

Guideline Billing System

General Aviation

&

NON-IATA Members

November 24th 2017



Step 1:

Go to the following link: <u>https://billing.dc-ansp.org/</u>

Step 2:

Click on "Create an account"

	2CANS	P	
L	Dutch Caribbean Air Navigation Service P ogin with your account name	ovider	
	Username		
Pas	word		
	Password		
	Remember me	Login	
F	orgot your credentials? worries, click here to recover your credent	als.	
De	on't have an account yet? Create an account	nt	
N	eed help?		
nc	worries, click here to contact us.		

Page 1 of 9



Step 3:

		ANSP	
	Dutch Caribbe	Air Navigation Service Provider	
si s	ign Up		
En	er your personal details below:	Enter your account details below:	
Name	•	Username	
A	DC	L DC-ANSP	
Surn	ame	Password	
Α	ANSP		
E-Ma	1	Re-type Your Password	
×	f@dc-ansp.org	••••••	
Phon	e		
· · · · · · · · · · · · · · · · · · ·	+59998393550	V I'm not a robot	
Addr	ess	Privacy - Te	
A	Seru Mahuma z/n		
Lang	uage		
	English		
		ack Sign Up	







Step 4:

Go to your registered e-mail and click on "Confirm account" in the e-mail received from and click on "Login" and Log in to the account

Dutch Carlbbean Air Navigation Service Provider
Congratulations! Your account has been
Now that your account is activated, you can log in with your credentials.
Login

Page 3 of 9



Step 5:

Once logged your account has to be created/setup. Go to "Accounts" and click on "Create new" in order to create an account.

3 CANSP	Aeronau	itical Billing				L DC ANSP
🚔 Accounts	🚔 Accou	nts				
Aircraft						
Estimates	Account	Select status				🗰 Create n
Inactivity and Expiry						
O Declined Flights	Name	Country	туре	Contact Name	is credit	Balance State
Reports				No account found		
Registration search						
O Access Log						

Fill out form and click on "create account".

nautical Billing - Details	- Internet Explorer						
→ ★ https://biling.dc- dt View Favorites To	-ensp.org/Accounts/Edit/10007			ρ 🔒 😽 🦺	MSN.com - Hotmail, Outdook, Sk 11 Expert Secrets to Stress-Fre	Aeronautical Biling - Details 22 Aeronautical Biling - Details X	
nvert 🔹 🔁 Select							
ANSP	Aeronautica	l Billing				L DC ANSF	, 0
counts craft	🚔 Account - D	Details					
stimates activity and Expiry	General info						
Declined Flights	Name						2
leports	DC-ANSP						0
egistration search	Туре			ICAO Code	IATA Code	Balance	
ccess Log	General Aviation		Y			¢0.00	
				Is IATA Member		\$0.00	
	Country			Currency			
	Curacao		ж. ж	United States Dollar	Ŧ		
	Notes						
	No notes						
	Contacts				Payment details		
	Title	Contact Name			Is Credit		
	Mrs.	Nathalie Faria			First Name	Last Name	
	Phone		Fax		Nathalie	Faria	
	+59998393550		+59998683012		City		
	Email		Website		Willemstad		
	f@dc-ansp.org		www.dc-ansp.org		Address		
					Seru Mahuma z/n Willemstad, Curacao		
				2045 0 100 0			_
				2015 @IDS S.p.i			4:2
<u> </u>	2 🖭 🞦					en 🖸 😼 🕀 🖉 🛄 🖾	11/21

Page 4 of 9



Step 6: Go to "Aircraft" and click on "Create new" in order to add aircrafts

× Seman - Seman					
ANSP	Aeronautical Billing				L DC ANSP Help
Accounts	▲ Aircraft				
Aircraft					
Estimates	Registration Number Select Account				Show legend W Create new
Inactivity and Expiry					
Ø Declined Flights	Registration Number	Account	Mtow	Aircraft Type	State
Reports			No circreft found		
Registration search			No aircraft found		
Access Log					
		004E /	0 IDD 0 n.e.		

Fill out the correct Aircraft information

SEANSP	Aeronautical Billing			L DC ANSP	O Help
🚔 Accounts	Aircraft - Request cr	eation			
Aircraft					
Estimatos	Registration of an aircraft to your account will m	nake you financially responsible for all flights by	y this aircraft within the Curacao FIR.		
Inactivity and Expiry	Registration Number	PJ1234			
Declined Flights	Account	DC-ANSP	· · · · · · · · · · · · · · · · · · ·		
Registration search	Aircraft Type	A109 = *			
Access Log Access Log	MTOW Override (Tons)	3.31			
	Valid Until	12/31/2017	You are responsible for all flights for this registration number within the Curacao FIR up to the valid date given. An unspecified valid date indicates no explation date.		
		Back to list Create new			
			2015 @ IOS S p.a.		v.1.2.2.9

Click on "Create new" to add the filled out information.

Page 5 of 9



The aircraft as been registered on your account



Page 6 of 9



Step 7:

Create flight plan. Click on the "Estimates" tab.

Fill out the information: Insert planned flight route here. Contact ARO office at +5999 839 3552 if route in unknown/or if you require additional assistance to insert the correct route.

Please note that this is NOT the Official filed flight plan. You still need to file an official Flight Plan at the ARO Office according to ICAO 2012 FPL standards.

Departure flight time (EOBT) must be as close as possible OR the exact time of EOBT. In case there is a delay, a DLA message must be submitted to ARO at least 45 minutes prior EOBT. All FPLs must be filed with a minimum of 60 minutes prior to EOBT.

If a submitted Flight Plan Request to ARO has a discrepancy, this shall be dealt with/corrected timely in order not to affect the EOBT and/or the minimum of 60 minutes FPL filling time. The minimum of 60 minutes filing time before EOBT remains valid, for re-submission of the FPL (due to discrepancies or account issues).

Avoid unused FPL charges from your account for filed flight plans:

- → Cancel filed FPLs, before EOBT and at ARO.
- → If there are major changes to the flight affecting the route or ACFT registration. FPL must be cancelled and resubmitted with the new information, including a CNL message."

ANSP	Aeronautical Billing					L DC ANSP Help
Accounts Aircraft	💠 Estimates					Open GIS View
Estimates	ACCOUNT*	DAY OF FLIGHT*	REGISTRATION		Segment	Distance (KM)
Declined Flights	DC-ANSP	× * 11/22/2017	PJ12345	× *	No flight mover	nents
ta	MESSAGE TYPE 7 AIRCRAFT	IDENTIFICATION	8 FLIGHT RULES TYPE OF FLIGHT		Total distance (KM)	0.00
ation search	<=(FPL		I V S V	<=	Total to pay for flight (USD)	0.00
Log	9 NUMBER TYPE OF AIRCRAFT*	WAKE TURBULENCE CAT.	10 EQUIPMENT		Number of flights	1
		TIME		~-	Total to pay (USD)	0.00
	TNCC × *	1700	<=			0.00
	CRUISING SPEED*	LEVEL			Recharge	
	NV 0300					
	ROUTE					
	TOTAL EI DE STINATION AERODROME* HR	T* MEN ALTN AERODROME	2ND ALTN AERODROME			
	Select *	15 Select *	Select *	<=		
	18 OTHER INFORMATION			_		
				<=		
	Calculate This form is only for flight c	est estimates only. An official flight plan must also be filed with D	C-AN SP			

Click on "Calculate"

Page 7 of 9



ANSP	Aeronautical Billing				L DC ANSP Help
Accounts Aircraft	Estimates				Q Open GIS View
Estimates	ACCOUNT*	DAY OF FLIGHT*	REGISTRATION	Segment	Distance (KM)
 Inactivity and Expiry Declined Flights 	DC-ANSP	× * 11/22/2017	PJ12345	ADHP(TNCC) VOR(PJG)	5.74 🧥
Reports	MESSAGE TYPE 7 AIRCRAFT IDENTIFICATION	8	I S S	<	123.07
Registration search O Access Log	9 NUMBER TYPE OF AIRCRAFT* W	AKE TURBULENCE CAT. 10	EQUIPMENT	Waypoint(KERLI) Waypoint(BREDA)	78.35
	DEPARTURE AERODROME*	Light 🖌		Waypoint(BREDA) Waypoint(PERSO)	101.52
	TRCC × *	1700 <=		Waypoint(PERSO) Waypoint(KARUM)	121.72
	CRUISING SPEED*	LEVEL		Total distance (KM)	702.64
	ROUTE			Total distance to pay (SM) 430.40
	DCT PJG G446 KERLI G446 KARUM G446 CDO DCT			<= Total to pay for flight (JSD) 138.89
	TOTAL EET'			Number of flights	1
	DESTINATION AERODROME* HR MIN MDSD x * 01 15	ALTN AERODROME	Select *	<	138.89
	18 OTHER INFORMATION				Recharge
	-			<=	
	Calculate This form is only for flight cost estimates only. An o	official flight plan must also be filed with DC-ANSP			
		2015 © IDS S	p.a.		v.1.2.2.9

In the example above you can see that the amount to be paid to DC-ANSP is US\$ 138.89.

Click on "Recharge" to place funds in the account.

SEANSP	Aeronautical Billing			L DC ANSP	O Help
🚔 Accounts 🛦 Aircraft	\$ Recharge Account credit				
		Recharge Account			
 Inactivity and Expiry Declined Flights Reports 		Payments made to DC-ANSP which remain unused a to DC-ANSP.	ifter an account has been inactive for thirteen months will default		
Registration search		DC-ANSP	х т		
		First Name	Last Name		
		Nathalie	Faria		
		Address			
		City	Country		
		Wiliemstad	Curacao		
		Email	Phone		
		f@dc-ansp.org	+59998393550		
		Amount (USD)	130.00		
		The first name, last name, city and address given mus	t exactly match the information on the credit card being used Cancel		
		2015 © IDS S.p.a.			v.1.2.2.9

Insert personal and credit card information.





SEANSP	Aeronautical Billing			L DC ANSP	O Help
🚔 Accounts	\$ Recharge Account credit				
Aircraft					
 Estimates 		Recharge Account			
Inactivity and Expiry Declined Elights			Credit Card Number		
Reports			1234567890123456		
Registration search			Expiration Date (mm/yy)		
Access Log			mmyy		
			123		
			Total Amount: 138.89 (USD)		
			Cancel		

Click on "CX Pay.

Page 9 of 9