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BELIZE
DEPARTMENT OF CIVIL AVIATION
AERONAUTICAL INFORMATION SERVICE



AIC
C002/26
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IMPLEMENTATION OF DIGITAL SUBMISSION PORTAL FOR AERONAUTICAL REQUESTS

The Belize Department of Civil Aviation (BDCA), through the Aeronautical Information Service/Air Traffic Services Reporting Office (AIS/ARO), informs all users of the launch of the new AIM Electronic Services Portal.

This initiative, led by the Aeronautical Information Service/Air Traffic Services Reporting Office (AIS/ARO), is a foundational pillar of our ongoing transition to a modernized, digital AIM framework in alignment with ICAO's Global Air Navigation Plan (GANP).

Effective 9th February, 2026, all international and domestic aircraft operators, private pilots, flight dispatchers, requiring overflight and landing approvals are to submit their request through the [Belize AIM Electronic Services Portal](#).

The portal serves as the new centralized platform for submissions and can be accessed exclusively through the designated URL available on the BDCA website under *Air Navigation Services* → *Aeronautical Information Management*.

The portal is the designated platform for:

- Landing Clearance Requests for Non-Scheduled & Private Flights (Mandatory use of platform)
- Overflight Permission Requests (Mandatory use of platform)
- Pre-NOTAM Origination Submissions (Optional)
- Local Flight Plan Submissions (Optional, for eligible users as defined on the portal)

A three-month trial period will be in effect from Monday, 09 February 2026 to Friday, 09 May 2026. Effective with the start of the trial, the AIM office will cease accepting overflight and landing requests via the [belize.ais@civilaviation.gov.bz email](mailto:belize.ais@civilaviation.gov.bz). All such requests must be submitted exclusively through the new digital portal. Exceptions to this rule are limited to specific, non-routine scenarios explicitly listed on the portal website.

NOTE: To avoid the frequency of malicious attempts and as a matter of security first time visitors to the site will be required to request access. This is a onetime occurrence. Access may be revoked at the user's behest or the Belize Department of Civil Aviation's discretion depending on previous infractions.

All users are reminded to contact the Belize AIS office in accordance with the International Standards of ICAO and national regulations of Belize.

All users must familiarize themselves with the portal's Submission Guidelines and interactive guides prior to their first submission.

A dedicated Feedback Form is available within the portal to report technical issues, usability concerns, or to provide suggestions for improvement.

For questions regarding the use of the portal or eligibility, contact the AIS office at belize.ais@civilaviation.gov.bz.

<http://civilaviation.gov.bz>

*****END*****

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