

## GEN 1.2 ENTRY, TRANSIT AND DEPARTURE OF AIRCRAFT

### 1. GENERAL

International flights into, from or over the territory of the Republic of Kazakhstan shall be subject to the current regulations and legislation of the Republic of Kazakhstan relating to civil aviation, as listed in [GEN-1.6](#).

These regulations are complemented by Standards and Recommended Practices contained in Annex 9 to the Convention on International Civil Aviation, with the differences given in [GEN-1.7](#).

Aircraft flying into or departing from the territory of the Republic of Kazakhstan shall make its first landing at, or final departure from, an international aerodrome (see [AD-1.3](#)), where all necessary conditions for customs and immigration clearance are available.

National airports of the Republic of Kazakhstan (see [AD-1.3](#)) and aerodromes/ heliports not indicated as international or designated for receiving aircraft from CIS countries only, do not provide ATS, MET and ground services in English. Therefore, international flights with landings at these airports (aerodromes/heliports) shall be made only in association with a person having a valid pilot or navigator certificate issued by the Civil Aviation Committee of the Republic of Kazakhstan.

Aerodromes approved for international flights and published in AIS documents may be used as alternate aerodromes.

### 2. SCHEDULED FLIGHTS

#### 2.1 General

For regular international scheduled flights operated by foreign airlines into or in transit across the territory of the Republic of Kazakhstan, the following requirements must be met:

- a. the State of the airline must be a party to the International Air Services Transit Agreement and/or the International Air Transport Agreement. The Republic of Kazakhstan is a party to both Agreements;
- b. the airline must be eligible to make the flights under the provisions of a bilateral or multilateral agreement to which the State of the airline and the Republic of Kazakhstan are contracting parties and must have a permit to operate into or in transit across the territory of the Republic of Kazakhstan.

All regular flights in the airspace of the Republic of Kazakhstan shall be made in accordance with flight schedules, which must be submitted in 4 (four) copies of the form "R" to the Committee of Civil Aviation of the Republic of Kazakhstan (CCA RK) and the Main Center for Air Traffic Flow Management (MC ATFM) no later than 30 (thirty) days prior to the flight and to be approved by CCA RK.

Any changes to the submitted regular flight schedule shall be sent in English or Russian to the MC ATFM, no later than 10 (ten) days prior to flight operation, via following communication channels:

AFS: UAAKZDZR  
Phone: +7 (7172) 704336  
Email: ala-perm@ans.kz

Applications are accepted from 0300 to 1500 (UTC) every day except Saturday, Sundays and public holidays (see [GEN-2.1](#)).

#### 2.2 Documentary requirements for clearance of aircraft

All documents listed below must follow the ICAO standard format as set forth in the relevant appendices to ICAO Annex 9 and are acceptable when furnished in English or Russian.

Foreign aircraft operators must submit aircraft documents for clearance on entry and departure to/from the Republic of Kazakhstan.

List of documentation to obtain a permission for regular flights with a stopover (arrival/departure) in airports of the Republic of Kazakhstan:

- a. Air operator certificate (for foreign, CIS and national operators);

- b. Annex to the operator's certificate (for CIS and national operators);
- c. Aircraft registration certificate (for foreign, CIS and national operators);
- d. Aircraft airworthiness certificate (for foreign, CIS and national operators);
- e. Civil liability insurance to third parties and passengers;
- f. Aircraft insurance certificate (for CIS and national operators);
- g. Crew insurance licence (for CIS and national operators);
- h. Form "R" signed by the head of the airline;
- i. Repetitive flight plan (RPL) according to ICAO Doc. 4444;
- j. Slot times coordinated with destinations of the Republic of Kazakhstan.

List of documentation to obtain a permission for regular transit flights:

- 1. Airline operator licence (for all foreign operators);
- 2. Annex to the operator's certificate (for operators of CIS countries only);
- 3. Certificate of aircraft's registration (for operators of CIS countries only);
- 4. Airworthiness certificate (for operators of CIS countries only);
- 5. Civil liability insurance to third parties and passengers (for all foreign operators and CIS countries);
- 6. Repetitive flight plan (RPL) according to ICAO Doc 4444.

Permission for international non-scheduled flights is issued free of charge

### 3. NON-SCHEDULED FLIGHTS

#### 3.1 Non-scheduled flights with landings at the airports of the Republic of Kazakhstan

Applications for permission for non-scheduled flights with landings at the airports of the Republic of Kazakhstan for foreign civil aircraft will be accepted by the Civil Aviation Committee around the clock in English or Russian languages through the following communication channels: Civil Aviation Committee:

AFS: UACDZXZA  
Phone: +7 (7172) 248939  
Fax: +7 (7172) 773594  
Email: perm.ast@ans.kz

Applications for permission for non-scheduled flights with landings at the airports of the Republic of Kazakhstan shall be submitted from foreign state aviation administration or from civil aircraft operators, or from their authorized representatives within the following timelines:

- for non-scheduled assistance flights – no later than 1 (one) working day prior to operating a flight;
- for performing a series of several interconnected non-scheduled flights (four and more than four flights) - no later than 5 (five) working days prior to operating the first flight;
- for other types of non-scheduled flights no later than 3 (three) working days prior to operating a flight.
- for a non-scheduled flight for the purpose of transportation dangerous of goods under Provisions of Technical Instructions for the Safe Transport of Dangerous Goods by Air (Doc 9284), it is necessary to take into account the presence of an exemption or approval from JSC «Aviation administration of Kazakhstan» issuing in accordance with the paragraph 3.4 of this section.

For performing of non-scheduled flight for the purpose of transportation of armed forces personnel, weapon, ammunition and military equipment of foreign states as well as dual-usage products it is necessary to obtain the special (diplomatic) permission issued by the Ministry of Foreign Affairs of the Republic of Kazakhstan in

accordance with the paragraph 3.5 of this section.

In addition to an application for permission for non-scheduled flights, aviation administration of foreign state or aircraft operator must submit a list of documents in accordance with paragraph 3.2 of this section.

The permissions for non-scheduled flights related with the commercial transportation of the group of passengers that is formed on the territory of the Republic of Kazakhstan, shall not be issued to foreign air operators except for:

- transportation of protected and other officials of state bodies of the Republic of Kazakhstan;
- transportation for assistance;
- non-scheduled flights for personal purposes or business trips;
- flights performed under written agreements between the aviation authorities of the Republic of Kazakhstan and the aviation authorities of a foreign state;
- lack of ability to perform of non-scheduled flights by air operators of Kazakhstan;
- submission of an application for performing of non-scheduled flights by the foreign operator to the states, where the flights of the air operators of the Republic of Kazakhstan are prohibited.

### **3.2 Requirements for application and documents for obtaining permission for non-scheduled flights with landings at the airports of the Republic of Kazakhstan**

Application for obtaining permission for non-scheduled flights of aircraft of the foreign operator with landings at the airports of the Republic of Kazakhstan should contain the following information:

- a. Full name and complete postal address of airline, phone/fax number, e-mail (if any);
- b. ICAO designator and flight number;
- c. Aircraft type, a registration number, MTOW, call-sign, and State of registry;
- d. Purpose of flight (business, corporate, medical, cargo, passenger, touristic, empty, technical overflight, etc);
- e. Number and category of passengers/cargo;
- f. Departure point and delivery point for passengers/cargo;
- g. Date, entire route and flight schedule (UTC) with indication of airways en-route, entry/exit boundary points to/from the airspace of the Republic of Kazakhstan;
- h. Consignor (full name, address, phone/fax number);
- i. Consignee (full name, address, phone/fax number);
- j. Type of navigation and communication equipment;
- k. Availability of dangerous goods (name, class, packaging, quantity);
- l. Availability of armed forces personnel, weapon, ammunition and military equipment of foreign states and photo/video equipment on board as well as dual-usage products;
- m. Method of payment, full name and complete postal address of a payer, phone/fax number, e-mail (if any);
- n. Authorised signature, phone number.

All documents listed below must follow the ICAO standard format as set forth in the relevant appendices to ICAO Annex 9 and are acceptable in English or Russian.

List of documents required for obtaining permissions for performing non-scheduled flights with landings at the airports of the Republic of Kazakhstan:

- a. Air operator certificate (for foreign operators);
- b. Operations specification (for foreign operators);
- c. Aircraft registration certificate (for foreign operators);
- d. Aircraft airworthiness certificate (for foreign operators);
- e. Civil-legal responsibility insurance before third parties and passengers (for foreign operators);
- f. Copy of cargo air way-bill (shall be submitted when requested by the Civil Aviation Committee;
- g. When submitting an application for performing a non-scheduled flight with dangerous goods on board, with an indication of classification according to the UN list defined in "Technical Instructions for the Safe Transport of Dangerous Goods by Air" ICAO publication Doc. 9284, the operator additionally submits copies of the following documents:
  - air Operator certificate which entitles to perform activities related to the air transportation of dangerous cargo;
  - consignor's or air operator's letter of guarantee on the conformance of packaging and marking of cargo with established ICAO standards and recommended practices.
- h. For tourist charter flights of foreign civil aircraft operators for transportation of the residents of the Republic of Kazakhstan shall be submitted copies of the following additional documents:
  - tour operation license of the Kazakhstani flight freighter noted in the application;
  - written guarantee of commitment to carry out the return transportation of passengers according to ticket forms containing the foreign operator's relevant requisites.

### 3.3 Non-scheduled flights without landings at the airports of the Republic of Kazakhstan

Non-scheduled international flights of foreign civil air operators in the airspace of the Republic of Kazakhstan without landings on the territory of the Republic of Kazakhstan are carried out with the provision of prior notification and flight plan (FPL) to Air Traffic Control Unit.

Prior notification for performing of international non-scheduled flights of foreign civil air operator without landings at the airports of the Republic of Kazakhstan is carried out in the purpose of assessment of flight purpose and coordinating the payment for air navigation services charges and shall be sent at least 1 day before the flight to RSE «Kazaeronavigatsia» through the following channels:

AFS: UAAKQFNS  
Phone: +7 (7172) 704345  
Phone: +7 (7172) 704278  
Fax: +7 (7172) 704267  
Email: caf@ans.kz  
AFS: UAAKZDZK  
Phone: +7 (7172)704349  
Phone: +7 (7172) 704318  
Email: mc@ans.kz

When submitting a prior notification for performing of international non-scheduled flights of foreign civil aircraft of foreign air operator without landings at the airports of the Republic of Kazakhstan for the purpose of transportation of dangerous goods under Provisions of Technical Instructions for the Safe Transport of Dangerous Goods by Air (Doc 9284), it is necessary to take into account the presence of an exemption or approval from JSC «Aviation administration of Kazakhstan» issued in accordance with the paragraph 3.4 of this section.

When submitting a prior notification for performing of international non-scheduled flights of aircraft of foreign air operator without landings at the airports of the Republic of Kazakhstan for the purpose of transportation of armed forces personnel, weapon, ammunition and military equipment of foreign states as well as dual-usage products, it is necessary to take into account the presence of special (diplomatic) permission issued by the Ministry of Foreign Affairs of the Republic of Kazakhstan in accordance with the paragraph 3.5 of this section.

Prior notification for performing of international non-scheduled flights of foreign air operator without landings at the airports of the Republic of Kazakhstan shall contain the following information:

- a. Full name and complete postal address of airline/air operator and contact details;
- b. ICAO designator and flight number;
- c. Aircraft type and aircraft registration number;
- d. MTOW;
- e. State of registry;
- f. Purpose of flight;
- g. Date, entire route and flight schedule (UTC) with indication of airways route on the territory of the Republic of Kazakhstan, entry/exit boundary points to/from the airspace of the Republic of Kazakhstan;
- h. Availability of dangerous goods on board (name, class, packaging, quantity), armed forces personnel, weapon, ammunition, as well as dual-usage products;
- i. Implied method of payment for air navigation service.

### **3.4 Dangerous goods transportation in the airspace of the Republic of Kazakhstan requiring to obtain an exemption or approval**

Non-scheduled international flights of civil aircraft of the foreign air operators in the airspace of the Republic of Kazakhstan with dangerous goods on board to which exemption or approval is required under Provisions of Technical Instructions for the Safe Transport of Dangerous Goods by Air (Doc 9284), can be performed only with the presence of an exemption or approval issued by Aviation administration of Kazakhstan JSC.

Application for obtaining an exemption or approval shall be sent not later than 10 working days before the proposed flight to e-mail: [frontoffice@caa.gov.kz](mailto:frontoffice@caa.gov.kz).

For obtaining an exemption or approval for transportation of dangerous goods, aircraft operator shall submit to Aviation administration of Kazakhstan JSC the following documents:

1. Justification for the need to transport the product or substance by air;
2. A basis indicating that the level of safety will be ensured during transportation, equivalent to the level provided for by the Technical instructions;
3. Proper shipping name, classification and UN number with full supporting technical data;
4. The proposed packaging;
5. Number of pieces to be carried;
6. Types of handling and actions in an emergency situation;
7. Names and addresses of the shipper and consignee;
8. Airports of departure, transit, destination, state of destination, state of departure, estimated terms of transportation and route;
9. Details of the operator, including aircraft type, flight number, safety data sheet for the goods carried, dangerous goods declaration, dangerous goods acceptance checklist, operational specifications, airworthiness certificate, air operator certificate, dangerous goods training certificate of the person completing declaration of dangerous goods and the person who completed the dangerous goods acceptance checklist. If the above documents are not provided, or inaccurate information is provided, the authorized organization in the field of civil aviation, within three working days from the date of registration of the application, gives a reasoned refusal to issue an exemption.

**3.5 Armed forces personnel, weapon, ammunition and military equipment of foreign states as well as dual-usage products transportation in the airspace of the Republic of Kazakhstan**

Non-scheduled international flights of aircraft of the foreign air operators in the airspace of the Republic of Kazakhstan for the purpose of armed forces personnel, weapon, ammunition and military equipment of foreign states as well as dual-usage products transportation is carried out based on special (diplomatic) permission issued by Ministry of Foreign Affairs of the Republic of Kazakhstan with prior approval from the Ministry of Defense of the Republic of Kazakhstan and the Civil Aviation Committee of the Republic of Kazakhstan in accordance with the Airspace usage Rules of the Republic of Kazakhstan.

For obtaining a special (diplomatic) permission to perform a single flight, an official request is sent to the Ministry of Foreign Affairs of the Republic of Kazakhstan by diplomatic missions and consular offices of foreign States, foreign policy departments of foreign States, foreign institutions or state bodies of the Republic of Kazakhstan, which contains the following information:

1. Full name and postal address of operator;
2. ICAO designator and flight number;
3. Aircraft type, a registration number, MTOW, aircraft call-sign;
4. Aircraft registration state;
5. Purpose of flight, passengers and cargo presence;
6. Type of navigation and communication equipment;
7. Presence on board of weapons, ammunition, photo and video equipment, military formations, military equipment of foreign countries, as well as dual-use products;
8. Departure point and delivery point for passengers/cargo and intermediate landing points;
9. Date, entire route and flight schedule (UTC) with indication of enroute airways through the territory of the Republic of Kazakhstan, entry/exit boundary points to/from the airspace of the Republic of Kazakhstan;
10. Consignor, consignee (full name, address, phone/fax number).

**3.6 Non-scheduled flights without landings at the airports of the Republic of Kazakhstan of air operators of States that are not the Members of the International Civil Aviation Organization (ICAO)**

Application for operating non-scheduled flights without landings at the airports of the Republic of Kazakhstan for air operators registered in states that are not members of the International Civil Aviation Organization (ICAO) should contain the following information:

- a. Full name and complete postal address of airline, phone/fax number, e-mail (if any);
- b. ICAO designator and flight number;
- c. Aircraft type, a registration number, MTOW, call sign, and State of registry;
- d. Purpose of flight (business, medical, cargo, passenger, empty, technical overflight, etc.);
- e. Number and category of passengers/cargo;
- f. Place of embarkation/disembarkation of passengers and cargo;
- g. Date, entire route and flight schedule (UTC) with indication of airways, entry/exit boundary points to/from the Republic of Kazakhstan
- h. Consignor (full name, address, phone/fax number);
- i. Consignee (full name, address, phone/fax number);
- j. Type of navigation and communication equipment;

- k. Availability of dangerous goods on board, armed forces personnel, weapon, ammunition and photo/video equipment;
- l. Method of payment, full name and complete postal address of a payer, phone/fax number, e-mail (if any);
- m. Authorized signature, phone number.

The list of documents needed to obtain approvals for non-scheduled flights without landings at the airports of the Republic of Kazakhstan for air operators registered in states that are not members of the International Civil Aviation Organization (ICAO):

- a. Air operator certificate;
- b. Aircraft registration certificate;
- c. Civil-legal responsibility insurance before third parties and passengers;
- d. Aircraft airworthiness certificate.

#### **4. PUBLIC HEALTH MEASURES APPLIED TO AIRCRAFT**

If an aircraft is recognized by health authorities as infected by quarantine diseases or whether it came from an area infected with cholera, and has fish, crabs, clams, crabs, fruits and vegetables, which can be used raw, and drinks (if these products are not in hermetic packaging) onboard, the health authorities have the right to prohibit their unloading or withdraw for disinfection or liquidation.

A standard certificate shall be issued to the pilot-in-command of the aircraft, attesting any medico-sanitary measures on board.

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