



## Civil Aviation Authority of Sri Lanka

No.04, Hunupitiya Road, Colombo 02

Directive / OSS / 01/ 2013

04<sup>th</sup> June 2013

To : Holders of Air Transport (Passengers) Licence

### AIR TRANSPORT (PASSENGERS) TRAFFIC REGULATIONS NO.01 OF 2008

The directive issued by the Director General of Civil Aviation "Directive OSS /01/2009" dated 15<sup>th</sup> January 2009 is hereby replaced by this directive. This directive "OSS /01/2013" will come in to effect from 10<sup>th</sup> July 2013.

1. This is to inform you that the existing local regulatory framework on sale of airline tickets have been revised in response to the airlines' move of shifting to issue of e-tickets in place of standard tickets with jackets.

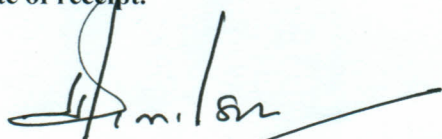
**Please note that it is not a new requirement imposed on airlines but a revision of existing procedures to suite the market practices.**

2. Accordingly, the existing Air Transport (Passengers) Traffic Regulations No.01 of 2001 has been replaced by the Air Transport (Passenger) Traffic Regulations No.01 of 2008 made by His Excellency the President and published in the Government Gazette Extra Ordinary No 1550/7 on 22<sup>nd</sup> May 2008 (copy attached for ease of reference).
3. a) *Unless otherwise exempted, the new Regulations requires a surcharge of US \$ 60 or a sum equivalent to that amount to be levied on each airline ticket issued or sold outside Sri Lanka for air travel originating in Sri Lanka regardless of the mode and/or manner of sale of the ticket. Airlines that are operating to / from Sri Lanka (on line carriers) shall remit such surcharge on sales basis to the Director General of Civil Aviation for the purposes mentioned therein. In case where more than one carrier is involved in the carriage of a passenger, the first carrier transporting the passenger out of Sri Lanka (on line carrier) shall remit such surcharge on behalf of the off-line carriers on flown basis to the Director General of Civil Aviation. An equivalent Sri Lankan Rupee amount should be calculated, based on exchange rate published by the IATA (IROE) and approved by the Director General of Civil Aviation in writing*  
b) If there is any discrepancy on off-line carrier's ticket such off-line airline is responsible for reconciling them to the Director General of Civil Aviation
4. The following instructions shall be complied with, for the collection and remittance of a sum of US \$ 60/= as surcharge under the aforementioned regulations.  
a) Every person / organization to whom this Directive apply, shall furnish monthly returns to the Director General of Civil Aviation using the format given in the Attachment – 1 (Form CAASL/FN/51) hereto.

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- b) Monthly returns together with the money payable as referred to in Para 3 (a) of this Directive as surcharge in respect of the preceding month shall be remitted to the Director General of Civil Aviation on or before 15<sup>th</sup> of the succeeding month. (Ex. Money collected in respect of January shall be remitted to the Director General of Civil Aviation on or before 15<sup>th</sup> of March.)
  - c) Delayed payments will be charged with a penalty fee which is equivalent to an interest of 20% per annum for the total money that was due to the Director General of Civil Aviation, to be calculated in respect of each day of delay.
  - d) Every payment to be made to the Director General of Civil Aviation shall be made either by cash or in terms of an "Account Payee" cheque drawn in favour of "Director General of Civil Aviation".
  - e) "Nil" returns shall be sent to the Director General of Civil Aviation for every month even if there is no payment to be made. Non-compliance with this requirement will entail an additional fee of Rs.2000/= as a penalty, in respect of each month of non-compliance, in addition to enforcement action provided under the Air Navigation Act.
  - f) A separate register containing information on airline tickets which are subject to the aforesaid regulations shall be maintained, and be made available to the Director General of Civil Aviation or his delegated officials for inspection, on demand.
  - g) **Requests for refund of surcharge for unutilized tickets for which the applicable surcharge has already been collected and remitted to the Director General of Civil Aviation shall be forwarded to the Director General of Civil Aviation within 13 months from the Date of issuance of such tickets as per the format given in the Attachment-2 (Form CAASL/FN/52), for consideration and making the applicable refund, if satisfied. Deducting moneys for unutilized tickets without the approval of the Director General of Civil Aviation is not authorized.**
  - h) It should be stressed that the surcharge of US \$ 60 shall have been collected the time of issuing the ticket overseas and it shall not be levied in Sri Lanka.

This Directive supersedes all previous circulars and directives issued by this office concerning the issue, sale or transactions on Pre-Paid Travel Advices.

**You are hereby requested to kindly acknowledge the receipt of this directive within 7 days from the date of receipt.**



Director General of Civil Aviation &  
Chief Executive Officer

Enclosure : Amended Form CAASL/FN/51 and CAASL/FN/52

Cc : Secretary, Ministry of Aviation  
Secretary, Ministry of Tourism