PROCESSING OF APPLICATIONS FOR PRIVATE FLIGHTS

1. Purpose

1.1 This AIC replaces the information published in AIP Mauritius GEN 1.2, paragraphs 3.3.1, 3.3.1.2, 3.3.1.3 and 3.3.1.4 and also supersedes AIC 01/18.

2. Private flight landing in Mauritius

2.1 If an operator intends to carry out a non-scheduled private flight into the Republic of Mauritius, he shall apply to the Director of Civil Aviation for permission to carry out such operations not less than:

   a) 2 working days in advance of the intended date of operations, for passengers/crew members travelling from the countries whose citizens do NOT require a visa.

   b) 3 working days in advance of the intended date of operations for passengers/crew members travelling from the countries whose citizens require a visa (see paragraph 3.9 below) prior to undertaking their travel to Mauritius.

3. Requirements for processing of applications

3.1 Aircraft operators shall ensure that their applications are submitted together with the following documents/information:

   a) Name and address of aircraft operator;
   b) Name, telephone number, e-mail and postal billing address of agent/operator;
   c) Purpose of flight, for example tourism, business meeting;
   d) Type of aircraft and registration marks;
   e) Aircraft Call-sign;
   f) Name, nationality, date of birth, passport number, and passport expiry date of all crew members;
   g) Name, nationality, date of birth, passport number, and passport expiry date of all inbound and outbound passengers;
h) All surnames of passengers and crew members should be given in capital letters;
i) Photocopies of the passports of all crew members and passengers;
j) Status of passengers, for example, VVIP, businessmen or government officials, if any;
k) Business contact in Mauritius (except for tourism);
l) Schedule: route(s), date(s), timing(s) of operations;
m) Name of local representative, if any;
n) Name and address of handling agent in Mauritius;
o) Copy of insurance certificate;
p) Maximum take-off weight (MTOW) of the aircraft;
q) Statement from operator/pilot as to whether any arms/ammunitions will be carried on board the aircraft; and
r) Statement from operator/pilot as to whether any visiting royalty, Head of States or diplomatic passport holders are on board.

3.2 Incomplete application shall not be entertained. It is only after receipt of all the above information that the application shall be processed.

3.3 Aircraft operators shall ensure that he has obtained a flight clearance before taking off for Mauritius.

3.4 After obtaining a landing or overflying permission the following shall be complied with:

a) while filing the flight plan the aircraft operator shall include the Flight Clearance Number issued in field 18 of the flight plan; and

b) the pilot shall communicate this Flight Clearance Number to Mauritius Air Traffic Control on first radio contact.

3.5 It may happen that there are changes in: aircraft, itinerary, passengers or crew after the original application is made. In such cases the aircraft operator shall apply for a revised flight clearance because the previous flight clearance issued will no longer be valid.

3.6 In case of changes as described at paragraph 3.5 above, the aircraft operator shall ensure that he has obtained the revised flight clearance and the aircraft shall not take off for Mauritius until the revised flight clearance is obtained.

3.7 The purpose of the flight/visit to Mauritius shall be clearly specified in the application.

3.8 Operators shall make mention of the inbound as well as the outbound passengers. The surnames of passengers and crew shall be written in capital letters.
3.9 List of countries whose citizens need to apply and obtain a visa prior to undertaking their travel to Mauritius.

i. Afghanistan  
ii. Bangladesh  
iii. Iran (Islamic Republic of)  
iv. Iraq  
v. Korea (People’s Democratic Republic of North)  
vi. Lao (People’s Democratic Republic of)  

vii. Libya  
viii. Mali  
ix. Pakistan  
x. Palestinian State  
xi. Saharawi Republic  

xii. Somalia  

xiii. South Sudan  
xiv. Sudan  

xv. Syrian Arab Republic  
xvi. Yemen

4 Non-Compliance

4.1 Failure to comply with the above may result in the application being rejected.

5 Effective Date

5.1 This AIC is effective with immediate effect.

6 Cancellation

6.1 This AIC will remain in force until incorporated in AIP Mauritius.

This AIC is issued for guidance and necessary action

A.D. SOOKDEB  
for Director of Civil Aviation