

**AMENDMENTS TO AERODROME MANUAL- AIP DATA UPLOADING**

<b>SI REF -</b>	10/2019	<b>DATE OF ISSUE -</b>	30/08/2019	<b>EFFECTIVE DATE -</b>	30/08/2019
<b>AERODROME MANUAL/ AOI REF(s) -</b>	Part B, Section 2, Paragraph 2.9.4 Part B, Section 14, Paragraph 14.2 Part E, Section 1, Paragraph 1.2				

Please be advised of the below amendments to AIP data updating and the person(s) responsible for this.

The Aerodrome Manual will be updated on the next issue.

**The following changes have been made to the Aerodrome Manual, Part B, Section 2:**

Change to paragraph 2.9.4: Added responsibility to the Head of Fire and Airfield Operations: Ensure AIP data is kept up to date and information logged and processed in a compliant manner.

**The following changes have been made to the Aerodrome Manual, Part B, Section 14:**

New paragraph 14.2: AIP Data – AIP data information updates and amendments are to be processed checked and logged via the Developments & Safeguarding Department

**The following changes have been made to the Aerodrome Manual, Part E, Section 1:**

Change to paragraph 1.2: Agreed Amendments or additions to information promulgated in the UK AIP, Are to the publishing authority via the NATS online portal for AIP Amendments. The Developments & Safeguarding Department are responsible for the logging and transmitting of this data. Head of Fire & Airfield Operations has overall responsibility for the AIP data. Checking of the information and amendment requests is done by approved Portal Sponsors within the Developments & Safeguarding Department. Anyone requiring information to be amended or prolonged within the AIP should request an AIP change form via email to [ops.safety@eastmidlandsairport.com](mailto:ops.safety@eastmidlandsairport.com)

<b>Originator -</b>	Developments and Safeguarding Officer	<b>Issued By -</b>	Compliance and Operations Analyst
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