

# **KUPIŠKIS AERODROME FLIGHT INSTRUCTION PUBLICATION**

Unofficial translation from Lithuanian version

2024

1 Issue

## 1. CHAPTER GENERAL PROVISIONS

- 1.1. Kupiškis aerodrome belongs to the PI "Kupiškio aerodromas".
- 1.2. PI "Kupiškio aerodromas" administers the aerodrome and is responsible for its maintenance and maintaining its suitability for use.
- 1.3. The aerodrome can be used by the PI "Kupiškio aeroklubas", the PI "Aviation Training Centre" and other aviation organizations or individuals registered in accordance with the procedure established by law, following these instructions, knowing the legal acts of the Republic of Lithuania and having concluded an aerodrome user agreement with the PI "Kupiškio aerodromas".
- 1.4. Flights may only be operated during the day under visual flight rules (VFR).
- 1.5. The commander (hereinafter referred to as the PIC) is responsible for the safety of the flight.
- 1.6. The persons, appointed by the heads of the organizations operating in Kupiškis aerodrome, are responsible for the organization of flights in aerodrome traffic zone, based on the instructions for interaction and responsibility of users.
- 1.7. Information about Kupiškis aerodrome and ATZ is provided in the AB "Oro navigacija" aeronautical information publication for visual flights (AIP VFR), on Kupiškis Aeroclub website [www.kupiskisaeroclub.lt](http://www.kupiskisaeroclub.lt) and in this Kupiškis aerodrome flight instruction publication.

## 2. CHAPTER AERODROME DATA

- 2.1. The aerodrome is located 10 km northwest of the Kupiškis city centre.
- 2.2. Aerodrome address: Rudikai vil. 2, Alizavos eldership, Kupiškio district, LT-40454, Lithuania.
- 2.3. Address of the company that administers the aerodrome:  
PI „Kupiškio aerodromas“  
Rudikai vil. 2, Alizavos eldership, Kupiškio district, LT-40454, Lithuania.  
e-mail: [info@kupiskisaeroclub.lt](mailto:info@kupiskisaeroclub.lt)  
[www.kupiskisaeroclub.lt](http://www.kupiskisaeroclub.lt)
- 2.4. Geographic coordinates of the aerodrome reference point (ARP) (WGS-84 system):
  - 2.4.1. 55° 55' 29", north latitude;
  - 2.4.2. 024° 57' 09" east longitude.
- 2.5. ARP altitude above mean sea level  $H_{aer} = + 282 \text{ ft (+ 86 m)}$ .
- 2.6. Magnetic deviation +8° (2023).
- 2.7. Runway magnetic headings (MH), dimensions and characteristics:
  - 2.7.1. RWY10/28: MH 098°-278°; length x width (in meters): 799 x 40; grass;
- 2.8. Airplanes towing sailplanes and sailplane take off and land on any part of the aerodrome field.
- 2.9. Maximum permissible mass of aircraft operating at the aerodrome - 5700 kg.
- 2.10. Grass runways in use are marked with special signs.
- 2.11. The aircraft parking area is indicated on the aerodrome chart (Appendix 1).
- 2.12. The layout of the aerodrome elements is specified in the aerodrome chart (Appendix 1).

### 3. CHAPTER

#### AVIATION SECURITY REQUIREMENTS FOR GENERAL AVIATION AIRCRAFT AND AERODROMES (AIC A013/2020)

- 3.1. The owners or operators of general aviation aircraft shall keep the external doors of a parked aircraft locked or sealed, except for the cases when such aircraft is parked in a locked hangar.
- 3.2. Information signs are installed, to warn persons about the responsibility applicable for illegal entrance into the aircraft or usage of the aircraft, near the locations (hangars, outdoor parking areas) for parking the aircraft
- 3.3. Aircraft located within the territory of the aerodrome are inspected and identified, whether there are no evidences of attempts to illegally enter the aircraft, also whether they are parked locked/sealed (in case of parking the aircraft in the hangar, whether the hangar remains locked); inspection results are recorded in inspection registers.
- 3.4. Supervision of the aerodrome is enhanced under certain circumstances, for example, when events take place nearby or within the territory of the aerodrome.
- 3.5. Cooperation with local law enforcement institutions is maintained in receiving the information about suspicious actions, which might pose a threat; to execute informal safety assessment based on the received information.

### 4. CHAPTER

#### AERODROME AIR SPACE

- 4.1. Kupiškis aerodrome air traffic zone (hereinafter referred to as the ATZ) is located in the Vilnius flight information region, in the Šiauliai flight information services (FIS) sector.
- 4.2. ATZ boundaries:
  - 4.2.1. vertical limits are set from the ground to 2500 ft (762 m) by QNH pressure (2218 ft (676 m) by QFE pressure) (Appendix 2);
  - 4.2.2. horizontal limits: a circle of radius 3 nautical miles (5.6 km) from the ARP (55°55'29"N 024°57'09"E)
- 4.3. Kupiškis ATZ complies with the requirements of the radio mandatory zone (hereinafter referred to as the RMZ) (Commission Implementing Regulation (EU) Nr. 923/2012, SERA. 6005 (a)(1)).
- 4.4. Training zones are specified in Appendix 3.
- 4.5. Aerodrome obstacles (direction, distance and height relative to the ARP) are indicated in the aerodrome protection zone obstacle chart (Appendix 4).
- 4.6. Entry/exit points and holding areas for aircraft entering/leaving the aerodrome traffic zone are specified in Appendix 3.

Entry/exit points and holding areas	Coordinates	Landmarks
North (Šiaurinis)	55° 58' 16"N, 025° 00' 09"E	Alizava village
East (Rytinis)	55° 54' 59"N, 025° 03' 18"E	Jutkonys village
South (Pietinis)	55° 52' 02"N, 024° 58' 02"E	Drūlėnai village
West (Vakarinis)	55° 56' 25"N, 024° 51' 07"E	Salamiestis village

## **5. CHAPTER FLIGHT OPERATIONS**

- 5.1. All flights in Kupiškis ATZ must be conducted in accordance with the RMZ requirements: before entering the RMZ, the pilot must first contact the station using its call sign via the appropriate communication channel, then indicate his call sign, aircraft type, position, level, flight intentions and other flight safety-relevant information. (EU) No. 923/2012, SERA. 6005 (a)(2).
- 5.2. It is permitted to enter Kupiškis ATZ only if there is a functioning radio station for two-way radio communication.
- 5.3. In aerodrome and ATZ flights are operated by:  
sailplanes, which are launched by winch or aerotow (by aeroplane);  
airplanes;  
helicopters;  
gyrocopters.
- 5.4. All non-aerobatic and non-sailplane flights within the aerodrome ATZ are conducted according to mean sea level pressure (QNH). The aerodrome flight coordinator must inform other aircraft operating within the aerodrome ATZ about aerobatic or sailplane flights.
- 5.5. Flight altitude in ATZ - not higher than 2500 feet (762 m) according to QNH pressure.
- 5.6. For traffic circuit flights, either the right or left traffic circuit are used, depending on the wind direction, intensity and nature of the flights. When flying sailplanes, gyrocopters, helicopters and airplanes, flights in traffic circuit are organized as follows:
  - 5.6.1. when using RWY 10 – for sailplanes, gyrocopters, helicopters – left traffic circuit, for other aircraft – right traffic circuit;
  - 5.6.2. when using RWY 28 – for sailplanes, gyrocopters, helicopters – right traffic circuit, for other aircraft – left traffic circuit.
- 5.7. Traffic circuit flights for aeroplanes shall be conducted at altitude of 1000 feet (305 m) according to QNH. Traffic circuit flights for sailplanes, gyrocopters and helicopters shall be conducted at altitude not lower than 800 feet (240 m) according to QNH. In individual cases, the altitude may be changed by agreement of the aircraft in traffic circuit.
- 5.8. Sailplanes performing traffic circuit flights lands at marked gates on the aerodrome. Other gliders use available space on the runway for take off and landing, at the discretion of the pilot in command.
- 5.9. Sailplanes have priority during approach and landing over powered aircraft.
- 5.10. Engine powered aircraft shall arrive and depart from the ATZ via the entry/exit points specified in paragraph 4.6, passing these points on the right - leaving the points on the left; arriving aircraft shall not be lower than 1500 feet altitude by QNH (1200 ft QFE), departing aircraft shall not be higher than 1200 feet altitude by QNH (900 ft QFE).
- 5.11. Aircraft that have entered the ATZ, descends to the traffic circuit altitude and joins the nearest turn of traffic circuit or downwind, without disturbing other traffic, and performs the approach procedure in accordance to the Aircraft Flight Operation Manual.
- 5.12. The decision for go-around is according to pilot in command (hereinafter PIC).
- 5.13. When a safe landing is not possible at the aerodrome, the crew must proceed to an alternate aerodrome or select other suitable site for landing (Appendix 6).

- 5.14. In order to ensure flight safety at Kupiškis ATZ, an engine powered PIC must provide information to the flight coordinator and other crews, and take the following safety measures:
- 5.14.1. before starting the engine, make sure that it is safe and will not interfere with other aircraft, objects or people nearby;
  - 5.14.2. before taxiing - indicate the starting location of your aircraft at the aerodrome and the taxiing purpose;
  - 5.14.3. before line up the runway - make sure that there are no approaching traffic on final, indicate the runway-in-use and the purpose of the flight or line up;
  - 5.14.4. before take-off - maintain a safe separation between the traffic in front and report runway-in-use;
  - 5.14.5. when leaving traffic circuit - indicate the position from which the circle is being left and intentions (to training zone, route via the exit point, etc.);
  - 5.14.6. arriving at training zone, report the zone number and the start of training. After completing training in the zone - report the end of training and indicate the intentions / planned joining position for traffic circuit;
  - 5.14.7. when joining a traffic circuit - report the position of traffic circuit and continue according to traffic circuit procedures;
  - 5.14.8. on the base turn of traffic circuit, report intentions (landing, touch and go, low pass);
  - 5.14.9. on the final additionally report the runway-in-use and your intentions. If the intentions changes during approach / landing, immediately inform, indicating the changes (touch and go, aborted landing procedure, etc.);
  - 5.14.10. after landing, vacate the runway and report „runway vacated“;
  - 5.14.11. when departing from ATZ, report the exit point used and next radio frequency being changed;
  - 5.14.12. before entering the ATZ - report the entry point, altitude according to QHN and intentions; if entering with the intentions of crossing the ATZ - indicate which points and at what altitude the ATZ will be crossed;
  - 5.14.13. at each stage – mandatory to report about any changes of previously announced plans.
- 5.15. Aircraft flights in training zones are carried out in the following cases:
- 5.15.1. when the aircraft is being flown after maintenance work for test flight;
  - 5.15.2. when performing proficiency checks or training flights.
- 5.16. You can only occupy a training zone if it is free from other traffic - only one aircraft can be in the zone at a time, unless otherwise agreed in advance.
- 5.16.1. minimum flight altitude over Zone No 1 is 1500 ft by QNH unless otherwise agreed.
- 5.17. In order to arrive at the aerodrome, the PIC must:
- 5.17.1. to get acquainted with the aeronautical information publications by the AB "Oro navigacija": NOTAM, SUP, AIC;
  - 5.17.2. familiarize yourself with the aerodrome flight instruction publication and follow the procedures described therein;
  - 5.17.3. before entering the ATZ, establish radio contact on Kupiškis aerodrome radio frequency with the flight coordinator or other aircraft located in the aerodrome ATZ and receive information from them about the nature of the flights being conducted;

- 5.17.4. if the flight coordinator is not available, the PIC of the arriving aircraft must visually assess the situation in the ATZ and the landing conditions at the aerodrome, listen to radio communication on the Kupiškis aerodrome frequency and provide information about himself in accordance with the requirements of paragraph 5.14.;
  - 5.17.5. if there is uncertainty that joining aerodrome traffic circuit may be unsafe, occupy the training zone not lower than 1500 FT by QNH, and after clarifying the situation, continue the approach.
- 5.18. The PIC, planning to depart or fly in the ATZ of the aerodrome, must visually assess or receive information from the flight coordinator or other aircraft about:
- 5.18.1. aerodrome airworthiness, restrictions, relevant information;
  - 5.18.2. runway-in-use and traffic circuit direction, wind direction and strength;
  - 5.18.3. other aircraft operating in the aerodrome ATZ and in the vicinity;
  - 5.18.4. vehicles, personnel or aircraft in the manoeuvring area;
  - 5.18.5. ornithological situation at the aerodrome;
  - 5.18.6. horizontal visibility, or determine it yourself based on landmarks of visible objects, whose distance to the observation point is known and determined (Appendix 7);
  - 5.18.7. assess other actual meteorological conditions affecting flight safety.
- 5.19. Sailplanes, when arriving at an aerodrome for landing, report their call sign and:
- 5.19.1. returning from cross-country flight - 10 km distance to the aerodrome and the approach direction; at a distance of 3 km, the planned manoeuvres for landing and landing course;
  - 5.19.2. returning from the zone – planned joining position for traffic circuit; the final turn and planned landing position;
  - 5.19.3. during traffic circuit flights - the final turn and planned landing position.

## **6. CHAPTER ORGANIZATION AND PROVISION OF FLIGHTS**

- 6.1. Operation at Kupiškis aerodrome is permitted for aircraft of the PI "Kupiškio aeroklubas", the PI "Aviation Training Centre" and those aircraft whose owners have concluded an aerodrome user agreement with the PI "Kupiškio aeroklubas " and have read this instruction.
- 6.2. The organization of flights in Kupiškis ATZ is carried out in accordance with the provisions on interaction and responsibility of users of the Kupiškis aerodrome traffic zone.
- 6.3. The flight coordinator is appointed in accordance with the requirements established by order of the CAA Director.
- 6.4. Training organizations conducting training flights at Kupiškis aerodrome organize their work in accordance with their training organization documents.

## **7. CHAPTER AIRSPACE AND AIR TRAFFIC SERVICES**

- 7.1. Information and air traffic services are not provided at the aerodrome.
- 7.2. Aircraft crews flying in Kupiškis ATZ must provide information about themselves in accordance with the requirements of paragraph 5.14.
- 7.3. The call sign of Kupiškis aerodrome is "KUPIŠKIS RADIO", the radio frequency used is: 119.655 MHz.
- 7.4. All radio communications are recorded on digital media and stored for 30 days, and in the event of an aviation incident, they are stored until the investigation is complete.

- 7.5. Flights in Šiauliai flight information region, Vilnius sector from ground level to flight level 95 must be operated in accordance with the conditions and requirements established by the Class G airspace classification (Aeronautical Information Publication of Republic of Lithuania/AIP ENR Chapter 1.4). The call sign of Vilnius flight information point is "ŠIAULIAI INFORMATION", radio frequency 124.455 MHz.
- 7.6. Flights in Vilnius aerodrome air traffic control area must be operated in accordance with the conditions and requirements established by the Class C airspace classification (Aeronautical Information Publication of Republic of Lithuania /AIP ENR Chapter 1.4). The call sign of Vilnius approach air traffic control unit is "ŠIAULIAI TOWER ", radio frequency 120.405 MHz.
- 7.7. If a flight is planned in Šiauliai aerodrome air traffic control area or in other controlled airspace, the PIC must submit a flight plan to Šiauliai air navigation information center in accordance with the established requirements.
- 7.8. Applications for reserved airspace in the prescribed form must be submitted to the Air Traffic Management Department of AB "Oro navigacija" by fax +370 706 94 579 or by e-mail amc@ans.lt no later than 8 working days before the determination of the reserved airspace. The Air Traffic Management Department must inform the applicant about the decision to reserve airspace no later than 4 days in advance.
- 7.9. When the aerodrome is closed, notify the Vilnius Air Navigation Information Centre by phone, fax or radio connection "ŠIAULIAI INFORMATION" at the frequency 124.455 MHz.

## **8. CHAPTER ACTIONS IN SPECIAL SITUATIONS**

- 8.1. The aircraft crew must report by radio communication when:
  - 8.1.1. meteorological conditions deteriorate or other flight-hazardous conditions arise (control, engine, landing gear or other aircraft system malfunctions);
  - 8.1.2. changes flight direction, altitude, manoeuvres away from a dangerous area or loses orientation.
- 8.2. When a flight coordinator is working, he/she must:
  - 8.2.1. warn aircraft crews about dangerous meteorological phenomena at the aerodrome and in the vicinity;
  - 8.2.2. upon noticing signs of aircraft malfunction or crew unpreparedness for landing/take-off, immediately report this to the aircraft crew;
  - 8.2.3. when landing at Kupiškis aerodrome is not possible, recommend that crew proceed to alternate aerodromes or other suitable site for landing;
  - 8.2.4. in the event of an accident or incident, send rescuers to the scene according to the rescue plan.
- 8.3. In the event of an emergency and if necessary, the flight coordinator or responsible person must:
  - 8.3.1. inform the local fire and rescue service 112, the Aeronautical Rescue Coordination Centre tel.: +370 706 94 587, mobile +370 610 46 024 and organize rescue operations by them self's;
  - 8.3.2. clarify all the circumstances with the PIC, who violated these instructions, and report the incident to the aerodrome owner or user and the head of the organization that organized the flights.

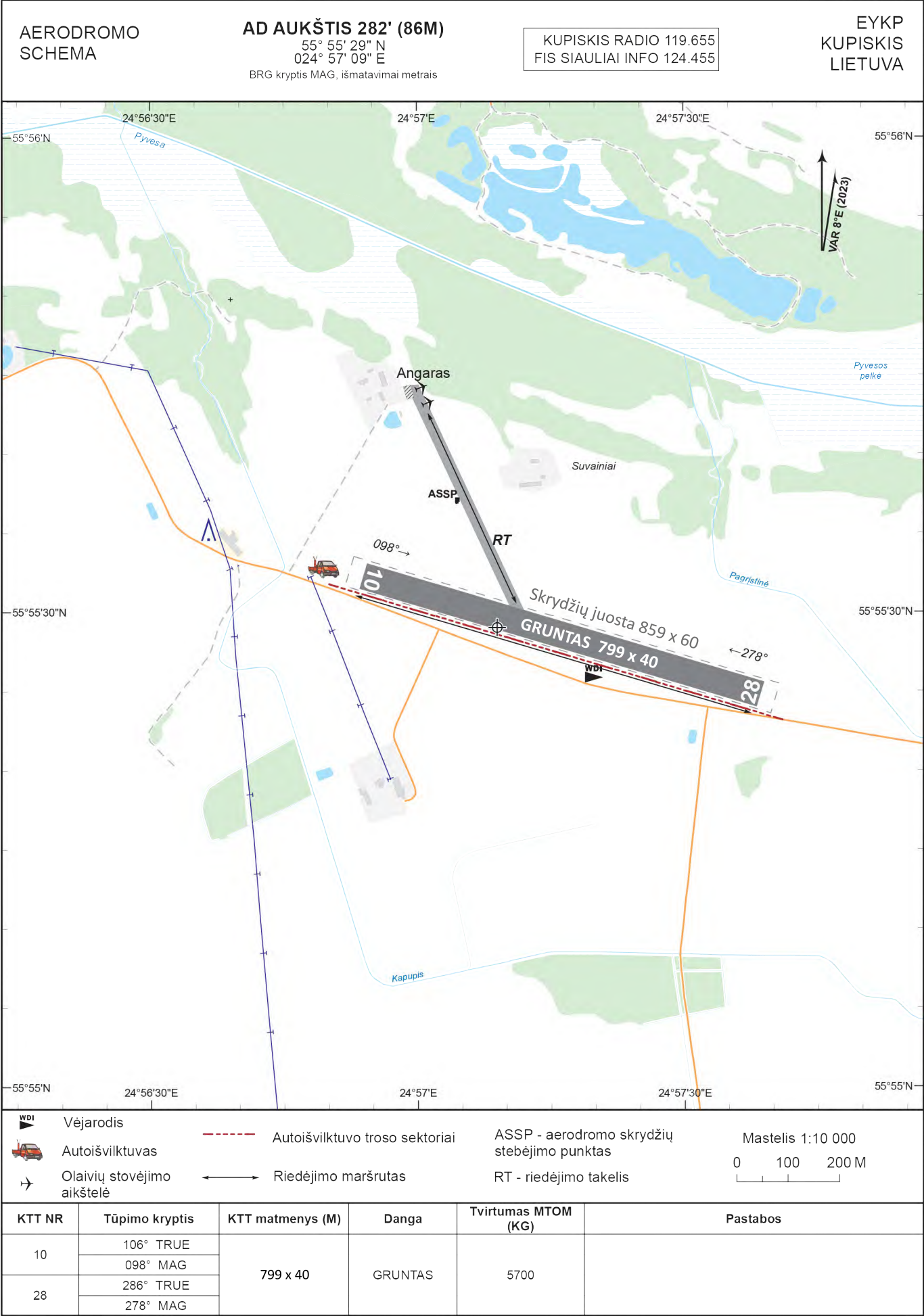
**9. CHAPTER**  
**PROVISION OF AIR NAVIGATION INFORMATION**

9.1. Air navigation information services are provided by AB "Oro navigacija" Vilnius Air Navigation Information Center, contacts:

Tel.: +370 706 94 694

Fax: +370 706 94 621

E-mail: [briefing@ans.lt](mailto:briefing@ans.lt)

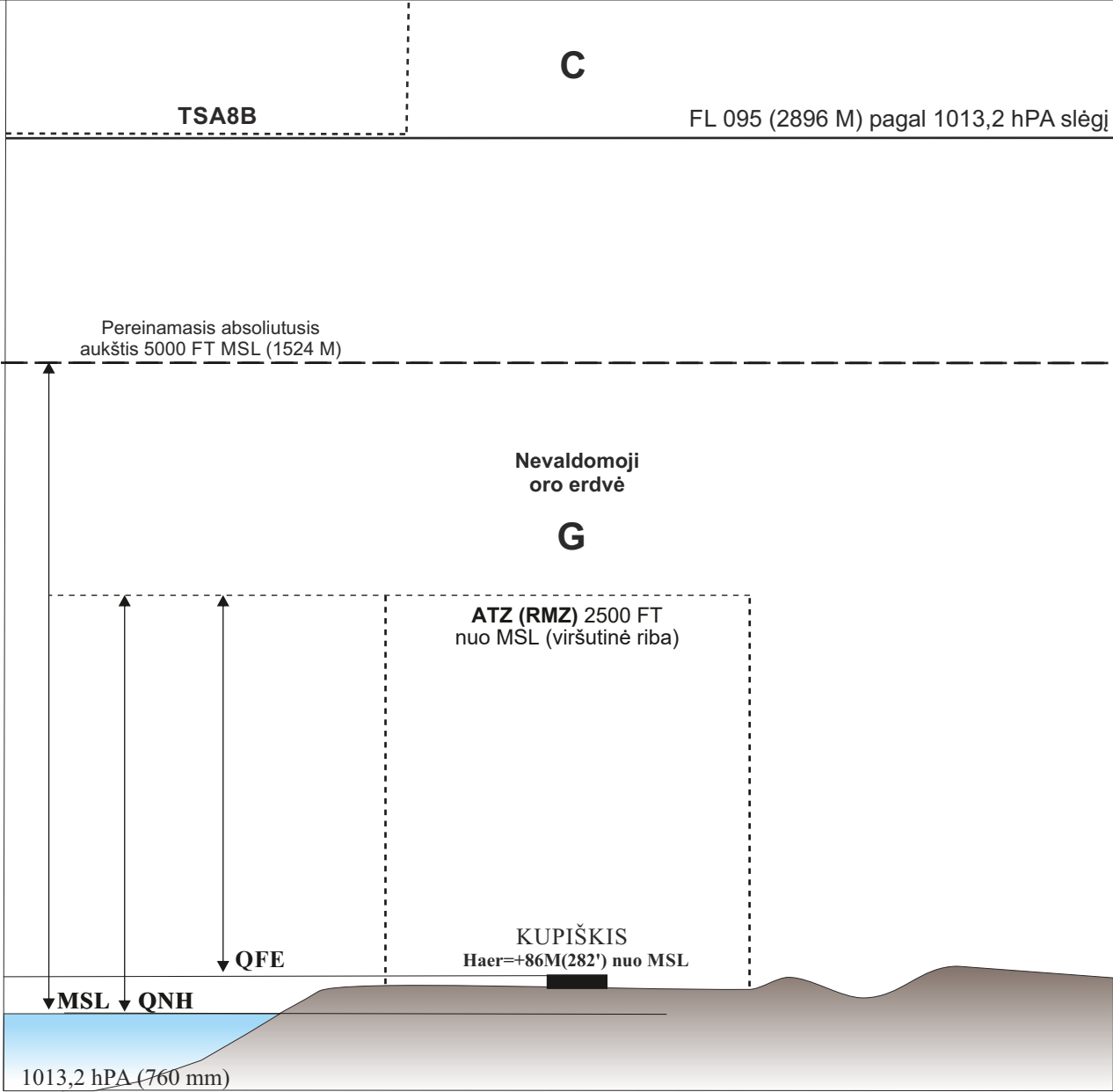


AERODROMO ORO  
ERDVĖ

AD AUKŠTIS 282' (86M)  
55° 55' 29" N  
024° 57' 09" E

KUPIŠKIS RADIO 119.655  
FIS SIAULIAI INFO 124.455

EYKP  
KUPIŠKIS  
LIETUVA

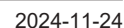


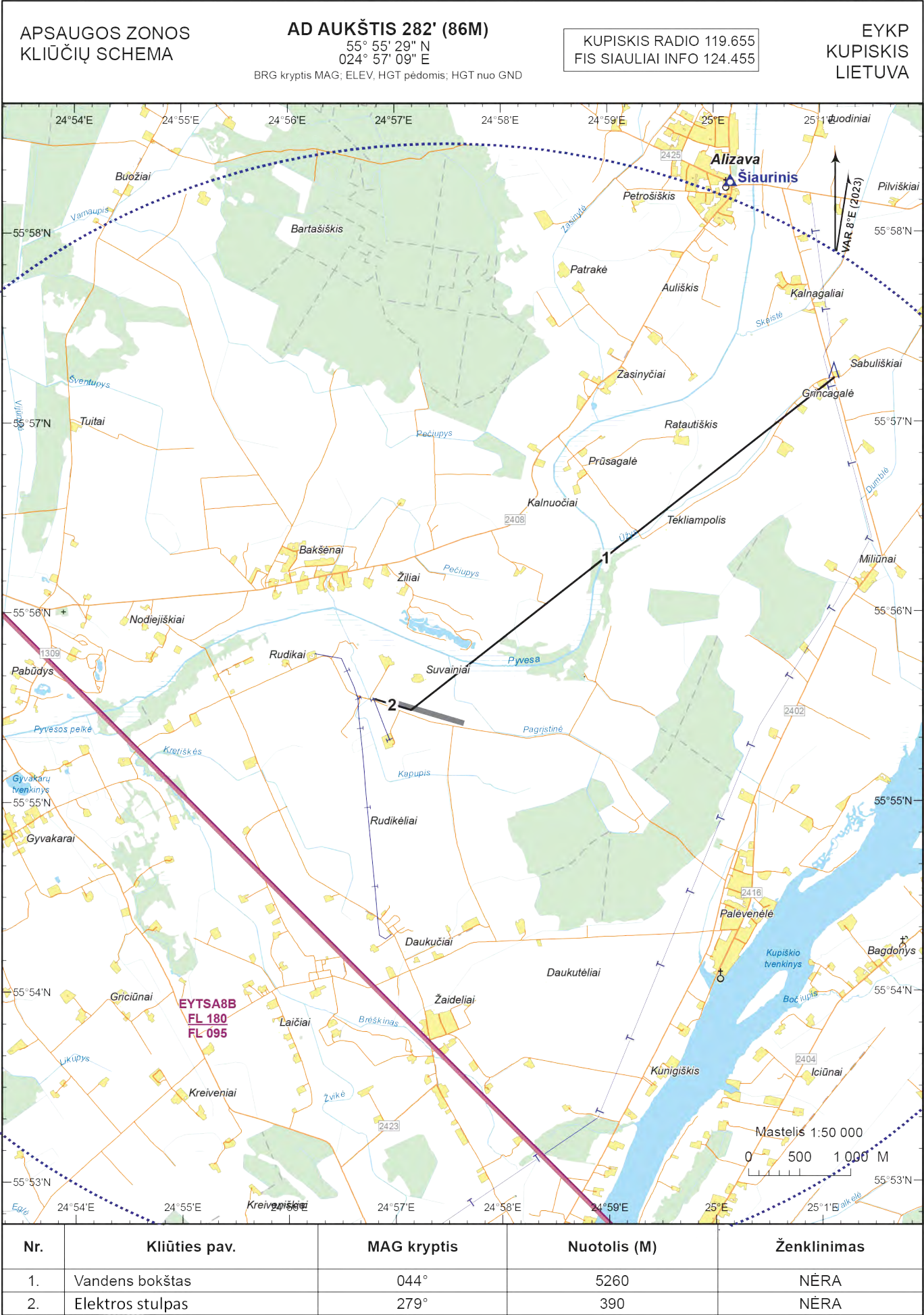
MSL - vidutinis jūros lygis  
FL - skrydžio lygis  
1013,2 hPA (760mm) - standartinis slėgis  
QNH - jūros aukščio atmosferos slėgis  
QFE - aerodromo aukščio atmosferos slėgis  
G - oro erdvės klasifikacija: nevaldomoji erdvė  
C - oro erdvės klasifikacija: valdomoji erdvė  
TSA - laikinai išskirta zona

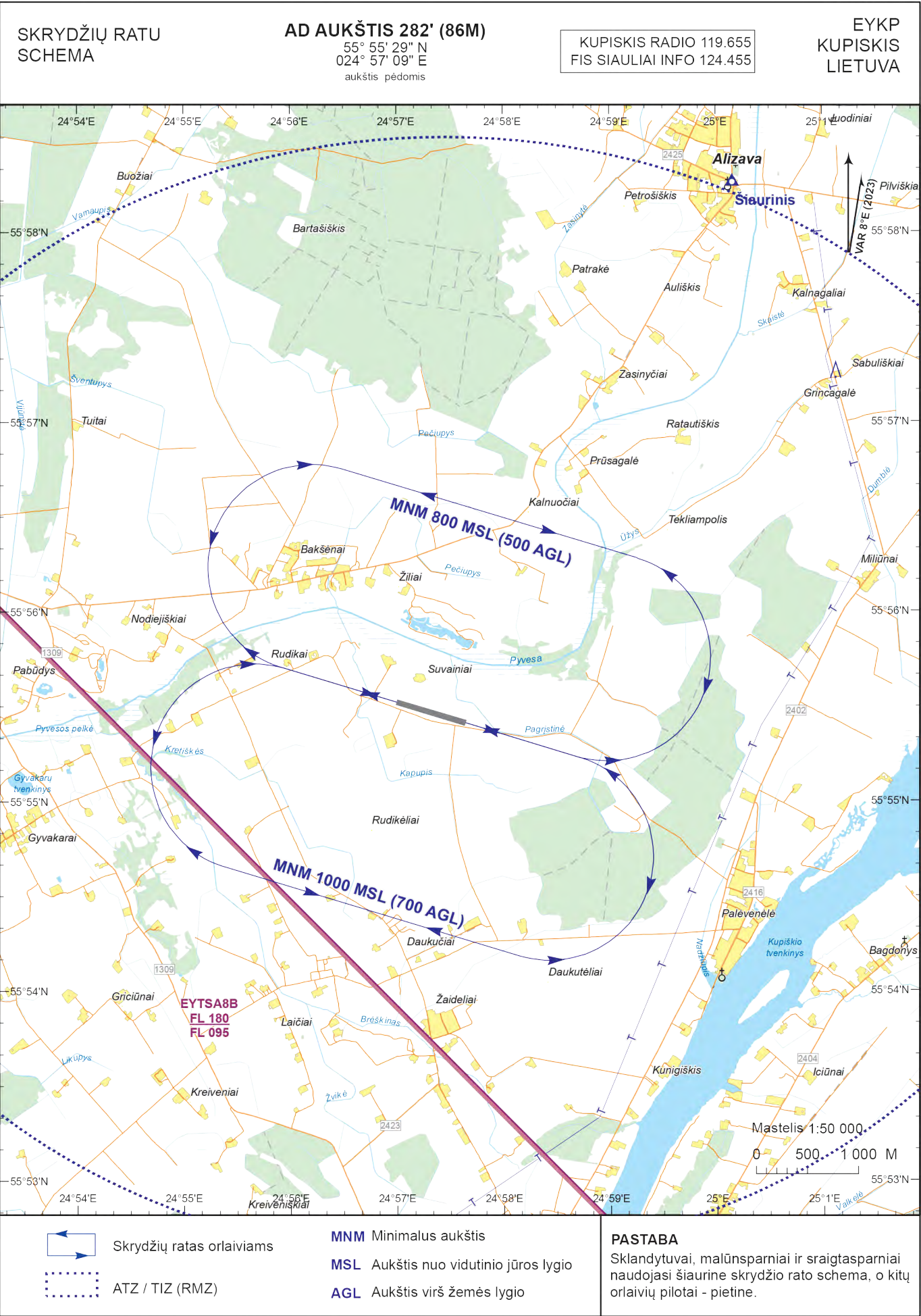
EYKP  
KUPISKIS  
LIETUVA

55° 55' 29" N  
024° 57' 09" E

BRG kryptis MAG: aukštis pėdomis







EYKP  
KUPISKIS  
LIETUVA

