



OVERFLYING MEXICAN TERRITORY

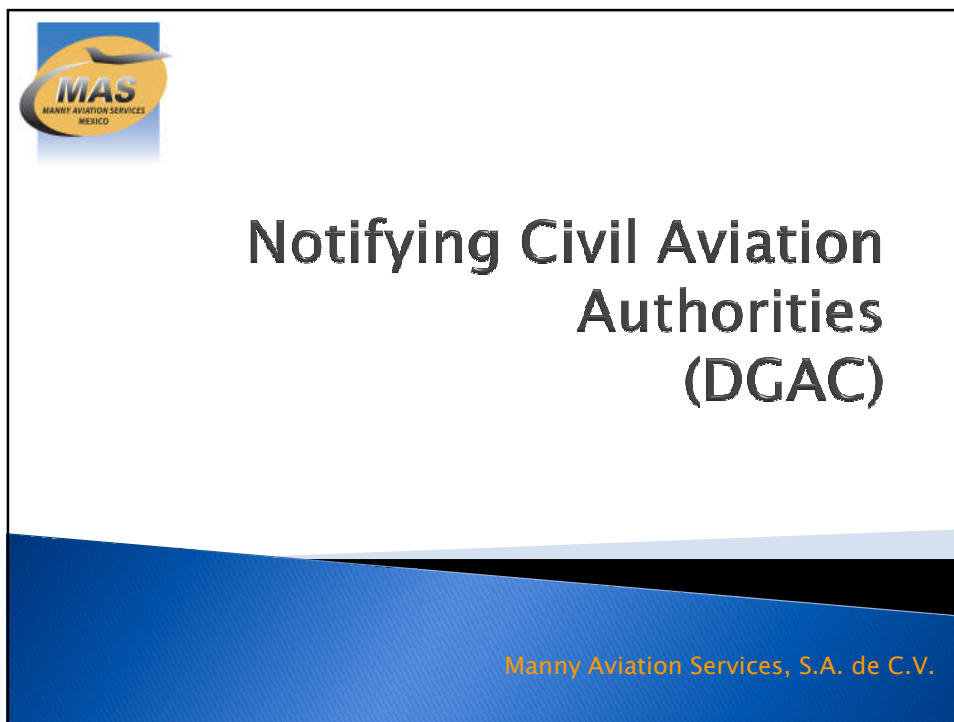
A guide to reporting to DGAC and paying SENEAM

Manny Aviation Services, S.A. de C.V.



Definition of Mexican FIR

- ▶ FIR: Flight Information Region
- ▶ Mexico FIR: Is defined as the airspace within Mexican jurisdiction, where navigation services are provided, such as NAV aids, radio service, radar surveillance, etc...
- ▶ These services are provided by SENEAM (Navigation Services on Mexican Airspace by its Acronym in Spanish).
- ▶ Mexican Airspace is considered part of the Mexican Territory and the rights of its use is on hands of the Federal Government, as a federal channel of communication.





Why to Notify to DGAC?

- ▶ DGAC (Dirección General de Aeronáutica Civil) is the Federal Civil Aviation Authority, that has jurisdiction over Mexican Airspace.
- ▶ Belongs to the Ministry of Communications and Transport (Secretaria de Comunicaciones y Transportes).
- ▶ They are authorized and responsible to notify all the parties involved (such as ATC, Local Authorities, etc.) in the operations that are taking place on Mexican airspace.



How to Notify to DGAC?

- ▶ You need to present a letter to DGAC requesting use of Mexican Airspace and stating the following important information:
 - Type of aircraft
 - Tail Number
 - Type of Operation (Private or Commercial)
 - Name of the Operator or Owner of the A/C
 - Complete Schedule of the Operation
 - Name of the Crew on board
 - Number of passengers
- ▶ Along with this letter DGAC will request a copy of the following A/C documents:
 - Airworthiness Certificate
 - Aircraft Registration Certificate
 - Worldwide Insurance Policy (covering Mexico)





How to Notify to DGAC?

- ▶ The letter and the documents need to be submitted to:
 - Dirección General de Aeronáutica Civil
 - Av. Providencia 807
 - Col. Del Valle
 - 03100 México, D.F.
- ▶ Sometimes they accept email requests, depending on where the operator is located, but this needs to be checked directly with them.
- ▶ The contact addresses for consultation are:
 - ptrres@sct.gob.mx
 - cjarquin@sct.gob.mx
 - ammontes@sct.gob.mx
- ▶ DGAC will give you a file number as an acknowledgement of your operation.



Fees for using Mexican Airspace

Manny Aviation Services, S.A. de C.V.



How an aircraft generates fees?

- ▶ Every aircraft flying within Mexican FIR is using a Federal channel of communication and should pay government duties.
- ▶ These are federal taxes and should be self-determined (this means the operator must calculate the fees on its own).
- ▶ Operator will need to make a calculation based on the kilometers flown and the wingspan of the aircraft.



How do I calculate?

- ▶ First you need to classify your aircraft into one of these categories:

Aircraft by Wingspan			
Light		Medium	Large
Type A	Type B		
Up to 16.70 meters and helicopters	From 16.70 meters up to 25.00 meters	More than 25.00 meters and up to 38.00 meters	More than 38.00 meters

- ▶ Then refer to the following table:

Fee per Kilometer flown	
Wingspan	Rate in Mexican Pesos Currency (MXP)
Large	\$6.97 MXP
Medium	\$4.65 MXP
Light B	\$1.61 MXP
Light A	\$0.20 MXP

Note: These rates change every year.

- ▶ The formula is:
 - Fee = Rate x Kilometers flown



How to determine the kilometers flown?

- ▶ SENEAM has already determined a wide list of pre-calculated distances based on the most used routes into, within and out of the country.
- ▶ These distances have been published in three issues of the Official Gazette of the Federation (Diario Oficial de la Federación).
 - February 15th, 2002
 - February 27th, 2004
 - October 28th, 2010
- ▶ If the route is not published in any of the forementioned issues then you need to calculate the distance manually.



Manual Distance Calculation

- ▶ This distance is known as the Great-Circle distance.
- ▶ It will be measured from the point of entry to the Mexican FIR to the point of exit.
- ▶ The formula to be used is the following:

$$d = 1.852 * 60 \arccos(\sin \phi_1 \sin \phi_2 + \cos \phi_1 \cos \phi_2 \cos[\lambda_2 - \lambda_1])$$

Note: The factor of 60 is needed to convert from degrees to Nautical Miles, and then the factor of 1.852 to convert to kilometers.

- ▶ Where:

d : Distance in kilometers
 ϕ_1 : Entry point latitude
 ϕ_2 : Exit point latitude
 λ_1 : Entry point longitude
 λ_2 : Exit point longitude



- ▶ If a route such as the following is flown:
 - [...] NUKAN
 - UG765 CZM
 - UB881 ANKO [...]
- ▶ Only the entry and exit points to the FIR are needed to calculate the Great-Circle distance.

Payment Sheet

- ▶ Go to <http://seneam.gob.mx/e51/pasoper1.asp>
- ▶ Select the year of the operation.
- ▶ Select “Personas Físicas” if you are an individual or “Personas Morales” if you are a Company.

ESCRIBA SU NÚMERO DE USUARIO

PASO TRES

1 Buscar Número de usuario [Buscador] Si no cuenta con el acceda en la liga.

2 Escriba su número de usuario en el campo de texto.

Siguiente ▶

- ▶ Type in your username or 8888 if you don't have one and then click on “Siguiente”(next).



Payment Sheet

► On the page that will open please fill as shown:

2011

FORMULARIO DE LLENADO
Personas Morales

USUARIO: Customer ID

RFC:

NOMBRE: Company

TRÁMITE:

MES A GENERAR:

IMPORTE:


PARTE ACTUALIZADA:

RECARGOS:

Calculated Fee

Generar Limpiar

Click here to generate the Payment Sheet




Payment Sheet

► You will obtain your Payment sheet so you can pay either by Wire Transfer through a Mexican Bank or by going personally to any bank in Mexico.

► This can be done by requesting the intervention of your International Service Provider or Handling Service Provider.

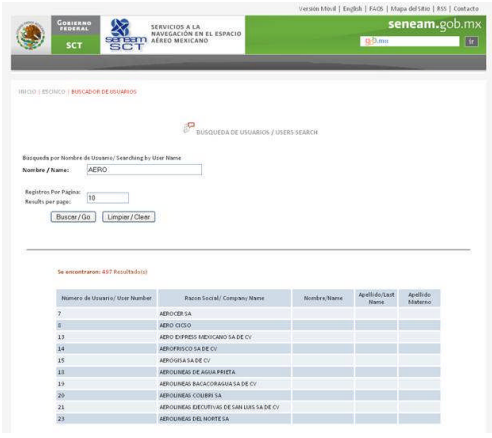
HOJA DE AYUDA PARA EL PAGO EN VENTANILLA BANCARIA		DPA
DERECHOS PRODUCTOS Y APROVECHAMIENTOS		
FOREIGN		
REGISTRO FEDERAL DE CONTRIBUYENTES		CLAVE ÚNICA DE REGISTRO DE POBLACIÓN
APELLIDO INTERNO		
APELLIDO MATERNO		
NOMBRE (S)		
COMPANY'S NAME		
DENOMINACIÓN O RAZÓN SOCIAL		
1 2	SECRETARÍA DE COMUNICACIONES Y TRANSPORTES	
CLAVE DEPENDENCIA		
MARQUE CON X:		
<input type="checkbox"/> NO AFILIA PERIODO <input checked="" type="checkbox"/> HARESTRALL <input type="checkbox"/> BURESTRALL <input type="checkbox"/> TRESTRALL <input type="checkbox"/> CLATRESTRALL <input type="checkbox"/> SESESTRALL <input type="checkbox"/> DEL EREKICJO		
PERIODO: ENERO		EXERCICIO: 2011
BENEFICIO TRIMESTRAL: ENERO-ABRIL		
CLAVE DE REFERENCIA: CADENA DE LA DEPENDENCIA:		
<div style="display: flex; justify-content: space-around;"> 1 2 4 0 0 1 9 9 7 4 0 0 1 0 0 1 0 2 1 8 8 8 </div>		
CONCEPTO	DPA	IVA ACTOS ACCIDENTALES
IMPORTE	\$ 200	\$
PARTE ACTUALIZADA	\$	\$
RECARGOS	\$	\$
MULTA POR CORRECCIÓN FISCAL	\$	\$
CANTIDAD A PAGAR	\$ 200	\$
TOTAL A PAGAR		\$ 200


ESTA HOJA NO ES UN COMPROBANTE OFICIAL DE PAGO, POR LO CUAL NO SERÁ SELLADA POR EL CAJERO



Customer ID

- ▶ Your Customer ID (number needed for the report to ATC Authorities) can be found at the following link:
 - <http://www.seneam.gob.mx/e51/Usearch.asp>
- ▶ Here you need to type the Company name (or part of it), then click on GO and search for the correct option on the list that will appear below.





Customer ID

- ▶ If you don't have a Customer ID with SENEAM yet, you can use a Generic number: 8888.
- ▶ If you wish to be registrated before SENEAM you need to send an e-mail to jortizg@sct.gob.mx asking for it, and including the following information:
 - Company Name:
 - Type of entity: (Inc., Corp, Co. etc..)
 - Address
 - Telephone number
 - Contact name or Legal Representative
 - Airline ICAO three letter designator or similar.
 - List of the Company fleet including Registration, Wingspan and A/C Type.
- ▶ Registration of the Company is only needed for operators having more than five Overflights a year.



Payment and Reporting

- ▶ Once the fees are paid, the receipt needs to be sent and reported to ATC authorities on a monthly basis.
- ▶ These reports need to be sent to jortizg@sct.gob.mx and CC: d_operacion@sct.gob.mx with all the overflying operations of the month.
- ▶ If an operator did not fly during the month no report needs to be sent.
- ▶ The payment should be executed within the first 17 days of next month, and afterwards you must submit the report no later than 5 days after payment.



Payment and Reporting

- ▶ Monthly operations need to be reported in a chart-type text file, without titles, separated by commas, including all important information of the operation following the next order:

Column Number	Consecutive Number	Type	Character Count	Notes	Example
1	Consecutive Number	Numeric	1 to 6		
2	Customer ID	Numeric	1 to 5		8166
3	Tail number	Alphanumeric	1 to 10	Altogether	N1234FF
4	Operation Date	Alphanumeric	11	dd/mm/yy	03/feb/2011
5	DEP or ARR Time	Alphanumeric	5	hh:mm in UTC time	01:35
6	Callsign	Alphanumeric	1 to 10	If no callsign fill with zero	JJ256
7	Origin/Destination	Airports ICAO codes	9	XXXX/XXXX	KSDMMTTO
8	ICAO A/C Type	Alphanumeric	1 to 10		LJ45
9	Wingspan	Numeric	Any	In meters, two decimals	19.60
10	Distance Flown	Numeric	Any	In kilometers, without decimals	1024
11	Rate	Numeric	Any	Two decimals, taken from the "Federal Rights Law"	0.18
12	Fee	Numeric	Any	Formula: Distance*Rate. Two decimals	184.32

- ▶ The file needs to be saved with the following name:
 - **CustomerID_Month_Year**
- ▶ File needs to be sent in TXT type. (Example: 8166_feb_05.txt)



Report Examples

- This is the way it should appear on an Excel chart:

Consecutive Number	Customer ID	Tail number	Operation Date	DEP or ARR Time	Callsign	Origin/Destination	CAOA/C Type	Wingspan (m)	Distance Flown (km)	Rate	Fee
1	2520	N551XJ	23/dic/2011	18:00	0	MRLB/KLRD	CL30	19.46	649	1.44	934.56
2	2520	N550XJ	23/dic/2011	15:00	0	MWCR/KSLC	CL30	19.46	818	1.44	1177.92
3	2520	N757XJ	26/dic/2011	20:00	0	MRLB/KOAK	C750	19.50	3006	1.44	4328.64

- This is the way it should be sent (TXT File):

- 1,2520,N551XJ,23/dic/2011,18:00,0,MRLB/KLRD,CL30,19.46,649,1.44,934.56
- 2,2520,N550XJ,23/dic/2011,15:00,0,MWCR/KSLC,CL30,19.46,818,1.44,1177.92
- 3,2520,N757XJ,26/dic/2011,20:00,0,MRLB/KOAK,C750,19.50,3006,1.44,4328.64



Excel Program

- Please feel free to use Manny's program as a tool to make this process easier:

The screenshot shows the Microsoft Excel interface for the 'Airspace_Reporting.xlsm' file. The spreadsheet contains flight data with columns for Consecutive Number, Customer ID, Tail number, Operation Date, DEP or ARR Time, Callsign, Origin/Destination, CAO A/C Type, Wingspan (m), Distance Flown (km), Rate, and Fee. The data matches the table shown in the 'Report Examples' section. A 'Create TXT File' button is visible in the bottom right corner of the spreadsheet area.

Consecutive Number	Customer ID	Tail number	Operation Date	DEP or ARR Time	Callsign	Origin/Destination	CAOA/C Type	Wingspan (m)	Distance Flown (km)	Rate	Fee
1	2520	N551XJ	23/dic/2011	18:00	0	MRLB/KLRD	CL30	19.46	649	1.44	934.56
2	2520	N550XJ	23/dic/2011	15:00	0	MWCR/KSLC	CL30	19.46	818	1.44	1177.92
3	2520	N757XJ	26/dic/2011	20:00	0	MRLB/KOAK	C750	19.50	3006	1.44	4328.64



Thanks for your attention!

Any questions please feel free to ask, or contact us later at
flightops@mannyaviation.com

Manny Aviation Services, S.A. de C.V.