

WX Briefing and Flight Plan Filing “Script” when speaking with live FSS Briefer

Prior to calling for a Briefing, self- brief using either ForeFlight or the AWC Guide sent to you. Link: [AWS Briefing Guide v2.docx](#)

Call, 800-WX-BRIEF (800-992-7433)

At prompt, Press 1 for Briefer

At prompt, press 65 for Oklahoma, then at next prompt, press 2

Eventually, a Live Briefer will come on line

YOU: “This is (your name) Student Pilot of (Make/ tail number.) (Cessna 3855 Romeo). Requesting a **Standard** VFR weather briefing. Departing (airport identifier spoken phonetically) Kilo Bravo Victor Oscar at (Zulu time). Destination is (airport identifier spoken phonetically) and estimated time enroute is HH:MM. The aircraft is a (make/ model) Cessna Skyhawk.”

BRIEFER: Will provide weather information that will start with current conditions of the Big Picture. Then the information will narrow down to route specific current conditions and, finally, specific METARS for destination/ departure.

Next the Briefer will provide Forecast conditions in same sequence as described above. Then Winds Aloft information provided for your route both current and forecast if applicable.

Then briefer will refer to NOTAMS for your Departure/ Destination and along your route.

At this point, if the Briefer has not mentioned it, you should ask,

YOU: “Are there any active TFRs or MOAs along my route today?”

BRIEFER: Will offer that info if relevant.

YOU: If any information needs to be repeated, simply ask the Briefer to do so. “Can you repeat the Winds Aloft at Wichita, please.”

Briefing Concluded. Filing Script next page

At this point you have received your Standard VFR WX Briefing. (The other two types are Outlook and Abbreviated.) You may now tell the Briefer...

YOU: "I'm going to calculate my Flight times and will call back to File my VFR Plan. Thank you."

OR, if the information provided by the Briefer matches the data you retrieved from your self-briefing and you calculated your Flight Plan prior to calling the Briefer, you may immediately proceed with the Filing of your Flight Plan. Here is the script:

YOU: "OK. I am ready to file my ICAO ("*Eye- Kay- Oh*") VFR Flight Plan."

BRIEFER: "Go Ahead." Most likely the Briefer will pre-populate information that you've already provided; i.e., your name, tail number...

When filing your Flight Plan, have the ICAO flight plan in front of you and simply read the information required to fill in the pertinent boxes. The Briefer will be looking at the same form so you'll both be reading the same "script."

--See next page for ICAO script--

ICAO Flight Plan link [ICAO Flt Plan](#)

You say...

“John Doe. Anytown Oklahoma.”

(box 7)

“November 1 2 3 4 5.”

(box 8)

“Victor. Golf”

(box 9) “(# of aircraft). C 1-7-2 Lima.

(box 10) “Sierra Delta
Bravo One. Slash Charlie.”

If aircraft is NOT ADS-B equipped,
Do NOT enter B1 in box 10 nor say,
“Bravo One” when filing flight plan.

(box 13) “Kilo Bravo Victor

Oscar. 1 5 4 5 Zulu”

(box 15) “One zero zero”

“Five point five” cruise alt. in 1000s ft.
For “Route,” Intermediate stopovers.
Otherwise, state “Direct”

(box 16) State destination phonetically
“Two hours, fifteen minutes” is the
Estimated enroute time

“No alternate.”

(box 18) Remarks as appropriate

(box 19) Fuel “4 hrs. 10 min”

“Two” “Echo” (if asked, you have
No survival equipment or dinghies)

“White Slash Blue trim”

“PIC is John Doe”

Exp. 7/31/2020

U.S. Department of Transportation Federal Aviation Administration				International Flight Plan			
PRIORITY		ADDRESSEE(S)		FILED BY		ACCEPTED BY	
FF		JOHN DOE ANYTOWN, OK					
FILING TIME		ORIGINATOR					
SPECIFIC IDENTIFICATION OF ADDRESSEE(S) AND / OR ORIGINATOR							
3 MESSAGE TYPE		7 AIRCRAFT IDENTIFICATION		8 FLIGHT RULES		TYPE OF FLIGHT	
FPL		N 1 2 3 4 5 Z		V		C	
9 NUMBER		TYPE OF AIRCRAFT		WAKE TURBULENCE CAT.		10 EQUIPMENT	
1		C 1 7 2		L		S D B1 / C	
13 DEPARTURE AERODROME		TIME					
K B V O		1 5 4 5					
15 CRUISING SPEED		LEVEL		ROUTE			
1 0 0		5 1 5		KXYZ			
16 DESTINATION AERODROME		TOTAL EET		ALTN AERODROME		2ND ALTN AERODROME	
K A B C		0 2 1 5					
18 OTHER INFORMATION							
15 minute layover at KXYZ							
19 SUPPLEMENTARY INFORMATION (NOT TO BE TRANSMITTED IN FPL MESSAGES)							
ENDURANCE		PERSONS ON BOARD		EMERGENCY RADIO			
HR MIN		P		UHF VHF ELT			
E / 0 4 1 0		P / 2		R / [X] [X] [E]			
SURVIVAL EQUIPMENT		JACKETS		LIGHT FLUORES UHF VHF			
POLAR DESERT MARITIME JUNGLE		[] / [X] [X] [X] [X]		[] / [X] [X] [X] [X]			
DINGHIES		NUMBER CAPACITY COVER		COLOR			
[] / [X]		D / [] [] [] []		C [] [] [] []			
AIRCRAFT COLOR AND MARKINGS							
W/B							
REMARKS							
N /							
PILOT-IN-COMMAND							
C / JOHN DOE							
FILED BY		ACCEPTED BY		ADDITIONAL INFORMATION			

FAA Form 7233-4 (7/15)

Briefer will acknowledge your Plan submission and ask you to submit PIREPS (pilot reports).

You have filed your Flight Plan.

REMEMBER TO CLOSE YOUR FLIGHT PLAN