

**Embassy of India
Bahrain**

**REVISED STANDARD OPERATING PROCEDURE (SOP)
FOR CHARTERED FLIGHTS**

The following will be the revised SOP for organizing chartered flights with effect from 25th June 2020:

- 1) The organization wishing to operate a chartered flight may identify an Air Transport Operator (ATO) and provide details of passengers, destination and manifest.
- 2) ATO will contact the State Government concerned directly with flight proposal and passenger manifest in the prescribed format for clearance. (The prescribed formats for flight proposal, passenger manifest and list of nodal points in various States are being made available to all airlines operating to and from Bahrain).
- 3) Simultaneously, ATO will share the flight proposal and passenger manifest with Embassy of India seeking No Objection Certificate (NOC) for the operation of flight.
- 4) It will be the responsibility of chartering entity and ATO to ensure that the conditions of concerned State Government in respect of quarantine, COVID testing as well as any other requirements are complied with scrupulously.
- 5) Based on the State's written clearance and NOC of the Embassy, the ATO will approach DGCA directly for flight clearance.
- 6) Final passenger manifest will be shared by ATO with Embassy of India and State Government concerned prior to the departure of flight.
- 7) Any change in the flight date/time must be informed to State Government/Embassy immediately.
- 8) In case any clarification about the SOP is required, Embassy may be contacted by email at wel2.bahrain@mea.gov.in.

June 24, 2020