

# Chapter 5. Air Traffic Procedures

## Section 1. Preflight

### 5-1-1. Preflight Preparation

a. Prior to every flight, pilots should gather all information vital to the nature of the flight, assess whether the flight would be safe, and then file a flight plan. Pilots can receive a regulatory compliant briefing without contacting Flight Service. Pilots are encouraged to use automated resources and review Advisory Circular AC 91-92, Pilot's Guide to a Preflight Briefing, for more information. Pilots who prefer to contact Flight Service are encouraged to conduct a self-brief prior to calling. Conducting a self-brief before contacting Flight Service provides familiarity of meteorological and aeronautical conditions applicable to the route of flight and promotes a better understanding of weather information. Pilots may access Flight Service through [www.1800wxbrief.com](http://www.1800wxbrief.com) or by calling 1-800-WX-BRIEF. Flight planning applications are also available for conducting a self-briefing and filing flight plans.

**NOTE-**

*Alaska only: Pilots filing flight plans via "fast file" who desire to have their briefing recorded, should include a statement at the end of the recording as to the source of their weather briefing.*

b. The information required by the FAA to process flight plans is obtained from FAA Form 7233-4, International Flight Plan. Only DoD users, and civilians who file stereo route flight plans, may use FAA Form 7233-1, Flight Plan.

**NOTE-**

*FAA and DoD Flight Plan Forms are equivalent. Where the FAA specifies Form 7233-1, Flight Plan and FAA Form 7233-4, International Flight Plan, the DoD may substitute their Form DD 175, Military Flight Plan and Form DD-1801, DoD International Flight Plan as necessary. NAS automation systems process and convert data in the same manner, although for computer acceptance, input fields may be adjusted to follow FAA format.*

c. FSSs are required to advise of pertinent NOTAMs if a *standard* briefing is requested, but if they are overlooked, do not hesitate to remind the specialist that you have not received NOTAM information. Additionally, FSS briefers do not provide FDC NOTAM information for special instrument approach procedures unless specifically asked. Pilots authorized by the FAA to use special instrument approach procedures must specifically request FDC NOTAM information for these procedures. Pilots who receive the information electronically will receive NOTAMs for special IAPs automatically.

**NOTE-**

*Domestic Notices and International Notices are not provided during a briefing unless specifically requested by the pilot since the FSS specialist has no way of knowing whether the pilot has already checked the Federal NOTAM System (FNS) NOTAM Search website external links prior to calling. Airway NOTAMs, procedural NOTAMs, and NOTAMs that are general in nature and not tied to a specific airport/facility (for example, flight advisories and restrictions, open duration special security instructions, and special flight rules areas) are briefed solely by pilot request. Remember to ask for these notices if you have not already reviewed this information, and to request all pertinent NOTAMs specific to your flight.*

**REFERENCE-**

*AIM, Para 5-1-3, Notice to Air Missions (NOTAM) System.*

d. Pilots are urged to use only the latest issue of aeronautical charts in planning and conducting flight operations. Aeronautical charts are revised and reissued on a regular scheduled basis to ensure that depicted data are current and reliable. In the conterminous U.S., Sectional Charts are updated every 56 days, IFR En Route Charts every 56 days, and amendments to civil IFR Approach Charts are accomplished on a 56-day cycle with a change notice volume issued on the 28-day midcycle. Charts that have been superseded by those of a more recent date may contain obsolete or incomplete flight information.

**REFERENCE-**

*AIM, Para 9-1-4, General Description of Each Chart Series.*