

# APPLICATION FOR ALL WEATHER OPERATIONS (AWOPS) APPROVAL



Submission instructions can be found at the end of the form.

**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, license, 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 imprisonment or both.

1. APPLICANT TYPE			
Individual	Complete Section 2(a)	Charity	Complete Section 2(b)
Partnership	Complete Section 2(a)	Ministry of Defence	Complete Section 2(c)
Private Clubs	Complete Section 2(a) unless a Limited Liability Partnership or Limited Company	Trust	Complete Section 2(c)
Limited Liability Partnership	Complete Section 2(b)	Public Educational Establishment	Complete Section 2(c)
Limited Company	Complete Section 2(b)	(University/College)	

**2. 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 or issued to, the applicant(s) named below.**

**a) Individual (including sole traders and partnerships)**

Title: ..... Forename: ..... Surname: .....

Address: .....

Country ..... Postcode: .....

Telephone: ..... Mobile Telephone: .....

E-mail: .....

Trading Name: (if applicable) .....

Website address: .....

In the case of a partnership, please complete details of all partners. Continued on a separate sheet

**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.**

**b) A Company**

Registered Company Name (in full): .....

Registered Company Number: .....

Country of Company Registration: .....

Registered Office Address: .....

..... Postcode: .....

Telephone: .....

E-mail: .....

Trading Name: (if applicable) .....

Trading Address (primary site): .....

Country ..... Postcode: .....

Website address: .....

**Authorised Representative of Company**

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.

**This application will be considered in respect of and, if appropriate, granted or issued to, the applicant(s) named below.**

**c) An Unincorporated Association or other body**

Name of Unincorporated Association or other body: .....

Address: .....

Country: ..... Postcode: .....

Telephone: .....

E-mail: ..... Mobile Telephone: .....

Website address: .....

Authorised Representative: .....

This application is to be signed by a person or persons authorised by the body named above to act on behalf of it. This should normally be a member or members of the managing committee of the association or other body. Evidence of the authorisation to act on behalf of the association or body should be provided with the application.

Title: ..... Forename: ..... Surname: .....

Position: .....

Charity Number (if applicable): .....

**3. ADDRESS FOR CORRESPONDENCE (if different from above)**

Postal Address (if different from above): .....

..... Postcode: .....

**4. CAA REFERENCE NUMBER**

CAA Personal Reference/Training Organisation/ AOC No: .....

**5. AIRCRAFT DETAILS - Required for all Approval Requests**

Aeroplane type(s) or fleets

Aeroplane Type or Fleet	Variant & Registration(s)

<b>6. APPLICANT'S AWOPS SUBMISSIONS MATRIX</b>			
<b>Main Heading</b>	<b>Expanded areas to be addressed by application</b>	<b>Sub-requirement</b>	<b>Operator's Operations Manual Reference or Document Reference</b>
<b>1.0 Reference Documents used in compiling submission</b>	<p>Your submission should be based on current up to date regulatory material.</p> <p>You should publish a compliance statement showing how the criteria of EASA Air Ops and ICAO Doc. 9365 (where appropriate) have been satisfied.</p> <p>You should state exactly what type of AWOPS approval you are applying for, e.g. CAT II or III, low visibility take-off, etc.</p>	<p>Please tick which approval(s) you are applying for</p> <p>lower than Standard CAT I;</p> <p>CAT II;</p> <p>other than Standard CAT II</p> <p>CAT III</p> <p>LVTO 150M</p> <p>LVTO 125M</p>	
<b>2.0 Aircraft Flight Manual (AFM)</b>	A copy of the relevant AFM entry showing the aircraft certification standard for AWOPS operations.		
<b>3.0 Operational demonstration</b>	<p>Requirements given in Air Ops SPA.LVO.105</p> <p>Continuous monitoring programme.</p>		
<b>4.0 Operations Manuals</b>	Outline your process for reporting of failures in the operational use of procedures.	Note: In particular, significant problems with the Autoland/HUDLS systems (as appropriate), including reporting on circumstances/ locations where the Autoland/HUDLS was unsatisfactory.	
<b>5.0 Approach plate supplier and Operating Minima</b>	<p>Who is your approach plate supplier?</p> <p>Eligible runways.</p> <p>Confirmation that all minima are calculated in accordance with EASA Air Ops</p>		
<b>6.0 Operations Manual entries and Standard Operating Procedures</b>	<p>Manufacturer/operator developed.</p> <p>Manufacturer's procedures recommended as starting point and must include at least the stated definitions.</p>	<p>Definitions.</p> <ul style="list-style-type: none"> <li>• Crew qualifications for AWOPS operations.</li> <li>• Equipment required for AWOPS operations.</li> <li>• MEL handling.</li> <li>• Low Visibility Take-Off</li> <li>• Taxiing in low visibility conditions.</li> <li>• Take-off minima and lighting.</li> <li>• Crew visual visibility assessment.</li> <li>• Crew responsibilities/ handling.</li> <li>• Visual references required.</li> <li>• Approved lateral guidance system.</li> <li>• ATC calls.</li> <li>• Contingency procedures including: <ul style="list-style-type: none"> <li>• engine failure between V1 and VR; and</li> <li>• rejected take-off.</li> </ul> </li> </ul>	

Main Heading	Expanded areas to be addressed by application	Sub-requirement	Operator's Operations Manual Reference or Document Reference
<b>6.0 Operations Manual entries and Standard Operating Procedures (continued)</b>		<p>Approach and landing:</p> <ul style="list-style-type: none"> <li>• Modes of operation.</li> <li>• Statement that autopilot/flight director must be used whenever possible.</li> <li>• AWOPS fuel considerations.</li> <li>• Minimum visual references for landing.</li> <li>• Approach Ban and RVR.</li> <li>• Cross-wind limits.</li> <li>• Effect of irregular pre-threshold terrain.</li> <li>• Stabilised Approach Criteria.</li> <li>• Correct seating and eye position.</li> <li>• Designation of PF and PNF and their duties.</li> <li>• Use of automatic flight control system.</li> <li>• Checklist handling.</li> <li>• Approach briefing.</li> <li>• Radio communications handling.</li> <li>• Monitoring and cross-checking of instruments and radio aids.</li> <li>• Cockpit call outs.</li> <li>• Contingency procedures including: <ul style="list-style-type: none"> <li>• Use of equipment downgrade list;</li> <li>• failures above and below decision height;</li> <li>• ILS deviation warnings;</li> <li>• autopilot disconnect;</li> <li>• auto-throttle disconnect;</li> <li>• electrical failures;</li> <li>• engine failure;</li> <li>• failures and loss of visual references at or below decision height; and</li> <li>• pilot incapacitation.</li> </ul> </li> </ul>	

**AWOPS Modular Training Packages**

<b>Type of Operation</b>	<b>Training Required</b>	<b>Training Means</b>	<b>Operator's Operations Manual Reference or Document Reference</b>
<b>Ground school training</b>	Syllabus should follow EASA Air Ops SPA.LVO.120 and associated AMC		
<b>Flight crew qualification and training (simulator/flight training)</b>	Syllabus should follow EASA Air Ops SPA.LVO.120 and associated AMC Initial qualification requirements. Recurrent/revalidation requirements. Recency requirements.		

**Any Further Comments to Support Your Application:**

**7. CHARGES**

If you want the CAA to quote a Purchase Order No. on your invoices, please provide the reference here:"

Purchase Order number:.....

**IMPORTANT NOTES:**

**Additional Charges:** Where the cost of the CAA investigations exceeds the application charge payable, the applicant shall pay additional charges to recover those excess costs incurred by the CAA in accordance with the Scheme of Charges.

**Overseas Visits:** If a Member or employee of the CAA is required to travel overseas in respect of this application you are advised to read the CAA Scheme of Charges to which this application relates and the section entitled 'Additional charge where functions are performed abroad'. All expenses incurred in pursuance of this application by virtue of travelling overseas will be payable by the applicant on demand.

**Withdrawal/Cancellation of Application:** In the event that this application is withdrawn or cancelled by the applicant, the application fee less the cost of any work carried out by the CAA to that date, may be refunded. Please see the CAA Refunds Policy at [www.caa.co.uk/refunds](http://www.caa.co.uk/refunds) for more information.

NB: This application will not be processed until the applicable charges have been received.

**8. FINANCIAL DECLARATION**

I am applying for all weather operations (AWOPS) approval.

I hereby declare that to the best of my knowledge the particulars entered on this application are accurate.

I agree to pay the charges for this application in accordance with the scheme of charges.

I agree to pay any additional charges which may become payable in respect of this application under the Scheme of Charges.

I agree to pay the charges payable on application in accordance with the Scheme of Charges ([www.caa.co.uk/ors5](http://www.caa.co.uk/ors5)).

Name of Applicant: .....

(as shown in 2 (a), (b) or (c))

Signature of Applicant (named in 2 (a), (b) or (c)) or

Signature of Authorised Representative (named in 2 (a), (b) or (c)): .....

Date: .....

**9. APPLICATION FORM SUBMISSION SERVICE (SUBMIT)**

Once you have completed your application form, please save a copy to your device. Click on the button below to submit your application and supporting documentation (if applicable). You will be required to upload a copy of the completed application form as part of the submission.

The button will direct you to the CAA Customer Portal. The first time you access the CAA Customer Portal you will need to create a user account, there are instructions provided and it only takes a few minutes to register. If you have used the CAA Customer Portal before, please log in to your existing user account.

After receipt of your application, we will contact you using the contact details provided on this form to request payment of the relevant application fee. Please indicate your preferred payment method:

**Email** (you will receive a secure payment link from 'noreply@payments.caa.co.uk')

**SMS** (you will receive a secure payment link from 'CAA PAYMENTS')

Please note: Your application will not be processed until you have submitted it via the CAA Customer Portal and provided the supporting documentation (if applicable).

The charge(s) required will be calculated in accordance with the current CAA Scheme of charges [List of Official Record Series 5 - Scheme of Charges \(caa.co.uk\)](https://www.caa.co.uk/official-record-series-5-scheme-of-charges)

**Important: Please save your completed form before proceeding.**



If you prefer, you can access the service by logging onto the CAA Customer Portal via <https://portal.caa.co.uk> and selecting the Application Form Submission Service.

**Please note that a minimum of 60 working days will normally be required to check and confirm the information given above - if data is missing or omitted the process may take considerably longer.**

<b>CAA USE ONLY</b>	<b>Applicant's name</b> .....	<b>Date of application</b> .....
Department: .....	Contact Name: .....	
Job No: .....	Folio No: .....	CAA Account Number: .....
Nominal Code: .....	Cost Centre: .....	Date received: .....
The sum of £..... has been received by: ..... Date: .....		
Amount paid by:	Card	Bank Transfer*
	£ .....	£.....
* Receipt of Electronic Transfer to be verified by Treasury.		
Bank Account No: .....	Sort Code: .....	
Is this part of a Company payment?	Yes	No      If Yes - Total amount paid:£ .....
Amount to be deducted from NATS account: £.....		
Enclosures: .....	FedEx paid Yes/No	Loaded by: ..... Signed/Despatched:.....
<b>Legal Entity Details</b>		
<b>Company</b> – Date of incorporation of Company: .....		
If declaration is signed on behalf of a Company: is declaration signed by a Director or Company Secretary? .....		
if not, then does signatory have authority to sign? .....		
<b>Individual</b> – Identification Document Details e.g. Passport/Driving Licence.		
Type of identification: .....		
Signature on ID checked against Form Signature: ..... Appropriately certified: .....		

# APPLICATION FOR ALL WEATHER OPERATIONS (AWOPS) APPROVAL GUIDANCE NOTES



Please read these guidance notes before you complete the form.

## 1 Applicability

UK Air Operations outlines the procedures, minima and training requirements for conducting approaches using:

- lower than Standard CAT I;
- CAT II;
- other than Standard CAT II; and
- CAT III

approach minima. It also covers procedures, minima and training requirements for conducting take-offs in visibility less than 150.

This application form should not be used for Enhanced Visual Systems (EVS/HUDLS) operational credit approval application (see SRG1829)

Reference material:

- UK Air Ops (in particular Part-SPA.LVO)
- ICAO Doc. 8168 (PANS-OPS);
- ICAO Doc. 9365 (Manual of All Weather Operations); and
- UK Air Pilot.

Formal approval will normally be subject to a flight and simulator observation.

## 2 Operator's AWOPS Submissions Matrix

Section 6 of this application form is the Operator's AWOPS Submissions Matrix. All applicants should complete Column 4 of this matrix in full.

**Failure to complete the AWOPS Submissions Matrix may result in a delay in processing your application.**

## 3 Documents to be submitted with the application

Copies of all documents referred to in Column 4 of the Operator's AWOPS Submissions Matrix should be included when submitting the completed application form to the Civil Aviation Authority. Original documents should not be sent, photocopies are sufficient. Do not send complete manuals, only the relevant sections/pages will be required.

**Failure to include all relevant documentation may result in a delay in processing your application.**