



**CAA Scheme of Charges
(Aerodrome Licensing and EASA
Certification and Aerodrome Air Traffic
Services Regulation)**

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The Civil Aviation Authority, pursuant to Section 11 of the Civil Aviation Act 1982 and after consulting with persons likely, in its opinion, to be affected by the charges and with the Secretary of State, hereby makes a Scheme for determining the charges to be paid to the CAA in connection with the performance by the CAA of the functions conferred on it by or under the Order, Commission Regulation (EU) 139/2014 and the Single European Sky (Functions of the National Supervisory Authority) Regulations 2013 with respect to:

- i) the licensing and certification of aerodromes;
- ii) the initiation and review of public safety zones;
- iii) the approval of air traffic control service providers;
- iv) the certification and designation of air navigation service providers under Regulation (EC) No 550/2004;
- v) monitoring the provision of an air traffic control service at an aerodrome, including the performance of the holder of an air traffic controller's licence engaged in the provision of such a service; and
- vi) approving persons to carry out flight checks of aeronautical radio stations.

Excess Hour Charges

The CAA has identified within this Scheme those charges which are subject to excess hour charges at the point that the initial charge no longer covers the costs incurred in the carrying out the specified activity. In order to determine the equivalent number of hours of CAA time for which the initial charge covers, and where not already otherwise stated, the charge should be divided by the appropriate hourly rate quoted.

1 REVOCATION

- 1.1 The Scheme of Charges published by the CAA on 17 March 2017 determining the charges to be paid to the CAA in connection with the performance by the CAA of the aforesaid functions is hereby revoked.
- 1.2 Section 16(1) of the Interpretation Act 1978 (which relates to the effect of repeals) shall apply to this Scheme as if this Scheme were an enactment and as if the Scheme of 17 March 2017 revoked by paragraph 1.1 above was an enactment thereby repealed.

2 CHARGES INDEX

The following Charges Index sets out the charge headings under this Scheme and refers to the page where each section commences:

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3 CHARGES FOR NATIONAL AERODROME LICENCES OR EASA AERODROME CERTIFICATES¹

3.1 Grant or renewal of a national aerodrome licence or an EASA aerodrome certificate

3.1.1 Subject to paragraphs 3.1.2 and 3.1.3, on applying for the grant or renewal of a national aerodrome licence, including a 'seasonal' licence, or an EASA aerodrome certificate the applicant shall pay the CAA the charge specified in Table 1, according to the type of licence or certificate specified in column 4 for which the applicant has applied, the maximum total weight authorised of the aircraft, which the applicant expects to use the aerodrome, as specified in column 1, and the maximum annual number of air transport movements which the applicant expects at the aerodrome, as specified in column 2.

3.1.2 A further charge of £181 per hour is payable for the grant of an aerodrome licence or certificate where the number of hours expended by the CAA in dealing with the application exceeds the standard number of hours (as specified in Column 5 of Table 1) for that application which corresponds with the appropriate charge category under Table 1. The maximum charge per application is £78,100 and is payable on demand. This additional charge is not payable for a 'seasonal' licence or for the licences referred to in paragraph 3.1.3.

Table 1

The weight certified (see Note 6 at end of document) in the application for the grant or renewal of that licence or certificate as being the maximum total weight authorised of the heaviest aircraft which the applicant expects to use the aerodrome, while the licence or certificate is in force, for the purpose of public transport of passengers, of commercial air transport flights or of instruction in flying	The maximum annual number of aircraft movements which the applicant expects at the aerodrome, while the licence or certificate is in force, for the purpose of public transport of passengers of commercial air transport flights or of instruction in flying (Note 1)	Charge reference	Charge for Day or for Day and Night Licence or Certificate	Standard hours
Column 1	Column 2	Col. 3	Col. 4	Col. 5
Not exceeding 2,730 kg	Not applicable	A	£2,187	13
Exceeding 2,730 kg but not exceeding 6,000 kg	Not exceeding 2,000 per annum	B	£3,279	19
Exceeding 2,730 kg but not exceeding 6,000 kg	Exceeding 2,000 per annum	C	£6,988	39
Exceeding 6,000 kg but not exceeding 35,000 kg	Not exceeding 10,000 per annum	D	£10,214	57
Exceeding 6,000 kg but not exceeding 35,000 kg	Exceeding 10,000 per annum	E	£11,822	66
Exceeding 35,000 kg but not exceeding 140,000 kg	Not exceeding 10,000 per annum	F	£15,049	84
Exceeding 35,000 kg but not exceeding 140,000 kg	Exceeding 10,000 but not exceeding 150,000 per annum	G	£18,813	105
Exceeding 35,000 kg but not exceeding 140,000 kg	Exceeding 150,000 per annum	H	£26,871	150
Exceeding 140,000 kg	Not exceeding 10,000 per annum	J	£18,813	105
Exceeding 140,000 kg	Exceeding 10,000 but not exceeding 150,000 per annum	K	£32,263	179
Exceeding 140,000 kg	Exceeding 150,000 per annum	L	£37,622	209

NOTE 1: The total number of aircraft movements declared by an aerodrome must relate to the total number

¹ The CAA will not be charging to transition an aerodrome from a National aerodrome licence to an EASA aerodrome certificate.

of aircraft movements (as shown under column 2 above) expected to be operated at the aerodrome, irrespective of aircraft weight, engaged in public or commercial air transport and instruction in flying including 'touch and go' movements. A 'touch and go' movement is to be classed as one take-off plus one landing.

- 3.1.3 On applying for an aerodrome licence referred to in Table 2, the applicant shall pay the CAA the charge specified in that Table, and the charges payable under paragraphs 3.1.1 and 3.1.2 do not apply.

Table 2

Type of Licence	Charge
The grant of a day licence for a period not exceeding 12 consecutive days	£335
The grant of a day and night licence for a period not exceeding 12 consecutive days	£670
The grant or renewal of an aerodrome licence where aircraft are not expected to use the aerodrome for the purpose of public transport of passengers or for flying instruction	£752

3.1.4 **Aerodrome licence or certificate annual charge**

Where an aerodrome licence or certificate is granted or renewed for longer than a year, the licence or certificate holder shall pay the CAA on 1 April in each year thereafter during which the licence or certificate remains in force or under suspension, the charge specified in Column 4 of Table 1, according to the type of licence or certificate, the maximum weight of the aircraft which the applicant expects to use the aerodrome and the number of air transport movements which the applicant expects at the aerodrome.

3.2 **Variation of an aerodrome licence or certificate**

- 3.2.1 When an application is made for the variation of an aerodrome licence to extend the operation of an aerodrome from a 'day use' to a 'day and night use', the applicant shall pay the CAA a charge of £1,263.
- 3.2.2 When an application is made for any other variation of an aerodrome licence or certificate, other than one mentioned elsewhere in this Scheme, for example to change the company name or trading name specified in the licence or certificate where the legal entity is unchanged, the applicant shall pay the CAA a charge of £166.

3.3 **Aerodrome licence or certificate variable charge**

- 3.3.1 The holder of an aerodrome licence or certificate, on the last day of each month during which the licence or certificate remains in force, shall pay the CAA a charge of 1.31 pence for each Work Load Unit at the aerodrome during that month.
- 3.3.2 The calculation of the chargeable Work Load Units at each aerodrome will be established by the application of the monthly arriving and departing passengers and cargo statistics provided by aerodromes to Aviation Intelligence, CAA.
- 3.3.3 The CAA may require an aerodrome licence or certificate holder to pay a deposit on the last day of each month in respect of which a charge under this paragraph is payable. The deposit is calculated as the amount that would be payable for the month if the aerodrome licence or certificate holder had worked the same number of Work Load Units as operated in the corresponding month of the previous year.

3.4 **Aerodrome development project approval²**

- 3.4.1 Subject to paragraph 3.4.2, when an application is made to obtain approval from the CAA of any major development project at an aerodrome which requires the approval of the CAA under the aerodrome licence or certificate, the applicant shall pay the CAA a charge of £1,086.

(This is not part of the Scheme)

² One of the aerodrome licensing / certification conditions states that changes in the physical characteristics of an aerodrome, including the erection of new buildings and alterations to existing buildings or to visual aids, shall not be made without prior approval of the CAA.

3.4.2 If the time taken to process the application for approval exceeds 6 hours then the applicant shall pay the CAA a charge (to be invoiced in arrears) on the basis of an hourly rate of £181 for each hour in excess of 6 hours which it takes the CAA to process the application prior to the approval being granted.

3.5 Licence category change

On application by the licence holder, to substitute a public use aerodrome licence for an ordinary aerodrome licence, or to substitute an ordinary aerodrome licence for a public use aerodrome licence, the applicant shall pay the CAA a charge of £3,035.

4 CHARGES FOR AERODROME AIR TRAFFIC SERVICES REGULATION

4.1 Grant of the certification of air navigation service providers (ANSPs)

For the grant of the certification under Article 7 of Regulation (EC) No. 550/2004 in respect of the provision of air navigation services, the applicant shall pay the CAA:

- a) on application the charge specified in Table 3; appropriate to the type of certification; and
- b) in the case of an application in respect of an air traffic control service, where the number of hours expended by the CAA in dealing with the application exceeds 70 hours, a charge of £172 for each hour in excess of 70 hours up to a maximum of £86,300 during any period of 12 months following receipt of the application by the CAA.

Table 3

ANSP Services	Charge
Air traffic control service	£11,290
Flight information service	£5,645
Communication, navigation or surveillance service	£1,129
Meteorological service	£1,129
Commercial aeronautical information service	£2,699

NOTE 2: Where an application is made that incorporates more than one ANSP service then the total charge for that application shall relate to the ANSP service that attracts the highest charge quoted in Table 3 above. For example, an ANSP applying to provide both ATC and FIS, the total certification charge shall be that relating to ATC, being £11,290, plus an additional hourly charge for the hours incurred in excess of 70.

4.2 Grant of an Article 180 approval and/or designation of an ANSP to provide air traffic control services and ANSP annual charge by aerodrome

4.2.1 For the grant of an approval under Article 180 of the Order and/or for the designation under Article 8 of Regulation (EC) No. 550/2004 in respect of the provision of air traffic control services at an aerodrome, the applicant shall pay the CAA:

- a) on application the charge specified in Table 4 according to the number of air traffic controllers engaged in the provision of the services at that aerodrome; and
- b) in the case of an application in respect of an air traffic control service, where the number of hours expended by the CAA in dealing with the application exceeds the applicable application charge as specified in Table 4, then any excess hours incurred by the CAA will be charged to the applicant, payable on demand, at £172 per hour up to a maximum liability of £70,000 per designated location during any period of 12 months following receipt of the application by the CAA.

4.2.2 The holder of an approval issued under Article 180 of the Order and/or an ANSP certification and/or ANSP designation issued under Regulation (EC) No. 550/2004 in respect of the provision of an air traffic control service at an aerodrome, shall pay the CAA

on 1 April in each year during which the approval, certification and/or designation remains in force or under suspension, the charge specified in Table 4, according to the number of air traffic controllers engaged in the provision of the air traffic control service at each aerodrome.

Table 4

The number of air traffic controllers engaged in the provision of the air traffic control service at the aerodrome	Charge ref.	Charge
0 to 5	7	£3,925
Exceeding 5 but not exceeding 10	6	£10,464
Exceeding 10 but not exceeding 15	5	£17,005
Exceeding 15 but not exceeding 22	4	£24,851
Exceeding 22 but not exceeding 35	3	£37,934
Exceeding 35 but not exceeding 54	2	£71,942
55 or more	1	£98,101

4.3 **Combined application for an applicant to be certified and designated to provide air traffic control services as an ANSP – maximum liability**

In the case of a combined application in respect of the certification and designation of an applicant to provide ANSP air traffic control services at a location, or locations, then the maximum liability for that combined application will be, for certification, £86,300 plus, for each designation, the appropriate application charge as per Table 4 relating to each location plus a maximum liability excess hour charge of £70,000 per location at £172 per hour, during any period of 12 months following receipt of the application by the CAA, payable on demand.

4.4 **Variation of an Article 180 approval or an ANSP approval, certification and/or designation documentation**

When an application is made for the variation of an approval granted under Article 180 of the Order or certification and/or designation under Regulation (EC) No. 550/2004, to change the company name or trading name specified in the approval documentation where the legal entity is unchanged, the applicant shall pay the CAA a charge of £166.

4.5 **Grant of the approval and/or designation of an ANSP to provide flight information services (FIS) and ANSP annual charge by location**

4.5.1 For the grant of a designation under Article 8 of Regulation (EC) No. 550/2004 in respect of the provision of an FIS at each location, the applicant shall pay the CAA on application and in respect of each location the charge specified in Table 5.

4.5.2 The holder of an ANSP certification and/or designation issued under Regulation (EC) No. 550/2004 in respect of the provision of an FIS at any location, shall pay the CAA on 1 April in each year during which the certification and/or designation remains in force or under suspension, the charge specified in Table 5 at each location.

Table 5

ANSP Type	Charge
Flight information service	£450

NOTE 3: For a certified ANSP, the annual oversight charge per site that incorporates more than one ANSP service, the total annual charge for that site shall relate to the ANSP service that attracts the highest

charge quoted in Tables 4, 5 and 6. For example, an ANSP providing both FIS and CNS services (see paragraph 4.5) at a specific site, the total annual charge shall be that relating to FIS, being £450.

4.6 **ANSP annual charge to provide a communication, navigation or surveillance (CNS) service or a commercial aeronautical information service (AIS)**

- 4.6.1 The holder of an ANSP certification issued under Regulation (EC) No. 550/2004 in respect of the provision of a CNS service or an AIS, shall pay the CAA on 1 April in each year during which the certification remains in force or under suspension, the charge specified in Table 6. The charge for a CNS service is at each location.

Table 6

ANSP Type	Charge
Communication, navigation or surveillance service	£225
Commercial aeronautical information service	£2,700

NOTE 4: For a certified ANSP, the annual oversight charge per site that incorporates more than one ANSP service, the total annual charge for that site shall relate to the ANSP service that attracts the highest charge quoted in Tables 4, 5 and 6 above. For example, an ANSP providing both FIS and CNS services at a specific site, the total annual charge shall be that relating to FIS, being £450.

4.7 **ANSP annual charge to provide a Meteorological (MET) service**

The holder of an ANSP certification issued under Regulation (EC) No. 550/2004 in respect of the provision of a MET service, shall pay the CAA on 1 April in each year during which the certification remains in force or under suspension, the charge specified in Table 7. The charge for a MET service is at each location.

Table 7

ANSP Type	Charge
Meteorological service	£900

4.8 **ANSP (ATS) variable charge**

- 4.8.1 On the last day of each month during which an approval under Article 180 of the Order or certification and designation under Articles 7 and 8 of Regulation (EC) No. 550/2004 for the provision of an air traffic control service at the aerodrome remains in force, or in suspension, the holder shall pay the CAA a charge of 1.22 pence for each Work Load Unit at the aerodrome during that month.
- 4.8.2 The calculation of the chargeable Work Load Units at each aerodrome will be established by the application of the monthly arriving and departing passengers and cargo statistics provided by aerodromes to the CAA.
- 4.8.3 The CAA may require an ANSP (ATS) holder to pay a deposit on the last day of each month in respect of which a charge under this paragraph is payable. The deposit is calculated as the amount that would be payable for the month if the ANSP (ATS) holder had worked the same number of Work Load Units as operated in the corresponding month of the previous year.

4.9 **Approval of a temporary ATC service under Article 180 of the ANO**

On making an application to carry out a Special Event where a temporary ATC service is required, the applicant shall pay the CAA a charge of £1,032 plus £172 per hour for any hours in excess of the standard 6 hours spent by the CAA on processing the application and carrying out its investigations up to a maximum charge of £20,600 during any period of 12 months following receipt of the application by the CAA. The charge is payable on demand.

5 OTHER CHARGES

5.1 Organisations that provide services for the flight inspection of ATS equipment

5.1.1 Grant of an Article 205(6) approval

For the approval of a person under Article 205(6) of the Order, the applicant shall pay the CAA, for the investigations required by the CAA, a charge of £17,852 at £172 per hour or, if the total cost of the investigations exceeds that amount, a charge of such amount as may be decided and invoiced by the CAA having regard to the expense incurred in making the investigations but not exceeding £70,300 for any year, or part of the year, during which the investigations are carried out. The charge is payable on demand.

5.1.2 Variation of an Article 205(6) approval

On making an application to vary the terms of an approval granted under Article 205 (6) of the Order, the applicant shall pay the CAA a charge of £704 at £172 per hour or, if the total cost of the investigations required by the CAA exceeds that amount, a charge of such amount as may be decided and invoiced by the CAA having regard to the expense incurred in making the investigations but not exceeding £42,650 for any year, or part of the year, during which the investigations are carried out. The charge is payable on demand.

5.1.3 Annual charge for an Article 205(6) approval

In respect of the investigations required by the CAA for the purpose of satisfying itself that an approval referred to in paragraph 5.1.1 should remain in force for a year commencing on 1 April, the holder of the approval shall pay to the CAA on 1 April, an annual continuation charge of £4,345.

5.2 Public Safety Zone Reviews

5.2.1 The Department for Transport (DfT) policy³ is that larger aerodromes must have a Public Safety Zone (PSZ). A PSZ is specific to a particular runway so an aerodrome may have more than one PSZ. Where so instructed by the DfT, the CAA is required to review an existing PSZ and to implement a new PSZ at an aerodrome. Currently the DfT requires each PSZ to be reviewed at approximately 7 yearly intervals.

5.2.2 When the CAA notifies an aerodrome that it is required by the DfT to establish a new PSZ or to review an existing PSZ, that aerodrome shall pay the CAA a charge of £11,444.

5.2.3 Where the aerodrome has more than one runway subject to a PSZ review⁴, and all runways are to be reviewed at the same time as part of the same notification, the aerodrome shall pay the CAA, in addition to the charge under paragraph 5.2.2, for the second and any subsequent runway, a charge of £4,578 per runway.

5.2.4 When an aerodrome requests that the CAA gives a presentation to the airport consultative committee meeting in connection with a current PSZ review, then that aerodrome shall pay the CAA a charge of £1,208, subject to an additional charge under paragraph 5.2.5. Should the associated time incurred by the CAA in preparing and delivering the presentation, exceed 7 hours, then an additional charge for the excess time shall be invoiced at £172 per hour.

5.2.5 With reference to paragraph 5.2.4, where the CAA deems it appropriate to request further analysis to be provided by third parties in support of the presentation made by the CAA to the airport consultative committee, the applicant aerodrome shall be invoiced by the CAA for the recovery of those additional costs up to a maximum of £10,020. Where the additional costs may exceed £10,020, the CAA shall agree in advance with the applicant aerodrome that the additional costs are necessary in pursuance of the

(This Note is not part of the Scheme)

³ The current DfT policy on the circumstances in which it will require a PSZ to be established is set out in DfT Circular 01/2010 at www.dft.gov.uk/pgr/aviation/safety/circular012010/pdf/circular.

⁴ A PSZ review will encompass both headings on a runway

presentation and obtain agreement that the applicant aerodrome would pay those costs on receipt of a CAA invoice requesting such payment to be made. The charge is payable on demand.

5.3 **Alternative means of compliance**

When making an application for the CAA to review an alternative means of compliance (AltMOC) for an organisation or individual that would still allow the establishment of compliance with implementing rules made under Regulation (EC) No. 216/2008 relevant to the functions referred to in this Scheme, the applicant shall pay to the CAA a charge of £494. Should the duration of the CAA's review exceed three hours, the applicant shall pay to the CAA additional charges of £177 per hour for the excess hours incurred or part thereof. These additional charges shall be determined and invoiced by the CAA having regard to the expense thereby incurred, but not exceeding £10,280 in any year or part of a year in which the investigations are carried out. The charge is payable on demand.

5.4 **Copies of documents**

For the issue of a copy or replacement of a document referred to in this Scheme, the applicant shall pay the CAA a charge of £29.

5.5 **Additional charge where functions are performed outside of the United Kingdom**

An additional charge will be payable where, in connection with any function in respect of which a charge is specified in this Scheme, the CAA deems it necessary for a Member or employee of the CAA or any other person appointed to act on behalf of the CAA to travel outside the country in which such person is normally stationed.

The applicant or holder shall pay the CAA on demand, in addition to the appropriate charge specified in this Scheme, a charge of such amount as may be decided and invoiced by the CAA having regard to the expense thereby incurred by it.

The additional charge shall not exceed, for each employee of the CAA or each person appointed to act on behalf of the CAA, a maximum of £52,050 per function in respect of which a charge is specified in this Scheme, during which each such Member or employee or any other person appointed to act on behalf of the CAA is absent from the country in which he is normally stationed. The charge is payable on demand.

For the purpose of this section the United Kingdom, the Isle of Man and the Channel Islands shall be treated as one country.

NOTE 5: The additional charge shall include overseas travel time for which the appropriate rates can be found on the [CAA UK Official Record Series 5 web page](#).

5.6 **CAA Invoice payment terms**

All CAA invoices are payable on demand with the exception of the monthly variable charge deposit invoices which are payable by the end of the month to which the charge relates.

6 **DEFINITIONS**

6.1 For the purpose of this Scheme:

- a) 'National Aerodrome Licence' means a licence granted pursuant to Article 212 of the Order.
- b) 'EASA Aerodrome Certificate' means a certificate granted to an aerodrome operator pursuant to Commission Regulation (EU) No. 139/2014 of 12 February 2014 laying down requirements and administrative procedures related to aerodromes pursuant to Regulation (EC) No. 216/2008 of the European Parliament and of the Council as amended from time to time and references in this Scheme to a 'certificate' shall be construed accordingly.
- c) 'ANSP' means air navigation service provider.

- d) 'Cargo' includes freight and mail.
- e) 'Day and Night Licence' means an aerodrome licence authorising the use of the aerodrome to which it relates by aircraft for the purpose of public transport of passengers or for the purpose of instruction in flying at any time.
- f) 'Day Licence' means an aerodrome licence authorising the use of the aerodrome to which it relates by aircraft flying for the purpose of public transport of passengers or for the purpose of instruction in flying during the period from ½ an hour before sunrise until ½ an hour after sunset in any day.
- g) A passenger or cargo is 'in transit' if it arrives at and departs from an aerodrome on the same aircraft as part of the same journey.
- h) A 'major development project' is a project which the CAA reasonably considers to be a major development project.
- i) 'The Order' means the Air Navigation Order 2016 and any reference to an Article or Part of that Order shall, if that Order be amended or revoked, be taken to be a reference to the corresponding provisions of the Air Navigation Order for the time being in force.
- j) A 'passenger movement' means:
 - i) a passenger arriving at an aerodrome on a flight for the purpose of public transport of passengers; and
 - ii) a passenger departing from an aerodrome on a flight for the purpose of public transport of passengers; but does not include a passenger 'in transit' (see definition 6.1 g).
- k) 'Seasonal licence' means any licence that is valid for a period exceeding twelve days, but not exceeding a year, to be in force during the licensed period only on those days as notified to the CAA and not for more than twelve consecutive days during any one period.
- l) 'Work Load Unit' means:
 - i) one passenger movement – (see definition 6.1 j)); and
 - ii) 200 kg of cargo arriving at an aerodrome but which is not in transit; and
 - iii) 200 kg of cargo departing from an aerodrome but which is not in transit.
- m) 'CAA' means the Civil Aviation Authority.
- n) References to periods during which a national aerodrome licence or EASA aerodrome certificate or other certificate or approval for the provision of an air traffic control service at an aerodrome, is under suspension means periods during which the licence or certificate or approval is provisionally suspended or suspended pursuant to Article 228 or 229 of the Order or under Commission Regulation (EU) 139/2014 or under Regulation (EC) No. 550/2004, as amended from time to time.

6.2 All other expressions used in this Scheme shall, unless the context otherwise requires, have the same respective meanings as in the Order.

NOTE 6: (This note does not form part of the Scheme.)

When, in applying for the grant or renewal of a licence on or prior to 1 April in each year in the case of a licence valid for more than a year, the applicant or the holder of the licence, as the case may be, states that he does not expect either, i) aircraft of the weight certified in the application, or ii) aircraft of a weight exceeding the maximum for the next lowest category, to use the aerodrome totaling more than 50 aircraft movements in the following year, the CAA may be prepared to waive part of the charge for that year so as to permit the applicant or the holder of the licence to pay the charge which would be payable if the maximum weight of the aircraft which he expected to use the aerodrome fell into the next lower category.

7 COMMENCEMENT

This Scheme will come into operation on 1 April 2018.

(This note is not part of the Scheme.)

Reference to the CAA Refund Policy may be made at www.caa.co.uk/ors5

The latest version of this document is available in electronic format at www.caa.co.uk/ors5, where you may also register for e-mail notification of amendments. Details for purchasing paper copy can be found at the same web address.