



Aeronautical Information Management

Canadian NOTAM Procedures Manual

Effective at 0901z, 31 January 2019
P-NOF-101 Version 19.2

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Record of Amendments

Effective Date	Version	Reason for Amendment
29 Sept 2005	2005-1	Creation of NAV CANADA's manual replacing TP973
19 Jan 2006	2006-2	Updating information
20 July 2006	2006-3	Updating information
26 Oct 2006	2006-4	Updating information
25 Oct 2007	2007-5	Updating information
16 Nov 2009	2009-6	Updating information
07 Apr 2011	2011-7	Updating information
20 Oct 2011	2011-8	Updating information
05 Apr 2012	2012-9	Updating information
15 Nov 2012	2012-10	Inclusion of bulletins, minor clarifications, text format and edits
27 May 2013	2013-11	See Appendix A
03 Apr 2014	14.4	See Appendix A
18 Sep 2014	14.10	See Appendix A; Safety Impact Identified
31 Mar 2016	16.4	See Appendix A; incorporated NMB 14-006 (section 7.4.7); No Safety Impact Identified
12 Oct 2017	17.6	See Appendix A
31 Jan 2019	19.2	See Appendix A

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1 General

1.1 Purpose of this Manual

The purpose of this manual is to provide information, guidance and standard procedures for the origination, distribution and query of Notices to Airmen (NOTAM) in Canada. This manual is intended for reference and usage by NAV CANADA personnel, and accountable sources and originators not within NAV CANADA.

The rules in this manual are set forth by the International Civil Aviation Organization (ICAO) and Aeronautical Information Management (AIM) of NAV CANADA to provide NOTAM users with only the essential and pertinent information in a standardized way. An attempt has been made to provide examples for as many situations as possible. To ensure standardization, the syntax used in the examples should be followed to the extent possible.

Examples do not define the rule; they represent a means but not the only means to demonstrate compliance with the rules. The absence of an example for a specific subject in no way implies that this subject cannot be the object of a NOTAM. In the latter case and in case of unusual circumstances, the International NOTAM Office (NOF) should be contacted for assistance to ensure NOTAM criteria are met and that all necessary information is obtained.

1.2 Definition of NOTAM

A NOTAM is a notice distributed by means of telecommunications containing information concerning the establishment, conditions or change in any aeronautical facility, service, procedure or hazard, the timely knowledge of which is essential to personnel concerned with flight operations.

1.3 Purpose of NOTAM Distribution

The basic purpose of NOTAM is the distribution of information that may affect safety and operations in advance of the event to which it relates, except in the case of unserviceable facilities or unavailability of services and activities that cannot be foreseen. Thus, to realize its purpose the addressee must receive a NOTAM in sufficient time to take any required action. The value of a NOTAM lies in its “news content” and its residual historical value is therefore minimal.

1.4 Application

The Canadian NOTAM Procedures Manual prescribes the procedures to be used for the determination, origination, preparation and distribution of NOTAM in Canada. The procedures are based on the ICAO Annex 15 to the Convention on International Civil Aviation, Aeronautical Information Services.

1.5 International NOTAM Office (NOF)

Under the ICAO, each member state shall designate an International NOTAM Office (NOF). The Canadian NOF operates 24 hours a day, seven days a week.

International NOTAM Office, NAV CANADA
1601 Tom Roberts
PO Box 9824 Stn T
Ottawa, Ontario
Canada K1G 6R2
Telephone: 613-248-4000
Email: notam@navcanada.ca

1.6 Availability of NOTAM

Flight Information Centres (FIC) and Flight Service Stations (FSS) are the points of contact for pilots and other users to obtain NOTAM information.

Although NAV CANADA provides NOTAM applicable to flight operations within Canadian Domestic Airspace via the internet, such service may not provide all pertinent NOTAM information for a flight. Pilots and other users are advised to contact a FIC to obtain all pertinent NOTAM information.

1.7 ICAO NOTAM Format

This format is used for international exchange of Canadian NOTAM and uses coded fields in addition to plain text. This format is based on series (A, B, Y and Z) as opposed to NOTAM files.

1.8 AIP Canada Amendments and Supplements

Permanent changes to the Aeronautical Information Publication (AIP) Canada [ICAO] are published as AIP Canada [ICAO] Amendments.

If operationally-significant permanent changes or temporary changes of long duration are made at short notice, a NOTAM shall be issued. Such a NOTAM shall not contain graphics or extensive text.

Long duration changes, or short duration changes that contain extensive text or graphics, are published as an AIP Supplement (SUP).

If an AIP Supplement needs to be issued outside of an Aeronautical Information Regulation and Control (AIRAC) date, a NOTAM will also be issued referring to the supplement. The NOTAM will come into effect at the same time as the supplement. It will also carry the same end time as the supplement or the next AIRAC date, whichever comes first.

2 Responsibility

2.1 NAV CANADA

Under the Civil Aviation Navigation Services Commercialization Act (CANSCA), NAV CANADA has responsibility for the provision of aeronautical information services necessary to meet requirements of ICAO Annexes 4 and 15. NAV CANADA shall make necessary arrangements to satisfy operational requirements for the issuance and receipt of NOTAM distributed by telecommunication.

2.1.1 NOF

The NOF is responsible for:

- analyzing and assessing NOTAM, determining the validity, clarity and accuracy of the information, and initiating corrective action when required;¹
- disseminating and storing significant operational information for the safety and efficiency of air navigation in a timely manner;
- redistributing selected Canadian NOTAM to ICAO member states;
- compiling summaries of current Canadian NOTAM for distribution to other NOF;
- receiving, storing and redistributing NOTAM from other NOF;
- reviewing NOTAM received from other NOF, for error or ambiguity, and submitting requests for missing NOTAM, error correction or clarification of content;
- providing direct guidance and clarification of procedures, standards and recommended practices to NAV CANADA, Transport Canada (TC), aerodrome operators, the Department of National Defence (DND) and other agencies;
- providing direction to Aeronautical Fixed Telecommunication Network (AFTN) users concerning retrieval procedures, data format, and distribution criteria and data verification;
- issuing daily summaries of current domestic NOTAM;
- maintaining records of all NOTAM issued in Canada;
- controlling the processing of NOTAM performance by the NOTAM Processing System (NPS);
- acting as an administrator to SNOWiz for minor functions such as unlocking a user or resetting a password; and
- issuing NOTAM of national importance and under certain conditions at the request of third parties.

2.1.2 NSCC

The National Systems Control Centre (NSCC) exercises continuous operational control of the NAV CANADA AFTN Message Handling System. NSCC provides for the real-time reception, storage and delivery of aeronautical data through a world-wide system of aeronautical message switching centres and aeronautical fixed stations. The AFTN allows for the exchange of aeronautical data such as flight plans, meteorological and navigational air data, Aviation Regulation Bulletins, distress messages, NOTAM, and other approved messages.

¹ With the exception of NOTAMJ, all NOTAM are evaluated and, if necessary, edited by the NOF.

2.1.3 FIC and FSS

FIC and FSS units are responsible for issuing NOTAM information for air navigation facilities and services within their area of responsibility.

FIC or FSS units receiving a report from a pilot or any other reliable source concerning a condition or malfunction of an air navigation facility not within their jurisdiction are responsible to relay the report to the appropriate issuing unit. FIC or FSS will advise the originator of a proposed NOTAMJ, or of a proposed NOTAM for an air navigation facility or a service, not within their area of responsibility, to directly contact the appropriate NOTAM issuing site.

Flight Service Specialists are responsible for reviewing the information submitted by the NOTAM originator to ensure it meets the criteria specified in this manual. They will challenge the NOTAM originator and point out if a proposed NOTAM does not meet the criteria for AFTN dissemination or if information is missing. Flight Service Specialists must not change the content of a NOTAM without the consent of the originator. If a disagreement should arise and the matter cannot be resolved at the local level, and the originator insists on having the information disseminated by AFTN, Flight Service Specialists will issue the NOTAM as submitted and refer the matter to the NOF.

Flight Service Specialists are also responsible for reviewing the information provided to them for submission by aerodrome authorities about the condition of runway surfaces to ensure it follows the format prescribed in this manual before disseminating it by NOTAMJ.

2.1.4 Aeronautical Information Management (AIM)

Specialists in AIM Service Delivery (SD) Data Collection and AIM Instrument Flight Procedure (IFP) Service Delivery are responsible for the origination of NOTAM concerning the commissioning of new facilities, new significant obstructions, permanent amendments to publications and interim changes to instrument approach procedures. Co-ordination with the NOF is recommended.

AIM SD Data Collection and AIM IFP Service Delivery shall ensure verification and accuracy of all NOTAM within their area of responsibility.

When the NOTAM information has been properly published in all relevant publications, AIM SD Data Collection shall cancel the NOTAM. If the NOTAM is still outstanding seven days after publication has occurred, it shall be cancelled by the NOF after coordination with the proper authority.

2.1.5 Technical Operations

The Technical Operations Coordination Centre (TOCC) will advise the responsible FIC or FSS for the origination, revision and cancellation of NOTAM pertaining to all electronic systems maintained by Technical Operations.

2.1.6 NCFO

NAV CANADA Flight Operations (NCFO) is responsible for originating NOTAM for facilities not meeting ICAO Annex 10 or unsafe conditions following flight inspections.

AIM SD Data Collection is responsible to track and update NOTAM originated by NCFO until the matter is resolved by AIM IFP Service Delivery.

2.1.7 NAV CANADA Employees

When a condition affecting flight safety comes to the attention of NAV CANADA employees, it is their duty to ensure appropriate authorities are notified immediately so NOTAM can be issued or other actions taken.

2.2 Transport Canada

Within their area of responsibility, Transport Canada representatives are responsible for the origination, coordination and submission of NOTAM related to changes in regulations, changes in airspace classification and structure, and the activation of airspace restrictions. Transport Canada will also be the point of contact for aerodrome operators requesting clarification on NOTAM related to construction activities and other temporary changes at aerodromes.

When a condition affecting flight safety comes to the attention of Transport Canada, it is Transport Canada's duty to ensure appropriate authorities are notified immediately so NOTAM can be issued or other actions taken.

2.3 Aerodrome Operator

The aerodrome operator is responsible for providing information to the appropriate FIC or FSS for the issuance of NOTAM for any of the following circumstances:

- any projection by an object through an obstacle limitation surface relating to the aerodrome,
- the existence of any obstruction or hazardous condition affecting aviation safety within the aerodrome boundaries,
- any change in the level of services at the aerodrome set out in an aeronautical information publication and pertinent to aviation safety, excluding instrument procedures,
- the closure of the aerodrome or any part of the manoeuvring area of the aerodrome,
- the presence of contaminant on the manoeuvring area, and
- any other conditions that could be hazardous to aviation safety at the aerodrome.

The aerodrome operator shall coordinate with AIM SD Data Collection before requesting a NOTAM for any change in the level of service or for the existence of any obstruction that could affect aviation safety.

2.4 Department of National Defence

The Department of National Defence is responsible for providing information for the issuance of NOTAM for any of the following circumstances:

- the activation of published Canadian Class F airspace, including restricted (CYR), danger (CYD) and advisory (CYA) areas under its jurisdiction;
- the activation of search and rescue activities; and
- the presence of conditions affecting military aerodromes.

2.5 Airshow Sponsor

The Airshow Sponsor is responsible for the provision of information related to airshow activities.

2.6 NOTAM Originator

The NOTAM originator is responsible for the provision of information to NAV CANADA including contact information (if clarification is required).

It is the NOTAM originator's responsibility to revise or cancel a NOTAM he/she has initiated **before** the time is reached in the case of a NOTAM with TIL APRX time. If the NOTAM to revise or cancel is related to a permanent amendment to publication, prior coordination shall be done with AIM SD Data Collection.

Where NOTAM are required to be issued in English and French, the NOTAM originator is responsible to provide both the English and the French versions.

3 Criteria

3.1 General Specifications

The general specifications for NOTAM are:

- a. A NOTAM shall be originated and issued promptly whenever the information to be distributed is of a temporary nature and of short duration or when operationally-significant permanent changes or temporary changes of long duration are made at short notice.
- b. All NOTAM, except those for the planned temporary establishment of restricted airspace and the activation of restricted and danger areas, should be disseminated at least five hours² but generally not more than 48 hours in advance. If more than 48 hours advanced notice is required for a NOTAM, the NOF shall be contacted prior to the issuance of the NOTAM. There should not be a break of more than 48 hours between time periods within a single NOTAM.³
- c. NOTAM restricting airspace or activating/modifying CYR or CYD should be issued at least seven days in advance.
- d. Planned removal of an air navigation service or facility for more than seven days shall be distributed as an AIP Supplement. If the conditions to distribute this notice by AIP Supplement cannot be met, a NOTAM can then be issued up to fourteen days in advance of the removal.
- e. NOTAM shall be as brief as possible, stating only the essential facts⁴, and so compiled that its meaning is clear and unambiguous. Clarity shall take precedence over conciseness. The following expressions shall not be used because they are considered unnecessary or inadvisable:
 - USE CAUTION
 - TEMPO CHANGE
 - TEMPO AMEND
 - EMERG
 - MAKE LOW PASS PRIOR TO LDG
- f. Each NOTAM shall deal with only one subject and one condition of the subject and only one NOTAM concerning a single facility, activity or service may be in effect at any one time. The exceptions are emergency evacuation, power failure, temporary closure of Air Traffic Services (ATS) units during published hours of operations, and other unusual circumstances.
- g. Include in the NOTAM the impact on aeronautical operations and quantify anticipated delays, when applicable. Delays less than 15 minutes shall not be disseminated by NOTAM.
- h. Do not make cross-reference to another NOTAM unless prior coordination with the NOF has occurred.

² For planning purposes.

³ This constraint is put in place to reduce the number of NOTAM that must be assessed by flight crews prior to each flight.

⁴ NOTAM are not issued after the fact just for the records to show that NOTAM were issued. For example, if no NOTAM were issued during the actual outage or closure, it is not permitted to promulgate the information after the fact.

- i. A NOTAMR shall refer to the same subject and condition of the NOTAM being revised. For example, a NOTAMN stating RWY 07/25 CLSD cannot be revised by a NOTAMR stating RWY 14/32 CLSD.
- j. Providing the subject is the same, errors occurring in a NOTAM already processed by the NOF shall be corrected by the issuance of a NOTAMR. When issuing a NOTAMR, refer to the NOF format/text appearing in the already processed NOTAM it revises.
- k. When cancelling a NOTAM, the subject of reference shall be included in the text.
- l. Information already published in NOTAM or available in aeronautical publications shall not be the object of a NOTAM.⁵
- m. When NOTAM content does not comply with these criteria, the NOTAM Specialist may request the issuing unit to clarify or obtain further information. If this is not satisfactory, the NOTAM Specialist will contact the NOTAM originator directly to have the matter resolved.
- n. The abbreviation ACT (activity) used in a NOTAM refers to all functions associated with the subject. As an example, BLASTING ACT includes explosive set-up/blasting/dismantling of materials.
- o. To avoid any confusion, the phrase RESTRICTED TO is strongly discouraged, as it can be construed to mean either available or not available.

3.2 Information to be Promulgated by NOTAM

A NOTAM shall be originated and issued concerning the following information:

- a. establishment, closure or significant changes in operation of aerodrome(s) or runways;
- b. establishment, withdrawal or significant changes in operation of aeronautical services (AGA, AIS, ATS, COM, MET, SAR, etc.);
- c. establishment, withdrawal or significant changes in operational capability of radio navigation and air/ground communication services. This includes: interruption or return to operation, change of frequencies, change in notified hours of service, change of identification, change of orientation (directional aids), change of monitoring capability or location of any radio navigation and air/ground communication services;
- d. establishment, withdrawal or significant changes made to visual aids;
- e. interruption of or return to operation of major components of aerodrome lighting systems;
- f. establishment, withdrawal or significant changes made to procedures for air navigation services;
- g. occurrence or correction of major defects or impediments in the manoeuvring area;
- h. changes to and limitations on availability of fuel, oil and oxygen;
- i. major changes to search and rescue facilities and services available;
- j. establishment, withdrawal or return to operation of hazard beacons marking obstacles to air navigation;
- k. changes in regulations requiring immediate action, for example, *Designated Airspace Handbook* (DAH) (TP 1820) amendments;
- l. presence of hazards that affect air navigation (including obstacles, military exercises, displays, fireworks, rocket debris, races, major parachuting events outside promulgated sites);

⁵ For example, a NOTAM pertaining to a planned outage of a facility would not be issued if the outage coincides with a published maintenance schedule.

- m. erection of, removal of, or changes to obstacles to air navigation in the take-off/climb, missed approach, approach areas and runway strips;
- n. establishment or discontinuance (including activation or deactivation), as applicable, or changes in the status of restricted, danger or advisory areas;
- o. establishment or discontinuance of areas or routes or portions thereof;
- p. allocation, cancellation or change of location indicators;
- q. changes in the level of protection normally available at an aerodrome for rescue and firefighting purposes;
- r. outbreaks of epidemics necessitating changes in notified requirements for inoculations and quarantine measures;
- s. observations or forecasts of space weather phenomena;
- t. operationally-significant change in volcanic activity;
- u. release into the atmosphere of natural gas or toxic material; the location (to include radius and co-ordinates), altitude and direction of movement (if available);
- v. establishment of operations of humanitarian relief missions, such as those undertaken under the auspices of the United Nations, together with procedures and/or limitations that affect air navigation;
- w. implementation of short-term contingency measures in cases of disruption, or partial disruption, of air traffic services and related supporting services;
- x. unavailability of meteorological data; or
- y. other operationally-significant circumstances.

3.3 Information Not to be Promulgated by NOTAM

Although not requiring AFTN distribution, information identified in this section can be disseminated by VOICE NOTAM, Automatic terminal information service (ATIS) or Data link ATIS (D-ATIS) when determined to be appropriate. The following information shall not be promulgated by NOTAM:

- a. routine maintenance work on aprons and taxiways which does not affect the safe movement of aircraft;
- b. runway marking work, when aircraft operations can be safely conducted on other available runways, or the equipment used can be removed when necessary;
- c. temporary obstacles in the vicinity of an aerodrome that do not affect the safe operation of aircraft;
- d. partial failure of aerodrome lighting facilities where such failure does not directly affect aircraft operations;
- e. partial temporary failure of air/ground communications when suitable alternative frequencies are known to be available and are operative;
- f. the lack of apron marshalling services and road traffic control;
- g. the unserviceability of location, destination or other instruction signs on the aerodrome movement area;
- h. activities such as parachuting, gliding, acrobatics and training published in the Canada Flight Supplement (CFS), Canada Water Aerodrome Supplement (CWAS) or on aeronautical charts;
- i. training activities by ground units;
- j. unavailability of back-up and secondary systems if these do not have an operational impact;

- k. limitation to airport facilities or general services with no operational impact;
- l. national regulations not affecting general aviation;
- m. announcement or warnings about possible/potential limitations, without any operational impact;
- n. general reminders on already published information;
- o. availability of equipment for ground units without containing information on the operational impact for airspace and facility users;
- p. closure, changes, or unavailability in operation of aerodromes outside the aerodrome's operational hours;
- q. electronic navigation aid (NAVAID) operating on or without emergency backup power or standby transmitter, except when applicable to CAT II/III Instrument Landing System (ILS);
- r. editorial and administrative changes;
- s. when ATS services are made available using contingency plans transparent to the users (for example, call re-routing, remote monitoring);
- t. request for a Missing Aircraft Notice (MANOT);
- u. change to a NOTAM file⁶;
- v. fur farm;
- w. aviation weather camera;
- x. obstruction collision avoidance system (OCAS)⁷;
- y. any other maintenance, closure, unserviceability, failure or a change to publications that has no impact on flight operations shall not be issued as a NOTAM; or
- z. other non-operational information of similar temporary nature.

3.4 Unusual Circumstances

In cases of unusual or questionable information, the FIC/FSS should query NAV CANADA AIM, or contact the NOF via:

AFTN: CYHQYNYX
Tel: (613) 248-4000
Fax: (613) 248-4001, or
Email: notam@navcanada.ca

⁶ A NOTAM file can only be changed in coordination with AIM and become effective on a publication date.

⁷ Refer to section 5.5.3.

3.5 NOTAM Requests Disagreement Resolution

When a NOTAM request originates from Transport Canada, the Royal Canadian Mounted Police (RCMP) or the Canadian Security Intelligence Service (CSIS)⁸, which is contrary to NOTAM rules in this manual, the NOTAM Specialist shall notify the proponent of conflicts with NOTAM rules and propose an option to disseminate the NOTAM while complying with NOTAM rules. However, in the event of irreconcilable disagreement, the NOTAM Specialist shall accept and disseminate the NOTAM and notify the NOF Supervisor and Manager immediately.

For all other NOTAM originators, the NOTAM Specialist shall attempt to resolve disagreements on requests contrary to NOTAM rules in this manual, in an efficient and timely manner by proposing another option or action (for example: alternate wording, different NOTAM file, ATIS, AIP Supplement, NOTAM duration, etc.). In the event of an irreconcilable disagreement that results in the NOF denying a NOTAM request, the originator may contact the NOTAM Specialist directly and request that they escalate the issue. The NOTAM Specialist will then notify the NOF Supervisor and Manager immediately.

⁸ The RCMP and CSIS do not have the authority to restrict or change Domestic Canadian Airspace. Airspace restriction requests from these agencies shall be denied and the proponent redirected to Transport Canada regional offices or Civil Aviation Contingency Operations (CACO).

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4 Format

4.1 NOTAM Format

Form NC26-0036 details the correct format (structure) of NOTAM information for dissemination by AFTN or voice.

NAV CANADA **NOTAM** ☐ ADIS / AFTN ☐ VOICE ONLY

FIELDS 1, 2, 4, 5, 6, 7, 9, 10, 12 MUST BE FILLED BEFORE TRANSMISSION WILL BE ACCEPTED BY ADS — FIELDS 3, 8, 11, 13, 14, 15 SHOULD BE USED WHEN APPLICABLE

IF TEXT EXCEEDS 1800 CHARACTERS AN INDICATION, E.G. PART 1 OF 2, MUST APPEAR AS FIELD 11 OF THE NOTAM LINE

1. G G **2.** C Y Z Z N **3.** K D Z Z N A X X

4. DATE **5.** TIME **6.** YEAR **7.** SGL NBR **8.** YEAR **9.** SGL NBR **10.** NOTAM FILE **11.** AIRPORT / FACILITY / LOCATION

12. (FOR ORG. USE) **13.** T I L **14.** T I L A P R X **15.** YEAR MONTH DAY HOUR

EXAMPLE/EXEMPLE

DISTRIBUTION

☐ TDM (INITIAL COORDINATION)	☐ (FINAL APPROVAL)
☐ TOWER ☐ ACC	☐ TCu
☐ OTHER AGENCIES	

ORIGINATOR (OTHER THAN ADS)

NAME AND TELEPHONE NUMBER

REC'D BY — TIME

FRANCAIS
AM
VERSO

NC26-0036 (1007-09)

Figure 1: Form NC26-0036

General instructions for the completion of this form are described in the following sections.

4.1.1 Address Line

- Field 1: Telecommunications transmission priority. NOTAM messages are normally sent with the priority GG. Under exceptional circumstances and when justified by a requirement or special handling, a NOTAM may be given the higher DD priority.
- Field 2: Collective address distribution indicator (CYZZNXXX): where XXX corresponds to the last three letters of the NOTAM file. The AFTN Message Handling System uses this group address to determine the individual addresses to which NOTAM need to be distributed. The French version is to be addressed to CYZZNFRN.
- Field 3: The address for distribution to the United States of America, when required, is automatically entered by the AFTN Message Handling System.

4.1.2 Origin Line

Field 4: Date and time of origination using day, hour and minutes in co-ordinated universal time.

Field 5: AFTN eight-letter origin indicator of the unit inputting the NOTAM.

4.1.3 NOTAM Line

Field 6: NOTAM continuity number for the NOTAM file described in Field 9. NOTAM are numbered consecutively on an annual basis commencing with 0001 at the beginning of each calendar year. This number is preceded by a two-digit figure representing the current year. The letter F must be appended to the French version.⁹

Example: 120001F is the first NOTAM issued in year 2012 for the NOTAM file described in Field 9, where F indicates the French version.

Field 7: NOTAM type:

- NOTAMN: new NOTAM
- NOTAMR: NOTAM revising a valid NOTAM
- NOTAMC: NOTAM cancelling a valid NOTAM

Field 8: If applicable, year and continuity number of the NOTAM being revised or cancelled.

Field 9: NOTAM file (four-letter location identifier of the location under which the NOTAM number continuity is maintained).

Field 10: The identification in plain language of the name of an aerodrome as published in the CFS/CWAS, the Flight Information Region (FIR), the Area Control Centre (ACC)¹⁰, or NATIONAL for NOTAM issued under the CYHQ NOTAM file.

For hazards, obstructions or activities taking place within a designated control zone (airspace class C, D or E), the name of the control zone's central aerodrome is entered in Field 10. Otherwise, Field 10 contains the closest aerodrome.

If Field 10 refers to a water aerodrome, WATER shall be added in brackets. The French version will read HYDRO instead of WATER. If Field 10 refers to a heliport, HELI shall be added in brackets.

The full designations of some aerodromes have too many characters to fit into Field 10 of NAV CANADA systems. When the name of an aerodrome is too long, the NOTAM cannot be processed and disseminated. As a result, abbreviated designations are used for aerodromes listed in Appendix G. Names are abbreviated at NAV CANADA's discretion.

Some characters are not transmitted properly on the AFTN and are therefore prohibited. The only accepted symbols are: ' - ? : () . , = / and +. If the symbol & is used in an aerodrome name, it shall be replaced by the word "and."¹¹ An apostrophe shall be used in lieu of a quotation mark. There will be no space between sets of brackets, between a word and a bracket, and between words separated by a period or a hyphen. This ensures uniformity in NOTAM summaries.

⁹ The NPS automatically assigns the next number to each NOTAM.

¹⁰ The only time an FIR NOTAM will refer to the ACC in Field 10 shall be for information published under the ACC in the CFS. For example, Peripheral Station (PAL) outages.

¹¹ The word "and" is used provided the number of characters for Field 10 is not exceeded.

Field 11: Multi-part NOTAM indicator, if applicable. If the text exceeds 1800 characters, the NOTAM is divided into parts and an indication of the number of parts is indicated.

Example: PART 1 OF 3

4.1.4 Text

Field 12: The text shall begin with a four-character group to identify the FIR, aerodrome, facility or obstruction. (Refer to section 4.3.)

The remainder of the text is in plain language, using abbreviations and acronyms as shown in Appendices C and D and approved ICAO location identifiers. To accommodate other automated systems, when entering text, effort should be made to minimise the use of punctuation to the extent practicable.

4.1.5 Validity Line

Field 13 or Field 14, and Field 15, when required, shall appear on the same line as the last group of the text.

Field 13: TIL used for NOTAM with a defined expiry time.

Field 14: TIL APRX used for NOTAM with an estimated expiry time.

Field 15: Date-time group used to identify TIL or TIL APRX expiry time.¹²

4.1.6 Additional Information

Distribution requirements as per local instructions, originator's name, contact telephone number and time of receipt of information shall be added at the bottom of the form. Also, the method of dissemination shall be checked, either AFTN or VOICE ONLY.

To the extent practicable, NOTAM are distributed via the AFTN to approved addresses. Each NOTAM must be transmitted as a single telecommunication message.

The following rules will apply to NOTAM with a firm expiry time:

- If the NOTAM will expire within one hour of transmission, the NOTAM shall not be disseminated on AFTN. This information is disseminated by Voice NOTAM.
- If notified within one hour prior to the original expiry time that the outage will be reduced or extended by less than one hour, the change shall be disseminated by Voice NOTAM.
- If notified more than 30 minutes prior to the expiry time that the outage is to be extended for one hour or more, a replacing NOTAM (NOTAMR) shall be issued.
- If notified within 30 minutes of the original expiry time that the outage is to be extended for one hour or more, a new NOTAM (NOTAMN) shall be issued.

¹² Inclusion of the term UFN (until further notice) is not permitted because it is not recognized as a valid entry by processing systems.

4.2 NOTAM Layout

The following example illustrates the NOTAM layout.

Example: GG CYZZNYYY
141736 CYYYYFYX
120001 NOTAMN CYYY BAIE-COMEAU
CYBC ILS 10 U/S
1201150600 TIL APRX 1201191200

GG: Telecommunications transmission priority
CYZZNYYY: Collective address distribution indicator
141736: Date and time of origination
CYYYYFYX: Origin indicator
120001: NOTAM continuity number
NOTAMN: NOTAM type
CYYY: NOTAM file as indicated in the CFS or the CWAS under FLT PLN
BAIE-COMEAU: Aerodrome's name, as published in the CFS/CWAS
CYBC: Four-character group to identify the aerodrome
ILS 10 U/S: Text of the NOTAM, in plain language using approved abbreviations, including type and condition of facility
1201150600: Start date-time group^{13, 14}
TIL APRX: Until approximately (or TIL for a defined end time)
1201191200: End date-time group

4.3 Four-character Group

For user data processing purposes, the text in Field 12 shall begin with one of the following four-character groups, and a space:

- CYHQ: for information issued for national distribution under the CYHQ NOTAM file;
- the aerodrome identifier: for information related to an aerodrome (including NOTAM for approach aids), or activities, obstruction or obstruction light outages within 10 nautical miles (NM) or less of an aerodrome;
- OBST: for obstruction light outages, cable crossings, blasting, etc., beyond 10 NM and up to 25 NM inclusively of an aerodrome;
- XXXX: for activities outside Class F airspace beyond 10 NM and up to 25 NM inclusively of an aerodrome, and any other subject not already covered above, such as heli-logging, parajumping, gliding, laser display, unmanned air vehicle (UAV) activity, etc.;

¹³ There is no dedicated field for the start time. The start time is usually indicated in field 12.

¹⁴ The use of WIE (With Immediate Effect) in lieu of a date-time group is prohibited because it is not recognized as a valid entry by processing systems. WEF (With Effect From) can be used only in the text of a NOTAM permanently amending data.

- the FIR identifier: CZVR, CZEG, CZWG, CZYZ, CZUL, CZQM or CZQX, for information related to a specific FIR or beyond 25 NM of any aerodrome;
- CYR-, CYD- or CYA- : for Class F airspace, followed by a space and the number of the particular CYR, CYD or CYA, as listed in the *Designated Airspace Handbook* (TP 1820);
- the two or three-character identifier of a NAVAID: followed by hyphen(s) to complete the four-character group; or

4.4 NOTAM Files

The NOTAM files are four-letter indicators under which domestic NOTAM are disseminated, stored and retrieved by electronic means. There are more than 200 NOTAM files used in Canada divided into three categories: National, FIR and Aerodrome. Certain NOTAM files are designated bilingual and NOTAM information under these files shall be distributed in English and in French.

Each General Manager, Flight Information Region (GM FIR), or their delegate, is responsible for assigning air navigation facilities and services to NOTAM files and for assigning those NOTAM files to FIC and FSS within their area of responsibility. As a general rule, an air navigation facility or service can be assigned to only one NOTAM file. Generally, a NOTAM file can be assigned to only one FSS or FIC and each NOTAM file is assigned at least one alternate FSS or FIC for dissemination on the AFTN.

National NOTAM

National NOTAM are of general interest to all users. The NOTAM file identifier is CYHQ.

FIR NOTAM

FIR NOTAM are not associated with a specific aerodrome, or include information affecting two or more sites within the same FIR. They also include:

- Class F airspace
- airspace restrictions
- military exercises
- changes to published information for areas or routes
- ATS system change trials
- volcanic activity
- PAL frequencies
- enroute remote communication outlet (RCO) frequencies
- navigation facilities not listed under a specific aerodrome in the Aerodrome/Facility directory section of the CFS or CWAS
- other hazard or activities occurring beyond 25 nautical miles of any aerodrome

The FIR NOTAM file identifiers are CZVR, CZEG, CZWG, CZYZ, CZUL, CZQM and CZQX. A separate NOTAM shall be issued for each FIR when more than one FIR is affected.

The airspace surrounding forest fires is defined by Canadian Air Regulations (CARs) 601.15 and 601.16 as restricted airspace. Therefore, NOTAM on forest fires, as with any other airspace restriction, are filed under the appropriate FIR NOTAM file. In exceptional circumstances, the Minister may request that these NOTAM be also issued under an aerodrome NOTAM file. Refer to section [5.4, Airspace](#).

NOTAMs affecting airspace where FIR boundaries and ACC Control Area (CTA) boundaries differ shall be filed according to the FIR boundaries, with reference to the affected ACC if necessary.

When the text of an FIR NOTAM refers to one aerodrome, either its four-character identifier, or its complete name will be used, not both. For example: CNC2 **or** CORNWALL (NAV CENTRE) (HELI).

When an FIR NOTAM refers to multiple aerodromes, they shall be listed using only their four-character identifiers.

Aerodrome NOTAM

With the exception of NOTAM issued under the National or under the appropriate FIR NOTAM file, as identified in the preceding sections, aerodrome NOTAM describe information of particular interest to a specific aerodrome at 25 NM or less from said aerodrome. They describe information such as:

- services
- facilities
- operations
- hazards
- activities

The Aerodrome NOTAM file identifiers are specified under the appropriate Flight Planning (FLT PLN) entry in the Aerodrome/Facility Directory section of the CFS or CWAS. An Aerodrome NOTAM file identifier can be used by more than one aerodrome. Refer to section 4.1.3, *Field 10* for activities or hazard within designated control zones.

4.5 Horizontal and Vertical Reference Systems

4.5.1 Units of Measurement

Whole numbers are to be used unless otherwise indicated in this manual.

Height is expressed in feet.

Altitude is expressed in feet above ground level (AGL) and/or above mean sea level (MSL) or flight level (FL).

Distance is expressed in nautical miles, feet or inches. Below two nautical miles, distances from aerodromes may be identified with decimals. Distances below one nautical mile may be identified in feet or in nautical mile.

Weight is expressed in pounds.

Temperature is expressed in degrees Celsius.

4.5.2 Geographic Reference

References or bearings to aerodromes are expressed in magnetic degrees in Southern Domestic Airspace and in true degrees in Northern Domestic Airspace.

Coordinates are expressed in the ICAO format, in degrees, minutes, and, when required, seconds. Decimals, in hundredth of a minute instead of seconds of a degree, if required, are used only when referring to published information using decimals such as Area Navigation (RNAV), Global Positioning System (GPS) and Flight Management System (FMS) waypoints.

Example for ICAO format: 644153N 1103633W

Example for ICAO format with decimals: 5250.49N 10827.46W

4.5.3 Location of an Object or Area in Relation to an Aerodrome or NAVAID

The location of an area or an object is described with one of the following two options:

- a. By measuring the bearing and distance from the aerodrome to the point or centre of the area

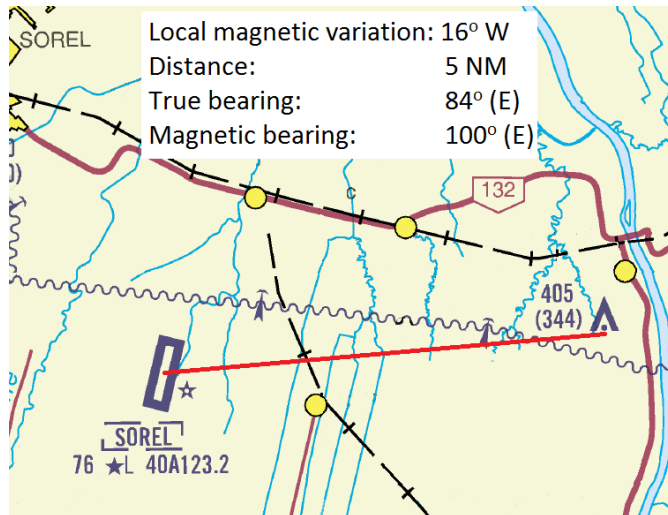


Figure 2: Location of a Point Relative to an Aerodrome

Example 1: 170001 NOTAMN CYUL SOREL
 CSY3 OBST LGT U/S TOWER 455919N 725513W (APRX 5 NM E AD)
 344 FT AGL 405 MSL
 YYMMDDHHMM TIL YYMMDDHHMM

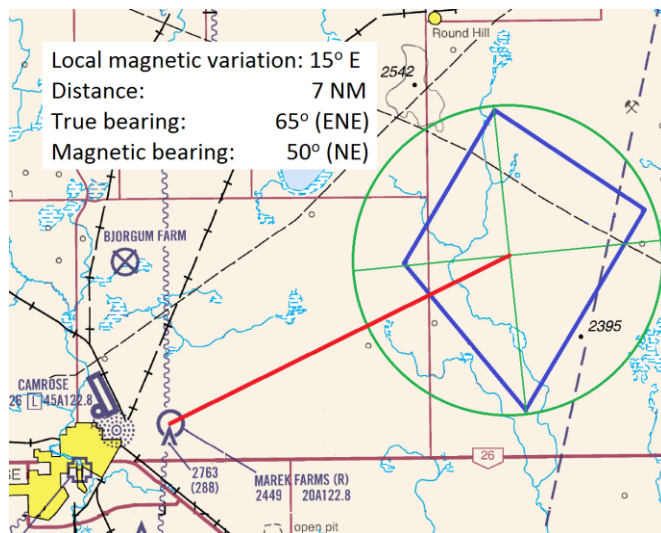


Figure 3: Location of an Area Relative to an Aerodrome

Example 2: The approximate centre of the area is used to determine distance and bearing.
 170002 NOTAMN CYEG CAMROSE/MAREK FARMS
 CFF9 GLD ACT WITHIN AREA BOUNDED BY 5308N 11236W-5306N 11231W-
 5302N 11235W-5305N 11239W-5308N 11236W (CENTRE APRX 7 NM NE AD)
 SFC TO 2500 FT MSL
 YYMMDDHHMM TIL YYMMDDHHMM

- b. By measuring a DME distance on a radial (VOR or VORTAC) using the following format:
 ([3-letter VOR identifier] [space] [3 digits radial][3 digits distance in DME from the NAVAID])

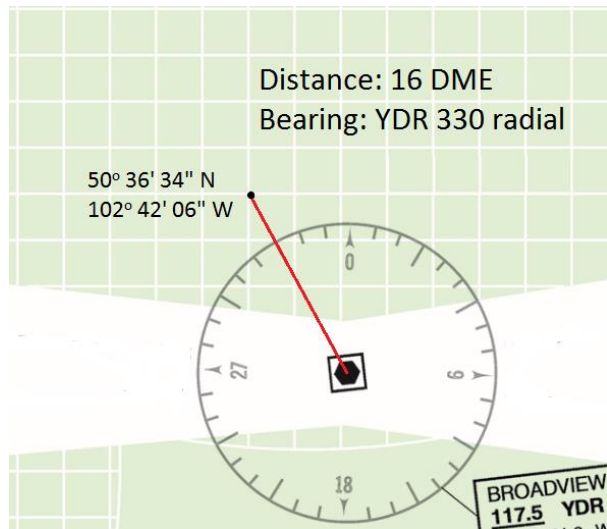


Figure 4: Location of a Point on a VOR Radial

Example 3: (YDR 330016) means a point located 16 DME from YDR VOR/DME on radial 330.

170003 NOTAMN CYQV GRENFELL
 OBST FIREWORKS ACT RADIUS 0.25 NM CENTRE 503634N 1024206W
 (YDR 330016) SFC TO 1000 FT AGL
 YYMMDDHHMM TIL YYMMDDHHMM

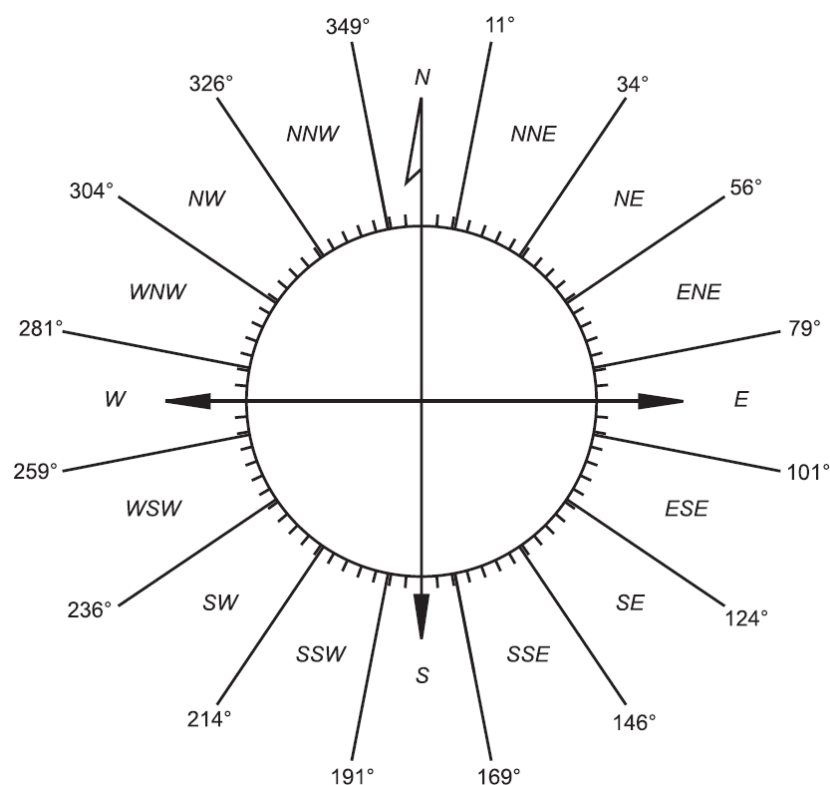


Figure 5: Compass Rose used to Determine Cardinal Directions in NOTAM

4.5.4 Area Definition

Circle

A circle-shaped area is defined by the word “RADIUS”, followed by the value of the radius and the unit of measurement, followed by the word “CENTRE”, followed by circle’s centre coordinates.

Example 1: CEM4 SAR ACT RADIUS 25 NM CENTRE 520443N 1140139W (AD)

Example 2: XXXX GLD ACT RADIUS 5 NM CENTRE 461015N 721020W
(APRX 11 NM NW AD)

Example 3: CZUL MIL ACT RADIUS 10 NM CENTRE 472403N 732712W
(APRX 27 NM WNW CYLQ)

Polygon

The points defining the lateral limits of a polygon must be enumerated in clockwise order separated by a hyphen (-). The last point on the list must be the same as the first point to “close” the polygon.

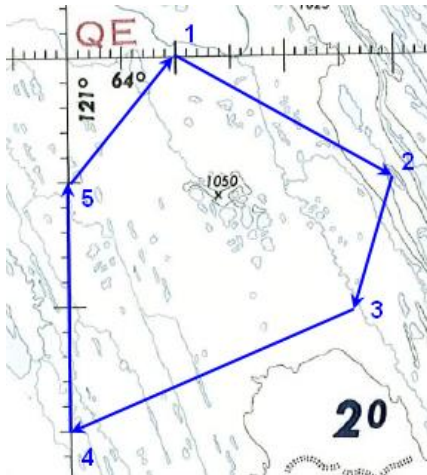


Figure 6: Defining a Polygon by Listing Coordinates in Clockwise Order

6400N 12050W-6355N 12030W-6350N 1203430W-6345N 12100W-6355N 12100W-
6400N 12050W

Geographic Corridor

A corridor between two or more points may be described using straight lines or following a distinct, easily-recognizable published geographic feature (such as a river or highway). The NOTAM shall include the width and first and last points of the corridor.

Example 1: 170001 NOTAMN CYWK WABUSH
CYWK BLASTING ACT 2 NM EITHER SIDE OF A LINE FM
525626N 664656W TO 525448N 664645W
(APRX 3 NM E TO 3 NM ESE AD) SFC TO 1000 FT AGL.
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 170001 NOTAMN CYAM SAULT STE.MARIE(SAULT AREA HOSP) (HELI)
XXXX UNMANNED AIR VEHICLE ACT 1 NM EITHER SIDE OF TRANSCANADA
HIGHWAY (17) FM 464528N 842138W TO 465540N 842527W
(APRX 13 TO 23 NM N AD) SFC TO 400 FT AGL. TYPE FREEFLY ALTA8,
WINGSPAN 47 INS, WEIGHT 32 LB, COLOUR BLACK.
YYMMDDHHMM TIL YYMMDDHHMM

Example 3: 170001 NOTAMN CZUL MONTREAL FIR
 CZUL SAR EXER 2 NM EITHER SIDE OF ST.LAWRENCE RIVER FM
 462102N 722958W TO 464422N 711923W
 (APRX 4 NM W CSV3 TO 3 NM ESE CSN8) SFC TO 1500 FT AGL.
 YYMMHHHHMM TIL YYMMDDHHMM

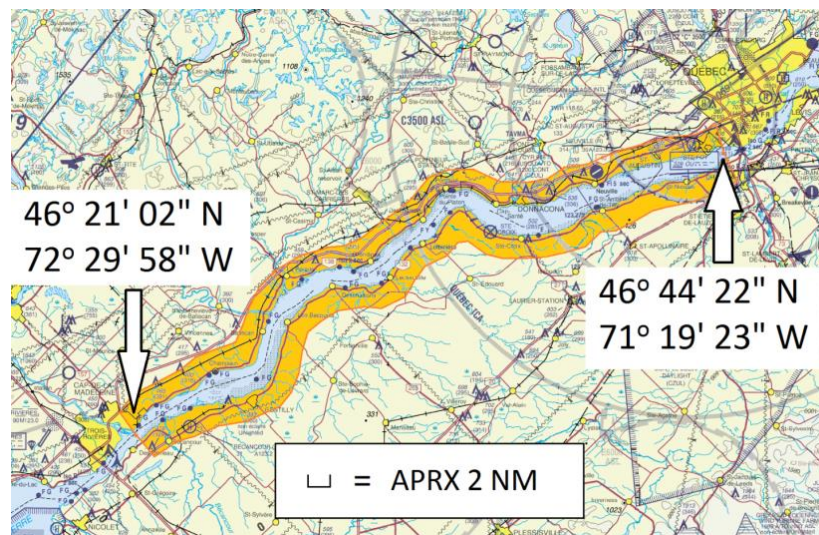


Figure 7: Defining an Area Relative to a Published Geographic Feature

4.6 Date-Time Group and Time Period

Time is expressed in coordinated universal time (UTC) and indicated to the nearest minute.

The day begins at 00:00 and ends at 23:59.

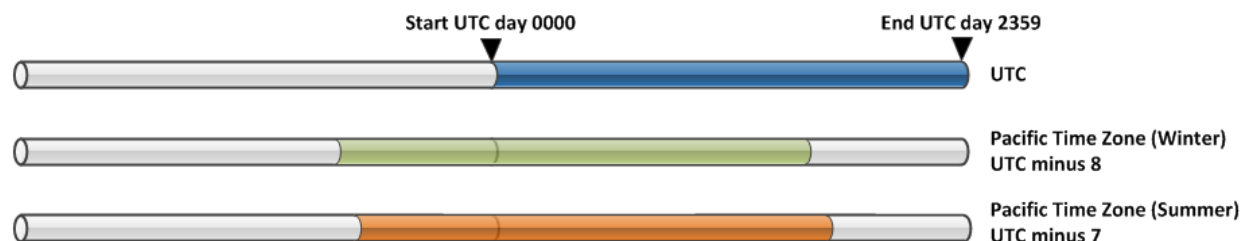


Figure 8: UTC Day versus Local Day Standard Time and Daylight Saving Time

4.6.1.1 Date-time Group

The date-time group is composed of ten figures expressed as YYMMDDHHMM. The letters YY represent the last two numbers of the year; MM represent the month; DD the day; HH the hours; and MM the minutes.

Example: 1612251100 for the 25th day of December 2016, 1100 UTC.

Ten-digit date-time groups are only used to depict the NOTAM start and end times. All NOTAM (except NOTAMC and NOTAM amending data permanently) shall always include a start and end time. If the activity has started before the NOTAM is published, the start time shall be the current time, that is, the time at which the NOTAM is sent to the NOF for validation. If the activity follows a schedule, the schedule will be inserted immediately before the start/end time line.

The format is: [NOTAM CONTENT]
 [NOTAM TIME SCHEDULE]
 [NOTAM START TIME] TIL (or TIL APRX) [NOTAM END TIME]

If the end time of a NOTAM is known with certainty, TIL is used. A NOTAM with TIL will be automatically removed from the database (and therefore not available to users) at the expiry time without human intervention.

If the end time of a NOTAM is **not known with certainty**, TIL APRX (approximate end time) is used. A NOTAM with TIL APRX remains available until it is replaced or cancelled but its validity cannot be guaranteed. In case of outages, the selected TIL APRX time should be realistic but conservative enough to avoid multiple revisions. A NOTAM with an approximate end time must be replaced (NOTAMR) or cancelled (NOTAMC) **before** the TIL APRX time is reached. The TIL APRX date-time shall always be a date and time at which the information can be verified or updated by the originator, that is, normal working hours for the NOTAM originator.

The expressions TIL or TIL APRX are only used just before the last date-time group. The words TIL, TILL, UNTIL, UNTILL or any other variation of these expressions shall not be used in the text of the NOTAM (Form NC26-0036 Field 12) because information that follows these expressions are not distributed by AFTN.

4.6.1.2 NOTAM Time Schedule

A schedule is inserted only when the information contained in a NOTAM is occurring during more than one period within the overall "in force" period. The start of the first time period shall correspond to the Start date-time group and the end of the last period shall correspond to End date-time group, unless it is not feasible, or days of the week are used and the NOTAM is in force for more than a week. The periods shall be in chronological order. Refer to section 4.6.1.5, *Example 7*.

All days (MON, TUE, WED, etc.), dates (OCT 12, DEC 13, etc.) and times (1300, 2230, etc.) are in UTC. H24 begins at 0000Z and ends at 2359Z.

If a time schedule is added to change the hours of a published service, then the start and stop date-time groups can differ from the time schedule, as necessary.

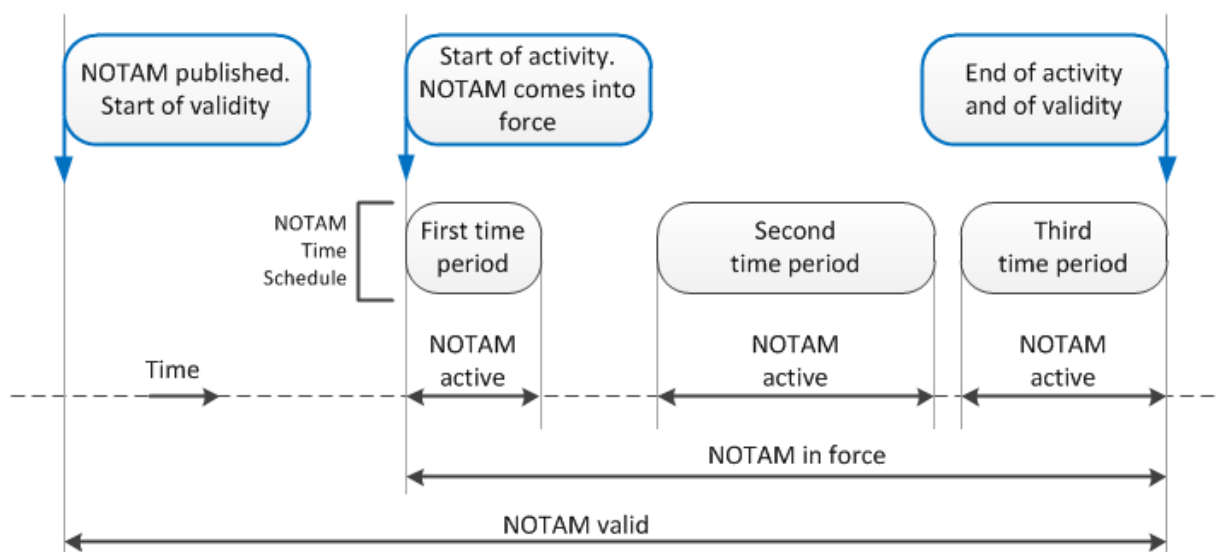


Figure 9: NOTAM Schedule in Relation to the NOTAM Validity

4.6.1.3 Punctuation

A hyphen (-) means “TO” or “FROM-TO”.

Commas shall not be used for the enumeration of days or dates (for example, DEC 10, 11, 12, 13, 14).

An oblique (/) shall not be used in NOTAM schedules.

4.6.1.4 Schedule Syntax

Different syntax can be used to express the schedule:

- a. When the activity is a succession of identical periods of less than 24 hours on consecutive days, the following syntax is used: [START TIME]–[END TIME] DLY

Example 1: RWY 03/21 CLSD
1700–2230 DLY
1212241700 TIL 1212262230

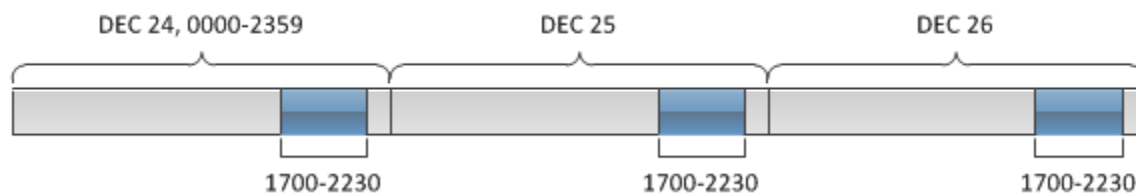


Figure 10: Daily Periods

Example 2: RWY 03/21 CLSD
2200–0900 DLY
1305142200 TIL 1305170900

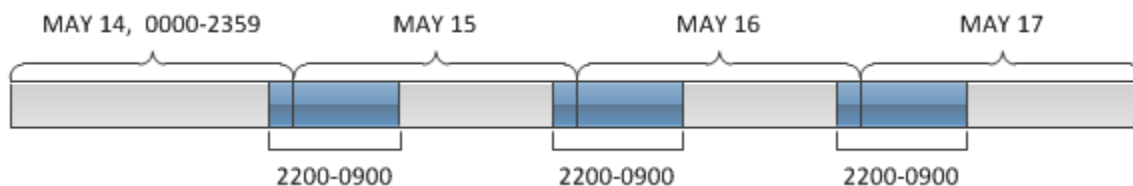


Figure 11: Daily Periods Spanning Midnight

- b. When the activity covers more than 24 hours, the following syntax is used:
[MONTH] [START DATE] [START TIME]–[END DATE] [END TIME]

Example: AUG 14 1200–16 1730
AUG 17 0100–18 1300

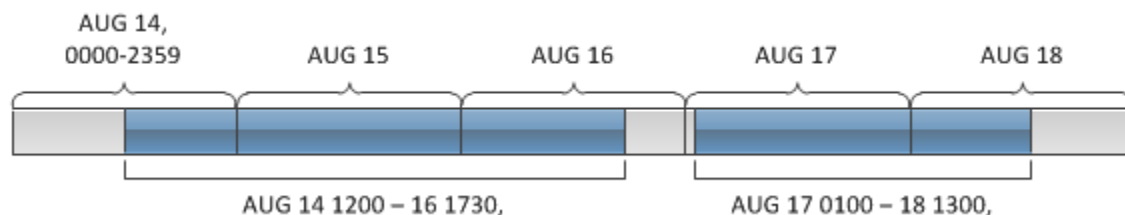


Figure 12: Periods of More Than 24 Hours

- c. When the activity covers non identical periods of less than 24 hours on particular days, the following syntax is used:

[MONTH] [DATE] [START TIME]-[END TIME] [START TIME]-[END TIME]

Example: AUG 14 1200-1730
 AUG 16 0700-1200 1630-2200
 AUG 18 1200-1800

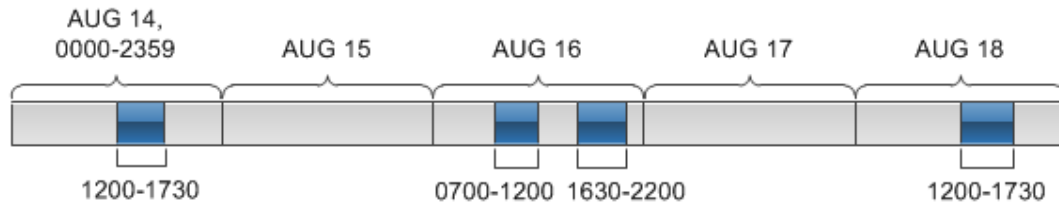


Figure 13: Non-identical Periods of Less Than 24 Hours

- d. When the activity is taking place in groups of identical periods of less than 24 hours on consecutive days, the following syntax is used:

[MONTH] [START DATE]-[END DATE] [START TIME]- [END TIME]

Example: AUG 15-18 1000-1900
 AUG 19-21 0800-1400

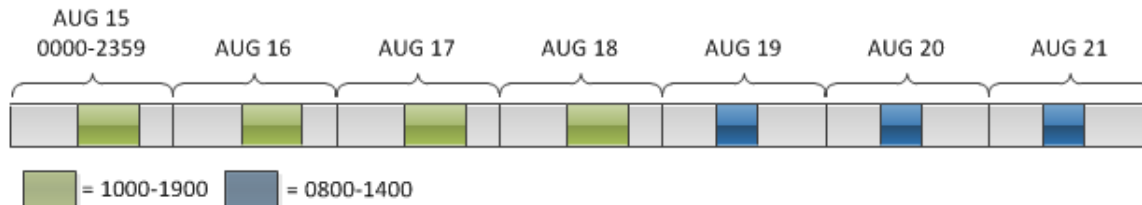


Figure 14: Groups of Identical Periods of Less Than 24 Hours

- e. When the activity is a succession of non-identical periods of less than 24 hours that span midnight UTC on consecutive days, the syntax below is used. In periods spanning midnight, the dates listed in the schedule refer to the beginning of each time “block”.

[MONTH] [DATE] [START TIME]-[END TIME] or [MONTH] [START DATE]-[END DATE]
 [START TIME]-[END TIME]

Example: 120001 NOTAMN CYKA KAMLOOPS
 CYKA TEXT TEXT TEXT
 AUG 11 2030-0300
 AUG 12 2000-0200
 AUG 13-16 2100-0430
 1308112030 TIL 1308170430

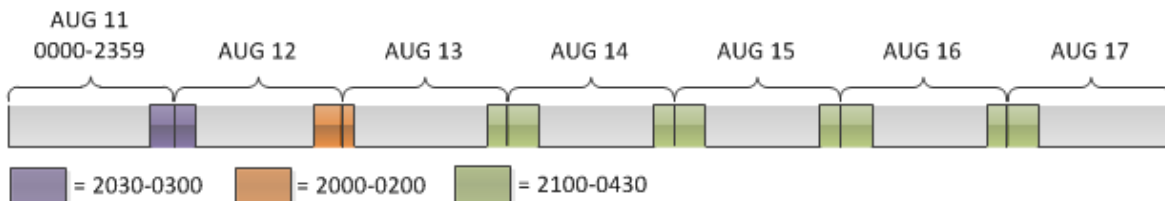


Figure 15: Sets of Periods Spanning Midnight

- f. When the activity is a succession of identical periods of less than 24 hours on non-consecutive days, the syntaxes below are used:

[MONTH] [DATE] [DATE] [DATE] [START TIME]–[END TIME]

Example: DEC 08 10 11 13 1200–2200

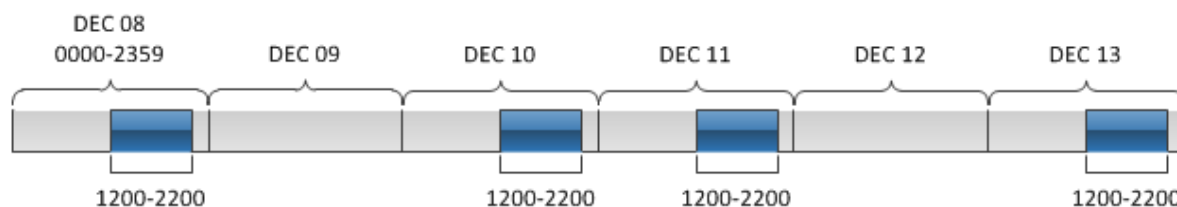


Figure 16: Identical Periods, Non-consecutive Days (1)

[MONTH] [START DATE]–[END DATE] [START TIME]–[END TIME] AND [MONTH] [START DATE]–[END DATE] [START TIME]–[END TIME]

Example: FEB 20–24 1200–1900
FEB 26–28 1300–1900
MAR 02–05 1000–1300

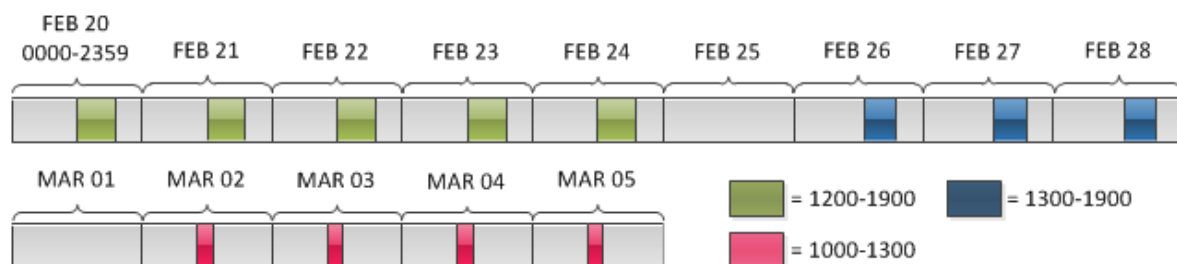


Figure 17: Identical Periods, Non-consecutive Days (2)

4.6.1.5 Examples

Continuous Time

Example 1: RWY 03/21 CLSD
1212252230 TIL 1212261700

Identical Periods of less than 24 Hours on Consecutive Days

Example 2: RWY 03/21 CLSD
1700–2230 DLY
1212241700 TIL 1212252230

Example 3: RWY 03/21 CLSD
FEB 08–28 2000–2200
MAR 01–05 1800–2200
1202082000 TIL 1203052200

Example 4: RWY 03/21 CLSD
0800–1015 1100–1430 1945–2300 DLY
1402030800 TIL 1402272300

Example 5: RWY 03/21 CLSD
 FEB 03 1100-1430
 FEB 04-26 0800-1015 1100-1430 1945-2300
 FEB 27 0800-1015 1100-1430
 1402031100 TIL 1402271430

Time Periods on Consecutive Days with a Different Period on the First and/or Last Day

Example 6: RWY 03/21 CLSD
 DEC 23-25 1700-2230
 DEC 26 1400-2000
 1212231700 TIL 1212262000

Example 7: RWY 03/21 CLSD
 DEC 24 1500-2200
 DEC 26-29 0700-2230
 DEC 31 1300-1600
 1212241500 TIL 1212311600



Figure 18: Example 7

Activity on Non-consecutive Days

Example 8: RWY 03/21 CLSD
 DEC 08 10 12 1200-2200
 1212081200 TIL 1212122200

Example 9: RWY 03/21 CLSD
 FEB 08 10 12 1000-1600 1800-2000
 FEB 13-28 1200-1900
 MAR 01-05 1000-1300 1500-1700
 1202081000 TIL 1203051700

Example 10: RWY 03/21 CLSD
 OCT 12 1200-1500
 OCT 14 1130-1400 1730-1900
 OCT 16 1630-2300
 1210121200 TIL 1210162300

Activity on Consecutive Days in 24 Hour Periods

Example 11: RWY 03/21 CLSD
 DEC 08-12
 DEC 14-20 H24
 1212080000 TIL 1212202359

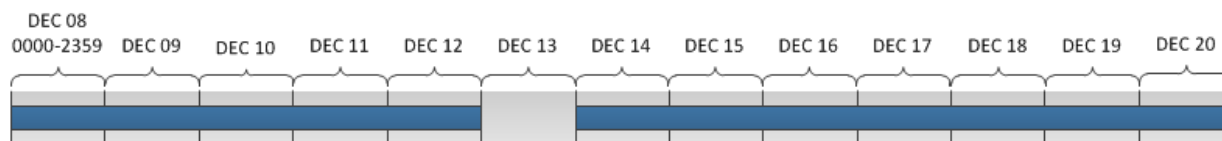


Figure 19: H24 Periods

Combination of Day Periods¹⁵ and Time Periods

Example 12: RWY 03/21 CLSD
 WED SAT 1000-1400
 SUN-TUE 1500-1800
 1202111000 TIL 1202151400

Combination of “H24” periods with time periods on other days¹⁶

Example 13: RWY 03/21 CLSD
 MON WED FRI H24
 SAT SUN 0600-1700
 1303040000 TIL 1303241700

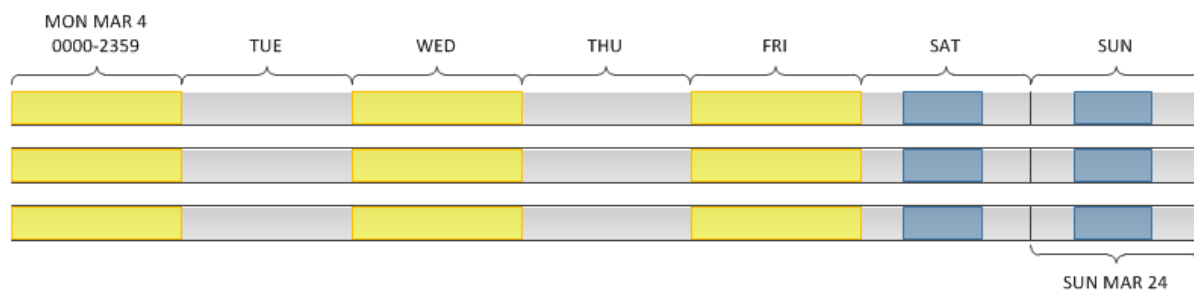


Figure 20: Example 13

Example 14: RWY 03/21 CLSD
 MON WED FRI H24
 SAT SUN 0600-1700
 1303020600 TIL 1303222359

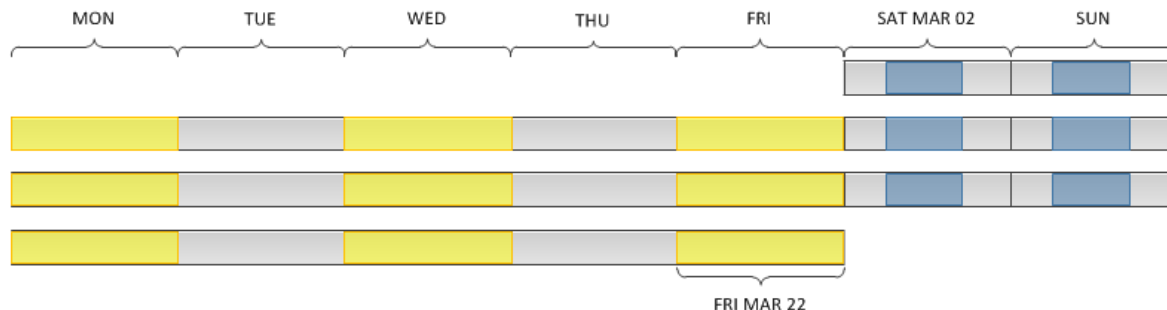


Figure 21: Example 14

¹⁵ Unless identical periods or sets of periods are associated to same days (as per examples 11 and 12) and especially when periods span midnight, it is preferable to use dates instead of days to avoid any confusion.

¹⁶ The start and end time can correspond to any of the days and time stated in the schedule if the overall in force period is more than 7 days.

Activity Relative to Day, Night, Morning or Evening Twilight Period¹⁷

Example 15: RWY 03/21 CLSD SS-SR
1201062136 TIL 1201081242

Example 16: RWY 03/21 CLSD
SS PLUS25 MIN-SR MINUS25 MIN
1201062201 TIL 1201081217

Example 17: RWY 03/21 CLSD
SR MINUS25 MIN-SS PLUS25 MIN
1201061217 TIL 1201082201

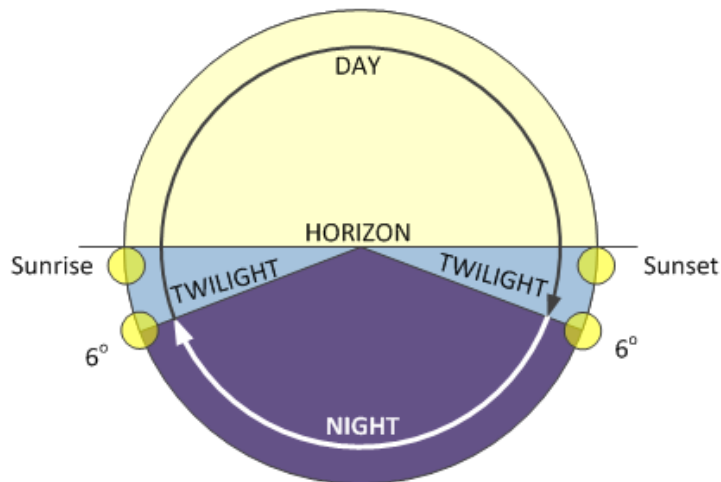


Figure 22: Morning and Evening Twilight

4.7 NOTAM Cancellation

A reference to the subject returning to its initial status shall be included in the text of a NOTAMC. A time entry at the end of the text shall not be included in a NOTAMC.

Example 1: 120002 NOTAMC 120001 CYSC ST-GEORGES
VLV- BEAUCE VOR/DME 117.2/CH119 SVCBL

Example 2: 120002 NOTAMC 120001 CYEG EDMONTON INTL
CYEG RWY 12/30 OPN

Example 3: 120002 NOTAMC 120001 CYGP BONAVENTURE
CYVB METAR ALTIMETER INFO AVBL

Example 4: 120002 NOTAMC 120001 CYPE PEACE RIVER
CYPE OBST LGT SVCBL

Example 5: 120002 NOTAMC 120001 CYXU LONDON
CYXU TKOF RWY 15 AUTH

¹⁷ For civil twilight, the number of minutes before sunrise and after sunset varies according to the latitude, longitude and time of year. In the above example, SR MINUS25 MIN means "sunrise minus 25 minutes" and SS PLUS25 MIN means "sunset plus 25 minutes". The NOTAM start and end date-time groups must correspond to these calculations.

Example 6: 120002 NOTAMC 120001 CZVR VANCOUVER FIR
CYA- 102 (M) BLACK ROCK DEACTIVATED

5 Specifications

5.1 Permanent Aeronautical Publication Change

A permanent change to published information shall be coordinated with AIM SD Data Collection and should take effect on an established publication date and time.

If a change takes place on any other date, and the information is pertinent to aviation safety, a NOTAM shall be issued following a request by AIM SD Data Collection. If AIM Data Collection cannot be contacted and the information needs to be distributed without delay, a NOTAM can be issued with a TIL APRX time using the example in section 5.3.15. AIM Data Collection will revise the NOTAM with a NOTAMR when made aware of the matter if the permanent change to the published information has been accepted. AIM SD Data Collection is also responsible to initiate NOTAM for newly constructed permanent human-made obstructions.

The NOTAM does not mention the name of a publication unless the change concerns a specific published product. For NOTAM amending publications not issued under the authority of NAV CANADA, the phrase AMEND PUB NOT ISSUED UNDER THE AUTH OF NAV CANADA shall be used to refer to the amended publications. Quoted text in NOTAM on permanent amendments to publications may use abbreviations used in those publications even if they differ from the abbreviations in Appendix C and D of this manual.

For a permanent amendment to a publication taking effect at a future date, the acronym WEF will be used at the beginning of the text right after the four-letter identifier, followed by the date and time at which the amendment will take place, following the format YYYY MMM DD HHMM (for example, 2013 MAR 15 0500).

A NOTAM will not be used to amend the CWAS if the change pertains to information contained in the CFS that has already been amended.

Example 1: 160001 NOTAMN CYBM BRAMPTON-CALEDON
CNC3 WEF 2016 JAN 15 0800
AMEND PUB: SERVICES: FUEL: DELETE 100LL
RWY DATA AND AD SKETCH: ADD RWY 15 AND 33 TURN AROUND BAYS
75 FT X 75 FT
LIGHTING: TO READ: 15(TE HI)AP, 33 AS(TE HI)AP, 08(TE ME), 26(TE ME)
ARCAL 123.3 TYPE K
PRO: ADD: ACFT WITH MAIN GEAR TRACK 18 FT AND OVER USE RWY 15/33
THEN TURN AROUND BAY AND BACKTRACK TO TWY D AND APN.
CAUTION: ADD: NARROW TWY (18 FT) EXC TWY D (24 FT)

Example 2: 180001 NOTAMN CZWL CIGAR LAKE
CJW7 AMEND NDB A APCH: ADD: RASS: WHEN USING CYNL ADD 50 FT

Example 3: 160001 NOTAMN MONTREAL FIR
CZUL AMEND PUB: RR23 BTN KR AND UM:
MOCA TO READ 4200 INSTEAD OF 3800

Example 4: 160001 NOTAMN CYSC DRUMMONDVILLE
CSC3 AMEND PUB: CAUTION: ADD:
POSSIBILITY OF DEER ON RWY AT NGT

Example 5: 160001 NOTAMN CYQK KENORA
CYQK AMEND PUB: NEW TOWER 494606N 943016W (APRX 6 NM WSW AD) 383 FT
AGL 1539 MSL. LGTD

Example 6: 160001 NOTAMN CYEE COOKSTOWN
 CCT2 AMEND PUB: TOWER 441621N 794047W
 (APRX 3 NM N AD) TO READ: 226 FT AGL 1175 MSL
 INSTEAD OF 196 FT AGL 1145 MSL

A NOTAM permanently amending the publications must be cancelled after the information has been published.

Example: 160002 NOTAMC 160001 CYBM BRAMPTON-CALEDON
 CNC3 INFO PUB

Cancellation of a NOTAM amending permanently a publication before publication of the information is not allowed. Occasionally, AIM SD Data Collection may request that a NOTAM amending a publication be cancelled because the information will not be published. In such instances, if the information reverts to what was already published, a NOTAMR, without an expiry time, must be issued with the correct information. The NOTAMR should then be cancelled by the originator approximately two weeks after its issuance with the text INFO SUFFICIENTLY PROMULGATED.

Example: 160001 NOTAMN CYDN SELKIRK
 CKL2 AMEND PUB: DELETE SVC

160002 NOTAMR 160001 CYDN SELKIRK
 CKL2 AMEND PUB: SVC TO READ: FUEL: 100LL, OIL: ALL, SERVICING:
 SERVICING/MINOR REPAIRS

160003 NOTAMC 160002 CYDN SELKIRK
 CKL2 INFO SUFFICIENTLY PROMULGATED

5.2 Facility Closure and Limited Operations

5.2.1 Aerodrome

Permanent closure of an aerodrome not corresponding with a publication date shall be advertised by NOTAM using the text AD PERMANENTLY CLSD.

Example 1: 120001 NOTAMN CYKZ HOLLAND LANDING (SILVERLINE HELICOPTERS) (HELI)
 CHL2 AMEND PUB: AD PERMANENTLY CLSD

Short-term closure of an aerodrome can be advertised by NOTAM stating AD CLSD and include a TIL or TIL APRX time. The reason for closure may also be included. An aerodrome can be open but its use limited.

Example 2: 120001 NOTAMN CYIV GODS RIVER
 CZGI AD CLSD DUE GRASS FIRE
 YYMMDDHHMM TIL YYMMDDHHMM

Example 3: 120001 NOTAMN CYUL MONTREAL/POINT ZERO (HELI)
 CPZ6 AD CLSD
 YYMMDDHHMM TIL APRX YYMMDDHHMM

Example 4: 170001 NOTAMN CYVR PITT MEADOWS (WATER)
 CAJ8 AD CLSD DUE LOW WATER
 YYMMDDHHMM TIL APRX YYMMDDHHMM

Example 5: 120001 NOTAMN CYTZ TORONTO/BILLY BISHOP TORONTO CITY AIRPORT
 CYTZ AD CLSD DUE FIREWORKS ACT RADIUS 1 NM 433739N 792346W (AD)
 SFC TO 2000 FT MSL
 YYMMDDHHMM TIL YYMMDDHHMM

5.2.2 Aerodrome Services and ARFF

When published significant services at aerodromes, such as customs, fuel, de-icing or jet aircraft starting unit are temporarily unavailable, a NOTAM shall be issued.

Example 1: 120001 NOTAMN CYUL BROMONT (ROLAND DESOURDY)
CZBM FUEL 100LL NOT AVBL
YYMMDDHHMM TIL YYMMDDHHMM

A NOTAM shall also be issued for changes to the category or the hours of operation of aircraft rescue and fire-fighting (ARFF) services.

Example 2: 120001 NOTAMN CYYZ TORONTO/LESTER B. PEARSON INTL
CYYZ ARFF DOWNGRADED TO CAT 6
YYMMDDHHMM TIL YYMMDDHHMM

Example 3: 120001 NOTAMN CYLW KELOWNA
CYLW ARFF DOWNGRADED TO CAT 5
MON 2130-2330
TUE-FRI 0425-0615 2130-2330
SAT 1425-1615 2310-2359
SUN 0000-0015 0220-0700 1400-1655 2255-2355
YYMMDDHHMM TIL YYMMDDHHMM

5.2.3 Runway

5.2.3.1 Runway Closure

A NOTAM shall be issued for the closure of a runway. If provided, the reason for the closure, such as maintenance, construction, ice, snow or disabled aircraft, can be included.

A runway that is closed by NOTAM is not used for take-off or landing. A runway that is made available only with prior notice or to certain types of operations is in effect open. The appropriate wording to be used in these circumstances is found in this section in the *Runway Unavailable* sub-section.

Example 1: 120001 NOTAMN CYXC FAIRMONT HOT SPRINGS
CYCZ RWY 15/33 CLSD DUE CONST
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 120001 NOTAMN CYCL BATHURST
CZBF RWY 10/28 CLSD DUE SN
YYMMDDHHMM TIL APRX YYMMDDHHMM

Example 3: 120001 NOTAMN CYXE SASKATOON/JOHN G. DIEFENBAKER INTL
CYXE RWY 15/33 CLSD DUE MAINT AVBL AS TWY
YYMMDDHHMM TIL YYMMDDHHMM

Example 4: 120001 NOTAMN CYND OTTAWA/GATINEAU
CYND RWY 09/27 CLSD DUE DISABLED ACFT THR 09
YYMMDDHHMM TIL APRX YYMMDDHHMM

Note: If a runway is closed in accordance with a reduced visibility operation plan (RVOP), the reason for the closure shall not be included in the NOTAM.

5.2.3.2 Partial Runway Closure (without Published Declared Distances)

A NOTAM shall be issued for the closure of a portion of a runway. If no declared distances are published, the NOTAM shall include the length of the closed portion and amount of usable runway remaining. If available, a description of the closed runway markings will be included. The word **LENGTH** is unabbreviated.

Example: 190001 NOTAMN CYYT SPRINGDALE
 CCD2 FIRST 500 FT RWY 10 CLSD,
 USABLE RWY 10/28 LENGTH REDUCED TO 2300 FT
 YYMMDDHHMM TIL YYMMDDHHMM

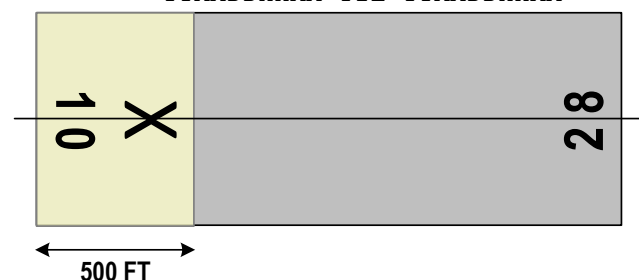


Figure 23: Partial Runway Closure (Reduced Length)

5.2.3.3 Partial Runway Closure (with Published Declared Distances)

A NOTAM shall be issued when declared distances are changed due to a partial runway closure.

If a portion of the runway is closed, the NOTAM shall include the length of the closed portion, with the reference starting at the threshold of the closed portion, and the revised declared distances. If available, a description of the closed runway markings will be included. In some cases, if the runway can only be used in one direction, it may be more practical to close the “far end” portion of the runway for better visualisation (example 2). The word **LENGTH** is unabbreviated.

Example 1: 190001 NOTAMN CYUL MONTREAL/PIERRE ELLIOTT TRUDEAU INTL
 CYUL FIRST 1700 FT RWY 06R CLSD. THR 06R DISPLACED BY 1700 FT.
 DECLARED DIST WITH RWY 06R/24L LENGTH REDUCED:
 RWY 06R TORA 7900 TODA 8884 ASDA 7900 LDA 7900
 RWY 24L TORA 7900 TODA 7900 ASDA 7900 LDA 7900
 YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 190002 NOTAMN CYYZ TORONTO/LESTER B. PEARSON INTL
 CYYZ TKOF AND LDG RWY 33R NOT AVBL.
 LAST 1595 FT RWY 15L NOT AVBL.
 FULL RWY 15L LENGTH AVBL 10 MIN PN.
 DECLARED DIST WHEN RWY 15L LENGTH IS REDUCED:
 RWY 15L TORA 9291 TODA 9291 ASDA 9291 LDA 9291
 RWY 33R TORA/TODA/ASDA/LDA NOT USABLE
 YYMMDDHHMM TIL YYMMDDHHMM

5.2.3.4 Runway Width Reduction

A NOTAM may be issued when a runway is closed along its length, thus reducing its width. If provided, the reason for the partial closure, such as resurfacing, and the restrictions if applicable, to aircraft size, shall be included. If provided, information on temporary lighting and marking are included. The phrase **USABLE WIDTH REDUCED TO XXX FT** is used, with the word **WIDTH** unabbreviated.

Example: 190001 NOTAMN CYHZ DEBERT
CCQ3 RWY 09/27 USABLE WIDTH REDUCED TO 100 FT.
NORTH 50 FT CLSD FULL LENGTH DUE RESURFACING.
REMAINING WIDTH NOT AVBL TO ACFT WITH A
WINGSPAN GREATER THAN [X] FT.
TEMPO REDL INSTALLED.
YYMMDDHHMM TIL YYMMDDHHMM

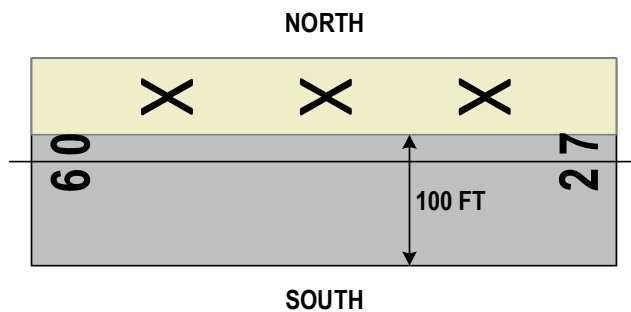


Figure 24: Partial Runway Closure (Reduced Width)

5.2.3.5 Runway Unavailable

The following phrases are used to describe the availability or unavailability of an open runway¹⁸:

- RWY XX/YY AVBL MIL USE ONLY
- RWY XX/YY AVBL CANADIAN MIL USE ONLY
- RWY XX/YY AVBL PPR
- RWY XX/YY AVBL [time XX min] PN
- RWY XX/YY AVBL FOR MEDEVAC ONLY
- RWY XX/YY AVBL FOR SKED FLT ONLY
- RWY XX/YY AVBL FOR [aircraft type] ONLY
- RWY XX/YY NOT AVBL [aircraft type]
- RWY XX/YY NOT AVBL FOR [activity type or ops type]
- RWY XX/YY NOT AVBL FOR ACFT HEAVIER THAN...
- RWY XX/YY NOT AVBL FOR ACFT WINGSPAN GREATER THAN...
- RWY XX/YY NOT AVBL FOR IFR OPS
- RWY XX/YY NOT AVBL FOR VFR OPS

¹⁸ Although prior permission is required (PPR) at certain aerodromes, some users may have a standing arrangement for authorization; therefore, such NOTAMs can also be issued for PPR aerodromes.

5.2.3.6 Runway Section Unavailability (with Published Declared Distances)

If a portion of a runway is unavailable and the declared distances are published for this runway, the NOTAM shall include the length of the portion not available, the way and conditions to make it available and the revised declared distances.

Example 1: 190001 NOTAMN CYTS TIMMINS (VICTOR M.POWER)
CYTS FIRST 1000 FT RWY 03 NOT AVBL DUE MAINT.
THR 03 DISPLACED BY 1000 FT.
FULL RWY LENGTH AVBL 30 MIN PN 555-111-2222.
DECLARED DIST WHEN RWY 03/21 LENGTH IS REDUCED:
RWY 03 TORA 5000 TODA 5600 ASDA 5000 LDA 5000
RWY 21 TORA 5000 TODA 5000 ASDA 5000 LDA 5000
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 190002 NOTAMN CYTS TIMMINS (VICTOR M.POWER)
CYTS FIRST 1500 FT RWY 28 NOT AVBL DUE PAINTING.
THR 28 IS DISPLACED BY 1500 FT. FULL RWY LENGTH AVBL TO SKED FLT.
DECLARED DIST WHEN RWY 10/28 LENGTH IS REDUCED:
RWY 10 TORA 3407 TODA 3407 ASDA 3407 LDA 3407
RWY 28 TORA 3407 TODA 4391 ASDA 3407 LDA 3407
YYMMDDHHMM TIL YYMMDDHHMM

5.2.3.7 Runway Section Unavailability (without Published Declared Distances)

If a portion of a runway is unavailable and no declared distances are published for this runway, the NOTAM shall include the length of the portion not available, the length of the remaining runway when a section is not available and the way and conditions to make it available.

Example: 190001 NOTAMN CYUL ST-MICHEL-DE-NAPIERVILLE
CMN3 FIRST 500 FT RWY 31 NOT AVBL DUE MAINT.
THR 31 DISPLACED BY 500 FT.
FULL RWY LENGTH AVBL 30 MIN PN 555-111-2222.
USABLE RWY LENGTH REDUCED TO 2100 FT WHEN THR IS DISPLACED.
YYMMDDHHMM TIL YYMMDDHHMM

5.2.3.8 Work on Runway

A NOTAM may also be issued for work on a runway during hours when air/ground ATS communications (control service, aerodrome advisory service, or remote aerodrome advisory service) are not available. If the runway is not closed, identify the runway where work is being conducted, and describe the type of work¹⁹.

For aerodromes with published air-ground radio communication facilities where the work crew can receive prior notice, the way to provide notice and the time in which the runway can be made available shall be mentioned in the NOTAM.

Example 1: 120001 NOTAMN CYEG WETASKIWIN REGIONAL
CEX3 PAINTING RWY 12/30. MAINT CREW WILL VACATE WITH 15 MIN PN 123.5
YYMMDDHHMM TIL YYMMDDHHMM

¹⁹ In case of snow and ice clearing operations, the type of work on the runway can be included on the NOTAMJ as a remark. A NOTAMN or NOTAMR cannot be issued to identify snow or ice clearing operations. Refer to Chapter 7 for examples.

For aerodromes without published air-ground radio communication means of providing prior notice to the work crew, a caution can be added in the NOTAM for pilots to verify that the runway is unobstructed prior to landing. The phrase `ACTIVATE ARCAL xx MIN PRIOR TO LDG (or) ETA` can also be added.

Example 2: 120001 NOTAMN CYCL CHARLO
CYCL CRACKFILLING RWY 12/30. VERIFY RWY UNOBSTRUCTED PRIOR TO LDG
YYMMDDHHMM TIL YYMMDDHHMM

Example 3: 120001 NOTAMN CYSF ILE-A-LA-CROSSE
CJF3 GRADING RWY 15/33
YYMMDDHHMM TIL YYMMDDHHMM

5.2.3.9 Take-off and Landing Restrictions (General)

A NOTAM shall be issued if take-off or landing is not authorized on a specific runway. The text of the NOTAM shall include the affected runway and, if provided, the reason for the restriction. This terminology assumes the runway is still open. If take-off and landing is not authorized from both ends of a runway, the runway is closed and the NOTAM text reads `RWY XX/YY CLSD`.

Example 1: 130001 NOTAMN CYXU LONDON
CYXU TKOF RWY 33 NOT AUTH DUE CONST
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 130001 NOTAMN CYYG CHARLOTTETOWN
CYYG LDG RWY 21 NOT AUTH
YYMMDDHHMM TIL YYMMDDHHMM

Example 3: 130001 NOTAMN CYVR VANCOUVER INTL
CYVR TKOF RWY 08L AND 26R NOT AUTH WHEN RVR BLW 1200 FT
YYMMDDHHMM TIL YYMMDDHHMM

5.2.3.10 Take-off and Landing Restrictions (with Published Declared Distances)

If take-off or landing is limited to a portion of a runway for which declared distances are published, a NOTAM will be issued including the revised declared distances. If take-off and landing are not authorized in one direction of a runway, these declared distances will not be included in the NOTAM. If limited operations are permitted and landing or take-off is not authorized in one direction, the length of the closed portion of the runway should be included and the applicable declared distances identified with the words `NOT USABLE`.

Example: 190001 NOTAMN CYHZ HALIFAX/STANFIELD INTL
CYHZ FIRST 4400 FT RWY 32 CLSD DUE CONST.
RWY 32 LENGTH REDUCED BY 4400 FT.
TKOF/LDG RWY 14 NOT AUTH. LDG RWY 32 NOT AUTH.
DECLARED DIST WITH RWY 32 LENGTH REDUCED:
RWY 14 TORA/TODA/ASDA/LDA NOT USABLE
RWY 32 TORA 3300 TODA 4284 ASDA 3300 LDA NOT USABLE
YYMMDDHHMM TIL YYMMDDHHMM

5.2.3.11 Runway Re-designation

When a runway re-designation occurs at a date other than an AIRAC date or at an AIRAC date while it has not been modified in the publications, a NOTAM will be issued as per the following example:

Example 1: CYZZ WEF YYYY MMM DD HHMM AMEND PUB: RWY 17/35 REDESIGNATED 16/34

If instrument procedures are associated with the re-designated runway, the NOTAM will include a reference, as per the following NOTAM:

Example 2: CYZZ WEF YYYY MMM DD HHMM AMEND PUB: RWY 17/35 REDESIGNATED 16/34.
 INSTR PROC REF:
 RWY 17 ARE NOW FOR USE ON RWY 16
 RWY 35 ARE NOW FOR USE ON RWY 34.

5.2.4 Runway Threshold

A NOTAM shall be issued for the displacement of a threshold.

5.2.4.1 Threshold Displacement (with Published Declared Distances)

If the threshold is displaced, the NOTAM shall indicate the position of the displaced threshold, a description of the obstacle causing the displacement (including position relative to threshold and heights AGL and MSL) and the revised declared distances.

Example: 190001 NOTAMN CYQB QUEBEC/JEAN LESAGE INTL
 CYQB THR 06 DISPLACED BY 2500 FT DUE CRANE
 500 FT BFR THR 06 AND 50 FT LEFT EXTENDED RCL
 60 FT AGL 303 MSL, LGTD
 DECLARED DIST WITH RWY 06 LDG LENGTH REDUCED:
 RWY 06 TORA 9000 TODA 9984 ASDA 9000 LDA 6500
 RWY 24 TORA 9000 TODA 9000 ASDA 9000 LDA 9000
 YYMMDDHHMM TIL YYMMDDHHMM

5.2.4.2 Threshold Displacement (without Published Declared Distances)

The NOTAM shall indicate the position of the displaced threshold and description of the obstacle causing the displacement (including position relative to threshold and heights AGL and MSL).

Example: 190001 NOTAMN CYYT SPRINGDALE
 CCD2 THR 28 DISPLACED BY 500 FT DUE OBST 1000 FT BFR THR 28
 ON EXTENDED RCL. 70 FT AGL 920 MSL, NOT LGTD
 USABLE RWY 28 LDG LENGTH REDUCED TO 2300 FT.
 YYMMDDHHMM TIL YYMMDDHHMM

5.2.4.3 Further Threshold Displacement (Beyond Partial Closure)

If a portion of the runway is closed and the threshold of the closed portion is further displaced, the NOTAM shall include:

- the length of the closed portion
- the position of the further displaced threshold
- a description of the obstacle causing further displacement (including position relative to displaced threshold and heights AGL and MSL)
- declared distances (if applicable)
- a description of the closed runway markings, if available

Example: 190001 NOTAMN CYYC CALGARY INTL
 CYYC FIRST 1000 FT RWY 35L CLSD.
 THR 35L FURTHER DISPLACED BY 1000 FT DUE CRANE
 ON CLSD PORTION OF RWY, 30 FT AGL 3587 MSL, NOT LGTD
 DECLARED DIST WITH RWY 17R/35L LENGTH REDUCED:
 RWY 17R TORA 11675 TODA 11675 ASDA 11675 LDA 11675
 RWY 35L TORA 11675 TODA 12659 ASDA 11675 LDA 10675
 YYMMDDHHMM TIL YYMMDDHHMM

5.2.4.4 Further Threshold Displacement (Beyond the Published Displaced Threshold)

If a threshold is displaced beyond published displacement, the NOTAM shall read like the following example:

Example: 190001 CYVR PITT MEADOWS
 CYPK THR 26L DISPLACED BY 755 FT BEYOND PUB DTHR, DUE TREES
 500 FT BFR THR ON EXTENDED RCL, 30 FT AGL 41 MSL. MARKED BY CONES.
 DECLARED DIST WITH RWY 26L LDG LENGTH REDUCED:
 RWY 08R TORA 4692 TODA 4692 ASDA 4692 LDA 4692
 RWY 26L TORA 4692 TODA 4692 ASDA 4692 LDA 3715
 YYMMDDHHMM TIL YYMMDDHHMM

5.2.5 Runway Arresting Gear

A NOTAM shall be issued for the unserviceability of runway arresting gear. The text will refer to the threshold closest to where the cable is located.

Example 1: 120001 NOTAMN CYQQ COMOX
 CYQQ RAG 30 U/S
 YYMMDDHHMM TIL YYMMDDHHMM

A NOTAM should also be issued for temporary arresting gear installation. The type of the cable shall be identified.

Example 2: 170001 NOTAMN CYQL LETHBRIDGE COUNTY
 CYQL RAG (TYPE BAK-12) 1500 FT BEYOND THR 23
 YYMMDDHHMM TIL YYMMDDHHMM

5.2.6 Taxiway

A NOTAM can be issued for the closure or partial closure of a taxiway. If a taxiway is closed, taxiway intersections across the closed taxiway are available unless otherwise indicated. If provided, the reason for the closure can be included.

The various ways to describe taxiway closures are not limited to the following examples.

Example 1: 130001 NOTAMN CAAA SUMSPOT/SUNNY SUMSPOT MUNI
 CAAA TWY A CLSD
 YYMMDDHHMM TIL YYMMDDHHMM

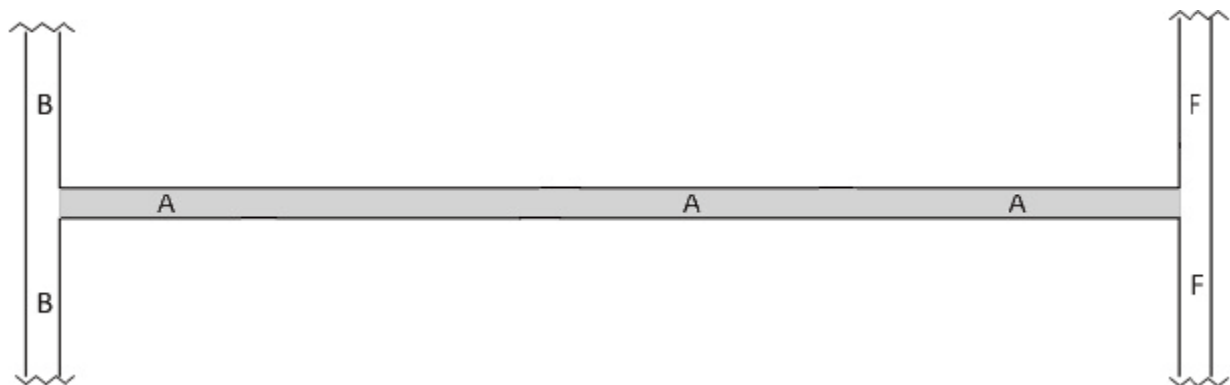


Figure 25: Graphical Representation of NOTAM 130001

Example 2: 130002 NOTAMN CAAA SUMSPOT/SUNNY SUMSPOT MUNI
CAAA TWY A CLSD
YYMMDDHHMM TIL YYMMDDHHMM

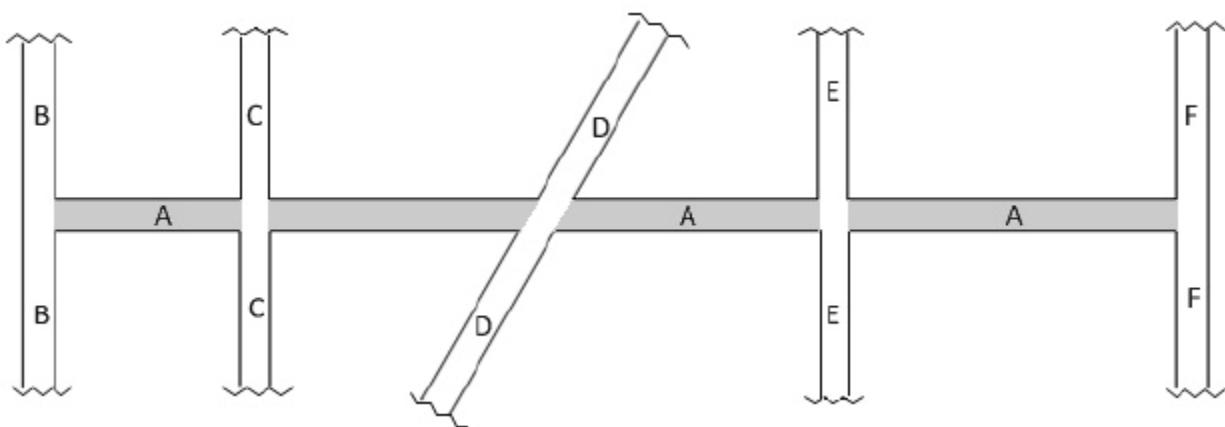


Figure 26: Graphical Representation of NOTAM 130002

Example 3: 130003 NOTAMN CAAA SUMSPOT/SUNNY SUMSPOT MUNI
CAAA TWY A CLSD BTN TWY B AND C AND BTN TWY E AND F
YYMMDDHHMM TIL YYMMDDHHMM

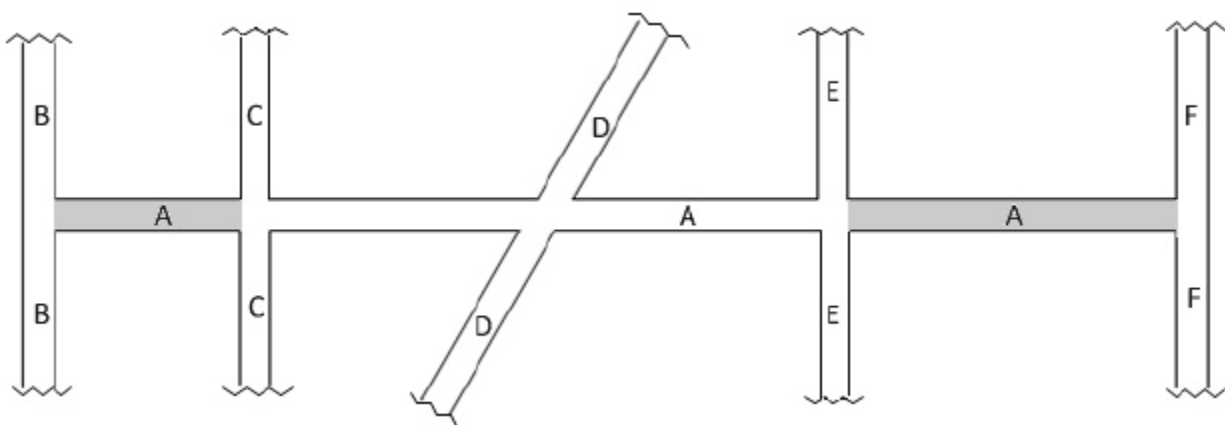


Figure 27: Graphical Representation of NOTAM 130003

5.2.7 Holding Bay

A NOTAM can be issued for the closure of a holding bay.

Example: 140001 NOTAMN CYUL MONTREAL/PIERRE ELLIOTT TRUDEAU INTL
CYUL HOLDING BAY 24L CLSD
YYMMDDHHMM TIL YYMMDDHHMM

5.2.8 Apron

A NOTAM can be issued for the closure of an apron²⁰.

Example: 140001 NOTAMN CYGP BONAVENTURE
CYVB APN CLSD
YYMMDDHHMM TIL YYMMDDHHMM

5.2.9 ATS Unit

A NOTAM shall be issued for ATS unit evacuation, temporary closure or relocation, or for other unusual circumstances caused by the same factor. The cause is stated in the NOTAM.

The text of the NOTAM shall mention all related affected services and facilities.

When affected air navigation facilities and services relate to only one aerodrome, the NOTAM is issued under the appropriate aerodrome.

Example 1: 170001 NOTAMN CYFB IQALUIT
CYFB FSS CLSD
FREQ 122.2, 121.5, 243.0 AND 296.2 UNMONITORED,
NDB FROBAY YFY 204, ILS 35 AND DME IFB CH36 UNMONITORED, VDF U/S.
RVR 34 AND METAR NOT AVBL, ALL RWY LGT 16/34 ON CONTINUOUSLY INTST 5
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 120001 NOTAMN CYZP SANDSPIT
CYZP DUE EQPT FAILURE: TERRACE RDO RCO 122.3 AND 296.2 U/S
ALL NAVAIDS UNMONITORED
YYMMDDHHMM TIL YYMMDDHHMM

When affected air navigation facilities and services relate to more than one aerodrome, the information can be issued in one NOTAM under the appropriate FIR NOTAM file or in two different NOTAM: one under the affected aerodrome, with the information related to that site, and the other under the appropriate FIR NOTAM file or under another aerodrome if the remaining of the information pertains to only that other aerodrome.

Example 3: 190003 NOTAMN CYYY MONT-JOLI
CYYY FSS CLSD
METAR AND RVR 06 NOT AVBL
ALL RWY LGT 06/24 AND 15/33 ON CONTINUOUSLY INTST 5
FREQ 122.1 AND 121.5 UNMONITORED
LOC 06 UNMONITORED
YYMMDDHHMM TIL APRX YYMMDDHHMM

190004 NOTAMN CZUL MONTREAL FIR
CZUL MONT-JOLI FSS CLSD
BAIE-COMEAU RVR 10 NOT AVBL.
THE FLW FREQ UNMONITORED:

BAIE-COMEAU FREQ 118.3
GASPE (MICHEL-POULIOT) FREQ 122.3
ILES-DE-LA-MADELEINE FREQ 123.15
LOURDES-DE-BLANC-SABLON FREQ 122.0

²⁰ Except for routine maintenance that does not affect the safe movement of aircraft as per 3.3a.

THE FLW NAVAID UNMONITORED:
MONT-JOLI LOC 06
BAIE-COMEAU ILS 10 AND
GASPE NDB GP 232, VOR/DME YGP 115.4/CH101 AND LOC 10
YYMMDDHHMM TIL APRX YYMMDDHHMM

Example 4: 190004 NOTAMN CYZF YELLOWKNIFE
CYZF FSS AND TWR EVACUATED
FREQ 121.5, 243.0, 121.9, 118.5, 340.8 AND ALL NAVAIDS UNMONITORED.
VDF U/S. RVR 34 AND ATIS NOT AVBL.
ALL RWY LGT 16/34 ON CONTINUOUSLY
YYMMDDHHMM TIL APRX YYMMDDHHMM

190004 NOTAMN CZEG EDMONTON FIR
CZEG YELLOWKNIFE FSS EVACUATED
ALL YELLOWKNIFE RDO RCO UNMONITORED
HAY RIVER/MERLYN CARTER AIRPORT ILS 32 UNMONITORED
YYMMDDHHMM TIL APRX YYMMDDHHMM

Example 5: 190005 NOTAMN CZUL MONTREAL FIR
CZUL MONTREAL ACC AND TML CTL UNITS CLSD DUE TO EMERG.
ALL NAVAIDS AND FREQ UNMONITORED.
CTL SVC AND FLT INFO SVC NOT PROVIDED.
YYMMDDHHMM TIL YYMMDDHHMM

When an ATS unit is temporarily relocated, the NOTAM shall indicate the new location if required and list the impact on services and equipment.

Example 6: 120001 NOTAMN CYEG EDMONTON INTL
CYEG TWR RELOCATED TO 531842N 1133506W (PLH FUEL SVC BLDG).
TWR VISUAL SIGNALS, RVR AND WIND INFO NOT AVBL.
RADAR, FREQ 124.1, 121.5, 127.4, 275.6 AND 381.2 U/S.
RWY 12/30, TWY A, A1, A2, A3 AND A4 NOT VISIBLE FM LOCATION.
EXP DLA (QUANTIFY).
YYMMDDHHMM TIL APRX YYMMDDHHMM

5.2.9.1 ATS Unit – Hours of Operations

A NOTAM can be issued when an ATS changes temporarily its hours of operations.

Example: 150001 NOTAMN CYPG PORTAGE LA PRAIRIE/SOUTHPORT
CYPG TWR HR OF OPS EXTENDED
YYMMDDHHMM TIL YYMMDDHHMM

5.2.10 Reduced System Capacity

A NOTAM shall be issued if restrictions or delays are anticipated due to reduced system capacity. The restrictions or maximum anticipated delays shall be included. For example:

- [TYPE OF FLT] NOT AUTH (OR) PPR
- [TYPE OF FLT] MAY BE DENIED ENTRY IN [AIRSPACE]
- [TYPE OF FLT] CAN ANTICIPATE ALTERNATE ROUTING AND/OR ALT
- [TYPE OF FLT] CAN ANTICIPATE DLA OF XX MIN/HR
- [TYPE OF FLT] REQUESTED TO REMAIN CLR OF [AIRSPACE]

Example 1: 120001 NOTAMN CZVR VANCOUVER FIR
CZVR DUE TO REDUCED SYSTEM CAPACITY AND ANTICIPATED TFC DEMANDS, IFR ACFT CAN EXP DEP/ARR DLA OF UP TO 15 MIN AT VANCOUVER INTL. ACFT INBOUND TO CYVR FM LOCATIONS OF LESS THAN 500 NM CAN ANTICIPATE GROUND DLA OF UP TO 15 MIN. IFR TRAINING FLT NOT AUTH AT CYJJ, CYCD AND CYXX. VFR ACFT CAN ANTICIPATE RESTRICTIONS
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 120001 NOTAMN CZVR VANCOUVER FIR
CZVR DUE TO REDUCED SYSTEM CAPACITY AND ANTICIPATED TFC DEMANDS, VFR TFC PLANNED ABV 2500 FT MSL MAY ANTICIPATE ALTERNATE ROUTING AND/OR ALT IN VICTORIA TML CLASS C AIRSPACE
YYMMDDHHMM TIL YYMMDDHHMM

Example 3: 120001 NOTAMN CZVR VANCOUVER FIR
CZVR DUE TO REDUCED SYSTEM CAPACITY AND ANTICIPATED TFC DEMANDS, INTL IFR FLT TRANSITTING VANCOUVER FIR FM SEATTLE, OAKLAND AND ANCHORAGE AIRSPACE MAY BE SPACED UP TO 15 NM IN TRAIL WITH ANTICIPATED DLA OF UP TO 20 MIN. DOM IFR FLT ALONG W COAST AND TO NORTHERN AD CAN ANTICIPATE GROUND OR AIRBORNE DLA OF UP TO 15 MIN
YYMMDDHHMM TIL YYMMDDHHMM

Example 4: 120001 NOTAMN CZEG EDMONTON FIR
CZEG DUE TO REDUCED SYSTEM CAPACITY IN EDMONTON ACC, ALL WESTBOUND ACFT ORIGINATING IN EUROPE DESTINED TO USA LOWER 48 STATES OR CANADA SHALL ARRANGE FLT TO BE S OF NCA22 WESTBOUND NO LATER THAN 0230 OR REMAIN CLR OF THE CZEG FIR E OF 105W
YYMMDDHHMM TIL YYMMDDHHMM

Example 5: 120001 NOTAMN CYQA MUSKOKA
CYQA DUE TO REDUCED SYSTEM CAPACITY ANTICIPATE UP TO 15 MIN DLA FOR REMOTE AD ADVISORY SVC
YYMMDDHHMM TIL YYMMDDHHMM

Example 6: 120001 NOTAMN CYQQ COMOX
CYQQ DUE TO REDUCED SYSTEM CAPACITY VFR FLT FLW NOT AVBL WITHIN COMOX MTCA
YYMMDDHHMM TIL YYMMDDHHMM

5.2.11 CARS and UNICOM

A NOTAM shall be issued to indicate when a Community Aerodrome Radio Station (CARS) operates at different hours than the published hours. When there could be a misunderstanding, the text shall indicate when it is open and when it is closed.

If the change is for a week or longer, or if the NOTAM refers to a permanent amendment to publications, the text shall only indicate when the CARS is open.

When UNICOM hours of operations are not published, a NOTAM cannot be issued to change those hours.

Example 1: 120001 NOTAMN CYVP AUPALUK
CYLA CARS CLSD
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 120001 NOTAMN CYGZ GRISE FIORD
CYGZ CARS HR OF OPS:
TUE FRI SAT 1300-2100 (DT 1200-2000)
YYMMDDHHMM TIL YYMMDDHHMM

Example 3: 170001 NOTAMN CYGW UMIUJAQ
CYMU CARS HR OF OPS EXTENDED
YYMMDDHHMM TIL YYMMDDHHMM

5.3 NAVAID and IFR Procedures

5.3.1 NAVAID

A NOTAM shall be issued for the unserviceability of a NAVAID.²¹

The name of the NAVAID shall be included in the text of the NOTAM if it differs from the name of the aerodrome as listed in the CFS or CWAS.

Example 1: A NAVAID with a name that differs from the name of the associated aerodrome

120001 NOTAMN CYXC CRANBROOK/CANADIAN ROCKIES INTL
SX-- SKOOKUM NDB 368 U/S
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: A NAVAID with a name that is the same as the name of the associated aerodrome

120001 NOTAMN CYYY BAIE-COMEAU
YBC- VOR/DME 117.7/CH124 U/S
YYMMDDHHMM TIL YYMMDDHHMM

Example 3: An enroute NAVAID not published in the Aerodrome/Facility Directory of the CFS or CWAS will be issued under the appropriate FIR NOTAM file. The location identifier in Field 10 will be the FIR name and the name of the NAVAID shall be included in the text.

120001 NOTAMN CZYZ TORONTO FIR
YXI- KILLALOE VOR/DME 115.6/CH103 U/S
YYMMDDHHMM TIL YYMMDDHHMM

²¹ Published private NAVAID unserviceabilities shall be issued as a NOTAM upon advice from the owner/operator.

5.3.2 DND NAVAID Available for Canadian Military Use Only

A serviceable DND NAVAID may be advertised for its availability to the Canadian Forces only with the wording `FOR CANADIAN MIL USE ONLY`. The NOTAM can be issued without the word `CANADIAN` if any military aircraft can use the facility.

Example: 120001 NOTAMN CYBG BAGOTVILLE
CYBG ILS 29 AVBL FOR CANADIAN MIL USE ONLY
YYMMDDHHMM TIL YYMMDDHHMM

5.3.3 Unmonitored NAVAID

A NOTAM shall be issued if a NAVAID becomes unmonitored. The term `UNMONITORED` shall be used.

Example 1: 120001 NOTAMN CYQY SYDNEY/J.A.DOUGLAS MCCURDY
QY-- NDB 263 UNMONITORED
YYMMDDHHMM TIL APRX YYMMDDHHMM

If the monitoring of several NAVAIDs is lost, and those NAVAIDs, located at different sites, are monitored by one site, the status of those NAVAIDs can be issued in a single NOTAM under the appropriate FIR NOTAM file.

Example 2: 120001 NOTAMN CZEG EDMONTON FIR
CZEG DUE ACC EQPT FAILURE
FLW NAVAIDS UNMONITORED:
BAKER LAKE VOR/DME YBK 114.5/CH92,
HALL BEACH VOR/DME YUX 117.3/CH120,
KEY LAKE VOR/DME YKJ 115.3/CH100
YYMMDDHHMM TIL APRX YYMMDDHHMM

5.3.4 NAVAID Operating at Reduced Power

A NOTAM shall be issued if a NAVAID operates at 50 percent or less than its nominal power.

Example: 120001 NOTAMN CYR MAKKOVIK
YFT- NDB 339 OPR 50 PCT PWR OR LESS
YYMMDDHHMM TIL APRX YYMMDDHHMM

5.3.5 Facility ON TEST

The phrase `ON TEST DO NOT USE` may only be used when a newly installed approach lighting system not yet published and whose operation is not controlled from an air/ground communication facility is being flight-checked.

A NOTAM stating `ON TEST DO NOT USE` should not be issued more than 24 hours prior to the beginning of the test or flight-check.

5.3.6 NAVAID Rotation

For NAVAID rotations, two NOTAMs will be issued: one under the aerodrome NOTAM file where the NAVAID is published, with a reference to the instrument procedures, and one under the FIR NOTAM file where the NAVAID is located, with a reference to the enroute radials. If the NAVAID serves solely for approaches, and is not associated with a route, only the NOTAM under the aerodrome NOTAM file will be issued. If the NAVAID is not published under an aerodrome in the CFS, only the NOTAM under the FIR NOTAM file will be issued.

If the NAVAID rotation is performed before the information is published, the NOTAM will include a TIL time of the publication and will not include the phrase `AMEND PUB`.

Example 1: 120001 NOTAMN CYBR BRANDON MUNI
 YBR- BRANDON VOR 113.8 ROTATION, ADD 5 DEG TO ALL PUB INSTR PROC RDL
 ASSOCIATED WITH YBR. SPECIFIC RDL ISSUED BY ATC SHALL BE ADHERED TO
 AS PER THE RECEIVED AND ACKNOWLEDGED CLR.
 YYDDMMHHMM TIL YYMMDD0901

120001 NOTAMN CZWG WINNIPEG FIR
 YBR- BRANDON VOR 113.8 ROTATION, ADD 5 DEG TO ALL PUB ENROUTE RDL
 ASSOCIATED WITH YBR. SPECIFIC RDL ISSUED BY ATC SHALL BE ADHERED TO
 AS PER THE RECEIVED AND ACKNOWLEDGED CLR.
 YYDDMMHHMM TIL YYMMDD0901

If the information is contained in the upcoming publications and the NAVAID rotation has not yet been performed, the text of the NOTAM will include a start time (of the publication) and a TIL APRX time of the proposed rotation and flight check. After rotation and flight check are completed, the NOTAM will be cancelled at the request of NCFO.

Example 2: 120001 NOTAMN CYWK WABUSH
 YWK- VOR 112.3 ROTATION, ADD 4 DEG TO ALL PUB INSTR PROC RDL
 ASSOCIATED WITH YWK. SPECIFIC RDL ISSUED BY ATC SHALL BE ADHERED TO
 AS PER THE RECEIVED AND ACKNOWLEDGED CLR.
 YYMMDD0901 TIL APRX YYMMDDHHMM

120001 NOTAMN CZUL MONTREAL FIR
 YWK- WABUSH VOR 112.3 ROTATION, ADD 4 DEG TO ALL PUB ENROUTE RDL
 ASSOCIATED WITH YWK. SPECIFIC RDL ISSUED BY ATC SHALL BE ADHERED TO
 AS PER THE RECEIVED AND ACKNOWLEDGED CLR.
 YYMMDD0901 TIL APRX YYMMDDHHMM

5.3.7 ILS

A NOTAM shall be issued for an instrument landing system when one of the following occurs:

- a. The glide path component of an ILS fails and the localizer is still operational (only the glide path is deemed unserviceable).

Example: 120001 NOTAMN CYZT PORT HARDY
 CYZT ILS GP 11 U/S
 YYMMDDHHMM TIL YYMMDDHHMM

- b. The localizer component of an ILS fails (the whole ILS is considered unserviceable).

Example: 120001 NOTAMN CYYC CALGARY INTL
 CYYC ILS 35L U/S
 YYMMDDHHMM TIL YYMMDDHHMM

- c. Separate ILS serving opposite ends of runway fail simultaneously (both ILS are mentioned in the NOTAM).

Example: 120001 NOTAMN CYEG EDMONTON INTL
 CYEG ILS 12 AND 30 U/S
 YYMMDDHHMM TIL APRX YYMMDDHHMM

- d. A NOTAM can also be issued if signal fluctuations appear on a glide path.

Example: 120001 NOTAMN CYMM FORT MCMURRAY
 CYMM ILS GP 25 SIGNAL FLUCTUATIONS
 YYMMDDHHMM TIL YYMMDDHHMM

The identification or the frequency of the ILS or glide path shall not be mentioned in the text.

5.3.8 Localizer

When a localizer is not associated with an ILS, the term `LOC` is used. If the localizer is associated with a runway, as stated in publications, the runway number shall be included. The identification or the frequency of the localizer shall not be mentioned in the text.

Example: 120001 NOTAMN CYBX LOURDES-DE-BLANC-SABLON
CYBX LOC 05 U/S
YYMMDDHHMM TIL APRX YYMMDDHHMM

5.3.9 TACAN/VORTAC

A TACAN and a VORTAC have split capabilities: they are able to give azimuth and DME information simultaneously or either one separately.

If the VOR and TACAN of a VORTAC are unserviceable, the frequency and channel are included.

Example: 120001 NOTAMN CYMJ MOOSE JAW/AIR VICE MARSHAL C.M.MCEWEN
YMJ- VORTAC 113.4/CH81 U/S
YYMMDDHHMM TIL YYMMDDHHMM

If the VOR of a VORTAC is unserviceable, the VOR frequency is included.

Example: 120001 NOTAMN CYZF YELLOWKNIFE
YZF- VOR 115.5 U/S
YYMMDDHHMM TIL YYMMDDHHMM

If both the azimuth and DME of a stand-alone TACAN, or of a TACAN portion of a VORTAC, are unserviceable, the channel is included.

Example: 120001 NOTAMN CYOD COLD LAKE/GROUP CAPTAIN R.W.MCNAIR
UOD- TACAN CH82 U/S
YYMMDDHHMM TIL YYMMDDHHMM

For VORTAC or stand-alone TACAN, if only one portion of the TACAN, azimuth or DME, is unserviceable, a statement about the serviceability of the other portion of the TACAN shall be included.

Example 1: 120001 NOTAMN CYTR TRENTON
UTR- TACAN CH34 AZM U/S, DME AVBL
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 120001 NOTAMN CYBG BAGOTVILLE
XBG- TACAN CH55 DME U/S, AZM AVBL
YYMMDDHHMM TIL YYMMDDHHMM

If the azimuth or DME of a TACAN is unserviceable and the other is unmonitored, use this syntax:

Example: 140001 NOTAMN CYUL ST-JEAN
YJN- TACAN CH105 AZM U/S, DME UNMONITORED
YYMMDDHHMM TIL YYMMDDHHMM

5.3.10 VOR/DME

A NOTAM addressing a VOR/DME outage shall include the identifier, frequency and channel. If only one portion of the VOR/DME fails it shall be considered as a single NAVAID failure (refer to section 5.3.11 VOR or 5.3.12 DME).

Example: 120001 NOTAMN CYQG WINDSOR
YQG- VOR/DME 113.8/CH85 U/S
YYMMDDHHMM TIL YYMMDDHHMM

5.3.11 VOR

A NOTAM addressing a VOR outage shall include the identifier and frequency.

Example: 12001 NOTAMN CYFB IQALUIT
YFB- FROBAY VOR 117.4 U/S
YYMMDDHHMM TIL YYMMDDHHMM

5.3.12 DME

A NOTAM addressing a DME outage shall include the identifier and the channel.

Example 1: 120001 NOTAMN CYRB RESOLUTE BAY
YRB- DME CH58 U/S
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 120001 NOTAMN CYYL LYNN LAKE
YYL- DME CH73 U/S
YYMMDDHHMM TIL YYMMDDHHMM

Example 3: 120001 NOTAMN CYYZ TORONTO/LESTER B. PEARSON INTL
IJS- DME CH28 U/S
YYMMDDHHMM TIL YYMMDDHHMM

Example 4: 120001 NOTAMN CYYZ TORONTO/LESTER B. PEARSON INTL
IDP- DME CH56(Y) U/S
YYMMDDHHMM TIL YYMMDDHHMM

5.3.13 NDB

A NOTAM addressing an NDB outage shall include the identifier and frequency.

Example: 120001 NOTAMN CYND OTTAWA/GATINEAU
3U-- NDB 414 U/S
YYMMDDHHMM TIL YYMMDDHHMM

5.3.14 CAT II or III ILS

5.3.14.1 Downgrade Due to Equipment Failure or Malfunction

A NOTAM shall be issued when a category II or III ILS is temporarily downgraded due to equipment failure or malfunction with the exception of the glide path and localizer²². The reason(s), as follows, shall be included in the text:

- CAT II/III approach, runway or essential taxiway lighting unserviceability
- RVR unavailability appropriate to the category²³
- Commercial or standby power unserviceability
- ILS outside CAT II/III tolerances²⁴

Example 1: 120001 NOTAMN CYVR VANCOUVER INTL
CYVR ILS CAT II AND III APCH RWY 26R NOT AUTH. RVR A 26R NOT AVBL
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 120001 NOTAMN CYVR VANCOUVER INTL
CYVR ILS CAT III APCH RWY 26R NOT AUTH. ILS OUTSIDE CAT III
TOLERANCES
YYMMDDHHMM TIL YYMMDDHHMM

Example 3: 120001 NOTAMN CYVR VANCOUVER INTL
CYVR ILS CAT II AND III APCH RWY 26R NOT AUTH. GP ANGLE REPORTED
HIGH BY PILOTS
YYMMDDHHMM TIL APRX YYMMDDHHMM

5.3.14.2 Downgrade Due to IP Criteria Provisions

A NOTAM shall be issued when a CAT II or III approach is downgraded due to instrument approach procedure criteria (TP 308) provisions such as, but not limited to, runway certification changes, penetration of the protected surfaces due to a temporary obstacle or due to a delay on the annual or routine flight inspection of more than 30 days. The reason, if provided, shall be included in the NOTAM.

Example 1: 120001 NOTAMN CYVR VANCOUVER INTL
CYVR ILS CAT III APCH RWY 26R NOT AUTH
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 120001 NOTAMN CYVR VANCOUVER INTL
CYVR ILS CAT II AND III APCH RWY 26R NOT AUTH DUE DLA IN FLT
INSPECTION
YYMMDDHHMM TIL YYMMDDHHMM

²² If the glide path or localizer fails, there is no need to specify CAT II or CAT III since the CAT I approach is not possible. Therefore, the NOTAM would read ILS GP XX U/S or ILS XX U/S.

²³ Two RVR sensors are required for each CAT II/III runway, one near the touchdown point, designated the "A" system, and one near the mid-point, normally half-way down the runway, designated the "B" system. In addition to the aforementioned requirements for CAT II, an additional RVR sensor designated as the "C" system, located near the rollout end of the runway is required for CAT III operations.

²⁴ The reasons for the ILS to be outside CAT II/III tolerances can be caused, for example, by a significant change in ground conditions (ice or snow) since the last flight inspection. The definition of "significant change" is left to individual aerodrome electronic maintenance staff.

Example 3: 120001 NOTAMN CYVR VANCOUVER INTL
CYVR ILS CAT II AND III APCH RWY 26R NOT AUTH DUE CONST. AUTH AVBL 2
HR PN (555)555-5555
YYMMDDHHMM TIL APRX YYMMDDHHMM

5.3.15 Published Instrument Procedures

A change to a published Instrument Flight Rules (IFR) procedure (such as an approach, Standard Instrument Departure (SID), or Standard Terminal Arrival (STAR)) shall include the name of the procedure. Only the responsible instrument procedure design unit can originate these NOTAM.

Example 1: 170001 NOTAMN CYFD BRANTFORD
CYFD RNAV(GNSS) RWY 05 APCH:
LNAV MINIMA TO READ 1320 (505) 1 1/2
YYMMDDHHMM TIL APRX YYMMDDHHMM

Example 2: 180001 NOTAMN CYUL ST-JEAN
CYJN ST-JEAN FIVE DEP: RWY 11: ADD:
DEP PROC NOT AUTH WHEN CYR605 ACT ABV 1200
YYMMDDHHMM TIL APRX YYMMDDHHMM

Example 3: 180002 NOTAMN CYYT ST.JOHN'S INTL
CYYT WEF 2018 MAY 24 0901 AMEND BURIN TWO ARR:
PLAN VIEW: WPT LETEG: ALT AND SPEED RESTRICTIONS:
ADD: RWY 34 ONLY

5.3.16 Low or Reduced Visibility Procedures

A NOTAM pertaining to low visibility procedures and reduced visibility procedures should be issued for aerodromes where such procedures are published, if one of the following is out of service. The NOTAM shall state the reason.

Airport Surface Detection Equipment (ASDE)

NOTAM shall not be issued for ASDE unserviceabilities if the ASDE is not part of low visibility procedures.

Example: 120001 NOTAMN CYYZ TORONTO/LESTER B.PEARSON INTL
CYYZ LOW VIS PROC NOT AUTH.
AP SFC DETECTION EQPT U/S
YYMMDDHHMM TIL YYMMDDHHMM

Stop Bar/Runway Guard Light System

Example: 120001 NOTAMN CYYZ TORONTO/LESTER B.PEARSON INTL
CYYZ LOW VIS PROC NOT AUTH. STOP BARS AND RWY GUARD LGT SYSTEM U/S
YYMMDDHHMM TIL YYMMDDHHMM

120001 NOTAMN CYYG CHARLOTTETOWN
CYYG REDUCED VIS PROC NOT AUTH. STOP BARS AND RWY GUARD
LGT SYSTEM U/S
YYMMDDHHMM TIL YYMMDDHHMM

Surface Guidance and Control System

This includes taxiway centreline lights, taxiway intersection lights, and stop bars/runway guard lights. If only one portion of the system is unserviceable, the whole system is shut off.

Example: 120001 NOTAMN CYYZ TORONTO/LESTER B.PEARSON INTL
CYYZ LOW VIS PROC NOT AUTH. SFC GUIDANCE AND CTL U/S
YYMMDDHHMM TIL YYMMDDHHMM

Runway Not Available

When the ability to operate in low visibility procedure only on a certain runway is not available, the NOTAM on the low visibility procedure would refer to that particular runway. For such possibility, the identified runway low visibility procedure for each of these runways has to be published as such.

Example: 120001 NOTAMN CYYZ TORONTO/LESTER B.PEARSON INTL
CYYZ LOW VIS PROC RWY 05 NOT AUTH. STOP BARS U/S
YYMMDDHHMM TIL YYMMDDHHMM

When one element of the surface guidance and control system used for the low visibility procedure is unserviceable, such as taxiway centreline lights or taxiway intersection lights, but an alternate routing is available, then the NOTAM would only mention the element unserviceability without referring to the low visibility procedure.

5.3.17 RVR Sensor

A NOTAM shall be issued when a Runway Visual Range (RVR) sensor fails resulting in the RVR reading not being available. The runway, and if applicable, the alpha designator associated with the sensor, shall be indicated in the text. If the sensor fails at a site where an ILS CAT II or III approach exists, only one NOTAM is issued using the first example of section 5.3.14.1.

Example: 120001 NOTAMN CYZX GREENWOOD
CYZX RVR 26 NOT AVBL
YYMMDDHHMM TIL YYMMDDHHMM

5.3.18 MTCU

If a temporary Military Terminal Control Unit (MTCU) is established, a NOTAM shall be issued including the defined area, altitudes, frequencies used and hours of operation. A military unit may establish a temporary MTCU to support military exercises if co-ordinated with the ACC.

Example: 120001 NOTAMN CYEV INUVIK(MIKE ZUBKO)
CYEV MIL TML CTL UNIT (MTCU) ESTABLISHED WITHIN CONTROLLED AIRSPACE,
RADIUS 40 NM CENTRE 681829N 1333254W (INUVIK YEV VOR). SFC TO FL280
INCLUSIVE, FREQ 126.2, 244.9
YYMMDDHHMM TIL YYMMDDHHMM

5.3.19 WAAS

A NOTAM will be issued whenever the FAA advises NAV CANADA that LPV, LP and Wide Area Augmentation System (WAAS)-based LNAV/VNAV service is unavailable for a period of more than fifteen minutes.

The NOTAM is issued under the National NOTAM file (CYHQ) and will read either:

LPV, LP AND WAAS-BASED LNAV/VNAV APCH NOT AVBL, (with a description of the affected area) or
WAAS UNMONITORED.

Example 1: 180001 NOTAMN CYHQ NATIONAL
CYHQ LPV, LP AND WAAS-BASED LNAV/VNAV APCH NOT AVBL
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 180002 NOTAMN CYHQ NATIONAL
CYHQ LPV, LP AND WAAS-BASED LNAV/VNAV APCH NOT AVBL
EAST OF A LINE BTN IQALUIT AND HALIFAX
YYMMDDHHMM TIL YYMMDDHHMM

Example 3: 120001 NOTAMN CYHQ NATIONAL
CYHQ WAAS UNMONITORED
YYMMDDHHMM TIL APRX YYMMDDHHMM

5.3.20 GPS Interference Exercises

A NOTAM is issued for GPS interference exercises that are predicted to affect Global Navigation Satellite System (GNSS)-based operations. The NOTAM describes the affected area. A NOTAM is issued for each affected FIR.

Example: 180001 NOTAMN CZUL MONTREAL FIR
CZUL GPS INTERFERENCE EXER RADIUS 30 NM CENTRE 455555N 755555W,
4000 FT MSL TO FL600. GNSS SIGNAL MAY BE PERIODICALLY INTERRUPTED.
INFORM ATC OF ANY ADVERSE IMPACT.
YYMMDDHHMM TIL YYMMDDHHMM

5.3.21 GNSS Unreliability

When multiple pilots indicate that GNSS is unreliable and affecting GNSS-based operations, the TOCC or ACC Shift Manager will issue a NOTAM as follows:

Example: 170001 NOTAMN CYEG EDMONTON INTL
CYEG GNSS REPORTED UNREL ON [phase of flight/location/altitude]
YYMMDDHHMM TIL YYMMDDHHMM

5.3.22 NAVAID Identification Synchronism

A NOTAM is issued when paired identification signals are not synchronized.

Example 1: 120001 NOTAMN CYEV INUVIK(MIKE ZUBKO)
IEV- INUVIK LOC AND DME MORSE CODE IDENT PAIRING NOT SYNCHRONIZED
YYMMDDHHMM TIL APRX YYMMDDHHMM

Example 2: 120001 NOTAMN CYWG WINNIPEG/JAMES ARMSTRONG RICHARDSON INTL
YWG- VOR AND TACAN MORSE CODE IDENT PAIRING NOT SYNCHRONIZED
YYMMDDHHMM TIL APRX YYMMDDHHMM

5.3.23 Restricted Use of Airways

When low and high level airways do not meet ICAO Annex 10 and CARs VIII requirements, a NOTAM may be issued to restrict the use of an airway that can be flown using other navigation systems.

Example 1: 120001 NOTAMN CZVR VANCOUVER FIR
CZVR V369 BTN YDC AND BOOTH NOT SUITABLE FOR VOR NAV
YYMMDDHHMM TIL APRX YYMMDDHHMM

Example 2: 120001 NOTAMN CZEG EDMONTON FIR
CZEG J475 BTN YWV AND VLN NOT SUITABLE FOR VOR NAV
YYMMDDHHMM TIL APRX YYMMDDHHMM

5.4 Airspace

The NOTAM examples presented in this section provide appropriate sample formats for given events or classification; however, circumstances may require the originating authority to deviate from these examples to clearly indicate the restriction and the operating requirements. Transport Canada approves airspace restrictions and associated NOTAM.

To comply with the requirements of *ICAO Procedures for Air Navigation - Aeronautical Information Management (PANS-AIM Doc 10066)*, Chapter 6, Article 6.1.4.3, at least seven days' advance notice will be given, whenever possible, prior to the activation of established danger, restricted or prohibited areas and of activities requiring temporary airspace restrictions other than for emergency operations.

The phrases `REMAIN CLR` or `SHALL REMAIN CLR` may be used only for airspace restriction NOTAM approved by Transport Canada.

The phrase `REQUESTED TO REMAIN CLR` may be used for advisory purposes.

In the case of airspace restrictions by the Minister, under Canadian Aviation Regulations (CARs) 601.15, 601.16, 601.18, and section 5.1 of the *Aeronautics Act*, if requested by the Minister, the NOTAM shall be disseminated under the appropriate FIR and aerodrome NOTAM file(s). If the activity is occurring partially or fully within a designated control zone, refer to section 4.1.3 - *Field 10*. The NOTAM disseminated under the FIR NOTAM file will make reference to only the aerodrome under which the aerodrome NOTAM is issued.

5.4.1 Restructuring or Reclassification of Airspace

If a change to airspace structure or classification is required for a temporary period, a NOTAM shall be issued to indicate the change as approved by Transport Canada. Airspace management NOTAM may be issued directly by the Department of National Defence in coordination with NAV CANADA as long as they do not affect the airspace structure or classification as designated in the DAH.

Example 1: 120001 NOTAMN CZWG WINNIPEG FIR
CZWG DAH IS AMENDED AS FLW:
GIMLI, MB CLASS D CTL ZONE IS ESTABLISHED AS FLW:
THE AIRSPACE WITHIN 5 NM RADIUS 503741N 970236W
(GIMLI INDUSTRIAL PARK AIRPORT) SFC TO 5000 FT MSL.
GIMLI TWR: VHF FREQ 126.2 (PRIMARY) AND 129.975 (SECONDARY)
UHF FREQ 235.4 (PRIMARY) AND 263.5 (SECONDARY)
HR OF OPS: 1300-0100 DLY
YYMMDD1300 TIL APRX YYMMDD0100

Example 2: 120001 NOTAMN CZVR VANCOUVER FIR
 CZVR DAH IS AMENDED AS FLW: VANCOUVER, BC
 CYR###²⁵, CLASS F RESTRICTED AIRSPACE IS DESIGNATED WITHIN 3 NM
 RADIUS 4918N 12310W, SFC TO 2500 FT MSL, EXCLUDING AIRSPACE WITHIN
 VANCOUVER INTL CTL ZONE. NO PERSON SHALL OPR AN ACFT WITHIN THE AREA
 DESCRIBED UNLESS AUTH BY THE USER/CONTROLLING AGENCY TEL 555-111-
 2222.
 JUL 26 30 0415-0645
 AUG 02 06 0415-0645
 1207260415 TIL 1208060645

5.4.2 Restrictions Using a Ministerial Order Made Pursuant to CAR 601.18

Only Canada's Minister of Transport can authorize airspace restriction NOTAM using a Ministerial Order pursuant to CAR 601.18. The text of the NOTAM will refer to the Ministerial Order; it will include a specified volume of airspace, the control of access and/or the control of activity, and expiry time or approximate expiry time.

Example: 120001 NOTAMN CYHQ NATIONAL
 CYHQ PURSUANT TO CAR 601.18, BY MINISTERIAL ORDER, (DESCRIPTION OF
 AIRSPACE), IS RESTRICTED AS FLW: (DESCRIPTION OF RESTRICTION)
 YYMMDDHHMM TIL APRX YYMMDDHHMM

5.4.3 Restrictions under Section 5.1 of the Aeronautics Act

Only Transport Canada representatives who have appropriate ministerial delegation of authority can approve airspace restriction NOTAM using Section 5.1 of the *Aeronautics Act*.

The Minister or any person authorized by the Minister may, by notice, prohibit or restrict the operation of aircraft on or over any area or within an airspace, either absolutely or subject to any exceptions or conditions that the Minister or person may specify.

The NOTAM shall include a reference to Section 5.1 of the *Aeronautics Act*, the nature of the event, a description of the area, the applicable altitudes, any exceptions or conditions to the restriction, and the expiry time or approximate expiry time.

Example 1: 120001 NOTAMN CYYZ TORONTO FIR
 CYYZ PURSUANT TO SECTION 5.1 OF THE AERONAUTICS ACT, THE AIRSPACE
 SURROUNDING TRAIN DERAILMENT IS RESTRICTED WITHIN RADIUS 5 NM CENTRE
 4413N 7714W (APRX 4 NM ENE BELLEVILLE AD) SFC TO 5500 FT MSL. NO
 PERSON SHALL OPR AN ACFT WITHIN THE AREA DESCRIBED UNLESS AUTH BY
 THE CONTROLLING AGENCY, ONTARIO PROVINCIAL POLICE AT 555-111-2222.
 YYMMDDHHMM TIL APRX YYMMDDHHMM

Example 2: 120001 NOTAMN CZQM MONCTON FIR
 CZQM PURSUANT TO SECTION 5.1 OF THE AERONAUTICS ACT, THE AIRSPACE
 WITHIN RADIUS 3 NM CENTRE 460658N 644043W (MONCTON/GREATER MONCTON
 R.LEBLANC INTL AD) IS RESTRICTED DRG THE FRANCOPHONIE SUMMIT SFC TO
 2000 FT MSL. NO PERSON SHALL OPR AN ACFT WITHIN THE AREA DESCRIBED
 EXC FOR THE PURPOSE OF LDG AND TKOF. TACTICAL RWY USE RESTRICTIONS
 AS DIRECTED BY ATC MAY CAUSE UP TO 20 MIN DLA. FOR AUTH OR INFO CTC
 RCMP AT 555-111- 2222 OR TWR AT 555-111-3333.
 YYMMDDHHMM TIL YYMMDDHHMM

²⁵ ### represents the sequential CYR number assigned by Transport Canada.)

5.4.4 Activation or Deactivation of Published Class F Airspace and Adjacent Activities

CYR, CYD and CYA NOTAM shall be issued under the appropriate FIR NOTAM file. The name of CYR, CYD or CYA, as published in the DAH, shall be included in the text.

Example 1: 120001 NOTAMN CZEG EDMONTON FIR
CYA- 264(P) BEISEKER ACT SFC TO 7000 FT MSL
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 120002 NOTAMC 120001 CZQM MONCTON FIR
CYD- 737 HALIFAX DEACTIVATED

Example 3: 120001 NOTAMN CZQX GANDER FIR
CYR- 727 GOOSE BAY DEACTIVATED SFC TO 12500 FT MSL
YYMMDDHHMM TIL YYMMDDHHMM

A NOTAM cannot modify the structure or classification of airspace defined in the DAH unless approved by Transport Canada. However, a NOTAM may be issued on an activity that takes place outside but adjacent to an advisory (CYA) area. This NOTAM does not change the structure of the Class F Airspace.

Example 4: 120001 NOTAMN CZVR VANCOUVER FIR
CZVR SOARING ABV CYA121(S) HOPE SFC TO 12500 FT MSL
YYMMDDHHMM TIL YYMMDDHHMM

Note: In example 4, CYA121(S) does not have to be activated because it is permanently activated during daylight, as stated in the DAH.

If a CYA is to be activated by NOTAM and an activity is to take place outside the CYA, the following example applies.

Example 5: 120001 NOTAMN CZYZ TORONTO FIR
CYA- 513(P) PORT COLBORNE ACT. PARAJUMPS ABV CYA513(P)
SFC TO 13500 FT MSL
YYMMDDHHMM TIL YYMMDDHHMM

5.4.5 Forest Fire

NAV CANADA operational units made aware of a forest fire may issue a NOTAM under the appropriate FIR NOTAM file describing the location and size of the forest fire.

In a situation such as this, CAR 601.15 (a) applies: "No person shall operate an aircraft over a forest fire area, or over any area that is located within five nautical miles of a forest fire area, at an altitude of less than 3,000 feet AGL."

Example 1: 120001 NOTAMN CZYZ TORONTO FIR
CZYZ FOREST FIRE RADIUS 4 NM CENTRE 4800N 8131W (YTS 205024)
YYMMDDHHMM TIL APRX YYMMDDHHMM

Example 2: 120001 NOTAMN CZYZ TORONTO FIR
CZYZ FOREST FIRE AREA BOUNDED BY
4841N 8125W-4846N 8155W-4846N 8115W-4841N 8115W-4841N 8125W
(CENTRE APRX 10 NM NNE TIMMINS(VICTOR M.POWER) AD)
YYMMDDHHMM TIL APRX YYMMDDHHMM

When it becomes necessary to modify the required airspace to accommodate forest fire control operations, the Minister of Transport or a delegated representative may, in accordance with CAR 601.16, issue a NOTAM increasing or reducing the size of the area as pertaining to CAR 601.15 (a).

The NOTAM shall include the:

- description of the area
- restricted airspace (including altitude)
- aircraft operating restrictions
- approximate expiry time

Example 3: 120001 NOTAMN CYYZ TORONTO FIR
CYYZ PURSUANT TO CAR 601.14, 601.15(B) AND 601.16, FOREST FIRE AREA BOUNDED BY 4749N 8208W-4755N 8208W-4755N 8203W-4749N 8203W-4749N 8208W. RESTRICTED AIRSPACE 4745N 8210W-4800N 8210W-4800N 8200W-4745N 8200W-4745N 8210W (CENTRE APRX 50 NM SW TIMMINS(VICTOR M.POWER) AD) SFC TO 6000 FT MSL. AERIAL FIRE SUPPRESSION IN PROGRESS. EXC WHERE OPR UNDER CAR 601.17, ALL ACFT TO REMAIN CLR.
YYMMDDHHMM TIL APRX YYMMDDHHMM

Example 4: 120001 NOTAMN CZWG WINNIPEG FIR
CZWG PURSUANT TO CAR 601.14, 601.15(B) AND 601.16, FOREST FIRE AREA RADIUS 1 NM CENTRE 5603N 9608W. RESTRICTED AIRSPACE RADIUS 1.5 NM CENTRE 5603N 9608W (APRX 3 NM SW YORK LANDING AD) SFC TO 6000 FT MSL. AERIAL FIRE SUPPRESSION IN PROGRESS. EXC WHERE OPR UNDER CAR 601.17, ALL ACFT TO REMAIN CLR. ACFT LDG/TKOF YORK LANDING AD REMAIN N AIKEN RIVER AND CTC BIRDDOG ACFT ON 122.9 TO COOR TRANSIT
YYMMDDHHMM TIL APRX YYMMDDHHMM

Example 5: 120001 NOTAMN CZEG EDMONTON FIR
CZEG PURSUANT TO CAR 601.14, 601.15(B) AND 601.16, FOREST FIRE AREA RADIUS 2 NM CENTRE 5117N 11514W. RESTRICTED AIRSPACE RADIUS 10 NM CENTRE 5115N 11520W (APRX 8 NM ENE BANFF AD) SFC TO 10000 FT MSL. AERIAL FIRE SUPPRESSION IN PROGRESS. EXC WHERE OPR UNDER CAR 601.17, ALL ACFT TO REMAIN CLR. FOR ARR/DEP AUTH CTC BANFF FIRE BASE 555-111-2222
YYMMDDHHMM TIL APRX YYMMDDHHMM

5.4.6 ESCAT (Airspace Restrictions of the Partial or Complete Shutdown of the National Civil Air Transportation System)

Only Transport Canada representatives, who have appropriate ministerial delegation of authority, depending on the type of restrictions, can approve airspace restrictions invoking a specified phase of the Emergency Security Control of Air Traffic (ESCAT). The NOTAM will specify the ESCAT phase number, the zones affected, the restrictions in effect, and the expiry time or approximate expiry time.

The NOTAM will be issued using priority DD under the appropriate FIR NOTAM file(s), or under the National NOTAM file (CYHQ) when all FIR are affected.

Example 1: 120001 NOTAMN CZVR VANCOUVER FIR
CZVR EMERG SECURITY CTL OF AIR TFC (ESCAT) PHASE ONE HAS BEEN INVOKED BY THE CHIEF OF DEFENCE STAFF. ESCAT PHASE ONE REQUIRES THAT ALL FLT WITHIN ESCAT ZONE 1, 2A AND 2D FILE AN IFR OR DEFENCE VFR (DVFR) FLT PLAN. (REF TO AIM - AERONAUTICAL INFO MANUAL RAC SECTION 3.9 AND CFS SECTIONS C AND F.)
YYMMDDHHMM TIL APRX YYMMDDHHMM

Example 2: 120001 NOTAMN CYHQ NATIONAL
CYHQ EMERG SECURITY CTL OF AIR TFC (ESCAT) PHASE TWO HAS BEEN
INVOKED BY MINISTER OF NATIONAL DEFENCE. PURSUANT TO SECTION 5.1 OF
THE AERONAUTICS ACT, THE MINISTER OF TRANSPORT PROHIBITS ALL FLT
WITHIN ESCAT ZONES 1, 2A, 2B, 2C, 2D, 3, 4, 5A, 5B, 6, 7A AND 7B
UNLESS OPR UNDER A SPECIFIC PRIORITY WITHIN THE EMERG AIR TFC
PRIORITY LIST (EATPL). REF TO CFS SECTIONS C AND F. OPR REQUIRED TO
OPR FLT IN THE INTEREST OF PUBLIC SAFETY AND SECURITY THAT DO NOT
QUALIFY UNDER THE ABV - NOTED PRIORITIES WITHIN THE EATPL MAY
REQUEST CONSIDERATION FOR A MIL SECURITY CTL AUTH (SCA) NUMBER. FOR
MORE INFO OR TO REQUEST A MIL SCA NUMBER CTC 1-877-992-6853.
YYMMDDHHMM TIL APRX YYMMDDHHMM

5.5 Hazards and Activities

The NOTAM examples presented in this section provide appropriate sample formats for given events or classification.

5.5.1 Obstruction at Aerodrome

A NOTAM shall be issued when the presence of a temporary obstruction is considered to be hazardous to aircraft operation. NOTAM about obstructions shall include the following information:

- distance before or beyond a threshold and distance along, right or left of runway centreline (or extended centreline) and/or geographical co-ordinates
- height above ground and sea level elevation
- if equipped with obstruction lighting

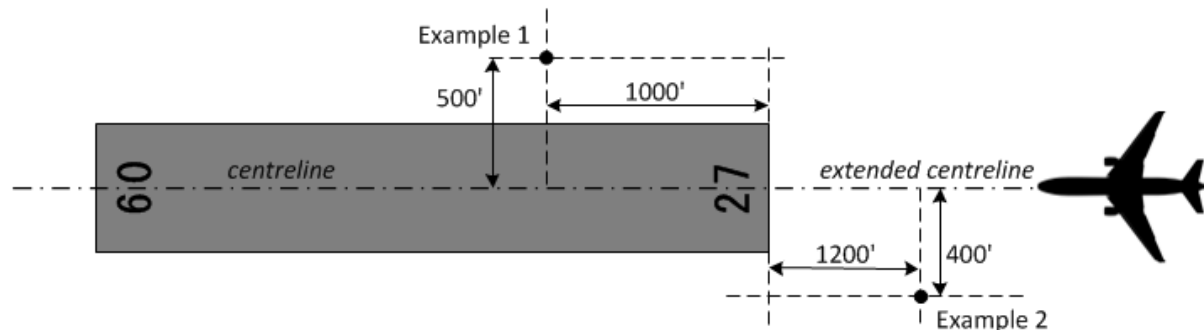


Figure 28: Location of an Obstacle in Relation to a Runway (not to scale)

Note: Measurements are taken from the runway threshold at a 90° angle from the runway centreline or extended centreline to the obstruction.

Example 1: 120001 NOTAMN CYND OTTAWA/GATINEAU
CYND CRANE 1000 FT BEYOND THR 27 AND 500 FT RIGHT RCL, 378 FT AGL
600 MSL NOT LGTD. SR-SS
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 120001 NOTAMN CYND OTTAWA/GATINEAU
CYND CRANE 1200 FT BFR THR 27 AND 400 FT LEFT EXTENDED RCL, 378 FT
AGL 600 MSL LGTD AND PAINTED
YYMMDDHHMM TIL YYMMDDHHMM

Example 3: 120001 NOTAMN CYEE BARRIE (ROYAL VICTORIA HOSP) (HELI)
 CRV2 CRANE 442454N 793934W (APRX 1534 FT E HELI), 147 FT AGL 1002
 MSL LGTD NOT PAINTED
 YYMMDDHHMM TIL APRX YYMMDDHHMM

5.5.2 Hazards On or In the Vicinity of a Runway or Aerodrome

Short-term temporary hazards on or in the vicinity of runways or aerodromes should be broadcasted on ATIS or through air/ground communication. Aerodromes experiencing ongoing difficulties with wildlife should consider adding a caution in the CFS or CWAS describing the possible hazard.

However, a NOTAM can be issued describing the hazard, other than routine work.

Example 1: 120001 NOTAMN CYTS COCHRANE
 CYCN TRENCHES DPT 4 FT, 5 FT OUTSIDE RWY EDGES FULL LEN, BOTH SIDES
 YYMMDDHHMM TIL APRX YYMMDDHHMM

Example 2: 120001 NOTAMN CYVP AUPALUK
 CYLA BIRD ACT
 YYMMDDHHMM TIL APRX YYMMDDHHMM

Example 3: 120001 NOTAMN CYGL LA GRANDE-3
 CYAD POSSIBILITY OF CARIBOU ON RWY
 YYMMDDHHMM TIL APRX YYMMDDHHMM

5.5.3 Human-made Obstruction²⁶

A NOTAM shall be issued for a light outage or malfunction of a structure that constitutes an obstacle to air navigation.

Obstacles to air navigation (CAR 601.23) are marked and/or lit in compliance with CAR 601.24 or as required by the Minister (CAR 601.25).

The person who has responsibility for or control over these obstacles must, in compliance with CAR 601.28, report any light outage or malfunction to an FSS or FIC. The FIC or FSS specialist sends all NOTAM proposals to the NOF. The NOTAM Specialists must follow the procedure described in *Work Instructions – NOTAM Office*.

The necessity to issue or not a NOTAM is communicated to the person who has responsibility for or control over the obstacle for future reference.

If the obstruction is 25 NM or less from an aerodrome, the NOTAM shall be issued under the closest aerodrome's NOTAM file, with the aerodrome's name in Field 10.

If the obstruction is within a designated control zone, the NOTAM shall refer to the control zone's central aerodrome. If the central aerodrome is not the closest aerodrome, both aerodromes will be referenced, and the NOTAM will be filed under the central aerodrome's NOTAM file (if different from the closest aerodrome's NOTAM file).

If the ground obstruction is beyond 25 nautical miles from any aerodrome, the NOTAM shall be issued under the appropriate FIR NOTAM file with a reference, in the text, to the closest aerodrome.

The NOTAM shall include the coordinates, the approximate direction and distance from the point of reference, height AGL and elevation MSL.

²⁶ "Human-made obstruction" refers to structures such as towers, smokestacks, wind turbines and wind farms.

The FSS or FIC specialist must include in the NOTAM the contact information of the person responsible for the obstacle if known. The contact information will be stripped from the NOTAM prior to dissemination by the NOF.

Some obstructions or groups of obstructions are equipped with an Obstacle Collision Avoidance System (OCAS). The failure of the OCAS does not warrant a NOTAM. As a safety measure, when there is a failure of the OCAS, the obstruction lights are turned on and remain on continuously. Should the obstruction light itself be unserviceable, then NOTAM are composed according to the present section.

NOTAM pertaining to a new obstruction or a height increase to an existing tower are issued in accordance with [section 5.1](#), examples 5 and 6.

Example 1: 120001 NOTAMN CYQK KENORA (DISTRICT HOSP) (HELI)
CJG6 OBST LGT U/S TOWER 494606N 943016W (APRX 0.2 NM NNE AD) 383 FT
AGL 1539 MSL
YYMMDDHHMM TIL APRX YYMMDDHHMM

Example 2: 180002 NOTAMN CYOW OTTAWA/MACDONALD-CARTIER INTL
CYOW CRANE 451802N 753205W
(APRX 6 NM ESE CYOW, APRX 1.5 NM WNW CQH2)
100 FT AGL 573 MSL, PAINTED NOT LGTD
YYMMDDHHMM TIL YYMMDDHHMM

Example 3: 120001 NOTAMN CYSU SUMMERSIDE
OBST LGT U/S TOWER 464219N 641314W (O'LEARY, APRX 23 NM NNW AD) 299
FT AGL 404 MSL
YYMMDDHHMM TIL APRX YYMMDDHHMM

Example 4: 120001 NOTAMN CZUL MONTREAL FIR
CZUL OBST LGT U/S TOWER 523406N 655245W (APRX 41 NM SSE WABUSH AD)
350 FT AGL 1780 MSL
YYMMDDHHMM TIL APRX YYMMDDHHMM

5.5.4 Heli-logging and Skyline Logging

A NOTAM may be issued for heli-logging or skyline logging operations.

Example 1: 120001 NOTAMN CYAZ BAMFIELD (WATER)
CAE9 HELI-LOGGING ACT RADIUS 10 NM CENTRE 485715N 1251308W (APRX 8
NM NW AD) SFC TO 5000 FT MSL. SR-SS
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 120001 NOTAMN CYKA VALEMOUNT
XXXX SKYLINE LOGGING ACT RADIUS 0.5 NM CENTRE 5305N 11933W (APRX 16
NM NW AD) SFC TO 500 FT AGL 3000 TO 5000 FT MSL. SR-SS
YYMMDDHHMM TIL YYMMDDHHMM

5.5.5 Unmanned Air Vehicle

UAV operations are conducted in accordance with a Special Flight Operations Certificate (SFOC) issued by Transport Canada or under an exemption to the requirement to operate under an SFOC. Compliance with the SFOC or operating within the constraint of the exemption should result in safe operations and, therefore, a NOTAM should not normally be required. Those UAV operators conducting flight operations under an exemption are limited to uncontrolled airspace.

The need to publish a NOTAM is determined by Transport Canada in conjunction with NAV CANADA ATS, and not left to the discretion of the UAV operator or negotiated between the aerodrome operator, the UAV operator or other parties.

TC is responsible only for the conduct of civil UAVs. The CARs do not apply to Canadian or foreign military UAVs; however, these are subject to Military Flying Orders. Military operations conducted in civil airspace (that is, outside Class F Military Restricted Airspace) require coordination with NAV CANADA and may require assistance from TC, General Flight Standards in HQ. TC Regional Offices or HQ will forward the NOTAM proposals directly to the appropriate FIC.

NOTAM on UAVs shall include the following information:

- UNMANNED AIR VEHICLE ACT
- area of activity (radius, co-ordinates, and preferably distance and direction from the nearest aerodrome, or bearing and distance from a NAVAID)
- maximum altitude above mean sea level (MSL) or above ground level (AGL)
- relevant physical characteristics of the air vehicle: type (for example, SIRIUS, GLOBAL HAWK), weight, size, markings, etc.
- reference to an AIP Supplement, if one is issued
- other relevant information (for example, contact information)

Example 1: 170001 NOTAMN CYQF INNISFAIL
CEM4 UNMANNED AIR VEHICLE ACT RADIUS 3 NM CENTRE 520307N 1140339W
(APRX 2 NM SSW AD) SFC TO 1000 FT AGL. TYPE SAGEM SPERWER.
WINGSPAN 14 FT. WEIGHT 150 LB. COLOUR GREEN.
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 170002 NOTAMN CYYU KAPUSKASING
XXXX UNMANNED AIR VEHICLE ACT RADIUS 1 NM CENTRE 491719N 824829W
(APRX 15 NM WSW AD) SFC TO 400 FT AGL. TYPE SENSEFLY EBEE.
WINGSPAN 38 INS. WEIGHT 2 LB. COLOUR BLACK AND YELLOW.
YYMMDDHHMM TIL YYMMDDHHMM

Example 3: 170003 NOTAMN CYEG EDMONTON/JOSEPHBURG
CFB6 UNMANNED AIR VEHICLE ACT RADIUS 1 NM CENTRE 534638N 1130613W
(APRX 3 NM NNW AD) SFC TO 300 FT AGL.
VEHICLE 1: TYPE SENSEFLY EBEE.
WINGSPAN 38 INS. WEIGHT 2 LB. COLOUR BLACK AND YELLOW.
VEHICLE 2: TYPE DJI INSPIRE 1.
WINGSPAN 24 INS. WEIGHT 7 LB. COLOUR WHITE.
YYMMDDHHMM TIL YYMMDDHHMM

5.5.6 Blasting

A NOTAM may be issued for blasting operations that have not been published. The altitude reported in the NOTAM will include the maximum height of the debris and the air blast. The abbreviation ACT (activity) used in a NOTAM refers to all functions associated with the subject.

Example 1: 120001 NOTAMN CYXT KITIMAT
CBW2 BLASTING ACT RADIUS 5 NM CENTRE 540414N 1282957W (APRX 6 NM SE
AD) SFC TO 2000 FT AGL
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 120001 NOTAMN CYKA REVELSTOKE
CYRV AVALANCHE CTL BLASTING ACT 5 NM EITHER SIDE OF A LINE FM 5057N
11824W TO 5100N 11839W (APRX 9-18 NM WSW AD) SFC TO 12000 FT MSL FOR
INFO CTC 555-111-2222
YYMMDDHHMM TIL YYMMDDHHMM

In the Pacific Region, NOTAM will not be filed regarding blasting related to logging activities under the following circumstances:

- If using instantaneous blasting equipment (blasters will ensure the area is clear of all air traffic prior to the blast).
- If using a standard 6-minute fuse and using aeronautical frequency radio (blaster will make two transmissions on 123.2 MHz advising of the imminent blast. These transmissions will be at approximately 4 minutes and 1 minute prior to the estimated blast. These transmissions will include the geographical location referenced to prominent landmark and the time to the blast).

Notwithstanding the above two calls, if blasters detect an aircraft in the immediate vicinity of a blast they will direct a radio transmission to that aircraft using aircraft type and colour (for example, red and white helicopter, you are over an active blast site; clear the area immediately). Blasters may elect to use both methods for added safety.

Notwithstanding the above recommendations, a NOTAM will be required if the blast site is within 5 nautical miles of an aerodrome or if the blaster elects not to use either of the above procedures. In any case, the NOTAM will have a maximum duration period of 14 days.

5.5.7 Military Activities

NOTAM related to military activities shall be issued under the appropriate FIR NOTAM file describing the area and the altitudes of activity.

Example 1: 120001 NOTAMN CXYZ TORONTO FIR
CXYZ ALGONQUIN TATEX AREA ACT. SFC TO 5000 FT MSL
(REF CFS SECTION C)
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 120001 NOTAMN CZVR VANCOUVER FIR
CZVR COMOX MIL LOW LVL FLYING AREA ACT.
SFC TO BLW 18000 FT MSL (REF CFS SECTION C)
YYMMDDHHMM TIL YYMMDDHHMM

Example 3: 120001 NOTAMN CZWG WINNIPEG FIR
CZWG MIL ACT BOUNDED BY 562931N 1101745W-5630N 1101745W-562958N
10738W-5608N 10818W AND COUNTERCLOCKWISE VIA A 125 NM ARC CENTRE ON
THE UOD TACAN TO 562931N 1101745W. SFC TO FL290
YYMMDDHHMM TIL YYMMDDHHMM

5.5.8 Search and Rescue

A NOTAM may be issued for military, Civil Air Search and Rescue Association (CASARA), or Sauvetage et recherche aériens du Québec (SERABEC) operations, either actual or training. The NOTAM should include the following information for activities outside CYR or CYD airspace:

- type of activity (SAR EXER, SAR OPS, SAR ACT)
- other pertinent information such as flares and paradrops
- area of activity (radius, co-ordinates, and preferably distance and direction from the closest aerodrome, or distance and bearing from a NAVAID)
- maximum altitude, above mean sea level (MSL)

Example 1: 120001 NOTAMN CYQF INNISFAIL
CEM4 SAR ACT RADIUS 25 NM CENTRE 520443N 1140139W (AD)
SFC TO 4500 FT MSL
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 120001 NOTAMN CYYB NORTH BAY(WATER)
CNH7 SAR ACT WITH FLR AND PARADROPS RADIUS 10 NM CENTRE 4616N 7927W
(APRX 4 NM SW AD) SFC TO 3500 FT MSL
YYMMDDHHMM TIL YYMMDDHHMM

5.5.9 Airshow

A NOTAM shall be issued for an airshow event. It may be issued up to seven days in advance. Airshow information requiring extensive text and graphics should be published as an AIP Supplement. A NOTAM can be issued as a complement to the AIP Supplement for changes or clarifications.

Example 1: 120001 NOTAMN CYYY RIMOUSKI
CYXK PARAMOTOR ACT (APRX 200) RADIUS 15 NM CENTRE 482402N 683046W
(APRX 5 NM SSW AD) SFC TO 1500 FT AGL, IN VMC
SR-SS
YYMMDDHHMM TIL YYMMDDHHMM

A NOTAM may be issued for Canadian Forces Snowbirds arrival sequence.

Example 2: 120001 NOTAMN CYVR VANCOUVER INTL
CYVR SNOWBIRDS ARR SEQUENCE RADIUS 10 NM CENTRE 491141N 1231102W
(AD) SFC TO 10200 FT MSL.
NON-PARTICIPANTS REQUESTED TO REMAIN CLR OF AREA.
YYMMDDHHMM TIL YYMMDDHHMM

A NOTAM may be issued to restrict airspace, if requested by Transport Canada.

Example 3: 190001 NOTAMN CYYZ TORONTO FIR
CYYZ PURSUANT TO SECTION 5.1 OF THE AERONAUTICS ACT, AIRSPACE IS
RESTRICTED WITHIN RADIUS 3 NM CENTRE 433739N 792346W
(TORONTO/BILLY BISHOP TORONTO CITY AIRPORT AD) SFC TO FL230.
EXC FOR AIRSHOW PARTICIPANTS AND EMERG RESPONSE OPS, NO PERSON SHALL
OPR AN ACFT WITHIN THE AREA DESCRIBED UNLESS AUTH BY ATC ON 123.1 OR
555-111-2222
YYMMDDHHMM TIL YYMMDDHHMM

Example 4: 190002 NOTAMN CZUL MONTREAL FIR
CZUL PURSUANT TO SECTION 5.1 OF THE AERONAUTICS ACT, AIRSPACE IS
RESTRICTED WITHIN RADIUS 3 NM CENTRE 462106N 724050W
(TROIS-RIVIERES AD) SFC TO FL230. EXC FOR AIRSHOW PARTICIPANTS, NO
PERSON SHALL OPR AN ACFT WITHIN THE AREA DESCRIBED UNLESS CLEARED BY
ATC ON ASSIGNED FREQ (IFR FLT) OR AUTH BY THE FLT DIRECTOR (AIR
BOSS) AT 555-111-2222 AND/OR 123.1.
EMERG RESPONSE OPS WILL TAKE PRIORITY OVER AIRSHOW ACTIVITIES
YYMMDDHHMM TIL YYMMDDHHMM

Example 5: 120001 NOTAMN CZUL MONTREAL FIR
CYR- 538 AMEND DAH: CYR538 RIDEAU HALL, ON. OTTAWA AIRSHOW CLASS F
RESTRICTED AIRSPACE IS ESTABLISHED WITHIN THE AREA BOUNDED BY A
CIRCLE 5 NM RADIUS OTTAWA/MACDONALD-CARTIER INTL AD. SFC TO 15000 FT
MSL. EXC FOR AIRSHOW PARTICIPANTS AND MEDEVAC/RESCUE ACFT, NO PERSON
SHALL OPR AN ACFT WITHIN THE AREA DESCRIBED UNLESS AUTH BY THE
CONTROLLING AGENCY ON 118.8 OR 555-111-2222
YYMMDDHHMM TIL YYMMDDHHMM

5.5.10 Pyrotechnics and Fireworks

A NOTAM may be issued to mitigate the hazards posed by pyrotechnics and fireworks. The originator must describe the zone (centre coordinates and radius, or area) and altitude of the activity.

If restricted airspace is warranted, a request should be made to Transport Canada.

Example 1: 120001 NOTAMN CYTZ TORONTO/BILLY BISHOP TORONTO CITY AIRPORT
CYTZ FIREWORKS ACT RADIUS 1 NM CENTRE 433706N 792506W (APRX 1.1 NM
WSW AD) SFC TO 1200 FT MSL
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 120001 NOTAMN CZUL MONTREAL FIR
CZUL WHITE AND GREEN PYROTECHNICS ACT WITH ORANGE SMOKE WITHIN AREA
BOUNDED BY 4935N 6600W-4935N 6610W-4945N 6610W-4945N 6600W-4935N
6600W (APRX 28 NM SSE SEPT-ILES AD) SFC TO 1300 FT MSL
YYMMDDHHMM TIL YYMMDDHHMM

Example 3: 120001 NOTAMN CZEG EDMONTON FIR
CZEG PURSUANT TO SECTION 5.1 OF THE AERONAUTICS ACT, THE AIRSPACE
RADIUS 1 NM CENTRE 510200N 1135700W (APRX 3 NM SE CALGARY(PETER
LOUGHEED CENTRE)(HELI)AD) IS RESTRICTED DRG FIREWORKS ACT, SFC TO
6000 FT MSL. NO PERSON SHALL OPR AN ACFT WITHIN THE AREA DESCRIBED
UNLESS AUTH BY CALGARY TWR 555-111-2222
YYMMDDHHMM TIL YYMMDDHHMM

5.5.11 Directed Bright Light Source

A NOTAM may be issued to mitigate the hazards posed by directed bright lights. If restricted airspace is warranted, a request should be made to Transport Canada.

For directed bright lights, such as laser light activities, a NOTAM shall describe the location of the laser light source (an area for airborne laser activity), the direction of the projected beams, the hazardous effects (including vertical and lateral nominal ocular hazard distance) and other related phenomena.

Example 1: 120001 NOTAMN CYVR VANCOUVER/HARBOUR(PUBLIC)(HELI)
CBC7 LASER LGT ACT 491612N 1230320W (APRX 2 NM E AD). BEAMS FM SITE
PROJECTING W BTN RDL 227 AND 267 DEG AT A 30 DEG ANGLE. LASER LGT
BEAMS MAY BE INJURIOUS TO PILOTS/AIRCREW AND PASSENGERS EYES WITHIN
994 FT VERTICALLY AND 1148 FT LATERALLY OF THE LGT SOURCE.
FLASHBLINDNESS AND COCKPIT ILLUMINATION MAY OCCUR BEYOND THESE DIST
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 120001 NOTAMN CZEG EDMONTON FIR
CZEG PURSUANT TO SECTION 5.1 OF THE AERONAUTICS ACT THE AIRSPACE
RADIUS 1 NM CENTRE 510258N 1140530W (APRX 0.5 NM WSW
CALGARY(CITY/BOW RIVER)(HELI) AD) IS RESTRICTED FOR LASER LGT
DISPLAY. NO PERSON SHALL OPR AN ACFT WITHIN THE AREA UNLESS PRIOR
ARRANGEMENTS HAVE BEEN MADE TO HAVE LASER BEAMS SHUT OFF. STATIONARY
LASER LGT BEAMS WILL BE PROJECTED VERTICALLY. LASER LGT BEAMS MAY BE
INJURIOUS TO EYES WITHIN 2200 FT VERTICALLY OF THE LGT SOURCE.
FLASHBLINDNESS OR COCKPIT ILLUMINATION MAY OCCUR BEYOND THESE DIST
YYMMDDHHMM TIL YYMMDDHHMM

Example 3: 120001 NOTAMN CYKA KAMLOOPS (ROYAL INLAND HOSP) (HELI)
CBC4 HIGH INTST LGT OPS 5040N 12021W (APRX 0.7 NM WSW AD) ROTATING
SEARCHLIGHT 20 DEG OFF VERTICAL. POTENTIAL TO CREATE TEMPO EFFECTS
TO VISION
YYMMDDHHMM TIL YYMMDDHHMM

5.5.12 Recreational Activities

The aerodrome authority authorizes activities at the aerodrome²⁷. These activities must be coordinated with the appropriate ATS unit when conducted within a mandatory frequency area or controlled airspace.

NOTAM on recreational activities such as parajumping, hang gliding, model aircraft flying, model rocket launching or kite flying shall include the following information:

- type of activity
- area of activity (radius, co-ordinates, and preferably distance and direction from the nearest aerodrome, or bearing and distance from a NAVAID)
- maximum altitude above mean sea level (MSL)

Example 1: 180001 NOTAMN CYYB NORTH BAY
CYYB PARAJUMPS ACT RADIUS 1 NM CENTRE 461815N 792415W
(APRX 4 NM S CYYB, APRX 1.5 NM SSW CNH7)
SFC TO 8000 FT MSL
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 120001 NOTAMN CZUL MONTREAL FIR
CZUL HOT AIR BALLOONS ACT RADIUS 20 NM CENTRE 452730N 754137W
(APRX 7 NM WSW CYND, APRX 2 NM W CYRO, APRX 8 NM N CYOW)
SFC TO 6000 FT MSL
YYMMDDHHMM TIL YYMMDDHHMM

Example 3: 120001 NOTAMN CYYB NORTH BAY
CYYB MODEL ACFT ACT RADIUS 1 NM CENTRE 462150N 792527W
(AD) SFC TO 1500 FT MSL
YYMMDDHHMM TIL YYMMDDHHMM

Example 4: 120001 NOTAMN CYOW OTTAWA/MACDONALD-CARTIER INTL
CYOW MODEL ROCKET ACT RADIUS 500 FT CENTRE 1000 FT BFR THR 04 AND
300 FT RIGHT EXTENDED RCL, SFC TO 3000 FT MSL
YYMMDDHHMM TIL YYMMDDHHMM

5.5.13 Large Unmanned Balloon Operations

Authorization from the minister shall be obtained and an AIP Supplement shall be issued prior to the launch of large unmanned balloons having a gas-carrying capacity of more than 115 cubic feet (3.256 cubic metres). The supplement shall cover the series of planned flights from each launching site location, time periods, balloon and payload characteristics, operating altitudes, rates of ascent, flight duration, rates of descent and other pertinent details.

A pre-launch NOTAM will be filed by the Balloon Safety Officer (BSO) at least 12 hours in advance, and will include reference to the AIP Supplement, balloon flight number, launch location, launch window, flight particulars and description of the balloon system. If the planned launch is suspended, the pre-launch NOTAM shall be cancelled.

²⁷ Refer to section 4.1.3, *Field 10* for activities or hazard within designated control zone.

A launch NOTAM will be filed upon lift-off of each balloon system. It will replace the pre-launch NOTAM. The information contained in this notice will include the launch location, time of launch, ascent trajectory, time through 60,000 feet (18,000 metres) or related altitude, description of balloon system, and estimated termination time and location.

The BSO will file an interruption NOTAM replacing the launch NOTAM at least one hour prior to a planned flight termination at high altitude, giving time of interruption, balloon position, trajectory forecast, time of penetration at 60,000 feet plus estimated landing location and time.

The BSO will file a termination NOTAM cancelling the interruption NOTAM as soon as practicable after payload landing.

If the balloon is expected to fly over more than one FIR, the NOTAM will be issued under each appropriate FIR.

Full dissemination by NOTAM of all information will be made in the event of a lost balloon system, or a system that descends below 60,000 feet and whose redundant termination systems fail to operate.

Example 1: Large balloon pre-launch notice (NOTAMN)

```
120001 NOTAMN CZWG WINNIPEG FIR
CZWG BALLOON FLT NUMBER _____, REF SUP ____/____.
HEAVY BALLOON LAUNCH SKED SEP 15 1700. BALLOON PAYLOAD SYSTEM LEN
_____ FT ON ASCENT. PAYLOAD WEIGHT _____ POUNDS. RATE OF ASCENT _____
FPM.
BALLOON DIAMETER AT FLOAT _____ FT. FLOAT ALT _____ FT MSL.
FLT CONTINUING
YYMMDDHHMM TIL APRX YYMMDDHHMM
```

Example 2: Large balloon launch notice (NOTAMR)

```
120002 NOTAMR 120001 CZWG WINNIPEG FIR
CZWG BALLOON FLT NUMBER _____, REF TO SUP ____/____.
LAUNCHED AT SEP 15 1700. SYSTEM LEN _____ FT ON ASCENT. TRAJECTORY
_____ DEG TRUE. REACHING 60000 FT MSL AT SEP 15 2200. ESTIMATED
TERMINATION AT _____ N _____ W. FLT CONTINUING
YYMMDDHHMM TIL APRX YYMMDDHHMM
```

Example 3: Notice of large balloon interruption at high altitude (NOTAMR)

```
120003 NOTAMR 120002 CZWG WINNIPEG FIR
CZWG BALLOON FLT NUMBER _____, REF TO SUP ____/____.
WILL TERMINATE AT APRX _____ N _____ W. PAYLOAD WILL DESCEND ON A
_____ FT DIAMETER ORANGE/WHITE PARACHUTE. DESCENT TRAJECTORY _____ DEG
TRUE. PENETRATING 60000 FT MSL AT SEP 15 2300.
ESTIMATED LDG AT _____ N _____ W. FLT CONTINUING
YYMMDDHHMM TIL APRX YYMMDDHHMM
```

Example 4: Large balloon termination notice (NOTAMC)

```
120004 NOTAMC 120003 CZWG WINNIPEG FIR
CZWG BALLOON FLT NUMBER _____ TERMINATED
```

Example 5: Large balloon cancellation notice (NOTAMC)

```
120002 NOTAMC 120001 CZWG WINNIPEG FIR
CZWG LAUNCH OF BALLOON FLT NUMBER _____ SKED AT
SEP 13 1645 IS CANCELLED
```

5.5.14 Other Balloon Operations

A NOTAM should be issued, under the appropriate FIR NOTAM file, for other type of balloon launches, with the ascent rate. If available, the maximum diameter, payload weight, color, burst altitude and estimated landing coordinates should be included.

Example 1: 120001 NOTAMN CZUL MONTREAL FIR
CZUL RADIOSONDE BALLOON LAUNCH 455835N 731827W
(APRX 9 NM SE JOLIETTE AD), ASCENT RATE 1000 FPM
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 120001 NOTAMN CYYZ TORONTO FIR
CYYZ OZONE RESEARCH BALLOON LAUNCH 441354N 794700W
(APRX 4 NM NE ALLISTON AD), ASCENT RATE 1000 FPM
BURST ALT 100000 FT MSL
YYMMDDHHMM TIL YYMMDDHHMM

Example 3: 120001 NOTAMN CZUL MONTREAL FIR
CZUL BALLOON LAUNCH 455835 731827W (APRX 9 NM SE JOLIETTE AD).
MAX DIAMETER 40 FT. PAYLOAD WEIGHT 7 POUNDS. ASCENT RATE 1000 FPM.
BURST ALT 30000 FT MSL
YYMMDDHHMM TIL YYMMDDHHMM

5.5.15 Flight Inspection

A NOTAM shall be issued for flight inspection operations where required as determined by NAV CANADA Flight Operations Dispatch.

Example 1: 120001 NOTAMN CYVP KUJJJUAQ
CYVP FLT INSPECTION OPS 3 NM EITHER SIDE EXTENDED RCL 07
FM 18 NM TO THR 07. SFC TO 5000 FT MSL
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 120001 NOTAMN CYVP KATTINIQ/DONALDSON
CTP9 FLT INSPECTION OPS RADIUS 10 NM CENTRE 613944N 731917W (AD)
3500 TO 10000 FT MSL
YYMMDDHHMM TIL YYMMDDHHMM

Example 3: 120001 NOTAMN CYYZ TORONTO FIR
CYYZ FLT INSPECTION OPS RADIUS 15 NM CENTRE 494641N 843528W
(YAN AMESON VOR/DME, APRX 22 NM WNW CAREY LAKE AD)
3500 TO 10000 FT MSL
YYMMDDHHMM TIL YYMMDDHHMM

5.5.16 Volcanic Activity

A NOTAM shall be issued for an operationally-significant change in volcanic activity. The NOTAM shall include location, date and time of volcanic eruptions and horizontal and vertical extent of the volcanic ash cloud including direction of movement, flight levels, and routes or portions of routes that could be affected.

The NOTAM shall be issued under the appropriate FIR NOTAM file by the unit receiving the advisory.

Example 1: 120001 NOTAMN CZEG EDMONTON FIR
CZEG VOLCANO ADVISORY. MOUNT SPURR, 6130N 15230W (ALASKA), ACT SINCE
YYMMDDHHMM WITH ASH EMISSIONS POTENTIALLY HAZARDOUS TO AVIATION.
PILOTS SHOULD REPORT ANY OBSERVATIONS TO ATS. AVOID ASH CLOUDS WHICH
MAY EXTEND OVER CONSIDERABLE DIST AT ALT. REF TO ASH CLOUD PIREP AND
SIGMET.
YYMMDDHHMM TIL APRX YYMMDDHHMM

Example 2: 120001 NOTAMN CYHQ NATIONAL
CYHQ VOLCANO ADVISORY. EYJAFJALLAJOKULL, 6338N 01937W (ICELAND) WITH
ASH EMISSIONS POTENTIALLY HAZARDOUS TO AVIATION. PILOTS SHOULD
REPORT ANY OBSERVATIONS TO ATS. AVOID ASH CLOUDS WHICH MAY EXTEND
OVER CONSIDERABLE DIST AT ALT. REF TO ASH CLOUD PIREP AND SIGMET.
YYMMDDHHMM TIL APRX YYMMDDHHMM

5.6 Radar and Communication

5.6.1 Enroute Radar

A NOTAM shall be issued for enroute radar unserviceability that has an impact on services provided. If the outage does not impact services, a NOTAM shall not be issued.

Enroute radar NOTAM shall be issued under the appropriate FIR NOTAM file.

A NOTAM for a radar serving more than one FIR shall be issued under the appropriate FIR NOTAM files. For example, La Ronge radar is located in Winnipeg FIR and serves Winnipeg and Edmonton FIR. Therefore, two NOTAM shall be issued, one under CZWG NOTAM file and another under CZEG NOTAM file. Hearst radar is located in Toronto FIR and serves Winnipeg, Edmonton, Toronto and Montréal FIR, therefore four NOTAM shall be issued, one under each FIR.

Restrictions, delays or impact on aeronautical operations shall be stated in the text.

Example 1: 170001 NOTAMN CZUL MONTREAL FIR
CZUL CHIBOUGAMAU RADAR U/S. FLT WITHIN RADIUS 200 NM CENTRE
495729N 741208W MAY BE DENIED ROUTING AND/OR ALT REQUESTS.
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 190001 NOTAMN CYYZ TORONTO FIR
CYYZ SAULT STE.MARIE RADAR NOT AVBL TO MONTREAL ACC.
FLT WITHIN RADIUS 200 NM CENTRE 462846N 843118W
IN MONTREAL CTA MAY BE DENIED ROUTING AND/OR ALT REQUESTS.
YYMMDDHHMM TIL YYMMDDHHMM²⁸

²⁸ In Example 2, while the data is normally available to Toronto ACC and Montreal ACC, due to communication line failure, the Sault Ste. Marie radar data is not available to Montreal ACC.

5.6.2 Terminal Area Surveillance Radar (Primary and Secondary)

A NOTAM shall be issued for terminal area surveillance radar (primary and secondary) unserviceability that has an impact on services provided. If the outage does not impact on the services, a NOTAM shall not be issued. For both primary and secondary radar unserviceabilities, a NOTAM addressing the terminal area surveillance radar unserviceability shall be issued.

Terminal area surveillance radar (primary and secondary) NOTAM shall be issued under the appropriate FIR NOTAM File.

Restrictions, delays or impact on aeronautical operations shall be stated in the text.

Example 1: 120001 NOTAMN CZUL MONTREAL FIR
CZUL QUEBEC TAR U/S. FLT WITHIN RADIUS 80 NM CENTRE 464107N 712309W
12500 FT MSL AND BLW MAY BE DENIED ROUTING AND/OR ALT REQUESTS. TFC
INFO NOT AVBL.
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 120001 NOTAMN CZVR VANCOUVER FIR
CZVR VICTORIA TAR U/S. FLT WITHIN RADIUS 80 NM CENTRE 483644N
1232636W WITHIN VANCOUVER FIR MAY BE DENIED ROUTING AND/OR ALT
REQUESTS AND SOME RADAR SVC BLW 5000 FT MSL MAY NOT BE AVBL IN CLASS
C OR D AIRSPACE.
YYMMDDHHMM TIL YYMMDDHHMM

Example 3: 120001 NOTAMN CZUL MONTREAL FIR
CZUL OTTAWA TAR U/S. POSSIBLE DLA OF UP TO 15 MIN FOR ARR/DEP AT
OTTAWA/MACDONALD-CARTIER INTL AD.
YYMMDDHHMM TIL YYMMDDHHMM

Example 4: 120001 NOTAMN CZUL MONTREAL FIR
CZUL QUEBEC PSR U/S. FLT WITHIN RADIUS 80 NM CENTRE 464107N 712309W
WILL NOT BE PROVIDED NON-TRANSPONDER EQUIPPED ACFT TFC INFO.
YYMMDDHHMM TIL YYMMDDHHMM

5.6.3 PAR

When a NOTAM is issued to advise that Precision Approach Radar (PAR) equipment is unserviceable or when no operator is available to operate the equipment, the text PAR U/S shall be used. If not all the runways are affected, the NOTAM shall indicate which runway(s) is/are impacted.

PAR unserviceability NOTAM will be issued under the aerodrome NOTAM file the PAR serves.

Example 1: 120001 NOTAMN CYZX GREENWOOD
CYZX PAR U/S
YYMMDDHHMM TIL YYMMDDHHMM

Example 2 120001 NOTAMN CYOD COLD LAKE/GROUP CAPTAIN R.W.MCNAIR
CYOD PAR 13L U/S
YYMMDDHHMM TIL YYMMDDHHMM

5.6.4 ADS-B

A NOTAM can be issued for ground- or space-based automatic dependent surveillance-broadcast (ADS-B) unserviceability that has an impact on services. If the outage has no impact on services, a NOTAM will not be issued. The NOTAM is issued under the appropriate FIR NOTAM file.

For **ground-based** ADS-B, the NOTAM includes the name of the ADS-B and the unserviceability, and states the impact on aeronautical operations.

Example 1: 190001 NOTAMN CZEG EDMONTON FIR
CZEG BREVOORT ADS-B U/S. FLT WITHIN RADIUS 200 NM CENTRE
632025N 640913W MAY BE DENIED ROUTING AND/OR ALT REQUESTS.
YYMMDDHHMM TIL YYMMDDHHMM

For **space-based** ADS-B, the NOTAM mentions the ADS-B unserviceability, and states the impact on aeronautical operations.

Example 2: 190002 NOTAMN CZQX GANDER FIR
CZQX ADS-B U/S. SURVEILLANCE SVC NOT AVBL
WITHIN THE GANDER OCA.
YYMMDDHHMM TIL YYMMDDHHMM

Example 3: 190003 NOTAMN CZEG EDMONTON FIR
CZEG ADS-B U/S. FLT IN THE ARCTIC CTA AND NORTHERN CTA
MAY BE DENIED ROUTING AND/OR ALT REQUESTS.
YYMMDDHHMM TIL YYMMDDHHMM

5.6.5 Frequencies

A NOTAM shall be issued for a frequency when the ground facility receive and/or transmit capability is unserviceable or when the designated operational coverage (range in nautical miles and/or height in feet or flight level) is reduced. In the latter case, the reduction in coverage will be enunciated when available.

Example 1: 120001 NOTAMN CYCO KUGLUKTUK
CYCO FREQ 122.1 U/S
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 120001 NOTAMN CYGK KINGSTON
CYGK FREQ 121.5 TRANS U/S
YYMMDDHHMM TIL YYMMDDHHMM

Example 3: 170001 NOTAMN CZVL EDMONTON/VILLENEUVE
CZVL FREQ 120.0 U/S, USE 118.8
YYMMHHDDMM TIL YYMMDDHHMM

Example 4: 120001 NOTAMN CYGT IGLOOLIK
CYGT FREQ 122.1 COVERAGE REDUCED TO 15 NM
YYMMDDHHMM TIL YYMMDDHHMM

5.6.6 VDF

A NOTAM shall be issued for Very High Frequency Direction-Finding station (VDF) unserviceabilities or when no operator is available to operate the equipment. The NOTAM shall state VDF U/S. If the unserviceability does not affect all frequencies, those affected shall be stated.

Example 1: 120001 NOTAMN CYXL SIOUX LOOKOUT
CYXL VDF U/S
YYMMDDHHMM TIL YYMMDDHHMM

5.6.7 PAL (ACC or Terminal)

A NOTAM shall be issued for PAL frequency unserviceabilities. The NOTAM will be issued under the FIR NOTAM file corresponding to the ACC responsible for the PAL frequency.

Centre PAL

For Centre PAL, the name of the ACC controlling the PAL shall be included in Field 10. The location of the PAL shall be included in the text.

Example 1: 120001 NOTAMN CZYZ TORONTO ACC
CZYZ PAL 124.075 AT WAWA U/S
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 120001 NOTAMN CZEG EDMONTON ACC
CZEG PAL 127.825 AT SLAVE LAKE U/S. USE 124.85
YYMMDDHHMM TIL YYMMDDHHMM

Example 3: 120001 NOTAMN CZWG WINNIPEG ACC
CZWG PAL 135.15 AT BIG TROUT LAKE U/S
YYMMDDHHMM TIL YYMMDDHHMM

Terminal PAL

For Terminal PAL, the name of the FIR within which the PAL is located shall be included in Field 10. The name of the Terminal shall be included in the text.

Example: 120001 NOTAMN CZVR VANCOUVER FIR
CZVR VICTORIA TML PAL 132.7 AND 290.8 AT ABBOTSFORD U/S
YYMMDDHHMM TIL YYMMDDHHMM

5.6.8 RCO and DRCO

A NOTAM shall be issued under the aerodrome being served by the RCO or Dial-up RCO (DRCO) to advertise its unserviceability. Field 10 shall include the name of the aerodrome where the communication outlet is located and the text shall include the name of the FIC or FSS controlling the communication outlet.

Example 1: 120001 NOTAMN CYVP SALLUIT
CYZG QUEBEC RDO DRCO 126.7 U/S
YYMMDDHHMM TIL YYMMDDHHMM

If the name of the RCO (or DRCO) differs from the aerodrome name, the communication outlet's name is included in the text.

Example 2: 180001 NOTAMN CYHF HORNPAYNE MUNI
CYHN LONDON RDO DRCO 126.7 AT AMESON U/S
YYMMDDHHMM TIL YYMMDDHHMM

Flight Information Service Enroute (FISE) RCO (and DRCO) not listed under a specific aerodrome in the CFS or CWAS shall be issued under the FIR NOTAM file within which the communication outlet is located, with the name of the FIR in Field 10. The name of the radio controlling the communication outlet and the name of the communication outlet shall be included in the text.

Example 3: 180002 NOTAMN CZYZ TORONTO FIR
CZYZ LONDON RDO RCO 126.7 AT FOYMOUNT U/S
YYMMDDHHMM TIL YYMMDDHHMM

5.6.9 Gander International Air Frequencies

The NOTAM for International air frequencies shall include the location²⁹ of the RCO in the text if other than Gander. Field 10 shall include the appropriate FIR designation.

Example 1: 120001 NOTAMN CZEG EDMONTON FIR
CZEG GANDER RDO RCO INTL AIR FREQ 2971 AT CAMBRIDGE BAY U/S
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 120001 NOTAMN CZQX GANDER FIR
CZQX GANDER INTL AIR FREQ 127.1 U/S
YYMMDDHHMM TIL YYMMDDHHMM

Example 3: 120001 NOTAMN CZQX GANDER FIR
CZQX INTL AIR FREQ NAT 'A' U/S
YYMMDDHHMM TIL YYMMDDHHMM

Example 4: 120001 NOTAMN CZUL MONTREAL FIR
CZUL GANDER RDO RCO INTL AIR FREQ 4675 AT IQALUIT U/S
YYMMDDHHMM TIL YYMMDDHHMM

5.6.10 Signal Light Gun

A NOTAM shall be issued for control tower signal light gun (Aldis Lamp) unserviceability.

Example: 120001 NOTAMN CYOW OTTAWA/MACDONALD-CARTIER INTL
CYOW TWR VISUAL SIGNALS NOT AVBL. LGT GUN U/S
YYMMDDHHMM TIL YYMMDDHHMM

5.6.11 CPDLC

A NOTAM is issued when the controller-pilot data link communications (CPDLC) are not available. The NOTAM is issued under the FIR NOTAM file where the service is provided.

Example: 120001 NOTAMN CZYZ TORONTO FIR
CZYZ CPDLC NOT AVBL
YYMMDDHHMM TIL YYMMDDHHMM

²⁹ The locations of the transceivers for Gander International Air frequencies are listed in the CFS or CWAS under Gander Radio-RCO.

5.6.12 ADS-C

A NOTAM is issued when Automatic Dependent Surveillance-Contract (ADS-C) is not available. The NOTAM is issued under the FIR NOTAM file where the service is provided.

ADS-C NOTAMs cannot be combined with other services, such as CPDLC or ADS-B.

Example: 170001 NOTAMN CZUL MONTREAL FIR
CZUL ADS-C NOT AVBL
YYMMDDHHMM TIL YYMMDDHHMM

5.6.13 Pre-Departure Clearance (PDC)

A NOTAM may be issued when PDC data link communications are not available. Aerodromes where PDC is provided are listed in *A/P Canada (ICAO)* GEN 3.4.3.3.

Example: 170001 NOTAMN CYYZ TORONTO/LESTER B. PEARSON INTL
CYYZ PDC NOT AVBL
YYMMDDHHMM TIL YYMMDDHHMM

5.7 Lighting

A NOTAM shall be issued for the following lighting unserviceabilities.

5.7.1 Runway Edge Lighting

Example 1: 120001 NOTAMN CYFS FORT SIMPSON
CYFS REDL 14/32 U/S
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 120001 NOTAMN CYXH BOW ISLAND
CEF3 REDL 05/23 U/S FLR POTS AVBL 1 HR PN FOR NGT OPS 555-111-2222
YYMMDDHHMM TIL YYMMDDHHMM

Example 3: 120001 NOTAMN CYDQ DAWSON CREEK
CYDQ REDL 06/24 AVBL ARCAL ONLY
YYMMDDHHMM TIL YYMMDDHHMM

5.7.2 Taxiway Edge Lighting

Example 1: 120001 NOTAMN CYYD BURNS LAKE
CYPZ TWY EDGE LGT U/S
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 120001 NOTAMN CYHM HAMILTON
CYHM TWY EDGE LGT C U/S
YYMMDDHHMM TIL YYMMDDHHMM

5.7.3 Heliport Lighting

Example: 120001 NOTAMN CYXZ MARATHON (WILSON MEM HOSP) (HELI)
CPX2 PERIMETER LGT U/S
YYMMDDHHMM TIL YYMMDDHHMM

5.7.4 Aircraft Radio Control of Aerodrome Lighting (ARCAL)

Example 1: 120001 NOTAMN CYBW HANNA
CEL4 ARCAL U/S
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 120001 NOTAMN CYDN ROBLIN
CKB7 ARCAL LGT DURATION REDUCED TO 7 MIN
YYMMDDHHMM TIL YYMMDDHHMM

Example 3: 120001 NOTAMN CYXE ROSETOWN
CJX4 ARCAL U/S, RWY LGT ON CONTINUOUSLY
YYMMDDHHMM TIL YYMMDDHHMM

Example 4: 120001 NOTAMN CYEG EDMONTON/COOKING LAKE
CEZ3 ARCAL U/S, REDL ON CONTINUOUSLY INTST 3
YYMMDDHHMM TIL YYMMDDHHMM

5.7.5 Approach Lighting

For a partial failure of the approach lighting system, indicate the component of the system followed by the runway number. When the entire approach light system is out of service for a specific runway, use "ALS".

Example 1: 120001 NOTAMN CYMX MONTREAL INTL(MIRABEL)
CYMX CENTRE ROW LOW INTST APCH LGT 24 U/S
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 120001 NOTAMN CYQV ESTEVAN REGIONAL
CYEN RWY THR IDENT LGT 08 U/S
YYMMDDHHMM TIL YYMMDDHHMM

Example 3: 120001 NOTAMN CYQM MONCTON/GREATER MONCTON R.LEBLANC INTL
CYQM ALS 06 U/S
YYMMDDHHMM TIL YYMMDDHHMM

5.7.6 Approach Slope/Path Indicator System

The type of system affected is to be mentioned followed by the runway number.

Example 1: 120001 NOTAMN CYGR ILES-DE-LA-MADELEINE
CYGR PAPI 07 U/S
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 120001 NOTAMN CYXL SUMMER BEAVER
CJV7 APAPI 17 U/S
YYMMDDHHMM TIL YYMMDDHHMM

Example 3: 120001 NOTAMN CYKZ TORONTO/BUTTONVILLE MUNICIPAL
CYKZ VASIS 15 AND 33 U/S
YYMMDDHHMM TIL YYMMDDHHMM

5.7.7 Aerodrome Beacon (Rotating or Strobe)

Example: 120001 NOTAMN CYBL CAMPBELL RIVER
CYBL ABN U/S
YYMMDDHHMM TIL YYMMDDHHMM

5.7.8 Wind Direction Indicator Lighting

If there is more than one wind direction indicator³⁰ at the aerodrome, its location shall be identified.

Example 1: 120001 NOTAMN CYBQ TADOULE LAKE
CYBQ WDI LGT U/S
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 120001 NOTAMN CYQY SYDNEY/J.A.DOUGLAS MCCURDY
CYQY WDI LGT THR 07 U/S
YYMMDDHHMM TIL YYMMDDHHMM

5.7.9 Hazard Beacon

A NOTAM shall be issued for hazard beacon unserviceability.

Example: 120001 NOTAMN CYJT STEPHENVILLE
CYJT HBN 4 AND 6 U/S
YYMMDDHHMM TIL YYMMDDHHMM

5.7.10 All Runway Lighting

The phrase ALL RWY LGT may be used to describe an outage of all runway-specific lighting (runway edge, threshold, end, approach, and centreline). The runway designator shall be included.

Example: 170002 NOTAMN CYHZ HALIFAX/STANFIELD INTL
CYHZ ALL RWY LGT 05/23 U/S
YYMMDDHHMM TIL YYMMDDHHMM

5.7.11 All Aerodrome Lighting

In the event of a power failure or other significant event, a NOTAM may be issued for a complete failure of aerodrome lighting (runway lighting, approach lighting, PAPI/VASIS, and aerodrome beacon, e.g.).

Example: 170001 NOTAMN CYJT STEPHENVILLE
CYJT ALL AD LGT U/S
YYMMDDHHMM TIL YYMMDDHHMM

³⁰ The term WINDSOCK is not used.

5.8 Weather

5.8.1 Weather Information

A NOTAM should be issued for full or partial unavailability or degradation of weather information.

For a facility associated with an aerodrome, the NOTAM is issued under said aerodrome's NOTAM file. If the facility is not associated with an aerodrome, then the NOTAM is issued under the appropriate FIR NOTAM file, with the name of the facility in the text (see section 5.8.1.1, example 3).

Human observers and Automated Weather Observation Systems (AWOS, a.k.a. METAR AUTO) produce Aerodrome Routine Meteorological Reports (METAR) and Aerodrome Special Meteorological Reports (SPECI).

Limited Weather Information Systems (LWIS) produce less sophisticated weather reports. Automated Weather Systems (AUTO) produce weather information that does not meet the criteria for METAR, SPECI, or LWIS.

5.8.1.1 Total failure of METAR, LWIS or AUTO

For total failure of weather reporting systems or personnel, the following syntax should be used:

Example 1: 180001 NOTAMN CYKA KAMLOOPS
CYKA METAR NOT AVBL
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 180002 NOTAMN CYXL BIG TROUT LAKE
CYTL METAR NOT AVBL³¹
YYMMDDHHMM TIL YYMMDDHHMM

Example 3: 180003 NOTAMN CZVR VANCOUVER FIR
CZVR LYTTON METAR NOT AVBL
YYMMDDHHMM TIL YYMMDDHHMM

Example 4: 180004 NOTAMN CYBL POWELL RIVER
CYPW LWIS INFO NOT AVBL
YYMMDDHHMM TIL YYMMDDHHMM

Example 5: 180005 NOTAMN CZWL MCARTHUR RIVER
CKQ8 AUTOMATED WX SYSTEM (AUTO) U/S
YYMMDDHHMM TIL YYMMDDHHMM

For sites with METAR during some hours of operation and LWIS during others, a combined NOTAM can be issued:

Example 6: 180006 NOTAMN CYKA BLUE RIVER
CYCP METAR AND LWIS INFO NOT AVBL
YYMMDDHHMM TIL APRX YYMMDDHHMM

³¹ For sites served only by AWOS (METAR AUTO), the word `AUTO` is not included in the NOTAM text.

5.8.1.2 Partial Failure of METAR or LWIS

For partial failure of weather reporting elements resulting in some parts of a METAR or LWIS being unavailable, a NOTAM should be issued. Weather observers are trained to estimate cloud height and wind velocity; therefore, if the cloud or wind measuring equipment (or Wind and Altimeter Digital Display System/Weather Information Display System) is unserviceable, and an observer is present, a NOTAM is not issued.

The weather elements that can be reported on METAR and included in NOTAMs are:

- wind direction, speed and gusts (WIND INFO)
- visibility (VIS)
- precipitation occurrence and type (PRECIPITATION)³²
- icing (ICING)
- obstructions to vision, such as fog or haze (OBST TO VIS)³²
- thunderstorm (THUNDERSTORM)
- cloud height and sky coverage (CLOUD HGT AND COVER)³³
- temperature (TEMPERATURE)
- dew point (DEW POINT)
- altimeter setting (ALTIMETER)

Example 1: 180001 NOTAMN CYSC SHERBROOKE
CYSC METAR ICING INFO NOT AVBL
YYMMHHHHMM TIL APRX YYMMDDHHMM

Example 2: 180002 NOTAMN CYSC SHERBROOKE
CYSC METAR PRECIPITATION, ICING, OBST TO VIS, TEMPERATURE AND
DEW POINT INFO NOT AVBL
YYMMHHHHMM TIL APRX YYMMDDHHMM

The weather elements that can be reported by LWIS are:

- wind direction, speed and gusts (WIND INFO)
- temperature (TEMPERATURE)
- dew point (DEW POINT)
- altimeter setting (ALTIMETER)

Example 3: 180003 NOTAMN CYAB ARCTIC BAY
CYAB LWIS ALTIMETER INFO NOT AVBL
YYMMDDHHMM TIL YYMMDDHHMM

If an AUTO system partially fails, the NOTAM will still read AUTOMATED WX SYSTEM (AUTO) U/S.

³² Used instead of WX INFO.

³³ Cloud height and cover are always used together.

5.8.1.3 METAR and LWIS Additional Information

If weather elements are available but cannot be broadcasted over the telephone and/or frequency as advertised, a NOTAM should be issued. The NOTAM text mentions the affected system (AWOS or LWIS) and the unserviceable voice generator.

Example 1: 180001 NOTAMN CYR CHURCHILL FALLS
CZUM AWOS VOICE GENERATOR U/S
YYMMDDHHMM TIL YYMMDDHHMM

If the system (AWOS or LWIS) is on maintenance, the METAR, SPECI or LWIS information is not sent on the circuit. Therefore, a NOTAM can be issued mentioning the METAR (or LWIS) not being available.

Example 2: 180002 NOTAMN CYKL SCHEFFERVILLE
CYKL METAR NOT AVBL
YYMMDDHHMM TIL YYMMDDHHMM

If the AWOS visibility sensor is reporting but the visibility is not representative of the conditions prevailing at the aerodrome due to a temporary phenomenon such as a localised fog bank, a NOTAM should be issued. The NOTAM text states VIS, appended with the word NON-REPRESENTATIVE.

Example 3: 180003 NOTAMN CYLW KELOWNA
CYLW METAR VIS NON-REPRESENTATIVE, TWR VIS PREVAILS,
CTC xxx.x OR 1-877-xxx-xxxx
YYMMDDHHMM TIL YYMMDDHHMM

If other sensors are reporting invalid data, a NOTAM can be issued to indicate the unreliable information.

Example 4: 180004 NOTAMN CYYY BAIE-COMEAU
CYBC METAR ALTIMETER INFO UNREL
YYMMDDHHMM TIL APRX YYMMDDHHMM

If the system (AWOS or LWIS) is online and one or more sensors are reporting accurate data but are intermittent, a NOTAM should be issued.

Example 5: 180005 NOTAMN CYXP PANGNIRTUNG
CYXP METAR TEMPERATURE INFO INTERMITTENT
YYMMDDHHMM TIL YYMMDDHHMM

If a communication link problem results in the weather information only being available locally, a NOTAM can be issued mentioning the system and the link problem.

Example 6: 180006 NOTAMN CYHZ SABLE ISLAND
CSB2 AWOS COM LINK U/S, INFO AVBL LOCALLY ON 118.2
YYMMDDHHMM TIL YYMMDDHHMM

5.8.2 Wind Direction Indicator

A NOTAM shall be issued to indicate the unserviceability of a wind direction indicator³⁴. If there is more than one wind direction indicator at the aerodrome, its location shall be identified.

Example 1: 120001 NOTAMN CYBR DELORAINÉ
CJJ4 WDI U/S
YYMMDDHHMM TIL YYMMDDHHMM

Example 2: 120001 NOTAMN CYZE ELLIOT LAKE MUNI
CYEL WDI THR 30 U/S
YYMMDDHHMM TIL YYMMDDHHMM

³⁴ The term WINDSOCK is not used.

6 Distribution and Retrieval

6.1 Distribution

6.1.1 Domestic Distribution of Canadian NOTAM

FIC and FSS are the focal points within Canada for the collection and entry of NOTAM. A NOTAM is disseminated on the AFTN or by voice advisory using radio communication.

Canadian NOTAMs are distributed to FIC, FSS and other users on the AFTN. The distribution is tailored to specific user requirements.

The NPS automatically generates daily FIR-related NOTAM summaries to designated Canadian users at predetermined times. These summaries contain alphabetical listings of all NOTAM from within the geographical boundaries of each FIR. Complete FIR summaries are available to Canadian users on request.

6.1.2 Domestic NOTAM Auto-numbering

After transmission of a NOTAM by the issuing site with a default serial number provided by FSS Information Management System (FIMS) or Collaborative Flight Planning system (CFPS), the NPS automatically assigns a number to each domestic NOTAM. However, the Flight Service Specialist at the issuing site still needs to manually enter the appropriate number in the revising or cancelling serial number field (Field 8) when transmitting a NOTAMR or a NOTAMC.

6.1.3 International Distribution of Canadian NOTAM

When international distribution of a Canadian NOTAM is required, the NOTAM is reclassified in the ICAO format and distributed as a "Series A, B, Y or Z" NOTAM by the NOF. Upon release of the international NOTAM, the NPS assigns the next expected NOTAM number and distributes the NOTAM internationally based on a predetermined address list.

Canadian NOTAMs within the CZQX or CZQM flight information regions (FIRs) requiring international distribution are issued under series A.

Canadian NOTAMs within the CZUL FIR requiring international distribution are issued under series B.

Canadian NOTAMs within the CZYZ or CZWG FIR requiring international distribution are issued under series Y.

Canadian NOTAMs within the CZEG or CZVR FIR requiring international distribution are issued under series Z.

Canadian NOTAMs affecting the whole country requiring international distribution are issued under series A.

Monthly numerical checklists of each current NOTAM series are generated and distributed automatically via AFTN on the first day of each month. They also list the numbers of the latest AIP amendment, AIP Supplement and Aeronautical Information Circular (AIC).

6.1.4 Foreign NOTAM Distribution within Canada

The predetermined distribution system for foreign NOTAM provides for international incoming NOTAM to be channelled through the AFTN directly to designated addresses within Canada while simultaneously being routed to the NOF for review and control purposes, prior to storage into the Canadian international NOTAM database.

6.1.5 Contingency Procedures for NPS Failure or NOF Evacuation

With the implementation of the domestic NOTAM auto-numbering, the contingency procedures for the distribution of NOTAM for NPS failure occurrences or NOF evacuations become a manual function provided by the issuing site.

If the NPS fails or the NOF has to evacuate, allowing that the AFTN is still functional, a message indicating the NPS is down or the NOF is evacuating will be sent.

For the first hour, NOTAM will receive only voice distribution by the issuing site. If the outage or the evacuation exceeds one hour, the following procedures shall be implemented.

Contingency Procedures for Input of NOTAMN

- a. Change the continuity number 99999X in CFPS/FIMS to "01", followed by four digits beginning at "0001". Track the numbers used, increasing the number by one for each subsequent NOTAM.
- b. Remove the default collective AFTN distribution address inserted by CFPS/FIMS and enter the group routing indicator *CYZZNTAM* (for English NOTAM) or *CYZZNTMF* (for French text) and the appropriate ACC address.
- c. At the end of the NOTAM text, add *UNEDITED TEXT*.

Example of a NOTAMN as it would show on the CFPS/FIMS screen in a normal situation:

```
GG CYZZNYND DDTTTT CYQBYFYX
999992 NOTAMN CYND MANIWAKI
CYMW RWY 03/21 CLSD
YYMMDDHHMM TIL YYMMDDHHMM
```

Example of a NOTAMN that needs to show on the CFPS/FIMS screen if there were NPS failure occurrences or NOF evacuation situations:

```
GG CYZZNTAM CZULZRZM DDTTTT CYQBYFYX
010002 NOTAMN CYND MANIWAKI
CYMW RWY 03/21 CLSD
UNEDITED TEXT
YYMMDDHHMM TIL YYMMDDHHMM
```

Contingency Procedures for Input of NOTAMR or NOTAMC

Issue revising or cancelling information as a NOTAMN contingency message and refer to the replacing or cancelling NOTAM continuity number in the text of the message.

Example of a NOTAMR as it would show on the CFPS/FIMS screen in a normal situation:

```
GG CYZZNYND DDTTTT CYQBYFYX
999992 NOTAMR 150034 CYND MANIWAKI
CYMW RWY 03/21 CLSD
YYMMDDHHMM TIL YYMMDDHHMM
```

Example of a NOTAMR that needs to show on the CFPS/FIMS screen if there were NPS failure occurrences or NOF evacuation situations:

```
GG CYZZNTAM CZULZRZM DDTTTT CYQBYFYX
010002 NOTAMN CYND MANIWAKI
CYMW RWY 03/21 CLSD
THIS MSG REVISES NOTAM 150034 UNEDITED TEXT
YYMMDDHHMM TIL YYMMDDHHMM
```

Example of a NOTAMC as it would show on the CFPS/FIMS screen in a normal situation:

```
GG CYZZNYND DDTTTT CYQBYFYX
999992 NOTAMC 150034 CYND MANIWAKI
CYMW RWY 03/21 OPN
```

Example of a NOTAMC that needs to show on the CFPS/FIMS screen if there were NPS failure occurrences or NOF evacuation situations:

```
GG CYZZNTAM CZULZRZM DDTTTT CYQBYFYX
010002 NOTAMN CYND MANIWAKI
CYMW RWY 03/21 OPN
THIS MSG CANCELS NOTAM 150034 UNEDITED TEXT
```

Contingency Procedures for Input of NOTAMJ

Remove the default AFTN address inserted by CFPS/FIMS and enter the group routing indicator(s) and specific addresses provided for your unit.

```
GG CYZZNTAM CZULZRZM DDTTTT CYQBYFYX
000000 NOTAMJ CYND MANIWAKI
CYMW RSC 03/21
CYMW CRFI 03/21
```

Return to Normal Operations

When the NPS returns to normal operations or when the NOF returns from evacuation, a message will be received to indicate a return to normal operations. Following this, the FSS or FIC will:

1. Issue all held NOTAM and NOTAMJ that are still valid in the normal manner. Apply the normal rules for validation of requirement for NOTAM.
2. Issue all held NOTAMR and NOTAMC required to update NOTAM in effect prior to the contingency (and have not self-expired).
3. Transmit a cancellation message, addressed with the group routing indicator(s) and address of the appropriate ACC, to eliminate each contingency message created that has not self-expired.

6.2 Retrieval

6.2.1 Query/Response

An individual NOTAM or a specific NOTAM file contained in the NPS database is available through automatic query/response.

6.2.2 Domestic NOTAM Query

Where there is a requirement at a site for NOTAM information that is outside the programmed area for that site, such information may be obtained by a query to the NPS database.

The query message shall be sent to the NPS database using the CYZZQQNI address. The phrase NOTAMQ shall be used at the beginning of the text. A maximum of four requests is permitted in one AFTN message.

For a Specific NOTAM

Example: GG CYZZQQNI
DDHHMM CYQTYFYX
NOTAMQ CYYZ120001

For a Specific French NOTAM

Example: GG CYZZQQNI
DDHHMM CYZVYFYX
NOTAMQ CYRJ120001F

For a Specific NOTAM File

Example: GG CYZZQQNI
DDHHMM CYXEYFYX
NOTAMQ CYKA

For a Specific French NOTAM File

Example: GG CYZZQQNI
DDHHMM CYZVYFYX
NOTAMQ CYYF

Note: A complete FIR summary is only available by contacting the NOF by telephone.

6.2.3 International NOTAM Query

Limited international NOTAM information is available by querying the NPS database. Because the (Canadian) NOF is not responsible for the information provided by other countries, each response to a query about foreign NOTAM data to our database will include a disclaimer concerning the accuracy and completeness on foreign NOTAM data.

For Specific Location(s)

Example: GG CYZZQQNI
DDHHMM CYYCYFYX
NOTAMQ BGSF BIKF EGLL EGKK

Note: Up to four locations may be included in one request.

For Specific International NOTAM

Example: GG CYZZQQNI DDHHMM CYNDYFYX
NOTAMQ EGA0001/12 EGC0001/12

Note: “EG” represents the first two letters of the country originating the NOTAM. “A” represents the “Series A”.

“0001/12” represents the NOTAM number accountability.

6.2.4 United States of America NOTAM Query

United States of America NOTAM are available through direct query of the Washington NOF database using the format as described in the NAV CANADA *Air Navigation Systems Standards and Procedures* 6-2 AFTN-15 manual.

Limited international United States NOTAM information, such as KFDC NOTAM and GPS (KNMH) NOTAM, is available by querying the Canadian NPS.

Example: GG CYZZQQNI DDHHMM CYHZYFYX NOTAMQ KFDC KNMH

6.2.5 Invalid Query/Response

The NPS will automatically send a rejection message, in English or French, to originators of NOTAM queries when such queries are not in accordance with procedures. The first line of the rejection message will include the reason for the rejection and the second line will repeat the NOTAM Query as submitted.

Example 1: INVALID REQUEST: UNKNOWN NOTAM FILE: CYLS NOTAMQ CYLS

Note: CYLS is not a recognized NOTAM file.

Example 2: INVALID REQUEST: NOTAMQ YOW

Note: YOW is not a recognized NOTAM file.

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7 NOTAMJ

7.1 General

NOTAMJ are special-series NOTAM that contain information related to the condition and friction of runway surfaces in accordance with published reporting requirements.

Only one NOTAMJ may be in effect at any one time for an aerodrome. Each NOTAMJ includes a valid Runway Surface Condition (RSC) for all runways. Runways published as having “no winter maintenance” shall not be included in the NOTAMJ. An RSC shall include a Canadian Runway Friction Index (CRFI) when provided³⁵.

The RSC provides information describing runway condition, and the CRFI describes quantitative braking action. RSC and CRFI contain critical information for aircraft operations on contaminated surfaces.

The information about the unavailability of an RSC where it is usually provided shall not be reported in a NOTAMJ. The absence of a NOTAMJ in no way indicates the runway conditions are acceptable for operations.

7.2 Responsibility

7.2.1 Aerodrome Authority

The aerodrome authority is responsible for providing runway surface conditions and quantitative braking action information to NAV CANADA. The information shall be either input directly at the site in an authorized web-based application or an authorized automated system, communicated in a written format using the Aircraft Movement Surface Condition Report (AMSCR)/CRFI form available from Transport Canada, NAV CANADA (or a similar paper or electronic format) or communicated verbally.

If reports are only to be conveyed to the NAV CANADA agent verbally, then a formal agreement between the aerodrome operator and NAV CANADA is required. Such agreements describe the authorized agents, responsibilities and procedures for providing these reports.

The aerodrome operator is responsible for cancelling the NOTAMJ (Reporting Requirements – Cancellation).

7.2.2 NAV CANADA

NAV CANADA is responsible for formatting and distributing all RSC and CRFI as received from the responsible aerodrome authority.

Unlike regular NOTAM, NOTAMJ are automatically distributed to the predetermined recipients, without revision and editing at the NOF. Therefore, Flight Service Specialists shall be vigilant in making sure the proper format, abbreviations and terminology is used.

7.2.3 Transport Canada

Transport Canada is responsible for information gathering rules.

³⁵ A NOTAMJ may be issued without a CRFI. However, a CRFI cannot be issued without an RSC.

7.3 Reporting Requirements

7.3.1 Runway Surface Conditions

An RSC report must be provided when:

- there is frost, snow, slush or ice on a runway
- there are snow banks, drifts or windrows on or adjacent to a runway
- sand or ice control chemicals are applied to or removed from a runway
- the cleared runway width falls below published width
- the runway lights are obscured or partially obscured by contaminants
- there is a significant change in runway surface conditions including a return to bare and dry conditions
- as per required minimum inspection frequency

During the winter maintenance season, as defined by the aerodrome authority, “bare and dry”, “bare and wet” and “bare and damp” conditions shall be the object of a NOTAMJ.

The following changes relating to runway conditions are considered as significant:

- a change in the coefficient of friction of 0.05 or more
- changes in depth of deposit greater than the following: 20 mm (0.79 inch) for dry snow, 10 mm (0.4 inch) for wet snow, 3 mm (0.13 inch) for slush
- a change in the cleared width of a runway of 10 percent or more
- any change in the type of deposit or extent of coverage including a return to bare and dry conditions
- changes in conditions caused by rapid increase or decrease in temperature
- when snow banks exist on one or both sides of the runway, any change in the height or distance from centre line
- any change in the visibility of runway lighting because the lights are obscured by contaminants
- any other conditions that are, in the opinion of the aerodrome authority, considered to be significant

7.3.2 Friction Requirements

As per Transport Canada criteria, the use of friction measuring equipment to provide a CRFI is limited to the following surface conditions:

- there is ice or frost on the runway
- there is wet ice on the runway
- there is slush over ice on the runway
- there is ice control chemicals or sand on the runway
- there is compacted snow on the runway
- there is dry snow not exceeding a depth of 2.5 cm (1 inch) on the runway

As per Transport Canada criteria, under certain conditions the CRFI values may be inaccurate and are not to be reported when:

- the runway surface is simply wet or damp with no other type of contaminant present;
- there is a layer of slush on the runway surface with no other type of contamination condition present;
- there is wet snow on the runway surface; or
- there is dry snow on the runway surface exceeding 2.5 centimetres (1 inch) in depth.

7.3.3 Validity

The maximum validity of NOTAMJ is 24 hours. After this period, NOTAMJ are no longer considered valid and a new NOTAMJ must be issued as required. If after 24 hours a NOTAMJ is not replaced or cancelled by the aerodrome authority, the NOTAMJ can be removed from the database by NAV CANADA personnel by way of cancellation when they come across it.

7.3.4 Cancellation

A NOTAMJ may be cancelled if the reporting requirements are no longer met or the NOTAMJ was issued in error. The following format shall be used.

Example: 000000 NOTAMJ CAAA SUMSPOT/SUNNY SUMSPOT MUNI
CAAA RSC CANCELLED

The use of variations of the word **CANCELLED** (ANNULÉ in French) or the addition of a time or text after the word **CANCELLED** will not effectively cancel the NOTAMJ.

7.3.5 Conditions Changing Rapidly

The phrase **RWY COND CHANGING RAPIDLY** (COND RWY CHANGE RAPIDEMENT in French) may be used if the meteorological conditions are such that the runway surface conditions are changing too rapidly for proper reporting or measurement. The NOTAM can make that sole statement or the phrase can be added as a remark following observed conditions. Contact information must be included.

Example 1: 000000 NOTAMJ CAAA SUMSPOT/SUNNY SUMSPOT MUNI
CAAA RSC RWY COND CHANGING RAPIDLY. CTC OPR (555) 555-5555
YYMMDDHHMM

Example 2: 000000 NOTAMJ CAAA SUMSPOT/SUNNY SUMSPOT MUNI
CAAA RSC 09/27 100 FT CL 100 PCT DRY SN TRACE. REMAINING WID 100 PCT
DRY SN 8 INS. RMK: RWY COND CHANGING RAPIDLY. CTC OPR (555) 555-5555
YYMMDDHHMM

7.3.6 Multiple Runway Aerodromes

When a runway ceases to be used when winter conditions prevail, that is, the aerodrome authority publishes “no winter maintenance”, it shall not be included in the RSC report.

The phrase **ALL RWY** shall not be used. A valid RSC is provided for each runway.

Runway closures shall not be promulgated by NOTAMJ. A runway that is temporarily closed by NOTAM may be omitted from the NOTAMJ. The conditions of the closed runway can be added to the NOTAMJ if provided. A new NOTAMJ must be issued when the runway is re-opened and new conditions are provided.

7.4 Format

7.4.1 General

Approved terms, abbreviations (found in Appendices C and D) and format shall be used.

SNOWiz presents the user with pre-defined choices and options for free text. Values for the runway identification, length and width and values for taxiways and aprons are taken directly from the NAV CANADA's Aeronautical Data Management System (ADMS).

SNOWiz selection mechanisms (drop-down menus, buttons, etc.) are used for two reasons: to limit choices in order to standardize the terminology, values and format (example: surface conditions types of contaminants and depth) or to present the user with the most common situations (example: windrows and other conditions). In the case of Clearing Operations and Windrows and Other Conditions, the remarks fields (SNOWiz comment button) can be used to complement the information selected with the drop-down menus and buttons or can be used instead of these selection mechanisms if choices are inadequate.

7.4.2 Runway Orientation and Sides

When describing a condition that is to one side of the centreline or the runway edge, the four points of the compass (North, South, East or West) shall be used instead of "left" or "right".

For runways with low runway designation values between and including 01 and 04, the sides shall be expressed as: EAST, WEST, or EAST AND WEST.

For runways with low runway designation values between and including 05 and 13, the sides shall be expressed as: SOUTH, NORTH, or NORTH AND SOUTH.

For runways with low runway designation values between and including 14 and 18, the sides shall be expressed as: EAST, WEST, or EAST AND WEST.

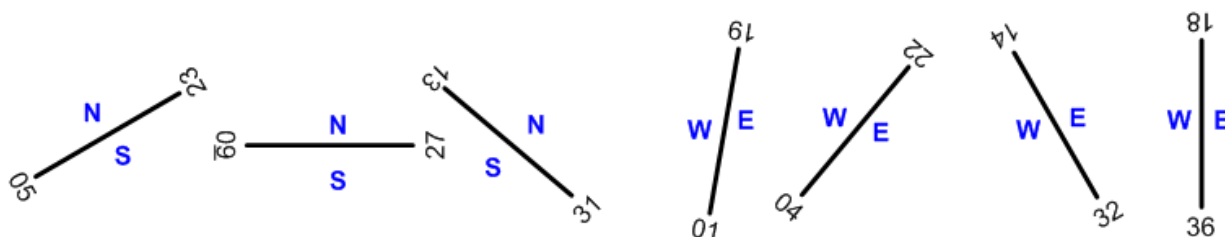


Figure 29: Runway Orientation

7.4.3 NOTAMJ Header

All NOTAMJ start with a header line using the format:

```
000000 NOTAMJ [NOTAM file] [city served/aerodrome name]
```

Example: 000000 NOTAMJ CYTS TIMMINS (VICTOR M.POWER)

Note: Use 000000F for French NOTAMJ.

7.4.4 RSC and Friction Header

The RSC section for each runway starts on a new line using the format:

[Four-character aerodrome identifier] RSC [runway identifier]

Example: CAAA RSC 09/27

The CRFI section for each runway starts on a new line using the format:

[Four-character aerodrome identifier] CRFI [runway identifier]

Example: CAAA CRFI 09/27

7.4.5 Order of Presentation

The following order of presentation applies to a complete NOTAMJ with RSC, and with or without CRFI:

1. NOTAMJ header
2. RSC header
3. Surface conditions:
 - Cleared width (if applicable)
 - Offset (if applicable)
 - Conditions for the cleared width: coverage, type of contaminant, depth (if applicable)
 - Conditions for the remaining width (if applicable)
 - Runway clearing comments (optional: 7.4.7)
 - Windrows or other conditions (if applicable: 7.4.8)
 - Treatments (if applicable: 7.4.9)
 - Runway snow banks (if applicable: 7.4.10)
 - Runway light coverage (if applicable: 7.4.11)
4. RSC Observation time (mandatory: 7.4.12)
5. Friction header
6. Friction data (see 7.4.13 for order of Friction Data)
7. TWY and APN (optional: 7.4.14)
8. Next Planned Observation (optional: 7.4.15)

All components of the Surface Conditions are to be separated by periods, except for percentages of runway contaminants coverage, which are to be separated by commas. See section 7.4.19 for examples.

When two or more runways are included in a NOTAMJ, the RSC and CRFI are listed in ascending order by the lower runway designator.

Example: 000000 NOTAMJ CAAA SUMSPOT/SUNNY SUMSPOT MUNI
 CAAA RSC 02/20 [CONDITIONS] YYMDDHHMM
 CAAA CRFI 02/20 [FRICTION] YYMDDHHMM
 CAAA RSC 09/27 [CONDITIONS] YYMDDHHMM
 CAAA CRFI 09/27 [FRICTION] YYMDDHHMM
 CAAA RSC 14/32 [CONDITIONS] YYMDDHHMM
 CAAA CRFI 14/32 [FRICTION] YYMDDHHMM

7.4.6 Surface Conditions

In this section, the term “surface conditions” applies to the deposits and/or absence of deposits on the cleared and remaining runway width and pertains to the coverage, the depth and the number of values that can be used to describe the conditions.

Deposits (SNOWiz/AMSCR Contaminants)³⁶

The following conditions are used to describe the presence or absence of deposits. In the NOTAMJ context, treatments such as sand or chemicals are not considered deposits.

Bare and damp	Frost over ice
Bare and dry	Ice
Bare and wet	Slush
Compacted snow	Slush over ice
Compacted snow gravel mix	Standing water
Dry snow	Standing water over ice
Dry snow over compacted snow	Wet ice
Dry snow over ice	Wet snow
Dry snow over slush	Wet snow over ice
Frost	

Coverage

The total coverage percentage must be 100. Only the values 5, 10, 15, 20, 25, 30, 35, 40, 45, 50, 55, 60, 65, 70, 75, 80, 85, 90, 95 and 100 are allowed. The abbreviation PCT (percent / pour cent in French) shall be used in the NOTAMJ instead of the symbol “%”.

Depth and Height

When a deposit is present, but the depth is not measurable, the word `TRACE` shall be used. Otherwise, the depth is expressed in inches or feet or both. Use whole values when the depth is 2 inches (2 `INS`) or more. When the depth is less than 2 inches, use the decimal system. The accepted decimal values are 0.13, 0.25, 0.5, 0.75 and 1.5³⁷.

If the depth is not constant, the mean depth may be used. However, if there is a significant difference between the lowest and highest value, the highest value shall be used. A range of values, for example, 3 to 4 `INS`, shall not be used.

A depth is required for dry snow, dry snow over compacted snow, dry snow over ice, dry snow over slush, slush, slush over ice, snow drifts (in remarks only), standing water, standing water over ice, wet snow and wet snow over ice.

³⁶ In SNOWiz and on the AMSCR form, the word “contaminant” is used as per ICAO SNOWTAM section descriptions. Although available in SNOWiz, the conditions *Compacted snow patches*, *Ice patches*, *Frozen ridges*, and *Snow drifts* must not be reported in the “contaminant” section (cleared and remaining width) but can be reported in remarks sections.

³⁷ The value 1.5 inch is available only in the cleared width section as per flight operations requirements.

In SNOWiz, the following values are available³⁸:

- Contaminants, cleared width: TRACE, 0.13, 0.25, 0.5, 0.75, 1, 1.5, 2, 3, ... 60 inches in one-inch increments between 2 and 60.
- Contaminants, remaining width: TRACE, 0.13, 0.25, 0.5, 0.75, 1, 2, 3, ... 60 inches in one-inch increments between 2 and 60; and 1 to 20 feet in one-foot increments
- Snow banks height: 1 to 100 inches in one-inch increments; and 1 to 50 feet in one-foot increments
- Windrows and Snow drifts (“other conditions”): 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 18, 30 and 42 inches; and 1 to 6 feet in one-foot increments

Airport and aerodrome operators must comply with these values. In case the observed condition does not match the value available in SNOWiz, the observed height or depth should be rounded up (by the accountable source or with the accountable source’s consent) to the next available value. Values in inches are converted to feet when required. For example, 36 inches is converted to 3 feet.

Distances

In SNOWiz, the following values are available³⁹:

- Snow banks, distance from the exterior runway edge: ON EDGE, 0 to 200 in one-foot increments for distances in feet. 1 to 100 in one-inch increments for height in inches
- Other conditions, patches, distance from a threshold: 0 to the published length of the runway in 100-foot increments
- Other conditions, windrows or snowdrifts, distance from <location selection>: 0, 2, 4, 6, 8, 10, 12, 14, 16, 18, 20, 22 and 24 inches; 0 to half the runway width in one-foot increments

Airport and aerodrome operators must comply with these values. In case the observed condition does not match the value available in SNOWiz, the observed distance should be rounded down for snow banks (towards the runway edge) and rounded up for windrows (towards the runway centreline) to the next available value. Changes to observed values are done by the accountable source or with the accountable source’s consent. Values in inches can be converted to feet. For example, 36 inches is converted to 3 feet.

Cleared Width, Remaining Width and Offset

If the runway is not cleared to the full width, the width that is cleared must be indicated and both the cleared and remaining width conditions must be described. The cleared runway width shall be described using a maximum of three values (3 deposits or 2 deposits plus bare and dry) to equal 100 percent coverage and the remaining width a maximum of two values (2 deposits or 1 deposit plus bare and dry) to equal 100 percent coverage.

The SNOWiz cleared width “centered” values are 10 to “full” in 10-foot increments. The offset values are 0 to half the runway width in 1-foot increment.

³⁸ Accountable sources using a previous version of SNOWiz will have different values.

³⁹ Accountable sources using a previous version of SNOWiz will have different values.

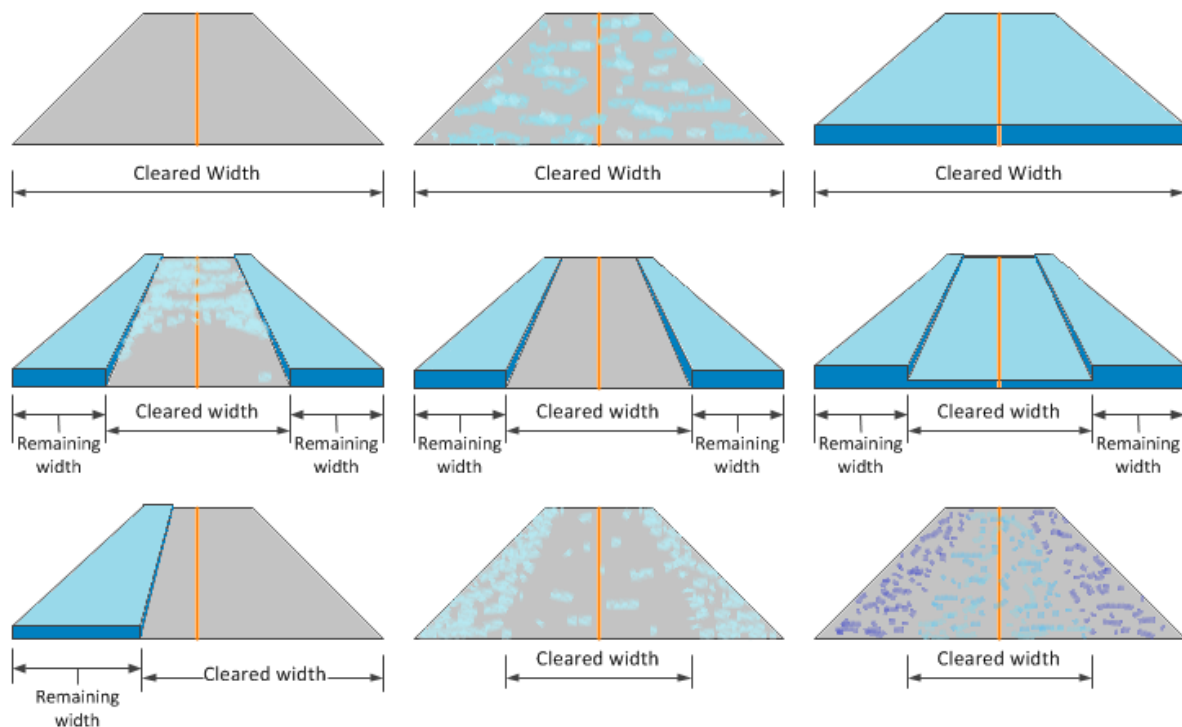


Figure 30: Cleared Width

If the runway is not cleared to the full width and the cleared width is not centred, the offset shall be included in the RSC. The offset describes where the cleared portion of the runway is in relation to the runway centreline. The number of feet is indicated on one side of the centreline, and then on the other side. Example a) is added for comparison only.

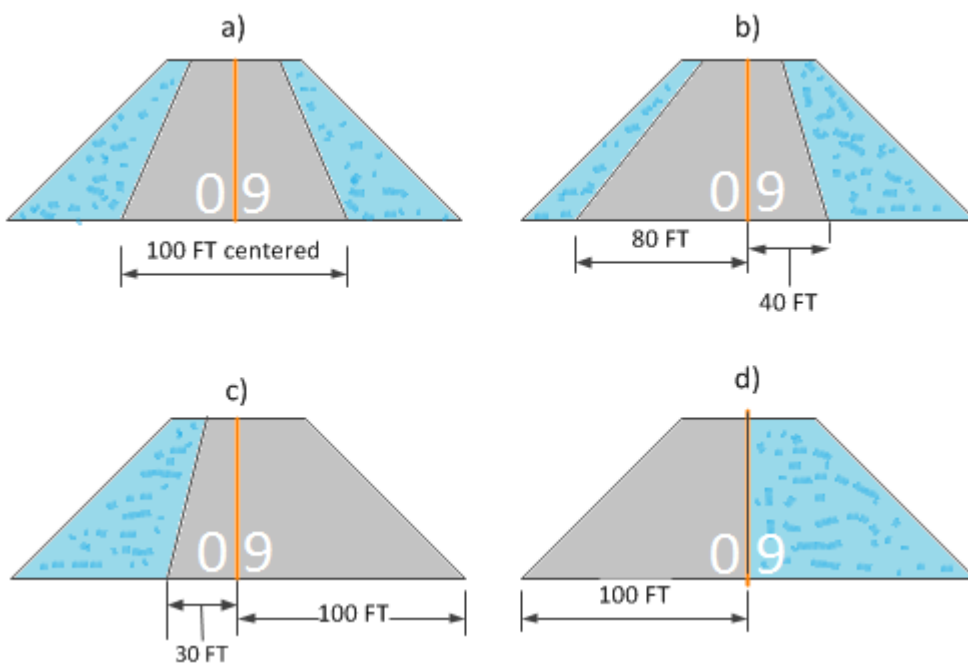


Figure 31: Offset

Example A: CAAA RSC 09/27 100 FT CL

Example B: CAAA RSC 09/27 FM 80 FT NORTH OF CL TO 40 FT SOUTH OF CL

Example C: CAAA RSC 09/27 FM 30 FT NORTH OF CL TO 100 FT SOUTH OF CL

Example D: CAAA RSC 09/27 FM 100 FT NORTH OF CL TO 0 FT SOUTH OF CL

7.4.7 Runway Clearing Operations

When air/ground communications are not available, a phrase such as `CLEARING IN PROGRESS` should be added to the NOTAMJ when snow or ice clearing activities are underway. At sites where service is provided by Community Aerodrome Radio Stations (CARS), this type of remark can be added to the NOTAMJ when air/ground communications are available. The phrase `VERIFY RWY UNOBSTRUCTED PRIOR TO LDG` can also be added. If the runway is to be cleared to the full width, the phrase `REMAINING WID` shall be used. If the runway is not to be cleared to the full width, the number of feet that will be cleared followed by `FT` shall be used in place of `REMAINING WID`. If the clearing is scheduled to be completed at a certain time, the phrase `TO BE CLRD BY` is used and the UTC time in HHMM format is appended.

If clearing is not underway and not expected to commence within the next 30 minutes, the phrase `CLEARING EXP TO START AT` is used. The UTC time in HHMM format is appended.

The SNOWiz width values are from 10 to “total” in 10-foot increments.

Example 1: `CLEARING EXP TO START AT 1530.`

Example 2: `150 FT TO BE CLRD BY 1930. SWEEPING IN PROGRESS. VERIFY RWY UNOBSTRUCTED PRIOR TO LDG`

Example 3: `REMAINING WID TO BE CLRD BY 1930. RMK: SWEEPING IN PROGRESS CTC OPR 555-555-5555.`

Example 4: `CLEARING TO 100 FT EXP TO START AT 1700 EXP TO BE CLRD BY 1900.`

7.4.8 Windrows and Other Conditions

When windrows or snow drifts are present on the runway surface, their height and location shall be indicated. The location should be descriptive, explicit and unambiguous.

Example 1: `2 FT WINDROW 4 FT INSIDE SOUTH REDL`

Example 2: `2 FT WINDROW 4 FT INSIDE NORTH AND SOUTH RWY EDGE`

Example 3: `8 INS WINDROW 2 FT INSIDE NORTH RWY EDGE AND ACROSS INT RWY 09/27`

Example 4: `10 INS SN DRIFT ACROSS THR 09`

In addition to the cleared width deposits, significant ice patches or compacted snow patches with friction measurements considerably lower than the average readings are to be reported and the lower friction value entered as a remark. The distance in feet from a threshold or thresholds shall be indicated.

Example 5: ICE PATCHES 700 FT FM THR 09. RMK: FRICTION .25

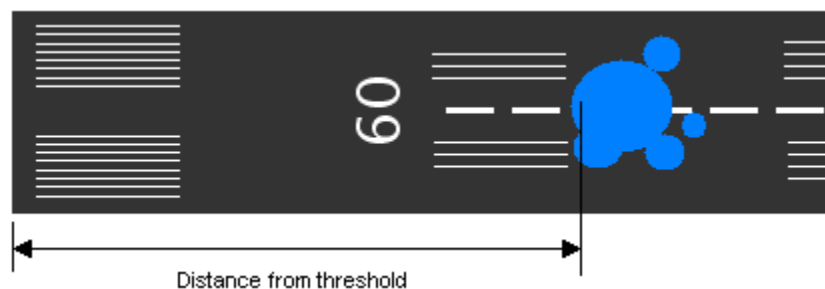


Figure 32: Location of Ice or Compacted Snow Patch(es)

7.4.9 Treatments

The following terms are used to describe up to two treatments for each runway in the NOTAMJ:

- SAND
- UREA
- CHEM
- GRADED
- PACKED

7.4.10 Snow Banks

The presence of a runway snow bank, its height (in feet, inches, or feet and inches) and its distance (in feet or inches) from outside the runway edge must be reported if operations are impacted. When snow banks are of different heights, the highest value shall be used in the NOTAMJ. When the distances from the outer edges are different, the smallest value shall be used. Snow banks that are present on the runway surface shall be reported as windrows; see section 7.4.8, *Windrows and Other Conditions*.

Example 1: 3 FT SN BANK 5 FT OUTSIDE EAST RWY EDGE

Example 2: 4 FT 6 INS SN BANK 10 INS OUTSIDE NORTH AND SOUTH RWY EDGE

Example 3: 5 FT SN BANK ON WEST RWY EDGE

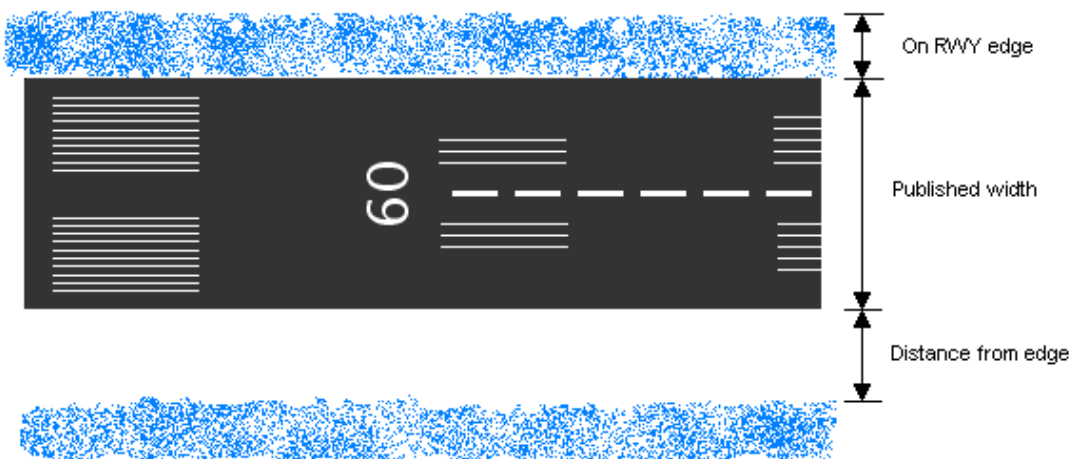


Figure 33: Distance of Snow Bank from Runway Edge

7.4.11 Obscured Runway Lights

If runway lights are covered or partially covered, it shall be reported for each runway. Sides will be indicated.

Example 1: EAST REDL OBSC

Example 2: EAST AND WEST REDL PARTIALLY OBSC

Example 3: EAST REDL OBSC WEST REDL PARTIALLY OBSC

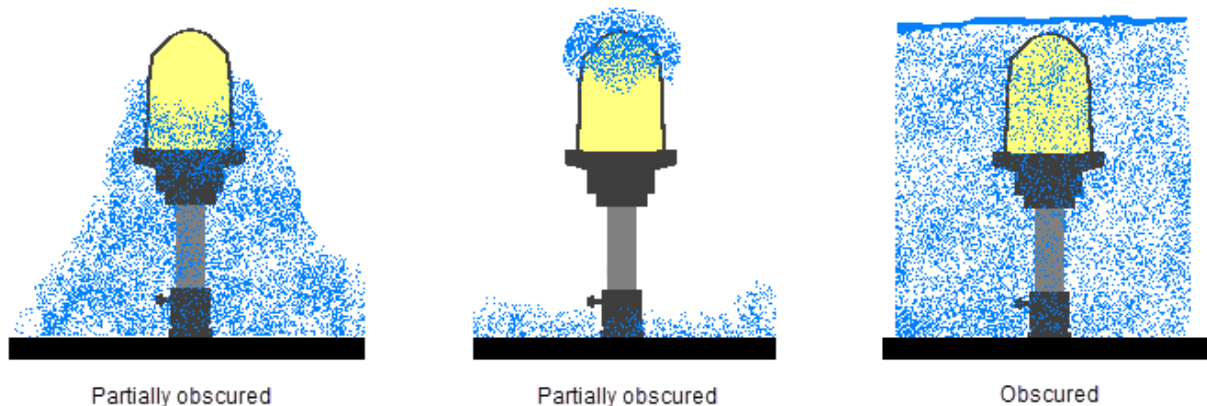


Figure 34: Obscured or Partially Obscured Runway Edge Lights

“Partially obscured” also applies to a situation where some lights are fully covered but some are free of contaminants.

Note: If night time or low visibility operations are limited because of obscured runway lights, the NOTAMJ must not be used to promulgate the restrictions and a NOTAMN should be issued.

7.4.12 Observation Times for RSC and Friction

The times at which the most recent observations were made for each runway using the ten-figure date-time groups (YYMMDDHHMM) shall be reported.

7.4.13 Friction and CRFI

For each runway, where the CRFI is measured, the friction data shall contain the following information in order: temperature in degrees Celsius, friction coefficient, and time at which the friction reading was taken. Only one average reading per runway shall be provided in the NOTAMJ unless the measure is provided in the context of section 7.4.8. Each CRFI is associated with a RSC.

Example: CAAA CRFI 09/27 -20C .36 YYMMDDHHMM

Entries such as CRFI ABV .50 are not allowed on the CRFI line. NOTAMJ remarks (RMK:) shall not contain a statement about the cancellation of a CRFI.

7.4.14 Taxiway and Apron

Information on the conditions of taxiways and aprons is optional and is included in the NOTAMJ only if provided by the aerodrome authority. Due to the lower speed at which aircraft move on taxiways and aprons, the originator should take care to only include the information that has an impact on safe operations, such as the risk of becoming stuck, losing control on a slippery surface or damaging the aircraft.

No specific format is required; however, the information shall follow the term “RMK:”, be succinct and use approved abbreviations. If the same conditions apply to several taxiways or aprons, the information should be grouped together.

Taxiway and apron information can include but is not limited to: type of contaminant and depth, qualitative friction, presence of snow banks and presence of treatments. The percentage of contaminants or reporting on the absence of contaminants is not required.

The term ALL TWY or ALL APN can be used to describe the conditions that apply to all taxiways and/or aprons.

Example 1: RMK: TWY A, C, D, F, G WET ICE. SLIPPERY.

Example 2: RMK: 5 FT SN BANKS EITHER SIDE TWY C AND D. TWY E AND F: WET SN 8 INS.

Example 3: RMK: APN II AND III ICE COVERED. DE-ICING CHEM APPLIED. BRAKING ACTION FAIR.

Example 4: RMK: ALL TWY SN COVERED 2 INS.

At sites where there are helipads, this section can be used to report conditions as desired.

Example 5: RMK: APN MAIN AND II SOME SCATTERED ICE PATCHES. HELIPAD 1 AND 2: 100 PCT BARE AND DRY. HELIPAD 3: 10 PCT ICE, 90 PCT BARE AND DRY.)

7.4.15 Next Scheduled Observation Time

If the next observation is scheduled, the time may be included in the NOTAMJ using the format:

NEXT OBS SKED FOR YYMMDDHHMM

7.4.16 French Version

NOTAMJ issued for locations where services are available in English and in French shall be issued in both languages.

7.4.17 Plain Language and Remarks

The use of the terms TIL, TILL, UNTIL, UNTILL, CRFI and CANCELLED (ANNULE) is prohibited within the remarks field. The abbreviation CRFI shall only be used as described in section 7.4.13. The use of characters other than those listed in section 4.1.3 is prohibited.

The remarks shall not make reference to closed runways or taxiways. If these surfaces are closed, a NOTAM must be issued.

7.4.18 NOTAMJ at Heliports

NOTAMJ can be issued at heliports. The RSC line must start with the location identifier followed by RSC and followed by either TLOF or FATO.⁴⁰

Example 1: 000000 NOTAMJ CYBN BORDEN(HELI)
CYBN RSC TLOF 100 PCT COMPACTED SN. 1402181334

Example 2: 000000 NOTAMJ CYCX GAGETOWN(HELI)
CYCX RSC FATO 15 PCT ICE, 85 PCT BARE AND WET.
RMK: FATO EDGE LGT PARTIALLY OBSC. 1802181334

Example 3: 000000 NOTAMJ CYBR SHILO(HELI)
CKM3 RSC TLOF 100 PCT WET SN 4 INS.
RMK: SN REMOVAL IN PROGRESS. EXP TO BE CLRD BY 1500. 1402181354

Example 4: 000000 NOTAMJ CYAW HALIFAX/SHEARWATER(HELI)
CYAW RSC FATO 16H/34H 60 PCT WET SN 0.5 INS, 40 PCT BARE AND DAMP.
RMK: PADS 2 AND 3 100 PCT COMPACTED SN. PADS 5 AND 6 100 PCT ICE.
1402181354

7.4.19 Examples

Example 1: 000000 NOTAMJ CAAA SUMSPOT/SUNNY SUMSPOT MUNI
CAAA RSC 09/27 60 PCT COMPACTED SN, 30 PCT DRY SN OVER
COMPACTED SN 0.13 INS, 10 PCT BARE AND DRY. 1202151751
CAAA RSC 14/32 100 PCT BARE AND DAMP. CHEM. 1202151710

Example 2: 000000 NOTAMJ CAAA SUMSPOT/SUNNY SUMSPOT MUNI
CAAA RSC 09/27 100 FT CL 100 PCT BARE AND DRY. REMAINING
WID 100 PCT WET SN 0.5 INS. 1202151751
CAAA RSC 14/32 20 FT EAST AND 80 FT WEST OF CL 100 PCT BARE AND
DAMP. REMAINING WID 100 PCT SLUSH 0.25 INS. 150 FT TO BE CLRD BY
2100.
1202151710

Example 3: 000000 NOTAMJ CAAA SUMSPOT/SUNNY SUMSPOT MUNI
CAAA RSC 09/27 30 PCT BARE AND DRY, 70 PCT DRY SN TRACE. 1202151751
CAAA CRFI 09/27 -10C .37 1202151753
CAAA RSC 14/32 40 PCT BARE AND DRY, 60 PCT DRY SN TRACE. 1202151710
CAAA CRFI 14/32 -10C .39 1202151714

⁴⁰ At the moment, SNOWiz cannot be used to issue NOTAMJ at heliports. At sites where helipads are collocated with runways, SNOWiz does not provide dedicated fields for helipad conditions. Conditions can be included in the taxiway or apron remarks. Refer to section 7.4.14.

Example 4: 000000 NOTAMJ CAAA SUMSPOT/SUNNY SUMSPOT MUNI
 CAAA RSC 09/27 100 PCT BARE AND WET. SAND AND CHEM. 3 FT SN BANK 2
 FT OUTSIDE NORTH RWY EDGE. NORTH REDL PARTIALLY OBSC. 1202151751
 CAAA CRFI 09/27 0C .37 1202151751
 CAAA RSC 14/32 150 FT CL 100 PCT BARE AND WET. UREA. REMAINING WID
 60 PCT COMPACTED SN, 40 PCT WET SN 1 INS. REMAINING WID TO BE CLRD
 BY 1930. SWEEPING IN PROGRESS CTC OPR 555-555-5555. 8 INS WINDROW 2
 FT INSIDE WEST RWY EDGE AND ACROSS INT RWY 09/27. 1202151710
 CAAA CRFI 14/32 1C .39 1202151714
 RMK: TWY A AND B SN OVER ICE 2 INS. VERY SLIPPERY. MAIN APN SANDED.
 NEXT SKED OBS FOR 1202152230

Example 5: 000000 NOTAMJ CAAA SUMSPOT/SUNNY SUMSPOT MUNI
 CAAA RSC 09/27 50 PCT ICE, 40 PCT COMPACTED SN, 10 PCT DRY SN 0.13
 INS. RMK: AREAS OF BARE AND DRY PRESENT FIRST 3000 FT FM THR 09.
 1801141135

Example 6: 000000 NOTAMJ CAAA SUMSPOT/SUNNY SUMSPOT MUNI
 CAAA RSC 09/27 60 PCT BARE AND WET, 30 PCT WET SN TRACE, 10 PCT
 SLUSH TRACE. RMK: ICE PATCHES 2500 FT FM THR 09. 1801141135

Example 7: 000000 NOTAMJ CAAA SUMSPOT/SUNNY SUMSPOT MUNI
 CAAA RSC 09/27 40 PCT BARE AND WET, 50 PCT SLUSH TRACE, 10 PCT SLUSH
 OVER ICE. RMK: COMPACT SN PRESENT ALONG RWY EDGE LIGHTS. 1301141135

Example 8: English version:
 000000 NOTAMJ CAAA SUMSPOT/SUNNY SUMSPOT MUNI
 CAAA RSC 09/27 60 PCT COMPACTED SN, 30 PCT DRY SN OVER COMPACTED SN
 0.13 INS, 10 PCT BARE AND DRY. 1202151751
 CAAA RSC 14/32 100 PCT BARE AND DAMP. CHEM. 1802151710

Followed by the French version:

000000F NOTAMJ CAAA SUMSPOT/SUNNY SUMSPOT MUNI
 CAAA RSC 09/27 60 PCT SN DURCIE, 30 PCT SN SECHE SUR SN DURCIE
 0.13 INS, 10 PCT NUE ET SECHE. 1202151751
 CAAA RSC 14/32 100 PCT NUE ET HUMIDE. CHEM. 1802151710

7.4.20 NOTAMJ Based on a Pilot Report

In exceptional circumstances, when the accountable source has not provided a runway surface condition report and pilots report conditions that could negatively affect operations, a temporary NOTAMJ can be issued until the accountable source can provide a proper report. The phrase RMK: AS OBS BY PILOTS shall be used.

Example: CYLB RSC 11/29 100 PCT ICE RMK: AS OBS BY PILOTS YYMMDDHHMM

8 Related Documentation

The following documents are used in conjunction with this manual:

- *ICAO Annex 10*
- *ICAO Annex 15*
- *ICAO Document 8126*
- *ICAO Document 8400*
- *ICAO Procedures for Air Navigation - Aeronautical Information Management (PANS-AIM Doc 10066)*
- *Operating Procedures for AIS Dynamic Data (OPADD)*
- *Canadian Air Regulations (CARs)*
- *TP 11958 – Glossary for Pilots and Air Traffic Services Personnel*
- *TP 14371 – Aeronautical Information Manual (AIM)*
- *TP 312 – Aerodrome Standards and Recommended Practices*
- *TC AC 302-013*
- *TC AC 300-005*
- *6-2 AFTN-15*
- *NAV CANADA Terminav*
- *Canada Flight Supplement (CFS)*
- *Canada Air Pilot (CAP)*
- *Canada Water Aerodrome Supplement (CWAS)*
- *AIM BMS Manual (W-QS-100)*

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9 Acronyms and Abbreviations

The following acronyms and abbreviations are used in this manual but are not listed in Appendices C and D.

ADMS	Aeronautical Data Management System
AFS	Aeronautical Fixed Service
AFTN	Aeronautical Fixed Telecommunication Network
AGA	Aerodromes, air routes and ground aids
AIM	Transport Canada Aeronautical Information Manual
AIM	Aeronautical Information Management
AIS	Aeronautical Information Services
AMSCR	Aircraft Movement Surface Condition Report
ASC	Aerodrome Safety Circular
ASDE	Airport Surface Detection Equipment
ASM	Automatic Service Message
BSO	Balloon Safety Officer
CACO	Civil Aviation Contingency Operations
CANSCA	Canadian Air Navigation Services Commercialization Act
CASARA	Civil Air Search and Rescue Association
CFPS	Collaborative Flight Planning System
DND	Department of National Defence
FIMS	FSS Information Management System
GM FIR	General Manager, Flight Information Region
ICAO	International Civil Aviation Organization
IFP	Instrument Flight Procedure
MANOT	Missing Aircraft Notice
MTCU	Military Terminal Control Unit
NCFO	NAV CANADA Flight Operations
NMB	NOTAM Operations Bulletin
NOF	International NOTAM Office
NOTAMC	Cancelling NOTAM
NOTAMJ	A special-series NOTAM notifying the presence of hazardous conditions due to contaminants such as snow, ice or slush on the manoeuvring area
NOTAMN	New NOTAM
NOTAMR	Revising NOTAM
NPS	NOTAM Processing System
NSCC	National Systems Control Centre
OCAS	Obstacle Collision Avoidance System
RVOP	Reduced Visibility Operation Plan
SD	Service Delivery
SERABEC	Sauvetage et recherche aériens du Québec
TOCC	Technical Operations Co-ordination Centre

UAV	Unmanned Air Vehicle
UFN	Until further notice
UTC	Co-ordinated Universal Time
VHF	Very high frequency
WAADS	Wind and altimeter display system

10 Glossary

Aerodrome (aérodrome)

Any area of land, water (including the frozen surface thereof) or other supporting surface used, designed, prepared, equipped or set apart for use, either in whole or in part, for the arrival and departure, movement or servicing of aircraft. This includes any buildings, installations and equipment in connection therewith.

Aeronautical Fixed Service (Service fixe aéronautique) (AFS)

A telecommunication service between specified fixed points provided primarily for the safety of air navigation and for the regular, efficient and economical operation of air services.

Aeronautical Fixed Telecommunication Network (Réseau du service fixe des télécommunications aéronautiques) (AFTN)

A world-wide system of aeronautical fixed circuits provided, as part of the Aeronautical Fixed Service, for the exchange of messages and/or digital data between aeronautical fixed stations having the same or compatible communications characteristics.

Aeronautical Information Circular (circulaire d'information aéronautique) (AIC)

A notice containing information that does not qualify for the origination of a NOTAM or for inclusion in the AIP, but which relates to flight safety, air navigation, technical, administrative or legislative matters.

Aeronautical Information Publication (publication d'information aéronautique) (AIP)

A publication issued by or with the authority of a State and containing aeronautical information of a lasting character essential to air navigation.

Aeronautical Information Services (Services d'information aéronautique) (AIS)

A service established within the defined area of coverage responsible for the provision of aeronautical information/data necessary for the safety, regularity and efficiency of air navigation.

Aeronautical navigation facility (aménagement de navigation aéronautique)

Any facility used, available for use, or designed for use as a NAVAID including landing areas, lights, any apparatus or equipment for disseminating weather information, for signalling, for radio-directional finding, or for radio or other electronic communication, and any other structure or mechanism having a similar purpose for guiding or controlling flight in the air or the landing and takeoff of aircraft.

AIP Supplement (supplément d'AIP)

Temporary changes to the information contained in the AIP published by means of special pages.

Aircraft Movement Surface Condition Report (compte rendu de l'état de la surface pour les mouvements d'aéronefs) (AMSCR)

The report that details the surface conditions of all movement areas at an aerodrome including runways, taxiways and aprons.

Airport (aéroport)

An aerodrome where an airport certificate is in force.

Airshow (spectacle aérien)

An aerial display or demonstration before an invited assembly or persons by one or more aircraft.

Airshow sponsor (organisateur de spectacle aérien)

The person or agency responsible for the organization and conduct of an airshow.

Appropriate authority (autorité compétente)

A person or agency that is appropriately accountable for the origination or amendment of information contained in a NOTAM.

Bare and damp (nue et humide)

A surface condition that appears wet, but where the moisture cannot be readily detected.

Bare and dry (nue et sèche)

A surface condition that is not damp or wet, and has no observed contaminant.

Bare and wet (nue et mouillée)

A surface condition where there is a thin layer of water and the layer is 3 mm (0.13 inch) or less in depth.

Canadian Runway Friction Index (coefficient canadien de frottement sur piste) (CRFI)

The average of the runway friction as measured by a mechanical or electronic decelerometer.

Cleared width (largeur dégagée)

The width of the narrowest portion of a runway that has been cleared to the greatest extent possible of contaminants.

Clearway (prolongement dégagé)

A defined rectangular area over land or water under the control of the aerodrome operator, selected as a suitable area over which an aircraft may make a portion of its initial climb to a specified height.

Collaborative Flight Planning System (CFPS)

A web-based system that receives, stores, and disseminates flight data including weather data, NOTAM and flight plans.

Compacted snow (neige durcie)

Snow compressed into a solid mass that resists further compression and holds together or breaks up into lumps if picked up.

Contaminant (contaminant)

In the context of NOTAMJ and ICAO SNOWTAM, material on a surface including water, slush, snow compacted snow, ice or frost.

Day or daylight (jour)

The time between the beginning of morning civil twilight and the end of evening civil twilight.

Declared distances (distances déclarées)

The distances that the aerodrome operator declares available for the aircraft take-off run, take-off distance, accelerate-stop distance, and landing distance requirements. The distances are categorized as follows:

- **Take-off run available (distance de roulement utilisable au décollage) (TORA):** The length of the runway available and suitable for the ground run of an aircraft taking off.
- **Take-off distance available (distance de décollage utilisable) (TODA):** The length of the take-off run available plus the length of the clearway, if provided.
- **Accelerate-stop distance available (distance utilisable pour l'accélération-arrêt) (ASDA):** The length of the take-off run available plus the length of the stopway, if provided.
- **Landing distance available (distance d'atterrissage utilisable) (LDA):** The length of the runway available and suitable for the ground run of an aircraft landing.

Displaced threshold (seuil décalé)

A threshold not located at the end of a runway.

Dry snow (neige sèche)

Snow that is neither compacted on nor bonded to a surface, including fresh fallen or old standing dry snow. If compacted by hand, dry snow falls apart upon release. The term “dry snow” is used instead of “loose snow.”

Evening civil twilight (crépuscule civil)

Relative to the standard meridians of the time zones, the period of time that begins at sunset and ends when the centre of the sun's disc is 6° below the horizon and is descending. The time is specified by the Institute of National Measurement Standards of the National Research Council of Canada.

Facility (aménagement)

A physical structure or geographic area that can be clearly defined for the purpose of NOTAM information related to it.

Frost (givre)

Ice crystals formed from airborne moisture that has condensed on a surface whose temperature is below 0°C.

Frozen ridges (arêtes gelées)

Rough uneven ice surface like frozen water ripples.

Ice (glace)

Water that has frozen on a surface and includes the condition commonly known as “black ice” and the condition where compacted snow has turned into a polished ice surface.

Ice control chemicals (agents chimiques pour contrôle de la glace)

Chemicals used to prevent ice formation, to prevent ice from bonding to a surface or to break up or melt ice on a surface. (CHEM)

Issuing unit (unité émettrice)

The ATS facility (generally Flight Service Station or the Flight Information Centre) entering the NOTAM data in the system via AFTN.

Long term / Long duration (long terme / longue durée)

For NOTAM purposes, long term or long duration is a period of three months or longer.

Morning civil twilight (aube civile)

In the morning, civil twilight begins when the centre of the sun's disc is 6° below the horizon and is ascending, and ends at sunrise, approximately 25 min later. (The number of minutes varies on the latitude and the time of year.)

Night (nuit)

The time between the end of evening civil twilight and the beginning of morning civil twilight.

NOTAM

A notice distributed by means of telecommunications containing information concerning the establishment, condition or change in any aeronautical facility, service, procedure or hazard, the timely knowledge of which is essential to personnel concerned with flight operations. In this manual, the term NOTAM used by itself refers to a message distributed by AFTN.

NOTAMJ

A special series NOTAM notifying the presence of hazardous conditions due to contaminants on runways by means of a specific format.

NOTAM originator / Originating unit (auteur du NOTAM / unité d'origine)

The individual or agency responsible for the provision of information contained in a NOTAM.

NOTAM Specialist (Spécialiste NOTAM)

A member of the International NOTAM Office responsible for evaluating, validating and editing information contained in domestic NOTAM and their timely domestic and international distribution in accordance with NAV CANADA procedures, ICAO standards and recommended practices.

Obstacle limitation surface (surface de limitation d'obstacle)

A surface that establishes the limit to which objects may project into the airspace associated with an aerodrome so that aircraft operations at the aerodrome may be conducted safely. Obstacle limitation surfaces consist of the following:

- **Inner transitional surface (surface de transition intérieure):** A complex surface extending lengthwise on the runway strip that extends upwards and outwards to the outer obstacle identification surface.
- **Approach surface (surface d'approche):** An inclined plane preceding the threshold of a runway.
- **Take-off/ surface (surface de décollage):** An inclined plane beyond the end of a runway or clearway, if provided.
- **Transitional surface (surface de transition):** A complex surface along the side of the strip and all or part of the side of the approach surface, that slopes upwards and outwards to a specific height.

Obstacle (obstacle)

All fixed (whether temporary or permanent) and mobile objects that are located within an area protected for the surface movement of aircraft or that project into a defined surface intended to identify obstacles or protect aircraft in flight.

Originating unit / NOTAM originator (unité d'origine / auteur du NOTAM)

The agency or individual responsible for the provision of information contained in a NOTAM.

Percentage of contamination (pourcentage de contamination)

The estimated amount of each contaminant present on the surface of the runways and reported separately as a percentage (%) of the whole surface.

Runway end safety area (aire de Sécurité d'extrémité de piste) (RESA)

An area symmetrical about the extended runway centreline intended to reduce the severity of damage to an aircraft undershooting or overrunning the runway.

Runway strip (bande de piste)

A defined area, which includes the runway and stopway where provided, intended to protect aircraft flying over it during take-off or landing operations.

Runway Surface Condition (état de la surface de la piste)

The portion of the AMSCR which reports the surface condition of the runway.

Sand (sable)

Small particles of crushed angular mineral aggregates or natural sand material used to improve runway surface friction levels.

Significant Change (changement significatif)

With respect to runway surface condition includes but is not limited to: changes in type of contaminant, such as from dry snow to wet snow; measurable changes in depth of contaminant; following the application or removal of sand or chemicals; following snow removal or sweeping; changes in conditions caused by rapid increases or decreases in temperature.

Short term / Short duration (court terme / courte durée)

For NOTAM purposes, short term or short duration is a period of less than three months.

Slush (neige fondante)

Partially melted snow or ice, with a high water content, from which water can readily flow. Slush displaces with a splatter with a heel-and-toe slap down motion against the ground.

Snow bank (banc de neige)

A heap or mound of snow created mechanically that is higher than the surrounding snow cover.

Snow drift (congère)

A heap or mound of snow created by action of the wind. Snowdrifts resemble sand dunes and are formed in a similar manner, namely, by wind moving light snow and depositing it when the wind is slowed, usually against a stationary object. Snow normally crests and slopes off toward the surface on the windward side of a large object. On the leeward side, areas near the object are a bit lower than surrounding areas, but are generally flatter.

SNOWiz

Internet application for the direct entry of runway surface condition by an accountable source, the output being a NOTAMJ. SNOWiz is also an Internet interface that allows dialog between automated reporting systems and NAV CANADA's database: SNOWiz is part of ACS (Accountable Source Services).

Standing water (eau stagnante)

Water having a depth of more than 3mm (0.13 inch).

Stopway (prolongement d'arrêt)

A defined rectangular area on the ground at the end of take-off run available prepared as a suitable area in which an aircraft can be stopped in the case of a rejected take-off.

Threshold (seuil)

The beginning of that portion of the runway declared usable for landing by the aerodrome operator.

Trace (trace)

The presence of a surface contaminant that can be visibly detected but cannot be readily measured.

Voice NOTAM (NOTAM en phonie)

Information that is made available to an operational ATS unit for relay via radio communications, as appropriate, to affected aircraft but is not distributed via AFTN or AIP Supplement.

Wet ice (glace mouillée)

Ice covered with a thin film of water.

Wet snow (neige mouillée)

Snow that sticks together to form a snowball but does not readily allows water to flow from it when compressed by hand.

Windrow (andain)

A ridge of material, such as snow or gravel, created by airside maintenance equipment.

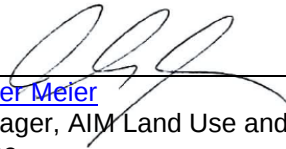
11 Approvals

This document shall be reviewed on a regular basis in accordance with the *BMP – Control of Documents*.

The *Canadian NOTAM Procedures Manual* describes the procedures to be used and the standards to be followed by NOTAM Originators and processing personnel.

Should more information be required concerning the procedures in this manual, please send an email to the Manager, AIM Land Use and International NOTAM Office.

This publication is issued under the approval of the following manager in accordance with the approval requirements described in the *BMP – Control of Documents*.


Olivier Meier
Manager, AIM Land Use and International NOTAM
Office

January 2019
Date

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12 Appendices

This manual contains the following appendices:

[Appendix A – Detailed Explanation of Changes](#)

[Appendix B – Amendment to the Manual and Bulletin Template](#)

[Appendix C – Abbreviations and Acronyms Used in Canadian NOTAM \(Decode\)](#)

[Appendix D – Abbreviations and Acronyms Used in Canadian NOTAM \(Encode\)](#)

[Appendix E – NOTAM Continuity Sheet / Feuille de continuité de NOTAM](#)

[Appendix F – Automatic Service Message \(ASM\)](#)

[Appendix G – Aerodrome Names Too Long for Field 10](#)

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Appendix A – Detailed Explanation of Changes

General

First instances of certain acronyms spelled out in full.

References to CZNB Arctic Radio and MIDS removed.

Chapter 1 – General

No change

Chapter 2 – Responsibility

No change

Chapter 3 – Criteria

3.1.0 Clarification of guideline for phrase “RESTRICTED TO”

3.2, 3.3 Addition of subjects to be promulgated and not to be promulgated by NOTAM

Chapter 4 – Format

4.1.3 New specifications for aerodrome references for hazards, activities and obstacles within designated Control Zones

4.4 Following changes:

- Expanded definition of those responsible for NOTAM file assignment
- Clarification of FIR vs. CTA boundaries
- Clarification of use of full aerodrome names or four-character identifiers in FIR NOTAM

4.6.1.1 Clarification on the choice and application of TIL vs. TIL APRX end date and time

4.6.1.2 Clarification that 10-digit start and end times for NOTAM on published services do not have to correspond to daily schedule times

Chapter 5 – Specifications

5.2.3, 5.2.4 New wording for Reduced Runway Length, Reduced Runway Width, and Displaced Thresholds

5.2.9 Added example for ACC evacuation

5.2.10 Reduction in number of examples

5.3.19 New wording for LPV, LP and WAAS LNAV/VNAV NOTAM

5.3.20 New wording for GPS Interference Exercises NOTAM

5.3.21 New wording for GNSS Unreliability NOTAM

5.5.9 New examples for Air Show restricted airspace NOTAM

5.6.1 New example for radar feed located in one FIR serving an ACC in a different FIR

- 5.6.4 Revised to include Space-Based ADS-B
- 5.8.1 Regrouping into Total Failure, Partial Failure, and Additional Information. New syntax for describing individual weather elements and system failures. Addition of UNREL as a usable phrase.

Chapter 6 – Distribution and Retrieval

No change

Chapter 7 – NOTAMJ

- 7.4.6 Removal of Snow Patches, Ice Patches, Frozen Ridges and Snow Drifts from list of contaminants (Contaminant - SNOWiz/ AMSCR)
- 7.4.8 Updated examples
- 7.4.14 Updated examples
- 7.4.18 Updated examples
- 7.4.19 Updated examples

Chapter 9 – Acronyms and Abbreviations

Some new acronyms

Chapter 11 – Approvals

Updated managerial info

Appendices

- B Updated managerial title and contact info
- C, D Some new and updated acronyms
- G Aerodromes added

Appendix B – Amendment to the Manual and Bulletin Template

Recommendations for amendments coming from NAV CANADA shall be forwarded to the Manager, AIM Land Use and International NOTAM Office by email (notam@navcanada.ca).

Recommendations for amendments coming from other interested agencies shall be submitted, in writing to:

Manager, AIM Land Use and International NOTAM Office
AIM Service Delivery
NAV CANADA
77 Metcalfe Street
Ottawa ON K1P 5L6

All suggested amendments shall include detailed explanations and justifications.

Change proposals are provided for review, on a case-by-case basis, to various stakeholders including but not limited to: NAV CANADA International NOTAM Office, Airspace and Procedures, Airport Operations, Safety Evaluation Investigation, Technical Training and Operational Systems Requirements. The manual is also reviewed by Transport Canada (Air Navigation Standards, Airport Standards and Air Navigation Services) and, in some instances, by airline and airport representatives as well.

This manual is amended once a year or as required.

Should the need for an urgent and unscheduled amendment to this manual arise, a NOTAM Operations Bulletin (NMB) is produced and distributed to concerned NAV CANADA personnel via “Central” (intranet) and email, and to concerned external personnel via email. If a change in NOTAM Standards affects a broader audience, an AIC can also be published. The bulletin will remain in effect until appropriate revisions are made and the bulletin is cancelled. In addition, bulletins are available on the intranet AIM Collaboration Site.

The bulletin states the purpose of the bulletin and provides definitions and/or background information that led to the bulletin issuance, the information being promulgated and/or clear directives to implement the change, contacts, references and a distribution list.

 Aeronautical Information Management Gestion de l'information aéronautique	AIM Manual Bulletin	
	Document Number	<Bulletin Type> 17-XXX
	Effective Date	Day Month Year
Supersedes		

This bulletin is to be adhered to by all AIM Staff
Disponible en français

Mandatory Reading

This bulletin shall be read by the following unit(s):

-
-

Purpose / Subject

Definition / Background

This section shall include a detailed description of the issue being addressed in the bulletin.

Safety Assessment

This section shall include a statement of the Safety Management Activities completed (SMP, HIRA, Hazard Log, SMR)

OR

Shall state "No Safety Impact Identified" based on the Accountable Manager's assessment of the change as non-major/minor.

Directive / Information

This section shall include a detailed description of the process to be used to address the issue described in Definition/Background.

SDO / INO

Ensure all SDO and INO issues have been addressed. If there are no SDO and/or INO issues, include the statement "There is no impact to SDO or INO."

Contacts / References

- Author:
- Technical validation:
- References:
 - Include title and location of SMP, HIRA, Hazard Log, SMR

Distribution List

- AIM Collaboration Site

Date	Day Month Year	Supersedes		Authority	Jim Ferrier Director, AIM	Page 1 of 1
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Appendix C – Abbreviations and Acronyms Used in Canadian NOTAM (Decode)

When quoting another publication in the text of a NOTAM, quoted text may contain abbreviations and acronyms extracted from the publication that may differ from the following list.

ABN	Aerodrome beacon
ABV	Above
ACC	Area Control Centre or area control
ACFT	Aircraft
ACT	Active or activated or activity
AD	Aerodrome
ADIZ	Air defence identification zone
ADJ	Adjacent
ADS-B	Automatic dependent surveillance – broadcast
ADS-C	Automatic dependent surveillance – contract
ADZ	Advise
AFT	After... (time or place)
AGL	Above ground level
AIC	Aeronautical Information Circular
AIP	Aeronautical Information Publication
ALS	Approach lighting system
ALT	Altitude
AMDT	Amendment (AIP Amendment)
AP	Airport
APAPI	Abbreviated precision approach path indicator
APCH	Approach
APN	Apron
APR	April
APRX	Approximate or approximately
ARCAL*	Aircraft Radio Control of Aerodrome Lighting
ARFF*	Aircraft rescue fire-fighting (SLIA in French)
ARR	Arrive or arrival
ASDA	Accelerate stop distance available
ASL*	Above sea level
ATC	Air traffic control (in general)
ATFM	Air traffic flow management
ATIS	Automatic terminal information service
ATS	Air traffic services
AUG	August
AUTH	Authorized or authorization
AVASIS*	Abbreviated visual approach slope indicator system
AVBL	Available or availability

AVGAS	Aviation gasoline
AWOS*	Automated weather observation system
AWY	Airway
AZM	Azimuth
BCN	Beacon (aeronautical ground light)
BCST	Broadcast
BFR	Before
BLDG	Building
BLW	Below
BRKG	Braking
BTN	Between
C	Centre (preceded by runway designation number to identify a parallel runway)
C	Degrees Celsius (Centigrade)
CAP*	<i>Canada Air Pilot</i>
CAR*	Canadian Aviation Regulation (RAC in French)
CARS*	Community Aerodrome Radio Station
CAT	Category
CFB*	Canadian Forces Base
CFS*	<i>Canada Flight Supplement</i>
CH	Channel
CHEM	Chemical solution or ice control chemical
CL	Centreline
CLR	Clear(s) or cleared to or clearance
CLRD	Cleared (Runway cleared – as used in SNOWiz)
CLSD	Close or closed or closing
COM	Communications
COMSND*	Commissioned
COND	Condition
CONST	Construction or constructed
COOR	Co-ordinate or co-ordination
COORD	Co-ordinates
CPDLC	Controller-pilot data link communications
CRFI*	Canadian runway friction index
CTA	Control area
CTC	Contact
CTL	Control
CUST	Customs
CWAS*	<i>Canada Water Aerodrome Supplement</i>
CYA	Canadian Class F airspace, advisory area
CYD	Canadian Class F airspace, danger area
CYR	Canadian Class F airspace, restricted area
DA	Decision altitude
DAH*	<i>Designated Airspace Handbook</i>
DEC	December

DECOMSND*	Decommissioned
DEG	Degrees
DEP	Depart or departure
DEST	Destination
DH	Decision height
DIST	Distance
DLA	Delay or delayed
DLY	Daily
DME	Distance measuring equipment
DOM	Domestic
DPT	Depth
DRCO*	Dial-up remote communication outlet
DRG	During
DT*	Daylight saving time
DTHR	Displaced runway threshold
E	East or eastern longitude
EATPL*	Emergency Air Traffic Priority List
EM	Emission
EMERG	Emergency
ENE	East-north-east
ENR	En route
EQPT	Equipment
ESCAT*	Emergency Security Control of Air Traffic
ESE	East-south-east
ETA	Estimated time of arrival or estimating arrival
ETD	Estimated time of departure or estimating departure
EXC	Except
EXER	Exercises or exercising or to exercise
EXP	Expect or expected or expecting
FAC	Facilities
FAF	Final approach fix
FATO	Final approach and take off area
FAX	Facsimile transmission
FCST	Forecast
FEB	February
FIC	Flight Information Centre
FIR	Flight information region
FISE*	Flight information service enroute
FL	Flight level
FLR	Flares
FLT	Flight
FLW	Follow(s) or following
FM	From
FMS	Flight management system

FPM	Feet per minute
FREQ	Frequency
FRI	Friday
FSS	Flight Service Station
FT	Foot or feet (dimensional unit)
GLD	Glider
GND	Ground
GNSS	Global navigation satellite system
GP	Glide path
GPS	Global positioning system
GRVL	Gravel
H24	Continuous day and night service
HAPI	Helicopter approach path indicator
HBN	Hazard beacon
HDG	Heading
HEL	Helicopter
HELI	Heliport (for use in Field 10)
HGT	Height or height above
HOL	Holiday
HR	Hours
HYDRO	Water aerodrome (for use in Field 10 for French NOTAM – WATER used for English NOTAM)
IAF	Initial approach fix
ID	Identify or identifier
IDENT	Identification
IFR	Instrument flight rules
ILS	Instrument landing system
IMC	Instrument meteorological condition
INFO	Information
INS*	Inch or inches (dimensional unit)
INSTR	Instrument
INT	Intersection
INTL	International
INTST	Intensity
IR	Ice on runway
JAN	January
JUL	July
JUN	June
KG	Kilograms
KT	Knots
L	Left (preceded by runway designation number when identifying a parallel runway)
LB*	Pounds (dimensional unit)
LDA	Landing distance available
LDG	Landing
LEN	Length

LGT	Light(s) or lighting
LGTD	Lighted
LIH	Light intensity high
LIL	Light intensity low
LIM	Light intensity medium
LNAV	Lateral Navigation
LOC	Localizer
LP	Localizer performance without vertical guidance
LPV	Localizer Performance with Vertical Guidance
LTD	Limited
LVL	Level
LWIS*	Limited Weather Information System
MAG	Magnetic
MAINT	Maintenance
MAR	March
MAX	Maximum
MDA	Minimum descent altitude
MEA	Minimum enroute altitude
MEDEVAC*	Medical Evacuation Flight
MEHT	Minimum eye height over threshold (for visual approach slope indicator systems)
MET	Meteorological or meteorology
METAR	Aerodrome routine meteorological report
MF	Medium frequency
MIL	Military
MIN	Minutes
MNM	Minimum
MNPS	Minimum navigation performance specifications
MOC	Minimum obstacle clearance (required)
MOCA	Minimum obstacle clearance altitude
MON	Monday
MSA	Minimum sector altitude
MSG	Message
MSL	Mean sea level
MTCA*	Military Terminal Control Area
N	North or northern latitude
NAT	North Atlantic
NAV	Navigation
NAVAID*	Navigation aid
NDB	Non-directional radio beacon
NE	North-east
NGT	Night
NM	Nautical miles
NNE	North-north-east
NNW	North-north-west

NOV	November
NPA	Non-precision approach
NW	North-west
OBS	Observe, observed, observation
OBST	Obstacle or obstruction
OCA	Oceanic control area
OCT	October
OPN	Open or opening or opened
OPR	Operator or operate or operative or operating or operational
OPS	Operations
O/R	On request
OTS	Organised track system
PAL*	Peripheral station
PAPI	Precision approach path indicator
PAR	Precision approach radar
PCT*	Percent
PDC*	Pre-Departure Clearance
PERM	Permanent
PIREP*	Pilot weather report
PN	Prior notice required
PPR	Prior permission required
PRKG	Parking
PROC	Procedure
PSR	Primary surveillance radar
PUB*	Published or publication(s)
PWR	Power
QUAD	Quadrant
R	Right (preceded by runway designation number when identifying a parallel runway)
RAC*	Règlement de l'aviation canadien (CAR in English)
RAG	Runway arresting gear
RAIM	Receiver autonomous integrity monitoring
RCAP*	<i>Restricted Canada Air Pilot</i>
RCC	Rescue co-ordination centre
RCL	Runway centre line
RCLL	Runway centre line light(s)
RCO*	Remote communications outlet
RDL	Radial
RDO	Radio
REC	Receive or receiver
REDL	Runway edge light(s)
REF	Reference to... or refer to...
RENL	Runway end light(s)
RMK	Remark
RNAV	Area Navigation

RNP	Required navigation performance
RSC*	Runway surface condition
RSR	Enroute surveillance radar
RTE	Route
RTHL	Runway threshold light(s)
RTZL	Runway touchdown zone light(s)
RVR	Runway visual range
RVSM	Reduced vertical separation minimum (1000 FT between FL290 and FL410)
RWY	Runway
S	South or southern latitude
SAR	Search and rescue
SAT	Saturday
SDBY	Stand by
SE	South-east
SEP	September
SFC	Surface
SID	Standard instrument departure
SKED	Schedule or scheduled
SLIA*	Service de sauvetage et lutte contre les incendies d'aéronefs (ARFF in English)
SN	Snow
SR	Sunrise
SS	Sunset
SSB	Single sideband
SSE	South-south-east
SSR	Secondary surveillance radar
SSW	South-south-west
STAR	Standard instrument arrival
SUN	Sunday
SUP	Supplement (AIP Supplement)
SVC	Service message or service
SVCBL	Serviceable
SW	South-west
SWX	Space weather
SWXC	Space weather centre
TACAN	Ultra high frequency tactical air navigation aid
TAF	Aerodrome forecast
TAR	Terminal area surveillance radar
TCH	Threshold crossing height
TDZ	Touchdown zone
TEL	Telephone
TEMPO	Temporary or temporarily
TFC	Traffic
THR	Threshold
THRU	Through

THU	Thursday
TIL	Until
TKOF	Take-off
TLOF	Touchdown and lift-off area
TML*	Terminal
TODA	Take-off distance available
TORA	Take-off run available
TRANS	Transmits or transmitter
TUE	Tuesday
TWR	Aerodrome Control Tower or aerodrome control
TWY	Taxiway
UDF	Ultra high frequency direction-finding station
UNICOM*	Private advisory station located at uncontrolled aerodrome
UNL	Unlimited
UNREL	Unreliable
U/S	Unserviceable
VAGS*	Visual alignment guidance system
VAR	Magnetic variation
VASIS	Visual approach slope indicator system
VCY	Vicinity
VDF	Very high frequency direction-finding station
VFR	Visual flight rules
VIS	Visibility
VMC	Visual meteorological conditions
VNAV	Vertical Navigation
VNC*	VFR navigation chart
VOR	Very high frequency omni directional radio range
VORTAC	VOR and TACAN combination
VTA*	VFR terminal area chart
W	West or western longitude
WAAS	Wide area augmentation system
WATER	Water aerodrome (for use in Field 10 – HYDRO is used for French NOTAM)
WDI	Wind direction indicator
WED	Wednesday
WEF	With effect from or effective from
WID	Width or wide
WIP	Work in progress
WNW	West-north-west
WPT	Way-point
WSW	West-south-west
WX	Weather
Z	Co-ordinated Universal Time

* Canadian abbreviations that need to be written out in ICAO NOTAM format.

Appendix D – Abbreviations and Acronyms Used in Canadian NOTAM (Encode)

When quoting another publication in the text of a NOTAM, quoted text may contain abbreviations and acronyms extracted from the publication that may differ from the following list.

Abbreviated precision approach path indicator	APAPI
Abbreviated visual approach slope indicator system	AVASIS*
Above	ABV
Above ground level	AGL
Above sea level	ASL*
Accelerate stop distance available	ASDA
Active or activated or activity	ACT
Adjacent	ADJ
Advise	ADZ
Aerodrome	AD
Aerodrome beacon	ABN
Aerodrome Control Tower or aerodrome control	TWR
Aerodrome forecast	TAF
Aerodrome routine meteorological report	METAR
Aeronautical Information Circular	AIC
Aeronautical Information Publication	AIP
After (time or place)	AFT
Aircraft	ACFT
Aircraft Radio Control of Aerodrome Lighting	ARCAL*
Aircraft rescue and fire-fighting (SLIA in French)	ARFF*
Air defence identification zone	ADIZ
Air traffic control (in general)	ATC
Air traffic flow management	ATFM
Air traffic services	ATS
Airport	AP
Airway	AWY
Altitude	ALT
Amendment (AIP Amendment)	AMDT
Approach	APCH
Approach lighting system	ALS
Approximate or approximately	APRX
April	APR
Apron	APN
Area Control Centre or area control	ACC
Area Navigation	RNAV
Arrive or arrival	ARR
August	AUG

Authorized or authorization	AUTH
Automated weather observation system	AWOS*
Automatic dependent surveillance – broadcast	ADS-B
Automatic dependent surveillance – contract	ADS-C
Automatic terminal information service	ATIS*
Available or availability	AVBL
Aviation gasoline	AVGAS
Azimuth	AZM
Beacon (aeronautical ground light)	BCN
Before	BFR
Below	BLW
Between	BTN
Braking	BRKG
Broadcast	BCST
Building	BLDG
<i>Canada Air Pilot</i>	CAP*
<i>Canada Flight Supplement</i>	CFS*
<i>Canada Water Aerodrome Supplement</i>	CWAS*
Canadian Aviation Regulation (RAC in French)	CAR*
Canadian Class F airspace, advisory area	CYA
Canadian Class F airspace, danger area	CYD
Canadian Class F airspace, restricted area	CYR
Canadian Forces Base	CFB*
Canadian runway friction index	CRFI*
Category	CAT
Centreline	CL
Centre (preceded by runway designation number to identify a parallel runway)	C
Channel	CH
Chemical solution or ice control chemical	CHEM
Clear(s) or cleared to or clearance	CLR
Cleared (Runway cleared – as used in SNOWiz)	CLRD
Close or closed or closing	CLSD
Commissioned	COMSND*
Communications	COM
Community Aerodrome Radio Station	CARS*
Condition	COND
Construction or constructed	CONST
Contact	CTC
Continuous day and night service	H24
Control	CTL
Control area	CTA
Controller-pilot data link communications	CPDLC
Co-ordinate or co-ordination	COOR
Co-ordinated Universal Time	Z

Co-ordinates.....	COORD
Customs	CUST
Daily	DLY
Daylight saving time	DT*
December.....	DEC
Decision altitude	DA
Decision height.....	DH
Decommissioned.....	DECOMSND*
Degrees.....	DEG
Degrees Celsius (Centigrade).....	C
Delay or delayed	DLA
Depart or departure.....	DEP
Depth.....	DPT
<i>Designated Airspace Handbook</i>	DAH*
Destination	DEST
Dial-up remote communication outlet	DRCO*
Displaced runway threshold	DTHR
Distance	DIST
Distance measuring equipment	DME
Domestic	DOM
During.....	DRG
East or eastern longitude	E
East-north-east.....	ENE
East-south-east	ESE
Emergency	EMERG
Emergency Air Traffic Priority List.....	EATPL*
Emergency Security Control of Air Traffic.....	ESCAT*
Emission.....	EM
En route.....	ENR
Enroute surveillance radar	RSR
Equipment	EQPT
Estimated time of arrival or estimating arrival	ETA
Estimated time of departure or estimating departure.....	ETD
Except	EXC
Exercises or exercising or to exercise	EXER
Expect or expected or expecting.....	EXP
Facilities	FAC
Facsimile transmission.....	FAX
Final approach and take off area	FATO
February.....	FEB
Feet per minute	FPM
Final approach fix.....	FAF
Flares	FLR
Flight.....	FLT

Flight Information Centre.....	FIC
Flight information region.....	FIR
Flight information service enroute	FISE*
Flight level	FL
Flight management system	FMS
Flight Service Station	FSS
Follow(s) or following	FLW
Foot or feet (dimensional unit)	FT
Forecast	FCST
Frequency	FREQ
Friday	FRI
From	FM
Glide path.....	GP
Glider.....	GLD
Global navigation satellite system.....	GNSS
Global positioning system	GPS
Ground.....	GND
Gravel.....	GRVL
Hazard beacon.....	HBN
Heading	HDG
Height or height above	HGT
Helicopter	HEL
Helicopter approach path indicator	HAPI
Heliport (for use in Field 10).....	HELI
Holiday	HOL
Hours.....	HR
Ice on runway.....	IR
Identify or identifier	ID
Identification	IDENT
Inch or inches (dimensional unit)	INS*
Information	INFO
Initial approach fix	IAF
Instrument	INSTR
Instrument flight rules.....	IFR
Instrument landing system	ILS
Instrument meteorological condition	IMC
Intensity	INTST
International	INTL
Intersection.....	INT
January.....	JAN
July	JUL
June.....	JUN
Kilograms	KG
Knots	KT

Landing.....	LDG
Landing distance available.....	LDA
Lateral Navigation	LNAV
Left (preceded by runway designation number when identifying a parallel runway)	L
Length	LEN
Level.....	LVL
Light(s) or lighting.....	LGT
Lighted.....	LGTD
Light intensity high	LIH
Light intensity low	LIL
Light intensity medium	LIM
Limited.....	LTD
Limited Weather Information System	LWIS*
Localizer	LOC
Localizer Performance without vertical guidance.....	LP
Localizer Performance with Vertical Guidance	LPV
Magnetic.....	MAG
Magnetic variation	VAR
Maintenance.....	MAINT
March	MAR
Maximum.....	MAX
Mean sea level	MSL
Medical Evacuation Flight	MEDEVAC*
Medium frequency.....	MF
Message.....	MSG
Meteorological or meteorology.....	MET
Military	MIL
Military Terminal Control Area	MTCA*
Minimum.....	MNM
Minimum descent altitude	MDA
Minimum enroute altitude.....	MEA
Minimum eye height over threshold (for visual approach slope indicator systems)	MEHT
Minimum navigation performance specifications	MNPS
Minimum obstacle clearance (required).....	MOC
Minimum obstacle clearance altitude	MOCA
Minimum sector altitude	MSA
Minutes.....	MIN
Monday.....	MON
Nautical miles.....	NM
Navigation	NAV
Navigation aid	NAVAID*
Night.....	NGT
Non-directional radio beacon	NDB
Non-precision approach	NPA

North Atlantic.....	NAT
North or northern latitude	N
North-east.....	NE
North-north-east	NNE
North-north-west	NNW
North-west.....	NW
November.....	NOV
Observe, observed, observation	OBS
Obstacle or obstruction	OBST
Oceanic control area	OCA
October.....	OCT
On request.....	O/R
Open or opening or opened	OPN
Operations.....	OPS
Operator or operate or operative or operating or operational	OPR
Organized track system	OTS
Parking	PRKG
Percent.....	PCT*
Peripheral station	PAL*
Permanent.....	PERM
Pilot weather report	PIREP*
Pounds (dimensional unit).....	LB*
Power	PWR
Precision approach path indicator.....	PAPI
Precision approach radar	PAR
Pre-Departure Clearance	PDC*
Primary surveillance radar	PSR
Prior notice required	PN
Prior permission required	PPR
Procedure.....	PROC
Private advisory station located at uncontrolled aerodrome	UNICOM*
Published or publication(s).....	PUB*
Quadrant	QUAD
Radial	RDL
Radio	RDO
Receive or receiver	REC
Receiver autonomous integrity monitoring.....	RAIM
Reduced vertical separation minimum (1000 ft between FL290 and FL410)	RVSM
Reference to... or refer to	REF
Règlement de l'aviation canadien (CAR in English)	RAC*
Remark.....	RMK
Remote communications outlet.....	RCO*
Required navigation performance	RNP
Rescue co-ordination centre	RCC

Restricted Canada Air Pilot	RCAP*
Right (preceded by runway designation number when identifying a parallel runway)	R
Route	RTE
Runway	RWY
Runway arresting gear	RAG
Runway centre line	RCL
Runway centre line light(s)	RCLL
Runway edge light(s)	REDL
Runway end light(s)	RENL
Runway surface condition	RSC*
Runway threshold light(s)	RTHL
Runway touchdown zone light(s)	RTZL
Runway visual range	RVR
Saturday	SAT
Schedule or scheduled	SKED
Search and rescue	SAR
Secondary surveillance radar	SSR
September	SEP
Serviceable	SVCBL
Service de sauvetage et lutte contre les incendies d'aéronefs (ARFF in English)	SLIA*
Service or Service message	SVC
Single sideband	SSB
Snow	SN
South or southern latitude	S
South-east	SE
South-south-east	SSE
South-south-west	SSW
South-west	SW
Space weather	SWX
Space weather centre	SWXC
Stand by	SDBY
Standard instrument arrival	STAR
Standard instrument departure	SID
Sunday	SUN
Sunrise	SR
Sunset	SS
Supplement (AIP Supplement)	SUP
Surface	SFC
Take-off	TKOF
Take-off distance available	TODA
Take-off run available	TORA
Taxiway	TWY
Telephone	TEL
Temporary or temporarily	TEMPO

Terminal	TML*
Terminal area surveillance radar	TAR
Threshold	THR
Threshold crossing height	TCH
Through	THRU
Thursday	THU
Touchdown and lift-off area.....	TLOF
Touchdown zone	TDZ
Traffic	TFC
Transmits or transmitter	TRANS
Tuesday.....	TUE
Ultra-high frequency direction-finding station.....	UDF
Ultra-high frequency tactical air navigation aid	TACAN
Unlimited	UNL
Unreliable	UNREL
Unserviceable	U/S
Until	TIL
Vertical Navigation	VNAV
Very high frequency direction-finding station	VDF
Very high frequency omni directional radio range	VOR
VFR navigation chart.....	VNC*
VFR terminal area chart	VTA*
Vicinity	VCY
Visibility	VIS
Visual alignment guidance system.....	VAGS*
Visual approach slope indicator system.....	VASIS
Visual flight rules	VFR
Visual meteorological conditions.....	VMC
VOR and TACAN combination.....	VORTAC
Water aerodrome (for use in Field 10 for English NOTAM).....	WATER
Water aerodrome (for use in Field 10 for French NOTAM)	HYDRO
Way-point.....	WPT
Weather	WX
Wednesday	WED
West or western longitude.....	W
West-north-west	WNW
West-south-west	WSW
Wide area augmentation system	WAAS
Width or wide	WID
Wind direction indicator	WDI
With effect from or effective from	WEF
Work in progress	WIP

* Canadian abbreviations that need to be written out in ICAO NOTAM format.

Appendix E – NOTAM Continuity Sheet / Feuille de continuité de NOTAM

NOTAM N°	Reference Référence	NOTAM N°	Reference Référence	NOTAM N°	Reference Référence	NOTAM N°	Reference Référence
01		26		51		76	
02		27		52		77	
03		28		53		78	
04		29		54		79	
05		30		55		80	
06		31		56		81	
07		32		57		82	
08		33		58		83	
09		34		59		84	
10		35		60		85	
11		36		61		86	
12		37		62		87	
13		38		63		88	
14		39		64		89	
15		40		65		90	
16		41		66		91	
17		42		67		92	
18		43		68		93	
19		44		69		94	
20		45		70		95	
21		46		71		96	
22		47		72		97	
23		48		73		98	
24		49		74		99	
25		50		75		100	

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Appendix F – Automatic Service Message (ASM)

NOTAMN, NOTAMR and NOTAMC drafted by originating stations are subject to automated verification and validation by the NPS for compliance with mandatory format fields. The NPS will generate a rejection message back to originating stations for NOTAM received with incorrect, incomplete or missing fields using the following ASM format:

QTA: General AFTN code indicating the NOTAM message was rejected by the system

RPT: General AFTN code indicating the message needs to be sent again

Fault Code: Reason for the rejection (see ASM Codes); first line of received NOTAM

Example: GG CYZVYFYX
210930 CYHQYNYX
QTA RPT ILSN
050123 NOTAMC 050125 CYZV SEPT-ILES

Table 1: ASM Codes

Rejection Notice	Description	Remarks
ETNR	English text not received	French version received before the English version. Applies to NOTAM files that require English and French versions.
FTNR	French text not received	French version was not received. Applies to NOTAM files that require English and French versions. A reminder will be sent by the system every 15 minutes.
IEFP	Invalid English/French pairing	English/French versions do not match (e.g., type, year or sequence number). Applies to NOTAM files that require English and French versions.
ILSN	Illogical sequence number	Sequence number to be cancelled or replaced is equal to or greater than the current sequence number.
IMPM	Invalid message part missing	NOTAM part(s) not received.
INAL	Invalid alignment	Invalid alignment functions in NOTAM line.
INCO	Invalid content	NOTAM manually rejected by NOF personnel due to invalid content (NOTAM sequence number incremented).
INCR	Invalid cancellation request	Sequence number to be cancelled is either missing or not in the NPS database.
INEI	Invalid expiry information	
INET	Invalid expiry time	Expiry time information does not contain ten-digit date-time group, or invalid alignment functions appear between TIL or TIL APRX and date-time group, expiry time already passed, or start time later in time than expiry time.

Rejection Notice	Description	Remarks
INFI	Invalid NOTAM file indicator	NOTAM file indicator does not contain four letters.
INFN	Invalid facility name	The facility name is missing.
INNO	Invalid NOTAM file originator	Originating station is not authorized to input NOTAM for the applicable NOTAM file.
INPR	Invalid part received	Page received out of sequence.
INQR	Invalid query request	Originator is not authorized to query the NPS database.
INRI	Invalid routing information	Invalid AFTN message address.
INRR	Invalid revision request	NOTAM sequence number to be replaced is either missing or not in the NPS database.
INSR	Invalid sequence number	Sequence number is not equal to next expected number.
INTY	Invalid NOTAM type	Type of NOTAM (N, R, C or J) is missing.
INYY	Invalid year	Sequence number does not contain the current year.
IPMF	Invalid page message format	NOTAM has not been paged in accordance with procedures.
IPMI	Invalid page message information	NOTAM has not been paged in accordance with procedures.
NOTX	No text received	NOTAM text is missing or the word DUPE has been used.

When the time on an active NOTAM carrying a TIL APRX time has passed and no replacement (NOTAMR) or cancellation (NOTAMC) of the NOTAM in question has been sent, the NPS will generate the following service message twice every hour at 13 and 43 minutes past the hour:

Example: SVC. PLEASE REPLACE OR CANCEL DUE TIL APRX
120001 NOTAMN CYQK KENORA(DISTRICT HOSP)(HELI)
CJG6 OBST LGT U/S TOWER 494606N 943016W (APRX 0.2 NM W AD)
383 FT AGL 1539 MSL
YYMMDDHHMM TIL APRX YYMMDDHHMM

Appendix G – Aerodrome Names Too Long for Field 10

Some aerodrome names contain too many characters for Field 10; these aerodromes are listed with their accepted substitute names.

CAB5 ABBOTSFORD(REGIONAL HOSP)(HELI)
CAE2 CRANBROOK(EAST KOOTENAY HOSP)(HELI)
CAK7 VANCOUVER(CHILDREN'S HOSP)(HELI)
CAL7 GANGES(GULF ISLANDS HOSP)(HELI)
CAS5 QUALICUM BEACH(AEROSMITH SERVICE)(HELI)
CAT6 CAMPBELL RIVER(DIST GEN HOSP)(HELI)
CBG8 PRINCE GEORGE(PACIFIC WESTERN)(HELI)
CBS9 BLAIRMORE(HEALTH CENTRE)(HELI)
CBT5 GOLDEN(DISTRICT GEN HOSP)(HELI)
CBT9 PORT ALBERNI/SPROAT LAKE(HELI)
CBY5 PRINCE RUPERT(S.C.COAST GUARD)(HELI)
CCH5 MONTREAL/LONGUEUIL PIERRE-BOUCHER(HELI)
CCH9 COLD LAKE HEALTH CENTRE(HELI)
CCT3 CASTLEGAR(TARRYS CONVENTION CTR)(HELI)
CDT3 ARICHAT(STE.ANNE HOSP)(HELI)
CDT6 BRIDGEWATER(SOUTH SHORE HOSP)(HELI)
CDY5 ANTIGONISH(REGIONAL HOSP)(HELI)
CES3 EDMONTON/ST.ALBERT(DELTA HEL)(HELI)
CEW7 EDMONTON(UNIV OF ALBERTA)(HELI)
CFH2 WILLIAMS LAKE(FRONTLINE HELICOPTER)(HELI)
CGB4 NANAIMO/GABRIOLA ISLAND(CLINIC)(HELI)
CGC3 GRANDE CACHE(HEALTH COMPLEX)(HELI)
CGH2 GANDER(JAMES PATON HEALTH CENTRE)(HELI)
CGM2 SMOKY LAKE(GEORGE MCDOUGALL H.C.)(HELI)
CGP2 GRANDE PRAIRIE(QE II HOSP)(HELI)
CHA2 ST-ETIENNE-DES-GRES(WATER)

CHQE HALIFAX(QE II HEALTH CENTRE)(HELI)
CHT3 MONT TREMBLANT/ST-JOVITE(HELI)
CHW2 ORANGEVILLE(HEADWATERS HEALTH)(HELI)
CJG6 KENORA(DISTRICT HOSP)(HELI)
CJN7 LITTLE CHURCHILL RIVER/DUNLOP'S FLY-IN
CKB3 TRAIL(KOOTENAY BOUNDARY HOSPITAL)(HELI)
CKV9 FORT VERMILION/COUNTRY GARDENS(HELI)
CKW7 KIRKFIELD/BALSAM LAKE SEAPLANE(WATER)
CKY4 KILLARNEY(MOUNTAIN LODGE)(WATER)
CMC2 EDMONTON/MISERICORDIA(HELI)
CMS3 ST-MICHEL-DES-SAINTS(MARINA)(WATER)
CMT3 CALGARY(FOOTHILLS HOSP)(HELI)
CNB3 NORTH BAY(REGIONAL HEALTH CENTRE)(HELI)
CNG8 NIAGARA FALLS(GENERAL HOSP)(HELI)
CNH4 ST. CATHARINES(NIAGARA HEALTH)(HELI)
CNK6 OWEN SOUND(GREY BRUCE HEALTH SVC)(HELI)
CNK9 KITCHENER-WATERLOO(HOSP)(HELI)
CNL3 BROCKVILLE REGIONAL TACKABERRY
CNM3 STURGEON FALLS(GEN HOSP)(HELI)
CNT4 LITTLE CURRENT(MANITOULIN)(HELI)
CNV2 INVERNESS(MEM HOSP)(HELI)
CNW9 VANCOUVER/NEW WESTMINSTER(HOSP)(HELI)
CNZ6 GEORGETOWN(DISTRICT HOSP)(HELI)
CPA6 HAGERSVILLE WEST HALDIMAND(HOSP)(HELI)
CPB7 BANCROFT(N HASTINGS DISTRICT HOSP)(HELI)
CPG3 FORT ERIE(AIRBUS HELICOPTERS)(HELI)
CPJ3 HAMILTON(MCMASTER MEDICAL CENTRE)(HELI)
CPK6 TORONTO(MISSISSAUGA HOSP)(HELI)
CPS6 CORNWALL(COMMUNITY HOSP)(HELI)
CPU2 KINCARDINE(BRUCE GREY HEALTH CTR)(HELI)
CPZ9 TORONTO/BILLY BISHOP TORONTO CITY(WATER)
CRL3 RED LAKE(MARGARET COCHENOUR HOSP)(HELI)

CSD2 SUNDRE(HOSPITAL HEALTH CARE CENTRE)(HELI)
CSN6 SAINT JOHN(REGIONAL HOSPITAL)(HELI)
CVG8 VEGREVILLE(ST.JOSEPH'S HOSP)(HELI)
CWC4 WETASKIWIN(HOSP AND CARE CENTRE)(HELI)
CWH4 OTTAWA(WINCHESTER DISTRICT HOSP)(HELI)
CYQM MONCTON/GREATER MONCTON R.LEBLANC INTL
CYSY SACHS HARBOUR(NASOGALUAK SAARYUAQ)

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