aircraft to be operated are provided in Section 5.

Section 4: Schedules

Flight No.	Route	Time		Day(s) of Operation	Weekly Frequency	Type (s) of Service	Date of Commencement
		ETA	ETD				

Section 5: Documents Required

Documents	Checked and Attached
Copy of letter or diplomatic note designating the airline	
Letter of authorization issued to the local representative	
Certified copy of the instrument relating to incorporation of the airline	
Certified information relating to the principle places of business of the enterprise	
Certified information relating to the nature of the enterprise	
Certified information relating to the equity structure of the enterprise	
Certified information relating to the nationalities of the investors	
Certified information relating to the names and nationalities of the board of directors	
Company profile	
Copy of Air Operator Certificate including its attachments issued by the state of the airline	
Copy of the air transport license or equivalent document issued by the State of the airline (if applicable)	

Certified copy of insurance policies and/or certificates	
Security programme	
List of aircraft indicating whether owned or leased by the airline	
Copy of Certificate of Registration for each aircraft to be operated	
Copy of lease arrangement for each leased aircraft (if applicable)	
Certified documents indicating that leasing arrangements are not equivalent to giving a lessor airline access to traffic rights not otherwise available to that airline and that financial benefits to be obtained by the lessor airline will not be related to the financial success of the operations of the lessee airline (if applicable)	
Others (if required)	

I hereby certify that the information provided above and all documents attached are true and correct.

Signature -----

Name -----

Designation -----

Organization -----

Date -----