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June 24, 1998

Dockets -- Docket OST 98-3305-21
Docket Facility (SVC-121.30)
U.S. Department of Transportation
400 Seventh Street, S.W. - Room PL-401
Washington, D.C. 20590

Re: Balkan Bulgarian Airlines
Foreign Carrier Passenger
Manifest Information
14 C.F.R. 243
49 U.S.C. 44909, et. seq.

DEPARTMENT OF TRANSPORTATION
98 JUN 26 AM 11:57
DOCKET SECTION

Dear Sirs/Madams:

In satisfaction of its obligations pursuant to 49 U.S.C. 44909; 14 C.F.R. 243.13(a), Balkan Bulgarian Airlines (Balkan) (IATA Code: LZ) respectfully submits this letter as its plan with DOT. We request that this letter be accepted for filing.

The undersigned has been retained as counsel to Balkan and is authorized to submit the within plan and bind Balkan to its terms.

1. INTRODUCTION

In the event of air piracy, sabotage or accident (air disaster), Balkan will promptly provide the United States Government with a complete and accurate passenger manifest on all flights in which the point of departure or arrival is in the United States. (covered flight segments) This information will be collected and disseminated in the following manner:

2. INFORMATION COLLECTION

Balkan will collect the following information from each passenger **regardless of nationality**:

- a) The passenger's full name, and
- b) The passenger's nationality.

Balkan will actively solicit the following information from each passenger **regardless of nationality**:

- a) The name and telephone number/address of a person to be contacted in the event of an air disaster.

3. DATA COLLECTION PROCEDURE

Balkan will use a "drop-box" method of compiling the foregoing information in the following manner:

Each passenger will be required to complete a form (manual process) which calls for the hereinabove information to be provided. (A sample is annexed hereto as Exhibit "A").

EASTBOUND/WESTBOUND FLIGHTS. On flights departing the United States, Balkan will provide each passenger with this form to complete at the time of check-in and will be collected at the boarding gate prior to departure.

4. ENFORCEMENT

No passenger, either revenue or non-revenue will be permitted to board a covered flight segment without submitting this form to the gate agents.

Balkan will not, however, refuse transportation because the passenger **has** declined to provide an emergency contact.

5. DATA MAINTENANCE

These forms will constitute the passenger manifest for the subject covered flight segment for the purposes of 14 C.F.R. 243.7(a)(1). The "manifest" will be kept at the station of departure **and** readily accessible until the flight arrives at its destination. The "manifest" will then be destroyed.

The "manifest" will constitute a separate, dedicated list maintained by Balkan for the sole purpose of complying with its legal obligations and to notify families in the event of an air disaster as required under 49 U.S.C. 41313, et. seq.

The "manifest" shall otherwise be kept strictly confidential and will not, therefore, be used for any commercial or marketing purpose.

6. TRANSMISSION OF DATA

In the event of an air disaster, the "manifest" will be transmitted to:

- a) The Department of State. Balkan will contact DOS at its operations center in Washington, D.C. at (202) 647-1512 for transmission instructions,
- b) The designated NTSB Director of Family Support Services,
- c) Balkan staff/vendor for purposes of family notification.

Pursuant to 14 C.F.R. 243.11(b), notification to DOT, DOS and NTSB of passengers on board will be made within three (3) hours after Balkan learns of an air disaster involving a flight under our control.

Balkan anticipates that transmission of data to DOS, DOT and NTSB will be made by our 24 Hour operations office in Sofia regardless of where the subject flight originated and where the "manifest" is kept.

7. CARRIER CONTACT

In the event of an air disaster, Balkan requests that DOS, DOT or NTSB contact the management person and/or our 24 Hour operations office in Sofia.

These names and telephone numbers are not to be released to the public or the media.

a) MANAGEMENT

- (i) Ms. Youliana Kouumdjieva - Station Manager - JFK Airport
Office: [REDACTED] Home: [REDACTED]
- (ii) Mr. Tzvetan Nikolov - General Manager
Office: [REDACTED] Home: [REDACTED]
- (iii) Jonathan A. Fuchs, Esq. - Counsel
Office: [REDACTED] H o m e : -

b) WORLDWIDE OPERATIONS - 24 HOURS

24 Hour Operations - Sofia, Bulgaria
[REDACTED]

c) USA HANDLING AGENT

Icelandair - JFK Airport - New York City (718) 917-0649

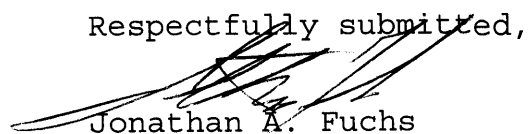
8. FURTHER ASSURANCES

Balkan will promptly advise the DOT, DOS and NTSB of any changes to the above in writing.

WHEREFORE, it is respectfully requested that you accept this letter for filing pursuant to **14 C.F.R. 243.13.**

If you have any questions, please feel free to contact me.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Jonathan A. Fuchs', is written over the typed name. The signature is stylized and somewhat illegible due to overlapping strokes.

Jonathan A. Fuchs

Effective October 1, 1998, all airlines are required by U.S. law to collect the following information from passengers travelling to or from the United States. The information you provide will be kept strictly confidential. This form will be collected from you upon boarding your flight, kept until the end of your journey and then destroyed.

Last (Family)/First Name: _____

Nationality (citizenship) : _____

You are also requested to provide us with the name, address, and telephone number of a family member or other person who can be contacted for you in the event of any disruption of our service.

Thank you for your cooperation in this matter.

Effective October 1, 1998, all airlines are required by U.S. law to collect the following information from passengers travelling to or from the United States. The information you provide will be kept strictly confidential. This form will be collected from you upon boarding your flight, kept until the end of your journey and then destroyed.

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Thank you for your cooperation in this matter.

_____/_____
Flight. Date (Local)