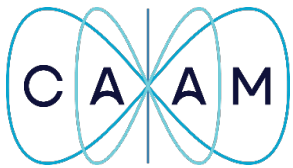


| | | |
|---|---|---|
|  | EXTENSION OF AIR TRAFFIC SERVICES OPERATING HOURS REQUEST FORM | <i>ANS/OPE/ANSUH/ 10500/03REV01</i> |
|---|---|---|

| APPLICANT INFORMATION | | | |
|-----------------------|--|-------------------|--|
| Name | | | |
| Designator | | | |
| Company Name | | | |
| Office No. | | Mobile No. | |
| Email | | | |

**Please tick (✓) the relevant extension request categories and reasons, whichever applicable.*

| EXTENSION REQUEST CATEGORIES | | | | | |
|------------------------------|-----------------|--|-------------------|--|--------------------|
| | SCHEDULE | | Festive Season | | Military Operation |
| | | | Chartered Flight | | State |
| | | | Others (specify): | | |
| | AD-HOC | | Delay | | Military Operation |
| | | | Chartered Flight | | State |
| | | | Others (specify): | | |

Note: - Attach flight schedule as per Appendix 1

- ☐ I/We confirm that all necessary coordination with aerodrome operators and relevant agencies has been completed to secure aerodrome service extensions, and all required approvals have been obtained prior to submitting this request to CAAM

| | |
|--|----------------------|
| _____ Applicant's Signature & Official Stamp | _____ Date |
|--|----------------------|

FOR OFFICE USE:

| OCC Unit | For Schedule Request Only | |
|-----------------------------|--|--------------------------------|
| | DCEO(O) Office | CEO Office |
| Comment and recommendation: | Comment: | Comment: |
| | Recommended / Not Recommended | Approved / Not Approved |
| Signature & Official Stamp | Signature & Official Stamp | Signature & Official Stamp |
| | | |
| Date: | Date: | Date: |

INSTRUCTIONS:

1. For **Ad-Hoc Application**: The form must be submitted via email to the CAAM Operation Control Centre (OCC) at occ.group@caam.gov.my, **at least three (3) hours**:
 - i. before the scheduled end of ATSU operating hours, for extension beyond the published operating hours.
 - ii. prior to the end of ATSU operating hours on the preceding day, for early operation before the published operation hours.
2. General Aviation (GA) operators are not required to request extensions of ATS operation hours. Therefore, GA operators are expected to conduct all operations strictly within the published aerodrome and ATS operating hours stated in the AIP Malaysia.
3. The operating hours of the CAAM OCC shall be from 0900LT to 2300LT. Any request submitted outside these operating hours shall not be entertained.
4. For further enquiries, please contact CAAM's OCC at 03-8529 1221 / 011 – 6570 1221 (available on WhatsApp Application) or via email occ.group@caam.gov.my

Appendix 1 – Flight Schedule Table

| | SECTOR | FLIGHT NO | ETD/ETA (LT) | EFFECTIVE DATE (AIRPORT DEPARTURE) | DAY OF OPERATION | REQUEST ATS EXTENSION UNTIL (LT) | REASON FOR EXTENSION |
|------------------------------------|--------|-----------|--------------|------------------------------------|------------------|----------------------------------|----------------------|
| From – To: | | | | | | | |
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| | | | | | | | |
| *Include attachment(s) as required | | | | | | | |

| | SECTOR | FLIGHT NO | ETD/ETA (LT) | EFFECTIVE DATE (AIRPORT DEPARTURE) | DAY OF OPERATION | REQUEST ATS EXTENSION UNTIL (LT) | REASON FOR EXTENSION |
|--------------------------|---------|-----------|--------------|------------------------------------|------------------|----------------------------------|----------------------|
| From – To: Tawau - Johor | | | | | | | |
| a) | TWU/JHB | AK5597 | 2200/ND0030 | 28 Mar 2025 – 30 Mar 2025 | D5 D6 | 0100 (JHB) | |

Example:

Legends:

1. Sector = IATA Airport Code
2. Flight No. = Flight Number (AK5597)
3. ND = Next Day
4. ETD = Estimated Time of Departure
5. ETA = Estimated Time of Arrival
6. Effective Date = Flight Date
7. Day of Operation: -
 - a. D1 = Monday
 - b. D2 = Tuesday
 - c. D3 = Wednesday
 - d. D4 = Thursday
 - e. D5 = Friday
 - f. D6 = Saturday
 - g. D7 = Sunday