



# REPUBLIC OF LITHUANIA

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SE "ORO NAVIGACIJA"

Aeronautical Information Service

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**AIC: A 018/2018**

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## A 018. VILNIUS AIR TRAFFIC SERVICES REPORTING OFFICE (VILNIUS ARO)

### Replace AIC A 014/2018

Due to reorganisation of the Air Traffic Services Reporting Offices (AROs) in Vilnius, Kaunas, Šiauliai and Palanga, starting from 1 October 2018, the relevant aeronautical information services within the responsibility area of Vilnius FIR/UIR shall be provided H24 by Vilnius ARO which comprises:

- the main workplace of the Aeronautical Information Service Instructor at Vilnius aerodrome for provision of services in Vilnius aerodrome and aerodromes within the boundaries of the Vilnius FIS sector;
- the remote workplace of the Aeronautical Information Service Instructor for provision of services in Kaunas, Šiauliai, and Palanga aerodromes and aerodromes within the Kaunas, Šiauliai and Palanga FIS sectors;
- the NOTAM publishing workplace for provision of services within the responsibility area of Vilnius FIR/UIR.

#### Contact details: Vilnius ARO

Main workplace in Vilnius aerodrome	Remote workplace
Operational hours: H24	Operational hours: Daily 08-20 (Local time)
Phone: +370 706 94 694 +370 706 94 618 +370 610 25 217	Phone: +370 706 94 747
Fax: +370 706 94 621	Fax: +370 706 94 621
Email: <a href="mailto:briefing@ans.lt">briefing@ans.lt</a>	Email: <a href="mailto:remotebriefing@ans.lt">remotebriefing@ans.lt</a>

*Note: During the out-of-office hours of the remote workplace, the services shall be provided from the main workplace at Vilnius aerodrome for the entire area of responsibility of Vilnius FIR/UIR.*

Flight plans for IFR and VFR flights and for mixed IFR/VFR and OAT flights as well as relevant messages shall be submitted either to the main or to the remote workplace of Vilnius ARO, depending on the responsibility sector:

- for flights intended to be operated from Vilnius AD and aerodromes within the Vilnius FIS sector, flight plans shall be submitted to the main workplace via the website [www.ans.lt](http://www.ans.lt) or e-mail: [briefing@ans.lt](mailto:briefing@ans.lt);
- for flights intended to be operated from Kaunas, Palanga, Šiauliai AD or aerodromes in these FIS sectors, flight plans shall be submitted to the remote workplace via the website [www.ans.lt](http://www.ans.lt) or e-mail: [remotebriefing@ans.lt](mailto:remotebriefing@ans.lt)

Flights plans may be also submitted at Self-Briefing Offices in Kaunas, Palanga, Šiauliai or Vilnius AD.

Representatives of ground-handling companies, providing ground handling services for aircraft in aerodromes of Kaunas, Palanga, and Šiauliai, will be provided with pre-flight information by e-mail, after having addressed by telephone or e-mail (see the contact details above).

For the en-route and/or terminal air navigation services provided, billing data should be filled in Billing data form at internet page <https://www.ans.lt/en/ais/flight-plan/>

This e. form shall be used in the cases if the client don't has an agreement with SE Oro navigacija for provision of air navigation services, or if it's desired to issue a bill for provided air navigation services to another agreed customer.

Bills for the air navigation services provided, submitted by e-mail.

In the absence of invoicing data for services provided, the legal actions will be taken to the recover fees.

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