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**“WORLD SUMMIT ON FOOD SECURITY 2009 - ROME -  
AERONAUTICAL INFORMATION BOOKLET”**

**Edition October 2009 (Rev\_1)**

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## 1. Introduction

This is an information paper which covers the air provisions for the state flight of Head/Leaders for the 2009 World Summit on Food Security. Due to the complex scenario of the Summit, this Air Activity booklet should be considered as a living document subject to change.

**Each Nation is kindly required to swiftly provide the essential initial information listed in annex “A”, within Nov, 2<sup>nd</sup> 2009.**

In case we will face incomplete information from the Nations, in some instances we will make assumptions; therefore when it is obviously clear that these are not to be considered correct, the plan may change and new arrangements will have to be made.

## 2. Airports

The State aircraft involved in the Summit will be assigned to one of the following airports (see annex “B”):

- Rome/Fiumicino, (LIRF/FCO), International Civil Airport;
- Rome/Ciampino, (LIRA/CIA), Military Airport open to Civil International traffic;

Special use airport:

- Rome/Pratica Di Mare (LIRE), Military Airport;

It could be necessary to reposition the aircraft to another airport for long term parking in one of the following airports:

- Napoli/Capodichino (LIRN), International Civil Airport;
- Pisa/S.Giusto (LIRP) Military Airport open to civil International traffic;
- Pescara airport (LIBP) International Civil Airport.

Parking will be assigned at Fiumicino International to the maximum number of class E and D aircraft (i.e. Boeing 777, Airbus330, B767, B747,etc...) compatible with available parking spots. Some class C aircraft (i.e. Boeing 737, Airbus 320) may also be parked in Fiumicino if Ciampino airport does not have any parking space left. Note that long term parking (more than 1 day) in heavy congested airports is to be considered as a special concession.

Due to the challenge on ground transport, security and protocol in the very busy day when the summit begin, wide delegations with large aircraft should plan to arrive days before Monday the 16<sup>th</sup> of November. If you plan to arrive days earlier and depart the day after the end of the meeting, it will be easier to accommodate the nation's requests.

If you will be assigned to Ciampino, some Nations might have problems since the airport runway could not be long enough for some aircrafts to take off for a nonstop flight to their destination. Repositioning the aircraft in other airports maybe an option.

### 3. Over flight Clearance and landing-departure slot

- a. Nation WITHOUT a permanent diplomatic over flight and landing clearance. Prior to arrival in Italy, all State Aircraft are to be issued a specific one. Request must be made to the MFA- Air Office that will forward the request to the Civil Aviation Authority (ENAC) or the Italian Air Force accordingly to the specific aircraft status (Civilian or Military registered aircraft).

For a temporary landing and over flight permission of the Italian airspace the following information are to be submitted:

- Operator service of aircraft and Nationality
- Reason for/nature of flight
- Number and type of aircraft
- Date of flight – Request of validity
- Departure (arrival flight) and destination airfield (departure flight)
- Italian airfield requested (destination, alternate)
- Detailed Planned route of flight
- Aircraft Call Sign/Aircraft Registration Marks
- Estimated Number of Passengers - Crew Members – Type of cargo

After having obtained the permission to enter the Italian airspace and land, the nation's air operator must obtain a PPR number (Prior Permission Required). With the PPR arrival/departure day-time and parking is confirmed. Request the PPR thru the selected Airport Handling Agent.

- b. Nation WITH a permanent diplomatic over flight and landing clearance. The nation's air operator must obtain a PPR number (Prior Permission Required). Request the PPR thru the selected Airport Handling Agent.

Attached to the PPR number the air operator will also receive the arrival/departure day and time, that **may be different from the one requested.**

The PPR number is required in order to land..

#### 4. Aircraft Operations

##### a. WSFS Air Traffic Flow Management Plan

- All State Flights arrivals and departures will be in accordance with the WSFS Traffic Flow Management Plan. The plan is initially built with the **information** provided by each nation according to **annex A** and updated with the information provided by the “**over flight clearance**” and/or the “**PPR request**”.
- The arrival and departure schedule will be established according to the mentioned Management Plan and delivered to the Nation’s representatives 3 days before the arrival, considering the request has been submitted 7 days prior the arrival date. The over-flight clearance (nations without a permanent one) and the PPR number will be delivered at the same time, when possible. Due to the large number of aircraft, arrival and departure time is critical therefore each crew/Nation is required to strictly stick with the assigned schedule.
- It would be appreciated if delegations could make their utmost efforts in adjusting the leaders’ schedule according to the allotted arrival/departure time.

##### b. Aircraft Schedule changes

- Changes within 48 hours before original arrival/departure time must be requested to the MFA (aeronautical office), FAO and the airport representative/Handling agent that will pass the new time slot.

##### c. Parking Spots

- Due to limited parking space and traffic flow, the PPR number (Prior Permission Required) must be obtained from the airports. Air operators will make the request at the selected handling company agent. The PPR will specify a date and time of arrival and departure (slot) in accordance with the Air Traffic Flow Management Plan.
- Initial parking spots may be planned for passengers drop-off and pick-up only (VIP lounge spot)..
- According to the above mentioned Plan, final/long term parking spot may require towing to/from the initial assigned spot; therefore crews are kindly requested to be ready anytime for repositioning. Aircraft redeployment to another airport could be necessary.

#### **d. Aircraft Handling**

- The Summit delegations are responsible for request and payment of the services required. This includes handling, refuelling, catering services, landing fee, over fly fee and aircrew accommodation.
- It is strongly recommended to appoint a handling agent to enable detailed discussion on particular handling requirements and resources.

#### **e. Aircraft Guarding**

- Special request for aircraft guarding can be arranged in coordination with local airport police, depending on different factors such as the threat level.

### **5. Arrival and Departure Arrangement for the WSFS Leaders and Delegations.**

#### **a. Delegations arrival by State aircraft**

**Each arriving/landing delegation must appoint a person each responsible for: firearms temporary permission, passport, luggage.**

State aircrafts will have to arrive at the proper designated airport during allocated time slots and will be led to the spot after landing.

After the aircraft arrival at the proper parking spot, the above mentioned personnel will disembark first through the rear door (if feasible):

- **security staff**, all people carrying arms will disembark (staff may be split and check done in two periods) for firearms check/permission to carry arms. Delegations bringing firearms must inform in advance the Ministry of Foreign Affairs for the necessary authorization (security staff name/type of arms/ arms registration code). Procedure for temporary retention of firearms will be completed at the Airport by the local police;
- **passport officer(s)**, will be requested to submit passports, completed ED (Entry-Departure) cards of all passengers including the Summit leader and his/her spouse to the Italian police in charge of passport check. Passport officer(s) will be requested to remain in the Airport until the entire immigration procedure is completed;
- **baggage officer(s)** will be requested to assist the handling agent in unloading from the plane to the cars/buses/truck the baggage. Baggage officer(s) will be requested to remain in the Airport until the cargoes are unloaded from the aircraft in the parking

spot, CIQ (Custom-Immigration-Quarantine) controls are completed and cargoes are loaded onto assigned vehicles.

- **Embassy officials.** Due to limited space and air/ground traffic congestion each nation embassy should keep the airport welcome delegation to the minimum number of people possible. In order to enter the VIP area all Embassy personnel and transportation must be in the MFA authorized list.

Keep in mind that only the highest nation representative and his strict personnel will be allowed in the VIP room/building not more than 45 minutes prior the Nation Leader arrival.

- **Summit leader and delegation** will disembark through the front door, led by Italian and Embassy Officials. After a brief welcome, they will be led to the motorcade.
- The photo shooting of the arrival ceremony will be performed by officially approved media members.

#### **b. Departure of State Aircraft.**

- **passport officer(s)** will be requested to collect all passports, and come to the Airport 60 minutes before the assigned time before departure;
- **baggage officer(s)** will be requested to come to the Airport 120 minutes before the assigned time of departure, with **all** baggage for luggage security check. The time and meeting place for luggage screening will be provided to each delegation based on the time of departure and amount of cargo;
- **security staff** In case firearms have been brought in, the security staff representative(s) will handover the firearms temporary permit before embarking the aircraft;
- **Embassy officials.** Due to limited space and traffic congestion keep the nation embassy delegation to the minimum number of people possible, keeping in mind that only the highest nation representative and his strict personnel will be allowed in the VIP room/building not more than 45 minutes prior the Nation Leader departure. In order to enter the VIP area all Embassy personnel and transportation must be in the MFA authorized list;
- **Summit leader and delegation** will embark through the VIP lounge, led by Italian and Embassy Officials. Due to VIP area airplane parking congestion some delegation may be asked to embark directly from the motorcade arriving directly underneath the airplane.

## **6. Access to Restricted Areas at the Airport**

- Due to security reasons, only the Nation main representatives may be allowed to access the restricted/VIP areas at the Airport.
- Access by private vehicles to the aircraft movement/parking areas of the airport is not allowed. Those who need to access the aircraft restricted areas of the airport will be transported or will be escorted by authorized vehicles only.

## **7. Ground Transportation**

- For details on transportation from the airports to the meeting venue, please refer to the WSFS 2009 web site <http://www.fao.org/wsfs> .

## **8. Airport contact details**

For matters concerning aircraft support, please contact the following:

- Rome/Fiumicino: Aeroporti di Roma S.p.A.  
Internet site: [www.adr.it](http://www.adr.it)
- Rome/Ciampino: Aeroporti di Roma S.p.A.  
Internet site: [www.adr.it](http://www.adr.it)



**AERONAUTICAL INITIAL INFORMATION REQUIRED**

Please provide the following information to the best of your knowledge by **Nov, 2<sup>nd</sup> 2009**

\* Means **Mandatory fields**

* Preferred day and time of arrival: at (UTC)	(dd/mm/yy)
* Departing airport-origin (city name and airport ICAO identifier):	
* Preferred arriving airport in Rome (see table 1 annex B):	
Preferred airports (indicate two in order of preference from the table 2 in annex B) for aircraft redeployment after disembarkation: 1. 2.	
* Preferred day and time of departure: at (UTC)	(dd/mm/yy)
Next landing location leaving the Summit (city name and airport ICAO identifier):	
* Main aircrafts information: number of aircrafts(1,2,etc.): type of aircraft: 1. 2. call sign:1. 2. registration mark:1. 2.	
Backup aircrafts information: number of aircrafts(1,2,etc.): type of aircraft: 1. 2. call sign:1. 2. registration mark:1. 2.	
* <u>Estimated</u> number of persons on board:  Head of delegation (title)  Delegation (pax n°)	
Special aircraft requirements:	
Any other useful info:	

Please send a swift answer to:

[wsfs2009-services@fao.org](mailto:wsfs2009-services@fao.org)

**AVAILABLE AIRPORTS****TABLE 1**

<b>Airport</b>	<b>Rwy Length (mt)</b>	<b>Rwy Width (mt)</b>	<b>Distances from Rome center (km)</b>	<b>Time (min)</b>	
<b>FIUMICINO</b>	<b>3900</b>	<b>60</b>	<b>28</b>	<b>40</b>	<b>Arriving Monday morning the 16<sup>th</sup> travel time will be higher due to peak hour traffic</b>
<b>CIAMPINO</b>	<b>2200</b>	<b>47</b>	<b>15</b>	<b>25</b>	

**TABLE 2**

<b>Airport</b>	<b>Rwy Length (mt)</b>	<b>Rwy Width (mt)</b>	<b>Distances from Rome (NM)</b>	<b>Flight Time (min)</b>	
<b>PRATICA DI MARE/ROME</b>	<b>2950</b>	<b>47</b>	<b>nil</b>	<b>nil</b>	<b>MILITARY ONLY</b>
<b>NAPOLI</b>	<b>2630</b>	<b>45</b>	<b>100</b>	<b>40</b>	
<b>PISA</b>	<b>3000</b>	<b>46</b>	<b>140</b>	<b>45</b>	
<b>PESCARA</b>	<b>2400</b>	<b>45</b>	<b>80</b>	<b>35</b>	