

# Pune Airport (PNQ) Ground Handling Checklist - 2025

## Landing Permit & CIQ Requirements

- Secure DGCA approval for all non-scheduled flights (domestic and international).
- Submit crew and passenger details 4872 hours in advance.
- Ensure General Declaration (GenDec) includes passport numbers and nationalities.
- CIQ services available from 8 AM to 8 PM must be pre-booked.
- Coordinate CIQ officer availability via your local handler (e.g., ATTS.aero).

## Parking & Fueling Protocols

- PNQ has only four private jet parking stands submit parking requests early.
- Short turnaround (under 2 hours) flights are prioritized for apron access.
- Overnight or long-term stays may require repositioning to BOM, SAG, or NAG.
- Fueling via Indian Oil or BPCL book fuel slots in advance to avoid apron delays.
- Ensure lavatory, water, GPU, and ASU needs are arranged in advance through your handler.

## Monsoon Contingency Planning (June-September)

- Monitor METAR/TAF reports for low visibility and apron flooding updates.
- Avoid late afternoon arrivals when monsoon weather is most unpredictable.
- Prepare alternate landing options like Mumbai or Nagpur during storm alerts.
- Coordinate closely with ATC and your handler for updated runway conditions.

## VIP Service Options

- Arrange meet & greet with tarmac access and private lounge facilities.
- Book executive ground transport sedans, limos, or armored vehicles.
- Schedule helicopter transfers for quick city access when available.
- Request custom catering, hotel booking, and personal concierge support.

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- Confirm all VIP services at least 72 hours prior to arrival.