

DIRECTORATE OF ALIEN POLICE SERVICE
TECHNICAL SPECIFICATIONS



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|---------------|--------------------------|
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Appendix A AIR CARRIER MANUAL

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1. Introduction

According to the Czech law an airline carrier is obliged to provide passenger data to the Directorate of Alien Police Service.

Whenever Directorate of Alien Police Service determine, with respect to the routes coming from outside the Schengen Area, that the intensity of the migratory flows makes it necessary, in order to fight illegal immigration and to guarantee public security, every company, transportation enterprise or freight carrier will be obliged, at the end time of the shipment and before the departure of the means of transport, to send to the Czech authorities in charge of the entrance control information related to the passengers transported, irrespective of whether the Czech Republic is a transit territory or a final destination of the transportation.

The information will include the **name and surname of each passenger, his or her date of birth, nationality, type and number of passport or the travel document** that proves his/her identity.

The Police of the Czech Republic have developed a system that enables the transportation companies to provide, through telematic resources, the information necessary to enforce the law. Each company have to provide the information about each flight in a separate file, with a pre-established format in accordance with the UN/EDIFACT format.

The following manual explains the means of providing information about the passengers on each flight.

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2. Methods of sending files

The two methods detailed below are the ones by which information can be sent to the Directorate of Alien Police Service. Each company may choose the method that is better suited to its needs.

2.1. Teletype network

The one and only way of sending the files is through the airline industry telecommunication networks provided by the organizations SITA or ARINC (IATA Airline carrier network).

The sender must:

- a) Have an access to TYPE B mailbox
- b) Respect the specification (format, message size limitation) of TYPE B network provider

The communication address is :

PRGCZ2X

Note: This delivery method is only for UN/EDIFACT message formats (see below) based on IATA PAXLST specification.

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3. Formats of the Files

There are a few supported formats:

- a) The UN/EDIFACT respecting the Annex I specification for delivery over airline teletype network or e-mail.

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Annex I. UN/EDIFACT Format**FORMAT OF UN/EDIFACT DOCUMENT**

Each of the items (segments) of the document UN/EDIFACT is on one line. The line separator in UN/EDIFACT is the character “” at the end of each line, as can be seen in the example. Therefore, the line separator is mandatory to pass the UN/EDIFACT validation.

To pass the UN/EDIFACT validation, the sent or uploaded files must have the format specified below, and must be files with the .txt extension.

The boldfaced data is fixed, i.e. it must be always written in the same way.

The italicized data contains information related to the flight, passenger or company, and changes from one case to another.

UNA:+. ? '

**UNB+UNOA:4+SenderName:CarrierCode+CZAPIS:CarrierCode+PrepareDate:Pre
pareHour+InterchangeReference++APIS'**

**UNG+PAXLST+SenderName:CarrierCode+CZAPIS:CarrierCode+PrepareDate:Pr
epareHour +1+UN+D:02B'**

UNH+Reference+PAXLST:D:02B:UN:IATA+IATACode+01:C'

BGM+745'

NAD+MS+++PartyName'

COM+Phone:TE+Fax:FX'

TDT+20+Flight'

LOC+125+DepartureAirport'

DTM+189:DepartureDate:201'

LOC+87+ArrivalAirport'

DTM+232:ArrivalDate:201'

NAD+FL+++PassengerData'

ATT+2+++PassengerSex'

DTM+329:BirthDate'

LOC+178+DeparturePassenger'

LOC+179+ArrivalPassenger'

NAT+2+PassengerCountry'

RFF+AVF:PassengerNumber'

DOC+PassengerType:110:111+IdNumber'

DTM+36:ExpirateDate'

LOC+91+DocCountry'

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NAD+FL+++PassengerData'.
.
.**LOC+91+DocCountry'****CNT+42:NumberOfPassengers'****UNT+NumberOfSegments+Reference'****UNE+1+1'****UNZ+1+InterchangeReference'**

Description of the items to be filled in.

| Element | Description |
|-----------------------------|--|
| <i>SenderName</i> | Name of the company responsible for sending the information. |
| <i>CarrierCode</i> | Carrier Code of the company. |
| <i>PrepareDate</i> | Date of preparation of the interchange file, in format YYMMDD YY = Year MM = Month DD = Day |
| <i>PrepareHour</i> | Hour of preparation of the interchange file, in format HHMM HH = Hour MM = Minute |
| <i>InterchangeReference</i> | Unique reference assigned by the company responsible to send the information for an interchange. This value must be the same in UNZ and UNB. |
| <i>Referente</i> | Unique reference of the message assigned by the sender. This value must be the same in UNH and UNT. |
| <i>IATACode</i> | IATA flight code. Example: OK0012/070915/1210 CarrierCode = OK Flight Number = 0012 Destination date = 15/09/2007 Destination time = 12:10:00 |
| <i>PartyName</i> | Full name of the company responsible for providing the information. |

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| <i>Phone</i> | Telephone number of the company responsible for providing the information. |
| <i>Fax</i> | Fax number of the company responsible for providing the information. |
| <i>Flight</i> | Carrier Code/Flight Number. For example: OK051 |
| <i>DepartureAirport</i> | Flight departure Airport. Three-character IATA Code. |
| <i>DepartureDate</i> | Departure Flight date and time. The format is YYMMDDhhmm. YY = Year MM = Month DD = Day hh = Hour mm = Minute |
| <i>ArrivalAirport</i> | Flight arrival Airport. Three-character IATA Code. |
| <i>ArrivalDate</i> | Arrival Flight date and time. The format is YYMMDDhhmm. YY = Year MM = Month DD = Day hh = Hour mm = Minute |
| <i>PassengerData</i> | Contains the passenger's personal data. As a minimum, the name and surname should appear. This data can include all of the passenger's personal data, or omit some. A description of the data is given below, following table 1. |
| <i>PassengerSex</i> | Passenger's gender. One character. Validity includes: M = Male F = Female |
| <i>BirthDate</i> | Passenger's date of birth, in format YYMMDD YY = Year MM = Month |

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| | DD = Day |
|---------------------------|---|
| <i>DeparturePassenger</i> | Passenger's departure airport. Three-character IATA code. |
| <i>ArrivalPassenger</i> | Passenger's arrival airport. Three-character IATA code. |
| <i>PassengerCountry</i> | Passenger Nationality. Three-character country code for passenger's country, as per ISO 3166. |
| <i>PassengerNumber</i> | Flight passenger reservation number. 35 characters at maximum. |
| <i>PassengerType</i> | Passenger document type. The passenger document type can have the Type Code field value of Table 1, which is shown following this table. |
| <i>IdNumber</i> | Unique number assigned to the identification document produced by the passenger. |
| <i>ExpirateDate</i> | Expiry date of the identification document produced by the passenger, in format YYMMDD YY = Year MM = Month DD = Day |
| <i>DocCountry</i> | Country code where the produced document was issued, as per ISO 3166. |
| <i>NumberOfPassengers</i> | Total number of passengers whose data is included in the document. |
| <i>NumberOfSegments</i> | Number of message segments. A message segment is understood to be each of the rows comprised between the rows UNH and UNT, both include, (without including UNA, UNB, UNG, UNE and UNZ rows). |
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Table 1: APIS Travel Document Code

| | | |
|-----------|--|--|
| P | Passport | |
| V | Visa | |
| A | Identity Card | (exact use defined by the Issuing State) |
| C | Identity Card | (exact use defined by the Issuing State) |
| I | Identity Card | (exact use defined by the Issuing State) |
| AC | Crew Member Certificate | |
| IP | Passport Card' | |
| T | Refugee Travel Document | |
| F | Approved non-standard identity documents used for travel | (exact use defined by the Issuing State) |

PassengerData Detail

As previously stated, PassengerData has personal information related to the passenger:

Surname:First Name:Second Name+Street and Number+City+State
Code+Zip Code+ Country Code

The Country code has three characters, as per ISO 3166.

This data should at least include the passenger's first name and surname.

