



World Economic Forum 2022 in Davos

Regulations regarding the issuance of «Diplomatic Clearances»

Regulations valid from 21 to 27 May 2022

1. General regulations

Applications for *Diplomatic Clearances* must be submitted to the Federal Office of Civil Aviation (FOCA) as early as possible, but no later than 5 working days prior to the state flight.

There is no guarantee that aircraft parking will be available at Zurich (LSZH). It is recommended to use alternate aerodromes such as Basel-Mulhouse (LFSB), Friedrichshafen (EDNY), Stuttgart (EDDS), St. Gallen-Altenrhein (LSZR), Bern (LSZB) or Milan-Malpensa (LIMC).

The airport of Geneva (LSGG) is not available for parking due to parking congestion.

The military airport of Dübendorf (LSMD) is not available for state flights.

Direct flights from abroad to the heliport Davos (LSMV) are basically not allowed. Prior authorisation from FOCA/Helicopter Flight Operations and accreditation by Swiss Air Force is always required.

For flights to Samedan (LSZS), it is not permitted to file Zurich (LSZH) or Geneva (LSGG) as an alternate aerodrome (ALTN). In addition, a PPR (Prior Permission Required) and a briefing prior to the flight is mandatory. Further information is available under www.engadin-airport.ch

➤ No *Diplomatic Clearance* will be issued without clear parking situation.

1.1. Customs

Flights into Switzerland must in any case arrive or make a stopover at a customs airport to ensure entry into Switzerland.

1.2. Opening hours of aerodromes for flights with Diplomatic Clearances

Zurich airport:	06.30-23.30 local time (planning until 23.00 only) ¹
Davos heliport:	08.00-22.00 local time
Other airports:	according to Swiss aviation publications (AIP)

➤ No exemptions from above opening hours can be granted except in case of extraordinary circumstances (e.g. civil unrest or natural disaster in the home country).

¹ Arrivals/departures of flights must be planned until 23.00 local time. Flights between 23.00 and 23.30 local time are allowed in case of delays only. No exemptions from above opening hours can be granted except in case of extraordinary circumstances (e.g. civil unrest or natural disaster in the home country).

1.3. Noise abatement

Jet aircraft which have a noise certification of Chapter 2, may be planned to take-off between 09.00 and 19.00 local time, and from Monday to Friday only.

2. Airports

2.1. Ground handling / aircraft parking at Zurich airport

A ground handling agent must be contacted prior to request for a *Diplomatic Clearance*, in order to arrange the handling and the parking. Only once the handling and the parking has been confirmed, the request may be submitted to FOCA, whereby the ground handler must be indicated.

Without parking authorisation, any aircraft must leave the airport within two hours to park at a different airport.

Landings of wide body aircraft (e.g. A330, A340, B777) without parking authorisation are allowed after 12.00 UTC (14.00 local time) only.

For narrow body (single-aisle) aircraft (e.g. A320, B737), a maximum ground time of up to two hours can be guaranteed at any time.

For logistics flights, no long-term parking is available and the maximum parking duration is in general two hours.

An airport slot (service type -I-) is mandatory for all fixed wing aircraft or IFR flight.

2.2. Other airports

Landing and parking must be coordinated with the local airport operator. The arrangements with respect to the airport's consent must be included with the application for *Diplomatic Clearance* submitted to FOCA.

Requirements regarding handling issues in these locations must be coordinated directly with the airport operator or handling agent.

3. Security issues and VIP support

The Swiss Federal Department of Foreign Affairs (FDFA) is responsible for security issues and VIP support. Corresponding applications shall be mailed to the Protocol FDFA.

Contact: Mrs Priska Moser
Tel: +41 58 462 33 12
Fax: +41 58 464 02 28
Email: priska.moser@eda.admin.ch

4. Flights in the sovereign territory of the Principality of Liechtenstein

1. According to the regulations listed under point 2 below, *Diplomatic Clearances* issued by the FOCA are also valid for flights in the sovereign territory of the Principality of Liechtenstein (hereinafter referred to as Liechtenstein).
2. The following flights are not included in the authorisations:
 - I. Landings of military and state aircraft in the sovereign territory of Liechtenstein;
 - II. Overflights below 12,000 feet above sea level in the sovereign territory of Liechtenstein with military aircraft.

For flights according to I., an additional *Diplomatic Clearance* must be requested from the government of Liechtenstein, and for all flights according to II., an additional *Diplomatic Clearance* is required from the FOCA.

Contact Liechtenstein: Amt für Bau und Infrastruktur (ABI)
 Stabstelle Landerwerb, Recht, Sekretariat, Zivillufffahrt
 Postfach 684
 FL-9490 Vaduz
 Phone: +423 236 60 70
 Web: www.abi.llv.li

5. Request for a Diplomatic Clearance

Please submit the request on the official WEF application form by email or fax to:

Email: diplomatic.clearances@bazl.admin.ch

Fax: +41 58 465 80 60

6. Flight plan and Diplomatic Clearance Number

The crew of the aircraft must file an ICAO flight plan with the NMOC of EUROCONTROL prior to departure.

The Diplomatic Clearance authorisation number shall be inserted in item 18 of the flight plan («Other information»; sub-field RMK). For example: *RMK/DIP CLEARANCE SWITZERLAND CHxxxx 2022*. Any flight plan without or with no valid authorisation number may be suspended without prior notice.

Bern, in April 2022

Federal Office of Civil Aviation FOCA, Diplomatic Clearances

Enclosures:

- List of ground handling agents at Zurich, Bern, St. Gallen-Altenthein

Ground handling agents

Zurich (ZRH/LSZH)

Ground handling agents providing services for Governmental operations and General/ Business Aviation:

BHS Aviation AG

Flughofstrasse 39a
CH-8152 Glattbrugg

Tel: +41 44 555 44 20
Fax: +41 44 555 44 99
Email: sales@bhs-aviation.com
URL: www.bhs-aviation.com

Cat Air Service AG

P.O. Box 2221
CH-8060 Zurich-Airport

Tel: +41 43 816 08 08
Fax: +41 43 816 08 09
Email: info@cat-airservice.com
URL: www.cat-airservice.com

Jet Aviation AG

Private Aircraft Handling
P.O. Box 1513
CH-8058 Zurich-Airport

Tel: +41 58 158 84 66
Fax: +41 58 158 84 75
Email: vip.zrh@jetaviation.ch
SITA: ZRHPHPP
URL: www.jetaviation.com

Lions Air AG

P.O. Box 233
CH-8058 Zurich-Airport

Tel: +41 44 828 88 88
Fax: +41 44 828 88 99
Email: handling@lionsair.ch
URL: www.lionsair.ch

Swiss Privilege Aviation Services

General Aviation Center
P.O. Box
CH-8058 Zurich-Airport

Tel: +41 41 815 09 21
Email: ops@privilegeaviation.com
URL: www.swissprivilege-aviationservices.com

Ground handling agents – all operations:

Airline Assistance Switzerland

Operations
P.O. Box 2119
CH-8058 Zurich-Airport

Tel: +41 43 816 54 23
Fax: +41 43 816 54 29
Email: ops@aas-switzerland.ch
SITA: ZRHKPCR
URL: www.aas-switzerland.ch

Dnata Switzerland AG

P.O. Box
CH-8302 Kloten

Tel: +41 43 815 83 83
Fax: +41 43 815 83 85
Email: zrh.opsplanning@dnata.ch
SITA: ZRHSC7X
URL: www.dnata.ch

Swissport International AG
*for WEF Handling and Assistance see:
Swiss Privilege Aviation Services*

Tel: +41 43 812 28 73
Fax: +41 43 812 91 95
Email: zrh.sales@swissport.com
SITA: ZRHKWXH
URL: www.swissport.com

St. Gallen-Altenrhein (ACH/LSZR)

Ground handling agent providing all services:

Airport Altenrhein AG
Flughafenstrasse 11
CH-9423 Altenrhein

Tel: +41 71 858 51 65
Fax: +41 71 858 51 44
Email: groundservices@peoples.ch
SITA: ACHKKPE
URL: www.peoples.ch

Bern-Belp (BRN/LSZB)

Ground handling agent providing all services:

Flughafen Bern AG - Bern Airport
Flugplatzstrasse 31
CH-3123 Belp

Tel: +41 31 960 21 31
Fax: +41 31 960 21 41
Email: groundservices@bernairport.ch
SITA: BRNKKXH