Aeronautical Information Management

Canadian NOTAM Procedures Manual

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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 NOTAM, 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 NOTAM.

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 hours\(^2\) 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 facts\(^4\), 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);

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\(^5\) 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.

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\(^8\) 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).
4 Format

4.1 NOTAM Format

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

*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\textsuperscript{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.;

\textsuperscript{13} There is no dedicated field for the start time. The start time is usually indicated in field 12.
\textsuperscript{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
CFP9 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


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.
YYMMHHHMM TIL YYMDDHHMM

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 by 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](image-url)
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

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 10: Daily Periods**

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

---

**Figure 11: Daily Periods Spanning Midnight**

---

**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:

\[
\text{[MONTH]} \ [\text{DATE}] \ [-][\text{START TIME}]\text{--}[\text{END TIME}] \ [\text{START TIME}]\text{--}[\text{END TIME}]
\]

Example:

\[
\text{AUG 14 1200-1730} \\
\text{AUG 16 0700-1200 1630-2200} \\
\text{AUG 18 1200-1800}
\]

\[
\text{AUG 14, 0000-2359} \\
\text{AUG 15} \\
\text{AUG 16} \\
\text{AUG 17} \\
\text{AUG 18}
\]

\[
\begin{array}{c}
1200-1730 \\
0700-1200 \\
1630-2200 \\
1200-1730
\end{array}
\]

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:

\[
\text{[MONTH]} \ [\text{START DATE}]\text{--}[\text{END DATE}] \ [\text{START TIME}]\text{--}[\text{END TIME}]
\]

Example:

\[
\text{AUG 15-18 1000-1900} \\
\text{AUG 19-21 0800-1400}
\]

\[
\text{AUG 15} \\
\text{AUG 16} \\
\text{AUG 17} \\
\text{AUG 18} \\
\text{AUG 19} \\
\text{AUG 20} \\
\text{AUG 21}
\]

\[
\begin{array}{c}
0000-2359 \\
0800-1400 \\
0800-1400 \\
0800-1400 \\
0800-1400 \\
0800-1400 \\
0800-1400
\end{array}
\]

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”.

\[
\text{[MONTH]} \ [\text{DATE}] \ [\text{START TIME}]\text{--}[\text{END TIME}] \text{ or } [\text{MONTH]} \ [\text{START DATE}]\text{--}[\text{END DATE}] \ [\text{START TIME}]\text{--}[\text{END TIME}]
\]

Example:

\[
\text{120001 NOTAMN CYKA KAMLOOPS} \\
\text{CYKA TEXT TEXT TEXT TEXT} \\
\text{AUG 11 2030-0300} \\
\text{AUG 12 2000-0200} \\
\text{AUG 13-16 2100-0430} \\
\text{1308112030 TIL 1308170430}
\]

\[
\text{AUG 11} \\
\text{AUG 12} \\
\text{AUG 13} \\
\text{AUG 14} \\
\text{AUG 15} \\
\text{AUG 16} \\
\text{AUG 17}
\]

\[
\begin{array}{c}
0000-2359 \\
2030-0300 \\
2000-0200 \\
2100-0430 \\
2100-0430 \\
2100-0430 \\
2100-0430
\end{array}
\]

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:

\[
\text{[MONTH]} \ [\text{DATE}] \ [\text{DATE}] \ [\text{DATE}] \ [\text{START TIME}] - [\text{END TIME}]
\]

Example: DEC 08 10 11 13 1200-2200

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

\[
\text{[MONTH]} \ [\text{START DATE}] - [\text{END DATE}] \ [\text{START TIME}] - [\text{END TIME}] \text{ AND } [\text{MONTH}]
\]

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

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 18: Example 7

Figure 19: H24 Periods
Combination of Day Periods 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 days

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 Period\textsuperscript{17}

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](image)

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- BEAUCHE 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

\textsuperscript{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, $SR \text{ MINUS} 25 \text{ MIN}$ means "sunrise minus 25 minutes" and $SS \text{ PLUS} 25 \text{ MIN}$ 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
YYMDDHHMM TIL YYMDDHHMM

Example 3: 120001 NOTAMN CYUL MONTREAL/POINT ZERO(HELI)
CP26 AD CLSD
YYMDDHHMM TIL APRX YYMDDHHMM

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

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
YYMDDHHMM TIL YYMDDHHMM
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. DIFENBAKER 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 AUTH.
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.
YYMDDHHMM TIL YYMDDHHMM

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 runway:\[^{18}\]:

- 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 work.\(^\text{19}\)

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 NOTAM 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 UNOBSERVED 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
YMMDDHHMM TIL YMMDDHHMM

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
YMMDDHHMM TIL YMMDDHHMM

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
YMMDDHHMM TIL YMMDDHHMM
5.2.8 Apron

A NOTAM can be issued for the closure of an apron.20

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

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
YYMDDHHMM TIL APRX YYMDDHHMM

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.
YYMDDHHMM TIL YYMDDHHMM

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).
YYMDDHHMM TIL APRX YYMDDHHMM

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
YYMDDHHMM TIL YYMDDHHMM
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 CYYJ, CYCD AND CYXX. VFR ACFT CAN ANTICIPATE RESTRICTIONS
YYMDDDHHMM TIL YYMDDDHHMM

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
YYMDDDHHMM TIL YYMDDDHHMM

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
YYMDDDHHMM TIL YYMDDDHHMM

Example 4: 120001 NOTAMN CZEG EDMONTON FIR
CZEG DUE TO REDUCED SYSTEM CAPACITY ANTICIPATE UP TO 15 MIN DLA FOR REMOTE AD ADVISORY SVC
YYMDDDHHMM TIL YYMDDDHHMM

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

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

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

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

5.3 NAVALAID and IFR Procedures

5.3.1 NAVALAID

A NOTAM shall be issued for the unserviceability of a NAVALAID.\textsuperscript{21}

The name of the NAVALAID 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 NAVALAID 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 YYMDDHHMM TIL YYMDDHHMM

Example 2: A NAVALAID 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 YYMDDHHMM TIL YYMDDHHMM

Example 3: An enroute NAVALAID 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 NAVALAID shall be included in the text.

120001 NOTAMN CYYZ TORONTO FIR YXI- KILLALOE VOR/DME 115.6/CH103 U/S YYMDDHHMM TIL YYMDDHHMM

\textsuperscript{21} Published private NAVALAID 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  
      YYYMDDHHMM TIL YYYMDDHHMM

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  
      YYYMDDHHMM TIL APRX YYYMDDHHMM

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  
      YYYMDDHHMM TIL APRX YYYMDDHHMM

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 CYYR MAKKOVIK  
      YFT- NDB 339 OPR 50 PCT PWR OR LESS  
      YYYMDDHHMM TIL APRX YYYMDDHHMM

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 YYYYMMDD0901

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 YYYYMMDD0901

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 YYYYMMDDHHMM

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 YYYYMMDDHHMM

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
   YYYYMMDDHHMM TIL YYYYMMDDHHMM

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
   YYYYMMDDHHMM TIL YYYYMMDDHHMM

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
   YYYYMMDDHHMM TIL APRX YYYYMMDDHHMM

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
   YYYYMMDDHHMM TIL YYYYMMDDHHMM

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 localizer\(^{22}\). 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 category\(^{23}\)
- Commercial or standby power unserviceability
- ILS outside CAT II/III tolerances\(^{24}\)

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 YYYMDDHHMM

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

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 YYYMDDHHMM

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 YYYMDDHHMM

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 YYYMDDHHMM

\(^{22}\) 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
   YYMDDHHMM TIL APRX YYMDDHHMM

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
   YYMDDHHMM TIL APRX YYMDDHHMM

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

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
   YYMDDHHMM TIL YYMDDHHMM

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
   YYMDDHHMM TIL YYMDDHHMM

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

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 YMMDDHHMM TIL YMMDDHHMM

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

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. YMMDDHHMM TIL YMMDDHHMM

5.3.21 GNSS Unreliability

When multiple pilots indicate that GNSS is unreliable and affecting GNSS-based operations, the TOC 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] YMMDDHHMM TIL YMMDDHHMM

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 YMMDDHHMM TIL APRX YMMDDHHMM

Example 2: 120001 NOTAMN CYWG WINNIPEG/JAMES ARMSTRONG RICHARDSON INTL YWG- VOR AND TACAN MORSE CODE IDENT PAIRING NOT SYNCHRONIZED YMMDDHHMM TIL APRX YMMDDHHMM
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
(235.4 (PRIMARY) AND 263.5 (SECONDARY)
HR OF OPS: 1300-0100 DLY
YYMMDD1300 TIL APRX YYMMDD0100
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 CZYZ TORONTO FIR
CZYZ 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 DELAY 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 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 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 CZYZ TORONTO FIR
CZYZ PURSUANT TO CAR 601.14, 601.15(B) AND 601.16, FOREST FIRE AREA BOUNDED BY 4749N 8208W-4755N 8208W-4749N 8203W-4749N 8208W. RESTRICTED AIRSPACE 4745N 8210W-4800N 8210W-4800N 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/TOKOF 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.
YYMDDDHHMM TIL APRX YYMDDDHHMM

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)](image)

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
YYMDDDHHMM TIL YYMDDDHHMM

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
YYMDDDHHMM TIL YYMDDDHHMM
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 Obstruction

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.
YYMDDHHMM TIL YYMDDHHMM

**Example 2:**
170002 NOTAMN CYGU 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.
YYMDDHHMM TIL YYMDDHHMM

**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.
YYMDDHHMM TIL YYMDDHHMM

### 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
YYMDDHHMM TIL YYMDDHHMM

**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
YYMDDHHMM TIL YYMDDHHMM
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 CZYZ TORONTO FIR
CZYZ ALGONQUIN TATEX AREA ACT. SFC TO 5000 FT MSL
(REF CFS SECTION C)
YMMDDHHMM TIL YMMDDHHMM
```

**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)
YMMDDHHMM TIL YMMDDHHMM
```

**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
YMMDDHHMM TIL YMMDDHHMM
```

### 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
YMMDDHHMM TIL YMMDDHHMM
```
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 CZYZ TORONTO FIR

CZYZ 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-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 DRG 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 
YMMDDHMM TIL YMMDDHMM

5.5.12 Recreational Activities

The aerodrome authority authorizes activities at the aerodrome. 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 6000 FT MSL 
YMMDDHMM TIL YMMDDHMM

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 
YMMDDHMM TIL YMMDDHMM

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

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 
YMMDDHMM TIL YMMDDHMM

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.

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 CZZY TORONTO FIR
CZZY 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 KUUJJUAQ
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 CZZY TORONTO FIR
CZZY 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 CZYZ TORONTO FIR
CZYZ 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 YYMMDDHHMM

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
YYMMDDHHMM 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 FOYMNOUNT U/S
   YYMMDDHHMM TIL YYMMDDHHMM

5.6.9 Gander International Air Frequencies

The NOTAM for International air frequencies shall include the location 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 AIP 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 CXYZ 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 AFCH 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 indicator 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  
YYMDDHHMM TIL YYMDDHHMM

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

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

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

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

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  
YYMDDHHMM TIL APRX YYMDDHHMM

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 CYYR CHURCHILL FALLS
CZUM AWOS VOICE GENERATOR U/S
YYMDDHHMM TIL YYMDDHHMM

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
YYMDDHHMM TIL YYMDDHHMM

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
YYMDDHHMM TIL YYMDDHHMM

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
YYMDDHHMM TIL APRX YYMDDHHMM

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
YYMDDHHMM TIL YYMDDHHMM

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
YYMDDHHMM TIL YYMDDHHMM
5.8.2 Wind Direction Indicator

A NOTAM shall be issued to indicate the unserviceability of a wind direction indicator\(^{34}\). If there is more than one wind direction indicator at the aerodrome, its location shall be identified.

Example 1: 120001 NOTAMN CYBR DELORAINE
    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 CYZ2NTAM (for English NOTAM) or CYZ2NTMF (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 CYZ2NYND DDTTTT CYQBYFYX 999992 NOTAMN CYND MANIWAKI CYMW RWY 03/21 CLSD YYMDDHHMM TIL YYMDDHHMM

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

GG CYZ2NTAM CZULZRM DDTTTT CYQBYFYX 010002 NOTAMN CYND MANIWAKI CYMW RWY 03/21 CLSD UNEDITED TEXT YYMDDHHMM TIL YYMDDHHMM

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 CYZ2NYND DDTTTT CYQBYFYX 999992 NOTAMR 150034 CYND MANIWAKI CYMW RWY 03/21 CLSD YYMDDHHMM TIL YYMDDHHMM
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 CY2VYFYX
          NOTAMQ CYRJ120001F

For a Specific NOTAM File
Example:  GG CYZZQQNI
          DDHHMM CYXEFYX
          NOTAMQ CYKA

For a Specific French NOTAM File
Example:  GG CYZZQQNI
          DDHHMM CYZVYFYX
          NOTAMQ CYYYF

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 CYZZQJNI 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.

Example: GG CYZZQJNI 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 provided. 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.

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 (ANNULE 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 YMMDDHHMM

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 YMMDDHHMM

### 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] YYMMDHHMM
CAAA CRFI 02/20 [FRICTION] YYMMDHHMM
CAAA RSC 09/27 [CONDITIONS] YYMMDHHMM
CAAA CRFI 09/27 [FRICTION] YYMMDHHMM
CAAA RSC 14/32 [CONDITIONS] YYMMDHHMM
CAAA CRFI 14/32 [FRICTION] YYMMDHHMM
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 NOTAM context, treatments such as sand or chemicals are not considered deposits.

<table>
<thead>
<tr>
<th>Condition</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bare and damp</td>
<td>Frost over ice</td>
</tr>
<tr>
<td>Bare and dry</td>
<td>Ice</td>
</tr>
<tr>
<td>Bare and wet</td>
<td>Slush</td>
</tr>
<tr>
<td>Compacted snow</td>
<td>Slush over ice</td>
</tr>
<tr>
<td>Compacted snow gravel mix</td>
<td>Standing water</td>
</tr>
<tr>
<td>Dry snow</td>
<td>Standing water over ice</td>
</tr>
<tr>
<td>Dry snow over compacted snow</td>
<td>Wet ice</td>
</tr>
<tr>
<td>Dry snow over ice</td>
<td>Wet snow</td>
</tr>
<tr>
<td>Dry snow over slush</td>
<td>Wet snow over ice</td>
</tr>
<tr>
<td>Frost</td>
<td></td>
</tr>
</tbody>
</table>

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 NOTAM 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 1.5\(^{37}\).

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.

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\(^{36}\) 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 available:

- 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 available:

- 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.

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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 NOTAM 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 NOTAM when air/ground communications are available. The phrase **VERIFY Rwy UNOBRSTRTED 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 UNOBRSTRTED 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 YYMMDHHMM

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 09/27 -10C .37 1202151753
CAAA RSC 14/32 40 PCT BARE AND DRY, 60 PCT DRY SN TRACE. 1202151710
CAAA 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 YYMMDHHMM
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)
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
<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
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<tbody>
<tr>
<td>UAV</td>
<td>Unmanned Air Vehicle</td>
</tr>
<tr>
<td>UFN</td>
<td>Until further notice</td>
</tr>
<tr>
<td>UTC</td>
<td>Co-ordinated Universal Time</td>
</tr>
<tr>
<td>VHF</td>
<td>Very high frequency</td>
</tr>
<tr>
<td>WAADS</td>
<td>Wind and altimeter display system</td>
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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.o 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.
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
## 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.

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABN</td>
<td>Aerodrome beacon</td>
</tr>
<tr>
<td>ABV</td>
<td>Above</td>
</tr>
<tr>
<td>ACC</td>
<td>Area Control Centre or area control</td>
</tr>
<tr>
<td>ACFT</td>
<td>Aircraft</td>
</tr>
<tr>
<td>ACT</td>
<td>Active or activated or activity</td>
</tr>
<tr>
<td>AD</td>
<td>Aerodrome</td>
</tr>
<tr>
<td>ADIZ</td>
<td>Air defence identification zone</td>
</tr>
<tr>
<td>ADJ</td>
<td>Adjacent</td>
</tr>
<tr>
<td>ADS-B</td>
<td>Automatic dependent surveillance – broadcast</td>
</tr>
<tr>
<td>ADS-C</td>
<td>Automatic dependent surveillance – contract</td>
</tr>
<tr>
<td>ADZ</td>
<td>Advise</td>
</tr>
<tr>
<td>AFT</td>
<td>After... (time or place)</td>
</tr>
<tr>
<td>AGL</td>
<td>Above ground level</td>
</tr>
<tr>
<td>AIC</td>
<td>Aeronautical Information Circular</td>
</tr>
<tr>
<td>AIP</td>
<td>Aeronautical Information Publication</td>
</tr>
<tr>
<td>ALS</td>
<td>Approach lighting system</td>
</tr>
<tr>
<td>ALT</td>
<td>Altitude</td>
</tr>
<tr>
<td>AMDT</td>
<td>Amendment (AIP Amendment)</td>
</tr>
<tr>
<td>AP</td>
<td>Airport</td>
</tr>
<tr>
<td>APAPI</td>
<td>Abbreviated precision approach path indicator</td>
</tr>
<tr>
<td>APCH</td>
<td>Approach</td>
</tr>
<tr>
<td>APN</td>
<td>Apron</td>
</tr>
<tr>
<td>APR</td>
<td>April</td>
</tr>
<tr>
<td>APRX</td>
<td>Approximate or approximately</td>
</tr>
<tr>
<td>ARCAL*</td>
<td>Aircraft Radio Control of Aerodrome Lighting</td>
</tr>
<tr>
<td>ARFF*</td>
<td>Aircraft rescue fire-fighting (SLIA in French)</td>
</tr>
<tr>
<td>ARR</td>
<td>Arrive or arrival</td>
</tr>
<tr>
<td>ASDA</td>
<td>Accelerate stop distance available</td>
</tr>
<tr>
<td>ASL*</td>
<td>Above sea level</td>
</tr>
<tr>
<td>ATC</td>
<td>Air traffic control (in general)</td>
</tr>
<tr>
<td>ATFM</td>
<td>Air traffic flow management</td>
</tr>
<tr>
<td>ATIS</td>
<td>Automatic terminal information service</td>
</tr>
<tr>
<td>ATS</td>
<td>Air traffic services</td>
</tr>
<tr>
<td>AUG</td>
<td>August</td>
</tr>
<tr>
<td>AUTH</td>
<td>Authorized or authorization</td>
</tr>
<tr>
<td>AVASIS*</td>
<td>Abbreviated visual approach slope indicator system</td>
</tr>
<tr>
<td>AVBL</td>
<td>Available or availability</td>
</tr>
</tbody>
</table>
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*   Canada Air Pilot
CAR*   Canadian Aviation Regulation (RAC in French)
CARS*  Community Aerodrome Radio Station
CAT    Category
CFB*   Canadian Forces Base
CFS*   Canada Flight Supplement
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*  Canada Water Aerodrome Supplement
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*   Designated Airspace Handbook
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
<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>FPM</td>
<td>Feet per minute</td>
</tr>
<tr>
<td>FREQ</td>
<td>Frequency</td>
</tr>
<tr>
<td>FRI</td>
<td>Friday</td>
</tr>
<tr>
<td>FSS</td>
<td>Flight Service Station</td>
</tr>
<tr>
<td>FT</td>
<td>Foot or feet (dimensional unit)</td>
</tr>
<tr>
<td>GLD</td>
<td>Glider</td>
</tr>
<tr>
<td>GND</td>
<td>Ground</td>
</tr>
<tr>
<td>GNSS</td>
<td>Global navigation satellite system</td>
</tr>
<tr>
<td>GP</td>
<td>Glide path</td>
</tr>
<tr>
<td>GPS</td>
<td>Global positioning system</td>
</tr>
<tr>
<td>GRVL</td>
<td>Gravel</td>
</tr>
<tr>
<td>H24</td>
<td>Continuous day and night service</td>
</tr>
<tr>
<td>HAPI</td>
<td>Helicopter approach path indicator</td>
</tr>
<tr>
<td>HBN</td>
<td>Hazard beacon</td>
</tr>
<tr>
<td>HDG</td>
<td>Heading</td>
</tr>
<tr>
<td>HEL</td>
<td>Helicopter</td>
</tr>
<tr>
<td>HELI</td>
<td>Heliport (for use in Field 10)</td>
</tr>
<tr>
<td>HGT</td>
<td>Height or height above</td>
</tr>
<tr>
<td>HOL</td>
<td>Holiday</td>
</tr>
<tr>
<td>HR</td>
<td>Hours</td>
</tr>
<tr>
<td>HYDRO</td>
<td>Water aerodrome (for use in Field 10 for French NOTAM – WATER used for English NOTAM)</td>
</tr>
<tr>
<td>IAF</td>
<td>Initial approach fix</td>
</tr>
<tr>
<td>ID</td>
<td>Identify or identifier</td>
</tr>
<tr>
<td>IDENT</td>
<td>Identification</td>
</tr>
<tr>
<td>IFR</td>
<td>Instrument flight rules</td>
</tr>
<tr>
<td>ILS</td>
<td>Instrument landing system</td>
</tr>
<tr>
<td>IMC</td>
<td>Instrument meteorological condition</td>
</tr>
<tr>
<td>INFO</td>
<td>Information</td>
</tr>
<tr>
<td>INS*</td>
<td>Inch or inches (dimensional unit)</td>
</tr>
<tr>
<td>INSTR</td>
<td>Instrument</td>
</tr>
<tr>
<td>INT</td>
<td>Intersection</td>
</tr>
<tr>
<td>INTL</td>
<td>International</td>
</tr>
<tr>
<td>INTST</td>
<td>Intensity</td>
</tr>
<tr>
<td>IR</td>
<td>Ice on runway</td>
</tr>
<tr>
<td>JAN</td>
<td>January</td>
</tr>
<tr>
<td>JUL</td>
<td>July</td>
</tr>
<tr>
<td>JUN</td>
<td>June</td>
</tr>
<tr>
<td>KG</td>
<td>Kilograms</td>
</tr>
<tr>
<td>KT</td>
<td>Knots</td>
</tr>
<tr>
<td>L</td>
<td>Left (preceded by runway designation number when identifying a parallel runway)</td>
</tr>
<tr>
<td>LB*</td>
<td>Pounds (dimensional unit)</td>
</tr>
<tr>
<td>LDA</td>
<td>Landing distance available</td>
</tr>
<tr>
<td>LDG</td>
<td>Landing</td>
</tr>
<tr>
<td>LEN</td>
<td>Length</td>
</tr>
</tbody>
</table>
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
<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>NOV</td>
<td>November</td>
</tr>
<tr>
<td>NPA</td>
<td>Non-precision approach</td>
</tr>
<tr>
<td>NW</td>
<td>North-west</td>
</tr>
<tr>
<td>OBS</td>
<td>Observe, observed, observation</td>
</tr>
<tr>
<td>OBST</td>
<td>Obstacle or obstruction</td>
</tr>
<tr>
<td>OCA</td>
<td>Oceanic control area</td>
</tr>
<tr>
<td>OCT</td>
<td>October</td>
</tr>
<tr>
<td>OPN</td>
<td>Open or opening or opened</td>
</tr>
<tr>
<td>OPR</td>
<td>Operator or operate or operative or operating or operational</td>
</tr>
<tr>
<td>OPS</td>
<td>Operations</td>
</tr>
<tr>
<td>O/R</td>
<td>On request</td>
</tr>
<tr>
<td>OTS</td>
<td>Organised track system</td>
</tr>
<tr>
<td>PAL*</td>
<td>Peripheral station</td>
</tr>
<tr>
<td>PAPI</td>
<td>Precision approach path indicator</td>
</tr>
<tr>
<td>PAR</td>
<td>Precision approach radar</td>
</tr>
<tr>
<td>PCT*</td>
<td>Percent</td>
</tr>
<tr>
<td>PDC*</td>
<td>Pre-Departure Clearance</td>
</tr>
<tr>
<td>PERM</td>
<td>Permanent</td>
</tr>
<tr>
<td>PIREP*</td>
<td>Pilot weather report</td>
</tr>
<tr>
<td>PN</td>
<td>Prior notice required</td>
</tr>
<tr>
<td>PPR</td>
<td>Prior permission required</td>
</tr>
<tr>
<td>PRKG</td>
<td>Parking</td>
</tr>
<tr>
<td>PROC</td>
<td>Procedure</td>
</tr>
<tr>
<td>PSR</td>
<td>Primary surveillance radar</td>
</tr>
<tr>
<td>PUB*</td>
<td>Published or publication(s)</td>
</tr>
<tr>
<td>PWR</td>
<td>Power</td>
</tr>
<tr>
<td>QUAD</td>
<td>Quadrant</td>
</tr>
<tr>
<td>R</td>
<td>Right (preceded by runway designation number when identifying a parallel runway)</td>
</tr>
<tr>
<td>RAC*</td>
<td>Règlement de l'aviation canadien (CAR in English)</td>
</tr>
<tr>
<td>RAG</td>
<td>Runway arresting gear</td>
</tr>
<tr>
<td>RAIM</td>
<td>Receiver autonomous integrity monitoring</td>
</tr>
<tr>
<td>RCAP*</td>
<td>Restricted Canada Air Pilot</td>
</tr>
<tr>
<td>RCC</td>
<td>Rescue co-ordination centre</td>
</tr>
<tr>
<td>RCL</td>
<td>Runway centre line</td>
</tr>
<tr>
<td>RCLL</td>
<td>Runway centre line light(s)</td>
</tr>
<tr>
<td>RCO*</td>
<td>Remote communications outlet</td>
</tr>
<tr>
<td>RDL</td>
<td>Radial</td>
</tr>
<tr>
<td>RDO</td>
<td>Radio</td>
</tr>
<tr>
<td>REC</td>
<td>Receive or receiver</td>
</tr>
<tr>
<td>REDL</td>
<td>Runway edge light(s)</td>
</tr>
<tr>
<td>REF</td>
<td>Reference to… or refer to…</td>
</tr>
<tr>
<td>RENL</td>
<td>Runway end light(s)</td>
</tr>
<tr>
<td>RMK</td>
<td>Remark</td>
</tr>
<tr>
<td>RNAV</td>
<td>Area Navigation</td>
</tr>
<tr>
<td>Abbreviation</td>
<td>Description</td>
</tr>
<tr>
<td>--------------</td>
<td>-------------</td>
</tr>
<tr>
<td>RNP</td>
<td>Required navigation performance</td>
</tr>
<tr>
<td>RSC*</td>
<td>Runway surface condition</td>
</tr>
<tr>
<td>RSR</td>
<td>Enroute surveillance radar</td>
</tr>
<tr>
<td>RTE</td>
<td>Route</td>
</tr>
<tr>
<td>RTHL</td>
<td>Runway threshold light(s)</td>
</tr>
<tr>
<td>RTZL</td>
<td>Runway touchdown zone light(s)</td>
</tr>
<tr>
<td>RVR</td>
<td>Runway visual range</td>
</tr>
<tr>
<td>RVSM</td>
<td>Reduced vertical separation minimum (1000 FT between FL290 and FL410)</td>
</tr>
<tr>
<td>RWY</td>
<td>Runway</td>
</tr>
<tr>
<td>S</td>
<td>South or southern latitude</td>
</tr>
<tr>
<td>SAR</td>
<td>Search and rescue</td>
</tr>
<tr>
<td>SAT</td>
<td>Saturday</td>
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<tr>
<td>SDBY</td>
<td>Stand by</td>
</tr>
<tr>
<td>SE</td>
<td>South-east</td>
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<tr>
<td>SEP</td>
<td>September</td>
</tr>
<tr>
<td>SFC</td>
<td>Surface</td>
</tr>
<tr>
<td>SID</td>
<td>Standard instrument departure</td>
</tr>
<tr>
<td>SKED</td>
<td>Schedule or scheduled</td>
</tr>
<tr>
<td>SLIA*</td>
<td>Service de sauvetage et lutte contre les incendies d'aéronefs (ARFF in English)</td>
</tr>
<tr>
<td>SN</td>
<td>Snow</td>
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<tr>
<td>SR</td>
<td>Sunrise</td>
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<td>SS</td>
<td>Sunset</td>
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<tr>
<td>SSB</td>
<td>Single sideband</td>
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<tr>
<td>SSE</td>
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<td>SSR*</td>
<td>Secondary surveillance radar</td>
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<td>SSW</td>
<td>South-south-west</td>
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<tr>
<td>STAR</td>
<td>Standard instrument arrival</td>
</tr>
<tr>
<td>SUN</td>
<td>Sunday</td>
</tr>
<tr>
<td>SUP</td>
<td>Supplement (AIP Supplement)</td>
</tr>
<tr>
<td>SVC</td>
<td>Service message or service</td>
</tr>
<tr>
<td>SVCBL</td>
<td>Serviceable</td>
</tr>
<tr>
<td>SW</td>
<td>South-west</td>
</tr>
<tr>
<td>SWX</td>
<td>Space weather</td>
</tr>
<tr>
<td>SWXC</td>
<td>Space weather centre</td>
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<tr>
<td>TACAN</td>
<td>Ultra high frequency tactical air navigation aid</td>
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<tr>
<td>TAF</td>
<td>Aerodrome forecast</td>
</tr>
<tr>
<td>TAR</td>
<td>Terminal area surveillance radar</td>
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<tr>
<td>TCH</td>
<td>Threshold crossing height</td>
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<tr>
<td>TDZ</td>
<td>Touchdown zone</td>
</tr>
<tr>
<td>TEL</td>
<td>Telephone</td>
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<tr>
<td>TEMPO</td>
<td>Temporary or temporarily</td>
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<tr>
<td>TFC</td>
<td>Traffic</td>
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<td>THR</td>
<td>Threshold</td>
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<td>THRU</td>
<td>Through</td>
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<tr>
<td>Abbreviation</td>
<td>Description</td>
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<td>--------------</td>
<td>-------------</td>
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<tr>
<td>THU</td>
<td>Thursday</td>
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<tr>
<td>TIL</td>
<td>Until</td>
</tr>
<tr>
<td>TKOF</td>
<td>Take-off</td>
</tr>
<tr>
<td>TLOF</td>
<td>Touchdown and lift-off area</td>
</tr>
<tr>
<td>TML*</td>
<td>Terminal</td>
</tr>
<tr>
<td>TODA</td>
<td>Take-off distance available</td>
</tr>
<tr>
<td>TORA</td>
<td>Take-off run available</td>
</tr>
<tr>
<td>TRANS</td>
<td>Transmits or transmitter</td>
</tr>
<tr>
<td>TUE</td>
<td>Tuesday</td>
</tr>
<tr>
<td>TWR</td>
<td>Aerodrome Control Tower or aerodrome control</td>
</tr>
<tr>
<td>TWY</td>
<td>Taxiway</td>
</tr>
<tr>
<td>UDF</td>
<td>Ultra high frequency direction-finding station</td>
</tr>
<tr>
<td>UNICOM*</td>
<td>Private advisory station located at uncontrolled aerodrome</td>
</tr>
<tr>
<td>UNL</td>
<td>Unlimited</td>
</tr>
<tr>
<td>UNREL</td>
<td>Unreliable</td>
</tr>
<tr>
<td>U/S</td>
<td>Unserviceable</td>
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<tr>
<td>VAGS*</td>
<td>Visual alignment guidance system</td>
</tr>
<tr>
<td>VAR</td>
<td>Magnetic variation</td>
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<tr>
<td>VASIS</td>
<td>Visual approach slope indicator system</td>
</tr>
<tr>
<td>VCY</td>
<td>Vicinity</td>
</tr>
<tr>
<td>VDF</td>
<td>Very high frequency direction-finding station</td>
</tr>
<tr>
<td>VFR</td>
<td>Visual flight rules</td>
</tr>
<tr>
<td>VIS</td>
<td>Visibility</td>
</tr>
<tr>
<td>VMC</td>
<td>Visual meteorological conditions</td>
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<tr>
<td>VNAV</td>
<td>Vertical Navigation</td>
</tr>
<tr>
<td>VNC*</td>
<td>VFR navigation chart</td>
</tr>
<tr>
<td>VOR</td>
<td>Very high frequency omni directional radio range</td>
</tr>
<tr>
<td>VORTAC</td>
<td>VOR and TACAN combination</td>
</tr>
<tr>
<td>VTA*</td>
<td>VFR terminal area chart</td>
</tr>
<tr>
<td>W</td>
<td>West or western longitude</td>
</tr>
<tr>
<td>WAAS</td>
<td>Wide area augmentation system</td>
</tr>
<tr>
<td>WATER</td>
<td>Water aerodrome (for use in Field 10 – HYDRO is used for French NOTAM)</td>
</tr>
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<td>WDI</td>
<td>Wind direction indicator</td>
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<tr>
<td>WED</td>
<td>Wednesday</td>
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<tr>
<td>WEF</td>
<td>With effect from or effective from</td>
</tr>
<tr>
<td>WID</td>
<td>Width or wide</td>
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<tr>
<td>WIP</td>
<td>Work in progress</td>
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<tr>
<td>WNW</td>
<td>West-north-west</td>
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<tr>
<td>WPT</td>
<td>Way-point</td>
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<tr>
<td>WSW</td>
<td>West-south-west</td>
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<tr>
<td>WX</td>
<td>Weather</td>
</tr>
<tr>
<td>Z</td>
<td>Co-ordinated Universal Time</td>
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</tbody>
</table>

* 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 ................................................................................ ADZ
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
<table>
<thead>
<tr>
<th>Term</th>
<th>Abbreviation</th>
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<tbody>
<tr>
<td>Authorized or authorization</td>
<td>AUTH</td>
</tr>
<tr>
<td>Automated weather observation system</td>
<td>AWOS*</td>
</tr>
<tr>
<td>Automatic dependent surveillance – broadcast</td>
<td>ADS-B</td>
</tr>
<tr>
<td>Automatic dependent surveillance – contract</td>
<td>ADS-C</td>
</tr>
<tr>
<td>Automatic terminal information service</td>
<td>ATIS*</td>
</tr>
<tr>
<td>Available or availability</td>
<td>AVBL</td>
</tr>
<tr>
<td>Aviation gasoline</td>
<td>AVGAS</td>
</tr>
<tr>
<td>Azimuth</td>
<td>AZM</td>
</tr>
<tr>
<td>Beacon (aeronautical ground light)</td>
<td>BCN</td>
</tr>
<tr>
<td>Before</td>
<td>BFR</td>
</tr>
<tr>
<td>Below</td>
<td>BLW</td>
</tr>
<tr>
<td>Between</td>
<td>BTN</td>
</tr>
<tr>
<td>Braking</td>
<td>BRKG</td>
</tr>
<tr>
<td>Broadcast</td>
<td>BCST</td>
</tr>
<tr>
<td>Building</td>
<td>BLDG</td>
</tr>
<tr>
<td>Canada Air Pilot</td>
<td>CAP*</td>
</tr>
<tr>
<td>Canada Flight Supplement</td>
<td>CFS*</td>
</tr>
<tr>
<td>Canada Water Aerodrome Supplement</td>
<td>CWAS*</td>
</tr>
<tr>
<td>Canadian Aviation Regulation (RAC in French)</td>
<td>CAR*</td>
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<tr>
<td>Canadian Class F airspace, advisory area</td>
<td>CYA</td>
</tr>
<tr>
<td>Canadian Class F airspace, danger area</td>
<td>CYD</td>
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<tr>
<td>Canadian Class F airspace, restricted area</td>
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<tr>
<td>Canadian Forces Base</td>
<td>CFB*</td>
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<tr>
<td>Canadian runway friction index</td>
<td>CRFI*</td>
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<tr>
<td>Category</td>
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<tr>
<td>Centreline</td>
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<td>Centre (preceded by runway designation number to identify a parallel runway)</td>
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<td>Channel</td>
<td>CH</td>
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<tr>
<td>Chemical solution or ice control chemical</td>
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</tr>
<tr>
<td>Clear(s) or cleared to or clearance</td>
<td>CLR</td>
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<tr>
<td>Cleared (Runway cleared – as used in SNOWiz)</td>
<td>CLRD</td>
</tr>
<tr>
<td>Close or closed or closing</td>
<td>CLSD</td>
</tr>
<tr>
<td>Commissioned</td>
<td>COMSNDF*</td>
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<tr>
<td>Communications</td>
<td>COM</td>
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<tr>
<td>Community Aerodrome Radio Station</td>
<td>CARS*</td>
</tr>
<tr>
<td>Condition</td>
<td>COND</td>
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<tr>
<td>Construction or constructed</td>
<td>CONST</td>
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<tr>
<td>Contact</td>
<td>CTC</td>
</tr>
<tr>
<td>Continuous day and night service</td>
<td>H24</td>
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<tr>
<td>Control</td>
<td>CTL</td>
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<tr>
<td>Control area</td>
<td>CTA</td>
</tr>
<tr>
<td>Controller-pilot data link communications</td>
<td>CPDLC</td>
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<tr>
<td>Co-ordinate or co-ordination</td>
<td>COOR</td>
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<tr>
<td>Co-ordinated Universal Time</td>
<td>Z</td>
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<tr>
<td>Term</td>
<td>Abbreviation</td>
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<td>--------------</td>
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<td>Co-ordinates</td>
<td>COORD</td>
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<td>CUST</td>
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<td>Daily</td>
<td>DLY</td>
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<td>Daylight saving time</td>
<td>DT*</td>
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<td>December</td>
<td>DEC</td>
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<td>Decision altitude</td>
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<td>Decommissioned</td>
<td>DECOMSND*</td>
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<td>Degrees</td>
<td>DEG</td>
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<tr>
<td>Degrees Celsius (Centigrade)</td>
<td>C</td>
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<tr>
<td>Delay or delayed</td>
<td>DLA</td>
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<tr>
<td>Depart or departure</td>
<td>DEP</td>
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<tr>
<td>Depth</td>
<td>DPT</td>
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<td>Designated Airspace Handbook</td>
<td>DAH*</td>
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<tr>
<td>Destination</td>
<td>DEST</td>
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<tr>
<td>Dial-up remote communication outlet</td>
<td>DRCO*</td>
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<tr>
<td>Displaced runway threshold</td>
<td>DTHR</td>
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<tr>
<td>Distance</td>
<td>DIST</td>
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<td>Distance measuring equipment</td>
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<tr>
<td>Domestic</td>
<td>DOM</td>
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<tr>
<td>During</td>
<td>DRG</td>
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<tr>
<td>East or eastern longitude</td>
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<td>East-north-east</td>
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<td>East-south-east</td>
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<td>Emergency</td>
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<td>Emergency Air Traffic Priority List</td>
<td>EATPL*</td>
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<td>Emergency Security Control of Air Traffic</td>
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<td>Enroute surveillance radar</td>
<td>RSR</td>
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<tr>
<td>Equipment</td>
<td>EQPT</td>
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<tr>
<td>Estimated time of arrival or estimating arrival</td>
<td>ETA</td>
</tr>
<tr>
<td>Estimated time of departure or estimating departure</td>
<td>ETD</td>
</tr>
<tr>
<td>Except</td>
<td>EXC</td>
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<tr>
<td>Exercises or exercising or to exercise</td>
<td>EXER</td>
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<td>Expect or expected or expecting</td>
<td>EXP</td>
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<td>Facilities</td>
<td>FAC</td>
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<td>Facsimile transmission</td>
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<tr>
<td>Final approach and take off area</td>
<td>FATO</td>
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<td>February</td>
<td>FEB</td>
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<tr>
<td>Feet per minute</td>
<td>FPM</td>
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<tr>
<td>Length</td>
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<tr>
<td>Level</td>
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<td>Light(s) or lighting</td>
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<td>LGTD</td>
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<tr>
<td>Light intensity high</td>
<td>LIH</td>
</tr>
<tr>
<td>Light intensity low</td>
<td>LIL</td>
</tr>
<tr>
<td>Light intensity medium</td>
<td>LIM</td>
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<td>Limited</td>
<td>LTD</td>
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<tr>
<td>Limited Weather Information System</td>
<td>LWIS*</td>
</tr>
<tr>
<td>Localizer</td>
<td>LOC</td>
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<tr>
<td>Localizer Performance without vertical guidance</td>
<td>LP</td>
</tr>
<tr>
<td>Localizer Performance with Vertical Guidance</td>
<td>LPV</td>
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<tr>
<td>Magnetic</td>
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<td>Magnetic variation</td>
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<td>Maintenance</td>
<td>MAINT</td>
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<td>March</td>
<td>MAR</td>
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<tr>
<td>Maximum</td>
<td>MAX</td>
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<tr>
<td>Mean sea level</td>
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<td>Medical Evacuation Flight</td>
<td>MEDEVC*</td>
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<td>Medium frequency</td>
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<td>Message</td>
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<td>Meteorological or meteorology</td>
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<td>Military</td>
<td>MIL</td>
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<tr>
<td>Military Terminal Control Area</td>
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<td>Minimum</td>
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<td>Minimum descent altitude</td>
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<td>Minimum enroute altitude</td>
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<td>Minimum eye height over threshold (for visual approach slope indicator systems)</td>
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<td>Minimum navigation performance specifications</td>
<td>MNPS</td>
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<td>Minimum obstacle clearance (required)</td>
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<td>Non-directional radio beacon</td>
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<td>Non-precision approach</td>
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</table>
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
<table>
<thead>
<tr>
<th>Term</th>
<th>Abbreviation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Restricted Canada Air Pilot</td>
<td>RCAP*</td>
</tr>
<tr>
<td>Right (preceded by runway designation number when identifying a parallel runway)</td>
<td>R</td>
</tr>
<tr>
<td>Route</td>
<td>RTE</td>
</tr>
<tr>
<td>Runway</td>
<td>RWY</td>
</tr>
<tr>
<td>Runway arresting gear</td>
<td>RAG</td>
</tr>
<tr>
<td>Runway centre line</td>
<td>RCI</td>
</tr>
<tr>
<td>Runway edge line light(s)</td>
<td>REDL</td>
</tr>
<tr>
<td>Runway end light(s)</td>
<td>RENL</td>
</tr>
<tr>
<td>Runway surface condition</td>
<td>RSC*</td>
</tr>
<tr>
<td>Runway threshold light(s)</td>
<td>RTHL</td>
</tr>
<tr>
<td>Runway touchdown zone light(s)</td>
<td>RTZL</td>
</tr>
<tr>
<td>Runway visual range</td>
<td>RVR</td>
</tr>
<tr>
<td>Saturday</td>
<td>SAT</td>
</tr>
<tr>
<td>Search and rescue</td>
<td>SAR</td>
</tr>
<tr>
<td>Secondary surveillance radar</td>
<td>SSR</td>
</tr>
<tr>
<td>September</td>
<td>SEP</td>
</tr>
<tr>
<td>Serviceable</td>
<td>SVCBL</td>
</tr>
<tr>
<td>Service de sauvetage et lutte contre les incendies d’aéronefs (ARFF in English)</td>
<td>SLIA*</td>
</tr>
<tr>
<td>Service or Service message</td>
<td>SVC</td>
</tr>
<tr>
<td>Single sideband</td>
<td>SSB</td>
</tr>
<tr>
<td>Snow</td>
<td>SN</td>
</tr>
<tr>
<td>South or southern latitude</td>
<td>S</td>
</tr>
<tr>
<td>South-east</td>
<td>SE</td>
</tr>
<tr>
<td>South-south-east</td>
<td>SSE</td>
</tr>
<tr>
<td>South-south-west</td>
<td>SSW</td>
</tr>
<tr>
<td>South-west</td>
<td>SW</td>
</tr>
<tr>
<td>Space weather</td>
<td>SWX</td>
</tr>
<tr>
<td>Space weather centre</td>
<td>SWXC</td>
</tr>
<tr>
<td>Stand by</td>
<td>SDBY</td>
</tr>
<tr>
<td>Standard instrument arrival</td>
<td>STAR</td>
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<td>Standard instrument departure</td>
<td>SID</td>
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<td>Sunday</td>
<td>SUN</td>
</tr>
<tr>
<td>Sunrise</td>
<td>SR</td>
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<tr>
<td>Sunset</td>
<td>SS</td>
</tr>
<tr>
<td>Supplement (AIP Supplement)</td>
<td>SUP</td>
</tr>
<tr>
<td>Surface</td>
<td>SFC</td>
</tr>
<tr>
<td>Take-off</td>
<td>TKOF</td>
</tr>
<tr>
<td>Take-off distance available</td>
<td>TODA</td>
</tr>
<tr>
<td>Take-off run available</td>
<td>TORA</td>
</tr>
<tr>
<td>Taxiway</td>
<td>TWY</td>
</tr>
<tr>
<td>Telephone</td>
<td>TEL</td>
</tr>
<tr>
<td>Temporary or temporarily</td>
<td>TEMPO</td>
</tr>
</tbody>
</table>
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 ................................................................. 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

<table>
<thead>
<tr>
<th>NOTAM N°</th>
<th>Reference Référence</th>
<th>NOTAM N°</th>
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</tbody>
</table>
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 CYZVFYX  
210930 CYHQYNYX  
QTA RPT ILSN  
050123 NOTAMC 050125 CYZV SEPT-ILES

<table>
<thead>
<tr>
<th>Rejection Notice</th>
<th>Description</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>ETNR</td>
<td>English text not received</td>
<td>French version received before the English version. Applies to NOTAM files that require English and French versions.</td>
</tr>
<tr>
<td>FTNR</td>
<td>French text not received</td>
<td>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.</td>
</tr>
<tr>
<td>IEFN</td>
<td>Invalid English/French pairing</td>
<td>English/French versions do not match (e.g., type, year or sequence number). Applies to NOTAM files that require English and French versions.</td>
</tr>
<tr>
<td>ILSN</td>
<td>Illogical sequence number</td>
<td>Sequence number to be cancelled or replaced is equal to or greater than the current sequence number.</td>
</tr>
<tr>
<td>IMPM</td>
<td>Invalid message part missing</td>
<td>NOTAM part(s) not received.</td>
</tr>
<tr>
<td>INAL</td>
<td>Invalid alignment</td>
<td>Invalid alignment functions in NOTAM line.</td>
</tr>
<tr>
<td>INCO</td>
<td>Invalid content</td>
<td>NOTAM manually rejected by NOF personnel due to invalid content (NOTAM sequence number incremented).</td>
</tr>
<tr>
<td>INCR</td>
<td>Invalid cancellation request</td>
<td>Sequence number to be cancelled is either missing or not in the NPS database.</td>
</tr>
<tr>
<td>INEI</td>
<td>Invalid expiry information</td>
<td></td>
</tr>
<tr>
<td>INET</td>
<td>Invalid expiry time</td>
<td>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.</td>
</tr>
</tbody>
</table>
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-JOVIDE(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)
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(MCMASTAR 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)
<table>
<thead>
<tr>
<th>Airport Code</th>
<th>Location and Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSD2</td>
<td>SUNDRE (HOSPITAL HEALTH CARE CENTRE) (HELI)</td>
</tr>
<tr>
<td>CSN6</td>
<td>SAINT JOHN (REGIONAL HOSPITAL) (HELI)</td>
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<tr>
<td>CVG8</td>
<td>VEGREVILLE (ST. JOSEPH’S HOSP) (HELI)</td>
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<tr>
<td>CWC4</td>
<td>WETASKIWIN (HOSP AND CARE CENTRE) (HELI)</td>
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<tr>
<td>CWH4</td>
<td>OTTAWA (WINCHESTER DISTRICT HOSP) (HELI)</td>
</tr>
<tr>
<td>CYQM</td>
<td>MONCTON/GREATER MONCTON R. LEBLANC INTL</td>
</tr>
<tr>
<td>CYSY</td>
<td>SACHS HARBOUR (NASOGALUAK SAARYUAQ)</td>
</tr>
</tbody>
</table>