



Federation of Malaysia

EDICT OF GOVERNMENT

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ASD 102 (2006) (English): Notice to Aerodrome Operator (NOTA)



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**AIRPORT STANDARDS DIRECTIVE 102
[ASD 102]**

**NOTICE TO AERODROME OPERATOR
[NOTA]**



**AIRPORTS STANDARDS DIVISION
DEPARTMENT OF CIVIL AVIATION MALAYSIA**

This Airport Standards Directive is published and enforced by the Director General of Civil Aviation Malaysia under the provision of the Section 24o Civil Aviation Act 1969 (Act 3).

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INTRODUCTION

1. From time to time the Authority needs to clarify the guidance material and requirements laid down in the Airport Standards Directives [ASD] or other related documents, and to give prior notice to Aerodrome Operators of impending changes in aerodrome criteria or specifications brought about as a result of ICAO deliberations or recommendations.
2. Notices to Aerodrome Operators shall take the form of NOTICE TO AERODROME OPERATORS [NOTA].
3. Provision for publication of NOTA is made under Civil Aviation (Amendment) Act 2003 Section 24o.

OBJECTIVE

4. The purpose of the NOTA procedure is to provide a swift and standardized method of communicating and disseminating information to Aerodrome Operators whenever it is necessary to give due warning to any changes to Airport Standards Directives and other related documents or impending changes in aerodrome criteria or specifications brought about as a result of ICAO deliberations, at short notice.

AUTHORITY

5. The Authority for issuance and cancellation of NOTA is the Director General of Civil Aviation.

RULES

6. Except where they amend existing text in Airport Standards Directives, NOTA will be advisory in nature.
7. However, recipients will be expected to retain NOTA for reference until either the material covered is incorporated into Airport Standards Directives or the NOTA is cancelled.

RELATIONSHIP TO AERODROME DIRECTIVES

8. A NOTA will normally cover only one subject.
9. However, where a NOTA significantly alters the text of Airport Standards Directive, the NOTA will be headed CHANGE TO AERODROME DIRECTIVE.

10. It is intended that a comprehensive amendment to Airport Standards Directives will be issued periodically and will, where appropriate, include the subject matter of previously issued NOTA.

PROCEDURE

11. NOTA will only be issued by the Authority.
12. NOTA is published in a standard format as a convenient way of recognition and passing information while making sure that it can be easily traced and recorded. **[APPENDIX I]**
13. Each NOTA is allocated with a serial number, which shall be consecutive.
14. Each NOTA page, including the cover sheet, shall display a publication date.
15. A brief indication of subject(s) affected by the NOTA shall be given including the referred elements to the subject(s), as incorporated in the Airport Standards Directive, to which the changes are to be affected.

DISTRIBUTION

16. NOTA shall be distributed to the following:
 - [i] DCA Managers;
 - [ii] Operators of Certified Aerodromes; and
 - [iii] Operators of Registered Aerodromes.
17. Where appropriate, DCA Managers may be requested to extend copies of NOTA to relevant Local Authorities.
18. NOTA are also provided to the various Divisions of the Department of Civil Aviation, in particular, the Air Traffic Services Division and the Flight Operations Division.

CANCELLATION

19. NOTA will be effective until such time when the changed rules, practices, requirements and instructions are incorporated into the Airport Standards Directive.
20. The Authority shall notify NOTA cancellation via NOTAC. **[APPENDIX II]**

21. The Appendices to this Directive shall be taken, construed, read and be part of this Directive.

DATO' IR. KOK SOO CHON
Director General
Department of Civil Aviation
Malaysia

Dated: 20 May 2005

AMENDMENT RECORD

Amendment Number	Amendment Date	Incorporated by	Incorporated on
1/2006	4 Jan 2006	App. I - II	4 Jan 2006

NOTICE TO AERODROME OPERATORS

DEPARTMENT OF CIVIL AVIATION
AIRPORT STANDARDS DIVISION
LEVEL 1 BLOCK PODIUM B 4G4 PERCINCT 4
FEDERAL GOVERNMENT ADMINISTRATION OFFICES
62570 PUTRAJAYA.

PHONE: 03-88714000
FAX : 03-88714335

NOTA 1/2003
30 NOV

CHANGE TO AIRPORT STANDARDS DIRECTIVE ASD401 DEFINITION OF OBSTACLES

1. INTRODUCTION

- 1.1 The purpose of this NOTA is to provide early notification on the changes Airport Standards Directive ASD401.
- 1.2 The changes are made in reference to amendment to the SARPS in Annex 14 Volume I dated 1 December 2003.

2. AMENDMENT TO AIRPORT STANDARDS DIRECTIVE ASD401

- 2.1 Amendment is made on paragraph 12(v) as follows:

Objects that extend to a height of 200 metres or more above aerodrome elevation are obstacles in areas beyond the limits of obstacle limitation surfaces.

3. EFFECTIVE DATE

- 3.1 This amendment shall take effect from 10 January 2004.

**DIRECTOR GENERAL
DEPARTMENT OF CIVIL AVIATION
MALAYSIA**

NOTA CANCELLATION

DEPARTMENT OF CIVIL AVIATION
AIRPORT STANDARDS DIVISION
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62570 PUTRAJAYA.

NOTAC 7/2003
28 DEC

PHONE: 03-88714000
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NOTA 1/2003 CANCELLATION

1. This is to notify NOTA 1/2003 published on 20 November 2003 is cancelled with immediate effect.
2. Subject matter referred in NOTA 1/2003 has been incorporated into Airport Standadrs Directive...[ASD number]...as Amendment.....[amendment number]....dated[date].....

DIRECTOR GENERAL
DEPARTMENT OF CIVIL AVIATION
MALAYSIA