

APPLICATION FOR REGULATORY APPROVAL OF PANS-OPS COMPLIANT INSTRUMENT FLIGHT PROCEDURES (IFPs) TO BE PROMULGATED IN THE UK



Please complete on screen and use the 'Send to the CAA' button at the bottom of page 1.

This form is optimised for use with Internet Explorer and Adobe Acrobat Reader - See Guidance on Page 2.

This application is associated with ACP Ref No:

Or tick box if a 5 Year Periodic Review

FALSE REPRESENTATION STATEMENT
 It is an offence under the UK Air Navigation Order to make, with intent to deceive, any false representation for the purpose of procuring the grant, issue, renewal or variation of any certificate, licence, approval, permission or other document. This offence is punishable on summary conviction by a fine, and on conviction on indictment with an unlimited fine or up to two years imprisonment or both.

SECTION 1: APPLICANT DETAILS (The Applicant is the person responsible for payment of CAA charges)

This application will be considered in respect of and, if appropriate, granted to, the Company Name as registered under the Company Number provided on this form.

Project Sponsor
 Registered Company Name (in full):
 Registered Company Number: Country of Company Registration:
 Registered Office Address:
 Postcode: Telephone No: E-mail:

Authorised Representative of Project Sponsor
 This application is to be signed by either a Director or Company Secretary or a person authorised by the Board to act on behalf of the Company.
 Title: Forename: Surname:
 Position in Company:
 Telephone No: E-mail:
 If you are not a Director or Company Secretary and have been authorised to sign the application form on behalf of the Company, proof of that authority must be provided with the completed application form.

Approved Procedure Designer Organisation (APDO)
 Name of APDO: (if applicable)
 Address (primary site):
 Postcode: Telephone No: E-mail:

SECTION 2: BREAKDOWN OF DESIGNS AND COSTS (See guidance on Page 2)

Aerodrome:		Cost (£)	Number submitted	Total
Code	Element			
A	Preparation & Checking for New or Revised Designs			
B	Precision Approach			
C	APV/BaroVNAV/SBAS			
D	Non-Precision Approach			
E	Holds			
F	Direct Arrivals			
G	Omni-Directional Departures			
H	A Standard Instrument Departure or Arrival (SID/STAR)			
I	Air Traffic Control Surveillance Minimum Altitude Chart			
Please note that this charge is out of scope of VAT.		Approval Totals		

I apply for the above approvals and agree to pay the associated charges as set out in [ORS5, CAA Scheme of Charges \(Instrument Flight Procedures\)](#).
 For this submission charges relate to Code A Preparation and Design element approvals, thus totalling _____.

The person responsible for making payment is the accountable manager as indicated in section 1
 Name: Position in the Company:
 Date: Email: Phone:

You will be contacted within 10 working days to arrange payment. If you are not contacted, please email apply@caa.co.uk and ifp.policy@caa.co.uk. The approval process will not begin until the applicable charges have been received.

Please add the date of this Submission:

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Guidance on Form Completion – Information Only

a) Form Compatibility

To complete and submit this form via a web browser we strongly recommend **using a supported version of Microsoft's Internet explorer** i.e. version 11 and beyond. We cannot guarantee compatibility with any other browsers.

Alternatively, you can **download the .pdf form and use the latest version of Acrobat** to complete and submit the form.

Hard copy or scanned forms **will not be accepted** and we can no longer enter details on behalf of applicants.

Please see further notes relating to [CAA online forms](#)

b) Breakdown of Designs and Costs

A single Code A entry is required for each aerodrome where the regulatory approval of IFPs is undertaken, therefore the default entry is 1.

The regulatory approval of an ILS procedure requires x1 precision approach entry (Code B) where only CAT I minimum OCA(H) is submitted. Where both CAT I and CAT II minimum OCA(H) are submitted, x2 precision approaches entries (Code B) are required.

The regulatory approval of localiser only designs requires x1 non-precision approach entry (Code D).

The regulatory approval of RNAV IAPs requires x1 Code C entry for each element. For Example: where BaroVNAV (LNAV/VNAV) and SBAS (LPV) minimum OCA(H) are submitted, x2 APV/BaroVNAV/SBAS entries (Code C) are required. In addition, x1 non-precision approach entry (Code D) is required for the associated LNAV element.

Where a duplicate procedure identification prefix (e.g. VOR Y or Z RWY XX and RNAV (GNSS) Y or Z RWY) is used for IAPs, they are published on separate charts and treated as separate procedures. Each Y or Z IAP will require a regulatory approval and the appropriate codes are required.

If a regulatory approval is required for an IAP with multiple OCA(H) dependent on the missed approach climb gradient, only x1 entry of the appropriate code is required. For Example: ILS XX with a 2.5% AND 3.0% missed approach climb gradients requires only x1 precision approach entry (Code B).

Where a chart contains more than 1 SID/STAR requiring regulatory approval, x1 Code H entry is required for each individual route. For example, ROUTE 1A and ROUTE 1B would require x2 (Code H) approvals.

CAA USE ONLY	Applicant's name	Date of application
Department:	Contact Name:	
Job No:	Folio No:	CAA Account Number:
Nominal Code:	Cost Centre:	Date received:
If payment is received by cheque, attach a copy to this application form.		
The sum of £	has been received by:	Date:
Amount paid by:	Cheque	Cash
	Card	Electronic Transfer*
£	£	£
* Receipt of Electronic Transfer to be verified by Treasury.		
Cheque drawn against account of:		
Bank Account No:	Sort Code:	