

❖ Permit Request to Land at Jordanian Airports for Scheduled Flights.

1) Service Name:

Permit Request to land at Jordanian airports for scheduled flights.

2) Definitions:

Scheduled flights: - commercial air transport service, offered to the public, this type of flights (passengers, cargo and mail) is operated as a series of flights and the airline or its representative are obligated to inform the responsible department at CARC of their seasonal flights schedule (Summer and Winter) at least [30] thirty days prior to the commencement of operation and [60] days in case of first time operation. This type of scheduled flights starts or ends at a Jordanian airport.

Forbidden Dangerous Goods: Prohibited materials in accordance with the Civil Aviation Law in force, the Instructions issued pursuant to it, or the decisions of the Council.

3) Required Documents & Information:

1. Permit request form to land at Jordanian airports for scheduled flights (**CARC Form 10-2001A**) (for first time operation) with all required documents attached.
2. Permit request form to land at Jordanian airports for scheduled flights (**CARC Form 10 – 2001B**) through the representative or the local general sales agent (GSA) of the designated and authorized airlines, with all required & updated documents attached.

4) Procedures:

1. The applicant, for first time operation, shall submit permit request form to land at Jordanian airports for scheduled flights (**CARC Form 10-2001A**) duly completed
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with all required documents and information attached [60] working days prior to the commencement of operation for (winter/summer) seasons, to the following e-mail scheduled.flights@carc.gov.jo and a copy to airclearances@carc.gov.jo .

2. The applicant, for recurrent operation, shall submit permit request form to land at Jordanian airports for scheduled flights (**CARC Form 10 – 2001B**) duly completed with all required documents and information attached [30] days prior to the start of operation for (winter/summer) seasons through the representative or the local general sales agent (**GSA**) of the designated and authorized airlines to the following e-mail scheduled.flights@carc.gov.jo and a copy to airclearances@carc.gov.jo .
3. In case of approval, the permit will be issued and the applicant will be informed of the permit number via an electronic message.
4. In case the request is not approved, the applicant will be notified with the reasons thereof via an electronic message.

5) Notes:

- A request to operate additional flights on the routes that have obtained scheduled landing permits, or to modify the flights schedule shall be submitted [5] working days prior to the date of flights to the following e-mail: scheduled.flights@carc.gov.jo and a copy to airclearances@carc.gov.jo for approval.
 - A request for adding aircraft to the fleet used in operation shall be submitted [10] working days prior to the date of operation with all aircraft required documents in form (**CARC Form 10 – 2001B**) attached to the following e-mail scheduled.flights@carc.gov.jo and a copy to airclearances@carc.gov.jo .
 - In case of carrying forbidden dangerous goods on board of any flight, an application shall be submitted containing the nature of the dangerous goods according to the specified number (**UN Number**), as well as the (**Air waybill**), to the following email scheduled.flights@carc.gov.jo and a copy to airclearances@carc.gov.jo [5] working days prior to the flight date for approval.
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6) Required Time for Approvals & Permit Issuance:

- **[60]** Working days upon receipt of form (**CARC Form 10-2001A**) for first time operation, duly completed with all required documents attached for permit issuance.
- **[30]** Days upon receipt of form (**CARC Form 10-2001B**) for recurrent operation, duly completed with all required documents attached for permit issuance.
- **[10]** Working days upon receipt of all relevant documents for adding aircraft to the fleet used in operation for approval issuance.
- **[5]** Working days upon receipt of the request to operate additional regular flights or amend the flight schedule, duly completed with all required documents and information for approval issuance.
- **[5]** Working days prior to operation date of flights with forbidden dangerous goods on board upon receipt of all requirements for approval issuance.

7) Civil Aviation Regulations Related to Dangerous Goods:

- JCAR Part OPS 1 / Subpart R (which replaced JCAR part 120).