

FLIGHT CLEARANCE APPLICATION

HOW TO
ACCESS THE
SYSTEM



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VERSION 1.0

01 DECEMBER 2022

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1.0 Introduction to the system

This Flight Clearance system has been designed to capture portal operator requests to land, overfly the island of Mauritius.

The most appropriate browser to use to access the system will be google chrome. The link to the website is as follows: <https://fco.govmu.org/flight-clearance/Source/Portal/> where the users will enter their Username and Password provided by the administrator. Portal operators will have to request login details from administrators for security purposes. Otherwise, anyone will be able to access the system if they were to register on their own. When a portal operator will request for login details, the administrator will get a notification whereby he/she will view details of portal operator and attend the query and provide the portal operator with his login details or deny his/her request if the portal operator does not provide enough details.

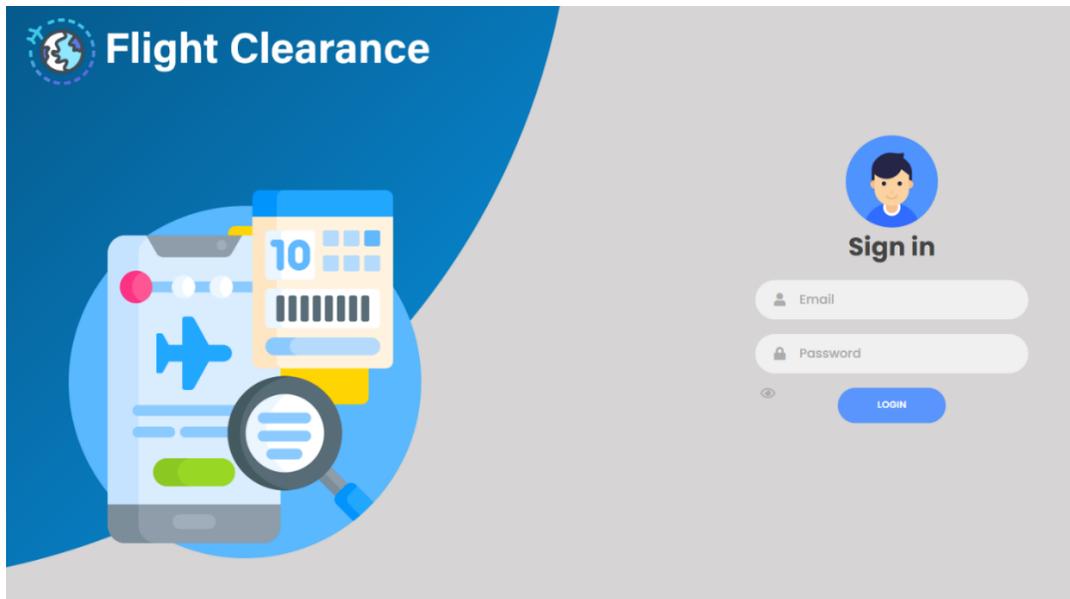
The system is explained in further details.

2.0 Logging in to the System

The Login screen is as follows:

The login screen is where the portal operator will get access to the system with a username and password provided by the administrator.

The portal operator needs to enter his email address and password to access the system and click on Login button as shown below:



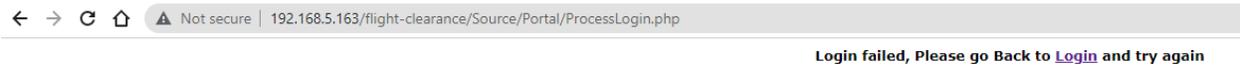
2.1 Login for Portal Operators

The Portal Operator logging into the system using his email address and password provided by administrator:



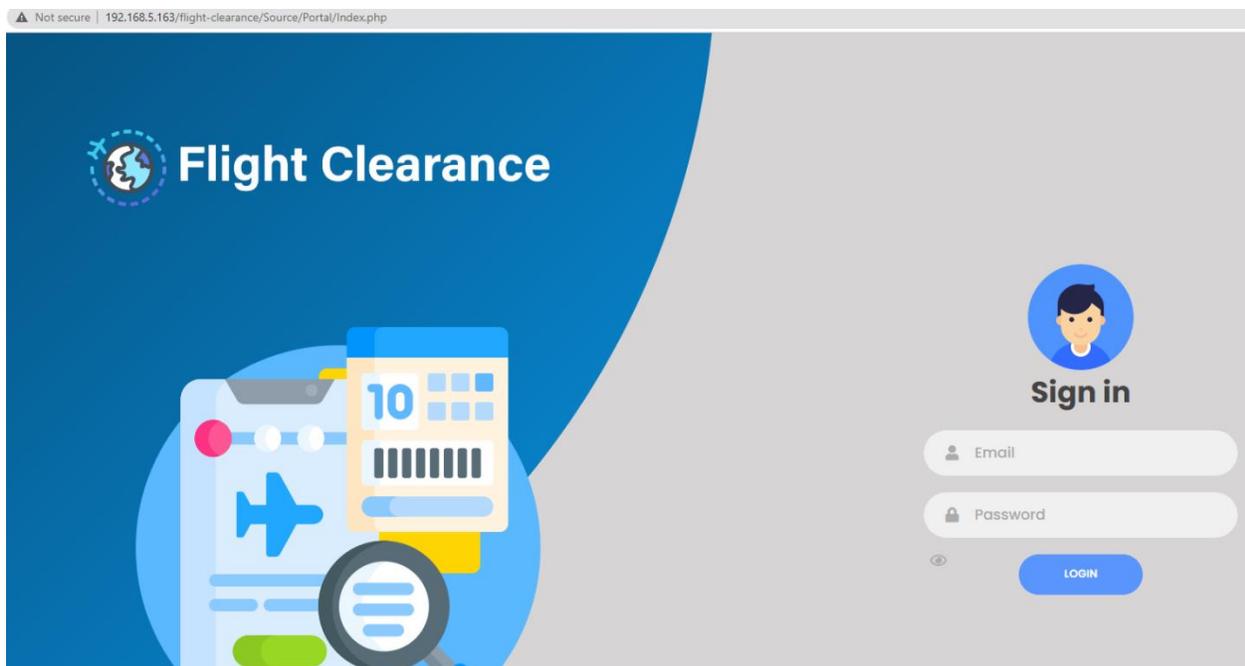
2.2 Login Error in case of wrong email address or password

In case a wrong email address or password is filled in by the user, the latter will not be able to access to the system and will be prompted to go back to the Login screen by clicking on 'Login' link as shown below:



2.3 User redirected to the Login page

The portal operator is redirected to the Login page upon clicking on the link provided in the previous screenshot:



3.0 Home page/List of Pending Applications

Upon successful login the user will be redirected to the List of Pending Applications page that displays list of pending applications that have been filled in by the user and has not yet been approved by the FO. The table will be blank when the user logs into the system for the first time.

The screenshot displays the 'Flight Clearance' system interface. At the top left, there is a logo and the text 'Flight Clearance'. A search bar is located next to it. On the top right, there are notification icons and a user profile icon for 'Kreshwansingh Shikha'. A left-hand navigation menu includes options: 'Dashboard', 'New Application', 'Pending Applications', 'Approved Applications', and 'Cancel Application'. The main content area is titled 'List of Pending Applications'. It features a 'Show 10 entries' dropdown menu and a search input field. Below this is a table with 10 rows of application data. Each row includes a serial number, reference number, flight type, flight category, operator name, telephone number, email, and actions for 'View' and 'Edit'. At the bottom of the table, it indicates 'Showing 1 to 10 of 38 entries' and provides navigation links: 'First', 'Previous', '1', '2', '3', '4', 'Next', and 'Last'. The footer contains the text: 'Department of Civil Aviation, Under the aegis of the Prime Minister's Office (External Communications Division), Republic of Mauritius, © CISD 2022 All Rights Reserved'.

#	Reference No	Flight Type	Flight Category	Operator Name	Telephone No	Email	View	Edit
1	CAV/AIRL/74/1-2022/3	Private Flight	Overflying	shikha	12345678	gkreshwansingh@gmail.com	View	Edit
2	CAV/AIRL/74/1-2022/3	Private Flight	Technical Landing	TEST PTLA	57987652	test@gmail.com	View	Edit
3	CAV/AIRL/74/1/2000-1	Schedule Flight	Overflying	TEST SLA	57987652	test@gmail.com	View	Edit
4	CAV/AIRL/74/1-2022/1	Medical Evacuation Flight	Overflying	MEDICAL OVERFLYING	4120000	test@gmail.com	View	Edit
5	CAV/AIRL/74/1-2022/11	Private Flight	Landing	Private Tech Land Ltd4556	12345678	tse@gmail.com	View	Edit
6	CAV/AIRL/74/1-2022/2	Private Flight	Overflying	TARP AVIATION LLC	230	accounts@jetprime.mu	View	Edit
7	CAV/AIRL/188-2022/	Medical Evacuation Flight	Overflying	Seletar Jet Charter Pty Ltd	65	ops@seletarjet.com	View	Edit
8	CAV/AIRL/74/1-2022/	Private Flight	Technical Landing	Jet Aviation Business Jets AG	230	accounts@jetprime.mu	View	Edit
9	CAV/AIRL/74/1-2022/	Private Flight	Overflying	Phoenix Aviation	65	ksakurdeep@govmu.org	View	Edit
10	CAV/AIRL/74/1-2022/	Private Flight	Landing	mori ltd	57987652	test@gmail.com	View	Edit

4.0 Navigation Menu

There is also a navigation bar on the left hand side, where user can navigate easily through pages.

The navigation menu consists of the following list:

- **New Application**

Portal Operator can apply for a new application depending on flight type and flight category.

- **Pending Applications**

On this page, a list of pending applications is displayed for that particular user.

- **Approved Applications**

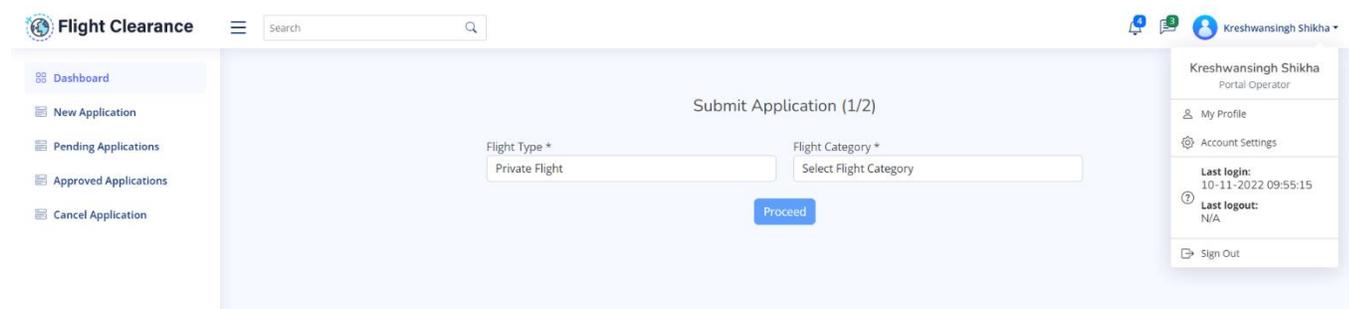
List of applications approved by FO is displayed.

- **Cancel Application**

User is able to cancel applications by their reference number.

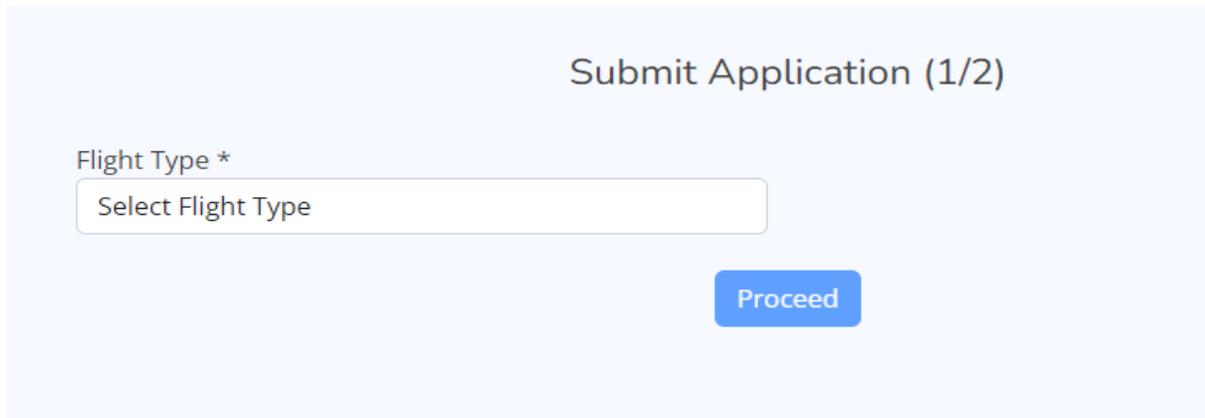
In the top right corner, Username is displayed and when the user clicks on the user icon, the user is able to get a record of last login and last logout and the user can logout of the system using the sign out button.

Below is an overview of the navigation menu:



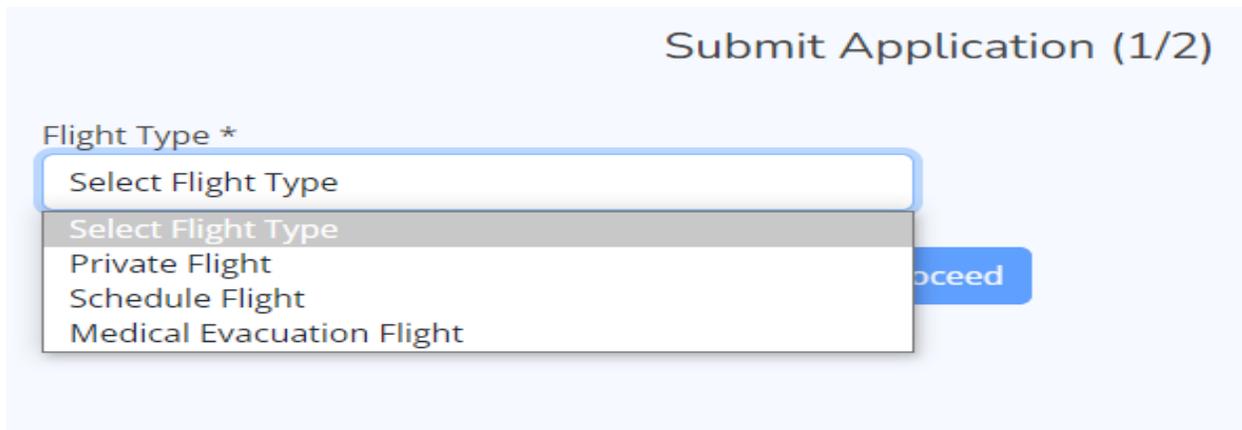
5.0 Starting a New Application part 1 of 2 – Private Landing

The Submit Application ½ page is as shown below whereby user can select a particular Flight Type.



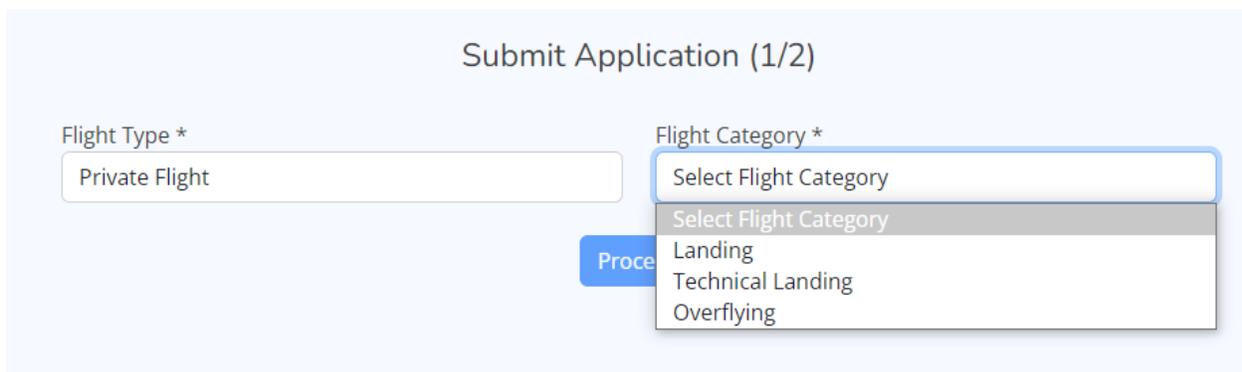
The screenshot shows a light blue background with the title "Submit Application (1/2)" centered at the top. Below the title is a form with a label "Flight Type *" and a dropdown menu containing the text "Select Flight Type". To the right of the dropdown is a blue button labeled "Proceed".

Upon clicking on 'Select Flight Type', list of flight type is displayed in dropdown as shown below:



The screenshot shows the same form as above, but the dropdown menu is open, displaying a list of options: "Select Flight Type", "Private Flight", "Schedule Flight", and "Medical Evacuation Flight". The "Private Flight" option is highlighted. The "Proceed" button is partially visible to the right.

Then the user will select the Flight Category which appears as soon as Flight Type has been selected as shown below:



The screenshot shows the form with "Private Flight" selected in the "Flight Type *" dropdown. A new dropdown menu for "Flight Category *" is open, showing options: "Select Flight Category", "Landing", "Technical Landing", and "Overflying". The "Landing" option is highlighted. A blue button labeled "Proceed" is visible to the left of the dropdown.

The user will click on the Proceed button to go to the desired form as shown below:

Submit Application (1/2)

Flight Type *	Flight Category *
<input type="text" value="Private Flight"/>	<input type="text" value="Landing"/>
<input type="button" value="Proceed"/>	

5.1 Starting a Submit Application part 2 of 2

The Private Flight Type was chosen and the Flight Category chosen was Landing. The form is as shown below:

Submit Application (2/2)

Flight Type: Private Flights ✈️ Category: Landing 📄

Flight Registration Number :

Operator Information

Name of Operator * Postal Address
 Telephone No * Email Address *

Contact details of Aircraft Operator in case of emergency

Name of Operator/Representative* Landline *
 Mobile No * Fax No *
 Email Address * AFTN Address
 SITA Address

Billing Information

Name of Operator/Representative* Postal Address *
 Telephone No* Email Address *

Flight Details

Purpose of Flight*

Itinerary							
Date of Arrival *	Call Sign *	ETA	Estimated Time of Arrival (UTC) *	From	Aerodrome/Country of Origin *	ICAO Airport	+
Date of Departure *	Call Sign *	ETD	Estimated Time of Departure (UTC) *	TO	Aerodrome/Country of Destination *	ICAO Airport	+

Aircraft Details

Aircraft Registration	Aircraft Type	Seats/Configurations	MTOW	Noise Certificate	+
					+

Crew Details

Number of crew *

FLIGHT INFO	SURNAME	MAIDEN NAME	GIVEN NAME	DATE OF BIRTH	NATIONALITY	GENDER	PASSPORT NO.	PASSPORT EXPIRY DATE	CREW PASSPORT COPY	+
										+

Passengers Details

Number of Passengers *

FLIGHT INFO	SURNAME	MAIDEN NAME	GIVEN NAME	DATE OF BIRTH	NATIONALITY	GENDER	PASSPORT NO.	PASSPORT EXPIRY DATE	PASSENGERS PASSPORT COPY	+
										+

Upload Booking No file chosen

Business contact in Mauritius

Name Telephone Number
 Postal Address Email address of receiving party
 Name of local representative (if any) Select Handling Agent in Mauritius*
 Select Handling Agent
 Statement from Operator/pilot as to whether any arms/ammunitions will be carried on board the aircraft
 Statement from Operator / pilot as to whether any visiting Royalty, Head of States or Diplomatic passport holders are on board

If the Portal Operator decides to fill in another type of form such as Schedule or Medical flight, he can click on the **Back to Previous** button and he will be redirected to the **Submit Application (1/2)** page as shown below:

Passengers Details

Number of Passengers *

FLIGHT INFO	SURNAME	MAIDEN NAME	GIVEN NAME	DATE OF BIRTH	NATIONALITY	GENDER	PASSPORT NO.	PASSPORT EXPIRY DATE	PASSENGERS PASSPORT COPY	
-------------	---------	-------------	------------	---------------	-------------	--------	--------------	----------------------	--------------------------	--

Upload Booking No file chosen

Business contact in Mauritius

Name	Telephone Number
Postal Address	Email address of receiving party
Name of local representative (if any)	Select Handling Agent in Mauritius*
	Select Handling Agent
Statement from Operator/pilot as to whether any arms/ammunitions will be carried on board the aircraft	
Statement from Operator / pilot as to whether any visiting Royalty, Head of States or Diplomatic passport holders are on board	

Click the Back to Previous button to return to the Submit Application (1/2) page

The portal operator will be redirected to the **Submit Application (1/2)** page and he can choose the type of flight and flight category to continue the process of creating an application as shown below:

Submit Application (1/2)

Flight Type *

5.2 Filling the form Private Landing

The user now fill in all the details required and save the form as shown below:

Submit Application (2/2)

Flight Type: Private Flights ✕ Category: Landing ✕

Flight Registration Number :

Operator Information

Name of Operator * Telephone No * Postal Address Email Address *

Contact details of Aircraft Operator in case of emergency

Name of Operator/Representative* Mobile No * Email Address * SITA Address Landline * Fax No * AFTN Address

Billing Information

Name of Operator/Representative* Telephone No * Postal Address * Email Address *

Flight Details

Purpose of Flight * Other emergency

Itinerary	Date of Arrival *	Call Sign *	ETA	Estimated Time of Arrival (UTC) *	From	Aerodrome/Country of Origin *	ICAO Airport
	<input type="text" value="15/11/2022"/>	<input type="text" value="CALL"/>	<input type="text" value="ETA"/>	<input type="text" value="10:24"/>	<input type="text" value="FROM"/>	<input type="text" value="AFGHANISTAN"/>	<input type="text" value="ICAO"/>
Date of Departure *	Call Sign *	ETD	Estimated Time of Departure (UTC) *	TO	Aerodrome/Country of Destination *	ICAO Airport	
<input type="text" value="16/11/2022"/>	<input type="text" value="SIGN"/>	<input type="text" value="ETD"/>	<input type="text" value="14:24"/>	<input type="text" value="TO"/>	<input type="text" value="BAHAMAS"/>	<input type="text" value="AIRP"/>	

Aircraft Details

Aircraft Registration Aircraft Type Seats/Configurations MTOW Noise Certificate

Crew Details

Number of crew *

FLIGHT INFO	SURNAME	MAIDEN NAME	GIVEN NAME	DATE OF BIRTH	NATIONALITY	GENDER	PASSPORT NO.	PASSPORT EXPIRY DATE	CREW PASSPORT COPY
ARRIVAL/DEPARTURE	<input type="text" value="DAM"/>	<input type="text" value="DAM"/>	<input type="text" value="JESSY"/>	<input type="text" value="31/10/2000"/>	<input type="text" value="ARMENIA"/>	<input type="text" value="FEMALE"/>	<input type="text" value="WY435R"/>	<input type="text" value="31/05/2024"/>	<input type="text" value="Choose File"/>

Passengers Details

Number of Passengers *

FLIGHT INFO	SURNAME	MAIDEN NAME	GIVEN NAME	DATE OF BIRTH	NATIONALITY	GENDER	PASSPORT NO.	PASSPORT EXPIRY DATE	PASSENGERS PASSPORT COPY
ARRIVAL/DEPARTURE	<input type="text" value="SMITH"/>	<input type="text" value="SMITH"/>	<input type="text" value="JOHN"/>	<input type="text" value="30/03/1980"/>	<input type="text" value="GREENLAND"/>	<input type="text" value="MALE"/>	<input type="text" value="56VTGDTY"/>	<input type="text" value="06/09/2024"/>	<input type="text" value="Choose File"/>

Upload Booking Rose.jfif

Business contact in Mauritius

Name Telephone Number Postal Address Email address of receiving party Name of local representative (if any) Select Handling Agent in Mauritius*

Statement from Operator/pilot as to whether any arms/ammunitions will be carried on board the aircraft

Statement from Operator / pilot as to whether any visiting Royalty, Head of States or Diplomatic passport holders are on board

5.3 User saving the application

After the operator has filled in the required details, he can now save the application by clicking on the save button and he will get a dialog box saying **Application Created Successfully** to display confirmation of the form saved as shown below.



Success!

Application Created Successfully!

OK

5.4 User is redirected to the Submit Application (1/2) page

Now that the form has been saved the user will be returned to the **Submit Application 1/2** page after clicking on the **OK** button from the previous screenshot as shown below:

Submit Application (1/2)

Flight Type *

Select Flight Type

Proceed

6.0 Editing Applications

If the application has been approved by the FO then the application cannot be amended as shown below:

List of Approved Applications

Show entries Search:

#	Reference No	Flight Type	Flight Category	Operator Name	Telephone No	Email	View
1	CAV/AIRL/74/1-2022/1	Private Flight	Landing	Air Mauritius	+230 6032000	ais@govmu.org	
2	CAV/AIRL/74/1-2022/4	Private Flight	Overflying	Air Mauritius	+230 6032000	ais@govmu.org	
3	CAV/AIRL/188-2022/1	Medical Evacuation Flight	Landing	Air Mauritius	+230 6032000	ais@govmu.org	
4	CAV/AIRL/74/1-2022/5	Private Flight	Landing	John Doe	+65 8799 8186	test1342@gmail.com	

Showing 1 to 4 of 4 entries First Previous 1 Next Last

The user can edit the application only if it is pending as shown below:

List of Pending Applications

Show entries Search:

#	Reference No	Flight Type	Flight Category	Operator Name	Telephone No	Email	Status	View	Edit
1	CAV/AIRL/74/1-2022/1	Private Flight	Landing	Air Mauritius	+230 6032000	ais@govmu.org	Approved		
2	CAV/AIRL/74/1-2022/4	Private Flight	Overflying	Air Mauritius	+230 6032000	ais@govmu.org	Approved		
3	CAV/AIRL/188-2022/1	Medical Evacuation Flight	Landing	Air Mauritius	+230 6032000	ais@govmu.org	Approved		
4	CAV/AIRL/188-2022/3	Private Flight	Landing	Air Mauritius	+230 6032000	ais@govmu.org	Approved		
5	CAV/AIRL/188-2022/4	Private Flight	Technical Landing	Air Mauritius	+230 6032000	ais@govmu.org	Approved		
6	CAV/AIRL/74/1-2022/5	Private Flight	Landing	John Doe	+65 8799 8186	test1342@gmail.com	Approved		
7	CAV/AIRL/188-2022/5	Medical Evacuation Flight	Technical Landing	Shikha	12345678dfg	tse@gmail.com	Approved		
8	CAV/AIRL/74/1-2022/6	Private Flight	Overflying	John Doe62	+23057987652o2	test1212@gmail.com02	Approved		
9	CAV/AIRL/74/1-2022/9	Private Flight	Landing	shikha	12345678	tse@gmail.com	Approved		
10	CAV/AIRL/74/1-2022/10	Private Flight	Technical Landing	shikha	12345678	tse@gmail.com	Approved		

Showing 1 to 10 of 15 entries First Previous 1 2 Next Last

User will click here to edit the application

6.1 User being redirected to Edit page

The Edit page is for flight type Medical Evacuation with category Technical Landing Application. Upon clicking the Edit/ pencil icon the user will be redirected to the Edit page as shown below:

Edit Medical Evacuation Technical Landing Application

Flight Type : Medical Evacuation Flight ✈️ Category: Technical Landing 📄

Flight Registration Number : CAV/AIRL/188-2022/3

Crew	Patient	Accompanying Passenger	Medical Staffs	Aircraft Details	Flight Details	
✎ Edit Crew	✎ Edit Patient	✎ Edit Accompanying Passenger	✎ Edit Medical Staff	✎ Edit Aircraft Details	✎ Edit Itinerary Arrival	✎ Edit Itinerary Departure

Operator Information

Name of Operator *

Telephone No *

Postal Address

Email Address *

Contact details of Aircraft Operator in case of emergency

Name of Operator/Representative *

Mobile No *

Email Address *

SITA Address

Landline *

Fax No *

AFTN Address

Billing Information

Name of Operator/Representative *

Telephone No *

Purpose of flight*

Postal Address

Email Address *

Other Purpose*

Clinic/Hospital name where patient will be staying for treatment

Clinic/Hospital name *

Handling Agent/ Operator's Representative details

Name of local representative (if any) *

Name and address of handling agent in Mauritius *

Statement from Operator/pilot as to whether any arms/ammunitions will be carried on board the aircraft *

[Update](#) [Back to Previous](#)

6.2 Editing form details

The changes to be done to Crew, Patient, Accompanying Passenger, Medical Staffs, Aircraft Details and Flight Details will be available in form of a box, where the user will click on the link to make the changes he wants as shown below:

Click here to edit the Crew table

Flight Registration Number : CAV/AIRL/188-2022/3

Crew	Patient	Accompanying Passenger	Medical Staffs	Aircraft Details	Flight Details	
✎ Edit Crew	✎ Edit Patient	✎ Edit Accompanying Passenger	✎ Edit Medical Staff	✎ Edit Aircraft Details	✎ Edit Itinerary Arrival	✎ Edit Itinerary Departure

When the user clicks on the **Edit Crew** link he will be redirected to the **View Crew List** page as shown below:

View Crew List

[+Add New](#) [Back To Previous](#)

FlightInfo	Surname	Maiden Name	Given Name	Gender	DOB	Nationality	Passport No	Passport Expiry Date	Passport Copy Crew	Actions
Arrival/Departure	Female	American Samoa	download.png	✎ 🗑
Departure	Male	Albania	driving.png	✎ 🗑

As per the records there are 2 person in the crew list, the user can Add New crew, Edit the existing crew or Delete the record and click on Back to previous to return to the main form.

6.2.1 Adding a new record for Crew

The user will click on the button Add New to create a record for a new crew member as shown below:

Click here to add new crew member

View Crew List

[+Add New](#) [Back To Previous](#)

FlightInfo	Surname	Maiden Name	Given Name	Gender	DOB	Nationality	Passport No	Passport Expiry Date	Passport Copy Crew	Actions
Arrival/Departure	Female	American Samoa	download.png	✎ 🗑
Departure	Male	Albania	driving.png	✎ 🗑

The user will be redirected to the Add New Medical Crew form as shown below:

Add New Medical Crew

FlightInfo

Surname

Given Name

Maiden Name

Gender

DOB

Nationality

Passport No

Passport Expiry Date

Passport Copy Crew

 No file chosen

The user adding details to the Add New Medical Crew form as shown below:

Add New Medical Crew

FlightInfo

- Select Flight Info
- Arrival
- Departure
- Arrival/Departure

Gender

Nationality

Passport Expiry Date

Surname

Maiden Name

DOB

Passport No

Passport Copy Crew

 No file chosen

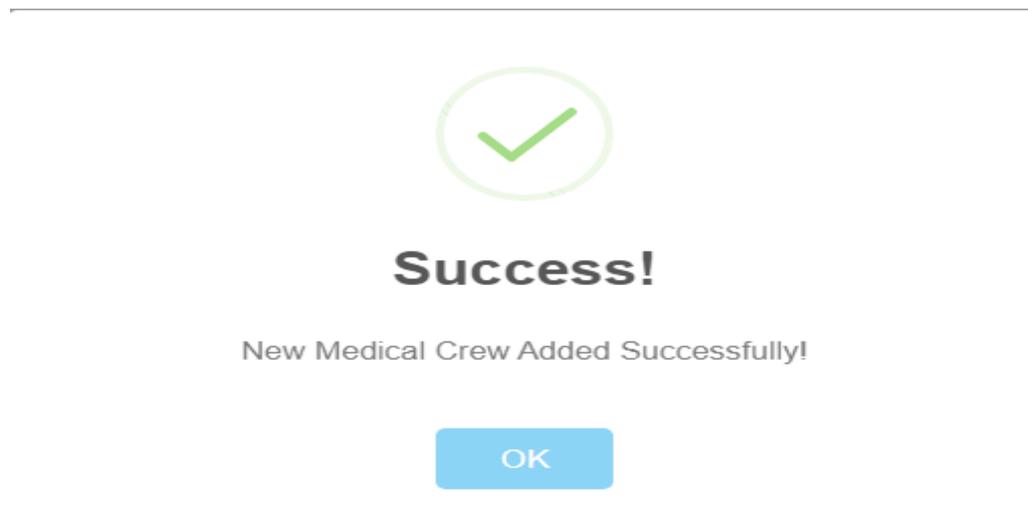
The user will select flight info from the dropdown list, there are three options, either Arrival, Departure or Arrival/Departure and the user will choose the 3rd option and continue filling in other details.

Add New Medical Crew

FlightInfo <input type="text" value="Select Flight Info"/>	Surname <input type="text" value="Doe"/>
Given Name <input type="text" value="John"/>	Maiden Name <input type="text" value="Enter Maiden Name"/>
Gender <input type="text" value="Male"/>	DOB <input type="text" value="10/12/1991"/>
Nationality <input type="text" value="Antarctica"/>	Passport No <input type="text" value="DFHU454RRT"/>
Passport Expiry Date <input type="text" value="08/10/2023"/>	Passport Copy Crew <input type="text" value="Choose File"/> test1.jpg

When the user has filled in all the details required, he will click on the upload button to save the record.

The user will receive a dialog box showing that the record has been successfully saved as shown below:



The user will click on ok to continue ahead.

6.2.2 Record added successfully for Medical Crew

The record for medical crew has been added successfully as shown below:

View Crew List

[+Add New](#) [Back To Previous](#)

FlightInfo	Surname	Maiden Name	Given Name	Gender	DOB	Nationality	Passport No	Passport Expiry Date	Passport Copy Crew	Actions
Arrival/Departure	download.png	
Departure	driving.png	
Arrival/Departure	Doe		John	Male	1991-12-10	Antarctica	DFHU454RRT	2023-10-08	test1.jpg	

6.2.3 Update Medical Crew Details

The user will now click on edit button to update crew details as shown below:

View Crew List

[+Add New](#) [Back To Previous](#)

FlightInfo	Surname	Maiden Name	Given Name	Gender	DOB	Nationality	Passport No	Passport Expiry Date	Passport Copy Crew	Actions
Arrival/Departure	download.png	
Departure	driving.png	
Arrival/Departure	Doe		John	Male	1991-12-10	Antarctica	DFHU454RRT	2023-10-08	test1.jpg	

User will click here to edit the record

When the user has clicked on the edit button he will be redirected to the Update Medical Crew Details page as shown below:

Update Medical Crew Details

Flight Info

Maiden Name

Gender

Nationality

Passport Expiry Date

Surname

Given Name

DOB

Passport No

Passport Copy Crew test1.jpg

6.2.4 Updating Medical Crew Details

The user will now update the medical crew details as shown below:

The flight info was changed from Arrival/Departure to Arrival and the file uploaded was replaced by another file.

Update Medical Crew Details

Flight Info**Surname****Maiden Name****Given Name****Gender****DOB****Nationality****Passport No****Passport Expiry Date****Passport Copy Crew** test1.jpg user1.png

The record was saved and the user received a dialog box showing the Medical Crew record Updated Successfully as shown below:



Success!

Medical Crew Updated Successfully!

The updated record is as shown below:

View Crew List

[+Add New](#) [Back To Previous](#)

FlightInfo	Surname	Maiden Name	Given Name	Gender	DOB	Nationality	Passport No	Passport Expiry Date	Passport Copy Crew	Actions
Arrival/Departure	download.png	 
Arrival	Doe		John	Male	1991-12-10	Antarctica	DFHU454RRT	2023-08-10	user1.png	 

6.2.5 Delete Medical Crew record

The user can delete records as well by clicking on the bin icon as shown below:

View Crew List

[+Add New](#) [Back To Previous](#)

FlightInfo	Surname	Maiden Name	Given Name	Gender	DOB	Nationality	Passport No	Passport Expiry Date	Passport Copy Crew	Actions
Arrival/Departure	download.png	 
Arrival	Doe		John	Male	1991-12-10	Antarctica	DFHU454RRRT	2023-08-10	user1.png	 

user will click on the bin icon to delete a record

6.2.6 Deleting a Medical Crew record

When the user clicks on the delete icon the record will be deleted and the user will receive a dialog box saying deleted successfully as shown below:



Deleted Successfully

OK

The last record that we added at the start is not there now as shown below:

View Crew List

[+Add New](#) [Back To Previous](#)

FlightInfo	Surname	Maiden Name	Given Name	Gender	DOB	Nationality	Passport No	Passport Expiry Date	Passport Copy Crew	Actions
Arrival/Departure	download.png	 

6.3 Back to the Main form

The user will click on the Back To Previous button to go back to the main form as shown below:

View Crew List

[+Add New](#) [Back To Previous](#)  click on the Back To Previous button to return to the main form

FlightInfo	Surname	Maiden Name	Given Name	Gender	DOB	Nationality	Passport No	Passport Expiry Date	Passport Copy Crew	Actions
Arrival/Departure	<input type="text"/>	download.png	 							

The user is redirected to the main form as shown below:

Crew	Patient	Accompanying Passenger	Medical Staffs	Aircraft Details	Flight Details	
Edit Crew	Edit Patient	Edit Accompanying Passenger	Edit Medical Staff	Edit Aircraft Details	Edit Itinerary Arrival	Edit Itinerary Departure

6.3.1 Edit Patient

Editing the patient record. When the user will click on the Edit Patient link he will be redirected to the View Patient List page

Crew	Patient	Accompanying Passenger	Medical Staffs	Aircraft Details	Flight Details	
Edit Crew	Edit Patient	Edit Accompanying Passenger	Edit Medical Staff	Edit Aircraft Details	Edit Itinerary Arrival	Edit Itinerary Departure

[Operator Information](#)  Click here to edit the patient table

6.3.2 User editing the patient list

Below is the View Patient list page:

View Patient List

[+Add New](#) [Back To Previous](#)

Flight Info	Surname	Maiden Name	Given Name	Gender	DOB	Nationality	Passport No	Passport Expiry Date	Passport Copy Patient	Actions
-------------	---------	-------------	------------	--------	-----	-------------	-------------	----------------------	-----------------------	---------

As per the records there is no patient in the patient list, the user can Add New patient, Edit the existing patient or delete the record and click on Back to previous to return to the main form.

6.3.3 Adding a new record for Patient

The user will click on the button Add New to create a record for a new patient as shown below:

[Click here to add new patient](#)

View Patient List

[+Add New](#) [Back To Previous](#)

Flight Info	Surname	Maiden Name	Given Name	Gender	DOB	Nationality	Passport No	Passport Expiry Date	Passport Copy Patient	Actions
-------------	---------	-------------	------------	--------	-----	-------------	-------------	----------------------	-----------------------	---------

The user will be redirected to the Add New Medical Patient form as shown below:

Add New Medical Patient

Flight Info

Surname

Given Name

Maiden Name

Gender

DOB

Nationality

Passport No

Passport Expiry Date

Passport Copy Patient

 No file chosen

The user adding details to the Add New Medical Patient form as shown below:

Add New Medical Patient

Flight Info

- Select Flight Info
- Arrival
- Departure
- Arrival/Departure

Gender

Nationality

Passport Expiry Date

Upload

Surname

Maiden Name

DOB

Passport No

Passport Copy Patient

 No file chosen

The user will select flight info from the dropdown list, there are three options, either Arrival, Departure or Arrival/Departure and the user will choose the 3rd option and continue filling in other details.

Add New Medical Patient

Flight Info <input type="text" value="Arrival/Departure"/>	Surname <input type="text" value="testing"/>
Given Name <input type="text" value="tested"/>	Maiden Name <input type="text" value="Enter Maiden Name"/>
Gender <input type="text" value="Male"/>	DOB <input type="text" value="31/10/1990"/>
Nationality <input type="text" value="Andorra"/>	Passport No <input type="text" value="DFH455"/>
Passport Expiry Date <input type="text" value="05/05/2023"/>	Passport Copy Patient <input type="button" value="Choose File"/> overlay.png
<input type="button" value="Upload"/>	

When the user has filled in all the details required, he will click on the upload button to save the record.

The user will receive a dialog box showing that the record has been successfully saved as shown below:



Success!

New Medical Patient Added Successfully!

OK

The user will click on ok to continue ahead.

6.3.4 Record added successfully for Medical Patient

The record for medical patient has been added successfully as shown below:

View Patient List

[+Add New](#) [Back To Previous](#)

FlightInfo	Surname	Maiden Name	Given Name	Gender	DOB	Nationality	Passport No	Passport Expiry Date	Passport Copy Patient	Actions
Departure	Air	Mauritius	Itd	Female	2022-11-24	Argentina	dg54556	2022-11-17	online-booking.png	
Arrival	sdf		sdf	Female	2022-11-23	Åland Islands	SER2	2022-11-14	bg23-l.png	
Arrival/Departu	testing		tested	Male	1990-10-31	Andorra		2023-05-05	overlay.png	

6.3.5 Update Medical Patient Details

The user will now click on edit button to update patient details as shown below:

View Patient List

[+Add New](#) [Back To Previous](#)

FlightInfo	Surname	Maiden Name	Given Name	Gender	DOB	Nationality	Passport No	Passport Expiry Date	Passport Copy Patient	Actions
Departure	Air	Mauritius	Itd	Female	2022-11-24	Argentina	dg54556	2022-11-17	online-booking.png	
Arrival	sdf		sdf	Female	2022-11-23	Åland Islands	SER2	2022-11-14	bg23-l.png	
Arrival/Departu	testing		tested	Male	1990-10-31	Andorra		2023-05-05	overlay.png	

User will click here to edit the record

When the user has clicked on the edit button he will be redirected to the Update Medical Patient Details page as shown below:

Update Medical Patient Details

FlightInfo <input type="text" value="Arrival/Departu"/>	Surname <input type="text" value="testing"/>
Maiden Name <input type="text"/>	GivenName <input type="text" value="tested"/>
Gender <input type="text" value="Male"/>	DOB <input type="text" value="31/10/1990"/>
Nationality <input type="text" value="Andorra"/>	Passport No <input type="text"/>
Passport Expiry Date <input type="text" value="05/05/2023"/>	Passport Copy Patient overlay.png <input type="button" value="Choose File"/> No file chosen
<input type="button" value="Save"/>	

6.3.6 Updating Medical Patient Details

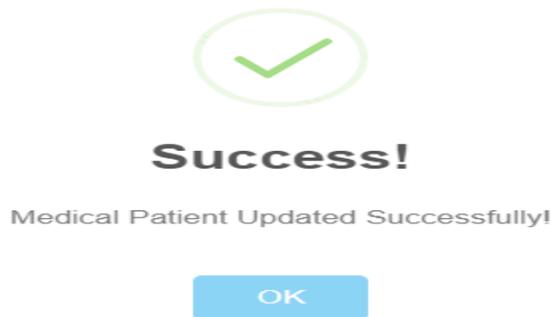
The user will now update the medical patient details as shown below:

The flight info was changed from Arrival/Departure to Arrival and the file uploaded was replaced by another file.

Update Medical Patient Details

FlightInfo <input type="text" value="Arrival"/>	Surname <input type="text" value="testing"/>
Maiden Name <input type="text"/>	GivenName <input type="text" value="tested"/>
Gender <input type="text" value="Male"/>	DOB <input type="text" value="31/10/1990"/>
Nationality <input type="text" value="Andorra"/>	Passport No <input type="text" value="DFH455"/>
Passport Expiry Date <input type="text" value="05/05/2023"/>	Passport Copy Patient overlay.png <input type="button" value="Choose File"/> otp-logo-3.png

The record was saved and the user received a dialog box showing the Medical Patient record Updated Successfully as shown below:



The updated record can be seen as shown below:

[View Patient List](#)

[+Add New](#) [Back To Previous](#)

FlightInfo	Surname	Maiden Name	Given Name	Gender	DOB	Nationality	Passport No	Passport Expiry Date	Passport Copy Patient	Actions
Departure	Air	Mauritius	ltd	Female	2022-11-24	Argentina	dg54556	2022-11-17	online-booking.png	
Arrival	sdf		sdf	Female	2022-11-23	Åland Islands	SER2	2022-11-14	bg23-l.png	
Arrival	testing		tested	Male	1990-10-31	Andorra	DFH455	2023-05-05	otp-logo-3.png	

6.3.4 Delete Medical Patient record

The user can delete records as well by clicking on the bin icon as shown below:

View Patient List

[+Add New](#) [Back To Previous](#)

FlightInfo	Surname	Maiden Name	Given Name	Gender	DOB	Nationality	Passport No	Passport Expiry Date	Passport Copy Patient	Actions
Departure	Air	Mauritius	ltd	Female	2022-11-24	Argentina	dg54556	2022-11-17	online-booking.png	 
Arrival	sdf		sdf	Female	2022-11-23	Aland Islands	SER2	2022-11-14	bg23-l.png	 
Arrival	testing		tested	Male	1990-10-31	Andorra	DFH455	2023-05-05	otp-logo-3.png	 

User will click on the bin icon to delete a record

6.3.5 Deleting a Medical Patient record

When the user clicks on the delete icon the record will be deleted and the user will receive a dialog box saying Medical Patient Deleted Successfully as shown below:



Medical Patient Deleted
Successfully



The last record that we added at the start is not there now as shown below:

View Patient List

[+Add New](#) [Back To Previous](#)

FlightInfo	Surname	Maiden Name	Given Name	Gender	DOB	Nationality	Passport No	Passport Expiry Date	Passport Copy Patient	Actions
Departure	Air	Mauritius	ltd	Female	2022-11-24	Argentina	dg54556	2022-11-17	online-booking.png	 
Arrival	sdf		sdf	Female	2022-11-23	Åland Islands	SER2	2022-11-14	bg23-1.png	 

6.4 Back to the Main form

The user will click on the Back to Previous button to go back to the main form as shown below:

View Patient List

[+Add New](#) [Back To Previous](#)  Click on the Back To Previous button to return to the main form

FlightInfo	Surname	Maiden Name	Given Name	Gender	DOB	Nationality	Passport No	Passport Expiry Date	Passport Copy Patient	Actions
Departure	Air	Mauritius	ltd	Female	2022-11-24	Argentina	dg54556	2022-11-17	online-booking.png	 
Arrival	sdf		sdf	Female	2022-11-23	Aland Islands	SER2	2022-11-14	bg23-l.png	 

User is redirected to the main form as shown below:

Crew	Patient	Accompanying Passenger	Medical Staffs	Aircraft Details	Flight Details	
 Edit Crew	 Edit Patient	 Edit Accompanying Passenger	 Edit Medical Staff	 Edit Aircraft Details	 Edit Itinerary Arrival	 Edit Itinerary Departure

6.4.1 Adding a new record for Accompanying Passenger

The user will click on the button Add New to create a record for a new Medical Accompanying Passenger as shown below:

Click here to add new Accompanying Passenger View Accompanying Passenger List

[+Add New](#) [Back To Previous](#)

FlightInfo	Surname	GivenName	Gender	dob	Nationality	PassportNo	PassportExpiryDate	PassportCopyaccpass	Actions
Arrival/Departu	Air	Itd	Female	2022-11-25	Anguilla	12356	2022-11-08	background.jpg	 
Departure	sdf	sdf	Female	2022-11-10	Albania	cgfc	2022-11-10	driving.png	 

The user will be redirected to the Add New Medical Accompanying Passenger form as shown below:

Add New Medical Accompanying Passenger

FlightInfo	<input type="text"/>	Surname	<input type="text"/>
GivenName	<input type="text"/>	Gender	<input type="text"/>
dob	<input type="text" value="dd/mm/yyyy"/> 	Nationality	<input type="text"/>
PassportNo	<input type="text"/>	PassportExpiryDate	<input type="text" value="dd/mm/yyyy"/> 
PassportCopyAccPass	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Upload"/>	

The user will select flight info from the dropdown list, there are three options, either Arrival, Departure or Arrival/Departure and the user will choose the 3rd option and continue filling in other details.

Add New Medical Accompanying Passenger

FlightInfo Arrival/Departure	Surname Doe
GivenName John	Gender Male
dob 31/10/1999	Nationality AZERBAIJAN
PassportNo M43DF	PassportExpiryDate 04/06/2023
PassportCopyAccPass Choose File Schedule.png	Upload

When the user has filled in all the details required, he will click on the upload button to save the record.

The user will receive a dialog box showing that the record has been successfully saved as shown below:



Success!

New Medical Accompanying Passenger Added Successfully!

OK

The user will click on ok to continue ahead.

6.4.2 Record added successfully for Medical Accompanying Passenger

The record for Medical Accompanying Passenger has been added successfully as shown below:

View Accompanying Passenger List

[+Add New](#) [Back To Previous](#)

Flight Info	Surname	Maiden Name	Given Name	Gender	DOB	Nationality	Passport No	Passport Expiry Date	Passport Copy AccPass	Actions
Departure	test	test	fgg	Male	2022-11-11	Albania	044	2022-11-04	apple-touch-icon1.png	 
Arrival/Departure	Doe		John	Male	1999-10-31	Azerbaijan	M43DF	2023-06-04	Schedule.png	 

6.4.3 Update Accompanying Passenger Details

The user will now click on edit button to update Medical Accompanying Passenger details as shown below:

View Accompanying Passenger List

[+Add New](#) [Back To Previous](#)

Flight Info	Surname	Maiden Name	Given Name	Gender	DOB	Nationality	Passport No	Passport Expiry Date	Passport Copy AccPass	Actions
Departure	test	test	fgg	Male	2022-11-11	Albania	044	2022-11-04	apple-touch-icon1.png	 
Arrival/Departure	Doe		John	Male	1999-10-31	Azerbaijan	M43DF	2023-06-04	Schedule.png	 

User will click here to edit the record

When the user has clicked on the edit button he will be redirected to the Update Medical Accompanying Passenger Details page as shown below:

Update Medical Accompanying Passenger Details

Flight Info

Maiden Name

Gender

Nationality

Passport Expiry Date



Surname

Given Name

DOB



Passport No

Passport Copy AccPass Schedule.png

6.4.4 Updating Accompanying Passenger Details

The user will now update the Medical Accompanying Passenger details as shown below:

The flight info was changed from Arrival/Departure to Arrival, Maiden name was added and the file uploaded was replaced by another file.

Update Medical Accompanying Passenger Details

Flight Info	Surname
<input type="text" value="Arrival"/>	<input type="text" value="Doe"/>
Maiden Name	Given Name
<input type="text"/>	<input type="text" value="John"/>
Gender	DOB
<input type="text" value="Male"/>	<input type="text" value="31/10/1999"/>
Nationality	Passport No
<input type="text" value="Azerbaijan"/>	<input type="text" value="M43DF"/>
Passport Expiry Date	Passport Copy AccPass Schedule.png
<input type="text" value="04/06/2023"/>	<input type="text" value="Choose File user1.png"/>
<input type="button" value="Save"/>	

The record was saved and the user received a dialog box showing the Medical Accompanying Passenger record Updated Successfully as shown below:



Success!

Medical Accompanying Passenger Updated Successfully!



The updated record can be seen as shown below:

View Accompanying Passenger List

[+Add New](#) [Back To Previous](#)

Flight Info	Surname	Maiden Name	Given Name	Gender	DOB	Nationality	Passport No	Passport Expiry Date	Passport Copy AccPass	Actions
Departure	test	test	fgg	Male	2022-11-11	Albania	044	2022-11-04	apple-touch-icon1.png	 
Arrival	Doe	John	John	Male	1999-10-31	Azerbaijan	M43DF	2023-06-04	user1.png	 

6.4.5 Delete Medical Accompanying Passenger record

The user can delete records as well as shown below:

View Accompanying Passenger List

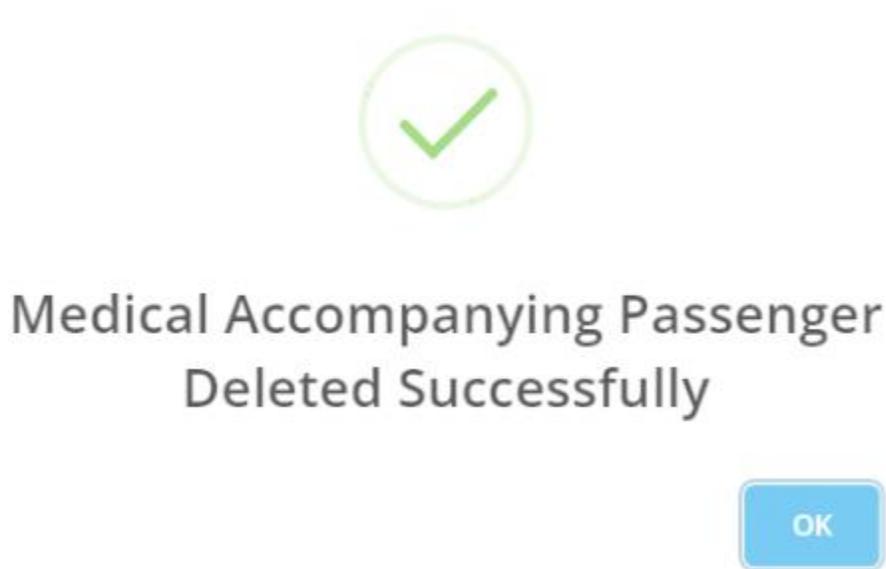
[+Add New](#) [Back To Previous](#)

Flight Info	Surname	Maiden Name	Given Name	Gender	DOB	Nationality	Passport No	Passport Expiry Date	Passport Copy AccPass	Actions
Departure	test	test	fgg	Male	2022-11-11	Albania	044	2022-11-04	apple-touch-icon1.png	 
Arrival	Doe	John	John	Male	1999-10-31	Azerbaijan	M43DF	2023-06-04	user1.png	 

User will click on the bin icon to delete a record

6.4.6 Deleting a Medical Accompanying Passenger record

When the user clicks on the delete icon the record will be deleted and the user will receive a dialog box saying deleted successfully as shown below:



The last record that we added at the start is not there now as shown below:

View Accompanying Passenger List

[+Add New](#) [Back To Previous](#)

Flight Info	Surname	Maiden Name	Given Name	Gender	DOB	Nationality	Passport No	Passport Expiry Date	Passport Copy AccPass	Actions
Departure	test	test	fgg	Male	2022-11-11	Albania	044	2022-11-04	apple-touch-icon1.png	 

6.5 Back to the Main form

The user will click on the Back to Previous button to go back to the main form as shown below:

View Accompanying Passenger List

[+Add New](#) [Back To Previous](#)  Click on the Back To Previous button to return to the main form

Flight Info	Surname	Maiden Name	Given Name	Gender	DOB	Nationality	Passport No	Passport Expiry Date	Passport Copy AccPass	Actions
Departure	test	test	fgg	Male	2022-11-11	Albania	044	2022-11-04	apple-touch-icon1.png	 

The user is redirected to the main form as shown below:

Crew	Patient	Accompanying Passenger	Medical Staffs	Aircraft Details	Flight Details	
Edit Crew	Edit Patient	Edit Accompanying Passenger	Edit Medical Staff	Edit Aircraft Details	Edit Itinerary Arrival	Edit Itinerary Departure

6.5.1 Adding a new record for Medical Staff

The user will click on the button Add New to create a record for a new Medical Staff as shown below:

Click here to add new Medical Staff

View Medical Staff List

[+Add New](#) [Back To Previous](#)

Flight Info	Surname	Maiden Name	Given Name	Gender	DOB	Nationality	Passport No	Passport Expiry Date	Passport Copy Medical Staff	Actions
Departure	gghh	test	fgg	Female	2022-11-11	Albania	044	2022-11-11	apple-touch-icon1.png	 

The user will be redirected to the Add New Medical Staff form as shown below:

Add New Medical Staff

FlightInfo <input type="text" value="Select Flight Info"/>	Surname <input type="text" value="Enter Surname"/>
Given Name <input type="text" value="Enter Given Name"/>	Maiden Name <input type="text" value="Enter Maiden Name"/>
Gender <input type="text" value="Select Gender"/>	DOB <input type="text" value="dd/mm/yyyy"/>
Nationality <input type="text" value="Select Nationality"/>	Passport No <input type="text" value="Enter Passport No"/>
Passport Expiry Date <input type="text" value="dd/mm/yyyy"/>	Passport Copy Medical Staff <input type="button" value="Choose File"/> No file chosen

The user adding details to the Add New Medical Staff form as shown below:

Add New Medical Staff

FlightInfo

Select Flight Info

- Select Flight Info
- Arrival
- Departure
- Arrival/Departure

Gender

Select Gender

Nationality

Select Nationality

Passport Expiry Date

dd/mm/yyyy

Upload

Surname

Enter Surname

Maiden Name

Enter Maiden Name

DOB

dd/mm/yyyy

Passport No

Enter Passport No

Passport Copy Medical Staff

Choose File No file chosen

The user will select flight info from the dropdown list, there are three options, either Arrival, Departure or Arrival/Departure and the user will choose the 3rd option and continue filling in other details.

Add New Medical Staff

FlightInfo <input type="text" value="Arrival/Departure"/>	Surname <input type="text" value="testing"/>
Given Name <input type="text" value="tested"/>	Maiden Name <input type="text" value="Enter Maiden Name"/>
Gender <input type="text" value="Male"/>	DOB <input type="text" value="31/10/2005"/>
Nationality <input type="text" value="Aruba"/>	Passport No <input type="text" value="M45DI"/>
Passport Expiry Date <input type="text" value="30/04/2023"/>	Passport Copy Medical Staff <input type="button" value="Choose File"/> Schedule.png

When the user has filled in all the details required, he will click on the upload button to save the record.

The user will receive a dialog box showing that the record has been successfully saved as shown below:



Success!

New Medical Staff Added Successfully!

The user will click on ok to continue ahead.

6.5.2 Record added successfully for Medical Staff

The record for Medical Staff has been added successfully as shown below:

View Medical Staff List

[+Add New](#) [Back To Previous](#)

Flight Info	Surname	Maiden Name	Given Name	Gender	DOB	Nationality	Passport No	Passport Expiry Date	Passport Copy Medical Staff	Actions
Departure	gghh	test	fgg	Female	2022-11-11	Albania	044	2022-11-11	apple-touch-icon1.png	 
Arrival/Departu	testing		tested	Male	2005-10-31	Aruba	M45DI	2023-04-30	Schedule.png	 

6.5.3 Update Medical Staff Details

The user will now click on edit button to update Medical Staff details as shown below:

[+Add New](#) [Back To Previous](#)

Flight Info	Surname	Maiden Name	Given Name	Gender	DOB	Nationality	Passport No	Passport Expiry Date	Passport Copy Medical Staff	Actions
Departure	gghh	test	fgg	Female	2022-11-11	Albania	044	2022-11-11	apple-touch-icon1.png	 
Arrival/Departu	testing		tested	Male	2005-10-31	Aruba	M45DI	2023-04-30	Schedule.png	 

User will click here to edit

When the user has clicked on the edit button he will be redirected to the Update Medical Staff Details page as shown below:

Update Medical Staff Details

FlightInfo

Surname

Maiden Name

Given Name

Gender

DOB

Nationality

Passport No

Passport Expiry Date

Passport Copy Medical Staff

6.5.4 Updating Medical Staff Details

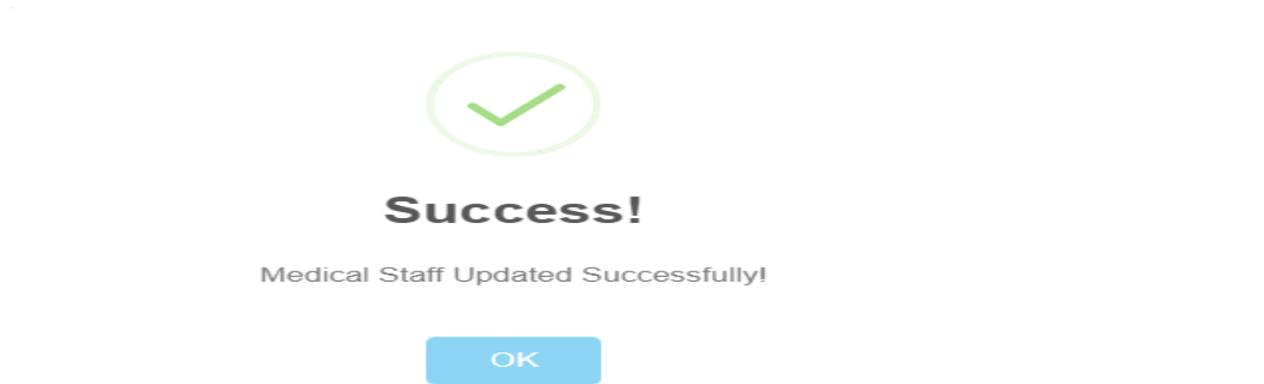
The user will now update the Medical Staff details as shown below:

The flight info was changed from Arrival/Departure to Arrival and the file uploaded was replaced by another file.

Update Medical Staff Details

<p>FlightInfo</p> <input type="text" value="Arrival"/> <p>Maiden Name</p> <input type="text"/> <p>Gender</p> <input type="text" value="Male"/> <p>Nationality</p> <input type="text" value="Aruba"/> <p>Passport Expiry Date</p> <input type="text" value="30/04/2023"/>	<p>Surname</p> <input type="text" value="testing"/> <p>Given Name</p> <input type="text" value="tested"/> <p>DOB</p> <input type="text" value="31/10/2005"/> <p>Passport No</p> <input type="text" value="M45DI"/> <p>Passport Copy Medical Staff <small>Schedule.png</small></p> <input type="button" value="Choose File"/> <small>otp-logo-3.png</small>
---	---

and the record was saved and the user received a dialog box showing the Medical Staff record Updated Successfully as shown below:



The updated record can be seen as shown below:

View Medical Staff List

Flight Info	Surname	Maiden Name	Given Name	Gender	DOB	Nationality	Passport No	Passport Expiry Date	Passport Copy Medical Staff	Actions
Departure	gghh	test	fgg	Female	2022-11-11	Albania	044	2022-11-11	apple-touch-icon1.png	
Arrival	testing		tested	Male	2005-10-31	Aruba	M45DI	2023-04-30	otp-logo-3.png	

6.5.5 Delete Medical Staff record

The user can delete records as well as shown below:

View Medical Staff List

[+Add New](#) [Back To Previous](#)

Flight Info	Surname	Maiden Name	Given Name	Gender	DOB	Nationality	Passport No	Passport Expiry Date	Passport Copy Medical Staff	Actions
Departure	gghh	test	fgg	Female	2022-11-11	Albania	044	2022-11-11	apple-touch-icon1.png	 
Arrival	testing		tested	Male	2005-10-31	Aruba	M45DI	2023-04-30	otp-logo-3.png	 

User will click on the bin icon to delete a record

6.5.6 Deleting a Medical Staff record

When the user clicks on the delete icon the record will be deleted and the user will receive a dialog box saying deleted successfully as shown below:



Medical Staff Deleted Successfully

OK

The last record that we added at the start is not there now as shown below:

View Medical Staff List

[+Add New](#) [Back To Previous](#)

Flight Info	Surname	Maiden Name	Given Name	Gender	DOB	Nationality	Passport No	Passport Expiry Date	Passport Copy Medical Staff	Actions
Departure	gghh	test	fgg	Female	2022-11-11	Albania	044	2022-11-11	apple-touch-icon1.png	 

6.6 Back to the Main form

The user will click on the Back to Previous button to go back to the main form as shown below:

View Medical Staff List

[+Add New](#) [Back To Previous](#)  Click on the Back To Previous button to return to the main form

Flight Info	Surname	Maiden Name	Given Name	Gender	DOB	Nationality	Passport No	Passport Expiry Date	Passport Copy Medical Staff	Actions
Departure	gghh	test	fgg	Female	2022-11-11	Albania	044	2022-11-11	apple-touch-icon1.png	 

User is redirected to the main form as shown below:

Crew	Patient	Accompanying Passenger	Medical Staffs	Aircraft Details	Flight Details	
Edit Crew	Edit Patient	Edit Accompanying Passenger	Edit Medical Staff	Edit Aircraft Details	Edit Itinerary Arrival	Edit Itinerary Departure

6.6.1 Edit Aircraft Details

User makes changes to aircraft details will have to click on the Edit Aircraft details button as shown below:

Crew	Patient	Accompanying Passenger	Medical Staffs	Aircraft Details	Flight Details	
Edit Crew	Edit Patient	Edit Accompanying Passenger	Edit Medical Staff	Edit Aircraft Details	Edit Itinerary Arrival	Edit Itinerary Departure

Operator Information

 User will click here to change aircraft details

The user is redirected to the View Aircraft list as shown below:

View Aircraft List

[+Add New](#) [Back To Previous](#)

Aircraft Registration	Aircraft Type	Seats/Configurations	MTOW	Noise Certificate	Actions
TEST PTL	wrw	gij	66	icon-114x114.png	 

The user can add new, update existing record or delete a record.

6.6.2 Adding a new record for Aircraft details

User adding a new record as shown below:

User will click here to add a new record

View Aircraft List

[+Add New](#) [Back To Previous](#)

Aircraft Registration	Aircraft Type	Seats/Configurations	MTOW	Noise Certificate	Actions
TEST PTL	wrw	gij	66	icon-114x114.png	✎ 🗑️

Upon clicking on the Add New button user will be redirected to the Add New Medical Aircraft as shown below:

Add New Medical Aircraft

Aircraft Registration

Aircraft Type

Configuration

MTOW

Noise Certificate

 No file chosen

The user will now fill in details as shown below:

Add New Medical Aircraft

Aircraft Registration

Aircraft Type

Configuration

MTOW

Noise Certificate

 user1.png

Now the user will save the details and user will receive a dialog while saving the record as shown below:



Success!

New Medical Aircraft Added Successfully!

The new record is as shown below:

View Aircraft List

[+Add New](#) [Back To Previous](#)

Aircraft Registration	Aircraft Type	Seats/Configurations	MTOW	Noise Certificate	Actions
TEST PTL	wrw	gij	66	icon-114x114.png	
45 JIU 4857	Private	10	1000	user1.png	

6.6.3 Edit/ Update Aircraft Details

User will click on the pencil icon to edit flight details as shown below:

View Aircraft List

[+Add New](#) [Back To Previous](#)

Aircraft Registration	Aircraft Type	Seats/Configurations	MTOW	Noise Certificate	Actions
TEST PTL	wrw	g/y	66	icon-114x114.png	 
45 JIU 4857	Private	10	1000	user1.png	 

[Click here to edit Aircraft details](#)

User will be redirected to the Update Medical Aircraft Details as shown below:

Update Medical Aircraft Details

Aircraft Registration

Aircraft Type

Configuration

MTOW

Noise Certificate user1.png

 No file chosen

User will edit detail such as aircraft type and upload another file for noise certificate as shown below:

Update Medical Aircraft Details

Aircraft Registration

Aircraft Type

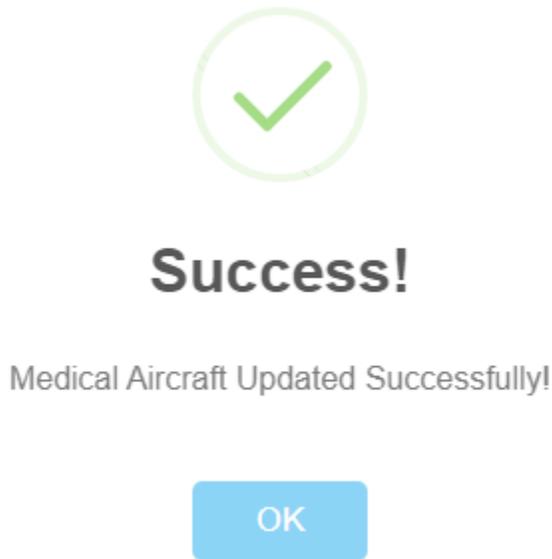
Configuration

MTOW

Noise Certificate user1.png

 overlay.png

The user will then click on the save button and will get a dialog box confirming the record has been saved. As shown below:



The changes done can be seen in the View Aircraft List below:

View Aircraft List

[+Add New](#) [Back To Previous](#)

Aircraft Registration	Aircraft Type	Seats/Configurations	MTOW	Noise Certificate	Actions	
TEST PTL	wrw	gij	66	icon-114x114.png		
45 JIU 4857	Medical	10	1000	overlay.png		

If the user wants to delete a record he will click on the bin icon as shown below:

View Aircraft List

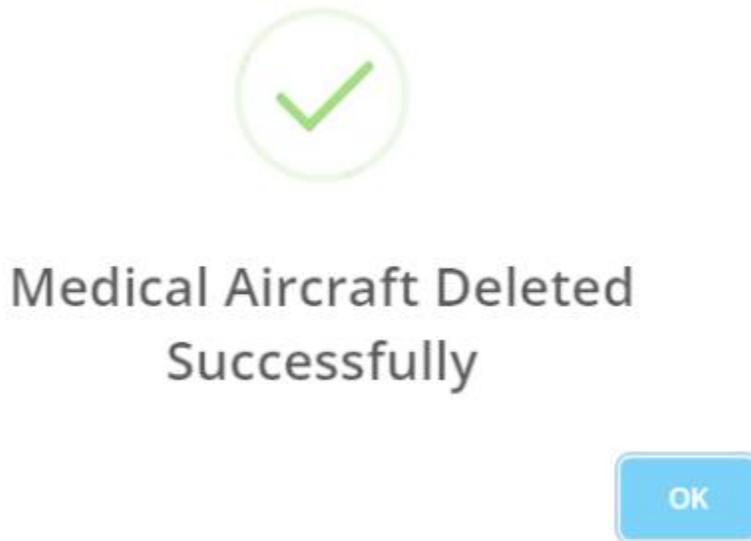
[+Add New](#) [Back To Previous](#)

Aircraft Registration	Aircraft Type	Seats/Configurations	MTOW	Noise Certificate	Actions	
TEST PTL	wrw	gij	66	icon-114x114.png		
45 JIU 4857	Medical	10	1000	overlay.png		

Click on the bin icon to delete the record

6.6.4 Delete aircraft details

When the user will click on the delete button he will receive a dialog box showing record deleted successfully as shown below:



The user will click on Back To Previous button to go to the main form as shown below:

View Aircraft List

[+Add New](#) [Back To Previous](#) ⇒ Click here to go to the main form

Aircraft Registration	Aircraft Type	Seats/Configurations	MTOW	Noise Certificate	Actions
TEST PTL	wrw	gly	66	icon-114x114.png	✎ 🗑️

User is redirected to the main form as shown below:

Crew	Patient	Accompanying Passenger	Medical Staffs	Aircraft Details	Flight Details	
✎ Edit Crew	✎ Edit Patient	✎ Edit Accompanying Passenger	✎ Edit Medical Staff	✎ Edit Aircraft Details	✎ Edit Itinerary Arrival	✎ Edit Itinerary Departure

6.7 Editing Flight Details

6.7.1 Edit Itinerary Arrival

User will click on Edit Itinerary Arrival to makes changes to the Itinerary Arrival as shown below:

Crew	Patient	Accompanying Passenger	Medical Staffs	Aircraft Details	Flight Details	
Edit Crew	Edit Patient	Edit Accompanying Passenger	Edit Medical Staff	Edit Aircraft Details	Edit Itinerary Arrival	Edit Itinerary Departure

[Operator Information](#)

To edit Arrival details
user will click here

The user will be redirected to the View Medical Itinerary Arrival Details page as shown below:

View Medical Itinerary Arrival Details

[+Add New](#) [Back To Previous](#)

Date of Arrival	Call Sign	Estimated Time of Arrival(UTC)	Aerodrome/Country of Origin	ICAO Airport	Actions
2022-11-24	2807	11:06	Bahrain	aaaa	Edit Delete

The user can add new record, update the existing record and delete a record.

6.7.2 Add Arrival details

The user will click on the button Add New to add a new record as shown below:

User will click here to add a new record

 **+Add New** Back To Previous

View Medical Itinerary Arrival Details

Date of Arrival	Call Sign	Estimated Time of Arrival(UTC)	Aerodrome/Country of Origin	ICAO Airport	Actions
2022-11-24	2807	11:06	Bahrain	aaaa	 

The user will be redirected to the Add New Medical Itinerary Arrival form as shown below:

Add New Medical Itinerary Arrival

Date Of Arrival
 

Call Sign

Aerodrome/Country of Origin *

Estimated Time of Arrival (UTC) *
 

ICAO Airport

Upload

The user will start filling all details and then click on the Upload button to save the record as shown below:

Add New Medical Itinerary Arrival

Date Of Arrival
 

Call Sign

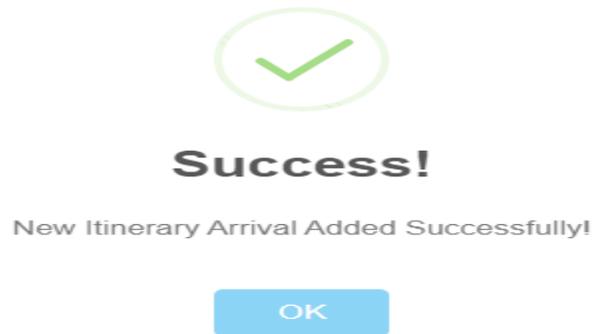
Aerodrome/Country of Origin *

Estimated Time of Arrival (UTC) *
 

ICAO Airport

Upload

The user will receive a dialog box showing the record has been saved successfully as shown below:



The user will then be redirected to the View Medical Itinerary Arrival Details upon clicking the OK button from the dialog box as shown below and the new record will also be available.

View Medical Itinerary Arrival Details

[+Add New](#) [Back To Previous](#)

Date of Arrival	Call Sign	Estimated Time of Arrival(UTC)	Aerodrome/Country of Origin	ICAO Airport	Actions
2022-11-24	2807	11:06	Bahrain	aaaa	 
2022-12-02	DF45	12:25	Australia	DEI4	 

6.7.3 Update/ Edit Arrival Details

The user can edit records by clicking on the pencil icon as shown below:

View Medical Itinerary Arrival Details

[+Add New](#) [Back To Previous](#)

Date of Arrival	Call Sign	Estimated Time of Arrival(UTC)	Aerodrome/Country of Origin	ICAO Airport	Actions
2022-11-24	2807	11:06	Bahrain	aaaa	 
2022-12-02	DF45	12:25	Australia	DEI4	 

 
User will click here to edit the record

The user will be redirected to the Update Itinerary Arrival Details form as shown below:

Update Itinerary Arrival Details

Date of Arrival

Call Sign

Estimated Time of Arrival (UTC) *

Aerodrome/Country of Origin *

ICAO Airport

The user will modify details such as date of arrival and call sign and then click on the button save to save the changes. The changes are as shown below:

Update Itinerary Arrival Details

Date of Arrival

Call Sign

Estimated Time of Arrival (UTC) *

Aerodrome/Country of Origin *

ICAO Airport

When the user will click on the save button he will get a dialog box as shown below:



Success!

Itinerary Arrival Updated Successfully!

When the user clicks on OK button he will be redirected to the View Medical Itinerary Arrival Details page along with the changes done as shown below:

View Medical Itinerary Arrival Details

[+Add New](#) [Back To Previous](#)

Date of Arrival	Call Sign	Estimated Time of Arrival(UTC)	Aerodrome/Country of Origin	ICAO Airport	Actions
2022-11-24	2807	11:06	Bahrain	aaaa	✎ 🗑
2022-12-04	UIF435	12:25	Australia	DEI4	✎ 🗑

6.7.4 Delete Arrival details

The user will click on the bin icon to delete a record as shown below:

View Medical Itinerary Arrival Details

[+Add New](#) [Back To Previous](#)

Date of Arrival	Call Sign	Estimated Time of Arrival(UTC)	Aerodrome/Country of Origin	ICAO Airport	Actions
2022-11-24	2807	11:06	Bahrain	aaaa	 
2022-12-04	UIF435	12:25	Australia	DEI4	 

User will click here to delete a record

The user will receive a dialog box upon successfully deleting the record as shown below:



Medical Itinerary Arrival Deleted Successfully



The record was successfully deleted and the record is not available anymore as shown below:

View Medical Itinerary Arrival Details

[+Add New](#) [Back To Previous](#)

Date of Arrival	Call Sign	Estimated Time of Arrival(UTC)	Aerodrome/Country of Origin	ICAO Airport	Actions
2022-11-24	2807	11:06	Bahrain	aaaa	 

The user will click on the Back To previous button to return to the main form as shown below:

View Medical Itinerary Arrival Details

✚Add New **Back To Previous**  User will click here to return to the main form

Date of Arrival	Call Sign	Estimated Time of Arrival(UTC)	Aerodrome/Country of Origin	ICAO Airport	Actions
2022-11-24	2807	11:06	Bahrain	aaaa	 

User being redirected to the main form:

Crew	Patient	Accompanying Passenger	Medical Staffs	Aircraft Details	Flight Details	
 Edit Crew	 Edit Patient	 Edit Accompanying Passenger	 Edit Medical Staff	 Edit Aircraft Details	 Edit Itinerary Arrival	 Edit Itinerary Departure

6.8 Edit Itinerary Departure

User will click on Edit Itinerary Departure to makes changes to the Itinerary departure as shown below:

Crew	Patient	Accompanying Passenger	Medical Staffs	Aircraft Details	Flight Details	
✎ Edit Crew	✎ Edit Patient	✎ Edit Accompanying Passenger	✎ Edit Medical Staff	✎ Edit Aircraft Details	✎ Edit Itinerary Arrival	✎ Edit Itinerary Departure

[Operator Information](#)

 User will click here to edit Departure details

The user will be redirected to the View Medical Itinerary Departure Details as shown below:

View Medical Itinerary Departure Details

[+Add New](#) [Back To Previous](#)

Date of Departure	Call Sign	Estimated Time of Departure(UTC)	Aerodrome/Country of Destination	ICAO Airport	Actions
2022-11-01	sdrtr5	04:03	Angola	dgtl	✎ 🗑

The user can add, update or delete a record.

6.8.1 Add Itinerary Departure

User adding a new record. The user will click on the Add New button to add a new record for departure as shown below:

User will click here to add a new record

View Medical Itinerary Departure Details

[+Add New](#) [Back To Previous](#)

Date of Departure	Call Sign	Estimated Time of Departure(UTC)	Aerodrome/Country of Destination	ICAO Airport	Actions
2022-11-01	sdrtr5	04:03	Angola	dgtd	 

The user will be redirected to the Add New Medical Itinerary Departure form as shown below:

Add New Medical Itinerary Departure

Date Of Departure
 

Call Sign

Estimated Time of Departure (UTC) *
 

Aerodrome/Country of Destination

ICAO Airport

The user will enter the required details and click on the upload button to save the record as shown below:

Add New Medical Itinerary Departure

Date Of Departure
 

Call Sign

Estimated Time of Departure (UTC) *
 

Aerodrome/Country of Destination

ICAO Airport

The user will receive a dialog box upon clicking on the Upload button as shown below:



Success!

New Medical Itinerary Departure Added Successfully!

OK

The user will be redirected to the View Medical Itinerary Departure Details upon clicking on the OK button and the newly added record will be available as shown below:

View Medical Itinerary Departure Details

[+Add New](#) [Back To Previous](#)

Date of Departure	Call Sign	Estimated Time of Departure(UTC)	Aerodrome/Country of Destination	ICAO Airport	Actions
2022-11-01	sdrtr5	04:03	Angola	dgtd	 
2022-12-03	RG43V	12:00	Austria	RFE4	 

6.8.2 Update/ Edit Itinerary Departure

The user can edit a record by clicking on the pencil icon as shown below:

View Medical Itinerary Departure Details

[+Add New](#) [Back To Previous](#)

Date of Departure	Call Sign	Estimated Time of Departure(UTC)	Aerodrome/Country of Destination	ICAO Airport	Actions
2022-11-01	sdrtr5	04:03	Angola	dgtd	 
2022-12-03	RG43V	12:00	Austria	RFE4	 

[Click here to edit the record](#)

When the user clicks on the edit button he will be redirected to the Update Medical Itinerary Departure Details as shown below:

Update Medical Itinerary Departure Details

Date of Departure

Call Sign

Estimated Time of Departure (UTC) *

Aerodrome/Country of Destination *

ICAO Airport

The user will edit the Call Sign and Estimated Time of Departure as shown below and click on save to save the record as shown below:

Update Medical Itinerary Departure Details

Date of Departure

Call Sign

Estimated Time of Departure (UTC) *

Aerodrome/Country of Destination *

ICAO Airport

When the user clicks on the save button he will receive a dialog box as shown below:



Success!

Medical Itinerary Departure Updated Successfully!

OK

The user will click on the OK button and he will be redirected to the View Medical Itinerary Departure Details with the updated record as shown below:

View Medical Itinerary Departure Details

[+Add New](#) [Back To Previous](#)

Date of Departure	Call Sign	Estimated Time of Departure(UTC)	Aerodrome/Country of Destination	ICAO Airport	Actions
2022-11-01	sdrtr5	04:03	Angola	dgtd	✎ 🗑️
2022-12-03	UYTN894	15:00	Austria	RFE4	✎ 🗑️

6.8.3 Delete Itinerary Departure

The user will click on the bin icon to delete a record as shown below:

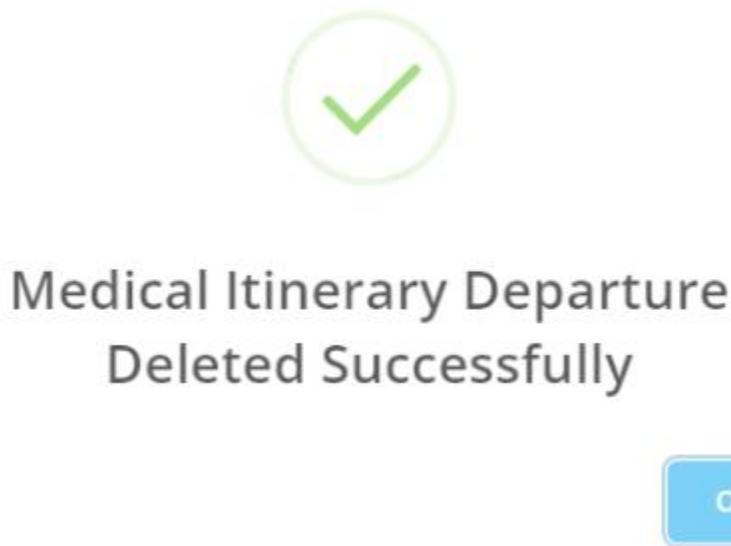
View Medical Itinerary Departure Details

[+Add New](#) [Back To Previous](#)

Date of Departure	Call Sign	Estimated Time of Departure(UTC)	Aerodrome/Country of Destination	ICAO Airport	Actions
2022-11-01	sdrtr5	04:03	Angola	dgtd	 
2022-12-03	UYTN894	15:00	Austria	RFE4	 

[Click here to delete a record](#)

The user will get a dialog box upon clicking on the delete icon as shown below:



The record has been deleted and is not available now as shown below:

View Medical Itinerary Departure Details

[+Add New](#) [Back To Previous](#)

Date of Departure	Call Sign	Estimated Time of Departure(UTC)	Aerodrome/Country of Destination	ICAO Airport	Actions
2022-11-01	sdrtr5	04:03	Angola	dgtd	 

The user will click on the Back To Previous button to return to the main form as shown below:

View Medical Itinerary Departure Details

[+Add New](#) [Back To Previous](#)  [Click here to go to the main form](#)

Date of Departure	Call Sign	Estimated Time of Departure(UTC)	Aerodrome/Country of Destination	ICAO Airport	Actions
2022-11-01	sdrtr5	04:03	Angola	dgtd	 

User redirected to the main form.

Edit Medical Evacuation Technical Landing Application

Flight Type : Medical Evacuation Flight  Category: Technical Landing 

Flight Registration Number : CAV/AIRL/188-2022/5

Crew	Patient	Accompanying Passenger	Medical Staffs	Aircraft Details	Flight Details	
Edit Crew	Edit Patient	Edit Accompanying Passenger	Edit Medical Staff	Edit Aircraft Details	Edit Itinerary Arrival	Edit Itinerary Departure

Operator Information

Name of Operator *	Postal Address
<input type="text" value="shikha23"/>	<input type="text" value="Radio"/>
Telephone No *	Email Address *
<input type="text" value="12345678dfg"/>	<input type="text" value="tse@gmail.com"/>

Contact details of Aircraft Operator in case of emergency

Name of Operator/Representative *	Landline *
<input type="text" value="frtrgy"/>	<input type="text" value="6032000"/>
Mobile No *	Fax No *
<input type="text" value="57894561"/>	<input type="text" value="8555445"/>
Email Address *	AFTN Address
<input type="text" value="tse@gmail.com"/>	<input type="text" value="RADI"/>

7.0 Update Applications Submitted

The Portal Operator can make changes to the application he previously submitted, to correct any mistakes like uploading a wrong file or wrong operator name for example.

The screenshot below shows the page update for flight type Medical evacuation and category Technical landing:

Edit Medical Evacuation Technical Landing Application

Flight Type : Medical Evacuation Flight ✈️ Category: Technical Landing 📄

Flight Registration Number : CAV/AIRL/188-2022/5

Crew	Patient	Accompanying Passenger	Medical Staffs	Aircraft Details	Flight Details	
✎ Edit Crew	✎ Edit Patient	✎ Edit Accompanying Passenger	✎ Edit Medical Staff	✎ Edit Aircraft Details	✎ Edit Itinerary Arrival	✎ Edit Itinerary Departure

Operator Information

Name of Operator *	Postal Address
<input type="text" value="shikha23"/>	<input type="text" value="Radio"/>
Telephone No *	Email Address *
<input type="text" value="12345678dfg"/>	<input type="text" value="tse@gmail.com"/>

Contact details of Aircraft Operator in case of emergency.

Name of Operator/Representative *	Landline *
<input type="text" value="frtrgy"/>	<input type="text" value="6032000"/>
Mobile No *	Fax No *
<input type="text" value="57894561"/>	<input type="text" value="8555445"/>
Email Address *	AFTN Address
<input type="text" value="tse@gmail.com"/>	<input type="text" value="RADI"/>

SITA Address

Billing Information

Name of Operator/Representative *	Postal Address
<input type="text" value="rttr"/>	<input type="text" value="rty"/>
Telephone No *	Email Address *
<input type="text" value="rty"/>	<input type="text" value="tse@gmail.com"/>
Purpose of flight*	Other Purpose*
<input type="text" value="Pick-up"/>	<input type="text"/>

Clinic/Hospital name where patient will be staying for treatment

Clinic/Hospital name *

Handling Agent/ Operator's Representative details

Name of local representative (if any) *

Name and address of handling agent in Mauritius *

Statement from Operator/pilot as to whether any arms/ammunitions will be carried on board the aircraft *

The user can edit the details and click on the Update button to save the changes.

The user will edit the Name of Operator and AFTN Address.

The change done is as shown below:

Edit Medical Evacuation Technical Landing Application

Flight Type : Medical Evacuation Flight  Category: Technical Landing 

Flight Registration Number : CAV/AIRL/188-2022/5

Crew	Patient	Accompanying Passenger	Medical Staffs	Aircraft Details	Flight Details	
Edit Crew	Edit Patient	Edit Accompanying Passenger	Edit Medical Staff	Edit Aircraft Details	Edit Itinerary Arrival	Edit Itinerary Departure

Operator Information

Name of Operator *	Postal Address
<input type="text" value="Shikha"/>	<input type="text" value="Radio"/>
Telephone No *	Email Address *
<input type="text" value="12345678dfg"/>	<input type="text" value="tse@gmail.com"/>

Contact details of Aircraft Operator in case of emergency

Name of Operator/Representative *	Landline *
<input type="text" value="frtrgy"/>	<input type="text" value="6032000"/>
Mobile No *	Fax No *
<input type="text" value="57894561"/>	<input type="text" value="8555445"/>
Email Address *	AFTN Address
<input type="text" value="tse@gmail.com"/>	<input type="text" value="RT74"/>
SITA Address	
<input type="text" value="rtyr"/>	

Billing Information

Name of Operator/Representative *	Postal Address
<input type="text" value="rtrr"/>	<input type="text" value="rty"/>
Telephone No *	Email Address *
<input type="text" value="rty"/>	<input type="text" value="tse@gmail.com"/>
Purpose of flight*	Other Purpose*
<input type="text" value="Pick-up"/>	<input type="text"/>

Clinic/Hospital name where patient will be staying for treatment

Clinic/Hospital name *

Handling Agent/ Operator's Representative details

Name of local representative (if any) *

Name and address of handling agent in Mauritius *

Statement from Operator/pilot as to whether any arms/ammunitions will be carried on board the aircraft *

[Update](#) [Back to Previous](#)



Success!

Application Updated Successfully!



The user will click on the Update button to save the changes and will receive a dialog box saying Application Updated Successfully as shown above and the user will click on button OK and the user will be redirected to the home page.

The changes are as shown below:

Edit Medical Evacuation Technical Landing Application

Flight Type : Medical Evacuation Flight  Category: Technical Landing 

Flight Registration Number : CAV/AIRL/188-2022/5

Crew	Patient	Accompanying Passenger	Medical Staffs	Aircraft Details	Flight Details	
Edit Crew	Edit Patient	Edit Accompanying Passenger	Edit Medical Staff	Edit Aircraft Details	Edit Itinerary Arrival	Edit Itinerary Departure

Operator Information

Name of Operator *	Postal Address
<input type="text" value="Shikha"/>	<input type="text" value="Radio"/>
Telephone No *	Email Address *
<input type="text" value="12345678dfg"/>	<input type="text" value="tse@gmail.com"/>

Contact details of Aircraft Operator in case of emergency

Name of Operator/Representative *	Landline *
<input type="text" value="frtrgy"/>	<input type="text" value="6032000"/>
Mobile No *	Fax No *
<input type="text" value="57894561"/>	<input type="text" value="8555445"/>
Email Address *	AFTN Address
<input type="text" value="tse@gmail.com"/>	<input type="text" value="RT74"/>
SITA Address	
<input type="text" value="rtyr"/>	

Billing Information

Name of Operator/Representative *	Postal Address
<input type="text" value="rtrr"/>	<input type="text" value="rty"/>
Telephone No *	Email Address *
<input type="text" value="rty"/>	<input type="text" value="tse@gmail.com"/>
Purpose of flight*	Other Purpose*
<input type="text" value="Pick-up"/>	<input type="text"/>

Clinic/Hospital name where patient will be staying for treatment

Clinic/Hospital name *

Handling Agent/ Operator's Representative details

Name of local representative (if any) *

Name and address of handling agent in Mauritius *

Statement from Operator/pilot as to whether any arms/ammunitions will be carried on board the aircraft *

[Update](#) [Back to Previous](#)

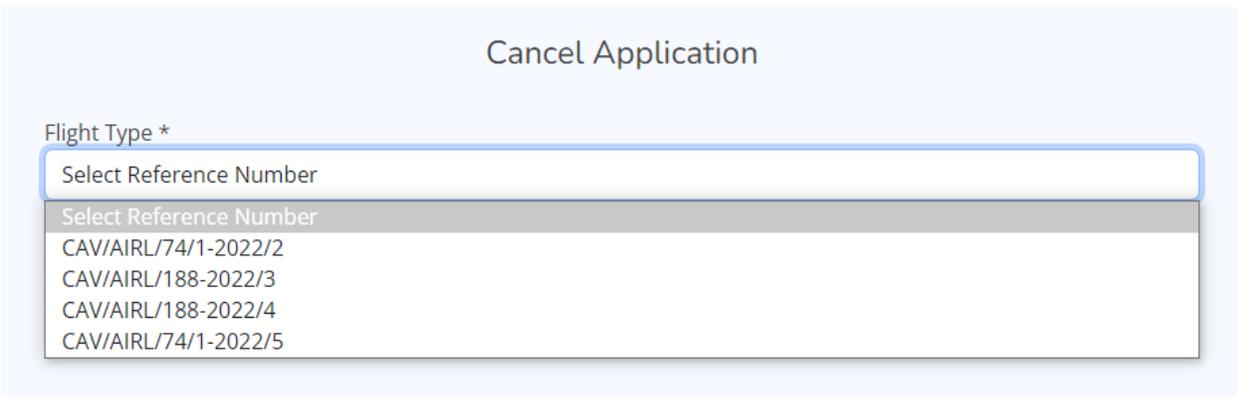
8.0 Cancel Application

The user can cancel an application by the application reference number, this number is generated whenever a user creates a new application.

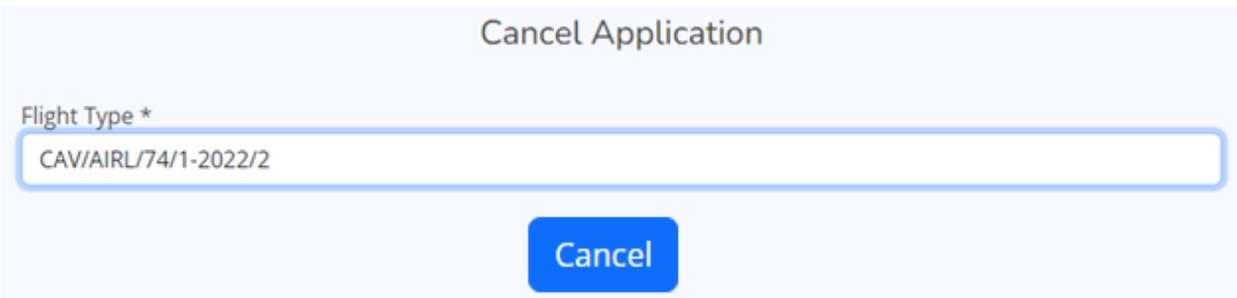
The Cancel Application page is as shown below:



The user will then click on the **Select Reference Number** to select the application he wants to cancel and a drop-down list will appear as shown below:



The user will choose the application he wants to cancel as shown below:



Then the user will click the cancel button as shown below:

The application was cancelled successfully as it is not available now as shown below:

Cancel Application

Flight Type *

Select Reference Number
Select Reference Number
CAV/AIRL/188-2022/3
CAV/AIRL/188-2022/4
CAV/AIRL/74/1-2022/5

NOTE:

The user will be able to only cancel applications that are pending. The user will not be able to cancel applications that have been approved by the FCO.