



# General Aviation Guidance

April 2024

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# About this guidance

This guidance is for captains, owners or agents of General Aviation (GA) aircraft. It provides information about completing and submitting information about international GA flights and about the types of aerodrome you can use when making a GA flight.

## Changes from last version of this guidance

- This guidance has been updated following the introduction of the General Aviation (Persons on Board, Flight Information and Civil Penalties) Regulations 2024 which came into force on 6 April 2024.
- This guidance has been updated following the entry into force of Section 20B and amendments to section 21 of the Customs and Excise Management Act 1979 (CEMA) which specify that only regulated aerodromes in the United Kingdom (UK) can receive or operate non-domestic flights.
- The terms COA (Certificate of Agreement) and COA+ have been replaced with regulated aerodrome and regulated bespoke aerodrome.

# General Aviation Flights

Captains, owners or agents of GA aircraft making international journeys (including within the Common Travel Area (CTA))<sup>1</sup> are required to report or provide notification of their expected journey to the Border Force, the police and His Majesty's Revenue and Customs. The information provided is shared<sup>2</sup> between those relevant agencies to prevent, detect and investigate crime and terrorism and facilitate the legitimate passage of persons and goods across the border.

## Legislation

### Immigration Act 1971

In accordance with [the General Aviation \(Persons on Board, Flight Information and Civil Penalties\) Regulations 2024](#) ('the 2024 Regulations') made under paragraph 27BA of Schedule 2 to the Immigration Act 1971, persons responsible for international GA flights are required to report online and in advance all international flights and persons on board to and from the UK, this includes international flights within the CTA.

### Customs and Excise Management Act 1979

In accordance with Sections 35 and 64 of CEMA an operator or pilot of a GA aircraft is required to report international (including Ireland) or Channel Island flights to or from Great Britain and Northern Ireland.

[The Commissioner's Directions 'Passenger Information Directions'](#) provide more detail as to which flights are required to report for customs purposes.

Provision of information in full compliance with the 2024 Regulations will be treated by the Secretary of State in the exercise of general customs functions in accordance with section 1 of the Borders, Citizenship and Immigration Act 2009 as sufficient for the purposes of the Passenger Information Directions made by the Commissioners for HM Revenue & Customs dated 1 April 2022.

### Terrorism Act 2000

Paragraph 12 of Schedule 7 to the Terrorism Act 2000 applies to international flights to and from the UK within the CTA and to flights between Great Britain and Northern Ireland.

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<sup>1</sup> The Common Travel Area comprises the United Kingdom, the Crown Dependencies (the Channel Islands and the Isle of Man) and Ireland.

<sup>2</sup> Under the statutory duty to share information in section 36 of the Immigration, Asylum and Nationality Act 2006

Where the UK port or airport is not police designated under the Terrorism Act 2000, the captain must either: obtain prior approval from a Police Examining Officer where the flight is carrying passengers for reward, or in all other cases notify the police where the port is located of the intention to undertake the flight at least 12 hours before departure from or arrival at that UK port.

Wilful failure to seek approval or notify when required is a criminal offence.

## How information about a GA flight is used

Information about the flight and persons on board is used by Border Force, HMRC and Police. Information about their processing of personal information including from GARs can be found in the following privacy information notices:

- [Borders, immigration and citizenship: privacy information notice](#)
- [HMRC Privacy Notice](#)
- [www.npcc.police.uk/privacy-policy/](http://www.npcc.police.uk/privacy-policy/)

Or the privacy information notice for the police area into which your flight is departing or arriving.

## Where aircraft can arrive and depart

### Designated airports

Airports can have 3 types of designation:

- Customs & Excise
- Immigration
- Police

Pilots and operators using an airport designated as a Customs & Excise airport may fly to or from any destination. All airports designated as immigration ports of entry are also designated as customs & excise airports.

Where an aircraft is carrying any paying passengers (including air taxi and similar arrangements) between Great Britain and Northern Ireland or between the UK and the rest of the CTA the aircraft must use a Police designated airport unless specific authority has been given by the relevant police force<sup>3</sup>.

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<sup>3</sup> [Paragraph 12 of Schedule 7 to the Terrorism Act 2000](#)

For customs purposes the locations at which an aircraft may arrive or depart fall into 3 categories. These depend on where you are departing from or arriving:

- Airports designated as Customs & Excise airports and/or designated immigration ports of entry by the Border Force and/or Police,
- Aerodromes approved under section 20B of CEMA as a regulated aerodrome, and
- Unregulated aerodromes that are not a Customs & Excise designated airport or a regulated aerodrome. Flights into unregulated aerodromes are restricted:
  - Within Great Britain, unregulated aerodromes are restricted to domestic flights and flights to and from the Isle of Man only.
  - Within Northern Ireland, unregulated aerodromes are permitted to handle domestic, CTA and EU flights.

Annex E lists the Customs & Excise designated airports, immigration designated airports, police designated airports and approved aerodromes. Not all regulated aerodromes are listed.

## Regulated aerodromes

For customs purposes each of the following is a “regulated aerodrome”—

- (a) A customs and excise airport, and
- (b) An aerodrome approved under section 20B of CEMA.

Any other aerodrome is an “unregulated aerodrome”.

There are restrictions covering the type of traffic which regulated aerodromes approved under section 20B of CEMA may handle. Some regulated aerodromes are not approved to handle the movement of cargo for which a customs import or export declaration is required.

Operators and pilots of international flights must ensure their planned aerodrome of arrival or departure is authorised and able to receive a flight from outside the UK and, if the intention is to use the aerodrome to import/export goods, it holds the required customs authorisation to do so.

Pilots must not cause an aircraft to land, for the first time after its arrival in the UK or at any time while it is carrying passengers or goods brought in that aircraft from a

place outside the UK and not yet cleared, at any place other than a regulated aerodrome. Failure to do so, except with Customs' permission or for unavoidable cause makes the pilot in command liable to a civil penalty of £2,500.

## Regulated bespoke aerodromes

Some aerodromes approved under section 20B of CEMA have been permitted to operate with additional privileges relating to the import or export of goods which are unique to their approval. Pilots, owners and operators should be familiar with the additional privileges of these regulated bespoke aerodromes.

Pilots are responsible for ensuring the regulated aerodrome they intend to use has the necessary approval in place to handle goods which they intend to import or export before they decide which aerodrome to use.

## Unregulated aerodromes

Unregulated aerodromes within Great Britain are those which are unable to receive flights from outside the UK (including the Channel Islands and Ireland). Unregulated aerodromes in are permitted only to handle domestic flights, including flights between Great Britain and Northern Ireland, and flights to and from the Isle of Man.

Unregulated aerodromes within Northern Ireland are permitted to receive domestic, CTA or EU flights. Only regulated aerodromes in Northern Ireland including custom and excise designated ports are permitted to handle international flights from outside of the CTA or the EU.

## Aerodrome operating compliance

Section 21, CEMA prescribes that only regulated aerodromes including custom and excise designated airports and approved aerodromes In Great Britain can accept non-domestic flights.

If an aerodrome does not have an approval in place and operates an international flight (inbound or outbound), the person in control of the aerodrome would be liable to a civil penalty of £2500.

In addition, section 20B of CEMA covers breach of an aerodrome approval. So, for example, if a regulated aerodrome allowed a flight and articles to be brought into the UK which it is not permitted to handle, the person in control of the aerodrome would be in breach of their approval and would be liable for a civil penalty of £1000.

These penalties are set by the Customs (Contravention of a Relevant Rule)

Regulations 2003<sup>4</sup> and are managed under the Customs Civil Penalties regime set out in sections 24 to 41 of the Finance Act 2003.

If the person in control of an aerodrome approved under section 20B of CEMA wishes the aerodrome to be a regulated bespoke aerodrome, they must obtain specific approval to do so from the Border Force National Frontier Approvals Unit (NFAU).

## Submitting information about GA flights

### General Aviation (Persons on Board, Flight Information and Civil Penalties) Regulations 2024

The captain, owner or agent of a GA aircraft making an international flight to or from the UK is required to submit the information about the flight and persons on board.

#### Timing requirements

The information required must be submitted no earlier than 48 hours and no later than 2 hours prior to the expected time of departure.

#### Approved submission methods

The information required must be supplied to the Home Office using one of these methods:

- the Border Force digital application [submit-general-aviation-report](#) (sGAR) which is a free-to-use Government digital service;
- an approved third-party flying application<sup>5</sup> or through an approved system connection that has been developed in accordance with Border Force requirements as listed in [Providing information about international general aviation flights](#)

Submission of information about the flight and persons on board manually via email, fax or any other unapproved means is not compliant with the 2024 Regulations.

When using the sGAR portal you can complete and upload a GAR template or complete the online web form.

When submitting information via sGAR using the online web form, you must insert an ICAO or IATA designation for your departure and arrival locations. You cannot insert ZZZZ or YYYY. If your departure and/or arrival location does not have an ICAO or IATA designation, you must add latitude and longitude co-ordinates in the degree, minutes and seconds format.

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<sup>4</sup> [www.legislation.gov.uk/ukxi/2003/3113](http://www.legislation.gov.uk/ukxi/2003/3113)

<sup>5</sup> Please note that third party applications may incur a service/membership charge.



## Civil Penalties

Any captain, owner or agent of a international GA flight who breaches a requirement of the 2024 Regulations may be liable to a civil penalty of up to £10,000. Information on the civil penalty process can be found here [General aviation operators and pilots notification of flights - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/news/general-aviation-operators-and-pilots-notification-of-flights).

## Reporting requirements under the Terrorism Act 2000

If the requirements of Paragraph 12 of Schedule 7 to the Terrorism Act 2000 apply, the GA pilot must either seek approval from, or notify, the Police Force responsible for the departure/arrival port by email using the contact details shown in Annex F.

If further information is required, then please contact the relevant county/area on the phone numbers provided in Annex D.

Wilful failure to seek approval or to notify when required to is a criminal offence.

## Reporting in exceptional circumstances

### Delayed flights

Compliance with the 2-hour reporting requirement within the 2024 regulations is required in the event of a delayed flight.

The requirement to resubmit a GAR in the event of a delay will depend on several factors:

1. **How long the delay is:** If the flight will operate on the same day, albeit later, no new report is required. If a flight is delayed to the next calendar day, a new report must be submitted.
2. **Any changes to the aircraft or persons on board:** Any changes to the aircraft or individuals listed on the GAR will mean a new report must be submitted.
3. **Change of arrival aerodrome:** If the arrival aerodrome changes and this is known prior to departure a new report must be submitted with the new arrival aerodrome.

### Exceptional in-flight circumstances

If, due to bad weather or technical issues, a flight is forced to change its arrival location in-flight, the following process may be followed:

1. Provided it is practicable to do so, the change may be notified to the NCU<sup>6</sup> by calling +44 300 123 2012.
2. If this is not possible, the pilot must divert to the alternative customs and excise designated aerodrome specified on the flight plan.
3. Flights which the pilot is required to notify in accordance with the Terrorism Act 2000 must use the alternative police designated aerodrome specified on the flight plan.

If circumstances mean the pilot is unable to divert to the alternative customs or police designated aerodrome specified on the flight plan, the pilot must redirect to the nearest available airfield, submit a new report and contact local Border Force on arrival.

## Immigration and documentation requirements to enter the UK

Captains, operators and agents responsible for carrying individuals to the UK are expected to ensure:

- Every individual onboard has a valid passport or travel document which satisfactorily establishes their identity and nationality and is acceptable for travel to the UK;
- The individual is the rightful holder of the passport or travel document; and
- The individual, if required, holds a valid visa or permission to travel of the kind required under the immigration rules.

EU, EEA and Swiss citizens must use a valid passport when travelling to the UK, ID cards are no longer be accepted as valid travel document for entry to the UK. Please [check GOV.UK for further details and exceptions](#).

Border Force will use the information provided about the persons on board to consider whether anyone onboard requires permission to enter the UK, and if so whether to grant this permission. Those who require permission to enter must receive notification of permission to enter the UK prior to disembarking the aircraft in the UK. Permission may be granted remotely (without seeing a Border Force Officer) via email or telephone. If you have not been contacted by Border Force, or are unsure you or any person onboard require permission, you should contact your local Border Force team who will be able to provide assistance.

Failure to obtain permission to enter the UK may result in you entering the UK illegally and being subject to enforcement action. Additionally, if those on board require permission to enter the UK, the captain, agent or owner of the aircraft may be charged £2000 for each inadequately documented person carried on the aircraft. Border Force use the term 'carriers' liability' to describe this potential charge. [Further](#)

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<sup>6</sup> NCU is the HMRC National Coordination Unit

[information about the immigration rules, visa requirements and carrier's liability](#) can be found on GOV.UK.

## Customs requirements when travelling to the UK

All individuals on board an international GA flight need to ensure they comply with customs requirements when travelling to and from the UK. Certain goods are prohibited and restricted in the UK. There are heavy penalties for bringing prohibited or restricted goods into the UK.

[Further information about customs requirements and prohibited and restricted goods](#)

### Personal Allowances

For more information, read [Bringing goods into the UK for personal use](#).

For guidance and making online declarations for Merchandise in Baggage (under £1500), read [Declare commercial goods you're bringing into Great Britain in your accompanied baggage or a small vehicle](#).

If you're flying from Great Britain to Northern Ireland, you do not need to declare your goods if both of the following apply:

- you're a UK resident
- you have already paid both VAT and excise duty (alcohol and tobacco only) on the goods in Great Britain

You may need to declare your goods if any of the following apply:

- you're not a UK resident
- you have alcohol or tobacco over your allowances for Northern Ireland and excise duty has not been paid on them in Great Britain, or
- you have goods worth more than £390 and you have not paid VAT on them in Great Britain. See 'Goods Reporting' below.

If you're travelling from Northern Ireland to Great Britain (England, Wales or Scotland) you do not have to declare any goods. However, you'll need to pay Import VAT on any goods you buy in Northern Ireland from shops that offer tax-free shopping under the VAT Retail Export Scheme.

## Goods reporting

An Entry Summary (ENS) declaration must be submitted to the Safety and Security GB (S&SGB) service for goods that are to be imported into or transiting through Great Britain from the rest of the world (rest of world does not include goods arriving from Northern Ireland and the Crown Dependencies). In readiness for future reporting changes, goods, arriving in Great Britain from the EU can have their ENS declarations, voluntarily submitted into S&SGB.

[Check if you need to make an ENS declaration.](#)

[Making an entry summary declaration](#)

Details of this link for ENS and that for Merchandise in Baggage declarations can be found on the GAR template under 'Reporting Goods'.

## Project Pegasus - what to do if you see something suspicious

Project Pegasus is a joint initiative between Border Force, the National Crime Agency and the Police which aims to counter the threats of smuggling, immigration crime and terrorism around the UK's airfields. Pegasus is a public-facing campaign to raise awareness and promote the reporting of suspicious or unusual behaviour within the GA environment.

If you see anything suspicious you can:

- contact your local police or
- phone 0300 123 7000 and quote 'Pegasus' or
- report online at [gov.uk/report-border-crime](https://gov.uk/report-border-crime) and quote 'Pegasus'
- In an emergency always call 999.
- Further information can be found [here](#)

## Channel Islands and the Isle of Man flights which do not involve the UK

The gov.uk sGAR service (including the GAR template), approved third-party applications and direct connections, must only to be used for international flights to and from the UK.

If you are flying to or from the Channel Islands or the Isle of Man you should provide notification and declarations in accordance with the requirements of the authorities of those territories as described at the links below:

- [Jersey: Private aircraft general declaration form for entering and leaving](#)

Jersey

- Guernsey & Alderney: Declaring passengers and goods – private aircraft
- Isle of Man general aviation report instructions

# Annex A: Designated and Regulated aerodromes

Customs & Excise	C
Immigration	I
Police	P
Approved Aerodrome	R
Approved (Regulated Bespoke) Aerodrome	R*

	C	I	P	R		C	I	P	R		C	I	P	R
Aberdeen / Dyce - EGPD	X	X	X		Gamston Airfield - EGNE				X	Pointon				X
Abergavenny Airfield, The Byre				X	Glasgow - EGPF	X	X	X		Popham Airfield - EGHP				X
Aboyne Deeside Gliding Club				X	Glenforsa Airfield, Mull				X	Portledge Helipad				X
Andrewsfield (Saling) Airfield - EGSL				X	Glenswinton, Castle Douglas				X	Prestwick - EGPK	X	X	X	
Audley End Airfield				X	Gloucester (Staverton) Airport - EGBJ			X	X	Priory Farm Airfield, Tibenham				X
Bagby Airfield - EGNG				X	Goodwood - EGHR				X	Ranston Hill Farm				X
Battersea Aerodrome - EGLW				X	Hadfold farm, Adversane				X	Redhill Aerodrome - EGKR				X
Bedford Aerodrome - EGBF				X	Hamilton Farm Airstrip				X	Redwood, West Meon				X
Belfast City -George Best - EGAC			X	X	Haverfordwest - EGFE				X	Rendcombe Aerodrome				X
Belfast International / Aldergrove - EGAA	X	X	X		Hawarden Airport * - EGNR				X*	Rhinefield House Hotel				X
Bembridge Airport - EGJJ				X	Hawksview	X			X	RNAS Portland, HeliOperations - EGDP				X
Benbecula Airstrip - EGPL				X	Headcorn / Lashenden - EGKH				X	Rochester Airport - EGTO				X
Berrow Airfield				X	Helix AV, Gateway Heliport, Manston				X	Ronaldsway / Isle of Man - EGNS	X	X		

	C	I	P	R		C	I	P	R		C	I	P	R
Beverley (Linley Hill) Airfield - EGNV				X	Henstridge Airfield - EGHS				X	Rookery Hall Hotel				X
Bideford, Lake Heliport				X	High Ham				X	Sandown Airport - EGHN				X
Bidford Gliding and Flying Club				X	Hinton Airfield				X	Sandtoft - EGCF				X
Biggin Hill - EGKB	X		X		Holmbeck Farm				X	Selham Lodge				X
Birmingham - EGBB	X	X	X		Home Farm, Baynards Park				X	Sherburn In Elmet - EG CJ				X
Blackbushe Airport - EGLK				X	Hubbards Farm				X	Shipley Airfield				X
Blackpool Airport - EGNH	X		X	X	Humberside / Kirmington - EGNJ	X		X		Shobdon Airfield - EGBS				X
Bodmin Airfield - EGLA				X	Hunterswood Farm				X	Shoreham - EGKA	X			
Bognor - EGKC				X	Inverness / Dalcross - EGPE	X				Sibson Aerodrome - EGSP				X
Bolt Head Airfield				X	Kemble Airport * - EGBP				X*	Skegness Airfield - EGN I				X
Bourne Airfield, The Ridings				X	Kirkwall Airport - EGPA				X	Southampton International / Eastleigh - EGHI	X	X	X	
Bournemouth / Hurn - EGHH	X	X	X		Kitesbridge Farm				X	Southend - EGMC	X	X	X	
Bradwell Farm				X	Kittyhawk Aerodrome				X	Southside Landing Site at Enstone Aerodrome				X
Brands Hatch Helipad, West Kingsdown				X	Knoll House				X	St Mary's Airport, Scilly Isles - EGHE				X
Brands Hatch Place Hotel				X	Lands End - EGHC				X	Stanbrook Abbey Hotel				X
Brimpton Airfield - EGLP				X	Langlebury Fields Helipad, Model Farm				X	Stapleford - EGSG				X
Bristol Lulsgate - EGGD	X	X	X		Lasham Airfield * - EGHL				X*	Stone Cottage Airfield, Pettistree				X
Bunton Barn Airfield				X	Leeds Bradford - EGNM	X	X	X		Stones Farm Airfield, Wickham St Paul				X
Bylaugh Hall Helipad				X	Leeds East Airport, Church Fenton - EGCM				X	Stornoway * - EGPO				X*
Caernarfon - EGCK				X	Lee-on-Solent Airfield (Daedalus) - EGHF				X	Stow Maries Great War Aerodrome				X
Cambridge - EGSC	X		X		Leicester Stoughton - EGBG				X	Strubby North Airfield - EGCG				X
Cardiff - EGFF	X	X	X		Little Gransden - EGMJ				X	Sturgate - EGCS				X
Cardiff Heliport - Tremorfa Heliport - EGFC				X	Little Green Street Farm				X	Sumburgh - EGPB	X			

	C	I	P	R		C	I	P	R		C	I	P	R
Castle Air Liskeard Helipad				X	Little Shelford				X	Sunnyside Farm				X
Castle dairy Farm				X	Little Snoring				X	Swansea Airport - EGFH				X
Chalgrove Airfield *- EGLJ				X*	Little Staughton				X	Sywell *- EGBK				X*
Chester Racecourse				X	Liverpool - EGGP	X	X	X	X	Tatenhill Airfield - EGBM				X
Chilbolton, Stonefield Park				X	London City - EGLC	X		X		The Old Rectory, Little Cressingham				X
Church Farm, Shipmeadow				X	London Gatwick - EGKK	X	X	X		Thrupton Airport - EGHO				X
Clacton Aerodrome - EGSQ				X	London Heathrow - EGLL	X	X	X		Tiiffenden Airfield				X
Compton Abbas Airfield - EGHA				X	London Luton - EGGW	X	X	X		Turweston - EGBT				X
Coventry - EGBE	X		X		London Stanstead - EGSS	X	X	X		Wadswick Airfield				X
Cranfield Airport * - EGTC				X*	Long Stratton				X	Wellesbourne - EGBW				X
Crowfield Airfield - EGSO				X	Ludham				X	Welshpool - EGCW				X
Cumbernauld Airport - EGPG				X	Lydd / London Ashford- EGMD	X		X		Westonzoyland				X
Curry Rivel Airstrip				X	Lydeaway Field				X	West Wales (Ceredigion) EGFA				X
Deanland Airfield - EGKL				X	Main Hall Farm				X	Weybourne Airfield				X
Deenethorpe				X	Mainey Wood				X	White Waltham - EGLM				X
Denham Aerodrome - EGLD				X	Manchester - EGCC	X	X	X		Wick Airport * - EGPC				X*
Dundee Airport - EGPN				X	Manchester City / Barton - EGCB				X	Wickenby Aerodrome - EGNW				X
Dunkeswell - EGTU				X	Netherthorpe Airfield - EGNF				X	Williamstrip Hall				X
Durham Teeside - EGVN	X	X	X		Newcastle - EGNT	X	X	X		Wolverhampton - EGBO				X
Duxford Airfield - EGSU				X	Newport City Aerodrome - W254				X	Wycombe Air Park* - EGTB				X*
Earls Colne - EGSR				X	Newquay / St Mawgan- EGHQ	X				Yeovil Aerodrome * EGHG				X*
East Midlands - EGNX	X	X	X		North Weald Airfield - EGSX				X					



	C	I	P	R		C	I	P	R		C	I	P	R
Eddsfield, Octon Lodge				X	Northrepps Airfield				X					
Edinburgh Airport - EGPH	X	X	X		Norwich International - EGSN	X	X	X						
Elmsett Airfield - EGST				X	Nottingham Tollerton - EGBN				X					
Elstree - EGTR				X	Nutfield Priory				X					
Enniskillen (St Angelo) Airport - EGAB				X	Oaksey Park Airfield - EGTW				X					
Exeter Airport - EGTE	X		X		Old Buckenham Airfield - EGSV				X					
Fairoaks Airport - EGTF				X	Old Quarry Farm				X					
Farnborough - EGLF	X				Old Sarum Airfield - EGLS				X					
Farway Common Airfield, Moorlands Farm				X	Otherton Airfield, Staffordshire Aero Club				X					
Fawsley Hall Hotel				X	Oxford (Kidlington) * - EGTK				X*					
Fenland Airfield - EGCL				X	Parc Le Breos House Helipad				X					
Field Farm, Fresh Air				X	Pent Farm Airfield				X					
Fowlmere - EGMA				X	Perranporth Airfield - EGTP				X					
Full Sutton Airfield - EGNU				X	Perth Airport - EGPT				X					

# Annex B: Police Force contact details

- You must notify the police force geographically closest to your point of arrival or departure.

County/Area	Phone	Email
Avon & Somerset	0127 864 7144	<a href="mailto:CTPSWControlDesk@avonandsomerset.pnn.police.uk">CTPSWControlDesk@avonandsomerset.pnn.police.uk</a>
Bedfordshire	01582 394222	<a href="mailto:EasternGARs@beds.police.uk">EasternGARs@beds.police.uk</a>
Cambridgeshire	01582 394222	<a href="mailto:EasternGARs@beds.police.uk">EasternGARs@beds.police.uk</a>
Cheshire	01606 362121	<a href="mailto:small.ports.unit@cheshire.pnn.police.uk">small.ports.unit@cheshire.pnn.police.uk</a>
Cleveland	0113 395 4276	<a href="mailto:ctbordersne@ctpne.police.uk">ctbordersne@ctpne.police.uk</a>
Cumbria	01768 215058	<a href="mailto:CTBIntel@cumbria.police.uk">CTBIntel@cumbria.police.uk</a>
Derbyshire	0116 248 5812	<a href="mailto:ctp-em-ema@leicestershire.pnn.police.uk">ctp-em-ema@leicestershire.pnn.police.uk</a>
Devon & Cornwall	0127 864 7144	<a href="mailto:CTPSWControlDesk@avonandsomerset.pnn.police.uk">CTPSWControlDesk@avonandsomerset.pnn.police.uk</a>
Dorset	0127 864 7144	<a href="mailto:CTPSWControlDesk@avonandsomerset.pnn.police.uk">CTPSWControlDesk@avonandsomerset.pnn.police.uk</a>
Durham	0113 395 4276	<a href="mailto:ctbordersne@ctpne.police.uk">ctbordersne@ctpne.police.uk</a>
Dyfed Powys	01348 871968	<a href="mailto:dpp.portsinfo@dyfed-powys.pnn.police.uk">dpp.portsinfo@dyfed-powys.pnn.police.uk</a>
Essex	01582 394222	<a href="mailto:EasternGARs@beds.police.uk">EasternGARs@beds.police.uk</a>
Gloucestershire	0127 864 7144	<a href="mailto:CTPSWControlDesk@avonandsomerset.pnn.police.uk">CTPSWControlDesk@avonandsomerset.pnn.police.uk</a>
Greater London - Battersea Heliport and City Airport (including RAF Northolt)	02082 177600	<a href="mailto:SO15-batterseaHeliport@met.pnn.police.uk">SO15-batterseaHeliport@met.pnn.police.uk</a>
Greater London - Biggin Hill	02082 177600	<a href="mailto:SO15-bigginhillairport@met.pnn.police.uk">SO15-bigginhillairport@met.pnn.police.uk</a>
Greater Manchester	01618 560270	<a href="mailto:PortUnit.Terminal2Airport@gmp.pnn.police.uk">PortUnit.Terminal2Airport@gmp.pnn.police.uk</a>
Gwent	01446 450515	<a href="mailto:Cardiffairportgroup@south-wales.pnn.police.uk">Cardiffairportgroup@south-wales.pnn.police.uk</a>
Hampshire & IOW	07789 745410	<a href="mailto:General.aviation.se@hampshire.pnn.police.uk">General.aviation.se@hampshire.pnn.police.uk</a>
Hertfordshire	01582 394222	<a href="mailto:EasternGARs@beds.police.uk">EasternGARs@beds.police.uk</a>
Humberside	0113 395 4276	<a href="mailto:ctbordersne@ctpne.police.uk">ctbordersne@ctpne.police.uk</a>
Isle of Man	01624 631344	<a href="mailto:GeneralAviation.Customs@gov.im">GeneralAviation.Customs@gov.im</a>

<b>County/Area</b>	<b>Phone</b>	<b>Email</b>
Kent	01303 297320	<a href="mailto:allports@kent.police.uk">allports@kent.police.uk</a>
Lancashire	01253 604166	<a href="mailto:heyshamsb@lancashire.pnn.police.uk">heyshamsb@lancashire.pnn.police.uk</a>
Leicestershire & Northamptonshire	0116 248 5812	<a href="mailto:ctp-em-ema@leicestershire.pnn.police.uk">ctp-em-ema@leicestershire.pnn.police.uk</a>
Lincolnshire	0116 248 5812	<a href="mailto:ctp-em-ema@leicestershire.pnn.police.uk">ctp-em-ema@leicestershire.pnn.police.uk</a>
Merseyside	01519 071223	<a href="mailto:Airport.SB@merseyside.pnn.police.uk">Airport.SB@merseyside.pnn.police.uk</a>
Norfolk	01582 394222	<a href="mailto:EasternGARs@beds.police.uk">EasternGARs@beds.police.uk</a>
North - Wales	01407 724444	<a href="mailto:CSHolyheadPortJIC@nthwales.pnn.police.uk">CSHolyheadPortJIC@nthwales.pnn.police.uk</a>
North Yorkshire	0113 395 4276	<a href="mailto:ctbordersne@ctpne.police.uk">ctbordersne@ctpne.police.uk</a>
Northern Ireland	02890 650222	<a href="mailto:ZPortsRCD@PSNI.Police.UK">ZPortsRCD@PSNI.Police.UK</a>
Northumbria - Tyne & Wear	0113 395 4276	<a href="mailto:ctbordersne@ctpne.police.uk">ctbordersne@ctpne.police.uk</a>
Nottinghamshire	0116 248 5812	<a href="mailto:ctp-em-ema@leicestershire.pnn.police.uk">ctp-em-ema@leicestershire.pnn.police.uk</a>
Scotland (Border Policing Command) – Edinburgh Airport	01313 353501	<a href="mailto:SCDBPCIntelligenceEdinburgh@scotland.pnn.police.uk">SCDBPCIntelligenceEdinburgh@scotland.pnn.police.uk</a>
Scotland (Border Policing Command) Glasgow and Prestwick Airports	01415 326087	<a href="mailto:SCDBPCIntelligenceGlasgow@scotland.pnn.police.uk">SCDBPCIntelligenceGlasgow@scotland.pnn.police.uk</a>
Scotland (Border Police Command) – Aberdeen Airport	01224 305556	<a href="mailto:SCDBPCPortsUnitAberdeen@scotland.pnn.police.uk">SCDBPCPortsUnitAberdeen@scotland.pnn.police.uk</a>
South - Wales	01446 450515	<a href="mailto:Cardiffairportgroup@south-wales.pnn.police.uk">Cardiffairportgroup@south-wales.pnn.police.uk</a>
South Yorkshire	0113 395 4276	<a href="mailto:ctbordersne@ctpne.police.uk">ctbordersne@ctpne.police.uk</a>
Staffordshire	01217 126098	<a href="mailto:general_aviation@west-midlands.pnn.police.uk">general_aviation@west-midlands.pnn.police.uk</a>
Suffolk	01582 394222	<a href="mailto:EasternGARs@beds.police.uk">EasternGARs@beds.police.uk</a>
Surrey	01444 449628	<a href="mailto:general.aviation.SE@hampshire.pnn.police.uk">general.aviation.SE@hampshire.pnn.police.uk</a>
Sussex	01444 449628	<a href="mailto:gatwickportsconduct@sussex.pnn.police.uk">gatwickportsconduct@sussex.pnn.police.uk</a>
Thames Valley	07789 745410	<a href="mailto:general.aviation.se@hampshire.pnn.police.uk">general.aviation.se@hampshire.pnn.police.uk</a>
Warwickshire	01217 126098	<a href="mailto:general_aviation@west-midlands.pnn.police.uk">general_aviation@west-midlands.pnn.police.uk</a>
West Midlands	01217 126098	<a href="mailto:general_aviation@west-midlands.pnn.police.uk">general_aviation@west-midlands.pnn.police.uk</a>
West Yorkshire	0113 395 4276	<a href="mailto:ctbordersne@ctpne.police.uk">ctbordersne@ctpne.police.uk</a>
Wiltshire	0127 864 7144	<a href="mailto:CTPSWControlDesk@avonandsomerset.pnn.police.uk">CTPSWControlDesk@avonandsomerset.pnn.police.uk</a>

# Annex C: GAR reporting – departing from Great Britain

Destination	Reporting requirement
To all destinations (excluding NI and Common Travel Area)	<p><b>Submit a GAR to Border Force:</b> You are required to submit a GAR at least <b>2 hours</b> prior to departure via the GOV.UK sGAR service or other approved third-party application.</p>
To Ireland	<p><b>Submit a GAR to Border Force:</b> You are required to submit a GAR at least <b>2 hours</b> prior to departure via the GOV.UK sGAR service or other approved third-party application</p> <p><b>Police Notification:</b> If the departure airport has a police designation there is no requirement to notify police or seek approval from a Police Examining Officer.</p> <p><b>You must notify the Police</b> if the departure airport in Great Britain does not have a police designation:</p> <ul style="list-style-type: none"> <li>• If the flight is for reward approval from a Police Examining Officer is required before arranging for it to call at the port for the purpose of embarking passengers.</li> <li>• For flights other than for reward, you must notify the Police force responsible for the area in which the departure airport is situated at least 12 hours before departure. You can meet this requirement: <ul style="list-style-type: none"> <li>○ If you have already submitted information 12 hours before departure, about the flight and persons on board via sGAR or other approved third-party application; or</li> <li>○ directly to the Police force responsible for the area in which your departure airport is situated</li> </ul> </li> </ul> <p>Annex A lists police designated airports. Annex B lists police contacts.</p>
To Northern Ireland	<p><b>There is no requirement to submit a GAR to Border Force.</b></p> <p><b>Police Notification:</b> If the departure airport in Great Britain and the arrival airport in Northern Ireland have a police designation there is no requirement to notify police or seek an approval from a Police Examining Officer.</p> <p><b>You must notify the Police:</b> If the departure airport in Great Britain does not have a police designation:</p> <ul style="list-style-type: none"> <li>• If the flight is for reward approval from a Police Examining Officer is required before arranging for it to call at the port for the purpose of embarking passengers.</li> <li>• For flights other than for reward, you must notify the Police force responsible for the area in which the departure airport is situated at least 12 hours before departure.</li> </ul>

	<p>And/or if the arrival airport in Northern Ireland does not have a police designation:</p> <ul style="list-style-type: none"> <li>• If the flight is for reward then you require approval from a Police Examining Officer before arranging for it to call at the port in Northern Ireland for the purpose of disembarking passengers. This does not require a second approval if it has already been granted under the departure requirements.</li> <li>• For flights other than for reward, you must notify PSNI at least 12 hours before arrival.</li> </ul> <p>Annex A lists police designated airports. Annex B lists police contacts.</p>
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<p>To the Channel Islands and Isle of Man</p>	<p><b>Submit a GAR to Border Force:</b> You are required to submit a GAR at least 2 hours prior to departure via the GOV.UK sGAR service or other approved third-party application. For flights to the Channel Islands you may depart only from an airport designated for customs purposes or a regulated airport</p> <p><b>Police Notification:</b> If the departure airport has a police designation then there is no requirement to either notify police or seek an approval from a Police Examining Officer.</p> <p><b>You must notify the Police</b> if the departure airport in Great Britain does not have a police designation:</p> <ul style="list-style-type: none"> <li>• If the flight is for reward approval from a Police Examining Officer is required before arranging for it to call at the port for the purpose of embarking passengers.</li> <li>• For flights other than for reward, you must notify the Police force responsible for the area in which the departure airport is situated at least 12 hours before departure.</li> </ul> <p>Annex A lists police designated airports. Annex B lists police contacts.</p>
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# Annex D: GAR reporting – arriving in Great Britain

Destination	Reporting requirement
From the rest of the world (excluding Northern Ireland and the Common Travel Area)	<p><b>Submit a GAR to Border Force:</b> You are required to submit a GAR at least 2 hours prior to departure via the GOV.UK sGAR service or other approved third-party application.</p>
From Ireland	<p><b>Submit a GAR to Border Force:</b> You are required to submit a GAR at least 2 hours prior to departure via the GOV.UK sGAR service or other approved third-party application.</p> <p><b>Police Notification:</b> If the arrival airport in Great Britain has a police designation then there is no requirement to notify police or seek approval from a Police Examining Officer.</p> <p><b>You must notify the police</b> if the arrival airport in Great Britain does not have a police designation:</p> <ul style="list-style-type: none"> <li>• If the flight is for reward approval from a Police Examining Officer is required before arranging for it to call at the port in Great Britain for the purpose of disembarking passengers.</li> <li>• For flights other than for reward, you must notify the police force responsible for the area in which the arrival airport is situated at least 12 hours before arrival. You can meet this requirement: <ul style="list-style-type: none"> <li>○ If you have already submitted this information 12 hours before departure, about the flight and persons on board via sGAR or other approved third-party application; or</li> <li>○ directly to the Police force responsible for the area in which your departure airport is situated</li> </ul> </li> </ul> <p>Annex A lists police designated airports. Annex B lists police contacts.</p>
From Northern Ireland	<p><b>There is no requirement to submit a GAR to Border Force.</b></p> <p><b>Police Notification:</b> If the departure airport in Northern Ireland and the arrival airport in Great Britain have a police designation there is no requirement to notify police or seek an approval from a Police Examining Officer.</p> <p><b>You must notify the police:</b> If the departure airport in Northern Ireland does not have a police designation:</p> <ul style="list-style-type: none"> <li>• If the flight is for reward approval from a Police Examining Officer is required before arranging for it to call at the port for the purpose of embarking passengers.</li> <li>• For flights other than for reward, you must notify the PSNI at least 12 hours before departure.</li> </ul> <p>And/or if the arrival airport in Great Britain does not have a police designation:</p>

	<ul style="list-style-type: none"> <li>○ If the flight is for reward approval from a Police Examining Officer is required before arranging for it to call at the port for the purpose of disembarking passengers. This does not require a second approval if it has already been granted under the departure requirements.</li> <li>○ For flights other than for reward, you must notify the police force responsible for the area in which the arrival airport is situated at least 12 hours before arrival.</li> </ul> <p>Annex A lists police designated airports. Annex B lists police contacts.</p>
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<p>From the Channel Islands and Isle of Man</p>	<p><b>Submit a GAR to Border Force:</b> You are required to submit a GAR at least 2 hours prior to departure to via sGAR or other approved third-party application. For flights from the Channel Islands, you may only arrive at an airport designated for customs purposes or an otherwise regulated airport.</p> <p><b>Police Notification:</b> If the arrival airport in Great Britain has a police designation then there is no requirement to notify police or seek approval from a Police Examining Officer.</p> <p><b>You must notify the police</b> if the arrival airport in Great Britain does not have a police designation:</p> <ul style="list-style-type: none"> <li>• If the flight is for reward approval from a Police Examining Officer is required before arranging for it to call at the port in Great Britain for the purpose of disembarking passengers.</li> <li>• For flights other than for reward, you must notify the police force responsible for the area in which the arrival airport is situated at least 12 hours before arrival.</li> </ul> <p>Annex A lists police designated airports. Annex B lists police contacts.</p>
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# Annex E: GAR reporting – departing from Northern Ireland

Destination	Reporting requirement
To all destinations (excluding Great Britain and the Common Travel Area)	<p><b>Submit a GAR to Border Force:</b> You are required to submit a GAR at least 2 hours prior to departure via the GOV.UK sGAR service; other approved third-party application.</p>
To Ireland	<p><b>Submit a GAR to Border Force:</b> You are required to submit a GAR at least 2 hours prior to departure via the GOV.UK sGAR service or other approved third-party application.</p> <p><b>You must notify the Police:</b> If the departure airport in Northern Ireland does <b>not</b> have a police designation:</p> <ul style="list-style-type: none"> <li>• If the flight is for reward approval from a PSNI Examining Officer is required before arranging for it to call at the port for the purpose of embarking passengers.</li> <li>• For flights other than for reward, you must notify the PSNI at least 12 hours before departure. You can meet this requirement: <ul style="list-style-type: none"> <li>○ If you have already submitted information about the flight and persons on board via sGAR or other approved third-party application; or</li> <li>○ directly to the PSNI.</li> </ul> </li> </ul> <p>If the departure airport has a police designation there is no requirement to either notify PSNI or seek approval from a PSNI Examining Officer.</p> <p>Annex A lists police designated airports. Annex B lists police contacts.</p>
To Great Britain	<p><b>There is no requirement to submit a GAR to Border Force.</b></p> <p><b>Police Notification:</b> If the departure airport in NI and the arrival airport in Great Britain have a police designation there is no requirement to notify police or seek an approval from a Police Examining Officer.</p> <p><b>You must notify the Police:</b> If the departure airport in Northern Ireland does <b>not</b> have a police designation:</p> <ul style="list-style-type: none"> <li>• If the flight is for reward approval from a Police Examining Officer is required before arranging for it to call at the port for the purpose of embarking passengers.</li> <li>• For flights other than for reward, you must notify the PSNI at least 12 hours before departure.</li> </ul> <p>And/or if the arrival airport in Great Britain does not have a police designation:</p>



	<ul style="list-style-type: none"> <li>• If the flight is for reward then you require approval from a Police Examining Officer before arranging for it to call at the port for the purpose of disembarking passengers. This does not require a second approval if it has already been granted under the departure requirements.</li> <li>• For flights other than for reward, you must notify the Police force responsible for the area in which the arrival airport is situated at least 12 hours before arrival.</li> </ul> <p>If neither of these conditions apply then there is no requirement to either notify Police or seek approval from a Police Examining Officer.</p> <p>Annex A lists police designated airports. Annex B lists police contacts.</p>
<p>To the Channel Islands and Isle of Man</p>	<p><b>Submit a GAR to Border Force:</b> You are required to submit a GAR at least 2 hours prior to departure via the gov.uk sGAR service or other approved third-party application. For Channel Islands flights, you can only use an airport designated for customs purposes or an otherwise regulated airport.</p> <p><b>Police Notification:</b> If the departure airport in Northern Ireland has a police designation then there is no requirement to either notify PSNI or seek approval from a PSNI Police Examining Officer.</p> <p><b>You must notify the police</b> if the departure airport in Northern Ireland does not have a police designation:</p> <ul style="list-style-type: none"> <li>• If the flight is for reward approval from a PSNI Police Examining Officer is required before arranging for it to call at the port for the purpose of embarking passengers.</li> <li>• For flights other than for reward, you must notify the PSNI at least 12 hours before departure.</li> </ul> <p>Annex A lists police designated airports. Annex B lists police contacts.</p>

# Annex F: GAR reporting – arriving in Northern Ireland

Destination	Reporting requirement
From anywhere outside of Northern Ireland (excluding Great Britain and the Common Travel Area)	<p><b>Submit a GAR to Border Force:</b> You are required to submit a GAR at least 2 hours prior to departure via the gov.uk sGAR service or other approved third-party application.</p>
From Ireland	<p><b>Submit a GAR to Border Force:</b> You are required to notify the flight at least 2 hours prior to departure via the gov.uk sGAR service or other approved third-party application.</p> <p><b>Police Notification:</b> If the arrival airport in Northern Ireland has a police designation then there is no requirement to either notify PSNI or seek approval from a PSNI Examining Office. <b>You must notify the police if the</b> arrival airport in Northern Ireland does <b>not</b> have a police designation:</p> <ul style="list-style-type: none"> <li>• If the flight is for reward approval from a PSNI Examining Officer is required before arranging for it to call at the port for the purpose of disembarking passengers (see Annex F).</li> <li>• For flights other than for reward, you must notify the PSNI at least 12 hours before arrival. You can meet this requirement:               <ul style="list-style-type: none"> <li>○ If you have already submitted information about the flight and persons on board via sGAR or other approved third-party application; or</li> <li>○ directly to PSNI.</li> </ul> </li> </ul> <p>Annex A lists police designated airports. Annex B lists police contacts.</p>

<p>From Great Britain</p>	<p><b>Police Notification:</b> If the departure airport in Great Britain and the arrival airport in Northern Ireland have a police designation there is no requirement to notify Police or seek approval from a Police Examining Officer.</p> <p><b>You must notify the police:</b> If the departure airport in Great Britain does not have a police designation:</p> <ul style="list-style-type: none"> <li>• If the flight is for reward then you require approval from a Police Examining Officer before arranging for it to call at the port for the purpose of embarking passengers.</li> <li>• For flights other than for reward, you must notify the Police force responsible for the area in which the departure airport is situated at least 12 hours before departure.</li> </ul> <p><b>And/or if the arrival airport in Northern Ireland does not have a police designation:</b></p> <ul style="list-style-type: none"> <li>• If the flight is for reward then you require approval from a PSNI Examining Officer before arranging for it to call at the port for the purpose of disembarking passengers. This does not require a second approval if it has already been granted under the departure requirements.</li> <li>• For flights other than for reward, you must notify the PSNI at least 12 hours before arrival.</li> </ul> <p>Annex A lists police designated airports. Annex B lists police contacts.</p>
<p>From the Channel Islands and Isle of Man</p>	<p><b>Submit a GAR to Border Force:</b> You are required to submit the GAR at least 2 hours prior to departure to: - Border Force via sGAR or other approved third-party application. For Channel Islands flights, you can only use an airport designated for customs purposes or an airport with a Certificate of Agreement allowing Channel Islands flights.</p> <p><b>Police Notification:</b> If the arrival airport in Northern Ireland has a police designation then there is no requirement to either notify PSNI or seek approval from a PSNI Examining Officer.</p> <p><b>You must notify the police</b> if the arrival airport in Northern Ireland does not have a police designation:</p> <ul style="list-style-type: none"> <li>• If the flight is for reward then you require approval from a PSNI Examining Officer before arranging for it to call at the port for the purpose of disembarking passengers.</li> <li>• For flights other than for reward, you must notify the PSNI at least 12 hours before arrival.</li> </ul> <p>Annex A lists police designated airports. Annex B lists police contacts.</p>