

Please complete this form online (preferred method) or in BLOCK CAPITALS using black or dark blue ink. This form may be printed, signed and submitted by mail or by clicking the submit button at the bottom of page 2 (further action may be required).

CAA International use only

Wherever possible, information should be submitted at least 3 working weeks before any effective date.

SECTION 1: CONTACT DETAILS

Assessment for the Safeguarding of Instrument Approach Procedures at:

Aerodrome Name: ICAO Designator:

Point of Contact: Appointment:

Telephone Number: Fax Number:

E-mail:

Address:

..... Postcode:

SECTION 2: DESCRIPTION OF REQUEST

SECTION 3: SUBMISSION AND PAYMENT INSTRUCTIONS

Please submit the completed form to CAA International by clicking the submit button at the bottom of this form to send it electronically. A receipt will be generated with a unique reference number (which you should quote on any further correspondence) and a copy of your submitted form will be sent to you by email. You may also mail your submission to:

CAA International
Aviation House, Gatwick Airport South
West Sussex
RH6 0YR, United Kingdom

E-mail: advisoryservices@caainternational.com

Payment may be made by cheque (payable to CAA International) with this application or by credit or debit card. Please indicate your preference below.

a. I have sent a cheque to the value of £ (please quote your confirmation reference number.

b. Please contact me on telephone number to arrange payment.

Alternatively, please call CAA International on telephone number 01293 768700 to arrange payment once you have submitted the form.

SECTION 4: TYPE OF OBSTACLE ASSESSMENT

Type of Assessment (Please tick)	Single Obstacle	Multiple Obstacles
Permanent	Effective From:	
Temporary	Valid From:	Valid Until:

(Planning applications are valid for one year. If planning permission is granted the applicant must notify CAA International of the change in status.)

SECTION 5: OBSTACLE INFORMATION

In order to expedite the safeguarding request, CAA International requires obstacle data in a specific format.

Where a single obstacle assessment is required, data should be entered into the table below.

Where a multiple obstacle assessment is required data should be submitted in as an Excel .csv (comma separated value) format as illustrated in Section 5a

	ATTRIBUTE	EXAMPLE	DESCRIPTION	MANDATORY/OPTIONAL	Please insert value
Field 1	Site Name	EGXX	ICAO Airport Location Indicator	Mandatory	
Field 2	Type of Feature	Obs	Obstacle	Mandatory	
Field 3	Identification	Building	Description of Obstacle	Mandatory	
Field 4	Latitude	522704.85N	WGS84 Latitude in DEG, MIN, SEC, 100's SEC	Optional (provided Field 9 data is supplied)	
Field 5	Longitude	0014431.27W	WGS84 Longitude in DEG, MIN, SEC, 100's SEC	Optional (provided Field 10 data is supplied)	
Field 6	Ellipsoidal Ht (M)	107.00	Elevation in metres above WGS84 ellipsoid to 2 decimal places	Optional	
Field 7	Ellipsoidal Ht (Ft)	351.05	Elevation in feet above WGS84 ellipsoid to 2 decimal places	Optional	
Field 8	Lit or Unlit	Y N	To be entered if obstacle is lit To be entered if obstacle is unlit	Mandatory	
Field 9	Easting	312567.75	Six figure Easting grid reference to 2 decimal places	Optional (provided Field 4 data is supplied)	
Field 10	Northing	435687.55	Six figure Northing grid reference to 2 decimal places	Optional (provided Field 5 data is supplied)	
Field 11	Orthometric Ht (M)	113.76	Elevation in metres AMSL to 2 decimal places	Mandatory	
Field 12	Orthometric Ht (Ft)	373.22	Elevation in feet AMSL to 2 decimal places	Mandatory	
Field 13	Record Identifier	0056	Unique number in 4 figure format (5 figures allowed if required)	Mandatory	
Field 14	Effective Date	10/04/10	Date obstacle becomes effective (dd/mm/yy format)	Mandatory	
Field 15	Expiry date	10/04/10	Date of obstacle expiry (dd/mm/yy format)	Optional (unless temporary obstacle)	

SECTION 5a: MULTIPLE OBSTACLE ASSESSMENT

Requests for assessment of multiple obstacles need to be submitted in an Excel .xls or .csv (comma separated values) format as shown below.

Example of .csv format for an OSGB positioned Temporary Obstacle

EGXX,OBS,CRANE,,,,N,376673.45,404383.54,98.15,322,0001,10/04/10,10/04/10

EGXX,OBS,MOBILE MAST,,,,Y,511435.56,396978.78,175.87,577,0003,12/04/10,15/04/10

Example of .csv format for an WGS84 positioned Permanent Obstacle

EGXX,OBS,WIND TURBINE,533659.04N,0002001.07W,121.31,398,Y,,,246,0002,10/04/10

EGXX,OBS,MAST,532725.46N,0001918.10W,,,Y,,,175.87,577,0003,12/04/10

SECTION 6: DECLARATION

The assessment carried out as a result of this request will be in respect of the effect on Instrument Approach Procedures only, and only those relating to the airport(s) specified in the request. Any issue relating to technical safeguarding (Annex 14/CAP 168) which cannot be resolved by the applicant's own resources must be referred to Aerodrome Standards Department of the CAA Safety Regulation Group.

I confirm that the information provided is correct and I will inform CAA International of any changes to this data.

I have included the obstacle data I will submit the obstacle data electronically on CD/DVD By email

Name Position in Company

Signature* Date

*not required if submitting electronically